The Finance Committee convened at 10 a.m. in the Board Room.

The following members were present:

Messrs. Harlan, Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Miller

Absent: Dr. Bartlett

1. Scudder, Stevens & Clark and Earl Cress recommend:

### Pension and Retirement Fund

Recommend purchasing:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Security</th>
<th>Approx. Price</th>
<th>Principal</th>
<th>Income</th>
<th>Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td>300 shs.</td>
<td>Columbia Broadcasting System</td>
<td>$1.40 40</td>
<td>$12,000</td>
<td>$420</td>
<td>3.5%</td>
</tr>
<tr>
<td>200 shs.</td>
<td>Ford Motor</td>
<td>3.00 65</td>
<td>13,000</td>
<td>600</td>
<td>4.6%</td>
</tr>
<tr>
<td>100 shs.</td>
<td>National Steel</td>
<td>3.00 78</td>
<td>7,800</td>
<td>300</td>
<td>3.8%</td>
</tr>
<tr>
<td>100 shs.</td>
<td>Republic Steel</td>
<td>3.00 54</td>
<td>5,400</td>
<td>300</td>
<td>5.5%</td>
</tr>
<tr>
<td>200 shs.</td>
<td>Westinghouse Electric</td>
<td>1.20 50</td>
<td>10,000</td>
<td>260</td>
<td>2.4%</td>
</tr>
</tbody>
</table>

### Forest Akers Fund

Recommend selling:

- $5,000 U. S. Treasury 4s, 5/15/63 ($9,000 held)

Recommend purchasing

- 80 shs. | Ford Motor | 3.00 65 | 5,800 | 260 | 4.6% |

### Jenison Fund

Recommend selling:

- $12,000 U. S. Treasury 4s, 5/15/63 ($15,000 held)

Recommend purchasing:

- 200 shs. | Westinghouse Electric | 1.20 50 | 10,000 | 260 | 2.4% |
- 300 shs. | Columbia Broadcasting System | 1.40 40 | $12,000 | 420 | 3.5% |

### Consolidated Investment Fund

Recommend selling:

- $17,000 U. S. Treasury 4s, 5/15/63

Plus cash added from Wilhelm Fund and McNamera Fund

Recommend purchasing:

- 200 shs. | Deere & Company | 2.00 47 | 9,400 | 400 | 4.2% |
- 100 shs. | Westinghouse Electric | 1.20 50 | 5,000 | 120 | 2.4% |
- 100 shs. | Radio Corp. of America | 2.00 53 | 3,000 | 100 | 2.4% |
- 100 shs. | National Steel | 3.00 78 | 7,800 | 300 | 3.8% |
- 400 shs. | Great Atlantic & Pacific Tea | 1.00 35 | $14,000 | 400 | 2.9% |
Finance Committee Items, continued:

November 18, 1960

1. Recommendations from Scudder, Stevens & Clark and Earl Cress, continued:

Harley V. McNamara Scholarship Fund

Recommend selling; then transferring to Consolidated Investment Fund:

<table>
<thead>
<tr>
<th>Approx. Principal</th>
<th>Income</th>
<th>Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.80</td>
<td>14</td>
<td>3,192</td>
</tr>
<tr>
<td>228 shs. National Tea</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Philip W. Wilhelm Fund

Recommend selling, then transferring proceeds to the Consolidated Investment Fund:

<table>
<thead>
<tr>
<th>Price Principal Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1.80</td>
</tr>
<tr>
<td>200 shs. Eastman Kodak</td>
</tr>
</tbody>
</table>

On motion by Mr. Harlan, seconded by Mr. Vanderploog, it was voted to approve the investment recommendations.

Investments to be transferred in name Board of Trustees

2. Many of our investments are held in the name of the State Board of Agriculture. The transfer agents require a formal Board resolution authorizing the transfer or reissue of certificates to the Board of Trustees of Michigan State University.

On motion by Mr. Merriman, seconded by Mr. Buff, it was voted to approve the above item and Mr. May is hereby authorized to execute any and all certificates necessary to effectuate the reregistration in the name of the Board of Trustees.

Offer of $100,000 for Woodward Ave. property rejected.

3. Appropriation of $2,000 for the labor budget of the History Department.

On motion by Mr. Vanderploog, seconded by Dr. Smith, it was voted to approve the above item.

Grant of $100,000 for Woodward Ave. property rejected.

4. Report by Mr. Carr and Mr. May on developments in connection with the foreclosure of the mortgage on the Woodward Avenue property and negotiations with Messrs. Golden, Jacob, Garber and others.

After considerable discussion, on motion by Mr. Huff, seconded by Dr. Smith, it was voted to authorize Mr. Carr and Mr. May to reject the offer of $100,000 for this property made by Dr. Golden and to instruct Mr. Carr, as the University attorney, to take all measures that are available to completely protect the financial interests of Michigan State University in this matter.

5. It is recommended that the Board authorize alterations in the ventilating system in Room 112 of the Women's Intramural Building at an estimated cost of $3,280 to be charged to Alterations and Improvements budget.

On motion by Mr. Harlan, seconded by Mr. Stevens, it was voted to approve the above recommendation.

6. In August we requested of The Commonwealth Fund of New York a grant to cover the cost of the study and development of an integrated program for teaching and research in medicine, the biological sciences, and related areas. A communication of November 14 from Malcolm Aldrich, President of The Commonwealth Fund, advises us that their Board has voted to grant $127,000 to finance this proposed two-year study, and a check for $82,000 covering the first year's work has been received. Provost Miller and the committee studying the future role of this University in medical science reported to the Trustees at the luncheon.

On motion by Mr. Merriman, seconded by Mr. Buff, it was voted to approve the above grant from The Commonwealth Fund.

7. Mr. May presented to the Board the new conditions that are recommended covering the group life insurance policy for University employees.

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to approve the above recommendation.

8. We have reached an emergency situation in availability of funds for student loans. Our policy of interest-free loans results in many students borrowing from our limited funds when they could as well borrow from banks or other agencies. It is recommended that the Board authorize the following recommendations as proposed by Mr. May:

a. Establishment of an interest charge of 4½ or 5% on all new loans for over 90 days, or loan renewals approved after December 1, 1960. Under the proposed policy, interest would be charged on all loans except when the loan fund was established by a donor with the provision that there be no interest charge.

b. In order to insure that there be no loss of trust funds, I would like to recommend the...
Finance Committee Items, continued:

8. Recommendations re: interest to be charged on student loan funds:
   
b. Continued:

   establishment of a $125,000 reserve fund from additional fees collected as a result of the
   increases in student fees. This is to be the same $125,000 authorized by the Trustees at the
   June 1960 Board meeting. Any loan made from trust funds would be transferred to the reserve
   account after it had been delinquent for 30 days.

c. If the Board approves items "a" and "b" above, I would recommend that the Board authorize the
   investment of up to $250,000 of cash balances and other available funds in student loans.

On motion by Mr. Merriman, seconded by Dr. Smith, **it was voted to approve the recommendation in Item 8.**
An interest rate of 4% is to be charged.

9. Mr. May and Mr. Foster recommend that effective for the present quarter the recommended charges
   in Owen Hall be changed from $60 per month to $168 per term per student in single rooms, and
   $126 per term per student in double rooms.

On motion by Mr. Vanderploeg, seconded by Dr. Smith, **it was voted to approve the above recommendation.**

10. A communication was received from the All-University Student Government suggesting that if in the
    opinion of the Board, it is desirable to get student opinion on matters coming before the Board,
    the President of Student Government would be glad to be invited to appear before the Board at
    the discretion of the Board.

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, **it was voted to authorize the President to
express the appreciation of the Board of Trustees for the cooperative attitude expressed in the letter
from Gil Cox, Chairman of the AUSG Executive Board.**

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
November 18, 1960

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens, Vanderploeg; President
Hannah, Treasurer May and Secretary Miller

Absent: Dr. Bartlett

The meeting was called to order at 1:55 p.m. in the Heritage Room at Kellogg Center.

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Finance Committee Items on the previous pages.

   On motion by Mr. Stevens, seconded by Dr. Smith, **it was voted to approve the Finance Committee
   items.**

2. Approval of easement agreements with the Chesapeake and Ohio Railroad Company for the purpose
   of installation of a sewer under the C & O tracks at Station 4165 plus 70, and the installation
   of a storm sewer under the C & O tracks. These installations are necessary in order to properly
   service the new 28 research building.

   On motion by Mr. Merriman, seconded by Mr. Stevens, **it was voted to approve the above easements.**

3. Chancellor Varner recommends that Michigan State University-Oakland be authorized to operate
   on a trimester plan effective September 1, 1961.

   On motion by Mr. Vanderploeg, seconded by Mr. Stevens, **it was voted to approve the above recommenda­
   tion from Chancellor Varner.**

NEW BUSINESS

Resignations and Terminations

1. M. June Wilkinson, Assistant Leader 4-H Clubs, November 16, 1960. Miss Wilkinson was married
   and wishes to become a full-time homemaker.

2. Samuel T. Bass, Instructor (Res.) in Agricultural Chemistry, October 31, 1960 to be changed to
   the classified payroll.


4. Ralph L. Hamilton, Assistant Agricultural Editor, Information Services, January 10, 1961, to
   accept a position as Professor and Head of the Department of Information at the University of
   Tennessee.

All-University Student Gov. offers to get student opinion on matters coming to Board.
Leaves—Sabbatical

1. George R. Myers, Associate Professor of Education with full pay from January 1, 1961 to March 30, 1961 for study and writing of two books.
2. John A. Waite, Associate Professor of English with full pay from April 1, 1961 to August 31, 1961 for study and travel in England and Europe.
3. Frederic E. Reeve, Professor of Communication Skills, with full pay from March 27, 1961 to June 30, 1961 for study and travel in Japan and the Far East.
4. Walter H. Mack, Professor of Microbiology and Public Health with full pay from July 1, 1961 to December 31, 1961 for study at MSU and the University of Michigan.

Leaves—Health

1. Irene M. Baird, Home Economics Agent, Ogemaw County, with full pay from November 1, 1960 to December 31, 1960.
2. Marjorie Eastman, Associate Professor (Ext.) Home Economics, with full pay from November 1, 1960 to December 31, 1960.
3. Anne M. McGurk, Assistant Professor of Communication Skills with full pay from January 1, 1961 to March 31, 1961.
4. Arthur D. Angel, Associate Professor of Social Science with full pay from October 17, 1960 to December 31, 1960.

Leaves—Other

1. Robert E. Braden, Agricultural Agent, Huron County, without pay from November 5, 1960 to November 4, 1961 to continue work with Consumers Committee.
2. Eugene P. Whiteside, Professor of Soil Science without pay from April 1, 1961 to June 30, 1961 to work on a Rockefeller Foundation Project in Mexico.
3. Leland E. Traywick, Assistant Dean of Business and Public Service and Professor of Economics without pay from December 1, 1960 to November 30, 1961 to work with the Committee for Economic Development.
4. Herbert W. Olson, Instructor in Health, Physical Education and Recreation without pay from January 1, 1961 to August 31, 1961 to study at the University of Michigan.

Appointments

1. Walter Stewart Carpenter, District Horticulture Agent, Van Buren, Cass, Berrien, Allegan and Kalamazoo Counties at a salary of $9,000 per year effective January 1, 1961, 12 mo basis.
4. Lawrence J. Giaconetto, Professor of Electrical Engineering and Engineering Research at a salary of $24,000 per year on a 10-month basis effective November 21, 1960.
5. Norman C. Hunt, Distinguished Visiting Professor of Humanities at a salary of $4,000 for the period September 1, 1961 to December 31, 1961.
6. Lottie J. Vincent, Assistant in Mathematics at MSU at a salary of $6,600 per year on a 12-month basis effective November 1, 1960 to July 31, 1962.
7. Marvin H. Murphy, Specialist, Vietnam Project, at a salary of $12,775 per year on a 12-month basis effective October 23, 1960 to December 27, 1960.
8. Bob W. Rowland, Traffic and Continuity Director, TV Broadcasting at a salary of $6,000 per year on a 12-month basis effective November 1, 1960 to June 30, 1961.

Transfers

1. Mildred M. Omor from Home Economics Agent Jackson County to Home Economics Agent, Newaygo County at the same salary of $8,300 per year effective January 1, 1961.
2. Micky Allan Smith, from Agricultural Agent, Wayne County, to Instructor (Ext.) in Botany and Plant Pathology at a salary of $8,000 per year effective November 1, 1960.
3. Calvin C. Barshman, from Regional Director Continuing Education to Associate Director of Admissions and Scholarships and Assistant Professor of Education at $12,400 on a 12-month basis effective December 1, 1960.
Salary Changes

1. Increase in salary for Fred J. Peabody, Extension Director, Ionia County to $8800 per year effective December 1, 1960.
2. Increase in salary for John X. Jamrich, Professor of Education to $14,000 per year effective November 1, 1960.
3. Increase in salary for Bernard I. Duffey, Professor of English to $10,500 per year, effective December 1, 1960.
4. Increase in salary for Midori Battistini, Librarian, to $5700 per year effective December 1, 1960.

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve the Resignations and Terminations, Leaves, Appointments, Transfers and Salary Changes.

Miscellaneous

1. The following actions are recommended by the Department Heads and the Deans in accordance with the tenure rules:
   a. Associate Professors who have served their probationary terms and acquire tenure with this reappointment, effective September 1, 1961:
      - Robert Gustafson
      - Robert A. Aldrich
      - Maurice W. Adams
      - Eldon A. Behr
      - Harold J. Ecker
      - Lloyd D. Musolf
      - John M. Parrey
      - Harold L. Dahnke, Jr.
      - Terry Triffet
      - Esther M. McGregor
      - Arnon F. Yanders
      - M. Eugene Hall
      - Hazard Adams
      - Morton M. Gordon
      - Kwan-Wai So
      - Sliman M. Ostrander
      - James B. McKee
      - J. Thomas Bell
      - Carlton C. Hills
      - Agricultural Economics
      - Agricultural Engineering
      - Farm Crops
      - Forest Products
      - Short Courses
      - Political Science
      - Bureau of Educational Research
      - Education & Institutional Research
      - Applied Mechanics
      - Nursing
      - Zoology
      - Music
      - English
      - Physics and Astronomy
      - Foreign Studies
      - History
      - Sociology and Anthropology & Continuing Education
      - Science and Mathematics Teaching Center
      - Anatomy
      - Veterinary Pathology

   b. Assistant Professors who have served their probationary terms and acquire tenure with this reappointment, effective September 1, 1961:
      - Amalie M. Vasold
      - Burton J. Cargill
      - Roy S. Emery
      - John D. Dovnes
      - Charles W. Stieby
      - C. Blair Maclean, Jr.
      - Roy K. Niemeyer
      - Harold R. Carey
      - Bernetta Kahabka
      - John L. Lockwood
      - Virginia C. Breiner
      - Lindsey Decker
      - Ethel Ameling
      - Merrell L. Sherburn
      - Wendell Westcott
      - Jerry A. Cohen
      - Harold Forrest
      - William H. Kelly
      - John H. Ward
      - David T. Clark
      - Clyde K. Smith
      - Paul C. Fromm
      - Harold E. Gray
      - Cooperative Extension Service
      - Agricultural Engineering
      - Dairy
      - Horticulture
      - Urban Planning and Landscape Architecture
      - Education
      - Health, Physical Education, and Recreation
      - Civil Engineering
      - Textiles, Clothing, and Related Arts
      - Botany and Plant Pathology
      - Nursing
      - Art
      - Music
      - Music
      - Music
      - Physics and Astronomy
      - Physics and Astronomy
      - Physics and Astronomy
      - Natural Science
      - Microbiology and Public Health
      - Microbiology and Public Health
      - Physiology and Pharmacology
      - Continuing Education

   c. Second probationary appointment as Assistant Professors for three years from September 1, 1961:
      - John N. Ferris
      - John Moore
      - John W. Andresen
      - Roger L. Rowby
      - Anne C. Garrison
      - Agricultural Economics
      - Agricultural Economics
      - Forestry
      - Bureau of Business and Economic Research
      - Bureau of Business and Economic Research
November 18, 1960

HEW BUSINESS, continued

Miscellaneous, continued

1. Recommended actions in accordance with tenure rules, continued:

   c. Second probationary appointment as Assistant Professors for three years from September 1, 1961, continued:

   Carl T. Brehm, Jr.       Economics
   Andrew Brimmer          Economics
   C. Charles Press        Political Science and Continuing Education
   S. Sidney Ulmer         Political Science

   Erwin F. Bettinghaus    Speech
   James M. Crowner        Education
   Donald Meaders          Education
   Martin G. Keeney       Electrical Engineering
   Jean E. Stange         Textiles, Clothing and Related Arts
   Hans Lempl             Music
   Norma S. Grabo         English
   Harry A. Eick          Chemistry
   William H. Reusch      Chemistry
   William J. Masse       Geology
   Paul Axt               Mathematics
   Patrick H. Doyle       Physics and Astronomy
   Meyer Gerber           Physics and Astronomy
   Don R. Lichtenberg     Physics and Astronomy
   Paul M. Parker         Psychology
   Joseph Reyher          Psychology
   Kenneth W. Wurtz       Sociology and Anthropology
   John C. Hewitt         Communication Skills
   Herbert Bergman        Communication Skills
   Albert Karson          Communication Skills
   Joseph Waldeckei       Communication Skills
   Harold Balke           Humanities
   Frederick I. Kaplan    Humanities
   Bishop N. Pipes        Humanities
   James R. Stamm         Humanities

   d. Promote to Assistant Professor effective September 1, 1961:

   Wesley I. Schmidt       Hotel, Restaurant, and Institutional Management
   Donald A. Schmidt       Veterinary Pathology
   William F. Teeman       Intercollegiate Athletics

   e. Third probationary appointment as Instructors for a period of three years from September 1, 1961:

   Earl Brown              Agricultural Economics
   Ralph E. Morrow         Animal Husbandry
   Leslie M. Reid          Resource Development
   Floyd G. Ellis          Soil Science
   Douglas C. Keister     Hotel, Restaurant, and Institutional Management
   Paul M. Shields         Police Administration and Public Safety
   G. E. V. Elliott       Health, Physical Education, and Recreation
   Ettie A. Illeby         Civil Engineering
   Adolph E. Smith         Electrical Engineering
   William H. Loyd         Mechanical Engineering
   Lloyd G. Ritter         Mechanical Engineering
   Betty Sue Hobbs         Home Management and Child Development
   Joseph Osby            Home Management and Child Development
   Barbara A. Spiker       Textiles, Clothing and Related Arts
   Charles M. McNeirid     Music and Continuing Education
   David D. Anderson       Communication Skills
   Marilyn H. Culpepper   Communication Skills
   R. Edward Richeson, Jr. Communication Skills
   Charles J. Switzer     Communication Skills
   D. arfel E. Stewart    Natural Science
   Oscar Taboada          Natural Science
   Clayton H. Wells       Continuing Education

   f. Second probationary appointment as Instructors for a period of two years from Sept. 1, 1961:

   John G. Haygreen       Forest Products
   Lawrence J. Baril      Police Administration and Public Safety
   William C. Chatfield   Police Administration and Public Safety
   Glenn M. Schultz      Police Administration and Public Safety
   Frank C. Rutledge      Speech
   Shirley A. Breinh     Education
   Ronald G. Rex         Education

   *Pending granting of the Doctor of Education Degree.
NEW BUSINESS, continued

Miscellaneous, continued

1. Recommended actions in accordance with tenure rules, continued:

   f. Second probationary appointments as Instructor for 2 years from September 1, 1961:

   - Horton C. Southworth
   - Thomas Rand
   - M. Dolezetz Arley Samuel
   - Eugene M. Russell
   - Julian Kateley
   - Ethel C. Appel
   - Vera Korsage
   - Robert D. Ballard
   - D. Gordon Rohman
   - Thomas L. Bushell
   - Paul M. Burrell
   - Gene Bluestein
   - Stephen F. Elliston
   - Lloyd M. Scott
   - Richard R. Bjork
   - Robert S. Lipe
   - James A. Ray
   - Uleah V. Mustosky
   - Bungeni G. Orpug
   - Thomas A. Collins
   - Daniel R. McLaughlin
   - William M. Osbourn

   Education
   Health, Physical Education, and Recreation
   Health, Physical Education, and Recreation
   Civil Engineering
   Computer Laboratory
   Foods and Nutrition
   Textiles, Clothing, and Related Arts
   English
   History and Continuing Education
   Philosophy
   Communication Skills
   Communication Skills
   Communication Skills
   Social Science
   Microbiology and Public Health
   Microbiology and Public Health
   Surgery and Medicine
   Veterinary Pathology
   Continuing Education

2. Reappointment of the following individuals who have served their probationary periods effective for one year from September 1, 1961:

   - Herbert Garfinikel
   - Irving L. Dahljelm

   Political Science and Bureau of Social and Political Research
   Microbiology and Public Health

3. Reappointment of the following individual who has served his probationary period, effective until his return from Vietnam in September 1962:

   - Frank S. Roop

   Mechanical Engineering

4. The following individuals are not recommended for reappointment and thereby terminate employment on August 31, 1961:

   - Robert L. Salsbury
   - Norman C. Higgin
   - Earl M. New
   - Alice M. Harrison
   - William P. Smith
   - Daniel D. Deaver
   - Mary C. Hill
   - James R. Burnett
   - Phillip J. Thorson
   - Cecelia M. Roach
   - Kathleen K. Donnelly
   - Ruth J. Smore
   - Peter H. Ovenburg
   - Stanley Finn
   - Edward Norman
   - John H. Delhardt
   - Rachandra Desai
   - Karl R. Carlson
   - James P. Harkness
   - C. Gratton Kemp
   - Frank T. Rice
   - Michael L. Dark

   Agricultural Chemistry
   Forest Products
   Horticulture
   Business Services and Education
   Economics
   Urban Planning and Landscape Architecture
   Education
   Mechanical Engineering
   Mechanical Engineering
   Textiles, Clothing and Related Arts
   Nursing
   Nursing
   Zoology
   Music
   Mathematics
   Statistics
   Foreign Studies
   Psychology
   Sociology and Anthropology
   Communication Skills
   Communication Skills
   Anatomy

   On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve the tenure recommendations.

5. Delay for an indefinite period of the appointment of Leroy R. Dugan, Jr. in Food Science. His appointment was to have been effective on November 1, 1960.

6. Change in status of Daniel Goldrich, Assistant Professor in the Bureau of Social and Political Research and Political Science, from a temporary appointment to a regular appointment subject to tenure rules, effective as of September 1, 1959.

7. Designation of David K. Berlo as Associate Professor and Head of General Communication Arts and Associate Director of the National Projects in Agricultural Communications at the same salary of $18,000 per year, effective November 1, 1960, paid 50% from 11-4-61 and 50% 31-3-62.

L.R. Dagan's appointment delayed indefinitely.
Daniel Goldrich changed to regular appointment.
8. Designation of Huber W. Ellingsworth as Assistant Professor of General Communication Arts and Director of ICA Seminars for Communication with his salary increased from $7500 per year on a 10-month basis to $8000 per year on a 10-month basis, effective November 1, 1960 and paid 100% from 71-2042.

9. Designation of Herman L. King as Professor, and Director of the Division of Biological Science, and assistant Dean for Graduate Programs in the College of Science and Arts with a salary increase from $12,300 on a 12-month basis to $12,800 on a 12-month basis, effective December 1, 1960.

10. Change in salary for LeRoy C. Ferguson who has been assigned to the Nigeria Project, from $13,000 per year to $14,300 per year on a 12-month basis, effective from November 14, 1960 to November 13, 1961 and paid from 71-2024.


12. Report of the death of Herbert Glen Mosher on October 12, 1960. Mr. Mosher was born on April 21, 1887, was first employed by the University on April 7, 1924, and was employed in the Stores Department at the time of his retirement on July 1, 1952.

13. Recommendations from the Director of Personnel, as follows:
   a. Reclassification of a Typist-Dictaphone Operator to a Supervisor II position at Michigan State University-Oakland, paid from 91-9681
   b. Establishment of a Landscape Engineer IVAB position in Campus Planning and Grounds Maintenance, paid from account 21-2542.
   c. Reclassification of a Library Clerk III to a Junior Librarian IIA position in the Library.

14. Promotion of Robert S. Alexander to Assistant Professor of Art and increase in salary from $6500 to $7200 per year effective December 1, 1960.

15. Vice President May has discussed the bids received on the following projects and has received telephone authorization to permit the successful bidders to begin to work in anticipation that the Board will approve contracts to the low bidder at today's meeting:
   a. The Science Building at Michigan State University-Oakland
   b. The Library at Michigan State University-Oakland
   c. The Science Building at Michigan State University-Oakland
   d. The Library at Michigan State University-Oakland
   e. The Science Building at Michigan State University-Oakland
   f. The Library at Michigan State University-Oakland
   g. The Science Building at Michigan State University-Oakland
   h. The Library at Michigan State University-Oakland
   i. The Science Building at Michigan State University-Oakland
   j. The Library at Michigan State University-Oakland
   k. The Science Building at Michigan State University-Oakland
   l. The Library at Michigan State University-Oakland
   m. The Science Building at Michigan State University-Oakland
   n. The Library at Michigan State University-Oakland
   o. The Science Building at Michigan State University-Oakland
   p. The Library at Michigan State University-Oakland
   q. The Science Building at Michigan State University-Oakland
   r. The Library at Michigan State University-Oakland
   s. The Science Building at Michigan State University-Oakland
   t. The Library at Michigan State University-Oakland
   u. The Science Building at Michigan State University-Oakland
   v. The Library at Michigan State University-Oakland
   w. The Science Building at Michigan State University-Oakland
   x. The Library at Michigan State University-Oakland
   y. The Science Building at Michigan State University-Oakland
   z. The Library at Michigan State University-Oakland

Contracts awarded to low bidders on Science Bldg. MSU-O

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. A. Fradman</td>
<td>$ 944,980</td>
</tr>
<tr>
<td>J. A. Utley</td>
<td>957,300</td>
</tr>
<tr>
<td>Bundy Construction Co.</td>
<td>965,000</td>
</tr>
<tr>
<td>O. W. Burke Co.</td>
<td>983,000</td>
</tr>
<tr>
<td>R. E. Dalley Co.</td>
<td>997,980</td>
</tr>
<tr>
<td>Darin &amp; Armstrong</td>
<td>990,000</td>
</tr>
<tr>
<td>Perron Construction Co.</td>
<td>1,007,000</td>
</tr>
<tr>
<td>A. Z. Shmina Co.</td>
<td>1,037,300</td>
</tr>
</tbody>
</table>

(Schurrer Construction Company--bid rejected--no base bid amount indicated)
NEW BUSINESS, continued

Miscellaneous, continued

15. Bids Science Building at Michigan State University-Oakland, continued:

Elevator Contract

- Detroit Elevator Co. $ 18,230
- Lardner Elevator Co. 19,827
- Acme Elevator Co. 19,563
- Ledermann Elevator Co. 19,672
- Otis Elevator Co. 21,356

It is recommended that contracts be awarded to the following firms:

- General Contract—J. A. Fredman $944,880
- Mechanical Contract—L. A. Plumbing & Heating $430,700
- Electrical Contract—Schultz Electrical Service $180,750

Although the bids were a little higher than anticipated, it was possible to work with the architect and the successful contractors in making changes of materials to save approximately $45,000. It is recommended that the contract for the award of the elevator bid be deferred at this time. It is hoped that the allowance for contingencies will be large enough to permit the award of the contract after construction progresses.

The following budget for this project is recommended:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional fees (including general, mechanical, electrical, and elevator)</td>
<td>$55,500</td>
</tr>
<tr>
<td>Utilities</td>
<td>$50,000</td>
</tr>
<tr>
<td>Site</td>
<td>$70,000</td>
</tr>
<tr>
<td>Furnishings and Equipment</td>
<td>$200,000</td>
</tr>
<tr>
<td>Contingencies</td>
<td>$27,008</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$2,000,000</strong></td>
</tr>
</tbody>
</table>

On motion by Mr. Harlan, seconded by Mr. Stevens, it was voted to approve awarding the General, Mechanical and Electrical contracts to the low bidders on the Science Building at MSU-O.

b. The following bids were received on the relocation of dairy facilities:

**General Contractors**

- Banta-Brooks, Inc $209,000
- B. J. Siwek 234,440
- Haussman Construction 239,199
- Hanel-Vance 239,300
- Clark Construction Co. 290,645
- Dexter Thornton 294,123

**Mechanical Contractors**

- W. A. Brown 36,966
- Cole Plumbing 36,890
- Lavery 40,490
- Great Lakes 40,900
- C. G. Brenner 48,285
- United Fiping 52,772
- Shaw-Winkler 54,777

**Electrical Contractors**

- East Lansing Electric 26,943
- Hall Electric 26,940
- Root Electric 26,728
- Central Electric 28,230
- Hatzel and Buehler 28,960
- Lansing Electric Motors 30,725

The following budget has been established for this project:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>$270,914</td>
</tr>
<tr>
<td>Site Improvement</td>
<td>22,200</td>
</tr>
<tr>
<td>Grading</td>
<td>6,300</td>
</tr>
<tr>
<td>Utilities</td>
<td>10,500</td>
</tr>
<tr>
<td>Equipment</td>
<td>57,000</td>
</tr>
<tr>
<td>Fees—Ols and Bolton</td>
<td>7,640</td>
</tr>
<tr>
<td>Supervision and Plans—Ross</td>
<td>5,000</td>
</tr>
<tr>
<td>Thornton—Estimate</td>
<td>8,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$397,594</strong></td>
</tr>
<tr>
<td>Loose Housing Barn</td>
<td>45,000</td>
</tr>
<tr>
<td>Caretaker's House</td>
<td>8,500</td>
</tr>
<tr>
<td>Contingencies</td>
<td>$441,594</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$450,000</strong></td>
</tr>
</tbody>
</table>

On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve awarding the contracts to the low bidders for the relocation of the dairy facilities.
Gifts and Grants

1. Gift of 2 wedge-roll over-running clutches valued at $100 from The Hilliard Corporation of Grove Isle for use in Agricultural Engineering.

2. Gift of a Magnavox Television set valued at $299 from The Magnavox Company of Fort Wayne, Indiana, to be used in the lobby of Kellogg Center.

3. Grants as follows to be used for scholarship purposes:
   a. $200 from Wesley Aves of Grand Rapids to establish two prizes of $100 each: one for the Aves Award for Outstanding Merit in Advertising to be presented to the student who has shown the greatest all-round excellence in the advertising program; the other for the Aves Award for Excellence in Copy to be presented to the student who has demonstrated the greatest creative competence in advertising copy.
   b. $500 from The General Electric Foundation of Ossining, New York, to provide an unrestricted scholarship to be awarded at the discretion of the Scholarship Committee.
   c. To continue previously established scholarships:
      1) $1,100 from the Whirlpool Foundation of St. Joseph
      2) $100 from the Michigan Elevator Exchange of Lansing to be credited to the Michigan Elevator Cooperative Scholarship Fund.
      3) $200 from the Union Bank and Trust Company of Grand Rapids
      4) $100 from the Montcalm Central Bank of Stanton
   d. To aid specified students:
      1) $500 from the Eli National Foundation of Boston, Massachusetts
      2) $500 from the Foundry Educational Foundation of Cleveland, Ohio, for two $250 scholarships
      3) $500 from the National United Church Ushers Association of America of Detroit.
      5) $75 from the General Motors Girls’ Club of Pontiac for a student at Michigan State University-Oakland.
      6) $75 from the Adcraft Club of Detroit.

4. Approval of a memorandum of agreement with Matt Skorey, Inc., of Denver, Colorado, covering a grant of $1,000 to be used under the direction of George H. Axinn in the Cooperative Extension Service to test the possibility of selling bulletins available from the Cooperative Extension Service by use of automatic vending machines located in public places in a community.

5. Grant of $1,300 from The Erie Research Committee to be used under the direction of Peter A. Tack in Fisheries and Wildlife to assist one or more graduate students in the study of waterfowl management.

6. Approval of memoranda of understanding covering grants to be used under the direction of A. E. Mitchell, David R. Dilley, and Donald H. Dewey in Horticulture to investigate the mechanism of respiration of apple fruits during development, maturation, and senescence to better interpret the influence of environmental and cultural factors on fruit quality and composition, as follows:
   a. $500 from the Michigan State Apple Commission, of East Lansing
   b. $500 from the Michigan State Pomster Society, of Greenville

7. Grant of $5,000 from the United States Office of Education of Washington, D.C., to be used under the direction of A. L. Kenworthy and R. L. Carolus in Horticulture to expedite the training of two graduate students.

8. Grant of $1,800 from the Michigan State Florists Association of Lansing to be used under the direction of P. R. Krone in Horticulture for the salary of a half-time stenographer.

9. Grant of $50 from Editorial Service Company of Milwaukee, Wisconsin, to be used under the direction of P. J. Schaible in Poultry Science for the purchase of books on mink nutrition.

10. Approval of a memorandum of agreement with The Dow Chemical Company of Midland covering a grant of $1,000 to be used under the direction of A. R. Wolcott, L. N. Shepherd, and R. B. Lucas in Soil Science to determine the effect of fumigant chemicals on microbial activity and nitrogen transformation on organic soils.

11. Grants as follows to be used under the direction of E. H. Barnet in Marketing and Transportation for the advancement of the programs in Food Marketing management under the statement of objectives by the National Business Advisory Committee:
   a. $2,000 from the National Tea Company of Chicago
   b. $500 from Piggly Wiggly Sins Stores, Inc., of Vidalia, Georgia

12. Grant of $1,500 from the George Ramlose Foundation of Boston, Massachusetts, to be used under the direction of E. H. Barnet in Marketing and Transportation for sponsored research. Provision is made for a special graduate research assistant.
Gifts and Grants, continued

13. Renewal of a memorandum of agreement with the National Institute of Mental Health of Bethesda, Maryland, covering a grant of $25,706 to be used under the direction of G. J. Aldridge in Social Work for the graduate preparation of psychiatric social workers.

14. Grant of $10,700 from the National Science Foundation to be used under the direction of James Stokley in Journalism for the support of a Seminar for Science Writers.

15. Approval of a memorandum of agreement with Delta Phi Kappa, National Professional Physical Education Fraternity for Women, of Princeton, New Jersey, covering a grant of $1,500 to be used under the direction of Janet A. Wessel in Health, Physical Education, and Recreation for film making.

16. Grant of $6,000 from the North Central Association of Colleges and Secondary Schools of Chicago to be used under the direction of John X. Jamrich in Education to operate the Committee on Liberal Arts Education.

17. Grant of $1,250 from the Michigan School for the Blind of Lansing to be used under the direction of John E. Jordan in Education to provide materials for teaching, research and/or the promotion of rehabilitation and special education.

18. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of $7,475 to be used under the direction of E. C. Cantino in Botany and Plant Pathology for a study of the biochemistry of morphogenesis. This agreement provides for a special graduate research assistant.

19. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of $10,000 to be used under the direction of Florence C. Kempf, in the School of Nursing to integrate mental health concepts in nursing programs. The agreement provides for special graduate research assistants.

20. Grant of $7,500 from the United States Office of Education of Washington, D.C., to be used under the direction of S. K. Haynes in Physics and Astronomy to support the National Defense Education Act fellowship program in nuclear physics.

21. Grant of $25,800 from the National Science Foundation of Washington, D.C., to be used under the direction of John N. Mason in the Science and Mathematics Teaching Center for support of an academic year institute in general science for high school teachers.

22. Grant of $25 from the Michigan State Veterinary Medical Association Auxiliary of Hillsdale, Michigan, to be used by Dean Armistead to purchase materials for the veterinary library.

23. Renewal of a memorandum of agreement with Johnson and Anderson, Inc., of Pontiac, covering a grant of $600 to be used under the direction of W. L. Mallmann in Microbiology and Public Health for a study of the public health hazards of compost.

24. Renewal of a memorandum of agreement with the United States Department of Agriculture Agricultural Research Service of Washington, D.C., covering a grant of $32,800 to be used under the direction of Dean Armistead in Microbiology and Public Health and Veterinary Pathology to evaluate the effectiveness of the federal tuberculosis eradication program through diagnostic procedures.

25. Grant of $25 from the Women’s Association of the Kirk in the Hills Church of Bloomfield Hills to be used under the direction of John Galloway in the Art Department at Michigan State University-Oakland for the purchase of some art object.

26. Renewal of a memorandum of agreement with the National Institutes of Health of Bethesda, Maryland, covering a grant of $10,350 to be used under the direction of A. M. Barch and T. W. Forbes in the Highway Traffic Safety Center to determine the detrimental effects on driving behavior of young drivers driving at high but legally accepted speeds for periods up to 4 hours in duration and the relation of such effects to their previous driving experience. The agreement provides for special graduate research assistants.

27. Grants as follows to be credited to the Discretionary Gifts Fund (both come as honoraria for speeches given by Dr. W. J. E. Crissy):
   a. $50 from the Lansing Sales Executives Club
   b. $50 from the Detroit Sales Executives Club, Inc.

28. Grant of $10,235 from the National Science Foundation of Washington, D.C., to be used under the direction of Vice President Muelder for summer fellowships for graduate teaching assistants.

29. Gift of 12 shares of Whirlpool Corporation common stock from P. Eduard Geldhof of the class of 1914 of Benton Harbor to be credited to the MSU Development Fund, account 31-1175.
Reports for Board Members

1. The following alteration and improvement items have been approved since the meeting of the Board of Trustees in October:
   a. Improve lighting around Audio-Visual Center $20
   b. Improve lighting in Room 6-A Wells Hall 180
   c. Alterations to Rooms 105 and 115 Biological Research Building to eliminate damage from condensation 1,425
      Total: $1,525

2. Additional payments to salaried employees since the October Board meeting, as per list on file.
   On motion by Dr. Smith, seconded by Mr. Huff, it was voted to approve all the Miscellaneous Items not already acted upon.

The meeting adjourned at 2:45 p.m.

The next meeting will be held Friday, December 16, starting with the Finance Committee at 7 a.m. followed by the Board meeting at 10 a.m. in the Heritage Room at Kellogg Center.

President
Secretary