

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
November 18, 1948

Present: Mr. Brody (Chairman); Messrs. Akers, Mueller; Miss Jones; Dr. Thurston; President Hannah; Treasurer May; Secretary McDonel

Absent: Mr. Armstrong and Mr. More

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

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Resignation of Ben Franklin McCamey as Instructor in Forestry and in Short Courses, effective October 25, 1948, to accept a position at the University of Connecticut.

Leaves

Leaves

1. Leave of absence without pay for Mrs. Lennah K. Backus, Assistant Professor (Extension) of Home Management and Child Development, from October 1 to October 24, 1948, so that she may take care of her small daughter during a period when she will not have a housekeeper.

Appointments

Appointments

1. Appointment of Robert Noble Richardson as temporary Instructor in Journalism at a salary of \$138.33 per month, effective October 1, 1948 for as long as necessary.
2. Appointment of Mark Brouwer as temporary Instructor in Journalism at a salary of \$138.33 per month, effective October 1, 1948 for as long as necessary.
3. Appointment of Yu Chi Lin as Assistant in Civil Engineering at a salary of \$151.78 per month, effective September 16, 1948, for as long as necessary. This is a new position. This action cancels Mr. Lin's appointment as a quarter-time graduate assistant which was to have been effective on September 16.
4. Appointment of Elizabeth Monroe Drews as temporary Instructor in Psychology at a salary of \$150 per month, effective October 18, 1948, for as long as necessary. This is a new position.

Travel

Travel

1. Full expenses for Robert Shackleton to go to Corvallis, Oregon, to broadcast the football game with Oregon State on October 30.
2. Full expenses for W. L. Mallmann to go to Washington, D. C., on November 3 and 4, to meet with the Medical Corps of the Navy and Army to discuss test organisms for measuring time and temperature for operation of dishwashing machines; to be paid from National Sanitation Research funds.
3. Full expenses for C. V. Millard to attend the National Education Conference on federal aid in Chicago on November 5 and 6.
4. Full expenses for John T. Blakeslee, Robert Shackleton, and L.T. Frymire to go to Ames, Iowa, to broadcast the Iowa State game on November 13.

Miscellaneous

Alterations
in room 11
Ag. Hall

1. Approved cleaning and making alterations in Room 11, Agricultural Hall, for offices for Continuing Education at an estimated cost of \$512, to be charged to Alterations and Improvements 1948-49.
2. Approved awarding the contract for alterations in the Bennett Barn to the Vandenburg Construction Company for a fixed fee of \$450, plus the actual cost of labor and materials, with the understanding that the total cost including the fee shall not exceed \$9,000.
3. Approved awarding the contract for the construction of a Quonset building to house equipment for the Horticulture Department to the Kutchins Company, the low bidder, at a cost of \$4150.

Alt. to
Bennett Barn
approved

Contract for
Quonset bldg.
let to Kut-
chins Co.

NEW BUSINESS

Resignations

Resignations

1. Resignation of Jack Elmer Bergsma as 4-H Club Agent in Monroe County, effective December 31, 1948, to accept a position as manager of the Monroe County Fair.
2. Resignation of Clarence E. Hoxsie as Assistant Professor of Horticulture and Superintendent of the Hidden Lake Gardens, effective January 31, 1949, to accept a position at Purdue University.

NEW BUSINESS, continued

Resignations

Resignations, continued

3. Resignation of Roy Truitt Tribble as Instructor in Agricultural Engineering, effective December 15, 1948, to accept a position at the University of Hawaii.
4. Resignation of Joseph J. Gilligan as Instructor in Biological Science, effective October 31, 1948.
5. Cancellation of the appointment of John D. Marrs as Assistant Wrestling Coach which was to have been effective October 16, 1948.
6. Resignation of H. H. Ruhland as Assistant Professor (Research) in Animal Pathology, effective November 6, 1948. The State Department of Agriculture has requested this change, and they will pay his entire salary.

Leaves

Leaves

1. Extension of leave of absence without pay for E. F. Eldridge, Professor (Research) in the Engineering Experiment Station, through June 30, 1949. Mr. Eldridge has been on leave since July 1, 1948, to work with the Washington Pollution Control Commission in Olympia, Washington.
2. Leave of absence with half pay for Arnold L. Williams, Associate Professor of English, for one year beginning January 1, 1949. Dr. Williams has secured a Guggenheim Fellowship for work to be done principally in Great Britain.
3. Extension of leave of absence without pay for Robert L. Carmin, Assistant Professor of Geology and Geography, through March 31, 1949. Mr. Carmin has been on leave since October 1, 1948, for work in Brazil on his doctorate.
4. Leave of absence without pay for Raleigh Barlowe, Lecturer in Economics, for the month of October 1948.
5. Extension of leave of absence without pay for Donald Stark, Assistant Professor (Extension) of Economics, through June 30, 1949. Mr. Stark has been on leave since July 1, 1948, to work with the Detroit Packing Company and the Michigan Livestock Exchange.

Appointments

Appointments

1. Transfer of Howard Worthington from Assistant to the Personnel Officer to Assistant to the Director of Alumni Relations and a salary increase from \$3120 to \$3600 per year, effective December 1, 1948.
2. Reappointment of Edward M. Erickson as Assistant Editor in Public Relations at a salary of \$2600 per year, effective November 1, 1948, on a permanent basis.
3. Appointment of Robert C. Hogle as Radio Engineer as Station WKAR at a salary of \$3300 per year, effective December 1, 1948.
4. Appointment of Quentin R. Ostrander as 4-H Club Agent in Antrim, Crawford, and Kalkaska Counties at a salary of \$3000 per year, effective January 1, 1948, to replace O. F. Walker. His salary is to be paid from Bankhead-Flannagan funds.
5. Appointment of George Kenneth Johnson as 4-H Club Agent in Cheboygan, Otsego and Montmorency Counties at a salary of \$3000 per year, effective December 1, 1948. This is a new position to be paid from Bankhead-Flannagan funds.
6. Appointment of Robert Lowell Keene as 4-H Club Agent in Monroe County at a salary of \$3000 per year, effective December 15, 1948, to replace Jack Bergsma who has resigned.
7. Transfer of Robert J. Laser from Assistant County Agricultural Agent in Lenawee County to County Agricultural Agent in Monroe County and a salary increase from \$3900 to \$4300 per year, effective November 16, 1948. He will replace C. Ward Andrews.
8. Appointment of Mrs. Janie Crusoe as part-time Assistant in Chemistry at a salary of \$90 per month, effective November 1, 1948, to replace Mrs. Sara Tanner who is being changed from full-time to half-time.
9. Appointment of James S. Cunningham as Lecturer in Psychology at a salary of \$500 for the period from January 1 to March 31, 1949. This is a new position.
10. Appointment of John Berghorst as Lecturer in Social Service at a salary of \$300 for the period from March 28 to June 15, 1949.

Travel

Travel

1. An allowance of \$50 for Jerry H. Mandigo to go to Fredonia and Geneva, New York, on November 7-12 to observe grape production management and pruning problems in New York State; paid from Extension funds.

NEW BUSINESS; continuedTravel, continued

Travel

2. Full expenses not to exceed \$100 for Robert F. Gentry to go to New York City on November 14-19 to visit the Lederle Laboratories, the Sloan-Kettering Institute, and Columbia University concerning serological phases of research on avian lymphomatosis; paid from the Cancer Research funds.
3. Full expenses not to exceed \$100 for Ben R. Burmester to go to New York City and New Haven, Connecticut to visit the Lederle Laboratories, the Sloan-Kettering Institute, and Yale University concerning various aspects of research on avian lymphomatosis; paid from the Cancer Research funds.
4. Full expenses for H. J. Stafseth to go to Lexington, Kentucky, on November 21 to 23 to look over the new bacteriology laboratories of the University of Kentucky and to talk to the student Bacteriologist Club.
5. Maintenance expenses for Howard Church to interview candidates for positions and visit art studios in Chicago on November 22 and 23.
6. Full expenses for L. Dale Faunce to attend the National Interfraternity Conference in New York City on November 25-27.
7. Full expenses for Robert Shackleton to go to San Francisco, California, to broadcast the Santa Clara football game on November 27.
8. Mileage on one car for members of the staff of the Mathematics Department to attend the meetings of the American Mathematical Society in Chicago on November 25-27.
9. Mileage on two cars for members of the staff of the Physics Department to attend the meeting of the American Physical Society in Chicago on November 25-27.
10. Travel allowances as follows for members of the staff to attend the meeting of the National Council for Social Studies in Chicago on November 25-27:
 - a. First-class railway fare for Harry D. Berg.
 - b. Mileage on one car for Orden Smucker, L. E. Hott, John Klock, and H. G. Hendrickson.
 - c. First-class railway fare for LaDore H. Irland.
11. First-class railway fare for L. L. Quill to attend a meeting of the Central Association of Science and Mathematics Teachers in Indianapolis, Indiana, on November 25-28.
12. Travel allowances as follows for members of the staff to attend the annual convention of the National Council of Teachers of English in Chicago on November 25-28:
 - a. Mileage on four cars for members of the staff of the Department of Written and Spoken English.
 - b. First-class railway fare for Lois V. Johnson.
13. First-class railway fare for Perry L. Bailey to attend the meeting of the National Council of Geography Teachers in Chicago on November 25-28.
14. Full expenses for C. M. Campbell to participate in the meeting of the National Institutional Teacher Placement in Chicago on November 25-28.
15. Travel allowances as follows for staff members to attend the National Conference on Family Relations in Chicago on November 25-28:
 - a. First-class railroad fare for Esther Anson.
 - b. First-class railway fare for Judson T. Landis
 - c. First-class railway fare for Irma H. Gross
16. Travel allowances as follows for staff members to attend the International Livestock Show, the American Society of Animal Production meetings, and other meetings being held in connection with the International in Chicago:
 - a. Full expenses for Dean Anthony, on November 27-29.
 - b. Mileage on one car for R. W. Luecke, C. W. Duncan, and Frank Thorp, on November 25-28
 - c. First-class railway fare for G. A. Brown, L. H. Blakeslee, and H. W. Newland, on November 25-30.
 - d. First-class railway fare for B. H. Good, on November 26 to December 1.
 - e. Full expenses for G. A. Branaman, R. H. Nelson, and W. H. McMillan on November 28-30.
 - f. Full expenses for L. J. Bratzler and four members of the meats judging team, on November 29, to December 1.
 - g. Full expenses for Elwin Farwell and six members of the livestock judging team, on November 26-30.
 - h. Full expenses for R. L. Bell, Fred Rinker, and Amos Fox to accompany the college livestock on November 25 to December 4.
 - i. Full expenses for Graydon Blank, H. F. Moxley, and W. L. Finley, on November 25 to December 4, paid from Extension funds.
 - j. Mileage on one car for C. F. Huffman, K. M. Dunn, R. J. Flipse, and G. M. Ward, on November 26 and 27, paid from Experiment Station funds.

NEW BUSINESS, continuedTravel, continued

Travel

16. Travel for staff members to Chicago to attend the International:
 - k. Mileage on one car for Earl Weaver, R. E. Horwood, W. S. Snyder, and R. C. Lewis, on November 26 and 27.
 - l. Mileage on one car for E. B. Hill, Karl A. Vary, J. C. Doneth, and E. M. Elwood, on November 28-30.
 - m. Railway coach fare for J. G. Wells, Jr., on November 28 to December 2.
 - n. First-class railway fare for Pauline Paul, on November 26 and 27, paid from Experiment Station funds.
 - o. Mileage on one car for C. S. Bryan and staff on November 28 and 29.
 - p. One way coach fare for R. A. Runnells, on November 25-29.
 - q. Mileage on one car for R. F. Langham, H. D. Webster, and M. L. Gray, on November 28 and 29.
 - r. Full expenses for I. F. Huddleson, on November 29 to December 2; paid from Brucella funds.
 - s. Mileage on one car for H. J. Stafseth, P. A. Hawkins, J. P. Newman, and Walter Mack, on November 28-30.
 - t. Mileage on one car for Joseph Meites, on November 25-27; paid from Experiment Station funds. Other staff members will accompany him.
 - u. First-class railway fare for E. P. Reineke, on November 26 and 27; paid from Cerophyl funds.
17. Travel allowances as follows for staff members to attend the National 4-H Club Congress in Chicago; paid from Extension funds:
 - a. Full expenses for C. V. Ballard, on November 27 to December 3.
 - b. Full expenses for A. G. Kettunen, on November 25 to December 3.
 - c. Maintenance expenses for Nevels Pearson, on November 25 to December 2.
 - d. Railway coach fare and meals enroute for V. A. Freeman, on November 27 to December 3.
 - e. Full expenses for Corrine White, on November 27 to December 3.
 - f. Full expenses for P. G. Lundin, on November 27 to December 3.
 - g. Full expenses for Leora Fay, on November 27 to December 3.
 - h. Maintenance expenses for Ben Westrate, on November 27 to December 4.
 - i. Full expenses for Earl C. Richardson, on November 28 to December 2.
18. Full expenses for Grant A. Salisbury to attend the annual meeting of the National Association of Radio Farm Directors and the National 4-H Club Conference in Chicago on November 26 and 27.
19. First-class railway fare for G. W. Prescott to go to Chicago on November 26-28 to study in the Chicago Museum of Natural History and at the John Crerar Library; paid from All-College Research funds.
20. First-class railway fare for L. F. Wolterink to attend the meeting of the American Society of Animal Production in Chicago on November 27.
21. Full expenses for J. H. Denison to attend the District Convention of American College Public Relations Association in Minneapolis on November 28 to December 1.
22. Full expenses for W. L. Treaster to attend the District Convention of American College Public Relations Association in Minneapolis and to stop in Chicago to attend the meeting of the American Agricultural Editors' Association, on November 28 to December 2.
23. Full expenses for Fred Stabley to attend the athletic meeting in connection with the District Convention of the American College Public Relations Association in Minneapolis on November 28 to December 1.
24. Full expenses for C. M. Harrison to go to Kansas City on November 28 to December 2 to attend a meeting of North Central and Western Regional Experiment Stations; paid from Experiment Station funds.
25. Travel allowances as follows for staff members to attend the annual meeting of the American Vocational Association in Milwaukee:
 - a. Full expenses for C. A. Bosworth, on November 28 to December 3.
 - b. Full expenses not to exceed \$95 for K. G. Nelson and H. M. Byram (fully reimbursable), on November 28 to December 4.
 - c. Full expenses not to exceed \$58 for H. P. Sweany and G. C. Cook (fully reimbursable), on November 28 to December 4.
 - d. Full expenses not to exceed \$70 for Rosalind Mentzer and Virginia Shannon (fully reimbursable) on November 29 to December 5.
 - e. Full expenses not to exceed \$100 for C. V. Millard, on November 28 to December 4.
26. Mileage on one car and maintenance expenses for P. R. Krone and D. P. Watson to go to Barberton, Ohio, on November 29 and 30, in connection with work on chrysanthemums; paid from Experiment Station funds.
27. First-class railway fare for L. C. Price to attend the annual meeting of the American Society of Mechanical Engineers in New York City on November 29 to December 3.

NEW BUSINESS, continuedTravel, continued

Travel

28. Full expenses for S. C. Hildebrand to attend the annual meeting of the International Crop Improvement Association in Kansas City, Missouri, on November 29 to December 4; paid from Michigan Crop Improvement Association funds.
29. Full expenses for Tom King to attend a meeting of College Placement Officers and Industrial Firms, in Evanston, Illinois, on November 30 to December 2.
30. Mileage on one car and maintenance expenses for E. G. Foster and K. D. Lawson to visit the University of Indiana, Purdue University, University of Illinois, University of Iowa, Iowa State College, University of Wisconsin, to study and observe dormitory operations. The trip will be made between November 29 and December 15.
31. Full expenses for Elmer Rossman to attend the meeting of the American Seed Trade Association in Chicago on December 1-3; paid from Experiment Station and Crop Improvements Association funds.
32. Travel allowances as follows for staff members to attend the meeting of the National Alumni Council in Madison, Wisconsin:
 - a. Full expenses for Tom King, on December 1-4.
 - b. Full expenses for Alvie Smith, on December 2 and 3.
33. First-class railway fare for S. D. Gralak to attend the annual meeting of the Society for Experimental Stress Analysis in New York City on December 1-5.
34. Full expenses for B. J. Knittel to attend the Forensic Conference in Iowa City, Iowa, on December 2-4.
35. Full expenses for R. H. Young to attend the annual meetings of the National Amateur Athletic Union in New York City on December 2 to 5.
36. Full expenses for E. B. Harper to attend a meeting of the Executive Committee of the Association for the Study of Community Organization in New York City on December 4.
37. Travel allowances as follows for staff members to attend the meetings of the American Society of Tropical Medicine and the American Society of Parasitologists in New Orleans, Louisiana:
 - a. Railway coach fare for I. P. Delappe, on December 5.
 - b. First-class railway fare for P. A. Hawkins, on December 5-8.
38. Full expenses for H. C. Moore to attend a conference on potato certification in Pittsburg, Pennsylvania, on December 6-8; paid from Michigan Crop Improvement Association funds.
39. First-class railway fare for five members of the Department of Botany and Plant Pathology to attend the meetings of the American Society of Phytopathologists in Pittsburgh, Pennsylvania, to be designated by Dr. Drew.
40. Full expenses for Tom King to attend alumni meetings in Rochester, Syracuse, and Schenectady, New York; in Hartford, Connecticut, and Amherst and Boston, Massachusetts; and in New York City on December 5-14.
41. Full expenses for Dean Rather to speak at the Central Ohio Michigan State College alumni meeting in Delaware, Ohio, on December 7.
42. Travel allowances as follows for staff members to attend the meetings of the North Central States Weed Control Conference in Springfield, Illinois, on December 7-11:
 - a. First-class railway fare for M.W. Day.
 - b. First-class railway fare for R. F. Carlson; paid from the Pittsburgh Plate Glass fund.
43. First-class railway fare for B. P. Millar to go to Cambridge, Massachusetts and New York City on December 10 to January 2 to study at the Harvard College Library and the New York Public Library; paid from All-College Research funds.
44. Full expenses for the following staff members to attend the Western Conference meetings in Chicago on December 11-14; R. H. Young, L. L. Frimodig, C. L. Munn, J. H. Kobs, K. A. Schlademan, F.A. Collins, H. F. Beeman, K. J. McCristal and R. W. Webster.
45. Full expenses for H. C. Zindel to attend a section conference called by the U. S. Department of Agriculture in Lafayette, Indiana, on December 12-14; paid from Extension funds.
46. Travel allowances as follows for staff members to attend the annual meeting of the American Society of Agricultural Engineers in Chicago on December 12-15:
 - a. First-class railway fare for A. W. Farrall.
 - b. First-class railway fare for F. W. Peikert
 - c. First-class railway fare for J. S. Boyd; paid from Experiment Station funds.
 - d. Railway coach fare for George Amundson; paid from Extension funds.

2682

NEW BUSINESS, continued

Travel

Travel, continued

46. Travel of several staff members to meeting of American Society of Agricultural Engineers:
- e. Railway coach fare for F. W. Roth; paid from Extension funds.
 - f. Railway coach fare for A. J. Bell; paid from Extension funds.
47. Travel allowances as follows for staff members to attend the meetings of the American Association for the Advancement of Science in New York City on December 12-16:
- a. First-class railway fare for Ray Hutson.
 - b. First-class railway fare for Ray L. Janes; paid from Extension funds.
48. Travel allowances as follows for staff members to attend the Tax Institute in New York City on December 15-17:
- a. First-class railway fare for D. C. Cline.
 - b. First-class railway fare for R. W. Lindholm
49. Full expenses for E. B. Harper to attend the meeting of the American Association of Social Workers in Toledo, Ohio, on December 16.
50. Full expenses for Tom King to attend the Personnel Meeting in New York City on December 16 and 17.
51. First-class railway fare for C. C. DeWitt to go to Purdue University on December 19 and 20 to investigate the Engineering Experiment Station procedures.
52. Full expenses for C. M. Hansen to go to California in December or January to assist in testing of FROSTGUARD units; paid from Experiment Station funds.
53. Full expenses for C. M. Hansen to go to Florida in December or January to assist in testing of FROSTGUARD units; paid from Experiment Station funds.

Miscellaneous

Inc. salary
Anne Murphy

1. Increase in salary for Anne Little Murphy, Dietitian at Mason-Abbot Hall, from \$2860 to \$3100 effective December 1, 1948.

Res. J.
Goundie Nov
30, 1948

2. Change in effective date of the resignation of Joseph K. Goundie, Jr., Assistant Director of Alumni Relations, from December 31 to November 30, 1948.

Inc. salary
J. Schlueter

3. Increase in salary for John F. Schlueter, Assistant Director of the Placement Service, from \$4020 to \$4500 per year, effective December 1, 1948.

Ch. status
S. Tanner

4. Change in status of Mrs. Sara Tanner, Assistant in Chemistry, from full time at \$180 per month to half-time at \$90 per month, effective November 1, 1948.

Inc. salary
Lois Beauchamp

5. Increase in salary for Mrs. Lois Beauchamp, Assistant in Chemistry, from \$175 to \$180 per month effective October 1, 1948.

Ch. status
Mrs. Wm.
Murphy

6. Change in status of Mrs. William C. Murphy, Assistant in Chemistry, from half-time at \$90 per month to three-quarters time at \$140 per month, effective October 1, 1948.

Payments to
salaried
employees

7. Payment of the following amounts to salaried employees for additional services during the past month:

Auditorium

Charles Branz	\$36
Warren Burt	54
L. E. Chapman	39
J. H. Emery	37
Helen Evans	39
James Huston	42
Laurel Fisher	27
Helen Greene	75
Mildred Jeffers	39

Miscellaneous

Laurence Searl	\$ 3.50
James Tyson	3.50
Wayne VanRiper	13.50
Noel Miller	10.00
Edward Prophet	88.80
William Pitkin	18.30
Laurel Fisher	5.00

Auditorium

Floyd Macklem	\$42
Noel Miller	42
Laurence Searl	45
Robert Troxell	34
Wayne VanRiper	48
Clella Weissinger	42
Neal Whitehead	45
Ray Yerkie	22
Marion Dickenson	5

Report of
death of W.L.
Chandler

8. Report of the death of W. L. Chandler, Associate Professor of Bacteriology, on October 23, 1948. Dr. Chandler had been a member of the staff from 1918 until his retirement in January 1942.

Payment of
\$118.90 to
L. VanRiper
time Lost

9. Payment of \$118.90 to Leland VanRiper, an employee in the Power Plant, as compensation for time lost due to an injury while working.

Acceptance
of several
checks for
Spartan
Nursery
School

10. Receipt of the following checks to be credited to the Spartan Nursery School:

- a. \$100 from Browne-Cavender Post No. 148 of Mason, Michigan
- b. \$9 from the American Gold Star Mothers, Inc. of Midland, Michigan
- c. \$25 from the Capitol City Post 116, American Legion, of Lansing.
- d. \$500 from the M.S.C. Post 402, American Legion.

NEW BUSINESS, continuedMiscellaneous, continued

11. Recommendation that the cooperative research agreement between Michigan State College and the Kold-Hold Manufacturing Company of Lansing be amended to read:
"The Company agrees to pay to the College the sum of \$770 instead of \$1120".
12. Approval of a memorandum of agreement with the Sloan-Kettering Institute for Cancer Research of New York City covering a grant of \$3500 to be used in the Horticulture Department for experimental work relating to a study of biological properties of horticultural plants.
13. Approval of a memorandum of agreement with Merlin C. Young of Quincy, Michigan, covering a grant of \$100 to be used by Dr. Wynd in the Botany Department in research work on the effects of nutritional factors on plant growth. This project is under the supervision of the School of Science and Arts.
14. Recommendation for the establishment of an Accountant I classification with a salary range from \$2760 to \$3240 per year. It is also recommended that there be a step interval of \$10 per month after six months of uninterrupted service for an employee of this classification until he has reached the maximum rate.
15. Recommendation for two new Clerk-Typist positions in the Registrar's Office.

Correction
of Kold-Hold
agreementApproval
Sloan-Ketter-
ing agree-
ment.Agreement with
Merlin YoungAcct. I classi-
fication
approved

On motion of Mr. Akers, seconded by Mr. Brody, it was voted to approve the President's Report and all the New Business through item 15 Miscellaneous.

16. Statement from Shields, Ballard, Jennings and Bishop for services rendered for the period from July 1 to September 24 in the amount of \$1294.08.
17. Request for alterations and improvements in Steel Classroom Building No. 3 for Psychology at an estimated cost of \$2300. If the work is to be done, it should be charged to Alterations and Improvements 1948-49.
18. Recommendation that the elevator in Kedzie Chemical Building be repaired and changed so as to prevent accidents. The estimated cost is \$3100, and should be charged to Alterations and Improvements 1948-49.
19. Recommendation for drainage improvements in the Bacteriology Building at an estimated cost of \$250, to be charged to Alterations and Improvements 1948-49.
20. Recommendation for changes to be made in the Botany Building at an estimated cost of \$4600, to be charged to Alterations and Improvements 1948-49.

Payment of
Shields,
Ballard,
Jennings &
Bishop bill
Alt. in
Steel class-
room bldg
for Psychol.
Repair of
elevator
Chem. bldg.
Drainage in
Bacty bldg.
Changes in
Botany

On motion of Mr. Brody, seconded by Miss Jones, it was voted to approve items 16, 17, 18, 19 and 20.

ADDITIONAL ITEMSResignations

1. Resignation of Thomas J. Woods as 4-H Club Agent in Midland County, effective December 31, 1948, to take up private business.

Resignations

Leaves

1. Leave of absence with pay for Mrs. Ivarene Button, Secretary-Executive in the Union Office, from August 1 to October 31, 1948. Mrs. Button fell in the Union Building on July 30 and injured her knee which necessitated surgery and medical care costing \$239.50.
2. Extension of leave of absence with pay for Emmett L. Raven, County Agricultural Agent in Huron County, through January 9, 1949. Mr. Raven has been on leave since October 10 for health reasons.
3. Leave of absence with full pay for K. K. Vining, County Agricultural Agent in Kent County from January 1 to June 30, 1949, for health reasons.

Leaves

Appointments

1. Appointment of Benjamin E. Dayrell, Jr. as Assistant Personnel Officer at a salary of \$3600 per year, effective December 1, 1948, to replace Howard Worthington who has been transferred.
2. Appointment of Paul Edward Schleusener as Instructor in Agricultural Engineering at a salary of \$3600 per year, effective December 1, 1948 to replace Roy T. Tribble who has resigned.
3. Appointment of Basil McKenzie as Assistant Professor of Farm Crops at a salary of \$400 per month, effective from December 15, 1948 to March 5, 1949. This is a temporary replacement of E. J. Wheeler who is on leave.
4. Appointment of Earl I. Wilde as Associate Professor of Horticulture and Superintendent of the Hidden Lake Gardens at a salary of \$3800 per year, effective January 1, 1949 to replace C. E. Hoxsie who has resigned. Dr. Wilde is a retired faculty member from Pennsylvania State College. This appointment is for a limited period only and outside of our retirement program.
5. Appointment of George R. Sidwell as Lecturer in Public Administration at a salary of \$250 for the period from October 27 to December 31, 1948

Appointments

ADDITIONAL ITEMS, continued

Travel

Travel

1. First-class railway fare for D. T. Ewing to go to Matawan, New Jersey, on November 16-18, to attend the dedication of the electrochemical laboratory of the Hanson VanWinkle Munning Company and to confer with officials of the Company about the fellowship grant to Michigan State College.
2. Full expenses for E. K. Sales to go to Chicago on November 27 to meet with the Council on Education of the American Veterinary Medical Association.
3. Travel allowances as follows for staff members to attend meetings being held in connection with the International Livestock Exposition in Chicago:
 - a. Full expenses for A. C. Baltzer on November 26-28; paid from Michigan Artificial Breeders Corporation funds.
 - b. First-class railway fare for C. M. McCrary on November 28-30.
4. Maintenance expenses for B. H. Grigsby to attend the North Central States Weed Control Conference and Research Committee meeting in Springfield, Illinois, on December 5-11; paid from Experiment Station funds.
5. Full expenses for F. C. Strong to attend the annual meeting of the Society of American Foresters in Boston, Massachusetts, on December 16-18; paid from Experiment Station funds.

Death of
Ralph Helm

Miscellaneous

Retirement K.
K. Vining
approved.

1. Report of the death of Ralph L. Helm on November 14, 1948. Mr. Helm was a County Agricultural Agent for 23 years before his retirement on July 1, 1948.
2. Recommendation from the Retirement Committee for the Retirement of K. K. Vining, County Agricultural Agent in Kent County, at an annual pension of \$1760, effective July 1, 1949. Mr. Vining is 59 years of age and has been employed by the College since January 1, 1918. He has been ill and is requesting retirement.
3. Payment of \$17.64 to Fred Oxbridge, employee in the Carpenter Shop, as compensation for time lost due to an injury while working.
4. Payment of \$23.13 to Charles L. Kingston, Machinist in Physics and Astronomy, as compensation for time lost due to an injury while working. Also payment of statement from Dr. Milton L. Berg in the amount of \$15 for repair and fitting of glasses broken in the accident.
5. Receipt of check for \$200 from the Cerophyl Laboratories, Incorporated, of Kansas City, Missouri, in accordance with the terms of the agreement for support of the research program of Dr. Wynd in the Botany Department.
6. Request from Dean Bryan for an appropriation of \$250 to make it possible for him to bring in outside speakers for the postgraduate short course for veterinarians for Michigan and adjoining states, January 18-21.
7. Request from Professor Stack for an appropriation of \$800 to cover the construction cost of a case for the beaver habitat group now in the process of preparation by the Museum in cooperation with the Conservation Department.
8. Recommendation for repairs and alterations in Dr. Mallman's laboratory in the Bacteriology Building at an estimated cost of \$400; to be charged to Alterations and Improvements 1948-49.
9. Recommendation that the contract for the construction of a Quonset Building in the Salvage Yard be awarded to Foster, Schermerhorn, Foster, the low bidder, at \$2,075. The Board appropriated \$2200 for this building at its meeting in October.

Payment of
time lost be-
cause of in-
jury to Fred
Oxbridge and
Chas. Kingston

Check \$200
from Cerophyl
accepted.

Appropriation
of \$250 app.
for postgradu-
ate sh. cses
Vet. Med.

\$800 approved
for beaver
habitat gr.
\$400 app. for
alt. Bacty
lab.
Quonset bldg.
let to Foster.
Scher. Foster

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

Report of
Compt. on
visits to
State Dept.
of Adm.

10. Communication from the Southeastern Michigan Veterinary Medical Association endorsing the program for the new facilities for Veterinary Medicine.
11. Mr. May reported on preliminary visits to the State Department of Administration pertaining to the budget requests of the 1949 legislature.

Vet students
taking cses
summer term
to pay regu-
lar fees.

SPECIAL MISCELLANEOUS ITEMS

1. Recommendation from the Administrative Group that effective with the beginning of Summer Term 1949 veterinary students taking courses during the summer quarter pay regular fees, since they cannot complete professional curriculum of the School of Veterinary Medicine in less than four years of three quarters each. During these four years they pay veterinary fees which are double those of regular students. Summer School attendance is not required for these students.

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

SPECIAL MISCELLANEOUS ITEMS, continued

2. Communication from the Agricultural Association of China expressing the hope that the Board will see fit to continue the four scholarships for Chinese students now in effect.

On motion of Miss Jones, seconded by Mr. Akers, it was voted to continue the four scholarships for Chinese students for an indefinite period.

3. Request for the use of the College auditorium for the inaugural ball for the Governor, Saturday evening, January 1, 1949.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to offer the use of the auditorium for the Governor's inaugural ball on Saturday, January 1, 1949, without charge.

4. Communication from the Secretary of the Okemos School Board asking that the College pay a portion of the bonds issued by the Okemos School District covering the lands that have been purchased by the College since the bond issue. There is an opinion from Attorney Ballard covering this item.

On motion of Mr. Mueller, seconded by Miss Jones, it was voted to instruct the Secretary to write to the Okemos School Board to the effect that the State Board of Agriculture had referred this matter to its attorney to determine the liability of the State Board of Agriculture and upon the advice of its attorney must decline to accede to the request of the Okemos School Board.

5. Proposal that Michigan State College join with Ohio State University, the University of Indiana, Purdue University, the State University of Iowa, University of Illinois, University of Minnesota, University of Wisconsin, University of Chicago, Illinois Institute of Technology, and Iowa State College in a midwest inter-library cooperative project, the building to be financed by the Carnegie Corporation, and operation through a sharing of the costs on a formula basis among the cooperating institutions.

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

6. Report of the receipt of a check for \$912.70 from the Horse and Mule Association of America to be used for the purchase of tools and supplies for the 1949 course in horse-shoeing conducted by the Farm and Horse Department.

On motion of Mr. Akers, seconded by Miss Jones, it was voted to accept the above mentioned gift from the Horse and Mule Association.

7. Discussion of the scheduling of football games with the University of Michigan.

After considerable discussion the President was authorized to suggest to the Chairman of the Athletic Council that he confer with the Director of Athletics at the University of Michigan and offer an agreement covering the football games in 1950 and 1951 on the basis of one game to be played in East Lansing and one game to be played in Ann Arbor with the University of Michigan retaining all receipts for the game played in Ann Arbor and Michigan State College retaining all receipts for the game played in East Lansing with the University of Michigan paying the expenses of its team to East Lansing and Michigan State College paying the expenses of its team to Ann Arbor. In this way any possible financial loss that might be suffered by the University due to the lower seating capacity of Michigan State College stadium is assumed by Michigan State College and the financial interests of the University are fully protected.

8. The Comptroller reported to the Board on the total costs incurred in the construction of the new stadium as follows:

Stadium (including \$105,000 paid to Smith, Hinchman and Grylls)-	\$1,506,152
Site -	96,155
Sewers -	50,874
Steam -	24,800
Electric -	42,277
Paid to date	\$1,720,258
Architect Fees -	71,566
Additional costs -	70,000
	\$1,861,824
Funds available -	1,455,895
	\$ 405,929

On motion of Mr. Brody, seconded by Mr. Akers, it was voted to authorize the Comptroller to make the following fund transfers to take care of the stadium costs:

Wells Hall	\$150,000	
Faculty Housing	20,000	
Field House	38,965	
Book Store	196,964	\$ 405,929

9. It is evident that to maintain earnings in the women's dormitories at the level required to meet the schedule set up to retire the debt, it is necessary to increase the rental charge for dormitory rooms in the women's dormitories in the amount of \$10 per term, or increasing the rate for room rent from \$50 per term, to \$60 per term, effective with the winter term of 1949.

On motion of Miss Jones, seconded by Mr. Mueller, it was voted to increase the room rate in the women's dormitories from \$50 per term to \$60 per term, effective January 1, 1949.

Four Chinese scholarships continued indefinitely

Governor's inaugural ball to be held in Aud.

Request of Okemos School Board for College to pay portion of bonds--covering lands purchased by college denied

Approval of mid-west inter-library cooperative project.

Check for \$912.70 from Horse & Mule Assoc. for 1949 short course in horse-shoeing.

Offer of agreement covering football games at Ann Arbor and E. Lansing to be given Univ. of Mich

Approval of several fund transfers in amount of \$405,929 to be credited to Stadium costs

Girls' dorm rooms increased to \$60 per term

SPECIAL MISCELLANEOUS ITEMS, continued

Discussion
of proposed
men's dorm.

10. Mr. Foster, Mr. Cress, Mr. Calder and Mr. Conrad met with the Board to discuss the proposed men's dormitory. The Christman Company, through Mr. Conrad, estimated the structural cost of the dormitory at \$3,665,600 which figures out at a per-unit cost of approximately \$1.11 per cubic foot.

The estimated total cost of this project is \$4,500,000 including structural cost, furnishings, services to the site, work on the site, including grading, sidewalks and landscaping, architect's fees, etc.

The following actions were taken:

Mr. Calder
instructed
to design
dormitory to
cost \$2,500,
000 -
to receive
total of
\$140,000

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted that if we proceed with the construction of this project, it is necessary to reduce all expenditures to the minimum and in view of the original request made to Mr. Calder, the architect, that he design a building to cost \$2,500,000, the officers of the College are instructed to advise Mr. Calder that the Board offers to pay him a total of \$140,000 for all of the usual architectural services for this structure--this amount to include payment for such services as were rendered by Mr. Calder on the Continuing Education and Hotel Building which was eventually awarded to another architect. It is understood that the amount of \$140,000 is to be paid to Mr. Calder only in the event that we proceed with the construction of this dormitory.

Mr. Cress
instructed
to arrange
financing
for men's
dormitory.
Christman
company to
furnish
guaranteed
outside
figure cover-
ing cost of
dorm.

Mr. Cress was instructed to proceed to arrange for the borrowing of the necessary funds to pay for the cost of this dormitory and to take care of the funds required to pay for the self-liquidating buildings now nearing completion with the understanding that a special meeting of the Board may be called if necessary to complete the necessary arrangements.

The officers of the College were instructed to request the Christman Company for a guaranteed outside cost figure covering the cost of this dormitory that can be included in the contract along with the estimated cost as submitted today at \$3,665,600.

11. The Comptroller reported to the Board on the cost of the self-liquidating buildings nearing completion. It is now evident that the cost of these buildings will be at least \$399,000 in excess of \$2,000,000.

12. Recommendation from Treasurer May that the Ann Arbor Trust Company be authorized to sell 200 rights to purchase shares of Detroit Edison Company stock.

Ann Arbor
Trust Co.
authorized to
sell 200
rights to pur-
chase Detroit
Edison Co.
stock.

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

The Board adjourned at 3:00 p.m.

J. A. Hannan
President

Karl H. M. M. M.
Secretary