

MINUTES OF THE MEETING
of the
FINANCE COMMITTEE
December 12, 1968

The Finance Committee convened at Kellogg Center at 8:00 a.m.

The following members were present: Messrs. Harlan, Hartman, Merriman, Nisbet, Smith, Stevens, and Thompson; President Hannah, Acting Vice President Wilkinson, and Secretary Breslin.

Absent: Mr. White.

Investment recommendations 1. Investment recommendations from Scudder, Stevens & Clark and Mr. Earl Cress, as follows:

Consolidated Fund		Approx.			
Amount	Security	Price	Principal	Income	Yield
Recommend purchasing:					
100 shs.	Beech Aircraft (making 1,300)	\$ 44	\$ 4,400	\$ 75	1.7%
H. W. & E. A. Klare Fund					
Recommend purchasing:					
\$13,000	U.S. Treasury Bills 4-30-69 (making \$25,000)	98	12,740	702	5.4%
Retirement Fund					
Recommend purchasing:					
\$100,000	U.S. Treasury Bills 4-30-69	98	98,000	5,400	5.4%

On motion by Mr. Nisbet, seconded by Mr. Thompson, it was voted to approve the investment recommendations.

Resolution on financing for married housing and Holden Hall 2. Mr. Earl Cress and Mr. William Broucek, Vice President of the Ann Arbor Trust Company, met with the Trustees and discussed the permanent financing required for the recently completed 228 apartments for married students and the balance of the funds required for Holden Hall. They presented a recommendation as follows:

SUMMARY OF \$2,800,000 MICHIGAN STATE UNIVERSITY
HOUSING AND REFUNDING REVENUE BONDS

I. Purpose	Total Funds Required	Source of Funds	
		From This Financing	Other Univ. Funds
A. Finance 228 Apts.	\$2,225,019	\$2,100,000	\$ 125,019
B. Holden Hall	1,071,262	305,000	766,262
C. Retire Bond Issue dated May 1, 1954	195,000	195,000	-0-
D. Debt Service Reserve	200,000	200,000	-0-
Total	\$3,691,281	\$2,800,000	\$ 891,281

The \$891,281 is to be provided by:

- A. \$444,000 transfer of funds available in the Plant Fund.
- B. The balance from earnings on the 228 apartments from July 1, 1968 to December 31, 1968 and from funds available in the Reserve for Auxiliary Enterprises.

II. Description

Dated: February 1, 1969

Maturity: Serial maturities from 1970 through 1999

Public Sale, \$5,000.00 denominations, non-callable for ten years, call premiums beginning at 103 in eleventh year.

Approximate Interest Rate Range: 5 1/4% to 5-3/4%

III. Security

Pledge of and first lien on:

- A. New 228 Spartan Village Apartments
- B. 108 University Village Apartments
- C. Investment Income on Debt Service Reserve Fund

Total Estimated Net Income \$219,320.00

2. Financing for apartments and Holden Hall, continued

Resolution on
financing for
married housing
and Holden Hall

IV. Procedure

- A. Advertisement of sale of bonds to take place in early January.
- B. Public sale to take place in late January or early February.
- C. Committee of Board to act on bids on date of public sale.
- D. Resolution adopted and Trust Indenture approved at February Board meeting.

RESOLUTION OF THE BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY
AUTHORIZING ADVERTISEMENT AND SALE OF \$2,800,000 MICHIGAN STATE
UNIVERSITY HOUSING AND REFUNDING REVENUE BONDS TO BE DATED
FEBRUARY 1, 1969, AND AWARD OF THE SAME TO THE SUCCESSFUL BIDDER

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY as follows:

1. THAT Ann Arbor Trust Company, of Ann Arbor, Michigan, is hereby authorized, empowered and directed to proceed with advertisement and sale of Michigan State University Housing and Refunding Revenue Bonds to be dated February 1, 1969, and issued in the total principal amount of Two Million Eight Hundred Thousand (\$2,800,000.00) Dollars.
2. THAT said Revenue Bonds are to be advertised for public sale under the terms and conditions of the Notice of Sale and Official Statement substantially as submitted to this Board this day, which Notice of Sale and Official Statement are hereby in all respects approved.
3. THAT the public sale of revenue bonds authorized herein shall take place not later than 60 days from the date of this meeting of the Board of Trustees of Michigan State University, namely December 12, 1968.
4. THAT the Chairman of this Board, the President of Michigan State University, the Secretary of this Board and the Acting Vice President for Business and Finance of Michigan State University, or any three of them, are hereby authorized, empowered and directed to act as a Committee of this Board to determine the successful bidders for the Bonds based upon the bids received in accordance with the published Notice of Sale and to award the Bonds to said successful bidder or bidders in the name of and under the seal of this Board. Said Committee is further authorized to reject any or all of the bids received if said bids do not comply, in the opinion of said Committee, with the terms and conditions of the Notice of Sale or if acceptance would, in the opinion of the Committee, be disadvantageous to the Board of Trustees of Michigan State University. The action taken by this Committee shall be binding upon the Board of Trustees.
5. THAT Ann Arbor Trust Company is hereby authorized, empowered and directed to accept the check or checks of the successful bidder or bidders for the Bonds, offered as guaranty of good faith on the part of the bidder, and to hold same for the account of the Board of Trustees of Michigan State University between the time of the sale of the Bonds and the delivery of the same or to cash said check or checks and hold the proceeds of the same, all in accordance with the terms of the successful bid.
6. THAT the successful bidder or bidders are hereby authorized to accept the written award of the Bonds by the Committee named in Section 4 of this Resolution as the official award of the Board of Trustees of Michigan State University. Said award shall be signed by at least two of the persons so named and shall bear the official seal of Michigan State University.
7. THAT this Board shall at its next regularly scheduled meeting following the public sale of the Revenue Bonds adopt a formal Resolution authorizing the issuance of the said bonds and approving the terms of the Trust Indenture governing the issuance and sale of the bonds and the disposition of the proceeds thereof.

(The Notice of Sale and Official Statement are filed with the materials pertinent to this meeting.)

On motion by Mr. Nisbet, seconded by Mr. Merriman, it was voted to approve these recommendations.

3. Mr. Broucek and Mr. Earl Cress of the Ann Arbor Trust Company appeared before the Board and presented the following recommendation for the financing for the proposed addition to the Oakland Center at Oakland University.

Resolution on
financing for
Oakland Center

SUMMARY OF \$2,600,000 MICHIGAN STATE UNIVERSITY-
OAKLAND UNIVERSITY, OAKLAND CENTER ADDITION BONDS.

I. Purpose

Oakland Center Addition	\$2,400,000
Debt Service Reserve	200,000
Total	<u>\$2,600,000</u>

continued - - -

Resolution on
financing for
Oakland Center

3. Financing for addition to Oakland Center, continued

II. Description

Dated January 1, 1969, interest only first five years.

\$610,000 Serial Bonds maturing from 1975 through 1984.
\$450,000 Term Bonds, Series A, maturing 1989
\$590,000 Term Bonds, Series B, maturing 1994
\$950,000 Term Bonds, Series C, maturing 1999

Public sale, \$5,000.00 denominations, non-callable for ten years, call premiums beginning at 103 in eleventh year.

Average maturity - 21 years
Net Interest Cost 5.75%

III. Security

Pledge of:	First Five Years	6 - 30th Year
A. University Fees	\$135,000	\$184,000
B. Investment Income - Debt Service Reserve	11,000	11,000
Total	\$146,000	\$195,000

IV. Other Covenants

The Board agrees to maintain and collect University Fees in an amount sufficient to provide annual sums equal to at least 200% of the maximum annual debt service requirements on all outstanding fee bonds and loans.

V. Underwriting Group

These bonds will be sold to an underwriting group of Michigan firms headed by First of Michigan Corporation.

VI. Rating

"AA" - Standard and Poor's Corporation

RESOLUTION OF THE BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY
APPROVING OFFICIAL STATEMENT, ACCEPTING UNDERWRITERS COMMITMENT AND
AUTHORIZING PREPARATION OF LEGAL DOCUMENTS NECESSARY TO ISSUANCE OF
BONDS SECURED BY STUDENT FEES TO PAY COSTS OF CONSTRUCTION OF
ADDITION TO OAKLAND CENTER BUILDING ON THE CAMPUS OF OAKLAND UNIVERSITY

WHEREAS, in order to properly serve the needs of students attending Oakland University (being under the control and management of the Board of Trustees of Michigan State University), it is necessary and advisable that an addition to the Oakland Center building be constructed and equipped on the campus of Oakland University at Rochester, Michigan, said addition to be approximately 40,000 square feet in size which will allow for expansion and increase of size in the facilities in the present buildings; and

WHEREAS, the said Project will be for the benefit and use of all students attending Oakland University; and

WHEREAS, it is the determination of this Board of Trustees that the costs of said Project should be provided by the issuance of bonds secured by a pledge of student fees collected from students attending Oakland University; and

WHEREAS, the Ann Arbor Trust Company, fiscal agent of the Board of Trustees, has prepared and submitted to this Board a document entitled "Official Statement" which outlines the details of the proposed bond issue, \$2,600,000 Oakland University, Oakland Center Addition Bonds, to be dated as of January 1, 1969, together with the security therefor and the covenants in relation thereto; and

WHEREAS, First of Michigan Corporation, of Detroit, Michigan, and associates, have tendered an offer, based upon said Official Statement, to purchase the \$2,600,000 Oakland University, Oakland Center Addition Bonds;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY, as follows:

1. THAT the Official Statement outlining terms and conditions of issuance of \$2,600,000.00 Oakland University, Oakland Center Addition Bonds, to be dated as of January 1, 1969, to be secured by a pledge of student fees collected from students attending Oakland University, the proceeds of which Bonds are to be used to provide costs of constructing and equipping an addition to the Oakland Center Building on the campus of Oakland University at Rochester, Michigan, a copy of which Official Statement is attached to this resolution and made a part hereof by reference, is hereby in all respects approved.

continued - - -

Resolution on
financing for
Oakland Center

3. Financing for addition to Oakland Center, continued

2. THAT the offer of First of Michigan Corporation, of Detroit, Michigan, and associates, to purchase the \$2,600,000.00 Oakland University, Oakland Center Addition Bonds at a price resulting in an average net interest cost of 5.75%, is hereby approved and accepted.

3. THAT legal counsel to the Board, in cooperation with the Ann Arbor Trust Company, fiscal agent to the Board, and the financial officers of the University, are hereby authorized and directed to prepare the necessary resolutions and trust agreement to accomplish the financing referred to in the preamble hereto, all in substantial compliance with the terms of the Official Statement herein approved.

4. THAT said necessary resolution or resolutions and trust agreement, together with such other documents in relation thereto as are deemed necessary, be submitted to this Board for its action thereon at the next regular meeting in January 1969.

(The Official Statement is filed with materials pertinent to this meeting.)

On motion by Mr. Thompson, seconded by Mr. Stevens, it was voted to approve these recommendations, with the understanding that contracts for construction will not be authorized until after Mr. Cress has contacted the underwriters and is assured of their commitment. When this is accomplished, the Trustees will give consideration at the regular Trustees' meeting to the bids already submitted for beginning the construction of this project.

4. Provost Neville distributed and discussed the results of the 1968-69 Big Ten salary survey. The survey shows that the Michigan State University position declines as follows:

1968-69 Big Ten
salary survey

<u>10-Month Appointments</u>	<u>1967-68</u>	<u>1968-69</u>
Professors	10	10
Associate Professors	9	9 only Wisconsin trails
Assistant Professors	6	7 Minnesota, Illinois and Wisconsin trail
Instructors	1	3 Northwestern and Purdue moved ahead

Adjourned

MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
December 12, 1968

Present: Chairman Stevens, Messrs. Harlan, Hartman, Merriman, Nisbet, Smith, and Thompson; President Hannah, Acting Vice President Wilkinson, and Secretary Breslin.
Guests: Trustees-elect Warren M. Huff and Blanche Martin.

Absent: Mr. White.

The meeting was called to order at 10:10 a.m. - President Hannah presiding.

The minutes of the November 21 meeting were approved.

SPECIAL MISCELLANEOUS

1. Approval of Finance Committee items on preceding pages.

On motion by Mr. Stevens, seconded by Mr. Thompson, it was voted to approve the Finance Committee Report.

2. Mr. Merriman suggested that it might be appropriate for the Trustees to communicate with Chancellor Hardin of the University of Nebraska and congratulate him on his recent appointment by President-elect Nixon as Secretary of Agriculture. Mr. Stevens and others spoke affirmatively.

Congratulations
to be extended
to Clifford
Hardin

On motion by Mr. Merriman, seconded by Dr. Smith, it was voted to follow this suggestion. (Congratulations on behalf of the Board were expressed by telephone to Mr. Hardin by President Hannah.)

3. Clyde M. Campbell, Director of the Mott Institute for Community Improvement, and Leland W. Dean, Assistant Dean of the College of Education, appeared before the Board to discuss the Mott project and the teacher training program of the MSU College of Education, emphasizing the training of teachers for teaching in the schools for disadvantaged students.

Report on Mott
Inst. for
Community
Improvement

A. PERSONNEL CHANGES

December 12, 1968

ResignationsResignations and Terminations

1. Gordon L. Reyburn, 4-H Youth Agent, Mecosta and Osceola Counties, November 30, 1968, to return to a teaching position in Grand Rapids, Michigan.
2. Donna Mae (Weist) Burgess, Instructor in Health, Physical Education, and Recreation, August 31, 1969, because she is leaving the area.
3. Bernard J. Abbott, Research Associate in Microbiology and Public Health, November 30, 1968, to transfer to a National Institutes of Health Training Grant.

LeavesLeaves--Sabbatical

1. Bill A Stout, Professor of Agricultural Engineering, with half pay, from September 1, 1969 through August 31, 1970, to study at the University of California, Davis.
2. Donald P. White, Professor of Forestry, with full pay, from February 15, 1970 to August 15, 1970, to study in the United States, Canada, Europe, the Middle East, Pakistan, and Japan.
3. W. Robert Houston, Professor of Elementary and Special Education, with full pay, from April 1, 1969 through September 30, 1969, to study at home.
4. J. Geoffrey Moore, Professor of Secondary Education and Curriculum, with full pay, from March 1, 1970 through August 31, 1970, to study in England and Europe.
5. William E. Sweetland, Professor of Teacher Education, with full pay, from April 1, 1970 through June 30, 1970, to study in Africa and Europe.
6. T. Harry McKinney, Professor of Justin Morrill College, with full pay, from March 15, 1969 through September 15, 1969, to study at home.
7. Clifford J. Pollard, Associate Professor of Botany and Plant Pathology, with half pay, from January 1, 1969 through June 30, 1969, to study at the National Institutes of Health in Bethesda, Maryland.
8. Gordon C. Spink, Assistant Professor of Entomology, with full pay, from July 1, 1969 through December 31, 1969, to study at the Brookhaven National Laboratory.
9. Wesley R. Fishel, Professor of Political Science and Madison College, with half pay, from September 1, 1969 through August 31, 1970, to study in Washington, Paris, Geneva, Saigon, and Tokyo.
10. John J. Appel, Associate Professor of American Thought and Language and James Madison College, with half pay, from September 1, 1969 through August 31, 1970, to study and write in Washington and New York City.
11. Henry C. Koch, Associate Director of the Library, with full pay, from September 15, 1969 through December 15, 1969, to study in England and Italy.
12. Rowland R. Pierson, Professor and Director of the Counseling Center, with full pay, from June 16, 1969 through September 15, 1969, to travel in Europe.

Leaves--Military

1. Thomas Lynn Greenhoe, Food Service Helper IV, Akers Hall, without pay from July 1, 1968 through June 30, 1969.

Leaves--Other

1. James L. Bristor, Assistant Professor of Health, Physical Education, and Recreation, without pay, from January 1, 1969 through April 30, 1969, to study at Indiana University.

Transfers and Changes in Assignment for:Transfers and Changes in Assignment

1. Ruth B. Beale, from Extension Home Economist, Jackson, Calhoun and Kalamazoo Counties, to Extension Home Economist, Jackson, Calhoun, Branch, and Hillsdale Counties, effective November 1, 1968.
2. Jane P. Child, from Extension Home Economist, Kalamazoo, Calhoun, and Jackson Counties, to Extension Home Economist, Kalamazoo and St. Joseph Counties, effective December 1, 1968.
3. Jeanne M. Converse, from Extension Home Economist, Branch, Hillsdale and St. Joseph Counties, to Extension Home Economist, Branch, Hillsdale, Calhoun, and Jackson Counties, effective November 1, 1968.
4. Alice E. Eppler, from Extension Home Economist, Washtenaw, Lenawee, and Monroe Counties, to Program Leader, Family Living Education, with an increase in salary to \$12,500 per year on a 12-month basis, effective December 15, 1968.
5. Elizabeth B. Mowery, from Extension Home Economist, Calhoun, Jackson, and Kalamazoo Counties, to Extension Home Economist, Calhoun, Jackson, Branch, and Hillsdale Counties, effective November 1, 1968.
6. Bethel Jane Schmidt, from Extension Home Economist, St. Joseph, Branch, and Hillsdale Counties, to Extension Home Economist, St. Joseph and Kalamazoo Counties, effective November 1, 1968.

A. PERSONNEL CHANGES, continued

December 12, 1968

Transfers and Changes in Assignment, continuedTransfers and
Changes in
Assignment for:

- | | |
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| 7. Gale L. Arent, from 4-H Youth Agent, St. Joseph, Branch, and Hillsdale Counties, to 4-H Youth Agent, St. Joseph and Kalamazoo Counties, effective November 1, 1968. | Gale L. Arent |
| 8. Richard W. Brown, from 4-H Youth Agent, Oakland County, to 4-H Youth Agent, Ingham County, with an increase in salary to \$10,500 per year on a 12-month basis, effective January 1, 1969. | Richard Brown |
| 9. Jerry A. Halm, from 4-H Youth Agent, Kalamazoo, Calhoun, and Jackson Counties, to 4-H Youth Agent, Kalamazoo and St. Joseph Counties, effective November 1, 1968. | Jerry A. Halm |
| 10. Lynn R. Harvey, from 4-H Youth Agent, Hillsdale, Branch, and St. Joseph Counties, to 4-H Youth Agent, Hillsdale, Branch, Calhoun, and Jackson Counties, effective November 1, 1968. | Lynn R. Harvey |
| 11. William H. Minner, from 4-H Youth Agent, Jackson, Kalamazoo, and Calhoun Counties, to 4-H Youth Agent, Jackson, Calhoun, Branch, and Hillsdale Counties, effective November 1, 1968. | William Minner |
| 12. Harold D. Rouget, from 4-H Youth Agent, Branch, Hillsdale, and St. Joseph Counties, to 4-H Youth Agent, Branch, Hillsdale, Calhoun, and Jackson Counties, effective November 1, 1968. | Harold Rouget |
| 13. Change of title for William L. Ruble from Research Associate to Associate Professor of Agricultural Economics and Statistics and Probability, effective January 1, 1969. | William L. Ruble |
| 14. Designation of Kullervo Louhi as Acting Dean of the College of Business, effective January 1, 1969 through March 31, 1969. | Kullervo Louhi |
| 15. Designation of Frank Borsenik, Associate Professor, as Acting Director of Hotel, Restaurant, and Institutional Management, with an increase in salary to \$18,500 per year on a 12-month basis, effective January 1, 1969. | Frank Borsenik |
| 16. Change Jean Davis Schlater, Associate Professor of Family and Child Sciences, from full time to three-fourths time at a salary of \$11,700 per year on a 12-month basis, effective January 1, 1969 through March 31, 1969. | Jean Schlater |
| 17. Dual assignment of John N. Collins, Assistant Professor, to Political Science and the African Studies Center, effective January 1, 1969 through April 30, 1969. | John Collins |
| 18. Dual assignment of Griffith O. Freed, Associate Professor, to Psychiatry and Psychology, effective December 1, 1968. | Griffith Freed |
| 19. Dual assignment of Frederic E. Reeve, Professor, to American Thought and Language and Justin Morrill College, effective January 1, 1969 through April 30, 1969. | Frederic Reeve |
| 20. Change Baljit Singh from Associate Professor of Political Science, Assistant Dean of the College of Social Science, and Associate Director of the Honors College, to Associate Professor of Political Science and the Social Science Research Bureau and Assistant Dean of the College of Social Science, effective January 1, 1969. | Baljit Singh |
| 21. Change Yuriko Nakamura from Executive Secretary VIII, Library, to Administrative Secretary AP-I, Library, with an increase in salary to \$7,560 per year on a 12-month basis, effective December 1, 1968. | Yuriko Nakamura |

Salary Changes

Salary Changes

1. Increase in salary for Patricia J. LaFlame, Specialist in the Institute for Extension Personnel Development, to \$11,700 per year on a 12-month basis, effective January 1, 1969.
2. Increase in salary for Charles L. Cooper, Horticultural Agent, Jackson, Calhoun, Hillsdale, and Branch Counties, to \$12,000 per year on a 12-month basis, effective January 1, 1969.
3. Increase in salary for Gerhardt Schneider, Associate Professor of Forestry, to \$16,000 per year on a 12-month basis, effective January 1, 1969.
4. Increase in salary for David K. Winter, Assistant Professor and Director of Field Study, Justin Morrill College, to \$14,500 per year on a 12-month basis, effective January 1, 1969.
5. Increase in salary for R. Ross Getty, Research Associate in Chemistry, to \$675 per month on a 12-month basis, effective December 1, 1968 through December 31, 1968.
6. Increase in salary for Dozier W. Thornton, Assistant Professor of Psychology, to \$13,500 per year on a 10-month basis, effective September 1, 1968.

A. PERSONNEL CHANGES, continued

December 12, 1968

Appointments

Appointments

1. Heidi E. Spaller, 4-H Youth Agent, Oakland County, at a salary of \$7,500 per year on a 12-month basis, effective December 16, 1968.
2. Burton J. Stanley, 4-H Youth Agent at Large, at a salary of \$9,000 per year on a 12-month basis, effective January 1, 1969.
3. Richard John Dunn, Assistant Professor (Extension) of Animal Husbandry, at a salary of \$12,000 per year on a 12-month basis, effective January 1, 1969.
4. Clare Worden Hendee, Visiting Professor of Forestry, at a salary of \$5,000 for the period from March 16, 1969 through June 15, 1969.
5. Everett R. Emino, Instructor in Horticulture, at a salary of \$8,700 per year on a 12-month basis, effective January 1, 1969 through December 31, 1969.
6. Iren Raisler, Instructor in German and Russian, at a salary of \$7,500 per year on a 10-month basis, effective September 1, 1969.
7. Julia B. Carlson, Instructor in Teacher Education at a salary of \$1,000 for the period from January 1, 1969 through March 31, 1969.
8. Mary K. Kelly, Instructor in Teacher Education, at a salary of \$1,000 for the period from January 1, 1969 through March 31, 1969.
9. Susan Judith Oertel, Instructor in Teacher Education, at a salary of \$1,000 for the period from January 1, 1969 through March 31, 1969.
10. Earl Henry Place, Instructor in Teacher Education, at a salary of \$1,000 for the period from January 1, 1969 through March 31, 1969.
11. Mary Ann Robinson, Instructor in Teacher Education, at a salary of \$525 for the period from November 11, 1968 through November 29, 1968.
12. Joyce Elaine Van Blooys, Instructor in Teacher Education, at a salary of \$1,000 for the period from January 1, 1969 through March 31, 1969.
13. Leonard Harold Weiner, Assistant Professor of Computer Science, at a salary of \$16,500 per year on a 12-month basis, effective January 1, 1969 through August 31, 1969.
14. Myrtle B. Van Horne, Assistant Professor of Foods and Nutrition and Continuing Education, at a salary of \$4,000 for the period from January 1, 1969 through March 31, 1969.
15. Robert Brittain, Visiting Professor of Justin Morrill College, at a salary of \$4,500 for the period from March 1, 1969 through June 30, 1969.
16. R. Ross Getty, Research Associate in Chemistry, at a salary of \$675 per month, effective January 1, 1969 through September 15, 1969.
17. Johan Jacob Seidel, Visiting Professor of Mathematics, at a salary of \$7,500 for the period from March 15, 1969 through June 15, 1969.
18. George Temple, Visiting Professor of Mathematics, at a salary of \$7,500 for the period from February 15, 1969 through May 15, 1969.
19. William T. Savolainen, Lecturer in Labor and Industrial Relations, at a salary of \$6,600 for the period from January 1, 1969 through June 30, 1969.
20. John Edward Russell, Instructor in Police Administration and Public Safety, at a salary of \$2,000 for the period from January 1, 1969 through June 30, 1969.
21. Elizabeth Powell, Instructor in Political Science, at a salary of \$8,500 per year, effective January 1, 1969 through August 31, 1969.
22. Alena Fabianova, Instructor in Anatomy, at a salary of \$5,500 per year effective November 1, 1968 through June 30, 1969.
23. Duane Edwin Haines, Instructor in Anatomy, at a salary of \$10,000 per year on a 12-month basis, effective January 1, 1969 through June 30, 1969.
24. Bhola N. Gupta, Instructor in Small Animal Surgery and Medicine, at a salary of \$7,000 per year on a 12-month basis, effective December 1, 1968 through April 30, 1969.
25. Alexis John Kniazeff, Professor of Small Animal Surgery and Medicine, at a salary of \$24,000 per year on a 12-month basis, effective December 1, 1968.
26. Charles Louis Hatheway, Assistant Professor of Small Animal Surgery and Medicine, at a salary of \$13,200 per year on a 12-month basis, effective December 1, 1968 through April 30, 1969.

A. PERSONNEL CHANGES, continued

December 12, 1968

Appointments, continued

Appointments

27. Robert L. Francoeur, Instructor in the Counseling Center, at a salary of \$11,900 per year, effective November 16, 1968 through June 30, 1969.
28. Allan Frank Bogatay, Specialist in the Latin American Market Planning Center, at a salary of \$1,250 per month, effective November 1, 1968 through November 30, 1968.
29. Carl Andrew Halpern, Specialist in Agricultural Economics and the Tanzania Project, at a salary of \$9000 per year, effective January 1, 1969 through September 30, 1969.

On motion by Mr. Thompson, seconded by Mr. Merriman, it was voted to approve the Resignations and Terminations, Leaves, Transfers, and Changes in Assignment, Salary Changes, and Appointments.

Recommendations from the Director of PersonnelRecommendations
from Director
of Personnel

1. Establish 2 Computer Programmer X positions in Agricultural Economics, paid from 21-2509.
2. Reclassify a Clerk-Typist II to a Senior Clerk IV position in Audiology and Speech Science.
3. Transfer from labor payroll a Plant Pathologist IX position in Botany and Plant Pathology, paid from 71-6700.
4. For Chemistry:
 - a. Establish a Senior Departmental Secretary VII position, paid from 71-1500.
 - b. Establish an Instrument Supervisor AP-VI position, paid from 71-1500
5. Reclassify an Administrative Assistant from AP-V to an AP-VII position in the Cyclotron Laboratory, paid from 71-1770.
6. For Closed Circuit Television:
 - a. Reclassify a Senior Engineer from a XI to a XII position
 - b. Reclassify an Engineer X to a Senior Engineer XII position
7. For the Business Office:
 - a. Reclassify a Clerk-Typist II to a Senior Accounting Clerk V position
 - b. Change a Teller IV position from half time to full time
8. Transfer from labor payroll a Supply Supervisor IX position in Intramural Athletics to the Clerical-technical payroll.

On motion by Mr. Stevens, seconded by Mr. Nisbet, it was voted to approve the recommendations from the Director of Personnel.

Retirement Recommendations

Retirements

1. One-year consultantship with agreed-upon duties and responsibilities for John A. Ramsey, Professor of Romance Languages, from July 1, 1969 to June 30, 1970, and retirement effective July 1, 1970 at a retirement salary of \$3,000 per year. Dr. Ramsey was born on November 5, 1903, and has been employed by the University since September 1, 1940.
2. One-year consultantship with agreed-upon duties and responsibilities for Carson C. Hamilton, Associate Professor of English, from July 1, 1969 to June 30, 1970, and retirement effective July 1, 1970 at a retirement salary of \$3,000 per year. Dr. Hamilton was born on September 26, 1900, and has been employed by the University since October 4, 1935.
3. One-year consultantship with agreed-upon duties and responsibilities for Wanda V. Cook, Assistant Professor of Music, from July 1, 1969 to June 30, 1970, and retirement effective July 1, 1970, at a retirement salary of \$3,000 per year. Miss Cook was born on July 2, 1899, and has been employed by the University since July 1, 1946.
4. One-year consultantship with agreed-upon duties and responsibilities for Alfred G. Dietze, Professor of Psychology, from July 1, 1969 to June 30, 1970, and retirement effective July 1, 1970, at a retirement salary of \$3,000 per year. Dr. Dietze was born on July 14, 1899, and has been employed by the University since September 1, 1951.
5. One-year terminal leave for Malvern F. Obrecht, Associate Professor of Chemical Engineering, from January 1, 1969 to December 31, 1969, and retirement at a retirement salary of \$1,162 per year, effective July 1, 1970. Dr. Obrecht will retire without salary effective January 1, 1970. He was born on September 1, 1925, and has been employed by the University since September 1, 1947.
6. Retirement of Bohn E. Musgrave, Associate Professor and Assistant Field Operations Director for Personnel in the Cooperative Extension Service, at a retirement salary of \$3,000 per year, effective January 1, 1969. Mr. Musgrave was born on July 31, 1904, and has been employed by the University since July 24, 1930.
7. Retirement of Stanley Johnston, Professor of Horticulture, at a retirement salary of \$3,000 per year, effective July 1, 1969. Dr. Johnston was born on October 9, 1898, and has been employed by the University since July 1, 1920.
8. Retirement of Barrett Lyons, Assistant Professor of Social Work, with TIAA benefits only, effective July 1, 1969. Mr. Lyons was born on October 28, 1903, and has been employed by the University since September 1, 1961.

A. PERSONNEL CHANGES, continued

December 12, 1968

Retirements

Retirement Recommendations, continued

9. Retirement of Merrill B. Pierson, Assistant Treasurer, at a retirement salary of \$3,000 per year, effective July 1, 1969. Mr. Pierson was born on June 20, 1901, and has been employed by the University since January 1, 1942. (Details with reference to Mr. Pierson's retirement are to be worked out later.)
10. Retirement of Mary Hannigan, Housekeeper at Cowles House, at a retirement salary of \$1,350 per year, effective July 1, 1969. Mrs. Hannigan was born on August 1, 1900, and has been employed by the University since November 2, 1949.
11. Retirement of August Inkuls, Dairy Plant, at a retirement salary of \$1,553 per year, effective July 1, 1969. Mr. Inkuls was born on February 20, 1901, and has been employed by the University since May 21, 1953.
12. Retirement of Charles H. Nye, Maintenance Mechanic in Physical Plant, at a retirement salary of \$2,768 per year, effective July 1, 1969. Mr. Nye was born on June 27, 1904, and has been employed by the University since April 28, 1947.
13. Retirement of George E. Revenaugh, Skilled Trades Foreman in Physical Plant, at a retirement salary of \$2,898 per year, effective July 1, 1969. Mr. Revenaugh was born on November 5, 1903, and has been employed by the University since July 17, 1950.
14. Retirement of Calvin Burch, Art Shop Supervisor in the Art Department, at a retirement salary of \$2,932 per year, effective July 1, 1969. Mr. Burch was born on May 11, 1904, and has been employed by the University since February 11, 1947.
15. Retirement of Leo J. Klever, Stockroom Supervisor in Biochemistry, at a retirement salary of \$3,000 per year, effective November 1, 1969. Mr. Klever was born on October 7, 1903, and has been employed by the University since May 1, 1928.
16. Disability retirement of Gordon H. Noonan, Utility Man in Physical Plant, at a retirement salary of \$2,626 per year, effective January 1, 1969. Mr. Noonan was born on November 11, 1906, and has been employed by the University since November 8, 1948.

On motion by Mr. Nisbet, seconded by Dr. Smith, it was voted to approve the Retirement Recommendations.

Report of death Deathsof Vera I.
Brink

1. Report of the death of Vera I. Brink on November 17, 1968. She was born on October 12, 1899, was employed by the University on April 11, 1943, and was a cook in the Union at the time of her retirement on January 15, 1965.

Report of death
of Roberta
Hershey

2. Report of the death of Roberta Ruth Hershey on November 18, 1968. Miss Hershey was born on August 3, 1902, was employed by the University on July 1, 1926, and was Associate Professor (Extension) of Foods and Nutrition at the time of her retirement on September 1, 1963.

Report of death
of Henrik J.
Stafseth

3. Report of the death of Henrik J. Stafseth on December 1, 1968. Dr. Stafseth was born on November 8, 1890, was employed by the University on September 1, 1917, and was Professor of Microbiology and Public Health at the time of his retirement on July 1, 1959.

Gifts and
GrantsB. GIFTS AND GRANTS

1. Gift of miscellaneous parts for Beckman laboratory equipment valued at \$1,560 from E. H. Sargent and Company of Detroit to be used in the Biochemistry Instrument Shop.
2. Gift of a microwave oven valued at \$1,200 from Chick-N-Joy Systems, Inc., of Lansing for use in Food Science.
3. Gift of books and catalogs on artists and exhibitions valued at \$163 from Mrs. Ione Sutton of New York City for the Kresge Art Center Gallery.
4. Gift of a computer central processor valued at \$500 from Burroughs Corporation of Perrysburg Township, Ohio, for laboratory use in Computer Science.
5. Gift of an H. G. Fisher & Company colorant dispenser valued at \$200 from The O'Brien Corporation of South Bend, Indiana, to be used in the Paint Shop for tinting or coloring paints and stains.
6. Grants to be used for scholarship purposes:
 - a. 290 shares of Detroit Edison common stock valued at \$8,083.75 from the Estate of Bertha M. Wahlen to be added to the Dorothy Damm and Bertha Wahlen Scholarship Fund.
 - b. \$100 from the Washtenaw-Livingston Alumni Club of Ann Arbor to be used under the direction of Gwendolyn Norrell for extraordinary expenses for Detroit Project-type students.
 - c. \$1,338 from the Michigan Higher Education Assistance Authority of Lansing to provide scholarships for fall term 1968.
 - d. \$140 from various donors for the Charles S. Force Memorial Agricultural Scholarship Fund Principal Account.

B. GIFTS AND GRANTS, continued

December 12, 1968

Gifts and
Grants

6. Scholarship grants, continued
 - e. To aid specified students:
 - \$250 from AAAA Scholarship Foundation, Inc., of Westport, Connecticut
 - \$750 from the Elks National Foundation of Chicago
 - \$500 from Gerber Baby Foods Fund of Fremont
 - \$200 from Long Island University of Brookville, New York
 - \$184 from Oberlin College of Oberlin, Ohio
 - \$3,275 from the State of Rhode Island of Providence
 - \$747.33 from the Oliver W. Storer Scholarship Foundation of Indianapolis
7. Grant of \$300 from W. R. Grace & Company of Clarksville, Maryland, to be used under the direction of W. H. Carlson in Horticulture for bedding plant research.
8. Grant of \$200 from Transfresh Corporation of Salinas, California, to be used under the direction of D. H. Dewey in Horticulture for research on improving the quality, storage life, and marketability of fresh apples.
9. Grant of \$900 from the University of West Indies of Kingston, Jamaica, to be used under the direction of Kirk Lawton in the Institute of International Agriculture for costs of transportation and shipment of materials in connection with an overseas project.
10. Grant of \$800 from the Michigan Department of Conservation to be used under the direction of L. F. Twardzik in Resource Development for research on the attitudes of deer hunters toward deer management programs and policies of the State of Michigan.
11. Grant of \$1,000 from the National Council of Physical Distribution of Wayne, New Jersey, to be used under the direction of T. A. Staudt in Marketing and Transportation Administration for development of the marketing program and faculty.
12. Grant of \$249,992 from the Department of Health, Education, and Welfare of Washington to be used under the direction of Lou Alonso in Elementary and Special Education to continue development of a regional instructional materials center for the purpose of acquiring, evaluating, and disseminating materials and information to teachers of handicapped children and youth through a computer-based retrieval system.
13. Grant of \$20,393 from the Michigan Department of Education of Lansing to be used under the direction of R. G. Rex in Teacher Education to provide consultant services for reviewing operations and developing criteria for the approval of teacher education, teacher certification, and related activities attendant to the qualifications of individuals who teach school in Michigan.
14. Grant of \$11,211 from the School District of the City of St. Joseph to be used under the direction of William Hawley in the College of Education for salary and retirement for Dr. Daniel Jacobson.
15. Grant of \$17,283 from the National Institutes of Health of Bethesda, Maryland, to be used under the direction of T. M. Brody in Pharmacology for phenothiazine tranquilizers and brain Nak ATP-ase.
16. Grant of \$5,300 from the United States Public Health Service of Bethesda, to be used under the direction of K. E. Moore in Pharmacology to study the role of catecholamines in central nervous transmission.
17. Grants as follows from the National Institutes of Health to be used in Physiology:
 - a. \$1,118 under the direction of F. J. Haddy for research on "Effect of Cations, Anions, and Water upon Blood Vessels"
 - b. \$1,000 under the direction of James M. Schwinghamer as a supply allowance for a postdoctoral fellowship.
18. Grant of \$1,000 from Merck Sharp and Dohme of Rahway, New Jersey, to be used under the direction of Eugene LeGoff in Chemistry for research.
19. Grant of \$34,365 from the United States Atomic Energy Commission of Washington to be used under the direction of K. W. Cummins at the Kellogg Biological Station to determine the details of an energy budget for a natural population of a predaceous freshwater invertebrate.
20. Grant of \$18,500 from the National Science Foundation of Washington to be used under the direction of Aaron Galonsky in Physics for the purchase of specialized engineering research equipment.
21. Grant of \$3,180 from General Motors Corporation of Detroit to be used under the direction of A. F. Brandstatter in Police Administration and Public Safety to support a graduate fellowship in highway traffic administration.
22. Grant of \$12 from an anonymous donor to be used under the direction of Lucy R. Ferguson in Psychology for the Psychological Clinic.
23. Grant of \$500 from The Population Council of New York City to be used under the direction of Joseph Meites in Physiology for laboratory expenses in connection with a Population Council fellowship.

Gifts and
GrantsB. GIFTS AND GRANTS, continued

December 12, 1968

24. Grant of \$1,001,660 from the United States Office of Education of Washington to be used under the direction of C. W. Minkel in Research Development and the Graduate School to support 185 graduate students on NDEA Title IV fellowships.
25. Grants as follows to be used under the direction of A. L. Hunter in Continuing Education to support the program on Adventure in World Understanding:
- \$50 from Universal Steel Warehouse Company of Lansing
 - \$150 from Robert C. Lindell of East Lansing
 - \$100 from Mrs. Marshall W. Acker of Charlevoix
 - \$300 from Lindell Drop Forge Company of Lansing
 - \$15 from Mrs. Mary S. Freeman of Lansing
 - \$150 from Howard J. Stoddard of Lansing
 - \$25 from Mr. and Mrs. John Judson of Rockford
 - \$150 from Mr. and Mrs. Lyle Marshall of East Lansing
 - \$100 from Carl Haussman of Lansing
 - \$100 from Dr. and Mrs. Mahlon S. Sharp of East Lansing
 - \$100 from James Anderton of Lansing
 - \$75 from Howard P. Stoddard of East Lansing
 - \$25 from Mrs. Francis Fine of Lansing
 - \$25 from Mr. and Mrs. Stannard Baker of East Lansing
 - \$200 from Michigan Bell Telephone Company of Detroit
 - \$100 from Michigan Farm Bureau Women of Lansing
26. Grant of \$15,833 from The Travelers Research Center, Inc., of Hartford, Connecticut, to be used under the direction of G. H. Sheehe in the Highway Traffic Safety Center for a field testing accident report form.
27. Grant of \$3,440 from the Mackinac Island Park Commission of Mackinaw City to be used under the direction of C. E. Cleland in the Museum for furtherance of archaeological research at Fort Michilimackinac.
28. Grants as follows to the MSU Development Fund:
- a. \$1,000 from Mr. and Mrs. Donald Cobb of Tecumseh, to be designated for the Presidents Club.
 - b. \$1,000 from Mr. and Mrs. Maurice J. Day of Pittsburgh, to be designated \$500 for the School of Packaging and \$500 unrestricted.
 - c. \$1,000 from the Edward G. Hacker Company of Lansing, to be designated for the Presidents Club.
 - d. \$1,000 from Dr. John F. Sander of Okemos to be designated for the College of Human Medicine.
 - e. \$10 from Mr. and Mrs. Roy E. Skog of Marquette for the Terrill D. Stevens Memorial Scholarship Endowment Fund.

On motion by Mr. Thompson, seconded by Mr. Merriman, it was voted to accept the Gifts and Grants.

C. BIDS AND CONTRACTS

Approval contract
for alterations
to Eustace Hall

1. Bids were opened on November 27 for renovations to Eustace Hall for use by the Honors College, as follows:

<u>General Construction</u>	
Reniger Construction	\$12,878
Charles Featherly Construction	14,000
Siwek Construction	14,490
Featherly Construction	15,450
Ackerman Construction	18,543

<u>Mechanical Construction</u>	
W. A. Brown Corporation	1,962
Shaw-Winkler, Incorporated	3,878
Spitzley Corporation	7,743
United Piping & Erecting	7,973
Dard, Incorporated	8,087
M. E. Cole, Incorporated	8,380
Robert Carter Corporation	8,493

<u>Electrical Construction</u>	
Lansing Electric Motors	5,970
Quality Electric	6,735
Martin Electric	6,800
Grand Valley Electric	7,139
Root Electric	7,400
Hayes Electric	7,600
Superior Electric	7,621
Hall Electric	8,390
Engineered Electric Heating	9,850

A bid was received from Central Electric Motors which was not read since they submitted a bid bond in lieu of the certified check which was specified as bid security.

continued - - -

C. BIDS AND CONTRACTS

December 12, 1968

1. Renovations to Eustace Hall, continued

App contract for alterations to Eustace Hall

Shortly after receiving the bids, W. A. Brown Corporation called indicating that they had made an error of substantial size in their bid. The cost of the sprinkler work was omitted from their bid sheet. The amount of the sprinkler work was \$4,850. Mr. Brown followed this telephone conversation with a letter requesting that they be released from their bid. He attached a tabulation showing the detail of his estimate which does not reflect any cost for sprinkler work. The Shaw-Winkler Company, the next low bidder, has indicated that they are ready to accept a contract.

It was recommended that the work be awarded to the Reniger Construction Company, the Shaw-Winkler Company, and the Lansing Electric Motors and that a single contract be prepared in the amount of \$22,726, assigning Shaw-Winkler and Lansing Electric Motors to Reniger Construction Company as subcontractors. It was further recommended that the W. A. Brown Company be released from their bid and that they forfeit their bid check in the amount of \$100. Funds have been provided for this work in Account 11-9505.

2. The following bids were received on December 10 which relate to the Life Sciences Building:

App contract for site work and sewer extensions related to Life Sciences Bldg.

a. Earthwork--Access Roads

<u>Contractor</u>	
Anderson Excavating	\$57,018.00
Capitol Excavating	87,932.60
S. D. Solomon & Sons	89,262.70

It was recommended that the work be awarded to the low bidder, Anderson Excavating Company, in the amount of \$57,018.

b. Sewer Extensions, Southeast Campus

<u>Contractor</u>	
McNamara Construction	\$238,000
Tom McNamara & Sons	253,923
Jewell Powell	259,440
Earl Reamer	269,000
Parsons Construction	295,000
S. D. Solomon & Sons	309,908

It was recommended that the work be awarded to the low bidder, McNamara Construction Company, in the amount of \$238,000.

Funds are available in Account 41-4403 for these projects.

On motion by Mr. Stevens, seconded by Mr. Thompson, it was voted to approve the recommendations in items C-1 and C-2.

D. POLICY ITEMS

1. Recommendation from the Administrative Group for the establishment of a Department of Computer Science in the College of Engineering, effective December 1, 1968.

Dept. of Computer Science established

On motion by Mr. Hartman, seconded by Mr. Thompson, it was voted to establish a Department of Computer Science in the College of Engineering, effective December 1, 1968.

E. APPROPRIATIONS AND BUDGET CHANGES

1. Our present rubbish collection covers primarily the campus north of Mt. Hope, which includes approximately 267 containers in the academic, dormitory, and apartment housing areas. After a review, it was requested that the research and farm units south of Mt. Hope receive rubbish service on a regular basis. It was also requested that the Trustees approve a special appropriation of \$10,150 which would finance the purchase of 18 LoDal rubbish containers at a cost of \$7,650 and cover additional labor costs of \$2,000 and additional supplies costing \$500.

Extension of rubbish service to area south of Mt. Hope and app purchase of additional equipment

On motion by Mr. Hartman, seconded by Mr. Thompson, it was voted to approve the requested rubbish service and the appropriation of \$10,150 to cover the cost of this additional service.

F. MISCELLANEOUS

1. Approval of granting the appropriate degrees to those students who according to the records of the Registrar completed the requirements for graduation at the end of fall term 1968.

Degrees granted fall term 1968

On motion by Mr. Hartman, seconded by Mr. Thompson, it was voted to grant the appropriate degrees at the end of fall term 1968.

Oakland Univ. OAKLAND UNIVERSITY

December 12, 1968

A. PERSONNEL CHANGESTransfers and
Changes in
Assignment for:Transfers and Changes in Assignment

Donald A. Mann

1. Transfer for Donald A. Mann from Assistant Director, AP-V, Computer and Data Processing Center, to Assistant for Computer Systems, Computer and Data Processing Center, AP-VI, with an increase in salary to \$12,800 per year on a 12-month basis, effective January 1, 1969.

Promotions:

Staff PromotionsGeorge A.
Kozlowski

1. Change of title for George A. Kozlowski, Jr., from Instructor to Assistant Professor of Mathematics, with an increase in salary to \$10,700 per year on a 10-month basis, effective December 1, 1968.

Recommendations
from Director
of PersonnelRecommendations from the Director of Personnel

1. Reclassify a Shift Supervisor VIII to a Programmer AP-I position in the Computing and Data Processing Center.
2. Establish a Clerk-Typist III position in Student Affairs.
3. Reclassify a Department Secretary V to a Senior Department Secretary VII position in Modern Languages.

Gifts and
GrantsB. GIFTS AND GRANTS

1. Grant of \$5 from Mrs. Dorothy K. Roosevelt of Birmingham to be credited in the Meadow Brook Summer School of Music Scholarship Fund.
2. Grant of \$38,994 from the National Institutes of Health to be used under the direction of C. V. Harding in Biology for research on the control of cell division in the ocular lens.
3. Grant of \$33,294 from the National Institutes of Health to be used under the direction of Gottfried Brieger in Chemistry for research entitled "Lipid Metabolism and Hormones in Insects."
4. Grant of \$22,750 from the National Foundation on the Arts and Humanities of Washington to be used under the direction of David Doherty in Continuing Education in support of an audience program for theater and music.
5. Grant of \$3,500 from General Motors Technical Center of Warren to be used under the direction of K. A. Meade in Continuing Education to support a conference on technical management.
6. Acceptance of a gift of \$150,000 from the Matilda R. Wilson Fund as the first installment in the establishment of a professorship in the Engineering School at Oakland University to be known as the John F. Dodge Engineering Chair.
7. Gift of 33 shares of American Cyanamid stock from R. J. and Betty Jay Williams valued at \$1,080. Authorization for the sale of this stock is requested.

On motion by Mr. Nisbet, seconded by Mr. Stevens, it was voted to approve the above Oakland University recommendations.

C. BIDS AND CONTRACTSApp contracts
for remodeling
and expansion to
Oakland Center

1. On November 13, 1968 bid proposals were received and opened at Oakland University for the remodeling and expansion to the Oakland Center. A tabulation of the bids submitted is as follows:

Architectural

E. E. Powell General Contruction Co.	\$1,024,000.00
Utley-James, Inc.	1,081,500.00

Mechanical

Griffin Brothers, Inc.	585,821.00
Laya Plumbing and Heating	647,000.00
Eames and Brown, Inc.	659,600.00

Electrical

Fred W. Moote Electric, Inc.	228,000.00
Schultz Electrical, Inc.	246,920.00
Spaulding Electric Co.	253,530.00

Kitchen Equipment

Great Lakes Hotel Supply Co.	47,253.00
Canton China and Equipment Co.	49,383.00

The bid proposals have been examined by the architect and staff, and it was recommended that the low bidders be accepted.

continued - - -

C. BIDS AND CONTRACTS, continued

1. Remodeling and expansion to Oakland Center, continued

App contracts
for remodeling
and expansion
for Oakland
Center

It was recommended that the following project budget be approved:

Construction	\$1,975,000.00
Architect/Engineering/Supervision	107,000.00
Legal/Administrative	22,000.00
Interest During Construction	60,000.00
Furnishings	193,000.00
Contingency	43,000.00

Total \$2,400,000.00

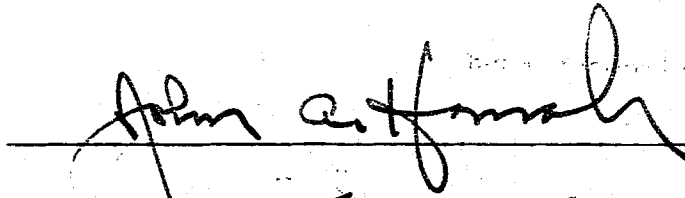
The President advised the Trustees that Mr. Cress had reported the completion of the appropriate contractual relationships with the underwriting firms to cover the financing of this project, and it was recommended that contracts be awarded to the low bidders. (See Item 3, pages 6309-6311)

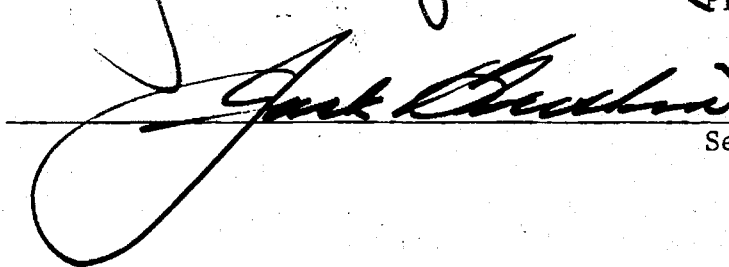
On motion by Mr. Nisbet, seconded by Mr. Stevens, it was voted to approve the budget and award the contracts to the low bidders for this addition to the Oakland Center as recommended.

D. MISCELLANEOUS

1. Alteration and improvement items charged to account 17203 and additional payments to salaried employees per lists on file with materials for this meeting.

The meeting adjourned to meet on the evening of Wednesday, January 15, 1969 and on Thursday, January 16, 1969.


President


Secretary