

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE

September 20, 1945

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

Absent: No one.

The meeting was called to order at 11:10 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of Esther Walenjus as stenographer in Mathematics, effective August 25, 1945.

Leaves

Leaves

1. Leave of absence without pay for Henrietta Keyes, stenographer in the Department of Physical Education, Health and Recreation for Men, effective August 13, 1945, for an indefinite period. Miss Keyes is ill, and it is understood that if or when she returns she will be transferred to another position.
2. Leave of absence without pay for Elizabeth Daniels, Assistant Professor of Physical Education, Health and Recreation for Women, effective for the months of August and September 1945.
3. Leave of absence without pay for the month of September 1945 for H. P. Sweany, Assistant Professor of Education.
4. Leave of absence without pay for one year for L. C. Stevens, Assistant Professor of Foreign Languages, effective September 1, 1945. Dr. Stevens may accept a federal position, or he may do some research work.

Appointments

Appointments

1. Appointment of Melvin J. Segal as Assistant Professor of Social Science in the Basic College at a salary of \$3600 per year, effective September 1, 1945. Dr. Segal replaces Cloyd Anthony who has resigned.
2. Appointment of Robert M. Wall as Instructor in Written and Spoken English in the Basic College at a salary of \$2600 per year, effective September 1, 1945. This is a new position.
3. Appointment of Theodore R. Kennedy as Instructor in Written and Spoken English in the Basic College at a salary of \$2700 per year, effective September 1, 1945. This is a new position.
4. Appointment of W. Kenneth Christian as Instructor in Written and Spoken English in the Basic College at a salary of \$2800 per year, effective September 1, 1945. This is a new position.
5. Appointment of Clyde W. Dow as Assistant Professor of Written and Spoken English in the Basic College at a salary of \$3200 per year, effective September 1, 1945, Mr. Dow will teach two-thirds of his time in Written and Spoken English and one-third time in Speech and Dramatics. This is a new position.
6. Transfer of Earle D. Harrison from Agricultural Chemistry to the position of superintendent of the Zoology animal house at a salary of \$1980 per year, effective August 1, 1945. Mr. Harrison replaces Leo Klever who has been transferred.
7. Appointment of Mrs. Caroline Miller as Instructor in Foods and Nutrition at a salary of \$400 for the fall term 1945. This is a partial replacement for Margaret Randolph who has resigned.
8. Appointment of Nelson G. Esteves as Instructor in Foreign Languages at a salary of \$2200 per year, effective September 1, 1945, for one year only. Mr. Esteves replaces Gabriel A. Atristain.

Travel

Travel

1. Full expenses for A. B. Love to go to Chicago on August 14 to visit the Sixth Service Command relative to the allocation of prisoners of war to Michigan; expenses to be paid from Emergency Farm Labor funds.
2. Full expenses for Byron Good, John MacAllan, and Andrew Quirrie to make a trip to Painesville, Ohio, in connection with the exhibition of some of the College horses the week of August 21.
3. Mileage on one car and maintenance expenses for Ralph Young, Charles Bachman, John Kobs, and L. L. Frimodig to attend the Midwest officials and coaches meeting in Chicago on August 29 and 30;

PRESIDENT'S REPORT, continuedTravel, continued

Travel

4. Full expenses for E. J. Wheeler to make a trip to the vicinity of Walkerton, Indiana, on August 29 and 30 to observe some experimental plots of new Michigan potato varieties and seedlings; expenses to be paid from Experiment Station funds.
5. Full expenses for Emery Foster to accompany Mr. Calder on a trip to the University of Minnesota on September 7 in connection with plans for changes in the Union Building.
6. Full expenses for Madison Kuhn to go to Ithaca, New York, the week of September 10 in connection with his duties as College Historian.
7. Full expenses for C. S. Dunford to attend a regional meeting of Airport Managers in Chicago on September 11 and 12.
8. One first-class railway fare for J. S. Frame and V. G. Grove to attend the meetings of the American Mathematical Society in New Brunswick, New Jersey, on September 15-17.
9. Full expenses for R. J. Coleman to attend the annual meeting of the National Association of Educational Broadcasters in Chicago on September 17 and 18; expenses to be paid from Extension funds.
10. Full expenses for Karl T. Wright to attend a meeting of representatives of the North Central and North Eastern Stations in Chicago on September 19 and 20; expenses to be paid from Experiment Station funds.

Miscellaneous

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|---|----|--|
| Correction<br>title Louis<br>Carl Knorr                     | 1. | Correction in the title of Louis Carl Knorr from Extension Specialist in Botany to Extension Specialist in Plant Pathology.  |
| Increase salary<br>Mrs. Irene<br>Hardy                      | 2. | Increase in salary for Mrs. Irene Hardy, stenographer at Wells Hall, from \$1380 to \$1440 per year, effective as of July 1, 1945. Mrs. Hardy is paid from the labor payroll and did not receive her increase in July.       |
| Payment \$127.<br>50 Mrs. Mary<br>Daner                     | 3. | Approval of the payment of \$127.50 to Mrs. Mary Carew Daner for her services as night hostess at Campbell Hall for the last six weeks of summer school.   |
| Increases for<br>sorority hos-<br>tesses.                   | 4. | Approval of an increase in remuneration for sorority hostesses from \$100 to \$120 for the next school year.   |
| App. addi-<br>tional 5.80<br>acres of land<br>at Lake City. | 5. | Approval of the purchase of an additional 5.80 acres of land at Lake City at a cost of \$200. There was an error in the original description, and this additional five acres is required to straighten the western boundary. |

RESIGNATIONS

Resignations

1. Report that Mrs. Eleanor Bryan did not accept the position as stenographer in Social Service to which she was appointed at the Board meeting in August.
2. Resignation of Shirley Placeway as clerk in Farm Management, effective September 15, 1945. Miss Placeway will enter Michigan State College as a student this fall.
3. Resignation of Mrs. Genevieve Ricker as stenographer in Publications, effective August 31, 1945. Miss Ricker's husband has returned from overseas. She has been on leave without pay since July 1, 1945.
4. Resignation of Mary Dexter as stenographer in Agricultural Chemistry, effective September 16, 1945. Miss Dexter will enter Michigan State College as a student this fall.
5. Resignation of Frances E. Erickson as stenographer for the Board of Examiners, effective September 1, 1945. Miss Erickson is returning to her teaching position.
6. Resignation of Barbara J. Gross as technical assistant to Professor Combs, effective September 1, 1945. Miss Gross has accepted a teaching position.
7. Resignation of Jean Marie Black as clerk in the Registrar's Office, effective September 30, 1945. Miss Black will enter Michigan State College as a student this fall.
8. Resignation of Mrs. Virginia Pung Mitchell as stenographer in Engineering, effective September 30, 1945. Mrs. Mitchell's husband has recently been discharged from the Maritime Service and they plan to live in Camden.
9. Resignation of Vera Howell as stenographer in the Police Office, effective September 15, 1945. Miss Howell will enter Michigan State College as a student this fall.
10. Resignation of Charles Covell as Patrolman in the Police Department, effective August 31, 1945. Mr. Covell will accept another position.
11. Resignation of Harold M. Love as Patrolman in the Police Department effective September 30, 1945. Mr. Love has accepted another position.

RESIGNATIONS, continued

12. Report that the following graduate assistants did not accept appointments for the year 1945-46: Resignations  
Mary Beth vonRohr, Music      Phyllis Keegan, T.C. & R.A.      Jill Peck, Chemistry
13. Resignation of Robert E. Lucas as graduate fellow in Soil Science, effective September 15, 1945. Mr. Lucas will devote full time to graduate study.
14. Resignation of Mrs. Flora M. Ball as general duty nurse at the Health Service, effective September 1, 1945.
15. Resignation of Rodney Whiting as Accountant, effective August 31, 1945. Mr. Whiting has been on leave with pay since June 1, 1945.
16. Resignation of Roscoe Baker as Instructor in History of Civilization in the Basic College, effective August 31, 1945. Mr. Baker has accepted a position at Northwestern University.
17. Resignation of Calvin M. Meredith as County Agricultural Agent in Afton County, effective September 30, 1945. Mr. Meredith has accepted a position with the Portland Cement Company.
18. Resignation of Raymond L. Klackle as Assistant County Agricultural Agent for the Detroit area, effective as of June 30, 1945. Mr. Klackle has been on leave without pay since June 1942 to work on a rubber project in Liberia.
19. Resignation of John T. Reid as Assistant in Research in Dairy, effective September 15, 1945. Mr. Reid has accepted a position with the New Jersey Experiment Station.
20. Resignation of Elmer C. Rossman as Field Agent for the Michigan Crop Improvement Association, effective September 30, 1945. Mr. Rossman has accepted a research fellowship at Iowa State College.
21. Report that R. O. Roth did not accept the position of Associate Professor and Research Associate of Animal Husbandry to which he was appointed at the Board meeting in August.
22. Resignation of Mrs. Jean H. Hewetson as Associate Professor of Foods and Nutrition, effective September 15, 1945. Mrs. Hewetson will join her husband in Pennsylvania.
23. Resignation of Lucile Price as Instructor in Music and Music Librarian, effective August 31, 1945.
24. Resignation of Cuthbert C. Hurd as Assistant Professor of Mathematics, effective August 31, 1945. Mr. Hurd has accepted a position as Dean of Allegheny College. He has been on military leave since June 1942.
25. Resignation of Arthur R. Laufer as Instructor in Physics and Astronomy, effective September 30, 1945. Mr. Laufer is returning to the east where he is publishing a series of books.
26. Resignation of Charles R. Stumbo as Research Assistant in Bacteriology, effective September 30, 1945. Mr. Stumbo has accepted a position with the Owens-Illinois Glass Company.

LEAVES

1. Leave of absence without pay for 23 days for Mrs. Julia Pagenstecher, stenographer in the Military Department, effective September 4, 1945. Her husband is home on furlough from overseas duty.
2. Leave of absence without pay for one year for Orion Ulrey, Associate Professor and Research Associate of Economics, effective September 15, 1945. Mr. Ulrey will accept a temporary appointment with the Bureau of Agricultural Economics.
3. Leave of absence with full pay for three months for Johannes Sachse, Instructor in Foreign Languages, effective April 1, 1946. Mr. Sachse will work toward the completion of his Ph.D. degree.
4. Leave of absence without pay for six months for Stephen T. Dexter, Associate Professor and Research Associate of Farm Crops, effective October 1, 1945. Mr. Dexter will teach in the overseas Armed Forces University at Shrivenham, England.

APPOINTMENTS

1. Appointment of Mary C. Lundberg as clerk in Geology and Geography at a salary of \$1440 per year effective September 10, 1945. Miss Lundberg replaces Mrs. Marjorie Souder who has resigned.
2. Appointment of Mrs. Lois B. Sherman as stenographer in the Conservation Institute at a salary of \$1320 per year, effective September 1, 1945. Mrs. Sherman replaces Lucille Pung who has resigned.

Leaves

Appointments

## APPOINTMENTS, continued

Appointments

3. Appointment of Pauline Carr as stenographer in the Office of the Director of the Experiment Station at a salary of \$1680 per year, effective September 1, 1945, and paid from Experiment Station funds. Miss Carr replaces Mrs. Hazel Brunson who has resigned.
4. Appointment of Alice Allen as stenographer in Publications at a salary of \$1500 per year, effective August 27, 1945, and paid one-half from College and one-half from Extension funds. Miss Allen replaces Mrs. Genevieve Ricker who has resigned.
5. Appointment of Mrs. Esther Van Meter as stenographer in Adult Education at a salary of \$1620 per year, effective September 1, 1945, Mrs. Van Meter will replace Mrs. Luella Speller who has resigned.
6. Appointment of Dolores I. Bos as stenographer in Physical Education, Health and Recreation for Women at a salary of \$1320 per year, effective September 1, 1945. This is a new position which has been authorized by the Board.
7. Appointment of Frances V. Work as stenographer in Botany at a salary of \$1500 per year, effective September 1, 1945. Mrs. Work will replace Nina May who has been transferred.
8. Appointment of Mrs. Julia Brightman as stenographer in Mathematics at a salary of \$1440 per year, effective September 1, 1945. Mrs. Brightman will replace Esther Walenjus who has resigned.
9. Appointment of Violet I. Dawson as stenographer in Farm Crops at a salary of \$1440 per year, effective September 10, 1945, and paid from Michigan Crop Improvement Association funds.
10. Appointment of Mrs. Marion S. Barrett as secretary in Horticulture at a salary of \$1800 per year, effective September 15, 1945, and paid one-half from College and one-half from Experiment Station funds. This is a new position.
11. Appointment of Ione L. O'Connor as Secretary-Librarian in the Art Department at a salary of \$1800 per year, effective September 1, 1945. Miss O'Connor replaces Marion Goss who has resigned.
12. Appointment of Mrs. Hilda S. Whyte as Laboratory Technician at the Health Service at a salary of \$2160 per year, effective September 15, 1945. Mrs. Whyte replaces Phyllis Laubscher who resigned a year ago.
13. Appointment of Mrs. Frieda Moran as Music Librarian at a salary of \$960 per year for half-time work, effective October 1, 1945. Mrs. Moran will partially replace Lucile Price who has resigned.
14. Appointment of A. Curtis Higginbotham as Instructor in Biological Science in the Basic College at a salary of \$3000 per year, effective September 15, 1945. This is a new position.
15. Reappointment of William Young as Instructor in Effective Living in the Basic College at a salary of \$150 per month for three-quarters time, effective September 20, 1945.
16. Appointment of Norman Francis Kinzie as Assistant Professor of Effective Living in the Basic College at a salary of \$3600 per year, effective September 24, 1945. This is a new position.
17. Appointment of Mrs. Claude M. Newlin as Instructor in History of Civilization at a salary of \$200 per month, effective September 15, 1945 for as long as necessary. Mrs. Newlin will replace Roscoe Baker.
18. Appointment of Alice Vander Velde as Instructor in Social Science at a salary of \$300 per month effective for ten months beginning September 1, 1945. This is a new position.
19. The following persons are recommended as Instructors in Written and Spoken English in the Basic College, effective September 24, 1945, for as long as necessary:  
Mrs. Ernest B. Harper, \$200 per month   Mrs. Rhoda Greenwood, \$200 per mo.   Mrs. Daisy Kimber, \$200 mo.
20. Appointment of Denio A. Caul as Assistant County Agricultural Agent in Van Buren County at a salary of \$2800 per year, effective September 15, 1945. Mr. Caul replaces Jerry Mandigo who has been transferred.
21. Appointment of Mrs. Gladys Mercier as District 4-H Club Agent in Alger and Schoolcraft Counties at a salary of \$2400 per year, effective for ten months beginning September 1, 1945. This is a new position.
22. Appointment of Daniel W. Anderson as District 4-H Club Agent in Osceola, Lake, and Mason Counties at a salary of \$2800 per year, effective October 1, 1945. Mr. Anderson replaces Cyril J. Jemmer who has resigned.
23. Appointment of F. L. O'Rourke as Assistant Professor of Horticulture and Short Courses at a salary rate of \$3600 per year, effective for the period from September 15, 1945 to March 15, 1946. This is a new position for which the College is to be reimbursed for three fourths of the salary by the State Board of Control for Vocational Education.
24. Appointment of James B. Cawood as technician in Agricultural Engineering at a salary of \$2400 per year, effective October 1, 1945. Mr. Cawood replaces Floyd Linebaugh who has resigned.
25. Reinstatement of John C. Doneth as Extension Specialist in Farm Management with the rank of Assistant Professor at a salary of \$3400 per year, effective September 17, 1945. Mr. Doneth was receiving \$2700 per year when he was granted military leave in May 1942.

APPOINTMENTS, continued

Appointments

26. Appointment of Walter Southworth as Farm Foreman at a salary of \$2520 per year, effective October 1, 1945. Mr. Southworth will be responsible for the work of the Farm Foreman for the college farms as well as for the administration of the fall work for the canning project, and his salary is to be paid one-fourth from the canning project and three-fourths from college funds.
27. Appointment of Katherine Arnett as Instructor in Physical Education, Health and Recreation for Women at a salary of \$2000 per year, effective September 1, 1945. This is a new position.
28. Appointment of Mrs. Amy N. Westveld as Instructor in Foods and Nutrition at a salary of \$600 for the fall term 1945. This is a partial replacement for Margaret Randolph.
29. Reinstatement of Mrs. Jessie F. Klocke as Assistant in Research in Foods and Nutrition, effective August 20, 1945.
30. Appointment of Eleanor McGrain as Instructor in Chemistry at a salary of \$180 per month, effective September 15, 1945, for as long as necessary.
31. The following persons are recommended as Instructors in English, effective September 1, 1945, for as long as necessary:  
Mrs. Harry Hoppe, \$200 per month; Mrs. Alice Nelson, \$200 per month; Mrs. Geraldine Shitley, \$133.33 per month
32. Appointment of John B. Fuller as Instructor in Foreign Languages at a salary of \$2600 per year, effective for one year only beginning September 1, 1945. Mr. Fuller will replace L. C. Stevens who has been granted leave for the year.
33. Appointment of Paul M. Barringer as Instructor in Foreign Languages at a salary of \$250 per month, effective September 20, 1945, for as long as necessary. Mr. Barringer replaces Mrs. Kerr who is ill.
34. The following persons are recommended as Instructors in Foreign Languages to teach the several conversational language courses, effective for ten months beginning September 1, 1945:
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|---|--|
| Ciro Martinez (Spanish) at \$100 per month  | Marcia Abell (French) at \$160 per month                   |
| Gonzalo Moreno (Spanish) at \$110 per month | Elza Queiroga (Portuguese) at \$100 per month              |
| Louis Cormier (French) at \$100 per month   | Hugo King (Spanish) at \$100 per month                     |
|   | Victoria Safadi (Arabic and Portuguese) at \$140 per month |
35. Appointment of Ruth H. Radimersky as Instructor in Foreign Languages at a salary of \$200 per month, effective September 20, 1945, for as long as necessary. Mrs. Radimersky will replace Mr. Sachse and Mrs. Leathers who are loaned half-time to Counseling).
36. Appointment of Mrs. Madelyn C. Kintner as Instructor in Mathematics at a salary of \$2300 per year, effective for one year only beginning September 1, 1945. Mrs. Kintner will replace Miss Blyth and Miss Van Aken who are half-time counselors.
37. Appointment of Olan T. McMillan as Instructor in Mathematics at a salary of \$2800 per year, effective for one year only beginning October 1, 1945. Mr. McMillan will replace Mary Elveback who has resigned.
38. Reinstatement of John W. Zimmer as Assistant Professor of Mathematics at the former salary of \$3200 per year, effective September 1, 1945. Mr. Zimmer has been on leave since September 1944 to work with the Goodyear Aircraft Company.
39. Appointment of Barbara Mable Gordon as Instructor in Music at a salary of \$1600 per year, effective September 1, 1945. This is a partial replacement for Lucile Price who has resigned.
40. Appointment of Julian Miller as Instructor in Music (Voice) at a salary of \$3500 per year, effective September 1, 1945. This is a new position.
41. Appointment of James D. Davis as Assistant Professor of Speech and Dramatics at a salary of \$3400 per year, effective September 1, 1945. Mr. Davis replaces Walter McGray, resigned.
42. Appointment of Shirley Jeanne Nelson as part-time Instructor in Anatomy at a salary of \$50 per month for the three months beginning October 1, 1945.
43. Appointment of John S. Pingel as Assistant Football Coach at a salary of \$3300 per year, effective October 1, 1945.
44. Appointment of Leonard A. Mattano as graduate fellow in Bacteriology and Public Health at a salary of \$1200 per year, effective September 15, 1945, and paid from the Central Brucella Revolving fund.
45. The following half-time graduate assistants are recommended for the academic year 1945-46 at a salary of \$800:
- |                              |   |
|------------------------------|---|
| Harmon L. Finston, Chemistry | Thelma Thompson, T.C. & R.A.                          |
| Roger L. Saur, Chemistry     | Ruth E. Hawthorne, T.C. & R.A. (Paid Exp. Sta. funds) |
|                              | Hazel Moritz, Speech and Dramatics                    |
46. Appointment of Joseph G. Stites, Jr., as half-time graduate assistant in Chemistry at a salary of \$80 per month, effective for six months beginning January 1, 1946.

TRAVEL

## Travel

1. Full expenses for A. B. Love to attend a Farm Emergency conference in Chicago on September 14; paid from Farm Emergency funds.
2. Mileage on one car and maintenance expenses for E. L. Benton to attend a Feeder Cattle Show and sale in Morgantown, West Virginia, on September 24-27.
3. Full expenses for C. H. Jefferson to attend the meeting of the Chicago Section of the American Society of Agricultural Engineers in Chicago on October 1.
4. Full expenses for H. B. Tukey to attend a meeting of the Fruit Foundation in Chicago on October 5 and 6.
5. Full expenses for V. R. Gardner to attend a committee meeting of Experiment Station Directors in Peoria, Illinois, sometime during the week of October 8; expenses to be paid from Experiment Station funds.
6. Full expenses for Glen Stewart to attend alumni meetings in New York City on October 11, and in Pittsburgh on October 12.
7. Full expenses for G. A. Branaman to attend a Feeder Cattle Show and Sale in Chicago on October 15 and 16.
8. Full expenses for H. C. Moore to go to New York and Pennsylvania on October 15 to 27 in connection with work on seed potatoes; expenses to be paid from funds of the Michigan Crop Improvement Association.

## Death of H.S. Patton

MISCELLANEOUS

1. Report of the death of Harold S. Patton, Professor of Economics, on September 1, 1945. Dr. Patton has been on military leave since April 1943. He was killed in a bus accident in Washington, D. C.
2. Report of the death of Winifred Sarah Gettemy on September 6, 1945. Miss Gettemy was Associate Professor of Textiles, Clothing and Related Arts at the time of her retirement in September 1942.
3. Report of the death of James T. Caswell, Assistant Professor of History and Political Science, on August 15, 1945.

## Death of Winifred Sarah Gettemy

## Death of J. T. Caswell

## Report of deaths of former students in the war.

4. Report of the deaths of former students in the war, as follows:

Richard James Hollinger, Class of 1945, a Lieutenant in the Army Air Forces, was killed in action in the South Pacific on April 23, 1944. He was enrolled in Engineering during the fall term of 1941, having entered from Niagara Falls, New York.

Donald Herman Stuewer, Class of 1941, a First Lieutenant in the Army Air Forces was killed in action in France on May 20, 1944. He was graduated in Agriculture on June 14, 1941, having entered from Howard City.

Edward Peter Kass, Class of 1941, a First Lieutenant in the Army Air Forces, was listed as missing on a mission over German-occupied territory on May 29, 1944, and has been officially declared dead by the War Department. He graduated in Agriculture on June 14, 1941, having entered from Powers, Michigan.

Clayton Cass Shupp, Class of 1938, a First Lieutenant in the Army, was captured at the fall of Corregidor and died on December 15, 1944, while a prisoner of the Japanese. He graduated in Engineering on June 13, 1938, having entered from East Lansing.

William Henry Schotters, Class of 1945, a Private First Class in the Army, was killed in action in Germany on April 30, 1945. He was enrolled in Engineering in 1941-1943, having entered from Alton, Illinois.

Carol Nelson Frang, class of 1942, a First Lieutenant in the Army Air Forces, was killed in a B-29 crash at McAlester, Oklahoma, on August 20, 1945. He was graduated in Engineering on December 15, 1942, having entered from Parma, Michigan.

## Renewal of Fellowships in Social Service from Lansing Community Chest Board.

5. The Lansing Community Chest Board established a Fellowship in Social Service in the amount of \$400 under certain conditions which were approved by the Board in August 1940. The Greater Lansing Community Chest is offering a renewal of this Fellowship on an annual basis, effective September 1946 and subject to the successful completion of the preceding annual Community Chest Campaign. The fellowship was suspended during the war.

## Grant of \$825 from Parke Davis, Co.

6. Grant of \$825 from Parke, Davis and Company to be used for additional work under the direction of Professor Ewing. Payments are to be made in eleven equal installments of \$75 each, the first on September 1, 1945.

## Receipt of will of Carolyn Wicker

7. Report of the receipt of the will of Carolyn M. Wicker giving to the College such costumes, textiles, jewelry and curios as are of interest to the Museum of Michigan State College. This material is valued in excess of \$6,000.

## Chk. \$25 from Mr. &amp; Mrs. Hilborn for war memorial

8. Receipt of a check for \$25 from Mr. and Mrs. Ward W. Hilborn to be used toward a suitable war memorial on the campus honoring Michigan State men lost in this war.

MISCELLANEOUS, continued

9. Receipt of a check for \$73 from the Michigan Extension Home Demonstration Council to be used for the purchase of a bond for the Louise Campbell Scholarship Fund.
10. Receipt of certain bound and unbound volumes from the estate of T. G. Phillips valued at \$400.
11. Receipt of a gift of 85 books and journals, valued at \$500, from Colonel Mark Ireland of the Class of 1901.
12. Change in status of Samuel Breiter from quarter-time to half-time graduate assistant in Chemistry for the academic year 1945-46.
13. C. R. Hoffer was paid an additional \$25 per month as Acting Head of the Department of Sociology and Anthropology while Mr. Loomis was on leave. It is recommended that his salary now be changed from \$4700 to \$4400 per year, effective September 1, 1945.
14. Increase in salary for Mrs. Rhonda L. Taylor, stenographer in Sociology and Anthropology, from \$1200 to \$1380 per year, effective September 1, 1945. Mrs. Taylor is now working full time in the Department.
15. L. R. Walker and D. B. Jewell, County Agricultural Agents, are to be retired on October 1, 1945. It is recommended that their salaries be adjusted to the new salary schedule for the three months of July, August and September. This will involve a supplementary payment of \$150 to L. R. Walker, and \$125 to D. B. Jewell.
16. Increase in salary for Margaret Davies, Tabulating, from \$2200 to \$2600 per year, effective September 1, 1945.
17. Increase in salary for Norma Taschner, Tabulating, from \$1680 to \$2000 per year, effective September 1, 1945.
18. Recommendation from Mr. Wilkins that new employees hired as key-punch operators be placed on the payroll at \$1620 per year.
19. Increase in salary for Elizabeth Whittle, dietitian at Mason-Abbot Hall, from \$2500 to \$2800 per year, effective July 1, 1945, and paid from the salary payroll.
20. Increase in salary for Martha Cady, stenographer in Mason Hall, from \$1860 to \$2000 per year, effective September 1, 1945.
21. Increase in salary for Alfred Bortree, Instructor and Assistant in Research in Bacteriology, from \$2600 to \$3200 per year, effective October 1, 1945. The increase is to be paid from Swift and Company funds.
22. At the Board meeting in August Frank W. Peikert was appointed Associate Professor of Agricultural Engineering. It is recommended that his title be changed to Professor of Agricultural Engineering. It is also recommended that his salary be paid one-half from College and one-half from Experiment Station funds rather than one-half from College, one-fourth from Experiment Station, and one-fourth from Extension funds as originally recommended.
23. Report of the payment of the following additional amounts to salaried employees during the month of August:

<u>Auditorium</u>		<u>Auditorium</u>		<u>Miscellaneous</u>	
Warren F. Burt	\$15	Lawrence Searl	\$12	Stephan Djang	\$20.00
L. E. Chapman	15	Robert Troxell	18	Maurice Dumesnil	924.97
Helen Evans	18	Wayne VanRiper	15	Edith Gilhooley	10.00
Gerald Knapp	6			Christina Gunn	51.60
J. M. Kutt	9	<u>Miscellaneous</u>		D. J. Hall	78.75
Bruce Pettit	9	J. W. Cunkelman	\$190.50	L. P. Hedeman	119.50
		L. A. Robert	90.75	Leo Klever	2.00
		Sophia Smith	3.00		

24. Approval of an agreement with Harry A. Fee of Adrian, Michigan, in connection with the Hidden Lake Gardens project.
25. Bill in the amount of \$500 from Brown, Fenlon, Lund & Babcock of Washington, D. C., for their services in connection with the application to the WPB for permission to construct married men dormitories at the College.
26. On August 29 bids were opened for alterations in the Agricultural Building and for the Radio Studios in the Auditorium. The following bids were received:

<u>Agricultural Building Alterations</u>		<u>Radio Studios</u>	
Granger Brothers	\$61,230	Christman Company	\$ 9,000
F. J. Corr & Son	64,950	F. J. Corr & Son	9,350
Christman Company	68,000	Granger Brothers	10,360
Reniger Company	76,427	Reniger Company	10,392

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to award the contract for Agricultural Building alterations to the low bidder, Granger Brothers, and to the Christman Company for alterations to the Radio Studios.

Accept. \$73 toward Louise Campbell Scholarship fund.  
 Books from Phillips Est.  
 Books from Mark Ireland Estate.  
 Ch. Status Samuel Breiter.  
 Hoffer salary changed back to \$4400  
 Inc. salary Rhonda Taylor to \$1380  
 L.R. Walker & D.B. Jewell to receive \$150 & \$125 add. payment  
 Inc. salary Margaret Davies  
 Inc. salary Norma Taschner.  
 Key-punch operators to received \$1620 per yr.  
 Inc. Elizabeth Whittle  
 Inc. Martha Cady  
 Inc. Alfred Bortree  
 Title Frank W. Peikert to be Professor of Agric. Engr.  
 Additional amounts paid to salaried employees  
 Approval agreement with Harry Fee re: Hidden Lake Gardens  
 Bill \$500 Brown, Fenlon, Lund & Babcock  
 Contracts let to low bidders on Alt. to Ag. Bldg. and for Radio Studios

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MISCELLANEOUS, continued

27. Request for an appropriation of \$1550 for the following fall term activities to be held in the Music Auditorium and in Fairchild Theater:

Freshman Week, September 17-22

Main Auditorium, September 17, 18, 19, 20, 21	@	\$100	\$500
Main Auditorium--Dance, September 22	@	\$350	350
Fairchild Theater; September 18, 19, 20 and 22	@	\$ 50	200

M.E.A. Meetings

Main Auditorium, October 18 and 19	@	\$100	200
Fairchild Theater, October 18 and 19	@	\$ 50	100

Michigan Milk Producers Meeting

Fairchild Theater, November 1	@	\$ 50	50
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Farm Bureau Meeting

Fairchild Theater, November 8 and 9	@	\$50	100
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F.B.I. Quarterly Meeting

Fairchild Theater, October 29	@	\$50	50
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28. Authorization is requested for making some changes in the laboratory on the second floor of the Bacteriology Building at an estimated cost of \$760.
29. The Kellogg Foundation has deeded to the College two descriptions of property adjacent to the Kellogg Farm. One of them was originally a part of the College holding that was returned to Mr. Kellogg at his request and is now returned to the College; and the second property is an area across the road and adjacent to the farm that has been used as a wild turkey marsh. The Kellogg Foundation values these properties at \$4079. They are a gift from the Foundation to the College.
30. The J. W. Knapp Company of Lansing are offering two scholarships annually for an indefinite period equal to the fees and tuition for students interested in two-year terminal courses in retailing, the tuition and fees to be paid by the Knapp Company to the College.
31. At the last meeting of the Board a committee consisting of Mr. Akers, Mr. Brody, and Mr. Wilkins was appointed to act for the Board on the investment of the monies raised from the new dormitory-union bond issue. The committee has instructed the Ann Arbor Trust Company to act as follows:
1. Reserve for Maintenance and Equipment Replacement
    - a. Purchase \$100,000 U. S. Treasury 90 Day Bills to net  $3/8$  of  $1\%$  as of date of delivery of Dormitory and Union Revenue Bonds.
    - b. As of November 1, 1945, sell \$100,000 U. S. Treasury 90 Day Bills.
    - c. As of November 1, 1945, subscribe to \$100,000 U. S. Government  $2\ 1/4\%$  Bonds to be offered in the Eighth War Loan, which bonds will become due in December 1962 and optional for call in 1959. Subscription price to be par.
  2. Investment of Monies not Immediately Needed for Purposes Borrowed.
    - a. As of date of delivery of the Dormitory and Union Revenue Bonds, purchase \$5,874,000 U. S. Treasury 90 Day Bills to net  $3/8$  of  $1\%$ .
    - b. As of September 15, 1945 sell \$5,874,000 U. S. Treasury 90 Day Bills.
    - c. As of September 15, 1945 purchase \$5,874,000 U. S. Treasury  $1\ 1/2\%$  Notes due December 15, 1946 at the market price of approximately 100  $22/32$ .
32. In completing the Dormitory-Union Revenue Bond Issue it is necessary to have a resolution authorizing the furnishing of heat, power, water and light for these structures on the same basis as for previous self-liquidating buildings. The resolution follows:

WHEREAS, the State Board of Agriculture, in the exercise of its constitutional and statutory duties, has determined that it is necessary and expedient to construct and furnish three new dormitory units for the housing of women students of Michigan State College of Agriculture and Applied Science, two new dormitory units for the housing of married students of said college, an addition to the existing Union Memorial Building, and a food storage building appurtenant to the men's and women's dormitories and the Union Memorial Building, on property now owned by The State Board of Agriculture, located in the City of East Lansing, County of Ingham, State of Michigan; and

WHEREAS, the Board has decided to borrow, for the accomplishment of said purposes, the sum of Six Million (\$6,000,000) Dollars through the issuance and sale of Dormitory and Union Revenue Bonds, which Bonds are dated as of August 15, 1945, and issued pursuant to the terms and conditions of a certain Trust Agreement between the State Board of Agriculture and the Ann Arbor Trust Company, of Ann Arbor, Michigan, dated as of August 15, 1945, and to pledge therefor as security the net income derived from the operation of the dormitories to be constructed, from the operation of the Union Memorial Building, and the Addition thereto, the student membership fees as defined in the said Trust Agreement, and the income derived from the investment and re-investment of Reserves, as defined in said Agreement; and

Appropriation \$1550 for use of Auditorium for fall term approved.

Changes in lab on second floor Bacty Bldg. app.

Two pieces of property deeded to college by Kellogg Foudn.

Two scholarships offered by J.W. Knapp

Report of com. on investment of funds raised from dorm-union issue.

Approval of resolution authorizing furnishing of heat, power, light, water for dorm-union buildings.



MISCELLANEOUS, continued

32. Resolution, re: heat, power, water and light, continued:

WHEREAS, it is the desire of the said Board that the purchasers of said Dormitory and Union Revenue Bonds be given the maximum security and assurance that all payments prescribed and stipulated in said Trust Agreement and Bonds issued and sold pursuant thereto will be paid in accordance with the terms thereof.

NOW, THEREFORE, BE IT RESOLVED By the State Board of Agriculture that, so long as any of the said Dormitory and Union Revenue Bonds remain outstanding, the Michigan State College of Agriculture and Applied Science shall furnish the light, heat, power, and water required by said dormitories to be constructed as described in said Trust Agreement, and the Union Memorial Building, and Addition thereto, without making any charge or deduction for the same as any operating expense for any of said dormitories, Union, or Addition thereto.

On motion of Mr. Akers, seconded by Mr. Armstrong, it was voted to approve the President's Report, Resignations, Appointments, Leaves, Travel and Miscellaneous except item 26, on which action appears.

33. The following recommendations from the Administrative Group were presented to the Board:

Approval of  
automobile  
regulations

GENERAL INTERPRETATIONS OF THE AUTOMOBILE  
REGULATIONS OF MICHIGAN STATE COLLEGE  
Effective October 1, 1945.

1. No student in attendance at Michigan State College from and after the beginning of the first quarter of the College year 1945-1946 shall operate any motor vehicle. In exceptional and extraordinary cases in the discretion of the Chief of Police of the College this rule may be relaxed.
2. The automobile regulation governs the use of a car as well as the operation of one; consequently it is not permissible for a student to use his car, or a family owned car, for social, personal, or any other purposes when the car is driven by a non-student who is not a member of his immediate family.
3. A student receiving permission to use an automobile must adhere strictly to the terms of his permit. Before any driving is done, the student permit sticker must be placed on the lower right hand corner of the windshield in such a manner as to insure easy visibility. Any act of driving, without permission from this office, or with permit stickers unattached, will be considered a violation of the ruling and will be disciplined accordingly.
4. All permits must be renewed at the beginning of the fall quarter of each year. All old permits will be void October 1 of each year.
5. Where any appreciable saving in transportation costs is realized, students may drive their cars to East Lansing and place them in dead storage until vacation periods. This provision will not be available to students whose homes are relatively close to the College, for example, cities within a 150-mile radius of East Lansing. Such an arrangement when approved, will not entitle the owners of the cars to any special consideration with respect to temporary or weekend driving privileges. Full information on stored cars, including name and address of owner, make, type, and license number of car, and location of storage, must be reported to this office before the beginning of the school year. After that date, cars may not be brought to East Lansing unless the circumstances are first approved by this office.
6. The operation of a car by an out-of-town student in and about his home will not be considered a matter of concern of the College authorities, provided:
  - a. The car is not driven through or within the immediate vicinity of East Lansing.
  - b. Such driving does not involve a violation of any law or traffic ordinance.
7. Students within the following groups may apply for exemption from the ruling by calling in person at the Office of the Chief of Police:
  - a. Those who are 26 years of age, or older.
  - b. Those who are receiving credit for not more than 6 hours of academic work per quarter.
  - c. Those who hold College positions which entitle them to the faculty rating of graduate assistant, or its equivalent.
  - d. East Lansing residents, for other than personal or social use.
  - e. Living two miles or more from the campus--commuters, going to and from classes.
  - f. Married students living with their family, for home use only.
  - g. Health or physical reason on recommendation of college Health Service.
  - h. Business use.
  - i. Miscellaneous--emergency driving, etc.

On motion of Miss Jones, seconded by Mr. Brody, it was voted to approve the above automobile regulations.

ADDITIONAL ITEMS

Resignations

Resignations

1. Report that Robert W. Stipek is unable to accept appointment as half-time graduate assistant in Chemistry for 1945-46.
2. Resignation of Fred T. Mitchell as Director of the Servicemen's Institute and Counselor for Men, effective October 15, 1945. Dr. Mitchell has accepted the presidency of Mississippi State College.

ADDITIONAL ITEMS, continued

## Leaves

Leaves.

1. Leave of absence with full pay for six months for L. G. Hughes, Professor and Head of the Department of Foreign Languages, effective January 1, 1946.
2. Leave of absence without pay for one year for Dr. Stafseth, Professor and Research Professor of Bacteriology, to go to China in charge of a national veterinary project under UNRRA, exact date of departure unknown but probably in October.

## Appointments

Appointments

1. Appointment of Dorothy Kleinhaus as stenographer in Social Service at a salary of \$1440 per year, effective October 1, 1945. Miss Kleinhaus replaces Eleanor Bryan who did not accept the position.
2. Appointment of Mrs. Mary V. Givens as stenographer in the Institute of Counseling, Testing and Guidance at a salary of \$1500 per year, effective September 18, 1945. This is a new position.
3. Appointment of Madeline Balch as nurse at the Health Service at a salary of \$75 per month on a part-time basis, effective September 17, 1945. This is a new position.
4. Appointment of James Frost as Patrolman in the Campus Police Department at a salary of \$2200 per year, effective September 19, 1945. Mr. Frost replaces H. M. Love who has resigned.
5. Appointment of Lloyd R. Cleveland as Manager of the State College Book Store at a salary of \$2600 per year, effective September 1, 1945, to replace Norma Wagner who has resigned. Mr. Cleveland has been serving as Assistant Manager at a salary of \$2100.
6. Appointment of Mrs. Josephine Aten as Assistant Manager of the State College Book Store at the same salary of \$2100 per year, effective September 1, 1945. Mrs. Aten has been serving as clerk at the Book Store.
7. Reappointment of dormitory and cooperative house hostesses for 1945-46, as follows:
 

Mrs. Ethel Longstreet, night hostess at Williams at \$850	Mrs. Lillian Trenary, Concord House, \$650
Mrs. Docia Meyer, day hostess at South Campbell at \$1200	Mrs. Blanche Wright, Robinson " ", \$700
Mrs. Mary Daner, night hostess at Campbell at \$850	Mrs. Grace Stanley, Shaw House, \$600
Mrs. Sarah Remington, Mary Mayo Annex at \$600	Mrs. Maude Wotring, Taft House, \$700
Mrs. Gertrude Harrington, Campbell Annex at \$600	
8. Appointment of dormitory and cooperative house hostesses for 1945-46 as follows:
 

Mrs. Grace Pilcher, night hostess at Mary Mayo, at \$850
Mrs. N. Elizabeth Graber, assistant day hostess at Mason Hall, at \$1000
Mrs. Hazel Dunn, night hostess at Mason Hall, at \$850
Mrs. Bertha Fields, Assistant day hostess at Abbot Hall, \$1000
Mrs. Clara Wigle, night hostess at Abbot Hall, at \$850
Mrs. Joseph Dewey, day hostess at North Hall, at \$1000
Mrs. Molly Kaiser, Catherine Black House, at \$600
Mrs. Clara Shephard, Potter House, at \$600
Mrs. Estrid Anderson, Rochdale House, at \$600
9. Appointment of hostesses at 15 Sorority Houses for 1945-46 as recommended by Dean Crowe. The College contributes \$120 per year toward the salary of each hostess.
10. Appointment of Robert Blett as Resident Manager of Wells Hall Annex (formerly the A.G.R. House) at a salary of \$30 per month for 10 months beginning September 1, 1945. Mr. Blett is a discharged serviceman and will be enrolled as a student.
11. Appointment of Tom King as Director of the Servicemen's Institute and Counselor for Men and adjustment in his salary from \$5200 to \$5500 per year, effective October 1, 1945. Mr. King will continue in charge of Police Administration and the Placement Bureau.
12. Appointment of Raymond P. Harris as Assistant Professor of Effective Living at a salary of \$3200 per year, effective October 1, 1945. This is a new position.
13. Appointment of Hoyt Coe Reed as Assistant Professor of Social Science in the Basic College at a salary of \$3600 per year, effective September 20, 1945. This is a new position.
14. Appointment of John S. Welling as Assistant Professor of Social Science in the Basic College at a salary of \$3400 per year, effective September 24, 1945. Dr. Welling will replace Brent D. Allinson.
15. Appointment of Ann J. Moore as Technician and Assistant in Public Administration at a salary of \$1680 per year, effective September 17, 1945. Miss Moore will replace Barbara Gross who has resigned.
16. Appointment of Carl Wilson, as temporary instructor in the Department of History and Political Science, on a part-time basis at \$75.00 per month effective September 24, 1945 for as long as his services are necessary.

ADDITIONAL ITEMS, continuedTravel

1. Full expenses for M. L. Bailey and E. C. Sauve to make a trip to LaPorte, Indiana, on September 20 in connection with information to be secured from the Allis-Chalmers Company for the new course in Farm Equipment Service and Sales.
2. Full expenses for R. J. Baldwin to attend a meeting of Directors of Extension in Chicago during the week of October 8; expenses to be paid from Extension funds.
3. Full expenses for L. C. Meyer to attend a meeting of REA Survey Supervisors' in St. Louis, Missouri, during the week of October 15.

Travel

Miscellaneous

1. Approval of a memorandum of understanding and acceptance of a grant of \$4500 from the National Canners Association for research work particularly in the field of vitamin content of canned vegetables. The work is to be carried on by the Departments of Horticulture, and Foods and Nutrition.
2. Increase in salary for E. J. Wheeler, Research Assistant in Farm Crops, from \$3500 to \$4000 per year, effective October 1, 1945. It is also recommended that his title be changed to Research Associate in Farm Crops.
3. Increases in salary from \$600 to \$700 for Mrs. Ethelyn Munshaw, hostess in Benson House, and for Mrs. Trixie Lindhout, hostess in Sanford House, effective September 1, 1945.
4. The Retirement Committee makes the following recommendations:
  - a. Retirement of Mary Eicher, stenographer in the Military Department, effective December 15, 1945, at a service pension of \$480 per year. Miss Eicher has been employed by the College since May 14, 1917.
  - b. Retirement of L. C. Hughes, Professor and Head of the Department of Foreign Languages, effective July 1, 1946, at a retirement salary of \$1414 per year. Professor Hughes is 60 years of age and has been employed by the College since September 1, 1915.
5. The roof on the Fieldhouse has never been satisfactory. The architect recommends that corrugated transite made by Johns Mansville be bolted over the present roof at a cost of approximately \$16,000. Authorization is requested to proceed with the project when satisfactory bids have been received.
6. Approval of a contract with Mr. Dale Keith of Plainwell, Michigan, for the purchase of a mastodon skeleton now existing on his farm for the purchase price of \$100; the College to take care of the costs of excavation. After the material is excavated if there is a substantially full skeleton, the amount to be paid to Mr. Keith is to be arranged by a committee consisting of R. A. Smith, State Geologist, R. H. Merrill, Collector of Artifacts, and Frank DuMond, Director of the Kent Scientific Museum. An appropriation of \$1000 is requested to take care of the costs of this project.
7. Contract with the State Office of Veterans' Affairs covering the salary of Wayne Beery at \$4200 and travel of \$750, making a total of \$4950; 75 per cent of the total to be paid by the State Office of Veterans' Affairs and 25 per cent by Michigan State College.
8. Authorization for the payment of \$495 to the University of Michigan plus \$139.93 for travel, publicity, etc., for a cooperative course offered during last summer in cooperation with the University and other institutions. The total revenues received by the College were \$825 and the total expenses will be \$634.93.
9. Authorization is requested to invest \$2600 of funds received from the Pontiac High School for a scholarship fund in government securities.
10. The State Board of Agriculture at its meeting in June authorized the continuation of the ESMWT at a cost not to exceed \$15,000. When the budget was approved at the last Board meeting, this item was not included although Mr. Libby's salary for the year was included. Approval is now requested for \$5000 to permit the continuation of this program, details to be worked out by Dean Dirks, Dean Anthony, and the College Extension Committee, with the understanding that the work is authorized to be undertaken at once, and later if warranted a report of progress can be submitted with a request for such additional funds as may be necessary.
11. Lease of the A.G.R. House at a rate of \$400 per month for 9 months beginning September 15, 1945, to house approximately 50 men. The income will take care of the costs.
12. To help solve the housing situation, it is recommended that the College take over a trailer camp from the FPMA. The camp consists of 50 house trailers. The College is to pay the FPMA \$1 per year per trailer and take care of the maintenance. The land is owned by S. R. Dietrich of Lansing, and a monthly rental of \$80 per month will be required. It is expected that the income from this project will take care of the costs, and the project will be operated on a revolving account basis similar to that used for the cooperative houses.

Accept. grant  
\$4500 from  
Nat. Canners  
and approval  
memo of  
understandingSalary E.J.  
Wheeler in-  
creased to  
\$4000Increases for  
Mrs. Munshaw  
& Mrs. LindhoutRetirement  
Mary Eicher  
approvedRetirement  
L. C. Hughes  
approved.Roof of  
fieldhouse  
to be re-  
paired.Approval Con-  
tract Dale  
Keith re:  
mastodonContract with  
St. Office of  
Vets. Affairs  
re: salary  
Wayne Beery  
Payment \$495  
to Univ. for  
cooperative  
course, etc.\$2600 received  
Pontiac H.S.  
invested in  
Gov. securities\$5000 appro-  
priated for  
continuation of  
ESMWTLease of A.G.R.  
House approved.Approval of  
rental of  
trailer camp  
from FPMA

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

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ADDITIONAL ITEMS, continuedMiscellaneous, continued

Gifts given  
Alumni Assoc.  
exempt from  
Fed. income  
tax.

13. Report from the Treasury Department that any gifts given to the Alumni Association are exempt from federal income tax.

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

Union repre-  
sentatives  
Tashnick &  
Reed appeared  
before Board.

14. Mr. Anthony Tashnick, Business Agent for the AFL Local Union, and John Reed, State Secretary of the AFL appeared before the Board and made certain requests including one that the Board recognize Union 289 as a bargaining agent for its maintenance employees and that the College operate on a union shop basis.

After considerable discussion, the Board saw no reason for changing its present policy with regard to dealing with labor unions and the Secretary was authorized to so inform Mr. Tashnick.

Off-campus  
training for  
school jani-  
tors app.

15. Discussion of a request for off-campus training for school janitors.

On motion of Mr. Armstrong, seconded by Miss Jones, it was voted to approve the establishment of off-campus courses for school custodians with the State Department of Public Instruction and the State Board for Vocational Education with three-fourths of the cost to be paid by the State Office and one-quarter by the College. The total amount of the commitment at this time not to exceed \$1,000 of college money.

Approval reso-  
lution from  
Kellogg Found-  
ation

16. The President presented the resolution of the Kellogg Foundation which follows:

RESOLVED, that the Board of Trustees of the Foundation hereby approves a plan to assist Michigan State College in developing a program in continuation education, designed to improve living, cultural, health and economic conditions in rural and small-town areas, the Foundation's contribution to the program over the next five years not to exceed \$1,000,000 in the aggregate, of which not more than \$750,000 shall be used for the construction, equipment and development of facilities, and the balance, not to exceed \$250,000 in developing the program and employing personnel to execute the same upon the following conditions:

- (a) That Michigan State College provide, otherwise than from Foundation funds, the site for the above-mentioned facilities, which site shall be located between Red Cedar River and Harrison Road, south of Grand River Avenue in East Lansing, Michigan:
- (b) That Michigan State College, out of resources not granted to it by the Foundation, provide for the maintenance of the facilities and the site:
- (c) That Michigan State College agrees to assume full financial responsibility for the continuation of the program development and faculty employed after the expiration of the five-year period:
- (d) That the American Hotel Association contributes an amount sufficient to pay for the inn part of the facility so to be constructed, which amount to be contributed by the Hotel Association shall be not less than \$100,000; and
- (e) That when the details for the construction and equipment of a building and the site therefor and an educational program shall have been developed, an agreement shall be entered into containing the terms under which the Foundation's contributions shall be made, and the obligations of the College with respect to the development, operation and continuation of the program, such terms to be submitted to the trustees of the program and to Michigan State Board of Agriculture for final approval or modification, the terms finally agreed upon to be incorporated in the written agreement;

RESOLVED FURTHER, that an appropriation of \$35,000 is hereby made from general funds of the Foundation to be paid by the officers of the Foundation to Michigan State College for the purpose of paying the expense of securing a person to develop and direct the above-mentioned program in continuation education and the expense of developing plans and specifications for the construction and equipment of facilities to house the above-mentioned educational activities, the \$35,000 so appropriated when paid to be considered as a part of the total grant of the Foundation, to be paid under the plan.

After considerable discussion, on motion of Mr. Brody, seconded by Mr. Armstrong, the following actions were authorized:

1. That the necessary site include the frontage on the west side of Harrison Road between Grand River Avenue and the Red Cedar River and that this area be included in the site to be acquired.
2. The officers are authorized to use all necessary means to acquire this site.
3. The President is authorized to complete arrangements with H. William Klare looking toward his retention as Director of the Hotel Administration Program and the responsible management of the proposed building.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

## 16. Kellogg Foundation, continued:

## Actions authorized, continued:

4. The President is authorized to take all necessary steps to insure the complete cooperation of the American Hotel Association and the contribution of the maximum possible sum from hotel interests toward this project.
5. Authorized the purchase of lots 2, 3, 4, 5, 6, 7 and 8, Block No. 4, at \$6450.00.

17. Discussion of the order of construction for the new dormitories and authorization to advertise for bids.

On motion of Mr. Berkey, seconded by Miss Jones, it was voted to authorize the advertising for bids for the immediate construction of a girls' dormitory and a men's dormitory.

18. Discussion of the addition to the Administration Building.

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to authorize the administrative officials to advertise for bids for the proposed addition to the Administration Building as soon as possible.

19. Discussion of the building of the Classroom building.

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to authorize the advertising of bids for the Classroom building as soon as possible.

20. The President suggested the need for giving consideration for the construction of an Art Building to house the Art Department that will be moved out when the Union Addition is undertaken.

The officers were authorized to investigate the means of financing such a structure and report to the Board at a later date.

The Board adjourned at 4:00 p.m.

*John A. Hannah*  
President

*Karl H. McDonel*  
Secretary

New dorms to  
constructed-  
Bids to be  
advertised  
for immediate-  
ly.

Bids to be  
advertised for  
addition to  
Adm. Bldg.

Bids to be  
advertised for  
Classroom  
Bldg.

Consideration  
of construc-  
tion of Art  
Bldg.