

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
July 18, 1963

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

The following members were present: Messrs. Harlan, Huff, Merriman, Smith, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Absent: Dr. Bartlett

- 1. Recommendation from Scudder, Stevens and Clark for the purchase of \$25,000 U.S. Treasury 4s due August 15, 1970, for the Pension & Retirement Fund.

Approval
purchase U.S.
Treas. 4s

On motion by Mr. Huff, seconded by Dr. Smith, it was voted to approve the above recommendations.

- 2. It is recommended that the Board authorize the transfer of income from the Jenison Trust Account to the Jenison Principal Account until the total market value of the account reaches \$1,000,000 exclusive of the investment in the Grant Store Building which is an asset of this estate.

Approval
trans. income
Jenison Trust
to " Prin.

On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve the above recommendation.

- 3. Mr. May distributed a lengthy report from Scudder, Stevens & Clark as requested by the Trustees at the June meeting.
- 4. Mr. May distributed copies of the Inventory of Investments as of June 30, 1963.
- 5. Communication from Mr. May as follows:

As you know, I keep a large amount of our cash balances invested in short term government securities. The income from this source in the past year amounted to \$456,853.48.

Approval
investment
in prime
commercial
paper

If I had the authority to invest in prime commercial paper, the yield could be increased to approximately .5 percent. I would like to recommend that the Board authorize me with the concurrence of Mr. Cress to invest up to \$2,000,000 in prime commercial paper with not to exceed \$500,000 in any one company.

On motion by Mr. Huff, seconded by Mr. Harlan, it was voted to approve the above recommendation.

- 6. Communication from Mr. May with reference to year-end balances, as follows:

It has been customary for the Board to authorize me, with your approval, to make such year-end fund adjustments as are necessary to facilitate the closing of the books.

Mr. May
authorized
to make
adjustments
year-end
balances

This year all major adjustments have already been approved, but it would be helpful if the Board would again give me this authority.

On motion by Mr. Merriman, seconded by Mr. Stevens, it was voted to approve the above item.

Approval
additional
deposit
\$10,000
in United
Student Aid
Funds

- 7. The Board originally authorized a deposit of \$5,000 with the United Student Aid Funds with the understanding that more could be added if it seemed to be desirable. In June it was learned that the United Student Aid Funds were planning on an additional matching program, and we therefore made an additional deposit of \$10,000, making our total investment with this Fund \$15,000.

On June 26 United Student Aid Funds, Inc., advised us that they have now matched this amount making a total of \$375,000 that can be loaned to Michigan State University students.

It is requested that the Board formally authorize this additional deposit of \$10,000.

On motion by Mr. Vanderploeg, seconded by Mr. Harlan, it was voted to approve Item 7.

- 8. Josephine Norman, widow, owns 40 acres of land within what was originally hoped to be the site of the Kellogg Forestry Tract near Augusta. Mr. Kellogg during his lifetime tried to buy this property, but Mrs. Norman and her late husband decided not to sell it. She recently offered to sell the property to the University for \$11,000 and an option was taken on the property. The Kellogg Foundation Board has approved our request that they provide the funds to cover this purchase. It is recommended that the Trustees approve the purchase of this land.

Approval
purchase of
Norman
property
for Kellogg
Forestry
Tract

On motion by Mr. Merriman, seconded by Mr. Harlan, it was voted to approve the above recommendation

Approval of
purchase of
Gietzel
property

- 9. On July 8, after more than a year of study, Mr. and Mrs. Gietzel have decided to sell the University their property for the price of \$60,000. This is the same amount which we offered them over a year ago.

In concluding the arrangements with Mr. Gietzel, it was agreed that:

- a. He and his wife would be given non-transferrable life interest on their home.
- b. The Gietzels would be responsible for all maintenance and insurance on the home during the period of their occupancy.

Finance Committee Meeting Items, continued:

9. Purchase of Gietzel property, continued:

- c. The University will upon execution of the deeds request the removal of the property from the tax rolls.
- d. The Gietzel's intend to convey by deed approximately 7 acres of their property to the University as a gift at an agreed price of \$1,000 per acre. The purchase price will therefore cover only the house and approximately 3 acres.

Mr. Carr is preparing the necessary deeds and a separate agreement covering the life interest.

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to approve Item 9.

10. University Attorney, Lee Carr gave a progress report on certain legal cases in which the University is involved.

11. Attorney Carr recommends that the Board formally approve three resolutions as prepared by Miller, Canfield, Paddock and Stone of Detroit and required to complete the financing and refinancing of dormitories as authorized at the June Trustees' meeting in the aggregate principal amount of \$27,000,000. Thermofax copies of these resolutions were given each Trustee.

- a. Resolution reaffirming resolution of June 20, 1963, authorizing the borrowing of \$12,500,000 through the sale of 1963 Housing Revenue Bonds dated July 1, 1963.
- b. Resolution reaffirming resolution of June 20, 1963, covering the borrowing of \$7,050,000.
- c. Resolution reaffirming resolution of June 20, 1963, covering the borrowing of \$7,450,000.

On motion by Dr. Smith, seconded by Mr. Harlan, it was voted to approve Item 11.
(Copies of the Resolutions are filed with the material for this Board meeting)

12. University Attorney Lee Carr approves the form of the Trustees agreements as prepared by Miller, Canfield, Paddock and Stone of Detroit between the Board of Trustees and the Ann Arbor Trust Company covering the residence halls involved in the \$27,000,000 financing and refinancing. Each of these documents is 45 pages long, and a copy is available at this meeting for the review and approval of the Trustees.

It is recommended that the Trustees approve these official trust agreement documents as follows:

- a. For the \$12,500,000 loan
- b. For the \$7,050,000 loan
- c. For the \$7,450,000 loan

On motion by Dr. Smith, seconded by Mr. Harlan, it was voted to approve Item 12.

13. Over the past several years the Trustees have from time to time approved a series of Special Building Projects involving gift and grant funds, matching funds from overhead and indirect expense accumulations, out-of-state fee-building funds, etc. Details of the financing of each project have been included in the budget for each project, and in the presentation and discussion.

It seems desirable to summarize all of these actions and to recommend to the Trustees that this summary be ratified in its entirety as a single action. This will make the degree of commitment on all of these projects clear to all.

CONSTRUCTION IN PROGRESS--SCIENCE AREA

Project	Cost	Indirect Expense	General Funds	Out-State Fee	Federal Grant	State Appropriation
Computer	\$1,450,000	\$1,050,000	\$ 0	\$ 0	\$ 400,000 NSF	\$ 0
Cyclotron	2,773,000	1,100,000	300,000		1,373,000 NSF	0
Chemistry	6,650,000	0	0	650,000		6,000,000
Biochem.	5,200,000	1,100,000	0	1,625,000	1,213,000 NSF 1,262,000 NIH	0
Surgery & Medicine	4,200,000	737,000	0	2,725,000	738,000 NIH	0
Psychology	600,000	300,000	0	0	300,000 NSF	0
	<u>\$20,873,000</u>	<u>\$4,287,000</u>	<u>\$300,000</u>	<u>\$5,000,000</u>	<u>\$5,286,000</u>	<u>\$6,000,000</u>

Approval resolutions required for financing dormitories

Approval agreements re: financing residence halls

Report of Building Projects involving Gift and Grant funds

Finance Committee Meeting Items, continued:

13. Building projects involving gift and grant funds, matching funds, etc. continued:

Report of building projects involving gift and grant funds

AVAILABILITY OF FUNDS

SCIENCE CONSTRUCTION PROGRAM

	<u>Indirect</u>	<u>General Fund</u>	<u>Out State</u>	<u>Federal</u>	<u>State</u>
Required	\$4,287,000	\$ 300,000	\$5,000,000	\$5,286,000	\$6,000,000
Available					
June 30, 1963	2,498,136	300,000	3,000,000	5,286,000	750,000
Required					
July 1, 1963	1,788,864	0	2,000,000	0	5,250,000
Anticipated					
July 1, 1963					
June 30, 1964	800,000	0	1,000,000	0	2,500,000
Balance Required					
July 1, 1964	988,864	0	1,000,000	0	2,750,000
Anticipated					
July 1, 1964					
June 30, 1965	800,000	0	1,000,000	0	2,750,000
Balance Required					
June 30, 1965	188,864	0	0	0	0

SPECIAL BUILDING PROJECTS

<u>Project</u>	<u>Cost</u>	<u>Source of Funds</u>	
International Center	\$1,900,000	Concession Revolving South Campus Grill Bookstore	\$ 150,000 25,000 875,000 <u>\$1,050,000</u>
		Indirect Expense	850,000 <u>\$1,900,000</u>
Planetarium	\$ 530,000	Gift: Mr. and Mrs. Abrams MSU Development Fund Gen. Fund Ext. Utilities	\$ 250,000 250,000* 30,000 <u>\$ 530,000</u>

*Note: \$57,175.53 is still due from MSU Development Fund in 1963-64 fiscal year

Parking Ramp	\$1,575,000	Parking Revenues Chemistry Biochemistry Surgery and Medicine General Fund 1962-63 General Fund 1963-64	\$ 417,000 260,000 150,000 165,000 75,000 75,000 <u>\$1,142,000</u> 433,000** <u>\$1,575,000</u>
		To be Funded	

*Note: This will be funded over the next 3 years from parking revenues and general fund allocations

Food Stores	\$1,300,000	Current Balances To Be Funded	\$ 300,000 1,000,000***
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Note: This will be funded by an annual allocation of \$200,000 from vending machine commission and a 2% charge on all food handled through the Food Stores. The handling charge will produce about \$50,000 per year.

On motion by Mr. Merriman, seconded by Mr. Stevens, it was voted to approve Item 13.

14. The Board may be interested in seeing the type of reports submitted every week or 10 days on the progress of all construction projects. These reports are routine and traditional. They have been in use for more than 10 years.

Construction progress reports to be sent to Trustees

July 18, 1963

Finance Committee Meeting Items, continued:

OAKLAND UNIVERSITY FINANCE ITEMS

1. Communication from Mr. Varner in which he asks authorization to finish certain unfinished space in the lower level of the Intramural Building to provide a small theater for the use of Oakland University students for theatrical productions at a total cost of \$20,000.

In the event a donor who has indicated some interest provides the funds to make this possible, it is requested that the Board authorize the undertaking of this construction.

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

2. Approval of the following resolution:

RESOLVED: That the NATIONAL BANK OF DETROIT as a designated depository of this corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

Robert W. Swanson

and the NATIONAL BANK OF DETROIT shall be entitled to honor and to charge this corporation for checks, drafts or other orders, regardless of by whom or by what means the actual or purported facsimile signature or signatures thereon may have been affixed thereto, if such a signature or signatures resemble the facsimile specimens duly certified to or filed with the NATIONAL BANK OF DETROIT by the Secretary or other officers of this corporation.

On motion by Mr. Harlan, seconded by Mr. Huff, it was voted to approve the above resolution.

3. At the June Trustees' meeting the Board approved in principle a series of recommendations having the purpose of permitting greater responsibility at Oakland University in the management of its fiscal affairs.

The Trustees requested a redraft of this tentative action to incorporate the Board's intent that Mr. May as Treasurer of the Board if finally responsible for all financial transactions for which the Trustees are responsible.

The demands on Mr. May's time with the closing of the fiscal year on June 30 and the beginning of the new fiscal year, complicated with the time involved in completing the dormitory financing have delayed finalization of this draft.

It is proposed to continue on the present tentative basis until the September Trustees' meeting when a formal redraft of the June action will be submitted.

Adjourned.

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
July 18, 1963

Present: Dr. Smith, Chairman; Messrs. Harlan, Huff, Merriman, Stevens, Vanderploeg; President Hannah, Treasurer May and Secretary Breslin

Mr. Stephen Nisbet, Trustee elect, was also in attendance

Absent: Dr. Bartlett

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

The minutes of the June meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of the Finance Committee Items.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the Finance Committee Items.

PRESIDENT'S REPORTAppointments

1. Albert A. Schulke, Specialist in Physics and Astronomy, at a salary of \$13,200 per year on a 12-month basis effective June 11, 1963 through June 30, 1964.
2. Joseph C. Stoltzfus, Assistant Professor (Res.) in Physics and Astronomy at a salary of \$9600 per year on a 12-month basis effective June 17, 1963 through June 30, 1964.

NEW BUSINESSResignations and Terminations

Resignations

1. Russell F. McDonald, Marketing Agent, Lenawee and Jackson Counties July 31, 1963 to become State Livestock Marketing Specialist at the University of Maryland.
2. John H. Heller, 4-H Agent, St. Clair County, August 31, 1963 to accept a position as District 4-H Club Agent in Kentucky.
3. Hugh S. Mortimer, 4-H Agent, Calhoun County, August 5, 1963, to accept employment with the State Farm Insurance in Battle Creek.
4. Duane D. Patrick, 4-H Agent, Gratiot County, June 30, 1963 to accept a teaching position in Beal City, Michigan.
5. Earl H. Brown, Assistant Professor (Ext.) of Agricultural Economics August 31, 1963 to accept a position as Associate Professor at the University of Cornell.
6. Martin Hurtig, Assistant Professor of Art, August 31, 1963 to accept employment at the University of Illinois.
7. Hans Lampl, Assistant Professor of Music, August 31, 1963 to accept a position at Orange Co. State College at Fullerton, California. He is to be paid at the 1962-63 salary rate until date of resignation.
8. Gertrude G. Blaker, Associate Professor of Hotel, Restaurant and Institutional Management, August 31, 1963 to become Food Service Consultant at the University of Wisconsin Hospital. She is to be paid at the 1962-63 salary rate until the date of her resignation.
9. Thomas Rand, Instructor in Health, Physical Education and Recreation for Men and Freshman Basketball Coach, August 31, 1963 to work in Placement at MSU. He is to be paid at the 1962-63 salary rate until the date of his resignation.
10. Robert J. Heinsohn, Instructor in Mechanical Engineering, August 31, 1963 to accept a position at Pennsylvania State University.
11. Don B. Lichtenberg, Associate Professor of Physics and Astronomy, August 31, 1963 to accept a position at Indiana University. He is to be paid at the 1962-63 salary rate until the date of his resignation.
12. Michael E. DePrano, Instructor in Economics, August 31, 1963 to accept a position at another University. He is to be paid at the 1962-63 salary rate until the date of his resignation.
13. S. Sidney Ulmer, Associate Professor of Political Science, August 31, 1963 to accept a position at the University of Kentucky. He is to be paid at the 1962-63 salary rate until the date of his resignation.
14. David G. Moore, Professor of Management, August 31, 1963 to accept a position at Cornell University. He is to be paid at the 1962-63 salary rate until the date of his resignation.
15. Lloyd M. Scott, Instructor in American Thought and Language, August 31, 1963 to accept a position at McGill University Press.
16. William P. Pielou, Assistant Professor of American Thought and Language, August 31, 1963. Appointment not renewed - tenure.
17. David L. Shull, Instructor in Natural Science, August 31, 1963. Appointment not renewed - tenure.
18. David A. Warriner, Jr. Assistant Professor of Natural Science, August 31, 1963 to accept a position with Lansing Community College.
19. Elizabeth K. Edwards, Librarian, July 31, 1963 to accept another position.
20. John L. Maes, Assistant Professor in the Counseling Center, September 15, 1963 to accept a position at Boston University.
21. Paul T. King, Associate Professor in the Counseling Center, August 31, 1963 to accept a position with the University of Missouri.

Leaves--Sabbatical

Leaves

1. Dale E. Hathaway, Professor of Agricultural Economics with half pay from January 1, 1964 to December 31, 1964 for study and travel in Western Europe.
2. George A. Petrides, Professor of Fisheries and Wildlife and Zoology with half pay from October 1, 1963 to March 31, 1964 for study at the University of Georgia.
3. John L. Hazard, Professor of Marketing and Transportation Administration with full pay from April 1, 1964 to June 30, 1964 for study in Chicago, Washington and New York.
4. Edward W. Smykay, Professor of Marketing and Transportation Administration April 1, 1964 to June 30, 1964, with full pay, for study and travel in Northeast USA.

July 18, 1963

NEW BUSINESS, continued

Leaves

Leaves--Sabbatical, continued

5. John Useem, Professor and Chairman of Sociology and Anthropology with full pay from October 1, 1963 to December 31, 1963 for research and study in East Lansing.
6. Albert E. Levak, Associate Professor of Social Science and Continuing Education with half pay from September 1, 1963 to August 31, 1964 to study at Rutgers University.

Leaves--Health

1. John U. Jeffries, Assistant Professor of Electrical Engineering and Continuing Education with full pay from June 17, 1963 to July 31, 1963.

Leaves--Other

1. Jonathan W. Wright, Associate Professor of Forestry with full pay from August 7, 1963 to September 14, 1963 to present papers in Stockholm and The Hague. This includes his annual leave.
2. Cole S. Brembeck, Professor of Education without pay from September 1, 1963 to September 30, 1963 for AID study in Thailand.
3. Milton C. Taylor, Professor of Economics and Continuing Education without pay from September 1, 1963 to December 31, 1963 to continue work for the Pan American Union.
4. Glendon A. Schubert, Professor of Political Science without pay from September 16, 1963 to March 21, 1964 to do research in Hawaii.
5. David D. Anderson, Assistant Professor of American Thought and Language without pay from September 1, 1963 to August 31, 1964 to be a Fulbright teacher in Karachi, Pakistan.
6. Eleanor S. Bruchey, Instructor in Humanities without pay from April 1, 1964 to July 31, 1964 for study in Washington and East Lansing.
7. Burton B. Brackney, Coordinator in Continuing Education without pay from September 1, 1963 to August 31, 1963 to work for the Colorado Department of Education.

Appointments

Appointments

1. Margaret Mary Jacobson, District Program Leader, Home Economics Extension at a salary of \$9600 per year on a 12-month basis effective August 15, 1963.
2. Mary Lou Moyle, Home Economics Agent, Keweenaw, Houghton and Baraga Counties at a salary of \$5900 per year on a 12-month basis effective July 1, 1963.
3. Justin W. Leonard, Lecturer in Forestry without pay from July 1, 1963 to June 30, 1964.
4. David N. Milstein, Assistant Professor of Resource Development at a salary of \$11,000 per year on a 12-month basis effective July 22, 1963 to June 30, 1963.
5. J. O. Bailey, Professor of English at a salary of \$1700 for the period July 24, 1963 to August 30, 1963.
6. Huling E. Ussery, Assistant Professor of English at a salary of \$7500 per year on a 10-month basis effective September 1, 1963 to August 31, 1964.
7. Humberto Beltran-Del-Rio, Instructor in Foreign Languages at a salary of \$6500 per year on a 10-month basis effective September 1, 1963 to August 31, 1965.
8. Corliss Arnold, Assistant Professor of Music at a salary of \$6000 per year on a 10-month basis effective September 1, 1963.
9. Elsa Ludewig, Instructor in Music at a salary of \$6000 per year on a 10-month basis effective September 1, 1963 to August 31, 1964.
10. Dan Stolper, Assistant Professor of Music at a salary of \$6300 per year on a 10-month basis effective September 1, 1963.
11. Millard Thomson, Instructor in Music at a salary of \$6200 per year on a 10-month basis effective September 1, 1963 to August 31, 1964.
12. Ronald Suter, Instructor in Philosophy at a salary of \$750 for the period July 25, 1963 to August 30, 1963.
13. John H. Trimm, Instructor in the Offices of Dean of Business and University Professor at a salary of \$5000 per year on a 12-month basis effective September 1, 1963 to August 31, 1964.
14. Karl M. Skousen, Assistant Professor of Accounting and Financial Administration at a salary of \$825 for the period June 17, 1963 to July 24, 1963.
15. Edward B. Bartoli, Assistant Professor of Business Law, Insurance and Office Administration at a salary of \$8200 per year on a 10-month basis effective September 1, 1963 to August 31, 1964.

July 18, 1963

NEW BUSINESS, continuedAppointments, continued

Appointments

16. E. Jane Oyer, Instructor in Hotel, Restaurant and Institutional Management at a salary of \$6000 for the period October 1, 1963 to June 30, 1964.
17. Edward J. J. Kramar, Director AID Seminars in Communication at a salary of \$14,000 per year on a 12-month basis effective July 1, 1963 to June 30, 1964.
18. Leo V. Deal, Instructor in Speech at a salary of \$900 for the period June 17, 1963 to July 24, 1963.
19. Hertha Schulze, Instructor in Speech at a salary of \$6000 per year on a 10-month basis effective September 1, 1963.
20. Robert L. Smith, Instructor in Speech at a salary of \$855 for the period June 17, 1963 to July 24, 1963.
21. James E. Heald, Assistant Professor of Education at a salary of \$11,100 per year on a 12-month basis effective September 1, 1963.
22. Rex E. Ray, Instructor in Education at a salary of \$9,000 per year on a 12-month basis effective September 1, 1963 to August 31, 1965.
23. Jean C. Skamser, Instructor in Education at a salary of \$6800 per year on a 12-month basis effective September 1, 1963 to August 31, 1964.
24. Edgar J. C. Curtis, Assistant Professor (Res.) of Botany and Plant Pathology at a salary of \$6500 per year on a 12-month basis effective September 1, 1963 to August 31, 1964.
25. Ramesh Chandra Sachar, Assistant Professor (Res.) of Botany and Plant Pathology at a salary of \$5000 per year on a 12-month basis effective August 1, 1963 to July 31, 1964.
26. William P. Johnson, Research Associate of Physics and Astronomy at a salary of \$960 per month from July 1, 1963 to August 31, 1963.
27. Julian R. Brandou, Instructor in the Science and Mathematics Teaching Center at a salary of \$8500 per year on a 10-month basis effective September 1, 1963.
28. Harold S. Johnson, Assistant Professor of Political Science at a salary of \$7200 per year on a 10-month basis effective September 1, 1963 to August 31, 1964.
29. Robert C. Anderson, Research Associate in Sociology and Anthropology at a salary of \$9000 per year on a 12-month basis effective July 1, 1963 to June 30, 1964.
30. Terrence J. Boyle, Assistant Professor of Urban Planning and Landscape Architecture at a salary of \$8500 per year on a 10-month basis effective September 1, 1963.
31. David C. Streatfield, Instructor in Urban Planning and Landscape Architecture at a salary of \$7500 per year on a 10-month basis effective September 1, 1963 to August 31, 1964.
32. Heyward Ehrlich, Assistant Professor of American Thought and Language at a salary of \$7600 per year on a 10-month basis effective September 1, 1963.
33. Frederick Feied, Instructor in American Thought and Language at a salary of \$7200 per year on a 10-month basis effective September 1, 1963.
34. Daniel Walden, Instructor in American Thought and Language at a salary of \$6500 per year on a 10-month basis effective September 1, 1963.
35. Alex J. Cade, Assistant Professor of Social Science at a salary of \$8500 per year on a 10-month basis effective September 1, 1963.
36. Rollin E. Pepper, Research Associate of Microbiology and Public Health at a salary of \$8500 per year on a 12-month basis effective June 24, 1963 to June 30, 1964.
37. Kenneth K. Keahey, Assistant Professor of Veterinary Pathology at a salary of \$12,000 per year on a 12-month basis effective September 1, 1963.
38. Fred J. Brieve, Regional Director Southeast Region, Continuing Education at a salary of \$11,000 per year on a 12-month basis effective September 1, 1963.
39. Ivory Leona Clinton, Conference Consultant, Continuing Education at a salary of \$6500 per year on a 12-month basis effective August 1, 1963.
40. John Barson, Associate Professor of Education and Audio Visual at a salary of \$13,500 per year on a 12-month basis effective September 1, 1963.
41. Edythe Friedman Wolf, Librarian, Library, at a salary of \$5600 per year on a 12-month basis effective September 1, 1963.
42. Ann Harakas, Librarian, Library, at a salary of \$5400 per year on a 12-month basis effective September 15, 1963.

July 18, 1963

NEW BUSINESS, continuedAppointments, continued

Appointments

43. Florence Hickok, Librarian, Library, at a salary of \$6000 per year on a 12-month basis effective September 1, 1963.
44. William Luft, Librarian, Library, at a salary of \$5400 per year on a 12-month basis effective September 1, 1963.
45. Fernando Colon, Instructor in the Counseling Center at a salary of \$7500 per year on a 12-month basis effective September 16, 1963 to August 31, 1964.
46. William J. Mueller, Assistant Professor in the Counseling Center at a salary of \$9900 per year on a 12-month basis effective September 10, 1963.
47. Edward C. Lawson, Adviser in Engineering, Nigeria Program, at a salary of \$15,000 per year on a 12-month basis effective August 16, 1963 to August 15, 1965.
48. David L. MacFarlane, Adviser Economic Development Institute, Nigeria Program, at a salary of \$20,900 per year on a 12-month basis effective July 14, 1963 to December 31, 1964.
49. Philip C. Packard, Adviser, Economic Development Institute, Nigeria Program, at a salary of \$10,000 per year on a 12-month basis effective August 1, 1963 to July 31, 1965.

Transfers

Transfers--Academic

1. John A. Catey, from 4-H Agent, Montcalm County to Extension Director Mecosta County at a salary of \$7300 per year on a 12-month basis effective August 1, 1963.
2. Robert E. Sharer, from Assistant Director of the Liberal Arts Adult Education Program and Associate Professor of Continuing Education to Director of the Evening College at the same salary of \$11,200 on a 12-month basis effective July 15, 1963.

Transfers--Administrative-Professional

1. Dorothy M. Barnard, from AP-1 to AP-II Registrar's Office at a salary of \$7200 per year effective July 1, 1963.
2. Victor V. Henley, from AP-I to AP-III Registrar's Office at a salary of \$7500 per year effective August 1, 1963.
3. Alton Kleinhenn, from CT-VII to AP-I Registrar's Office at a salary of \$5940 per year effective July 1, 1963.
4. Hugo A. Post, from Senior Food Service IX to Food Service Manager, AP-I, Wilson Cafeteria at a salary of \$6500 per year effective July 1, 1963.

Salary changes

Salary Changes

1. Increase in salary for Alice E. Epple, Home Economics Agent, Washtenaw County to \$8,000 per year effective August 1, 1963.
2. Increase in salary for Boyd G. Ellis, Assistant Professor (Res.) of Soil Science to \$10,100 per year effective July 1, 1963.
3. Increase in salary for Arthur Sherbo, Professor of English to \$11,800 per year effective July 1, 1963.
4. Increase in salary for John M. Trojanowicz, Instructor in Foreign Languages to \$6200 per year effective September 1, 1963 to August 31, 1964.
5. Increase in salary for Walter B. Emery, Professor of Television and Radio to \$15,500 per year effective July 1, 1963.
6. Increase in salary for Georgianne Baker, Instructor (Ext.) in Home Management and Child Development to \$7800 per year effective July 1, 1963.
7. Increase in salary for Horace C. Hartsell, Professor, Audio-Visual Center to \$14,000 per year effective July 1, 1963.
8. Increase in salary for Iwao Ishino, Professor, Ryukyus Project, to \$16,300 per year effective July 1, 1963.

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

Miscellaneous

1. Change in salary source for Dale E. Hathaway, Professor of Agricultural Economics, to 50% from 11-3081 and 50% from 71-6700, effective from July 1 to December 31, 1963.
2. Change in status of Clifford G. Hildreth, Professor of Agricultural Economics and Economics, from a 12-month to a 10-month basis at the same salary of \$20,000 per year, effective September 1, 1963.

Ch. salary source Dale Hathaway

Ch status C.G. Hildreth

July 18, 1963

NEW BUSINESS, continuedMiscellaneous, continued

3. Change in the effective date of the appointment of Alvin E. House as Assistant Professor (Extension) of Agricultural Economics from July 1 to September 1, 1963. Ch. date appt Alvin House
4. Continue Peggy K. Schomaker, Assistant Professor of Home Management and Child Development and Agricultural Economics, on a full time basis at a salary of \$8571 per year, effective from July 1 to August 31, 1963. She will return to a part-time basis on September 1, 1963. P.K. Schomaker continued full time
5. Change in salary source for D. Gordon Rohman, Assistant Professor of English, to 50% from 71-2259 and 50% from 11-3621, effective June 15, 1963. Ch. salary srce D.G. Rohman
6. Change in salary source for David Gottlieb, Associate Professor of Education and Sociology and Anthropology, effective from July 1, 1963 to June 30, 1964, as follows: Ch. salary srce David Gottlieb
- 25% from 71-2113 25% from 11-4361 50% from 11-3741
7. Change in status of Russell J. Kleis, Associate Professor of Education, from a 10-month basis at a salary of \$9,800 to a 12-month basis at a salary of \$11,800 per year, effective August 1, 1963. Mr. Kleis holds a dual appointment in Education and Continuing Education. Ch. status Russell Kleis
8. Change Joyce L. Randall, Assistant Professor of Nursing, from full time at a salary of \$6200 per year to 60 percent time at a salary of \$3720 per year, effective from September 1 to December 31, 1963. Ch. Joyce Randell to 60% time
9. Change in dates of sabbatical leave for Dieter Brunnschweiler, Associate Professor of Geography, to leave with half pay from September 1, 1964, to August 31, 1965. Ch. leave dates Dieter Brunnschweiler
10. Assignment of Samuel Krislov, Associate Professor, to Political Science and Labor and Industrial Relations at the same salary of \$9,450 per year on a 10-month basis, effective from July 1, 1963 to June 30, 1964, with his salary paid 30% from 11-3941 and 70% from 11-3891. S. Krislov assigned to Pol Sci and LIRC
11. Change in salary source for James J. Brennan, Professor of Police Administration and Public Safety, to \$4000 from 71-2059 and \$2,250 from 11-3911, effective from July 1 to December 31, 1963. Ch. salary srce J.J. Brennan
12. Change the appointment of Ko-wang Mei, Professor of Police Administration and Public Safety, from no pay to \$1,500 for the period from October 1, 1963 to June 30, 1964. Ch. appt. Ko-wang Mei to \$1500 Oct. 1 '63 to June 30 '64
13. Change in status of Leon Weaver, Professor, to a dual appointment in Police Administration and Public Safety and Continuing Education with a change in salary from \$13,500 on a 10-month basis to \$16,875 per year on a 12-month basis, effective from July 1, 1963, to June 30, 1964, paid 6% from 71-2344 and 94% from 71-2346. Ch. status Leon Weaver
14. Change in salary source for Norman Abeles, Assistant Professor in the Counseling Center, to 100% from Summer School account 11-4641, effective from June 19 to July 24, 1963. Ch. salary source Norman Abeles
15. Change W. Joseph Heffernan to Assistant Professor of Social Work and Political Science, effective from April 1 to June 30, 1964, paid 75% from 11-3921 and 25% from 11-3891. Ch. salary srce W. Joseph Heffernan
16. Change in salary source for John C. Howell, Associate Professor of Sociology and Anthropology and Continuing Education, to \$8,760 from 11-4611 and \$2,190 from 11-3741, effective July 1, 1963. Ch. salary srce John C. Howell
17. Continuation of John F. Thaden, Professor Emeritus of Sociology and Anthropology, at a salary of \$5400 per year in addition to retirement salary, effective from July 1, 1963 to June 30, 1964, paid from Continuing Education funds. John F. Thaden continued in Cont. Educ.
18. Change in salary source for Lloyd S. Goyings, Instructor (Research) in Veterinary Pathology, to 50% from 71-2273 and 50% from 71-2373, effective from July 1, 1963 to June 30, 1964. Ch. salary srce L. S. Goyings
19. Change in title of Duane L. Gibson from Assistant Dean for Continuing Education in the Colleges of Arts and Letters, Natural Science, and Social Science, Director of the Liberal Arts Program for Adults, and Professor of Sociology and Anthropology, to Assistant Director of Continuing Education and Professor of Sociology and Anthropology, effective July 15, 1963, paid 40% from 71-2015, 20% from 11-3741, and 40% from 71-7500. Ch. title Duane Gibson
20. Assignment of Hendrik Zwarenstejn, Professor of Business Law, Insurance, and Office Administration, to the Brazil Project at a salary of \$16,500 per year on a 12-month basis, effective July 3, 1963, and paid from 71-2025. This action cancels the unused portion of his sabbatical leave. H. Zwarenstejn assigned to Brazil Proj.
21. Assignment of Peter G. Haines, Professor of Education and of Business Law, Insurance and Office Administration, to the Guatemala Project at the same salary of \$11,800 per year, effective from April 19 to May 24, 1963, paid from account 71-2037. Peter Haines assigned to Guatemala Proj.
22. Assignment of Walter F. Johnson, Professor of Education, to the Guatemala Project at the same salary of \$16,000 per year, effective from May 17 to June 2, 1963, paid from account 71-2037. Assignment Walter Johnson Guatemala
23. Assignment of James S. Boyd, Professor of Agricultural Engineering, to the Nigeria Program at a salary of \$14,300 per year on a 12-month basis, effective from August 18, 1963, to August 17, 1965, and paid from 71-2024. Assignment J.S. Boyd Nigeria Prog.

NEW BUSINESS, continuedMiscellaneous, continued

- Assignment W.B. Hawley Nigeria Prog. 24. Assignment of William B. Hawley, Professor and Assistant Dean of Education, to the Nigeria Program at a salary of \$20,500 per year on a 12-month basis, effective from July 1, 1963 to June 30, 1965, paid from 71-2024.
- Assignment Geo. Moore Nigeria Prog. 25. Assignment of George R. Moore, Professor of Surgery and Medicine and Director of the Large Animal Clinic, to the Nigeria Program at a salary of \$14,400 per year on a 12-month basis effective from August 26, 1963, to August 25, 1965, paid from 71-2024.
- Assignment E. deBenko Okinawa 26. Assignment of Eugene DeBenko, Assistant Professor of Education and Divisional Librarian at the Library, to the Okinawa Project at the same salary of \$10,000 per year, effective from July 25 to August 28, 1963, paid from account 71-2023.
- Report of death of Mamie Jenkins 27. Report of the death of Mamie G. Jenkins, Housekeeper, in Snyder-Phillips Halls, on June 23, 1963. She was born on February 12, 1919, and had been employed by the University since September 8, 1959. She left no dependents.
- Report death Bert Sangster 28. Report of the death of Bert Sangster, Sr., on June 18, 1963. Mr. Sangster was born on June 22, 1883, was employed by the University on October 1, 1920, and was in Instructor in Mechanical Engineering at the time of his retirement on July 1, 1949.
- Report of death Gerald Hulliberger 29. Report of the death of Gerald K. Hulliberger, a welder in Buildings and Utilities, by accidental drowning on July 6, 1963. Mr. Hulliberger was born on November 6, 1917, and has been employed by the University since October 19, 1953.
- It is recommended that his widow continue to receive his salary for one year beyond the date of death.
- Approval summer school payroll 30. Approval of the Summer School payroll for the first five weeks in the amount of \$400,631.
- Approval recommendations Director Personnel 31. The following recommendations from the Director of Personnel:
- a. For the Cooperative Extension Service:
 - 1) Reclassify the following Clerical Assistants to Senior Departmental Secretaries VII:
 - a) Half time position in Kent County
 - b) Half time position in Oakland County
 - c) Full time position in Genesee County
 - 2) Establish a half-time Clerical Assistant position for Farm Management in Bay County
 - 3) Establish a half-time Clerical Assistant position for Farm Management in Allegan County
 - b. Establish a Computer Programmer X position in Agricultural Economics, paid from Experiment Station account 71-6700
 - c. Reclassify a Principal Clerk VI to an Office Assistant (Dairy) VII in the Dairy Plant.
 - d. Reclassify a Clerk-Stenographer III to a Departmental Secretary V position in Food Science
 - e. Establish a Clerk-Typist II position in Resource Development, paid half from 11-3231 and half from 71-6700.
 - f. Establish a Senior Clerk IV position in Education.
 - g. Reclassify a Departmental Secretary to a Senior Departmental Secretary VII position in Health, Physical Education, and Recreation.
 - h. Establish an Account Clerk III position in the Office of the Dean of Social Science.
 - i. Establish a Senior Clerk-Stenographer V position in Sociology and Anthropology, paid 60% from 71-7304 and 40% from 71-7700.
 - j. Establish a Public Health Technician VIII position in Microbiology and Public Health, paid from 71-2272.
 - k. Reactivate an Assistant Director, Admissions and Scholarships, AP-V position in Admissions and Scholarships.
 - l. Reactivate the following positions for the Registrar:
 - 1) Tabulating Program Specialist AP-IV
 - 2) Key punch Operator IV
 - 3) Senior Clerk IV
 - 4) Office Assistant X
 - m. Establish a Clerk-Stenographer III position in the Counseling Center
 - n. Establish a Dietitian X position in the Health Center.
 - o. Transfer the following positions in Stores from the Labor Payroll to the Clerical-Technical Payroll at Class Level VIII with a salary range of \$4,620 to \$6,060:
 - 1) Receiving & Shipping Supervisor
 - 2) Office Assistant, Stores
 - 3) Storeroom Supervisor, Stores
- Approval \$32,000 from Educ funds for alts Educ Bldg. 32. Recommendation from Secretary Breslin for approval of the request from the College of Education for the enlargement of room 134 in Erickson Hall at an estimated cost of \$32,000, to be paid from College of Education funds.
- Approp. \$5,995 for Units 3 & 4 Home Mgt. Bldg. 33. Recommendation from Secretary Breslin for alterations to Units 3 and 4 in the Home Management Building at an estimated cost of \$5,995, to be charged to Alterations and Improvements 11-5173.
- \$3100 approp for alts Rm. 217 Educ Bldg. 34. Recommendation from Secretary Breslin for alterations to Room 217 Erickson Hall to make it suitable for a research project, at an estimated cost of \$3,100 to be charged to Alterations and Improvements 11-5173.
- On motion by Mr. Merriman, seconded by Mr. Vanderploeg, it was voted to approve all Miscellaneous Items through 34.

NEW BUSINESS, continuedMiscellaneous, continued

35. Bids were received on July 2 for site development at the McDonel Hall project, as follows:

T. A. Forsberg, Inc.	\$80,977.49
Rieth-Riley Asphalt	96,014.96
Spartan Asphalt & Paving Co.	97,083.65

Contract awarded site work McDonel Hall

It is recommended that the contract be awarded to the low bidder, T. A. Forsberg, Inc., in the amount of \$80,977.49.

36. Bids were received on July 2 for the Wilson Road development from Harrison Road to Farm Lane, as follows:

Rieth-Riley Asphalt Company	\$71,471.80
T. A. Forsberg, Inc.	77,643.45
Spartan Asphalt Paving Co.	80,364.00

Contract awarded Wilson Road development

It is recommended that the contract be awarded to the low bidder, Rieth--Riley Asphalt Paving Co., in the amount of \$71,471.80.

On motion by Dr. Smith, seconded by Mr. Stevens, it was voted to approve Items 35 and 36.

Gifts and Grants

Gifts and Grants

1. Gift of hydraulic components valued at \$200 from the Hydreco Division, The New York Air Brake Company, of Kalamazoo to be used under the direction of B. A. Stout in Agricultural Engineering.
2. Gift of a shock machine valued at \$3,600 from the L. A. B. Corporation of Skaneateles, New York, to be used under the direction of H. C. Blake and J. W. Goff in the School of Packaging.
3. Gift of a heat sealer and a pacemake thermal impulse sealer valued at \$1,000 from the National Institute of Packaging of Washington, D.C., to be used in the School of Packaging.
4. Gift of an Aeolian pipe organ valued at \$10,000 from the heirs of Mr. and Mrs. J. Morley of Saginaw to be used as a practice organ for students in Music.
5. Gift of 15 volumes on textiles and 3 textiles valued at \$35 from the estate of Hazel B. Strahan to be used in the Department of Textiles, Clothing and Related Arts.
6. Gift of books, magazines, clothing, and costumes valued at \$1,730 from the estate of Margaret C. Hearn for use by classes in historical costume in the Department of Textiles, Clothing, and Related Arts.
7. Gift of 10 cartons of manuscripts on the AFL-CIO valued at \$150 from Don Stevens of Okemos for the Museum.
8. Gift of oriental teapots valued at \$30,405 from Mrs. Hazel M. Riese of San Francisco, California, for the Museum.
9. Gifts with a total value of \$29,695 from various donors for the Museum (the complete list is filed in the Inventory Office).
10. Gift of 10 specimen White Pine trees valued at \$2,100 from John A. Hannah for site work at Wilson Hall.
11. Grant of \$500 from the Detroit Chapter, Food Service Executives Association, Inc., to be used to establish the Detroit Branch FSEA Student Loan Fund for students enrolled in the School of Hotel, Restaurant, and Institutional Management, having a grade point average of more than 2.0.
12. Grant of \$200 from Wesley Aves of Grand Rapids to provide an award of \$100 for outstanding competence in advertising, and an award of \$100 for outstanding competence in copy. Recipients are to be selected by the Department of Advertising.
13. Scholarship grants as follows:
 - a. \$1,000 from the National Association of Home Builders Scholarship Foundation, Inc., of Washington, D.C., to provide assistance to a qualified and deserving student in wood technology and utilization courses.
 - b. From the Mathematical Association of America of Kalamazoo to provide scholarship support for the students who won prizes in the Sixth Annual Michigan Mathematics Prize Competition:
 - 1) \$125 for Phillip J. Pratt
 - 2) \$125 for Harvey S. Goldman
 - c. For previously established scholarships:
 - 1) \$100 from the Michigan National Bank of Marshall for the Michigan Bankers' Scholarship Account 31-3347
 - 2) \$1,000 from the Continental Coffee Company of Chicago for students in the School of Hotel, Restaurant, and Institutional Management.

NEW BUSINESS, continuedGifts and
GrantsGifts and Grants, continued

13. Scholarship grants, continued:

c. For previously established scholarships, continued:

- 3) \$321 from the Faculty Folk Club of East Lansing
- 4) \$500 from the Illinois Lumber and Material Dealers Association of Springfield
- 5) \$5,400 from the Michigan Dairy Memorial and Scholarship Foundation of East Lansing for undergraduate students in Dairy.
- 6) \$1,000 from the Solvay Process Division, Allied Chemical Corporation of Detroit for students in Engineering.
- 7) For the Memorial Scholarship Fund in memory of Paul Deutschmann:
 - \$10 from Verling C. Troidahl
 - \$25 from Fred S. Siebert
 - \$20 from Hideya Kumata
- 8) For the MSU Faculty Scholarship Fund:
 - \$25 from Paul W. Best of Harbor Beach
 - \$195 from Robert L. Bliss of Admissions and Scholarships
 - \$300 from T. J. Carey of Admissions and Scholarships
 - \$220 from Robert R. Fedore of Admissions and Scholarships
 - \$410 from William L. Finni of Admissions and Scholarships
 - \$100 from William T. Gillis of Natural Science
 - \$175 from Stanley Idzerda of the Honors College
 - \$180 from Ronald J. Jursa of Admissions and Scholarships
 - \$25 from Gwendolyn Norrell of the Counseling Center
 - \$365 from Vice President Gordon A. Sabine
 - \$135 from Clair L. Taylor of Admissions and Scholarships
 - \$200 from Russell Wentworth of Admissions and Scholarships
 - \$10 from Harold B. Pomeranz
 - \$25 from Mary D. Osgood

d. To aid specified students:

- \$100 from Alpha Kappa Alpha Sorority of Lansing
- \$150 from Mr. and Mrs. Forest L. Barth and Judy Barth of Canton, Ohio
- \$100 from the Rotary Club of Brookfields, Massachusetts
- \$100 from the Buechel Rotary Club of Louisville, Kentucky
- \$175 from Clintondale Public Schools of Mount Clemens
- \$400 from the Coloma Board of Education
- \$324 from the Kiwanis Club of East Lansing
- \$75 from the Fremont Consolidated School of Fremont
- \$100 from the Greensburg Club of Italian Women of Greensburg, Pennsylvania
- \$250 from The Harlow Foundation of Midland
- \$200 from the Harper Woods Health Guild of Harper Woods
- \$150 from Jackson High School of Jackson
- \$1,500 from the LaSalle Steel Company of Chicago
- \$250 from the Lima Rotary Club of Lima, New York
- \$1,250 from the Maxwell Jospey Foundation of Detroit
- \$600 from the Michigan League for Nursing of Lansing
- \$100 from the Michigan Society for Crippled Children and Adults, Inc., of Detroit
- \$1,082 from the National Merit Scholarship Corporation of Evanston, Illinois
- \$100 from the Parchment Education Association of Kalamazoo
- \$870 from the City of Philadelphia
- \$500 from the Pontiac Council Parent Teacher Association of Pontiac
- \$200 from Redondo Union High School of Redondo Beach, California
- \$108 from the Riverview Community High School of Wyandotte
- \$100 from the Rural Telephone Company of Stockbridge
- \$200 from St. John's Evangelical Lutheran Church of West Bend, Wisconsin
- \$200 from Schooley's Mountain Kennel Club of Long Valley, New Jersey
- \$600 from The Seabury Foundation of Chicago
- \$100 from the Southfield Student Congress of Southfield
- \$345 from the United Scholarship Service for American Indian Students of Denver
- \$600 from John Lyle Vette of Chicago
- \$150 from the Western School District Teachers' Club of Spring Arbor
- \$125 from the Woman's Benefit Association of Port Huron

14. Grant of \$743.32 from Robert R. Bathan Associates, Inc., of Washington, D.C., to be used under the direction of N. P. Ralston in the Cooperative Extension Service to continue the exploration of the possibilities of organizing commercial fishermen in the Upper Peninsula to establish a commercial fish business and to develop a quality product to be supplied to large markets.

15. Grants as follows from County Boards of Supervisors to be used under the direction of N. P. Ralston in the Cooperative Extension Service to help finance the salaries of Extension Agents in the respective counties:

- a. \$2,958.43 from Genesee County
- b. \$3,000 from Manistee County
- c. \$375 from Monroe County
- d. \$3,000 from Newaygo County

16. Grants as follows to be used under the direction of R. G. Mawby in 4-H Clubs:

- a. \$4,000 from the 4-H Foundation of Michigan, Inc., of East Lansing for the 1963 IFYE Program.

continued

July 18, 1963

NEW BUSINESS, continuedGifts and Grants, continuedGifts and
Grants

16. Grants to be used in 4-H Clubs, continued:
- b. \$324.07 from the Michigan Agricultural Limestone Association of East Lansing to send the Land Judging Team to the Oklahoma contest.
 - c. \$250 from the Michigan Farm Bureau of Lansing for awards in Club Meeting Demonstrations at the State Show.
 - d. \$1,685 from the National 4-H Service Committee of Chicago to conduct the tractor program.
 - e. For the 1963 Conservation Camp:
 - \$600 from the Federal Cartridge Corporation of Minneapolis
 - \$500 from the 4-H Foundation of Michigan, Inc., of East Lansing
 - \$3,500 from the Michigan Bell Telephone Company of Detroit
17. Grant of \$6,000 from The Farm Economics Division, Economic Research Service, United States Department of Agriculture of Washington to be used under the direction of L. L. Boger in Agricultural Economics to assess the significance of product specialization to agricultural adjustments in the Saginaw Valley and Upper Thumb areas of Michigan.
18. Approval of a memorandum of agreement with The Council on Economic and Cultural Affairs, Inc., of New York City covering a grant of \$7,520 to be used under the direction of Carl Eicher in Agricultural Economics for research entitled, "Marketing and Economic Development: The Palm Oil Distribution System in Eastern Nigerian Development".
19. Approval of a memorandum of agreement with Massey-Ferguson, Inc., of Detroit covering a grant of \$4,000 to be used under the direction of Carl Hall in Agricultural Engineering for research to determine the mechanism and factors involved and the relationship of the parameters in forming wafers from alfalfa and grasses.
20. Approval of a memorandum of agreement with Mr. and Mrs. Robert H. Blanford of Montrose covering a grant of \$11,000 to be used under the direction of J. A. Hoefer in Animal Husbandry for a study of artificial insemination of swine under farm conditions.
21. Grants as follows from the National Institutes of Health of Bethesda, Maryland, to be used in Biochemistry:
- a. \$14,160 under the direction of R. U. Byerrum to study the biosynthesis of heterocyclic rings in plants.
 - b. \$56,799 under the direction of R. G. Hansen for a graduate training grant.
22. Renewal of a memorandum of agreement with Eli Lilly and Company of Greenfield, Indiana, covering a grant of \$2,000 to be used under the direction of R. S. Emery in Dairy to evaluate Tylosin as a silage preservative.
23. Grant of \$2,225 from the Atomic Energy Commission of Washington to be used under the direction of R. C. Ball in Fisheries and Wildlife for a limnological study of a stream.
24. Grant of \$3,700 from the Bureau of Sport, Fisheries and Wildlife of Washington, D.C., to be used under the direction of P. I. Tack in Fisheries and Wildlife to evaluate the reliability of counting "Singing" woodcock as a practical means of measuring abundance of males on census routes in the spring.
25. Grant of \$30,815 from the United States Army Quartermaster Research and Engineering Command of Natick, Massachusetts, to be used under the direction of I. J. Pflug in Food Science to study different methods of heat processing shelf stable food products in flexible packages.
26. Grant of \$460 from the Institute of Food Technologists of Chicago to be used under the direction of B. S. Schweigert in Food Science to finance expenses of Professor Schweigert's serving as Program Chairman of the Institute.
27. Grants as follows from the National Institutes of Health to be used in the Food Science Department:
- a. \$12,600 under the direction of L. E. Dawson and W. L. Mallmann for a study of the chemical and bacteriological changes in frozen eggs.
 - b. \$64,592 under the direction of B. S. Schweigert to expand the graduate and post-doctorate program in basic science aspects of food science, including food microbiology and food engineering.
 - c. \$19,570 under the direction of B. S. Schweigert and J. R. Brunner to determine the nature of bound forms of vitamin B₁₂ in bovine milk and other foods.
28. Grants as follows to be used under the direction of James W. Goff in the School of Packaging:
- a. To conduct basic research on the problems related to the control of damage in the shipment of merchandise:
 - 1) \$3,000 from The Gillette Company of Boston, Massachusetts
 - 2) \$3,000 from Western Electric Company, Inc., of New York City
 - b. \$6,000 from Owens-Illinois Glass Company of Toledo, Ohio, for basic research on sealing of packaging materials at high machine speeds and gas permeabilities as a factor in package shelf life.
29. Approval of a memorandum of agreement with the Mink Farmers' Research Foundation of Milwaukee, Wisconsin, covering a grant of \$5,000 to be used under the direction of P. J. Schaible in Poultry Science for an evaluation of old hens for use in mink diets.

NEW BUSINESS, continuedGifts and Grants, continued

- Gifts and Grants
30. Approval of a memorandum of agreement with the Jackson Metropolitan Area Regional Planning Commission of Jackson covering a grant of \$24,000 to be used under the direction of Raleigh Barlowe in Resource Development to prepare an economic base analysis of Jackson County.
 31. Grant of \$2,250 from the Tennessee Valley Authority of Wilson Dam, Alabama, to be used under the direction of E. C. Doll, J. A. Porter, and L. S. Robertson in Soil Science to conduct fertilizer test demonstration programs to demonstrate the possibility of a need for zinc in fertilizers used for Michigan crops.
 32. Grants as follows to be used under the direction of Ray Cook in Soil Science and Kenyon Payne in Crop Science to assist with expenses for the North Central Meetings of the American Society of Agronomy at Michigan State University:
 - \$50 from Jepson-Murray Advertising, Inc.
 - \$50 from Crippen Manufacturing Co., Inc.
 - \$50 from The Wickes Corporation
 - \$50 from Smith-Douglass Company, Inc.
 - \$25 from Bird Agricultural Chemical Co.
 - \$25 from Klein Fertilizers, Inc.
 - \$100 from Farm Bureau Services, Inc.
 - \$100 from the Ford Motor Company
 - \$100 from The Dow Chemical Company
 33. Grant of \$32,766 from the United States Office of Education of Washington to be used under the direction of D. G. Rohman in English to provide for experimental classes in composition to test several new approaches to the art of writing.
 34. Grant of \$1,500 from Gerber Baby Foods Fund of Fremont to be used under the direction of E. A. Brand in Management; \$1000 for a scholarship in the Mass Marketing Management Program and \$500 for the administration of the Program.
 35. Grant of \$7,200 from the Steel Service Center Institute of Cleveland Ohio, to be used under the direction of Claude McMillan in Management to study and develop models applicable to materials management decisions in the Steel Service Center industry.
 36. Grant of \$10,000 from the Eugene C. Eppley Foundation, Inc., of Omaha, Nebraska, to be used under the direction of H. O. Barbour in Hotel, Restaurant, and Institutional Management for fellowships for students enrolled in the Masters program.
 37. Grant of \$550 from the Campbell-Ewald Foundation of Detroit to be used under the direction of J. W. Crawford in Advertising for a fellowship in Advertising for the summer term 1963.
 38. Grants as follows to be used under the direction of H. J. Oyer in Speech:
 - a. \$14,054 from the Department of Health, Education, and Welfare of Washington to improve and extend the clinical service program for patients with communicative disorders associated with neurological and sensory diseases by expanding clinical services in local hospitals in surrounding areas.
 - b. \$100 from the Michigan District of Kiwanis International for repair of used hearing aids for indigent patients.
 39. Grant of \$1,000 from the College Entrance Examination Board of New York City to be used under the direction of Roderick Hilsinger in the College of Education for an analysis and interpretation of college selection patterns.
 40. Grant of \$200 from the Mobil Oil Company of Detroit to be used under the direction of Carl Horn in the College of Education for the fee for two counselors participating in the Guidance and Personnel Training Programs.
 41. Grant of \$1,500 from the Michigan Crop Improvement Association of East Lansing to be used under the direction of Axel Andersen in Botany and Plant Pathology for pathological studies on bean varieties and new segregating material which are important to bean production.
 42. Grant of \$1,200 from the California Chemical Company of San Francisco to be used under the direction of A. H. Ellingboe in Botany and Plant Pathology to study the mechanisms of transfer of specific genetic material in vegetative cells of *schizophyllum commune*.
 43. See p. 4906
 44. Grant of \$600 from Pennsalt Chemicals of Aurora, Illinois, to be used under the direction of E. J. Klos in Botany and Plant Pathology for research with TD225 on fireblight and apple scab, and Triarum on apple scab and cherry leaf spot.
 45. Grant of \$450 from the National Science Foundation to be used under the direction of C. N. McCarty in Chemistry for support of a summer institute in chemistry for secondary school teachers of chemistry.
 46. Grants as follows to be used under the direction of Angus Howitt in Entomology for fruit insect investigation:
 - a. \$400 from the California Chemical Company of Richmond, California
 - b. \$2,000 from Geigy Chemical Company of Yonkers, New York
 - c. \$500 from General Chemical Division of Kalamazoo
 - d. \$500 from Hercules Powder Company of Wilmington, Delaware
 - e. \$6,000 from the Michigan Blueberry Growers Association of Grand Junction

continued - -

NEW BUSINESS, continuedGifts and Grants, continuedGifts and
Grants

46. Grants to be used under direction of Angus Howitt for fruit investigation, continued:
 \$2,500 from the Michigan Concord Grape Association of Lawton
 \$1,500 from Monsanto Chemical Company of St. Louis, Missouri
 \$2,500 from Whirlpool Corporation of St. Joseph for research on the effect of environmental conditions on the life cycle of insects.
47. Grants as follows to be used under the direction of M. M. Miller in Geology to promote the Summer Institute of Glaciological Sciences on the Juneau Icefield:
 a. \$1,000 from the Readers Digest Foundation of Pleasantville, New York
 b. \$1,000 from Terris Moore of Cambridge, Massachusetts
48. Grant of \$4,527 from the National Science Foundation to be used under the direction of John Wagner in Mathematics for support of an academic year institute in general science for secondary school teachers.
49. Grant of \$12,471 from the National Institutes of Health to be used under the direction of Florence C. Kempf in Nursing to integrate mental health and psychiatric nursing concepts throughout the nursing program and to give financial assistance to one undergraduate nursing student.
50. Grant of \$46,400 from the National Science Foundation to be used under the direction of T. O. Woodruff and M. J. Harrison in Physics and Astronomy for research on the theory of solid-state plasmas.
51. Grant of \$200,000 from the National Science Foundation to be used under the direction of H. G. Blosser in Physics and Astronomy for the construction of a 40 Mev cyclotron.
52. Grant of \$19,400 from the United States Army Research Office of Durham, North Carolina, to be used under the direction of Gopinath Kallianpur in Statistics for research in the non-linear problems in probability theory; asymptotic independence and applications to some inference problems in stochastic processes.
53. Grant of \$7,000 from the Department of Health, Education, and Welfare of Washington to be used under the direction of Charles Kraft in Foreign Languages and the Africans Studies Center for preparation of materials for a course in introductory Hausa.
54. Grant of \$45,869 from the United States Office of Education of Washington to be used under the direction of C. C. Hughes in the African Studies Center to support the Center for 1963-64.
55. Grant of \$2,233 from the United States Office of Education to be used under the direction of F. A. Pinner in the Bureau of Social and Political Research to develop instruments needed in testing the hypothesis that citizenship orientations appropriate for a democracy are acquired or reinforced in a school environment with a pluralistic affiliative structure.
56. Grant of \$25,900 from the National Science Foundation to be used under the direction of Thomas R. Saving in Economics for research on the relationship of the demand for educational facilities to relative wage changes.
57. Grant of \$19,595 from the Department of Defense, Office of Civil Defense, of Washington to be used under the direction of Leon Weaver in Police Administration and Public Safety to develop two training packages for nationwide use in civil defense courses to be conducted under the Federal Contributions Program.
58. Grant of \$2,500 from the American Foundation for Management Research, Inc., of New York City to be used under the direction of Thomas Farrell and Frederic Wickert in Psychology and Business Law, Insurance, and Office Administration for a study on the transition of a creatively oriented engineering organization from small to large.
59. Grant of \$3,030 from the Department of Health, Education, and Welfare of Washington to be used under the direction of G. J. Aldridge in Social Work for a graduate student interested in the field of child welfare.
60. Grant of \$50 from the Women's Auxiliary to the Michigan Veterinary Medical Association of Battle Creek to be used under the direction of Dean Armistead in Veterinary Medicine for the purchase of materials for the Veterinary Library.
61. Grant of \$473.80 from the National Aeronautics and Space Administration of Moffitt Field, California, to be used under the direction of David T. Clark in Microbiology and Public Health for studies on methods for sending experimental animals into outer space.
62. Grant of \$60,700 from the United States Department of Agriculture of Washington to be used under the direction of R. N. Costilow in Microbiology and Public Health for investigations of the enzymes and enzyme activities in the formation of spores of *Bacillus popilliae* and *Bacillus lentimorbus*.
63. Grant of \$13,680 from the National Institutes of Health to be used under the direction of C. L. San Clemente in Microbiology and Public Health for research on purified coagulase in staphylococcal infections.

July 18, 1963

NEW BUSINESS, continuedGifts and
GrantsGifts and Grants, continued

64. Grant of \$3,000 from Ciba Pharmaceutical Products of Summit, New Jersey, to be used under the direction of D. E. Schoenhard in Microbiology and Public Health to study the effectiveness of deoxycorticosterone trimethylacetate and dianabol for anti-PPLO activity in Poultry.
65. Grant of \$45,940 from the National Institutes of Health to be used under the direction of G. H. Conner in Surgery and Medicine for epizootiological investigation of bovine leukemia.
66. Grant of \$17,500 from the Michigan Artificial Breeders Cooperative of East Lansing to be used under the direction of C. A. Lassiter in Dairy and C. C. Morrill in Veterinary Pathology for testing M.A.B.C. sires. research on leptospirosis and dairy testing and breeding.
67. Grant of \$54,893 from the National Science Foundation to be used under the direction of M. E. Muelder in Research Development. This is an Institutional Grant for Science 1963.
68. Grant of \$45,200 from the Office of Civil Defense of Washington to be used under the direction of H. R. Neville in Continuing Education for the Civil Defense instructor education program and conferences for officials concerned with Civil Defense.
69. Grant of \$35 from William L. Wise of Traverse City to be used under the direction of Armand Hunter in Continuing Education to help finance the Traverse City Lecture-Concert Series.
70. Grant of \$210,978 from the United States Office of Education to be used under the direction of Paul Dressel in Institutional Research to do a descriptive analysis and an evaluation of instructional systems development activities from 1963-1965; to devise methods of measuring costs associated with instructional systems development and to develop principles of sound budgetary planning for the use of educational media in university instruction; to develop hypothetical models of instructional systems development procedures and their relative costs; to prepare descriptive reports of the above materials for use by other institutions of higher learning concerned with the application of technology to instructional programs.
71. Grant of \$1,000 from Jens Touborg of Tecumseh to be used to assemble a skeleton of an African elephant under the direction of Dr. Baker in the Museum.
72. Grant of \$8,000 from the United States Department of Agriculture to be used under the direction of L. L. Boger in Agricultural Economics to continue research to assess the significance of product specialization to agricultural adjustments in the Saginaw Valley and Upper Thumb areas of Michigan.

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to accept the Gifts and Grants.

Reports for Board MembersAlteration
and Improvement
items approved

1. Alteration and Improvement items approved since the June Trustees' meeting, as follows:
 - a. Alterations to several large lecture rooms for the Educational Development Program:

1) Add 41 seats in Room 116, Agricultural Engineering	\$1,180
2) Remove stage in Room 116, Agricultural Engineering	1,500
3) Replace chalkboards in Room 213, Agriculture Hall, and remove seats and install floor tile and replace 150 seats; add outlet in stage riser	1,450
4) Remove laboratory bench and cap utilities in Rooms 116 and 128 Natural Science Building	500
5) Remove seats in Room 402, Computer Center	25
 - b. Remove stage and install light control in Room 206, Horticulture
 - c. Cover windows fourth floor Morrill Hall with Koolshade screen and install exhaust fan to draw air from center of area of fourth floor of Morrill Hall
 - d. Partition Room 313A Physics-Mathematics into three small offices to partially take care of additional staff for mathematics fall term 1963
 - e. Install sink and running water in Room 210, Biology Research Center
 - f. Construct storage area in the ground floor of Bessey Hall for Evaluation Services
 - g. Remove laboratory benches and make necessary repairs in Rooms 201A and 202, Biology Research Building
 - h. Alterations to Room 259, Student Services Building to provide an additional office

	2,380
	<u>\$16,060</u>
2. Payment of the additional amounts to salaried employees since the June Trustees' meeting, as per list on file.

Additional Gift and Grant (item 43, p. 4904)

1. Grant of \$18,968 from the Atomic Energy Commission of Washington to be used under the direction of A. H. Ellingboe in Botany and Plant Pathology to study the mechanisms of the fireblight and apple scab, and Triarum on apple scab and cherry leaf spot.

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to accept the above grant.

NEW BUSINESS, continued

OAKLAND UNIVERSITY

1. Jack Raymond Moeller, Assistant Professor of Modern Foreign Languages at a salary of \$8,000 per year on a 10-month basis effective August 15, 1963.
2. Birgitta Johanna Vance, Instructor in Modern Foreign Languages, at a salary of \$6,000 per yr on a 10-month basis effective September 1, 1963.
3. Richard A. Kamann, Instructor in Psychology at a salary of \$7,200 per year on a 10-month basis effective August 15, 1963.
3. Walter Reed Boland, Instructor in Sociology and Anthropology at a salary of \$7,200 per year on a 10-month basis effective August 15, 1963. Mr. Boland will not be considered under the tenure system until he can pass a satisfactory health examination.

Oakland University Items

Gifts and Grants

1. Grant of \$500 from The Richardson Foundation of Mount Clemens to be deposited in the Award Account 92-3359 for the 1963-64 school year with the following stipulations:
 - a. That the grant be made to the winner of the contest if she can meet entrance requirements
 - b. That it will not be necessary to prove need
 - c. If the grant is not used in 1963-64, it will be held over for next year's winner
 - d. If next year's winner does not qualify or desire to use this grant, it will become an open scholarship for Oakland University
2. Grant of \$1,000 from The Village Woman's Club of Birmingham and Bloomfield Hills to be deposited to a Trust Fund Account 92-3415.
3. Grants totaling \$701 from several individuals to be credited to the Mildred B. Matthews Art History Scholarship.
4. Grants as follows to be deposited in Scholarship Account 92-3225:

Donald O'Dowd	\$20.50
Kenneth D. Roose	10.00
Jayno Heights Women's Auxiliary	25.00
Oakland University Scholarship Committee	20,500.00
The Junior League of Birmingham	560.00
World Report Lecture Series	1,431.50

On motion by Mr. Vanderploeg, seconded by Dr. Smith, it was voted to approve all the Oakland University items.

ADDITIONAL ITEMS

Leaves--Other

1. Gopinath Kallianpur, Professor of Statistics without pay from September 1, 1963 through August 31, 1964 to work at the University of Minnesota.

Leaves

Appointments

1. Charles E. Doell, Professor of Resource Development, at a salary of \$3200 for the period October 1, 1963 through December 31, 1963.
2. Harold Wood Phend, Instructor in Engineering and Assistant to the Dean of Engineering at a salary of \$7200 per year on a 12-month basis from July 1, 1963 through June 30, 1964.
3. Karen Elizabeth Vogt, Instructor in Home Management and Child Development at a salary of \$5,100 per year on a 10-month basis from September 1, 1963 through August 31, 1964.
4. Wolfgang Gaschutz, Professor of Mathematics at a salary of \$1250 for the period September 1, 1963 through June 30, 1964.
5. Charles J. Sylvester, Research Associate in Microbiology and Public Health at a salary of \$8,500 per year on a 12month basis effective July 1, 1963 through August 14, 1963.
6. Joseph W. Adams, Adviser, Nigeria Program, at a salary of \$8,000 per year from June 10, 1963 through September 18, 1963.

Appointments

Transfers

1. Max Van Vlerah, from Senior Food Supervisor IX Brody Cafeteria to AP-I, Wonders Hall Cafeteria at a salary of \$6840 per year on a 12-month basis effective August 1, 1963.

Transfers

Salary Changes

1. Increase in salary for George R. Van Buren, AP-I McDonel Hall to \$7000 per year, August 1, 1963.
2. Increase in salary for Donald Schmidt, AP-I, Case Hall to \$6,750 per year, effective August 1, 1963.

Salary inc. Geo. R. Van Buren

Salary inc. Donald Schmidt

On motion by Mr. Merriman, seconded by Mr. Stevens, it was voted to approve all Additional Leaves, Appointments, Transfers and Salary Changes.

ADDITIONAL ITEMS, continued

Miscellaneous

Add. title of Professor for William H. Knisely

1. Additional title of Professor of the Institute of Biology and Medicine for William H. Knisely, effective August 1, 1963. The records should also show that his appointment is on a 12-month basis.

John Wilson to be Assoc. Dir. Honors College

2. Change in status of John D. Wilson from Associate Director of the Honors College and Assistant Professor to Associate Director of the Honors College, effective July 1, 1963. Mr. Wilson will be recommended for an academic title after he completes his doctorate.

Employees who resigned will not receive pay raises

3. Report that the following 10-month academic employees who received raises at the May Board meeting and resigned at the June meeting, have had their raises rescinded and will be paid at the 1962-63 rates through August 1963:

- a. Carol R. Chworowsky, Instructor in Speech
- b. Diane Elaine Hanson, Instructor in Home Management and Child Development
- c. James Russell Stamm, Assistant Professor of Humanities
- d. Francis S. Tse, Associate Professor of Mechanical Engineering

Report of death Glen Jensen

4. Report of the death of Glen Jensen, custodian in the Union Building, on June 29, 1963. He had been an employee of the University since October 29, 1949. He left no dependents. He was born on July 13, 1898.

Cl-Typist II position re-activated in Regis. Office

5. Recommendation from the Director of Personnel for the reactivation of a Clerk-Typist II position in the Registrar's Office.

On motion by Mr. Stevens, seconded by Mr. Merriman, it was voted to approve Miscellaneous Items 1 through 5.

Contract awarded street & walk lights Wilson Rd. from Chestnut to Farm Lane

6. Bids were taken on July 12 for the installation of street and walk lights on Wilson Road from Chestnut to Farm Lane, as follows:

Hall Electric	\$13,800
Barker-Fowler Electric	14,484
Hatzel and Buehler, Inc.	15,525
Central Electric Motors	16,506

It is recommended that the contract be awarded to the low bidder, the Hall Electric Company, for \$13,800. Funds are provided for this work in the East Campus Road Development project.

Bids rejected on alteration work in Nat. Sci Bldg.

7. Bids were taken on July 16 for alteration work in the Natural Science Building, as follows:

<u>Architectural</u>	
Hausman Construction	\$16,400
Hanel-Vance	18,000
Britsch Construction	20,843

<u>Mechanical</u>	
United Piping and Erection	38,657

<u>Electrical</u>	
Hall Electric Company	5,800
Hatzel-Buehler	7,450

Since the bids exceed the amount available for this work by about \$18,000 it is recommended that all bids be rejected.

Contract awarded food service equipment International Center proj.

8. The following bids were received on July 15 for the food service equipment at the International Center Project:

Great Lakes Hotel Supply Company	\$111,100.00
Canton China & Equipment Company	116,284.50

It is recommended that the contract be awarded to the low bidder, the Great Lakes Hotel Supply Company, for \$111,100. Funds were provided for this equipment in the International Center project budget.

Contract awarded equipment International Center proj.

9. The following bids were received on July 15 for equipment at the International Center Project.

Bulman Corporation	\$ 74,219.52
Jentzen-Miller Company	82,631.48

It is recommended that the contract be awarded to the low bidder, the Bulman Corporation, for \$74,219.52. Funds were provided for this work in the International Center Project budget.

Contract awarded South Campus Sewer Extensions

10. The following bids were received on July 16 for the South Campus Sewer Extensions:

Reamer Bros.	\$ 19,000
McNamara	24,550

Reamer Bros. have claimed an error in their bid and have asked to be relieved of their obligation to do this work.

ADDITIONAL ITEMS, continued

Miscellaneous, continued

10. Bids for South Campus Sewer Extensions, continued:

They have been advised that they will probably forfeit their bid deposit of \$1,052. In view of their refusal to proceed with the contract, it is recommended that their certified check be forfeited.

If the above recommendation is approved, it is recommended that the contract be awarded to McNamara for \$24,550.

The Trustees considered this question and, in view of Reamer Brothers' letter advising that they would not proceed with the contract, directed that the bid deposit of \$1,052 be forfeited and credited to a scholarship account.

On motion by Dr. Smith, seconded by Mr. Huff, it was voted to approve awarding the contract to McNamara for \$24,550.

11. Bids were taken as follows on July 16 for the construction of a new Food Stores Building which will be located between the railroad tracks just east of the Married Housing Office:

Contracts awarded for Food Stores Building

<u>General</u>	
Granger Construction Co.	\$ 630,777
Granger Brothers, Inc	634,998
Christman Company	639,913
Hausman Construction Co.	644,782
Banta-Brooks, Inc	648,830
O'Harrow Construction Co.	649,798
Spence Brothers	687,380
Collinson Construction Co.	694,000
D. D. Davis Co.	706,000
<u>Mechanical</u>	
Dard, Inc.	142,700
Shaw-Winkler, Inc	143,274
United Piping & Erecting Co.	143,847
Spitzley Corporation	147,000
John Green Plumbing & Heating Co.	168,400
<u>Electrical</u>	
Ball-Electric Company	119,990
Barker-Fowler	128,989
Central Electric Motors	125,696
Hatzel-Buehler, Inc	126,700
<u>Refrigeration Trades</u>	
Garlock Sales	147,777
B & B Refrigeration Co.	158,610
J. R. Miller Corporation	164,850
Hemco Company	182,855

It is recommended that contracts be awarded to the low bidders, as follows:

General	- Granger Construction Co.	630,777
Mechanical	- Dard, Inc	142,700
Electrical	- Hall Electric	119,990
Refrigeration-	Garlock Sales	147,777
		<u>\$1,041,244</u>

It is recommended that the following budget be established for this project:

Construction: Building	\$1,000,444	
Utilities	<u>40,800</u>	\$1,041,244
Architect		45,000
Site Improvement		36,000
Rail Siding		30,000
Furniture and Equipment		85,000
Contingency		<u>62,756</u>
		\$1,300,000

On motion by Mr. Huff, seconded by Mr. Vanderploeg, it was voted to approve awarding contracts to the low bidders for the construction of the Food Stores Building.

Contract awarded for miscellaneous walk repairs

12. The following bids were received on July 16 for the miscellaneous road and walk repairs:

Spartan Asphalt Paving Company	\$ 24,404.90
Rieth Riley Company	27,730.50

It is recommended that a contract be awarded to the Spartan Asphalt Paving Company for \$24,404.90

On motion by Mr. Vanderploeg, seconded by Mr. Harlan, it was voted to approve the recommendations in Items 6, 7, 8, 9 and 12.

ADDITIONAL ITEMS, continuedMiscellaneous, continued

- Approval of re-draft of regulations for driving and parking on Univ. Campus
13. The Faculty-Student Motor Vehicle Committee throughout the past academic year gave consideration to the immediate and long-range problems of student driving and parking on the University campus. Their recommendations have been summarized and are presented to the Trustees in two sections.

The first section is a re-draft of the regulations to be effective for the academic year, September 1963 through August 1964. This ordinance is to be designated "Student Motor Vehicle Regulation No. 13." A copy is in each Board member's hands. It is recommended that this be approved to be effective fall term 1963.

The long-range recommendations are in three parts. It is recommended that the Board approve all three of them in principle with the details of their activation to be worked out by the President's Office. These include:

- a. General recommendations on traffic and parking policies,
- b. A proposal to establish a University Motor Vehicle Office, and
- c. A proposal to enlarge representation on and responsibilities of the Faculty Motor Vehicle Committee

Copies of these recommendations are on file with the material for this Board meeting.

On motion by Mr. Huff, seconded by Mr. Merriman, it was voted to approve the new recommendations of the Faculty-Student Motor Vehicle Committee.

Gifts and Grants

1. Scholarship grants as follows to be used for specified students:

\$250 from Alpha Kappa Alpha Sorority of Evanston, Illinois
 \$175 from the Citizens Scholarship Foundation of Warren and W. Warren, Massachusetts
 \$83.33 from the Elks Department of Education of Memphis, Tennessee
 \$100 from the Ridgewood High School Association, New Jersey
 \$150 from the Rockford High School of Rockford
 \$500 from the Troy Road Foodliner of Delaware, Ohio

2. Renewal of a memorandum of agreement with the Geigy Chemical Corporation of Yonkers, New York, covering a grant of \$1,000 to be used under the direction of W. F. Meggitt in Crop Science for soil residue studies.
3. Grants totaling \$3,200 from various donors to be used under the direction of C. M. Horn in Education for scholarships for participants in the Detroit Personnel and Guidance Program during the summer 1963.
4. Grant of \$119,832 from the Office of Education, Department of Health, Education, and Welfare of Washington, D.C., to be used under the direction of Norman Kagan, David Krathwohl, and William Farquhar in Education to explore the interpersonal process recall technique for the study of selected educational problems.
5. Renewal of a memorandum of agreement with the Naugatuck Chemical Division of the United States Rubber Company of Naugatuck, Connecticut, covering a grant of \$250 to be used under the direction of D. J. deZeeuw in Botany and Plant Pathology to aid in support of a graduate research assistantship in the field of seed and soil treatment fungicide research.
6. Grant not to exceed \$3,000 from the Socony Mobil Oil Company, Inc., of New York City to be used under the direction of A. I. Popov in Chemistry for a fellowship in analytical chemistry.
7. Renewal of a memorandum of agreement with the American Cyanamid Company of Princeton, New Jersey, covering a grant of \$1,500 to be used under the direction of Gordon Guyer in Entomology for studies of insecticides for control of vegetable insects.
8. Grant of \$10,000 from the American National Red Cross of Washington, D.C., to be used under the direction of E. O. Moe in Sociology and Anthropology to develop research designs, bibliographies, summaries of research findings, and plan research projects of mutual interest to the American National Red Cross and the Department of Sociology and Anthropology.

On motion by Dr. Smith, seconded by Mr. Harlan, it was voted to accept the above Gifts and Grants.

Reports for Board Members

1. Report of additional payments to salaried employees as per list on file.

July 18, 1963

ADDITIONAL ITEMS, continued

Oakland University

Oakland
University
Items

1. Chancellor Varner recommends that a student activities fee of \$2 per student per term be instituted beginning with the fall 1963 term. This fee is to be segregated to be used for making available worthwhile extra-curricular student programs at Oakland University.
2. The grant from the Kettering Foundation provides \$60,000 for the construction of the Kettering Magnetics Laboratory. It is recommended that the Trustees approve the site for this structure and authorize awarding the contract for the construction to the low bidder provided these bids are within the budget. The proposed budget is:

Construction	\$50,000
Site Work	5,000
Contingencies	5,000
	\$60,000

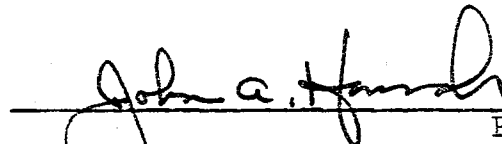
3. Oakland University received an allocation of \$25,000 to employ consulting engineers to study and make recommendations for a long-range utility program.

After consultation with Albert Kahn representatives, it is recommended that their proposal to do a comprehensive study and make a report for a fixed price of \$17,500 be accepted. It is recommended that the Board approve a contract in order that a study may be completed by the October 1 deadline suggested by the State Building Division.

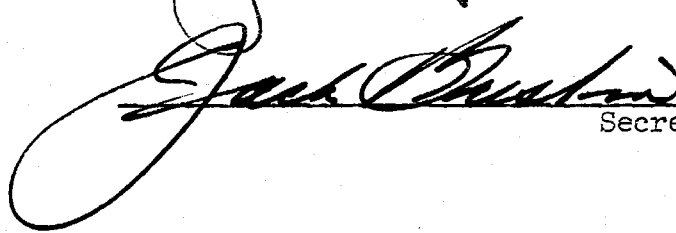
On motion by Mr. Harlan, seconded by Dr. Smith, it was voted to approve the Oakland University items.

The meeting adjourned at 11:15 a.m. to meet next on Friday, September 20, 1963.

An informal meeting of the Trustees will be held on Thursday evening, September 19, 1963.



 President



 Secretary