

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE OF THE
STATE BOARD OF AGRICULTURE
September 16, 1954

The meeting of the Finance Committee was held at Brody Hall with the following members present:
Messrs. Brody, Mueller, Rouse; Miss Jones; President Hannah, Treasurer May and Secretary McDonel
Messrs. Akers, Armstrong and Taylor were absent

Approval of
agreement with
Television
Corporation
by Finance
Committee

The Finance Committee of the State Board of Agriculture approved and recommends to the State Board of Agriculture the formal approval of the agreement with Television Corporation of Michigan, Inc. as executed by its authorized representatives August 30, 1954, subsequent to the instructions of the Board as authorized informally by a majority of the Board.

Adjourned.

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
September 17, 1954

Present: Mr. Brody (Chairman); Messrs. Akers, Mueller, Rouse, Miss Jones; Dr. Taylor; President Hannah, Comptroller May and Secretary McDonel.

Absent: Mr. Armstrong

The meeting was called to order at 10:15 a.m.

The minutes of the previous meeting were approved.

Approval agree-
ment with
Television
Corp. by Board

SPECIAL MISCELLANEOUS ITEMS

1. The recommendation of the Finance Committee as outlined above, was presented to the Board.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the recommendation of the Finance Committee.

Proposal from
Triad Tele.
Corporation
not approved.

2. Mr. Donald Fox and Mr. C. Wayne Wright, representing the Triad Television Corporation appeared before the Board with a proposal that the College furnish programs for Channel 10 if they are granted that license for which we are now an applicant on a different basis.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to notify the Triad Television Corporation that the Board had considered its proposal and feels that it is not in the best interests of Michigan State College to accept it.

Approval of
ordinance re:
parking meters
on campus.

3. Mr. Leland Carr, attorney for the Board, explained the necessity for the approval of an ordinance covering use and enforcement of parking meters being installed in the area from the Administration Building to and about the Union Building.

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the following ordinance prepared by the attorney, copy of which is in the hands of the Board members:

AN ORDINANCE relating to traffic and regulating the use of streets, highways and parking lots within the campus of Michigan State College; providing for the installation, regulation and control of the use of parking meters and parking meter zones; defining parking meter zones; providing for enforcement and penalty for violation thereof; and providing that invalidity of part shall not affect the validity of remainder. BE IT ORDAINED BY THE STATE BOARD OF AGRICULTURE, PURSUANT TO AUTHORITY VESTED THEREIN BY THE CONSTITUTION AND STATUTES OF THE STATE OF MICHIGAN:

Section 1. The word "vehicle" as used herein shall mean any device by which any person or property may be transported upon a highway, except those operated upon rails or tracks.

Section 2. That the following described streets, highways and parking lots within the campus of Michigan State College are hereby designated and established as parking meter zones; to wit: All of those streets and parts of streets upon which limited parking is now permitted under authority and by virtue of limited parking ordinances, rules and regulations now effective, and the parking limits and restrictions therein provided are hereby incorporated in this Ordinance for all uses and purposes applicable to the conditions and terms hereof.

Section 3. Meters installed at the curb or street marking lines shall be maintained in

SPECIAL MISCELLANEOUS, continued

3. Parking meter ordinance, continued:

good workable condition and upon the curb shall be placed next to individual parking places, lots, areas or spaces ahead of or to the left of parking places and so constructed as to display a signal showing legal parking upon deposit therein of the proper coin, or coins, of the United States as indicated by instructions on said meter; and for a period of time conforming to the parking limits designated by the State Board of Agriculture, said signal to remain in evidence until expiration of said parking period so designated, at which time a dropping of signal or some other mechanical operation shall indicate expiration of said parking period.

Parking meter ordinance approved

Section 4. When any vehicle shall be parked next to a parking meter, the owner or operator of said vehicle shall park within the area designated by the curb or street marking lines or as shown upon the surface of lots or areas as indicated for parallel or diagonal parking and upon entering said parking space shall immediately deposit in said meter a coin or coins of the United States for the maximum legal parking limit as shown on such meter head. It shall be unlawful for any person to fail or neglect to so deposit the proper coin, or coins, or to fail to park within said designated area.

Said parking space may then be used by such vehicle during the legal parking limit provided by the ordinances, rules and regulations of the State Board of Agriculture and said vehicle shall be considered as unlawfully parked if it remains in said space beyond the legal parking limit and/or when said parking meter displays a signal showing such illegal parking.

It shall be unlawful for any person to cause any vehicle operated by him to be unlawfully parked as set out in this section; provide, however, that proof of ownership as disclosed by the records of the Secretary of State of the State of Michigan shall be prima facie deemed to have been parked by the owner or one of the owners thereof.

Section 5. It shall be unlawful for any person to deposit or cause to be deposited in a parking meter any coin or coins for the purpose of extending the parking time beyond the maximum time fixed by the ordinances, rules and regulations of the State Board of Agriculture.

Section 6. It shall be unlawful to deposit or cause to be deposited in any parking meter, any slug, device or metallic substitute for a coin of the United States.

Section 7. It shall be unlawful for any person to tamper with, open, wilfully break or destroy any parking meter.

Section 8. It shall be the duty of traffic officers or other persons so instructed to take the parking meter number, the State vehicle license number and to issue a parking violation ticket and affix a copy thereof to the vehicle found parked in violation of the provisions of this Ordinance.

Section 9. Any person, firm or corporation who shall violate or permit or allow anyone to violate Section 4 or Section 5 of this Ordinance shall, upon conviction, be fined not more than five (\$5.00) dollars and costs.

Section 10. Any person who shall violate or assist in violation of Section 6 or Section 7 of this Ordinance shall be prosecuted and punished in the manner provided by the Statutes of this State pertaining thereto.

Section 11. The fee required to be deposited in said meter is hereby levied as a police regulation and inspection fee.

Section 12. If any section, provision or part thereof in this Ordinance shall be adjudged invalid or unconstitutional by a court of competent jurisdiction, then such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not so adjudged invalid or unconstitutional.

4. Mr. Cress appeared before the Board to discuss the financing of 312 additional married housing units.

Professor Lautner and Mr. Foster presented a plot plan showing the location of these proposed units.

Mr. Cress reported on his negotiations on behalf of the Board and recommended the borrowing of approximately \$2,775,000 at an annual interest rate of 2.337 divided as follows:

National Bank of Detroit - - - - -	\$1,900,000
The Manufacturers National Bank - - - - -	200,000
The Detroit Bank - - - - -	675,000

Report of Mr. Cress on negotiations re: financing 312 additional married housing units

The Board expressed the hope that in completing negotiations, Mr. Cress might be able to get the banks to agree to making part of these funds available December 1, 1954 and the balance in May or June 1955 and that an effort be made to get the banks to agree to permitting the Board an option as to whether or not earnings in excess of \$252,000 per year are used to accelerate the retirement of the debt or for other purposes.

continued- -

SPECIAL MISCELLANEOUS ITEMS, continued

4. Financing additional married housing units, continued:

After considerable discussion, on motion of Mr. Mueller, seconded by Mr. Brody, it was voted to accept the recommendation and authorize the officers and the college attorney to complete the arrangements with the banks adjusting the exact amount to be borrowed to the actual need based upon the now known number and breakdown of housing units.

A formal resolution will be prepared by the college attorney and approved at the next Board meeting.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to authorize the officers to advertise for and take bids for the additional units of married student apartments.

5. Mr. Cress reported to the Board that negotiations had proceeded to the point where there is assurance that funds can be raised to make possible the completion of the Brody Dormitory Group.

On the basis of this assurance, the Board authorized the officers to proceed to have the plans and specifications completed covering this project and instructed Mr. Cress to proceed with his negotiations so that he might have definite proposals for consideration at the next Board meeting.

6. The President reported to the Board on certain negotiations with our government with reference to sending a mission to Indo-China to render some service to the government of Indo-China.

7. Mr. Wilder and Mr. Brown, representatives of Ernst and Ernst met with the Board to present the audit for the 1953-54 fiscal year.

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to accept the audit and to authorize the Comptroller to pay the statement from Ernst and Ernst when presented.

8. Recommendation that the Board authorized the return of the following Hope-Flanagan funds to the State Treasurer and to the United States Treasurer in accordance with provisions of state and federal acts:

- a. Return to the State Treasurer - \$211.99
- Return to the U. S. Treasurer - \$211.00

This represents the unexpended balance upon completion of the projects for which funds were appropriated. This project has now been closed, and the unexpended balance should now be returned.

- b. Return to the State Treasurer - \$1,124.77

This amount represents the unexpended portion of a 1953-54 project for which federal matching funds have been withdrawn.

- c. Return to the State Treasurer - \$41,123.77

The above amount represents funds appropriated and drawn during the fiscal year 1953-54 in excess of those required for matching of federal funds.

- d. Return to the State Treasurer - \$4,707.76 of Hope-Flanagan funds allocated to an Extension project.

These funds remained unexpended on June 30, 1954, due to a resignation for military service, leaving a position vacant during most of the year.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to approve the above recommendation.

9. Proposal from the Christman Company proposing to extend their contract for the construction of the dormitories now nearing completion to cover the three additional units at a total cost of \$4,890,000.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to advise the Christman Company that, if and when the new dormitories are constructed it will be necessary to award the contract after competitive bidding.

PRESIDENT'S REPORTTransfers

1. John H. Worthington, 4-H Club Agent at Large to 4-H Club Agent in Oakland County, effective August 16, 1954, replacing John K. Bray, transferred.
2. John F. McGoff, from Assistant Director, Alumni Relations, to Coordinator, Continuing Education, effective September 1, 1954 at the same salary of \$4340 per year on a 12-month basis - to be paid \$2500 from College and \$1840 from Revolving funds.

Bids to be advertised for for married student apts.

Officers authorized to proceed with having plans & spec. for dorm group completed.

Report re: mission to be sent to Indo-China.

Report of auditors on 1953-54 audit

Return of Hope-Flanagan funds approved

Transfers

PRESIDENT'S REPORT, continuedAppointments

1. Harry Walter Lynch, as Oceana County Assistant Agricultural Agent at a salary of \$4800 per year on a 12-month basis, effective August 16, 1954 - paid \$2700 from Smith-Lever and \$2100 from State Offset funds.
2. James T. Casey, Instructor in Forest Products at a salary of \$3000 per year on a 12-month half-time temporary basis, effective September 1, 1954 - charged half to Experiment Station funds and half to Item 7 in the Dean's Office budget.
3. Rita Bakan, Instructor Board of Examiners, at salary of \$2000 per year on 10-month basis, effective for one year beginning September 1, 1954.
4. Albert E. Levak, Instructor Board of Examiners, at a salary of \$4760 per year on a 10-month basis, effective September 1, 1954, for one year.
5. J. Alan Hammack, Instructor, Communication Skills, at a salary of \$4600 per year, on a 10-month basis, effective September 1, 1954.
6. Lawrence J. McCaffrey, Instructor in Humanities, at a salary of \$4600 per year on a 10-month basis, effective September 1, 1954.
7. Glaister A. Elmer, Assistant Professor of Social Science at a salary of \$4900 per year on a 10-month basis, effective for one year only effective September 1, 1954.
8. Henry N. Sanborn, Lecturer in Economics, at a salary of \$4000 per year on a 10-month basis, effective for one year beginning September 1, 1954.
9. George S. Gerhard, Instructor in Political Science at a salary of \$667 for the period from October 1, 1954 to March 31, 1955.
10. Sergio Talacchi, Instructor in Political Science at a salary of \$1000 for the period from October 1, 1954 to June 30, 1955.
11. William Maxam, Instructor in Political Science, at a salary of \$1000 for the period from October 1, 1954 to June 30, 1955.
12. Manfred Lilliefors, Lecturer in Social Work at a salary of \$300 for the period from October 1 to December 31, 1954.
13. Margery Ross, Assistant Professor, Social Work at a salary of \$6000 per year effective September 1, 1954.
14. Dolly Kunkel, Instructor in Teacher Education at a salary of \$3800 for the period from October 1, 1954 to June 30, 1955.
15. Ruth Kettunen, Instructor in Home Management and Child Development at a salary of \$5620 per year on a 12-month basis, effective for one year only beginning July 1, 1954 and paid from the Michigan Heart Association grant.
16. Saiyid Nayyar Raza, Instructor in Geology and Geography at a salary of \$1700 for the period from October 1, 1954 to June 30, 1955.
17. Richard E. Sullivan, Assistant Professor of History at a salary of \$5400 per year on a 10-month basis, effective September 1, 1954.
18. Charles Hanley, Instructor in Psychology at a salary of \$4500 per year on a 10-month basis, effective September 1, 1954.
19. Jack H. Fries, as Lecturer in Surgery and Medicine at a salary of \$300 for the period from October 1, 1954 to June 30, 1955.
20. Don M. LeDuc, as Lecturer in Surgery and Medicine at a salary of \$300 for the period from October 1, 1954 to June 30, 1955.
21. Claude R. Pettibone, Staff Physician, Health Service at a salary of \$10,000 per year on a 12-month basis, effective September 1, 1954. Since Dr. Pettibone is 60 years of age, he will not be included in the retirement program.

Miscellaneous

1. Approved payment of \$200 per month to Edmond W. Alchin, Oakland County Agricultural Agent, from September 1, 1954, to June 30, 1955, and charged to the Sociology and Anthropology Budget. Mr. Alchin is on sabbatical leave.
2. Payment of \$60 per week to Sam S. Baskett, Instructor in Communication Skills, for work in the Counseling Clinic, effective from August 17 to September 3, 1954.
3. Assignment of Branford P. Millar as Assistant to the Dean of the School of Graduate Studies on a full-time basis at a salary of \$8580 per year, effective for the period from September 16, 1954 to June 30, 1955.

Appointments

Payment \$200
per mo. for
Edw. Alchin
Sept. 1'54 to
June 30 '55

\$60 per wk.
to Sam Baskett-
Aug. 17-Sept.
3, 1954

Branford Millar
assigned full-
time to Grad.
Studies.

September 17, 1954

Approval of
changes in
Dorm. and Food
Services Dept

4. Approved the reorganization of the Dormitory and Food Services Department to be effective September 1, 1954 as follows:
- Mildred Jones will occupy the position of Food Director in all of the Dormitories and Food Services, including the Union and the Kellogg Center.
 - Kenneth Lawson will assume the responsibility as Manager of Residence Halls.
 - Leslie Scott will continue to be responsible for the Union and Kellogg Center.
 - Lyle Thorburn, Manager of Food Stores and Assistant Purchasing Agent, will not be affected by the reorganization.

Renewal of
agreement memo
Cons. Power Co
and grant of
\$1000

5. Renewal of a memorandum of agreement with Consumers Power Company of Jackson covering a grant of \$1000 to be used under the direction of D. J. Luck in the Bureau of Business Research for the tabulation and analysis of data gathered in a survey of Saginaw consumers. The agreement provides for a special graduate research assistant.

Approp. of
\$833 for Gov.
Res. Bur.

6. Special appropriation of \$833 for the Governmental Research Bureau to cover the cost of printing a bulletin that was ordered but not delivered prior to June 30, 1954.

3/4 time grad.
teaching asst
Comm. Skills/

7. Reinstatement in the budget of a three-quarter time graduate teaching assistant in Communication Skills at a salary of \$2500 per year.

Olds. to spon-
sor band trips

8. Approval of arrangements with the Oldsmobile Division of General Motors Corporation providing for their sponsoring the Michigan State College Band enabling it to accompany the football team on some of its trips this fall.

Alt. approved
for two Quon-
sets for use
of Radio Lab.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to instruct the Secretary to convey to the Oldsmobile officials the sincere thanks of the Board for its sponsorship of the Band trips.

9. Alterations in Quonsets 59 and 44 for the use of the Radio Laboratory at an estimated cost of \$1875, to be charged to Alterations and Improvements 1954-55.

Old radio
tower removed
at cost of
\$720

10. Removal of the old radio tower at a cost of \$720 to be charged to Alterations and Improvements 1954-55. The following bids were received:

Beards Welding and Erection	\$ 720
E. H. Jones Steeplejacks	720
American Bridge	1,210
Jarvis Erection Company	1,250

Handball courts
Jenison Gym
repaired.

11. Repair of the handball courts in Jenison Gymnasium at an estimated cost of \$3500, to be charged to Athletic funds.

NEW BUSINESS

Resignations

Resignations and Terminations

- Charles J. McCarthy, as Berrien County Agricultural Agent, effective November 6, 1954 to accept employment in another field of work.
- Roy A. Benson, as Monroe County Assistant Agricultural Agent, effective August 31, 1954 to accept a position with the Northwestern Cooperative Sales Association, Inc. in Toledo, Ohio.
- Donald C. Curry, as Ingham County Agricultural Agent, effective July 31, 1954, to continue with his foreign assignment in India. Mr. Curry was granted leave without pay from February 1, 1952 to July 31, 1954 for a Point IV assignment in India.
- Mrs. Marilyn M. Ledebuhr, as St. Clair County Home Demonstration Agent, effective October 31, 1954, to devote full time to her home.
- Joyce I. Engel, as District Home Demonstration Agent, effective August 31, 1954, to be married.
- Thomas M. Weiss, Instructor in Natural Science, effective August 31, 1954, to accept a position at Central Michigan College.
- R. F. McDonald, Assistant Professor in General Business, effective August 31, 1954 to accept a position with Chrysler Corporation in Detroit.
- Robert J. Jeffries, Associate Professor, Electrical Engineering, effective August 31, 1954, to accept a position with the Schlumberger Well Surveying Corporation.
- Pauline C. Paul, Associate Professor (Res.) Foods and Nutrition, effective December 31, 1954, to accept a position at the University of California, Davis Branch.
- James G. Gallagher, Assistant Professor of Psychology, effective August 31, 1954, to accept a position at the University of Illinois.
- Robert L. Mowry, Instructor in Surgery and Medicine, effective September 30, 1954, to open a general practice for himself.
- Neil A. Ball, Assistant in Information Services, October 15, 1954 to work toward an advanced degree.
- Joseph G. Duncan, Associate Professor, Information Services, September 30, 1954 to accept a position at the University of Kentucky.
- Steven Gittler, Instructor in the Counseling Center, September 15, 1954 to enter law school.

NEW BUSINESS, continuedLeaves

Leaves

1. F. Earl Haas, Oceana County Agricultural Agent, with full pay for three months, effective September 20, 1954 to work on his Master's degree.
2. Donald Hayworth, Professor of Speech, without pay, for four months, effective September 1, 1954. Dr. Hayworth is the Democratic nominee for Congress from the Sixth Congressional District.

Transfers

Transfers

1. Gerald P. Van Singel from Assistant County Agent at Large to Ingham County 4-H Club Agent, effective September 1, 1954.
2. J. L. Myers, from Iron County 4-H Club Agent, to Mecosta Agricultural Agent, effective October 1, 1954.
3. R. H. Kaven, from County Agricultural Agent now on leave, to Gogebic County Agricultural Agent, effective October 1, 1954.
4. K. A. Swanson, from Assistant Agricultural Agent at Large, to Jackson County Assistant Agricultural Agent, effective August 16, 1954.
5. W. J. Cook, from Assistant Agricultural Agent at Large to Calhoun County Assistant Agricultural Agent, effective September 1, 1954.
6. M. H. Avery, from 4-H Agent, Ingham County, to Ingham County Agricultural Agent, effective September 1, 1954.
7. R. B. Bailey, from Ingham County Agricultural Agent to Kalamazoo Assistant Agricultural Agent, effective September 1, 1954.
8. S. A. Mahaffy from Lapeer County Agricultural Agent to Genesee County Agricultural Agent, effective September 1, 1954.
9. Marilyn V. Kiefer Cummins, from Baraga Home Demonstration Agent to Houghton and Keweenaw Home Demonstration Agent, effective September 15, 1954.
10. George H. Axinn, T.V. Editor in Information Services to Associate Extension Editor in Information Services effective September 27, 1954.

Appointments

Appointments

1. Susan Glidden Lake, as Consumer Information Agent, Extension, effective October 1, 1954 at a salary of \$5200 per year on a 12-month basis.
2. Kenneth Loren Brown, as Ingham County Assistant Agricultural Agent, effective September 27, 1954, at a salary of \$4900 per year on a 12-month basis.
3. (Forest) Raymond Brush, as Berrien County Assistant Agricultural Agent, effective October 1, 1954, at a salary of \$6000 per year on a 12-month basis.
4. Barbara Ann Bittner, as Home Demonstration Agent, St. Clair County, effective September 27, 1954 at a salary of \$4100 per year on a 12-month basis.
5. Frank T. Rice, as Instructor in Communication Skills, at a salary of \$4800 per year on a 10-month basis, effective September 1, 1954.
6. Wallace Eugene Houk, as Instructor in Natural Science at a salary of \$4200 on a 10-month basis, effective September 1, 1954, for one year only.
7. Edgar W. Kivela, as Lecturer in Police Administration at a salary of \$533.33 for a four-month period, effective October 1, 1954.
8. Emil W. Wendling, as Lecturer in Police Administration at no salary from the college for a four-month period, effective September 1, 1954.
9. James Joseph Brennan, as Associate Professor of Police Administration, at a salary of \$7000 per year on a 10-month basis, effective September 1, 1954.
10. Adolph Edward Grunewald, as Instructor in General Business, at a salary of \$4500 per year on a 10-month basis, effective September 1, 1954 for one year only.
11. Richard Horace Jenkins, as Instructor in General Business, at a salary of \$4000 per year on a 10-month basis, effective September 1, 1954 for one year only.
12. Howard Ralph Neville, as Instructor in General Business at a salary of \$1911 for a five month period, effective September 1, 1954.
13. Thomas Arthur Staudt, as Associate Professor of General Business at a salary of \$7800 per year on a 10-month basis, effective February 1, 1955.

NEW BUSINESS, continuedAppointments, continued

Appointments

14. Marcia Eastman, as Instructor in Physical Education for Women, at a salary of \$3600 per year, on a 10-month basis, effective September 1, 1954 for one year only.
15. Anna R. Ganung, as Instructor in Physical Education for Women, at a salary of \$3600 per year on a 10-month basis, effective September 1, 1954 for one year only.
16. Yvonne Waskin, as Instructor in Teacher Education at a salary of \$1800 for a 9-month period, effective October 1, 1954.
17. Shirley Epperson Lippincott as Instructor in Foods and Nutrition at a salary of \$666.66 for a 3-month period, effective October 1, 1954.
18. Cecilia M. Roach, as Instructor in Textiles, Clothing and Related Arts, at a salary of \$4000 per year on a 10-month basis, effective September 1, 1954.
19. H. R. Hunt, as Professor of Zoology, at a salary of \$1800 per year on a 12-month basis, effective July 1, 1954 for one year only. This is in addition to Dr. Hunt's retirement pay.
20. Samuel Rosen, as Assistant (Res.) Zoology at a salary of \$6475 per year, effective September 1, 1954 for one year only.
21. David Berman, as Instructor in Music at a salary of \$4000 per year, effective September 1, 1954 for one year only.
22. Donald M. Beveridge, as Instructor in Geology and Geography, at a salary of \$1600 for a 3-month period effective October 1, 1954.
23. Frank M. Clark, as Instructor in Physics and Astronomy, at a salary of \$4500 per year on a 10-month basis, effective September 1, 1954 for one year only.
24. Howard Ralph Neville, Assistant Professor of Continuing Education at a salary of \$6500 per year on a 12-month basis, effective February 1, 1955.
25. John W. Fitzgerald, as Special Report Writer in Information Services, at a salary of \$500 a month for six months, effective September 13, 1954.
26. Robert P. Worrall, as Extension TV Editor, Information Services, at a salary of \$6600 per year on a 12-month basis, effective September 27, 1954.
27. Nicholas Vista, as News Editor in Information Services at a salary of \$4000 per year on a 12-month basis, effective September 13, 1954.
28. James L. Adams, as Associate Editor in Radio, at a salary of \$4100 per year on a 12-month basis effective September 7, 1954.
29. Virginia Ruth Weiser, as Home Economics Editor in Radio, at a salary of \$5000 per year on a 12-month basis, effective September 8, 1954.

Sal. increase
J.L. Myers to
\$5600

Salary Changes

1. J. L. Myers, Mecosta County Agricultural Agent, from \$5300 to \$5600 per year, effective October 1, 1954.
2. R. H. Kaven, Gogebic County Agricultural Agent, from \$5060 to \$6000 per year, effective October 1, 1954.

Sal. increase
R.H. Kaven to
\$6000

Miscellaneous

1. Reinstatement of S. A. Mahaffy on the payroll on September 1, 1954. He was granted sabbatical leave for one year beginning October 1, 1953, but returned to active employment on September 1, 1954.
2. Change the effective date of the appointment of Edna E. Sommerfield from September 1 to October 1, 1954.
3. Change in status of Paul A. Miller, Professor of Sociology and Anthropology, from full time Extension to two-thirds Extension and one-third Experiment Station, effective July 1, 1954.
4. Report of the death of Joseph W. Stack, Professor of Zoology and Director of Museums, on August 17, 1954. Professor Stack was born on February 2, 1893 and was first employed by the College on September 1, 1915.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to authorize the preparation of a resolution on the death of Mr. Stack to be sent to the widow and spread upon the permanent records.

5. Report of the payment of the following amounts to salaried employees since the last Board meeting:

<u>Auditorium</u>		<u>Engineering</u>		<u>Engineering</u>	
Charles Branz	\$12	James T. Anderson	\$1150.68	C. H. Pesterfield	\$ 80.00
Lorraine Demorest	4	Richard L. Ditsworth	146.00	C. C. Sigerfoos	1030.86
Helen Evans	8	John W. Donnell	1476.09	Austen J. Smith	316.35
James Huston	12	Charles O. Harris	323.73	Robert L. Sweet	196.00
Juanita Snyder	20	R. W. Ludt	79.20	Edward F. Vidro	207.00
Wayne VanRiper	30	Charles A. Miller	72.50		
		Louis L. Otto	350.64		

Reinstatement
S.A. Mahaffy
Sept. 1 '54

Change effective date
appt. Edna
Sommerfield
to Oct. 1 '54
Ch. status
Paul Miller

Report of
death J.W.
Stack.

Resolution
ordered on
above death.

Additional
amounts paid
salaried
employees

NEW BUSINESS, continuedMiscellaneous, continued

5. Payments to salaried employees (continued):

<u>Miscellaneous</u>		<u>Miscellaneous</u>		<u>Continuing Education</u>	
George Axinn	\$120.00	Joyce Jones	\$ 4.00	Gordon L. Bray	\$ 56.25
Robert Kuhn	36.00	Gail Ryder	12.00	Charles E. Irvin	25.00
F. B. Martin	187.50	Carol L. Schroeder	41.15	Russell Jenkins	56.25
H. H. Musselman	81.75	Wayne VanRiper	15.00	Esther Meacham	350.00
Margaret Nutting	72.00	Clella Weissinger	12.00	Sigmund Nosow	276.70
Eileen Probst	72.00	Marie Della Ratta	52.25	Andrew J. Perejda	282.20
Kenneth Richards	210.00	Clyde Dow	308.75		
Charles Branz	12.00	Verone Vinch	144.00		
Helen Evans	12.00	Anita Monroe	7.00		

Additional amounts paid salaried employees

Gift of Elmendorf tester machine

6. Gift of an Elmendorf Tear Tester Machine valued at \$200 from the Owens-Illinois Glass Company of Toledo, Ohio, to be used in Forest Products in testing various packaging materials.

7. Grants as follows to be used for scholarship purposes:

Acceptance of several grants for scholarship purposes.

- a. \$1600 from the Forest City Material Company of Cleveland, Ohio, to establish a scholarship for a student who won the Cleveland Industrial Arts Exhibit. The recipient will receive \$400 a year for 4 years.
- b. \$380 from the Grand Lodge of Free and Accepted Masons of Flint to provide a tuition scholarship for one student and a \$200 scholarship for another for the 1954-55 year.
- c. \$2000 from the Kroger Company of Cincinnati, Ohio, to provide four scholarships for four men students.
- d. \$200 from Union Carbide and Carbon Corporation of Fremont, Ohio, to continue the established scholarship in Engineering.
- e. \$20,000 from the Central Trust Company of Lansing to continue the established William and Sarah Hinman Endowment Fund scholarships for the 1954-55 year.
- f. \$800 from the Estate of LaVerne Noyes to continue the scholarships for descendants of World War I veterans.
- g. \$5000 from The Caulkins Foundation of Detroit to continue the Caulkins Foundation Scholarship.
- h. \$400 from the Chicago Restaurant Association to establish a scholarship for a student enrolled in Restaurant Management, residing in Chicago, based on financial need, academic standing, and on indicated interest in self help.
- i. \$250 from the Specialties Appliance Corporation of Chicago for a scholarship for a student enrolled in the National Association of Food Equipment Manufacturers Short Course to be held in June 1955.
- j. \$2409.90 from The Sears-Roebuck Foundation of Chicago to be credited to the Sears-Roebuck Scholarship Fund.

8. Renewal of a memorandum of agreement with the Nitrogen Division of Allied Chemical and Dye Corporation of New York City covering a grant of \$2000 to be used under the direction of R. W. Luecke in Agricultural Chemistry in a study of the effects of various nitrogenous sources in ruminant digestion.

Memo agreement Nitrogen Division and grant of \$2000

9. Renewal of a memorandum of agreement with the New Holland Machine Company Division of Sperry Corporation of New Holland, Pennsylvania, covering a grant of \$2000 to be used under the direction of A.W. Farrall in Agricultural Engineering to provide a graduate assistantship and operating funds for an experiment in agricultural machinery, especially silage handling.

Memo agreement New Holland Mach Co. and grant of \$2000

10. Renewal of a memorandum of agreement with The National Dairy Council of The American Dairy Association of Chicago covering a grant of \$8050 to be used under the direction of Earl Weaver in Dairy in research on the nutritive values of crops and cows' milk as affected by soil fertility.

Memo agree. Nat. Dairy Council & grant of \$8050

11. Renewal of a memorandum of agreement with the Midwest Barley Improvement Association of Milwaukee covering a grant of \$400 to be used under the direction of John Grafius in Farm Crops to test barley varieties in the Thumb Area and the effect of different fertilizers upon the yield and malting quality of these varieties.

Memo agree. Midwest Barley and grant of \$400

12. Renewal of a memorandum of agreement with the Pan American Seeds Company of East Lansing covering a grant of \$700 to be used under the direction of W. J. Haney in Horticulture in work in snap-dragon breeding. The agreement provides for a special graduate research assistant.

Memo agree-Pan American Seeds Co. & grant of \$700

13. Approval of a memorandum of agreement with the Michigan Press Service, Inc. of East Lansing covering a grant of \$300 to be used under the direction of D. J. Luck in the Bureau of Business Research for the summary and publication of economic data on all of Michigan's counties, providing each weekly newspaper and the Press Service indications of the size and character of the markets reached by the individual papers.

Memo agree-Mich. Press Service and grant of \$300

14. Grant of \$25 from the Motor City Traffic Club of Detroit to be used under the direction of Frank Mossman in General Business in the development of the transportation curriculum.

Grant of \$25 Motor City Traffic Club

15. Renewal of a memorandum of agreement with the National Institute of Health of Bethesda, Maryland, covering a grant of \$8424 to be used under the direction of C. F. Curnham in Chemical Engineering in a study of the effect of cyanides on trickling filter process. The agreement provides for a special graduate research assistant.

Memo agree. Nat. Inst. Health - grant \$8424

NEW BUSINESS, continued

Miscellaneous, continued

- Memo agree.
Nat. Inst.
Health-
\$16,552 -Zool
& Chemistry
16. Renewal of a memorandum of agreement with the National Institute of Health Division of Research Grants of the U. S. Public Health Service of Bethesda, Maryland, covering a grant of \$16,552 to be used under the direction of H. R. Hunt in Zoology and C. A. Hoppert in Chemistry in a study of the role of heredity in the cause of dental caries in rats.
- \$8315 Nat.Inst
Health - Zool.
17. Approval of a memorandum of agreement with the National Institute of Health of Bethesda, Maryland, covering a grant of \$8315 to be used under the direction of Allen S. Fox in Zoology in studies of the genetic control of protein synthesis and specificity.
- \$1500 from
Archer-Daniels
Chemistry.
18. Grant of \$1500 from Archer-Daniels-Midland Company of Minneapolis to be used under the direction of R. L. Guile in Chemistry to support a graduate student in the field of organic chemistry.
- \$18,587 Pub.
Health Serv.
Chem & Physiol
19. Grant of \$18,587 from the Public Health Service of Bethesda, Maryland, to be used under the direction of R. U. Byerrum, C. A. Hoppert, and B. V. Alfredson in Chemistry to study the toxicity of cadmium and chromium in water supplies. Provision is made for a special graduate research assistant.
- \$4000 from
Merck & Co
Bacteriology
20. Approval of a memorandum of agreement with Merck and Company, Inc. of Rahway, New Jersey, covering a grant of \$4000 to be used under the direction of R. N. Costilow in Bacteriology and Public Health to determine the effect of ascorbic acid on the bacterial flora and color of prepackaged meat. The agreement provides for a special graduate research assistant.
- \$800 from
Class 1954
for Wolverines
21. Grant of \$2225 from the 1954 Water Carnival and from the Class of 1954 to be used as follows:
- \$800 for the purchase of 200 1955 Wolverines to be distributed by the Office of High School Cooperation.
- \$1,425 to the MSC Fund, Special Gifts, for the purchase of Alumni Chapel Stained Glass windows.
- Sec.Dept II
for NPAC
22. Establishment of a Secretary-Departmental II position for the National Project in Agricultural Communications, effective September 1, 1954.
- Cler. Asst. 1/2
Marquette Ext.
23. Establishment of a Clerical Assistant (half-time) in the Marquette Extension Office at a salary of \$1200 per year, effective August 18, 1954 and paid from Marketing funds.
- An. Husb.Tech
IVA pos.
24. Establishment of an Animal Husbandry Technician IVA position with a salary range of \$4680 to \$5460. This position was formerly on the labor payroll.
- Reclassify
Clerk II to
Cl III For.Nur
25. Reclassify a Clerk II position to a Clerk III position in the Forest Nursery.
- Tr. 1/2-time Cl-
Sten. Tea Ed
to Found of Ed
26. Transfer a half-time Clerk-Stenographer I position from Teacher Education to Foundations of Education, and change this position from a half-time to a full-time Secretary Departmental I position.
- Estab. IVB
class level
27. Establishment of a IVB class level in the Schedule of Class Rates, and reclassification of an Assistant Ticket Office IVA position to Assistant Ticket Office IVB position, effective September 1, 1954. The salary range for this new level is \$4920 to \$5880 per year.
- Athl Ticket Of.
28. Reclassify a Clerk II position to a Supervisor IIA position in Continuing Education.
- Recl. Cl II to
Supv. IIA
Cont. Edu.
29. Establishment of a Clerk-Typist position in Continuing Education.
- Estab Cl-Typ
Cont. Edu.
30. Establishment of an Architectural Engineer VB position in Buildings and Utilities with a salary range of \$6060 to \$7260.
- Estab ArchEngr
VB B & U
31. Establishment of the following positions in the Harrison Road Residence Halls:
- Food Supervisor IA Food Supervisor IIIA
32. Establishment of an Office Assistant IIIA position in Dormitory and Food Services with a salary range of \$3960 to \$4740 per year, effective October 1, 1954.
- Establish
Food Super.
positions
Harrison Rd.
Dorms.
Of.Asst. IIIA
Dorm & Food Ser
33. Supplemental appropriation of \$1500 for the labor budget of the Applied Mechanics Department.
- \$1500 approp
for Applied
Mechanics.
34. Recommendation that the following work be done and charged to Alterations and Improvements 1954-55:
- | | |
|---|----------|
| a. Convert Room 310, Horticulture Building, to a teaching and research laboratory | \$6600 |
| b. Repair poultry pens, Poultry Plant | 1375 |
| c. Convert Room 240, Natural Science Building, to two offices | 1300 |
| d. Insulate Rooms 7 and 9, Building A-2, South Campus | 1900 |
| e. Alterations Room 115, Morrill Hall | 700 |
| f. Install shower in Foundry wash room | 125 |
| g. Install blackboards and lights, Room 111, Olds Hall | 440 |
| h. Install wall between Rooms 311 and 312A, Giltner Hall | 225 |
| i. Install asphalt tile in Room 208, Horticulture Building | 290 |
| Total | \$12,935 |

35. Communication from Dean Potter thanking the Board for the resolution that was sent to him in July.

On motion of Miss Jones, seconded by Mr. Akers, it was voted to approve the President's Report and all New Business.

ADDITIONAL ITEMSResignations and Terminations

Resignations

1. John W. Rose, Assistant Professor of Horticulture, October 31, 1954 to go into private business.
2. A LeRoy Bennett, Assistant Professor of Political Science, August 31, 1954, to accept a position at Drake University.

Leaves

Leaves

1. John F. A. Taylor, Professor of Philosophy, with full pay, effective from March 23, 1955 to September 19, 1955 to study here and abroad in the preparation of a manuscript on the philosophy of History, etc.
2. Albert I. Rabin, Professor of Psychology, with half pay, effective from January 1, 1955 to December 31, 1955 for study in Israel.
3. S. Howard Bartley, Professor of Psychology, with full pay, effective April 1, 1955 to August 31, 1955 to prepare a manuscript.
4. Arden M. Petersen, Assistant Professor 4-H Club Department, with full pay, from February 1, 1955 to July 31, 1955 for study at the University of Michigan.
5. Ann L. Kuehl, Associate Professor of Physical Education for Women, with full pay from September 1, 1954 to December 31, 1954 for health reasons.
6. Clarence D. Hause, Professor of Physics, with full pay, from September 16, 1954 to December 31, 1954 for health reasons.

Appointments

Appointments

1. Samuel T. Bass, Instructor (Res) Agricultural Chemistry at a salary of \$5600 per year on a 12-month basis, effective September 16, 1954, paid from Experiment Station funds.
2. Robert J. Deans, Instructor in Animal Husbandry at a salary of \$425 per month, effective from September 1, 1954 to June 30, 1955; paid three-quarters from College funds and one-quarter from Experiment Station funds.
3. Horst von Oppenfelt, Instructor (Res.) In Horticulture at a salary of \$5350 per year, on a 12-month basis, effective from October 19, 1954 to October 18, 1955, paid from Experiment Station funds.
4. William Franklin Jewell, Assistant Professor (Ext.) of Land and Water Conservation at a salary of \$6500 per year, on a 12-month basis, effective September 1, 1954; paid \$3250 from Smith-Lever funds and \$3250 from State Offset funds.
5. Martin T. Pond, Instructor in Political Science, at a salary of \$1000 for the period from October 1, 1954 to June 30, 1955.
6. Howard Scarrow, Instructor in Political Science at a salary of \$4500 per year on a 10-month basis, effective for the period September 1, 1954 to August 31, 1955.
7. Leona Krueger Steinfatt, Instructor in Business Education and Secretarial Studies, at a salary of \$1800 for the period October 1, 1954 to June 30, 1955.
8. Elinor Doryk, Instructor in Physical Education for Women, at a salary of \$4200 per year, on a 10-month basis, effective September 1, 1954.
9. Howard Wesley Reincke, Instructor in Civil Engineering, at a salary of \$440 per month on a 10-month basis, effective from September 1, 1954 to June 30, 1955.
10. William F. Hohloch, Instructor in Civil Engineering (Res.) at a salary of \$4000 per year on a 12-month basis, effective September 16, 1954.
11. John L. Hummer, Lecturer and Consultant in Electrical Engineering at a salary of \$300 per month, effective from October 1, 1954 to June 30, 1955.
12. Pauline Smith McSparran, Instructor (Ext.) Textiles Clothing and Related Arts at a salary of \$5000 per year on a 12-month basis, effective October 1, 1954, paid \$2300 from State Offset and \$2700 from Smith-Lever funds.
13. Ruby Ruth D. Niebauer, Assistant Professor of Textiles, Clothing and Related Arts at a salary of \$6000 per year on a 10-month basis effective January 1, 1955.
14. Pauline Rusk Beveridge, as Instructor in Textiles, Clothing and Related Arts at a salary of \$1200 for the period from September 20, 1954 to December 14, 1954.
15. Quentin Jones, Assistant Professor of Botany and Plant Pathology at a salary of \$5000 per year on a 10-month basis, effective September 25, 1954.
16. John F. Knierim, Assistant Professor of Entomology at a salary of \$5000 per year on a 12-month basis, effective October 1, 1954 paid from Experiment Station funds.
17. Beatrice Mangino, Assistant Professor of Music, at a salary of \$5000 per year on a 10-month basis, effective September 1, 1954.

ADDITIONAL ITEMS, continued

Appointments

Appointments, continued

18. Marguerite M. Miller, as Assistant in Foreign Languages, at a salary of \$225 per month effective from October 1, 1954 to June 30, 1955.
19. Dale N. Anderson, Instructor in Speech, at a salary of \$2200 on a 10-month basis, for the period September 1, 1954 to June 30, 1955.
20. Lovell J. Dewey, Instructor (Res.) in Chemistry at a salary of \$5000 for the period October 1, 1954 to June 30, 1955.
21. Clarence F. Decker, Instructor (Res.) in Chemistry at a salary of \$5200 per year on a 12-month basis, effective September 1, 1954 to August 31, 1955.
22. Herbert Bradford Thompson, Instructor (Res) in Chemistry at a salary of \$5400 per year on a 12-month basis, effective September 1, 1954 to November 30, 1954.
23. Alton Thomas Butson, Instructor in Mathematics, at a salary of \$4000 on a 10-month basis, effective for the period October 1, 1954 to June 30, 1955.
24. Frederick C. Rockett, Instructor in Psychology, at a salary of \$4500 per year on a 10-month basis, effective from September 1, 1954 to August 31, 1955.
25. George R. Thornton, Assistant Professor of Psychology, at a salary of \$1470 for the period October 1, 1954 to December 31, 1954.
26. Pei-Hsing L. W u, Instructor in Physiology and Pharmacology, at a salary of \$200 per month, on a temporary basis, effective September 1, 1954.
27. Mark T. Allen, Research Publications Editor in Information Services, at a salary of \$7300 per year, on a 12-month basis, effective October 1, 1954, paid from Experiment Station funds.
28. Marvin H. Coer, Instructor in the Counseling Center, at a salary of \$5300 per year on a 12-month basis, effective September 1, 1954.
29. John A. Overhouse, Instructor in Engineering Drawing at a salary of \$4360 per year on a 10-month basis, effective from September 1, 1954 to August 31, 1954.

Change source
sal fundsMiscellaneous

Albert Pearson
3/4 Exp. Sta.
1/4 college.

1. Change in source of salary funds for Albert M. Pearson, Associate Professor of Animal Husbandry, from Experiment Station funds to three-fourths Experiment Station and one-fourth College funds, effective September 1, 1954.

Assignment
L.A. Haak
2/3 Soc. Sic &
1/3 Mich Com
Study
C.L. Gilly to be
pd 1/2 mo sal.

2. Assignment of Leo A. Haak two-thirds time to Social Science and one-third time to the Michigan Communications study, effective from September 16 to December 31, 1954.
3. Recommendation that Charles L. Gilly, resigned Assistant Professor of Botany, be paid half-time for the month of July 1954.

Title promotio
ns approved

4. The following promotions are recommended to be effective September 1, 1954:

J. S. Boyd, Agricultural Engineering - to Associate Professor
Mary Gephart, Textiles, Clothing, and Related Arts - To Associate Professor
Alma Goetsch, Art Department - to Associate Professor

Widow of J.W.
Stack to be
paid salary
for 1 year.

5. Recommendation that in accordance with the usual policy the widow of J. W. Stack be paid his salary for one year, or until August 16, 1955.

Gift of sever-
al items for
Forest Pro.

6. Gift of 6 special batteries, 13 rolls of recording paper, a non-power Impactograph, Model HX Serial 612, and 2 Impactographs, Model R Serial 474 and 472, and a packet of impactograph literature, all valued at \$777.50 to be used in Forest Products for experimental, research, and classroom work in the packaging laboratory. The donor is the Oldsmobile Division of General Motors Corporation.

Several grants
accepted for
scholarship
purposes.

7. Grants as follows for scholarship purposes:
 - a. \$1200 from The Kroger Company of Cincinnati to continue the scholarships in Agriculture and Home Economics for the 1954-55 school year.
 - b. \$600 from Sears-Roebuck Foundation of Chicago to be used for freshman girls entering the School of Home Economics.
 - c. \$300 from the Saginaw M.S.C. Alumni Club to establish a "Dutch Miller Scholarship".
 - d. \$750 from The Tiscornia Foundation, Inc. of St. Joseph, Michigan to continue a previously established scholarship.
 - e. \$85 from the American Institute of Steel Construction of New York City to provide a scholarship for a student.
 - f. \$600 from the Fraternal Order of Eagles Memorial of South Bend, Indiana, to continue the previously established scholarship.
 - g. \$250 from the Theta Chapter of Delta Kappa Gamma of Lansing to provide a scholarship for a student from the Phillipines.
 - h. \$100 from the Kiwanis Club of Bloomsburg, Pennsylvania, to provide a scholarship.
 - i. \$250 from the American Legion of Detroit to provide a Guy M. Wilson scholarship.

continued.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

7. Grants for scholarship purposes (continued):

- j. \$432.25 from the Michigan Farm Bureau Women of Lansing to provide a scholarship for a Japanese student.
- k. \$400 from the American Society for Metals of Cleveland to establish a scholarship for the use of an undergraduate in metallurgical engineering for the 1954-55 school year.

Grants for scholarship purposes.

Memo agreement Gen El. \$10,800 for Agric. Engr.

8. Approval of a memorandum of agreement with the General Electric Company of Milwaukee, Wisconsin covering a grant of \$10,800 to be used under the direction of A. W. Farrall in Agricultural Engineering to apply during a 2-year rental period on the monthly lease payments of the General Electric electron beam generator which is being leased by the Department on approximately January 1, 1955.

Memo agree Atomic Energy and grant of \$7560- Hort.

9. Renewal of a memorandum of agreement with the Atomic Energy Commission of Washington, D. C. covering a grant of \$7560 to be used under the direction of S. H. Wittwer and H. B. Tukey in Horticulture in studying the absorption and utilization of ruthenium by plants, and the leaching of nutrients from leaves of plants. The agreement provides for a special graduate research assistant.

\$16,291.80 from USDA for Forestry

10. Grant of \$16,291.80 from the United States Department of Agriculture Research and marketing act to be used under the direction of P. W. Robbins in Forestry in the improvement of the quality of maple sirups by eliminating the contamination of the sap with microorganisms and their metabolic products in the tap hole and during storage. Provision is made for special graduate research assistants.

Memo agreement Lederle Labs. \$4000 - Civil Engr.

11. Renewal of a memorandum of agreement with the Lederle Laboratories Division of American Cyanamid Company of Pearl River, New York, covering a grant of \$4000 to be used under the direction of J. R. Snell in Civil Engineering in the high rate composting project.

Memo agree. and grant \$12,029.60 Math.

12. Renewal of a memorandum of agreement with the Office of Naval Research covering a grant of \$12,029.60 to be used under the direction of Leo Katz in Mathematics in studies of models for multi-dimensional group organization and of non-random models for group organization theory. Provision is made for special graduate research assistants.

3/4 time gr. teaching asst. in Bacty and 1 in Math reinstated in budget.

13. Recommendation that the following positions be reinstated in the budget:

- a. 3/4 time graduate teaching assistant in Bacteriology
- b. 3/4 Graduate teaching assistant in Mathematics

14. The Thirty-Second Annual Meeting of the Association of Governing Boards will be held in New York City on November 15-19, 1954.

Assoc. Gov. Bds meeting held Nov. 15-19, 1954.

Inasmuch as this meeting will be held on our campus next year, it is urged that all members of the Board attend.

Approp. \$5000 approved for Cont. Educ.

15. Request for an appropriation of \$5000 for Continuing Education Service to permit continuance of educational television program during the school year.

16. Recommendation that the rent for barracks housing be increased as follows: November 1, 1954:

Approval of increase in rent for barracks housing

Type	Present Rate	Proposed Rate
0-bedroom	\$27.00	\$30.00
1-bedroom	30.00	34.50
2-bedroom	36.00	39.00

Rent for faculty members who now pay above student rates would be increased accordingly.

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

The meeting adjourned at 12:45 p.m.

The next meeting will be held on October 15, 1954.

John A. Fowler

 President

Paul H. McDonel

 Secretary