MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
December 21, 1944  

Present: Mr. Berkey (Chairman); Messrs. Akers, Armstrong, Brody, McPherson; Miss Jones; President Hannah; Treasurer Wilkins; Secretary McDonel.

Absent: Dr. Elliott

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

The minutes of the last meeting were approved.

PRESIDENT'S REPORT

1. Continuation of leave of absence without pay for John G. Woodman through April 30, 1945, due to illness in his family.

2. Approval of the following requests to attend the conference of Research Workers in Animal Diseases, the conference of the U. S. Livestock Sanitary Association in Chicago on December 4-8:
   a. Full expenses for H. J. Stafseth. Dr. Stafseth also attended a conference of the Deans of Veterinary Colleges.
   b. Mileage on one car for C. S. Bryan.
   c. First-class railway fare only for E. T. Hallman.
   d. Mileage on one car for staff members of the Department of Animal Pathology.

3. Full expenses for N. E. Grover to go to Chicago on November 5-7 for consultation on Frequency Modulation Application for WNXR.

4. Full expenses for C. H. Jefferson to attend a meeting of the Dairy Housing Committee in Madison, Wisconsin, on December 8 and 9.

5. Full expenses for Richard Machiele to attend the meeting of the National Fire Protection Association in Chicago on December 11.

6. Expenses not to exceed $50 for J. F. Holsinger to attend a high school gathering and an alumni meeting in Cleveland, Ohio, on December 11-13.

7. Full expenses for C. W. Bachman to attend a meeting of committee chairmen of the American Football Coaches Association in Columbus, Ohio, on December 10 and 11.

8. Full expenses for A. B. Love to accompany a delegation to Washington, D. C., on December 13, for the purpose of meeting with the War Food Administration regarding the program of bean production during 1945; with expenses paid from Extension funds.

9. Full expenses for Byron H. Good to attend a show of light horses in Chicago on December 16 and 17.

10. Increase in salary for Mrs. Estelle Mandenberg, nurse at the Health Service, from $1800 to $1900 per year, effective December 1, 1944.

RESIGNATIONS

1. Resignation of Mrs. Kathryn Case as stenographer in Home Economics, effective December 13, 1944. Mrs. Case has accepted a position under State Civil Service.

2. Report that Priscilla Smith has not accepted the position as nurse at the Health Service to which she was appointed at the October Board meeting.

3. Resignation of Elizabeth Chambers as Assistant Cataloger at the Library, effective December 31, 1944. Miss Chambers has accepted a position at the University of Louisville.

4. Resignation of Nancy Hoffman as half-time graduate assistant in Speech and Dramatics, effective December 31, 1944.

5. Resignation of Gwen Edwards as Home Demonstration Agent in Monroe County, effective January 13, 1945. Miss Edwards will accept a position in California.

6. Resignation of D. C. Alderman as Research Assistant in Horticulture, effective January 13, 1945. Mr. Alderman has accepted a position at the Louisiana Experiment Station.

7. Resignation of Mrs. Frances Hein as clerk in the Registrar's Office, effective December 20, 1944.

LEAVES

1. Leave of absence with full pay for Dorothy Benson, Assistant Professor of Textiles, Clothing and Related Arts, for the period from January 1 to March 31, 1945. Miss Benson has been on the staff since 1936 and requests this leave because of ill health.
Appointments

2. Continuation of leave without pay for F. R. Theroux through March 31, 1945. Mr. Theroux has been on leave since November 1 to work on plans of the East Lansing Sewage Disposal addition.

APPOINTMENTS

1. Appointment of Marjory Binkley as stenographer at the Health Service at a salary of $1320 per year, effective December 1, 1944, to replace Marjory Smith who has resigned.

2. Appointment of Marjorie Rose Robinson as clerk in Stores at a salary of $1320 per year, effective December 1, 1944. Miss Robinson will replace Lillian Humby who has resigned.

3. Appointment of Mrs. Virginia Mitchell as stenographer in Engineering at a salary of $1560 per year, effective December 1, 1944. Mrs. Mitchell was employed in the School of Engineering from November 1941 until she resigned on September 15, 1944, to be with her husband. She is returning at her former salary.

4. Appointment of Hazel Brunson as stenographer in Horticulture at a salary of $1680 per year, effective December 4, 1944, and paid one-half from College and one-half from Experiment Station funds. Miss Brunson will replace Phyllis Denney (salary $1380) who has resigned.

5. Appointment of Jane Hurrell as stenographer in Horticulture at a salary of $1440 per year, effective December 1, 1944, and paid one-half from Extension funds and one-half from Funds of the Michigan State Horticultural Society. Miss Hurrell has been employed in the Central Stenographic Office since June 1944, and will replace Helen Sites who has resigned.

6. Appointment of Mrs. Genevieve Ricker as stenographer in Publications at a salary of $1950 per year, effective December 1, 1944, and paid from Extension funds. Mrs. Ricker will replace Ruth Huse (salary $1500) who has resigned.

7. Transfer of Gertrude Bates from the Central Stenographic Office to the position of stenographer in Home Economics at the same salary of $1500 per year, effective December 15, 1944.

8. Appointment of Maribelle Pratt as dictaphone operator in Central Stenographic Office at a salary of $1320 per year, effective December 1, 1944, and paid from Extension funds. Miss Pratt has been employed on the labor payroll since July 1944, and will replace Jane Hurrell who is being transferred.

9. Appointment of Bette Jean Holbrook as stenographer in the 4-H Club Office at a salary of $1500 per year, effective January 1, 1945, and paid from Extension funds. Miss Holbrook will replace Mildred Michaud (salary $1200) who has resigned.

10. Appointment of Marion Goss as Librarian-Secretary in the Art Department at a salary of $1600 per year, effective from January 1 to June 30, 1945. Miss Goss will replace Barbara Howe who has resigned.

11. Appointment of Karl A. Stiles as Associate Professor of Biological Science in the Basic College at a salary of $4000 per year, effective July 1, 1945. This is a new position.

12. Appointment of Irving W. Knobloch as Assistant Professor of Biological Science in the Basic College at a salary of $3000 per year, effective January 1, 1945. This is a new position.

13. Transfer of Richard Machiele from his position as Assistant County Agricultural Agent in Kent County to the position of Extension Assistant in Agricultural Engineering at a salary of $3000 per year, effective January 1, 1945. This is a new position.

14. Recommendation for the following transfers, effective January 1, 1945:
   a. Andrew L. Olson, District 4-H Club Agent, from Otsego, Presque Isle, Montmorency, and Alpena counties to Grand Traverse, Leelanau, and Benzie counties and a salary increase from $2300 to $2400 per year.
   b. K. C. Festerling, District 4-H Club Agent, from Emmet, Charlevoix, and Cheboygan counties to Emmet, Charlevoix, and Antrim counties.
   c. Transfer of Agnes M. Gregarek from her position as Home Demonstration Agent at Large to Home Demonstration Agent for Cass County at the same salary of $2000 per year, effective January 1, 1945.
   d. Transfer of Jewell W. Jensen from his position as Extension Assistant in Dairy to the position of Research Assistant in Dairy with a salary increase from $3500 to $3700 per year, effective January 1, 1945. This is a new position in connection with a project sponsored by Swift and Company.
   e. Appointment of John T. Reid as Assistant in Research in Dairy at a salary of $2500 per year, effective January 1, 1945, and paid from Experiment Station funds. Mr. Reid is a half-time graduate assistant in Dairy and will replace E. B. Hale who resigned two years ago.
   f. Appointment of Richard W. Luecke as Research Associate in Agricultural Chemistry at a salary of $3500 per year, effective January 1, 1945, and paid from Experiment Station funds. Dr. Luecke will replace E. A. Rasmussen (salary $3620) who has resigned.
December 21, 1944

APPOINTMENTS, continued

19. Appointment of Harold Melvin Sell as Research Professor of Agricultural Chemistry at a salary of £4500 per year, effective January 15, 1945, and paid from Experiment Station funds. This is a new position authorized by the Rackham Board of Governors, and Dr. Sell will be assigned to special work on antibiotic research.

20. Appointment of Irene Hood as Instructor in Textiles, Clothing, and Related Arts at a salary of $1600 for the period from January 1 to June 30, 1945. She will carry the teaching load of Miss Benson while she is on leave.

21. Appointment of Helen Tobias as Instructor in Home Management and Child Development at a salary of $1200 for the period from January 1 to June 30, 1945. Miss Tobias will replace Elsie Gabel who has resigned.

22. Appointment of Walter I. Firey, Jr. as Assistant Professor of Sociology in the School of Science and Arts and Assistant Professor of Effective Living in the Basic College at a salary of $3900 per year, effective February 14, 1945. This is a new position.

23. Appointment of Mrs. Ethel Rathke as Instructor in Foreign Languages at a salary of $200 per month, effective November 20, 1944, for as long as her services are needed. Mrs. Rathke will teach the classes of Mrs. Leathers who is ill.

24. Appointment of Perry L. Bailey as Instructor in Geography at a salary of $275 per month for the period from January 1 to March 31, 1945. Mr. Bailey will replace Robert L. Carvin who has resigned.

25. Appointment of David J. Kahler as Assistant in Research in Bacteriology and Public Health at a salary of $2400 per year, effective December 18, 1944, and paid from Permutit Company funds.

26. Appointment of Robert E. Lucas as Graduate Fellow in Soil Science at a salary of $1000 per year, effective January 1, 1945, and paid from funds of the Tennessee Corporation.

TRAVEL

1. Full expenses for a member of the Soil Science Department to attend a meeting of fertilizer specialists at Purdue University on December 18 and 19.

2. Full expenses for L. A. Haak to go to Toledo, Granville, and Columbus, Ohio, on December 18-22 to visit family life education courses in the Toledo School system; examine testing materials in the Bureau of Educational Research at Ohio State University, and interview prospective personnel for his department; and interview two men at Denison University.

3. Full expenses for H. J. Baldwin to attend a meeting in Chicago on December 19 for the purpose of discussing additional federal appropriations for Extension work.

4. Full expenses for G. S. McIntyre to go to Waukesa, Wisconsin, and vicinity for the purpose of locating a satisfactory herd sire for the Chatham herd of Holsteins; expenses to be paid from the Special Dairy Cattle funds. Mr. McIntyre will make the trip on December 26-28.

5. The following requests are made for travel allowance to attend the meetings of the National Association of Teachers of Speech in Chicago on December 27-29:
   a. First-class railway fare only for two members of the Department of Speech and Dramatics. Several members of the department will attend on this allowance.
   b. First-class railway fare only for two members of the staff of the Department of Written and Spoken English.

6. The following requests are made for travel allowance to attend the meetings of the Modern Language Association in New York City on December 28 to January 1:
   a. First-class railway fare only for two members of the Department of English. Four members of the department will attend on this allowance.
   b. First-class railway fare only for Mrs. Renee Arrr.

7. First-class railway fare only for Shao Chang Lee to attend the meeting of the American Historical Association in Chicago on December 28 and 29.

8. Full expenses for J. M. Moore to go to Chicago on January 12 to assist with a radio program sponsored by the Sears Roebuck and Company.

9. The following requests are made for travel allowance to attend the meeting of the American Society of Heating and Ventilating Engineers in Boston on January 21-24:
   a. First-class railway fare only for L. G. Miller
   b. First-class railway fare only for C. H. Pesterfield

10. First-class railway fare only for M. M. Cory to attend the mid-winter technical meeting of the American Institute of Electrical Engineers in New York City on January 22-26.

11. First-class railway fare only for J. A. Strelzoff to attend the Electronics Conference in New York City on January 22-27; expenses to be paid from ESMWF funds.

12. Full expenses for E. B. Harper to attend the annual meeting of the American Association of Schools of Social Work in Cleveland, Ohio, on January 24-27/
December 21, 1944

TRAVEL, continued

13. Full expenses for R. J. Baldwin and C. V. Ballard to attend the meeting of the Directors of Extension of the Central States in Chicago on January 23-24; expenses to be paid from Extension funds.


15. First-class railway fare only for Jackson Towne to attend the semi-annual meeting of the Bibliographical Society of America in New York City on January 26.

16. First-class railway fare only for Margaret E. Davies to go to Endicott, New York, on January 27 to February 10 for the purpose of attending the I.B.M. Tabulating School.

MISCELLANEOUS

1. Approval of a memorandum of understanding and acceptance of a grant of $1000 from the Midwest Agricultural Foundation of Omaha, Nebraska, to be used in establishing a research assistantship to carry on the work in the breeding of corn borer resistant corn.

2. Acceptance of $250 from the Dow Chemical Company to be credited to the revolving fund for research with the Dow Chemical Company for experimental work being conducted by the Section of Plant Pathology.

3. Continuation of the agreement with the Kellogg Company through December 1945 covering the dog ration investigations.

4. Approval of a memorandum of agreement with the American Potash Institute providing for an annual donation of $600 for a three year period to be used to finance a study relating to nutrient requirements of fruit plants. The work will be done in the Soil Science Department.

5. Approval of a memorandum of understanding and acceptance of a grant of $2500 from the Tennessee Corporation to be used to establish a fellowship in Soil Science for research work dealing with the need for minor elements by crops on muck soil.

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

- Robert Parker, Class of 1943, First Lieutenant in the Army Air Forces, is presumed killed in action over New Guinea on November 15, 1943. He was enrolled in Business Administration during 1939-41, having entered from Lansing. He held the Air Medal with Oak Leaf Cluster, the Distinguished Flying Cross, and was awarded the Silver Star for gallantry in action the day he went down over New Guinea.

- Spencer Edward Mather, Class of 1937, a Second Lieutenant in the Army, was killed in Italy on May 31, 1944. He was enrolled in Engineering during 1933-34, having entered from Paw, Paw, Michigan.

- John Harding Garret, Class of 1939, a Second Lieutenant in the Army Air Forces, was killed in action over Germany on September 9, 1944. He was enrolled in Liberal Arts during 1935-37, having entered from East Lansing. He held the Air Medal and Oak Leaf Cluster.

- Richard Temple Booth, Class of 1945, a Second Lieutenant in the Army Air Forces, was killed in action over Germany on September 22, 1944. He was enrolled in Hotel Administration during 1941-1943, having entered from Monroe, Wisconsin. He held the Air Medal and three Oak Leaf Clusters.

- James A. Matusker, Class of 1944, a Corporal in the Army, was killed in action in Germany on October 5, 1944. He was enrolled in the general course during 1940-1943, having entered from Lincoln Park, Michigan.

- Robert Norman Best, Class of 1945, a Private First Class in the Army, was killed in action in France on October 8, 1944. He was enrolled in Liberal Arts during 1941-1943, having entered from Midland, Michigan.

- Hugo Boettcher, Class of 1942, a Corporal in the Army, was killed in action in France on November 29, 1944. He was enrolled in Hotel Administration during 1940-1942, having entered from East Lansing.

- Laurence Potter Otto, Jr., Class of 1940, a First Lieutenant in the Army Air Forces, was killed in an Army plane crash near El Paso, Texas, on November 22, 1944. He was enrolled in Business Administration during 1936-37, having entered from Charlotte, Michigan.

- Robert K. Steward on September 29, 1944. Mr. Steward was formerly Head of the Department of Drawing and Design and was retired in September 1939.

The Secretary was instructed to send an appropriate message of sympathy to the widow.

7. Report of the death of Robert E. Steward on September 29, 1944. Mr. Steward was formerly Head of the Department of Drawing and Design and was retired in September 1939.

8. Report that Don Davis, formerly in charge of the Union Desk, was killed in action in France on November 6, 1944. He has been on military leave since March 1, 1944.
9. Report of the death of Charles E. Downing on December 8, 1944. Mr. Downing was a member of the State Board of Agriculture from 1934 to 1939.

The Secretary was instructed to send a letter of sympathy to the widow.

10. Brent Allinson, who was appointed Instructor in Social Science in the Basic College, effective October 2, 1944, is 51 years of age. Our retirement policy requires that when persons beyond the age of 50 are employed it shall be only with the approval of the Retirement Committee and reported to the Board.

11. The Health Service reports upon the health examination of Walter Abell, Associate Professor of Art, whose appointment was effective September 1, 1944, that he suffered a heart lesion some years ago but has had no symptoms in the intervening period and now seems to be in good health. The Retirement Committee has approved his inclusion under the retirement and insurance program.

12. The following amounts have been paid salaried employees during the month of November:

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<thead>
<tr>
<th>Auditorium</th>
<th>Engr.</th>
<th>Miscellaneous</th>
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<tbody>
<tr>
<td>Warren Hurtt</td>
<td>C. A. Miller $ 72.00</td>
<td>LeRoy Chapman $ 3.00</td>
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<tr>
<td>LeRoy Chapman</td>
<td>C. H. Festerfield $ 240.00</td>
<td>J. W. Cunkelman $126.31</td>
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<td>Lou Cudworth</td>
<td>S. Radford       $ 63.00</td>
<td>Christina Gum $ 31.20</td>
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<td>Helen Evans</td>
<td>J. A. Strelsoff $ 340.00</td>
<td>P. P. Hutton $ 6.00</td>
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<td>Mable Flanders</td>
<td>Howard Homochel $ 60.00</td>
<td>Margarette Jackson $ 3.00</td>
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<td>Mildred Jeffers</td>
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<td>Lee Klever $ 44.75</td>
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<td>Gerald Knapp</td>
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<td>Gerald Knapp $ 5.00</td>
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<td>J. M. Kutt</td>
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<td>J. W. Kutt $ 48.50</td>
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<td>Dorothy Scott</td>
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<tr>
<td>Lawrence Searl</td>
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<td>Vern Sverance</td>
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<td>Robert Troxell</td>
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<td>Wayne Van Riper</td>
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<td>Rodney Whitting</td>
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13. Increase in salary for K. E. Vining, County Agricultural Agent in Kent County, from $3700 to $4000 per year.

14. Increase in salary for Cora Van Kuiken, Assistant Recorder in the Registrar’s Office, from $7100 to $7800 per year, effective January 1, 1945.

15. Increase in salary for Elaine Miesel, Sterographer in the 4-H Club Office, from $8140 to $8560 per year, effective January 1, 1945.

16. Transfer of Mrs. Sophia Smith, clerk in the Mimeograph Department, from the labor to the service payroll at a salary of $1860 per year, effective January 1, 1945. Mrs. Smith has been employed since September 1943 at a salary of $1640.

17. It is recommended that the salaries of stenographers be increased as follows, effective January 1, 1945, in accordance with the action of the Board on April 15:

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<tr>
<th>Name</th>
<th>Current Salary</th>
<th>New Salary</th>
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<tr>
<td>Madeline Anderson, Central Office</td>
<td>$1320-1380</td>
<td>$1380-1440</td>
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<td>Donna Andrews, Alumni Relations</td>
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<td>Arda Angel, Farm Crops</td>
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<td>Jean Bortree, Foreign Languages</td>
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<td>Juunita Chick, Economics</td>
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<tr>
<td>Elaine Converse, Accounting</td>
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<tr>
<td>Mary Dexter, Agric. Chemistry</td>
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<td>Darleen Ely, Genetics &amp; Geog.</td>
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<td>Kathryn L. Field, Agric. Engr.</td>
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<td>Verma Gauther, Accounting</td>
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<tr>
<td>Pauline Greve, Surg. &amp; Med.</td>
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<td>Ruth Alice Gray, Soil Sci.</td>
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<td>Marilyn Hart, Surg. &amp; Med.</td>
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<td>Frances A. Religi, Educ.</td>
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<td>Mary Ellen Nilsen, Phys.Ed.Men</td>
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<td>Elizabeth Hill, Dairy</td>
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<td>June E. Himesan, Bld. &amp; Wil.</td>
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<td>Margaret Ann Johnson, An. Husb.</td>
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<td>Helmi Kaiser, Chatham Sta.</td>
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<td>Walita Kaiser, An. Faith.</td>
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<td>Georgia King, Music Extension</td>
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<td>Rosemary Leeman, Education</td>
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<td>Frances Martell, Bacteriology</td>
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<td>Jida Way, Botany</td>
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<td>Mildred McDonald, Central Office</td>
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Increase in salary for K. E. Vining.
Increase in salary for Cora Van Kuiken.
Increase in salary for Elaine Miesel.
Sophia Smith transferred to service payroll.

Approval increase in several stenographers as per Board ruling in April 1944.
December 21, 1944

18. **Request for an appropriation of $600** for the use of the Auditorium for the World Adventure Series on January 6, 20, 27; February 10, 24; March 10.

19. **Report that the College has received full payment from the Army Air Forces**. Rackham funds have been invested in United States 2% per cent bonds as authorized by the Board of Governors of the Rackham Foundation.

20. **Report that $33,000 from the Rackham Trust income** and $7,000 from the Rackham Trust Reserve have been invested in United States Savings Bonds Series G.

21. **Report of the sale of Lot 6 in the Ann Arbor property** to Mr. and Mrs. Leever at a price of $800.

22. **Request for an appropriation of $10,000** for the Basic College budget.

23. **$2000 in the School of Music bonds matured on November 1, 1944**. It is recommended that this amount be invested in United States Savings Bonds Series G.

24. The following recommendations are made relative to the assignment of faculty members to teaching positions in the Basic College, effective January 1, 1945:

- C. G. Fulkerson: Now Assistant Professor of English. Change to Assistant Professor of Written and Spoken English, full time.
- D. F. Sheehan: Now Instructor in English. Change to Instructor in Written and Spoken English, full time.
- Cyril F. Hager: Now Instructor in Written and Spoken English, full time. Change to Instructor in Written and Spoken English (50%) and in Social Science (50%).
- F. C. Sorensen: Now Instructor in Written and Spoken English. Change to Instructor in Written and Spoken English (66 2/3%) and in Effective Living (33 1/3%).
- H. C. Beeskow: Now Assistant Professor of Botany. Change to Assistant Professor of Botany, School of Science and Arts (50%); and Assistant Professor of Biological Science, Basic College (50%).
- R. W. Lewis: Now Assistant Professor and Research Assistant in Botany. Change to Research Assistant in Botany (50%); and Assistant Professor of Biological Science, Basic College (50%).
- J. R. Stiefel: Now Assistant Professor of Physiology and Pharmacology. Change to Assistant Professor of Physiology and Pharmacology, School of Science and Arts (33 1/3%); and Assistant Professor of Biological Science, Basic College (66 2/3%).
- L. F. Wolterink: Now Instructor in Physiology and Pharmacology. Change to Instructor in Physiology and Pharmacology, School of Science and Arts (33 1/3%); and Instructor in Biological Science, Basic College (66 2/3%).
- C. W. Miller: Now Assistant Professor of Physics. Change to Assistant Professor of Physical Science, Basic College, full time.
- J. W. Sheedy: Now Assistant Professor of Mathematics. Change to Associate Professor of Physical Science, Basic College, full time.
- H. E. Winters: Now Instructor in Chemistry. Change to Instructor in Physical Science, Basic College, full time.
- Justin Zinn: Now Assistant Professor of Geology and Geography. Change to Assistant Professor of Physical Science, Basic College, full time.
- Bert E. O'Beirne: Now Instructor in Economics. Change to Instructor in Economics, School of Science and Arts (50%); and Instructor in Social Science, Basic College (50%).
- Marjorie E. Gesner: Now Instructor in History and Political Science. Change to Instructor in History and Political Science, School of Science and Arts (50%); and Instructor in History of Civilization, Basic College (50%) at a salary increase from $2400 to $2600 per year.
- Hans L. Leonhardt: Now Assistant Professor of History and Political Science. Change to Assistant Professor of History and Political Science, School of Science and Arts (50%); and Assistant Professor of History of Civilization, Basic College (50%).
MISCELLANEOUS, continued

24. Recommendations relative to assignment of faculty members to teaching positions in Basic College, effective January 1, 1945, continued:

Gomer L. Jones - Now Assistant Professor of Music. Change to Assistant Professor of Music, School of Science and Arts (50%); and Assistant Professor of Literature and Fine Arts, Basic College (50%), at a salary increase from $2900 to $3200 per year.

W. B. Moffett - Now Assistant Professor of English. Change to Associate Professor of English, School of Science and Arts; and Associate Professor of Literature and Fine Arts, Basic College (50%).

ADDITIONAL ITEMS

Resignations

1. Resignation of Helen Larsen, stenographer in Hotel Administration one-half time and Education one-half time, effective December 31, 1944.

Appointments

1. Appointment of Mrs. Marjory Douma as clerk in the Registrar's Office at a salary of $1440 per year, effective January 1, 1945.

2. Appointment of Miss Doris Dudick as half-time graduate assistant in the Department of Bacteriology, effective January 1, 1945. Miss Dudick will fill the assistantship formerly held by Miss Eleanor Gilmore who received the Master's degree in September.

3. Recommendation that Earl Patterson, now foreman of the carpenter division, be transferred to a new responsibility of construction supervisor at a salary of $3600 per year, effective January 1, 1945.

4. Recommendation that Middleton Lyons, now employed in the carpenter shop, be promoted to the position of foreman in the carpenter shop at a salary of $2800 per year, effective January 1, 1945.

5. Appointment of Mr. Cloyd Anthony as Assistant Professor of Social Science in the Basic College, at $3600.00 per year, effective January 1, 1945, replacing Austin VanderSlice who is on leave.

Travel

1. First-class railway fare for Miss Elsie Thrasher to attend the Music Educators National Conference to be held at Indianapolis April 13-16, 1945, payable from Extension funds.

2. First-class railway fare for Dr. T. H. Osgood to attend the annual meetings of the American Physical Society and the American Association of Physics Teachers at Columbia University on January 18, 19, and 21, 1945.

3. Full expenses for Professor A. A. Applegate to attend the annual meeting of the American Association of Teachers of Journalism in Chicago on January 26 and 27, 1945.

4. Full expenses for Ralph Young, C. W. Bachman, J. F. Holzinger and L. L. Frimodig to attend the National Collegiate Athletic Association and the American Football Coaches Association annual meetings at Columbus, Ohio, on January 12 and 13, 1945.

Miscellaneous

1. Recommendation of salary increase for Ralph Bremer, Office Manager in Department of Buildings and Utilities, from $2000 to $2200 per year, effective January 1, 1945.

2. Change in title for Dr. Shao Chang Lee to become Professor of Chinese Culture, and for Dr. C. H. Teran to become Associate Professor of Latin-American Culture, effective January 1, 1945.

3. Change of status of Mrs. Adelaide Heselov from half-time graduate assistant to three-quarters time graduate assistant in the Department of Speech for the period of January 1 to June 30, 1945, at the rate of $105 per month. This appointment will absorb one-half of the assistantship made vacant by the resignation of Mrs. Nancy Hoffman Cole.

4. Change of status of Mr. James Harvey from half-time graduate assistant to three-quarters time graduate assistant in the Department of Speech for the period of January 1 to June 30, 1945, at the rate of $105.00 per month. This appointment will absorb one-half of the assistantship made vacant by the resignation of Mrs. Nancy Hoffman Cole.

5. Discussion of wage adjustments in the Department of Buildings and Utilities.

6. The following additional amounts were paid salaried employees during the first part of December:

<table>
<thead>
<tr>
<th>Miscellaneous</th>
<th>Auditorium</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christina Gunn</td>
<td>$16.80</td>
</tr>
<tr>
<td>L. F. Chapman</td>
<td>3.00</td>
</tr>
<tr>
<td>Leo J. Klever</td>
<td>3.90</td>
</tr>
<tr>
<td>L. K. Sales</td>
<td>$29.00</td>
</tr>
</tbody>
</table>
Refund of $10,651.68 from Lincoln Nat. Life. Mr. Wilkins' request to destroy certain bonds ref. to att. 

Mr. Wilkins reports the receipt of a refund of $10,651.68 from the Lincoln National Life Insurance Company of Fort Wayne, Indiana.

Mr. Wilkins requests authority to destroy certain bonds that have been retired and cancelled. On motion of Mr. McPherson, seconded by Mr. Brody, \textit{it was voted} to approve the above request, subject to the approval and recommendation of Attorney Ballard.

On motion of Mr. McPherson, seconded by Mr. Brody, \textit{it was voted} to approve the Additional Items.

The President discussed with the Board the problem faced by the institution in providing adequate housing for the large number of married students. A very large percentage of returning war veterans are married or contemplate being married and there are not available in the community housing facilities for them.

After considerable discussion, the Board authorized further investigation of providing proper facilities.

On motion of Mr. McPherson, seconded by Mr. Berkey, \textit{it was voted} to approve payment of the above statement.

Approval of the granting of appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation as follows: December 15, 1944:

**SCHOOL OF AGRICULTURE**
- Bachelor of Science
  - Donald Stewart Briggeman

**SCHOOL OF BUSINESS AND PUBLIC SERVICE**
- Bachelor of Arts

**SCHOOL OF EDUCATION**
- Bachelor of Science
  - Jean Strathern Bryson
  - Robert Louis Edgell
  - Kenneth Albert Ash
  - William Harold Heavenly

**SCHOOL OF ENGINEERING**
- Bachelor of Science
  - Charles Ray Ahlstrom, Civil
  - John Emerson Allen, Electrical
  - Robert alton Bailey, Chemical

**SCHOOL OF HOME ECONOMICS**
- Bachelor of Science
  - Leila Esther Brehmer
  - Betty Mae Ann Fenwick
  - Gertrude Frances Fapp Gray

**SCHOOL OF SCIENCE AND ARTS**
- Bachelor of Arts
  - Phyllis Jane Ayer
  - Leona Mary Berentsen
  - Eugenia May Church
  - Roberta May Cole

Degrees granted end of fall quarter 1944

- **With Honor**
- **With High Honor**
13. Degrees granted, continued:

SCHOOL OF SCIENCE AND ARTS, cont.
Degree
Bachelor of Science

*Colleen Carolyn Bourne
*Jeannette Edith Clay
Bruce Robert Dieter
Rita Marie Flood

Robert F. Freeman
Fannie Beatrice Henderson
Eunice Joyce Hendrix
Virginia Lee Hinckman

John Niar McLaughlin
Evelyn Campbell Moody
Henry Etta Predmore Jr.
Cary Jacob Witkop Jr.

SCHOOL OF VETERINARY MEDICINE
Degree
Doctor of Veterinary Medicine

Donald Brouse Brattain
Dolly Brock
Richard Martin Thomas

Degree
Bachelor of Science

Huth Evelyn Cornair
*Mary Louise Tufveson

GRADUATE SCHOOL
Master of Arts
Elwyn Richard Dell
Jean Smith Warren

Master of Music

Evelyn King Hockstad
Ellen Kistinetaki

Master of Science
Elizabeth Bullard Burleigh
Amanuell Campbell
Robert Keith Hudson
Edgar Welton Kivela
Aubrey A. Larsen
Edna Estella Leffler
Elizabeth Ann Musser

Bacteriology
Home Economics
Forestry
Bacteriology
Chemistry
Home Economics
Home Economics

Doctor of Philosophy

Albert Burris
Un Yang Keh
Lucille M. Portwood
Henry Lewis Van Dyke

Physics
Agriculture
Bacteriology
Chemistry

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve granting the above-mentioned degrees.

The meeting adjourned at 2:10 P.M.