

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 21, 1943

Present: Messrs. Akers, Brody, McPherson; Mrs. Masselink; Mr. Mosier representing Dr. Elliott; President Hannah; Treasurer Wilkins; and Secretary McDonel.

Absent: Mr. Berkey (Chairman); Mr. Jakway.

The meeting was called to order at 11:00 A.M.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of Mrs. Hazel Kester as clerk in the Registrar's Office, effective September 20, 1943. Mrs. Kester is joining her husband who is in the Army.
2. Resignation of Doris First as dictaphone operator in the Central Stenographic Office, effective September 21, 1943.
3. Report that Margaret Mary McCabe did not accept the position as half-time graduate assistant in Chemistry.
4. Resignation of Marion Ott as clerk in the Accounting Office, effective September 25, 1943.

Appointments

Appointments

1. Appointment of Ruth Baas as stenographer in the Publications Department at a salary of \$1320 per year, effective September 17, 1943, and paid from Extension funds. Miss Baas replaces Mary Petersen (salary \$1320) who has resigned.
2. Appointment of Phyllis Denney as stenographer in Horticulture at a salary of \$1380 per year, effective September 16, 1943, and paid one-half from College and one-half from Experiment Station funds. Miss Denney replaces Agnes Coulson (salary \$1380) who has resigned.
3. Appointment of Mrs. Margaret Davies as stenographer in the Alumni Relations Office at a salary of \$1320 per year, effective September 27, 1943, to replace Jeannette Morningstar (salary \$1320) who has resigned.
4. Appointment of Evelyn Slater as stenographer in Horticulture at a salary of \$1260 per year, effective September 1, 1943, and paid one-half from College and one-half from Experiment Station funds. Miss Slater replaces Mrs. Barbara Dickhaut (salary \$1320) who has been transferred.
5. Appointment of Verna Gauthier as clerk in the Accounting Office at a salary of \$1320 per year, effective September 20, 1943, to replace Betty Winter (salary \$1440) who has resigned.
6. Appointment of Margaret Harper as clerk in the Accounting Office at a salary of \$1320 per year, effective September 20, 1943. Miss Harper replaces temporary help.
7. Appointment of Mrs. Glenadine VanDerBerg as dictaphone operator in the Central Stenographic Office at a salary of \$1320 per year, effective September 21, 1943, and paid from Extension funds. Mrs. VanDerBerg replaces Mrs. Doris First Gregory (salary \$1440) who has resigned.
8. Appointment of Mrs. Edna G. Adams as housemother at the Shaw Cooperative House at a salary of \$400 for the ten months beginning September 1, 1943. Mrs. Adams replaces Mrs. Montelius.
9. Appointment of Mrs. Gertrude Harrington as housemother at Campbell Hall Annex (Theta Chi) at a salary of \$500 for the ten months beginning September 1, 1943.
10. Appointment of Mrs. Florence Gallacher as Instructor in Shorthand at a salary of \$100 per month, effective September 1, 1943.
11. Reinstatement of Richard Bell as Extension Instructor in Farm Crops at a salary of \$2700 per year, effective September 16, 1943. Mr. Bell has been released by the Army.
12. Reinstatement of Leonard Falcone as Associate Professor of Music and Director of the Band at a salary of \$3600 per year, effective September 23, 1943. Mr. Falcone has been released by the Army.
13. Appointment of William Young as Instructor in Foreign Languages at a salary of \$125 per month effective September 8, 1943, for as long as his services are needed.
14. Appointment of Bernard H. Bissinger as Instructor in Mathematics at a salary of \$2300 per year for one year only, effective September 1, 1943. Mr. Bissinger replaces James F. Heyda who has resigned.

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PRESIDENT'S REPORT, continued

Appointments Appointments, (Continued)

15. Appointment of Fritz Herzog as Assistant Professor of Mathematics at a salary of \$2400 per year for one year only, effective September 1, 1943. Mr. Herzog replaces Bonnie Stewart (salary \$2520) who has resigned.
16. Appointment of Mary Jeanette Martin as Instructor in Speech at a salary of \$200 for the month of September 1943.
17. Appointment of R. D. Wheeler as research fellow in Bacteriology at a salary of \$75 per month for the ten months beginning September 1, 1943, and paid from the War Emergency Research funds.
18. Reappointment of Richard Ode as half-time graduate assistant in Farm Crops for 1943-44, effective as of September 1, 1943, and paid from Michigan Crop Improvement Association funds.
19. Appointment of the following half-time graduate assistants in Chemistry for 1943-44:
Miss Ruth E. Sears to replace Harold Wiesner
Miss Margaret Mary McCabe to replace Marjorie Leshner
20. Transfer of John McCallum from quarter-time graduate assistant in Chemistry to half-time graduate fellow in Chemistry at a salary of \$70 per month, effective September 1, 1943, and paid from Houdaille-Hershey funds.
21. Transfer of Donald Bailey from half-time graduate assistant in Chemistry, effective August 31, 1943; and his appointment as full-time graduate fellow in Chemistry at a salary of \$140 per month for the period from September 15 to December 31, 1943, and paid from Houdaille-Hershey funds.
22. Transfer of Donald E. Metcalf from half-time graduate assistant in Chemistry to half-time graduate fellow in Chemistry at a salary of \$70 per month, effective October 1, 1943, and paid from Houdaille-Hershey funds.

Travel

Travel

1. Full expenses for A. J. Bell to attend a farm machinery meeting in Chicago on September 28 and 29.
2. Full expenses for H. C. Moore to attend a potato industry meeting in Chicago on October 4; expenses to be paid from Extension funds.
3. Full expenses for W. Ira Bull to attend a special marketing meeting being held in connection with the procurement of walnut lumber for the Army in Indianapolis on October 6, to be paid from Extension funds.
4. Full expenses for E. L. Anthony and H. A. Berg to attend the meeting of the Midwest Regional Committee on Post War Planning in Milwaukee on October 7 and 8.
5. Full expenses for Orion Ulrey to attend the National Outlook Conference in Washington, D. C., on October 18-23.

Miscellaneous

Salary increase Mrs. Wesslund

1. Increase in salary for Mrs. Wanda Wesslund from \$1920 to \$2000 per year, effective September 1, 1943.
2. Increase in salary for Dr. I. Forest Huddleson, Research Professor of Bacteriology, from \$4620 to \$5000 per year, effective September 1, 1943.

Salary inc. Dr. Huddleson

On motion of Mr. Brody, seconded by Mrs. Masselink, it was voted to approve an increase in salary of Mr. Huddleson.

\$73.80 to Oliver Parker for time lost.

3. Authorization for the payment of \$73.80 to Oliver Parker, Buildings and Grounds employee, as compensation for time lost because of an injury received while working.

Resignations

RESIGNATIONS

1. Resignation of Mrs. Lesley Ridenour as stenographer in Farm Crops, effective September 30, 1943. Mrs. Ridenour has a small child and is staying at home to care for her.
2. Resignation of Mrs. Marion V. Sagendorph as stenographer in Engineering, effective October 22, 1943. Mrs. Sagendorph is leaving to join her husband who is in the Air Forces.
3. Resignation of Ruth Boyd as clerk in the Registrar's Office, effective September 30, 1943.
4. Resignation of Mrs. Milo Bunn as Hostess at North Hall, effective June 30, 1943. Mrs. Bunn is doing Red Cross work.
5. Resignation of Mrs. Helen Farwell as Nurse at the Health Service, effective October 25, 1943.
6. Resignation of Olga Ludwick as Home Demonstration Agent in the Upper Peninsula, effective December 30, 1943. Miss Ludwick is planning to enter another type of work.

RESIGNATIONS. (Continued)

7. Resignation of E. S. Weisner as Extension Assistant in Poultry Pathology, effective October 31, 1943. Dr. Weisner will enter private practice in Veterinary Medicine.
8. Resignation of Mrs. Olga Bird Nickle as Extension Assistant, effective November 15, 1943. Mrs. Nickle has been loaned to the Michigan Council of Defense since October 8, 1943.

On motion of Mrs. Brody, seconded by Mrs. Masselink, it was voted to accept the resignations of Mr. Weisner and Mrs. Nickle.

9. Report that Sarah Ann Grimes resigned as Instructor in Institution Administration August 31, 1941.
10. Resignation of Mischa Fayer as Instructor in Foreign Languages, effective October 15, 1943. Mr. Fayer has accepted another position.
11. Resignation of Mrs. Frank Paradise as Instructor in Foreign Languages, effective September 30, 1943. Mrs. Paradise is resigning because of poor eyes.
12. Resignation of John B. Harrison as Assistant Professor of History, effective October 9, 1943. Mr. Harrison has been drafted.

LEAVES

Leaves

1. Leave of absence without pay for eight months for Duane L. Gibson, Assistant Professor and Research Assistant in Sociology, effective November 1, 1943. Dr. Gibson will take over the OPA work in the Saginaw District.
2. Continuation of leave of absence without pay for one year for Ivan F. Schneider, Research Associate in Land Use, effective October 14, 1943. Mr. Schneider has been working for the past year with the U. S. Engineering Office in the construction of flying fields in eastern Michigan and northern Ohio and Indiana.
3. The following military leaves are recommended to be effective through August 31, 1944:
 - a. Francis Martin, Supervisor and Instructor in the Tabulating Department, effective January 1, 1943.
 - b. Spencer B. Apple, Extension Specialist and Research Assistant in Horticulture, effective November 1, 1943. Mr. Apple has been commissioned in the Navy in lieu of being drafted.
 - c. Erling B. Brauner, Associate Professor of Art, effective November 1, 1943. Mr. Brauner has been commissioned in the Navy in lieu of being drafted.

APPOINTMENTS

Appointments

1. Transfer of Miss Marguerite Grabow from Extension Stenographer in Farm Crops to Stenographer in Farm Crops at the same salary of \$1440 per year, effective October 1, 1943, and paid one-half from College and one-half from Experiment Station funds. Miss Grabow replaces Mrs. Lesley Ridenour who has resigned.
2. Appointment of Mrs. Dolores H. Nelson as stenographer in Farm Crops at a salary of \$1380 per year, effective November 1, 1943, and paid from Extension funds. Mrs. Nelson replaces Miss Grabow.
3. Appointment of Mrs. Toshika Oga Ouye as stenographer in Soils Extension at a salary of \$1320 per year, effective October 1, 1943, and paid from Extension funds. Mrs. Ouye replaces Dorothy Crakes who has been transferred.
4. Appointment of Shirley Thompson as half-time stenographer in Hotel Administration at a salary of \$660 per year, effective October 16, 1943. Miss Thompson replaces Jane Skinner (salary \$600) who has resigned.
5. Appointment of Mrs. R. V. Gunn as half-time general assistant in the Library at a salary of \$900 per year on a permanent 12-month basis, effective November 1, 1943. This is a new position.
6. Appointment of Mrs. E. Maude Wotring as Hostess at Taft Cooperative House at a salary of \$40 per month for ten months beginning October 1, 1943. Mrs. Wotring replaces Mrs. Culbert who has been transferred.
7. Appointment of Jeannette Wieber as general duty nurse at the Health Service at a salary of \$1800 per year plus meals and uniforms laundered, on a permanent 12-month basis, effective October 16, 1943. Miss Wieber replaces Betty Graham who has resigned.
8. Appointment of Mrs. Florence Niesz as general duty nurse at the Health Service at a salary of \$1800 per year plus meals and uniforms laundered, on a permanent 12-month basis, effective October 1, 1943. Mrs. Niesz replaces Miss Anona McMinn who has resigned.
9. Appointment of Miss Jane Exelby as general duty nurse at the Health Service at a salary of \$1800 per year plus meals and uniforms laundered, on a permanent 12-month basis, effective October 4, 1943. Miss Exelby replaces Mrs. Helen Farwell who has resigned.

APPOINTMENTS, continued

Appointments

10. Transfer of Raymond Lamb from Barry, Allegan and Ottawa Counties to 4-H Club Agent in Barry and Allegan Counties and a change of salary of \$2100 to \$2200 per year, effective from October 1, 1943 to June 30, 1944.
11. Transfer of Stanley A. Mahaffy from Muskegon, Mecosta, Newaygo, and Oceana Counties to 4-H Club Agent in Mecosta, Newaygo and Oceana Counties and a change of salary from \$2400 to \$2500 per year, effective October 1, 1943.
12. Appointment of Harvey J. Elliott as 4-H Club Agent in Muskegon and Ottawa Counties at a salary of \$2500 per year, effective for the period from September 20, 1943 to June 30, 1944, and paid from the War Emergency Extension funds.
13. Appointment of Clair E. Hansen as Assistant County Agricultural Agent in Eaton County at a salary of \$2500 per year, effective for the period from October 1, 1943 to June 30, 1944, and paid from the War Emergency Extension funds. This is a new position.
14. Appointment of Mrs. Velora Alleman as Instructor in Physics at a salary of \$225 per month, effective October 11, 1943, for as long as her services are needed.
15. Appointment of Harold May as Instructor in Physics at a salary of \$225 per month, effective October 11, 1943, for as long as his services are needed.
16. Appointment of Mrs. Kathryn C. Nye as Instructor in English at a salary of \$120 per month, effective September 27, 1943, for as long as her services are needed.
17. Appointment of Mrs. Melba J. Babington as Instructor in English at a salary of \$200 per month, effective October 4, 1943, for as long as her services are needed.
18. Appointment of Mrs. Herbert Weisinger as Instructor in English at a salary of \$200 per month, effective October 4, 1943, for as long as her services are needed.
19. Appointment of Guido V. Mariotti as Instructor in Foreign Languages (Italian) at a salary of \$250 per month, effective October 1, 1943, for as long as his services are needed. Mr. Mariotti replaces Mrs. Frank Paradise.
20. Appointment of George C. Bubolz as Instructor in Foreign Languages (German) at a salary of \$125 per month, effective October 1, 1943, for as long as his services are needed. Mr. Bubolz replaces Mr. Fayer who has resigned.
21. Appointment of Wynne O. Fremont as Instructor in Foreign Languages (Russian) at a salary of \$75 per month, effective October 1, 1943, for as long as his services are needed.
22. Appointment of Mrs. E. B. Harper as Instructor in History and Political Science at a salary of \$100 per month, effective October 11, 1943, for as long as her services are needed.
23. Appointment of Mary Gertrude Mason as Instructor in History and Political Science at a salary of \$2000 per year, effective for the period from October 6, 1943 to August 31, 1944, to replace John B. Harrison who has resigned.
24. Appointment of Mrs. Claude M. Newlin as Instructor in History and Political Science at a salary of \$100 per month, effective October 11, 1943, for as long as her services are needed.
25. Appointment of Nicholas Musselman as Instructor in Mathematics at a salary of \$225 per month, effective October 11, 1943, for as long as his services are needed.
26. Appointment of Mrs. Dorothy D. Frimodig as Instructor in Mathematics at a salary of \$150 per month, effective September 27, 1943, for as long as her services are needed.
27. Appointment of Mrs. Catherine Euwema as Instructor in Mathematics at a salary of \$120 per month, effective October 1, 1943, for as long as her services are needed.
28. Appointment of Harry B. Gough as Instructor in Speech and Dramatics at a salary of \$2000 per year, effective October 1, 1943. Mr. Gough replaces Gordon Thomas who has resigned.
29. Appointment of Kenneth Richards as Instructor in Speech and Dramatics at a salary of \$140 per month, effective from October 1, 1943 to June 30, 1944. This supersedes previous action appointing Mr. Richards for three months at \$120 per month.
30. Appointment of Mary Jeanette Martin as Instructor in Speech and Dramatics at a salary of \$140 per month, effective October 1, 1943 to June 30, 1944. This supersedes previous action appointing Miss Martin for three months at \$100 per month.
31. Appointment of Mrs. Paul D. Bagwell as Instructor in Speech and Dramatics at a salary of \$125 per month, effective October 1, 1943 for as long as her services are needed.
32. Appointment of Frank Thorp as Research Associate in Animal Pathology on a full-time basis at the same salary of \$4600 per year, effective January 1, 1944, with the salary paid one-half from Bankhead-Jones funds and one-half either from Bankhead-Jones funds or Purnell funds. Dr. Thorp has previously been employed part time by the College and part-time by the Regional Poultry Laboratory.

On motion of Mr. Brody, seconded by Mrs. Masselink, it was voted to approve the increase in salary for Mr. Thorp.

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APPOINTMENTS, continued

33. Appointment of Jean Blair DuFrain as Research Assistant in Bacteriology at a salary of \$2000 per year on a permanent 12-month basis, effective November 1, 1943. Miss DuFrain replaces Chester R. Hardt and is to be paid \$1100 by the United States Bureau of Animal Industry and \$900 from Experiment Station funds.
34. Appointment of Vivian E. Harris as graduate fellow in Bacteriology at a salary of \$70 per month for ten months beginning October 1, 1943, and paid from the Fritsche Industrial Fellowship funds.
35. Change in status of Helen Core from half-time graduate assistant to three-quarter time graduate assistant in Mathematics at a salary of \$1050 for the ten months beginning September 1, 1943.

Appointments and

TRAVEL

Travel

1. Full expenses for Peter Tack to make a trip to the Alabama Experiment Station in connection with the organization and operation of farm fish ponds; expenses to be paid from Experiment Station funds.
2. Full expenses for B. R. Proulx to attend the Nebraska Hotel Association meeting in Lincoln on October 13 and 14.
3. The Association of Governing Boards of State Universities will meet jointly with the National Association of State Universities in Chicago on October 22 and 23. A member of the Board should be delegated.
4. First-class railway fare only for Mrs. Mabelle Ehlers to attend the meeting of the National Restaurant Association in Cleveland on October 19 and 20, and the meeting of the American Dietetic Association in Pittsburgh on October 21 and 22.
5. First-class railway fare only for Dr. Thelma Porter to attend the annual meeting of the American Dietetic Association in Pittsburgh on October 20-23.
6. First-class railway fare only for one member of the Department of Home Management and Child Development to attend the meetings of the National Association for Nursery Education in Boston on October 22-25. Mrs. Catherine Buell and Miss Elsie Gabel will attend on this allowance.
7. Full expenses for L. H. Geil to attend the meeting of the American College Publicity Association at the University of Kentucky on November 2-4.
8. Full expenses for B. R. Proulx to attend the National Hotel Exposition in New York City on November 8-10.
9. Mileage on one car for members of the Farm Crops Department to attend the annual meeting of the American Society of Agronomy in Cincinnati, Ohio, on November 10-12.
10. Mileage on one car for members of the Soils Science Department to attend the annual meeting of the American Society of Agronomy in Cincinnati, Ohio, on November 10-12.
11. First-class railway fare only for C. C. DeWitt to attend the meeting of the American Institute of Chemical Engineers in Pittsburgh on November 14-16.
12. Mileage on one car, or equivalent, for members of the Mathematics Department to attend the meeting of the American Mathematical Association in Chicago on November 26-28.
13. Full expenses for Lois Corbett, Edith Johnson, and A. G. Kettunen to supervise the Michigan 4-H Club delegation at the annual 4-H Club Congress in Chicago on November 27 to December 2; and out-of-state authorization without expense to the College for O. F. Walker to attend this same meeting.
14. Mileage on one car for members of the Animal Pathology Department to attend a conference of Official Research Workers in Animal Diseases, and the meeting of the U. S. Livestock Sanitary Association in Chicago on November 30 to December 2.
15. Full expenses for Dean Giltner to attend the annual meeting of the Deans of the Veterinary Schools, the Conference of Research Workers in Animal Diseases, and the meeting of the U. S. Livestock Sanitary Association in Chicago on November 30 to December 3. Dean Giltner will go by automobile and will be accompanied by C. S. Bryan, H. J. Stafseth, and C. W. Darby.

MISCELLANEOUS

1. Acceptance of a check for \$200 from Horwath and Horwath to be credited to their scholarship fund.
2. Report of the deaths of the following former students in the war:

Leonard Rand, Class of 1941, a First Lieutenant in the Army Air Forces, died June 17, 1943, at Newton, New Jersey. Lt. Rand was graduated from the Liberal Arts Division on June 14, 1941. He entered from Ellenville, New York.

Accept. check
\$200 Horwath
& Horwath

Report of
deaths of
former stu-
dents in the
war.

MISCELLANEOUS, continued

2. Report of the deaths of the following former students in the war, continued:

Raymond Earl Hansen Leppien, Class of 1943, a cadet in the Naval Air Corps, was killed on July 5, 1943, in an airplane accident near the Naval Air Base at Glenview, Illinois. He was enrolled during 1939-40 in Business Administration. He entered from Saginaw.

Dano LeMoyne Skidmore, Class of 1940, a Lieutenant (jg) in the Naval Reserve, was killed September 25, 1943, in a fall from a speeding train near Dunneville, Ontario. Lt. Skidmore was graduated from the Liberal Arts Division June 10, 1940. He entered from Lansing.

E.S. Keithley granted degree B.S. as with his class.

3. Recommendation from the Administrative Group that E. S. Keithley be granted a B. S. degree in Forestry as with his class. The College will accept his experience in lieu of approximately 70 credits of undergraduate work for which he is still held.

On motion of Mr. Brody, seconded by Mrs. Masselink, it was voted to approve the above items.

App. payroll \$779.58 to staff members for extra work.

4. Approval of the payment of \$779.58 to staff members who worked additionally during the summer quarter and during the first three weeks of September.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve item 4 and to authorize the President to approve any additional items of this nature that may come in.

Inc. salary Marg. Anderson.

5. Increase in salary for Margaret Anderson, Clerk in the Orientation Office, from \$1500 to \$1620 per year, effective October 1, 1943.

Also Kathryn Cas.

6. Increase in salary for Mrs. Kathryn Case, clerk in Home Economics, from \$1200 to \$1320 per year, effective October 15, 1943.

Also Mary Ball.

7. Increase in salary for Mrs. Mary Ball, Clerk in Farm Management, from \$1380 to \$1500 per year, effective October 1, 1943. Mrs. Ball is a comptometer operator.

Inc. Fred Holtz

8. Increase in salary of Dr. Fred Holtz, Instructor in Surgery and Medicine, from \$2000 to \$2120 per year, effective October 1, 1943. The additional \$120 is to be paid from Kellogg Dog Ration funds.

Inc. Serafina Sorzano.

9. Increase in salary for Serafina Sorzano, Instructor in Foreign Languages, from \$200 to \$225 per month, effective October 1, 1943. Miss Sorzano is teaching an additional class of civilian students.

W.C. Hummel trans. from Public. to English.

10. Report that W. C. Hummel has been transferred from the Department of Publications back to the Department of English, effective October 11, 1943.

Maurice L. Hill's appt. should have been temp.

11. Correction in the appointment of Maurice L. Hill, District Club Agent in Ingham and Clinton Counties. Mr. Hill's appointment should have been on a temporary basis, terminating on June 30, 1944.

Adoption of policy - Deans, Directors, etc. re: relief from duties. Statement Shields, Ballard, etc.

12. Consideration of the adoption of the following policy:

Deans, directors, and heads or chairmen of departments of teaching or research are eligible for relief from administrative duties upon the completion of ten years of such service. They may at the end of this period be appointed to distinguished professorships.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve the above-mentioned policy.

Shields, Ballard, etc.

13. Statement from Shields, Ballard, Jennings & Taber in the amount of \$51.74 for services rendered during July, August, and September 1943.

Report of sale of bldgs. on Russ Farm.

14. Report of the sale of buildings on the Russ Farm to the highest bidders as follows:

Dwelling and Shed	\$100
Barn	400
Silo	55

Also sale of barn on Beaumont Place.

15. Report of the sale of the old barn on the Beaumont place for \$128.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve all Resignations, Appointments, Leaves, Travel Items, and Miscellaneous Items.

Completion of purchase of Bennett Farm author.

16. Authorization is requested for the completion of the purchase of the Bennett Farm. The farm is 80 acres and the purchase price is \$20,000.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the purchase of the Bennett Farm and authorize the Secretary to complete the proper negotiations.

ADDITIONAL ITEMSResignations, Leaves and Appointments

Resignation Martha VanGansbeke

1. Resignation of Martha G. VanGansbeke as stenographer in the Buildings and Grounds Office, effective October 16, 1943. Miss VanGansbeke has joined the Women's Army Corps.

Leave of Abs Mrs. Maude Zindel

2. Leave of absence without pay for Mrs. Maude Zindel, Clinic Nurse at the Health Service, from October 21 to November 5, 1943.

ADDITIONAL ITEMS, continuedResignations, Leaves and Appointments, continued

3. Appointment of Wayne Van Riper as Clerk in the Comptroller's Office at a salary of \$2100 per year on a permanent 12-month basis, effective October 18, 1943. This is a new position.
4. Appointment of Johanna Kulas as stenographer in the Buildings and Grounds Office at a salary of \$1380 per year, effective October 1, 1943. Miss Kulas replaces Martha VanGansbeke (salary \$1320) who has resigned.
5. Appointment of Elizabeth E. Ervin as stenographer in Engineering (E.S.M.W.T.) at a salary of \$1320 per year, effective from October 18, 1943 to June 30, 1944. Miss Ervin replaces Mrs. Sagendorph (salary \$1440) who has resigned.
6. Appointment of Lillian Humby as clerk in the Stores Office at a salary of \$1320 per year, effective October 16, 1943. Miss Humby replaces Betty Ginter who was paid on the labor payroll.
7. Appointment of Mrs. Rachel Noll as Assistant in the Office of the Dean of Women at a salary of \$50 per month, effective September 15, 1943, for as long as her services are necessary. This is a new position.
8. The following changes are recommended in the organization of the Power Plant and Plumbing and Heating Division of Buildings and Grounds:
 - a. Appointment of Joseph Slater as Chief Engineer for the Power Plant at a salary of \$3120 per year, effective October 1, 1943.
 - b. Appointment of L. A. Washburn as Foreman of the Plumbing and Heating Division at a salary of \$3120 per year, effective October 1, 1943.

In the past Mr. Morgan (now deceased) has been Chief Engineer of the Power Plant and Foreman of the Plumbing and Heating Division at a salary of \$3300 per year. Mr. Slater has been Assistant Chief Engineer of the Power Plant at a salary of \$2520 per year; and Mr. Washburn has been Assistant Foreman of the Plumbing and Heating Division at a salary of \$2580 per year.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the Resignations, Appointments and Leaves.

Miscellaneous

1. Delegation of James J. Jakway to attend the meeting of the Association of Governing Boards in Chicago on October 22 and 23.
2. Report of the deaths of the following former students in the war:

Henry Edward Buell, second lieutenant and bomber pilot in the Army Air Forces, was killed in the North American area on June 3, 1943. Lt. Buell was enrolled during 1934-35 in Applied Science. He entered from West Branch.

Joseph Robert Kroll, first lieutenant in the Army Air Forces, was killed in action in the Asiatic area on September 27, 1943. Lt. Kroll was enrolled in the Liberal Arts Division during 1939-41. He entered from Lansing.

Warren Milton Kahn of the Army Air Forces was killed in an airplane crash near Merced, California, on October 9, 1943. He was an aviation student at the time, but his wings and second lieutenant's commission were awarded before his funeral on October 11. He enrolled as a junior in Business Administration in 1939-39. He entered from Saginaw.

Robert Heidenreich of the Army Air Forces was killed October 11, 1943, near Clark Field, Mississippi, in a plane crash. He was enrolled during the fall term of 1942 in the Applied Science Division. He entered from Detroit. His rank was 2nd Lieutenant.

3. Report of the death of Louise Isabel Clemens on October 15, 1943. Miss Clemens was Associate Professor of Home Economics before her retirement in 1938.
4. Report of the death of Benjamin H. Halstead, member of the State Board of Agriculture from 1934 to 1940, on October 19, 1943.
5. Recommendation that Mr. Shao Chang Lee be given the title of Professor of Foreign Languages.
6. Report that Neil MacAllan, who was given a military leave of absence, has been discharged from the service and has been reemployed in the Farm and Horse Department, effective as of August 31, 1943.
7. The Retirement Committee recommends the retirement of Miss Nellie Campbell, clerk in the Division of Home Economics, at an annual pension of \$480.00 effective November 1, 1943. Miss Campbell has been employed by the College since September 1, 1918.

Appointments

Changes in organization Power Plant & Plumbing & Heating Div. of Bldgs. & Grounds.

Mr. Jakway delegated to attend Gov. Bds. meeting Chicago.

Report of deaths of former students in war.

Report of death of Louise Clemens

Death of B.H. Halstead.

Shao Chang Lee Prof. For. Lang.

Neil MacAllan reinstated Farm & Horse Dept.

Approval of retirement of Miss Campbell

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ADDITIONAL ITEMS, continued

Miscellaneous, continued

- Increase salary C. W. Darby. 8. Increase in salary for C. W. Darby from \$2820 to \$3200 per year, effective November 1, 1943. Mr. Darby will take over the duties of E. S. Weisner, resigned.
- Purchase of 4 x 5 x-ray unit. 9. Recommendation for the purchase of a General Electric 4 x 5 photographic X-ray unit at an approximate cost of \$3000 for use of the Hospital to make possible chest Xrays in detecting tuberculosis.
- Approval of improvements in house at Russ Forest. 10. Recommendation for the installation of running water, bathroom and toilet facilities in the house at the Russ Forest at an estimated cost of \$556.
- Report of President on rehabilitation training of veterans. 11. The President reported that wounded veterans of the present war may receive rehabilitation training under the auspices of the Veterans Bureau and that a uniform contract between the Veterans Bureau and the colleges and universities has been prepared to cover such training. In general the terms provide that the Veterans Bureau will pay to the College the tuition, laboratory fees and cost of necessary books and will make provision for maintenance directly with the individual. One student is now enrolled in the pre-veterinary course under this program.
- City of E.L. requested to include all college properties in boundaries of E.L.. On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve the Additional Items.
- Transfer completed re: NYA dorm & equipment transfer. 12. The Secretary reported that the City of East Lansing is revising its charter and question has been raised as to the boundary of the city limits as it pertains to college property. The present boundary does not include within the city limits much of the college property that has been acquired in recent years and does not include some of the major buildings, including the Jenison-Gymnasium.
- On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to authorize the President and Secretary to negotiate the necessary contracts with the Veterans Bureau covering the training of the one student now in college and such additional persons as are recommended by the Veterans Bureau.
- On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to request the City of East Lansing to include all college properties north of Mt. Hope Road within the boundaries of the city limits of East Lansing.
13. The Secretary reported that negotiations had been completed covering the transfer of the custody of the NYA dormitories and equipment to Michigan State College.
14. The President discussed the matter of loaning a member of the staff to the State Defense Council to replace Mrs. Nickle. It was the consensus of opinion that this not be done.

The meeting adjourned at 2:30 P.M.

John A. Hannah
President

Karl H. McDonald
Secretary