The meeting of the Finance Committee was held in the Board Room at 9:30 a.m. with the following members present:

Messrs. Brody, Akers, Mueller, House, Smith; President Hannah, Treasurer May and Secretary McDonel

Absent: Miss Jones

Finance Committee recommends:

1. Report that the Finance Committee had met with Mr. Donald Harting of Scudder, Stevens and Clark of Boston and Mr. Earl Cross of the Ann Arbor Trust Company and unanimously recommends to the Board that the Board employ the consulting services of Scudder, Stevens and Clark as investment consultants with the understanding that communications of the Board will be through Mr. Cross of the Ann Arbor Trust Company. This arrangement can be terminated at any time by this Board without obligation.

The compensation is to be the standard fee charged for such services.

2. The Finance Committee discussed at length the amount of money required to finance the additional dormitories and the desirability, if possible, of arranging some financing to make possible alterations in Mason-Abbot and Snyder-Phillips dormitories to make them more satisfactory for the housing of women.

Adjourned.

**MINTES OF THE MEETING**

of the

FINANCE COMMITTEE MEETING

of the

STATE BOARD OF AGRICULTURE

December 15, 1954

Present: Messrs. Brody (Chairman); Akers, Mueller, House, Smith; Dr. Taylor; President Hannah, Comptroller May and Secretary McDonel

Absent: Miss Jones

The meeting was called to order at 2:00 p.m.

The minutes of the previous meeting were approved.

SPECIAL BUSINESS ITEMS

1. Approval of the report of the Finance Committee above.

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

2. Report of the death of Winfred G. Armstrong on November 26, 1954. Mr. Armstrong had been a member of the State Board of Agriculture since January 1, 1944.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to have spread upon the permanent records an appropriate resolution expressing sincere sympathy to Mrs. Armstrong and her son upon the death of Mr. Armstrong. This resolution is to be properly illuminated and to be signed by all the members of the Board for presentation to Mrs. Armstrong. (Resolution will appear in Resolutions Book).

3. Governor Williams has appointed Dr. Connor Smith to the vacancy on the Board resulting from the death of W. G. Armstrong for the term ending December 31, 1955.

On behalf of the Board, the President welcomed Dr. Smith on his return to membership on the Board.

4. In accordance with the usual policy, the following employees are eligible for retirement on June 30, 1955:

<table>
<thead>
<tr>
<th>Department</th>
<th>Date of Birth</th>
<th>Date of Employment</th>
<th>Retirement Salary (base)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soil Science</td>
<td>5-23-90</td>
<td>7-1-11</td>
<td>$3000</td>
</tr>
<tr>
<td>Chemistry</td>
<td>7-15-89</td>
<td>2-15-93</td>
<td>795</td>
</tr>
<tr>
<td>Comp. Office</td>
<td>7-5-89</td>
<td>7-22-89</td>
<td>2402</td>
</tr>
<tr>
<td>Radio</td>
<td>11-15-89</td>
<td>12-1-22</td>
<td>3000</td>
</tr>
<tr>
<td>Dairy</td>
<td>6-11-50</td>
<td>1-15-62</td>
<td>957</td>
</tr>
<tr>
<td>Museum</td>
<td>7-20-89</td>
<td>12-1-15</td>
<td>3000</td>
</tr>
<tr>
<td>County Agent</td>
<td>8-2-89</td>
<td>7-5-38</td>
<td>1246</td>
</tr>
<tr>
<td>Bldgs. &amp; Util.</td>
<td>9-27-89</td>
<td>7-17-17</td>
<td>3000</td>
</tr>
<tr>
<td>Farm Crops</td>
<td>12-23-89</td>
<td>1-1-29</td>
<td>2577</td>
</tr>
<tr>
<td>College Farm</td>
<td>5-22-50</td>
<td>12-1-15</td>
<td>2841</td>
</tr>
<tr>
<td>County Agent</td>
<td>9-10-89</td>
<td>6-12-88</td>
<td>2841</td>
</tr>
<tr>
<td>Phys. Educ.</td>
<td>2-11-50</td>
<td>5-1-40</td>
<td>1546</td>
</tr>
<tr>
<td>Dean of Agric.</td>
<td>1-2-50</td>
<td>3-2-25</td>
<td>2012</td>
</tr>
<tr>
<td>4-H Clubs</td>
<td>6-13-89</td>
<td>7-1-43</td>
<td>690</td>
</tr>
</tbody>
</table>
Retirements to be approved June 30, 1955, continued:

b. The following staff members are eligible for retirement furlough at the end of the present fiscal year, June 30, 1955, with retirement effective June 30, 1956:

<table>
<thead>
<tr>
<th>Department</th>
<th>Date of Birth</th>
<th>Date of Employment</th>
<th>Salary (base)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agr. Exp. Sta.</td>
<td>2-28-90</td>
<td>9-1-42</td>
<td>$3000</td>
</tr>
<tr>
<td>Asst. Dean of Agr.</td>
<td>10-24-50</td>
<td>5-1-17</td>
<td>3000</td>
</tr>
<tr>
<td>Animal Pathology</td>
<td>6-21-52</td>
<td>1-1-37</td>
<td>3000</td>
</tr>
<tr>
<td>Bacteriology</td>
<td>11-8-50</td>
<td>5-1-17</td>
<td>3000</td>
</tr>
</tbody>
</table>

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to extend the respective retirements, upon request, to remain in active employment for a sufficient period to permit qualification for retirement under Social Security if, between now and June 30th, the majority of our employees decide to come under the Social Security program.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the recommendation of the Retirement Committee authorizing the retirement of above groups a and b as indicated.

5. Recommendations as follows from the Retirement Committee:

a. Retirement of Verne A. Freeman, Assistant State 4-H Club Leader, on January 31, 1955, at a retirement salary of $3000 per year. Mr. Freeman was born July 27, 1889, and has been employed by the College since September 1, 1917.

b. Disability retirement of Arthur J. Bell, Assistant Professor (Extension) of Agricultural Engineering, effective June 30, 1955, at a retirement salary of $2708 per year, Mr. Bell was born June 15, 1893, and has been employed by the College since April 1, 1927.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the retirements of Mr. Freeman and Mr. Bell in accordance with the provisions indicated.

6. Communication from the Governor's Office designating the State Board of Agriculture as the agency authorized to conduct the election for Michigan State College employees to determine their desire to come under Social Security.

On motion of Mr. Mueller, seconded by Mr. Rouse, it was voted to authorize the President, Secretary and Comptroller to handle all the details with reference to the election, necessary notice to employees, et cetera.

7. Secretary McDonel and Mr. Foster recommended that the amount of deposit required with an application for dormitory rooms be increased from $10 to $25 for new applications received for the next college year.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to increase the deposit required to $50 per month.

8. The amount of service required from the College Attorney has greatly increased since the arrangements were originally made with Mr. Sigler.

After discussion, it was moved by Mr. Akers, seconded by Mr. Brody to increase the retainer fee to Iseland Carr, the College Attorney, from $8000 per year to $500 per month, effective December 1, 1954.
December 15, 1954

NEW BUSINESS, continued

Leaves

1. Charles Hirschfeld, Associate Professor of Humanities, with half pay, from September 1, 1955 to August 31, 1956 to do research for a book.

2. Troy L. Stearns, Professor of Foundations of Education with full pay from July 1, 1955 to December 31, 1955 to prepare a manuscript.

3. George J. Wallace, Professor of Zoology, with half pay, from September 1, 1955 to August 31, 1956 to study and collect specimens in South and Central America.

4. Charles Pollock, Assistant Professor of Art, with half pay from September 1, 1955 to August 31, 1956 to do creative work in painting.


7. George M. Belknap, Assistant Professor in the Governmental Research Bureau with no pay from January 1, 1955 to August 31, 1955 to work on Congressman Hayworth's staff in Washington.

8. Glendon A. Schubert, Assistant Professor of Political Science with no pay from May 1, 1955 to August 31, 1955 to accept a visiting professorship at the University of Minnesota.

Appointments


2. August Frank Elome, 4-H Club Agent in Iron County, at a salary of $4700 per year on a 12-month basis, effective January 1, 1955, paid $2700 Smith-Lever and $2000 State Offset.

3. Olive K. Sain, Home Demonstration Agent in Marquette County at a salary of $4200 per year on a 12-month basis, effective January 1, 1955 paid $2700 Smith-Lever and $1500 State Offset.

4. Robert Lawrence Salsbury, Assistant Professor (Res.) Agricultural Chemistry at a salary of $5500 per year on a 12-month basis, effective January 1, 1955 paid from Experiment Station funds.

5. Olga Nickle, Instructor in Short Courses, at a salary of $200 per month, effective from November 1, 1954 to February 28, 1955.


9. John N. Hoffman, Associate Director of the Engineering Experiment Station at a salary of $4500 per year on a 12-month basis, effective February 1, 1955.


16. F. Ward Orwadnik, Assistant Director of Alumni Relations at a salary of $4900 per year on a 12-month basis, effective February 21, 1955.

17. Walter R. Stevens, Instructor in Counseling Center at a salary of $426.67 per month effective December 6, 1954. (This appointment is subject to termination on 60 days notice — counseling for Veterans Administration).
3401

Transfer Karl Larson to Co. Agent Chippewa Co.
Transfer Frieda Bennett to Oakland Co. Jan. 1 '55
Trans. Luella Nault to Muskegon Co.
Sal. Inc. Ruth Hunsberger to $1200
Sal. Inc. J.E. Marion to $1500
Sal. Inc. R.W. Doolittle to $1200
Trans. F.J. Cargill to Asst. Prof. (Ext.) Ag. Ch. effective date res. Bur.-
Holl Held Ch. status Harry Bell Approval degrees granted fall '54.
Several gifts accepted for Agri. Engineering

**Miscellaneous**

1. Transfer of Karl E. Larson, County Agent in Luce and Mackinac Counties on a 12-month basis to County Agent in Chippewa County on a 12-month basis, effective January 1, 1955 at the same salary of $3700 per year.

2. Transfer of Frieda A. Bennett, from Assistant Home Demonstration Agent in Oakland County on a 12-month basis to Home Demonstration Agent in Oakland County on a 12-month basis at the same salary of $4500 per year, effective January 1, 1955.

3. Transfer of Luella M. Nault from Home Demonstration Agent in Marquette County on a 12-month basis to Home Demonstration Agent in Muskegon County at an increase in salary to $5000 per year on a 12-month basis, effective January 1, 1955.


5. Increase in salary for Jessie E. Marion, Asst. Prof. (Ext.) Home Management and Child Development to $6900 per year, effective January 1, 1955.

6. Increase in salary for Robert W. Doolittle, Assistant Centennial Director, to $5200 per year, effective January 1, 1955.

7. Transfer of B. J. Cargill, from Instructor (Res.) Agricultural Engineering at a salary of $5300 per year on a 12-month basis, to Assistant Professor (Ext.) Agricultural Engineering and Extension Specialist at a salary of $6000 per year, effective January 1, 1955.

8. Changes in status of Harry K. Bell, Assistant Professor of Horticulture, from full-time Extension to half-time Extension and half-time Experiment Station effective January 1, 1955.

9. Change in the effective date of the resignation of Russell Held, Assistant Professor (Extension) of Agricultural Economics, from January 13, 1955, to December 31, 1954.

10. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of fall term 1954.

11. Gifts as follows have been received for use in the Agricultural Engineering Department:
   a. 1200 board feet (10 boxes) of styrofoam, etc., valued at $180 from The Dow Chemical Company of Midland, to be used in the construction of a controlled atmosphere room for apple storage.
   b. 500 3½-gr. ML-596, 16 x 13 56-5007 #2CS with lugs, standard round pint milk bottles, valued at $45 from Owens-Illinois Glass Company.
   c. 1 ammonia tank valued at $100 from the Pressed Steel Tank Company for research in fertilizer placement.
   d. Valves, gage, hose couplings, hose, etc. valued at $50 from The Weatherhead Company of Cleveland.
   e. 1 Type A Ammotrol, 1 Type D Ammotrol, 1 Four outlet distributor, connecting pipes and fittings, valued at $275, from The Weatherhead Company of Cleveland.
   f. 1 ANCS 2½ cylinder valued at $50 from the New Idea Farm Equipment Company of Jackson, Mich.
   g. 4 60' x 80 ½ Ext. Fir P/F N AC and 2 60' x 60' x 14' fir timbers valued at $100 from the Great Lakes Steel Corporation of Bessemer, Michigan.

12. Gift of her mother's wedding gown valued at $150 from Mrs. V. R. Pattengill of Lansing for the Department of Textiles, Clothing and Related Arts. This is the wedding gown of Mrs. William K. Pruett.

13. Scholarship grants as follows:
   a. $27 from the Sandy Brand ü-E Scholarship of Belleville, Michigan, to continue the established scholarship.
   b. $500 from The Greenfield-Mills Restaurant Company of Detroit to continue the scholarship fund in the Division of Hotel, Restaurant, and General Institutional Management.
   c. $75 from the Zonta Club of Lansing to continue the Anna Bayha Award.

14. Continuation of a memorandum of agreement with the Libbey-Owens-Ford Glass Company of Toledo covering a grant of $4,250 to be used under the direction of A. W. Farrall in Agricultural Engineering in the study of swine housing.

15. Renewal of a memorandum of agreement with the Public Health Service of Bethesda, Maryland, covering a grant of $11,600 to be used under the direction of R. Y. Gottshall in the study of isolated and identification of antibacterial substances from plants, with special reference to Mycobacterium tuberculosis. The agreement provides for a special graduate research assistant.

December 15, 1954
December 15, 1954

NEW BUSINESS, continued

Miscellaneous, continued

Ferro Corp.

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MISCELLANEOUS, continued

29. Bids for installation of sewers and water mains for Married Student Apartment buildings, cont:

Vermeersch Construction Company  $45,843.39
Angell Construction Company  37,936.65
Ray Sablun, Inc.  69,803.77

On motion of Mr. Akers, seconded by Mr. Mueller, it was voted to approve the above item.

30. Resolution from the Michigan Frozen Food Packers Association urging the College to undertake a comprehensive program of research into new varieties of fruits and vegetables suitable for processing and into processing methods and techniques in order that Michigan growers and processors may obtain their fair share of the national market in future years.

31. Payment of the following additional amounts to salaried employees since the last Board meeting:

<table>
<thead>
<tr>
<th>Athletic</th>
<th>Additional amounts paid salaried employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dale Albion</td>
<td>$16</td>
</tr>
<tr>
<td>Harold Darcy</td>
<td>$24</td>
</tr>
<tr>
<td>Paul DeLorming</td>
<td>$16</td>
</tr>
<tr>
<td>Fred Dowling</td>
<td>$16</td>
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<td>A. R. Drury</td>
<td>$16</td>
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<tr>
<td>Morton Dunham</td>
<td>$16</td>
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<tr>
<td>J. J. Emery</td>
<td>$24</td>
</tr>
<tr>
<td>Frances Evans</td>
<td>$16</td>
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<tr>
<td>Helen Evans</td>
<td>$16</td>
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<tr>
<td>Robert Fawcett</td>
<td>$16</td>
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<tr>
<td>Curtis Fuller</td>
<td>$16</td>
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<tr>
<td>Floyd Fladsest</td>
<td>$16</td>
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<tr>
<td>Stuart Gallacher</td>
<td>$32</td>
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<tr>
<td>Emerson Cerver</td>
<td>$16</td>
</tr>
<tr>
<td>Carl Gerlach</td>
<td>$24</td>
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<tr>
<td>G. L. Hearner</td>
<td>$16</td>
</tr>
<tr>
<td>Milton Hageman</td>
<td>$16</td>
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<tr>
<td>C. C. Hamilton</td>
<td>$16</td>
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<tr>
<td>C. T. Herald</td>
<td>$16</td>
</tr>
<tr>
<td>R. C. Heydrick</td>
<td>$16</td>
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<tr>
<td>Samuel Hackel</td>
<td>$16</td>
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<tr>
<td>Richard Kasuba</td>
<td>$22</td>
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<td>Matthew Huber</td>
<td>$20</td>
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<td>Matthew Huber</td>
<td>$20</td>
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<tr>
<td>J. M. Jensen</td>
<td>$22.50</td>
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<tr>
<td>Richard Piant</td>
<td>$16</td>
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<td>E. C. Prophet</td>
<td>$24</td>
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<tr>
<td>Mililton Hageman</td>
<td>$16</td>
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<tr>
<td>G. C. Sunclerente</td>
<td>$16</td>
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<tr>
<td>Virgil Scott</td>
<td>$16</td>
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<tr>
<td>Gordon Seabrook</td>
<td>$32</td>
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<tr>
<td>Robert Swanson</td>
<td>$44</td>
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<tr>
<td>A. L. Thurman</td>
<td>$16</td>
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<tr>
<td>Norman Tufford</td>
<td>$16</td>
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<tr>
<td>Clela Weisssinger</td>
<td>$6</td>
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<tr>
<td>William Wilson</td>
<td>$16</td>
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<tr>
<td>John Yeung</td>
<td>$12</td>
</tr>
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</table>

December 15, 1954
NEW BUSINESS, continued

Miscellaneous, continued

31. (Continued):

<table>
<thead>
<tr>
<th>Television</th>
<th>Television</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick Callihan</td>
<td>$21.12</td>
</tr>
<tr>
<td>Keith Coakes</td>
<td>$32.80</td>
</tr>
<tr>
<td>Janice E. Day</td>
<td>$24.75</td>
</tr>
</tbody>
</table>

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the President’s Report and all New Business.

S.J. Cargill to Asst. Prof. Ag, Engr.

32. Transfer of B. J. Cargill from Instructor (Res.) Agricultural Engineering to Assistant Professor (Ext.) Agricultural Engineering and Ext. Specialist at an increase in salary from $5200 to $6000 effective January 1, 1955.

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

ADDITIONAL ITEMS

Resignations and Terminations

1. Donald Hayworth, Professor of Speech, effective December 31, 1954. Professor Hayworth was elected to Congress November 2, 1954.

2. David G. Steinicke, Assistant Professor of Sociology and Anthropology, effective June 30, 1955.

Leaves

1. Albert C. Warner, 4-H Club Agent, with full pay from December 1, 1954 to January 15, 1955 for health reasons.

2. Olevia C. Meyer, Assistant Professor (Ext.) Home Management and Child Development, with half pay from January 1, 1955 to March 31, 1955 for health reasons.

Appointments

1. Richard S. Lindstrom, Instructor in Horticulture at a salary of $5200 per year on a 12-month basis, effective January 1, 1955 to June 30, 1955, paid one-half from College and one-half from Experiment Station funds.

2. Harry H. Ransom, Assistant Professor of Political Science at a salary of $5200 per year on a 12-month basis, effective January 1, 1955 to August 31, 1955.

3. Bernard B. Brown, Assistant Professor of Political Science on a 10-month basis at a salary of $5400 per year, effective January 1, 1955 to August 31, 1955.

4. Abraham Holtzman, Assistant Professor, Governmental Research Bureau, at a salary of $5800 per year, on a 10-month basis, effective January 1, 1955 to August 31, 1955.

5. Kyrtle Kerrill, Assistant Professor of Music at a salary of $5100 per year on a 10-month basis, effective February 1, 1955.

6. Ernest J. Reeves, Assistant Professor of Air Science, at a salary of $20 per month, effective December 1, 1954 to June 30, 1955.

Miscellaneous

1. Report of the death of William Nelson Cole, Custodian at Snyder-Phillips Halls, on December 9, 1954. Mr. Cole was born on October 14, 1886 and was first employed by the College on July 1, 1938.

2. The following actions are recommended by the Department Heads and the Deans in accordance with the tenure rules:

a. Second probationary appointment as Instructors for a period of two years from September 1, 1955:

Carl C. Hoyt
John R. Cuttay
Nyle S. Jacobs
Harold J. Raphael
June Wilkinson
Maurice L. Hill
Finley Carpenter
Baldwin B. Kirkendall
Wade C. Thompson
Sam S. Baskett
Maurice A. Crane
John H. Relienohl
Finley A. Hooper
Alexander R. Butler

Short Courses
Soil Science
Soil Science
Forest Products
4-H Clubs
4-H Clubs
Board of Examiners
Communication Skills
Communication Skills
Communication Skills
Humanities
Humanities

December 15, 1954
ADDITIONAL ITEMS, continued

Miscellaneous, continued

2. Tenure appointments (a) continued:

William B. Boyd
John M. Hirschfield
Ralph E. Morrow
Karl F. Thompson
Wilbert E. Wade
Claude A. Welch
John C. Messenger, Jr.
Charles Woods
Fremont A. Shull, Jr.
Robert T. Kendall, Jr.
Myth L. Duroskey
Jerome H. Beunyr
Richard L. Ditsworth
Erna Fishaut
Maryjorie R. Hutchison
Charles O. Stover
Byron L. Autrey
Vigil D. Godfrey
Erling Jorgensen
Ralph L. Leutenegger
Margaret L. Patco
David Allen Smith
Gordon L. Gray
Bruce A. Siebers
Henrietta Ryvink
Marvel L. Odland
Jerry W. Gaddum
William A. Sullivan
Donald A. Schmidt
Donald H. McCade
Lawrence A. Bernstein
Donald A. Fash
Milton J. Wagner
Robert M. Smith
Doris W. Carlson
Frederick W. Bennette

Approval of tenure appointments, effective September 1, 1955:

Warren H. Vincent
Paul E. Mathews
Robert O. White
Herman W. Nechland
Carl J. Haney
James R. Platt
A. Conrad Posz
T. S. Strandness
Russell L. Jenkins
Alex R. Gilpin
Norman Penlington
Robert J. Quinby
Paul H. Garrett
Marjorie L. McShane
Dorothy S. Schoenberg
Marvin D. Solomon
Lawrence S. Ritter
Jacob Selmokler
Raymond A. Garver
Rosalind B. Mentzer
Beatrice O'Donnell
Edward H. Platt
Lucile Rachius
Donald J. DeZeeuw
Julius R. Hoffman
William J. Gamble
James H. McDonnell
Margaret A. Yuill
Douglas G. Campbell
Warren L. Fleischauer
Elia N. Cookes
Mark O. Kistler
Herbert Rubenstein
Gordon L. Thomas
Andrew Timnick

Warren H. Vincent
Paul E. Mathews
Robert O. White
Herman W. Nechland
Carl J. Haney
James R. Platt
A. Conrad Posz
T. S. Strandness
Russell L. Jenkins
Alex R. Gilpin
Norman Penlington
Robert J. Quinby
Paul H. Garrett
Marjorie L. McShane
Dorothy S. Schoenberg
Marvin D. Solomon
Lawrence S. Ritter
Jacob Selmokler
Raymond A. Garver
Rosalind B. Mentzer
Beatrice O'Donnell
Edward H. Platt
Lucile Rachius
Donald J. DeZeeuw
Julius R. Hoffman
William J. Gamble
James H. McDonnell
Margaret A. Yuill
Douglas G. Campbell
Warren L. Fleischauer
Elia N. Cookes
Mark O. Kistler
Herbert Rubenstein
Gordon L. Thomas
Andrew Timnick

Agricultural Economics (Extension)
Agricultural Engineering (Extension)
Animal Husbandry
Horticulture
Communication Skills
Communication Skills
Communication Skills
Humanities
Humanities
Natural Science
Natural Science
Natural Science
Economics
Economics
Vocational Education
Vocational Education
Engineering Drawing
Home Management and Child Development
Botany
Rhetorology
Art
Art
Music
English
Foreign Languages
Foreign Languages
Speech
Chemistry
ADDITIONAL ITEMS, continued  

Miscellaneous, continued  

2. Tenure appointments, continued:  
   b. Assistant Professors acquire tenure, September 1, 1955, continued:  
      
      Andrew D. Perejda  
      Harry J. Brown  
      Ralph G. Belding  
      Albert R. Drury  
      Keith E. Odle  
      
      Geology and Geography  
      History  
      Bacteriology and Public Health  
      Surgery and Medicine  
      Continuing Education  
      
   c. Second probationary appointment as Assistant Professors for three years effective September 1, 1955:  
      
      Donald H. Dewey  
      Neil E. Smull  
      Lloyd R. Champion  
      Victor J. Rudolph  
      Willard C. Warrington  
      Stanley J. Larder  
      W. Cameron Myers  
      Glendon A. Schubert, Jr.  
      Ralph N. Smucker  
      Charles Lawrence  
      John H. Hoagland  
      Dalton E. McFarland  
      Joseph A. O'Leary  
      William Van Rechbauer  
      Wills Norris  
      Alice H. Davis  
      Kirsten Radabaugh  
      Walter B. Schrader  
      Philip J. Thorson  
      Richard L. Kiesling  
      Robert F. Crawford  
      Marjorie A. Kinney  
      Carl H. Brubaker, Jr.  
      James L. Fairley  
      Alfred Leitner  
      G. Marion Kinget  
      John W. Morris  
      
      Horticulture  
      Landscape Architecture  
      Poultry Husbandry  
      Forestry  
      Board of Examiners  
      Humanities  
      Journalism  
      Political Science  
      Political Science  
      Accounting  
      General Business  
      General Business  
      Hotel Management  
      Hotel Management  
      Administrative and Educational Services  
      Teacher Education  
      Health, Physical Education, and Recreation  
      Vocational Education  
      Mechanical Engineering  
      Botany  
      Speech  
      Nursing Education  
      Chemistry  
      Chemistry  
      Physics  
      Psychology  
      Athletics  
      
   d. Associate Professors who have served their probationary terms and acquire tenure with this reappointment, effective September 1, 1955:  
      
      John E. Grafius  
      Dean W. Kuykendall  
      Julian W. Smith  
      William Hicks  
      Lawrence E. Malvern  
      Louis A. Potter  
      Gene Greenwell  
      Donald J. Montgomery  
      Samuel C. Schmittle  
      Gabel B. Conner  
      Donald L. Grummon  
      
      Farm Crops  
      Communication Skills  
      Administrative and Educational Services  
      Teacher Education  
      Applied Mechanics  
      Music  
      Music  
      Physics  
      Bacteriology and Public Health  
      Surgery and Medicine  
      Counseling Center  
      
3. The following recommendations are made to bring those with certain irregular terms of appointment in line with the tenure regulations and to provide for deviations from the tenure rules:  
   a. Instructors with five years of service recommended for reappointment for a period of one year, effective September 1, 1955:  
      
      Kenneth Macrorie  
      William A. Peterson  
      William K. Overing  
      Roy K. Niameyer  
      James F. Niblock  
      Edith A. Doty  
      
      Communication Skills  
      Communication Skills  
      Journalism  
      Health, Physical Education, and Recreation  
      Music  
      Foreign Languages  
      
   b. Instructors with six years of service recommended for reappointment for a period of one year, effective September 1, 1955:  
      
      Ralph Ormes  
      Nathan A. Willits  
      James P. Wrig  
      Edgar A. Schlueter  
      John M. Fohn  
      James P. Varney  
      D. Loren Carmichael  
      James Tintera  
      Russell E. Friedewald  
      Frederick G. Alexander  
      J. W. Cog  
      William J. Callaghan  
      Charles W. Titkemeyer  
      Robert W. Wolfer  
      
      Agricultural Chemistry  
      Soil Science  
      Humanities  
      Natural Science  
      Journalism  
      Journalism  
      Business Education and Secretarial Studies  
      Music  
      Speech  
      Mathematics  
      Philosophy  
      Anatomy  
      Anatomy  

December 15, 1954
ADDITIONAL ITEMS, continued

Miscellaneous, continued

3. Tenure appointments, continued:

c. Assistant Professors recommended for reappointment for a period of one year to bring their probationary appointment periods in accord with the tenure rules, effective September 1, 1955:

Norman R. Sedlender            Engineering Drawing
T. Wayne Porter                Zoology

d. The following individuals have served their probationary period and the recommendations given represent deviations from the tenure rules. They are recommended for reappointment for one year from September 1, 1955:

Instructors
Leo Lapidas            Mathematics

Assistant Professors
Donald C. Miller           Poultry Husbandry (Extension)
William Love                Land and Water Conservation (Extension)
Georges J. Joyaux          Foreign Languages

e. The following individuals have served their probationary period plus extensions for the periods indicated, and the recommendations given represent deviations from the tenure rules. They are recommended for reappointment for one year from September 1, 1955:

Assistant Professors
William Randel             Forest Products
Jane E. Smith              Geology and Geography
Perry L. Bailey            Geology and Geography

f. The following are to be transferred from the academic rolls to that of the Cooperative Extension Field Service, effective December 1, 1954:

William Cargo             Farm Crops and Soil Science
K. D. Bailey               Horticulture
Clarence C. Mullett         Horticulture

4. Grants as follows for scholarship purposes:

a. $400 from the Founders’ Fund of the Institute of Applied Hotel Economics to be added to the Michigan Hotel Women’s Scholarship Fund.

b. $100 from the Founders’ Fund of the Institute of Applied Hotel Economics to provide scholarships in the amount of $50 each to two students writing letters on "Why I Selected the Hotel Course".

c. $200 from the Michigan Farm Bureau Women to continue the previously established account for Tsuro Nakatani, a Japanese student.

d. $60 from the Alumni Association of Dickinson County to provide a tuition scholarship for Kenneth Gustafson from Iron Mountain for Winter term 1955.

e. $100 from the Peoples State Bank of St. Joseph, Michigan, to provide a $100 scholarship for Larry Evans who will be a short course student beginning January 10, 1955.

f. $50 from the Women’s Auxiliary to the Southeastern Michigan Veterinary Medical Association of Detroit to be added to “The Southern Michigan Obedience Training Club Veterinary Student Assistance Fund.”

On motion of Mr. Brudy, seconded by Mr. Smith, it was voted to approve the foregoing recommendations in accordance with tenure rules. Several grants accepted for scholarship purposes.
5. Grant of $2100 from The Citizenship Clearing House of New York City to be used under the direction of James W. Miller in Political Science to carry out the Michigan Citizenship Clearing House program.

6. Grant of $150,000 from the Carnegie Corporation of New York City to be used under the direction of C. F. Loomis in Sociology and Anthropology to continue the work on problems of technical assistance in Latin America and to inaugurate a program of the same kind of phenomena in the borders of the United States, primarily the Mexican border. The agreement provides for special graduate research assistants.

7. Grant of $250 from the Oakland County Sheriff's Posse to be used in the Department of Surgery and Medicine to assist in the development of x-ray facilities for large animals.

8. Continuation of memorandum of agreement with the National Institute of Mental Health covering a grant of $750 to be used in the Department of Psychology to improve the training program in clinical psychology.

9. The following communication has been received from Dr. Morris of the Kellogg Foundation formally notifying us of the grant by the Foundation as outlined:

"Your request of November 5, 1954, for financial assistance to expand the Kellogg Center for Continuing Education was approved by the Trustees of the Foundation on November 16 in the amount of $440,750 for structural changes and $50,000 to provide furnishings and equipment.

"It is our understanding that the structural changes in the facility will provide:

1. 20 additional offices for the Continuing Education staff
2. 6 additional office spaces for personnel connected with the operation of the Center
3. 2 conference rooms to seat 150 people
4. Expansion of the dining room (state room) to increase seating capacity by approximately 60 people
5. Expansion of the ballroom to provide 2 private dining rooms to accommodate 150 persons each
6. The construction of a service elevator
7. The expansion of the conference registration and front office area
8. Expansion of the Red Cedar Room to accommodate 80 additional persons

"It is our understanding that detailed plans and specifications for these changes will be prepared by Lewis J. Sarvis, architect, Battle Creek, Michigan.

"It is also my understanding that you desire to award contracts for some of the substructure immediately, that is before final detailed plans and specifications are completed. Therefore, I would like to suggest the following method of payment by the Foundation:

1. $100,000 on December 10, 1954
2. $200,000 upon the awarding of final construction contracts which must indicate that the structural changes be made within the amount to be provided by the Foundation
3. $150,750 upon receipt by us of a certification from the architect stating that the building is substantially completed in accordance with the plans and specifications and that the equipment has been ordered.

"Further, these funds shall be placed in a special account designated for the Kellogg Center; and when the facility is completed, we would like to have from your controller a statement setting forth all expenditures made under this grant. Further, if there is an unexpended balance when the project is completed, the unexpended funds shall be returned to the Foundation.

"If this suggested manner of payment is satisfactory to you, I would appreciate a letter from you to this effect, and our first payment will be made as indicated.

"On behalf of the Trustees of the Foundation, I wish to congratulate you on the fine program you and your associates have developed at Kellogg Center for the benefit of the people of this state. Further, we are very happy that we can provide this additional support so that the program can continue in its development.

"Kindest personal regards."

On motion of Mr. Akers, seconded by Mr. Mueller, it was voted to instruct the President on behalf of the Board to convey to Dr. Morris the gratitude of the Board for the generous action on the part of the Foundation and to indicate that the proposed terms for payment of the grant are entirely satisfactory to the Board.

10. Recommendation from Mr. May that the Board approve the following appropriation for labor payroll for the balance of this fiscal year:

- Campus Police: $3435
- Athletic Department: $8295
ADDITIONAL ITEMS, continued

Miscellaneous, continued

11. Dean Hamilton requests an appropriation of $5150 for general promotional literature for the 1955 Summer School. He also requests a total appropriation of $6000 to be spent under his direction for bringing distinguished outsiders onto the summer school faculty and paying them in addition to the regular summer school rate. The $6000 is the total supplemental amount in addition to the usual rate. He proposes to divide this sum $3000 to the School of Education, $1500 to the School of Business and Public Service, and $1500 to the School of Science and Arts.

12. In July the Board was asked to pass a resolution covering the handling of classified Government contracts which specifically excluded Board members from personal handling of the contract material. On December 2, we received a letter from the Fifth Army Regional Industrial Security Office requesting that the resolution take the following form:

BE IT RESOLVED by the State Board of Agriculture of the State of Michigan that the following named members:

Forest H. Akers, Clark L. Brody, Sarah Van Hoosen Jones, Frederick H. Mueller, Arthur X. Rouse, Connor D. Smith, and Clair L. Taylor,

are not required to have access to, nor will they be permitted to have access to, such classified material for information as it is received by Michigan State College from Department of Defense Agencies, and further that the Security Office, Fifth Army, will be notified prior to any change which would authorize the above members to have such access to classified military information.

IT IS FURTHER RESOLVED THAT President John A. Hannah, Secretary Earl H. McDonel, and Comptroller and Treasurer Philip J. Hay are authorized to act for the Board in the administration of any classified contracts.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve the above resolution.

13. Approval of a lease covering the flowers Farm near the Kellogg Farm leasing this property for two years at an annual rental of $2280. The sections previously included and objected to by the Board with reference to goose hunting rights have been removed from the lease.

14. Communication from Mrs. Stack expressing appreciation to the Board for the resolution forwarded to her after the death of her husband, Professor Joseph W. Stack.

15. Recommendation from the Faculty for appointments to membership on the Athletic Council for the 2-year period beginning July 1, 1954, as follows:

Dean E. L. Harden to succeed himself
Richard Byerrum to succeed A. F. Brandstatter

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the foregoing Additional Items on which action does not appear.

16. The United States Post Office is issuing a United States centennial stamp for Michigan State College and Pennsylvania State University. Recently Pennsylvania State University has decided to purchase $50,000 worth of these stamps and to use these special 3¢ stamps for all purposes during their centennial year. Our centennial committee recommends that these special 3¢ stamps be used on all college mail where this denomination is appropriate throughout the centennial year. It is estimated that about 1,500,000 such stamps will be required during this period, to be charged to the appropriate budgets.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to authorize the Comptroller to purchase the number of stamps of three-cent denomination that the College is likely to use during the Centennial year and to make such adjustment in funds as are necessary to cover the purchase with the understanding that each department or agency using the stamps is to be charged for postage in the usual manner.

17. The Administrative Group recommends that the Board officially request the State Department of Public instruction to prepare and make available to Michigan State College a list of the high schools in the state that are currently approved or accredited. It is proposed to admit graduates of high schools on this list to Michigan State College on the usual terms with minimum academic standards without examination and to require entrance examinations of graduates of all other Michigan high schools.

On motion of Mr. Smith, seconded by Mr. Brody, it was voted to approve the above recommendation.

18. Discussion with the Board of an inquiry from the Council of State College Presidents as to the willingness of this Board to join with the Board of Regents of the University of Michigan, The State Board of Education for the teachers' colleges, the Board in Control of Ferris Institute, the Board in Control of Michigan College of Mining and Technology, and the Detroit Board of Education for Wayne University in sponsoring a meeting in Lansing soon after the convening of the Michigan Legislature for the purpose of discussing with the legislators the problems faced by the public institutions of higher education in the years immediately ahead.

(continued)
ADDITIONAL ITEMS, continued

Miscellaneous, continued

18. (Continued)

After discussion, it was the consensus of Board opinion that this Board should cooperate with the Governing Boards of State Colleges and Universities or with any board or group of Boards interested in this project.

19. It is suggested that the Board give consideration to the establishment of a definite day each month for the regular meetings of the Board. For many years the Board met regularly on the third Thursday. Some members have suggested the third Friday.

On motion of Mr. Rouse, seconded by Mr. Brody, it was voted that beginning with the new year, the Board meetings will be regularly set for the third Friday of each month.

The Board adjourned at 3:30 p.m. The next meeting will be held Friday, January 21, 1955.

[Signatures]

President

Secretary