

Minutes of the Meeting
of the
State Board of Agriculture
September 17, 1942

Present: Mr. Berkey (Chairman); Messrs. Akers, Jakway, McPherson; Mrs. Masselink; Dr. Elliott; President Hannah; Treasurer Wilkins and Secretary McDonel.

Absent: Mr. Brody

The meeting was called to order at 10:10 A.M.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORTS

Approval of the following report of President's actions mailed to the Board members on August 15 and approved by mail vote by a majority of the Board members:

Resignations RESIGNATIONS

1. Resignation of Miss Agnes Frey, Nurse at the Health Service, as of July 31, 1942. Miss Frey has accepted a position with one of the defense plants in Lansing.
2. Resignation of Mrs. Helen Martin, Nurse at the Health Service, effective August 15, 1942. Mrs. Martin has joined the Wayne University army nursing unit.
3. Resignation of Robert Cocroft as Instructor in Chemistry, effective September 1, 1942. Mr. Cocroft has accepted a position at Coe College.
4. Resignation of Betty M. Crum, stenographer in the Military Department, effective as of July 15, 1942. Miss Crum has accepted a position on the Ingham County News.
5. Resignation Mr. E. B. Hale as Research Assistant in Dairy Husbandry, effective August 15, 1942. Mr. Hale is leaving for military service.
6. Resignation of Mr. L. W. Byers as Research Assistant in Chemistry on Rackham Funds, effective July 15, 1942. Mr. Byers has accepted a position with one of the chemical companies.
7. Resignation of Mr. L. Carroll King as Graduate Fellow in Chemistry paid from funds supplied by the Upjohn Company, effective as of June 30, 1942.
8. Resignations of the following half-time graduate assistants who were appointed for the year 1942-43 at the May 21st Board meeting, in the Department of Geology and Geography, but who are not accepting the appointments:

Robert R. Hartson
Leroy E. Lyon
John C. Richards
9. Resignation of Mrs. Vida Cole, clerk in the Department of Surgery and Medicine, effective as of July 31, 1942.
10. Resignation of Norma Mull (now Mrs. Rendell) as stenographer in Animal Pathology, effective July 15, 1942.

Appointments APPOINTMENTS

1. Appointment of Dr. Hans Leo Leonhardt as a special teacher in History and Political Science at a salary of \$250.00 for the second Summer Session from August 3 to September 4, 1942, replacing Mr. James Miller.
2. Appointment of Dr. Meredith W. Darlington as special teacher to direct the County Commissioners Workshop for two weeks of the second Summer Session from August 10 to August 21, 1942, at a salary of \$250.00, replacing Dr. Kate Wofford.
3. Appointment of Myrl H. Bolds as Instructor in Drawing and Design on a permanent ten months basis at a salary of \$2200.00 per year effective September 1, 1942.
4. Appointment of John H. Enns as Instructor in Physics on a permanent ten months basis at a salary of \$2300 per year effective September 1, 1942. This is a replacement of Mr. O. L. Snow.
5. Reappointment of Dr. Lincoln P. Hedeman as Instructor in Surgery and Medicine for one more year effective September 1, 1942 at the same salary. Dr. Hedeman is replacing Dr. Wade Brinker who is on military leave.
6. Reappointment for one year only of Leonard J. Braamse as Extension Assistant in Soil Conservation at a salary of \$3100 per year (\$2500 from Federal Soils Conservation Service and \$600 from Extension funds), effective July 1, 1942.

APPOINTMENTS, continued

7. Reappointment for one year only of Mrs. Ida Grace Edwards Dmochowski as an Assistant Institution Administration at a salary of \$1400.00 per year plus meals, effective September 1, 1942. Appointments
8. Reappointment on a part time basis of Mrs. Etheldreda Jones Radulescue for either a little over one-half time or two-thirds time,- the exact time to be decided upon in the fall when enrollment figures are known at a salary not to exceed \$425 - the exact amount to depend upon the amount of teaching she is required to do.
9. Appointment for one year only of Mrs. Lucia Morgan Nesom as Instructor in Speech and Dramatics at a salary of \$2000 per year effective September 1, 1942, replacing William Shea.
10. Appointment of Joe A. Calloway as Assistant Professor of Speech and Dramatics for one year only at a salary of \$3000 per year effective September 1, 1942, replacing Mr. Barnhart.
11. Appointment of Dr. Hans L. Leonhardt as Instructor in History and Political Science at a salary of \$2200 per year effective September 1, 1942. (Dr. Leonhardt is being employed only for the duration of the present emergency, replacing Mr. James Miller who has gone into the service).
12. Appointment of Miss Mildred Hopping as General Duty Nurse at the Health Service on a permanent twelve months basis at a salary of \$95.00 per month plus meals and laundering of uniforms effective August 16, 1942, replacing Miss Agnes Frey who has resigned.
13. Appointment of Miss Katherine Stahl as half-time stenographer in the Department of Hotel Administration at a salary of \$50.00 per month effective August 1, 1942, replacing Mrs. G. Wendell Smith.
14. Appointment of Miss Pauline Grate as Clerk in the Department of Surgery and Medicine at a salary of \$1200 per year, effective August 1, 1942, replacing Mrs. Vida Cole.
15. Appointment of Miss Jean Osgood as stenographer in the Military Department, at a salary of \$1200 per year effective August 1, 1942, replacing Miss Betty Crum, resigned.
16. Appointment of Miss Mary Shively as Clerk in the Department of Alumni Relations and NYA at a salary of \$1200 per year, effective August 10, 1942, replacing Catherine Saleski, resigned.
17. Appointment of Arnold C. Ott as Graduate Fellow in Chemistry (established by the Upjohn Foundation) at a salary of \$80.00 per month effective July 1, 1942, replacing Mr. L. Carroll King who has resigned. (It is understood that Mr. Ott will hold this position until the balance remaining in the fund is exhausted.)
18. Reappointment of Mr. Thomas Reid as half-time Graduate Assistant in Dairy Husbandry for 1942-43.
19. Reappointment of Mr. Bruce V. Wilson as quarter-time Graduate Assistant in the Department of Entomology for the year 1942-43.
20. Appointment of Mary Jeanette Martin as half-time Graduate Assistant in the Department of Speech and Dramatics for the year 1942-43 succeeding Hubert Cordier.
21. Appointment of Mr. Isaac I. Peters as half-time Graduate Assistant in Dairy Husbandry, for the year 1942-43, replacing Glenn Marsh who was appointed May 21st but was unable to accept.
22. Appointment of Robert L. Carmin as Instructor in Geography at a salary of \$1800 per year for one year only, effective September 1, 1942, replacing Dr. Frederick Foster who is on military leave.
23. Appointment of Harry R. Hoppe as Assistant Professor of English at a salary of \$2400 per year for one year only effective September 1, 1942, replacing Warren L. Fleischauer.
24. Appointment of Mark Ashin as Instructor in English at a salary of \$1800 per year for one year only, effective September 1, 1942, replacing J. A. Yunck.
25. Appointment of John R. Sites as half-time Graduate Assistant in Physics for 1942-43 to replace Robert Spence.
26. Reappointment of Perry H. Bowser as Extension Specialist in Vegetable Gardening at a salary of \$2300 per year on a permanent 12-months basis, effective July 1, 1942. His salary is to be paid one-half from Extension and one-half from Experiment Station funds.
27. Correction in the action taken at the June 12, 1942 Board meeting reappointing George D. Hurrell as Assistant County Agricultural Agent in Dickinson County. Mr. Hurrell is to be Assistant County Agricultural Agent in Oakland and Washtenaw Counties.
28. Appointment of Mrs. Lucie Ann McCall as a special teacher in the elementary curriculum in the Art Department at a salary of \$200 for the second summer session, from August 17 to September 4, 1942.
29. Appointment of Martha Jaakkola as stenographer in Animal Pathology at a salary of \$600 per year for half-time work, effective July 15, 1942, replacing Norma Mull.

LEAVES

Leaves

1. Correction in the effective date of leave of absence granted Dr. Richard Beth at the May 21st Board meeting. The leave should have been effective September 1, 1942 instead of July 1, 1942 for one year.
2. The following leaves of absence without pay for military service are recommended to be effective through August 31, 1943:
 - a. Mr. James Miller, Instructor in History, effective September 1, 1942. Mr. Miller has been drafted.
 - b. Mr. G. N. Motts, Assistant Professor and Research Assistant in Economics, effective September 1, 1942. Mr. Motts has been drafted.
 - c. Mr. Leonard Falcone, Associate Professor of Music and Director of the Band, effective September 15, 1942. Mr. Falcone has been drafted.

Travel

TRAVEL

1. Full expenses for Miss Katherine Hart to Chicago and return to interview some prospective applicants for positions on the Institution Administration staff the week of August 10.
2. Traveling expenses from Urbana to Chicago for Miss Katharine Nickoley who will interview Miss Hart in Chicago relative to a position here.
3. Full expenses for Miss Beatrice Boyle, Miss Roberta Hershey, Miss Marjorie Eastman and Miss Helen Strow to attend a meeting of Nutrition Specialists called for Chicago on August 25th to 28th by the Federal Office of Extension work, to be paid from Extension funds.
4. First-class railway mileage only for Dr. V. G. Grove to attend the meetings of the American Mathematical Society and the Mathematical Association of America at Poughkeepsie, New York, September 7 to 10.
5. Full expenses for Dean R. C. Huston to Buffalo, New York to attend the meetings of the American Chemical Society on September 5 to 10.
6. Full expenses for B. R. Proulx to attend a meeting of the Northwestern Hotel Association at Fargo, North Dakota, on August 29-31 and to stop in Chicago to make arrangements for participation in the meeting of the American Hotel Association which is to be held in Detroit this fall.
7. Full expenses for R. J. Baldwin, Ray Hutson and E. L. Benton to attend a conference called by Secretary Wickard to meet in Chicago on July 28. All expenses are to be paid from Extension funds.

Retirement
Thomas PetersonMISCELLANEOUS

1. Retirement of Mr. Thomas Peterson, Night Custodian at the Union Building, effective September 1, 1942, at a pension of \$480.00 per year. (Mr. Peterson was eligible for retirement September 1, 1941 but was retained another year.)
2. Recommendation from the Graduate Council that the \$1800 which has been set up in the budget to pay for three half time graduate assistants in the Department of Geology and Geography but who have resigned, be transferred from the salary budget to the maintenance budget of the Department of Geology and Geography to be used to hire student help on an hourly basis.
3. Renewal of the Parke-Davis Chemistry Fellowship for spectrograph work on vitamin A assays, allowing \$825 which will be paid in eleven monthly installments of \$75 each for the period September 1, 1942 to August 31, 1943.
4. Reappointment of Mrs. Nell Bartlett as housemother for the Farm House for the year 1942-43 at a salary of \$100 from college funds.
5. The Department of Agriculture has been notified of our willingness to renew the cooperative distribution of forest planting stock under the cooperative Farm Forestry Act of May 1937 as originally approved in February 1940. The renewal is on a permanent basis unless 30 days written notice is given by either party, prior to the beginning of each succeeding fiscal year as provided by the Act.
6. Transfer of Miss Marjorie Curdy, distaphone operator, from the Extension labor payroll to the service payroll at the same salary of \$100 per month to be paid from Federal Smith-Lever funds, effective July 1, 1942.
7. Acceptance of a grant of \$600 from the Dairy Industry Supplies Association for a Fellowship which has been awarded to Mr. Richard E. Marland effective September 1, 1942.
8. Recommendation from Colonel McLeod that the \$25.00 which has been paid monthly to Sgt. J. H. Atchinson be transferred to Private Roy J. Becker for his services as Military Property Custodian, effective August 10, 1942. (Sgt. Atchinson has been commissioned Captain and is no longer entitled to receive the additional money).

Transfer of
\$1800 within
Geol. & Geog
Dept.Renewal of
Parke-Davis
FellowshipReappointment
Mrs. Bartlett
Farm HouseApproval agree-
Dept. of Ag.
re: dist. for
est planting
stock.Trans.M.Curdy
to service
payroll.Accept.Dairy
Industry Supp
Fellowship\$25 to be pd
Pvt.Roy Becker

MISCELLANEOUS, continued

9. Approval of a joint cooperative arrangement between Michigan State College and the Department of Conservation in the handling of Michigan lands now in the control of the Conservation Commission. It is understood that this arrangement will not cost the College more than \$3000 for the year. The Department of Conservation and the College are to share equally the cost of the salary of the person in charge and his expenses, as well as other costs involved in the project.

Approval agreement with
Conservation Comm. re:
handling of Mich. lands.

10. Recommendation from the Director of the Summer Session that the teachers in the Music Department who have been giving private lessons to students during the Summer Session receive the special fee paid by each student as follows:

Piano	Roy Underwood	4 students at \$50 per term	\$200
Voice	Olive D. Henkel	3 students at \$30 per term	90
Piano	Ruth A. Mack	1 student at \$30 per term	30
Piano	Frank Mannheimer	1 student at \$50 per term	50
Organ	Helen R. Sholl	1 student at \$30 per term	30
Piano	Helen R. Sholl	1 student at \$18 per term	18
Violin	Julius Stulberg	4 students at \$18 per term	72
Piano	Wendell Westcott	8 students at \$18 per term	144
Violin	Romeo Tata	1 student at \$50 per term	50
Voice	Fred Killeen	9 students at \$18 per term	162
Cornet	Fred Illiot	1 student at \$18 per term	18

Teachers in Music Dept. who have been giving priv. lessons to receive spec. fee.

11. Request for an appropriation of \$450 for the completion of the steps at the entrance to Fairchild Theater.
12. Approval of payment of \$19.55 to John Cuson, Buildings and Grounds employee, as compensation for time lost because of an injury while working.
13. Approval of payment of \$45 to Mr. W. E. Corbridge for assisting in the Physics Laboratory during the first summer session.
14. Approval of the 1942 Summer School payroll in the amount of \$57,098.84, copy of which is on file in the Secretary's Office.
15. Recommendation from Dean Emmons that \$50 be paid to each of two people and \$25 to one person to attend the Workshop in General Education at the University of Chicago this summer. (This is a correction of the previous action of the Board authorizing \$75 each to four staff members to attend the Workshop.
16. Approval of expenses not to exceed \$50 for Dr. Paul Dressel to attend the Workshop in General Education at the University of Chicago this summer.

\$450 for completion of steps to Fairchild.

Pay. \$19.55 Jno. Cuson for injury

\$45 to W.E. Corbridge
Approval S.S. payroll

3 people to attend workshop Chicago
\$50 to 2 persons-\$25 to 1

Dr. Dressel to attend Workshop

RESIGNATIONS

1. Resignation of Gertrude Van Zee, Second Assistant Cataloger, effective August 31, 1942. Miss Van Zee has accepted a position at Kalamazoo College.
2. Resignation of Dorothy Wieber as General Nurse at the Health Service, effective August 5, 1942. Miss Wieber has accepted a position at St. Johns.
3. Resignation of Lucille Simmons (now Mrs. Mihay) as stenographer in Physical Education for Men, effective August 15, 1942.
4. Resignation of Anthony T. Balint as Instructor of Drawing and Design, effective August 31, 1942. Mr. Balint has accepted a position at Colorado Agricultural College.
5. Report that Myrl H. Bolds did not accept the position as Instructor of Drawing and Design to which he was recently appointed.
6. Resignation of Miss Ione Bateman as Assistant in Research in Home Economics, effective August 31, 1942. Miss Bateman has not been well.
7. Report that Mark Ashin is unable to accept the appointment as Instructor of English for 1942-43.
8. Resignation of Maureen Christopher as stenographer in the English Department effective September 19, 1942. Miss Christopher plans to be married soon.
9. Resignation of Vladimir Morkovin, Instructor of Mathematics, effective August 31, 1942. Mr. Morkovin has accepted a position at Brown University.
10. Resignation of Helen Worcester as stenographer in the Music Department, effective August 31, 1942. Miss Worcester is planning to study at the University of Michigan.
11. Resignation of Wilbur F. Luick as Instructor of Speech and Dramatics, effective August 31, 1942. Mr. Luick has accepted a position at Stephens College.
12. Resignation of Jeanette Salzer as stenographer in Bacteriology, effective August 31, 1942. Miss Salzer has been married and is leaving to be with her husband who is in the Army.

Resignations

Resignations

RESIGNATIONS, continued

13. Resignation of the following graduate assistants who were appointed for 1942-43:

- a. Donald F. Goss, half-time graduate assistant in Accounting. Mr. Goss has been inducted into the Army.
- b. Charles G. Humiston, half-time graduate assistant in Chemistry. Mr. Humiston has accepted a position with the DuPont Company.
- c. Robert L. Hanzel, halftime graduate assistant in Chemistry. Mr. Hanzel has enlisted in the Air Corps.

LEAVES

Leaves

1. Leave of absence without pay for one year for Mr. David Worcester, Professor and Head of the Department of English, effective September 1, 1942. Dr. Worcester has accepted an appointment in the Naval Intelligence Service in lieu of being drafted.
2. Leave of absence without pay for one year for Dr. M. M. Knappen, Professor and Head of the Department of History and Political Science, effective September 1, 1942. Dr. Knappen has been called as a Captain in the Army Air Corps.
3. Leave of absence without pay for one year for Donald Hayworth, Professor and Head of the Department of Speech and Dramatics, effective September 1, 1942. Dr. Hayworth is working with the Office of Civilian Defense.

Appointments

APPOINTMENTS

1. Appointment of Russell J. Kleis as Short Course Instructor and Assistant Supervisor for the W. K. Kellogg Short Courses at a salary of \$2400 per year, effective September 7, 1942. Mr. Kleis' salary will be paid entirely from funds deposited by the W. K. Kellogg Foundation from September 7 to October 15, and after that time his salary will be paid 70 percent by the State Board of Control for Vocational Education and 30 percent by the W. K. Kellogg Foundation.
2. Appointment of Paul M. Barrett as Extension Specialist in Conservation at a salary of \$3800 per year on a permanent 12-month basis, effective August 1, 1942. This appointment is in accordance with the joint cooperative arrangement between the College and the State Department of Conservation.
3. Appointment of Dorothy Inez Rose as Assistant in Research in the Chemistry Experiment Station at a salary of \$1600 per year on a permanent 12-month basis, effective August 17, 1942. Miss Rose's salary is to be paid \$1000 from Bankhead-Jones funds, \$400 from state funds, and \$200 from Purnell funds. She replaces Lillian Butler (salary \$2000) who has resigned.
4. Appointment of Rosalie May Beltz as Assistant in Research in Foods and Nutrition at a salary of \$1500 per year for one year only, effective September 1, 1942. Miss Beltz will replace Ione Bateman (salary \$1500) who has resigned.
5. Appointment of Miss Allene Winton as Assistant Reference Librarian at a salary of \$1800 per year on a permanent 12-month basis, effective September 1, 1942. Miss Winton will replace Gertrude Van Zee (salary \$1550) who has resigned.
6. Reappointment on a permanent basis of the following hostesses in residence for women students:
 - a. Mrs. Eva Gulick, night hostess in Williams Dormitory, at a salary of \$850 plus maintenance for the 10-month period beginning September 1, 1942.
 - b. Mrs. Trixie Lindhout, cooperative house hostess, at a salary of \$350 plus maintenance for the 10-month period beginning September 1, 1942.
 - c. Mrs. Niva F. Eddy, cooperative house hostess, at a salary of \$350 plus maintenance for the 10-month period beginning September 1, 1942.
7. Appointment of Benjamin H. Pringle as Instructor of Chemistry at a salary of \$2000 per year on a permanent 10-month basis, effective September 1, 1942. Mr. Pringle will replace F. L. Koranda (salary \$1900) who is on military leave.
8. Appointment of Mary Ellen Hileman as stenographer in the Department of Physical Education for Men at a salary of \$1200 per year, effective August 15, 1942. Miss Hileman replaces Lucille Simmons (salary \$1200) who has resigned.
9. Appointment of Chester A. Lawson as Instructor of Zoology at a salary of \$2250 per year on a permanent 10-month basis, effective September 1, 1942. Mr. Lawson will replace W. G. Irwin (salary \$2000) who has resigned.
10. Appointment of Harold Skamser as Assistant Professor of Drawing and Design at a salary of \$2400 per year on a permanent 10-month basis, effective September 1, 1942. Mr. Skamser will replace A. T. Balint (salary \$2000) who has resigned.
11. Appointment of Kathryn Heiserman as Assistant in Institution Administration at a salary of \$1400 per year plus meals for one year only, effective September 1, 1942. Miss Heiserman will replace Ruth Rathert (salary \$1400) who has resigned.
12. Reappointment for one year only of the following staff members of the Liberal Arts Division:

Wilbur P. Luick, Instructor of Speech, effective September 1, 1942.
 William Whitaker, Instructor of Speech, effective September 1, 1942.
 H. P. Sweany, Assistant Professor of Education, effective July 1, 1942.
 Edwin Stein, Assistant Professor of Music, effective September 1, 1942.

APPOINTMENTS, continued

Appointments

13. Change in title for Ben Euwema from Associate Professor of English to Professor and Acting Head of the Department of English and an increase in salary from \$3400 to \$4000 per year, effective September 1, 1942. Professor Euwema will replace David Worcester for the duration of the war.
14. Change in title for Donald Buell from Instructor to Assistant Professor of Speech and Dramatics and increase in salary from \$2200 to \$2500 per year, effective September 1, 1942. Mr. Buell will take charge of the dramatics work in place of Dr. Thompson who has resigned.
15. Appointment of George R. Price as Instructor of English at a salary of \$2000 per year for one year only, effective September 1, 1942. This is a partial replacement for Dr. Worcester.
16. Appointment of Herbert Weisinger as Instructor of English at a salary of \$2000 per year for one year only, effective September 1, 1942. Mr. Weisinger will replace John A. Yunk (salary \$1600) who is on military leave.
17. Change in title for Paul Bagwell from Instructor to Associate Professor and Acting Head of the Department of Speech and Dramatics and an increase in salary from \$2200 to \$3000 per year, effective September 1, 1942. Mr. Bagwell will replace Donald Hayworth during his leave.
18. Appointment of E. B. Lyon as Associate Professor and Acting Head of the Department of History and Political Science and an increase in salary from \$3500 to \$3800 per year, effective September 1, 1942. Dr. Lyon will replace M. M. Knappen for the duration of the war.
19. Appointment of Wilbur L. Mitchell as Instructor of Mathematics at a salary of \$2100 per year on a permanent 10-month basis, effective September 1, 1942. Mr. Mitchell will replace Mr. Morkovin (salary \$2000) who has resigned.
20. Appointment of Gordon L. Thomas as Instructor of Speech and Dramatics at a salary of \$2000 per year for one year only, effective September 1, 1942. This is a partial replacement for Dr. Hayworth.
21. Appointment of Paul Geisenhof as Instructor of Speech and Dramatics at a salary of \$2200 per year for one year only, effective September 1, 1942. Mr. Geisenhof will replace Wilbur Luick (salary \$1900) who has resigned.
22. Appointment of Constance V. Sees as stenographer in the Music Department at a salary of \$1320 per year, effective August 10, 1942. Miss Sees will replace Helen Worcester (salary \$1260) who has resigned.
23. The following half-time graduate assistantship appointments are recommended for 1942-43:

Mathematics	- Miss Marian Michmerhuizen to replace Cornelius Groenewoud
Speech and Dramatics	- Kenneth Richards to replace Loren Nus.
	- Christopher Lane to replace Ray Abel
Zoology	- Frederick L. Bouwman to replace George E. Jay.

Travel

Travel

1. Full expenses for Ruth Daum and Ruth Clayton to attend a Central States Conference on Wartime Clothing and Farm Home Food Supply in Chicago on August 25-28. Miss Daum and Miss Clayton live just outside of Chicago, and the allowance for travel is from their homes to Chicago and return.
2. Full expenses for L. R. Schoenmann to attend a meeting of the Executive Committee of the Northern Lake States Region Committee at Madison, Wisconsin, on September 9.
3. Full expenses for R. J. Coleman to attend the annual meeting of the National Association of Educational Broadcasters in Madison, Wisconsin, on September 11 and 12.
4. Full expenses for R. J. Baldwin to attend an administrative conference of Directors of the North Central States in Chicago on September 14 and 15.
5. Full expenses for N. L. Partridge to attend a conference of representatives of the fertilizer industries in Chicago sometime before September 15; expenses to be paid from the Experiment Station allotment to the Horticulture Department.
6. Full expenses for S. T. Dexter to attend a meeting with reference to the development of hemp in the north-central states. The meeting is being called by the U. S. Department of Agriculture at Madison, Wisconsin, on September 15 and 16.
7. First-class railway fare only for E. T. Welmers to visit Annapolis and to attend the sessions of the Midshipman's School and Naval Academy early in September. This is to take the place of the trip authorized for Mr. Welmers to visit the Great Lakes Naval Training Station.
8. First-class railway fare only for C. C. DeWitt to attend the meeting of the American Chemical Society in Buffalo, New York, on September 7-11.
9. First-class railway fare only for E. J. Miller and P. W. Morgal to attend the meeting of the American Chemical Society in Buffalo, New York, on September 7-11; expenses to be paid from the Rackham Research Foundation funds.

PRESIDENT'S REPORTS, continued

Travel

Travel, continued

10. Mileage on one car for A. J. Clark, D. T. Ewing, C. D. Ball to attend the meeting of the American Chemical Society in Buffalo, New York, on September 5-10.
11. Mileage on one car and maintenance expenses for Russell Horwood to take the Dairy Judging Team to the Dairy Cattle Congress in Waterloo, Iowa, on September 3-11.
12. Maintenance expenses for R. J. Laser to accompany the Michigan 4-H Dairy Judging Team to the Dairy Cattle Congress in Waterloo, Iowa, on September 9-13; expenses to be paid from Extension funds.

Increase Co-
letta SnohrMiscellaneousalso
Philippa
Yellandalso
Merrill Jonesand
Elizabeth ReadIncrease for
Carl P. SwansonIncrease for
A. J. PanshinIncrease for
C. R. UphamMonth's vaca-
tion for Mrs.
HettingerApproval pay-
roll 2nd S.S.Pay. \$9 John
Wheeler - in-
jury

1. Increase in salary for Coletta M. Snohr, Periodical Librarian, from \$1500 to \$1800 per year, effective September 1, 1942.
2. Increase in salary for Philippa Yelland, General Assistant in the Library, from \$1500 to \$1700 per year, effective September 1, 1942.
3. Increase in salary for Merrill M. Jones, Order Librarian, from \$1900 to \$2000 per year, effective September 1, 1942.
4. Increase in salary for Elizabeth L. Read, Assistant in Charge of Assigned Reading Room, from \$1850 to \$1900 per year, effective September 1, 1942.
5. Increase in salary for Carl P. Swanson, Assistant Professor of Botany and Research Assistant in Cytogenetics, from \$2500 to \$2800 per year, effective September 1, 1942.
6. Increase in salary for A. J. Panshin, Associate Professor of Forestry, from \$3200 to \$3800 per year, effective September 1, 1942.
7. Increase in salary for C. R. Upham, Assistant Professor of Economics, from \$2700 to \$3000 per year, effective September 1, 1942.
8. Approval of a month's vacation with pay for Mrs. Hettinger who is in charge of the College Laundry. Mrs. Hettinger requested this additional vacation for health reasons.
9. Approval of the payroll for the Second Summer Session of 1942 in the amount of \$30,816.83.
10. Approval of the payment of \$9 to John H. Wheeler as compensation for time lost because of an ankle injury received while working. Mr. Wheeler is a student employee in the Buildings and Grounds Department.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the President's Reports.

Resignations

RESIGNATIONS

1. Resignation of William J. Baker as Associate Professor of Forestry, effective September 5, 1942. Mr. Baker will remain at the Forest Products Laboratory.
2. Resignation of Clare A. Rood as District Club Agent at Petoskey, effective November 15, 1942. Mr. Rood is seeking an extension position in another state.
3. Resignation of Constance H. Seebor as Assistant in Research in Agricultural Chemistry, effective September 15, 1942. Miss Seebor has accepted a position with a Chicago laboratory at a higher salary.
4. Report that Edwin H. Larsen did not accept the appointment as Instructor in Chemistry. He has accepted a position at the University of Wisconsin.
5. Report that E. F. Pogor, who was appointed Instructor in Physical Education for 1941-42, will not be reappointed for 1942-43. He is accepting a commission as ensign in the U. S. Navy.
6. Resignation of Edwin E. Stein as Assistant Professor of Music, effective August 31, 1942. Mr. Stein has accepted a position at the University of Texas at a higher salary.
7. Resignation of Wendell Westcott as College Carillonneur, effective August 31, 1942. Mr. Westcott has been inducted into the Army.
8. Resignation of Donald A. Kibbey as Instructor in Mathematics, effective August 31, 1942. Mr. Kibbey has accepted a position as instructor at West Point.
9. Resignation of Esther Albro as stenographer in Bacteriology, effective September 3, 1942. Miss Albro has accepted another position.
10. Resignation of Miss Stella McDaniel as Hostess at South Campbell Dormitory, effective August 31, 1942. Miss McDaniel has accepted a position as Dean of Women at a college in Texas.

RESIGNATIONS, continued

11. Resignation of Mrs. Marion Sohus as Hostess at the Alice Cowles cooperative house. Mrs. Sohus has accepted a position at Sparrow Hospital in Lansing.
12. Resignation of Mrs. George Codd as Hostess at Ewing House, effective August 31, 1942. Mrs. Codd is resigning to be the Sigma Kappa Sorority hostess.
13. Resignation of Margaret Morgan as General Duty Nurse, effective October 15, 1942. Miss Morgan has accepted a position in Pontiac at a higher salary.
14. Resignation of Florence Neisz as General Duty Nurse at the Health Service, effective October 31, 1942.
15. Resignation of Gerald V. Kingsley as Graduate Fellow in Chemistry, effective July 31, 1942. Mr. Kingsley has completed his work for the doctor's degree.
16. Resignation of Floyd W. Smith as half-time graduate assistant in Soils, effective September 20, 1942. Mr. Smith has been inducted into the Army.
17. Resignation of the following half-time graduate assistants who were appointed for 1942-43, effective August 31, 1942:
 - a. Neil B. Cartwright and Carl Beebe, Chemistry Department. Both men have been inducted into the Army.
 - b. Robert R. Hartson, Leroy E. Lyon, and John C. Richards, Geology and Geography.
 - c. John R. Sites, Physics Department, has accepted a position at the University of Maryland.
 - d. Axel Andersen, Botany Department, has been inducted into the Army.

On motion of Mr. McPherson, seconded by Mr. Jakway, it was voted to approve the Resignations.

LEAVES

1. Leave of absence without pay for one year for Albert Christ-Janer, Professor and Head of the Department of Art, effective September 1, 1942. Professor Christ-Janer has been inducted into the Army.
2. Leave of absence without pay for one year for Richard G. Horton, Assistant Professor of Physiology and Pharmacology, effective September 1, 1942. Mr. Horton has accepted a position as Assistant Toxicologist in the Research Division of Edgewood Arsenal in lieu of being drafted.
3. Leave of absence without pay for one year for John C. Clark, Associate Professor of Physics, effective September 1, 1942. Mr. Clark has accepted a commission in the Army in lieu of being drafted.
4. Leave of absence without pay for one year for L. J. Luker, Assistant Professor of Education, effective September 1, 1942. Mr. Luker has been called as an Instructor in the Army Air Force Technical School in lieu of being drafted.
5. Leave of absence without pay for ten months for John W. Hall, Supervising Teacher of Agriculture and Assistant Professor of Education, effective September 1, 1942. Mr. Hall is paid by the Vocational Board.
6. Leave of absence without pay for six months for Ivan F. Schneider, Research Associate in Land Use, effective October 15, 1942. Mr. Schneider will accept a position as Soils Engineer in connection with the construction of flying fields in Detroit by the U. S. Engineering Office.

On motion of Mrs. Masselink, seconded by Mr. Akers, it was voted to approve the Leaves.

APPOINTMENTS

1. Appointment of Ralph W. Lewis as Research Assistant and Instructor in Botany at a salary of \$2200 per year, effective October 1, 1942. Mr. Lewis has previously been an Botany at a salary of \$1800 per year. The additional \$400 involved is to be paid from Bankhead-Jones funds.
2. Appointment of Lester E. Bell as Assistant Extension Forester at a salary of \$2400 per year, effective October 1, 1942, for the duration of the war. His salary is to be paid \$780 from college funds and \$1620 from Extension funds. He will replace Roy E. Skog (salary \$1800) who is on military leave.
3. Appointment of Scott S. Pauley as Instructor in Forestry at a salary of \$2400 per year, effective from September 15 to December 31, 1942. Mr. Pauley will temporarily replace W. J. Baker.
4. Appointment of Martha Jayne as Assistant in Research in the Chemistry Experiment Station at a salary of \$1800 per year on a permanent 12-month basis, effective September 14, 1942. Miss Jayne will replace L. W. Byers (salary \$1800) who has resigned.
5. Appointment of Carol Letzring as General Duty Nurse at the Health Service at a salary of \$1140 per year on a permanent 12-month basis, effective September 16, 1942. Miss Letzring will replace Mrs. Helen Martin (salary \$1200) who has resigned.

Resignations

Leaves

Appointments

APPOINTMENTS, continued

Appointments

6. Appointment of Helen Hill Farwell as General Duty Nurse at the Health Service at a salary of \$1140 per year on a permanent 12-month basis, effective October 16, 1942. Miss Farwell will replace Margaret Morgan (salary \$1200) who has resigned.
7. Appointment of Marguerite Scobee Neff as General Duty Nurse at the Health Service, at a salary of \$1140 per year on a permanent 12-month basis, effective September 21, 1942, replacing Dorothy Wieber.
8. Appointment of Mrs. Della M. Miltner as special teacher of Shorthand in the General College at a salary of \$60 per month, effective September 15, 1942. This is a new position.
9. Appointment of Robert G. Sherman as Assistant Freshman Football Coach at a salary of \$150 for the fall term 1942.
10. Appointment of William Rupp, Jr., as Assistant Freshman Football Coach at a salary of \$150 for the fall term 1942. Mr. Rupp will replace John Budinski.
11. Reappointment for one year only of Mrs. Emma P. Atherton as cooperative house hostess at Robinson House at a salary of \$350 for ten months beginning September 1, 1942. Mrs. Atherton will replace Mrs. Pryor who will be at Cowles House.
12. Appointment of Mrs. Charlotte Vary as Hostess at East Mayo at a salary of \$900 for ten months beginning September 1, 1942. Mrs. Vary will replace Miss Stella McDaniel who has resigned.
13. Appointment of Mrs. Susan Thomas as Cooperative House Hostess at the Ewing House at a salary of \$350 for the ten months beginning September 1, 1942. Mrs. Thomas will replace Mrs. George Codd who has resigned.
14. Appointment of Miss Teresa Sullivan as Hostess in the Fern Street House at a salary of \$350 for the ten months beginning September 1, 1942. Miss Sullivan was a cooperative house hostess during 1941-42.
15. Appointment of Mrs. Muriel T. Montelius as Cooperative House Hostess in the Shaw House at salary of \$350 for the ten months beginning September 1, 1942. Mrs. Montelius will replace Mrs. Maud Parker whose appointment has expired.
16. Change in title for Erling B. Brauner from Assistant Professor to Associate Professor and Acting Head of the Department of Art and an increase in salary from \$2500 to \$3000 per year, effective September 1, 1942. Mr. Brauner will replace Mr. Christ-Janer for the duration of the war.
17. Appointment of Marion Andros as Instructor of Art at a salary of \$1900 per year for one year only, effective September 1, 1942. Miss Andros was a part-time instructor in the art Department during 1941-42.
18. Appointment of Herbert Haynes Humphreys as Instructor in Psychology at a salary of \$2300 per year for one year only, effective September 1, 1942. Dr. Humphreys will replace Sidney H. Newman (salary \$2500) who is on leave.
19. Appointment of Edward D. Cooley as Band Director at a salary of \$500 for the three months beginning October 1, 1942. Mr. Cooley will replace Leonard Falcone during the fall term. Professor Underwood will be Band Director for the remainder of the year.
20. Appointment of Genevieve Blevins as stenographer in the English Department at a salary of \$1320 per year, effective September 1, 1942. Miss Blevins will replace Maureen Christopher (salary \$1360) who has resigned.
21. Appointment of L. V. Toralballa as Instructor of Mathematics at a salary of \$2000 per year for one year only, effective September 1, 1942. Mr. Toralballa will replace D. E. Kibbey (salary \$2100) who has resigned.
22. Appointment of Lois Anderson as stenographer in Bacteriology at a salary of \$1200 per year, effective September 1, 1942. Her salary is to be paid \$300 from Extension. She will replace Jeanette Salzer (salary \$1200) who has resigned. \$300 from college & \$600 from Exp. Station.
23. Appointment of Bernard Ellison as half-time graduate field assistant in Plant Pathology at a salary of \$600 for 9 months beginning September 15, 1942. Mr. Ellison is to be paid from Experiment Station funds allotted to the maintenance of Plant Pathology work, and the maintenance budget should be reduced this amount.
24. Appointment of Robert Young as graduate fellow in Chemistry at a salary of \$50 per month for 11 months beginning September 1, 1942. Mr. Young will replace G. V. Kingsley and will be paid from Parke-Davis, and Company funds.
25. Reappointment of Allen K. Knight as graduate fellow in Horticulture for the year 1942-43 at a salary of \$500 for ten months beginning September 1, 1942.

On motion of Mr. Jakway, seconded by Mr. McPherson, it was voted to approve the Appointments.

TRAVEL

1. Full expenses for C. R. Megee to attend the meeting of the American Soybean Association at Purdue University on September 15-17.
2. Full expenses for C. W. Barr to spend a few days at Fort Meade, Maryland, in connection with work under way in camouflage development.
3. Full expenses for C. E. Millar to attend a special fertilizer conference being called in Chicago in the near future; expenses to be paid from Extension funds.
4. Full expenses for A. A. Applegate to attend a meeting in Chicago on September 28-29 for the purpose of establishing working field relationships with the Office of War Information; expenses to be paid from Extension funds.
5. Full expenses for Glen Stewart to meet with the alumni in the Philadelphia area on October 30 prior to the Temple football game.
6. First-class railway fare only for R. L. Sweet to attend the convention of the American Society for Metals in Cleveland on October 12-16.
7. Mileage on one car (\$23.50) for staff members of the Surgery and Medicine Department to attend the Annual Meeting of the American Veterinary Medical Association in Chicago on August 17-20.
8. Mileage on one car (\$25.25) for staff members of the Animal Pathology Department to attend the Annual Meeting of the American Veterinary Medical Association in Chicago on August 17-20.
9. Mileage on one car, or its equivalent, for members of the Forestry Department to attend the meeting of the Society of American Foresters at Purdue University on October 30-31.
10. Authorization for R. E. Marshall to accompany representatives of the canning industry to Buffalo, New York, and vicinity in connection with the interests now developing in the dehydration of fruits and vegetables which has been occasioned by the shortage of tin. Expenses involved will include travel in the vicinity of Buffalo and maintenance expenses in addition to car mileage from East Lansing to Detroit, and are to be paid from Horticulture Department Experiment Station funds.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the Travel Items.

MISCELLANEOUS

1. Consideration of the recommendation from the Faculty relative to the acceptance of the report of the committee on probationary appointments and tenure.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the Report of the Committee on Probationary Appointments and Tenure with the following amendment to No. 6:

"... voluntary withdrawal or actions which are inimical to the best interests of the College."

Following is the Report in full:

"To the Faculty:

"Your committee appointed October 6, 1941, to consider the problem of probationary appointments and tenure has studied the local situation. It has also collected and studied information concerning the systems in use at Penn State, Iowa State, Purdue, Kansas State, Cornell, Ohio State, Wisconsin, Illinois, Minnesota, Missouri, Harvard, Yale, Princeton, Pennsylvania, Columbia, Michigan and Syracuse. It finds that at the present time there is considerable interest in the problem of probationary appointments and tenure and that several other institutions are in the process of preparing detailed reports upon it. It is believed that our recommendations are in line with the prevailing trend of thought in institutions of comparable rank throughout the country.

"Your committee recommends:

1. In the case of new full-time appointments to the staff the Secretary of the State Board of Agriculture shall send written notice to the appointee. This notice shall state the title and salary attached to the position and shall include a copy of as many of these provisions concerning probationary appointments and tenure as may be appropriate.
2. Instructors shall be initially appointed for a one-year term. This appointment may be followed by not more than two terms of two years each after which those instructors who are not promoted to the rank of assistant professor may not be reappointed.
3. In case any instructor in his first year of service to the College is not to be reemployed he shall be so notified in writing by his departmental head six months prior to the expiration of the period of his appointment. Other instructors who are not to be reemployed shall be similarly notified nine months before the end of their terms.
4. Assistant Professors shall be appointed for a term of three years. Those who have been instructors in this college and who are reappointed at the expiration of the three-year period shall have permanent tenure regardless of promotion. For men from other institutions originally appointed as assistant professors the probationary period shall not exceed six years.

Travel

Approval of
Report of
Committee on
Probationary
Appointments
and Tenure
with amend-
ment to No. 6

MISCELLANEOUS, continued

1. Continued

5. Associate professors and full professors shall have permanent tenure from the date of their original appointment.
6. Permanent tenure shall not be considered to protect any person from the loss of his or her position as a result of incompetence or moral turpitude, voluntary withdrawal or actions which are inimical to the best interests of the College.
7. For people now on the College staff the probationary period herein provided for shall begin at the adoption of these recommendations. Those now on the staff who are over thirty-four years of age shall not be subject to these rules. In the case of departments having special instructional problems provision may be made, with the consent of the dean and the faculty, for instructors on permanent tenure, who may therefore continue on the staff after the prescribed probationary period.
8. Normally persons appointed during the present emergency shall not be covered by these recommendations. In the case of any retained after the emergency, however, the probationary period shall be considered to date from the time of their original appointment."

Report of death of J.E. Burall and Frederick Baxter Lorne

2. Report of the death of the following former students:

- a. Jesse Ellsworth Burall, Forestry graduate of 1941, killed in a landing accident at the Savannah, Georgia, airport on June 20, 1942. His home was in Baltimore, Maryland.
- b. Frederick Baxter Lorne, member of the class of 1941, reported missing in the Pacific maneuvers. He left college in January 1941 to take training at the Naval Air Base at Grosse Ile.

Report of transfer of Russ property

3. Report that the transfer of the Russ property to the College has been completed.

Agree. with Consv. Dept. completed

4. Report that the memorandum of understanding with the State Department of Conservation has been completed and is on file.

Pres. requests parents not to give students cars.

5. President reports the sending to the parents of all students a request that students not be given automobiles for the coming college year.

28 Jenison awards app.

6. President reports the receipt of a recommendation from the committee on Jenison awards recommendation that 28 of the 40 awards authorized be approved for the coming school year.

Accept. \$250 Sigma Xi

7. Acceptance of a grant of \$250 from the Society of Sigma Xi for research on egg transmission of tuberculosis in fowl, with the provision that the College contribute an equal amount from Station funds.

Accept. \$500 C.F. Sauer Co.

8. Acceptance of a grant of \$500 and approval of a memorandum of understanding with the C. F. Sauer Company of Richmond, Virginia, for experimental work in connection with foods and flavoring extracts used in the manufacture of pickles. An industrial fellowship is to be established for a period of one year.

Mrs. Zindel to be employ. 3/4 time instead of full time.

9. Recommendation that Mrs. Maude Zindel be employed 3/4 time at a salary of \$990 per year rather than full time at \$1320 per year, effective October 1, 1942. Mrs. Zindel is a nurse at the Health Service.

M. Wilbur trans. to 3/4 time.

10. Transfer of Miss Margaret Wilbur, Clerk in the Registrar's Office from full time at \$1200 per year to 3/4 time at \$900 per year, effective October 1, 1942. Miss Wilbur will attend college part-time.

Change in title and inc. in sal. C.W. Darby

11. Change in title for C. W. Darby from Research Assistant and Instructor in Bacteriology to Assistant Professor and Research Assistant in Bacteriology and an increase in salary from \$2400 to \$2600 per year, effective September 1, 1942. Mr. Darby has been offered a position at the Texas A. & M. Veterinary School.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to refer item 11 to the President with power to act.

Adjustment in title and salary Miss Edith Butler.

12. Adjustment in the title of Miss Edith Butler to Assistant Professor of Art at a salary of \$2700 per year, effective September 1, 1942. Miss Butler has been acting head of the department since January 1, 1942.

Increase in salary Keith Stein.

13. Increase in salary for Keith Stein, Assistant Professor of Music, from \$2600 to \$2800 per year, effective September 1, 1942. Mr. Stein will help Professor Underwood in directing the Band.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve items 7, 8, 9, 10, 12 and 13.

Inc. in salary and change in title I. A. Gould

14. Increase in salary for I. A. Gould to \$3600 per year and change in title from Assistant Professor and Research Assistant in Dairy Husbandry to Associate Professor and Research Associate in Dairy Husbandry, effective September 1.

On motion of Mrs. Masslink, seconded by Mr. Berkey, it was voted to approve item 14.

MISCELLANEOUS, continued

15. Increase in salary for Rodney Whiting, Accountant, from \$2700 to \$3000, effective September 1, 1942.
16. Increase in salary for J. M. Kutt, Cashier in the Accounting Office, from \$2500 to \$3000 per year, effective September 1, 1942.
17. Increase in salary for J. Wendell Turner, Manager, Wells Hall, from \$2000 to \$2500 per year, effective September 1, 1942.

Increase in
salary Rodney
WhitingIncrease for
J. M. KuttIncrease for
J. Wendell
Turner

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve items 15, 16 and 17.

18. The following salary increases are recommended for stenographic and clerical employees, effective September 1, 1942:

Increases
approved for
several sten
and cleri-
cal employees

<u>Name</u>	<u>Department</u>	<u>Present Salary</u>	<u>Proposed Salary</u>	<u>Increase</u>
Allene Grimes	Dean of Men	\$1500	\$1620	\$120
Elizabeth Corbishley	Dean of Women	1200	1320	120
Rebecca Robinson	Dean of Women	1200	1320	120
Joy Anderson	Registrar	1200	1320	120
Lena Fitch	Registrar	1400	1500	100
Eunice Jordan	Registrar	1200	1320	120
Hazel Brickley	Central Stenographic	1500	1620	120
Ann Kimball	Central Stenographic	1080	1200	120
Rosamond Montague	Central Stenographic	1200	1260	60
Evangeline Parks	Central Stenographic	1200	1260	60
Marguerite Reitz	Central Stenographic	1140	1200	60
Patricia Molby	Stores	1080	1200	120
Esther Bauerle	Dean of Agriculture	1200	1260	60
Donnavieve Parkhouse	Agricultural Engineering	1200	1260	60
June DeFay	Animal Husbandry	1200	1260	60
Vera Blankenburg	Chemistry Exp. Station	1320	1440	120
Betty Fox	Conservation Institute	1200	1260	60
Marguerite Grabow	Farm Crops	1260	1320	60
Gladys Boyer	Farm and Horse	1320	1380	60
Thomas Devlin	Farm Management	1600	1700	100
Naomi Anderson	Farm Management	1200	1260	60
Muriel E. Sergeant	Mimeograph	1200	1260	60
Mabel Kinzley	Forestry	1200	1320	120
Margaret Hill	Forestry	1080	1200	120
Agnes Coulson	Horticulture	1200	1260	60
Marilyn Thomas	Horticulture	1200	1320	120
Katherine Krogness	Poultry	1260	1320	60
Helen Young	Poultry	1200	1260	60
Elene Hickey	Short Course	1500	1560	60
Dorothy Crakes	Soils	1260	1320	60
Nancy Northrup	Soils	1260	1320	60
Helen Stophlet	Extension	1360	1500	140
Frona Bowman	Boys and Girls Club	1260	1320	60
Frances Bittner	County Agent Leaders	1460	1500	40
Niemi Helmi	County Agent Leaders	1200	1260	60
Oneta Abbott	Home Demon. Agents	1530	1600	70
Clarice Neuhauser	Home Demon. Agents	1200	1320	120
Marjory Curdy	Home Demon. Agents	1200	1320	120
Frances Allen	Dairy	1365	1440	75
Alyce Folks	Health Service	1260	1320	60
Mary B. Gebhard	Publications	1320	1380	60
Lois Knowlton	Bulletin Room	1440	1500	60
Mary Eicher	Military	1340	1400	60
Caroline Davidson	Summer School	1200	1320	120
Virginia Trakas	Summer School	1320	1380	60
Maud Hukill	Botany	1200	1260	60
Rose Marie D'Aloisio	Chemistry	1200	1320	120
Pearl Masseau	Entomology	1260	1380	120
*Henrietta Keyes	Phys. Ed. for Men	1200	1320	120
Bernadette Henderson	Zoology	1260	1320	60
Virginia Pung	Dean of Engineering	1200	1260	60
Marie Stewart	Dean of Engineering	1260	1320	60
Mary Welch	Dean of Engineering	1300	1360	60
Bonita White	Art	1200	1260	60
Betty V. Smith	Economics	1200	1260	60
Laura Larsen	Economics	1200	1260	60
Pauline Stadnyk	History	1200	1260	60
Mildred DePree	Sociology	1380	1440	60
Josephine Aten	Speech	600	720	120
Mildred Messenger	Buildings and Grounds	1200	1320	120
Eleanore A. Steve	Police	1080	1200	120
Ivarene Button	Union Office	1500	1560	60
Martha Cady	Mason Hall	1500	1620	120

*To be effective July 1, 1942

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve item 18.

1854

MISCELLANEOUS, continued

19. Request for an additional stenographer in the office of the Dean of Home Economics.
20. Request for an added appropriation of \$500 for the budget of the Music Department to take care of the extra expense required for Band work.
21. Request for the following additions to maintenance funds to make possible the hiring of student help to replace work formerly done by graduate assistants:
- a. \$600 for Plant Pathology
 - b. \$1800 for Geology and Geography
 - c. \$600 for Economics
 - d. \$400 for Dean of Agriculture
 - e. \$500 for Soils
 - f. \$600 for Forestry
 - g. \$500 for Animal Husbandry
 - h. \$800 for Farm Crops
 - i. \$800 for Horticulture
 - j. \$300 for Farm Management
 - k. \$500 for Poultry

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to refer item 21 to the President with power to act.

22. Recommendation that the \$750 of State funds formerly assigned to a research worker in Home Economics be transferred to the Experiment Station operating funds for the section of Home Economics to be used to hire outside assistance on the labor payroll.
23. Authorization for the payment of \$150 to Dr. H. W. Harris for services rendered Patricia Wight, a student who was injured in a soccer class last November.
24. Presentation of the following statements from Shields, Ballard, Jennings & Taber;

For services during April, May and June 1942	\$408.75
Disbursements during April and June 1942	680.15
Services on Jenison Estate during May and June	170.80
Total	<u>\$1259.70</u>

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to approve item 24.

25. Authorization for the Horticulture Department to rent storage space to handle the extra fruit Crop this year which will be available from horticultural orchards. This request is similar to that of other years.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve items 19, 20, 22, 23, and 25.

26. Communication from the Michigan Association of County School Commissioners requesting that Michigan State College grant rural scholarship allowances similar to those granted by the State Teachers' Colleges.

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to award scholarships amounting to the remission of fees not to exceed \$30.00 per year for students enrolled in the course in elementary education leading to the state-limited certificates who agree to teach in the rural schools after graduation.

27. Recommendation that the College purchase the potato warehouse at Chatham from the Farm Security Administration at a cost of \$400.
28. Recommendation that six parcels of land located in Antrim and Wexford Counties and amounting to 320 acres, which is part of the old land grants to Michigan State College, be deeded to the Conservation Department.

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to approve item 28, reserving the mineral rights for the State Board of Agriculture.

29. Recommendation that 40 acres of land formerly owned by John Schwiderson and recently deeded to the College by the State Department of Conservation, be returned to Mr. Schwiderson.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve item 29.

30. Approval of a lease with Mrs. Margaret Winters, Miss Margaret Winters, and Rev. Fr. C. M. Winters for the lease of the house at 117 Fern Street. The lease is for a term of three years from August 1, 1942, at \$1080 per year.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve item 30.

31. Request for an appropriation of \$2385 for necessary work to complete the construction of the NYA buildings on the campus.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the expenditure of \$2385 for necessary work to complete the NYA buildings and to approve the temporary occupancy of the buildings, authorizing the college authorities to endeavor to work out the best arrangement possible

Approval add.
sten. H.Econ.
\$500 added to
Music Dept.
Budget

Requests for
additions to
several main-
tenance funds
ref. to Pres.
with power to
act.

\$750 trans.
to Exp. Sta.
operating
funds.

Paym. \$150 to
Dr. Harris

Approval
statement from
Shields, Ball-
ard, Jennings
& Taber

Hort Dept. to
rent storage
space to han-
dle extra fruit

Approval of
granting rural
scholarships

College to pur-
chase potato
warehouse at
Chatham.

Six parcels of
land deeded to
Cons. Dept.

40 acres of
land to be
returned to
Mr. Schwider-
son

Approval of
lease with
Winters fam-
ily for house
on Fern Street

\$2385 approp.
for completion
NYA Bldgs.

MISCELLANEOUS, continued

31. (Continued)

with the proper Federal authorities; and authorizing Mr. Wilkins to make an inventory of the government equipment in the NYA buildings. It is recommended that Mr. Wilkins ask a representative of the State Police and a representative of the U. S. Army to assist him with this inventory.

Mr. Wilkins to make inventory of government equipment in NYA Bldgs.

32. Request for the following appropriations for the use of the Auditorium and Fairchild Theater during the fall term of 1942:

Freshman Week, September 21-26, Fairchild Theater and Auditorium	\$550.00
Annual Meeting of the Michigan Education Association in the Auditorium on October 29 and 30 at \$100 a day	200.00
(An appropriation is also requested to take care of the special arrangements required by this organization)	100.00
Annual meeting of the State Farm Bureau, Fairchild Theater, November 11 and 12 at \$50 a day	100.00
Annual Football Banquet and Bust, Auditorium, Saturday, December 12	100.00
Use of Auditorium for showing educational films on the following dates: October 31, November 7, November 14, November 21, and December 5	500.00
President's Convocation, Auditorium, September 29	100.00
	<u>\$1650.00</u>

Appropriations for use of Auditorium and Fairchild Theater.

On motion of Mr. Akers, seconded by Mr. Jakway, it was voted to approve item 32.

Discussion of group hospitalization care for staff members.

33. Discussion of group hospitalization and medical care for staff members.

Deferred until next meeting of Board.

Discussion college retirement plan

34. Discussion of the College Retirement Plan as compared to that of the University of Michigan.

35. Discussion of the possibility of the College's being forced to accept government bonds or other types of investment in lieu of fees or cash from students.

Acceptance of loan fund from Detroit Panhellenic

36. Communication from the Detroit Panhellenic Association enclosing a check for \$100.00 to be set up as an initial payment into the "Detroit Panhellenic Association Loan Fund". (This is to be administered by the College as a revolving loan fund in accordance with the college policy of handling funds of this nature and is to be made available only to a Junior or Senior Christian woman student of the Caucasian race who has definite need of such monies and whose scholastic average fulfills the college requirements for such an award).

8 hospital beds and 8 bedside tables to be loaned to Red Cross.

37. Communication from the Lansing Chapter of the American Red Cross requesting the loan of eight hospital beds and eight bedside tables from the College for use in a new training center for Nurse's Aides which will be conducted at the Armory. (These beds and tables are not being used by the Health Service at the present time.)

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve items 36 and 37.

38. The Michigan Council of Defense through Colonel Furlong, its administrator, requests the loan of a member of the staff of Michigan State College Home Economics Department to assume the responsibility of carrying on the nutrition aspects of the Civilian Defense Program, coordinating these activities with the Home Economics Extension Program of Michigan State College.

Member of Home Econ. staff to be loaned to Mich. Council of Def.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the above request and the President is authorized to engage a competent person for this position or to replace a regular member of the staff to be loaned for this position.

39. Resignation of Larry C. Hutchinson, Supervisor of the Central Stenographic Office, effective October 18th. Mr. Hutchinson will enter the Graduate School at Harvard University for the purpose of preparing himself for a commission in some branch of the armed forces.

Resignation of Larry Hutchinson.

On motion of Mr. McPherson, seconded by Mr. Jakway, it was voted to accept the resignation of Mr. Hutchinson.

40. Report of the President on the matter of the adjustment in salary for C. W. Darby, left to him with power to act, the following action is taken: Mr. Darby's salary has been adjusted from \$2400 to \$2700 per year, effective as of September 1st. His title has been advanced from Research Assistant and Instructor in Bacteriology to Assistant Professor and Research Assistant in Bacteriology.

Approval adjustment in C.W. Darby's salary and increase in salary.

41. Approval of granting degrees to those students who have completed the requirements for graduation according to the Registrar's records at the close of the second summer session September 4, 1942 as follows:

Degrees
granted at
close of
second sum-
mer session

DIVISION OF AGRICULTURE
Degree
Bachelor of Science in Agriculture

Maynard Baker Johnston

Degree
Bachelor of Science in Forestry

Robert John Amsterburg
William Charles Mavety

Clayton R. Reister
Paul A. Wigg

DIVISION OF ENGINEERING
Degree
Bachelor of Science in
Chemical Engineering

Frederick Albert Scotton

Cleon Leslie Smith

Degree
Bachelor of Science in
Civil Engineering

Edwin Eugene Dexter

Degree
Bachelor of Science in
Mechanical Engineering

William Robert Hunt

Degree
Bachelor of Science in
Metallurgical Engineering

Arthur James Stone

DIVISION OF HOME ECONOMICS

Degree
Bachelor of Science in
Home Economics

Miriam Jeanette Benedict

Louise Jean Hart

Joanna Dailey Snidecor

DIVISION OF VETERINARY SCIENCE

Degree
Bachelor of Science in
Medical Biology

Marvin Woodworth Edwards
Arleen Mitchell Fenby
Wetona Daun Holden

Marguerite Evelyn Kaiser
Virginia Ann Keppel

Phyllis Jeanne Laubscher
Charlotte Virginia Stevens

DIVISION OF APPLIED SCIENCE

Degree
Bachelor of Science in
Applied Science

John Willard Cook
Harry Jordan Gilliver
Robert Charles Hannum
Raymond James Haule
Clifford Carlton Huntoon

James Aloysius Kelly
David Everil LaValle
Hollis Keith Martin
Leonard William Phillips
Edward Charles Rhodehamel

Ellwood Bryant Rockwell
Theodore C. Smolinski
Harold L. Snyder
George Custer Warner
Reamer Wellington Wigle

Degree
Bachelor of Science in
Physical Education

George Danciu

Degree
Bachelor of Science in
Police Administration

Francis William Anderson
Joseph Albert Cestowski
Charles John Corey
Gordon Lamar Dovey
William John Freiburger
*Albert Henry Gill
Alexander Wm. James Grant

Alexander Wm. James Grant
Robert Bush Hawkes
*Charles Theodore Hutson
Jack Junior Koernke
Edward Kozicki
Arthur Willis Land

E. Wilson Purdy
Gerald Charles Rizor
Lewis Nylic Smiley
Robert James Thompson
Singkata Tongyai

DIVISION OF APPLIED SCIENCE; continuedBachelor of Science in
Chemistry

Donald Lee Eschelbach

DIVISION OF LIBERAL ARTS

Degree

Bachelor of Arts

Robert Charles Asmussen
Phil Crosby Goodrich
Bette Mae HarveyJohn George Laetz
Mary Margaret Nehil
**Jean Virginia Root
Dorothy Jean TerryCharlotte Louise Miko
Marion Ruth Thompson
Harry Brearley Whitley
Orlow Ford GrowellDavid Conway Macon, as of
March 25, 1941

Degree

Bachelor of Arts in
Business AdministrationWilliam Henry Faust
Alvin Edward Johnson

Leo Joseph Merten

Robert Wellington Neilsen
Leonard LeRoy White

Degree

Bachelor of Music in
Public School Music

Donald Eugene Crane

Degree

Bachelor of Arts in
Hotel Administration

Richard James Williams

Bachelor of Arts in
Public Administration

Roy A. Paff

MASTER OF ARTS

Alcock, Herbert John
Major - Education
Minor - History and
Political ScienceAustin, Virginia Cortel
Major - Education
Minor - EnglishLuker, Arno Henry
Major - Education
Minor - Psychology

MASTER OF SCIENCE

Awuapara, Jorge
Major - Chemistry (Organic)
Minor - BiochemistryHowland, Joseph Emery
Major - Horticulture
Minor - Botany and Soils

DOCTOR OF PHILOSOPHY

Kingsley, Gerald Vaughan - "A Physico-Chemical Method for the
Determination of the Vitamin D. Potency
of Fish Oils"
Major - Physical Chemistry

The meeting adjourned at 2:45 P.M. It was decided to hold the next meeting of the Board on the evening of October 23rd (the night before the Marquette football game), convening for dinner at 6:00 o'clock in the President's Dining Room of the Union.

The Board members went into executive session. They recommended an increase in salary for President Hannah to \$10,500, effective July 1, 1942.

On motion of Mr. Jakway, seconded by Mrs. Masselink, it was unanimously voted to approve the recommendation that President Hannah's salary be increased to \$10,500 effective July 1, 1942.

Approval of
increase in
salary for
Pres. Hannah

John A. Hannah
President

Karl H. McDonel
Secretary