

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
October 20, 1961

The Finance Committee convened at Kellogg Center after lunch was served.

The following members were present: Messrs. Harlan, Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin.

Absent: Dr. Bartlett

1. Scudder, Stevens & Clark and Mr. Cress recommend the following investment items:

Pension & Retirement Fund

<u>Amount</u>	<u>Security</u>		<u>Approx. Price</u>	<u>Principal</u>	<u>Income</u>	<u>Yield</u>
Recommend purchasing:						
200 shs.	Norfolk & Western Railway (500 shs held)	\$4+1	108	\$21,600	\$1,000	4.6%
500 shs.	Alpha Portland Cement (1,700 shs. held)	1.50	32	16,000	750	4.7%
964 shs.	Columbia Broadcasting System (1,536 shs. held)	1.40	34	32,776	1,350	4.1%
200 shs.	Deere & Co. (1,200 shs. held)	2.00	51	10,200	400	3.9%
100 shs.	E. I. duPont (200 shs. held)	6.00+	226	22,600	600+	2.7%
500 shs.	General Electric (500 shs. held)	2.00	76	38,000	1,000	2.6%
800 shs.	Lone Star Cement (2,200 shs. held)	1.00	25	20,000	800	4.0%
841 shs.	Royal Dutch Petroleum (1,459 shs. held)	1.43+	32	26,912	1,202	4.5%
700 shs.	Standard Oil (New Jersey) (1,000 shs. held)	2.20	44	30,800	1,540	5.0%
1650 rts	Northern Natural Gas		$\frac{1}{4}E$	413		
Recommend subscribing with 3,000 rights to						
150	Natural Gas (1,350 shs. held)	1.50	32E	4,800	225	4.7%
				<u>4,800</u>	<u>225</u>	<u>4.7%</u>
				\$224,101	\$8,867+	3.9%

Albert H. and Sarah A. Case Fund

Recommend subscribing with 400 rights to:							
20	Northern Natural Gas (400 shs. held)	1.50	32E	640	30	4.7%	

Consolidated Investment Fund

Recommend purchasing:							
\$10,000	Metropolitan Toronto 41/8s-1976		94	9,400	412	4.4%	
100 shs.	Deere & Co. (holding 200)	2.00	50	5,000	200	4.0%	
200 shs.	Royal Dutch Petroleum	1.59	34	10,200	477	4.7%	
				\$24,600	\$1,089	4.4%	

Skinner Fund

Recommend purchasing:							
\$2,000	U.S. Treasury 3 3/4s-8-15-64 (holding \$4,000)		100+	\$2,000	\$ 75	3.7%	
100 shs	United Gas Corp.	1.50	36	3,600	150	4.2%	
20 shs	Atlantic Coast Line (holding 125)	2.00	45	900	40	4.4%	
				\$6,500	\$265	4.1%	

Insurance Fund

Recommend purchasing:

\$20,000	U. S. Treasury 3 3/4s-8-15-64		100+	\$20,000	\$750	3.7%	
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On motion by Mr. Stevens, seconded by Mr. Merriman, it was voted to approve Item 1.

2. Recommendation from Mr. May and Provost Miller for an appropriation of \$22,933 to cover the compensation of additional teachers required to take care of the student loads developed as a result of enrollment in excess of expectations.

\$22,933 approp for compensa-
tion of addi-
tional
teachers.

4554

Add. approp.
Registrar's
Office.

\$5,000 approp
for documen-
tary film.

\$2,000 approp
for Dept.
Pub. Safety

Recommendations on
tentative
budget will be
acted upon
at evening
session.

Resolution
re: financing
MSU-O
Intramural
Bldg.

Finance Committee Items, continued:

3. Recommendation for a supplemental appropriation of \$8,760 for the Registrar's Office for the salaries of two additional clerical employees and for equipment for the new employees.
4. Recommendation for an appropriation of \$5,000 for the production of a documentary film.
5. Recommendation for a supplemental appropriation of \$2,000 for the Department of Public Safety.

On motion by Dr. Smith, seconded by Mr. Merriman, it was voted to approve Items 2, 3, 4 and 5.

6. Vice President May presented the figures that are recommended as the tentative budget request to be made to the Governor and the Legislature through the State Department of Administration.
7. It is proposed that we resubmit the long-range building program that has previously been submitted with some changes in priorities, the exact details to be submitted to the Trustees at the November meeting.

After discussion, it was decided that the Board would not act on Items 6 and 7 but would hold a special meeting upon call of the President when the figures are more refined. It is hoped that this can be an evening session limited to Finance Committee matters.

8. Mr. Earl Cress submitted the resolution covering the financing of the Michigan State University-Oakland Intramural Building, as follows:

RESOLUTION OF BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE AND APPLIED SCIENCE
RELATIVE TO ISSUANCE AND SALE OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE AND APPLIED SCIENCE -
OAKLAND INTRAMURAL BUILDING AND STUDENT CENTER REVENUE BONDS.

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science, in the exercise of its constitutional duties, has determined that it is necessary and expedient to construct, furnish and equip an Intramural Building on the campus of Michigan State University of Agriculture and Applied Science - Oakland, in Oakland County, Michigan; which building will provide necessary intramural facilities for students attending Michigan State University of Agriculture and Applied Science - Oakland; and

WHEREAS, this Board deems it necessary and expedient to issue and sell Michigan State University of Agriculture and Applied Science - Oakland Intramural Building and Student Center Revenue Bonds of the face value of Two Million Three Hundred Thousand Dollars (\$2,300,000.00) for the purposes of providing funds:

(a) To pay costs incidental to the construction, furnishing and equipping of the Intramural Building above referred to on the campus of Michigan State University of Agriculture and Applied Science - Oakland, in Oakland County, Michigan, including costs necessary to improving the building site, costs incidental to bringing utility services to the building, costs of establishing a water financing costs and costs of unforeseen contingencies;

(b) To pay the principal balance owing on Michigan State University of Agriculture and Applied Science - Oakland Student Center Sinking Fund Bond dated February 1, 1959, together with the interest which shall have accrued thereon; and

(c) To establish a Bond and Interest Reserve Fund in the amount of One Hundred Thousand Dollars (\$100,000.00);

and

WHEREAS, Ann Arbor Trust Company, a Michigan Corporation, of Ann Arbor, Michigan, has submitted for the consideration of this Board a form of Trust Agreement pursuant to which Michigan State University of Agriculture and Applied Science - Oakland Intramural Building and Student Center Revenue Bonds of the face value of Two Million Three Hundred Thousand Dollars (\$2,300,000.00) may be issued and sold.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Michigan State University of Agriculture and Applied Science that it borrow the sum of Two Million Three Hundred Thousand Dollars (\$2,300,000.00), through the issuance and sale of Michigan State University of Agriculture and Applied Science - Oakland Intramural Building and Student Center Revenue Bonds, under the terms and conditions more specifically set forth in the Official Statement of this Board relative to such issuance and sale; which Official Statement is incorporated herein by reference, with the same force and effect as if fully set forth herein.

BE IT FURTHER RESOLVED that the Trust Agreement between this Board and Ann Arbor Trust Company, to be dated as of November 1, 1961, which conforms to the terms and conditions set forth in the Official Statement of this Board and pursuant to which said Michigan State University of Agriculture and Applied Science - Oakland Intramural Building and Student Center Revenue Bonds may be issued and sold, be and the same is hereby approved as to content and form.

BE IT FURTHER RESOLVED that this Board issue Michigan State University of Agriculture and Applied Science - Oakland Intramural Building and Student Center Revenue Bonds of the face value of Two Million Three Hundred Thousand Dollars (\$2,300,000.00), pursuant to the terms and conditions set forth in the Official Statement adopted by this Board and the Trust Agreement above referred to, and to sell the same to provide funds to pay costs incidental to the construction, furnishing and equipping of the Intramural Building above referred to on the campus

October 20, 1961

4555

Finance Committee Items, continued:

8. Resolution covering the financing of Michigan State University-Oakland Intramural Building, continued:

Resolution
re: financing
MSU-O Intra-
mural Bldg.

of Michigan State University of Agriculture and Applied Science - Oakland, including costs necessary to improving the building site, costs incidental to bringing utility services to the building, costs of establishing a water supply and sewage facilities, Architects' fees, insurance during construction, financing costs and costs of unforeseen contingencies, and to pay the principal balance owing on Michigan State University of Agriculture and Applied Science-Oakland Student Center Sinking Fund Bond, dated February 1, 1959, together with the interest which shall have accrued thereon, and to establish the Bond and Interest Reserve Fund in the amount of One Hundred Thousand Dollars (\$100,000.00).

BE IT FURTHER RESOLVED that John A. Hannah, President of Michigan State University of Agriculture and Applied Science, or Philip J. May, Vice President of Michigan State University of Agriculture and Applied Science, be and they are hereby authorized, empowered and directed, in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science and as its corporate act and deed, to execute and sign Michigan State University of Agriculture and Applied Science-Oakland Intramural Building and Student Center Revenue Bonds herein provided for. To facilitate the execution and signing of the bonds or the execution and signing of any instruments requiring the signature of said officers, the officers are authorized to use their initials in lieu of their Christian names. The coupons appertaining to Michigan State University of Agriculture and Applied Science-Oakland Intramural Building and Student Center Revenue Bonds shall be authenticated by the facsimile signature of Jack Breslin, Secretary of Michigan State University of Agriculture and Applied Science.

BE IT FURTHER RESOLVED that any two of the following officers of Michigan State University of Agriculture and Applied Science, to-wit: John A. Hannah, President, Philip J. May, Vice President, and Jack Breslin, Secretary, are hereby empowered and directed for and in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science and as its corporate act and deed, to execute the Trust Agreement hereinbefore referred to, to pledge the specific amounts of Michigan State University-Oakland University Fees and/or Michigan State University-East Lansing University Fees and Investment Income, as therein defined, for the purpose of securing and paying all payments of principal, interest and reserve provided for in the Trust Agreement and Official Statement, and to perform all acts and deeds and execute all instruments and documents necessary, expedient and proper in connection with the borrowing of said sum of Two Million Three Hundred Thousand Dollars (\$2,300,000.00), the issuance of Michigan State University of Agriculture and Applied Science-Oakland Intramural Building and Student Center Revenue Bonds and the sale of the same.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered and directed, for and in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science and as its corporate act and deed, to make, consent to and agree to any changes in the terms and conditions of said Trust Agreement which they may deem necessary, expedient and proper, prior to or at the time of the execution of said Trust Agreement, but no such amendments shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made to the Trustee, or the security pledged. Provided, however, nothing herein contained shall be construed as limiting the right of such officers to alter or change the date of issue of said bonds, the dates for payment of interest, or the dates fixed for payments to the Trustee provided for in said Trust Agreement.

BE IT FURTHER RESOLVED that said officers, either in said Trust Agreement or by the issuance of said Michigan State University of Agriculture and Applied Science-Oakland Intramural Building and Student Center Revenue Bonds, shall not pledge the credit of or create any liability on the part of the State of Michigan, the Board of Trustees of Michigan State University of Agriculture and Applied Science, or any member or officer of this Board or any of their successors, other than to pledge the specific amounts of Michigan State University-Oakland University Fees and/or Michigan State University - East Lansing University Fees and Investment Income as is required by the Trust Agreement above referred to and as set forth in the Official Statement.

BE IT FURTHER RESOLVED that any one of the above named officers be and he is hereby authorized, empowered and directed, for and in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science, to sell Michigan State University of Agriculture and Applied Science - Oakland Intramural Building and Student Center Revenue Bonds of the face value of Two Million Three Hundred Thousand Dollars (\$2,300,000.00) in accordance with the commitments submitted by Ann Arbor Trust Company, as Fiscal Agent of this Board; and said Ann Arbor Trust Company, as Fiscal Agent, is hereby authorized to accept payment for said bonds upon delivery of the same.

BE IT FURTHER RESOLVED that this resolution shall show that specific legislative approval, in accordance with Section 10 of Act No. 159 of the Public Acts of Michigan of 1960, for the letting of contracts for the construction of the Intramural Building, has been included in House Concurrent Resolution No. 25 (1961 Session), adopted by the House of Representatives of the Michigan State Legislature on May 8, 1961, and by the Senate of the Michigan State Legislature on May 12, 1961.

On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve the above-mentioned resolution.

Finance Committee Items, continued:

Resolution re:
\$7,200,000
bank loan
for refunding
Owen Halls and
add. financing
Case and Wil-
son dorms.

9. Mr. Earl Cress submitted the formal resolution covering the \$7,200,000 bank loan for the refunding of the Owen Halls and additional financing for the Case and Wilson dormitories as follows:

RESOLUTION OF BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY OF AGRICULTURE AND APPLIED SCIENCE AUTHORIZING THE BORROWING OF \$7,200,000.00 FROM NATIONAL BANK OF DETROIT AND EXECUTION OF TERM LOAN AGREEMENT.

WHEREAS, the Board of Trustees of Michigan State University of Agriculture and Applied Science, in the exercise of its constitutional duties, has determined that it is necessary and expedient to construct, furnish and equip on the campus of Michigan State University of Agriculture and Applied Science, at East Lansing, Michigan, the following facilities:

(a) Two six-story Residence Halls, with connecting three-story unit, which will provide housing, dining and appurtenant facilities for approximately one thousand (1,000) students attending the University; which Residence Halls and appurtenant facilities will be designated as "Residence Hall Group Number One, South Campus"; and

(b) Two six-story Residence Halls, with connecting three-story unit, which will provide housing, dining and appurtenant facilities, for approximately twelve hundred (1,200) students attending the University; which Residence Halls and appurtenant facilities will be designated as "Residence Hall Group Number Two, South Campus";

and

WHEREAS, this Board deems it necessary and expedient to borrow the sum of Seven Million Two Hundred Thousand Dollars (\$7,200,000.00), to be used, together with other available funds, for the following purposes, to-wit:

(a) To pay costs incidental to the construction, furnishing and equipping of Residence Hall Group Number one, South Campus, and Residence Hall Group Number Two, South Campus;

(b) To pay costs incidental to brining heating and utility services to said buildings; costs of landscaping and necessary walks and drives, Architects' fees, financing costs and other expenses incidental to the construction and financing herein contemplated;

(c) To provide the sum of Four Million One Hundred Seventy-eight Thousand Seven Hundred Forty-five Dollars (\$4,178,745.00) to be used, together with other available funds, to pay the principal indebtedness and accrued interest owing to National Bank of Detroit pursuant to the terms of a Term Loan Agreement entered into by and between this Board, National Bank of Detroit, and Ann Arbor Trust Company, as Agent, dated as of February 1, 1960;

(d) To provide a contingency fund in the amount of Ninety-six Thousand Two Hundred Fifty-five Dollars (\$96,255.00) for the payment of costs of unforeseen contingencies, interest on outstanding indebtedness during construction, etc.;

and

WHEREAS, Ann Arbor Trust Company, of Ann Arbor, Michigan, hereinafter sometimes referred to as "Agent", has submitted for the consideration of this Board a form of Term Loan Agreement under the terms of which this Board may borrow from National Bank of Detroit, hereinafter sometimes referred to as "Bank", the sum of Seven Million Two Hundred Thousand Dollars (\$7,200,000.00); which sum is the amount required, when taken together with other available funds, to pay costs of constructing, furnishing and equipping Residence Hall Group Number one, South Campus, and Residence Hall Group Number Two, South Campus, above referred to; to pay the principal indebtedness and accrued interest owing to National Bank of Detroit under the terms of the Term Loan Agreement dated as of February 1, 1960, above referred to, pursuant to which this Board borrowed from said Bank the sum of Four Million Five Hundred Thousand Dollars (\$4,500,000.00); and to create a contingency fund in the amount of Ninety-six Thousand Two Hundred Fifty-five dollars (\$96,255.00) for the payment of unforeseen contingencies incidental to the construction, furnishing and equipping of said Residence Hall Group Number One, South Campus, and Residence Hall Group Number Two, South Campus, including, but not limited to, interest during construction, financing costs, Architects' fees, costs of landscaping and necessary walks and drives, etc.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Michigan State University of Agriculture and Applied Science that a Term Loan Agreement, substantially in the form submitted to this Board, be entered into with National Bank of Detroit and Ann Arbor Trust Company, as Agent; which agreement shall be dated as of November 1, 1961, and pursuant to which the sum of Seven Million Two Hundred Thousand Dollars (\$7,200,000.00) may be borrowed from the Bank under the following terms:

1. Amount of Loan: Seven Million Two Hundred Thousand Dollars (\$7,200,000.00)
2. Interest Rate: Three and eighty hundredths per cent (3.80%) per annum.
3. Term: All principal and accrued interest to be paid on or before November 1, 1971.

Finance Committee Items, continued:

9. Resolution covering the \$7,200,000 bank loan for the refunding of Owen Halls and additional financing for the Case and Wilson dormitories, continued:

4. Security: To secure the payment of principal and interest under the terms of the Term Loan Agreement, the Agent shall have:

(a) A first lien on the Net Income derived from the operation of two Graduate Residence Halls, with connecting dining and lounge facilities, located on the campus of the University and known as "Owen Hall"; which Graduate Residence Halls are adequate in all respects to furnish housing, dining and appurtenant facilities for four hundred twenty (420) graduate students attending the University; and

(b) A second lien on the Net Income pledged to secure Michigan State College of Agriculture and Applied Science Dormitory Revenue Bonds, 1948 Series, issued pursuant to a Trust Agreement dated December 15, 1948, between this Board and Ann Arbor Trust Company, as Trustee.

Resolution re:
\$7,200,000
bank loan for
refunding Owen
Halls and
add. financing
Case and Wil-
son dorms.

BE IT FURTHER RESOLVED that any two of the following officers of Michigan State University of Agriculture and Applied Science, to-wit: John A. Hannah, President, Philip J. May, Vice President, and Jack Breslin, Secretary, be and they are hereby authorized, empowered and directed, in the name of the Board of Trustees of Michigan State University of Agriculture and Applied Science and as its corporate act and deed, to execute and enter into the aforementioned Term Loan Agreement between this Board, National Bank of Detroit and Ann Arbor Trust Company, as Agent; and they are further authorized, empowered and directed to execute the Promissory Note of this Board as evidence of said loan.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered and directed, in the name of this Board and as its corporate act and deed, to perform all acts and deeds and execute all instruments and documents necessary, expedient and proper in connection with the borrowing of said sum of Seven Million Two Hundred Thousand Dollars (\$7,200,000.00) in accordance with the terms and conditions of said Term Loan Agreement, and the pledging of the security above described.

BE IT FURTHER RESOLVED that any two of said officers be and they are hereby authorized, empowered and directed, for and in the name of this Board and as its corporate act and deed, to make, consent to and agree to any changes in the terms and conditions of said Term Loan Agreement which they may deem necessary, expedient and proper, prior to or at the time of the execution of said Term Loan Agreement, but no such amendments shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, or the security pledged.

BE IT FURTHER RESOLVED that said officers, either in said Term Loan Agreement or in the note to be executed as evidence of the loan by the Bank, shall not pledge the credit of or create any liability on the part of the State of Michigan, this Board, or any member or officer of this Board, or any of their successors, other than to pledge the security above described.

BE IT FURTHER RESOLVED that said officers be and they are hereby authorized, empowered and directed, for and in the name of this Board and as its corporate act and deed, to accept the commitment of National Bank of Detroit.

BE IT FURTHER RESOLVED that this resolution shall show that specific legislative approval for the construction of Residence Hall Group Number One, South Campus, and Residence Hall Group Number Two, South Campus, and Residence Hall Group Number Two, South Campus, was included in Senate Concurrent Resolution No. 24 (1960 Session) adopted by the Senate on April 7, 1960, and by the House of Representatives on May 12, 1960, and in House Concurrent Resolution No. 25, (1961 Session), adopted by the House of Representatives on May 8, 1961, and by the Senate on May 12, 1961.

On motion by Mr. Merriman, seconded by Dr. Smith, it was voted to approve the above-mentioned resolution.

Approval
agreement
Aerial Ex-
plorers
Corporation.

10. Lee Carr, University Attorney, submitted the agreement finalizing the arrangement tentatively approved by the Trustees at the last meeting.

This agreement is between the Aerial Explorers Corporation, a corporation wholly owned by Talbert and Leota Abrams of Lansing, this Board of Trustees, and the American Bank and Trust Company of Lansing. The Trustees agree to issue planetarium revenue bonds in the amount of \$250,000 to be delivered to the American Bank and Trust Company as escrow agent. The Explorers Corporation will provide the American Bank and Trust Company with the funds to pay for these bonds. The bonds are to be held by the escrow agent. The interest is to be paid by the Trustees to the escrow agent.

Upon the death of the later to die of Talbert or Leota Abrams, or 30 years from the date of the issue of the bonds, whichever is sooner, the escrow agent will deliver to the University all of the bonds.

On motion by Mr. Huff, seconded by Mr. Vanderploeg, it was voted to approve the contract as developed by University Attorney Carr and to authorize Mr. Calder, Architect, to proceed to develop the final plans and specifications for bids in cooperation with Mr. and Mrs. Abrams and the M.S.U. Development Fund Board.

The Planetarium is to be named "The Talbert and Leota Abrams Planetarium."

Finance Committee Items, continued:

11. The President had previously indicated that it was his intention to turn over salary checks paid to him by the Constitutional Convention to Michigan State University.

Mr. Stevens moved that inasmuch as it had been reported to him that the costs for advertisements in connection with the President's campaign for election as a delegate to the Constitutional Convention had amounted to a total of \$481, the University repay this amount and that the balance from these salary checks be accumulated in a special fund and reported to the Trustees by Vice President May after the conclusion of the Convention.

Mr. Merriman seconded the motion and it was unanimously voted.

Adjourned.

PRESIDENT'S REPORTAppointments

1. Appointment of George A. Hough as Instructor in Journalism at a salary of \$7,000 per year on a 10-month basis, effective September 1, 1961, subject to tenure rules.

Miscellaneous

1. Approval of the following fees for the Nursery School to be effective for fall term 1961:

Toddlers' Group	2 days a week	\$15 per term
Younger Morning	3 days a week	\$30 per term
Older Morning	5 days a week	\$50 per term
Afternoon Group	4 days a week	\$25 per term

2. Approval of awarding a contract for the construction of the 100 PSI steam supply to Wilson Hall to R. L. Spitzley Heating, the low bidder, for \$61,794. The following bids were received:

R. L. Spitzley Heating	\$61,794
W. A. Brown Corporation	61,841
Robert Carter Corporation	63,600
Lorne Plumbing & Heating	63,983
Shaw-Winkler, Inc.	64,337
United Piping	66,770
Dard, Incorporated	68,600
Maintenance Engineers, Inc.	68,700

3. Approval of awarding a contract for the site improvement work at Hidden Lake Gardens to R. R. Roe & Sons, the low bidder, for \$3,444. The following bids were received:

R. R. Roe & Sons	\$3,444
R. H. Miller & Son	3,700
Valdez & Reynolds	3,726
Weasel Brothers	5,188
K. & K. Construction, Inc.	5,645

4. Approval of awarding a contract for water mains and services for Wilson Hall and completion of water mains to the Engineering Building to the Crandell Trenching Company, the low bidder, for \$43,771.40. The following bids were received:

Crandell Trenching Co.	\$43,771.40
Powell Construction	45,505.80
Reed & Noyce	51,516.65
Mead Brothers Excavating	51,710.82
A. J. Miller, Inc.	51,767.00
Industrial Maintenance	52,029.84

5. Designation of the following Assistant Football Coaches as Instructors, effective as of September 1, 1961:

Daniel P. Boisture
Henry C. Bullough
Vincent J. Carillot
Gordon H. Serr
Calvin Stoll

On motion by Mr. Vanderploeg, seconded by Mr. Merriman, it was voted to approve the President's Report.

President to
turn over sal-
ary checks
received from
Con-Con to
MSU. Payment
of \$481
(campaign ex-
penses) app.

Appointment
George Hough

Nursery
School Fees

Contract for
construction
of PSI steam
supply to
Wilson Hall

Contract for
site work at
Hidden Lake
Gardens let
to R. R. Roe
and Sons

Contract for
water mains
and services
Wilson Hall
and Engr Bldg
let

Approval
academic titles
Football
Coaches

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
October 20, 1961

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

The meeting was called to order at 2:50 p.m.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

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

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

NEW BUSINESS

Resignations and Terminations

Resignations

1. Jean Louise Stebens, Home Economics Agent, Huron County, October 31, 1961 to travel with her family.
2. John G. Haygreen, Assistant Professor of Forest Products, December 31, 1961, to accept a position at Colorado State University.
3. C. Fred Gurnham, Professor and Head of Chemical Engineering, October 31, 1961 for personal reasons.
4. Donald R. Geiss, Specialist, Audio-Visual, September 20, 1961, to accept a position with Encyclopaedia Britannica Films.
5. Frederick A. Wagner, Jr. Traffic Engineer, Highway Traffic Safety Center, September 30, 1961. Highway Traffic Safety Center is being phased out.
6. Bruce B. Madsen, Assistant Director Highway Traffic Safety Center, September 30, 1961. Highway Traffic Safety Center is being phased out.
7. Robert A. Farmer, Administrative Assistant Highway Traffic Safety Center, September 30, 1961. Highway Traffic Center is being phased out.

Leaves--Sabbatical

Leaves

1. Alexis J. Panshin, Professor and Head of Forest Products, with fullpay from April 1, 1962 to June 30, 1962 for study and travel in England, France, and the Scandinavian Countries.
2. Herbert C. Rudman, Associate Professor of Education with full pay from August 1, 1962 to December 31, 1962 to complete a book.
3. Richard S. Rudner, Professor of Philosophy with half pay from September 1, 1962 to August 31, 1963 for study and travel in Europe.
4. Albert I. Rabin, Professor of Psychology with full pay from January 1, 1962 to June 30, 1962 for study and research in Europe and Israel. He will be paid 75% University General and 25% from Ford Foundation Grant, account 71-1983.

Leaves--Military

1. Thomas A. Rand, Instructor in Health, Physical Education and Recreation and Assistant Coach, without pay from September 1, 1961 to June 30, 1962.

Appointments

Leaves--Other

1. Joseph Ballam, Professor of Physics and Astronomy without pay from September 1, 1961 to August 31, 1962 to work at Stanford University.
2. Charles A. Rogers, Associate Professor of Personnel and Production and Labor and Industrial Relations Center without pay from September 1, 1961 to December 31, 1961.

Appointments

1. Mason E. Miller, Director of the Institute for Extension Personnel Development at a salary of \$13,000 per year on a 12-month basis effective December 1, 1961. Mr. Miller will have the rank of Assistant Professor.
2. Earl Carl Stegman, Instructor in Agricultural Engineering at a salary of \$6800 per year on a 12-month basis from October 1, 1961 to September 30, 1962.

NEW BUSINESS, continuedAppointments, continued

Appointments

3. Baljit Singh, Assistant Professor of Political Science at a salary of \$7800 per year on a 10-month basis effective September 1, 1961 to August 31, 1962.
4. Alice Wellington Wallace, Instructor in Political Science and Continuing Education at a salary of \$6800 per year on a 10-month basis effective September 1, 1961 to August 31, 1962.
5. James Kenneth Allen, Instructor in Health, Physical Education and Recreation at a salary of \$6500 per year on a 10-month basis effective October 1, 1961.
6. James W. Butler, Professor of Physics and Astronomy at a salary of \$13,000 per year on a 10-month basis effective October 16, 1961.
7. Lance Olson, Freshman Basketball Coach at a salary of \$480 per month from October 16, 1961 to August 15, 1962.
8. Francis Leon McConkey, Specialist in the Audio-Visual Center at a salary of \$6500 per year on a 12-month basis effective November 1, 1961.
9. Beauregard Stubblefield, Associate Professor of Mathematics at MSU-O at a salary of \$8750 for the period October 1, 1961 to August 31, 1962.
10. Jesse W. Morton, Adviser (Registrar) in the Nigeria Program at a salary of \$9200 per year on a 12-month basis effective October 5, 1961 to October 4, 1963.
11. Temporary appointment of Clay Lyle, Adviser (Entomology) in the Taiwan Project at a salary of \$12,500 per year on a 12-month basis effective November 1, 1961.

Transfers

Transfers

1. Maurice E. Volland from 4-H Agent, Kalamazoo County, to 4-H Agent Muskegon County at an increase in salary to \$7700 per year effective November 1, 1961.
2. Roland I. Robinson, from Professor of Accounting and Financial Administration to Professor of Accounting and Financial Administration and Economics at the same salary of \$15,000 per year on a 10-month basis effective September 1, 1961.
3. Terrence M. Allen from Associate Professor of Continuing Education and Psychology to Associate Professor of Psychology at the same salary of \$10,000 per year on a 12-month basis effective September 1, 1961. On September 1, 1962 Mr. Allen will be on a 10-month basis.
4. Abram M. Barch, from Associate Professor of Continuing Education and Psychology to Associate Professor of Psychology at the same salary of \$10,500 per year on a 12-month basis effective September 1, 1961. On September 1, 1962 Mr. Barch will be on a 10-month basis.
5. Theodore W. Forbes from Professor of Continuing Education and Psychology to Professor of Psychology and Engineering Research at the same salary of \$15,900 per year on a 12-month basis effective September 1, 1961. On September 1, 1962 Mr. Forbes will be on a 10-month basis.
6. Russell F. Fink, Coordinator in Continuing Education in University College to Assistant Dean for the Case Hall Program in University College with a salary increase to \$12,600 on a 12-month basis effective January 1, 1962.

Salary increases.

Salary Changes

1. Increase in salary for Robert C. Kramer, Professor and Director of Agricultural Marketing and Utilization Center to \$16,000 per year on a 12-month basis effective October 1, 1961.
2. Increase in salary for David A. B. Booth, Assistant Professor of Political Science and Continuing Education to \$7400 per year on a 10-month basis effective from September 1, 1961 to August 31, 1962.
3. Increase in salary for Martha Soltow, Librarian, to \$6000 per year on a 12-month basis effective October 1, 1961.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the Resignations, Leaves, Appointments, Transfers and Salary Changes.

Title change-
R. W. Swenson
R. C. Nicholas

Miscellaneous

1. The following promotions are recommended, effective November 1, 1961:
 - a. R. M. Swenson, Assistant Dean of Agriculture--from Associate Professor to Professor.
 - b. R. C. Nicholas, from Assistant Professor (Research) to Associate Professor (Research) of Food Science.
2. Change in leave of absence without pay dates for Gladys E. Knight, Assistant Professor (Extension) of Hotel, Restaurant, and Institutional Management, to November 1, 1961, to March 31, 1962. Her leave had been approved previously to begin October 1, 1961.
3. Change in status of Roderick Rightmire, Instructor in Television and Radio, from a temporary appointment to a regular appointment subject to tenure rules, effective September 1, 1961.

Leave dates
for Gladys
Knight
changed

NEW BUSINESS, continuedMiscellaneous, continued

4. Designation of A. J. Smith as Acting Head of Chemical Engineering at an additional salary of \$100 per month, effective November 1, 1961.
5. Change in status of Joyce Hausdorff, Instructor in Nursing, from a 12-month basis at a salary of \$5650 to a 10-month basis at a salary of \$4520 per year, effective from September 1, 1961 to August 31, 1962.
6. Change in title of Emanuel Hackel from Assistant to the Dean of University College to Assistant Dean of University College with a salary increase from \$12,400 to \$12,900 per year, effective November 1, 1961.
7. Change in terms of appointment of Norman C. Hunt, Distinguished Visiting Professor of Humanities, from \$5000 for the period to \$4000 + \$1000 travel allowance for the period from October 1 to December 31, 1961.
8. Employment of Louise Carpenter in Continuing Education at a salary of \$2574.48 for the period from July 1 to December 31, 1962, paid from account 21-2902. This is in addition to her retirement pay.
9. Additional title of Professor of Administration for Kermit Smith, Registrar, effective as of July 1, 1961.
10. Correction in the budget so that it will carry the salary of George Axinn, Coordinator of the Nigerian Program and Professor of Agriculture, at the rate of \$15,000 per year, effective as of July 1, 1961. Dr. Axinn has been paid at the rate of \$15,500 since July 1.
11. Reinstatement of Donald F. Aschom as Instructor in Continuing Education at a salary of \$8,200 per year on a 12-month basis, effective September 1, 1961. Mr. Aschom has been assigned to the Vietnam Project since February 1, 1959.
12. Payment of the salary of John E. Jordan, Assistant Professor of Education, from a State Department grant, account 71-2035 effective from October 11 to November 30, 1961. Dr. Jordan is going to the University of San Carlos, Guatemala.
13. Assignment of Donald L. Grummon, Director of the Counseling Center, to the Peace Corps Project in Nigeria at a salary of \$15,000 per year on a 12-month basis, effective from September 15, 1961, to December 31, 1962, paid from account 71-2029.
14. Assignment of Howard R. Neville, Director of Continuing Education, to the Nigeria Program at the same salary of \$16,000 per year, effective from October 6 to October 31, 1961, paid from account 71-2024.
15. Assignment of Charles A. Joiner, Assistant Professor of Political Science and Continuing Education, to the Vietnam Project at a salary of \$10,000 per year on a 12-month basis, effective September 25, 1961, paid from account 71-2020.
16. Report of the death of Jared R. Hallowell, Librarian, on October 6, 1961. Mr. Hallowell was born on May 4, 1928, and was first employed by the University on July 1, 1960.
17. Recommendations from the Director of Personnel as follows:
 - a. Establishment of a Food Science Technician VIII position in Food Science.
 - b. Establishment of a Clerk-Typist II position in Personnel and Production.
 - c. Transfer of 2 half-time Assistant Editor positions in the Bureau of Business and Economic Research to Administrative-Professional I positions.
 - d. Change from half-time to full-time a Clerk-Stenographer position in Electrical Engineering.
 - e. Establishment of a Clerk-Typist II position on a 10-month basis in Natural Science.
 - f. Establishment of a Clinical Chemist X position in Veterinary Pathology, paid from account 71-2170.
 - g. Reclassification of an Accounting Clerk to a Senior Accounting Clerk V position for the MSU Development Fund.
 - h. Change an Administrative Assistant to an Administrative-Professional III position in International Programs, paid 50% from 71-2024, 25% from 71-2029, and 25% from 71-2022.
 - i. Establishment of a Senior Tabulating Machine Operator VII in Data Processing, paid from 21-2916.
 - j. Reclassification of a Museum Technician to an Administrative-Professional I position with the title of Museum Associate Curator in the Museum.
 - k. Reclassification of an Admissions Counselor to an Administrative-Professional I position in Admissions and Scholarships.
 - l. Establishment of a Senior Clerk IV position in the Registrar's Office.
 - m. Establishment of a Clerk-Typist II position in the Registrar's Office.
 - n. Establishment of an Administrative-Professional I position with the title of Administrative Secretary in the Foundation Office at Michigan State University-Oakland.
18. Since the University is now on its third year of continuous year-around operation, it is proposed to discontinue referring to the summer program as a "Summer School". In the future, the University will operate on four quarters--fall, winter, spring, and summer--with the summer quarter responsible to the Deans and Colleges in the same manner as in the other quarters of the university year.

A.J. Smith
Act. Head
Chem. Engr.

Joyce Haus-
dorff changed
to 10 mo basis

E. Hackel to
be Asst. Dean

Change terms
appointment
Norman C. Hunt

Employment
L. Carpenter
July 1-Dec. 31
'62

Kermit Smith
Prof. Adm.

Geo. Axinn's
salary correc-
ted in budget

Donald F.
Aschom re-
instated.

John Jordan's
salary to be
paid State
Dept. grant.

D.L. Grummon
assigned to
Peace Corps
project.

Assignment
H.R. Neville
to Nigeria
Program

Assignment
C.A. Joiner
Vietnam Proj.

Report of
death J. R.
Hallowell

Approval
several
recommenda-
tions Director
Personnel

Summer program
to be fourth
quarter
regular year

NEW BUSINESS, continuedMiscellaneous, continued

- Old Bus Ad. Bldg. named Marshall Hall
- Univ. College building - Eustace Hall
- Library at MSU-O to be Kresge Lib.
- Science Bldg. to be " "
- Approval alts Bus Ad Bldg. for Econ. Res. Am Legion re: Act 245
19. Recommendation that the present Business Administration Building be named Marshall Hall in honor of Charles Edward Marshall.
 20. Recommendation that the present University College Building be named Eustace Hall in honor of Harry J. Eustace.
 21. Recommendation that two buildings nearing completion at Michigan State University-Oakland be named as follows:
 - a. The new Library to be named the Kresge Library
 - b. The new science building to be named Science Building
 22. Alterations to the first and second floors of the present Business Administration Building for the Economics Department at an estimated cost of \$3,595, to be charged to Alterations and Improvements 1961-62.
 23. Receipt of a resolution from the American Legion protesting the action of the Trustees in electing not to participate in the scholarship program authorized by Public Act 245 of 1935.
 24. Communications from the following urging more adequate facilities for housing the work of Forestry:

W. A. McDonald, Flint

Richard A. Baynton, Casper, Wyoming

On motion by Mr. Harlan, seconded by Mr. Vanderploeg, it was voted to approve all Miscellaneous Items.

Special Item

1. The following bids were received on September 27 for the Intramural Building at Michigan State University-Oakland:

<u>Architectural</u>	<u>Base Bid</u>	<u>Alternate #1A Deduct</u>
Erickson & Lindstrom	\$927,444	\$60,000
J. A. Fredman Company	933,751	51,121
Darin and Armstrong	946,000	34,060
Schurrer Construction Co.	959,220	36,000
Christman Company	999,748	55,000
Barton-Malow Co.	1,013,000	49,000
A. W. Kutsche Co.	1,022,000	50,000
O. W. Burke Co.	1,030,400	56,538
Spence Brothers	1,042,780	56,500
<u>Electrical</u>		
Fred W. Moote	134,900	15,800
Standish Electrical Engineers	135,277	15,600
Brill Electric	139,440	9,000
C. & L. Electric	140,353	3,990
Schultz Electric	143,800	13,100
Paas Electric	144,890	14,685
Cates Electric	146,354	15,132
Jones Electric Shop	147,598	15,707
Colonial Electric	147,705	14,337
Hydon and Brand	149,825	14,730
Soma Electric Co., Inc.	156,546	14,900
The John H. Busby Co.	158,000	3,200
Howard Electric	164,000	16,295
<u>Mechanical</u>		
John E. Green Co.	348,800	19,800
Eames and Brown	356,000	19,325
Zeni & Maguire Co.	357,000	19,630
Edward McDonald	362,427	20,608
J. D. Naylor & Son	366,302	17,500
Brady Plumbing & Heating	366,500	19,700
Laya Plumbing & Heating	366,665	19,406
Shaw-Winkler Inc.	368,298	19,520
Spitzley Corporation	382,950	21,190
W. A. Brown Corporation	388,823	19,600
Goss Mechanical	398,828	23,000
Major Plumbing & Heating	407,000	20,000
Allen Briggs Co.	420,000	21,500

It is recommended that the Board formally approve the awarding of contracts in the amounts indicated to the low bidders:

Architectural--Erickson & Lindstrom	\$867,444
Electrical--Fred W. Moote	119,100
Mechanical--John E. Green Co.	329,000

\$1,315,544

continued - -

NEW BUSINESS, continuedSpecial Item

1. Intramural Building at MSU-O bids, continued:

These awards were unofficially approved by Board members in telephone calls from Mr. May.

It is further recommended that the project budget be established as follows:

Construction	\$1,315,544
Architect fees	72,800
Furnishings and Equipment	15,000
Utilities	65,000
Contingency	31,656
	<u>\$1,500,000</u>

Several years ago Oakland County agreed to make a grant of \$30,000 per year for five years to aid in the development of Michigan State University-Oakland. To date three installments have been received, and two of the installments have been used to pay interest on the Student Services Center loan. Therefore, we have on hand \$30,000 representing the third installment, plus two installments amounting to \$60,000 yet to be received. It is proposed that the last three installments totaling \$90,000 be committed for the site work for the Intramural Building.

On motion by Mr. Stevens, seconded by Dr. Smith, it was voted to award the contracts to the low bidders as recommended.

Gifts and Grants

Contracts
awarded
Intramural
Bldg MSU-O

Gifts and
Grants

1. Gift of an irrigation system from A. J. Miller, Inc. of Royal Oak to be used by Dr. James Beard in Farm Crops for turf research program, valued at \$3,672.
2. Gift of set of 355 plant specimens from Mexico and Southwest United States, valued at \$88.75 from Dr. Irving W. Knobloch for use in Department of Botany and Plant Pathology for scientific purposes in herbarium.
3. Grants as follows for scholarship or loan fund purposes:
 - a. \$800 from Western Electric Fund, Chicago, for student selected by University.
 - b. \$50 from Edna V. Ropp, Alma, for negro student for 1961-62 academic year.
 - c. \$279 from Adcraft Club of Detroit, for tuition scholarship 1961-62 year.
 - d. \$500 from Milton Feldbaum Memorial Scholarship, Philadelphia, for financial assistance to deserving student in school of packaging for 1961-62 year.
 - e. To renew previously established scholarships:
 - 1) Grants of \$1500 from each of the following for the National Association of Food Chains Scholarship, in each case \$1,000 to the recipient and \$500 for the administration of the program:
 - a) Philip Morris, Inc. of New York City
 - b) Chain Store Age of New York City
 - c) Star-Kist Foods, Inc. of Terminal Island, California
 - d) The Johnson's Wax Fund of Racine, Wisconsin
 - e) Lever Brothers Company of New York City
 - f) Savannah Sugar Refining Corporation of Savannah, Georgia
 - g) The Sperry Hutchinson Company of New York City
 - 2) \$25 from Dr. Stanley Idzerda for Honors College Scholarship Fund
 - 3) \$25 from Terry Carey, Admissions Counselor, for MSU Faculty Scholarship.
 - 4) \$4,975 from National Merit Scholarship Corporation, Evanston
 - 5) \$1200 from Mrs. James R. Offield of Chicago
 - 6) \$1625 from Michigan Cooperative Elevators
 - 7) \$200 from Michigan Feed and Grain Dealers' Association, East Lansing
 - 8) For the Michigan Bankers Scholarship Fund:
 - a) \$100 from Midland National Bank of Midland
 - b) \$100 from Union Bank and Trust Company, Grand Rapids
 - c) \$100 from Commercial Savings Bank of St. Louis, Michigan
 - d) \$100 from Capac State Savings Bank, Capac
 - f. To aid specified students:
 - 1) \$350 from H. T. Ewald Foundation, Grosse Pointe Park
 - 2) \$200 from J. W. Sexton High School's Girls' league, Lansing
 - 3) \$350 from Trenton High School, Trenton
 - 4) \$300 Foundry Education Foundation, Cleveland, Ohio
 - 5) \$93 from Inter. Institute of Real Estate Education, Washington, D.C.
 - 6) \$1500 from The Tiscornia Foundation, St. Joseph, Michigan
 - 7) \$150 from Lansing Tuebor Chapter of National Secretaries Association, Lansing
 - 8) \$400 from Romanian Benevolent Society "Farsarotul" of New York City
 - 9) \$1000 from G. D. Bodell, Jr., Lansing
 - 10) \$379 from Benzonia High School Class of 1960, Benzonia, Michigan
 - 11) \$750 from Pan American Union, Washington, D.C.
 - 12) \$600 from New York State Council, Knights of Columbus, New York City
 - 13) \$200 from Menton Teachers' Association, Menton, Ohio
 - 14) \$500 from Haskins Foundation, Inc., Louisville, Kentucky
 - 15) \$100 from Parents' Association Scholarship, New York City

NEW BUSINESS, continuedGifts and Grants, continuedGifts and
Grants

3. Grants for scholarship or loan fund purposes, continued:
 - f. To aid specified students:
 - 16) \$250 from The Russell Women's Civic Club, Novelty, Ohio
 - 17) \$255 from Alpha Phi Alpha Fraternity, Morgan State College, Baltimore
 - 18) \$1000 from National Starch and Chemical Corporation, New York City
 - 19) \$300 from Kiwanis Club of Loring Air Force Base, Maine
 - 20) \$1000 from Production Steel Strip Corporation, Detroit
 - 21) \$150 from Grand Cayman Scholarship Fund, Ridgway, Illinois
 - 22) \$500 from Chicago Junior Association of Commerce and Industry Foundation, Chicago
 - 23) \$100 from Seacost Baptist Missionary Association of New Jersey, Asbury Park
 - 24) \$900 from Michigan Home Economics Extension Council, Kalamazoo
 - 25) \$2500 from The Irvin L. Siegel Foundation, Washington, D.C.
 - 26) \$200 from The Omega Women's Club, North Chicago
 - 27) \$100 from an anonymous donor
 - 28) \$1500 from John and Elizabeth Whiteley Foundation, Lansing
 - 29) \$1024 from Rotary Club of Battle Creek
 - 30) \$150 from Delta Sigma Theta Sorority, Beta Nu Chapter, Gary, Indiana
 - 31) \$150 from Zeta Beta Omega Chapter of Alpha Kappa Alpha, Flint
 - 32) \$900 from Delta Theta Tau Sorority, Inc. of Little Rock, Arkansas
 - 33) \$300 from University Club of New Rochelle, New York
 - 34) \$1500 from Betty Crocker Search Scholarship, Washington, D.C.
 - 35) \$100 from Romeo "R" Club, Romeo, Michigan
 - 36) \$1000 from The Hephson Foundation, New York City
 - 37) \$150 from Garden City Senior High, Garden City, Michigan
 - 38) \$2400 from Whitehall Foundation, Inc., New York City
 - g. For Michigan State University-Oakland Scholarship Fund:
 - 1) \$280 from Woman's National Farm & Garden Ass'n, Pontiac Branch
 - 2) \$560 from Oxford Savings Bank, Oxford, Michigan
 - 3) \$100 from Center Line High School PTA Club, Center Line, Michigan
 - 4) \$350 from Detroit Edison Company
 - 5) \$250 from Republican Committee of Oakland County, Birmingham
 - 6) \$279 from Business and Professional Woman's Club, Royal Oak
 - 7) \$25 from Lake Orion Woman's Club, Lake Orion
 - 8) \$500 from Community National Bank, Pontiac
 - 9) \$280 from Royal Oak Daily Tribune
 - 10) \$200 from National State Bank, Elizabeth, New Jersey
 - 11) \$280 from American Society of Tool Engineers, Pontiac
 - 12) \$500 from Rotary Club of Southfield, Detroit
 - 13) \$150 from Woman's National Farm & Garden Ass'n. Beverly Hills Branch, Detroit
 - 14) \$280 from Dr. and Mrs. Justus R. Pearson, Jr., Birmingham
 - 15) \$140 from SOS Club of Rochester, Michigan
 - 16) \$840 from Woman's National Farm & Garden Ass'n Rochester Branch
4. Grant of \$1,000 from the Clinton County Board of Supervisors to be used under the direction of N. P. Ralston in the Cooperative Extension Service as a contribution towards the salary of an Agricultural Agent from September 1 to December 31, 1961.
5. Grant of \$1,166.67 from the Lenawee County Board of Supervisors to be used under the direction of N. P. Ralston in the Cooperative Extension Service as a contribution toward the salary of a 4-H Club Agent from September 1 to December 31, 1961.
6. Grant of \$13,000 from the United States Department of Agriculture Federal Extension Service of Washington, D.C., to be used under the direction of J. C. Doneth in Agricultural Economics to determine the educational possibilities of mail-in farm record systems.
7. Grant of \$25,000 from The Social Science Research Council of New York City to be used under the direction of D. E. Hathaway in Agricultural Economics and J. A. Beegle in Sociology to finance the preparation of a Census Monograph on Rural America in 1960.
8. Renewal of a memorandum of agreement with the American Zinc Institute, Inc., of New York City covering a grant of \$550 to be used under the direction of F. H. Buelow in Agricultural Engineering to develop and evaluate various types of roof construction using galvanized steel for heating air with solar energy.
9. Renewal of a memorandum of agreement with the American Iron and Steel Institute of New York City covering a grant of \$1,650 to be used under the direction of F. H. Buelow in Agricultural Engineering for research into the characteristic of air spaces beneath roofing and to obtain information on the absorptivity and emissivity of old and new galvanized steel and painted galvanized steel for solar air heating applications.
10. Approval of a memorandum of agreement with the Michigan Turfgrass Foundation of Warren covering a grant of \$4,000 to be used under the direction of J. B. Beard in Farm Crops for a program of turf research.
11. Grant of \$6,244 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of R. C. Ball in Fisheries and Wildlife to continue a study of fundamental productivity in a stream. Provision is made for special graduate research assistants.

NEW BUSINESS, continuedGifts and Grants, continued:Gifts and
Grants

12. Grants as follows from the National Institutes of Health to be used under the direction of staff members in Food Science:
 - a. \$10,235 for J. R. Brunner for a study of the characteristics of the action of rennin on kappa-casein. Provision is made for special graduate research assistants.
 - b. \$11,960 for L. G. Harmon to determine the thermal death time of staphylococci in milk. Provision is made for special graduate research assistants.
13. Approval of a memorandum of agreement with the Western Condensing Company of Appleton, Wisconsin, covering a grant of \$2,000 to be used under the direction of C. M. Stine in Food Science to study the effect of added lactose on properties of certain dairy products.
14. Renewal of a memorandum of agreement with the National Turkey Federation of Mount Morris, Illinois, covering a grant of \$1,500 to be used under the direction of R. K. Ringer in Poultry Science for a fellowship for further study on aortic rupture in turkeys.
15. Renewal of a memorandum of agreement with the National Plant Food Institute of Chicago covering a grant of \$1,267.76 to be used under the direction of R. L. Cook, L. S. Robertson, and J. F. Davis in Soil Science to promote the progress of the Michigan Soil Fertility Program.
16. Grant of \$4,500 from the National Consumer Finance Association of Washington, D.C., to be used under the direction of R. W. Johnson in Accounting and Financial Administration to prepare a doctoral dissertation concerning the uses of and attitudes towards consumer credit among young married couples in the housing area.
17. Grant of \$1,200 from the Lansing Community Services Council to be used under the direction of G. J. Aldridge in Social Work for graduate social work education for one student.
18. Grant of \$91,700 from the National Science Foundation of Washington, D.C., to be used under the direction of C. T. Wei in the Division of Engineering Research to study the fundamental principles which govern the mechanism of mechanical twinning. Provision is made for special graduate research assistants.
19. Grant of \$45,000 from the National Science Foundation to be used under the direction of Shosei Serata in the Division of Engineering Research and Civil Engineering to develop principles of stress field in underground formations by investigating the mechanism of elastic and plastic behavior of rocks. Provision is made for special graduate research assistants.
20. Grant of \$400,000 from the National Science Foundation to be used under the direction of L. W. Von Tersch in the Computer Laboratory for expansion of the computing center.
21. Grant of \$6,000 from the National Science Foundation to be used under the direction of Allan Tucker in Research Development and the Graduate School to devise methods of measuring and reporting financial, manpower, facilities, and other university activities related to research.
22. Grant of \$7,302 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of J. H. Beaman in Botany and Plant Pathology to study the taxonomy and ecology of poison ivy and poison oak.
23. Grant of \$500 from Chemagro Corporation of Kansas City, Missouri, to be used under the direction of E. J. Klos in Botany and Plant Pathology to study the fungicidal and phytotoxic activity of ferricyanide in the control of *Venturia inaequalis* and *Coccomyces hiemalis*.
24. Grants as follows from the National Institutes of Health to be used under the direction of staff members of the Zoology Department:
 - a. \$500 for H. R. Hunt for dental caries research
 - b. \$23,680 for J. A. King for an analysis of maturational factors affecting the development of behavior among a phylogenetically related group of mice. Provision is made for special graduate research assistants.
25. Grant of \$2,000 from The State Board of Alcoholism of Lansing to be used under the direction of Martin Hurtig in Art for a graduate fellowship to develop a program of visual communication capable of informing society as to the effects of alcoholism on their health and welfare.
26. Renewal of a memorandum of agreement with Socony Mobil Oil Company of Brooklyn, New York, covering a grant of \$3,645 to be used under the direction of Andrew Timnick in Chemistry to provide a fellowship for a graduate student majoring in analytical chemistry.
27. Grant of \$2,750 from The Dow Chemical Company of Midland to be used under the direction of R.N. Hammer in Chemistry for a fellowship award for a Dow employee to complete graduate work.
28. Grant of \$65,880 from the Office of Aerospace Research in the United States Air Force of Washington, D.C., to be used under the direction of D. J. Montgomery in Physics and Astronomy and the Division of Engineering Research to investigate the interaction of electromagnetic radiation with crystal-lattice vibrations. Provision is made for special graduate research assistants.

October 20, 1961

Gifts and Grant, continuedGifts and
Grants

29. Grant of \$12,270 from the National Institutes of Health to be used under the direction of W. L. Mallmann and F. R. Peabody in Microbiology and Public Health for research on quantitation of indicator bacteria in pre-cooked frozen foods. Provision is made for special graduate research assistants.
30. Grant of \$500 from the Matilda R. Wilson Fund of Detroit to be used under the direction of H. R. Neville in Continuing Education as a contribution toward the Christmas Adventure in World Understanding Program.
31. Grant of \$5,000 from the Inter-Industry Highway Safety Foundation for driver education scholarships in Continuing Education.
32. Approval of a memorandum of agreement with the Michigan Dairy Herd Improvement Association of East Lansing covering a grant of \$100 to be used under the direction of L. T. Frymire in Radio Broadcasting to support the production and distribution of the Farm Pulse Radio Series.
33. Grant of \$8,840 from the Lansing Public Schools to be used under the direction of P. J. Callihan in Television Broadcasting for furthering the aims of the Classroom 10 instructional television project.
34. Grant of \$250 from the French Government to assist outstanding students in their studies preparing for the teaching of the French Language and Culture.
35. Grant of \$19,731 from the United States Department of State to be used under the direction of Dean Erickson in the College of Education and Dean Taggart in International Programs to explore the planning, development, and possible establishment of a Center for the Study of Education at the University of San Carlos in Guatemala. Provision is made for special graduate research assistants.
36. Grant of \$122,000 from the International Cooperation Administration of Washington, D.C., to be used under the direction of Dean Ryder in the College of Engineering and Dean Taggart in International Programs to render technical advice and assistance to the Government of India for the purpose of establishing teacher-training programs in engineering at Guindy College of Engineering at Madras and Poona Engineering College at Poona. Provision is made for special graduate research assistants.
37. Grant of \$1,362,000 from the International Cooperation Administration to be used under the direction of Dean Taggart in International Programs to render technical advice and assistance to the Government of the Eastern Region of Nigeria in the planning, organization, administration, and development of the University of Nigeria. Provision is made for special graduate research assistants.
38. Grant from Harry K. Wrench of Gainesville, Florida, of a Gainesville Gas Company 20-year, 3 per cent income debenture, valued at \$1,500, dated January 1, 1954, as of September 28, 1961, worth about \$900, the proceeds to be credited to the Planetarium account 31-1175.
39. Grant of \$30 from Time, Inc., of New York City, to be credited to the Discretionary Gifts Fund. This represents the total tuition costs of one course taken by a Time employee during 1959-60.
40. Grant of \$600 from the Gerber Baby Foods Fund of Fremont to be credited to the Discretionary Gifts Fund. This is an unrestricted grant made because of scholarships for three students at Michigan State University.
41. Grant of \$50 from Hall and Kennedy of Jackson to be credited to the Discretionary Gifts Fund. This is a donation in appreciation of the contribution of W. J. E. Crissy to the Sales and Marketing Executives Club of Jackson.
42. Grant of \$689.31 from C. Allen Harlan for landscape improvement at the entrance to Michigan State University-Oakland.

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to accept the Gifts and Grants.

Reports for Board MembersApproval
alteration
and improve-
ment items.

1. The following Alteration and Improvement items have been approved since the September meeting of the Board of Trustees:

a. Alterations to Rooms 313 and 314, Berkey Hall for the Assistant Dean for Student Affairs of the College of Business and Public Service	\$2,495
b. Alterations and improvements in the Dobie Road transmitting site	300
c. Alterations in the arena area in the basement of the Auditorium for Speech and Dramatics	900
d. Improve lighting in Rooms 204 and 207, Horticulture Building	1,800
e. Improve lighting in Room 5a, Morrill Hall for the Bureau of Social and Political Research	100
	\$5,595
2. Payments to salaried employees since the September Board meeting as per list on file.

ADDITIONAL ITEMSMiscellaneous

1. It is recommended by Provost Miller, Vice President Muelder, and the Council of Deans that the Board authorize the establishment of an Institute of Water Research to be effective November 1, 1961. The recommendation is as follows:

Approval
establishment
Institute of
Water Res.

One of the most complex and pressing problems confronting Michigan and almost every state is the use of water. Federal agencies have for some time expressed concern over these problems and are making funds increasingly available to universities for water research. Research in the use of water involves a variety of disciplines touching on such questions as health (adequate supply for city consumption, sanitation, sewerage disposal), agriculture (irrigation, erosion, conservation, reforestation), industry and transportation (development of harbors and seaways, diversion of water from Lake Michigan to Chicago, diversion of water from Lake Michigan to Chicago, disposal of industrial wastes), fisheries, limnology, oceanography, the tourist industry, etc.

The urgency of establishing a university approach to respond to problems of water research has been proposed to the academic deans who concur that we should proceed in some imaginative way and concur also that the establishment of an Institute of Water Research would be a desirable forward step.

It is proposed, therefore, that the Board of Trustees establish an Institute of Water Research whose functions and administrative arrangement are described below:

Functions:

- a. To identify and report research in progress at Michigan State University in water research, and faculty presently engaged in such research.
- b. To develop plans and programs of interdisciplinary research related to water research.
- c. To assist in the development of funds and other resources to support water research carried on unilaterally in established departments.
- d. To act whenever expedient as a recipient for funds as an institute entity to support and encourage water research.
- e. To report on significant and suggestive research in progress elsewhere.
- f. To provide a focus to which faculty might turn for advice and guidance for work in this area.

Administration:

The Institute would be organized and administered initially as follows:

- a. A policy and program review board would be established consisting of deans having major research programs in water research. Deans may be represented by designees.
- b. A director would be appointed as early as possible to give leadership and to supervise activities of the Institute: Initially this responsibility will be assumed by the Office of Research Development to whom the director would be responsible. The director may be assisted by an executive secretary.
- c. Members of the Institute would be those faculty interested in having such an identification and would become so identified upon recommendation of their department heads and respective deans.
- d. Appointment might be made from persons on the faculty to the Institute on a $\frac{1}{4}$, $\frac{1}{3}$ or $\frac{1}{2}$ time basis from term to term, or from year to year, depending upon available funds.

On motion by Mr. Nerriman, seconded by Mr. Stevens, it was voted to approve the establishment of an Institute of Water Research, to be effective November 1, 1961.

2. Report of the death of Thomas R. Ford, Assistant Professor of American Thought and Language on October 14, 1961. Mr. Ford was born on July 1, 1908, and had been employed by the University since January 1, 1946.

Report of
death of
Thomas Ford

It is recommended that the widow of Thomas Ford continue to receive his salary for one year beyond the date of his death.

Report of
death of
Wilma Farmer

3. Report of the death of Wilma Farmer, Senior Departmental Secretary in Mathematics, on October 13, 1961. Mrs. Farmer was born on August 14, 1913, and has been employed by the University since August 22, 1955.
4. Bids have been received for the site work for the Student Residence Halls at Michigan State University-Oakland, as follows:

Bids site work
Residence Halls
MSU-O rejected

Stanley M. Jones Co.	\$54,298.00
Erickson & Lindstrom Co.	57,110.60

Since all of the financing of this project is through a loan with the Housing & Home Finance Agency, our budget provides only \$43,081 for this work. It is recommended that both bids be rejected.

On motion by Mr. Huff, seconded by Dr. Smith, it was voted to reject the above bids.

Trustees Stevens and Vanderploeg attended the meeting of the Association of Governing Boards held at the University of Nebraska and reported on the program.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

Discussion plans for addition Union Bldgs for International Programs.

6. Discussion of the preliminary plans for the addition to the Union Building to house the activities of the Dean of International Programs and to be financed from the funds that have been accumulated over the years as overhead from our various international projects. A portion of this addition will house the University Book Store making it possible to rearrange the food service facility in the building, and that portion of the building will be paid for out of Union Building income. It is estimated that the total cost of this project will be in the vicinity of \$1,100,000. When detailed plans have been completed, Dean Taggart and Emery Foster will appear before the Board with the architect.

Division for Physical Plant and Development established.

7. It is recommended that the Board authorize the establishment of a Division for Physical Plant Planning and Development. This will be a coordinating operation including the coordination of the work now done by the Department of Site Planning and Grounds Maintenance under the direction of Professor Lautner; the work of the University Architect which now reports to the University Secretary; the work having to do with planning of utilities for new facilities, building materials, etc., under the direction of Mr. Simon in the Department of Buildings and Utilities; and the coordination of the academic needs for additional facilities involving various faculty groups reporting to Provost Miller.

It is proposed to designate Professor Lautner as the Director of this Division with the understanding he will be relieved of the responsibility for heading the Department of Urban Planning and Landscape Architecture in the College of Business and Public Service as soon as that can be worked out. As much of this work as seems practical will be centralized in the Manly Miles Building until space in a University building is available. This will require the renting of this space.

It is recommended that this be effective at once.

On motion by Mr. Merriman, seconded by Mr. Harlan, it was voted to approve the above recommendation to be effective immediately.

8. The following gentlemen representing the Inter-Industry Highway Safety Foundation met with the Board to present a petition that Michigan State University continue its driver education program:

W. J. Smale, Vice Pres. Mich. Mutual of Detroit
J. Mason, Pres. Hodge Auto Sales of Ferndale
Gil Haley, Executive Vice Pres. Michigan Auto Dealers Association
Walter Eaton, Executive Secretary of Inter-Industry Highway Safety Foundation

Gifts and Grants

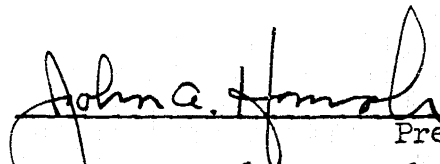

Gifts and Grants

1. Grant of \$20,700 from the National Science Foundation of Washington, D.C. to be used under the direction of John L. Lockwood in Botany and Plant Pathology for research on fungitoxicity in natural soils.
2. Grant of \$700,000 from the National Science Foundation to be used under the direction of H. G. Blosser in Physics and Astronomy for the design and construction of a 50 Mev variable-energy, multi-particle cyclotron.
3. Grant of \$93,800 from the National Science Foundation to be used under the direction of F. J. Blatt, Meyer Garber, and P. A. Schroeder in Physics and Astronomy for research on electrobic properties of metals and alloys.
4. Grant of \$132,700 from the National Science Foundation to be used under the direction of Joseph Ballam in Physics and Astronomy for research on high energy interactions.

On motion by Mr. Huff, seconded by Mr. Vanderploeg, it was voted to accept the foregoing Gifts and Grants.

The meeting adjourned at 5 p.m.

The next regular meeting will be held at the Kellogg Biological Station on Friday, November 17.


President

Secretary