

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
July 17, 1959

4179

The Finance Committee convened at Kellogg Center at 7:00 a.m. for breakfast.

The following members were present:

Messrs. Brody, Harlan, Rouse, Smith, Stevens, Vanderploeg; President Hannah; Treasurer May and Secretary McDonel

Absent: Dr. Bartlett

1. Scudder, Stevens & Clark and Mr. Cress make the following recommendations:

- a. Spartan Fund--Sale of 55 shares of Shell Oil Stock at approximately 79 and the purchase of 140 shares of Pepsi-Cola at approximately 30.

Approval of the following resolution in connection with the sale of Shell Oil Stock:

On motion of Mr. Harlan, seconded by Mr. Brody, it was voted to approve the sale of 55 shares of Shell Oil stock held in the Spartan Fund at market value, and that Philip J. May, Treasurer, be and is hereby authorized to execute any and all certificates to effectuate and carry out the sale of said securities.

- b. Consolidated Investment Fund--Purchase of 425 shares of Pepsi-Cola at approximately 30.

On motion of Mr. Harlan, seconded by Mr. Brody, it was voted to approve item 1 above.

2. At the June Board meeting a tentative list of proposed salary adjustments was distributed with the understanding that it was a tentative list and that there would be some changes. It is now recommended that the June Board meeting salary list be approved except where changes are noted in the corrected list distributed at this meeting.

The salary changes for Cooperative Extension Service employees were not included in the June distribution, and this list has now been distributed.

Members of the faculty on overseas assignments for the most part are shown in the salary budget. The salaries for those who are not carried in the departmental budgets will be included in the detailed budget and will be reported to the Board at its next meeting.

It is recommended that the proposed salary changes be approved effective as of July 1, 1959.

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

3. Present policy provides that faculty members on a 10-month basis be paid additionally at the rate of 3% for each week of full-time service teaching in the summer school up to a total of 30% of the annual salary for those teaching a full schedule for the full summer quarter. This has raised questions with reference to the previous policy we have followed when shifting employees from a 10-month to a 12-month basis. In the past there has been a salary increase of 22 $\frac{1}{2}$ % which was equal to the previous maximum salary for full summer school teaching.

It is now recommended that we follow the policy of adjusting the salaries of 10-month people (9 months of work and 1 month of vacation) by an additional 25% when they are transferred to a 12-month basis (11 months of work and 1 month of vacation).

It is understood that, in the event negotiations have in fact been undertaken prior to this date with prospective employees with compensation calculated on the old basis, these arrangements may be completed on that basis.

On motion of Mr. Brody, seconded by Mr. Rouse, it was voted to approve item 3 above.

4. Chancellor Varner and Vice President May discussed the faculty housing project at Michigan State University-Oakland. Following is the letter received from Cancellor Varner:

"During the past two weeks I have been working with appropriate local officials in an effort to arrange the financing for water and sewer facilities for the faculty housing for MSU-O. In cooperation with Mr. Harold K. Schone, Director, Oakland County Department of Public Works, Mr. Louis H. Schimmel, Director, Municipal Advisory Council, Mr. John Nunneley of Miller, Canfield, Paddock, and Stone; and Mr. Cyril Miller, Supervisor, Avon Township, the following plan has been devised and is hereby proposed:

1. Avon Township, in cooperation with the Oakland County Department of Public Works, develop and operate a water and sewer system to serve the MSU-O faculty community exclusively. The current estimated total cost is \$144,000, with \$95,000 chargeable to the 64 sites now being developed, the balance to future development.
2. Avon Township to issue water and sewer revenue bonds in the necessary amount, with a maturity date of 1985. (These bonds to be callable to facilitate early payment.)

Recommendation
Scudder,
Stevens, Clark

Approval sal-
ary adjust-
ments July 1,
1959

Staff members
when trans.
from 10 to
12-month basis
to receive
25% inc. in
salary

Recommendation
D. B. Varner
re: financing
arrangements
for water &
sewer facil.
at MSU-O

FINANCE COMMITTEE MEETING, continued:

4. Letter from Chancellor Varner continued:

3. The Board of Trustees of Michigan State University enter into a contract with Avon Township to pay semi-annually to the township an amount adequate to cover the principal and interest payment due. The total annual obligation of the University would not exceed \$10,000 for the first five years, and would never exceed \$12,000.
4. The University would collect from each member of the faculty building a house in the development a sum sufficient to cover the proportionate share of the total cost plus interest. It is expected that this will amount to approximately \$1800 per building site. This will insure that when all 64 lots are developed the income will have been sufficient to retire the indebtedness chargeable to these lots, plus interest.
5. The Oakland County Department of Public Works will operate the system and levy quarterly charges upon the individual adequate to cover the costs of operating and maintaining the system.

This arrangement will insure the proper development of the faculty housing project; will provide water and sewer facilities for each house at approximately the cost of a well and Septic tank (the costs can be included in home construction costs in the mortgage), and will provide an adequate safety factor for the university in that only six houses must be built annually to cover the payments. On the other hand, the bonds will be drawn so that they may be retired at the earliest possible date without penalty. The other parties have agreed to cooperate on this program if we approve the plan.

It is my recommendation that this proposal be approved in principal and that Mr. May, Mr. Carr and I be authorized to work out the details and execute the necessary contractual arrangements with Avon Township."

On motion of Mr. Brody, seconded by Mr. Stevens, it was voted to authorize the execution of appropriate contracts with Avon Township to provide water and sewer connections for faculty housing projects to be repaid over a period of years.

5. Discussion of a possible cooperative building in the Grand Rapids area to house our Continuing Education activities and those of the University of Michigan and Western Michigan University.

On motion of Mr. Stevens, seconded by Mr. Harlan, it was voted to authorize the President to begin negotiations with the University of Michigan and Western Michigan University looking toward the completion of a joint facility to house Continuing Education activities of the three institutions in a single building, possibly to be located on DeVries property.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
July 17, 1959

Present: Dr. Smith, Chairman; Messrs. Brody, Harlan, Rouse, Stevens, Vanderploeg, President Hannah, Treasurer May and Secretary McDonel

Absent: Dr. Bartlett

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

The minutes of the previous meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of Finance Committee Items on the preceding pages.

On motion of Mr. Brody, seconded by Mr. Stevens, it was voted to approve the Finance Committee Items.

2. Chancellor Varner recommends that the building financed at Michigan State University-Oakland with money contributed by Mr. and Mrs. Alfred G. Wilson be named "Foundation Hall".

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

3. The budget for the 1959-60 year was presented by Vice President May for the approval of the Board. The fully detailed budget showing all the departmental budgets, etc., has not been completed but will be distributed to the Board as soon as it is completed for final approval at the next Board meeting.

On motion of Mr. Brody, seconded by Dr. Smith, it was voted to approve the budget as presented by Vice President May.

4. Dean Armistead appeared before the Board to discuss some of the problems of the College of Veterinary Medicine.

Officials to negotiate for cooperative bldg. in Grand Rapids to house Cont. Ed. activities U. o M. West. Mich. and MSU

Bldg. at MSU-0 financing by Wilsons to be called "Foundation Hall"

Approval of 1959-60 budget

5. Vice President May reported on conversations with the State Treasurer and other state officials indicating that unless action is taken by the Michigan legislature making available funds, it is probable that the State will not be able to pay the University the July allotment of our appropriation.

After discussion, on motion of Mr. Brody, seconded by Dr. Smith, it was voted to authorize the President and Vice President for Business and Finance, if necessary, to negotiate a bank loan with Michigan banks to borrow sufficient money to meet the July and August payrolls pledging student fee collections for repayment of the loan.

PRESIDENT'S REPORT

1. Leave of absence without pay for Jerome D. Franklin, Traffic Engineer for the Vietnam Project, from May 20 to June 24, 1959.
2. Appointment of David G. Sauter as Assistant Instructor in Insurance, Law, and Real Estate Administration at a salary of \$200 per month, effective from May 18 to June 30, 1959, paid from account 11-3311.
3. Appointment of Burton Lamberts as Instructor (Research) in Chemistry at a salary of \$3442 for the period from June 1 to December 31, 1959 paid from 71-2319.
4. Additional pay for work during the summer for Walter Adams, Professor of Economics, in the amount of \$3500 to be paid from the Ford Foundation grant, 31-1196.
5. Approval of a memorandum of agreement with the Whirlpool Corporation of St. Joseph covering a grant of \$2,318 to be used under the direction of H. L. Sadoff in Microbiology and Public Health to test the efficiency of certain filters in the collection of bacterial, yeast, and mold spore aerosols.

NEW BUSINESS

Resignations and Terminations

1. Phillip Roberts, 4-H Club Agent, Montcalm County, June 30, 1959, to teach Vocational Agriculture.
2. Maurice L. Hill, Instructor and Supervisor, 4-H Clubs, July 17, 1959, to accept a position as 4-H Club Leader for Connecticut.
3. Vivian E. Rae, Home Economics Agent, Missaukee-Roscommon County, July 31, 1959. Miss Rae is moving from Michigan.
4. Phyllis Elaine Pearson, Home Economics Agent, Clare County, August 15, 1959, to work in the field of Commercial Recreation.
5. John K. Bray, Marketing Agent, Petoskey, July 31, 1959, to accept employment with Pepperidge Farm, Inc., Norwalk, Connecticut.
6. Ralph M. Grimes, Assistant Professor (Res.) of Agricultural Chemistry, August 31, 1959 to accept a position in the Department of Chemistry at the University of Montana.
7. Martin L. Kornbluth, Instructor in Communication Skills, August 31, 1959 to accept a position as Assistant Professor of English at the University of Idaho.
8. Cancellation of the appointment of Dennis G. Doolen, Assistant Instructor in Accounting and Financial Administration, October 1, 1959.
9. Warren S. Theune, Instructor in Business Education and Office Administration, August 31, 1959, to return to his former position at Whitewater, Wisconsin State College.
10. Cancellation of the appointment of Marian Krzyaniak, Assistant Professor of Economics and Continuing Education, September 1, 1959.
11. Eugene J. Kelley, Associate Professor of Marketing and Transportation August 31, 1959 to accept a position as Assistant Dean of the Graduate School of Business at New York University.
12. Clarence Means, Instructor in Health, Physical Education and Recreation and Assistant Basketball Coach, August 31, 1959 to accept a position as Head Coach at the University of Omaha, Omaha, Nebraska.
13. Sanford W. Shoults, Associate Professor of Political Administration and Public Safety August 31, 1959 to accept a position at the University of Arizona.
14. Cancellation of the appointment of Alpheus C. Bemis, Assistant Instructor in Applied Mechanics, September 1, 1959.
15. John J. LaRue, Instructor in Electrical Engineering, August 31, 1959 to accept a research position at the University of Michigan.
16. Robert H. Fulton, Assistant Professor of Botany and Plant Pathology, September 30, 1959 to accept a position with the United Fruit Company.
17. John C. Street, Assistant Professor of English, August 31, 1959 to accept a position at Columbia University.

Pres. and Vice
Pres. for Bus.
& Finance
authorized
to borrow
funds for
July payroll
if necessary

Lve absence
Jerome Frank-
lin

Appt. David
G. Sauter

Appt. Burton
Lamberts

Add. pay for
summer for
Walter Adams

Approval memo
agreement
Whirlpool
Corp.

Resignations

NEW BUSINESS, continued

Resignations

Resignations and Terminations, continued

18. Cancellation of the appointment of Alice Fox Kornbluth, Assistant Instructor in English, September 1, 1959.
19. John Mathis, Assistant Professor of Physics and Astronomy, August 31, 1959 to accept a position at the University of Wisconsin.
20. Lawrence A. Schmid, Assistant Professor of Physics and Astronomy, August 31, 1959, He resigned because he was not promoted here at six years.
21. Herbert C. Roberts, Administrative Assistant Vietnam Project, August 2, 1959. Completion of previously agreed tour of duty.
22. Wayne W. Snyder, Specialist, Vietnam Project, July 26, 1959. Completion of tour of duty.
23. Everett C. Updike, Police Specialist, Vietnam Project, August 3, 1959. Completion of tour of duty.
24. Royal L. Fraedrich, Assistant Extension Publications Editor, Information Services, July 10, 1959 to accept a position with Agricultural Publishers, Milwaukee, Wisconsin.
25. Robert F. Etheridge, Assistant, Men's Division, Dean of Students, August 31, 1959 to accept a position as Dean of Men at Miami University, Oxford, Ohio.

Leaves

Leaves--Sabbatical

1. Leo A. Haak, Professor of Social Science with full pay from April 1, 1960 to September 15, 1960 for travel and study at American, Canadian and English Universities.
2. Henry J. Montoye, Professor of Health, Physical Education and Recreation with full pay from January 1, 1960 to March 31, 1960 for writing and research reports.
3. Alice Davis, Assistant Professor of Teacher Education with full pay from September 1, 1959 to December 31, 1959 for travel and study in Mexico.
4. John A. Yunk, Associate Professor of English with half pay from January 1, 1960 to June 30, 1960 to complete a book.

Leaves--Other

1. Irving R. Wyeth, Assistant District Director, Upper Peninsula, with full pay from July 6, 1959 to July 24, 1959 to attend Extension Summer School.
2. Gleason D. Rohlf, Agricultural Agent, Huron County, without pay from July 16, 1959 to July 16, 1961 to continue work for the ICA.
3. Denio A. Caul, District Extension Director, North, without pay from September 1, 1959 to January 31, 1960 to study at the University of Wisconsin.
4. John K. Trocke, Extension Director, Presque Isle, without pay from July 1, 1959 to June 30, 1960 to work at the Potato Flake Plant, Rogers City.
5. Everett S. Beneke, Professor of Botany and Plant Pathology without pay from May 1, 1960 to August 31, 1960 to do teaching and research in Brazil.
6. Jack C. Elliott, Assistant Professor of Botany and Plant Pathology without pay from September 1, 1959 to August 31, 1961 to teach at the University of Kabul, Afghanistan.
7. Julian Samora, Assistant Professor of Sociology and Anthropology, without pay from August 1, 1959 to August 31, 1959 to do research in New Mexico.

Appointments

APPOINTMENTS

1. Janice Rae Christensen, Extension Agent in Residence at a salary of \$4700 per year on a 12-month basis effective August 1, 1959.
2. Eddie Eugene Schrader, 4-H Agent, Tuscola County, at a salary of \$5200 per year on a 12-month basis effective July 20, 1959.
3. Harold Edward Spink, 4-H Agent, Jackson County, at a salary of \$6000 per year on a 12-month basis effective July 20, 1959.
4. Francis G. Jarrett, Associate (Res.) in Agricultural Economics at a salary of \$4500 per year on a 12-month basis effective September 1, 1959 to August 31, 1960.
5. Harlan Ritchie, Assistant Instructor in Animal Husbandry at a salary of \$3400 per year on a 12-month basis effective September 16, 1959 to September 15, 1961.
6. John F. Carr, Assistant Instructor (Res.) in Fisheries and Wildlife at a salary of \$4980 per year on a 12-month basis effective August 1, 1959 to July 31, 1960.

NEW BUSINESS, continuedAppointments, continued

Appointments

7. Don W. Hayne, Lecturer in Fisheries and Wildlife, without pay from October 1, 1959 to September 30, 1961.
8. Eldon A. Behr, Associate Professor of Forest Products, at a salary of \$10,000 per year on a 12-month basis effective August 1, 1959.
9. Perry E. Gianakos, Instructor in Communication Skills at a salary of \$5400 per year on a 10-month basis effective September 1, 1959.
10. George Gazmararian, Assistant Instructor in Accounting and Financial Administration at a salary of \$2250 for the period October 1, 1959 to June 30, 1960.
11. James Lee Mitchell, Jr., Assistant Instructor in Accounting and Financial Administration at a salary of \$2400 for the period from October 1, 1959 to June 30, 1960.
12. Rasool M. H. Hashimi, Lecturer in Economics at a salary of \$5500 per year on a 10-month basis September 1, 1959 to August 31, 1960.
13. Roy Hollady, Instructor in Police Administration and Public Safety at a salary of \$6800 per year on a 10-month basis effective September 1, 1959.
14. Frank Hennessy, Assistant Instructor in Administrative and Educational Services at a salary of \$2500 for the period from October 1, 1959 to June 30, 1960.
15. Norman T. Oppelt, Assistant Instructor in Administrative and Educational Services at a salary of \$2500 for the period October 1, 1959 to June 30, 1960.
16. William D. Wilkins, Visiting Professor of Administrative and Educational Services at a salary of \$1500 for the period August 3, 1959 to September 4, 1959.
17. Edwin Bailey, Assistant Instructor in Foundations of Education at a salary of \$3000 for the period October 1, 1959 to June 30, 1960.
18. George Counts, Professor of Foundations of Education at a salary of \$12,000 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
19. Margaret Read, Distinguished Visiting Professor of Foundations of Education and Sociology and Anthropology at a salary of \$4000 for the period April 1, 1960 to June 15, 1960.
20. Bung-Chung Lee, Assistant Instructor (Res.) in Engineering Research at a salary of \$2600 per year on a 12-month basis effective September 1, 1959 to August 31, 1960.
21. Georgia B. Reed, Assistant (Res.) in Engineering Research and Computer Laboratory at a salary of \$6100 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
22. David Paul Brown, Assistant Instructor in Electrical Engineering at a salary of \$2500 for the period October 1, 1959 to June 30, 1960.
23. Richard C. Dubes, Assistant Instructor in Electrical Engineering at a salary of \$4050 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
24. William C. Holm, Assistant Instructor in Electrical Engineering at a salary of \$4000 for the period October 1, 1959 to June 30, 1960.
25. Joseph John Lang, Assistant Instructor in Electrical Engineering at a salary of \$2500 for the period October 1, 1959 to June 30, 1960.
26. Dinkar Shankar Rane, Assistant Instructor in Electrical Engineering at a salary of \$3800 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
27. Yilmaz Tokad, Instructor in Electrical Engineering at a salary of \$6500 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
28. Margaret F. Abbott, Secretary to the Dean of Engineering at a salary of \$5000 per year on a 12-month basis effective on July 1, 1959.
29. Priscilla L. Bevins, Instructor in Home Management and Child Development and Continuing Education at a salary of \$1334 per year from September 1, 1959 to December 31, 1959.
30. Thelma Dunn, Instructor in Home Management and Child Development at a salary of \$4400 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
31. Charlotte Rood Holm, Instructor (Res.) in Home Management and Child Development at a salary of \$2600 per year from July 1, 1959 to December 31, 1959.
32. Ruth C. Kettunen, Instructor in Home Management and Child Development at a salary of \$6800 per year on a 12-month basis effective July 1, 1959 to June 30, 1960.
33. Nixola F. Bayle, Instructor in Textiles, Clothing and Related Arts at a salary of \$3750 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
34. Tomi Cheng, Instructor in Textiles, Clothing and Related Arts at a salary of \$5400 per year on a 10-month basis effective from September 1, 1959 to August 31, 1960.

NEW BUSINESS, continued

Appointments

Appointments, continued

35. Eleanor R. Nugent, Assistant Professor of Textiles, Clothing and Related Arts at a salary of \$6200 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
36. Mary L. Olson, Assistant Instructor in Textiles, Clothing and Related Arts at a salary of \$3750 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
37. Alfred L. Borgatti, Assistant Instructor in Entomology at a salary of \$833 per quarter from September 1, 1959 to June 30, 1960.
38. Armon Frederick Yanders, Associate Professor of Zoology at a salary of \$8900 per year on a 10-month basis effective September 1, 1959.
39. Clinton S. Burhans, Instructor in English at a salary of \$6400 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
40. Rashid Ahmad Anwar, Instructor (Res.) Chemistry at a salary of \$5900 per year on a 10-month basis effective July 1, 1959 to June 30, 1960.
41. Thomas Griffith, Instructor (Res.) in Chemistry at a salary of \$5900 per year on a 12-month basis effective July 1, 1959 to June 30, 1960.
42. Gerasimos J. Karabatsos, Assistant Professor of Chemistry at a salary of \$6500 per year on a 10-month basis effective September 1, 1959.
43. Margaret W. Zimmer, Assistant Instructor in Mathematics at a salary of \$4300 for the period October 1, 1959 to June 30, 1960.
44. Glen Mann, Assistant Professor of Physics and Astronomy at a salary of \$6000 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
45. Mary Ann Vogt, Instructor in Physics and Astronomy at a salary of \$4500 for the period October 1, 1959 to June 30, 1960.
46. John Van Dyke, Assistant Instructor in Statistics, at a salary of \$3300 for the period October 1, 1959 to June 30, 1960.
47. Robert A. Miller, Assistant Instructor in Geography at a salary of \$3200 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
48. Kenneth R. Wurtz, Assistant Professor of Psychology at a salary of \$6200 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
49. James E. Officer, Instructor (Res.) in Sociology and Anthropology at a salary of \$500 per month from June 1, 1959 to August 31, 1959.
50. William T. Lippincott, Consultant in the Science and Mathematics Teaching Center at a salary of \$700 per month from August 31, 1959 to September 11, 1959.
51. Wayne Taylor, Consultant in the Science and Mathematics Teaching Center at a salary of \$800 for the period August 10, 1959 to August 28, 1959.
52. Carlton C. Ellis, Associate Professor of Veterinary Pathology at a salary of \$12,000 per year on a 12-month basis effective September 1, 1959.
53. John H. Greve, Assistant Instructor in Veterinary Pathology at a salary of \$600 per month effective July 1, 1959 to September 18, 1959.
54. Gurwant S. Bajwa, Assistant Instructor in Veterinary Pathology at a salary of \$5500 per year on a 10-month basis effective from July 1, 1959 to June 30, 1960.
55. Justus R. Pearson, Jr. Assistant Professor of English at MSU-0 at a salary of \$6900 per year on a 10-month basis effective September 1, 1959.
56. Gertrude Mason White, Assistant Professor of English at MSU-0 at a salary of \$6000 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
57. J. David Danielson, Instructor in Foreign Languages at MSU-0 at a salary of \$5400 per year on a 10-month basis effective September 1, 1959.
58. June Gertrude Collins, Assistant Professor of Sociology and Anthropology at MSU-0 at a salary of \$7200 per year on a 10-month basis effective September 1, 1959.
59. Dole A. Anderson, Professor of Business Education, Brazil Project, at a salary of \$14,000 per year on a 12-month basis effective August 17, 1959 to August 17, 1961.
60. Raymond O. Burzynski, Professor of Engineering, Brazil Project, at a salary of \$13,500 per year on a 12-month basis effective August 18, 1959 to August 17, 1961.
61. Temporary appointment of Arthur Stein, as Police Specialist, Vietnam Project at a salary of \$5440 per year on a 12-month basis effective July 1, 1959.

NEW BUSINESS, continuedAppointments, continued

62. Temporary appointment of Douglas K. Beed, Police Specialist, Vietnam Project at a salary of \$6350 per year on a 12-month basis effective July 1, 1959.
63. Brice H. Howard, Manager of WMSB, TV Broadcasting, at a salary of \$11,000 per year on a 12-month basis effective September 1, 1959.
64. William Michael Ozburn, Instructor and Coordinator, Continuing Education, at a salary of \$5200 per year on a 12-month basis effective July 9, 1959.
65. Russel H. Moore, Lecturer in Insurance, Law and Real Estate at a salary of \$800 for the summer school period June 24, 1959 to July 30, 1959.
66. William H. Sill, Lecturer in Insurance, Law and Real Estate at a salary of \$500 for the summer school period June 24, 1959 to July 30, 1959.
67. Leibel Fein, Assistant Instructor in Political Science at a salary of \$750 for the summer school period June 24, 1959 to July 30, 1959.
68. Joseph R. Fiszman, Assistant Instructor in Political Science at a salary of \$740 for the period June 24, 1959 to September 4, 1959.
69. Peter Wallus, Assistant Instructor in Political Science at a salary of \$375 for the summer school period June 24, 1959 to July 30, 1959.
70. Steighton A. Watts, Assistant Instructor in Political Science at a salary of \$500 for the summer school period June 24, 1959 to July 30, 1959.
71. Katheryn Elizabeth Marriott, Assistant Instructor in Journalism, at a salary of \$187.50 for the summer school period June 24, 1959 to July 30, 1959.
72. Vernon Wanty, Assistant Instructor in Journalism, at a salary of \$187.50 for the summer school period June 24, 1959 to July 30, 1959.
73. David Norman Hess, Instructor in Foundations of Education at a salary of \$375 for the summer school period June 24, 1959 to July 30, 1959.
74. Richard Filipowsky, Lecturer in Electrical Engineering at a salary of \$1600 for the summer school period June 24, 1959 to July 30, 1959.
75. Janet Evelyn Hall, Instructor in Institution Administration at a salary of \$540 for the summer school period June 24, 1959 to July 30, 1959.
76. Mary C. Miller, Assistant Professor of Textiles, Clothing and Related Arts at a salary of \$800 for the summer school period June 24, 1959 to July 30, 1959.
77. Richard Arthur Long, Assistant Instructor in Geology at a salary of \$450 for the summer school period June 24, 1959 to July 30, 1959.
78. Don Raymond Lick Assistant Instructor in Mathematics, at a salary of \$1267 for the summer school period June 24, 1959 to September 4, 1959.
79. Robert Earl Sechler, Assistant Instructor in Mathematics, at a salary of \$422 for the summer school period June 24, 1959 to September 4, 1959.
80. John L. Van Iwaarden, Assistant Instructor in Mathematics at a salary of \$1267 for the summer school period June 24, 1959 to September 4, 1959.
81. Robert George Williams, Assistant Instructor in Mathematics at a salary of \$1033 for the summer school period June 24, 1959 to September 4, 1959.
82. Rolf A. George, Assistant Instructor in Philosophy at a salary of \$1500 for the summer school period June 24, 1959 to September 4, 1959.

Appointments

Transfers

Transfers

1. Richard C. Lott from District Extension Supervisor, Extension Service, to Program Consultant, Huron County, at a salary of \$9900 per year on a 12-month basis effective July 1, 1959.
2. Glenn W. Sommerfeldt, from Resource Development, Mackinac County, to Program Consultant in Berrien County at a salary of \$7400 per year on a 12-month basis effective July 1, 1959.
3. William F. Muller, from 4-H Agent, Tuscola County, to Resource Development Agent, Mackinac County at a salary of \$7000 per year on a 12-month basis effective August 1, 1959.
4. Raymond Lamb, from 4-H Agent, Jackson County to 4-H Agent, Eaton County, at a salary of \$7600 per year on a 12-month basis effective July 15, 1959.
5. James William Lone, from 4-H Agent at Large, to 4-H Agent at Large, Muskegon County, at a salary of \$5500 per year on a 12-month basis effective July 13, 1959.

NEW BUSINESS, continued

Transfers

Transfers, continued

6. Thomas L. Dahle, from Assistant Professor of Communication Skills to Regional Director, Continuing Education, at a salary of \$8600 per year on a 12-month basis effective September 1, 1959.
7. David G. Greene, from Assistant Instructor in Economics, to Assistant Instructor in Economics and Continuing Education at a salary of \$4500 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
8. Allen S. Fox from Associate Professor of Zoology to Associate Professor, Agricultural Chemistry, at a salary of \$10,500 per year on a 12-month basis effective September 1, 1959.

Salary inc.
Jack E. Ryan

Salary Changes

1. Jack E. Ryan, Police Specialist Vietnam Project from \$11,050 to \$11,550 effective July 15, 1959.

On motion of Mr. Harlan, seconded by Mr. Brody, it was voted to approve the President's Report, Resignations, Leaves, Appointments, Transfers and Salary Changes.

Ch. effective
date employ-
ment Daris D
Moyer to
Aug. 1 '59

Miscellaneous

1. Change in the effective date of the appointment of Daris D. Moyer as Assistant Professor (Extension) of Poultry Science from July 1, 1959 to August 1, 1959.

Ch. salary
source Wm. J.
Kimball

2. Change in salary source for William J. Kimball, Assistant Professor (Res.Ext.) of Resource Development, from 100% Experiment Station to 25% Experiment Station and 75% Extension fund, effective July 1, 1959.

Ch. status Edw.
Smykay to
10 mo basis

3. Change in status of Edward W. Smykay, Associate Professor of Marketing and Transportation Administration, from a 12-month basis to a 10-month basis at a salary of \$8200 per year, effective July 1, 1959 paid from Continuing Education.

Ch. status
Paul Blomgren
to 10 mo basis

4. Change in status of Paul B. Blomgren, Associate Professor of Marketing and Transportation Administration and the Highway Traffic Safety Center, from a 12-month basis to 10-month basis at a salary of \$8750 per year, effective August 1, 1959. His salary is to be paid 50% from 11-3242 and 50% from 11-9511.

Ch. status
Bert O'Beirne
to dual appt.
Econ & Cont Ed

5. Change in status of Bert E. O'Beirne, Assistant Professor, from full time in Economics to a dual appointment in Economics and Continuing Education at a salary of \$6600 per year on a 10-month basis, effective September 1, 1959.

Sam. G. Chapman
date employment
ch. to 8-1-59

6. Change in the effective date of the appointment of Samuel G. Chapman as Assistant Professor of Police Administration and Public Safety from September 1, 1959 to August 1, 1959.

Jos. A. Stevens
changed.

7. Change Joseph Alfred Stevens, Associate (Research), to the Department of Botany and Plant Pathology at a salary of \$6200 per year, effective July 1, 1959. His appointment is on a 12-month basis, and his salary is to be paid from account 71-2057.

Dr. Kimber to
be head (act.)
For. Studies

8. Designation of H. H. Kimber, Professor and Head of Humanities and Director of the Division of Social Sciences, as Acting Head of Foreign Studies, effective July 1, 1959.

Ch. salary
source Ruben
Austin

9. Change in salary source for Ruben V. Austin, Assistant Dean of Business and Public Service, from 75% from the Brazil account and 25% General to 50% from the Brazil account (71-2028) and 50% from account 71-2025.

Hal R. Taylor
changed to
full time

10. Change Hal R. Taylor, Instructor in the National Project in Agricultural Communications, from half time to full time at a salary of \$10,250 per year, effective from July 1, 1959 to February 28, 1960 paid from 71-2593.

John Hope cont.
as Technician
Museum

11. Continuation of John W. Hope as Technician in the Museum at a salary of \$7400 per year in lieu of retirement pension, effective for one year beginning July 1, 1959.

Ch. salary src
Ralph L. Hamil-
ton

12. Change in salary source for Ralph L. Hamilton, Assistant Agricultural Editor in Information Services, from 2/3 Experiment Station and 1/3 Extension to 50% Experiment Station and 50% Extension, effective July 1, 1959.

L. C. Frisch-
knecht ch. to
Prod. & Fac. Mgr
in TV Broad.

13. Change Lee C. Frischknecht from Production Supervisor to Production and Facilities Manager in Television Broadcasting at a salary of \$7500 per year on a 12-month basis, effective August 1, 1959.

Ch. s.s. pay
Jas. Leaven-
good

14. Change in pay for summer school teaching for James A. Leavengood, Lecturer in Insurance, Law, and Real Estate, from \$1200 to \$1500 for the period from June 24, to September 4, 1959.

Inc. salary
Paul Moore

15. Increase in salary for Paul L. Moore, Associate Professor of Continuing Education, from \$9500 to \$12,000 per year on a 12-month basis, effective July 1, 1959, and paid 50% General and 50% from funds furnished by the American Society for Personnel Administration, salary to revert to regular level at termination of contract.

Cancellation
lve absence
Robt. Hanes

16. Cancellation of leave of absence for Robert S. Hanes, Assistant Auditor in the Business Office from June 21 to July 5, 1959.

NEW BUSINESS, continuedMiscellaneous, continued

17. Additional pay for summer work for staff members employed on a 10-month basis, as follows:

Anthony Koo, Economics, \$2460 from Experiment Station account 71-6604
 Irvin J. Lehman, Evaluation Services, \$954 from 71-2277
 Victor E. Smith, Economics, \$1545, from Experiment Station account 71-6604
 LeRoy C. Ferguson, Political Science, \$2790 from 71-2266
 H. A. Elleby, Civil Engineering, \$1620 from 71-2808
 John H. Beamn, Botany and Plant Pathology, \$1845 from 71-2062
 Allen S. Fox, Zoology, \$1215 from 71-2300
 Charles P. Wells, Mathematics, \$2289 from 71-2378
 R. D. Spence, Physics and Astronomy, \$1250 from 71-2384 and \$1260 from 71-2249
 Gopinath Kallianpur, Statistics, \$2160 from 71-2375
 Charles H. Kraft, Statistics, \$2040 from 71-2398
 James H. Stapleton, Statistics, \$1800 from 71-2398
 Stanley Howell, Foreign Languages, \$2100 from Foreign Language Salary Budget
 William H. Form, Sociology and Anthropology, \$825 from 71-2348
 John C. Howell, Sociology and Anthropology, \$450 from 71-2050
 Frank R. Peabody, Microbiology and Public Health, \$595.20 from 71-2251
 Jack F. Wagner, Physiology and Pharmacology, \$1440 from 71-6794
 David Greene, Economics and Continuing Education, \$667 from 71-2015

Add. pay for
summer work
for staff
members

18. Assignment of R. Winston Oberg, Associate Professor of Personnel and Production to the Brazil Project at a salary of \$13,000 per year on a 12-month basis, effective August 6, 1959 to August 5, 1961, paid from 71-2025.

Winston Oberg
assigned to
Brazil Project

19. Assignment of Vergil D. Reed, Professor of Marketing and Transportation, to the Brazil Project at a salary of \$15,500 per year on a 12-month basis, effective August 17, 1959 to August 16, 1961, paid from 71-2025.

Vergil Reed
assigned to
Brazil Project

20. Assignment of Cole S. Brembeck, Professor and Head of Foundations of Education, as Adviser in the Pakistan Project at a salary of \$15,950 per year on a 12-month basis, effective August 15, 1959, and paid from 71-2034.

Cole Brembeck
assigned to
Pakistan Proj.

21. Reassignment of D. L. Carmichael, Associate Professor of Business Education and Office Administration, to the Vietnam Project, effective July 1, 1959.

Reassignment
C. L. Carmichael
to Vietnam
Project

22. Report of the death of Forrest R. Sherman on July 5, 1959. Mr. Sherman was born on February 28, 1908. He has been employed as an electrician in Buildings and Utilities since June 18, 1945.

Report of death
Forrest R.
Sherman

23. Recommendations from the Director of Personnel, as follows:

- a. Establishment of a Clerk-Stenographer I position in Resource Development, paid from Cooperative Extension Service account 71-2047
- b. Reclassification of a Clerk II to a Clerk III position in the Cooperative Extension Service, paid from 71-7700.
- c. Reclassification of a Clerk I to a Clerk II position in the Graduate School.
- d. Establishment of a Medical Technologist III position at the Health Center.
- e. Establishment of an IBM Operator III position in Tabulating, from 21-2916.
- f. Reclassify an IBM Operator II to an IBM Operator III position in Tabulating, 21-2916.
- g. Reclassify a Secretary-Departmental II to a Personnel Assistant III position in the Personnel Office.
- h. Reclassify a Clerk III to a Clerk IV position for the Vietnam Project.
- i. Establishment of the following classified positions at MSU-0:

Approval
recommendations
from Director
Personnel

Assistant to the Chancellor
 Dean of the Faculty
 Director of Business Affairs
 Director of Student Affairs
 Director Continuing Education Service
 Director of Admissions

Director Student Center
 Director Counseling & Testing
 Librarian

Director Physical Plant
 Secretarial Pool

Secretary Executive
 Secretary Executive
 Secretary Executive
 Secretary Executive
 Secretary Executive
 Secretary-Departmental I
 Recorder I
 Clerk-Stenographer I
 Secretary-Departmental I
 Secretary-Departmental I
 Clerk-Typist
 Librarian III
 Clerk-Stenographer I
 Secretary-Departmental I
 Clerk-Stenographer I
 Typist-Dictaphone Operator

24. Recommendations affecting the Department of Business Education and Office Administration, as follows:

Approval of
changes for
Dept. of Bus.
Educ. and
Office Adm.

- a. That part of the Department's activities concerned with the training of secondary school teachers of business education be transferred to the College of Education.
- b. The other activities of the Department concerned with (1) teaching the skill courses such as typewriting, shorthand, transcription, and office machines, (2) the secretarial curriculum, and (3) office management are to remain in the College of Business and Public Service and reassigned to the Department of Insurance, Law, and Real Estate Administration.

It is recommended that these changes be effective September 1, 1959.

NEW BUSINESS, continuedMiscellaneous, continued

25. Consideration of the recommended changes in the regulations governing the use of motor vehicles on the campus, to be effective September 1, 1959.

On motion of Dr. Smith, seconded by Mr. Vanderploeg, it was voted to approve the above mentioned motor vehicles regulations. (Copy of these regulations on file).

Report on bids taken for removal steel fire station bldg.

26. Bids were taken for the removal of the steel fire station building at Kalamazoo and Harrison Road, and the white barn on Stadium Road near the storage coal pile, as follows:

Steel Fire Station Building

Traffic Engineers Associates, Lansing	\$111.11
Barnes Construction Co., Lansing--Cost to owner	277.00
Central Wrecking Co.--cost to owner	700.00

Barn

Central Wrecking Co.--cost to owner 300.00
The high bid of \$111.11 by Traffic Engineers Associates has been accepted, and the building will be removed.

Professor Brandstatter will use the barn for a demonstration fire fighting control, and then the site will be cleaned.

27. The last paragraph in the Probate File in the matter of the estate of Lucile Kays Millar reads substantially as follows:

The royalties from books shall be used for grants-in-aid to needy Christian Science students at Michigan State College. The grants shall vary in amount up to \$300.00 a year, according to the need of the student, and any student may receive a grant for four years if the need is evident. To be eligible for a grant, a student must be active in a student Christian Science organization. These grants shall be known as the Margaret Millar grant-in-aid and shall be administered by the scholarship committee of the College, subject to review by the administrators of this will when they see fit.

Acceptance from will of Mrs. Lucile K. Millar grant-in-aid for Christian Science stud.

Gifts and GrantsGifts and Grants

1. Gift of transistors valued at \$1300 from Texas Instrument, Inc., of Dallas, Texas, for laboratory use in Electrical Engineering.
2. Gift of an educational analog computer valued at \$175 from the Heathkit Company of Benton Harbor for laboratory use in Electrical Engineering.
3. Gift of 2 gyros valued at \$250 from Lear, Inc., of Grand Rapids to be used for student instruction in Electrical Engineering.
4. Gift of 3 movie camera lenses valued at \$300 from Capital Film Service of East Lansing to be used in Television Broadcasting.
5. Scholarship grants as follows:
 - a. To continue previously established scholarships:
 - 1) \$500 from The Chemstrand Corporation of Decatur, Alabama, for students enrolled in Chemistry.
 - 2) \$400 from The Presser Foundation for students in music
 - 3) \$200 from the Wayne County Home Demonstration Council to continue the Emma DuBord Scholarship.
 - b. To establish new scholarships:
 - 1) \$150 from an anonymous donor to aid graduate students. This fund is to be known as the Michael & Daniel Hoppe Scholarship Fund, and the recipients are to be recommended by Dean Sabine in Communication Arts.
 - 2) \$200 from The Chicago Farmers to be awarded to a junior student to assist him in the completion of his course, based on satisfactory scholarship, extra-curricular activities indicating leadership ability, and financial need.
 - 3) \$400 from the Albert Pick Hotels Corporation of Chicago to be awarded to deserving students planning a career in the hotel industry. The selection is to be based on scholastic record, extra-curricular activities, and financial need.
 - 4) \$185 from Tom Johnson of East Lansing for a student or students who are also members of the Veteran's Club, have satisfactory scholastic records, and financial need.
 - c. To aid specified students:
 - 1) \$500 from The Pure Oil Corporation of Detroit to provide a Pure Oil Scholarship Award for the winner of the state finals of the Teen-Age Safe Driving Road-e-O conducted by the Michigan Junior Chamber of Commerce.
 - 2) \$3500 from the Nigeria Liaison Office in Washington, D.C., to provide maintenance, books, and incidental expenses for 7 Nigerian students for the summer of 1959.
 - 3) \$800 from The Detroit Free Press to be used for board and room expenses of a student who won the Detroit Free Essay Contest Prize.
 - 4) \$250 from Pearce Floral Company of Pontiac.

NEW BUSINESS, continuedGifts and Grants, continuedGifts and
Grants

6. Renewal of a memorandum of agreement with the Odessa Agricultural Extension Association of Lake Odessa covering a grant of \$696.31 to be used under the direction of N. P. Ralston in the Cooperative Extension Service as the final payment applicable to the fiscal year ended December 31, 1959.
7. Approval of a memorandum of agreement with the Gratiot County Board of Supervisors covering a grant of \$1500 to be used under the direction of N. P. Ralston in the Cooperative Extension Service to cover in part the salaries of county extension agents in Gratiot County.
8. Renewal of a memorandum of agreement with the 4-H Club Foundation of Michigan, Inc., of East Lansing, covering a grant of \$10,000 to be used under the direction of N. P. Ralston in the Cooperative Extension Service to cover the salaries of four Urban 4-H Club Agents.
9. Renewal of a memorandum of agreement with the National Cottonseed Products Association, Inc., of Memphis, Tennessee, covering a grant of \$3,000 to be used under the direction of R. J. Evans in Agricultural Chemistry for a study of the compound present in crude cottonseed oil which when fed to laying hens causes a discoloration of the egg contents during storage. The agreement provides for a special graduate research assistant.
10. Renewal of a memorandum of agreement with the Cucumber Harvester Committee of the Sheridan Pickle Company of Alma covering a grant of \$250 to be used under the direction of A. W. Farrall in Agricultural Engineering to develop principles for construction of a mechanical cucumber harvester.
11. Renewal of a memorandum of agreement with the Farmer & Manufacturers Beet Sugar Association of Saginaw covering a grant of \$2,546 to be used under the direction of A. W. Farrall in Agricultural Engineering for research on experimental and commercial sugar beet planters. The agreement provides for a special graduate research assistant.
12. Approval of a memorandum of agreement with Chisholm-Ryder, Inc., of Niagara Falls, New York, covering a grant of \$5,000 to be used under the direction of A. W. Farrall in Agricultural Engineering and H. B. Tukey in Horticulture for research on the development of a mechanical tomato harvester and on the development of a variety of tomatoes which will lend themselves to mechanical harvesting.
13. Approval of a memorandum of agreement with the American Cyanamid Company of New York City covering a grant of \$2,000 to be used under the direction of C. A. Lassiter in Dairy in a study of the use of urea to increase the protein content of high-moisture corn for dairy cattle.
14. Approval of a memorandum of agreement with Rhodia, Inc., of New York City, covering a grant of \$2,000 to be used under the direction of C. A. Lassiter in Dairy to determine the value of spiramycin in the rations of young dairy calves.
15. Grant of \$750 from the Wildlife Management Institute of Washington, D.C. to be used under the direction of G. A. Petrides in Fisheries and Wildlife for two cottontail rabbit population projects.
16. Grants as follows to be used under the direction of Peter I. Tack in Fisheries and Wildlife to assist graduate students in waterfowl study:
 - a. \$100 from Mrs. W. B. Crane of Richland
 - b. \$200 from James Gilmore of Kalamazoo
 - c. \$200 from Robert M. Boudeman of Kalamazoo
 - d. \$100 from Wendell C. Locke of Kalamazoo
 - e. \$600 from Ray T. Parfet of Kalamazoo
17. Grant of \$9,764 from the Michigan Hybrid Seed Corn Producers Association of Fairgrove to be used under the direction of E. C. Rossman in Farm Crops to continue the development of improved corn hybrids for Michigan and the fundamental studies of corn breeding methods and corn genetics.
18. Renewal of a memorandum of agreement with the Michigan Seed Dealers Association of Fairgrove covering a grant of \$500 for use under the direction of B. R. Churchill in Farm Crops to study seed production in forage grasses and legumes.
19. Renewal of a memorandum of agreement with Tee-Pak Foundation of Chicago covering a grant of \$2100 to be used under the direction of James W. Goff in Forest Products for a study of packaging films. The agreement provides for a special graduate research assistant.
20. Renewal of a memorandum of agreement with the Nitrogen Division of Allied Chemical Company of New York City covering a grant of \$2500 to be used under the direction of D. P. White in Forestry to study the effect of soil amendments on tree growth and nutrition. The agreement provides for a special graduate research assistant.
21. Approval of a memorandum of agreement with the Wyandotte Chemical Corporation of Wyandotte covering a grant of \$500 to be used under the direction of F. L. O'Rourke in Horticulture in propagation experiments.
22. Renewal of a memorandum of agreement with the Union Carbide Corporation, Plastics Company, of New York City covering a grant of \$1,000 to be used under the direction of R. L. Carolus in Horticulture for the project on the use of plastic mulch. The agreement provides for a special graduate research assistant.

NEW BUSINESS, continuedGifts and
GrantsGifts and Grants, continued

23. Renewal of a memorandum of agreement with the United States Armed Forces Institute of Madison, Wisconsin, covering a grant of \$650 to be used under the direction of Paul L. Dressel in Evaluation Services to construct a test in Sociology.
24. Renewal of a memorandum of agreement with the United States Armed Forces Institute of Madison covering a grant of \$650 to be used under the direction of Paul L. Dressel in Evaluation Services to construct a test in criminology.
25. Grant of \$18,495 from the Ford Foundation of New York City to be used in the College of Business and Public Service, as follows:
 - \$10,840 for a faculty research fellowship in Economics (Wolfson)
 - \$ 3,700 for a predoctoral fellowship in Business Administration (Melnik)
 - \$ 3,955 for a predoctoral fellowship in Business Administration (Philips)
26. Grant of \$600 from the Newspaper Advertising Executives Association of Danville, Illinois, to be used under the direction of F. B. Senger in Advertising to observe the methods of operation and problems of the retail and national advertising departments of The Lansing State Journal.
27. Grant of \$585,000 from the Ford Foundation of New York City to be used under the direction of Dean Erickson in the College of Education over a 7-year period for the joint preparation of elementary school teachers involving Michigan community colleges and Michigan State University.
28. Renewal of a memorandum of agreement with the United States Office of Education covering a grant of \$23,186 to be used under the direction of W. F. Johnson in Administrative and Educational Services in the general field of guidance and counseling. The agreement provides for a special graduate research assistant.
29. Renewal of a memorandum of agreement with The Burns Foundation of Petoskey covering a grant of \$4,000 to be used under the direction of C. E. Erickson in the College of Education to establish a reading center to serve the public and parochial schools of Petoskey and Harbor Springs.
30. Grants as follows to be used under the direction of John E. Jordan in Administrative and Educational Services to provide materials for teaching, research, and/or the promotion of rehabilitation and special education:
 - \$50 from Richard W. Pomeroy of Lansing
 - \$40 from J. S. Rozan of Lansing
31. Approval of a memorandum of agreement with the Dow Corning Corporation of Midland covering a grant of \$10,400 to be used under the direction of H. A. Elleby in Engineering Research to investigate the effect of silicone additives to the mix of Portland cement concrete. The agreement provides for special graduate research assistants.
32. Grant of \$3000 from the Westinghouse Educational Foundation of Pittsburgh to be used for the purchase of laboratory equipment in Electrical Engineering.
33. Grant of \$1,000 from the Ford Motor Company Fund of Dearborn to be used under the direction of R. T. Fallon in JETS, Inc. for operating expenses and salaries.
34. Grant of \$16,680 from the National Science Foundation of Washington, D.C., to be used for support of the preparation and presentation of 32 academic units for JETS, Inc., under the direction of J. E. Ryder in Engineering.
35. Grant of \$11,000 from the Michigan Heart Association of Detroit to be used under the direction of Dean Porter and Alice Thorpe in Home Management and Child Development to continue studies in the work simplification program.
36. Renewal of a memorandum of agreement with the Allied Chemical Corporation of New York City covering a grant of \$300 to be used under the direction of H. S. Potter in Botany and Plant Pathology to continue evaluation studies of controlling agents for scab disease of potatoes.
37. Grant of \$23,000 from the National Science Foundation of Washington, D.C., to be used under the direction of John H. Beaman in Botany and Plant Pathology for research entitled "Alpine Flora of Mexico and Guatemala". Provision is made for special graduate research assistants.
38. Approval of a memorandum of agreement with the Columbia-Southern Chemical Corporation of Pittsburgh covering a grant of \$200 to be used under the direction of H. S. Potter in Botany and Plant Pathology to determine the effectiveness of a new fungicide for the control of damping-off disease in pine seedlings.
39. Approval of a memorandum of agreement with the Gerber Baby Foods Fund of Fremont covering a grant of \$2400 to be used under the direction of Gordon Guyer in Entomology to study relationships existing between certain insects and the incidence of diseases on various crops.
40. Renewal of a memorandum of agreement with the American Cyanamid Company of New York City covering a grant of \$1,000 to be used under the direction of Gordon Guyer in Entomology in a study of the evaluation of systemic insecticides on vegetable, forage, and field crops.

Gifts and Grants, continuedGifts and
Grants

41. Grant of \$500 from the Shell Chemical Corporation of New York City to be used under the direction of R. G. Haines in Entomology in research on fruit insect control.
42. Renewal of a memorandum of agreement with the Chemagro Corporation of Kansas City, Missouri, covering a grant of \$300 to be used under the direction of R. G. Haines and E. J. Klos, in Entomology to further compatability studies in the fruit air dust program in Michigan.
43. Grant of \$27,000 from the National Science Foundation of Washington, D.C., to be used under the direction of J. L. Dye and C. H. Brubaker in Chemistry in an investigation of thermodynamic and conductance behavior of high-charge type electrolytes in aqueous solution. Provision is made for special graduate research assistants.
44. Grant of \$19,520 from the Air Force Office of Scientific Research of Washington, D.C., to be used under the direction of W. H. Kelly and G. B. Beard in Physics in a study of properties of nuclear energy levels. Provision is made for special graduate research assistants.
45. Renewal of a memorandum of agreement with the Detroit Ordnance District covering a grant of \$4,536 to be used under the direction of E. A. Hiedemann in Physics and Astronomy for research on the distortion of the form of ultrasonic waves. Provision is made for special graduate research assistants.
46. Renewal of a memorandum of agreement with the United States Air Force Office of Scientific Research of Washington, D.C., covering a grant of \$2,400 to be used under the direction of G. B. Beard and W. H. Kelly in Physics and Astronomy for the purchase of a multichannel pulse height analyzer.
47. Renewal of a memorandum of agreement with the National Science Foundation of Washington, D.C. covering a grant of \$101,000 to be used under the direction of Joseph Ballam in Physics and Astronomy in studies of the properties of heavy mesons and hyperons. Provision is made for special graduate research assistants.
48. Grant of \$65,000 from the Agricultural Research Service of the United States Department of Agriculture of Washington, D.C., to be used under the direction of W. W. Armistead in Veterinary Medicine to evaluate the effectiveness of the federal tuberculosis eradication program through diagnostic procedures.
49. Grant of \$245,000 from the Animal Disease and Parasite Research Division of the United States Department of Agriculture in Washington to be used under the direction of Dean Armistead in Veterinary Medicine to conduct investigations designed to improve methods of detection and isolation of bovine tuberculosis and to more fully characterize the disease.
50. Renewal of a memorandum of agreement with the Michigan Artificial Breeders of East Lansing covering a grant of \$14,535 to be used under the direction of C. C. Morrill in Veterinary Pathology and S. D. Sleight in Microbiology and Public Health to continue investigation into diseases affecting the breeding efficiency of dairy cattle and bulls, with particular emphasis on leptospirosis.
51. Grant of \$36,500 from the National Science Foundation of Washington, D.C., to be used under the direction of Marvis Richardson in Microbiology and Public Health for research on parasitization of *Brucella abortus* of cells from bovine tissues.
52. Grant of \$500 from the American Cyanamid Company of New York City to be used under the direction of W. L. Mallmann in Microbiology and Public Health to evaluate the value of chlorotetracycline in extending the shelf life of dressed poultry.
53. Grant of \$66,900 from the National Science Foundation of Washington to be used under the direction of Vice President Muelder in the cooperative graduate fellowships programs.
54. Grant of \$11,485 from the National Science Foundation of Washington to be used under the direction of Vice President Muelder in the program of summer fellowships for graduate teaching assistants.
55. Grant of \$2500 from The Allstate Foundation of Chicago to be used under the direction of H. R. Neville in Continuing Education for driver education teacher training scholarships.
56. Grant of \$5,000 from the Inter-Industry Highway Safety Foundation of Michigan of Detroit to be used under the direction of H. R. Neville in Continuing Education for scholarships for advanced course in driver education.
57. Gift of \$5 from an anonymous donor as recompense for a "borrowed" record album. The money is to be credited to the discretionary gifts fund.
58. Gift of \$1500 from the Sheraton Corporation of America of Boston, Massachusetts, to be credited to the discretionary gifts fund. This is a cash contribution to the University because 6 students were selected for their management-training program \$250 per student.

On motion of Mr. Stevens, seconded by Mr. Brody, it was voted to approve the foregoing Miscellaneous Items and the Gifts and Grants.

July 17, 1959

NEW BUSINESS, continuedReports for Board Members

1. Alteration and improvement projects that have been approved since the last Board meeting:

Install cooling unit, Room 102, Health Center	\$800
Improve lighting, Rooms 404 and 405, Home Economics	960
Alterations, Units 2 and 3, Home Management House	175

2. Additional payments to salaried employees as per list on file.

ADDITIONAL ITEMSResignations and Terminations

1. Charles C. Fischer, 4-H Agent, Flint, August 7, 1959 to accept a position at Cornell University.
2. Eleanor J. Wojciechowski, 4-H Agent, Kent County, August 31, 1959 to accept a position with Simplicity Pattern Company.
3. George C. Greenleaf, Instructor, Short Courses, September 15, 1959 to accept a position with the Grain and Feed Dealers Association of Ohio.
4. Cancellation of the appointment of Itsunosuke Imatani, Assistant Instructor in Foreign Studies, September 1, 1959.
5. John D. Wilson, Administrative Assistant to the Vice President, September 30, 1959 to accept employment at the State University of New York.
6. James W. Harrison, Associate Professor and Assistant Director of Continuing Education October 10, 1959 to accept a position as Dean of Utica College at Syracuse University.
7. Maydean Nash, Instructor in Teacher Education for the summer school, July 10, 1959 because of a death in her family.

Leaves--Sabbatical

1. Douglas C. Campbell, Assistant Professor of Music, with full pay from January 1, 1960 to March 31, 1960 for study and travel in Mexico.

Leaves--Military

1. Albert S. Bowman, 3rd Class Officer Public Safety, without pay July 1, 1959-June 30, 1960.
2. Keith E. Britton, Custodian I Brody Hall without pay July 1, 1959 to June 30, 1960.
3. Jack A. Buck, Laborer I, Site Construction, without pay July 1, 1959 to June 30, 1960 .
4. James I. Burrell, Custodian I, Health Center, without pay July 1, 1959 to June 30, 1960.
5. Lynwood I. Cotton, Laborer I, Site Construction, without pay July 1, 1959 to June 30, 1960.
6. Larry K. Dahlke, Custodian I, Brody Hall, without pay, July 1, 1959 to June 30, 1960.
7. Jessie V. Villarreal, Custodian I Brody Hall, without pay July 1, 1959 to June 30, 1960.
8. Michael J. Walsh, Food Service Helper II, Snyder-Phillips, without pay July 1, 1959 to June 30, 1960.
9. Donald Whitaker, Agricultural Technician, Farm Crops, without pay from July 1, 1959 to June 30, 1960.
10. Edward T. Wilkie, Labor I (Ag) Animal Husbandry without pay July 1, 1959 to June 30, 1960.

Leaves--Other

1. Eleanor H. Tedesco, Instructor, Business Education and Office Administration without pay from September 1, 1959 to March 31, 1960 and from July 1, 1960 to July 31, 1960.

Appointments

1. Roy Leo Roberts, Jr., Instructor in Agricultural Engineering, without salary from September 1, 1959 to August 31, 1960. He is a USDA employee.
2. David H. Smith, Assistant Instructor (Res.) in Farm Crops at a salary of \$4500 per year effective from July 13, 1959 to July 12, 1961.
3. Russell C. Ferrington, Assistant Instructor in Accounting and Financial Administration at a salary of \$5600 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
4. James Moritz Baysinger, Assistant Instructor in Insurance, Law and Real Estate at a salary of \$2500 for the period October 1, 1959 to June 30, 1960.
5. Maurice P. Beck, Lecturer in Social Work at a salary of \$550 for the period January 1, 1960 to March 31, 1960.

ADDITIONAL ITEMS, continuedAppointments, continued

6. Robert M. Retherford, Assistant Instructor in Foundations of Education at a salary of \$3000 for the period October 1, 1959 to June 30, 1960.
7. Benjamin Thompson, Assistant Instructor in Foundations of Education at a salary of \$3000 for the period October 1, 1959 to June 30, 1960.
8. Anna Ganung, Instructor in Health, Physical Education and Recreation at a salary of \$4500 per year on a 10-month basis effective September 1, 1959 to August 31, 1960.
9. Maxine Hayden, Assistant Professor of Health, Physical Education and Recreation at a salary of \$6000 per year on a 10-month basis effective September 1, 1959.
10. Horton Coe Southworth, Instructor in Teacher Education at a salary of \$7500 per year on a 10-month basis effective September 1, 1959.
11. Seigfried M. Breuning, Associate Professor of Civil Engineering and Engineering Research at a salary of \$10,000 per year on a 12-month basis effective September 1, 1959.
12. Stephen A. Weller, Instructor in Electrical Engineering at a salary of \$5400 for the period September 1, 1959 to Aug. 31, 1960.
13. Frank James Kosier, Assistant Instructor in Mathematics at a salary of \$3200 for the period October 1, 1959 to June 30, 1960.
14. Don Raymond Lick, Assistant Instructor in Mathematics at a salary of \$3200 for the period October 1, 1959 to June 30, 1960.
15. Martha C. Wallace, Assistant Instructor in Mathematics at a salary of \$4300 for the period October 1, 1959 to June 30, 1960.
16. Robert S. Vogel, Instructor in Geography and Highway Traffic Safety Center at a salary of \$355.55 per month from September 15, 1959 to June 15, 1960.
17. Wayne Taylor, Associate Professor in the Science and Mathematics Teaching Center at a salary of \$8500 per year on a 10-month basis effective September 1, 1959.
18. J. Thomas Bell, Associate Professor of Anatomy at a salary of \$9500 per year on a 12-month basis effective August 1, 1959.
19. Eugenia S. Szpieg, Instructor in Veterinary Pathology at a salary of \$6250 per year on a 12-month basis effective August 15, 1959.
20. William E. Rhode, Assistant Professor of Political Science at a salary of \$6600 per year on a 10-month basis effective September 1, 1959.
21. Bruce Fossum, Assistant Professor of Intercollegiate Athletics and Assistant Basketball Coach at a salary of \$7200 per year on a 12-month basis effective July 15, 1959.
22. William G. Bunto, Staff Physician, Health Service at a salary of \$11,000 per year on a 12-month basis effective August 10, 1959.
23. Thera Stearns, Instructor in Teacher Education at a salary of \$300 for the summer school period July 13, 1959 to July 30, 1959.
24. Horton Coe Southworth, Instructor in Teacher Education at a salary of \$600 for the summer school period July 31, 1959 to August 31, 1959.

Transfers

1. Allan Tucker from Associate Professor of Natural Science to Associate Professor of Natural Science and Assistant to the Dean of the School for Advanced Graduate Studies and Vice President for Research Development at a salary of \$10,600 on a 12-month basis effective August 1, 1959.
2. William Schwab, from Assistant Professor of Communication Skills to Assistant Professor of English at a salary of \$7200 per year effective September 1, 1959. Transferred to MSU-0.
3. Robert W. Swanson, from Education Cost Analyst in the Business Office, to Director of Business Affairs at a salary of \$8500 per year on a 12-month basis effective August 1, 1959.-at MSU-0.

Miscellaneous

1. Change in status of D. Newton Glick, Professor of Urban Planning and Landscape Architecture, from a 10-month basis at a salary of \$11,750 to a 12-month basis at a salary of \$13,100 per year, effective July 1, 1959.
2. Change in salary source for H. A. Elleby, Instructor in Civil Engineering, from 100% General to 75% General and 25% Dow Corning account 71-2808, effective for one year beginning September 1, 1959.
3. It is recommended that Charles C. Killingsworth, Director of the Labor and Industrial Relations Center, be appointed University Professor of Labor and Industrial Relations to be effective upon his return to full-time duty on July 1, 1960.

Appointments

Transfer -

Allan Tucker

Wm. Schwab

Robt. Swanson

Ch. status
Newton Glick
to 12 mo basisCh. sal. erse
H. A. EllebyChas. Killingsworth
appt. University
Prof. of L and I R

ADDITIONAL ITEMS, continuedMiscellaneous, continued

Add. pay app.
several 10-
month employ-
ees.

4. Additional pay for summer work for employees on a 10-month basis, as follows:

Isabel Blyth, Mathematics, \$200 from account 71-2258
Arthur M. Vener, Social Science, \$1890 from account 71-2810
Oscar Glantz, Social Science, \$1590 from account 71-2810

5. It is recommended that the following members of the Committee on the Future of the University who are on a 10-month basis and have been working full time through July, be compensated additionally at the full summer school rate for the equivalent of a 5-week session:

Arthur Adams, History	\$1305
John W. Crawford, Advertising	1575
Douglas Dunham, Social Science	1395
John W. Hanson, Foundations of Education	1245
John L. Hazard, Marketing and Production	1500

6. It is recommended that there be established the Office of Institutional Research as approved in general terms at the Board meeting in June.

Office of
Institutional
Research estab

Paul L. Dressel
named Dir.
Office of Inst
Research

It is also recommended that Paul L. Dressel be transferred from Professor of Foundations of Education and Director of Evaluation Services to Professor of Foundations of Education and Director of the Office of Institutional Research at the same salary of \$13,900 per year, effective August 1, 1959.

Approval of
reorganization
of admission
procedures

7. At the June Board meeting the President discussed the proposed reorganization of admission procedures and indicated that the final recommendations would be presented at today's meeting with these changes to be effective September 1, 1959.

It is now recommended that the following changes be effective August 1, 1959, and that the personnel shifts and changes be incorporated in the final budget for the current year.

It is proposed that there be created an Office of Admissions and Scholarships to be responsible for all Michigan State University activities related to the selection and admission of new undergraduate students with Dean Gordon Sabine designated as the Director of this office for the current year in addition to his other duties.

Scholarship
office to
report to
President's
Office

The Admissions Section of the Registrar's Office will be transferred from the Registrar's Office.

The Scholarship Office will report to this office rather than to the Provost.

Office H.S.
Cooperation
abolished

The present office of High School Cooperation will be discontinued. Professor Guy Hill, now in that office, will be transferred to the College of Education for a new assignment there. Henry Dykema will be transferred to the Dean of Students.

This new Office of Admissions and Scholarships will be located in the Student Services Building which will require some shifting of offices in that building.

Personnel to report to the Office of Admissions and Scholarships, effective August 1, 1959, are:

Office of Scholarships

Paul Bagwell	Budget Position No. 1
Henriette Barnes	301
Cecile Pollesel	302

High School Cooperation

Katherine Lahman	301
------------------	-----

Registrar's Office

David Muirhead	3
William Finni	5
Ferald Foster	8
Oneta Abbott	201
Sally Smith	301
Judy Garrett	304
Marjorie Hetrick	305
Mary E. Rautio	306
Pat Shulman	307
Elizabeth Anderson	308
Harriette Smith	309
Phyllis Adgate	310
Judy Gordon	311
Sally Adgate	313
Carina Cook	344
Joan Hartwig	355
Cora VanKuiken	406

A budget will be developed for this operation to be included in the final detailed budget for the current year.

Approval
summer school
payroll

8. Approval of the Summer School payroll for the first 5-week session and the first 5 weeks of the 10-week session in the total amount of \$386,600.86.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

9. Recommendation that the widow of Forest Sherman who died on July 5, 1959, receive his salary for 9 months beyond the date of her husband's death.
10. Dean Armistead had lunch with the Board. He discussed:
- The long-range problems of the College of Veterinary Medicine
 - His concern about the present fees charged to veterinary students.
 - The cooperative project involving TB testing of cattle which requires a research building for which the State Department of Agriculture is asking the legislature for an appropriation.
11. Communication from Howard McDonald, President of the Michigan Cannery and Freezers' Association

At the spring meeting of the Michigan Cannery and Freezers' Association in St. Joseph last month, we adopted a resolution approving the establishment of a separate department of Food Technology at Michigan State University.

Our association, consisting of 44 cannery and freezers in Michigan, approve the following statement unanimously, and the officers were urged to impress on you, as President of the University, the urgency and necessity of a Food Technology Department.

We as an association, feel there is no reason why Michigan State University shouldn't have one of the best Food Technology departments in the country, but we feel that it can only be accomplished by having the administration of the University set up the proper organization which would promote a favorable environment. From our knowledge of the University, the facilities at the present time do not present too serious a problem as the present facilities for food processing spread among the various departments could be unified and placed under the direction of the new Department of Food Technology.

As an association, we make the following recommendations:

1. Establish a separate Department of Food Technology under the direction of a strong, qualified person reporting directly to the Dean of Agriculture.
2. All areas of food processing and the food science, and engineering connected with them, such as fruits, vegetables, meats, pickles, dairy, poultry, etc., should be divorced from the several departments and placed under the Department of Food Technology.
3. The teaching curriculum should be set up in line with the recommendations of the National Institute of Food Technologists.
4. The record in other states has shown that when this program is taken in steps difficulties have occurred. It is recommended that the entire program be put into effect at one time.

As president of the Association, I was instructed to forward this material and action to you, since it has the unanimous approval of the members of our association.

We will be happy to do anything we can to assist in this necessary development to our industry and to Michigan's economy.

12. Communication from Mrs. Ruth Kettunen:

I wish to express for my family and myself my sincere appreciation to the Board of Trustees, for the illuminated resolution on the death of my husband. It will be treasured by his family. Thank you all who had a part in this thoughtfulness to us.

13. Communication from Vice President Thomas H. Hamilton:

The courtesies, support and kindness which you consistently have extended to me I acknowledge with gratitude.

Rest assured that my interest in the future of Michigan State University will continue unabated.

In the years to come I shall continue to value both my experience here and the friendship of each of you.

14. Communication from the Department of Michigan Veterans of Foreign Wars transmitting a copy of the Resolution that was adopted at their 40th Annual Encampment held on June 25-28, 1959:

WHEREAS, this organization composed of men who have risked their lives for the defense of their country, has always strongly supported the R.O.T.C. program, the Reserve Training Program, and the National Guard, and

WHEREAS, it has come to our attention that a group of students and faculty members recently met at Michigan State University for the announced purpose of abolishing the R.O.T.C. as it has existed throughout the history of Michigan State University, and

WHEREAS, said Michigan State University is a land-grant college and has seen fit throughout years to enjoy the financial advantage of that status, now

Widow Forest Sherman to receive 9 mos. salary

Dean Armistead discussed with Board long-range problems College of Vet. Med.

Resolution Michigan Cannery and Freezers Assoc re; establishment of separate dept Food Technology

Letter of appreciation Mrs. Ruth Kettunen

Letter from Vice Pres. Hamilton

Resolution from Dept. of Mich. Veterans Foreign Wars re: R. O. T. C.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

14. Resolution from the Michigan Veterans of Foreign Wars, continued:

THEREFORE BE IT RESOLVED, that this convention go on public record protesting any tampering with R.O.T.C. or other military activities at Michigan State University or any place else in the Michigan educational system and that the governing body of said Michigan State University be reminded that they owe the taxpayers of this state the duty of teaching Americanism in their institution and a further duty to teach and instill patriotism in their curriculum and that if the aforementioned activities continue we shall request the Congress of the United States to withhold matching funds or any other Federal Aid granted said Michigan State University until they return to the present setup.

BE IT FURTHER RESOLVED, that copies of this resolution be sent to every member of the State Legislature and the Michigan Congressional delegation in Washington, D.C.

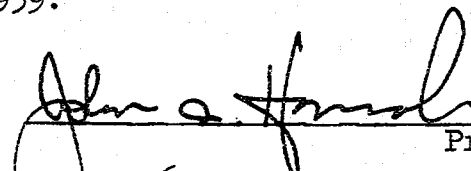
This Resolution was adopted by the Department of Michigan, Veterans of Foreign Wars, at their 40th Annual Convention at Traverse City, June 26, 1959.

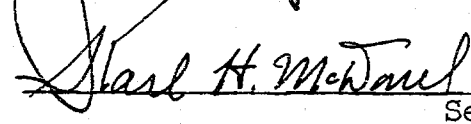
Gifts and
GrantsGifts and Grants

1. Grant of \$25 from an anonymous donor to be added to the Michael and Daniel Hoppe Scholarship Fund to aid graduate students.
2. Renewal of a memorandum of agreement with the Ingham County Board of Supervisors covering a grant of \$2,000 to be used under the direction of N. P. Ralston in the Cooperative Extension Service to continue a County Extension Agent position for the period from July 1 to December 31, 1959.
3. Grant of \$40,000 from The Fund for Adult Education of White Plains, New York, to be used under the direction of N. P. Ralston in the Cooperative Extension Service for participation in the project in public affairs and public responsibilities.
4. Grant of \$1,000 from the Mobile Homes Manufacturers Association of Chicago to be used under the direction of C. M. Edwards and A. J. Panshin in Forest Products to continue the Mobile Homes Educational Program.
5. Grant of \$8,500 from the Chicago Public Schools System of Chicago to be used under the direction of D. J. Leu in Administrative and Educational Services to assist in conducting research in school plant facilities in the City of Chicago, Provision is made for special graduate research assistants.
6. Approval of a memorandum of agreement with Educational Facilities Laboratories, Inc., of New York City covering a grant of \$20,000 to be used under John X. Jamrich in Center for the Study of Higher Education in study of utilization and planning of instructional facilities in small colleges. The agreement provides for special graduate research assistants.
7. Renewal of memorandum of agreement with National Institutes of Health of Bethesda, Maryland, covering a grant of \$2,300 to be used under Allen S. Fox in Zoology in immunogenetic and biochemical studies of Drosophila and Neurospora.
8. Approval of a memorandum of agreement with the National Science Foundation of Washington, D.C. covering a grant of \$20,200 to be used under J. S. Kovacs and D.B. Lichtenberg in Physics to conduct research on theoretical physics in the area of elementary particules. The agreement provides for special graduate research assistants.
9. Grant of \$5,000 from the Ingham County Cancer Society, Inc., of Lansing to be used under the direction of Esther M. Smith in Anatomy to study the morphogenic and histogenic characteristics of the mast cell as these relate to the cancer problem. Provision is made for special graduate research assistants.
10. Renewal of a contract with the International Cooperation Administration covering a grant of \$2,661,329 to be used under the direction of Dean Seelye in the College of Business and Public Service and Dean Taggart in International Programs for technical assistance in public and police administration to the Government of Vietnam. Provision is made for special gr. res. assistants.
11. Grant of \$2,861.97 from Jessie T. Fee of Adrian. This is an additional gift to the Hidden Lake Gardens and represents the surplus income for the first quarter of 1959 under Trust 20100.

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

The Board adjourned at 12 o'clock to meet Friday, September 18, 1959.


President


Secretary