Present: Mr. Brody (Chairman); Messrs. Mueller, Rouse; Miss Jones; President Hannah, Treasurer May and Secretary McDonell

Absent: Mr. Akers, Mr. Armstrong; Dr. Taylor.

The meeting was called to order at 10:30 a.m.

The minutes of the previous meeting were approved.

**PRESIDENT'S REPORT**

**Appointments**

1. Appointment of Jeanette Morningstar as Secretary to the Dean of the Basic College at a salary of $4,100 per year on a 12-month basis, effective March 22, 1954, to replace Marguerite Grabow, transferred. Miss Morningstar has been a College employee on the classified list for several years.

2. Reappointment of Dorothy Acevedo as Instructor in Music at a salary of $150 per month, effective from January 1 to March 31, 1954.

**Miscellaneous**


2. Authorized a new campus map for distribution to visitors and new students at a total cost of now to exceed $2,500.

**NEW BUSINESS**

**Resignations and Terminations**

1. Frances Arnold as Assistant Director of the National Project in Agricultural Communications, effective March 17, 1954. Miss Arnold plans to be married.

2. Cancellation of the appointment of John D. Clark as Visiting Professor of General Business. Dr. Clark was appointed for the spring term.

3. Karl B. Schroedel as Instructor in Mechanical Engineering, effective April 30, 1954, to accept a position in industry.

4. Josephine Martin as Assistant Professor of Textiles, Clothing and Related Arts, effective March 31, 1954. Miss Martin has been on leave since September 1, 1952.

5. Howard Silberer as Assistant Professor of Music, effective August 31, 1954. It is also recommended that Mr. Silberer be granted leave of absence with full pay from March 24 to August 31, 1954.

**Leaves**

1. Leave of absence with half pay for James R. Burnett, Assistant Professor of Engineering Drawing, effective for one year beginning September 1, 1954, to complete the requirements for his doctorate degree at the University of Minnesota. Mr. Burnett has been a member of the staff since September 1, 1947.

2. Leave of absence with half pay for Alma M. Goetsch, Assistant Professor of Art, for one year beginning September 1, 1954, for study in California. Miss Goetsch has been a member of the staff since September 1, 1928, and has had 2 previous sabbatical leaves.

3. Leave of absence without pay for Nora L. Landmark, Instructor in Communication Skills, from April 1 to June 30, 1954, to complete her thesis for her doctorate.

4. Leave of absence with full pay for Elizabeth Daniels, Assistant Professor of Physical Education, Health, and Recreation for Women, from January 1 to June 30, 1954, for health reasons.

5. Leave of absence without pay for Meta W. Vossbrink, Assistant Professor of Vocational Education and Home Economics, from July 16 to September 14, 1954, to care for her invalid mother.

6. Leave of absence without pay for DeVere Hyckman, Assistant Professor of Civil Engineering, for one year beginning September 1, 1954, to continue studying for his doctorate at Massachusetts Institute of Technology. Mr. Hyckman has been on sabbatical leave during the past year.

7. Leave of absence with full pay for Anna Louise Kelley, Assistant Professor (Research) of Foods and Nutrition, from March 9 to June 8, 1954, for health reasons. Dr. Kelley has been on sick leave since December 9, 1953. She has been a member of the staff since August 1, 1943.

8. Leave of absence without pay for Mrs. Margaret Pattullo, Instructor in Institution Administration for one year beginning September 1, 1954, to work on her doctorate at Michigan State College.
MEW BUSINESS, continued

Appointments

1. Appointment of Jack Lee Parker as Allegan County 4-H Club Agent at a salary of $4600 per year on a 12-month basis, effective April 1, 1954, to replace W. J. MacLean, transferred, and paid half from Bankhead-Flannagan and half from State Offset funds.

2. Appointment of Donna Jeanne Summers as Home Demonstration Agent in Missaukee and Roscommon Counties at a salary of $4600 per year on a 12-month basis, effective July 1, 1954, to fill a new position and paid half from Bankhead-Flannagan and half from State Offset funds.

3. Appointment of Mrs. Clema Marie Briley Lenehan as Arenac County Home Demonstration Agent at a salary of $4600 per year on a 12-month basis, effective June 20, 1954. This is a new position paid half from Bankhead-Flannagan and half from State Offset funds.

4. Appointment of Lola Jean Swing as Ontonagon County Home Demonstration Agent at a salary of $3300 per year on a 12-month basis, effective July 1, 1954. This is a new position paid half from Bankhead-Flannagan and half from State Offset funds.

5. Appointment of Dale Madden as Assistant Professor (Research) of Dairy at a salary of $5500 per year on a 12-month basis, effective June 1, 1954. This is a new position paid from Bureau of Dairy Industry funds. Mr. Madden is appointed subject to tenure rules.

6. Reappointment of Michael Ovchynnyk as Instructor in Fisheries and Wildlife at the same salary of $4750 per year, effective from April 1 to June 30, 1954, and paid half from Experiment Station and half from College funds.

7. Reappointment of Allan A. Spitz as Assistant (Research) in Political Science at a salary of $450 for the period from April 1 to June 30, 1954 and paid $265 from the Governmental Research Bureau and $185 from the Operations Research Office account.

8. Appointment of Marie Marjorie Lindholm as Instructor in Business Education and Secretarial Studies at a salary of $400 per month, effective March 1, 1954, through June 30, 1954, to replace Sara Barford who is ill. This is a temporary appointment.

9. Appointment of Robert E. McAlpin as Instructor in Elementary Education at a salary of $300 per month, effective from April 1 to June 30, 1954.

10. Reappointment of Mrs. Dolly Kunkel as Instructor in Elementary Education at a salary of $400 per month, effective from April 1 to June 30, 1954, to replace A. J. Nugget, deceased.

11. Appointment of Jane Benis as Assistant Professor of Vocational Education and Home Economics at a salary of $250 for the period from July 5 to July 16, 1954. Miss Benis will teach an extension course at Northern Michigan College of Education.

12. Appointment of Cyril W. Terry as Correlation Engineer in the School of Engineering at a salary of $850 per month, effective from February 1 to June 30, 1954. This is a new position paid from Detroit Arsenal funds.

13. Appointment of Harold Robert Henry as Assistant Professor of Civil and Sanitary Engineering at a salary of $1833.33 for spring term 1954 and at a salary of $5500 per year on a 10-month basis effective September 1, 1954, to replace D. C. Van Strien, resigned.

14. Appointment of Tien-Hsing Wu as Assistant Professor of Civil and Sanitary Engineering at a salary of $5300 per year on a 10-month basis, effective September 1, 1954, to replace M. F. Rogers, and subject to tenure rules. Dr. Wu has been employed on a temporary basis during this past year.

15. Appointment of John J. Lenosky as Instructor in Mechanical Engineering at a salary of $400 per month, effective from April 1 to June 30, 1954, to replace A. E. Sinnett, resigned.

16. Reappointment of Anita Johnson Dean as Instructor in Institution Administration at a salary of $4000 per year on a 10-month basis, effective for one year only beginning September 1, 1954, to replace Margaret Pattullo, on leave.

17. Appointment of Nevill Coghill as Distinguished Visiting Lecturer in the School of Science and Arts at a salary of $4000 for the spring term 1954, and paid from the visiting lectureship account.

18. Reappointment of Robert H. Fulton as Instructor (Research) in Botany and Plant Pathology at a salary of $4500 per year on a 12-month basis, effective April 1, 1954, and paid from Experiment Station funds.

19. Appointment of John E. Cantlon as Associate Professor of Botany and Plant Pathology at a salary of $7000 per year on a 10-month basis, effective September 1, 1954, to replace George W. Farmalee who has been employed on a temporary basis.

20. Appointment of Harold O. Goodman as Instructor in Zoology at a salary of $4600 per year on a 10-month basis, effective September 1, 1954, to replace R. F. Xeller who was employed on a temporary basis.
NEW BUSINESS, continued

Appointments, continued

21. Appointment of Mrs. Kathleen Krause Donnelly as Instructor in Nursing Education at a salary of $4500 per year on a 12-month basis, effective April 1, 1954. This is a new position.

22. Reappointment of Deborah Wheaton as Assistant in Chemistry at a salary of $140 per month, effective from April 1 to June 30, 1954.

23. Appointment of James Harold McKay as Instructor in Mathematics at a salary of $4500 per year on a 12-month basis, effective September 1, 1954, to replace D. N. Mesner who has been employed on a temporary basis, effective September 1, 1954, to replace D. N. Mesner.

24. Reappointment of Mrs. Ruth H. Wells as Instructor in Psychology at a salary of $500 for the spring term 1954.

25. Appointment of Homan Frisby as Instructor in Psychology at a salary of $500 for the spring term 1954, as partial replacement for Esta Thomas, resigned.

26. Reappointment of Richard A. Zehan as Instructor in Psychology at a salary of $500 for the spring term 1954.

27. Reappointment of Lawrence S. White as Assistant (Research) in Bacteriology and Public Health at a salary of $300 per month, effective from April 1 to May 31, 1954, and paid from Tobacco Research Foundation funds.

28. Appointment of Jack H. Fries as Lecturer in Surgery and Medicine at a salary of $30 per month effective from April 1 to June 30, 1954, to replace Dr. LaFond, deceased.


30. Appointment of the following Consultants in Continuing Education to work with the Hospital Housekeepers Short Course from April 5 to May 27, 1954:
   a. Mrs. Mary Waller, General Institutional Management, $1000 for the period.
   b. Mrs. Morrine Grover Bennett, Textiles, Clothing and Related Arts, $400 for the period.

31. Appointment of John W. Banks as Assistant at the Health Service at a salary of $6500 per year on a 12-month basis, effective April 1, 1954, to replace Mrs. Verna Sloan, resigned. Mr. Banks is a Mental Hygienist.

Miscellaneous

Inc. salary
J.C. Byrnes
$20,250

Inc. salary
John A. Morrow
$8533.33

Reinstate.
T.L. Rebstock
Ag. Chem.

Assign.
L.A. Baik to Mich. Com. Study

Ch. status
S.H. Jenkins

to full time

L.A. Smith
Asst. Dean
School of Eng.

Ch. Status
T.J. Backus
to 8 time Inst Mech.Eng.

Add.$350 pd to

S. Meacham

W.B. Moffett
to Aug.31 '54

R.H. Thornton
Dr. Div. Lang & Lit to Sept.

Add.$200 pd

WILLI A. USCHALD
Res. K.C. Lang
Feb. 1954

Inc. salary
F. C. Byrnes

1. Increase in salary for Francis C. Byrnes, Associate Professor and Associate Director of the National Project in Agricultural Communications, from $10,000 to $10,250 per year, effective March 1, 1954.

2. Increase in salary for John A. Morrow, Assistant Professor and Audio-Visual Adviser of the National Project in Agricultural Communications, from $8533.33 to $8533.33 per year, effective March 1, 1954.


4. Assignment of Leo A. Haak, Professor of Social Science, to the Michigan Communications Study for the period from April 1 to June 30, 1954.

5. Change in status of Richard N. Jenkins, Instructor in General Business, from half-time to full-time at a salary of $1400 for the spring term 1954.

6. Designation of L. A. Smith, Professor of Civil and Sanitary Engineering, as Assistant Dean of the School of Engineering, effective April 1, 1954.

7. Change in status of Floyd I. Backus from half-time Instructor in Applied Mechanics to half-time Instructor in Applied Mechanics and one-quarter time Instructor in Mechanical Engineering at an additional salary of $445 for the spring term 1954.

8. Additional payment of $350 to Esther Meacham, Instructor in Textiles, Clothing, and Related Arts, for teaching an extension course at Northern Michigan College of Education from June 21 to July 2, 1954. This additional salary is to be paid from Continuing Education funds.

9. Designation of W. B. Moffett as Acting Head of the English Department at an additional salary of $100 per month, effective from April 1 to August 31, 1954. Professor Moffett will replace Professor Nye during his leave.

10. Designation of H. H. Thornton as Acting Director of the Division of Language and Literature from April 1 to September 15, 1954, to replace Professor Nye during his leave.

11. Payment of an additional $200 to Willi A. Uschald, Instructor in Foreign Languages, for taking over additional work occasioned by the death of Professor Nye.

12. Report that Maurice C. Lang, Technician III at the Health Service, returned from military leave on February 15, 1954, but did not return to College employment.
13. Additional amounts paid salaried employees since the last Board meeting (3 pay periods):

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14. Report of the death of Stanley J. Culver on February 20, 1954. Mr. Culver was born on July 11, 1892, and first employed by the College on April 1, 1924, and was Jackson County Agricultural Agent at the time of his retirement on January 1, 1950.

15. Report of the death of Roy Wilhelm, gardener in the Horticulture Department, on March 20, 1954, of a heart attack. Mr. Wilhelm was born August 14, 1886; and was first employed by the College on August 4, 1937.

16. Report of the death of Anton Napoli, Assistant Professor of Foreign Languages, on March 2, 1954, of a heart attack. Professor Napoli was born on October 25, 1893, and was first employed by the College on July 14, 1943.

17. Recommendation from the Retirement Committee that the widow of Anton Napoli be paid 12 months salary from date of his death according to the regular policy.

18. Recommendation from the Retirement Committee that the date of original employment of William Murphy be corrected from April 1, 1927, to November 1, 1918, making a correction in the retirement salary from $2730 to $3000 per year, effective July 1, 1954.
Gift of Splash Shields from United Stove Co.
Several gifts accepted for Ag. Engr.

15. Gift of a complete set of Flexi-Fend Splash Shields from the United Stove Company of Ypsilanti, Michigan, valued at $30 to be used in Agricultural Engineering.

16. Gift of 1 Huntsman Helmet, 1 Welding Cable, 1 Wall Receptacle, 1 Cable Clamp, and 1 5-pound package weld rod, valued at $200, from the Harnischfeger Corporation of Escanaba, to be used in Agricultural Engineering.

17. Gift of nine switches from the Paragon Electric Company of Two Rivers, Wisconsin, to be used in Agricultural Engineering. This gift is valued at $300.

18. Gift of 16 m.m. film to be used in Agricultural Engineering.

19. Gift of several filmstrips and slides for various technical and educational purposes.

20. Gift of a Simplicity Shake-Out and a Simplicity Feeder, valued at $1879, from the Simplicity Engineering Company of Durand, Michigan, to be used in Agricultural Engineering.

21. Gift of a complete set of Flexi-Fend Splash Shields from the United Stove Company of Ypsilanti, Michigan, valued at $30 to be used in Agricultural Engineering.

22. Gift of a Simplicity Shake-Out and a Simplicity Feeder, valued at $1879, from the Simplicity Engineering Company of Durand, Michigan, to be used in Agricultural Engineering.

23. Gift of the machinery for a 16 m.m. sound-on-film color print to the 1954 Tournament of Roses Parade, valued at $381, from Sportavision, Inc. of Hollywood, California, for the use of Information Services and the Athletic Department.

Several gifts accepted for scholarship purposes.

24. The following gifts have been received for scholarship purposes:
   a. $110 from Robert J. Schultz of Cleveland, Ohio, to be added to the Rather Foundation Scholarship.
   b. $1000 from Anheuser-Busch, Inc., of St. Louis, Missouri, to be added to the Augustus Busch Scholarships.
   c. $5 from Paul Goebel of Grand Rapids to be added to the C. E. Dakin Scholarship.
   d. $500 from the Michigan Real Estate Association of Lansing to be credited to the Lansing Institute of Real Estate Scholarship.
   e. $300 from the Michigan Real Estate Association of Lansing to be credited to the Lansing Institute of Real Estate Scholarship.
   f. $300 from the Michigan Real Estate Association of Lansing to be credited to the Lansing Institute of Real Estate Scholarship.
   g. $10 from an anonymous donor to be used for scholarship purposes.

25. Renewal of a memorandum of agreement with the Michigan Bean Shippers Association of Saginaw covering a grant of $2350 to be used under the direction of A. W. Farrall in Agricultural Engineering, K. T. Payne in Farm Crops, and W. B. Drew in Botany to continue research on problems of warehouse storage of pea beans. The agreement provides for a special graduate research assistant.

26. Renewal of a memorandum of agreement with The Detroit Edison Company of Detroit covering a grant of $562.50 to be used under the direction of A. W. Farrall in Agricultural Engineering in support of the cooperative radio program, "Electricity at Work for You".

27. Renewal of a memorandum of agreement with The Detroit Edison Company of Detroit covering a grant of $325 to be used under the direction of A. W. Farrall in Agricultural Engineering in support of the cooperative television project, "Farm Electrification".

28. Renewal of a memorandum of agreement with the National Grape Cooperative Association, Inc., of Westfield, New York, covering a grant of $350 to be used under the direction of H. B. Tukey and A. L. Kenny in Horticulture to secure and disseminate knowledge of value to production of commercial Concord grapes in Michigan. The agreement provides for a special graduate research assistant.

29. Gift of $340 from a friend of former Governor Chase S. Osborn to be used under the direction of P. A. Herbert in the Division of Conservation to be added to the account set up to pay for the cost of reprinting and distributing the book "Forest Study in the Primary Grades".

30. Approval of a memorandum of agreement with John H. Wiley, Inc., of New York City covering a grant of $750 to be used under the direction of D. J. Luck in the Bureau of Business Research to provide a "spot market" survey of the Lansing area market situation for major appliances.

31. Approval of a memorandum of agreement with the Intra State Motor Tariff Bureau, Inc. covering a grant of $500 to be used under the direction of D. J. Luck in the Bureau of Business Research to compute the costs of the handling of motor freight, using data in exhibits provided by selected Michigan motor carriers.

32. Renewal of a memorandum of agreement with the Dearborn Chemical Company of Chicago covering a grant of $1000 to be used under the direction of M. F. Obrecht in the Engineering Experiment Station to study the effect of the addition of certain organic chemicals on the scale formation of high pressure boilers.

33. Approval of a memorandum of agreement with the National Institute of Health of the U. S. Public Health Service covering a grant of $15,000 to be used under the direction of J. B. Snell and Robert McCauley in Civil and Sanitary Engineering to support basic research in the field of high rate composting of organic wastes. The agreement provides for special graduate research assistants.

34. Renewal of a memorandum of agreement with the Tennessee Corporation of College Park, Georgia, covering a grant of $1300 to be used under the direction of Ray Nelson, J. H. Mancil, and M. E. Strong in Botany to study the effectiveness of copper fungicides in controlling plant diseases, particularly those of celery, potatoes, and tomatoes.
NEW BUSINESS, continued

Miscellaneous, continued

35. Renewal of a memorandum of agreement with the Office of Ordnance Research of the United States Army covering a grant of $4,568 to be used under the direction of R. D. Spence in Physics for research in ferromagnetic resonance. The agreement provides for a special graduate research assistant.

36. Approval of a memorandum of agreement with Chas. Pfizer and Company, Inc. of Terre Haute, Indiana, covering a grant of $1,500 to be used under the direction of H. L. Gray and Frank Thorp in Animal Pathology to study the application of a detergent sanitizer for cleaning dairy equipment. The agreement provides for a special graduate research assistant.

37. Approval of a memorandum of agreement with Lazarus Laboratories, Inc., of Buffalo, New York, covering a grant of $660 to be used under the direction of W. L. Hallman in Bacteriology to study the application of a detergent sanitizer for cleaning dairy equipment. The agreement provides for a special graduate research assistant.

38. Establishment of a Milk Procurer classification with a salary range of $4,800 to $6,000 per year, effective April 5, 1954.

39. Reclassify a Clerk-Photographic Editor position in Secondary Education to a Secretary-Departmental position.

40. Establishment of a Mechanical Technician II position in the School of Engineering, with a salary range from $375 to $411 per month.

41. Establishment of a Clerk-Photographic Editor position in Mechanical Engineering.

42. Establishment of a Photographic Editor VB position in Information Services with a salary range from $5,880 to $7,080 per year, and merit increases of $240 per year. Wilbur Nelson has been transferred from Board appointment to the classified list to fill this position.

43. Reclassification of a Clerk I position in the Alumni Relations Office to a Clerk III position.

44. Recommendation for the following work to be done and charged to Alterations and Improvements 1953-54:
   a. Convert Room 442, Natural Science Building into a laboratory for research purposes at a cost of $1,252.
   b. Installation of screen over the column caps in front of Agricultural Hall to control pigeons and sparrows at a cost of $500.
   c. Alterations in Rooms 6A and 6B, Demonstration Hall, at a cost of $125.
   d. Floor coverings in Quonsets 41 and 42 used by Dr. Millard, at a cost of $350.
   e. Improve the lighting in Rooms 105, 110, and 409 Olds Hall at a cost of $475.
   f. Improve the lighting in Room 7, Morrill Hall, at a cost of $290.
   g. Alterations in the offices of the Dean of Engineering at a cost of $4,800.
   h. Alterations in the heat tunnel under the record vaults in the Administration Building at a cost of $350.
   i. Improve the lighting, second floor hallway, Business Administration Building at a cost of $1,252.

45. Renewal of the enrollment of Michigan State College as an Educational Associate of the Institute of International Education for the year 1954 at a cost of $300.

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4. Memo agreement and grant of $4,568 for Physics

3. $1,500 from Chas. Pfizer for research in Animal Path.

2. Grant of $260 for research in Animal Path.

1. Establishment of Milk Procurer classification with a salary range of $4,800 to $6,000 per year.

ADDITIONAL ITEMS

Resignations and Terminations

1. Peter F. Newell as Head Basketball Coach and Associate Professor of Physical Education, Health and Recreation for Men, effective May 8, 1954, to accept a similar position at the University of California.

2. Dean Brown as All-College Publications Editor in Information Services, effective April 28, 1954, to accept a position with the Department of Dealer Publications of the Ford Motor Company.

3. Mary Bolanos as Assistant in Foreign Languages, effective March 31, 1954.

Leaves

1. Leave of absence with full pay for Paul R. Krone, Associate Professor of Horticulture, from April 1 to September 30, 1954, for study and travel in Colorado, Oregon, California, Illinois, Wisconsin, Arizona, and New York State. He will visit greenhouses, gather data on production and marketing of floricultural crops, study greenhouse and retail flower store operations, etc. He has been a member of the staff since August 1930.

2. Leave of absence without pay for Elsie M. Edwards, Assistant Professor of Speech, from September 1 to December 31, 1954, to study for her doctorate at Wayne University.

Several jobs approved and charged to Alterations and Improvements 1953-54

M.S.C. re-enrolled as Educ. Assoc. in Institute of Int. Educ. for 1954.

Resignations
Leaves, continued

3. Leave of absence without pay for Martha E. Purdon, Assistant Professor of Foods and Nutrition, for one year beginning September 1, 1954, to study for her doctorate at Ohio State University.

4. Leave of absence without pay for Grace A. Siebers, Instructor in Nursing Education, for an indefinite period beginning March 17, 1954, to care for her brother who is critically ill.

5. Extension of leave without pay for F. L. O’Rourke, Assistant Professor of Horticulture, for two years beginning November 1, 1954, to continue his work in Ecuador.

Appointments

1. Appointment of John William Comstock as Hillsdale County 4-H Club Agent at a salary of $5000 per year on a 12-month basis, effective June 7, 1954, to replace W. W. Radke, resigned, and paid half from Bankhead-Flanagan and half from State Offset funds.

2. Appointment of Donald Jack Leu as Assistant Professor of Educational Administration and Supervision at a salary of $5000 per year on a 12-month basis, effective July 1, 1954. Dr. Leu will serve as School Building Consultant. This is a new position.

3. Appointment of Forrest A. Anderson as Head Basketball Coach and Associate Professor of Physical Education, Health, and Recreation for Men at a salary of $9000 per year on a 12-month basis, effective April 1, 1954, to replace Peter F. Newall, resigned.

4. Appointment of Elamore M. Thompson as Instructor in Physical Education, Health and Recreation for Women at a salary of $1200 for the spring term 1954, to replace Elizabeth Daniels, on sick leave.

5. Appointment of Robert S. Lipe as Instructor (Research) in Civil Engineering at a salary of $4200 per year on a 12-month basis, effective April 12, 1954. This is a new temporary position paid from funds furnished by the National Institute of Health for the High Rate Composting Project.

6. Reappointment of Mrs. Maxine Stancil Gaddum as Instructor in Mathematics at a salary of $400 per month, effective from April 1 to June 30, 1954.

7. Reappointment of John Lucian Bagg as Instructor in Mathematics at a salary of $135 per month, effective from April 1 to June 30, 1954.

Miscellaneous

1. Transfer of Herbert Bradford Thompson, Instructor (Research) in Chemistry, from the Atomic Energy Commission account to the Office of Naval Research Project (Account 71-2606), from April 1 to June 30, 1954.

2. Report of the death of Don B. Jewell, former Benzie County Agricultural Agent, on March 26, 1954. Mr. Jewell was born on April 6, 1879, and was employed by the College from February 1, 1921, until his retirement on October 1, 1945.

3. Recommendation from the Retirement Committee for the retirement of Mrs. Edna Muir, Resident Adviser at Gilchrist Hall, at a retirement salary of $330 per year, effective April 1, 1954. She has been employed by the College since September 1939.

4. Report that Patrick E. Brown, Labor I (Ag) in Animal Husbandry, has returned from Military leave and was reinstated on the payroll on March 22, 1954.

5. Grants as follows to be credited to the Ryukyus Foundation Loan Fund:
   a. $10 from the Marquette Women’s Club of Marquette, Michigan.
   b. $6.50 from the Marquette Junior Woman’s Service Club of Marquette, Michigan.

6. Renewal of a memorandum of agreement with the Kent County Board of Supervisors of Grand Rapids covering a grant of $4000 to be used under the direction of D. B. Varner of the Cooperative Extension Service for the continued employment of an additional 4-H Club Agent in Kent County.

7. Approval of a memorandum of agreement with the Farmcraft Manufacturing Company, Inc., of Fort Wayne, Indiana, covering a grant of $200 to be used under the direction of A. W. Farrell in Agricultural Engineering to support the testing and development of a new fertilizer placement device.

8. Renewal of a memorandum of agreement with the American Cancer Society of New York City covering a grant of $8000 to be used under the direction of H. R. Tukey and E. H. Lucas in Horticulture in the development of a rapid and inexpensive assay for substances causing abnormal behavior of cells.

9. Renewal of a memorandum of agreement with Abbott Laboratories of North Chicago, Illinois, covering a grant of $2000 to be used under the direction of P. J. Schible in Poultry Husbandry in the project on the feeding of arsenic acid to breeding hens to study the effect on egg production and hatchability.
ADDITIONAL ITEMS, continued

Miscellaneous, continued

10. Renewal of a memorandum of agreement with the American Cancer Society of New York City covering a grant of $6000 to be used under the direction of Allen S. Fox in Zoology in a research program on immunogenetic and biochemical studies of Drosophila and Neurospora.

11. Supplemental appropriations for the Dean of Agriculture as follows:
   a. $1000 for equipment—files, chairs, etc., to finish furnishing the Dean's office and conference room.
   b. $750 for supplies and services—mailing of a special brochure to approximately 4,000 former students in the School of Agriculture.

12. Supplemental appropriation of $1500 for the supplies and services budget of the Department of Civil and Sanitary Engineering.

13. Supplemental appropriation of $1200 for the purchase of necessary library books for the Kellogg Biological Station.

14. Supplemental appropriation of $400 for the Department of Botany and Plant Pathology to cover necessary labor for the balance of the year.

15. Appropriation of $1200 from Athletic funds to replace and paint all wood seats in the permanent baseball stands.

16. Alterations in Room 7, Building A-3, South Campus in order to prepare better recordings to be used on Radio and Television. The estimated cost is $850, and is to be charged to Alterations and Improvements 1953-54.

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve the foregoing Additional Items.

17. Recommendation that the State Board of Agriculture accept 40 acres of land contiguous to the Dunbar Forest which the State Department of Conservation is willing to deed to the Board. The Conservation Department will reserve all mineral rights.

18. Recommendation that the College continue to support the Michigan Junior Academy of Science, Arts, and Letters in the amount of $100 per year for a three-year period, 1954-56, inclusive. Wayne University and the University of Michigan give similar support.

19. The last College promotional film, "The Widening Circle", has now been in circulation for over two years. It is recommended that consideration be given to the production of a new film to be available for distribution during the centennial year. If the Board approves this recommendation, Mr. Denison will proceed to solicit and develop ideas, and a definite proposal and a cost estimate will be presented at an early date.

20. A committee was appointed to make a study of the administration of our nursery schools. The committee, consisting of Dean Combs, Dean Dye, Mr. Foster, Mr. McDonel and Mr. May, concurred in the following recommendations:
   a. That the operation of all nursery schools shall be under the School of Home Economics, and the cost of such operation shall be charged to their budget. This relieves Married Housing of the charge for the operation of the Spartan Nursery School.
   b. That the staff in the Spartan Nursery School be put on a 10-month basis at the appropriate time, and if it is necessary to operate a nursery school during the summer session for the training of students, the cost shall be charged to the Summer School budget.
   c. That the fees charged be increased as follows:
      1) College Nursery - morning session (with lunch) $35. per term
      2) College Nursery - afternoon session (no lunch) $25 per term
      3) Spartan Nursery (No meals involved. Also some assistance is provided by the parents of the children attending.) 12.50 per term
d. In order to reduce the costs of the program, the staff in the Spartan Nursery School should be reduced to 2 full-time members employed on a 10-month basis.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve items 17, 18, 19 and 20.

21. The following staff promotions are recommended to be effective July 1, 1954:

To Professor
Agriculture
   A. L. Kenworthy - Horticulture
   A. E. Mitchell - Horticulture
   Kirkpatrick Lawton - Soil Science

Basic College
   M. J. Segal - Social Science

Business and Public Service
   F. E. Mossman - General Business

April 2, 1954
### Approval of Staff Promotions to be Effective July 1, 1954

#### Miscellaneous, continued

21. Staff Promotions, continued: (effective July 1, 1954)

**To Professor**
- C. E. Gross - Secondary Education
- G. L. Shermer - Civil and Sanitary Engineering
- B. H. Grigsby - Botany and Plant Pathology
- J. N. Barbour - Music
- D. O. Swell - Speech
- Paul A. Miller - Sociology and Anthropology

**To Associate Professor**
- C. R. Hoglund - Agricultural Economics
- L. V. Nelson - Farm Crops
- W. E. Lloyd - Forest Products
- R. K. Dills - Forestry
- A. T. Wilcox - Land and Water Conservation
- L. E. Dawson - Poultry Husbandry
- A. E. Erickson - Soil Science

**Basic College**
- O. E. Palmer - Board of Examiners
- C. M. Babcock - Communication Skills
- R. W. Starring - Communication Skills
- J. K. Mason - Natural Science

**Business and Public Service**
- J. H. Hunter - Economics
- J. A. Del Porto - Journalism
- E. A. McIntyre - Journalism
- W. R. Fishel - Political Science

**Education**
- Lorraine V. Shepard - Elementary Education
- H. J. Montoye - Physical Education for Men

**Engineering**
- M. F. Obrecht - Chemical Engineering
- Ian O. Ebert - Electrical Engineering
- J. T. Anderson - Mechanical Engineering

**Home Economics**
- Marjorie Eastman - Textiles, Clothing and Related Arts
- Roberta R. Hershey - Foods and Nutrition

**Science and Arts**
- H. C. Beeskow - Botany
- R. L. Jones - Entomology
- R. H. Manville - Zoology
- Harold Hart - Chemistry
- Henry Partus - Mathematics
- Joseph Evans - Music
- John A. Waite - English
- H. J. David - Speech
- J. A. Carraty - History

**Veterinary Medicine**
- R. G. Schirmer - Surgery and Medicine

**Miscellaneous**
- R. J. Kleis - Continuing Education
- Beatrice Fessenden - Counseling Center
- Rowland Fierson - Counseling Center

**To Assistant Professor**
- R. L. Maddex - Agricultural Engineering
- C. M. Kessler - Horticulture
- G. A. Crabb, Jr. - Soil Science
- W. W. McCall - Soil Science
ADDITIONAL ITEMS, continued

Miscellaneous, continued

21. Promotion recommendations, continued:

To Assistant Professor

Basic College
- W.D. Baker - Communication Skills
- J.C. McKinney - Social Science
- F.M. Donahue - Humanities

Education
- W.P. Schroeder - Vocational Education

Intercollegiate Athletics
- D.J. Devine - Physical Education for Men
- R.S. Devaney - Physical Education for Men

Engineering
- L.E. Horse - Mechanical Engineering

Home Economics
- Marjorie Knoll - Home Management and Child Development

Science and Arts
- L.W. Bodman - Music
- Herman Struck - English
- Louis Cornier - Foreign Languages
- J.G. Hocking - Mathematics
- J.B. Kelly - Mathematics
- J.J. Gallagher - Psychology

22. The following staff members are recommended for promotion, effective July 1, 1954, provided they have received their doctors degrees by that date:

To Associate Professor

Agriculture
- James S. Boyd - Agricultural Engineering

Home Economics
- Mary L. Cephart - Textiles, Clothing and Related Arts

To Assistant Professor

Basic College
- Nora Landmark - Communication Skills
- W.E. Sweetland - Humanities

Science and Arts
- Robert H. Fulton - Botany and Plant Pathology

Veterinary Medicine
- T.W. Jenkins - Anatomy

On motion of Mr. Brody, seconded by Mr. Mueller, it was voted to approve items 21 and 22.

23. Approval of granting the appropriate degrees to those students who according to the records of the Registrar completed the requirements for graduation at the end of the winter term 1954. (List on file in Registrar's Office).

24. Reassignment of the following staff members to the University of the Ryukyus for one year, effective the date given:

E.J. Wheeler, Agriculture, effective June 16, 1954
Ruth J. Peck, Home Economics, effective June 1, 1954
Allan Tucker, Natural Science, effective August 1, 1954

Roy J. Alexander is to be appointed in education to replace R.D. Jones, at a salary of $7500 per year, effective June 16, 1954.

There will be a new appointment of Agricultural Extension, and a replacement for Jack Prescott in Vocational Education.

25. Acceptance of the annual report of the Research Corporation and check for $300.10, representing the College's share of the royalty income for 1953, as provided for in a Patent Management agreement with the Research Corporation dated June 13, 1950.

On motion of Miss Jones, seconded by Mr. Rouse, it was voted to approve items 23, 24 and 25.
SPECIAL MISCELLANEOUS

Air conditioning to be installed in so. wing conference rooms Kellogg Center.
Ernst & Ernst to make audit for 1953-54 fiscal year.

1. Consideration of a request to install air conditioning in the south wing conference rooms of the Kellogg Center at a cost estimated at $14,000 to $17,000, and charged to Kellogg Center operations.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the above request with cost to be charged to Kellogg Center operations.

2. Designation of the firm of auditors who are to make the annual examination of college records for the 1953-54 fiscal year.

On motion of Mr. Brody, seconded by Miss Jones, it was voted to engage Ernst and Ernst, Auditors, to audit the college books for the 1953-54 fiscal year.

3. Mr. Cress appeared before the Board and presented his recommendations for financing the nine units of the Married Student Housing, in accordance with previous Board instructions.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the financing recommendations of Mr. Cress. The following resolutions in connection with the financing, as approved by the college attorney, are also approved:

RESOLUTION OF THE STATE BOARD OF AGRICULTURE RELATIVE TO ISSUANCE AND SALE OF MICHIGAN STATE COLLEGE OF AGRICULTURE AND APPLIED SCIENCE APARTMENT BUILDINGS REVENUE BONDS.

WHEREAS, The State Board of Agriculture, in the exercise of its constitutional duties, has determined that it is necessary and expedient to construct, furnish, and equip nine apartment buildings on the campus of Michigan State College of Agriculture and Applied Science at East Lansing, Michigan; five of which buildings shall have twelve one-bedroom units, and four of which shall have eight one-bedroom units and four two-bedroom units; which apartments, as completed and placed in operation, will be rented to married students attending Michigan State College of Agriculture and Applied Science; and

WHEREAS, this Board anticipates that the costs incidental to the construction, furnishing, and equipping of the nine apartment buildings, together with funds necessary to establish a Debt Service Reserve in the amount of Fifty-four Thousand Dollars ($54,000.00), will require approximately One Million Dollars ($1,000,000.00); and

WHEREAS, this Board deems it necessary and expedient to issue and sell Michigan State College of Agriculture and Applied Science Apartment Buildings Revenue Bonds of the face value of One Million Dollars ($1,000,000.00) to provide funds to be used for the purpose of paying costs incidental to the construction, furnishing, and equipping of nine apartment buildings; five of which buildings shall have twelve one-bedroom units, and four of which shall have eight one-bedroom units and four two-bedroom units, on which construction is to be started immediately; to pay costs incidental to bringing utility services to the buildings; costs for street improvements, curbs, gutters, walks, street lights, etc.; to establish a Debt Service Reserve in the amount of Fifty-four Thousand Dollars ($54,000.00); and other costs incidental to such construction, including, without being limited to, Architects' fees, insurance during construction, financing costs in connection with the bonds to be issued hereunder, and costs of unforeseen contingencies incidental to the authorized construction; and

WHEREAS, Ann Arbor Trust Company, of Ann Arbor, Michigan, has submitted for the consideration of this Board, pursuant to the terms of which Michigan State College of Agriculture and Applied Science Apartment Buildings Revenue Bonds of the face value of One Million Dollars ($1,000,000.00) may be issued and sold; and

WHEREAS, it is the desire of this Board that the purchasers of said bonds shall be given the maximum security and assurance that the principal of said bonds, together with the interest which shall accrue thereon, shall be paid when due, in accordance with the terms set forth in the Trust Agreement pursuant to the terms of which said bonds are to be issued:

NOW, THEREFORE, BE IT RESOLVED that the Trust Agreement between this Board and Ann Arbor Trust Company be dated as of May 1, 1954, which conforms to the terms and conditions set forth in the Official Statement of this Board relative to such issuance and sale; which Official Statement is incorporated herein by reference, with the same force and effect as if fully set forth herein.

BE IT FURTHER RESOLVED that the Trust Agreement between this Board and Ann Arbor Trust Company be dated as of May 1, 1954, which conforms to the terms and conditions set forth in the Official Statement of this Board, and pursuant to the terms of which said Apartment Buildings Revenue Bonds may be issued and sold, be and the same is hereby approved as to content and form.

BE IT FURTHER RESOLVED that this Board issue Michigan State College of Agriculture and Applied Science Apartment Buildings Revenue Bonds of the face value of One Million Dollars ($1,000,000.00), pursuant to the terms and conditions set forth in the official Statement adopted by this Board and the Trust Agreement above referred to, and sell the same to provide funds to pay, in connection with the construction, furnishing, and equipping of nine apartment buildings on the campus of Michigan State College of Agriculture and Applied Science, at East Lansing, Michigan; five of which buildings shall have twelve one-bedroom units, and four of which shall have eight one-bedroom units and four two-bedroom units, on which construction is to be started immediately; to pay costs incidental to bringing utility services to the buildings; costs for street improvements, curbs, gutters, walks, street lights, etc.; to establish a Debt Service Reserve in the amount of $54,000, and to pay other costs incidental to the foregoing, including, without being limited to, Architects' fees, insurance during construction, financing costs, and costs of unforeseen contingencies incidental to the authorized construction.
Resolution re: issuance and sale of revenue bonds, continued:

BE IT FURTHER RESOLVED, that Philip J. May, Comptroller and Treasurer of Michigan State College of Agriculture and Applied Science, be and he is hereby authorized, empowered, and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute and sign the Apartment Buildings Revenue Bonds herein provided for, in the manner presented in the Official Statement and Trust Agreement to be executed as herein provided for; and to facilitate the same, is authorized to sign such bonds as P. J. May; and the coupons appertaining thereto shall be authenticated by the facsimile signature of Karl H. McDonel, Secretary of the College.

BE IT FURTHER RESOLVED, that any two of the following officers of Michigan State College of Agriculture and Applied Science, to-wit; John A. Hannah, its President; Karl H. McDonel, its Secretary; and Philip J. May, its Comptroller and Treasurer; are hereby empowered and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to execute the Trust Agreement hereinbefore referred to, to pledge the Net Income, as therein defined, for the purpose of securing and paying all payments of principal, interest, and reserves provided for in the Trust Agreement and Official Statement, and to perform all acts and deeds, and execute all instruments and documents necessary, expedient, and proper in connection with borrowing said sum of One Million Dollars ($1,000,000.00), the insurance of the Apartment Buildings and Revenue Bonds, and the sale of the same.

BE IT FURTHER RESOLVED, that any two of said officers be and they are hereby authorized, empowered, and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to make, consent to, and agree to any changes in the terms and conditions of said Trust Agreement which they may deem necessary, expedient, and proper prior to or at the time of the execution of said Trust Agreement, but no such amendment shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made to the Trustees, or the security pledged. Provided, however, nothing herein contained shall be construed as limiting the right of such officers to alter or change the date of issue of said bonds, the date for payment of interest, or the dates fixed for payments to the Trustees provided for in said Trust Agreement.

BE IT FURTHER RESOLVED, that said officers, either in said Trust Agreement or by the issuance of said Apartment Buildings Revenue Bonds, shall not pledge the credit of or create any liability on the part of the State of Michigan, The State Board of Agriculture, or any member or officer of this Board or any of their successors, other than to pledge the Net Income, as defined in the Trust Agreement above referred to and as set forth in the Official Statement.

BE IT FURTHER RESOLVED that in order to give the maximum security to the holders of outstanding Michigan State College of Agriculture and Applied Science Apartment Buildings Revenue Bonds, said officers are authorized, The State Board of Agriculture believes that it will, for so long as any of said bonds shall remain outstanding, furnish light, heat, power, and water required in the operation of the nine apartment buildings to be constructed as herein contemplated, and pay for the same from funds which it may legally use for such purpose, without making any charge or deduction for the same as an operating expense of said buildings.

B. RESOLUTION OF THE STATE BOARD OF AGRICULTURE CONFIRMING SALE OF BONDS.

BE IT RESOLVED that The State Board of Agriculture accept the commitments of the National Bank of Detroit, The Manufacturers National Bank of Detroit, The Northwestern Mutual Life Insurance Company, and The State Board of Agriculture, wherein said institutions agree to purchase and pay for State Board of Agriculture and Applied Science Apartment Buildings Revenue Bonds of the Series, in the face amount, and under the terms set forth in the following schedule, to-wit:

1. National Bank of Detroit: $300,000.00 out of a total of $400,000.00, Serial Revenue Bonds, Series I, maturing November 1, 1955, through May 1, 1955, average maturities, at par and accrued interest.

2. The Manufacturers National Bank of Detroit: $100,000.00 out of a total of $400,000.00, Serial Revenue Bonds, Series I, maturing November 1, 1955, through May 1, 1955, average maturities, at par and accrued interest.

3. The Northwestern Mutual Life Insurance Company: $450,000.00 out of a total of $600,000.00, Serial Revenue Bonds, Series II, maturing November 1, 1959, through May 1, 1959, average maturities, at par and accrued interest.

4. The State Board of Agriculture: $150,000.00 out of a total $600,000.00, Serial Revenue Bonds, Series II, maturing November 1, 1959, through May 1, 1959, average maturities at par and accrued interest.

BE IT FURTHER RESOLVED that John A. Hannah, President of Michigan State College of Agriculture and Applied Science, Karl H. McDonel, its Secretary, or Philip J. May, its Comptroller and Treasurer, be and each of said officers is hereby authorized and empowered, and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to confirm the sale of Michigan State College of Agriculture and Applied Science Apartment Buildings Revenue Bonds to the above named Corporations, and from time to time to make delivery to them of such bonds and accept payment therefor in accordance with said commitments; and any such confirmation of sale, in writing, by any one of the above named officers, and any act or deed performed by any such officer in relation to the same, proper, prior to or at the time of the execution of said Trust Agreement, but no such amendment shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made to the Trustees, or the security pledged. Provided, however, nothing herein contained shall be construed as limiting the right of such officers to alter or change the date of issue of said bonds, the date for payment of interest, or the dates fixed for payments to the Trustees provided for in said Trust Agreement.

BE IT FURTHER RESOLVED that Philip J. May, Comptroller and Treasurer of Michigan State College of Agriculture and Applied Science, Karl H. McDonel, its Secretary, and Philip J. May, its Comptroller and Treasurer; are hereby empowered and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to execute the Trust Agreement hereinbefore referred to, to pledge the Net Income, as defined in the Trust Agreement above referred to and as set forth in the Official Statement, and to perform all acts and deeds, and execute all instruments and documents necessary, expedient, and proper in connection with borrowing said sum of One Million Dollars ($1,000,000.00), the insurance of the Apartment Buildings and Revenue Bonds, and the sale of the same.

BE IT FURTHER RESOLVED, that any two of said officers be and they are hereby authorized, empowered, and directed, for and in the name of The State Board of Agriculture and as its corporate act and deed, to make, consent to, and agree to any changes in the terms and conditions of said Trust Agreement which they may deem necessary, expedient, and proper prior to or at the time of the execution of said Trust Agreement, but no such amendment shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made to the Trustees, or the security pledged. Provided, however, nothing herein contained shall be construed as limiting the right of such officers to alter or change the date of issue of said bonds, the date for payment of interest, or the dates fixed for payments to the Trustees provided for in said Trust Agreement.

BE IT FURTHER RESOLVED, that said officers, either in said Trust Agreement or by the issuance of said Apartment Buildings Revenue Bonds, shall not pledge the credit of or create any liability on the part of the State of Michigan, The State Board of Agriculture, or any member or officer of this Board or any of their successors, other than to pledge the Net Income, as defined in the Trust Agreement above referred to and as set forth in the Official Statement.

BE IT FURTHER RESOLVED that in order to give the maximum security to the holders of outstanding Michigan State College of Agriculture and Applied Science Apartment Buildings Revenue Bonds, said officers are authorized, The State Board of Agriculture believes that it will, for so long as any of said bonds shall remain outstanding, furnish light, heat, power, and water required in the operation of the nine apartment buildings to be constructed as herein contemplated, and pay for the same from funds which it may legally use for such purpose, without making any charge or deduction for the same as an operating expense of said buildings.
SPECIAL MISCELLANEOUS, continued:

The Official Statement referred to in the foregoing resolutions is on file with the Board material of this meeting.

The meeting adjourned at 12:00 noon

The next meeting will be held May 7, 1956

John Q. Fowler
President

Karl H. McDougal
Secretary