The Board assembled at 5:00 p.m. in the President's office, with the following members present:

Alvin W. Bachman, Secretary
James C. Donnell II, Treasurer
Carl H. Schwyn

Mr. Schwyn presided in the absence of the President of the Board, Mr. Rodgers, who was in Hawaii.

The minutes of the November 3, 1951, meeting were read and approved.

Mr. Donnell moved, Mr. Bachman seconded, and the Board unanimously voted that the suggestion of the Inter-University Council be adopted establishing the following revised fees for Bowling Green State University to take effect September 1, 1952:

### Registration Fee:
- Increase from $45.00 to $52.50 a semester (from $90.00 to $105.00 a year).

### Out-of-State Tuition Charge:
- Increase from $37.50 to $75.00 a semester (from $75.00 to $150.00 a year) for all students from other states who enter the University after September 1, 1952. Any student now enrolled shall not be affected by this increase, but shall continue to pay tuition at the old rate, unless his regular enrollment as a student shall be interrupted for some reason other than military service.

The Board recommended that the appointment of Dr. E. G. Shack as Director of the 1952 Summer Session be confirmed, and that the appointments to the faculty for the eight-weeks summer session of 1952, as listed below, be confirmed. On motion by Mr. Bachman, seconded by Mr. Donnell, the Board unanimously voted that these appointments be confirmed and entered upon the minutes of the meeting as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Yearly Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>M. C. Shack</td>
<td>Director</td>
<td>yearly contract</td>
</tr>
<tr>
<td>Iris Andrews</td>
<td>Asst. Prof.</td>
<td>$800.00</td>
</tr>
<tr>
<td>Frank C. Arnold</td>
<td>Asst. Prof.</td>
<td>$900.00</td>
</tr>
<tr>
<td>Charles Barrell</td>
<td>Professor</td>
<td>Political Science 2/3 733.33</td>
</tr>
<tr>
<td>Ralph L. Beck</td>
<td>Assoc. Prof.</td>
<td>Education       900.00</td>
</tr>
<tr>
<td>Norman D. Bowers</td>
<td>Visiting Lecturer</td>
<td>Education       300.00</td>
</tr>
<tr>
<td>Edward Claffin</td>
<td>Assoc. Prof.</td>
<td>Political Science 2/3 666.67</td>
</tr>
<tr>
<td>J. Russell Coffey</td>
<td>Assoc. Prof.</td>
<td>Health Admin.   1,000.00</td>
</tr>
<tr>
<td>Gilbert Cooke</td>
<td>Professor</td>
<td>Psychology      1,000.00</td>
</tr>
<tr>
<td>Marvalene Day</td>
<td>Assoc. Prof.</td>
<td>Psychology      1,000.00</td>
</tr>
<tr>
<td>Grace Darrin</td>
<td>Assoc. Prof.</td>
<td>Psychology      1,000.00</td>
</tr>
<tr>
<td>Myron A. Fitzwater</td>
<td>Assoc. Prof.</td>
<td>Psychology      1,000.00</td>
</tr>
<tr>
<td>Lyle R. Fletcher</td>
<td>Asst. Prof.</td>
<td>Geology         800.00</td>
</tr>
<tr>
<td>Cecil M. Freyburne</td>
<td>Assoc. Prof.</td>
<td>Education       1,100.00</td>
</tr>
<tr>
<td>John L. Gee</td>
<td>Professor</td>
<td>Speech          900.00</td>
</tr>
<tr>
<td>Martha M. Gealing</td>
<td>Assoc. Prof.</td>
<td>Speech          800.00</td>
</tr>
<tr>
<td>A. Bruce Graham</td>
<td>Assoc. Prof.</td>
<td>economics       1,500.00</td>
</tr>
<tr>
<td>Alice Greiner</td>
<td>Asst. Prof.</td>
<td>Home econ.      2/3 666.67</td>
</tr>
<tr>
<td>Lloyd W. Helms</td>
<td>Professor</td>
<td>History         900.00</td>
</tr>
<tr>
<td>Laura A. Haston</td>
<td>Assoc. Prof.</td>
<td>Bus. Admin.     2/3 533.33</td>
</tr>
<tr>
<td>Gladys Jicha</td>
<td>Assoc. Prof.</td>
<td>Education       2/3 600.00</td>
</tr>
<tr>
<td>William C. Jordan</td>
<td>Assoc. Prof.</td>
<td>Music           1,400.00</td>
</tr>
<tr>
<td>J. Paul Kennedy</td>
<td>Professor</td>
<td>Music           1,000.00</td>
</tr>
<tr>
<td>Charles Lakofsky</td>
<td>Asst. Prof.</td>
<td>Music           1,000.00</td>
</tr>
<tr>
<td>Donald Lathrop</td>
<td>Asst. Prof.</td>
<td>Sociology       1/2 400.00</td>
</tr>
<tr>
<td>Lowell R. Leland</td>
<td>Assoc. Prof.</td>
<td>Sociology       1/2 266.67</td>
</tr>
<tr>
<td>Samuel H. Lowrie</td>
<td>Professor</td>
<td>Sociology       1,100.00</td>
</tr>
<tr>
<td>Ma McClain</td>
<td>Professor</td>
<td>Sociology       1,100.00</td>
</tr>
<tr>
<td>Merrill McDonald</td>
<td>Assoc. Prof.</td>
<td>Sociology       1,100.00</td>
</tr>
<tr>
<td>Lewis F. Manhardt</td>
<td>Assoc. Prof.</td>
<td>Sociology       1,100.00</td>
</tr>
<tr>
<td>Clare J. Martin</td>
<td>Professor</td>
<td>Chemistry       1,200.00</td>
</tr>
<tr>
<td>Harry A. Matthias</td>
<td>Assoc. Prof.</td>
<td>Mathematics     2/3 600.00</td>
</tr>
<tr>
<td>Samuel M. Hayfield</td>
<td>Professor</td>
<td>Mathematics     2/3 711.33</td>
</tr>
<tr>
<td>Frank G. Reserve</td>
<td>Assoc. Prof.</td>
<td>Biology         1/2 500.00</td>
</tr>
<tr>
<td>Everett G. Myers</td>
<td>Assoc. Prof.</td>
<td>Biology         1/2 500.00</td>
</tr>
<tr>
<td>Bernard F. Nordmann</td>
<td>Professor</td>
<td>History         3/3 711.33</td>
</tr>
<tr>
<td>Frank C. Ogg</td>
<td>Professor</td>
<td>Mathematics     1,200.00</td>
</tr>
<tr>
<td>Grover C. Platt</td>
<td>Professor</td>
<td>History         1,700.00</td>
</tr>
<tr>
<td>Cecil L. Hew</td>
<td>Professor</td>
<td>For. Lang.      1,100.00</td>
</tr>
</tbody>
</table>

Alva W. Bachman, President
Attest: Alva W. Bachman, Secretary
Mr. Bachman moved, Mr. Donnell seconded, and the Board unanimously voted to confirm the sale of certain machinery to the Goldite Metal Products Company as set forth in a bill of sale dated August 11, 1951, as follows:

BILL OF SALES

That Bowling Green State University of Bowling Green, Ohio, the Grantor, for the consideration of One Dollar ($1.00) and other good and valuable considerations paid by the Goldite Metal Products Company, Inc., of Seneca Falls, New York, the Grantee, the receipt of which is hereby acknowledged, does hereby GRANT, BARGAIN, SELL, TRANSFER and deliver unto the said Grantee, the following described goods and chattels, to-wit:

Wm. Sellers Drill Grinding Machine, Type 6 G, Serial 10196
Seneca Falls Lathe, Serial 312035
Gogan Brinell Tester, Model 811H, Serial 1050-19
Surfacemeter Co. Cylindar Surface, Serial 178301-1
Laudis Tool Co. MD Plain Guider, Serial 28905
Cincinnati Milling Machine 2-21/2 H, Serial 18-27-150g
Cincinnati Milling Machine MR1072
follows gray shaft 647 type number 61-4, Serial No. 21510
Cleveland Jigging Machine, Serial 10321
Seneca Falls Lo-Swing, Model 146-Lathe, Serial 25151-0

TO HAVE AND TO HOLD the same unto the said Grantee, and its successors and assigns, forever.

And the said Grantor hereby covenants to and with the said Grantee that said Grantor is the lawful owner of the above described goods and chattels; that the same are free from all incumbrances whatsoever; that said Grantor has good right to sell the same as aforesaid; and that said Grantor will warrant and defend the same against all lawful claims and demands whatsoever.

IN WITNESS WHEREOF, F. J. Prout, President of said Bowling Green State University has caused the Grantor's name to be subscribed to these presents by authority of its Board of Directors this 11th day of August, 1951.

Signed and delivered in presence of:

BOWLING GREEN STATE UNIVERSITY

Signed: W. Miller
W. F. Schmitz

PROFESSORS

Sylvia Richards, Instructor Library Science 1/3 yearly contract
Robert Riegel, Lecturer Bus. Admin. 2/3 $533.36
Edward Schumacher, Instructor Ind. Arts 1/2 375.00
William Singer, Professor Physics 2/3 733.33
Zien T. Smith, Professor Speech (10 mos.) 750.00
George A. Snyder, Asst. Prof. Education 1/2 500.00
H. Glendon Steele, Professor English 1/3 yearly contract
Wade S. Steltekmann, Professor Biology 1,800.00
Robert Stone, Asst. Prof. Library sci. 1/3 yearly contract
Sidney Stone, Associate Prof. Science 900.00
Galen Stutsman, Associate Prof. Sociology 2/3 yearly contract
C. Glenn Shannon, Professor Edu. Arts 1,000.00
Roland M. Torgerson, Professor Philosophy 1,000.00
Tom H. Tuttle, Professor History 2/3 600.00
Robert R. Pymo, Asst. Professor History 2/3 675.00
Leland S. Vancocooy, Associate Prof. Economics 900.00
William E. Wagner, Asst. Prof. Education 2/3 600.00
William E. Wankelraan, Asst. Prof. Art 1/2 675.00
J. Allan Wade, Professor Chemistry 1,000.00
John L. Warren, Instructor Psychology 1,000.00
Austin Whitzel, Asst. Prof. Biology 1/3 666.66
Rosy M. Wieg, Professor Art 2/3 500.00
James C. Wright, Asst. Prof. Psychology 1/3 666.66
Charles W. Young, Professor Education 1,125.00
W. A. Zauz, Asst. Professor Education 1,200.00
Walter D. Cokk, Lecturer Education 150.00
Leland Jacobs, Lecturer Education 150.00
Galen Jones, Lecturer Education 500.00
Frederick L. Page, Lecturer Education 1,200.00
Harold Shade, Lecturer Education 1,200.00
Dallas W. Smythe, Lecturer Education 1,200.00
H. W. Jones, Lecturer Education 1,200.00
William A. Vrager, Lecturer Education 1,200.00
B. That, as a measure of cooperation with the public schools of Northwest Ohio in efforts to encourage the improvement of teaching, the President be authorized to grant a scholarship in the amount of $1,000.00 to a candidate for the master's degree.

The President recommended that the Bowling Green Banking Company be designated as a depository for Bowling Green State University Funds in order that the University may have a local bank which will accept time deposits (at 1% interest) in an amount approximately equivalent to the amount of the University's commercial account with the bank. The President reported that the following depositories for Bowling Green State University Funds have already been designated: The Bank of Wood County, Bowling Green, Ohio; The Tiffin Savings Bank, Tiffin, Ohio, and the Lucas County Bank, Toledo, Ohio. In addition, the Cygnet Savings Bank Co., Cygnet, Ohio, is a depository of the Bowling Green University Housing Commission.

Mr. Schwan asked Mr. Bachman to preside in order that he (Mr. Schwan) might make the motion that the Bowling Green Banking Company be designated as a depository for bowling green state university Funds. Mr. Bachman assumed the chair, and Mr. Schwan made the motion indicated above. Mr. Donnell seconded the motion, and it was carried without dissenting vote.

The President reported that the following gifts to the University had been received:

A. The Alpha Xi Delta sorority has made a gift of $1,000.00 to the University to be used as a fund for emergency aid to foreign students. This gift has been turned over to the Bowling Green State University Research and Development Committee and is being administered by the Student Aid Committee of the faculty.

B. A check in the amount of $2,000.00 has been received from the Hold-Rite Metal Products Company, Inc., as a gift to the University. A previous gift in the amount of $5,000.00 was received in August from the Hold-Rite Company. These two gifts are in fact payments for the machinery sold to Hold-Rite under the bill of sale set forth above, dated August 11, 1951.

Mr. Donnell moved, Mr. Bachman seconded, and it was unanimously voted that:

A. The action of University officials in turning over the $1,000.00 received from Alpha Xi Delta to the Bowling Green State University Research and Development Fund be approved.

B. The gift of $2,000.00 from Hold-Rite Metal Products Co., Inc. be accepted; that the President be instructed to request the officers of Hold-Rite Metal Products Company, Inc., to release this gift of $2,000.00 and the former gift of $5,500.00 from the conditions specified in the letters accompanying these gifts (that the money be used exclusively for the purchase of equipment for the Industrial Arts Department) in order that the total of $7,500.00 may be credited (subject to approval of the representative of the State Auditor's Office) to the Federal Rotary Account, from which funds were originally taken to meet expenses in connection with the acquisition of the machinery from the Federal government. The $2,000.00 is a lump-sum payment to cover cost of power, depreciation, and other expenses incident to the use of university machinery and buildings in making critical parts for national-defense orders of Hold-Rite.

The President reported that, pursuant to the authorization of the Board of Trustees on November 3, University officials have made arrangements with the State Architect to draw plans and supervise the construction of a central section and a new east wing of Kohl Hall, similar in size and general construction to the present building. It is estimated that the cost of the new wing, with a normal occupancy capacity of approximately 160 students, will be about $505,000.00. Architects' fees at 3% would amount to approximately $15,000.00.

Mr. Donnell moved, Mr. Bachman seconded, and it was unanimously voted that $15,000.00 be transferred from the balance of the Williams Hall Building Fund account to a new account to be set up in the local records for the purpose of defraying the necessary expenses for the services of the State Architect.

On motion by Mr. Bachman, seconded by Mr. Donnell, the Board unanimously voted to approve the following list of scholarships awarded for and during the academic year 1951-52, as presented by President Meritus Frost, Trustee of the Hosley estate:

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maria Kontes</td>
<td>$166.40</td>
</tr>
<tr>
<td>William McDonald</td>
<td>50.00</td>
</tr>
<tr>
<td>Eleanor Irwin</td>
<td>100.00</td>
</tr>
<tr>
<td>Paul Guthrie</td>
<td>75.00</td>
</tr>
<tr>
<td>Robert Taylor</td>
<td>100.00</td>
</tr>
<tr>
<td>Dorothy Gesekak</td>
<td>100.00</td>
</tr>
<tr>
<td>Florence Nakamoto</td>
<td>33.50</td>
</tr>
<tr>
<td>Nancy Jerebkin</td>
<td>100.00</td>
</tr>
<tr>
<td>Total</td>
<td>$787.90</td>
</tr>
</tbody>
</table>

On motion by Mr. Bachman, seconded by Mr. Donnell, the Board unanimously voted that Mr. Karl Richards be paid an honorarium of $1,000.00 from available funds to be determined by the Business Manager, for his services in painting the portrait of President Meritus Frost on commission from the Board of Trustees; that the president be authorized to plan an appropriate ceremony for the presentation of this portrait to the University by the Board of Trustees.

Mr. Bachman moved, Mr. Donnell seconded, and it was unanimously voted that the Board approve the staff and payroll changes recommended by the President, as follows:

**FACULTY AND ADMINISTRATIVE PAYROLLS:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Florence Kimbell</td>
<td>Instr., Critic Teacher</td>
<td>$1,450.00 (2nd Sem.)</td>
</tr>
<tr>
<td>William Jones</td>
<td>Student Ass., Speech</td>
<td>187.50 (2nd Sem.)</td>
</tr>
</tbody>
</table>

1951-52 Appointments Not Previously Confirmed:

- Florence Kimbell
- William Jones

**Dorothy Szostak**

**Jean Irwin**

**William McDougall**

**Dorothy Gesekak**

**Florence Nakamoto**

**Nancy Jerebkin**

**50.00**

**100.00**

**33.50**

**100.00**

**$787.90**

**$1,450.00** (2nd Sem.)

**187.50** (2nd Sem.)
EltkseK's. INC., TOLEDO, OHIO

(First Semester, 1951-52)

Extra Compensation for Extra Load in Teaching Extension Courses (First Semester, 1951-52):

Wayne Huffman $130.00  
Iyle Fletcher $125.00  
Donald Leathope $120.00  
H. O. Steele $375.00  
Everett Myers $360.00  
Joseph Seligh $350.00  
Joseph Seford $375.00  
Samuel Hayfield $375.00  
Donald Longworth $375.00  
William Sackman $360.00  
Amy Cornell $350.00  
Grayce Sutton $300.00  
Elise Lorenz $285.00  
Larry James $360.00  
Herbert Wyer $350.00  
Emory Winden $430.00  
William Jordan $360.00  
James Babcock $360.00  
Robert McCordock $395.00  
Mary Lu Auster $110.00  
George Snyder $335.00  
Edward Clifton $190.00  
Robert Blackburn $320.00  
Amy Guyerson $270.00  
Marietta Wigg $270.00  
Dale Haven $100.00

Post-Summer Payroll 1951 (not previously reported):

John Teahan $280.00  
D. J. Crowley $315.00

Increases in Salary:

a. W. Back, Dean, Graduate School, and Director of Summer Session, salary from $7,000.00 to $7,600.00 per year, effective January 1, 1952.

John F. Oglesby, Assistant Professor of Physics, from $3,700.00 to $4,300.00, effective Dec. 3, 1951.

William Singer, Professor and Chairman, Department of Physics, from $4,800.00 to $5,500.00, effective Jan. 1, 1952.

Galen Stutsman, Associate Professor of Business education, from $3,100.00 for nine months to $5,100.00 for twelve months, effective Feb. 1, 1952, as Assistant to Dean, College of Business Administration.

James Grabill, Critic Teacher without rank, from $330.00 per month to $353.75 per month, effective Jan. 1, 1952.

William Schmeltz, Associate Professor, Business Administration, from 3/4 time to full time, 2nd semester, Jan. 3, 1952.

Post-Summer Payroll 1951, $2,200.00 for the second semester.

F. E. Beatty, from $5,400.00 to $5,700.00 per year, effective February 1, 1952, with title of Assistant to the President.

Promotion, No Change in Salary:

Lowry B. Barnes, Chairman, Department of Geography, effective Dec. 5, 1951.

Resignations:

Virginia Campbell  
Richard Doll  
Herman Assaler  
Howard Klein  
Ada DeLacy  
Stuart McCormick  
Barbara Bealman  
Robert Schwartz  
Robert Jagnes  
John Joon

Instructor, Critic Teacher  
Graduate Asst., Speech  
Graduate Asst., Sociology  
Student Asst., Psychology  
Student Asst., Spanish  
Student Asst., Psychology  
Instructor, Mathematics  
Manager, University Hospital  
Alumni Editor  
AOAC Assistant  
AOAC Assistant

Effectively Feb. 1, 1952.

Effectively Feb. 1, 1952.

Effective Aug. 1, 1952.

Effective Feb. 1, 1952.

Effective Jan. 1, 1952.

Effective Jan. 1, 1952.

Effective Jan. 30, 1951.


Effective Jan. 30, 1951.

Effective June 30, 1951.

Effective Dec. 28, 1951. $2,200.00 for the second semester.

Effective Feb. 1, 1952, with title of Assistant to the President.

Leave of absence:

Joseph C. Buford, Instructor in Geography, leave of absence for 1952-53, graduate study.

Reinstatement:

Lewis Mayhew, AOAC Assistant, reinstated on payroll effective Dec. 1, 1951.

Transfer from Civil Service to Administrative Payroll, effective January 31, 1952, (because their responsibilities are administrative in nature):

William J. Rohrs, Chief of University Police  
Alton C. Ringer, Comptroller  
Paul D. Shepherd, Manager, University Bookstore and Post Office

Extra Compensation for Extra Load in Teaching Extension Courses (First Semester, 1951-52):

Instructor, Geography  
lnstructor, Music  
Lecturer, Business Admin.  
Lecturer, Business Admin.  
Instructor, Chemistry  
Instructor, Chemistry

Effective Jan. 1, 1952.


Effective Dec. 3, 1951.

Effective Jan. 16, 1952.

Effective Feb. 1, 1952.

Effective Dec. 3, 1951.

Effective Mar. 13, 1952.

Effective Feb. 1, 1952, as Assistant to Dean, College of Business Administration.

Effective Feb. 1, 1952.

Effective Dec. 3, 1951.

Effective Feb. 1, 1952, as Assistant to Dean, College of Business Administration.

Effective Feb. 1, 1952.

Effective Feb. 1, 1952.

Effective Jan. 1, 1952.
Extra Compensation for extra load in teaching extension courses (Second Semester, 1951-52):
- Otto Devirik: $270.00
- Robert Johnson: $270.00
- Willard Spreckel: $300.00
- Frank Smith: $300.00
- Mary Loyster: $300.00
- Charles Young: $300.00
- William Jordan: $300.00
- James A. Salehore: $300.00
- Grace Scholt: $400.00
- Joseph Scuro: $310.00
- lowry Lames: $300.00
- Samuel Hayfield: $315.00
- Robert McCordock: $315.00
- Wayne Hoffman: $150.00
- Edward Oleson: $110.00
- Donald Lathrog: $265.00
- Joseph Baling: $265.00
- Donald Langworth: $200.00
- Alice Greiner: $265.00
- Mary windyren: $270.00

CIVIL SERVICES PAYROLL

Name Change Only
From Ann Current to Ann Miller due to marriage.

New Employees
- Effective November 16, 1951
  - Earl Julian: Custodial worker, $176.00 per month
  - Claire Dauterman: Clerk, $176.00 per month
  - Virginia A. Holberg: Domestic worker, $165.00 per month
  - Doris Mchenry: Typist, $165.00 per month
  - Jane Richard: Custodian, $115.00 per month

- Effective December 1, 1951
  - Albert John Brondeursen: Painter, $220.00 per month
  - Sarah May Glauser: Stenographer, $210.00 per month
  - Helen Green: Typist, $165.00 per month

- Effective January 15, 1952
  - Carmen Groff: Clerk-Stenographer, $125.00 per month

- Effective February 19, 1952
  - Edgar J. Gartman: Watchman II, $220.00 per month
  - Dorothy Woodburn: Clerk-Typist I, $165.00 per month

Returned from Leave of Absence
- Effective January 2, 1952
  - Nancyaberry
  - Claude Devirik

Leaves of Absence
- Effective Nov. 17, 1951
  - Jane Aller: for two months
  - Pat Richard (extend): for six months
  - Nancy aberry: for 13 days
  - Claude Devirik: for one month
  - Virginia Noblit: for six months
  - Jane Richard: for one-half month

Assignments
- Effective Nov. 30, 1951
  - John W. Crom
  - Claire Dauterman
  - Lowell Peoples
  - Betty Parsons
  - Dona Foster
  - Julia Hardley
  - Anna Lou Sherman
  - Virginia Weck

Deceased
- Howard Long: as of December 26, 1951

The Board of Trustees assembled at 1:30 p.m. in the Board Room, with the following members present:
- T. Rodgers, President
- Alva W. Bachman, Secretary
- Carl H. Schagen

Bowling Green, Ohio
May 3, 1952

The Board of Trustees assembled at 1:30 p.m. in the Board Room, with the following members present:
- T. Rodgers, President
- Alva W. Bachman, Secretary
- Carl H. Schagen