MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
July 15, 1949

Present: Mr. Brody (Chairman); Messrs. Akers, More, Mueller; Miss Jones; President Hannah; Secretary McDonel.

Absent: Mr. Armstrong; Dr. Thurston; Mr. May

The meeting was called to order at 10:15 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

1. Resignation of the following temporary Instructors, effective the dates given:

   Written and Spoken English - Lyssa Harper, effective June 15, 1949
   Eva Hampton, effective June 15, 1949
   Erinore Vinburne, effective June 15, 1949

   Business Administration - Howard Launstein, effective June 15, 1949

   Speech, Dramatics, and Radio Education - Alex Dillingham, effective June 30, 1949
   Frances Hayworth, effective June 30, 1949
   Robert Maunder, effective June 30, 1949
   Jean Kennedy, effective June 30, 1949
   Mary Gaupp, effective June 30, 1949

Mathematics - Jessie Wilser, effective June 15, 1949

Psychology - E. L. V. Shelley, effective June 21, 1949
   Robert Roman, effective June 21, 1949

Appointments

1. Appointment of Alex Grinstein as Lecturer in Psychology at a salary of $600 for the period from June 20 to July 26, 1949.

2. Appointment of Ralph C. Belding as Instructor in Bacteriology and Public Health at a salary of $4400 per year, effective July 1, 1949, to replace Saul Narotzky, resigned. His salary is to be paid one-half from College and one-half from Experiment Station funds.

Travel

1. Full expenses for C. R. Megee to represent Michigan State College at the 75th anniversary of the founding of the Ontario Agricultural College in Guelph, Ontario, on June 17-19.

2. Full expenses for R. H. Nelson to attend the annual meeting of the Technical Committee at Miles City, Montana, on July 5-12; paid from Experiment Station funds. A part of Dr. Nelson's expenses may be paid from federal funds.

3. Full expenses for R. W. Inechen to attend a meeting of the Technical Committee on Death Losses in Young Pigs in Chicago on July 7; paid from Experiment Station funds.

4. Full expenses for Henry E. Larzelere to go to Lafayette, Indiana, on July 8 and 9 to attend a committee meeting to plan certain phases of the regional marketing research; paid from Experiment Station funds.

5. Full expenses for F. F. Herron to attend the Food Service Institute meeting in Chicago on July 24.

Miscellaneous

1. Change in the effective date of the appointment of Kenneth K. Heideman as Assistant Professor of Short Courses from June 16 to July 1, 1949.

2. Accepted a check for $8,000 from the W. K. Kellogg Foundation. This is the second and final installment on the grant from the Foundation for the development and operation of the Nursery School.

3. Authorized the awarding of the contract for the Farm Lane Sanitary and Storm Sewers to the Angell Construction Company, the low bidder, at $38,797.06. The following bids were received:

   Angell Construction Company  $38,797.06
   VanOrden and VanEse          44,107.56
   Thomas L. McNamara, Inc.     47,786.20
July 15, 1949

NEW BUSINESS

Resignations

1. Resignation of Mrs. Iris McCleery as Assistant Dietitian in the Quonset Village Cafeteria, effective August 31, 1949. Mrs. McCleery's husband has finished his graduate studies, and they are moving from East Lansing.

2. Resignation of John H. Daugherty as Assistant Professor on the Board of Examiners, effective August 31, 1949, to accept another position.

3. Resignation of Lila Jane Cook as Instructor on the Counseling staff, effective June 30, 1949, to accept a position at the University of Minnesota.

4. Resignation of Rachel Ludlow as Nurse at the Health Service, effective September 21, 1949. Her husband will graduate at the end of summer term.

5. Resignation of Mrs. Helen F. Pratt as Nurse at the Health Service, effective August 31, 1949. Her husband is leaving to enter theological seminary.

6. Cancellation of the appointment of William E. Carter as Professor of Agricultural Engineering.

7. Cancellation of the appointment of Elia McMasters Ibaugh as Home Demonstration Agent at Large.

8. Resignation of Dorothy Pope as Home Demonstration Agent in Monroe County, effective June 30, 1949, because of the reduction in the size of the staff.

9. Resignation of Hugh Highberger as Instructor in Home Management and Child Development, effective August 31, 1949, to accept a position at the University of Iowa.

10. Resignation of Eileen M. Litka as Assistant in Home Management and Child Development, effective August 31, 1949, to spend full time in her home.


12. Resignation of Charles T. Black as Assistant Professor (Extension) of Zoology, effective July 15, 1949, to accept a position with the Michigan Department of Conservation.

13. Resignation of Beverly Joan Holcomb as Assistant in Mathematics, effective August 31, 1949, because of the reduction in the size of the staff.

14. Resignation of Carolyn J. Trimm as Assistant in Mathematics, effective August 31, 1949, because of the reduction in the size of the staff.

15. Resignation of Helen E. Gore as Instructor in Mathematics, effective August 31, 1949 to accept a position at the Aberdeen Proving Ground.

16. Resignation of Jack E. Gibb as Associate Professor of Psychology, effective August 31, 1949, to accept a position at the University of Colorado.

17. Resignation of Glen Grimesley as Assistant Professor of Psychology, effective August 31, 1949, to accept a position with the General Motors Corporation.

Leaves

1. Leave of absence without pay for Emerson D. Jacob, Order Librarian, from October 1, 1949, to January 31, 1950 to study at Columbia University.

2. Extension of leave of absence without pay for Paul S. Mills, Assistant Professor of Business Administration, to August 31, 1950. Mr. Mills has been on leave since September 1, 1948, to study at Indiana University.

3. Leave of absence without pay for James D. Jackson, Instructor in Music, from September 1, 1949, to August 31, 1950, to work toward a Doctor's degree.

4. Leave of absence without pay for Laura Jean Barnett, Instructor in Mathematics, from September 1, 1949, to August 31, 1950, to accept a Graduate Council Fellowship.

Appointments

1. Appointment of the following persons to the summer session staff:
   a. Mrs. Mary Leichty as temporary Instructor in Counseling at a salary of $200 for the month of August 1949, to replace L. Jane Cook, resigned.
   b. Gilbert N. Ketcham as Lecturer in Economics at a salary of $600 for the period from July 26 to September 3, 1949.
   c. Glenn W. Miller as Lecturer in Economics at a salary of $800 for the period from July 25 to September 4, 1949.
   d. Gerald Reoch as Instructor in Education at a salary of $500 for the period from July 27 to September 3, 1949.

continued
Appointments, continued.

1. Appointments to summer school staff, continued:
   
e. Wilfred F. Clapp as Instructor in Education at a salary of $300 for the period from July 12 to August 9, 1949.
   
f. Joseph Salek as Instructor in Speech, Dramatics, and Radio Education at a salary of $500 for the period from June 18 to July 26, 1949.
   
g. Charles G. Irwin as Instructor in Speech, Dramatics, and Radio at a salary of $500 for the period from June 18 to July 26, 1949.
   
h. Clair E. Tettemer as Instructor in Speech, Dramatics, and Radio Education at a salary of $291.67 per month, effective from July 1 to August 31, 1949.
   
i. Evelyn Lyons as Assistant in Chemistry at a salary of $95 per month, effective from July 1 to August 16, 1949.
   
j. S. J. Beck as Visiting Lecturer in Psychology at a salary of $600, effective from August 1 to 16, 1949.

2. Appointment of the following housemothers for fraternities, effective from September 1, 1949 to June 30, 1950:

   - Mrs. Melita C. Alexander, Psi Upsilon, $100 per month
   - Mrs. Louise H. Samann, Lambda Chi Alpha, $100 per month
   - Mrs. Ruth Ann Hale, Sigma Alpha Epsilon, $100 per month

3. Appointment of Eleanor Kathryn Mitter as Instructor in Counseling at a salary of $3000 per year, effective September 1, 1949, on a 12-month basis, to replace L. Jane Cook, resigned.

4. Appointment of Marian Vonk Dobbs as Nurse at the Health Service at a salary of $2500 per year, effective September 16, 1949, on a 12-month basis, to replace Rachel Ludlow, resigned.

5. Appointment of Mrs. Ruth Corbin as Assistant in the Library at a salary of $3000 per year, effective September 1, 1949, on a 12-month basis. This is a new position.

6. Appointment of Elizabeth Wagner as Assistant in the Library at a salary of $2300 per year, effective September 1, 1949, on a 12-month basis. This is a new position.

7. Appointment of Cenyx Kline as Instructor in Agricultural Engineering at a salary of $3600 per year, effective from July 1 to August 31, 1949, and paid one-half from College and one-half from Experiment Station funds. This is a replacement for Jack R. Schram, resigned.

8. Appointment of Howard Franklin McColley as Professor of Agricultural Engineering at a salary of $6500 per year, effective August 1, 1949, to replace F. W. Feltzer, resigned, and paid one-half from College and one-half from Experiment Station funds, on a 12-month basis.

9. Appointment of Maurice S. Armstrong as Technician in Poultry Husbandry at a salary of $3000 per year, effective July 1, 1949, for an indefinite period, on a 12-month basis.

10. Appointment of Eugene Frederick Rice as Assistant County Agricultural Agent in Macomb County at a salary of $3400 per year, effective from July 1, 1949, to replace Charles R. Kaufman, transferred, on a 12-month basis.

11. Transfer of Mildred M. Omlor from Home Demonstration Agent in Tuscola County to Home Demonstration Agent in Oceana and Newaygo Counties at the same salary of $4200 per year, effective July 3, 1949.

12. Transfer of Mrs. Jean Wilson from Home Demonstration Agent in Montcalm County to Home Demonstration Agent in St. Joseph County at the same salary of $3500 per year, effective July 15, 1949.

13. Appointment of Leora F. Horsing as Home Demonstration Agent at Large at a salary of $3800 per year, effective August 15, 1949, on a 12-month basis, to be paid from Bankhead-Flannagan funds.

14. Appointment of Anne Elizabeth Field as Home Demonstration Agent at Large at a salary of $3200 per year, effective July 5, 1949 on a 12-month basis. This is a new position.

15. Appointment of Rollin H. Simonds as Associate Professor of Business Administration at a salary of $6000 per year, effective September 1, 1949, on a 10-month basis. This is a new position.

16. Appointment of David J. Luck as Associate Professor of Business Administration at a salary of $6200 per year, effective September 1, 1949, on a 10-month basis.

17. Appointment of Harold R. Jolliffe as Professor of Journalism at a salary of $6200 per year, effective September 1, 1949, on a 10-month basis, to replace R. H. Spong, resigned.

18. Appointment of Fritz B. Harris as Assistant Professor of Mechanical Engineering at a salary of $4200 per year on a 10-month basis, effective September 1, 1949, to replace P. L. Spalding, resigned.

19. Appointment of Celia Van Syckle as Visiting Professor of Home Management and Child Development at a salary of $4500 per year, effective for one year only beginning September 1, 1949. Miss VanSyckle will replace Dorothy Greey who has been granted leave of absence.
NEW BUSINESS, continued

July 15, 1949

Appointments

20. Appointment of Barbara Jean Hamill as Instructor in Textiles, Clothing and Related Arts at a salary of $3300 per year, effective September 1, 1949, on a 10-month basis, to replace L. Mildred Wilson, resigned.

21. Appointment of Evelyn Westcott as Technician in Textiles, Clothing and Related Arts at a salary of $2300 per year, on a 12-month basis, effective September 1, 1949, paid from Experiment Station funds, to replace Verda Elliott, resigned.

22. Appointment of Thomas T. McClure as Assistant Professor of Botany and Plant Pathology at a salary of $4500 per year, effective September 1, 1949, on a 10-month basis, to replace L. O. Knorr, resigned.

23. Appointment of Clair E. Tettener as Instructor in Speech, Dramatics and Radio Education at a salary of $3500 per year, effective September 1, 1949, on a 10-month basis. Mr. Tettener has been employed previously on a temporary basis.

24. Appointment of Andrew Daniel Fereid as Assistant Professor of Geology and Geography at a salary of $4800 per year, effective September 1, 1949, on a 10-month basis, to replace Fred W. Foster, resigned.

25. Appointment of Thomas T. McClure as Assistant Professor of Botany and Plant Pathology at a salary of $4500 per year, effective September 1, 1949, on a 10-month basis, to replace L. O. Knorr, resigned.

26. Appointment of Laura Gregory Suuston as temporary Instructor in Mathematics at a salary of $1000 for the fall term of 1949. This is a replacement for Helen M. Core, resigned.

Travel

1. Full expenses for C. F. Loomis to go to New York City and Washington, D. C., on July 15-22 to talk with the American Jewish Committee and the Anti-Defamation League authorities on the minority group project in New York; and to interview a prospective candidate for a position.

2. Transportation to Guelph, Ontario, and maintenance expenses for L. F. Schneider to join a tour to study joint soil correlation problems in this area. The trip will be made on July 24-29 and August 3 and 4, and will be paid from Soil Survey funds.


4. Full expenses for C. F. Loomis to go to Chicago and Madison on July 28-30 to consult with specialists on the clothing marketing project.

5. Full expenses for L. W. Witt to attend a meeting of the North Central Livestock Marketing Research Committee in Chicago on July 31 to August 4; paid from Experiment Station funds.

6. Full expenses for L. J. Bratsler to attend a regional project meeting in Chicago on August 1-3; paid from Experiment Station funds.

7. Mileage on two cars for staff members to attend the meeting of the American Poultry Science Association in Guelph, Ontario:
   a. Mileage on one car for R. J. Evans, S. L. Bandemer, and Anna Louise Kelley.
   b. Mileage on one car for J. A. Davidson; paid from Experiment Station funds.
   c. First-class railway fare for A. C. Groschke; paid from Experiment Station funds.
   d. Mileage on one car for J. M. Moore and H. C. Zindel; paid from Extension funds.
   e. Mileage on one car for C. G. Card, R. M. Berrett, and C. G. Shepard.
   f. First-class railway fare for C. H. Cunningham; paid from Experiment Station funds.

8. Full expenses for Earl Weaver and W. W. Snyder to go to Southern Wisconsin, Northern Illinois, Indiana, and Ohio on August 8-11, to visit herds of Brown Swiss Cattle to aid in the selection of a sire for the College herd; paid from the Livestock Fund.

9. Travel allowances as follows for staff members to attend the meeting of the American Football Coaches Association at Evanston, Illinois, and the All-Star football game in Chicago on August 10-13:
   a. Full expenses for R. H. Young and C. L. Hurn.
   b. Mileage on one car for Forest Evakhovski, Hugh P. Daugherty, Earle L. Edwards, Robert Flora, and John H. Kops.

10. Mileage on one car for members of the staff of the Agricultural Economics Department to attend the annual meetings of the American Farm Economic Association in Laramie, Wyoming, on August 15-23; paid one-half from College and one-half from Experiment Station funds.

11. Mileage on one car and maintenance expenses for Dean Anthony and Director Hardin to attend a meeting of the Northcentral Experiment Station Directors at Itasca State Park, Minnesota, on August 16-21.

12. Mileage on one car only for Zarl A. Vary and C. R. Hoglund to participate in a farm management research methodology workshop at Blackduck, Minnesota, and to visit various places in Wisconsin on route; to be paid from Hope-Flanagan funds. An allowance of $45 each toward expenses will be made by the Farm Foundation of Chicago.
### Payroll Report

#### Change in salary

1. Change in salary for J. C. Veatch, Retired Professor of Soil Science. From $1,300 to $1,826 per year, effective for one year beginning July 1, 1949, and paid from Experiment Station funds.

2. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the summer session of 1949. (Lists are on file in the Registrar's Office and the Secretary's Office.)

3. Continuation of a memorandum of agreement with the Dow Chemical Company of Midland covering a grant of $400 to be used by Dr. Wynd in the Botany Department in an investigation of the absorption of nutrients by plants and the effect of these nutrients on the metabolism and behavior of the plants.

4. Continuation of a memorandum of agreement with the General Chemical Division of the Allied Chemical and Dye Corporation of New York City covering a grant of $1000 to be used by the Botany Department for cooperative field testing on potatoes and for fungicidal screening tests.

5. Payment of the following amounts to salaried employees since the last Board meeting:

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Amounts (in dollars)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helen Evans</td>
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<td>Helen Greene</td>
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</tbody>
</table>

*The amounts listed above are for the summer sessions.

6. Continuation of a memorandum of agreement with the General Chemical Division of the Allied Chemical and Dye Corporation of New York City covering a grant of $300 to be used by the Botany Department for cooperative field testing on potatoes for fungicidal screening tests.

7. Continuation of a memorandum of agreement with the Michigan Rural Electrification Administration covering a grant of $3,500 to be used by Dr. Wynd in the Botany Department for an in-service program on safety and job training of various Michigan REA organizations and operating companies.

8. Continuation of a memorandum of agreement with the General Chemical Division of the Allied Chemical and Dye Corporation of New York City covering a grant of $300 to be used by the Botany Department for cooperative field testing on potatoes for fungicidal screening tests.

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*The amounts listed above are for the summer sessions.

10. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the summer session of 1949. (Lists are on file in the Registrar's Office and the Secretary's Office.)

11. Full expenses for Fred Rinker and E. D. Farwell to go to Austin, Minnesota, on September 12-18 to show College pigs at the National Barrow Show and to put up and take care of a swine display in the Exhibits Building.

12. Change in the effective date of the resignation of H. C. Launstein as temporary Instructor in Business Administration from June 15 to July 15, 1949.

13. Mileage on one car for members of the staff of the Agricultural Economics Department to attend the annual meeting of the American Institute of Cooperation in Madison, Wisconsin, on August 21-26, paid from Extension funds.

14. First-class railway only for R. J. Maddox to go to Cleveland, Ohio, on August 22-24 to obtain information concerning home wiring for the extension program which is being set up, paid from Extension funds.

15. First-class railway fare for Karl Dressel to attend the silver anniversary of the National Shade Tree Conference in Baltimore, Maryland, on August 22-26.

16. Mileage on one car for members of the staff of the Mathematics Department to attend the annual meetings of the Mathematical Association of America and the American Mathematical Society in Boulder, Colorado, on August 25 to September 6.

17. First-class railway fare for L. C. Price to attend the Diesel Engine Symposium at the University of Wisconsin on August 25 to September 4.

18. Approval of a memorandum of agreement with the Michigan Rural Electrification Administration, extending the term of the agreement from July 5 to November 1, 1949.

19. Approval of a memorandum of agreement with the Dow Chemical Company of Midland covering a grant of $2,500 to be used by Professor Farrell in Agricultural Engineering for an in-service program on safety and job training of various Michigan REA organizations and operating companies.

20. Approval of a memorandum of agreement with the Michigan Rural Electrification Administration covering a grant of $2,950 to be used by Professor Farrell in Agricultural Engineering for an in-service program on safety and job training of various Michigan REA organizations and operating companies.

21. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the summer session of 1949. (Lists are on file in the Registrar's Office and the Secretary's Office.)

22. Change in the effective date of the resignation of C. H. Kraft as Instructor in Mathematics from August 31 to September 15, 1949.

23. Approval of the payment of the following amounts to salaried employees since the last Board meeting:

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24. Approval of granting the appropriate degrees to those students who according to the records of the Registrar have completed the requirements for graduation at the end of the summer session of 1949. (Lists are on file in the Registrar's Office and the Secretary's Office.)
NEW BUSINESS, continued

Miscellaneous, continued

12. Reclassification of a Clerk-Typist position to a Secretary-Departmental I position in the Department of Police Administration, effective July 1, 1949.


On motion of Mr. Brody, seconded by Mr. Mor, it was voted to approve the President's Report and all the New Business.

ADDITIONAL ITEMS

Resignations

1. Resignation of Elsie M. Bruch as Secretary in the Office of Dormitories and Food Services, effective July 23, 1949.

2. Resignation of Reginald V. Holland as Instructor in Written and Spoken English, effective August 31, 1949. Mr. Holland has been on leave without pay since January 1, 1949 to study at Cornell University, and he plans to continue work on his doctorate.

Leaves

1. Leave of absence without pay for Joan Book, Instructor (Research) in Foods and Nutrition, for one year beginning September 16, 1949, to complete her course work for her Ph.D. degree.

2. Leave of absence without pay for Herbert Wetsinger, Associate Professor of English and of Literature and Fine Arts, from September 1, 1949, to August 31, 1951, to permit him to accept an appointment at the Warburg Institute of Renaissance Studies of London and Frankfurt.

Appointments

1. Appointment of the following Instructors in Business Administration for the second 6-week summer session of 1949:
   a. Howard C. Launstein at a salary of $400 for the period
   b. Richard B. Brown at a salary of $500 for the period

2. Transfer of Jay W. Olin from the classified list to the position of Foreman of the Electrical Division at a salary of $4000 per year, effective July 1, 1949.

3. Appointment of Kathleen V. Hodge as Secretary in the Office of Dormitories and Food Services at a salary of $2400 per year, effective July 16, 1949, to replace Elsie M. Bruch, resigned.

4. Reappointment of John Jett McDow as Instructor in Agricultural Engineering at a salary increase of $300 per month, effective from July 1 to August 7, 1949.

5. Transfer of William Cargo from County Agricultural Agent in Houghton and Keweenaw Counties to Assistant Professor (Extension) of Farm Crops and of Soil Science and a salary increase from $4600 to $4800 per year, effective September 1, 1949. Mr. Cargo will replace D. L. Clabahan.

6. Appointment of Donald C. Miller as Assistant Professor of Short Courses at a salary of $4400 per year, effective August 1, 1949, to replace L. A. Thorburn, resigned.

7. Transfer of Jean E. Gillies from Home Demonstration Agent at Large to Home Demonstration Agent in Tuscola County at the same salary of $3400 per year, effective August 1, 1949.

8. Appointment of John Jennings McCune as temporary Instructor in Business Administration at a salary of $3500 for the period from September 16, 1949 to June 15, 1950, to replace M. E. Dickerson who will be on leave.

9. Appointment of Warren R. Buey as Instructor in Physical Education, Health and Recreation for Men at a salary of $3000 per year, effective September 1, 1949. This is a new position.

10. Continuation of Mary E. Good Knight as Instructor (Research) in Foods and Nutrition at a salary of $125 per month on a halftime basis, effective from July 16 to August 15, 1949 and paid from Rackham funds.

11. Appointment of Chester Frederick Clark as Professor and Head of the Department of Surgery and Medicine at a salary of $8300 per year, effective September 1, 1949 to replace G. S. Bryen.

Travel

1. Full expenses for George Amundson to attend the Midwest Plan Service Committee meeting in Ames, Iowa, on July 25-27; paid one-half from Extension and one-half from Experiment Station funds.

2. Mileage on one car and maintenance expenses for E. O. Foster to participate in a program for college housing administrators in Urbana, Illinois, on July 28-30. Miss Jones and Mr. Lawson will accompany Mr. Foster.
ADDITIONAL ITEMS, continued

Travel, continued

3. Full expenses for Tom King to attend the Big Ten Alumni Secretaries Annual Conference in
   Delavan, Wisconsin, on July 30 to August 5.
4. Mileage on one car for H. C. Moore to attend a conference of potato growers in Ithaca, New
   York, on August 1-10; paid from Michigan Crop Improvement Association funds.
5. Full expenses not to exceed $40 each for E. P. Sweeney and H. M. Byram to participate in a
   conference on research in agricultural education in Champaign, Illinois, on August 9-13.
   These expenses are fully reimbursable from Vocational Teacher Training funds.

Miscellaneous

1. Change in the effective date of the appointment of William L. Davidson as Director of the
   Development Fund from November 1 to September 1, 1949.
2. Change in title of Selma L. Bandemer from Assistant Professor (Research) to Associate Pro-
   fessor (Research) of Agricultural Chemistry, effective July 1, 1949.
3. Change in title of Hugo Munsterberg from Assistant Professor to Associate Professor of
   Literature and Fine Arts, effective July 1, 1949.
4. Change in title of J. Chong Lee from Instructor to Assistant Professor of Physics and Astron-
   omy, effective September 1, 1949.
5. Communication from the Detroit Trust Company advising the State Board of Agriculture that Mr.
   Harry A. Fee had reduced the amount of income to be paid to him from the Harriet Kimbell Fee
   Trusteeship by $5000 per year so that the remuneration to the College for this quarter has
   been increased by $1250 to $2750 for the quarter instead of $1500 for the quarter as had
   previously been received.
6. Receipt of a check for $13,050 from the William and Sarah E. Hinman Endowment Fund Corporation
   for Hinman Scholarships to be granted to Michigan State College students for the year 1949-50.
7. Approval of a contract with the Atomic Energy Commission covering a grant of $18,899 to be used
   in the Department of Physiology and Pharmacology in a project entitled "Hormonal and nutri-
   tional factors which alter the effective half-lives and differential absorption ratios of
calcium, manganese and cobalt in the animal body."
8. Communication from the U. S. Public Health Service advising the College of the Extension of the
   Cancer research project through July 31, 1950 and providing for an additional amount not to
   exceed $4,000. Dr. Stafseth has been designated as principal investigator.
9. Communication from the American Cancer Society, Inc. of New York City advising the College of
   a grant of $5000 to be used under the direction of Dr. Wynd in the Botany Department in a
   research program entitled "Development of Radio-active Virus". The period of the grant is
   from July 1, 1949 to June 30, 1950.
10. Continuation of the agreement with the Army Quartermaster Purchasing Office of Chicago cover-
    ing a grant of $6000 to be used under the direction of Dr. Quill in the Chemistry Department
    in a study of the browning of foods in containers. This project will be in operation from
    July 1, 1949 to June 30, 1950, and provides for a graduate fellowship.
11. Approval of a memorandum of agreement with the General Insulin and Film Corporation of Boston,
    Pennsylvania, covering a grant of $1000 to be used under the direction of B. H. Grigsby in the
    Botany Department in a study of the effect of herbicides furnished by the company upon weeds,
    brush, and crop plants. The project will be in operation from June 1, 1949 to May 31, 1950.
12. Request for an appropriation of $375 to the Department of Public Relations to cover the cost
    of producing the revised edition of "Faculty Facts".
13. Recommendation from Mr. McDonel, Professor Osgood, and Mr. Lautner recommending the designation
    of a certain area consisting of three acres east of the college incinerator, north of the
    C & O Railroad, to be used as a burial plot for isotope material. This approval should include
    an appropriation of $75 to be used for a fence around this area, to be charged to Special
    Alterations and Improvements.
14. It appears that the west wing of Shaw Dormitory will be completed so that men may be housed
    in the dormitory at the beginning of the fall term. These men will be fed in the Short Course
    Dormitory, and this will necessitate toilet facilities in the dormitory. It is recommended that
    the contract for this work be given W. H. Beasley & Son, the low bidder, at $7,155. The
    following bids were received:
    - Reniger Construction Company $7976
    - Foster, Schermerhorn & Foster 7846
    - W. H. Beasley & Son 7155
15. Margaret Potter has notified the College that she does not desire to renew the lease for the
    Potter Cooperative House for Women after its expiration on August 31, 1949.
ADDITIONAL ITEMS, continued

Miscellaneous, continued

16. Receipt from Dean Anthony of a check for $377.30, an amount paid him on a per diem basis by the State of Pennsylvania for serving as a member of a State Government Commission on Higher Education.

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

Special Miscellaneous Items

1. Approval of the salary budget for the first summer session as recommended by Dean Crowe, Director. The total amount of salaries for the first session in accordance with the policy previously agreed upon is in the amount of $972,851.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the salary budget for the first summer session as presented by Dean Crowe.

2. Change in the schedule of the three weeks Music Summer Session as follows:
   a. Increase the stipend for William Stewart from $200 to $400
   b. Omit the payment previously authorized of $400 for Louis Blaha

On motion of Mr. Brody, seconded by Mr. More, it was voted to approve the above change.

3. Comptroller May recommends the payment to the East Lansing Public Schools of $3,572.38 in accordance with our agreement. The East Lansing Public Schools have submitted an itemized account; $3,072.38 is for transportation of pupils and $500 is for the crossing watchman on Harrison Road.

On motion of Mr. Brody, seconded by Mr. More, it was voted to approve the above recommendation.

4. The following is recommended for approval by the Board as a policy:

   Full time, 10-month employees of Michigan State College are not to be employed on the labor payroll charged to any account handled by the College during the summer vacation period. Salaried employees on a 10-month basis employed during the summer on the college payroll must have the prior approval of the State Board of Agriculture, and the rate of compensation cannot exceed the amount that could be earned by the same employee if teaching a full summer school load, and in no event can the total earnings during the summer exceed the compensation for one 6-week summer session.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to approve the above recommendation.

5. Presentation of the budget for the 1949 fiscal year.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the budget for the 1949 fiscal year as submitted, with the following corrections:

   a. Salary corrections:

<table>
<thead>
<tr>
<th>Name</th>
<th>Present Budget</th>
<th>Corrected Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marian Armbrustmaker, Chief Telephone Operator</td>
<td>$2600</td>
<td>$2000</td>
</tr>
<tr>
<td>Gwendolyn Morrell, Assistant Professor Counselors</td>
<td>4400</td>
<td>4000</td>
</tr>
<tr>
<td>W. J. Haney, Assistant Professor Horticulture</td>
<td>4500</td>
<td>5000</td>
</tr>
<tr>
<td>Carl Albright, Asst. Prof. Agric. Engineering</td>
<td>4700</td>
<td>5000</td>
</tr>
<tr>
<td>Harold D. Story, Instructor Elect. Engineering</td>
<td>3500</td>
<td>3300</td>
</tr>
<tr>
<td>W. C. Peterson, Instructor Elect. Engr.</td>
<td>3800</td>
<td>4000</td>
</tr>
<tr>
<td>Charles E. Woodell, Asst. Prof. Elect. Engr.</td>
<td>4100</td>
<td>4000</td>
</tr>
<tr>
<td>W. N. Bellis, Instructor Elect. Engineering</td>
<td>3100</td>
<td>3200</td>
</tr>
<tr>
<td>H. E. Maine, Temporary Instructor Elect. Engr.</td>
<td>1440</td>
<td>1350</td>
</tr>
<tr>
<td>G. W. Reed, Asst. Prof. Animal Pathology</td>
<td>6400</td>
<td>5000</td>
</tr>
</tbody>
</table>

   b. Change the following persons from 10-month to 12-month basis:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>L. A. Smith, Civil Engineering</td>
<td>No. 169</td>
</tr>
<tr>
<td>Wilma Brewer, Foods and Nutrition</td>
<td>164</td>
</tr>
<tr>
<td>Elizabeth Page, Home Management and Child Development</td>
<td>266</td>
</tr>
<tr>
<td>Forest Strong, Botany and Plant Pathology</td>
<td>258</td>
</tr>
<tr>
<td>E. P. Beineke, Physiology and Pharmacology</td>
<td>258</td>
</tr>
</tbody>
</table>

   c. Add Donald W. Douglass as Associate Professor of Zoology at a salary of $5450 per year (position No. 7, page 165)

   d. John S. DeMartelly is Artist in Residence at a salary of $4100 for two terms' work (position 16, page 169)

   e. Everett Peterson in Agricultural Economics to be transferred from full time teaching to half-time teaching and half-time Experiment Station. (Position 28, page 67)

   f. Provide for five new positions in the Library at a cost of $15,000 (page 63)
Approval of 1949 budget

5. Presentation of budget (continued):
   a. Provide a Clerk-Typist position in the Placement Office (page 57)
   b. Provide a Clerk-Typist position in the Placement Office (page 57)
   c. New position in the field of commercial art at $5000
   d. Ten additional half-time graduate assistantships in the Graduate School at a cost of $11,000.
   e. Additional person in Department of Public Relations at $4500
   f. Include position of Manager for student publications in Department of Journalism at $5000.
   g. Include position of Social Director for Women's Residence Halls in Department of Dormitories and Food Services.
   h. Authorize possible transfer of position for Swedish mass gymnastic teacher in Physical Education for Women to Physical Education for Men.
   i. Additional position in the Personnel Office with the responsibility of surveying the need for all clerical and labor positions. $4000.

6. The following projects are recommended for approval with appropriations from the funds indicated:
   a. Remodel Boarding House at the Kellogg Farm
      Charge W. X. Kellogg Farm $4,500
   b. Irrigation Lines to Horticulture Experimental Plots
      Charge to Experiment Station Budget, page 245 15,000
   c. Remodel Old Agricultural Building Pavilion
      Charge to accumulated unexpended balances Extension and Experiment Station 36,000
   d. Alterations to Animal Disease Barn for Atomic Energy Commission Project - page 245 in Budget 5,800
   e. Alterations to Offices in Dairy Building
      Charge to Creamery Account 1,200
   f. Alterations to the Red Cedar Village to fit the structure for a school for children in college housing (charged to income from the faculty and student housing units) 19,100
   g. Resurfacing sections of Birch and Walnut asphalt roads in Barracks Housing area (charged to income from the faculty and student housing units) 1,800

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve the above recommendation.

7. Authorize awarding contract for resurfacing west and east circle drive and Red Cedar Drive to low bidder:

   Michigan Colprovia Company $33,789
   Wright Contracting Company 33,585
   The Ferris Company 34,486
   Detroit Concrete Products Corp. 34,665
   Detroit Asphalt Paving Company 35,930

On motion of Mr. Brody, seconded by Mr. More, it was voted to approve letting the contract to the low bidder, Michigan Colprovia Company

The meeting adjourned at 3:00 p.m.

July 15, 1949