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ANNUAL REPORT

MICHIGAN STATE UNIVERSITY OAKLAND

July 1, 1960 to June 30, 1961

Oakland University

The Cover:

MSUO's classroom building
South Foundation Hall, is reflected
in the tinted windows of the
recently completed \$1½ million
Kresge Library

INTRODUCTION

Michigan State University Oakland has now completed two years of operation. This is a summary report of the more significant events which define the second year. It is not a report in detail, since the energies required to document such a narrative can be more productively put to the task of making year three an effective chapter in the history of this new university. Yesterdays can only be reported, they can never be reshaped nor revised. The excitement of an emerging institution, as in life itself, is to be found largely in the dreaming, the planning, the work, and ultimately the realization--seldom in the reporting.

Year two was in many ways a critical period in the development of Michigan State University Oakland. The first year was more glamorous, more dramatic, more exciting. The institution was frequently in the spotlight--on the center of the stage. Occasionally the audience was critical, but most often it was cordial, warm, receptive. A new educational baby was being born and such an event understandably evokes a certain degree of paternalistic enthusiasm.

Year two has carried the institution beyond the stage of infancy. Now the institution must begin to stand on its own educational feet--it must enter the marketplace of universities and be measured by the same rigorous standards as are used for its fellow institutions. The customary courtesies are over; MSUO must be ready now for the test of criticism and evaluation. The spotlight continues--the audience is simply more critical.

By way of both introduction and summary, it must be said that this has been a good year--in many respects much better than year one. The organizational structure has been refined, the faculty strengthened, the physical plant significantly expanded, the student body improved. To be sure, budget problems during the year were staggering, but survival was achieved.

The difficulties of this second year were appreciably reduced because of (1) the continued confidence and support of the President and the Board of

Trustees, (2) the magnificent assistance provided by the citizens of the community, particularly through the MSUO Foundation and the Foundation Scholarship Committee, and (3) the enthusiastic support of Mr. and Mrs. Alfred G. Wilson.

The confidence of the President and the Trustees made possible most of the campus development and added great stability and confidence during this difficult second year. Their staunch and unwavering belief in the objectives and methods of this institution is a continuing source of inspiration for the faculty, the staff, the administrative officers, and the students of the university.

The MSUO Foundation demonstrated in many ways during the year its deep interest in the problems of this institution and its effectiveness in finding solutions to these problems. For example, the Scholarship Committee of the Foundation provided more than \$50,000 for scholarships for MSUO students during the year, making it unnecessary to budget a single dollar for this purpose in the operating budget.* This was accomplished by a year-round campaign and through the development of a variety of fund-raising activities. Equally dramatically, the President of the Foundation, Mr. Harold A. Fitzgerald--upon learning that funds were needed for furnishing the new dormitories--provided from his own resources a gift of \$45,000 for this purpose. Numerous other examples of the helpfulness of this group could be shown, but this is evidence enough of the strong role of these loyal community leaders.

One of the continuing sources of courage during difficult days has been the support of Mr. and Mrs. Alfred G. Wilson. In countless ways their presence and helpful influence has been felt--in the Meadow Brook Dinner Dance for faculty and freshmen, frequent attendance at student events on campus, the continuing support of the Christmas decoration fund, the opening of Meadow Brook Hall for the scholarship dance--these are but a few of their continuing contributions. The students and faculty have understandably developed an affection for them which is steadily enriched.

*See Appendix III for list of scholarship donors.

The most significant internal development of the year was the decision to move from the three quarter system to a three semester system.

This move was made in keeping with an early planning decision to move to year-round operation at an early date. It was the counsel of many advisors that education is an urgent matter in our nation today--much too urgent to permit the traditional three months' annual vacation. It was argued that to continue the nine-month school year would be to extend a system wasteful of student potential, of faculty resources, of physical facilities. In view of this counsel, and recognizing the flexibility of a new institution with an enrollment small enough for maneuverability, it was the recommendation of the faculty and administrative officers that the three-semester program be adopted. This recommendation was approved by the Board of Trustees to become effective September 1, 1961.

This report is in six sections, divided according to major functions. Since the faculty and staff form the operating core of the institution, it is here that the report begins.

ANNUAL REPORT
MICHIGAN STATE UNIVERSITY OAKLAND
July 1, 1960 to June 30, 1961

I. FACULTY

From the beginning, it has been the objective of this institution to maintain a 20 to 1 student-teacher ratio. This represents a much higher ratio than exists in the better small colleges but somewhat lower than for undergraduate programs in many institutions.

In order to maintain this ratio, it was necessary to add 23 members to the faculty during the year--18 on tenure appointments and five on temporary appointments. The recruitment policy has continued to be one of seeking the ablest possible younger persons from the nation's great universities. These were the new members added:

Tenure Appointments:

Sheldon L. Appleton, Political Science, Assistant Professor, Ph.D. University of Minnesota, age 27

David C. Beardslee, Psychology, Associate Professor, Ph.D. University of Michigan, age 35

Melvin Chernov, History, Assistant Professor, Ph.D. Stanford University, age 31

Howard W. Clarke, Foreign Languages, Assistant Professor, Ph.D. Harvard University, age 31

Walter S. Collins II, Music, Associate Professor, Ph.D. University of Michigan, age 34

Harold Fromm, English, Instructor, Ph.D. (Pending) University of Wisconsin, age 27

John C. Galloway, Art, Professor, Ph.D. Columbia University, age 45

Laszlo J. Hetenyi, Teacher Education, Professor, Ed.D. Michigan State University, age 39

Edward J. Heubel, Political Science, Associate Professor, Ph.D. University of Minnesota, age 33

Robert W. Holmes, Music, Assistant Professor, Ph.D. Boston University, age 31

Frederick W. Obear, Chemistry, Assistant Professor, Ph.D. University of New Hampshire, age 25

Donald D. O'Dowd, Psychology, Associate Professor, Ph.D. Harvard University, age 33

Gloria K. Shapiro, English, Instructor, Ph.D. Brandeis, age 31

Samuel Shapiro, History, Assistant Professor, Ph.D. Columbia University, age 33

Robert E. Simmons, Foreign Languages, Assistant Professor, Ph.D. Stanford University, age 35

Norman Susskind, Foreign Languages, Assistant Professor, Ph.D. Yale, age 31

Robert J. Wisner, Mathematics, Associate Professor, Ph.D. University of Washington, age 35

Serge Shishkoff, Foreign Languages, Instructor, B.A. New York University, age 28

Temporary Faculty Appointments

Christiane H. Caulkins, Foreign Languages

Mildred B. Matthews, Art

Renee Rothschild, Foreign Languages

Julie C. Stevenson, Foreign Languages

Carmen M. Urla, Foreign Languages

Staff Appointments

In addition to the faculty appointments, eight new staff members were added to the organization in the course of the year.

J. Michael Bruno, Assistant Librarian

Edward A. Goodwin, Director of Food Service

Roland John Hidde, Jr., Assistant in Physical Education, Recreation and Intramural Athletics

Victor M. Lindquist, Director of Scholarships and Assistant Registrar

Robert J. McGarry, Accountant

Louis E. Martin, Assistant Librarian

Norman Prady, Publications Editor

Frank Sander, Mechanical Engineer

From the charter faculty, there have been three resignations--Mr. John Danielson, Foreign Languages; Mr. James Gherity, Economics; and Mr. William Kluback, Philosophy. Even in the short history of this institution, there have been two tragedies in the faculty. The first was the sudden death of Charles F. Hofman of Dartmouth who suffered a fatal heart attack while packing for his move to this campus. As a last minute replacement, Madame Christiane H. Caulkins was appointed, arriving from France a few days after school began. Ironically, she, too, was the victim of a tragic death--an automobile accident which occurred on the last day of school in June, 1961--the second death in the same position within a year!

It is doubtful if any faculty in any institution in America has been as hard pressed as has been this young group in these first two years. The student-teacher ratio is high; the teaching load ranges from 12 to 15 hours per week; yet much more is involved. There are numerous committees concerned with the full range of policies to be established in a new institution; there is the continuing concern for working through building programs and building plans, for counseling the new students, and for relating this institution to the community. One of the penalties of this heavy work load is the great shortage of time remaining for faculty members to conceive new programs or to study new ways of presenting the material at hand. In short, it leaves them virtually no time for reflection and hence makes innovation difficult to achieve. It is hoped that during the next few years it will be possible to free more time for faculty members for the reflection that is essential to creativity.

Even so, the enthusiasm of the faculty is high and their commitment to developing a first-class educational institution continues to be complete. The vigor, the youthfulness, and the enthusiasm of this group--while it may occasionally create problems--bodes well for the future of this institution.

II. STUDENTS

Inadequate legislative appropriations necessitated a reduced freshman class in the fall of 1960, with 508 new students being admitted compared with 580 in the previous year. Of the 580 first year students (which included 95 part-time) exactly 400 returned for the sophomore year.

Since the number of students admitted had to be curtailed, it was necessary to apply a somewhat more rigorous admissions policy. As a result, almost 60 per cent of the members of the entering freshman class were in the top one-fourth of their high school graduating classes, compared with approximately 50 per cent from the entering class of the first year.

While many student inquiries were received from across the nation, our lack of on-campus housing made it difficult for other than local students to attend. Despite the handicaps, however, 21 out-of-state students did enroll, living in private homes in the area with little transportation available and with inadequate opportunities for social contact with other students. They were a lonely and frequently unhappy lot, yet 17 survived the year.

The largest number of students continued to come from Oakland County. Of the total enrollment of 908, 74 per cent enrolled from Oakland County, with Macomb County providing 19 per cent. Other counties in the state providing students were:

- Genesee - 1
- Gogebic - 1
- Ingham - 1
- Lapeer - 15
- Muskegon - 1
- Sanilac - 1
- St. Clair - 2
- Tuscola - 1
- Wayne - 17

Out-of-state students came from the following states and nations:

- Alabama - 1
- Arkansas - 1
- Ohio - 1
- Florida - 1
- Illinois - 1
- Indiana - 1

Louisiana - 1
Massachusetts - 1
Minnesota - 1
New York - 4
Pennsylvania - 1
Washington - 2
Wisconsin - 1
Canada - 1
Greece - 1
South Vietnam - 1
Turkey - 1

Of the entering group, 57 per cent were men, 43 per cent women.

Following closely the pattern of the first year, teacher education was most often designated as the primary area of interest, followed by liberal arts and engineering science.

The academic achievement of the student body gave evidence of steady improvement throughout the year. At the end of the first quarter, the honors list included four students with all A's, 20 students with no grade lower than B, and 93 students maintaining a B average.

During the winter quarter, with a reduced student body, the honors list showed three students with all A's, 36 students with no grade lower than B, and 70 students maintaining a B average.

The final quarter, when the total student enrollment had been reduced to 737, the size of the honors list continued to hold steady. There were five students with all A's, 24 with no grade lower than B, and 81 with a B average.

Unhappily, not all the students performed so well. During the course of the year, 135 students were dropped for academic deficiencies and at the year's end some 103 were on academic probation.

Student Life

One of the major developments in student life was the activation of the first Student Government of Michigan State University Oakland. After months of study by special committees, the drafting of a constitution was completed in the spring of 1960 and accepted by an overwhelming vote of

the student body. Following adoption, the appropriate officers were elected and with the opening of the fall term in 1960 the new device began operation and performed effectively throughout the year.

Two of the important accomplishments of this body during the first year were (1) the initiation of a student health and accident insurance program, and (2) a Student Government assessment fee of 50¢ to be collected at registration each term and to be used to finance Student Government projects. In the course of the year, the group also established a seven-man student judiciary and adopted several constitutional amendments to correlate Student Government and its objectives with the three-semester plan being adopted for 1961.

Another effective student activity was the organization of the Association of Women Students. This group, formally organized during the fall of 1960, was established to promote a spirit of unity among women students, to provide special leadership training, foster high standards both academic and social, and above all to be of service to the university.

Among the many activities of this group in its first year of operation were these: (1) establishment of a Big Sister Council designed to reduce the transitional shock involved in moving from high school to college for our freshman girls, (2) the sponsorship of the Culture Internationale held in the Student Center January 9 through January 15--a program highlighted by an all day Sunday affair which attracted some 1,500 citizens in the community, (3) the work of student volunteers in many of the community hospitals in a variety of responsibilities, and (4) two of the more successful social events of the year--the Toy Dance (which called for presentation of a gift-wrapped toy as the admission fee--the toys to be presented to the children of the Oakland County Childrens' Home), and the Spinster Spin.

During the year, two farm houses on the estate were opened for male students and in this way a total of 15 students became the pioneer resident students at MSUO. Their esprit-de-corps was great and all petitioned that they be permitted to continue to live in these facilities even when the dormitories were completed. In the course of the year, 30 different students lived in 24 approved off-campus homes in the community.

The demand for gainful student employment continued to be great. A total of 226 students were employed on campus during the school year and an additional 25 students were carried into the summer of 1961. It must be noted, of course, that of the 226 students employed during the school year many were on occasional on-call jobs and some worked only brief periods.

In general it must be concluded that student life on the MSUO campus began to take positive shape during its second year of operation. The establishment of Student Government, the effective functioning of the AWS, and an expanded activities program--including dances, picnics, ski trips, plus the programs of some 20 student clubs--all provided evidence of an emerging pattern of student life. This has been one of the difficult aspects of the establishment of this new institution since almost all the students commute and their transportation schedules have frequently made it virtually impossible for them to participate in normal student activities.

Lecture-Concert Series

For the first time, the institution was able to offer a lecture-concert series, operating under the direction of Professor Gerald Straka. Even though the budget was limited and the facilities inadequate, an interesting start was made. The program for the year included:

Fall Term--

Michigan State University String Quartet

A Musical Adventure with Karl Haas

John Scott (Contributing Editor, Time Magazine) Russian Expert

The Haas-Mischakoff-Olefsky Trio

Winter Term--

Jacques Barzun, Provost, Columbia University, Distinguished Historian
Michigan State University Woodwind Quintet
The German Consul General from Detroit
A Festival of Chamber Music (3 days):
Michigan State University String Quartet
Joseph Schwartz, Oberlin College, Piano Concert
University of Iowa String Quartet

Spring Term--

University of Michigan Baroque Trio
University of Michigan Collegium Musicum, Chorus and Ensemble
Wernher Von Braun, Rocket Expert, "Why Must We Conquer Space?"

Art Exhibits--

Dr. John Galloway, Chairman of the Art Department, arranged for a series of five art exhibits to be displayed in the Student Center.

The following artists were represented:

Warren Brandt - New York City
John Galloway - Michigan State University Oakland
Rudolf von Huhn - Washington, D. C.
William Wamsley - Murray State College
Irving Zupnick - Harpur College

There were also seminars in basic contemporary theologies--a series of noontime programs conducted in the spring term under the direction of Professor William Kluback. Speakers and their topics were:

Rabbi Morris Adler, Congregation Shaarey Zedek, Detroit
"The Religious Structure of Judaism"
"The Ethical Nature of Judaism"

Father Jules Toner, S. J., Former Chairman, Department of Philosophy, University of Detroit
"The Religious Structure of Roman Catholicism"
"The Ethical Nature of Roman Catholicism"

Bishop Richard Emrich, Bishop of the Diocese of Michigan Episcopal Church, Detroit
"The Religious Structure of Episcopalianism"
"The Ethical Nature of Episcopalianism"

Reverend Donald Zill, Beautiful Savior Lutheran Church, Bloomfield Township
"The Religious Structure of Protestantism"
"The Ethical Nature of Protestantism"

Attendance at these affairs was surprisingly high, particularly for the first three in the series.

Counseling and Testing

The Office of Counseling and Testing was once more staffed with but a single professional counselor, Dr. Robert Hopkins. Although hampered by a lack of assistance, this office performed an important service to the student body of the university. Among its major activities were the summer orientation programs where 229 students attended two-day orientation sessions, the testing service which included a grand total of more than 1,600 tests administered, and the study skills program--a voluntary program designed to help students cope with the rigors of a college curriculum.

One of the most important and effective services performed by this office was the program of personal counseling with the members of the student body. During the year, 496 interviews were conducted, with 253 involving personal or social problems. The balance of the interviews was approximately evenly split between academic concerns and vocational problems. The large number of personal and social problems brought to the counselor is indicative of the nature of the home and family problems of many MSUO students. While it is not easy to be definitive on this matter, there is growing evidence that one of the unanticipated problems of the student body is that of establishing and maintaining a wholesome home environment so that the best possible academic work can be achieved. This is a matter of concern to the entire university and undoubtedly is having a major and deleterious effect on the academic success of many of the students.

Recreation and Intramural Sports

The intramural sports program at MSUO continues to be on a voluntary basis, with a wide variety of programs being offered and instruction being given in many activities. Twenty-four different games or sports were organized in the course of the year and instruction and equipment made available for those wishing to participate. League or tournament competition was organized in nine sports--competition involving both faculty and students.

The most promising feature of this program is the prospect of a completed intramural sports and recreation building during the next twelve to eighteen months. The plans have been carefully worked out through the course of the year under the leadership of Mr. Hollie Lepley, Director of the Intramural Sports and Recreation program; and the entire student body as well as the faculty and staff are looking forward with enthusiasm to this facility.

Student Health Services

The health service is intended to provide limited facilities for the treatment of emergencies, first aid, and minor health concerns which occur on campus. Mrs. Margaret Cramer, Registered Nurse, maintains office hours from eight o'clock to five o'clock daily.

A total of 1,860 visits from students, faculty, and staff were recorded during the year. Of these, only three persons were taken to hospital facilities for emergency treatment, the balance being concerned primarily with localized infections or minor illnesses.

During this year, the first MSUO blood bank was organized in cooperation with the Oakland County Red Cross with students, faculty, and staff contributing a total of 150 pints of blood.

Arrangements were made for X-ray mobile unit facilities, flu vaccine to be given, and a continuation of the polio program.

III. ACADEMIC PROGRAM

The academic program of this new institution continues to undergo refinements and adjustments.

The major pattern developed in the early stages of planning continues to be the guiding principle, with heavy emphasis upon the liberal arts. A four-course pattern prevailed throughout the year, with each of the courses carrying equal academic weight--each being accorded the value of a four-credit course.

In the course of the year, an unusual amount of energy was expended in making the necessary adjustments in the curriculum to accommodate the three-semester plan to be adopted in the fall of 1961. Since the curriculum had been developed with the idea of twelve four-credit quarter courses taken by each student during a year, and since this is now being converted into eight four-credit semester courses in an academic year, a substantial modification has been necessary. This has necessitated a thorough review of the curriculum, with a particular thought toward the establishment of an appropriate set of requirements for graduation under the provisions of the semester program.

This transition made it further necessary to plan and provide a special program for the summer of 1961 to permit those students who had fallen behind in their work, who had missed a course, or who for some other reason were out of phase, to correct their deficiencies so they would not be penalized when the semester program became operative in the fall of 1961.

One of the knottiest problems which emerged in the course of the discussions involved the large number of prescribed and required courses for every student. This highly prescribed curriculum contains some obvious advantages, but some equally obvious disadvantages. The major advantages are (1) it insures an opportunity for each student to acquire a basic knowledge in a variety of important areas, and (2) it permits more effective faculty utilization since it limits the number of electives which are offered at one time.

The disadvantages of the highly prescribed curriculum became most apparent when the adjustments to the semester program were made. Since approximately half the curriculum is prescribed in what is called the "University Course" sequence, and since the major areas of study require a minimum of eight courses, this frequently provides a serious limitation on the number of elective courses which a student may choose in his educational career. When the University Course prescription plus the major course requirement is further complicated by the

addition of the required courses in education for state certification, it has been found in some cases that no more than one elective course is available in the full eight semesters.

This situation became the cause of lengthy and sometimes fruitful faculty discussions. While there were and are substantial differences of opinion within the faculty as to the wisdom of the highly prescribed curriculum under which the university is now operating, it is the general feeling that there should be no additional major changes during the next two years.

Whatever the shortcomings of the curriculum now in use at Michigan State University Oakland, it is agreed by those familiar with the program that this is a thorough, a rigorous, and an admirable academic plan for every student. The program as devised has enabled the university to keep its early commitment that the courses offered would be limited in number, would be thorough and analytical in content, and would assure a stimulating educational experience for the students. There is every reason to believe that these objectives are being met by the curriculum now being followed.

Continuing Education Program

The Continuing Education program of MSUO continues to grow and to provide an educational service for the adults in the community. In the course of the year a variety of courses, conferences, and special feature programs for adult groups was offered--all of a non-credit or non-formal nature.

The community response has been notable. Well over 4,000 persons participated in some form of educational program at MSUO during this academic year. The majority of these, 2,036, attended one or more of the regular ten-week courses on campus; 1,437 participated in one or more of eight conferences; and the balance was involved in one of the special events. Among the special events conducted in the course of the year were:

1. a special series of lectures carried by the Pontiac radio station WPON on the subject of philosophies of life. Professor William Kluback

taped the series in advance; the university took mail registrations from those who wished to receive a syllabus and the reading list; and the more serious minded of the listeners were invited to meet at four on-campus colloquia as a follow-up to the radio lectures. Eighty-seven persons paid the registration fee for this purpose and the on-campus meetings were attended by groups ranging in number from 35 to 75.

2. a series known as "History in the Making"--a program which included six two-hour meetings scheduled bi-weekly--under the sponsorship of the Village Woman's Club of Birmingham. The size of the audience ranged from 125 to 250 persons to hear some of the faculty members of the institution discuss world history and interpret the events of the day in the light of this history.

3. a feature called "Liberal Arts for Service Clubs"--a program supported by a \$2,000 grant from the Center for the Study of Liberal Education for Adults. Several series of three lectures each were subscribed by some six luncheon clubs of Oakland County. The approximate total attendance at these lectures was 630. The purpose of this new program was to make available to the service club luncheon groups a substantive educational program so that these community leaders might have an opportunity to gain insights into some of the important problems of the day.

During the year ahead, the Continuing Education program will gradually expand to include other interests represented by the divisions and departments within the university. The reaction of citizens in the area to the excellent work of Dr. Eklund and his staff has been most gratifying.

Library

The library collection continues to grow both in terms of journals acquired and books in the stacks. At the end of the second year, there were approximately 35,000 volumes on hand. While this is obviously far from an adequate

library for the program under way, it, nevertheless, marks substantial progress over year one. With the opening of the new Kresge Library, it is hoped that there may be organized an intensive book acquisition program through the establishment of a Friends of The Library committee.

Students, staff, and faculty look with great anticipation to the opening of the new library, since this year has demonstrated conclusively that the existing facilities cannot provide even a minimum library service for the present enrollment. All study positions in the temporary library room were committed for most of each day and an adjacent lecture room was used as an overflow reading room. The new building will provide adequate facilities for years to come. The concern now is to augment the resources of the library so that it may keep pace with the growing program of the university.

IV. THE ADMINISTRATION

As the program evolved and as the major responsibilities were more accurately identified, it became increasingly apparent that it would be necessary to make major administrative adjustments within the university.

The key change in the existing pattern involved the grouping of all academic and academically oriented responsibilities under a new office to be known as Dean of the University. This office was established to replace the existing office of the Dean of the Faculty and to include in its broad area of responsibility the functions of the office of Dean of Students and the office of Director of Continuing Education.

At the same time, three administrative budgetary divisions were established-- the Division of Humanities, the Division of Science and Engineering, and the Division of Social Sciences. Each of the divisions is headed by an Associate Dean who answers administratively to the Dean of the University. This means, then, that the three divisional Associate Deans, the Associate Dean for Continuing

Education, the Dean of Students, the Librarian, and the Director of Admissions all answer to the Dean of the University, who in turn answers administratively to the Chancellor.

In addition to the Dean of the University, three other major administrative officers answer directly to the Chancellor's office--the Assistant to the Chancellor and Director of University Relations, the Director of Business Affairs, and the Assistant to the Chancellor for University Planning. The latter position has been established on a half-time basis and is occupied by Dr. Robert G. Hoopes, who also serves as Professor of English.

While it is quite early to evaluate the new organizational pattern, there is every reason to believe that the operation of the university will be substantially advantaged through this re-grouping of major functions.

V. THE PHYSICAL PLANT

As the history of the university is developed, it will likely be said that the year 1960-61 provided the break-through in the development of this campus. When the year began, the institution consisted of 1,600 acres of land and three buildings. In the course of the year, a \$1½ million library, financed through a grant from the Kresge Foundation, was undertaken; a \$2 million science building, financed from legislative funds, was started; housing accommodations for 192 students were placed under construction; and a substantial expansion to the Oakland Center has gotten under way. Beyond this, plans were finalized for the building of a new intramural building, and the Board of Trustees has authorized the commissioning of an architectural firm to begin studies with the hope that there may ultimately be constructed a major auditorium on the campus.

With the completion of the buildings now under construction and the intramural building and auditorium, the campus will have achieved the minimum set of facilities necessary for the conduct of a good academic program for a student body of

approximately 2,500. The new library will contain 74,000 square feet of floor space and will accommodate 250,000 volumes as well as about 800 students in study positions. The building will be air-conditioned for year-round use, and is expected to be the focal point of the campus.

The science building--to accommodate engineering science, chemistry, physics, and mathematics--is scheduled for completion prior to January 1, 1962. The building will contain 85,000 square feet of floor space and has been designed so that it may ultimately be air-conditioned by the addition of a refrigeration unit.

The air-conditioning features have been deemed quite necessary to make the transition to the year-round educational program effective.

The student residences--a relatively new concept in student housing--will provide rooms for 96 girls and 96 boys. These facilities have been built along modest lines and have been designed so that the advantages of small group living may be realized. Each dormitory consists of two wings, each wing accommodating 48 students, and as a connecting unit there is a central lounge plus an apartment for supervisory personnel. These buildings are being financed through a loan from the Federal Housing and Home Finance Agency.

The expansion of the Oakland Center will approximately double its square footage and will more than double the usable space in the facility since part of the basement is being developed so that it will have a window wall. This addition will provide sorely needed meeting rooms, cafeteria space, private dining rooms, games rooms, bookstore space, and faculty dining space. It, too, is being financed from a loan from the Federal Housing and Home Finance Agency, and is scheduled for completion on approximately November 1, 1961.

VI. BUSINESS OFFICE

The Office of Business Affairs continued its assumption of major business responsibilities for the new campus. In addition to the activities it assumed

during the first year of operation, it added during this year purchasing and personnel management. Major purchases have been necessitated because of the new building program and the expansion of the faculty, and the assumption of this function has been helpful. Equally active has been the office of personnel. As the campus grows and as it becomes necessary to acquire the personnel involved in managing the new buildings and programs, this office will become increasingly vital.

In addition to these functions, the office has responsibility for the buildings and grounds, campus security, the operations of the Oakland Center, the bookstore, the management of food service and the dormitories under construction, and, of course, the maintenance of the budgets.

The operating budget for the year ending June 30, 1961 was \$1,077,720, including \$198,000 from student fee income and \$879,720 from legislative appropriations.

This compares with \$670,000 budgeted for the first year's operations. The attached statement gives a more complete breakdown of the budget allocation for the year concluded. (See Appendix I)

VII. SUMMARY

Michigan State University Oakland, concluding its second year, continues to move along the broad outlines established by the program planning committees of the university and as authorized by the Board of Trustees. It has been necessary, of course, to make minor modifications from time to time, but the major objectives are unchanged. It continues to be the goal of all involved to provide a first-class educational opportunity for students who are serious minded, who want to learn, and who are willing to work.

While budgetary limitations have imposed some serious difficulties in the second and crucial year of the development of this institution, the progress has,

nevertheless, been pleasing. The faculty additions have been of the same high quality, the curriculum remains good, and the quality of the student body continues to improve. The physical plant is growing at a rapid pace, and community support continues to be a superb factor in the institution's development.

All evidence continues to be favorable. There are obviously problems, but there is optimism, and there are resources available for finding solutions as the problems emerge. Given the continuing support of the Board of Trustees, the President, and the MSUO Foundation, coupled with the dedication of the faculty and staff on this campus, this institution shall continue to move steadily toward its established goals.

Appendix I

SUMMARY OF BUDGET ALLOCATION FOR 1960-61

INCOME

Student Fees	\$ 198,000
State Appropriation	879,720
	<u>\$1,077,720</u>

EXPENDITURES

Salaries	\$ 663,945
Labor	67,000
Supplies & Services	183,275
Equipment	163,500
	<u>\$1,077,720</u>

Expenditure Detail

Administrative & General	\$ 130,590
Academic	410,030
Admissions & Registrar	37,375
Library	145,480
Student Affairs	101,785
Retirement & Social Security	50,000
Business Office	62,670
Physical Plant	139,790
	<u>\$1,077,720</u>

Appendix II

MSUO PERSONNEL

Administrative Officers

Roy Alexander, Dean of Students*
Lowell Eklund, Director of Continuing Education
Robert Hoopes, Dean of the Faculty
George Matthews, Assistant to the Dean of the Faculty
James McKay, Assistant to the Dean of the Faculty
Donald O'Dowd, Assistant to the Dean of the Faculty
Loren Pope, Assistant to the Chancellor
Herbert Stoutenburg, Jr., Director of Admissions
Robert Swanson, Director of Business Affairs
D. B. Varner, Chancellor
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