Minutes of the Meeting of the State Board of Agriculture
December 19, 1935

Present: Messrs. Brody (Chairman) Berkey, Deane, Downing, Halstead, Mrs. Wilson; Mr. Elliott, superintendent of public instruction; President Shaw and Secretary Hannah.

Absent: No one.

The meeting was called to order at 9:45 A.M.

The minutes of the previous meeting were approved, having been forwarded to the Board members.

Resignations

1. Resignation of Mr. W. H. Golden, Instructor in English, effective December 31, 1935. (The English Department is authorized to employ a substitute for the balance of the year at a salary of not to exceed $1200.00).

2. Resignation of Mr. R. H. Westveld, Associate Professor and Research Associate in Forestry, effective January 1, 1936.

3. Resignation of Mr. W. A. Murray, Associate Professor of Electrical Engineering, effective January 1, 1936.

4. Resignation of Mr. C. Perlman, Instructor in Entomology, effective December 31, 1935.

5. Resignation of Mr. A. J. Patch, Assistant Extension Editor, effective January 1, 1936.

6. Resignation of Miss Sylva Vierson, Assistant State Club Leader, effective December 31, 1935.

7. Resignation of Mr. Ralph K. Morrish, Extension Specialist in Farm Crops, effective December 31, 1935.

8. Resignation of Mr. A. J. Patch, Assistant Extension Editor, effective January 1, 1936.


10. Resignation of Mrs. Estelle Bleloch, College Health Service nurse, effective December 31, 1935.


12. Resignation of Mrs. H. Taylor, stenographer in the Department of Animal Pathology, effective December 31, 1935.

On motion of Mr. Halstead, seconded by Mr. Daane, it was voted to accept the above resignations.

Leaves

1. Recommendation that Mr. Theodore Roethke, Instructor in English, be granted leave without pay for the period December 1, 1935 to September 1, 1936. Further recommendation that a substitute be employed for the balance of the present school year at a salary not to exceed $1200.00 for the period.

2. Request of Dr. Irma Gross, Associate Professor and Research Assistant in Home Management, for grant of leave without pay from January 1, 1936 to June 30, 1936.

On motion of Mr. Deane, seconded by Mr. Downing, it was voted to approve the two leaves of absence.

Appointments

1. Appointment of Mr. William J. Baker as Associate Professor of Forestry, replacing partially Messrs. Newins and Westveld (both resigned) at a salary of $2000.00 per year, effective January 1, 1936. The appointment is to be on a twelve months’ basis, with additional remuneration for summer school service when necessary.

2. Appointment of Mr. Walter A. Hedrich as Instructor in Electrical Engineering replacing Mr. W. A. Murray (resigned) at a salary of $2000.00 per year, effective January 1, 1936.

3. Transfer of Mr. George Tenor from the position of Extension Specialist and Research Assistant to that of Extension Specialist in Farm Crops, replacing Mr. Morrish (resigned) at a salary of $2500.00 per year, effective January 1, 1936.
APPOINTMENTS, continued

4. Appointment of Dr. Carter W. Harrison as Research Associate and Extension Specialist in Farm Crops, replacing Mr. Venner (transferred above) at a salary of $2700.00 per year, effective January 1, 1956.

5. Transfer of Miss Ulma Bird from the position of Assistant State Club Leader at Marquette to the same position with headquarters at the College, replacing Miss Vixson (resigned). Appointment is to be effective January 1st with an increase in salary from $2100.00 to $2600.00 per year; Miss Vixson's salary has been $2700.00.

6. Transfer of Miss Beatrice Doyle from the position of County Club Agent for Chippewa County to that of Assistant State Club Leader at Marquette, replacing Miss Bird (transferred above) at a salary of $2300.00 per year, effective January 1, 1956.

7. Appointment of Mr. Carlton S. Garrison as half-time graduate assistant in Farm Crops, replacing Mr. Watkins (resigned) for the balance of the present year, effective December 16, 1955.

8. Appointment of Mrs. Ardath Knepp as Health Service night nurse, replacing Mrs. Severens (resigned), effective January 1, 1956. Appointment is to be at the same salary, $1240.00 per year plus board and laundry.

9. Temporary appointment of Miss Margaret Bohn as stenographer in the Department of Horticulture for the month of December only, replacing Mrs. Trenchel (resigned) at the rate of $90.00 per month.

10. Appointment of Miss Elle Thomas as Information Clerk, Registrar's Office, replacing Mrs. LeDole (resigned) at a salary of $1140.00 per year, effective January 1, 1956.

11. Transfer of Mrs. Minnie Faye from the position of Clerk, Registrar's Office, to that of Assistant Recorder, effective January 1, 1956, with an increase in salary from that of $1080.00 to $1200.00 per year.

12. Appointment of Miss Velda Est as Clerk, Registrar's Office, at a salary of $840.00 per year, effective January 1, 1956. This is an additional position made necessary by increased enrollment work.

13. Appointment of Miss Marian McLean as stenographer in the Department of Animal Pathology, replacing Mrs. Taylor (resigned) on the same salary basis: one-half ($400.00 per month) to be paid from Abortion Test Funds, and one-half by the State Department of Agriculture, appointment to be effective as of December 1, 1955.

14. Appointment of Miss Ruth Lindquist as Assistant Professor of Home Management and Child Development at a salary of $1600.00 plus room for the period January 1st to June 30th. Miss Lindquist replaces Dr. Gross (resigned above).

15. Transfer of Mr. N. M. Avery from the position of County Club Agent, Saginaw County, to that of Assistant State Club Leader, replacing Mr. G. A. Thorpe (resigned) at a salary of $2600.00 per year, effective January 1st.

16. Appointment of Mr. H. C. Scheidenhelm as Instructor and Extension Specialist in Dairy Husbandry effective January 1, 1956 at a salary of $2800.00 per year (equal division of salary between college and Bankhead-Jones). Mr. Scheidenhelm replaces Mr. L. Y. Lamb, Instructor in Dairy Husbandry, who resigned November lst.

17. Appointment of Mr. H. M. Cleson as special Instructor in Economics for the winter and spring terms at a salary of $850.00 per term (to be paid in six equal installments, beginning January 31, 1955). Mr. Cleson will take the class as taught by Dr. Thrun, who is now on leave.

18. Continuance of the appointment of Mr. George Alderton to handle athletic publicity for the period January 1st to September 1, 1956 at $1200.00. This carries with it the recommendation for the allocation of $300.00 to cover purchases of necessary materials.

19. Appointment of Mr. E. S. Weisner as Extension Specialist in Poultry Husbandry (Poultry Diseases), effective as of December 15, on a two-thirds time basis, with one-third of his time free for work on his D.V.M. degree. Mr. Weisner's salary on this basis will be $2000.00 per year.

20. Appointment of Mr. G. F. Gray as Research Assistant in Horticulture, replacing Dr. N. L. Pickett (now on leave) for the period January 1st to November 15, 1956 at the salary rate of $2000.00 per year.

On motion of Mr. Deane, seconded by Mr. Brody, it was voted to approve the appointments.

Additions to staff requested because of increased enrollments:

21. Temporary appointment of Miss Ruth Smith as full-time Instructor in Textiles, Clothing and Related Arts for the period January 1st to June 30th, 1956, at a salary of $1200.00 for the six months. This item was referred to the President, Secretary and Comptroller at the November 9th Board meeting: It is not recommended.

22. Change in the status of Mr. Buford Grigsby, half-time graduate assistant in Botany, to that of full-time instructor for the period January 1, 1956 to June 30, 1956, at a salary of $150.00 per month.
December 19, 1955

APPOINTMENTS, continued

Additions to staff requested because of increased enrollments:

23. Appointment of Dr. H. C. Abbott as half-time Instructor in Botany for the period January 1, 1956 to March 31, 1956, at the rate of $60.00 per month. Dr. Abbott has been employed during the fall term on a part-time basis at $50.00 per month.

24. Appointment of Mr. Herbert Ohmen as half-time assistant in Chemistry (quantitative analysis) for the winter term, at the rate of $60.00 per month. Mr. Ohmen was on a part-time basis at $50.00 per month during the fall term.

25. Appointment of Mr. Keith Crane as quarter-time assistant in Chemistry (biological) for the winter term, at the rate of $60.00 per month.

26. Change in the status of Mr. W. M. Rice, part-time Instructor in Economics, to full-time for the period January 1, 1956 to June 30, 1956, with an increase in salary from $75.00 to $150.00 per month.

27. Appointment of a part-time laboratory assistant in accounting, Department of Economics, for the period January 1, 1956 to April 1, 1956, at the rate of $75.00 per month.

28. Appointment of an additional Instructor in Speech for the winter and spring terms at a salary of $1000.00 per semester.

On motion of Mr. Byrood, seconded by Mr. Helsted, it was voted to approve the additions to staff because of increased enrollments.

Extension Service appointments under Ben-Jones fund:

29. Mr. William F. Johnston as State Discussion Group Leader for the period January 1, 1956 to June 30, 1956, at a salary rate of $2000.00 per year. Mr. Johnston has held the position of Agricultural Agent for VanBuren County.

On motion of Mr. Berkey, seconded by Mr. Wilson, it was voted to approve the appointment of Mr. Johnston for a six-month period.

30. Miss Grace Mitchell as District Home Demonstration Agent for Hills and Berrien counties, with appointment effective January 1, 1956 at a salary of $2000.00 per year.

31. Mrs. Grace A. VanderZalk as Home Demonstration Agent for Ottawa County, effective January 1, 1956 at the salary of $1800.00 per year.

32. Mrs. Bartelle Russell as Home Demonstration Agent for Osceola County, effective January 1, 1956 at $1800.00 per year.

33. Miss Eleanor Densmore as District Home Demonstration Agent for Cass, VanBuren, Berrien and St. Joseph counties at a salary of $2300.00 per year, effective December 13, 1955.

34. Miss Anna Tinkham as Home Demonstration Agent in either Genesee or Kent counties, effective January 1, 1956, at the salary of $2000.00 per year.

35. Miss Catherine Halt on as Home Demonstration Agent for Calhoun County, effective January 1, 1956 at $1800.00 per year.

36. Miss Marion Moore as District Home Demonstration Agent for Berrien, VanBuren, Leelanau and Grand Traverse counties, effective January 1 at a salary of $2000.00 per year.

37. Miss Alice Hartwell as District Home Demonstration Agent for Muskegon, Montmorency, Crawford, Oscoda, and Presque Isle counties, effective January 1 at a salary of $2000.00 per year.

38. Miss Ruth Fritsche as District Home Demonstration Agent for Tuscola, Ionia, and Huron counties, effective January 1 at a salary of $1800.00 per year.

39. Temporary appointment of Mr. Ralph H. Loomis as Extension Specialist in Farm Management for the period December 20, 1955 to June 30, 1956, at the rate of $1200.00 per month.

40. Transfer of Miss Alice Beter from the position of County Club Agent of Calhoun County to that of Assistant State Club Leader, effective January 1 at a salary of $2300.00 per year.

41. Mr. Louis W. Kerr as District Club Agent, effective January 1 at a salary of $2000.00 per year.

42. Mr. Orville T. Falker as District Club Agent, effective January 1 at a salary of $2400.00 per year.

43. Mr. Clarence S. Faint as District Club Agent, effective January 1 at a salary of $2400.00 per year.

44. Mr. Victor C. Bell as District Club Agent, effective January 1 at a salary of $2400.00 per year.

45. Miss Marjorie Wilborn as stenographer in the State Club Office, effective January 1 at a salary of $1350.00 per year.
December 19, 1955

APPOINTMENTS, continued
Extension Service appointments under Bankhead-Jones funds, continued.

46. Mr. Olin L. Leppard as District Club Agent for Midland, Gratiot and Isabella Counties, effective January 1st at a salary of $1900.00 per year.

47. Mr. Milton L. Finley as County Agricultural Agent for Iosco County, effective January 1st at a salary of $2200.00 per year.

On motion of Mr. Finley, seconded by Mr. Berkey, it was voted to approve the Extension Service appointments under Bankhead-Jones funds.

TRAVEL

1. Mileage on one car to Cincinnati and return, so that members of the Department of Modern Languages may attend Modern Language Association meetings during the Christmas holidays. ($250.00 allowed).

2. Mileage on one car to St. Louis, Missouri, and return for members of the Physics Department staff attending meetings of the American Physical Society, December 31st to January 2nd. ($50.00 allowed).

3. Mileage on one car to St. Louis and return for Farm Crops Department members who wish to attend meetings of the American Association for the Advancement of Science during the holidays. ($50.00 allowed).

4. Mileage on one car to St. Louis and return for Botany Department staff members who wish to attend American Association for the Advancement of Science meetings. Mileage is requested if three or more members of the staff go; if only one is able to, railroad and pullman fare (approximately $85.00) is asked. ($50.00 allowed).

5. Mileage on one car to St. Louis, so that members of the Entomology Department may attend American Association of Economic Entomologists meetings, December 30th to January 2nd. One-half of expense is to be charged to departmental funds, one-half to extension funds. ($50.00 allowed).

6. Mileage on two cars to St. Louis and return so that members of the Sections of Botany and Entomology, Experiment Station, may attend meetings of the American Association for the Advancement of Science. Expenses are to be charged to the respective budgets. ($50.00 allowed).

7. Railroad and pullman fare to New York City and return for Professor E. R. Hill, so that he may attend meetings of the American Farm Economics Association, December 27th to 29th. (Mileage only allowed).

8. Full expenses to New York City and return, so that the following people may attend meetings of the National Collegiate Athletic Association, American Football Coaches' Association, etc., during the Christmas holidays:

   Dr. R. C. Huston
   C. W. Bachman
   R. H. Young

9. Railroad and pullman fare to St. Louis and return for Dr. H. R. Hunt, so that he may attend American Association for the Advancement of Science meetings during the Christmas holidays. (Mileage only allowed).

10. Railroad and pullman fare to New York City and return for Mr. E. G. Bergquist, so that he may attend meetings of the American Farm Economics Association, December 27th to 29th. (Mileage only allowed).

11. Full expenses to New York City and return for Dean L. C. Smales, who is to speak on the Association of American Colleges program January 16th.

12. See below.

13. Railroad fare to Chicago and return for one member of the Speech Department, so that he may attend holiday meetings of the National Association of Teachers of Speech. (Mileage only allowed).

14. Railroad fare to St. Louis, Missouri, and return for one member of the Mathematics Department, so that he may attend holiday meetings of the American Mathematical Society.

15. Railroad fare to Chattanooga, Tennessee and return for one member of the History Department, so that he may attend meetings of the American Association of Teachers of History during the holidays.

16. Railroad fare to New York City and return so that one member of the Sociology Department may attend holiday meetings of the American Sociological Society.

17. Railroad fare to New York City and return so that one member of the Economics Department may attend holiday meetings of the American Economic Society.

18. Railroad fare only to Cleveland and return for Professor E. A. Finney, so that he may attend American Road Builders Association meetings January 21st.

19. Railroad fare to Cincinnati and return for two members of the English Department, so that they may attend meetings of the Modern Language Association during the Christmas holidays. (Mileage for only one allowed.)
Travel

TRAVEL, continued

19. Full expenses to Chicago and return for Professor L. C. Miller, so that he may attend a meeting of the Commission on the Use of Michigan Coal, of which he is a College-appointed member.

20. Full expenses to Philadelphia and return for Professor Richards, so that he may attend meetings of the National Association of Schools of Music December 50th and 51st.

21. Recommendation of Director Gardner for the allowance of one day's maintenance expenses for Messrs. Fisk, Veasey, Miller, Green, Emery, and Friend, who stayed over in Chicago from other meetings to attend a Department of Agriculture conference called on December 8th. Expenses are to be charged to the respective Experiment Station sections.

22. Full expenses to Chicago and return for Professor E. S. Mill, who was asked to attend the conference mentioned in item 20.

23. Recommendation for an allowance of $30.00 toward the expenses of Dr. W. D. Pirnie, who attended the North Central States Game Conference at Urbana, Illinois, December 50th and 51st.

24. Recommendation for an allowance of the expenses of Dr. W. S. Patton and Dr. R. V. Gunn, who attended a meeting of the American Institute of Cooperation on December 6th. Expenses are to be charged to Extension funds.

25. Request for an allowance of $27.50 to Indianapolis for Dr. W. L. Mallmann, who attended a conference of bacteriologists, pathologists, and allied workers on November 15th.

26. Railroad and Pullman fare to New York City and return for Dr. F. W. Fabian, so that he may attend holiday meetings of the Society of American Bacteriologists. Expenses are to be charged to Grasselli Funds.

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

MISCELLANEOUS

2. Recommendation of Director Gardner for the following changes in the fiscal setup of the Experiment Station for the balance of the year, made necessary by the acquisition of $16,477.80 in Bankhead-Jones funds:

a. Transfer of the following portions of salaries:

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
<th>Transfer From</th>
<th>Transfer to</th>
</tr>
</thead>
<tbody>
<tr>
<td>L. V. Turk (Soils)</td>
<td>800</td>
<td>State</td>
<td>Bankhead-Jones</td>
</tr>
<tr>
<td>C. F. Clark (Anim. Path.)</td>
<td>1200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L. E. Sholl</td>
<td>200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. T. Mallman</td>
<td>600</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opal Gilpin</td>
<td>60</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S. T. Daxter (Pern Crops)</td>
<td>1200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. F. Hufferen (Forestry)</td>
<td>1000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. S. Lucas</td>
<td>1200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Taylor</td>
<td>630</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. Beebe</td>
<td>500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. J. Miller (Agr. Chem.)</td>
<td>480</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. B. Wilts</td>
<td>630</td>
<td></td>
<td></td>
</tr>
<tr>
<td>L. Butler</td>
<td>630</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V. Blankenburg</td>
<td>150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>J. R. Huncle (Botany)</td>
<td>200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>R. P. Lipherd</td>
<td>150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. F. Knighett</td>
<td>200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>J. C. Bradford (Hort)</td>
<td>1000</td>
<td>Hatch</td>
<td></td>
</tr>
<tr>
<td>C. H. Mehoney</td>
<td>1000</td>
<td>State</td>
<td>Hatch</td>
</tr>
<tr>
<td>C. R. Spoursy (Soils)</td>
<td>700</td>
<td>Purnell</td>
<td>Bankhead-Jones</td>
</tr>
</tbody>
</table>

b. Pay $600 of the salary of J. F. Davis (Soils) and $600.00 of that of A. L. Tombridge (Soils) from Purnell Funds.

c. Re-allocate the $10,200.00 State funds released in (a) above to the operating budgets of the several sections and subsections of the Experiment Station as follows:

<table>
<thead>
<tr>
<th>Section</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Engineering</td>
<td>$400.00</td>
</tr>
<tr>
<td>Animal Husbandry</td>
<td>$1000.00</td>
</tr>
<tr>
<td>Animal Pathology</td>
<td>$600.00</td>
</tr>
<tr>
<td>Bacteriology</td>
<td>$1000.00</td>
</tr>
<tr>
<td>Botany</td>
<td>$500.00</td>
</tr>
<tr>
<td>Home Economics</td>
<td>$600.00</td>
</tr>
<tr>
<td>Horticulture</td>
<td>$600.00</td>
</tr>
<tr>
<td>Plant Physiology</td>
<td>$650.00</td>
</tr>
<tr>
<td>Plant Pathology</td>
<td>$850.00</td>
</tr>
</tbody>
</table>

(continued)
December 19, 1935

MISCELLANEOUS, continued

1. Changes in fiscal set-up of Experiment Station (continued):

c. Re-allocation of State funds released to operating budgets of sections and substations as follows (continued):

<table>
<thead>
<tr>
<th>Section</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soils</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>Graham Station</td>
<td>500.00</td>
</tr>
<tr>
<td>Lake City Station</td>
<td>500.00</td>
</tr>
<tr>
<td>Director's Office</td>
<td>400.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,000.00</strong></td>
</tr>
</tbody>
</table>

d. Allot Bankhead-Jones funds to the operating budgets of the following sections of the Station:

<table>
<thead>
<tr>
<th>Section</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Farm Crops</td>
<td>($1000.00)</td>
</tr>
<tr>
<td>Horticulture</td>
<td>500.00</td>
</tr>
<tr>
<td>Soils</td>
<td>500.00</td>
</tr>
</tbody>
</table>

On motion of Mr. Daene, seconded by Mr. Brody, it was voted to approve a, b, c and d under 1.

2. Recommendation of Director Gardner for the acceptance of funds $1200.00 from the Grasselli Chemical Company of Cleveland to complete specific research work by the Bacteriology Section of the Experiment Station, as stipulated in agreement on file.

On motion of Mr. Downing, seconded by Mr. Daene, it was voted to defer the above item for further investigation and report at the January meeting.

3. Recommendation of Director Gardner for the acceptance of a fund of $400.00 from the Upjohn Company of Kalamazoo, Michigan, for research work on bacteriophage by the Bacteriology Section.

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

4. Recommendation of Dean Anthony for an increase in the salary of Mr. Gifford Patch Extension Specialist, in Economics, from $3185.00 to $3500.00 per year, effective as of December 1st.

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

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

5. Recommendation that diplomas be granted to those candidates for graduation and for advanced degrees who shall have completed requirements at the end of the fall term, according to the Registrar's records, as follows:

<table>
<thead>
<tr>
<th>Division</th>
<th>Degree</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division of Agriculture</td>
<td>Bachelor of Science</td>
<td>Frank J. Veydik</td>
</tr>
<tr>
<td>Division of Applied Science</td>
<td>Bachelor of Science</td>
<td>Albert H. Beker</td>
</tr>
<tr>
<td>Division of Forestry and Plant</td>
<td>Bachelor of Science</td>
<td>Daniel LeVern Prendergast</td>
</tr>
<tr>
<td>Division of Home Economics</td>
<td>Bachelor of Science</td>
<td>Thelma Hoke</td>
</tr>
<tr>
<td>Division of Veterinary Science</td>
<td>Doctor of Veterinary Medicine</td>
<td>Woodrow A. Deppes</td>
</tr>
<tr>
<td>Division of Engineering</td>
<td>Bachelor of Science</td>
<td>E. H. Weeks</td>
</tr>
<tr>
<td>Division of Liberal Arts</td>
<td>Bachelor of Science</td>
<td>Lawrence Howard Back</td>
</tr>
<tr>
<td>Division of Music</td>
<td>Bachelor of Science</td>
<td>Audrey Lowe Osterhout</td>
</tr>
<tr>
<td>Division of Physical Science</td>
<td>Bachelor of Science</td>
<td>Edward Alvin Fink</td>
</tr>
<tr>
<td>Division of Public Administration</td>
<td>Bachelor of Science</td>
<td>E. H. Weeks</td>
</tr>
<tr>
<td>Division of Science</td>
<td>Bachelor of Science</td>
<td>Emanuel Leonard Fink</td>
</tr>
<tr>
<td>Division of University Studies</td>
<td>Bachelor of Science</td>
<td>Howard Franklin Shott</td>
</tr>
<tr>
<td>Division of Physics</td>
<td>Bachelor of Science</td>
<td>Walter J. Ehrlich</td>
</tr>
</tbody>
</table>

Received at close of fall term.
6. Recommendation of Dr. Austin that school equipment now at the Haslett school and in
inventory (1918) at $481.33, be turned over to the Haslett Board of Education for
consideration of $100.00. Equipment was in use in Haslett before teacher training work
was transferred to Okemos some years ago.

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

7. Request of Dean Huston for the addition of $100.00 to the Zoology Department maintenance
budget, to pay for extra student help needed because of greater enrollment.

Further, request of Dean Huston for addition of $460.00 to the Physiology Department
maintenance budget, to pay for additional help needed. These two items were referred to
the President, Secretary, and Comptroller at the November 9th Board meeting; they are
now recommended.

On motion of Mr. Berkey, seconded by Mr. Welstead, it was voted to approve item 7.

8. Request of Director Gardner for the allotment of $310.00 to the Orchard Station budget,
to take care of commercial storage costs for fruit. Four to five hundred dollars above
the usual income plus this expense will be realized from its sale when market conditions
are favorable.

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

was injured while at work:

- Operation and anesthetic (Dr. Randall) $360.00
- Speraw Hospital $27.80
- College Hospital $26.80
- $414.60

On motion of Mr. Berkey, seconded by Mr. Welstead, it was voted to approve the above items,
funds to be drawn from the B. & G. budget.

Press Association requested to banquets at College.

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

10. Recommendation that the Board extend its usual invitation to the Michigan Press Association
to hold its annual meetings on the campus and to attend a dinner given at college expense.

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

11. Presentation of 1956 football schedule for Board approval.

On motion of Mr. Deneen, seconded by Mr. Brody, it was voted to approve the 1956 football
schedule.

Resolutions recommending the Manistee national forest be named for Charles Garfield, deceased.

On motion of Mr. Berkey, seconded by Mr. Welstead, it was voted unanimously that the State
Board of Agriculture upon Senator Vanderberg and other members of the Michigan delegation
in Congress desire that the Manistee National Forest in honor of Charles T. Garfield, distinguished alumnus of Michigan State College. Mr. Deneen was asked to prepare
the necessary resolutions and present them to the Congressional delegation.

(Resolutions on file).

13. Communication from C. Fred Schneider relative to the proposal fostered by the Alumni
association in naming the new national forest in western Michigan after Charles T.
Garfield, deceased.

On motion of Mr. Berkey, seconded by Mr. Welstead, it was voted unanimously that the State
Board of Agriculture upon Senator Vanderberg and other members of the Michigan delegation
in Congress desire that the Manistee National Forest in honor of Charles T. Garfield, distinguished alumnus of Michigan State College. Mr. Deneen was asked to prepare
the necessary resolutions and present them to the Congressional delegation.

(Resolutions on file).

14. Recommendation that the Board extend its usual invitation to the Michigan Press Association
to hold its annual meetings on the campus and to attend a dinner given at college expense.

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

15. Recommendation that the salary of Coach Charles F. enuttinc

On motion of Mr. Welstead, it was voted to approve the above recommendation.


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

17. Accrual from the Controller that an indemnity agreement with the Bankers Trust Company, in-
volving $446.17, be signed.

On motion of Mr. Berkey, seconded by Mr. Welstead, it was voted to approve the above request.
MISCELLANEOUS, continued

18. Dean R. C. Huston makes the following recommendations in regard to work done under the Vitamin Assay project:

1. That it be handled as a department project with copies of all invoices going to the Accounting Office and all checks being received and disbursed from that office.

2. That Dr. C. A. Hopport be given an increase in salary from $3165.00 to $3465.00, effective January 1, 1956. (This recommendation is based upon the fact that Dr. Hopport is one of the key men deserving of an increase in salary at the first opportunity and in recognition of the added burden of supervising the laboratory of the Vitamin Assay project.)

On motion of Mr. Deane, seconded by Mr. Berkey, it was voted to leave the above matter to the President, after discussion with the Administrative Council.

PRESIDENT’S REPORTS

1. Approval of the appointment of Dr. Clariz J. Penshin as Assistant Professor of Forestry, effective December 15th at a salary of $2400 per year. Appointment is to be on a twelve-months' basis, with additional reimbursement for any summer school work required. Dr. Penshin replaces partially Messrs. Binns and Festveld (resigned).

2. Approval of the appointment of Dr. R. D. Anthony as Professor of Pomology and Research Associate in Horticulture for the period beginning January 1, 1956 and ending March 31, 1956, at a salary of $550.00 per month. Dr. Anthony replaces Dr. R. E. Liarshell, who is now on leave.

3. Appointment of Professor A. A. Appling as Professor of Journalism and Head of the Department of Publications and Journalism, effective January 1, 1956 at a salary of $5750 per year. Professor Appling replaces Professor A. H. Nelson, who died this fall.


5. Delegation of Professor C. W. Chamberlain to represent the College at the inauguration of President H. G. James at Ohio University, Athens.

6. Authorization of complete expenses from Washington, D. C., to New York and return to East Lansing for Dean Marie Dye, who will interview candidates for positions in New York following meetings in Washington which she is attending at her own expense.

7. Allowance of full expenses to Chicago and return for Dr. George Amundson, who attended meetings of the American Society of Agricultural Engineers December 4th and 6th. Expenses were charged to Extension funds.

8. Allowance of full expenses to Chicago and return for Mr. Walter Southworth, who was in charge of the College colt exhibit at the International; expenses are to be charged to the Farmers' Week Exhibits budget.

9. Allowance of full expenses to Chicago and return for Mr. Ray Heydrick, who was in charge of Short Course students attending the International; expenses are to be charged to Short Course funds.

10. Approval of an allowance of approximately $20.00 on expenses to New York City and return for Mr. G. O. Stewart, so that he might attend meetings of the American Alumni Council, December 8 and 9.

11. Travel authorization to Washington and return was granted Mr. H. A. Berg, in company with others, at the November Board meeting. An additional allowance of mileage to Detroit and return and of railroad and Pullman fare from Detroit to Washington was necessary and was allowed, since he was called for an earlier Extension conference.

12. Approval of Athletic Association labor payrolls totalling $450.10 and covering services of thirty-one staff members at athletic events during the fall term.

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

PRESIDENT’S REPORTS — 2

1. Report of the committee (Secretary Hannah and Dean Anthony) appointed at the November Board meeting to investigate a request received from dairy farmers that the College pay the cost of milk production plus cartage to the Creamery. (Report on file in Secretary's Office).

Report accepted.

2. Report of the committee (President Shaw, Secretary Hannah, Comptroller Wilkins, Fern Anthony and Director Gardner) appointed at the September Board meeting to make a study of costs of administering the extension program with the idea of making charges for administration costs. The report indicates that approximately $19,000 per year in items charged to the college budget were not charged to the Extension Division and being paid for out of Hannah-Jones funds.

On motion of Mr. Brody, seconded by Mr. Downey, it was voted to accept the report of the committee.
Furniture & simple drapes to be purchased for social room in Wells Hall.

$20,000 to be made available for TVA project on Union

Overdraft on #28-25 to be charged to J.H. job and B. & O. Maintenance.

Increase in Mr. Grover's salary.

No action on electrical service to Forestry Cabin.

College to contribute $2,000 to $6,000 to Short Course Dormitory.

Bellroom lobby to be furnished.

1. Dean Mitchell recommends and the Dormitory Committee approves the recommendation that between $576.00 and $800.00 be spent in purchasing furniture and simple drapes for the social room in Wells Hall.

2. The TVA project on the Union Building does not include the hotel rooms on the second and third floors or any work on the fourth floor. The work of buildings and grounds employees and all of the material was purchased against the original TVA job order. Approximately $13,000 was charged against the job order that was not contemplated in the original TVA contract. The TVA people contend that we make full contribution as pledged in the original application. This requires the setting over of an additional amount to this project. It is suggested that $8,200 be made available for this project and in order to do this that the $27,574.20 originally set up for the Chemical Engineering Building be returned to the Rehabilitation Fund and the $8,200 necessary for the Union job be taken from the replenished Rehabilitation Fund.

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

3. The completed "TVA Project #8-28 has set aside for its completion $774.00. Then completed the total cost was $863.00. Enough six-inch cast iron pipe was selected to run the water main to Wells Hall for the Sprinkler System. It is recommended that $180.00 of the overdraft be charged against the Wells Hall Job and the remaining $66.00 be charged against plumbing and maintenance, #1629-1.

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

4. The "TVA Dem Project #5-4, our number 803 is completed. The original project called for our contribution of $1117.55. There is an overdraft of $268.20. Mr. Davenport estimates for an appropriation to cover this. It is recommended that the overdraft be charged to Buildings and Grounds Maintenance, #2740-7, with the understanding that if at the end of the year it becomes necessary to supplement this budget, the water be reconsidered.

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

5. No action on charges in transformers, etc.

6. The addition to the Dairy Research Barn and the addition to the Multichip Shop and the overhauled electrical lines already running to the farm buildings require many changes in transformers, lines, etc. Mr. Davenport estimates the cost of these electrical changes at $3275.00.

On motion of Mr. Wilson, seconded by Mr. Deane, it was voted to defer action on the above item.

7. The Federal Radio Commission has approved a change in wave length from 1040 to 850, effective January 14th. Mr. Schermer, chairman of the Radio Committee, recommends the purchase of the necessary equipment for the change - total cost, $1150.00. It is recommended that this be taken from the general fund.

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

8. Mr. Davenport also suggests that due to the increased period in which the station will operate (8 hours a day instead of 6 hours a day) that Mr. Grover should have his salary increased $10.00 per month effective January 1st. His present salary is $1800.00 per year.

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

9. The Forestry Cabin has been completed with TVA help except for electrical service. Mr. Davenport estimates the cost of electrical service to this building at $400.00. $200.00 is recommended.

On motion of Mr. Brody, seconded by Mr. Dowling, it was voted to defer action on the above item.

10. The Forestry Committee recommends the furnishing of the bellroom lobby in the Union building so as to make this area available for winter term student activities.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the above item, with the understanding that the president is authorized to authorize for the Board the contribution of from $2500 to $3500 for the completion of this project.

The meeting adjourned at 3:50 P.M.

P. J. Shaw
President

John A. K. Lamers
Secretary