MINUTES OF THE MEETING
OF THE
STATE BOARD OF AGRICULTURE
OCTOBER 23, 1942

Present: Mr. Berkey (Chairman); Messrs. Akers, Brody, Jakway, McPherson; Mrs. Masselink; Dr. Elliott; President Hannah; Treasurer Wilkins; Secretary McDonel

Absent: No one.

The Board convened at 6:00 P.M. for dinner in the President's Dining Room of the Union after which the meeting was called to order at 7:00 P.M. in the Board Room.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

1. Report that Jorge Awapara did not accept the position as half-time graduate assistant in Chemistry for 1942-43.

2. Report that Eldon E. Kline did not accept the position as half-time graduate assistant in Zoology for 1942-43.

3. Resignation of Bernard Rothlein as half-time graduate assistant in Physics, effective September 30, 1942. Mr. Rothlein has accepted a position as Junior Physicist in the Philadelphia Navy Yard.

4. Report that Miss Rosemary Walker did not accept the position as graduate fellow in Sociology for 1942-43.

5. Report that Richard Gulp did not accept the position as half-time graduate assistant in Botany for 1942-43.

6. Resignation of Virginia Bailey as stenographer in Economics, effective September 26, 1942. Miss Bailey has accepted a position in Lansing.

7. Resignation of Ortelle Greenwald as stenographer in the Extension Director's Office, effective September 15, 1942. Miss Greenwald has accepted a position in Detroit.

8. Resignation of Nestor E. Mihay as draftsman in Agricultural Engineering, effective September 17, 1942. Mr. Mihay has accepted a position with the Olds Motor Company.

9. Resignation of Fred Roth as Assistant Agricultural Engineering Specialist, effective September 15, 1942. Mr. Roth has been inducted into the Army.

Leaves

1. Leave of absence without pay for one year for Harold B. Fields, Assistant Professor of History, effective September 1, 1942. Mr. Fields has been inducted into the Army.

Appointments

1. Appointment of Mrs. Helen Burtraw as Assistant in Research in Bacteriology for the period from September 15, 1942, to July 31, 1943, at a salary of $136.36 per month, to be paid from the Beet Sugar Fund #250 and the Fritzschke Brothers Fund #339.

2. Appointment of Herman Blum as Assistant in Research in Bacteriology for the period from September 15, 1942, to June 30, 1943, at the salary rate of $1500 per year, to be paid from the Corn Products-Vegetable Protein Fund #237.

3. Appointment of Wyman D. Davis as Instructor in Physical Education for Men at a salary of $150 per month for three months beginning October 1, 1942. Mr. Davis will replace E. F. Pogor.

4. Appointment of George J. Wallace as Instructor in Zoology at a salary of $1800 per year on a permanent 10-month basis, effective September 1, 1942. Dr. Wallace replaces two half-time graduate assistants.

5. Appointment of Moirée Compere as Instructor in Speech and Dramatics at a salary of $1900 per year for one year only, effective September 1, 1942.

6. Appointment of Elaine Van Aken as Instructor of Mathematics at a salary of $1600 per year for one year only, effective September 1, 1942. This is a change from a half-time graduate assistant to a full-time instructor.

7. Reappointment on a permanent basis of the following cooperative house hostesses:
   a. Mrs. Mollie Cole at Rochdale House, at a salary of $350 for the 10 months beginning September 1, 1942.
PRESIDENT'S REPORT, continued

Appointments, continued

7. (Continued)
   b. Mrs. Esther Pryor at Cowles House, at a salary of $500 for the 10 months beginning Sep­
   tember 1, 1942.
   c. Mrs. Beatrice Tanner at Concord House, at a salary of $350 for the 10 months beginning
   September 1, 1942.

8. Appointment of Denzil Treber as College Carilloneur for 1942-43 at a salary of $20 per month for
   ten months beginning September 1, 1942. Miss Treber replaces Wendell Westcott.

9. Appointment of Doris M. Boyer as stenographer in the Civilian Pilot Training program at a salary
   of $1200 per year, effective September 21, 1942. Miss Boyer is to be paid from CPT funds.

10. Appointment of Marcelene Keefe as stenographer in Bacteriology at a salary of $1260 per year,
    effective September 15, 1942. Miss Keefe replaces Esther Albro who has resigned.

11. Appointment of Rose Marie Wroniak as stenographer in the Extension Director's Office at a salary
    of $1200 per year, effective September 17, 1942. Miss Wroniak replaces Orstelle Greenwald
    (salary $1200) who has resigned.

12. Appointment of Eldon E. Kline as half-time assistant in Animal Pathology at a salary of $600 for
    ten months beginning September 1, 1942. This position was not filled during 1941-42.

13. Increase Miss Betty Bullard from quarter-time to half-time graduate assistant in Bacteriology
    for 1942-43, effective September 1, 1942.

14. Reappointment of Howard C. Malpass as half-time graduate fellow in Chemistry at a salary of $50
    per month for 12 months beginning October 1, 1942, and paid from the W. K. Kellogg Dog Ration
    Fund.

15. The following graduate assistants were appointed for 1942-43, to be effective as of September
    1, 1942:

    Chemistry  - Appointment of Harold J. Wiesner as quarter-time
              - Appointment of Gertrude E. Van Aken as half-time

    Mathematics - Appointment of Jack Gillespie as half-time graduate
                  assistant to replace Edward Cooley

    Music       - Reappointment of Arnold V. Bergeson as half-time
                 graduate assistant.

16. Appointment of Alice C. Peterson as graduate fellow in Sociology at a salary of $400 for the
    year 1942-43, to be paid from the Michigan TB Association funds. Miss Peterson replaces Rose­
    mary Walker.

Travel

1. Full expenses for F. H. Vogel to attend the annual meeting of the National Hardwood Lumber
   Association in Chicago on September 24 and 25.

2. Full expenses for J. G. Hays to attend a meeting of representatives of the colleges and the
   dairy industry in Chicago on October 2.

3. Full expenses ($33.07) for T. G. Stebbins to go to Chicago to follow through on orchard and
   packing house records on fruit which has been shipped to Chicago.

4. Full expenses for R. V. Gunn to attend the annual Agricultural Outlook Conference in Washington,
   D. C., on October 19-23.

5. First-class railway fare only for Denzel C. Cline to attend the National Tax Association con­
   vention in Cincinnati, Ohio, on October 19-22.

Miscellaneous

1. Approval of additional salary payment of $33.33 to Axel Andersen in lieu of vacation.

2. Approval of scholarships amounting to a waiver of fees for the year 1942-43 for Miss Jennie
   Hyh Tseid and for Mr. Stephen Ejang.

3. Approval of transfer of funds from salary to maintenance budgets for work formerly done by
   graduate assistants, as follows:

   - Dean of Agriculture $300  Farm Crops $600  Plant Pathology $500
   - Soils Science  500  Horticulture  600  Economics  500
   - Forestry  500  Farm Management  300  Botany  500
   - Animal Husbandry  500  Poultry  500  Physics  280

   On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve the President's Report.
October 23, 1942

RESIGNATIONS

Resignations

1. Resignation of Mrs. Vera Blankenburg as stenographer in the Chemistry Experiment Station, effective September 30, 1942, because of poor health.

2. Resignation of Mary Berkey Gebhard as stenographer in the Publications Department, effective September 30, 1942.

3. Resignation of Donnairieve Parkhouse as stenographer in Agricultural Engineering, effective October 31, 1942. Miss Parkhouse plans to be married.

4. Resignation of Catherine Stahl as stenographer in Hotel Administration and Education Departments, effective as of September 12, 1942. Miss Stahl resigned to go to school.

5. Resignation of Joyne M. Shaw as clerk in Farm Management, effective October 5, 1942. Miss Shaw has accepted another position.

6. Resignation of Elizabeth Hunter as general duty nurse at the Health Service, effective October 15, 1942. Miss Hunter has accepted a position at a higher salary.

7. Resignation of Helen Strow as Assistant Home Demonstration Leader in the Upper Peninsula, effective October 31, 1942. Miss Strow has accepted a position in Ohio.

8. Resignation of Marcella Meyer as Assistant State Club Leader for the Upper Peninsula, effective November 15, 1942.

9. Resignation of George K. Davis as Research Assistant in the Chemistry Experiment Station, effective October 31, 1942. Mr. Davis has accepted a position at the University of Florida.

10. Resignation of Mrs. G. Wendell Turner as Dietitian for Mason-Abbot and Wells Halls, effective October 31, 1942.

11. Resignation of Margaret Hartwell as stenographer in Geology and Geography and in Physiology and Pharmacology, effective October 21, 1942.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to accept the Resignations.

LEAVES

Leaves

1. Continuation of leave of absence without pay for A. J. Bell, Extension Specialist in Agricultural Engineering, from October 1 through November 30, 1942. Mr. Bell was granted leave with pay from March 1 to August 31, 1942. He worked during the month of September.

2. Leave of absence with pay for Miss Orletta Hansen, Housing Maintenance Supervisor for Women, from October 15 through November 30, 1942. Miss Hansen is recovering from an illness.

3. Leave of absence without pay through August 31, 1943, for the following employees who have been called for military service.
   a. Fred William Kletke, employee in the Stores Department, effective September 1, 1942. Mr. Kletke has been drafted.
   b. James H. Husted, Assistant Professor of Forestry, effective October 1, 1942. Mr. Husted has been drafted.
   c. Kenneth J. Anderson, County Agricultural Agent for Wayne County, effective October 15, 1942. Mr. Anderson has been drafted.
   d. Joseph W. Bobbit, Assistant Professor of Psychology, effective October 1, 1942. Mr. Bobbit has accepted a commission as a Lieutenant in the United States Coast Guard Reserve.

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve the Leaves.

APPOINTMENTS

Appointments

1. Appointment of Richard L. Wits as Extension Assistant in Agricultural Engineering at a salary of $2600 per year on a permanent 12-month basis, effective November 16, 1942. Mr. Wits will replace Don Ebinger (salary $2800) who has resigned.

2. Reappointment of Raymond Lamb as District Club Agent in Ottawa, Kalamazoo, Kent, and Barry Counties at the same salary of $2000 per year from October 15, 1942, to June 30, 1943. Mr. Lamb replaces Earl Haas during his military leave.

3. Reappointment of Andrew L. Olson as District Club Agent in Presque Isle, Alpena, Montmorency, Otsego, and Crawford Counties at the same salary of $2100 per year for the period from November 1, 1942, to June 30, 1943. Mr. Olson replaces H. C. Zindel who is on military leave.

4. Appointment of Mrs. Corrine O. White as Assistant State Club Leader at a salary of $2600 per year on a permanent 12-month basis, effective November 1, 1942. Mrs. White will replace Mrs. Nickle who is working with the State Defense Council.

5. Appointment of Karl Christian Festerling as District 4-H Club Agent in Emmet, Cheboygan, Charlevoix and Antrim Counties at a salary of $2100 per year for the period from November 1, 1942, to June 30, 1943. Mr. Festerling will replace Clare A. Reed (salary $3100) who has resigned.
October 23, 1942

APPOINTMENTS, continued

6. Transfer of Miss Helen Koyes from Extension Specialist in Clothing to the position of Assistant State Home Demonstration Leader in the Upper Peninsula and a salary increase from $2600 to $2800 per year, effective November 1, 1942. Miss Koyes replaces Helen Strow (salary $3000) who has resigned.

7. Appointment of Joyce Snyder as Assistant in Research in the Chemistry Experiment Station at a salary of $1600 per year on a permanent 12-month basis, effective October 1, 1942. Miss Snyder's salary is to be paid $600 from state supplied funds, $400 from Purnell funds, and $600 from Bankhead-Jones funds. She replaces Constance H. Seiber (salary $1600) who has resigned.

8. Appointment of Russell A. Rasmussen as Research Associate in the Chemistry Experiment Station at a salary of $3500 per year on a permanent 12-month basis, effective November 1, 1942. Dr. Rasmussen replaces George F. Davis (salary $3200) who has resigned.

9. Appointment of Harry H. Smith as Instructor in Zoology at a salary rate of $2000 per year on a temporary basis from October 1, 1942, to August 31, 1943. Mr. Smith replaces Richard G. Horton (salary $2400) who is on military leave.

10. Appointment of Charles Garrison Danforth as Instructor in Zoology at a salary rate of $1800 per year on a temporary basis from October 1, 1942, to August 31, 1943. Mr. Danforth replaces two graduate assistants.

11. Appointment of Mrs. Harry R. Hoppe as Instructor in English at a salary of $125 per month for three months beginning October 1, 1942. Mrs. Hoppe replaces J. W. Shirley who has been transferred to the Physics Department.

12. Appointment of Mrs. Melba Johnson Babington as Instructor in English at a salary of $150 per month for three months beginning October 1, 1942. This is to take care of an increase in enrollment.

13. Appointment of Mrs. Herbert Weisinger as Instructor in English at a salary of $125 per month for threemonths beginning October 1, 1942. This is partial replacement for J. E. Shirley.

14. Appointment of John B. Harrison as Instructor in History at a salary of $2200 for 11 months beginning October 1, 1942. Mr. Harrison replaces Harold B. Fields who is on military leave.

15. The following appointments are recommended for the teaching of the Kellogg Foundation Short Courses during the winter of 1942-43. Three-fourths of the salaries are to be paid by the State Board of Control for Vocational Education and one fourth from Kellogg Foundation Funds:

a. Mrs. Josephine Fuller Cook to teach home management, home furnishings, and personal problems at a salary of $650.

b. Mrs. Marguerite B. Wright to teach family relations at $550.

c. Mrs. Phyllis D. Jepson to teach clothing at a salary of $500.

d. Mrs. Alice Hertzer Bartlett to teach the work in foods and nutrition at a salary of $500.

16. Dr. Gerald C. Richardson is being employed as a special agent of the Bureau of Animal Industry at a salary of $2500 per year, effective November 16, 1942, and paid directly from the U. S. Department of Agriculture. The Veterinary Division would like to employ Dr. Richardson from October 1 to November 15, 1942, at this same salary rate to be paid from the Central Brucella Fund.

17. Appointment of Jeanne Haynes as general duty nurse at the Health Service at a salary of $1160 per year plus meals and uniforms laundered on a permanent 12-month basis, effective October 16, 1942. Miss Haynes replaces Elizabeth Hunter (salary $1160) who has resigned.

18. Appointment of Dorothy Goul as general duty nurse at the Health Service at a salary of $1160 per year plus meals and uniforms laundered, on a permanent 12-month basis, effective November 1, 1942. Miss Goul replaces Mrs. Florence Miess (salary $1160) who has resigned.

19. Reappointment of Mrs. L. J. Luker as hostess at Mason Hall for 1942-43 at a salary of $1200 for the year.

20. Reappointment of Mr. and Mrs. Marshall Goodwin as Resident Manager and Hostess in Abbot Hall for 1942-43. Mrs. Goodwin is to receive a salary of $1200 for the year.

21. Appointment of Helen C. Feuerstein as dietitian and supervisor of foods at Mason-Abbot Hall at a salary of $2500 per year, effective October 20, 1942. Miss Feuerstein will replace Mrs. Wendell Turner.

22. Appointment of Evangeline R. Parks as stenographer in Agricultural Engineering at a salary at a salary of $1250 per year, effective as of August 1, 1942. Miss Parks' salary is to be paid half from College and half from Experiment Station funds. She replaces Marjorie Dunham (salary $1200) who has resigned.

23. Appointment of Kathryn L. Field as stenographer in Agricultural Engineering at a salary of $1200 per year, effective October 26, 1942, to be paid from Extension funds. Miss Field replaces Donnavieve Parkhouse (salary $1250) who has resigned.
APPOINTMENTS, continued

Appointments

24. Appointment of Lucille N. Marvin as stenographer in the Chemistry Experiment Station at a salary of $1,980 per year, effective October 1, 1942. Miss Marvin replaces Vera Blankenburg (salary $1,140) who has resigned.

25. Appointment of Leona Pierce as stenographer in the Conservation Institute at a salary of $1,200 per year, effective October 1, 1942. This is a new position in accordance with the cooperative arrangements with the State Department of Conservation, and is to be paid from Extension funds.

26. Appointment of Mary Petersen as stenographer in Publications at a salary of $1,200 per year, effective October 1, 1942, to be paid from Extension funds. Miss Petersen replaces Mrs. Gebhard (salary $1,380) who has resigned.

27. Appointment of Amy Pedersen as stenographer in Economics at a salary of $1,200 per year, effective October 1, 1942, to be paid half from Experiment Station and half from Extension funds. Miss Pedersen replaces Virginia Bailey (salary $1,200) who has resigned.

28. Appointment of Mrs. Mary Ball as clerk in Farm Management at a salary of $1,260 per year, effective October 1, 1942. Mrs. Ball replaces June Shaw (salary $1,260) who has resigned.

29. Appointment of Helen Jean Anderson as clerk in Home Economics at a salary of $1,200 per year, effective October 1, 1942. This is a new position authorized by the Board at its meeting in September.

30. Appointment of hazel N. King as clerk in the Physics Department at a salary of $1,200 per year, effective October 1, 1942. Miss King replaces Chrysalis Colvin (salary $1,200) who has been retired.

31. Appointment of Helen Jean Anderson as clerk in Home Economics at a salary of $1,200 per year, effective October 16, 1942. This is a new position authorized by the Board at its meeting in September.

32. Appointment of Marguerite Reitz as stenographer, half-time in Hotel Administration and half-time in Education, at a salary of $1,200 per year, effective October 1, 1942. Miss Reitz replaces Katherine Stahl (salary $1,200) who has resigned.

33. Appointment of Naomi Vollmar as Instructor of Mathematics at a salary of $1,600 for nine months beginning October 1, 1942. Miss Vollmar will replace E. E. Blanche (resignation not yet received).

On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to approve the appointments.

TRAVEL

Travel

1. Full expenses for Donald H. Stark to attend a conference in connection with livestock marketing projects in Chicago on October 16 and 17, to be paid from Purnell funds.

2. Full expenses for A. B. Love to attend a conference in connection with the price ceilings for beans in Washington, D. C., on October 23, to be paid from Extension funds.

3. Full expenses for R. W. Tenny to attend a meeting of Short Course Directors in Chicago on October 27. This meeting has been called in connection with the Land-Grant Colleges' meeting.


5. Full expenses for George Amundson to attend a meeting of Agricultural Engineers in Chicago on October 29-31. This meeting is being called by the Federal Office of Extension to discuss plans for the farm machinery repair campaign for 1943.

6. Full expenses for Ray Hutson to attend a meeting in Chicago on October 30. This meeting is being called by the Bureau of Entomology and Plant Quarantine to discuss matters relating to the European cornborer control.

7. Full expenses for H. C. Moore to go to Fort Meyers, Florida, to plant samples of Michigan certified seed potatoes for disease tests during the period from November 15-23; expenses to be paid from funds of the Michigan Crop Improvement Association.


9. Full expenses for Mary Richmond, O. F. Walker, and A. G. Kettunen to supervise the 4-H Club delegation to the National 4-H Club Conference in Chicago on November 28 to December 4. Also out-of-state authorization without expense to the College for Beatrice Boyle and Ralph May to attend the same conference.

10. First-class railway fare only for E. F. Eldridge to attend the meeting of the Federation of Sewage Works Associations in Cleveland, Ohio, on October 22-24.

11. First-class railway fare only for A. H. Gower to attend the National Chemical Exposition in Chicago on November 24-29.
TRAVEL, continued

October 23, 1942

12. First-class railway fare only for F. W. Fabian to attend the meetings of the American Public Health Association and the International Association of Milk Sanitarians in St. Louis, Missouri, on October 26-31.

13. First-class railway fare only for W. L. Mallmann to attend the meetings of the American Public Health Association and the International Association of Milk Sanitarians in St. Louis, Missouri, on October 26-31.

14. First-class railway fare only for L. H. Geil to attend a convention of the Associated Collegiate Press in Chicago on November 5 and 6.

15. First-class railway fare only for Mabelle Ehlers to attend the National Conference of Food Service Directors in Richmond, Virginia, on November 5-7.

16. First-class railway fare only for two members of the Farm Crops Department to attend the meetings of the American Society of Agronomy at St. Louis, Missouri, on November 11-12.

17. Mileage on one car for members of the Soils Science Department to attend the meetings of the American Society of Agronomy and the Soil Science Society in St. Louis, Missouri, the week of November 9.

18. Maintenance expenses for M. H. Avery to accompany the 4-H Club Judging Team to the National Vegetable Growers Association meeting in Pittsburgh on December 3-6.

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

MISCELLANEOUS

1. Approval of a memorandum of understanding covering the control and operation of the Fred Russ Forest near Cassopolis; also approval of an appropriation of $1200 for this fiscal year to be used for new plantings in the forest next spring.

2. Acceptance of a check for $200 from Horwath and Horwath to be credited to the Horwath and Horwath Scholarship fund.

3. Acceptance of a check for $400 from the Fritsche Corporation of New York City and approval of the extension of the present agreement relating to studies in the manufacture of pickles being carried on by the Section of Bacteriology.

4. Report that Michigan State College has been allotted $25,949 by the Federal Government to be used for loans to students in Engineering, Chemistry, and Veterinary under the Federal student war loan program.

5. Approval of the budget plan for the project in Conservation and report of receipt of a check for $3000 from the Michigan Department of Conservation.


7. Report of the death of Eben Mumford, former professor Sociology and head of the Department, on October 17, 1942.

The Secretary is instructed to have proper resolutions prepared on the deaths of Mrs. Landon and Dr. Mumford and copies sent to the bereaved relatives. The resolutions follow:

RESOLUTION OF THE STATE BOARD OF AGRICULTURE ON THE DEATH OF MRS. LINDA LANDON ON SEPTEMBER 29, 1942

WHEREAS, Mrs. Linda Landon departed this life on September 29, 1942; and

WHEREAS, Mrs. Landon devoted a long, efficient and worthwhile service to Michigan State College as its librarian for forty-one years and during this long period contributed much to the growth of the college library; and

WHEREAS, Mrs. Landon's inspirational leadership and pleasant personality has endeared her to thousands of students coming under her influence, to the faculty, and friends of Michigan State College; and

WHEREAS, Mrs. Landon's passing is a real loss to the College and the community;

NOW, THEREFORE BE IT RESOLVED THAT the State Board of Agriculture in regular meeting assembled on the campus of Michigan State College in East Lansing on October 23rd does hereby express its regret at the passing of Mrs. Landon and extends its most sincere sympathy to the surviving relatives and the Secretary is instructed to spread this resolution upon the permanent records of the College and to forward copies of this resolution to the relatives.
Resolutions

death Dr. Mumford

WHEREAS, Dr. Eben Mumford departed this life on October 17, 1942; and

WHEREAS, Dr. Mumford has rendered long, efficient and worthwhile service to Michigan State College as the State Leader of County Agricultural Agents and later Head of the Department of Sociology and during his long period of service contributed much to the College, rural life and agriculture; and

WHEREAS, Dr. Mumford's inspirational leadership and pleasant personality has endeared him to thousands of Michigan farm men and women who worked with him, to the faculty and friends of Michigan State College; and

NOW, THEREFORE, BE IT RESOLVED that the State Board of Agriculture in regular meeting assembled on the campus of Michigan State College in East Lansing on October 23rd does hereby express its regret at the passing of Dr. Mumford and the Secretary is instructed to spread this resolution upon the permanent records of the College and to forward copies of this resolution to the relatives.

7. (Continued)

Resolutions

(Raw Text)

MISCELLANEOUS, continued

WHEREAS, Dr. Eben Mumford departed this life on October 17, 1942; and

WHEREAS, Dr. Mumford has rendered long, efficient and worthwhile service to Michigan State College as the State Leader of County Agricultural Agents and later Head of the Department of Sociology and during his long period of service contributed much to the College, rural life and agriculture; and

WHEREAS, Dr. Mumford's inspirational leadership and pleasant personality has endeared him to thousands of Michigan farm men and women who worked with him, to the faculty and friends of Michigan State College; and

NOW, THEREFORE, BE IT RESOLVED that the State Board of Agriculture in regular meeting assembled on the campus of Michigan State College in East Lansing on October 23rd does hereby express its regret at the passing of Dr. Mumford and the Secretary is instructed to spread this resolution upon the permanent records of the College and to forward copies of this resolution to the relatives.

8. Recommendation from Dean Romane that Warren Fleischauer be classified as a permanent employee. Mr. Fleischauer has been granted military leave. He has been employed each year for three or four years on a one-year basis.

9. Change in title for F. W. Fabian from Research Professor and Associate Professor to Research Professor and Professor of Bacteriology, effective immediately.

10. Increase in salary for Miss Jessie May, clerk in Physical Education for Men, from $1440 to $1525 per year, effective as of September 1, 1942.

11. Additional remuneration of $25.00 to Dr. W. W. Darlington who was employed to direct the School Commissioners' Workshop in August.

12. Recommendation that Mrs. Etheldreda Jones Badulescu be paid the maximum salary of $425 for the fall term as approved by the Board on September 17.

13. Recommendation that O. E. Robey, Assistant Professor and Research Assistant in Agricultural Engineering, be changed from full-time status at $3000 per year to half-time at $1500 per year, effective from November 1, 1942, to June 30, 1943. Professor Robey is partly responsible for the management of a small manufacturing plant since two of his sons have been called for military service.

14. Recommendation that George J. Propp, Assistant Professor of Animal Husbandry, be changed from full-time at $2500 per year to half-time at $1500 per year, effective from October 1, 1942, to June 10, 1943. Professor Propp is completing work for his degree in Veterinary Medicine.

15. Recommendation that Miss Margaret Anderson be paid $100 for the fall term 1942 for teaching a class in Mathematics. Miss Anderson is working in the Orientation Office on an hourly basis.

16. Report that J. W. Shirley, Assistant Professor of English, has been transferred to the Physics Department on a full-time basis; and that O. R. Heath, Housing Director for Men, has been transferred to the Physics Department on a half-time basis.


18. Mrs. Olga Bird Mickle has been loaned to the Michigan Council of Defense in accordance with the action taken by the Board at the meeting on September 17. Mrs. Mickle has been since September 15, 1930, a member of the staff of the 4-H Club Department. The Michigan Council of Defense has expressed its sincere appreciation of this action.

19. Reappointment of Dean L. C. Emmons and Dean E. L. Anthony as members of the Athletic Council for a two-year term beginning July 1, 1942.

20. Report that $50,000 par value Oakland County bonds have been sold at 101½. The money is on deposit with the Ann Arbor Trust Company.

21. Request that the College furnish land to members of the college faculty for victory garden projects during the summer of 1943.

22. Additional appropriation of $525 to complete the necessary work in the Short Course Dormitory, and an appropriation for such items of equipment as it may be necessary to purchase for the Short Course Dormitory.

23. Appropriation of $300 for the Music Department to stage a Christmas cantata on Sunday, December 13 ($100 for the use of the Auditorium and $200 for expenses).
24. Appropriation of $975.00 to be used to make one large room in the Music Building into six practice rooms. The estimated rental from these rooms will amount to $900.00 a year.

25. Appropriation of $250 to be used to install an exhaust fan and ventilation ducts in the Forge Shop.

26. The following appropriations are requested for the use of the Auditorium and Fairchild Theater for the weekly Quarterback programs:

Auditorium, October 15 $100
Fairchild Theater, October 22 50

If these movies are continued, an appropriation will be needed for the use of either the Auditorium or Fairchild Theater each week for the remainder of the football season (8 weeks).

27. Appropriation of $385.16 to take care of the unpaid obligations of the Horse Show. There is $190 of accounts receivable which will be returned as soon as it is received.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted that in order to take care of the unpaid obligations of the Horse Show and close the account the College take over the property of the Horse Show for college use.

28. Recommendation that out-of-state students who are employed by the State Department of Health and hold Kellogg Fellowshipships not be required to pay the out-of-state fee. Miss Lois Kelly, a resident of Wisconsin, is enrolled during the present fall term and should be refunded $20 if this recommendation is approved.

29. Payment of $170 to Dr. H. W. Harris for a knee operation for William Peterson, a student who was injured in spring football practice.

30. Payment of $25 to Dr. H. W. Harris for applying a plaster cast for Elbert Stark, a student who was injured during Dr. Holland's illness last spring.

31. Payment of the following bills to Shields, Ballard, Jennings and Taber for services during July, August and September:

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<th>Michigan State College</th>
<th>$181.93</th>
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<tbody>
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<td>Jenison Estate</td>
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32. Renewal of the agreement between Michigan State College and the Board of Water and Electric Light with the understanding that it may be terminated at any time by either party on reasonable notice.

33. Report that the Testing Laboratory of the American Hotel Association is being moved to Michigan State College and will be in operation by January 1, 1943.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve Miscellaneous Items except items 21 and 27 on which action appears.

34. Title change from Assistant Professor to Associate Professor of Physiology and Pharmacology and increase in salary from $2,700 to $3,000 per year for B. V. Alfredson, effective November 1, 1942.

35. The following salary increases are recommended to be effective November 1, 1942:

- C. F. Cairy, Assistant Professor of Veterinary Physiology, from $2,300 to $2,500
- J. R. Stiefel, Instructor in Physiology, from $2,300 to $2,400
- Joseph Sykes, Assistant Professor and Research Assistant in Physiology, from $2,800 to $2,900

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve items 34 and 35.

36. Report that the College has received a gift of five Arabian purebred horses from W. K. Kellogg. These horses, three mares and two stallions, came from Mr. Kellogg's breeding ranch in California and are to be used for class work in the development of interest in light horses.

On motion of Mrs. Hasselink, seconded by Mr. Brody, it was voted to accept the gift from Mr. Kellogg.
MISCELLANEOUS, continued

37. V. G. Grove relieved of chairmanship of Department of Mathematics; recommended that L. C. Plant assume the responsibility of acting as head of Department.

38. Recommendation that Mr. Wilkins be authorized to take steps as necessary to secure the $69,000 appropriated by the Michigan Legislature for the purchase of the Poultry Building. Mr. Wilkins is instructed to earmark this fund to be used after the war for the purpose of constructing a substitute poultry building. The officers of the College are authorized to make such lease as may be required with the State Police covering the poultry building.

The meeting adjourned at 9:30 P.M.

[Signatures]

President

Secretary