

Adjournment for lunch.

Called to order at 1:30 at which time the board listened to members of the staff regarding the matters of interest and also to consider the building program for the next six year.

Meeting adjourned at 4:30.

Kenyon L. Butterfield
President.

H. H. Halladay
Secretary.

REGULAR MEETING OF THE STATE BOARD OF AGRICULTURE

President's Office

December 17
1924

11 o'clock

CALL TO ORDER AND MINUTES

Present: President Butterfield, Messrs. McColl, McPherson, Gowdy, Brody, Mrs. Stockman and Secretary Halladay.

REPORTS FOR RECORD AND INFORMATION

The President reported:

Out-of-State
travel

1. The following authorizations for Out-Of-State travel

J. Hasselman	Chicago, Ill.	Dec. 4 & 5	all expenses
V. C. Grove	"	" 28	" "
One member of Math Dept.	Washington, D.C.	" 20	" "
H.H. Musselman	Chicago, Ill.	" 3	" "
George A. Brown	"	" 3	" "
W. E. J. Edwards	"	" 3	" "
W. O. Hedrick	"	" 28 - 31	" "
E. Mumford	"	" 29 - 31	" "
E. B. Hill	"	" 3	" "
O. E. Reed	"	" 3	" "
H. C. Moore	Washington, D.C.	" 29 - 31	" "
Mrs. L. E. Landon	Chicago, Ill.	Jan. 1 - 2	" "
G. Patch	Chicago, Ill.	Dec. 1, 2, 3	" "
Dept. of Education (3)	Indianapolis, Ind.	" 10, 11, 12	\$50. each
E. A. Bessey	Washington, D. C.	" 20, 31	all expenses
Chas. W. Chapman	"	" "	" "
V. G. Card	Chicago, Ill.	" 11	" "
Four students	"	"	\$25. each
W. W. Johnston	New York City	" 29 - 31	all expenses
A. H. Nelson	Chicago, Ill.	" " "	" "
Bacty. Delegates	Washington, D.C.	" " "	\$100. (total)
Dr. Coons	"	Jan. 2	all expenses
R. C. Huston	"	Dec. 27 - 31	" "

and New York

D.V.Steere for
Rhodes scholar-
ship
Stone for Union
Bldg.

2. The appointment of Douglas V. Steere for Rhodes Scholarship.
3. The removal of part of the "Half - Way Stone" to the front of the Union Building.

RESIGNATIONS

The President reported:

G.T.Ells re-
signs

The resignation of Glenn T. Ells, Field Instructor, Veterans Bureau, effective November 15.

On motion of Mr. Brody it was voted that the resignation be accepted.

EXECUTIVE ORDERS FOR CONFIRMATION

T.Gunson to
remove trees

1. The President reported that he had authorized T. Gunson to prepare equipment for the purpose of removing three maple trees now standing in the way of the West roadway of the new entrance, and to incur such expense as may be necessary.

On motion of Mr. McColl it was voted that the recommendation be accepted.

The President recommended:

1. That A. J. Patch be appointed as Field Instructor for the Federal Students at the rate of \$2500. per year, the appointment to become effective November 1. (Mr. Patch replaces Glenn Ellis who resigned.)

A.J.Patch to take Ellis place

On motion of Mr. Gowdy it was voted that the appointment be referred to the President with power to act.

2. That thru the recommendation of Dean Kedzie, Mr. R. W. Gannett be given leave of absence for the fall term of the school year 1925-26, instead of being permanently relieved from service here during each fall term. In case the arrangement proves unsatisfactory after one year of trial it can then be discontinued.

R.W.Gannett to have leave of absence.

On motion of Mr. McColl it was voted that the appointment be accepted.

3. That on recommendation of the Committee of Advanced degrees the following appointments be made:

Mr. Erston V. Miller, to the D.M. Ferry Fellowship, effective Winter Term, 1925.

E.V.Miller appointed to Ferry Fellowship

On motion of Mr. Brody it was voted that the appointment be authorized.

Mr. C. W. McIntyre, to the position of half-time assistantship in the Department of Dairy Husbandry, effective January 1, 1925.

C.W.McIntyre to asst.-ship in Dairy Dept.

On motion of Mr. McPherson it was voted that the appointment be authorized.

4. That Prof. A. H. Nelson serve as secretary to the Department of English, at the rate of \$25. per month extra, effective January 1, and to the end of the academic year.

A.H.Nelson Secy. to Eng. Dept.

On motion of Mr. Brody it was voted that the appointment be authorized.

5. On motion of Mrs. Stockman it was voted that a communication from Mr. R.G. Shreck be referred to the Forest Lands committee for a report at the next meeting of the Board.

Communication from Shreck to go to Forest Lands Com.

REPORTS FROM COMMITTEES OF THE BOARD.

The President presented at this time certain recommendations approved by Dean Shaw who was asked to make a statement concerning them.

1. That C. E. Skiver devote four months of the year to Short Course Teaching and the balance of the year to Farm Crops Extension work.

C.E.Skiver to teach Short C.

On motion of Mr. Brody it was voted that the recommendation be adopted.

2. That J. H. Harman, Extension Specialist in insect control, be placed on half - time during the coming winter term in order to do graduate work.

J.H.Harman to go on half-time

On motion of Mr. McColl it was voted that the recommendation be adopted.

3. That George Girbach, Extension Specialist in Dairy Husbandry, have his appointment extended until June 30, 1925 at the rate of \$2400 per year.

G.Girbach to have appoint. extended

On motion of Mr. Brody it was voted that the recommendation be adopted.

4. That H. C. Stinson be appointed County Agricultural Agent for Newaygo, to begin December 1 at a total salary of \$2500, at the rate of \$1800 to be paid from Federal Lever funds for the month of December, and \$1200 per year thereafter.

H.C.Stinson Co. Agr'l. Agent.

On motion of Mr. Brody it was voted that the appointment be authorized.

5. That B. B. Adam's resignation as County Agent Calhoun County effective December 31st. be accepted.

B.B.Adams resigns

On motion of Mr. Gowdy it was voted that the resignation be accepted.

6. That on recommendation of Dean Shaw, Miriam Carpenter be appointed Assistant in Plant Pathology at \$1600 per year, half to come from vacant assistantship, and the other half from the Experiment Station Budget of the Botany Department. Also that she be paid by monthly requisition or Department pay roll up to July 1, 1925.

M.Carpenter's appointment

On motion of Mr. McPherson it was voted that the appointment be authorized.

7. Dean Shaw read a form of agreement between the Michigan Agricultural College and the Grand Rapids Celery Growers' Association, regarding the disposition of celery seed.

Agreement with G.R.Celery Growers Assoc.

On motion of Mrs. Stockman it was voted that the agreement be authorized.

8. Dean Shaw read a report on behalf of the Special Committee on the Dunbar School, Upper Peninsula.

Report of Special Comm. on Dunbar school

On motion of Mr. McColl it was voted that the report of the committee be accepted and adopted and that Mr. Shaw be authorized to communicate with the authorities of the Dunbar school relative to the recommendations of the board. Copy of the report is on file in the Secretary's office.

9. On motion of Mr. McColl it was voted that Mr. Jas. H. Ritchie of Boston, be employed to design the President's house at a fee of not more than 6 percent, and expenses for three trips to be taken subsequent to January 1, 1925.

Contract for
Chem. Lab
awarded

Mr. Bowd to
draw plans

Legislative
Budget 10.

was
On motion of Mr. McPherson it was voted that Malcomson & Higgenbotham be offered the contract for designing the Chemistry laboratory with the understanding that they should begin as soon as money is available for its construction; and further that it will be agreeable to the Board for the above architects to make a deal with Mr. E. A. Bowd in connection with the construction work on any basis satisfactory to them both.

was
On motion of Mrs. Stockman it was voted that Mr. Bowd be requested to draw plans for a Recitation Hall; also for an addition to the Womans Building Design for Recitation Hall at a fee of not more than 6%; addition to Womans Building under present contract.
The President submitted recommendations for a Legislative budget. Various changes were suggested and, on motion of Mr. McPherson it was voted that the following budget be approved and submitted to the Budget Committee of the Administrative Board as the requests of the Michigan Agricultural College for the ensuing two years.

M. A. C. LEGISLATIVE BUDGET

1925-26

Fiscal Year
1925-26

Fiscal Year
1926-27

FOR CURRENT EXPENSES

1.	AGRICULTURAL EXTENSION	\$ 200,000.	\$ 250,000.
2.	CONTINUING EDUCATION	25,000.	50,000.
	Rural communities; Youth not in school;		
	Engineering Extension		
3.	RESEARCH	75,000.	100,000.
	Marketing; Food supply; Home Economics;		
	Engineering		
4.	ADDITIONAL MAINTENANCE, to provide for increased	75,000.	100,000.
	attendance	75,000.	75,000.
5.	EMERGENCIES AND RESERVE		
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		\$ 450,000.	\$ 575,000.

PERMANENT IMPROVEMENTS

1.	CHEMISTRY BUILDING AND EQUIPMENT AND TUNNELS	300,000.	500,000.
2.	RECITATION HALL	150,000.	200,000.
3.	DEMONSTRATION HALL	150,000.	100,000.
4.	NEW DIARY BARN AT CHATHAM	20,000.	
5.	ELEVATOR AND STORAGE OF FEEDS	40,000.	
6.	FARM BARN (Dairy, including experimental, horse, beef cattle, sheep.)	50,000.	50,000.
7.	FIELD LABORATORY AT GRAHAM	15,000.	
8.	FARM EXTENSION AND IMPROVEMENT	25,000.	50,000.
9.	ADDITION TO DAIRY BUILDING		50,000.
10.	BEE CELLAR AND HONEY HOUSE		5,000.
11.	TWO NEW BOILERS		53,000.
12.	PAVING CAMPUS ROADS AND CAMPUS LIGHTING	120,000.	
13.	SEWAGE DISPOSAL SYSTEM	60,000.	
14.	ADDITION TO WATER SUPPLY		45,000.
15.	RIVER IMPROVEMENTS - bridges, dams, roads and walks	25,000.	25,000.
16.	REMOVING OLD BUILDINGS - Library, Physics, Horticulture, Faculty Houses, and rehabilitation of Service Equipment	75,000.	50,000.
17.	EQUIPMENT FOR PHYSICAL EDUCATION	17,000.	17,000.
18.	ADDITION TO WOMEN'S DORMITORY	50,000.	75,000.
19.	PRACTICE HOUSE, HOME ECONOMICS	8,000.	
20.	ADMINISTRATION BUILDING	50,000.	150,000.
21.	ENGINEERING FOUNDRY BUILDING		25,000.
22.	ANATOMY LABORATORY		25,000.
23.	DORMITORIES FOR FRESHMEN MEN	300,000.	300,000.
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		\$ 1,455,000.	\$ 1,720,000.

MISCELLANEOUS BUSINESS FROM THE PRESIDENT, SECRETARY, DEANS, ETC.

- Secretary Halladay made the following report:

As to the condition of the budget of the Department of Maintenance and Repair of Buildings - \$50,000. was appropriated by the last Legislature as a special appropriation to make improvements on the Womans Building, Wells Hall and the Johnston House. \$40,000. of this amount has been used for these purposes. This amount was substituted for an equal amount of Mill tax which was not appropriated to this budget for general maintenance and repair of buildings. It was also authorized to have the sum of \$9,800. added to the cleaning account.

On motion of Mrs. Stockman it was voted to appropriate \$31,300, the additional amount required for Maintenance and Repair of Buildings, and \$9,800, the additional amount required for Cleaning.

Condition of
budget of
Dept. of M. &
R. of Builds.
and Cleaning

The Secretary also made a report relative to the Radio Broadcasting which is as follows:

2. A conference was held between Mr. Bissell, Mr. Lavers, Mr. Hasselman and Secretary Halladay. It was decided to appoint a committee to make recommendations to the Board as to the future policy of the Radio Broadcasting station WKAR.

Policy of
Station
WKAR

The following resolution was made and concurred in by Mr. Lavers and Professor Foltz: (copy of which is on file at Secretary's Office.)

On motion of Mr. McColl it was voted that the Radio Broadcasting station be put in direct charge of Secretary Halladay and that \$1,500. be appropriated in addition to the \$500. now available for the use of the station.

Radio Station
to be in
charge of
Secy.

3. On motion of Mr. Brody it was voted that the recommendation from the Department of Botany that the Botanical Garden be given the name of the "W. J. Beal Botanical Garden." be accepted.

Botanical
Garden named

4. It was voted that the faculty recommendation allowing students graduating in January from high schools be admitted to the college at mid-year be accepted.

Mid-year
students

5. On motion of Mr. McColl it was voted that the following telegram be sent:

"CHAIRMAN GARFIELD DINNER
% FRED PANTLIND
PANTLIND HOTEL, GRAND RAPIDS

Telegram sent
to Chairman
Garfield din-
ner

I AM INSTRUCTED BY THE STATE BOARD OF AGRICULTURE TO EXTEND TO ONE OF ITS FORMER MEMBERS CHARLES W. GARFIELD ITS HEARTY CONGRATULATIONS AND VERY BEST WISHES. MR. GARFIELD IS A DISTINGUISHED GRADUATE OF THE MICHIGAN AGRICULTURAL COLLEGE, DISTINGUISHED NOT ALONE FOR PERSONAL ACHIEVEMENT AND REPUTATION, BUT FOR UNUSUAL SERVICE TO THE COLLEGE, TO MICHIGAN HORTICULTURE AND FORESTRY AND TO AGRICULTURAL EDUCATION. OF STILL MORE SIGNIFICANCE IS MR. GARFIELD'S FRIENDLINESS FOR AND HELPFULNESS TO HUNDREDS OF STUDENTS AND GRADUATES OF THIS COLLEGE, MANY OF WHOM OWE TO HIM THE GREAT INSPIRATION OF THEIR LIVES."

(Signed) KENYON L. BUTTERFIELD.

On motion of Mr. Gowdy it was voted that the meeting for January be held on the 15th., for February the 17th., for March the 17th., for April the 21st., for May the 19th.

Future Board
Meetings.

MEETING ADJOURNED.

5:45 o'clock p.m.

K. L. Butterfield
President

H. H. Halladay
Secretary.

REGULAR MEETING OF THE STATE BOARD OF AGRICULTURE.

President's Office.

January 15, 1925

11 o'clock

I. CALL TO ORDER AND MINUTES

Present: President Butterfield, Messrs. McColl, Brody, Gowdy, Mrs. Stockman and Secretary Halladay.

II. REPORTS FROM PRESIDENT AND SECRETARY FOR RECORD OR INFORMATION.

A. The President reported:

1. The acceptances of Mr. Bowd, of Mr. Ritchie, and of Malcomsen, Higgenbotham and Company, of arrangements for architectural services voted by the Board at its December meeting.

Acceptance
of Architects

2. A letter of thanks from Hon. Chas. W. Garfield.

3. A memorandum to be sent to the heads of Departments, etc., relative to keeping within the budget.

Memos. sent