

MINUTES OF THE MEETING
of the
STATE BOARD OF AGRICULTURE
October 20, 1949

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

Absent: Dr. Thurston

The meeting was called to order at 10:00 a.m.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Resignations

Resignations

1. Cancellation of the appointment of Mrs. Clara Wigle as Hostess at West Yakeley Hall for the current year 1949-50.
2. Cancellation of the appointment of Mrs. Wanda Dewey as Hostess at North Campbell Hall for the year 1949-50.
3. Cancellation of the appointment of Mrs. Wanda Dewey as Hostess at North Campbell Hall for the year 1949-50.
3. Cancellation of the appointment of Mrs. Maud F. Scott as Housemother at the Beta Tau fraternity. Mrs. Scott is a retired teacher and cannot draw her retirement if she is employed by the College. She will serve as housemother at the Fraternity at no salary from the College, but she will be paid \$50 per month directly from the Beta Tau Fraternity.
4. Resignation of Dorothy Warner as Technician in Agricultural Economics, effective September 23, 1949. Miss Warner was employed on a temporary basis.
5. Resignation of James D. Shaffer as Instructor (Research) in Agricultural Economics, effective September 14, 1949. Mr. Shaffer has been transferred to a graduate Assistantship to make faster progress in his graduate work.

Leaves

Leaves

1. Leave of absence with full pay for Hugh Wilson, Instructor in Written and Spoken English for three months beginning October 1, 1949, because of illness.

Appointments

Appointments

1. Appointment of Mrs. Llorra Biggs as Housemother at the Delta Sigma Phi Fraternity at a salary of \$100 per month, effective from September 1, 1949 to June 30, 1950.
2. Appointment of Mrs. Lucile M. Yost as Hostess at the Delta Gamma Sorority at a salary of \$100 per month, effective from September 1, 1949 to June 30, 1950.
3. Appointment of Mrs. Helen B. Corcoran as Hostess at the Pi Beta Phi Sorority at a salary of \$100 per month, effective from September 1, 1949 to June 30, 1950.
4. Reappointment of Ermond H. Hartmans as Instructor (Research) in Agricultural Economics at a salary of \$150 per month on a half-time basis, effective September 16, 1949 for as long as necessary, paid from Experiment Station funds.
5. Reappointment of John K. Guiher as temporary Instructor in Forestry at a salary of \$166.67 per month, effective from September 16, 1949 to June 30, 1950.
6. Reappointment of Gaar W. Johnson as temporary Instructor in Forestry at a salary of \$166.67 per month, effective from October 1, 1949 to June 30, 1950.
7. Appointment of Emanuel Hackel as Instructor in Biological Science at a salary of \$3000 per year on a 10-month basis, effective September 16, 1949, to replace Robert G. Lindeborg, resigned.
8. Appointment of Lynn Vendien as temporary Instructor in Physical Education, Health and Recreation for Women at a salary of \$4000 per year, effective for one year only beginning September 1, 1949. Miss Vendien will replace Dorothy J. Parker.
9. Appointment of Charles S. Weber as Lecturer in Political Science and Public Administration at a salary of \$300 for the period from October 1 to December 31, 1949.

Travel

Travel

1. An allowance of \$48.88 for John A. Garraty to go to Boston, Massachusetts, in July and August 1949 for work in connection with his research project; paid from the All-College Research funds.

PRESIDENT'S REPORT, continuedTravel, continued

Travel

2. An allowance of \$50.60 for H. W. Lautner and M. G. Boylan to attend the National Planning Conference and the meeting of the American Institute of Planners in Cleveland, Ohio, on October 10 and 11.
3. Full expenses for Marie Dye to speak at a meeting called by the U. S. Office of Education and the American Home Economics Association in Chicago on October 13 and 14.
4. First-class railway fare for H. S. Leonard to attend a meeting of the executive committee of the American Philosophical Association in New York City on October 13-16.
5. First-class railway fare for E. L. Harden to address the national conference of the National League to Promote School attendance in New York City on October 16 and 17.
6. Full expenses for William Daniel to attend the National Turf Field Day at Beltsville, Maryland, and State College, Pennsylvania, on October 17-20; paid from U. S. Golf Association funds.
7. Full expenses for John MacAllan to go to Marion, Ohio, on September 19-20 to pick up horses' feet for special blacksmithing course.
8. Full expenses for E. S. Churchill to give a paper at the meeting of the International Association of Milk and Food Sanitarians in Columbus, Ohio, on October 19-23; paid from Babson Brothers funds.

Miscellaneous

Marg. Harris
Acting State
Home Dem.
Leader.
Effec. Date
Mary L. Rosen-
craz-9/16/49
Memo agreement
Nat. Assoc.
Food Chains

1. Designation of Margaret Harris as Acting State Home Demonstration Leader, effective September 30, 1949.
2. Change in the effective date of the appointment of Mary Lou Rosencranz as Instructor (Research) in Textiles, Clothing, and Related Arts from September 1 to September 16, 1949.
3. Approved a memorandum of agreement with The National Association of Food Chains of Washington, D. C., covering a grant of \$87,500 to be used under the direction of the School of Business and Public Service in a graduate program leading to the Master's degree in food distribution, and when funds are available, an undergraduate program leading to the Bachelor's degree in food distribution. The Association will contribute \$17,500 annually for the five years from October 1, 1949, to September 30, 1954.
4. Accepted a check for \$800 from the Estate of LaVerne Noyes to be used for LaVerne Noyes Scholarships.
5. Approved the proposal of Hatzel and Buehler, Inc. for the electric service including conduit cables, transformers, etc., for the President's House at an estimated cost of \$8500 including a fixed fee of \$500. This is to be paid from Utility Extensions and Replacements account.
6. Approved the proposal of Hickey, Shaw and Winkler for the steam mains and condensate return for the President's residence at an estimated cost of \$8,000 which includes a fixed fee of \$500.

\$800 from
Estate of
LaVerne Noyes
Hatzel & Bueh
elec. service
Pres. House
Hickey, Shaw &
Winkler steam
mains to Pres.
house.

NEW BUSINESS

Resignations

1. Resignation of Gwendolyn Morrell as Assistant Professor in Counseling and Examinations, effective September 30, 1949, because of illness in her family.
2. Resignation of Robert C. Kramer as Instructor (Research) in Agricultural Economics, effective September 30, 1949. Mr. Kramer is transferring to a graduate assistantship to speed up his graduate work.
3. Resignation of Gerhard F. Gettel as Assistant County Agricultural Agent in St. Clair County, effective September 30, 1949, to attend Cornell University.
4. Cancellation of the appointment of Gatha Jean Leverence as Home Demonstration Agent at Large. Miss Leverence was unable to accept the appointment for health reasons.
5. Resignation of Doo Sun Yoon as Instructor in Music, effective as of August 31, 1949. Mr. Yoon will devote his time to private teaching.

Leaves

Leaves

1. Leave of absence without pay for Paul L. Dressel, Director of Counseling and Examinations, for six months beginning October 1, 1949, to act as leader for a project being conducted by the American Council on Education. It is understood that Dr. Dressel will return to East Lansing and spend at least two or three days on his job here once each month during this period, and that the College will pay his travel expenses for these trips.
2. Leave of absence with pay for Leona Seyfred, Home Demonstration Agent in Van Buren County, from November 1 to December 20, 1949, to visit Honolulu, Hawaii. Half of this time is her vacation period.

NEW BUSINESS, continued

3. Extension of leave of absence without pay for Herman Struck, Instructor in English, to June 30, 1950, for the purpose of completing his graduate work at Ohio State University. Mr. Struck has been on leave without pay since January 1, 1949.

Appointments Appointments

1. Appointment of Mrs. Ethel M. Haviland as Housemother at the Alpha Epsilon Pi fraternity at a salary of \$100 per month, effective from October 1, 1949 to June 30, 1950.
2. Appointment of Gloria Smith as Nurse at the Health Service at a salary of \$2500 per year, effective October 1, 1949, to replace Helen Kranish who was employed on an hourly basis.
3. Appointment of Eunice Jane Heinen as temporary Instructor (Research) in Agricultural Chemistry at a salary rate of \$3000 per year, effective from October 5, 1949, to June 30, 1950, and paid from Experiment Station funds. This is a new position.
4. Appointment of Wave Granger as Instructor in Short Courses at a salary of \$500 for the period from October 24, 1949 to March 3, 1950.
5. Appointment of Mrs. Leila Foerch as Instructor in Short Courses at a salary of \$500 for the period from October 24, 1949, to March 3, 1950.
6. Appointment of Eugene Perry Whiteside as Associate Professor of Soil Science at a salary of \$6200 per year on a 12-month basis, effective December 16, 1949, to replace J. O. Veatch, retired. His salary is to be paid one-half from College and one-half from Experiment Station funds.
7. Transfer of E. A. Wenner, Extension Supervisor of District #4, from headquarters in East Lansing to headquarters in Gaylord, effective January 1, 1950.
8. Transfer of Daniel W. Anderson from Urban 4-H Club Agent in Grand Rapids to 4-H Club Agent in Manistee, Mason and half of Lake Counties, at the same salary of \$3900 per year, effective November 1, 1949, to replace Edgar Kidd, transferred.
9. Transfer of Einar G. Olstrom from 4-H Club Agent in Clinton County to 4-H Club Agent in Kent County at the same salary of \$4000 per year, effective November 1, 1949 to replace D.W. Anderson.
10. Transfer of Jack Calvin Ferver from 4-H Club Agent at Large to 4-H Club Agent in Jackson County at the same salary of \$3500 per year, effective January 1, 1950, to replace Morris K. McGregor, transferred.
11. Appointment of Alvin Francis Root as 4-H Club Agent in Ogemaw and Arenac Counties at salary of \$3400 per year, effective November 1, 1949, to replace A. G. Hakola who resigned a year ago.
12. Transfer of Morris K. McGregor from 4-H Club Agent in Jackson County to County Agricultural Agent in Jackson County and a salary increase from \$4400 to \$4800 per year, effective January 1, 1950, to replace S. J. Culver who has requested retirement.
13. Appointment of the following temporary instructors in Written and Spoken English, effective October 1, 1949, for as long as necessary:

Robert Boniece at \$75 per month	Lyssa Harper at \$250 per month
Eva L. Hampton at \$225 per month	Elinore Winburne at \$225 per month
14. Appointment of William B. Jencks as Visiting Professor of Business Administration at a salary of \$2000 for the period from October 1 to December 31, 1949, to replace Ralph Williams, resigned.
15. Appointment of Lee H. Miller as temporary Instructor in Economics at a salary of \$1075 for the period from October 1 to December 31, 1949, to replace Robert Franklin, resigned.
16. Appointment of Earl Brigham as temporary Instructor in Journalism at a salary of \$1075 for the period from October 1 to December 31, 1949. This is a new position.
17. Appointment of Chester J. Aubuchon as Assistant Basketball Coach at a salary of \$50 per month on a part-time basis, effective from November 1, 1949, to February 28, 1950.
18. Appointment of Francis E. Brogger as Assistant Football Coach at a salary of \$100 for the period from September 21 to November 20, 1949.
19. Appointment of Mrs. Mable E. Meites as Lecturer in Social Service at a salary of \$300 for the period from October 1 to December 31, 1949. This is a new position.
20. Appointment of Claire A. Stepnitz as Temporary Instructor in Electrical Engineering at a salary of \$60 per month, effective October 1, 1949, for as long as necessary, to replace D. S. Pearson, resigned.
21. Appointment of Ruth Marin as Technician in Foods and Nutrition at a salary of \$250 per month, effective from October 16, 1949 to June 30, 1950, and paid from Experiment Station funds. This is a new position.
22. Appointment of Mrs. Caroline Furrow Sharpe as Instructor (Research) in Institution Administration at a salary of \$250 per month, effective from October 1, 1949 to June 30, 1950 and paid from Experiment Station funds. This is a new position.

NEW BUSINESS, continued

Appointments

Appointments, continued

23. Appointment of Margaret Jean Fulton as Instructor in Education at a salary of \$700 for the period from October 1 to December 31, 1949, to replace Ralph VanHoesen, deceased.
24. Appointment of Ruth Russell as Instructor in Music at a salary of \$3200 for the period from October 1, 1949 to June 30, 1950. This is a new position.
25. Appointment of Mabel Nemoto as Instructor in Art at a salary of \$2800 for the period from October 1, 1949 to June 30, 1950. This is a new position.
26. Appointment of Edythe V. Billingslea as Assistant Professor of Education, effective September 1, 1949, to replace Grace Gutzler, resigned. Her salary will be paid by the Holt Public Schools.
27. Appointment of the following temporary Assistants in Foreign Languages, effective October 1, 1949, for as long as necessary:

Mrs. Bertha Bohnstedt, \$125 per month	Mr. Rafael Ney Lizardi, \$80 per month
Mrs. A. Ruiz Peckinpugh, \$175 " "	Mr. Julio N. Isch, \$160 per month
28. Appointment of the following temporary Instructors in Speech, Dramatics, and Radio Education, effective October 1, 1949, for as long as necessary:

Robert H. Maunder, \$50 per month	Margaret Ferguson, \$150 per month
Frances M. Hayworth, \$115 " "	Alex Dillingham, \$75 per month
Irene W. Harter, \$250 per month	Alice O. Barnhart, \$250 per month
29. Appointment of the following temporary Assistants in Chemistry, effective October 1, 1949 for as long as necessary:

Robert L. Amundsen, \$90 per month	Mrs. Evelyn Igons, \$190 per month
Margaret N. Arrington, \$180 per month	Alida A. Martin, \$225 per month
Mrs. Emorene Briggs, \$185 per month	Mrs. Theressa Misenheimer, \$190 per month
Mrs. Janice Crusoe, \$180 per month	Mrs. George Misevko, \$180 per month
Mrs. Eileen Cornell, \$185 per month	Mrs. Lois Nelson, \$135 per month
Mrs. Adah Cohn, \$180 per month	Mrs. Alice Simandl, \$90 per month
Mrs. Barbara Grosvenor, \$135 per month	Mrs. Mary Lynn Watson, \$190 per month
Mrs. Dorothy Kuether, \$135 per month	Mrs. Deborah Wheaton, \$190 per month
30. Appointment of Samuel W. Hartwell as Lecturer in Psychology at a salary of \$170 per term for the period from October 1, 1949 to June 30, 1950.
31. Appointment of Robert M. Roman as Instructor in Psychology at a salary of \$125 per month, effective October 1, 1949, for as long as necessary.
32. Appointment of E. L. V. Shelley as Instructor in Psychology at a salary of \$125 per month, effective October 1, 1949 for as long as necessary.
33. Appointment of James Benjamins as Lecturer in Psychology at a salary of \$500 per month, effective October 1, 1949, to June 30, 1950.
34. Appointment of William Gebhard as Technician in Bacteriology and Public Health at a salary of \$90 per term, effective from October 1, 1949 to June 30, 1950.

Travel

Travel

1. Full expenses for John Useem to attend the Institute of Ethnic Affairs Conference and to consult with persons concerning the federal clothing project, in New York City on October 8-11; half of the expenses to be paid by the Institute of Ethnic Affairs and half from the Clothing and Textiles Project.
2. Full expenses for L. L. Frimodig to represent the College Athletic Department at the funeral of John F. Macklin in Philadelphia on October 12.
3. Full expenses for C. P. Loomis to go to Washington, D. C., on October 13-17 to attend a meeting of the research committee of the Rural Sociological Society arranged for by the U. S. Office of Experiment Stations; paid from State Project Purnell funds.
4. First-class railway fare for Irma H. Gross to attend a meeting of the Technical Committee of the Land-Grant College Section of Home Economics on Research in Farm Family Living in Columbus, Ohio, on October 14 and 15; paid from Experiment Station funds.
5. Full expenses for G. G. Quackenbush to attend a regional meeting of technical workers on a regional project on dairy marketing in Chicago on October 16-19; paid from Experiment Station funds.
6. Full expenses for H. E. Kapphahn to attend the annual meeting of the REA Safety and Job Training Group in Washington, D. C., on October 17-21; paid half from College funds and half from funds furnished by the Michigan REA Safety and Job Training Coops.
7. Full expenses for Mildred Jones to go to Chicago on October 19-21 to select fabrics for redecorating and furnishing Mary Mayo Hall.

NEW BUSINESS, continued

Travel

Travel, continued

8. First-class railway fare for G. M. Trout to go to Los Angeles, California, on October 20-27 to study a freezing process for milk and to assist in the supervision of the 28th International Collegiate Students' Dairy Products Judging Contest; paid from Experiment Station funds. Maintenance expenses will be paid by the American Dairy Science Association.
9. Railway coach fare for Milosh Muntyan to attend a meeting of the Philosophy of Education Society in Urbana, Illinois, on October 21 and 22.
10. Full expenses not to exceed \$90 for Carl M. Horn to participate in the annual conference of the Adult Education Association in Cleveland, Ohio, on October 23-27. Don Phillips and Russell Kleis will accompany Mr. Horn.
11. Maintenance expenses for William A. Aho to accompany 4-H Club members to the Del-Mar-Va poultry section in the vicinity of Beltsville, Maryland, and Washington, D. C., on October 23-30; paid from Extension funds.
12. Mileage on one car and maintenance expenses for W. B. Love and W. C. Randel to attend the logging and sawmill operators' equipment demonstration at Wooster, Ohio, on October 25 and 26; paid from Extension funds.
13. Travel allowances as follows for members of the staff to attend the annual meeting of the American Society of Agronomy in Milwaukee, Wisconsin, on October 24-27:
 - a. Mileage on two cars for 8 members of the Farm Crops Department.
 - b. Railway coach fare for A. R. Wolcott of Farm Crops; paid from Experiment Station funds.
 - c. Mileage on two cars for 10 members of Soil Science; paid from Experiment Station funds.
 - d. Mileage on one car for 5 members of soil Science; paid from Extension funds.
14. Full expenses for the following staff members to attend the meetings of the Association of Land Grant Colleges and Universities in Kansas City, Missouri, on October 24-27; J. A. Hannah, E. L. Anthony, L. C. Emmons, L. G. Miller, Marie Dye, C. S. Bryan, R. C. Huston, C. M. Hardin, C. V. Ballard, C. R. Megee, H. A. Berg, B. D. Kuhn, R. W. Tenny, A. W. Farrall, H. C. Rather, J. H. Denison, A. G. Kettunen, W. H. Combs, P. J. May.
15. Travel allowances for staff members to attend a meeting of the National Safety Council in Chicago, as follows:
 - a. Full expenses for R. F. Turner and W. C. Bennett to attend a meeting of the Committee on Chemical Tests for Intoxication and present a progress report on research work on October 25-27; paid from National Safety Council Research funds.
 - b. Full expenses for D. G. Steinicke to attend the Congress and Exposition, Farm Safety Section, and to take part in a discussion on October 24-26; paid from Extension funds.
16. Full expenses for H. E. Sponberg to attend a conference on Religion in State Universities in Minneapolis, Minnesota, on October 25-30, and to attend the College Day at Highland Park High School in Illinois.
17. Full expenses for J. R. Vaughn to give a paper at the annual meeting of the American Society for Horticultural Science in Milwaukee, Wisconsin, on October 26-28; paid from the Upjohn account.
18. Full expenses for Guy H. Hill and John Schlueter to go to Chicago on October 26 to 28 to interview Chicago area high school students.
19. Full expenses for Margaret A. Ohlson to give a paper at the meeting of the Public Health Association in New York City on October 26-29; paid from funds provided by the National Dairy Council.
20. Mileage on one car for J. N. Fields and other members of the Forestry Department staff to attend the annual meeting of the Central States Section of the Society of American Foresters at Cairo, Illinois, on October 26-30; paid from Extension funds.
21. Mileage on one car for C. D. Hause, R. H. Noble, and W. H. Weeks to attend the meeting of the Optical Society of America in Buffalo, New York, on October 27 to 29.
22. Travel allowances as follows for staff members to attend the National Outlook Conferences in Washington, D. C., on October 30 to November 5:
 - a. Full expenses for T. K. Cowden; paid from Experiment Station funds.
 - b. Full expenses for Arthur Mauch and John Doneth; paid from Extension funds.
 - c. Full expenses for Lucile Ketchum; paid from Extension funds.
23. First-class railway fare for H. B. Tukey to attend the meeting of the American Horticultural Council in New York City on October 31 and November 1.
24. Full expenses for C. M. Hardin to attend a meeting of the North Central Farm Management Research committee in Chicago on October 31 and November 1.
25. Full expenses for L. W. Witt to go to Washington, D. C., in October or November to study effects of the International Trade Agreements program on American Agriculture; paid from Experiment Station funds.

NEW BUSINESS, continuedTravel, continued

Travel

26. First-class railway fare for G. A. Limbocker to attend the National Time and Motion Study Clinic in Chicago on November 1-4.
27. First-class railway fare for John Pitha to go to Chicago on November 2-4 to consult with Dr. G. B. L. Smith of the Bureau of Ordnance of the Navy Department concerning the possibility of establishing a research project at the College.
28. Maintenance expenses for R. S. Linton to attend the Conference on Discriminations in College Admissions in Chicago on November 4 and 5.
29. Mileage on one car for C. C. Killingsworth, B. E. O'Beirne, and W. H. Knowles to attend a symposium on labor and social security legislation at Madison, Wisconsin, on November 4-5.
30. Full expenses for Donald Cation to attend a meeting of the Technical Advisory Committee on the Stone Fruit Virus project in Chicago on November 4 and 5; paid from Experiment Station funds.
31. First-class railway fare for Lewis K. Zerby to attend a meeting of the Charles Peirce Society in New York City on November 4-6.
32. Full expenses for Ray Hutson to attend the annual meeting of the Technical Committee of the North Central States in Chicago on November 5 and 6; paid from Experiment Station funds.
33. Maintenance expenses for Margaret Ohlson to attend a meeting of the Technical Committee on Nutritional Status for the North Central Region in Chicago on November 6-8; paid from Experiment Station funds.
34. Full expenses for R. H. Young to attend the weekly quarterback meeting in Chicago on November 6-8.
35. Travel allowances as follows for staff members to attend the National Hotel Exposition in New York City on November 8-12:
 - a. Full expenses for Leslie W. Scott
 - b. Full expenses for B. R. Proulx
36. Full expenses for Ben Westrate to go to Chicago on November 7-13 as a member of the Judging Committee of State Club Leaders; paid from Extension funds.
37. Full expenses for M. E. Muelder to attend the meeting of the Academy of Political Science in New York City and to confer with members of the Department of Political Science and Public Administration at Syracuse, on November 9 to November 14.
38. First-class railway fare for Howard Church to attend the annual meeting of the Midwestern College Art Association in Minneapolis on November 9-13.
39. Full expenses for R. L. Janes to attend a meeting of entomologists and canners on Corn Borer control in Chicago on November 10 and 11; paid from Extension funds.
40. First-class railway fare for J. A. Fuzak to go to Chicago on November 10-12 to participate in the Mississippi Valley Industrial Arts Conference.
41. First-class railway fare for Donald MacDonald to attend the meeting of the National Association of Radio News Directors in New York City on November 11-13.
42. Full expenses for G. N. Motts to attend a meeting of marketing specialists in Consumer Education in Washington, D. C., on November 14-19; paid from Extension funds.
43. First-class railway fare for Mabelle Ehlers to attend the annual convention of the School Food Service Association in Washington, D. C., on November 16-18.
44. Full expenses for L. D. Faunce to attend the meeting of the Interfraternity Conference in Washington, D. C., on November 23-27.
45. Mileage on one car for J. S. Frame and other members of the Mathematics Department to attend the meeting of the American Mathematical Society in Chicago on November 24-27.
46. Maintenance expenses for C. M. Hansen to go to Florida about November 25 for three weeks to test the performance of frost prevention machines on several important installations in Florida; paid from the Frost Prevention account.
47. Travel allowances as follows for members of the staff to attend meetings in connection with the International Livestock Exposition and/or the 4-H Club Congress in Chicago:
 - a. Full expenses for E. D. Farwell to accompany the livestock judging team, November 25-29.
 - b. \$30 each for six members of the livestock judging team to participate in the livestock judging contest on November 25-29.
 - c. Full expenses for L. J. Bratzler to accompany the meat judging team, November 25-30.

NEW BUSINESS, continuedTravel, continued

- Travel
- d. \$30 each for four members of the meat judging team to participate in the meat judging contest on November 27-30.
 - e. Maintenance expenses for P. G. Lundin to conduct an educational tour for State 4-H Crops and Poultry Judging Teams; November 27-30.
 - f. Maintenance expenses for Dorothy Erler who will be in charge of the Upper Peninsula 4-H Club delegates; November 26 to December 2.
 - g. Full expenses for Nevels Pearson who will be in charge of the Michigan 4-H Club delegation and will superintend the Non-Collegiate Livestock Judging Contest; November 23 to December 2.
 - h. Full expenses for V. A. Freeman who is the director in charge of all the educational tours; November 24 to December 2.
 - i. Full expenses for Mary Woodward who will chaperon the Michigan 4-H Club girls; November 26 to December 2.
 - j. Full expenses for A. G. Kettunen; November 26 to December 3.
48. Full expenses for C. C. DeWitt to attend the Fifth Industrial Waste Conference in Lafayette, Indiana, on November 28 to December 1; paid from Gerber Products Company funds.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to instruct the President to advise Deans, Department Heads and others that the Board is seriously concerned by the large amount of out-of-state travel at college expense. It requests that each travel item be carefully scrutinized before it is submitted to the Board and further suggests that some policy be developed that will eliminate all but the most necessary travel items. Unless some such policy can be developed, the Board may find it necessary to eliminate all out-of-state travel at college expense.

Add. pay to
3 persons in Miscellaneous
Counseling
Clinic

1. Recommendation that the following persons be paid additionally for assisting in the Counseling Clinic on July 21 and 22:

Rowland Pierson	\$25	Gertrude Tew	\$25	Eleanor Mitter	\$20
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Ch. effective
date employ.
Mary Leichty
Sept. 1'49

2. Change in effective date of the appointment of Mrs. Mary M. Leichty as temporary Instructor in Counseling from October 1 to September 1, 1949.

Salary inc.
Russell G.
Hill
Ruth White-
house's sal-
ary to be
computed at
rate of \$3410

3. Increase in salary for Russell G. Hill, Associate Professor (Extension) of Conservation from \$2750 to \$3000 per year, effective October 1, 1949. Mr. Hill is paid \$3000 from state funds direct as Secretary of the State Soil Conservation Committee.

Salary inc.
Paul Morrison

4. Recommendation that Mrs. Ruth C. Whitehouse, temporary Instructor in Home Management and Child Development, be paid at the rate of \$3410 per year, effective from July 1 to August 31, 1949. Mrs. Whitehouse was paid one-half from Experiment Station and one-half from College funds.

5. Recommendation that Paul Morrison, Assistant to the Dean of Science and Arts, be paid an additional \$300 for his services during the summer session.

Change in
status Robert
C. Ball.

6. Change in status of Robert C. Ball, Associate Professor of Zoology, from one-fourth time teaching and three-fourths time Experiment Station to one-half time teaching and one-half time Experiment Station, effective October 1, 1949.

Change in
status Ralph
Barner.

7. Change in status of Ralph D. Barner, Associate Professor of Animal Pathology, from a 12-month to a 10-month basis, effective as of September 1, 1949.

Change in
status Howard
Dunne.

8. Change in status of Howard W. Dunne, Assistant Professor of Animal Pathology, from a 10-month to a 12-month basis, effective as of July 1, 1949. Dr. Dunne is paid one-half Experiment Station and one-half College funds.

Additional
amts. paid
salaried
employees

9. The following amounts have been paid salaried employees since the September Board meeting:

<u>Auditorium</u>		<u>Police Administration</u>		<u>Miscellaneous</u>	
Dale Albin	\$ 6	Richard Byerrum	\$ 5.00	Mable Flanders	\$ 7.50
Charles Branz	29	Harold Hart	5.00	Lawrence Grymire	51.00
L.E. Chapman	17	Keith B. McCall	5.00	Helen Greene	15.00
John Emery	26	Robert Scott	5.00	Lois Harris	10.00
Helen Evans	23	Kenneth G. Stone	5.00	Charles Hill	55.10
Helen Greene	50			Charles Hirschfeld	16.50
Lois Harris	15	<u>Miscellaneous</u>		Francis Martin	10.00
James Huston	23	Betty Cochran	2.50	Agnes Marttila	5.00
Mildred Jeffers	17	Phyllis Jensen	2.50	Earl McIntyre	45.30
Floyd Macklem	23	E. H. Stewart	9.00	Malvern Obrecht	17.50
Elmer Peterson	18	Frederic R. Wickert	215.00	Marie Otto	7.00
Gail Ryder	23	C. F. Cairy	35.00	Marjorie Robinson	7.50
Laurence Searl	20	Margaret H. Luker	200.00	Corinne Schue	5.50
Robert Troxell	26	James Apple	40.00	Wayne VanRiper	5.00
Wayne VanRiper	41	Billie Aten	7.70		
Clella Weissinger	23	Benard Black	11.00		
Neal Whitehead	26	Douglas Boyd	7.75		

Report of
death of
Earle I.
Wilde

10. Report of the death of Earle I. Wilde, Associate Professor of Horticulture and Superintendent of Hidden Lake Gardens, on September 29, 1949. It is recommended that his salary be terminated on October 31, 1949.

Disability
Retirement
Stanley J.
Silver.

11. Recommendation from the Retirement Committee for the disability retirement of Stanley J. Culver, County Agricultural Agent in Jackson County, at an annual pension of \$1510, effective January 1, 1950. Mr. Culver is 62 years of age and has been employed by the College since April 1, 1924.

NEW BUSINESS, continuedMiscellaneous, continued

12. Acceptance of a check for \$5 from the American Gold Star Mothers, Inc. of Midland to be used toward a scholarship fund in the Spartan Nursery School.
13. Acceptance of a check for \$1200 from the Kroger Company of Cincinnati, Ohio, to be used for six scholarship grants, three to be used in the School of Agriculture and three in the School of Home Economics.
14. Acceptance of a grant of \$180 from Forestry Alumni to be credited to the A. K. Chittenden Loan Fund.
15. Acceptance of a grant of \$500 from the Lansing Community Chest and Council to be used to finance a graduate fellowship in Social Service.
16. Acceptance of \$25 from the Lansing Chapter of Sigma Alpha Iota to be used as an award to a student of high scholastic record in the Music Department. This award has been made annually.
17. Acceptance of \$5000 from Henry L. Caulkins of Detroit to be used under the direction of the Dean of Agriculture for scholarship aid to worthy students in the School of Agriculture, particularly in Short Courses. This scholarship is to be known as "The Caulkins Foundation".
18. Acceptance of \$141 from Tom Metzger of Greenville to be used to pay the course fees of John Thorlund, a freshman student from Greenville.
19. Acceptance of \$1250 from Women of the Moose, Mooseheart, Illinois, to be used as a scholarship award to Ruth Ann Butler, a freshman from Mooseheart.
20. Acceptance of \$75 from the Austin High School College Club of Chicago to be used as a scholarship award to Jeanne Butler, a freshman student from Austin High School.
21. Acceptance of \$500 from Fred A. Simonsen, President of the Greenfield-Mills Restaurant Company of Detroit to be used as a scholarship for a hotel administration student who is particularly interested in the restaurant field.
22. Continuation of the memorandum of agreement with the Cerophyl Laboratories, Inc. of Kansas City, Missouri, covering a grant of \$2000 to be used under the direction of F. L. Wynd of the Botany Department in an investigation of the relationship of environmental factors on the growth and composition of grass and other forage plants.
23. Continuation of the memorandum of agreement with the Ferro Enamel Corporation of Cleveland, Ohio, covering a grant of \$2500 to be used under the direction of F. L. Wynd of the Botany Department in an investigation of the absorption of nutrients by plants and the effect of these nutrients on the metabolism and behavior of the plants. The agreement provides for graduate fellowships.
24. Approval of a memorandum of agreement with Merck and Company, Inc. of Rahway, New Jersey, covering a grant of \$3900 to be used by the Departments of Agricultural Chemistry, Animal Husbandry, and Animal Pathology in a study of the interrelationship of certain vitamins in swine production.
25. At the Board meeting in September, the Board approved the establishment of a course fee of \$8 per term for certain courses in Education. It is recommended that the list of courses be amended to read as follows: Education 324, 341, 400a, b, c, d, e, f, i, j, k, l, 403a, b, 406a, b, 415a, b. This amendment is to be effective with the fall term of 1949.
26. Recommendation for the establishment of a new classification of Assistant Manager of Food Stores at a minimum salary of \$3300 per year and a maximum salary of \$4320 per year.
27. Additional Clerk II position in Agricultural Economics to be financed from Experiment Station funds.
28. Appropriation of \$100 to support the Junior Michigan Academy of Science, Arts and Letters. The College has agreed to contribute \$100 each year for three years, and this will be the third contribution.
29. See below
30. Authorization to convert rooms 101, 111, 112 and 113 in Morrill Hall for offices and conference rooms for the Placement Bureau and offices for the Dean of the Graduate School at an estimated cost of \$3,320; charged to Alterations and Improvements 1949-50.

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

ADDITIONAL ITEMSResignations

1. Resignation of Grace Mae Anderson as Technician in Bacteriology and Public Health, effective October 3, 1949, to accept a position with the U. S. Bureau of Dairy Industry.
29. Authorization for work to be done on the College Fire Station at the corner of Kalamazoo and Harrison at an estimated cost of \$5,800; charged to Alterations and Improvements 1949-50.

Ok \$5 from
Midland Gold
Star Mothers

\$1200 from
Kroger to be
used for
scholarships
\$180 from
For. Alumni
Chittenden
Loan Fund
\$500 Lansing
Com. Chest

\$25 from
Sigma Alpha
Iota
\$5000 from
Henry Caulkins
for scholar.

\$141 from
Tom Metzger

\$1250 from
Women of
Moose.

\$75 from Aus-
tin H.S. Club

\$500 from
Fred A.
Simonsen for
Hotel scholar-
ship

Cont. memo
agree. Ceroph-
yl Lab.

Cont. memo
agree Ferro
Enamel

Memo agree.
Merck and Co
covering
Grant \$3900

List of Edu
courses for
which \$8
course fee
charged
amended.

Asst. Mgr.
Food Stores
Add. Clerk II
pos. Agric.
Econ.

Approp \$100
for Junior
Mich. Acad.
of Sci.

Approp.
\$3,320 for
conversion
of Morrill
Hall rooms

Resignations

Fire station
to be altered

ADDITIONAL ITEMS, continued

Travel

Travel,

1. Full expenses for John Hecker, Jr. to go to North Carolina and Tennessee on September 16 to assist in purchasing bulls for the Michigan Artificial Breeders Cooperative and paid from their funds.
2. Mileage on one car for G. W. Hobbs and one or two other staff members to attend the Diesel Engine Symposium in Cleveland, Ohio, on November 2 and 3.
3. Full expenses for Tom King to attend alumni meetings in Denver, Portland, San Francisco, Los Angeles, and Tucson, on November 8-20.
4. Full expenses for Gordon Thomas or Frederick Alexander to accompany five students to the National Forensic Conference at Purdue University on November 16-18.

Change in
status Gregory
Stone.

Miscellaneous

\$94 from For-
estry alumni

\$200 from
Mich St Flo-
rists Assoc.
Add approp
\$1,100 for
Placement

Add. \$1000
for Journal-
ism.

George Boone
to wreck
old Beal
Greenhouse

1. Change in status of Gregory P. Stone, Assistant Professor of Sociology and Anthropology, from 10-month to 12-month basis and a salary increase from \$4000 to \$4400 per year, effective November 1, 1949, to be paid three-fourths from Experiment Station and one-fourth from College funds.
2. Acceptance of \$94 from Forestry Alumni to be added to the A. K. Chittenden Loan Fund.
3. Acceptance of \$200 from the Michigan State Florists Association to be used in the Department of Horticulture for the purchase of materials and equipment for research work in floriculture.
4. Request for an additional \$1,100 for the Placement Office to enable this office to handle part-time job placement for the Union and the Women's Dormitories.
5. Additional appropriation of \$1000 for the Journalism Department labor payroll to be used for student labor.
6. Bids were received on the wrecking of the old Beal Botanical Greenhouses and one shed attached on October 5th as follows:

George Boone, Building Wrecker, Jackson, Michigan,
would wreck, remove and pay the College - - - - - \$100

Capital City Wrecking Company, Lansing, Michigan,
would wreck, remove and charge the College - - - - - 750

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to let the contract to George Boone.

Necessary
changes on
Bot. Green-
house

New blackbd
Hort 206

Approval of
Music Dept.
Concert
Series

7. Recommendation for necessary changes in the Botany Greenhouse in order to accomodate Mr. Chapman at an estimated cost of \$220; to be charged to Alterations and Improvements 1949-50.
8. Recommendation for the installation of a new blackboard in the large lecture room in the Horticulture Building at a cost of \$140; charged to Alterations and Improvements 1949-50.
9. Following is the Music Department concert series for 1949-50:

October 25	Germani	\$200
November 15	Britten Pearse	750
December 1	Budapest String Quartet	800
January 16	Isaac Stern	1000
February 10	Susan Bloch	150
March 7	Kurt Janssen	150

The total is within the budget for the year when ticket sales are taken into consideration.

10. Discussion of the memorandum to the Institute of Applied Hotel Economics.
11. Discussion of Senate Bill 1453 now pending in the Congress making appropriations for subsidizing medical education.
12. Communication from Ballard, Jennings, Bishop & Ellsworth notifying the Board that the Supreme Court of the United States has denied the application for certiorari filed with it by James Zarichny vs. State Board of Agriculture.
13. Communication from Ballard, Jennings, Bishop & Ellsworth advising the Board that in their opinion the College is not bound to comply with local ordinances in the City of East Lansing as they apply to the operation of bowling alleys, billiard tables, etc.
14. Communication from Ballard, Jennings, Bishop & Ellsworth with reference to Act 280 of 1949 which purports to exempt students at Michigan State College from compulsory military training if they are members in good standing of the Michigan National Guard. Our attorneys advise that in their opinion this act is unconstitutional and invalid insofar as it attempts to prescribe subjects to be studied at Michigan State College and is in violation of the constitutional provision which creates the State Board of Agriculture.
15. Recommendation from Mr. May and Professor Underwood for the purchase of a used grand piano and floor coverings for four practice rooms in the Music Building on South Campus at a total cost of \$1750, to be financed out of funds accumulated from Music fees.

Communic.

Mr. Ballard
re: Supreme
Ct. decision
re: Zarichny
College not
bound to
comply with
local ord.

re: bowling
alleys.

Communic.
from attys.
re: Act 280
of 1949 re:
mil. training

Pur. grand
piano and
floor cover.
for Music
Bldg. So.Cam.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

16. Acceptance of a grant of \$1,003.07 from the Wayne County Medical Milk Commission, Detroit, Michigan, to establish a fund for an annual award to Michigan State student member of the Dairy Products Judging Team scoring the highest judging market milk in the Collegiate Students International Contest in Judging Dairy Products. The award is to be known as the "Wayne County Medical Milk Commission Certified Milk Award for Excellence in Judging Milk".
17. Mr. May gave a brief report of the embezzlement case involving Mrs. Elizabeth Gilroy. Copies of the Ernst and Ernst report covering the case were distributed to the Board.

Grant of \$1,003.07 accepted from Wayne County Medical Milk Comm. Report of Mr. May on embezzlement case.

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

SPECIAL MISCELLANEOUS ITEMS

1. Communication from the Michigan State Soil Conservation Committee requesting the State Board of Agriculture to include in its budget for 1950-51 an appropriation of \$50,000 for the Agricultural Extension Service and \$30,000 for the Agricultural Experiment Station to be used for Assistance with the Soil and water conservation educational activities of the State Soil Conservation Committee.

Communic. from Soil Conservation Comm requesting an appropriation of \$50,000 for Extension & \$30,000 for Agric. Exp. Sta

On motion of Mr. More, seconded by Mr. Brody, it was voted to instruct the Secretary to acknowledge receipt of the communication from the Michigan State Soil Conservation Committee and advise them that their request will be considered when the Board prepares budget requests of the next legislature.

2. The following is an excerpt from the will of Oscar David Morrill of Ann Arbor:

"FOURTH: For many years, I have been interested in young men who have expressed a desire for a better education, but because of a lack of funds have been unable to obtain it through attendance at colleges and universities, and to help such persons, I am making bequests to be used in each instance as a loan fund by the governing body of each institution hereinafter named with the definite idea that loans made to worthy students shall be repaid with interest not to exceed 3%, to be fixed by such governing body, thus to perpetuate the fund for the use of others over the years to come. The only restriction is that such funds shall be used as loan funds only, by the several beneficiaries hereinafter named, and such controls and regulations placed over such funds as shall be deemed necessary to carry out the intent and purposes herein expressed. It is my wish that the attributes of good character, ability and real need be taken into consideration in making loans to students.

Bequest of Oscar David Morrill granting \$5000 to M.S.C. for loan funds approved.

"It is further my wish that the loans be made in the following order:

"(a) First, to students who have maintained bona fide homes in Washtenaw County. In the event no students desire loans from the said County, then

"(b) To students in the State of Michigan whose preliminary educational training shall have been received in rural communities and small communities of approximately 5000 population or less.

"1. In consideration of the foregoing, I therefor give and bequeath to the Board of Regents of the University of Michigan, the sum of Ten Thousand (\$10,000) Dollars as a loan fund to be used preferably for those students who plan to continue in the professional or graduate schools of the University. Broad discretionary powers are intended to be granted hereunder.

"2. In consideration of the foregoing, I therefor give and bequeath to the governing Board of the Michigan State College, of Lansing, Michigan, the sum of Five Thousand \$5,000 Dollars to be used as a loan fund under similar conditions and purposes.

"3. In consideration of the foregoing, I therefor give and bequeath to the Michigan State Normal College at Ypsilanti, Michigan, the sum of Five Thousand (\$5,000.00) Dollars to be used as a loan fund under similar conditions and purposes.

"4. In consideration of the foregoing, I therefor give and bequesth to the governing Board of Alma College, of Alma, Michigan, the sum of Five Thousand (\$5,000.00) Dollars to be used as a loan fund under similar conditions and purposes.

"5. In consideration of the foregoing, I therefor give and bequesth to the governing Board of Albion College, of Albion, Michigan, the sum of Five Thousand (\$5,000.00) Dollars to be used as a loan fund under similar conditions and purposes."

On motion of Miss Jones, seconded by Mr. Mueller, it was voted to accept this bequest in accordance with the terms and authorize the college attorneys to take whatever steps are necessary in its behalf.

Purchase of Wells and Bennett lands app.

3. Recommendation from Dean Anthony, Mr. Hudson, and Mr. McDonel that the College purchase one acre of land with a small but good house on it now owned by Ansel Wells, and another parcel of land containing 25 acres, a house, barn, and silo, now owned by Peter H. Bennett. Both of these properties are within the area that we are trying to acquire and for which the funds have been set aside. We have a purchase option on the Bennett property at \$11,000 and on the Wells property at \$4,000.

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

279
\$300 contributed to Institute of Int. Educ.

SPECIAL MISCELLANEOUS ITEMS, continued

4. Request from the Institute of International Education that the College contribute \$300 per year as a yearly pledge toward its maintenance.

On motion of Mr. Armstrong, seconded by Mr. More, it was voted to approve the above request, for one year only, the question to be subject to review before another pledge is made.

Request for leave for 3 months with pay for Wm. Butts not approved.

5. Request from Director Ballard and Dean Anthony for three months leave with full pay for William Butts, 4-H Club Agent in Mecosta, Osceola, and Lake Counties, to permit him to complete the requirements for a Bachelor's degree.

The Board did not approve the above request and regrets its inability to deviate from the well-established policy of granting leaves; but is perfectly willing to give Mr. Butts a leave without pay.

State Highway assured that right-of-way across no. side of G.T. tracks will be granted.

6. Request of the State Highway Department for some assurance from the Board that they will make available a right-of-way for the extension of Main Street to U. S. 16 which involved a right-of-way on the north side of the Grand Trunk tracks from Harrison Road to Hagadorn Road.

On motion of Mr. Brody, seconded by Mr. More, it was voted to instruct the Secretary to notify the State Highway Department that when they were ready, the right-of-way will be made available to them.

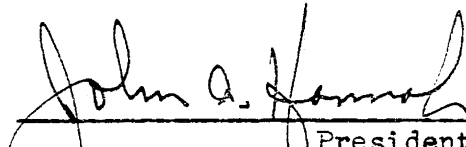
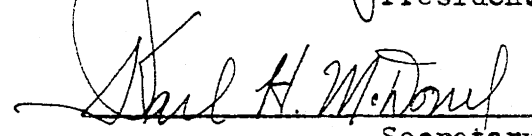
Memo re: operation Kellogg Center

7. Discussion of the memorandum of understanding with the Kellogg Foundation relative to the operation of the W. K. Kellogg Center for Continuing Education.

On motion of Mr. Mueller, seconded by Mr. Brody, it was voted to approve the above-mentioned memorandum of understanding, including any minor revisions that may be suggested by the Foundation. If major changes are necessary the memorandum will be resubmitted to the Board.

Dr. C. M. Hardin and Professor T. H. Osgood had lunch with the Board and following the luncheon the Board made a trip through the new Physics and Mathematics Building and inspected the College farm.

The meeting adjourned at 3:30 p.m. It was agreed to hold the next meeting on Monday, November 28th.


President

Secretary