

MINUTES OF THE MEETING  
of the  
STATE BOARD OF AGRICULTURE  
January 16, 1947

Present: Mr. Berkey (Chairman); Messrs. Armstrong, Akers, Mueller; Miss Jones; President Hannah; Assistant Comptroller Pierson; Secretary McDonel.

Absent: Mr. Brody; Dr. Elliott

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

- Resignations 1. Resignation of J. O. Peterson as part-time Instructor in Physics and Astronomy, effective December 31, 1946.

Appointments

Appointments

1. Appointment of Eino Sainio as Instructor, assigned half-time to Forestry and half-time to the Institute of Short Courses, at a salary of \$2600 per year, effective January 1, 1947. This is a new position. The College will be reimbursed for approximately 50 per cent of his salary by the State Board of Control for Vocational Education.
2. Appointment of Charles C. Sheppard as Instructor in Poultry Husbandry at a salary of \$3300 per year, effective January 1, 1947. This is a new position.
3. Appointment of Alice Vander Velde as Instructor in Social Science at a salary of \$300 per month effective January 1, 1947, for as long as necessary. This is a new position.
4. Appointment of Joseph A. Del Porto as Assistant Professor of Journalism at a salary of \$3500 per year, effective January 1, 1947. This is a new position.
5. Appointment of Vernon B. Bowen as Instructor in Journalism at a salary of \$3100 per year, effective January 1, 1947. This is a new position.
6. Appointment of Mrs. Janice Devereux as Instructor in Mathematics at a salary of \$135 per month on a part-time basis, effective January 1, 1947 for as long as necessary.
7. Appointment of Gennaro Spagnuolo as quarter-time assistant in Foreign Languages at a salary of \$65 per month, effective January 1, 1947 for as long as necessary.
8. Appointment of Thomas Nick Johnson as Instructor in Physiology and Pharmacology at a salary of \$2800 per year, effective January 1, 1947. This is a new position.
9. Appointment of the following graduate assistants for the period from January 1 to June 15, 1947:
 

Written and Spoken English	- Dorothy Wuerfel Lossing, half-time at \$88.88 per month
Civil Engineering	- John Edward Lyons, half-time at \$88.88 per month
Foods and Nutrition	- Elaine Hudson, half-time at \$88.88 per month
Art	- Frank Lewis McConnell, quarter-time at \$44.44 per month and charged to the Dean's Discretionary Fund, effective January 1 to March 31
Chemistry	- Manly J. Powell, quarter-time at \$55.55 per month

TRAVEL

Travel

1. Full expenses for Bennett T. Sandefur to go to Columbus, Ohio, and Huntington, Virginia, during the Christmas holidays to investigate the suitability of some polishing machines listed as available through the War Assets Administration.
2. Full expenses for a trip made by Robert Smith on January 2-7 to Urbana, Ohio, to work with a representative of Ernst and Ernst auditing in the office of Hanagan Brothers.
3. Full expenses for W. N. Kerbawy to attend the meetings of the National Collegiate Athletic Association in New York City on January 5-8.
4. First-class railway fare for C. W. Bachman to attend the meetings of the National Collegiate Athletic Association in New York City on January 6-8.
5. Full expenses for Arthur Howland to attend the annual conference of the National Council of Farmers' Cooperatives in Chicago on January 6-9; expenses to be paid from Extension funds.
6. Full expenses for M. E. Cravens to attend the North Central Regional meeting of the Technical Committees to develop plans for research for fruits and vegetables on January 6 and 7, and for potatoes on January 8 and 9, in Peoria, Illinois, expenses to be paid from Experiment Station funds.

PRESIDENT'S REPORT, continuedTravel, continued

7. Full expenses for V. R. Gardner to attend meetings of the technical committees from the North Central Stations in Peoria, Illinois, on January 6-9; expenses to be paid from Experiment Station funds.
8. Full expenses for C. M. Hardin to attend the North Central Regional meeting of the Technical Committees to develop plans for poultry marketing research in Peoria, Illinois, on January 8 and 9; expenses to be paid from Experiment Station funds.
9. Full expenses for Alex Penshin to go to Madison, Wisconsin, on January 8 to attend a utilization meeting on aspen; expenses to be paid from Experiment Station funds.
10. Full expenses for R. H. Young to attend the annual football banquet at the University of Notre Dame on January 13.
11. Full expenses for Esther Anson to confer with several people relative to problems in Adult Education on January 13-18 in Buffalo, Albany, New York City, and Jersey City; expenses to be paid from Extension funds.
12. Full expenses for Paul R. Krone to attend the Florists' Short Course at Cornell University, Ithaca, New York, on January 14-16; expenses to be paid from Extension funds.
13. Full expenses for Margaret Ohlson to attend a meeting of the Technical Committee on Cooperative Food and Human Nutrition Projects in Chicago on January 16; expenses to be paid from Experiment Station funds.
14. Full expenses for James S. Boyd to go to Chicago on January 17 and 18 to discuss the structures program under the Hope-Flanagan Bill with the North Central Regional Structures group; expenses to be paid from Experiment Station funds.
15. First-class railway fare for V. R. Gardner to attend a meeting of regional administrative advisers in College Park, Maryland, on January 17 and 18; expenses to be paid from Experiment Station funds.
16. Full expenses for C. H. Cunningham to attend a National Newcastle Disease Conference in Chicago on January 17-20; expenses to be paid from Experiment Station funds.

Travel

Miscellaneous

1. Acceptance for a check for \$3000 from W. K. Kellogg to be used for the completion of the new central building on the Kellogg Forestry Tract in Augusta.
2. Increase in salary for Francis Martin, Supervisor of Tabulating, from \$3300 to \$3600 per year, effective January 1, 1947.
3. Change in status of Mildred Toogood, Instructor in Written and Spoken English, from one-third time at \$70 per month to two-thirds time at \$150 per month, effective January 1, 1947.
4. Payment of \$34.65 to George Pope, employee in Buildings and Utilities, as compensation for time lost because of an injury received while working.
5. Payment of \$89.76 to Luther Marine, employee in Buildings and Utilities, as compensation for time lost because of an injury received while working.
6. Authorization for 12 additional Jenison awards for football men.
7. Authorization for two Jenison awards for the boxing team. Boxing is the only major sport that has not previously been recognized in this way.
8. Authorization for an account to be set up to which can be charged the necessary expenditures for the joint presentation that is being made to the legislature by the presidents of the seven state-supported higher educational institutions. When the work is completed an agreement will be reached between the institutions as to what portion of the expenses is to be borne by each one. The College will be reimbursed for a portion of the expense by the other six institutions.

Accept check  
\$3000 W.K.  
KelloggInc. salary  
Francis  
MartinChange status  
Mildred Too-  
good.Payment for  
time lost  
Geo. Pope &  
Luther MarineJenison awards  
approved  
football and  
boxing.Account set  
up for joint  
resolution  
to be pre-  
sented to  
Legislature.RESIGNATIONS

1. Resignation of Mary Beth Willabee as Assistant in Food Service in Women's Dormitories effective December 31, 1946.
2. Resignation of Mrs. Nell Bartlett as Hostess at the Pi Beta Phi House, effective December 31, 1946.
3. Resignation of Carroll A. Stringham as patrolman on the Campus Police Force, effective December 31, 1946 to enroll as a student in Michigan State College.

Resignations

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RESIGNATIONS, continued

## Resignations

4. Resignation of T. C. Stebbins as District Horticultural Agent, effective January 31, 1947, to manage a farm in Cheboygan County.
5. Cancellation of the appointment of Mabel I. Fertig as Assistant State Club Leader.
6. Resignation of Ada G. Hough as Assistant State Club Leader, effective February 5, 1947. Miss Hough is planning to be married.
7. Resignation of Ruth H. Collar as Home Demonstration Agent in Lapeer County, effective December 31, 1946, because of ill health.
8. Cancellation of the appointment of Anne R. Matchefs as Home Demonstration Agent at Large which was to have been effective January 1, 1947.
9. Resignation of Cloyd G. Swem as Instructor in Biological Science, effective January 31, 1947, to accept another position.
10. Resignation of the following instructors in English who have been employed on a temporary, monthly basis, effective December 31, 1946:  
 Mrs. Frances Babb   Mrs. Katherine Gysel  
 Mrs. Lucy Panshin   Beth Shaw
11. Resignation of Mario Rodriguez as Instructor in Foreign Languages, effective December 31, 1946. His permit was terminated by U. S. Immigration authorities.
12. Resignation of Mrs. Mabel Wilson as temporary Instructor in Mathematics, effective December 31, 1946.
13. Resignation of George A. Simmermacher as temporary Instructor in Physics and Astronomy, effective December 31, 1946.
14. Resignation of George L. H. Weaver as Assistant Professor (Extension) of Animal Pathology, effective December 31, 1946, to resume graduate work.
15. Resignation of Warren W. Brandt as quarter-time graduate assistant in Chemistry, effective December 31, 1946. Mr. Brandt plans to enter the graduate school at the University of Illinois.
16. Cancellation of the appointment of John E. Lyons as half-time graduate assistant in Civil Engineering which was to have been effective January 1, 1947.

LEAVES

## Leaves

1. Leave of absence without pay for Mrs. Leila Lane, hostess at the Alpha Gamma Delta House, effective January 1, 1947 for an indefinite period.
2. Leave of absence with full pay for Maurice Day, Assistant Professor (Research) of Forestry and Superintendent of the Dunbar Station, from February 1 to June 30, 1947, to permit him to complete the work for his Master's degree at the University of California.

APPOINTMENTS

## Appointments

1. Appointment of Robert L. Weislogel as Counselor with the rank of Instructor at a salary of \$3000 per year, effective February 1, 1947. This is a new position.
2. Appointment of Mrs. Grace Haggerty as hostess at the Alpha Gamma Delta House at a salary of \$90 per month, effective January 1, 1947, to replace Mrs. Leila Lane.
3. Appointment of Mrs. Lenore Kennedy as hostess at the Pi Beta Phi House at a salary of \$90 per month, effective January 1, 1947, to replace Mrs. Nell Bartlett.
4. Appointment of Charles T. Foo, Jr., as News Writer in the Department of Public Relations at a salary of \$267 per month, effective January 2, 1947, for as long as necessary. Mr. Foo will replace Laurence Hardy.
5. Appointment of Mrs. Ruth Haapala DeRose as Assistant State Club Leader at a salary of \$233.33 per month, effective January 20, 1947 for as long as necessary.
6. Appointment of Floyd W. Hicks as 4-H Club Agent in Macomb County at a salary of \$3000 per year, effective January 20, 1947 to replace Lyn Lewis.
7. Appointment of M. Thomas Bust as 4-H Club Agent in Washtenaw County at a salary of \$3200 per year, effective February 1, 1947 to replace Lyle Thorburn.
8. Appointment of Murray George Crawford as temporary 4-H Club Agent in Tuscola County at a salary of \$2800 per year, effective February 1, 1947. This is a new position, paid from Bankhead-Flanagan funds.
9. Transfer of Gould S. Pinney from Bay and Isabella Counties to 4-H Club Agent in Bay County, effective January 1, 1947.
10. Appointment of Stanley N. Rader as temporary 4-H Club Agent in Isabella County at a salary of \$2800 per year, effective January 1, 1947. This is a new position paid from Bankhead-Flanagan funds.

APPOINTMENTS, continued

Appointments

11. Transfer of Mrs. Lowena L. Murphy from Home Demonstration Agent in Grand Traverse, Benzie and Leelanau Counties to Home Demonstration Agent at Large with headquarters in East Lansing, effective January 20, 1947.
12. Transfer of Mary Bullis from Allegan and Barry Counties to Home Demonstration Agent in Allegan County, effective February 1, 1947.
13. Transfer of Albert A. Griffith from County Agricultural Agent in Ionia County to Assistant Professor (Extension) at a salary of \$4500 per year, effective March 1, 1947. His present salary is \$4000 per year. Mr. Griffith will serve as District Extension Supervisor.
14. Appointment of Melvin N. Nyquist as Instructor in Forestry at a salary of \$120 per month for part-time work, effective January 6, 1947, for as long as necessary. This is a new position.
15. Reappointment of Ben R. Burmester as Instructor in Biological Science at the same salary of \$125 per month, effective January 1, 1947 for as long as necessary.
16. Appointment of Richard G. Davis as Instructor in Effective Living at a salary of \$3300 per year, effective January 15, 1947. This is a new position.
17. The following temporary instructors are recommended for the Department of Effective Living, effective January 1, 1947 for as long as necessary:  
 Mrs. Christy Hawkins at \$100 per month Francis M. Donahue, \$150 per month  
 J. Geoffrey Moore at \$150 per month
18. The following temporary Instructors are recommended for the Department of Written and Spoken English, effective January 1, 1947 for as long as necessary:
  - a. Aleath Garrity at \$150 per month.
  - b. Mrs. Melba Babington at \$150 per month
  - c. Mrs. Margaret Zerby at \$225 per month.
  - d. Miss Kathryn Schreiber at \$225 per month.
  - e. Mrs. M. J. Segal at \$200 per month.
19. Appointment of Don J. Gemmel as Instructor in Journalism at a salary of \$3100 per year, effective January 1, 1947. This is a new position.
20. Appointment of Mrs. Susan C. Copland as Instructor in Physical Education, Health and Recreation for Women at a salary of \$200 per month, effective January 2, 1947, for as long as necessary. Mrs. Copland will replace Thelma Bishop.
21. Appointment of Charles Edward Goodell as Instructor in Electrical Engineering at a salary of \$3300 per year, effective January 20, 1947. This is a new position.
22. Appointment of James M. Apple as Associate Professor of Mechanical Engineering at a salary of \$4300 per year, effective January 15, 1947. This is a new position.
23. Appointment of Yveline Kerr as Instructor in English at a salary of \$200 per month, for as long as necessary.
24. Appointment of Mrs. Bertha Bohnstedt as Assistant in Foreign Languages at a salary of \$125 per month, effective January 1, 1947, for as long as necessary.
25. Appointment of Keith B. McCall as Instructor in Chemistry at a salary of \$3500 per year, effective January 1, 1947. This is a new position.
26. Appointment of Russell M. Wheeler as Assistant in Chemistry at a salary of \$150 per month for half-time work, effective January 1, 1947 for as long as necessary.
27. Appointment of Mrs. Eleanor Gifford as Assistant in Chemistry at a salary of \$90 per month for half-time work, effective January 1, 1947 for as long as necessary. Mrs. Gifford will replace Esther Brandt.
28. Appointment of Mrs. Virginia Goerner as Assistant in Chemistry at a salary of \$215 per month for full-time work, effective January 1, 1947, for as long as necessary.
29. Appointment of Mrs. Bernice Bennett as Assistant in Chemistry at a salary of \$175 per month for full-time work, effective January 1, 1947, for as long as necessary.
30. Appointment of Mrs. Florence F. Hickok as Instructor in Physics and Astronomy at a salary of \$165 per month for part-time work, effective January 6, 1947, for as long as necessary.
31. Appointment of Marshall Knappen as Professor of History and Political Science in the School of Science and Arts and of Public Administration in the School of Business and Public Service at a salary of \$6000 per year, effective January 1, 1947. Dr. Knappen was on military leave from September 1, 1942 through August 31, 1946.
32. Appointment of Glen W. Reed as Assistant Professor (Extension) of Animal Pathology at a salary of \$4000 per year, effective February 1, 1947, and paid from Extension funds. Mr. Reed will replace G. L. H. Weaver who has resigned.

APPOINTMENTS, continued

## Appointments

33. Appointment of the following graduate assistants, effective from January 1 to June 15, 1947:
- Roy Truitt Tribble, half-time in Agricultural Engineering at \$88.88 per month.
  - Daniel M. Lynch, Jr., half-time in Botany and Plant Pathology at \$88.88 per month, paid from the Dean's Discretionary Fund.
  - Charles Irwin, half-time in Speech and Dramatics at \$88.88 per month, paid from the Dean's Discretionary Fund.
  - Jean Joseph LaJunter, quarter-time in Mathematics at \$55.55 per month to replace William Myers.
34. Appointment of Vernon Hayward Menzies as half-time graduate assistant in Dairy at a salary of \$111.11 per month, effective from March 1 to June 15, 1947. This is a new position.
35. Reappointment of John R. Evans as graduate fellow in Civil Engineering at a salary of \$88.88 per month, effective from January 1 to March 31, 1947, and paid from Truscon Laboratories fund.
36. Transfer of Winston Laughlin from quarter-time graduate assistant in Soil Science to graduate fellow in Soil Science at a salary of \$83.33 per month, effective from January 1 to December 31, 1947 and paid from Beech Nut Packing Company #550-R funds.

## Travel

TRAVEL

- Full expenses for L. G. Miller and C. C. DeWitt to attend a Heat Transfer Conference at Purdue University on January 14 and 15.
- Full expenses for Annanell Jubb to visit the Sprague Memorial Institute in Chicago on January 17; expenses to be paid from Experiment Station funds.
- Full expenses for C. M. Hardin to attend a meeting of experiment station directors and marketing specialists in Cincinnati, Ohio, on January 20-22; expenses to be paid from Experiment Station funds.
- Full expenses for R. H. Carolus to attend a canners meeting in Atlantic City, New Jersey, on January 20-22; expenses to be paid from Extension funds.
- Full expenses for R. H. Krause, H. P. Gaston, A. B. Love, Ruth Peck, and R. J. Baldwin or C. V. Ballard to attend the Central States Conference of Farm Labor in Chicago on January 20-22; expenses to be paid from Emergency Farm Labor funds.
- Full expenses for James S. Boyd to attend a meeting of the Better Farm Buildings Association in Columbus, Ohio, on January 21 and 22.
- First-class railway fare for H. J. Wyngarden and H. G. Brainard to attend the annual meeting of the American Economic Association in Atlantic City, New Jersey, on January 23-26.
- Full expenses for E. P. Reineke to attend a symposium under the auspices of the New York Academy of Science in New York City on January 24 and 25.
- Full expenses for E. B. Harper to attend the meeting of the National Association of Schools of Social Administration in Chicago on January 28-31.
- Full expenses for P. A. Herbert to attend the Annual Wildlife Conference and the National Wildlife Federation in San Antonio, Texas, on February 3-5.
- Full expenses for C. V. Ballard to attend a meeting of a sub-committee of the Land-Grant Colleges Association in Washington, D. C., on February 5-7; expenses to be paid from Extension funds.
- Full expenses for H. A. Berg to attend the National Conference on Rural Health of the American Medical Association in Chicago on February 7-8; expenses to be paid from Extension funds.
- Mileage on one car for Karl Dressel and A. T. Wilcox to attend two meetings on parks and roadside development in Columbus, Ohio, on February 12-15.
- Full expenses for Dean Anthony to attend the National Farm Institute in Des Moines, Iowa, on February 14 and 15.
- First-class railway fare for Karl Dressel to attend the Midwestern Shade Tree Conference in Chicago on February 14 and 15.
- Full expenses for A. G. Kettunen to attend a conference of the National 4-H Club sub-committee of the Land-Grant Colleges Association in Chicago on February 16-19; expenses to be paid from Extension funds.
- Full expenses for H. H. Anderson to attend a meeting of the American Psychological Association in Cincinnati, Ohio, on February 17-19.
- Full expenses for Lola Belle Green and Florence Rann to attend a refresher course for clothing specialists in Washington, D. C., on February 17-28; expenses to be paid from Extension funds.



TRAVEL, continued

19. Full expenses for V. R. Gardner to attend a meeting of research workers and representatives of industry relating to soybean utilization in Peoria, Illinois, on February 26 and 27; expenses to be paid from Experiment Station funds.

MISCELLANEOUS

1. Report of the deaths of the following former students in the war:

Albert Joblonicky, Class of 1945, a Second Lieutenant in the Army Air Forces, was killed in action over the English Channel on May 28, 1944. He held the Purple Heart medal. He was enrolled in Engineering during 1941-42, having entered from Muskegon Heights.

Levi Siscoe, Class of 1946, an AOM-B Second Class in the Navy, was killed in action in the Pacific area on March 7, 1945. He held the Purple Heart and Victory Medals. He was enrolled in Engineering during the fall and winter terms of 1942-43, having entered from Royal Oak.

Egbert Manning Rosecrans, Class of 1923, Colonel in the Army and Michigan's Adjutant General and Director of Selective Service, died at his home in East Lansing on January 11, 1942. He was enrolled in Engineering during the fall term of 1919, having entered from Lansing.

2. Continuation of a grant of \$266.67 from the Truscon Laboratories of Detroit to be used to finance the fellowship in Civil Engineering to carry out investigations on certain phases of curing concrete.
3. Acceptance of a grant of \$2500 from the A. M. Todd Company of Kalamazoo to be used for a continuation of the research work on peppermint and spearmint under the direction of Dr. Nelson in the Botany Department.
4. Acceptance of a grant of \$2500 and continuation of a memorandum of understanding with the Wm. Wrigley Jr. Company of Chicago covering research work in mint problems carried on under the direction of Dr. Nelson.
5. Acceptance of a grant of \$400 and continuation of the memorandum of understanding with the Dow Chemical Company of Midland covering research work on the control of onion mildew.
6. Acceptance of a grant of \$7500 and continuation of the memorandum of understanding with Swift and Company of Chicago covering research work in farm milkhouse and dairy utensil sanitation.
7. Approval of a memorandum of understanding and acceptance of a grant of \$1350 from the Victor Chemical Works of Chicago to be used to establish a fellowship for research work in determining the wholesomeness of a new leavening agent. The work is to be under the direction of Dr. Hoppert in the Chemistry Department.
8. Acceptance of a check for \$490 from the Estate of LaVerne Noyes to be used for LaVerne Noyes Scholarships.
9. Acceptance of a check for \$300 from the Michigan Real Estate Association to be used for a Scholarship in Real Estate.
10. Receipt of a Farm Bureau Service Debenture Bond in the sum of \$180.
11. Report of the death of M. Faith McAuley on December 31, 1946. Miss McAuley was an Associate Professor (Research and Extension) in Home Economics and had been employed since November 15, 1945, on the Tourist and Resort Project.
12. Change in title of Richard Machiele from Assistant County Agricultural Agent in Kent County to Associate County Agricultural Agent in Kent County at a salary of \$3600 per year, effective February 1, 1947.
13. Increase in salary of Lester E. Bell, Assistant Professor (Extension) of Forestry from \$3520 to \$3700 per year, effective January 1, 1947. His salary is to be paid \$2080 from College funds and \$1620 U. S. Department of Agriculture funds.
14. Increase in salary of Ira Bull, Associate Professor (Extension) of Forestry, from \$4020 to \$4170 per year, effective January 1, 1947. (His salary is paid \$2550 from College funds and \$1620 U. S. Department of Agriculture funds.)
15. Increase in salary of Leonard J. Braamse, Assistant Professor (Extension) of Soil Science, from \$4000 to \$4350 per year, effective January 1, 1947. His salary is paid \$1630 from College funds and \$2720 from Federal Soil Conservation funds.
16. Change in title of Opal Roberson from Home Demonstration Supervisor to Assistant Home Demonstration Leader and a salary increase from \$3200 to \$3500 per year, effective January 1, 1947.
17. Increase in salary of Leslie W. Gysel, Assistant Professor of Forestry, from \$3300 to \$3500 per year, effective January 1, 1947.
18. Change in salary of Alfred M. Lucas, temporary Instructor in Biological Science, from \$187.50 to \$125 per month, effective January 1, 1947, for as long as necessary.

Report of  
students  
killed in  
war

Continuation  
of Truscon  
Fellowship

Grant \$2500  
A.M. Todd  
Company

Grant \$2500  
Wm. Wrigley  
Company

Cont. Dow  
Chem. Co.  
Memo of Under  
Also Swift  
and Company  
Memo of Under

Grant \$1350  
Victor  
Chemical Co.

Check \$490  
LaVerne  
Noyes

\$300 from  
Mich. Real  
Estate Assoc.  
Farm Bureau  
Deb. Bond

Death of  
M. Faith  
McAuley

Change in  
title Richard  
Machiele

Inc. salary  
Lester Bell

Inc. salary  
Ira Bull

Inc. salary  
Leonard J.  
Braamse

Change in  
title Opal  
Roberson

Inc. salary  
Leslie W.  
Gysel

Change in  
salary A.M.  
Lucas

MISCELLANEOUS, continued

2390  
Transfer Amy Jean Holmblade  
Change in salary Elizabeth Pollock  
Change in salary Mrs. J.B. Harrison  
John Speck pd. add. \$50 per month  
Inc. salary G. G. Specker  
Dr. DeHaan continued half pay  
Inc. salary Eugene F. Oakberg  
Reinstatement Lisa Neu  
Inc. salary David J. Kahler  
Additional amount paid to salaried employees  
Change in status Geo. Parmelee  
Louise Ward re-classified Sec.-Dept. I  
Patricia Geiger to Sec.-Dept. II  
Add. 1/2 time clerk Engl. & Lit. & F.A.  
4 add. positions Compt. Office  
2 add. positions Vets. Affairs.  
Add. position Pers. Office.  
Recommendations of H.A. Fee to be followed in connections with investments Fee Estate.

19. Transfer of Amy Jean Holmblade, Instructor in Education, to the College payroll at a salary of \$282.46 per month, effective January 1 to June 30, 1947. Miss Holmblade is at present paid entirely by the Lansing Board of Education.
20. Change in salary of Mrs. Elizabeth Pollock, temporary Instructor in English, from \$166.66 to \$50 per month, effective January 1, 1947 for as long as necessary.
21. Change in salary of Mrs. John B. Harrison, temporary Instructor in English, from \$187.50 to \$200 per month, effective January 1, 1947 for as long as necessary.
22. Recommendation that John C. Speck, Jr., Instructor (Research) in Chemistry, be paid an additional \$50 per month for the months of January, February, and March 1947 for his teaching in Chemistry.
23. Increase in salary of G. G. Specker, Associate Professor of Mathematics, from \$150 to \$200 per month, effective January 1, 1947. This is in addition to his retirement pay.
24. Dr. J. M. DeHaan has returned for part-time service as Professor and Head of Philosophy, and it is recommended that he be continued on half pay, effective January 1, 1947, for an indefinite period.
25. Increase in salary of Eugene F. Oakberg, Instructor (Research) in Anatomy, from \$3000 to \$3300 per year, effective January 1, 1947. Mr. Oakberg is paid from Swift and Company funds.
26. Reinstatement of Lisa Neu as Technician in Bacteriology at a salary of \$2300 per year, effective January 6, 1947. Miss Neu was granted leave to visit her mother in Germany.
27. Increase in salary of David J. Kahler, Instructor (Research) in Bacteriology, from \$2650 to \$2800 per year, effective January 1, 1947, and paid from National Sanitation funds.
28. The following amounts have been paid salaried employees during December and January:

Auditorium		Auditorium		Miscellaneous	
Neal Whitehead	\$21	Norma Olson	\$ 9	C. W. McCarty	\$ 5.00
Wayne VanRiper	21	Floyd Macklem	12	Gerard Bush	20.00
Lawrence Searl	21	Helen Greene	9	Raymond Yerkie	50.00
Elmer Peterson	6	Louise Fountain	15	Edwin Wintermute	40.00
Morris McElmurray	12	Helen Evans	21	Clella Weissinger	5.00
Gerald Knapp	3	Leon Buysse	21	Alan Scott	45.00
Orville Everett	12	Warren Burt	21	George Sawdy	47.00
John Emery	21			Leonard Robert	45.00
Charles Branz	21	Miscellaneous		William Pitkin	80.00
Eugene Barnes	6	F. R. Duke	4.50	Charles Pedrey	35.00
L. E. Chapman	21	Morris McElmurry	4.00	David Hall	45.00
Ray Yerkie	3	Raymond Pearson	15.00	Dale Faunce	35.00
Clella Weissinger	15	Elmer Peterson	8.00	Lawrence Distel	15.00
Robert Troxwell	21	Elmer Wilcox	4.00	Glen Stewart	35.00

29. Change in status of George W. Parmelee from quarter-time to half-time graduate assistant in Botany and Plant Pathology at a salary of \$88.88 per month, effective from January 1 to June 15, 1947. The additional quarter-time position is to be paid from the Dean's Discretionary Fund.
30. Reclassification of Mrs. Louise Ward from Clerk-Stenographer I to Secretary Departmental I in Economics and an increase in salary from \$1620 to \$1800 per year, effective January 1, 1947.
31. Reclassification of Patricia Geiger from Secretary Departmental I to Secretary Departmental II in English and in Literature and Fine Arts, and a salary increase from \$1740 to \$1860 per year, effective January 1, 1947.
32. Request for an additional half-time Clerk I position for the Departments of English and Literature and Fine Arts.
33. Request for 4 additional positions in the Comptroller's Office in the classification of Account Clerk II.
34. Request for 2 additional positions in the Office of Veterans' Affairs in the Clerk-Typist classification.
35. Request for an additional position in the Personnel Office in the Clerk-Typist classification.
36. Correspondence from the Detroit Trust Company relative to investment of funds from the Fee estate.
- On motion of Miss Jones, seconded by Mr. Armstrong, it was voted to instruct the President to notify the Detroit Trust Company that it was the desire of this Board that they follow the recommendations of Mr. H. A. Fee in connection with the investment of trust funds held by the Trust Company for the benefit of the Hidden Lake Garden Project.

MISCELLANEOUS, continued

37. Communication and a statement in the amount of \$11,000 from Ernst & Ernst, on the completion of the 1945-46 audit.

Approval  
statement  
Ernst & Ernst

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

Approval  
rental 5 ac.  
land for  
Agric. Engr.

38. Recommendation from Dean Anthony and Director Gardner that the College rent five acres of land for a period of three years to be used by the Agricultural Engineering Department for experimental work involving irrigation.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve item 38.

\$1695 approved  
for repairs  
to Dunbar  
Station.

39. Request from Dean Anthony and Professor Herbert for \$1695 for certain repairs and maintenance items at the Dunbar Station.

40. Correspondence concerning the construction of a greenhouse and head house for the use of sugar beet studies.

Approval  
const. green-  
house and  
headhouse  
for sugar  
beet studies

On motion of Mr. Armstrong, seconded by Miss Jones, it was voted to authorize and instruct the College attorneys to prepare proper contracts with the Michigan Sugar Beet Manufacturers Association including the following items:

1. That the cost of the greenhouses to be built on college property is to be entirely defrayed by the Sugar Beet Manufacturers.
  2. That the rental paid by the U.S.D.A. for the use of these greenhouses for research purposes will be paid over to the Michigan Sugar Beet Manufacturers Association for a period of not to exceed ten years and in gross amount not to exceed the actual cost of these greenhouses.
  3. The College will furnish the utilities and maintenance during this period.
  4. The title of the greenhouses will pass to the College immediately upon their construction subject to the terms of this contract and upon the completion of the payment to the Sugar Beet Manufacturers or at the end of the ten year period if payment has not been completed they shall become the property of the College without any limitations.
  5. Should the U.S.D.A. terminate their contract for the use of these greenhouses, it is understood that there is no obligation on the part of the College to pay to the Sugar Beet Manufacturers any sum for their use.
41. Recommendation that Hatzel and Buehler be given the contract for an underground telephone conduit for the new Agricultural Engineering Building at a total estimated cost of \$692 including a fixed fee of \$75.

Contract for  
underground  
telephone  
conduit given  
to Hatzel &  
Buehler

On motion of Mr. Mueller, seconded by Mr. Berkey, it was voted to approve all items under President's Report, Resignations, Appointments, Leaves, Travel, and Miscellaneous on which action does not appear.

ADDITIONAL ITEMSResignations

Resignations

1. Resignation of Mrs. Barbara Laging as Instructor in Literature and Fine Arts, effective December 31, 1946. Mrs. Laging was employed on a temporary basis.

Leaves

Leaves

1. Leave of absence for Maude Shapiro, Instructor in Written and Spoken English, with full pay from January 1 to March 31, 1947 and without pay through December 31, 1947. Miss Shapiro has tuberculosis and will return to teaching when she may be pronounced in good health by Dr. Holland.
2. Leave of absence without pay for Mrs. Velda Samppala, Instructor in Mathematics, from January 1-15 because of ill health. Mrs. Samppala is employed on a monthly basis.
3. Leave of absence without pay for Mrs. Jane Cumming Walter, three-quarter time graduate assistant in Mathematics, from January 1-26, 1947 because of ill health.

Appointments

Appointments

1. Transfer of Burt D. Ferris from Assistant Manager of the College Book Store to Landscape Construction Superintendent in the Campus Grounds Department and a salary increase from \$2500 to \$4000 per year, effective January 21, 1947. This is a new position.
2. Transfer of John S. Pingel from Assistant Football Coach and Assistant Professor of Physical Education, Health, and Recreation for Men to Administrative Assistant in the Office of the Dean of Students and a salary increase from \$4850 to \$5000 per year, effective January 1, 1947. Mr. Pingel will have charge of all high school contacts and of the high school publicity program formerly operated through the Secretary's Office.



2392 ADDITIONAL ITEMS, continued

Appointments, continued

Appointments

3. Appointment of Mr. Doo Sun Yun as Instructor in Music at a salary of \$2000 per year to be effective for one year from date of arrival at Michigan State College.
4. Appointment of Mrs. Kyung Shyn Song as Instructor in Music at a salary of \$2000 per year to be effective for one year from date of arrival at Michigan State College.
5. Appointment of Russell Even Carr as Assistant Professor of Mathematics at a salary of \$3600 per year, effective March 27, 1947, to replace Alfred W. Jones.
6. Appointment of Clarence E. Hardin as Assistant Professor (Extension) in Bacteriology at a salary of \$3200 per year, effective March 1, 1947.
7. Appointment of Sidney Baker as half-time graduate assistant in Physical Science at a salary of \$88.88 per month, effective from January 1 to June 15, 1947.
8. Appointment of Raymond Eli Davis as Patrolman on the Campus Police force at a salary of \$2400 per year, effective January 15, 1947 to replace Carroll Stringham.

Travel

Travel

1. Full expenses for Ray Hutson for a trip made by him to Chicago on December 14 and 15 to attend a meeting of the technical committee on Farm and Horticultural Crops in connection with the Hope-Flanagan program; expenses to be paid from Experiment Station funds.
2. Full expenses for C. L. Hansen to go to Columbus, Ohio, on January 14, to check the design of mechanical sugar beet harvesting equipment; expenses to be paid from Experiment Station funds.
3. Full expenses for W. N. Kerbawy to speak before the alumni club in Minneapolis on January 16-19.
4. Full expenses for R. H. Nelson to attend a meeting in St. Louis, Missouri, on January 17 and 18 to make the final draft of a Regional Beef Cattle Breeding Project; expenses to be paid from Experiment Station funds.
5. Full expenses for Earl W. Henderson to go to St. Louis, Missouri, on January 17 and 18, to attend a conference to discuss regional poultry breeding projects in connection with the Hope-Flanagan program; expenses to be paid from Experiment Station funds.
6. Full expenses for Irma H. Gross to go to Chicago on January 19 to discuss research in Housing under the George Barton Act; expenses to be paid from Experiment Station funds.
7. Full expenses for H. C. Moore to go to Homestead, Florida, on January 25 to February 8 to make disease readings on Michigan Certified seed potatoes; expenses to be paid from Michigan Crop Improvement Association funds.
8. Full expenses for Glen Stewart and Howard Rather to attend the annual meeting of the MSC Alumni Club in New York City on February 6.
9. First-class railway fare for David J. Hall to attend the annual convention of the American Road Builders' Association in Chicago on February 17-20.

Miscellaneous

Approval memo  
agreement  
with the  
Lines re: em-  
ployment of  
2 Korean  
musicians  
Ok. \$350 from  
Dow Chem. Co.  
Grant \$3700  
Upjohn Rich-  
land Farms  
  
Memo of Under-  
standing with  
Gibson Ref.  
Co.  
Title James  
H. Denison to  
be Assoc.Prof  
L.Brown to be  
pd. \$100 mo.  
for track  
  
Increase in  
duties -  
H. Meloy &  
Frances Hay-  
worth

1. Memorandum of agreement with Dr. Grace Song Line and Mr. Winfield Line accepting a check for \$500 already received with the understanding that they will pay to the College \$4000 per year to reimburse the College for the salaries of Dr. Doo Sun Yun and Mrs. Kyung Shyn Song, out-standing Korean musicians who will be members of the College Music Department staff; this agree-ment to be effective upon the arrival of these people on the campus, the \$500 payment in advance to be available to cover the transportation of these people from Korea.
2. Acceptance of a check for \$350 from the Dow Chemical Company of Midland to be used for the con-tinuation of studies relating to fungicides in the Department of Botany and Plant Pathology.
3. Approval of a memorandum of understanding with the Upjohn Richland Farms of Richland, Michigan, covering a grant of \$3700 to be used for a research project on estrogenic hormones studies.
4. Approval of a memorandum of understanding with the Gibson Refrigerator Company of Greenville, Michigan, covering a grant of \$510 to be used in a research project to determine the retention of vitamins and the bacterial count in certain foods in two different types of electric re-frigerators. The work is to be conducted in the Department of Foods and Nutrition.
5. Recommendation that James H. Denison be given the added title of Associate Professor.
6. Recommendation that Lauren P. Brown be given additional remuneration of \$100 per month, effec-tive January 1, 1947, for as long as necessary. Mr. Brown received a salary of \$3200 per year for his work in the Mimeograph Department. He will coach distance runners in track.
7. Recommendation for an increase in teaching duties of the following temporary staff members in Written and Spoken English and changes in salary as indicated, effective January 1, 1947:
  - a. Mrs. Hildegard Meloy from one-third to two-thirds time and salary changed from \$70 to \$150 per month.
  - b. Mrs. Frances Hayworth from two-thirds to full time and salary changed from \$150 to \$225 per month.

## ADDITIONAL ITEMS, continued

## Miscellaneous, continued

8. The Retirement Committee recommends the retirement of the following persons at the annual retirement salary indicated, effective June 30, 1947:

O. I. Gregg	Landscape Architecture	\$1171
Howard Johnson	Anatomy	1152
Ada Kitchen	Mary Mayo	480
Charles A. Miller	Civil Engineering	758
Otis Shear	Poultry Husbandry	551
Charles A. Walker	Animal Husbandry	535
Edith Eaton	Williams Hall	480
Altha Scheffel	Union	480

9. It is recommended that Dean Giltner be given a year's leave with full pay, effective July 1, 1947, and that he be voted retirement at the expiration of this leave on June 30, 1948, at \$1500 per year.
10. Change in title of Joseph A. Strelzoff from Associate Professor of Electrical Engineering to Professor of Electrical Engineering and Mechanical Engineering and a salary increase from \$4750 to \$5200 per year, effective February 1, 1947.
11. Change in title of Ira B. Baccus from Associate Professor to Professor of Electrical Engineering and a salary increase from \$4750 to \$5200 per year, effective February 1, 1947.
12. Change in salary of Duane L. Gibson, Assistant Professor of Sociology and Anthropology, from \$3700 to \$4000 per year, effective January 1, 1947. Mr. Gibson's salary is paid one-fourth from College and three-fourths from Experiment Station funds.
13. Change in status of Jane C. Walter from three-quarter time to half-time graduate assistant in Mathematics at a salary of \$88.88 per month, effective from January 27 to June 15, 1947.
14. The Presidents of the seven state-supported colleges and universities in Michigan have agreed to meet several times each year and discuss mutual problems. It has been suggested that the boards in control of the various institutions be advised of this organization and sanction it.
15. It has been the custom for the State Board of Agriculture to give a complimentary dinner to the Michigan Press Association at its annual meeting. The date this year is January 24 at the Olds Hotel since the College is unable to accomodate it in the Union Building.
16. Request for an additional position in the Department of Bacteriology and Public Health in the Clerk-Stenographer I classification.
17. Request for a Clerk-Typist position for the Jenison Temporary Quarters and a Clerk-Typist position for the Quonset Village office. These positions have formerly been paid from the labor payroll.
18. Recommendation that the College purchase a Reo bus, model 121-49, at a price of \$5,479.04. This would carry 34 adult passengers and would be used primarily in the transportation of practice teachers. The bus would be purchased with revolving funds and would be paid for by people who use the bus.

On motion of Miss Jones, seconded by Mr. Berkey, it was voted to approve the above recommendation.

19. Request for an appropriation of \$1800 to be used for the purchase of settees to be placed in the various buildings to be used by students between class periods.

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

20. Request from Dean Anthony and Professor Herbert for an additional appropriation of \$6000 to permit the installation of an electric service to the new location of the Forestry Sawmill.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to approve the above recommendation.

21. Request from Dean Anthony and Professor Herbert for an appropriation of \$12,680 to provide suitable living accommodations at the Russ Forest for the forestry short course students, and a request for \$8,500 for similar improvements at the Dunbar Station.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to defer action on item 21.

22. It is recommended that the College offer to buy 24 acres owned by J. Dion adjacent to the Dunbar summer camp for \$800. When and if the Dunbar camp is developed as a summer biological station, we will need this area for suitable accommodations on the highway.

On motion of Mr. Berkey, seconded by Mr. Armstrong, it was voted to approve item 22.

Retirement  
approved for:

O.I. Gregg  
Howard Johnson  
Ada Kitchen  
C.A. Miller  
Otis Shear  
C.A. Walker  
Edith Eaton  
Altha Scheffel

Dean Giltner  
to have yr's  
leave before  
retirement

Ch. in title  
and inc. sal.  
Jos. Strelzoff  
also  
Ira Baccus

Inc. salary  
Duane Gib-  
son

Change in  
status Jane  
C. Walter

Pres. of the  
7 state-sup-  
ported col-  
leges to  
organize &  
meet.

Board to give  
comp. dinner  
to Press Assoc  
Add. position  
Bacty & Pub.  
Health  
Cl-Typist  
allowed for  
Jenison & one  
for Quonset

Approval pur-  
chase Reo bus

\$1800 for pur-  
chase of  
settees.

\$6000 allowed  
for elec. ser.  
to For. Sawmill

No action on  
requests for  
funds for  
living accom.  
for Russ For.  
& Dunbar

Approval of  
offer to buy  
24 acres of  
land at Dun-  
bar

January 16, 1947

ADDITIONAL ITEMS, continuedMiscellaneous, continued

Approval of  
labor in-  
creases and  
compensation  
& soc. sec.  
on Granger  
Bill.

23. Bill from Granger Brothers, contractors for the alterations in the Agricultural Building, for the following three items which are in excess of the approved total cost of \$47,391.12:

Labor increases	\$1,692.87
Overtime payments	1,003.94
Compensation and Social Security	215.75

It is recommended that the Granger Brothers be allowed \$1,692.87 for increases due to increased wage rates and the compensation and social security item of \$215.75.

On motion of Miss Jones, seconded by Mr. Akers, it was voted to approve payment of the labor increases in the amount of \$1,692.87 and the amount of compensation and social security based on this figure.

On motion of Mr. Armstrong, seconded by Mr. Berkey, it was voted to approve all the Additional Items on which action does not already appear.

Estimates on  
cost of state-  
financed  
bldgs.

24. The Secretary reported on latest estimates of the cost of the state-financed buildings now under construction and that these figures have been turned over to Mr. Langius of the State Building Division and to the State Budget Office by the President.

Tent. plans  
for Memorial  
Center app.  
by Alumni Adv  
Committee.

25. The President reported that the Alumni Advisory Committee have approved the tentative plans for the Memorial Center for the men killed in World War II and are about to embark upon a campaign to defray costs of this structure.

Approval bills  
\$175 Hacker  
Realty Co.

26. Statements amounting to \$175.00 were presented from the Hacker Realty Company for final settlement of the accounts due for the appraising of the Harrison Road property.

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

Contract for  
site work at  
temp. class-  
room bldgs.  
let to Darin  
& Armstrong.

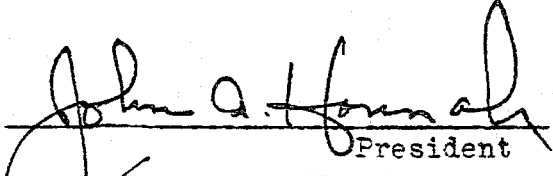
27. The Secretary reported the bid of Darin and Armstrong for the necessary site work to provide utility services to the temporary classroom buildings authorized to be built by the Federal Works Agency under the Mead Bill, in the amount of \$127,142.

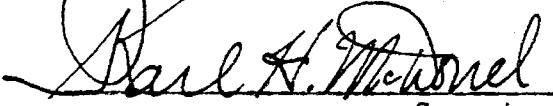
On motion of Mr. Akers, seconded by Mr. Berkey, it was voted to authorize the signing of the contract with Darin and Armstrong in accordance with this bid.

Candidates  
suggested by  
Ernst & Ernst  
to be inter-  
viewed for  
Comptroller-  
ship

28. The President discussed with the Board the office of the Comptroller and raised the question whether it was the desire of the Board to continue on the present basis or to interview possible candidates for the Comptrollership. After informal discussion, it was decided to have one or two candidates suggested by Ernst and Ernst interviewed by the President, Mr. Akers and Mr. Mueller, before determining what definite action should be taken.

The meeting adjourned at 2:15 p.m.

  
President

  
Secretary