Minutes of the Meeting of the State Board of Agriculture September 26, 1940

Present: Mr. Herlcey, Chairman; Messrs. Akers, Brody, Jacnow, McPherson; Mrs. Masselink; President Shaw; Treasurer Wilkins and Secretary Hannah.

Absent: Dr. Elliott

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

The minutes of the previous meeting were approved.

RESIGNATIONS, LEAVES, AND APPOINTMENTS

Resignations
2. Resignation of Miss Eleanor Beebe as stenographer in Horticulture, effective September 30, 1940. Miss Beebe is moving to Cincinnati with her family.
3. Resignation of Miss Constance Majchrzeic as Assistant in Institution Administration, effective October 1, 1940. Miss Majchrzak is to be married.
4. Resignation of the following graduate assistants who were appointed for 1940-41:
   a. Guy Vitagliano as half-time graduate assistant in Bacteriology.
   b. David Shideler as half-time graduate assistant in Mathematics.
   c. W.N. Kitals as half-time graduate assistant in Civil Engineering.
   d. George Kкопman as half-time graduate assistant in Civil Engineering.

Leaves
5. Leave of absence on half-pay for George S. McIntyre, County Agricultural Agent in Cass County, for three months beginning October 1, 1940. Mr. McIntyre has been a County Agent for eight years. He will enroll as a student at Michigan State during this time.
6. Leave of absence on half-pay for William L. Blair, Associate Professor of English, for the four month period from September 1, to December 31, 1940 because of ill health.
7. Appointment of George S. McIntyre as Dairy Extension Specialist at a salary of $2500 per year for full time work on a permanent 12-month basis, effective January 1, 1941. Mr. McIntyre is now County Agricultural Agent in Cass County at a salary of $2500. He will replace Arthur A. Schubert (salary $3000).
8. Appointment of Ruford F. Bittner as County Agricultural Agent in Cass County at a salary of $2100 per year for full time work on a permanent 12-month basis, effective October 1, 1940. Mr. Bittner is now District 4-H Club Agent for Berrien, Cass, and Van Buren Counties at a salary of $2500. He will replace George S. McIntyre.
9. Appointment of Carl H. Moore as District 4-H Club Agent for Berrien, Cass, and Van Buren Counties at a salary of $1800 per year for full-time work on a permanent 12-months basis, effective October 1, 1940. Mr. Moore is now Assistant County Agent in Cass County at a salary of $1600. He will replace Ruford F. Bittner.
10. Appointment of Miss Marilyn Myers as stenographer in Horticulture, effective October 1, 1940, at a salary of $1080 per year payable half from Experiment Station funds and half from College funds. Miss Myers will replace Miss Beebe (salary $1080) whose resignation has been presented.
11. Temporary appointment of Mrs. Bertha Hess as Extension specialist in Child Care and Training for the period from October 1 to December 31, 1940, at a salary of $250 per month. Mrs. Hess will replace Alice Hutchinson (salary $250) whose resignation has been accepted.
12. Appointment of Gordon Chipman as Instructor in hotel Administration at a salary of $3000 per year for full-time work on a permanent 9-months basis, effective October 1, 1940. This is a new position approved by the Board at its meeting on July 5.
13. Appointment of Herbert L. Vandermeer, Vincent I. Vanderburg, and Donald A. Rossi as assistant football coaches for the fall and spring practice of 1940-41 at a salary of $300 each to be paid from the football budget. This is a recommendation from the Athletic Council.
14. Appointment of Larry D. Hutchinson as Supervisor of the Central Stenographic Office at a salary of $1600 per year, effective as of September 1, 1940. Mr. Hutchinson will replace Cornel Hampton (salary $1600) who has been transferred to a teaching position in the Speech Department.

Appointments
15. The following appointments of hostesses at Hillcrest Dormitory are recommended:
   a. Mrs. Hattie Cole as Head Hostess at a salary of $50 per month plus maintenance for ten months beginning September 1, 1940. This is a permanent appointment.
   b. Mrs. Mildred N. Niles as Hostess at a salary of $30 per month plus maintenance for the three-months period beginning September 1, 1940.
   c. Miss Claire J. Aniell as Hostess at a salary of $30 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.
   d. Miss Idaho J. Nelson as Hostess at a salary of $30 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.
16. The following appointments of hostesses in the Cooperative Houses are recommended:

a. Mrs. Marian T. Sohus as Hostess in Cowles Hall at a salary of $50 per month plus maintenance for ten months beginning September 1, 1940. This is a permanent appointment.

b. Mrs. Margaret Malcolmson as Hostess in Robinson House at a salary of $30 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.

c. Mrs. Niva F. Eddy as Hostess at Concord House at a salary of $30 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.

d. Mrs. Flora A. Thornton as Hostess in Rochdale House at a salary of $30 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.

e. Mrs. Alice Culbert as Hostess in Grove House at a salary of $50 per month plus maintenance for ten months from September 1, 1940, to June 30, 1941. This is a permanent appointment.

f. Mrs. Ethelyn Munshaw as Hostess in Benson House at a salary of $50 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.

g. Mrs. Leila B. Lane as Hostess in Potter House at a salary of $30 per month plus maintenance on a temporary basis from September 1, 1940, to June 30, 1941.

17. Appointment of Charles Geiner as quarter-time graduate research fellow for the ten-months period beginning October 1, 1940, at a salary of $50 per month payable from the Poultry Research Revolving Fund. Mr. Geiner will replace Miss Evelyn Matthews who held this position last year.

18. Appointment of R. J. Patrick as graduate research assistant in Bacteriology for the ten-months period beginning October 1, 1940, at a salary of $60 per month payable from Liquid Carbonic Corporation Foundation funds. This appointment is contingent upon the continuation of adequate funds from the Corporation. Agreement was approved by the Board at its meeting May 17, 1940.

19. Appointment of Ellis J. Airola as quarter-time research graduate assistant in Horticulture at a salary of $300 for the year 1940-41, effective October 1, 1940. This is to be paid from the American Cyanamid Company Research Fund.

20. The following graduate assistantship appointments are recommended for 1940-41:

Bacteriology - Carolyn Cox as half-time graduate assistant to replace Guy Vitagliano.

Education - Leo O. Bent as half-time graduate assistant to replace Ormond S. Ranford who was a quarter-time graduate assistant in 1939-40.

Mathematics - Cornelius Groeneveld as half-time graduate assistant to replace David Chideler.

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

1. Mileage on one car for K. O. McCristal to attend the National Recreation Congress in Cleveland, Ohio, on September 30 to October 4. Governor Dickinson has delegated Mr. McCristal to represent Michigan at this meeting.

2. First-class railroad mileage only for Karl Dressel to attend the National Recreation Congress in Cleveland, Ohio, on September 30 to October 4. Governor Dickinson has delegated Mr. Dressel to represent Michigan at this meeting.

3. First-class railroad mileage only for E. F. Eldridge to attend a convention of Sewage Works Associations in Chicago on October 3-5. Mr. Eldridge is a member of the Board of Directors and is presenting a paper at the meeting.

4. Use of the College bus and maintenance expenses for G. F. Propp to act as coach and accompany the Rive Stock Judging Team on the following trips:

   - October 3, 4, 5 - Ohio State University, Columbus, Ohio 
   - October 24, 25, 26 - University of Illinois, Urbana, Illinois 
   - October 2-3 - Purdue University, Lafayette, Indiana 
   - November 7-11 - American Royal, Kansas City, Missouri 
   - November 30 - December 4 - International Livestock Show, Chicago

5. First-class railroad mileage only for Isabelle S. Ehlers to attend the American restaurant meetings in Chicago during the first week in October.

6. Maintenance expenses for Novels Pearson from October 6-10 and for Olga Eiri from October 11-18 to accompany Michigan 4-H Club members who will participate in the judging contest and other 4-H Club activities at the National Dairy Show at Harrisburg, Pennsylvania. Transportation expenses will be borne by the National Dairy Show.

7. Mileage on one car for L. R. Schoennann, J. O. Vestok, F. A. Herbert, and L. A. Wolfanger to attend a national conference on land classification being called at Columbia, Missouri, on October 10-12; expenses to be paid from Institute of Conservation funds.
Travel

8. Mileage on one car for members of the Forestry Department to attend the annual meeting of the Central States Section of the Society of American Foresters at Wooster, Ohio, on October 10-12.

9. First-class railroad mileage only for F. W. Fabian to attend the annual meeting of the International Association of Milk Sanitarians in New York on October 17-19. Dr. Fabian is second vice president of the Association and chairman of the committee on ice cream.

10. Full expenses for Dean Marie Dye to attend the American Dietetic Association meeting in New York City during the week of October 20. Another member of the staff may also attend on this allowance.

11. Automobile mileage and maintenance expenses for Ira Gould to take the Dairy Products Judging Team to the Dairy Industries Exposition in Atlantic City on October 18-24. Three students will accompany Mr. Gould.

12. Full expenses for R. V. Gunn to attend the annual Outlook Conference which is being held by the Bureau of Agricultural Economics in Washington, D.C., during the week of October 21.

13. First-class railroad mileage only for R. L. Sweet to attend the National Metal Congress in Cleveland, Ohio, on October 21-23; these expenses to be charged to the Department of Chemical Engineering.

14. Automobile mileage for one car so that members of the Engineering Experiment Station may attend a convention in Cleveland, Ohio, October 15.

15. Full expenses for Glen Stewart, Alumni Secretary, to accompany the football team to Philadelphia the week-end of October 18th in order to conduct an alumni meeting.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve the travel requests.

James Price

MISCELLANEOUS

1. Communication from James C. Price of Saginaw offering to deed the State Board of Agriculture some timberland property in Saginaw County. The property consists of 112 acres of timberland property and 24 acres of cleared land, including a stand of virgin timber.

On motion of Mr. Berkley, seconded by Mr. McPherson, it was voted to accept the above offer.

Gift from Carolyn Wicker of costumes, textiles, curios, etc.

2. Communication from Miss Carolyn M. Wicker offering Michigan State College a gift of her collection of costumes, textiles, curios and jewelry from the countries of China, Japan, Java, Ceylon, Suma, Siam, Dalmatia, Italy, France and England. Miss Wicker desires to retain a part of her collection during her lifetime with the understanding that it is to come to the College later. She also wishes the College to loan for limited periods of time portions of the collection to other responsible institutions, subject to the approval of the curator, when he is appointed, and to Dean Dye.

On motion of Mr. Berkley, seconded by Mr. Jakway, it was voted to accept the above offer.

Acceptance of check $200 from Horwath & Horwath for scholarship

3. Communication from Horwath & Horwath of Chicago enclosing a check for $200 to be used as a Horwath = Horwath scholarship in memory of Paul Simon. A scholarship of $100 is to be given in the Hotel Administration Course, and the remaining $100 is to be used to start a fund for the perpetuation of the scholarship. It is the intention of Horwath = Horwath to continue the contribution in this manner in future years.

On motion of Mr. Berkley, seconded by Mr. Jakway, it was voted to accept the above offer.

Acceptance of scholarship for student enrolled in CAA

4. Communication from the Veterans of Foreign Wars Post of Greenville offering a scholarship of $35 to be given to a student enrolled in the C.A.A. $20 of this amount has been received.

On motion of Mr. Brody, seconded by Mr. Berkley, it was voted to approve items 3 and 4.

Increase in Dr. Bryan's salary

5. Recommendation that Dr. C. C. Bryan's salary be increased from $2,700 to $3,000 per year, effective November 1, 1940. Dr. Bryan will have some teaching responsibilities this year, and the additional salary is to be paid from College funds.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve items 5, 6, 7 and 8.
9. Request for authorization to perform knee operations for Don Fleishman and William Fitzsimmons, students who were injured during baseball practice last spring.

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

10. Request from the Budget Director for budget estimate requests for the fiscal years ending June 30, 1942, and June 30, 1943. A report has been sent for the years ending June 30, 1939, and June 30, 1940. In addition an estimate of the same data is requested for the year ending June 30, 1941.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to authorize the President and Secretary to notify the State Budget Director that it is the understanding of the State Board of Agriculture to request the Michigan legislature for an increase in the annual maintenance appropriation equal in percentage to the increase in enrollment since the last meeting of the legislature. The legislature will also be notified of the serious building needs of Michigan State College and an appropriation will be requested for the following building needs with special emphasis on the Natural Science Building:

1. Natural Science Building to house Botany, Zoology, Entomology, Geology and Geography - $1,200,000.00.
2. Physics Building - $450,000.00.
3. Addition to the Home Economics Building - $200,000.00.
4. Electrical Engineering Building - $250,000.00.

11. Report from Mr. Wilkins relative to the financial statement for the operation of the Union Cafeteria and dormitories as of June 30, 1940.

12. President Shaw filed a report of the budget of the Board of Governors of the Rackham Research Fund for the current fiscal year.

13. The President reported on the correspondence that had passed between those interested in Franklyn Duffy, a student, and the members of the Board.

President's Report

Resignations, Leaves, and Appointments

1. Termination of the appointment of Miss Alice Bates as Assistant Club Leader, effective June 30, 1940, because of ill health.

2. Resignation of Miss Frances Pung as stenographer in the Section of Economics, effective July 16, 1940. Miss Pung has been married.

3. Resignation of Miss Rosemary B. Thompson as Instructor in Physical Education for Women, effective August 31, 1940. Miss Thompson is to be married in September.

4. Resignation of Miss Ellen Young as stenographer in the Engineering Division, effective August 31, 1940. Miss Young was married recently.

5. Resignation of Mary Anna Barnes as Instructor in Foods and Nutrition, effective August 31, 1940. Miss Barnes has accepted another position.

6. Resignation of Miss Ruth Godfrey as Instructor in Institution Administration, effective August 31, 1940. Miss Godfrey has accepted a position with the Collonade Lunch Company.

7. Report that Miss Mary Hayes, who was appointed as Assistant in Research in Foods and Nutrition for the year 1940-41, died suddenly about the middle of August.

8. Resignation of Sophie Tomasik as half-time stenographer in the Foreign Languages Department, effective August 31, 1940. Miss Tomasik was a part-time student and graduated in June.

9. Resignation of Dr. E. L. Kemann as Instructor in Food Hygiene and Special Agent for the Bureau of Animal Industry, effective June 30, 1940.

10. Resignation of L. M. Murphy as half-time graduate assistant in Horticulture for 1940-41. Mr. Murphy has accepted a permanent position at Rhode Island State College.

11. Resignation of Delbert L. Warwick as quarter-time graduate assistant in Chemistry.

12. Resignation of Joseph P. Linduska as half-time graduate assistant in Zoology.

13. Leave of absence with full pay for Carl T. Wright, Associate Professor and Research Associate in Farm Management, from August 15 to September 15, 1940, so that he may complete residence requirements at Cornell for his doctor's degree.
Leaves

14. Leave of absence with full pay during the fall term 1940 for C. L. Cole, Assistant Professor and Research Assistant in Animal Husbandry, so that he may complete his work for a doctorate degree at the University of Minnesota. This is in accordance with an understanding with Mr. Cole agreed upon at the time he was employed two years ago.

15. Leave of absence without pay for Miss Virginia Niendorf, Secretary to the Director of Summer Session, from September 1-30, so that she may have an additional two weeks vacation.

16. Leave of absence without pay for Miss Helen Ameman, Clerk in the Registrar's Office, for the three month period from October 1 to December 31, 1940, so that she may study at Leland Stanford University.

17. Leave of absence on half pay ($1700) for Dr. W. L. Chandler for the six-month period from July 1 to December 31, 1940, because of ill health.

18. Appointment of Mrs. Ruth Featherly Schubert as Assistant State Club Leader at a salary of $2600 per year, effective October 1, 1940. Mrs. Schubert will replace Alice Bates whose salary was $2000.

19. Transfer of Mrs. Therese Torst from the position of District Home Demonstration Agent in Calhoun County at the same salary of $2000 per year, effective September 15, 1940. Mrs. Torst will replace Miss Gladys Bond (salary $2000) whose resignation has been accepted by the Board.

20. Appointment of Miss Lida M. Surull as Assistant in Research in Foods and Nutrition at a salary of $1800 per year for full-time work on a permanent 12-month basis, effective September 15, 1940. Miss Surull will replace Miss Ruth Gregor who has been granted leave for next year. The vacancy occurred because of the death of Mary Cushman Hayes who was appointed to this position at the July Board meeting.

21. Appointment of Miss Lida M. Surull as Assistant in Research in Foods and Nutrition at a salary of $1800 per year for full-time work on a permanent 12-month basis, effective September 15, 1940. Miss Surull will replace Miss Ruth Gregor who has been granted leave for next year. The vacancy occurred because of the death of Mary Cushman Hayes who was appointed to this position at the July Board meeting.

22. Appointment of Woodrow W. Snyder as Instructor in Dairy Husbandry, at a salary of $1800 per year for full time work on a permanent 12-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41.

23. Appointment of Miss Laura Wright as stenographer in Economics at a salary of $1020 per year, effective August 1, 1940, and payable from Purcell funds. Miss Wright has been employed in the Central Stenographic Office at the same salary of $1020 per year. She will replace Miss Fung (salary $1020) who has resigned.

24. Appointment of Miss Lida M. Surull as Assistant in Research in Foods and Nutrition at a salary of $1800 per year for full-time work on a permanent 12-months basis, effective September 15, 1940. This is a new position.

25. Temporary appointment of Miss Marjorie Curdy as clerk in the Registrar's Office at a salary of $90 per month for the three-months period from October 1 to December 31, 1940. Miss Curdy is now employed in the Central Stenographic Office at the same salary. She will replace Miss Ella Thomas who was married this summer and who will resign on December 31, 1940. Mrs. Anderson is a widow with two dependent children.

26. Appointment of Mrs. Marian Anderson as clerk in the Registrar's Office at a salary of $1300 per year, effective September 1, 1940. Mrs. Anderson will replace Miss Ella Thomas who was married this summer and who will resign on December 31, 1940. Mrs. Anderson is a widow with two dependent children.

27. Temporary appointment of Miss Margaret Wehr (now Mrs. Arthur L. Sargeant) as clerk in the NEA Office at a salary of $1080 per year, effective August 15, 1940, and not longer than November 30, 1940. Miss Wehr was formerly employed in the Central Stenographic Office at the same salary. She will replace Mrs. Norman who was employed on an hourly basis during the past year.

28. Appointment of Miss Doris Lamer as evening reference librarian on a quarter-time basis at a salary of $300 per year for full-time work on a permanent 10-months basis, effective September 1, 1940. Miss Lamer will be registered as a student in the Graduate School this fall. She will replace Miss Doris Proctor who held this position last spring term.

29. Appointment of Miss Donna M. Prevey as Instructor in Physical Education for Women at a salary of $1700 per year for full-time work on a permanent 12-months basis, effective September 1, 1940. Miss Prevey will replace Miss Rosemary B. Thompson (salary $1600) who has resigned.

30. Appointment of Miss Donna M. Prevey as Instructor in Physiology at a salary of $1700 per year for full-time work on a permanent 12-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41.
Resignations, Leave and Appointments, continued

32. Appointment of Peter I. Tack as Instructor and Assistant in Research (Ichthyology) in Zoology at a salary of $2000 per year for full-time work on a permanent 9-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41, and is to be paid half from College funds and half from Experiment Station funds.

33. Appointment of Cloyd D. Beerup as Instructor in Civil Engineering at a salary of $1800 per year for full-time work on a permanent 12-months basis, effective September 1, 1940. Mr. Beerup will replace W. M. Hitchcock who has been retired.

34. Appointment of Paul de Koning as Instructor in Mechanical Engineering at a salary of $1600 per year for full-time work on a permanent 9-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41.

35. Appointment of George W. Miller as Instructor in Mechanical Engineering at a salary of $1600 per year for full-time work on a permanent 9-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41.

36. Appointment of Miss Marie Haskell as stenographer in the Engineering Division at a salary of $1200 per year on a permanent basis, effective September 1, 1940. Miss Haskell has been employed in the Central Stenographic Office since January 1937 at the same salary rate. She replaces Miss Ellen Young (salary $1200) who has resigned.

37. Appointment of Miss Mary Eleanor Holme as Instructor in Foods and Nutrition at a salary of $1800 per year for full-time work on a 9-months basis, effective for one year only beginning September 1, 1940. Miss Holme will replace Miss Godfrey (salary $1700) who has resigned.

38. Appointment for one year only of Miss Ruth Wyman as Instructor in Institution Administration at a salary of $1500 per year plus meals, effective September 1, 1940. Miss Wyman will replace Miss Godfrey (salary $1700) who has resigned.

39. Appointment of Miss Rose R. Haybury as Instructor in Textiles, Clothing and Related Arts at a salary of $1800 per year for full-time work on a 9-months basis, effective for one year only beginning September 1, 1940. This is a new position included in the budget for 1940-41.

40. The following appointments were approved to fill the additional instructorship in the Art Department which was included in the budget for 1940-41:
   a. Appointment of Oscar Jackson as part-time instructor in Art at a salary of $50 per month for the nine-months period beginning October 1, 1940.
   b. Appointment of Mrs. Virginia Stimson as Instructor in Art at a salary of $150 per month for the nine-months period beginning October 1, 1940.

41. Reappointment of Harold W. Glassen as special lecturer in Business Law during the winter and spring terms of 1941 at a salary of $500 per term. This is similar to arrangements made with Mr. Glassen during the past several years.

42. Appointment of John Adam Yunck, III, as Instructor in English at a salary of $1400 per year for full-time work on a 9-months basis, effective for one year only beginning September 1, 1940. Mr. Yunck will replace Mrs. Jean Tremblay Rich (salary $1200) who was not reappointed for 1940-41.

43. Appointment of Dr. Russell B. Nye as Instructor in English at a salary of $2000 per year for full-time work on a 9-months basis, effective September 1, 1940. This is a permanent appointment. Dr. Nye will replace Miss Eva M. Vaughn (salary $2000) who has been retired.

44. Appointment of Alonzo C. Cohen, Jr., as Instructor in Mathematics at a salary of $2000 per year for full-time work on a permanent 9-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41.

45. Appointment of Robert Griggs Turner as Instructor in Speech and Dramatics at a salary of $1800 per year for full-time work on a permanent 9-months basis, effective September 1, 1940. This is a new position included in the budget for 1940-41.

46. Appointment of Russell E. Hay as Instructor in Speech and Dramatics at a salary of $1800 per year for full-time work on a permanent 9-months basis, effective September 1, 1940. This is a new position authorized by the Board at its last meeting. Mr. Hay has been employed as Supervisor of the Central Stenographic Office at the salary of $1800.

47. Appointment of Mrs. Leona Steinfatt as stenographer in the Foreign Languages Department on a three-quarter time basis at a salary of $50 per month, effective September 1, 1940. Mrs. Steinfatt will enroll as a student this fall. She replaces Miss Tomarik whose salary was $500 per year.

48. Appointment of Philip Hanks as Instructor and Assistant in Parasitology at a salary of $750 for the period from August 1 to December 31, 1940. Mr. Hanks will partially replace Dr. Chandler during this time. He has formerly been employed as part-time assistant in Bacteriology.
Resignations, Leaves and Appointments, continued

49. Appointment of Warren M. Strong as part-time assistant in Bacteriology at a salary of $60 per month for the period from September 1 to December 31, 1940. Mr. Strong will replace Philip Hawkins.

50. Appointment of Louis J. Camillo as full-time assistant in research in Bacteriology at a salary of $250 per month for the six months period beginning August 13, 1940. Mr. Camillo's salary is to be paid from the National Pickle Packers Association Fund No. 198.

51. Reappointment of Francis Erickson as Research Fellow in Bacteriology at a salary of $60 per month for the ten-months period beginning September 1, 1940. Mr. Erickson's salary is to be paid from the Corn Products Refining Company Fund No. 221.

52. The following graduate assistantship appointments were approved for 1940-41:

- Chemistry: Appointment of William H. Lynch as quarter-time graduate assistant to replace Dick Waghorne.
- Farm Crops: Appointment of Ralph E. Bruce as half-time graduate assistant to replace T. H. Wilson.
- Farm Management: Appointment of Wilbur J. Lohr as half-time graduate assistant. This is a new position included in the budget for 1940-41.
- Horticulture: Appointment of George Howard Nelson as half-time graduate assistant to replace L. H. Murphy; paid half from College fund and half from Experiment Station funds.
- Mathematics: Appointment of John H. C. Van Longhuyzen as half-time graduate assistant. This is a new position included in the budget for 1940-41.
- Poultry Husbandry: Appointment of Harry E. Mathewson as half-time graduate assistant. This is a new position included in the budget for 1940-41.
- Sociology: Reappointment of Miss Evelyn Perry as quarter-time graduate assistant. Miss Perry held this position last year.
- Zoology: Appointment of Clare R. Bennett as half-time graduate assistant to replace Joseph F. Linduska.

53. Report for Board record of the resignation of Frederick Whitesell, Instructor in German, effective August 31, 1940.

54. Resignation of Dick Waghorne as quarter-time graduate assistant in Chemistry for 1940-41.

55. Appointment of Carl W. Schroeder as quarter-time graduate assistant in Chemistry to replace Deberl L. Warwick, effective for the year 1940-41.

56. Appointment of Donald G. Allen as half-time graduate assistant at the W. K. Kellogg Bird Sanctuary for the year 1940-41 to replace Clarence Seals who held this position during the spring term of 1940.

Travel

1. Full expenses of $144.40 for C. C. Hurd to visit testing bureaus and employers of graduates of Michigan State College in the eastern states during the month of July.

2. Maintenance expenses for R. E. Decker to attend a regional conference by the Soil Conservation Service and Extension Service in Cincinnati, Ohio, on July 30 and 31. Transportation expenses will be paid by the Soil Conservation Service.

3. First-class railroad mileage for F. M. Hewattson to attend a conference of experiment station workers being held at Geneva, New York, on July 31 to August 5.

4. Partial expenses of $10 allowed for J. J. Garrison who made a trip to Chicago on August 2 for the purpose of selecting slides.

5. Full expenses for Dr. R. B. Marshall to attend a meeting being called in Pittsburgh on August 13 for the purpose of developing a plan for establishing and securing enforcement of standards for apple juice.

6. First-class railroad mileage only for Dr. R. B. Harper to attend the meeting of the Society for Social Research in Chicago on August 16 and 17.

7. Requests for transportation allowances for members of the Physiology Department and for E. K. Sales and J. F. Hutton of the Surgery and Medicine Department to attend the meetings of the American Veterinary Medical Association Convention in Washington, D. C., on August 26-30, were not granted. Mileage on two cars for staff members to attend this convention was authorized at the meeting of the Board on July 5.

8. Full expenses of $219.60 for S. B. Crowe to attend the International Lyceum Association at Lakeside, Ohio, for the purpose of attending entertainment numbers, lecturers, etc., on August 27-31.

9. Automobile mileage and maintenance expenses for J. K. Munroe to accompany Dr. E. C. Young of the Ohio Botany Experiment Station on a tour through northern Ohio and Southern Michigan to look over experimental and demonstration plots on control of diseases of tomato and sugar beet. The tour is to be made from August 28-31.
10. Full expenses for J. A. Hannah to attend a meeting of the National Advisory Committee on Poultry Research in Chicago on September 4 and 5.

11. Partial expenses of $84.02 for H. L. Kohls to accompany federal representatives on a sugar beet inspection tour to Chatham, Ontario, and Toledo, Ohio, on September 8-11.

12. First-class railroad mileage only for D. C. Cline to attend a meeting of the National Tax Association in New York City on September 9 and 10. Dr. Cline was designated by Governor Dickinson to represent Michigan at this conference.

13. Mileage on one car for members of the Farm Crops Department to attend the meeting of the American Society of Agronomy at Ames, Iowa, on September 9-12.

14. Equivalent of one first-class railroad fare only for one or more members of the Mathematics Department to attend the general fall meeting of the American Mathematical Society and the Mathematical Association of America in Hanover, New Hampshire, on September 9-12.

15. First-class railroad mileage only for Paul E. Krone to attend a meeting and school of the Florists Telegraph Delivery Association in Cincinnati, Ohio, from September 9-13.

16. No action was taken on Dean Emmons' recommendation for railway coach fare for A. J. M. Smith to attend an English Institute at Columbia University on September 9-14.

17. Mileage on one car for members of the Soils Department to attend the summer meeting of the Corn Belt Section of the American Society of Agronomy to be held at Ames, Iowa, on September 10.

18. Full expenses for I. A. Gould to act as coach and accompany the Dairy Products Judging Team to the Eastern States Exposition at Atlantic City and Springfield, Massachusetts, on September 13-20.

19. Mileage on one car for R. L. Seaton and L. E. Barrons to attend a vegetable trial ground field day and conference at Cornell University on September 16-17, and to go from Ithaca to the Experiment Station at Geneva, New York, to consult with the station workers regarding their quick freezing studies.

20. Full expenses for Edna V. Smith and R. J. Baldwin to attend a conference of A.A.A. committee and extension workers which is being called by the Federal Extension Service in Chicago on September 21.

21. Mileage on one car and maintenance expenses for W. L. Maliman to attend a meeting called by the Institute of American Poultry Industries in Chicago on September 23, with expenses paid from the Poultry Products Revolving Fund.

22. Mileage on one car and maintenance expenses for R. E. Harwood to take the Dairy Cattle Judging Team on the following trips:
   a. Dairy Cattle Congress, Waterloo, September 23 to October 2.

23. First-class railroad mileage only for Charles H. Barr to attend the annual conference of the American Institute of Farm Executives in Cleveland, Ohio, on September 24-27.

24. Mileage on one car and maintenance expenses for H. A. Berg, C. V. Ballard, Edna V. Smith, L. R. Schoem, and E. J. Baldwin to attend a District Land Use Planning Conference being called by the Federal Extension Service at Fond du Lac, Wisconsin, on September 25-28. Also automobile mileage and maintenance expenses for J. G. Wells to drive from Chatham to Fond du Lac to attend this meeting.

25. Full expenses for Joseph Holzheimer to scout the Michigan-California game and the Santa Clara-Utah game on September 28. Mr. Holzheimer will make the trip by airplane which will permit him to see both games and return to East Lansing with necessary scouting information before the Michigan-Michigan State game.

26. Full expenses for Dr. C. E. Miller to represent the College at a special conference with representatives of the fertilizer industry in Chicago on September 30.

27. Full expenses for Carl Holzheimer of the Lake States Forest Experiment Station to visit woodworking industries in northern Indiana that are using farm woodlot products from Michigan. Mr. Holzheimer will make these trips during September and October. This is in line with the cooperative agreement between the College and the Lake States Forest Experiment Station.

Miscellaneous
1. Appointment of Dean Anthony and Dean Emmons as members of the Athletic Council for another two-year period ending June 30, 1942.

2. Change in the effective date of the resignation of Maxine McKinley from June 30 to August 31, 1940, so that she may receive her year's salary of $600.

3. Report of change in effective date of appointment of L. N. Byers from June 1 to July 16, 1940.
PRESIDENT'S REPORT, continued

Miscellaneous, continued

4. Increase in the salary of Miss Mildred Jones, Assistant Professor of Institution Administration, from $2,400 to $2,500 per year, effective July 1, 1940.

5. Increase in the salary of Stanley Johnston, Superintendent of the South Haven Experiment Station, from $2,900 to $3,300 per year, effective October 1, 1940.

6. Authorization that the salary of Miss Betty Bergin, Stenographer in Bacteriology, be paid as follows, effective as of July 1, 1940 (the $25 from College funds is in lieu of the remuneration which Miss Bergin formerly received from Merck and Company through Dr. Chandler):

   - $50 per month from Experiment Station funds
   - $25 per month from Extension funds
   - $25 per month from College funds (Bacteriology Service Payroll)

7. Authorization for John C. Davis, Assistant Professor of Economics, to teach a night class for the University of Michigan in Detroit during 1940-41. This same arrangement was authorized last year, but Mr. Davis was unable to teach the class because of ill health.

8. Change in status of Paul Dressel from Instructor to Assistant Professor of Mathematics at a salary of $2,400 per year, effective September 1, 1940. Mr. Dressel will work half-time in the Mathematics Department and half-time assisting the Dean of Men. He has formerly been employed at a salary of $2,000 per year plus an additional $200 for his work on the Freshman Math Program.

9. Authorization for the expenditure of $500-$900 for the academic year 1940-41 for procuring equipment in teaching to replace the part-time work of Dr. Paul Dressel of the Mathematics Department.

10. Approval of S.S. payroll.

11. Approval of post session payroll & Geol Field Camp.

12. Approval of payment of $1,000 to W. A. Brown and $15 to Dr. E. W. Burgess who appeared before the Summer School Workshop.

13. Approval for the payment of $650 to G. H. Hobbs for his teaching in connection with the Student Flying Corps during the summer.

14. Authorization that one quarter-time graduate assistantship in Education be increased to a half-time graduate assistantship.

15. Approval of a memorandum of understanding and acceptance of a grant of $600 from the Society Vacuum Oil Company for work to be done by the Section of Entomology in connection with spray tests of Bug-a-Boo Garden Spray.

16. Acceptance of $500 from the Fritzsche Bros.

17. Acceptance of $50 from the Sigma Xi Society made out to Dr. Richard A. Pennell for research on the nutrition of the seeds.

18. Authorization for the transfer of an additional $350 to the budget of Home Economics for the establishment of a cafeteria in connection with the State Health Laboratories for the purpose of assisting in the training of women students. This arrangement is for the full term only.

19. Authorization for an additional appropriation of $250 to supplement the $2,500 in the budget for the cost of the construction of a new service entrance to the Union.

20. Authorization for the appropriation of $2,000 to be used for projects conducted by the Cooperative Bureau of Educational Research. This is a continuation of a program which has been carried on for the two consecutive years; $1,000 has been assigned to the Research Headquarters at Chicago University, and $1,000 is to be used locally within the state.

21. Authorization that the salary of Miss Mildred Jones, Assistant Professor of Institution Administration, from $2,400 to $2,500 per year, effective July 1, 1940.

22. Payment of $25 to Dr. O. W. Randall for the operation and removal of a finger for David Penner, elevator operator in Agricultural Hall. Mr. Penner's trouble apparently was caused from an old injury.

23. Payment of $6,250 to Mark E. Taylor, Buildings and Grounds employee, as compensation for time lost because of a foot injury which he received while working.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the President's Report.
RETIREMENT COMMITTEE ITEMS

1. The Retirement Committee recommends in accordance with our Retirement Program, the retirement of David Penner as of September 1st. Mr. Penner was hired on October 25, 1948, and has in recent years been the elevator operator in the Agricultural Building at a salary of $1080 per year. Several months ago he caught his hand in the elevator which necessitated the amputation of a thumb and finger. He has previously lost his other arm in an accident while employed by the College. His retirement pension will be at the minimum of $4800.00 per year.

2. The Retirement Committee recommends disability leave for six months from August 1, 1940, for Wesley Cameron, foreman in the forestry Nursery. Mr. Cameron has been employed on a part-time basis since 1935 at the Dunbar Station, since 1932 at the Forestry Department in East Lansing and on a full-time basis since 1938. He is now confined to the Ingham Sanatorium with tuberculosis. The Committee recommends six months disability leave at a monthly remuneration of $10.00 per month with the understanding that the case be reviewed at the end of the six months.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the Retirement Committee items.

SECRETARY'S ITEMS

1. Appropriations are requested for the following uses of the Auditorium, Fairchild Theater, or Music Auditorium:
   a. Dean Anthony and Professor Weaver request the use of the Auditorium for the week of June 22, 1942, for the accomodation of the American Dairy Science Association. (Approval by the Board will carry with it a formal invitation to the American Dairy Science Association to hold its 1942 meeting on our campus). The exact amount of appropriation required will be re-submitted to the Board if this invitation is accepted.
   b. The annual meeting of the Junior Farm Bureau in Fairchild Theater, November 2, 1940, $50.00.
   c. The annual meeting of the Michigan Education Association in the Auditorium October 10 and 11 - $200.00 for the use of the hall and $25.00 for arrangements required to accomodate this organization.
   d. State-wide meeting of AAA county and community committee workers, September 4, 1940 - $100.00.
   e. Annual meeting of the State Farm Bureau, November 14 and 15, Fairchild Theater, and the evening of November 13 in Music Auditorium - $125.00.
   f. Use of Auditorium for the annual football bust and banquet on December 14 - $100.00.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve Secretary's Item No. 1.

2. Four sections of Hillcrest Village have been leased from the Hillcrest Housing Corporation to be used as a girls' dormitory. The monthly rental on these units is as follows:

- 1300 Westview, $359.00 per month
- 1310 Westview, $334.00 per month
- 1320 Westview, $354.00 per month
- 1324 Westview, $354.00 per month

According to the terms of the lease we may cancel the lease of 1320 with 30 days notice on January 1, 1941. Upon 30 days notice we may cancel 1310 on April 1, 1941. 1300 and 1324 are leased for the school year, for which we are required to pay eleven months rent. Furniture which cost approximately $9,000 has been purchased for this dormitory and an appropriation to cover it is requested.

3. The Board previously approved the leasing of an additional cooperative house. The Potter House at 334 Evergreen was leased for a three-year period at an annual rental of $1,000.00 per year with the understanding that we make all changes required to fit this house for cooperative house use.

4. Report of the women's housing situation and discussion of the desirability of the preparation of plans for an additional women's dormitory.

On motion of Mr. McPherson, seconded by Mr. Jakway, it was voted to approve items 2, 3 and 4.

5. Bids were taken on the construction of the new Egg Laying Contest Building on July 3rd as follows:

- Reniger Construction Co. $20,500
- F. J. Core & Son 17,150
- Granger Brothers 19,970
- Pogge & Hodge 13,250

The above bids did not include the foundations or the plumbing and heating. The budget provided $15,000 for this job. The total cost of this job will exceed the amount available by $800.00. An appropriation is requested. The contract was awarded to the low bidder.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve items 2, 3 and 4.
6. The Animal Research Laboratory has been constructed by the College, since it was possible to get much more for our money by using a student crew during the summer. There is $10,000 in the budget for this purpose. The building as completed is more pretentious than originally contemplated and much more useful. An appropriation of $3888 is necessary to install the equipment required and to complete the installation of the heating and electrical systems required.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve items 5 and 6.

7. Report on bids on various items of equipment for the power plant that have been taken and contracts awarded to the low bidders as follows:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1165 H.P. Boiler and Stoker</td>
<td>78,673.00</td>
</tr>
<tr>
<td>Wickers Boiler Company (Gen. Contractor) Saginaw</td>
<td></td>
</tr>
<tr>
<td>American Engineering (Stoker) Philadelphia</td>
<td></td>
</tr>
<tr>
<td>3000 kW Turbo-Generator</td>
<td>83,460.00</td>
</tr>
<tr>
<td>No. 8 Well</td>
<td>1,930.00</td>
</tr>
<tr>
<td>Water-meter DET, Detroit</td>
<td></td>
</tr>
<tr>
<td>250 GPM Condensate Return Pumps</td>
<td>532.00</td>
</tr>
<tr>
<td>American-Mahar Pumps, Inc. Battle Creek</td>
<td></td>
</tr>
<tr>
<td>3500 GPM Condenser Circulating Water Pumps</td>
<td>2,722.00</td>
</tr>
<tr>
<td>Peerless Pump Co., Massillon, Ohio</td>
<td></td>
</tr>
<tr>
<td>200,000 pounds/hr Desalting Heater</td>
<td>9,080.00</td>
</tr>
<tr>
<td>Permutit Company, Detroit</td>
<td></td>
</tr>
<tr>
<td>Traveling Water Screen</td>
<td>3,395.00</td>
</tr>
<tr>
<td>Chain Belt Company, Detroit</td>
<td></td>
</tr>
<tr>
<td>Service Switchboard</td>
<td>2,871.85</td>
</tr>
<tr>
<td>Capitol City Electric Co., Lansing</td>
<td></td>
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<tr>
<td>Condensate Return Filters</td>
<td>750.00</td>
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<tr>
<td>Andale Company, Philadelphia</td>
<td></td>
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<tr>
<td>Deep well Turbine Pump</td>
<td>2,437.25</td>
</tr>
<tr>
<td>Peerless Pump Co., Massillon, Ohio</td>
<td></td>
</tr>
<tr>
<td>Automatic Combustion Control for new Boiler</td>
<td>2,392.00</td>
</tr>
<tr>
<td>Boiler Feed Pumps</td>
<td>3,956.00</td>
</tr>
<tr>
<td>Deaval Company, Trenton, N.J.</td>
<td></td>
</tr>
<tr>
<td>Continuous blow-down equipment</td>
<td>1,354.00</td>
</tr>
<tr>
<td>Hanway Company - Watertown, Wis.</td>
<td></td>
</tr>
<tr>
<td>One complete Hydraulic Ash Handling System</td>
<td>28,357.00</td>
</tr>
<tr>
<td>for all boilers in the Plant</td>
<td></td>
</tr>
<tr>
<td>Allen-Cherran-Koff Company, Detroit</td>
<td></td>
</tr>
<tr>
<td>Repairs on Boiler No. 5 exclusive of Ash Hopper Stoker</td>
<td>20,260.00</td>
</tr>
<tr>
<td>American Engineering Co., Philadelphia</td>
<td></td>
</tr>
<tr>
<td>Automatic Combustion Control</td>
<td>2,692.00</td>
</tr>
<tr>
<td>Kays Corporation Detroit</td>
<td></td>
</tr>
<tr>
<td>Water Walls, Tube Changes, etc.</td>
<td>16,846.00</td>
</tr>
<tr>
<td>Wickers Boiler Co., Saginaw</td>
<td></td>
</tr>
</tbody>
</table>

8. Report on bids that were taken for the installation of the museum cases and the contract awarded to the low bidder, the Remington Rand Company. Bids were as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michaels Art Bronze Company</td>
<td>13,690.00</td>
</tr>
<tr>
<td>Covington, Co.</td>
<td></td>
</tr>
<tr>
<td>H. J. Beers Inc.</td>
<td>12,804.00</td>
</tr>
<tr>
<td>New York City, N.Y.</td>
<td></td>
</tr>
<tr>
<td>Remington Rand Company</td>
<td>12,440.80</td>
</tr>
<tr>
<td>Lansing, Michigan</td>
<td></td>
</tr>
</tbody>
</table>

No action on request for addition for Dairy Mfg. Bldg.

9. Communication from Dean Anthony and Professor Weaver requesting consideration for a major addition to the Dairy Manufacturing Building through the use of funds now available and a proposed bond issue of $70,000 - the total cost of the addition to be approximately $240,000.00.

Action deferred on item 9.
10. The MFA now indicates that it can put a final cost of paint on all of our barns and farm buildings. No provision was made in the budget for the provision of paint and brushes. The paint and brushes will cost approximately $160.00.

On motion of Mrs. Masselink, seconded by Mr. Brody, it was voted to approve an appropriation of $160.00 for paint and brushes as requested in item 10.

11. The installation of the museum in the new quarters in the auditorium requires the hiring of considerable labor. An appropriation of $1,000.00 to be expended under Mr. Stack’s direction is requested for the current year.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve item 11.

12. It was necessary to execute a contract with the Consumers Power Company to provide for the installation of an electric line to the new egg laying contest building. There was no charge for the installation. The contract provides, however, that if this service is discontinued within five years a portion of the cost of the installation not to exceed $490.00 will be paid to the Consumers Power Company to cover their costs of installation.

13. It was necessary to run a water line from the college barns to the site of the new egg laying contest. This water line had to go under the Grand Trunk Railroad right-of-way. A license from the Grand Trunk Railroad has been secured at a cost of $10.00 and an annual fee of $1.00 per year.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve item 13.

14. The increase in the number of students to be transported to the various schools cooperating in practice teaching work and the added transportation burden due to the necessity of transporting Home Economics students for their laboratory work at the State Health Laboratory make it impossible for our present buses to carry the load. Authorization is requested for the purchase of an additional passenger bus.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to authorize the Secretary and Comptroller to negotiate for the purchase of a small bus.

15. The C.A.A. propose to send additional equipment for the use of the C.A.A. students. This equipment requires housing and it can be housed either in the present Buildings and Grounds garage or in the old rodent colony, which will require some major changes in the rodent colony at an estimated cost of $500.00.

16. The late Fred Jenison gave to the College before his death $300.00 for the purchase of flags for the College Band. The College Band has never wished the flags. A large American flag and a large State of Michigan flag are now desirable for the stage in the auditorium. It is suggested that the Board authorize the use of a portion of this fund for the purchase of suitable flags for the auditorium.

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

17. Report of progress on negotiations with the State Health Department, Stream Control Commission, and others to end pollution in the Red Cedar River.

18. Report on the possibility of the construction by the War Department of facilities to more adequately house the military activities of the College.

On motion of Mr. McPherson, seconded by Mr. Jakway, it was voted to request the War Department to construct a suitable building or buildings on the campus of Michigan State College to house the expanded activities of the War Department and to make available adequate facilities for the training of students in Military Science. The President and Secretary are authorized to take all proper and necessary steps to secure prompt and favorable action on this request.

19. Report on the death of the following since the last Board meeting:

Mr. H. A. Bond, Consulting Architect since January 2, 1920, on July 17, 1940.
Mr. Joseph B. Cotton, distinguished alumnus of New York City on August 5, 1940.

20. It is recommended that C. J. Munson be designated as the Consulting Architect at the College on the same basis as H. A. Bond recently deceased, namely an annual salary of $1,500.00 with the understanding that the Bond-Munson Company perform all architectural services without charge for projects totalling up to $30,000.00 in any fiscal year. For work in excess of $30,000.00 they are to be paid the usual architect's fees of 5%.

21. The Association of Governing Boards of State Universities and Allied Institutions are having their annual meeting in Bloomington, Indiana, on Thursday, Friday and Saturday, November 7, 8 and 9. Our football game with Indiana is in Bloomington on November 9th. One or more members of the Board should be designated to attend this meeting.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the delegation of Mr. Berkey and Mr. McPherson to represent the Board at the meeting of Association of Governing Boards.
Approval of payment of hospital & doctor bills for Chester Aubuchon.

Fees for Robert Tingley to be waived for 3 yrs. & 1 term.

Opinion from A.G. re: moving of Camp from Gaylord

Request from Matthew Campbell for reimbursement of hospital & doctor bills

Communication from Miss Vaughn

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve items 20, 21, 22, 23, denying the request in item 25.

The meeting adjourned at 2:45 P.M.

President

Secretary