MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
December 20, 1945

Present: Mr. Berkey (Chairman); Messrs. Akers, Armstrong; Mueller; Miss Jones; President Hannah, Treasurer Wilkins; and Secretary McDonal.

Absent: Mr. Brody; Dr. Elliott

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

The minutes of the regular meeting on November 8 and the special meeting on November 29 were approved.

PRESIDENT’S REPORT

Resignations and Appointments

1. Resignation of Pauline Clune as stenographer in the Department of Physics and Astronomy, effective November 15, 1945. Miss Clune is planning to enroll as a student.

2. Resignation of Ione L. O’Connor as secretary-librarian in the Art Department, effective November 27, 1945. Mrs. O’Connor’s husband has returned from overseas.

3. Appointment of Vera G. Morse as secretary-librarian in the Art Department at a salary of $1800 per year, effective November 23, 1945, to replace Ione O’Connor.

4. Appointment of Mrs. Jean Dobrick as stenographer in the Office of the Board of Examiners and Counseling at a salary of $1600 per year, effective November 12, 1945. Mrs. Dobrick will replace Frances Erickson.

5. Appointment of Mrs. Mary Jane Hoag as dietitian at Mason-Abbot Hall at a salary of $2600 per year, effective November 20, 1945, to replace Elizabeth Whittle.

6. Reinstatement of Paul Rumpa as Chief Accountant in the Comptroller’s Office at a salary of $3,000 per year, effective November 14, 1945. Mr. Rumpa has been on military leave since October 31, 1940. He will replace Rodney Whiting who has resigned.

7. Reinstatement of James H. Husted as Assistant Professor of Forestry at a salary of $2900 per year, effective November 26, 1945. Mr. Husted has been on military leave since October 1, 1942.

Travel

1. Full expenses for Dean L. C. Emmons to visit Northwestern University, the University of Illinois, the University of Indiana, Ohio State University, and Purdue University on November 11-14.

2. Full expenses for Peter I. Tack to visit the Owens-Illinois Glass Company in Toledo, Ohio, on November 13 and 14, for the purpose of securing information on the processing and packaging of fish; expenses to be paid from Experiment Station funds.

3. Full expenses for W. E. Libby to go to Dayton, Ohio, on November 15 to arrange for distribution of surplus government property.

4. First-class railway mileage for Herbert Weissinger to attend a meeting of the National Council of the Teachers of English in Minneapolis November 22-24.

5. First-class railway fare for L. C. Price to attend the annual meeting of the American Society of Mechanical Engineers in New York City on November 26 to December 1.

6. Full expenses for C. W. Campbell to attend the National Teachers Placement meeting in Chicago on November 20 and December 1.

7. Full expenses for W. L. Treaster to attend the annual meeting of the American Agricultural Editors Association in Chicago on December 3, payable from Extension funds.

8. Full expenses for C. N. McCrary to attend the meeting of the American Society of Farm Managers in Chicago on December 3 and 4.

9. Full expenses for H. J. Nygarden to attend the Annual Outlook Conference in Washington on December 3-7, with expenses paid from Experiment Station funds.

10. Full expenses for J. W. Stack to attend the Midwest Museums Conference of the American Association of Museums in Cleveland, Ohio, on December 6-8.

11. Full expenses for N. W. Kerbawy to attend the annual meeting of the Western Conference in Chicago on December 6-8.
2. Resolution, continued:

saved to the Board in said construction from the estimated cost as fixed by the architect and agreed to by the officers of this Board, with an additional bonus of one-fourth of one per cent (1/4 of 1%) per week for completion of said buildings prior to January 1, 1947, said contract to be approved by the officers and the attorney for this Board; and

BE IT FURTHER RESOLVED, that the officers of this Board be authorized and empowered to employ as the Agent of this Board, Reniger Brothers Construction Company of Lansing, Michigan, to supervise and direct the work in the construction of the Men's Dormitory, and to pay for such services so rendered the sum of Eighty-Five Thousand Dollars ($85,000.00), with the provision in the contract that the Agent will receive an additional fee of twenty-five per cent (25%) of all sums saved to the Board in said construction from the estimated cost as fixed by the architect and agreed to by the officers of this Board, with an additional bonus of one-fourth of one per cent (1/4 of 1%) per week for completion of said building prior to January 1, 1947, said contract to be approved by the officers and the attorney for this Board; and

BE IT FURTHER RESOLVED, that the officers of this Board are authorized and empowered to execute and enter into such contracts, agreements and documents as may be necessary to carry out the foregoing authorizations; and

WHEREAS, it appears to this Board that it will be necessary to arrange temporary financing for the payment of the materials, labor and construction costs of said buildings and to use unallocated funds now in the hands of the Treasury until such time as said buildings have been completed and the funds now held by the Ann Arbor Trust Company, as Trustee, pursuant to a Trust Agreement dated August 15, 1945, are available to be applied in payment of such costs in accordance with the terms of said Trust Agreement:

THEREFORE, BE IT RESOLVED that the Treasurer and the officers of this Board are authorized and empowered to use any of the unallocated funds of this Board for the aforesaid purpose; and

BE IT FURTHER RESOLVED, that the officers of this Board be and hereby are authorized and empowered to negotiate for and borrow from banks, individuals, or other loaning agencies, such moneys as may be required for said purpose up to Three Million Dollars ($3,000,000.00) and to execute and deliver the promissory note of the State Board of Agriculture therefor, and to pledge and use if required to repay said loan the income from dormitories now in operation by Michigan State College, subject to the pledge of said income now outstanding; the funds to be received from the Ann Arbor Trust Company, upon the completion of said buildings under the Trust Indenture of August 15, 1945, Likewise to be applied to the reduction and payment of any loans negotiated pursuant to this resolution.

3. Consideration was given as to which buildings would be undertaken at this time on the basis discussed. It was the decision of the Board that one girls' dormitory, one men's dormitory and 104 units of married students' housing should be constructed.

On motion of Mr. Armstrong, seconded by Mr. Brody, it was voted to award one contractor the construction of the boys' dormitory and the other contractor the girls' dormitory and the married students' housing.

4. Consideration was given to the construction of the foundation and basement portion of the Addition to the Administration Building in order to provide more vault storage space for the Comptroller's Office. Bids were received as follows:

- Foundations and basement complete for Administration Building Addition
  - Christian Company $61,000 (Fee $6,300)
  - Reniger Construction Co. 80,000 (Fee $7,500)

On motion of Miss Jones, seconded by Mr. Berkey, it was voted to award the contract to the low bidder, Christian Company, at a total cost not to exceed $61,000 which includes a fee of $6,300 for supervision.

5. The President raised the question of waiving the age rule for the proposed appointment of a county agent now 54 years of age. After some discussion, it was decided not to make an exception from the present policy.

The meeting adjourned at 10:30 p.m.
MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
December 20, 1945

Present: Mr. Berkey (Chairman); Messrs. Akers, Armstrong; Mueller; Miss Jones; President Hannah, Treasurer Wilkins; and Secretary McDonell.

Absent: Mr. Brody; Dr. Elliott

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2. Resignation of Ione L. O'Connor as secretary-librarian in the Art Department, effective November 27, 1945. Mrs. O'Connor's husband has returned from overseas.

3. Appointment of Vera G. Morse as secretary-librarian in the Art Department at a salary of $1800 per year, effective November 23, 1945, to replace Ione O'Connor.

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10. Full expenses for J. W. Stack to attend the Midwest Museums Conference of the American Association of Museums in Cleveland, Ohio, on December 6-8.

11. Full expenses for N. W. Kerbawy to attend the annual meeting of the Western Conference in Chicago on December 6-8.
12. First-class railway fare for F. W. Peikert to attend a meeting of the American Society of Agricultural Engineers in Chicago on December 7.

13. Full expenses for V. R. Gardner to go to Chicago on December 7 and 8 in connection with a conference being held there in dealing with farm building research.

14. Full expenses for Dean L. C. Emmons to attend a meeting of the Western Conference in Chicago on December 8.

15. Full expenses for George Amundsen to attend a meeting dealing with problems of housing in Chicago on December 8.

16. Travel expenses not to exceed $15 for F. K. Hardy to attend a meeting of the National Marketing Association at Indianapolis, Indiana, on December 19.

17. Full expenses for W. E. Libby to go to Dayton, Ohio, on December 13, to arrange for distribution of surplus government property.

18. Full expenses for Tom King to attend the annual Personnel Meeting in New York City on December 13 and 14.

19. Full expenses for A. B. Love to attend a conference in Chicago on December 14 and 15 in connection with Emergency Farm Labor programs for the coming year; expenses to be paid from Emergency Farm Labor funds.

20. Full expenses for Mathew Madnick to attend a conference of the North Central Regional Livestock Marketing research workers in Chicago on December 15 and 16.

21. Full expenses for C. C. DeWitt to attend the national meeting of the American Institute of Chemical Engineers in Chicago on December 15-19.

WISCONSIN

Award of $100 from Atlee Company.

Consumers Power memo of agreement approved.

Date resign.

Salary Marion Pease $1440

Resignations

1. Acceptance from the W. Atlee Burpee Company of an offer of an award of $100 annually to a student specializing in horticulture, especially in vegetable crops and flower growing. The Company suggests that the award be made to students at the end of the first quarter of the third college year, and that the award be made on the basis of scholarship, practical experience, and interest in research.

2. Acceptance of a grant of $800 and approval of a memorandum of agreement with the Consumers Power Company covering the establishment of a fellowship in Agricultural Engineering, effective for the period January 1 to August 31, 1946. The purpose of the fellowship is to secure additional information on electric uses and electric operation in agriculture.

3. Approval of a change in the date of the resignation of Dolores I. Bos from October 27 to October 31, 1945.

4. Correction in the salary of Marion Pease from $1320 to $1440 per year, effective November 1, 1945. Miss Pease has been paid at the rate of $1440 on the labor payroll since the 1st of July.

1. Resignation of Mrs. Verna Wessel as stenographer in Animal Pathology, effective November 30, 1945.

2. Resignation of Kathleen Fisher as stenographer in Home Economics, effective December 21, 1945. Miss Fisher is returning to her home in Muskegon.


4. Resignation of Marguerite Jackson as half-time graduate assistant in Foods and Nutrition, effective December 31, 1945.

5. Resignation of Sidney J. Rubin as half-time graduate assistant in Chemistry, effective November 30, 1945. Mr. Rubin has been inducted into the Army.

6. Report that the following half-time graduate assistants are unable to accept the appointments which were to have been effective January 1, 1946:
   Fred Maisenschein, Chemistry
   Robert C. Tompkins, Chemistry
   David K. Holmes, Physics and Astronomy


8. Resignation of Mrs. Hazel Dunn as night hostess at Mason Hall, effective December 31, 1945.

RESIGNATIONS, continued

10. Resignation of Glen Fitch as Reference Librarian, effective January 31, 1946. Mr. Fitch has accepted a position as Librarian at Hillsdale College.

11. Resignation of Richard L. Witz as Extension Specialist in Agricultural Engineering, effective November 30, 1945. Mr. Witz has accepted a position at North Dakota Agricultural College.

12. Resignation of Mrs. Alta McElroy as Home Demonstration Agent in St. Joseph County, effective December 31, 1945. Mrs. McElroy's husband has recently returned from the armed services.

13. Resignation of Mrs. Norma Hudson as Home Demonstration Agent in Branch County, effective December 31, 1945. Mrs. Hudson's husband has returned from the Navy.

14. Resignation of Mrs. Margaret Swanson as Home Demonstration Agent in Montcalm, Gratiot, and Isabella Counties, effective December 15, 1945. Mrs. Swanson's husband has returned from the Navy.

15. Resignation of Perry H. Bowser as Extension Assistant and Research Assistant in Horticulture, effective December 31, 1945. Mr. Bowser is planning to return to Texas to take over the management of a farm of which he is part-owner.

16. Resignation of William H. Tenney as Assistant Professor of Written and Spoken English, effective December 31, 1945. Mr. Tenney is returning to Massachusetts.

17. Resignation of George W. Miller as Instructor in Mechanical Engineering, effective December 31, 1945. Mr. Miller has been on military leave since May 1, 1944.

18. Resignation of Malcolm W. Williams as Instructor in Engineering Drawing, effective December 31, 1945. Mr. Williams has been on leave to work with the Warren S. Holmes Company since July 1, 1944.

19. Resignation of John A. Young as Instructor in Geology, effective December 31, 1945. Mr. Young has been on leave to work with the Sun Oil Company since July 15, 1944.

20. Resignation of Elza de Queiroga as Instructor in Foreign Languages, effective December 31, 1945. Mrs. Queiroga is returning to Brazil.

LEAVES

1. Leave of absence without pay for F. E. Reeve, Assistant Professor of Written and Spoken English in the Basic College, effective for the period from January 1 to August 31, 1946. Mr. Reeve is working as one of the editors of the Dictionary of the English Language being prepared by the World Publishing Company.

2. Leave of absence with pay for E. M. Banzet, Assistant Professor of Sociology and Anthropology, effective from November 15, 1945 to March 31, 1946. Mr. Banzet has been employed by the College since June 1926, and has requested this leave because of his health. He will return on a half-time basis and serve as a counselor during this period.

3. Leave without pay for Dr. Shih-Ian Wu, Instructor in Foreign Languages, for the period from December 1, 1945 to June 30, 1946. Dr. Wu has been requested by the Chinese government to return to China to work in connection with their relations to the Japanese government.

4. Leave of absence with pay for Mrs. Merle Byers, Associate Professor of Education, for the months of January and February 1946 in order that she may work on a syllabus in a course in education.

5. Leave of absence without pay for Dr. Hazel Hatcher, member of the Board of Examiners, for one year; the effective date to be reported later. Dr. Hatcher has been requested by the government of Chile to serve as a consultant in Home Economics education in connection with a survey of Chilean education sponsored by the U. S. Office of Education.

APPOINTMENTS

1. Appointment of Henrietta Keyes as stenographer at the Health Service at a salary of $1800 per year, effective December 1, 1945, to replace Phyllis Trevallyan who has resigned. Miss Keyes formerly worked in the Department of Physical Education, Health and Recreation for Men at a salary of $1680.

2. Appointment of Marguerite Carpenter as stenographer in the Extension's Director's Office at a salary of $1740 per year, effective January 1, 1946. Miss Carpenter will replace Mrs. Alice Skinner who resigned a year ago.

3. Appointment of Mrs. Frances Griffeth as stenographer in Economics at a salary of $1520 per year, effective January 1, 1946, and paid one-half from Experiment Station funds and one-half from Extension funds. This position has not been filled for several months.

4. Appointment of Mary M. Becker as stenographer in the Military Department at a salary of $1560 per year, effective February 1, 1946, to replace Mary Eicker who has been retired.
5. Appointment of Mrs. Dorothy R. Husted as stenographer in the Office of the Board of Examiners at a salary of $1600 per year, effective December 17, 1945. This is a new position.

6. Appointment of Ruth L. Killmaster as clerk in the Registrar's Office at a salary of $1500 per year, effective December 1, 1945, to replace Margaret Parmelee who has resigned.

7. Appointment of Arlene A. Stoutenburg as clerk in the Registrar's Office at a salary of $1600 per year, effective December 1, 1945. This is a new position.

8. Appointment of Jayne Amos Lockwood as clerk in the Registrar's Office at a salary of $1500 per year, effective January 1, 1946. This is a new position.

9. Appointment of Floy Shaw as general duty nurse at the Health Service at a salary of $1800 per year, effective January 1, 1946. Miss Shaw will replace Pauline Stephenson who resigned more than a year ago.

10. Appointment of Rolla F. Noonan as Foreman of the Electrical Division of Buildings and Utilities at a salary of $3600 per year, effective January 1, 1946. Mr. Noonan will replace Frank Mitchell who has been retired.

11. Appointment of Harold Hatt as Assistant Manager of the Union Building at a salary of $3600 per year, effective December 1, 1945, to replace Ray Lamphere who has been transferred. Mr. Hatt has been employed in the Union for several years and paid from the labor payroll.

12. Appointment of Robert Ott as patrolman on the campus Police force at a salary of $2200 per year, effective December 8, 1945. This is a new position.

13. Appointment of Mrs. Roger R. Miller as Assistant in the Library at a salary of $2100 per year, effective February 1, 1946, to replace Henrietta Alubowicz who is being promoted.

14. Report that Mrs. Trixie Lindhout is being reinstated as a cooperative house hostess, effective January 1, 1946.

15. Appointment of William A. Mann as a member of the Board of Examiners with the rank of Assistant Professor at a salary of $3500 per year, effective January 1, 1946. This is a new position.

16. Appointment of Walker Hill as a member of the Board of Examiners with the rank of Assistant Professor at a salary of $3400 per year, effective February 1, 1946. Dr. Hill will replace Hazel Hatcher during her leave.

17. Appointment of Laurence S. Cooke as a member of the Board of Examiners with the rank of Instructor at a salary of $2800 per year, effective December 24, 1945. This is a new position.

18. Appointment of Dr. Robert Bartlett as special lecturer in Effective Living in the Basic College for the fall term only at a salary of $200 for the term.

19. Appointment of John Allan Waite as Assistant Professor of Literature and Fine Arts in the Basic College at a salary of $3500 per year, effective January 1, 1946 to replace F. E. Reeve who is on leave. Mr. Waite will serve as half-time counselor.

20. Appointment of Benjamin Hickok as Instructor in Written and Spoken English in the Basic College at a salary of $2800 per year, effective January 1, 1946. This is a new position.

21. Appointment of William Shea as Instructor in Written and Spoken English at a salary of $2800 per year, effective January 1, 1946. This is a new position.

22. Appointment of Howard O. Zindel as Extension Specialist in Poultry Husbandry with the rank of Assistant Professor at a salary of $3500 per year, effective January 1, 1946, to replace O. E. Shear who is nearing retirement age. Mr. Zindel has been on military leave since September 15, 1941. He was formerly District Club Agent at a salary of $2100 per year.

23. Appointment of Willard A. Cutler as Associate County Agent in Chippewa County at a salary of $2800 per year, effective January 15, 1946. Mr. Cutler will work in connection with the Soil Conservation program in Chippewa County. This is a new position.

24. Transfer of S. H. LaTourette from 4-H Club Agent in Genesee County to Associate County Agricultural Agent in Genesee County with a salary increase from $3100 to $3300 per year, effective January 1, 1946. This is a new program of work in connection with youth program in territories with both rural and urban influences.

25. Appointment of Donald R. Johnson as 4-H Club Agent in Genesee County at a salary of $2600 per year, effective January 1, 1946, to replace S. H. LaTouurette.

26. Transfer of Robert J. Laser from 4-H Club Agent in Lenawee County to Assistant County Agricultural Agent in Lenawee County with a salary increase from $3500 to $3600 per year, effective January 1, 1946.

27. Appointment of Irving R. Wyeth as 4-H Club Agent in Lenawee County at a salary of $2600 per year, effective January 1, 1946, to replace R. J. Laser.
APPOINTMENTS, continued

28. Appointment of Paul R. Pennock as County Agricultural Agent in Arenac County at a salary of $3000 per year, effective February 1, 1946, to replace C. W. Meredith who has resigned.

29. Appointment of Lyle A. Thorburn as 4-H Club Agent in Washtenaw County at a salary of $2600 per year, effective January 1, 1946. This is a new position.

30. Transfer of Mildred J. Hart from District Club Agent for Livingston, Washtenaw and Monroe Counties to 4-H Club Agent in Livingston County at his present salary of $3100 per year, effective January 1, 1946.

31. Transfer of Elmer G. Olstrom from District Club Agent in Ingham and Clinton Counties to 4-H Club Agent in Clinton County at his present salary of $2700 per year, effective January 1, 1946.

32. Transfer of Kenneth Osterhout from 4-H Club Agent in Saginaw County to Assistant State Club Leader at his present salary of $3800 per year, effective January 1, 1946. Mr. Osterhout will replace M. H. Avery who has been transferred. It is recommended that he be allowed not to exceed $75 to cover expenses of moving from Saginaw to East Lansing.

33. Transfer of Milbourne H. Avery from Assistant State Club Leader to 4-H Club Agent in Ingham County at his present salary of $3400 per year, effective January 1, 1946.

34. Appointment of Mrs. Grace H. German as Home Demonstration Agent at Large at a salary of $2400 per year, effective December 28, 1945, to replace Agnes M. Gregerek who has been transferred.

35. Appointment of Mrs. Elizabeth Cobb Hess as Home Demonstration Agent in Clinton County at a salary of $2100 per year, effective January 1, 1946. This is a new position.

36. Appointment of M. Isabel Raynard as Assistant Home Demonstration Agent in Sanilac County at a salary of $2200 per year, effective January 1, 1946. This is a new position.

37. Appointment of Mrs. Ruth M. Code as Urban Home Demonstration Agent for Detroit at a salary of $2100 per year, effective from January 1 to June 30, 1946. This is a new position.

38. Appointment of Ruth Edison as Urban Home Demonstration Agent in Grand Rapids at a salary of $2100 per year, effective from January 1 to June 30, 1946. This is a new position.

39. Appointment of Mrs. Clara P. Hay as Urban Home Demonstration Agent in Flint at a salary of $2100 per year, effective from January 1 to June 30, 1946. This is a new position.

40. Transfer of Byron R. Bookhout from Extension Assistant in Farm Management to Research Assistant in Farm Management at the same salary of $3200 per year, effective January 1, 1946.

41. Appointment of Kenneth Marvin Dunn as Research Assistant in Dairy at a salary of $2600 per year, effective January 1, 1946, and paid from Experiment Station funds. Mr. Dunn will replace J. Thomas Reid who has resigned.

42. Appointment of Harold W. Lautner to take charge of the landscaping of the college grounds and properties to replace T. Glenn Phillips, effective January 1, 1946; and to become Professor and Head of the Department of Landscape Architecture on July 1, 1946, upon the retirement of Professor Halligan. His salary is to be at the rate of $6000 per year, effective January 1, 1946, subject to some adjustment during the first three months to permit him to complete some work in progress for his present employer.

43. Appointment of Donald J. Renwick as Assistant Professor of Mechanical Engineering at a salary of $3200 per year, effective January 1, 1946. This is a new position.

44. Appointment of Edna Brown as Assistant Professor of Foods and Nutrition at a salary of $3200 per year, effective January 1, 1946, to replace Margaret Randolph who has resigned.

45. Appointment of Marguerite Jackson as Instructor in Foods and Nutrition at a salary of $200 per month for the period from January 1 to June 30, 1946. Miss Jackson will replace Mrs. Lois Hays.

46. Appointment of Leila Jean Saunders as Assistant in Research in Botany and Plant Pathology at a salary of $2500 per year, effective January 1, 1946. This is a new position to be paid from a grant from the Todd Company.

47. Appointment of John C. Speck, Jr. as Research Assistant in Chemistry (not Experiment Station) at a salary of $300 per month, effective from December 16, 1945 to June 30, 1946. This is a new position, and Dr. Speck will work on the project covered in the contract with the Office of the Quartermaster Corps.

48. Appointment of Phyllis Olin Biehlinski as Assistant in Chemistry at a salary of $175 per month effective January 2, 1946, for an indefinite period.

49. Reappointment of Mathew Madnick as Research Assistant in Economics at the same salary of $250 per month, effective from January 1 to March 31, 1946.
50. Appointment of Mrs. Shih-Han Wu as Instructor in Foreign Languages (Chinese) at a salary of $75 per month, effective December 1, 1945, for as long as necessary. Mrs. Wu will teach the classes in Chinese formerly taught by her husband.

51. Appointment of Yo Ota as Instructor in Foreign Languages (Japanese) at a salary of $100 per month, effective December 1, 1945, for as long as necessary. Miss Ota will teach the Japanese classes formerly taught by Mr. Wu.

52. Appointment of Carl Wilson as Instructor in History and Political Science at a salary of $100 per month, effective January 1, 1946, for as long as necessary. This is a new position that will be necessary until the ASTR program is discontinued.

53. Appointment of Frank Saidel as Instructor in Mathematics at a salary of $200 per month, effective January 1, 1946, to replace William Punkenbusch.

54. Appointment of Edward A. Nordhaus as Assistant Professor of Mathematics at a salary of $300 per month, effective January 1, 1946, to replace Wilbur Mitchell, Mr. Nordhaus was on the staff from February 1945 to August 1944.

55. Appointment of Ralph B. Bowersox as Associate Professor of Physics and Astronomy at a salary of $4000 per year, effective January 1, 1946, to replace J. H. Enns who resigned several months ago.

56. Appointment of Michael Kolivosky as Instructor in Effective Living in the Basic College and Instructor in Sociology and Anthropology in the School of Science and Arts at a total salary of $250 per month, effective January 1, 1946, for as long as necessary. His salary is to be paid $125 per month for his work in Effective Living and $100 per month in Sociology and Anthropology. It is also recommended that he be paid an additional $100 for his work in Sociology during the month of December 1945.

57. Appointment of George L. W. Weaver as Extension Specialist in Animal Pathology with the rank of Assistant Professor at a salary of $3000 per year, effective January 1, 1946. This is a new position.

58. The following half-time graduate assistants are recommended for the period from January 1 to June 30, 1946:
   Physics and Astronomy - Nathan L. Nichols, $100 per month
   Chemistry - Harlan V. Ogle, $80 per month

59. Appointment of Richard A. Schroeder as graduate fellow in Agricultural Engineering at a salary of $100 per month, effective from January 1 to August 31, 1946, and paid from the Consumers Power Company grant.

60. Appointment of Elbert Churchill as graduate fellow in Bacteriology at a salary of $100 per month, effective November 9, 1945, for an indefinite period, and paid from the Onyx Oil and Chemical Company fund.

61. Reinstatement of John Yenck as Instructor in English at a salary of $2500 per year, effective January 1, 1946. Mr. Yenck will teach half-time in the Department of Literature and Fine Arts in the Basic College. He has been on military leave since August 1943.

62. Reinstatement of E. B. Brauner as Associate Professor of Art at a salary of $3500 per year, effective January 1, 1946. Mr. Brauner has been on military leave since August 1944.

63. Reinstatement of Donald Hayworth as Professor of Speech at a salary of $4200 per year, effective January 1, 1946. Mr. Hayworth has been on leave since September 1942 to work with the Office of Civilian Defense.

64. Reinstatement of James W. Miller as Instructor in History and Political Science at a salary of $2500 per year, effective January 1, 1946. Mr. Miller has been on military leave since September 1942.

65. Reinstatement of Franklin Sherman III as Research Associate in Entomology at a salary of $3600 per year, effective January 1, 1946 and paid from Experiment Station funds. Mr. Sherman has been on military leave since April 1942. He was Research Assistant at a salary of $2800 per year at the time he left.

Travel

1. Full expenses for A. A. Johnson to go to Brownsville, Texas, early in December to arrange for a special planting of a crop of corn hybrids this winter; expenses to be paid by the Michigan Crop Improvement Association.

2. The following allowances are requested for staff members to attend the annual meeting of the American Farm Economic Association in Chicago on December 27 and 28:
   a. Mileage on one car for members of the Farm Management Department.
   b. Mileage on one car for members of the Economics Department.
TRAVEL, continued

3. Mileage on one car for members of the Speech and Dramatics Department to attend the meeting of the National Speech Convention at Columbus, Ohio, on December 27-29.

4. The following travel allowance are requested for staff members to attend the meetings of the Modern Languages Association in Chicago on December 27-29:
   a. Full expenses for Richard Dorson of the History Department. He has been asked to present a special paper.
   b. Mileage on two cars for members of the English Department.
   c. First-class railway fare for three members of the Foreign Languages Department.

5. First-class railway fare for E. C. Prophet to attend the Geographical meeting in Knoxville, Tennessee, on December 27-29. Two people will attend on this travel allowance.

6. Full expenses for S. G. Bergquist to attend the meeting of the Geological Society in Pittsburgh on December 27-29.

7. First-class railway fare for Justin Zinn to attend the meetings of the Geological Society in Pittsburgh on December 27-29.

8. First-class railway fare for J. E. Towne to attend the meeting of the Librarians of Middle Western Research Libraries and the meeting of the American Library Association in Chicago on December 27-30.

9. Full expenses for E. H. Bjornseth and maintenance expenses for R. L. Carolus to attend the Illinois Fieldmen and Canners School at the University of Illinois on January 8 and 9. Mr. Bjornseth will drive his car and his expenses are to be paid from Extension funds; expenses for Dr. Carolus will be paid from departmental funds.

10. Full expenses for Dean L. G. Emmons to attend the meeting of the Association of American Colleges and the American Conference of Academic Deans in Cleveland on January 9-11.

11. First-class railway fare for D. J. Hall to attend the annual convention of the American Road Builders Association in Chicago on January 14-17.

12. First-class railway fare for W. A. Kelly to attend the meeting of the American Society of Photogrammetry in Washington, D. C., on January 16-18.


15. First-class railway fare for L. G. Miller and C. H. Pesterfield to attend the annual meeting of the American Society of Heating and Ventilating Engineers in New York City on January 28-30.

16. Full expenses for E. H. Lucas to spend a few days at the Northern Regional Research Laboratory at Philadelphia and also at the research laboratories of Dr. Waksan of Rutgers University. This trip is in connection with some special cooperation with our antibiotic project, and expenses are to be paid from Experiment Station funds.

MISCELLANEOUS

1. Report of the deaths of the following former students in the war:

   John A. Davis, Class of 1940, a Second Lieutenant with a Chemical Warfare Unit, was killed on December 15, 1944, in the bombing of a Japanese prisoner-of-war transport on which he was being transferred from the Philippines to Japan. He graduated in Applied Science on June 10, 1940, having entered from Detroit.

   Albert Neil Hett, Class of 1945, a Lieutenant in the Army Air Forces, was killed in action in the Pacific Theatre on April 8, 1945. He had been awarded the Air Medal and Oak Leaf Cluster. He was enrolled in Engineering during 1941-1943, having entered from Kenmore, New York.

   Charles D. Hill, Class of 1939, a First Lieutenant in the Army Air Forces, was killed in action over Germany on December 23, 1943. He was enrolled in Agriculture during 1935-1939, having entered from East Lansing.

   Thomas Byron Sharar, Jr., Class of 1940, a Lieutenant (jg) in the Naval Reserve, was killed in action off Okinawa on June 16, 1945. He graduated in Applied Science on July 25, 1940, having entered from Williamsport, Pennsylvania.

2. Gift of $200 from Lawrence R. Ball, a graduate of Michigan State College, to be used as a loan fund to aid students.

3. Approval of an agreement with the Quartermaster Depot of the United States Army for the development of a special piece of research work through the Department of Chemistry in connection with certain problems in the preservation and storage of foods. The work will be done under the direction of Professor Quill, and the College will be reimbursed for expenses incurred not to exceed $7225. This work is not under the supervision of the Experiment Station.
December 20, 1945

MISCELLANEOUS, continued

4. Acceptance of a grant of $1500 and approval of a memorandum of understanding with the Dow Chemical Company in connection with a research project covering a study on the effects of growth regulating substances on plants; the work to be done under the direction of H. B. Tukey and C. L. Hammer.

5. Acceptance of a grant of $2500 and approval of a memorandum of understanding with the American Dairy Association in connection with a study of the nutritional value of milk produced by cows reared on feed from depleted and high fertility lands; the work to be conducted by the Department of Foods and Nutrition.

6. Acceptance of a grant of $9000 and approval of a memorandum of understanding with the Winthrop Chemical Company of New York covering studies on the acute and chronic toxicity of certain quaternary ammonium compounds; the work to be under the direction of B. V. Alfredson in the Physiology Department.

7. Acceptance of a grant of $5000 and approval of a memorandum of understanding with the National Dairy Council of Chicago covering studies of the nutritive requirements of aging women; the work to be conducted under the direction of Dr. Ohlson of the Foods and Nutrition Department.

8. Report that the following amounts were paid salaried employees who were employed by the Department of Intercollegiate Athletics during the football season:

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Alfred Bortree</td>
<td>$24</td>
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<tr>
<td>R. C. Haydric</td>
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<tr>
<td>K. C. Randall</td>
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<tr>
<td>L. P. Brown</td>
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<td>J. W. Jensen</td>
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<td>L. S. Robertson</td>
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<td>E. P. Lawrence</td>
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<td>R. H. McCarty</td>
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<td>C. A. Rosenbrook</td>
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<td>W. E. Leechy</td>
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<td>V. E. Seavey</td>
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<td>Paul Rumpsa</td>
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<td>D. N. McLean</td>
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<td>D. F. Sheehan</td>
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<td>Russell Nye</td>
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<td>B. D. Pettit</td>
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<td>W. W. Snyder</td>
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<td>Blanche Price</td>
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<td>E. W. Starring</td>
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<td>Walter Quirt</td>
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<td>Margaret Childs</td>
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<td>Harry Hoppe</td>
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<td>Carlos Knappe</td>
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<td>David Hall</td>
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<td>L. P. Hedeman</td>
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<td>Harry Hoppe</td>
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<td>Gerald Knapp</td>
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<td>Lawrence Seavey</td>
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<td>Shirley Nelson</td>
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<td>Wayne VanRiper</td>
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<tr>
<td>S. F. Williamson</td>
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9. Report of the payment of the following amounts to salaried employees for additional work during November:

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<thead>
<tr>
<th>Name</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Warren Burt</td>
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<td>Charles Franz</td>
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<td>J. M. Kutt</td>
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<td>Mildred Jeffers</td>
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<td>Bruce Pettit</td>
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<td>Vern Severance</td>
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<tr>
<td>Norna Taschner</td>
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<td>Robert Troxell</td>
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<td>Wayne VanRiper</td>
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<td>Celia Weisinger</td>
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<td>Neal Whitehead</td>
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<tr>
<td>S. F. Williamson</td>
<td>$16.00</td>
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10. Increased in salaries for stenographers, effective January 1, 1946, as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present Salary</th>
<th>Proposed Salary</th>
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<tbody>
<tr>
<td>Baker, Beverly Ann</td>
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<td>Belau, June, Animal Pathology</td>
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<td>Brozy, Magdalene, Bus. Adm.</td>
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<td>Chick, Juanita, Economics</td>
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<tr>
<td>Collins, Shirley, Music Extension</td>
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<td>Fountain, Edith B., Poultry</td>
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<tr>
<td>Geisel, Sheila D., English</td>
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<tr>
<td>Godfrey, Donna, Alumni Relations</td>
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<tr>
<td>Gibson, Russell, Central Office</td>
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<tr>
<td>Goodrich, Naomi, Soil Science</td>
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<tr>
<td>Gutknecht, Margaret, Home Economics</td>
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<tr>
<td>Hansen, Derricki, Soil Science</td>
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<tr>
<td>Hart, Marilyn, Surgery and Medicine</td>
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<td>Heldag, Frances A., Education</td>
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<td>Hirshman, June D., Sludge &amp; Utilities</td>
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<td>Lach, Irene, Short Courses</td>
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<td>Lehman, Rosemary, Education</td>
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<td>McClure, Margaret V., Conservation</td>
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<td>Noxon, Maryon, Foreign Languages</td>
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<tr>
<td>Oesterle, Maurice, Agr. Chemistry</td>
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</table>
### MISCELLANEOUS, continued

10. Increases in salaries for stenographers, continued:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present Salary</th>
<th>Proposed Salary</th>
</tr>
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<tbody>
<tr>
<td>Pease, Marion, Eng.</td>
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<tr>
<td>Price, Dorothy, Reg.</td>
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<tr>
<td>Robbins, Elizabeth</td>
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<tr>
<td>Schepperly, Doris J.</td>
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<tr>
<td>Stoner, Mrs. Sophie</td>
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<tr>
<td>Tower, Barbara, Mech.</td>
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<tr>
<td>deGomez, Hilda, CO</td>
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<tr>
<td>DeLau, Catherine</td>
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<tr>
<td>Hardy, Irene, Wells H</td>
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<tr>
<td>Henderson, Gertrude</td>
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<tr>
<td>Jewell, Hazel, CO</td>
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<tr>
<td>Markward, Bettie, CO</td>
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<td>$1380</td>
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<tr>
<td>Purcell, Donna, Mgr.</td>
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<tr>
<td>Purcell, Doris, CO</td>
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<tr>
<td>Purcell, Ruth, Mgr.</td>
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<tr>
<td>Shumway, Mary, CO</td>
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<tr>
<td>Snyder, Leta, CO</td>
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<tr>
<td>Wingier, Carmen, Phys. Ed. for Men</td>
<td>$1440</td>
<td>$1500</td>
</tr>
</tbody>
</table>

*Labor payroll

11. Increase in salary for Mrs. Lois B. Sherman, stenographer in the Conservation Institute, from $1320 to $1330 per year, effective January 1, 1946.

12. Increase in salary for Ann J. Moore, Technician and Assistant in Public Administration, from $1680 to $1800 per year, effective January 1, 1946.

13. Increase in salary for Barbara Hanna, Secretary to the Dean of Students, from $2000 to $2200 per year, effective January 1, 1946.

14. Increase in salary for Allene Grimes, Secretary to the Counselor for Men, from $2000 to $2200 per year, effective January 1, 1946.

15. Increase in salary for Helen Johnson, Stenographer for the Board of Examiners and Academic Counseling, from $1800 to $1900 per year, effective January 1, 1946.

16. Increase in salary for Rose Marie D'Aloisio, stenographer in the Placement Office, from $1650 to $1660 per year, effective January 1, 1946.

17. Increase in salary for Cora VanKuiken, clerk in the Registrar's Office, from $1860 to $2100 per year, effective January 1, 1946. Miss VanKuiken has been assigned to evaluating all credit for veterans who have had courses in the military services.

18. Increase in salary for Mary Burdette, clerk in the Registrar's Office, from $1560 to $1800 per year, effective January 1, 1946. Miss Burdette will take over the duties of Miss VanKuiken in the Record Office.

19. Increase in salary for Pauline Carr, stenographer in the Office of the Director of the Experiment Station from $1680 to $1800 per year, effective January 1, 1946.

20. Increase in salary for Frances Allen, stenographer in Dairy Extension, from $1680 to $1800 per year, effective January 1, 1946.

21. Increase in salary for Dolores M. Horswill, comptometer operator in Farm Management, from $1620 to $1720 per year, effective January 1, 1946, and paid from Extension funds.

22. Increase in salary for Mrs. Julia Brightman, stenographer in Mathematics, from $1140 to $1500 per year, effective January 1, 1946.

23. Increase in salary for Virginia Stewart, stenographer in Economics, from $1500 to $1560 per year, effective January 1, 1946, and paid from Extension funds.

24. Increase in salary for Howard Simcox from $2600 to $2800 per year, effective December 1, 1945. Mr. Simcox is Lieutenant in charge of the Campus Police.

25. Increase in salary for Clare Kaiser, Sergeant on the Campus Police Force, from $2400 to $2600 per year, effective December 1, 1945.

26. Change in status of Mrs. Henrietta Alubowicz from general assistant in the Library to Reference Librarian with a salary increase from $2100 to $2300 per year, effective February 1, 1946. She will replace Glen Fitch.

27. Increase in salary for Lenore Malues, Assistant Cataloger in the Library, from $2300 to $2400 per year, effective February 1, 1946.

28. Increase in salary for V. E. Leichty, Assistant Professor on the Board of Examiners, from $3000 to $3300 per year, effective January 1, 1946.
 Increases in salaries

29. Increase in salary for Lawrence Babb, Assistant Professor on the Board of Examiners, from $3,100 to $3,200 per year, effective January 1, 1946.

30. Increase in salary for Lester E. Bell, Extension Specialist in Forestry, from $3,100 to $3,400 per year, effective January 1, 1946. (Mr. Bell is now paid $1,620 USDA and $1,880 College Extension; and it is proposed to pay him $1,650 USDA and $1,790 College Extension funds.

31. Increase in salary for John C. Doneth, Extension Specialist in Farm Management, from $3,200 to $3,500 per year, effective January 1, 1946.

32. Increase in salary for W. Lowell Treaster, Extension Editor and Extension Assistant in Publications, from $3,800 to $4,200 per year, effective January 1, 1946.

33. Increase in salary for Ray Nelson, Research Professor of Botany and Plant Pathology, from $4,200 to $5,200 per year, effective as of November 1, 1945.

34. Increase in salary for Karl E. Bjornseth, Associate Agricultural Agent and Assistant Professor of Horticulture, from $2,900 to $3,200 per year, effective December 1, 1945.

35. Increase in salary for George Amundson, Extension Assistant in Agricultural Engineering, from $3,600 to $3,900 per year, effective January 1, 1946.

36. Increase in salary for Woodrow Snyder, Research Assistant and Extension Assistant in Dairy, from $3,600 to $3,800 per year, effective January 1, 1946.

37. Increase in salary for Ima Gros, Professor and Head of the Department of Home Management and Child Development, from $5,000 to $5,300 per year, effective January 1, 1946. This is to compensate for a room which has formerly been furnished in a Home Management house.

38. Increase in salary for Elizabeth Walbert, Assistant Professor of Home Management and Child Development, from $5,000 to $5,300 per year, effective January 1, 1946. This is to compensate for a room which has formerly been furnished in a Home Management house.

Title changes approved.

39. Title change for James W. McGrath from Assistant Professor to Associate Professor of Physics and Astronomy and a salary increase from $3,800 to $4,000 per year, effective January 1, 1946.

40. Title change for Clarence D. Hause from Associate Professor to Professor of Physics and Astronomy and a salary increase from $4,100 to $4,400 per year, effective January 1, 1946.

41. Increase in salary for E. E. Kinney, Superintendent of Buildings and Utilities, from $4,900 to $5,000 per year, effective January 1, 1946.

42. Transfer of Ray Lamphear from Assistant Manager of the Union Building to Manager of the Trailer Camp at the same salary of $3,600 per year, effective December 1, 1945.

Report operation for hermia John Markwart.

43. Recommendation from the Graduate Council for the establishment of an $800 fellowship to be known as "The Graduate Council Fellowship" and to be awarded to a student well along in his studies for the doctor's degree, to be paid $400 from the Dean's Discretionary Research Fund and $400 from the budget of the School of Graduate Studies. The appointee should be exempt from college fees.

44. Recommendation from the Institute of Nutrition for the establishment of two $800 fellowships to be known as "The Institute of Nutrition Fellowships" and to be awarded to advanced doctoral candidates and paid from the budget assigned to the Institute. Appointees should be exempt from college fees.

45. Recommendation that the International Center be provided a budget of $1,000 for maintenance for this fiscal year.

46. Request for additional appropriations for departments in the Basic College, as follows:
   - Written and Spoken English: $2,000
   - Biological Science: $4,000
   - Physical Science: $900
   - Effective Living: $250
   - History of Civilization: $400
   - Literature and Fine Arts: $700

47. Request for an additional supplemental budget of $720 for the Department of Agricultural Engineering to be used for the purchase of twelve sets of tools for apprentice trainees in the Farm Machinery Service and Sales Course.

48. Request for a supplementary budget of $1,500 for the Art Department for this fiscal year.

49. Recommendation for the cancellation of unpaid student loans for former students who have been killed in the war, as follows: Roy G. Freleigh, $35; Art K. Ugen, $3,27.

50. Recommendation for naming the new dormitories, as follows:
   - By action of the Administrative Group at its meeting on December 11, it is recommended that the women's dormitory #4 now under construction be named in honor of Mrs. Linda K. Landon who for more than 40 years was the college librarian. Mrs. Landon was employed by the College from 1891 to July 1, 1932 and died on September 29, 1942.

New girls' dorm. named after Mrs. Landon.
MISCELLANEOUS, continued

51. Naming new dormitories, continued:
   b. It is recommended that one of the new men's dormitories now under construction be
      named after Jonathan L. Snyder who was present of the College from 1895 to 1915.
   c. It is recommended that the second new men's dormitory be named after T. Glenn Phillips,
      a graduate of the College who was consulting landscape architect for the last 20 years
      of his life, and died on August 4, 1945.

52. Report for Board record of the following amounts which have been spent in acquiring the
    Harrison Avenue property:

    Vacant lot No. 2, River Court  $1,500
    Vacant lot No. 10, River Court  1,300
    Vacant lot No. 11, River Court  1,100
    Sellhorn, West Side Harrison  6,500
    125 South Harrison Avenue  5,900
    151 South Harrison Avenue  3,000
    175 South Harrison Avenue  10,500
    179 South Harrison Avenue  12,600
    716 River Court  11,000
    720 River Court  13,000
    721 River Court  8,000

    $84,350

On motion of Mr. Berkey, seconded by Mr. Mueller, it was voted to approve the President's Report,
Appointments, Resignations, Leaves, Travel and Miscellaneous Items on which special action does not
appear.

53. Consideration of the investment of $75,000 of retirement funds which are available from this
    year's budget, and also $25,000 of insurance funds.

On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to refer this item to the Finance
Committee with power to invest these funds in U. S. Government Securities, the types of investment
not to be reported to the next meeting of the Board.

54. There are $3000 principal funds on hand in the Backman fund from $3000 Michigan State College
    School of Music bonds which matured November 1, 1945. It is recommended that these funds be
    placed in U. S. Treasury 2½% bonds.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve item 55.

ADDITIONAL ITEMS

Resignations and Appointments

1. Resignation of E. H. Shotwell, as Instructor in Chemical Engineering effective December 31,
    1945. (Mr. Shotwell has been on military leave since September 1, 1941).

2. Report that George C. Dubols, who was employed in October 1943 to teach in the AST program
    as an Instructor in Foreign Languages, was removed from the payroll on June 30, 1944.

3. Report that the appointment of Lincoln P. Hedeman will terminate on June 30, 1946. He was
    appointed in 1941 to replace Wade Brinker who was granted military leave and who is to be
    reinstated.

4. Appointment of Celia Sneden as nurse at the Health Service at a salary of $1800 per year,
    effective January 1, 1946, to replace Maude Zindel.

5. Appointment of Marie E. Adams as stenographer in Physics and Astronomy at a salary of $1320
    per year, effective January 1, 1946, to replace Pauline Clune.

6. Appointment of Cornelia Beckwith as Assistant Professor of Textiles, Clothing and Related Arts
    at a salary of $1600 for the period January 1 to June 30, 1946. She will replace two members
    of the staff, one who will be gone during winter term and one during spring term.

7. Reinstatement of Franek Wright as building custodian at the Health Service at a salary of $2210
    per year, effective January 1, 1946. Mr. Wright has been on military leave since December 8,
    1942. His salary was at the rate of $1600 per year when he left.

8. Reinstatement of Alfred H. Leigh as Associate Professor of Civil Engineering at a salary of
    $3600 per year, effective January 1, 1946. Mr. Leigh has been on military leave since September
    1, 1941. He was an assistant professor at a salary of $2500 per year when he left.

9. Reinstatement of Wade O. Brinker as Assistant Professor of Surgery and Medicine at a salary of
    $3100 per year, effective January 1, 1946. Mr. Brinker has been on military leave since October
    1, 1941. He was an instructor at a salary of $2000 when he left.

10. Appointment of Pauline Nowack as clerk in the Accounting Office at a salary of $1560 per year,
    effective as of December 1, 1945.
1. Full expenses for R. C. Huston to attend the meeting of the Librarians of Midwest University of Chicago on December 29.

2. Full expenses for G. P. Deyoe to attend a meeting of a sub-committee on evaluation in agricultural education in Pittsburgh on January 2-5. The College will be reimbursed for these expenses by the State Board of Control for Vocational Education.

3. Full expenses for Ralph Young, L. L. Frimodig, John H. Kets, C. W. Hashman to attend the national athletic meetings in St. Louis, Missouri, on January 8, 9 and 10.

Miscellaneous

1. Request from the Michigan Tourist Council for a permit to build an exhibit building on the campus, with the understanding that the Council will meet all costs of grading, construction, utility connections and other costs incidental to the erection of the structure. The College will provide utility and maintenance service when the building is completed and ready for occupancy. This shall include janitor service, lights, heat, water, and general repairs and upkeep.

2. Mr. H. A. Fee of Adrian has deeded the north half of Hidden Lake Gardens to the State Board of Agriculture and will after January 1 deed the south half. He will turn over to Michigan State College before January 1 approximately $15,000 and there will be an annual income from the estate of Mrs. Fee amounting to approximately $17,000 per year, and upon the death of his income from his estate for the maintenance and operation of this project will be about $70,000 per year. Copies of the contract as distributed to the Board will become a part of the permanent Board records.

On motion of Mr. Mueller, seconded by Mr. Armstrong, it was voted to approve item 1.

3. Mr. Vern Marion, Foreman in the Farm Crops Department, effective December 31, 1945, at a retirement salary of $480 per year. Miss Boyle has been employed by the College since April 1, 1922.

4. Report of the payment of the following additional amounts to salaried employees for work during the football season: Alan Scott $36; Glen Stewart $24; G. W. Sawdy $24.

5. Report of the death of S. B. Thomas, County Agricultural Agent in Livingston County, on December 17, 1945. Mr. Thomas had been a member of the Extension staff since November 1, 1934.

6. The Retirement Committee makes the following recommendations:

a. Retirement of Mr. Vern Marion, Foreman in the Farm Crops Department, effective March 31, 1946, at a retirement salary of $480 per year. Mr. Marion has been employed by the College since April 1, 1921.

b. Disability retirement of Miss Beatrice Boyle, Assistant State 4-H Club Leader, effective March 31, 1945, at a retirement salary of $480 per year. Miss Boyle has been employed by the College since January 1, 1929, and has been on leave on account of illness since July 1, 1942.

7. Recommendation that all cooperative housemothers be raised to the uniform rate of $700 per year, effective January 1, 1946. The following persons are affected:

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Add. amounts to salaried employees

Report of death of S. B. Thomas

Retirement of Vern Marion approved.

Disability retirement of Beatrice Boyle approved.

All cooperative housemothers to receive uniform wage rate
8. Transfer of Mrs. Flora Thornton from Abbot Hall to Assistant in the Office of the Counselor for Women and an increase in salary from $1,200 to $1,500 per year, effective January 1, 1945. Mrs. Thornton received room and board in Abbot Hall as a part of her salary.

9. Recommendation that the six units of the apartment building for married students be named for former students of Michigan State College who have lost their lives in the war, as follows:

a. Arthur John Howland—A Captain of Artillery in the U.S. Army and holder of the Legion of Merit, and Air Medal with clusters and the Purple Heart, was killed in action in France on August 27, 1944. He was graduated in Hotel Administration on June 14, 1944, entering from East Lansing, Michigan.

b. Joseph Allhouse Pelton—A Lieutenant Colonel in Headquarters Third Army and holder of the Legion of Merit and Bronze Star Medal, was killed in action in France on August 25, 1944. He was graduated in Liberal Arts on June 15, 1936, entering from Pontiac, Michigan.

c. William Thomas Hafferty—A First Lieutenant in the 90th Infantry Division of the Third Army and holder of the Silver Star Medal with Oak Leaf cluster and the Purple Heart, was killed in action in Germany on November 26, 1944. He was enrolled as a sophomore in Forestry during 1939-1939, entering from Fremont, Ohio.

d. Robert Lionel French—A First Lieutenant in the Armored Infantry and holder of the Silver Star Medal with Oak Leaf cluster, was killed in action in Germany on February 28, 1945. He was enrolled in Applied Science during 1939-1943, entering from Dearborn, Michigan.

e. Robert Parker—A First Lieutenant in the Army Air Forces, holder of the Air Medal with Oak Leaf clusters, the Distinguished Flying Cross, and the Silver Star Medal, was lost over New Guinea on New Guinea on November 25, 1943. He was enrolled in Business Administration during 1940-1941, entering from Lansing, Michigan.


10. An Office of Veterans’ Affairs has been organised and placed in the All-College Division under the direction of Tom King, with Mr. C. M. Moorthy of the Department of Chemistry and Mr. John Pingel of the Athletic Department temporarily assigned to it. It is understood that all matters pertaining to veterans’ affairs and all cooperative arrangements with the Federal Veterans’ Bureau be centered in this Office of Veterans’ Affairs in the All-College Division directly responsible to the President.

The following employees are authorized subject to the approval of Mr. Tom King and it is understood that on and after January 1st they are to work under his direction and be responsible to him:

Don C. Wallskey, Central Clearing Manager, at a salary of $2700 per year effective December 10, 1945.

Nelson Ecklund, transferred from the Police Department to work in the bookstore, at a salary of $2500 per year, effective December 26, 1945.

Ralph R. Lehr, Clerk and Bookkeeper, at a salary of $2100 per year, effective December 17, 1945.

Leon Buyse, Clerk, at a salary of $2100 per year, effective December 17, 1945.

Earl W. Sutterby, Clerk, at a salary of $2100 per year, effective December 17, 1945.

Hazel Viancour, Typist, at a salary of $1300 per year, effective December 10, 1945.

Jeanne Malone, Typist, at a salary of $1300 per year, effective December 10, 1945.

11. Recommendation from the Administrative Group that half or quarter-time graduate assistants, and holders of graduate scholarships and graduate fellowships who are not required to pay college fees will be given the benefits of Health Service without charge. They will be permitted to purchase college activity books.

12. Request from the Department of Education that they be authorized to enter into a cooperative relationship in elementary education in cooperation with the School for the Blind and with the Merrill Palmer School in Detroit for intern training of students in childhood education. There will be no cost to the College with either of these arrangements.

13. a. Accounts from William C. Pearce, Auditor, in the amount of $620.

b. Discussion of the auditor for the college year 1945-46.

On motion of Mr. Brody, seconded by Mr. Armstrong, it was voted to approve payment of the bill and to request the Finance Committee to make a definite recommendation as to the auditors to be engaged for the current fiscal year, with preference to be given to some nationally recognized firm.

14. Statement from Ralph Calder, Architect, in the amount of $35,000 for professional services rendered on women’s dormitories No. 5 and 6.
ADDITIONAL ITEMS, continued

$1000 approved for Forensics Budget.

15. Request for an additional $1000 for the budget in Forensics.

16. Because a number of college departments will incur deficits during the present year due to increased enrollments and unforeseen expenditures, there is a probability that the total of these deficits may run into a substantial figure. Commitments already made by the Board not included in the budget for this year include the cost of acquiring the properties on Harrison Road, the addition to the Administration Building, and it will be necessary to make provision for the operation of the Office of Veterans' Affairs and the necessary equipment for the beds and other equipment for emergency housing for the winter quarter.

General discussion of the financial situation.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to request the Finance Committee in conference with Mr. Wilkins to give consideration and make recommendations at the next Board meeting for such further transfers as seem to be desirable.

17. Discussion of the housing situation as it pertains to veterans and the need for additional temporary housing of a satisfactory kind with particular reference to a recommendation that 30 Quonset huts be purchased and installed to house returning veterans.

On motion of Mr. Armstrong, seconded by Mr. Mueller, it was voted to authorize the officers to proceed to buy and install 52 Quonset Huts, - 20 of them to be fixed up for housing veterans and two as service buildings at an estimated cost of $250,000.00.

18. Discussion of the charge to be made to GI Bill trainees in view of the recent act of Congress.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to authorize charging the Veterans' Administration for all veterans at the out-of-state rate.

19. Discussion of the Director of Publications situation.

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to increase the salary of Lloyd H. Geil, Head of Publications, to $7,000.00 per year, effective January 1, 1946 and to change his title to Director of Public Relations.

20. Discussion of the requests of the Board to the Governor for inclusion in the call to the special session of the legislature.

21. The Army Map Service of the United States has indicated a willingness to indicate Michigan State College as one of the twenty-five depositories of national maps which involved about 50,000 maps. These maps would be of great value to the Department of Geography and other departments of the College. One of the conditions of acceptance requires that we provide suitable filing cases for them. These cases will cost not to exceed $2000. Acceptance of the offer will require an appropriation of $2000.

22. Transfer of H. P. Sweargr from Assistant Professor of Education to Assistant Professor of Effective Living at a salary of $150 per month for three months effective January 1, 1946. Mr. Sweargr will teach half-time. He has been receiving $300 per month for full-time work.

On motion of Miss Jones, seconded by Mr. Akers, it was voted to approve the Additional Items on which action does not appear.

23. The assignment of the Demonstration Hall Ballroom to the Veterans Affairs Office removes one of the areas largely used for classes in women's physical education.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to authorize the renting of the Rainbow Bowling Alley in East Lansing for two hours each forenoon, five days per week for the winter quarter at not to exceed $800.00 for the period with the understanding that the young women enrolling in the courses in bowling will be charged a laboratory fee to take care of the cost of this rental.

24. 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 the fall term 1945.

On motion of Mr. Berkey, seconded by Mr. Mueller, it was voted to approve granting the degrees as follows:

SCHOOL OF AGRICULTURE
Degree Bachelor of Science

Degrees granted

James Sidney Foster Victor Philip LaBranche
Walter Soest Illsley Joyce Elizabeth Kephart
December 20, 1945

ADDITIONAL ITEMS, continued

Miscellaneous, continued

24. Degrees granted, continued:

SCHOOL OF BUSINESS AND PUBLIC SERVICE
Degree
Bachelor of Arts

Richard Anthony Cross
Margaret Elizabeth Dubry

Sui L. Foo
Marion FRuin Ketcham

Bachelor of Science

Dorothy Mary Goralsky

SCHOOL OF ENGINEERING
Degree
Bachelor of Science

Paul Ivan Kooiker

SCHOOL OF HOME ECONOMICS
Degree
Bachelor of Science

Virginia Carroll Chamberlain
Margaret Ruth Coulter
Ethel Drummond
Julia Anne Moray Engstrom
Florence Irene Gregoric

Christie Louise Kerth
Elinaor Lucile Kirshman
Jane Ellen Lehan
Marguerite Delora McGregor
Martha Anne Marland
Evelyn Pierson Mackichan

Bachelor of Science

Mary Augusta Monk
Edith June Farris
Ruth Kistler Ferry
Susanne Seibert
Mary B. Van Allsburg

SCHOOL OF SCIENCE AND ARTS
Degree
Bachelor of Arts

Virginia Carroll Chamberlain
Margaret Ruth Coulter
Ethel Drummond
Julia Anne Moray Engstrom
Florence Irene Gregoric

Christie Louise Kerth
Elinaor Lucile Kirshman
Jane Ellen Lehan
Marguerite Delora McGregor
Martha Anne Marland
Evelyn Pierson Mackichan

Bachelor of Science

Mary Augusta Monk
Edith June Farris
Ruth Kistler Ferry
Susanne Seibert
Mary B. Van Allsburg

Bachelor of Music

Robert Emary McLaughlin

Bachelor of Arts

John Louis Anderson
Bryan Athay

Clifford Lloyd House
Richard Igle Jankoska
Daniel Stanley Meyka

Katherine June Peterson
Fred Bradley Schoomaker

SCHOOL OF VETERINARY MEDICINE
Degree
Bachelor of Science

Maria Van Cott Ogle

Richard Coleman Pinkerton

GRADUATE SCHOOL
Master of Arts

E. Leavancha Holmes, English
Hervey Lyle Lyon, Education

Master of Science

Arthur David Jones, Bacteriology
Victor Fred Keefer, Soil Science
Mario Antonio Rodrigues, Economics

The meeting adjourned at 2:45 p.m.

John A. Hammon
President

Paul H. Miltour
Secretary