

MINUTES OF THE  
MEETING OF THE STATE BOARD OF AGRICULTURE  
JANUARY 20, 1926.

1. THE MEETING WAS CALLED TO ORDER AT 10:00 A. M.

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

Absent: Messrs. McColl and Watkins.

The minutes of the last meeting were read.

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

1. President Butterfield presented Dr. Olin's report for the fall term relative to the activities of College Hospital.

2. The President reported the following authorizations for Out-of-State Travel.

DEAN Phelan	Akron, Ohio,	Inauguration of Pres. Zook, All expenses
Director Young,	New York,	Nat'l. Collegiate Ath. Asso. " "
Mr. Frimodig	" "	" " " " " "
B. B. Roseboom,	Cleveland,	Federated Societies Experi-
		mental Biology " "
H. L. Morency,	Kansas City,	A. A. A. S. Meeting. " "
Dean Giltner	Madison, Wis.	Soc. Am. Bacteriologists " "
Dr. Huddleson	" "	" " " " " "
Prof. Fabian	" "	" " " " " "
Prof. Ruehle	" "	" " " " " "
Dr. H. R. Hunt,	Kansas City	A. A. A. S. Meeting " "
Mr. Phippeny,	Chicago,	Radio Business " "
Mr. Rothgery	"	Nat'l. Good Roads Show " "
Prof. Johnston	"	Modern Language Asso.of Am. " "
Prof. Hedrick	New York	Am. Econ. Asso. " "

III. RESIGNATIONS APPOINTMENTS SALARY ADJUSTMENTS ETC. FOR CONFIRMATION.

The President reported:

1. The resignation of R. K. Rosa as Graduate Assistant, Economics Department, and of Mr. Olsen as Graduate Assistant, Electrical Engineering Department.

On motion of Mrs. Stockman, it was voted that the resignations be accepted.

2. The following appointments; and asked that they be confirmed:

C. D. McIntyre	Grad. Assistant, Economics	\$800.00, effective on arrival
Arvid Anderson	Draftsman, Agr'l. Engineer.	135.00 a month. eff. Feb. 1, '26
Byron L. Braamse	County Agr'l. Agent, Midland,	1800.00 and \$400 from county Jan. 1-26
Margaret B. Harris,	Assistant Home Dem. Leader	2700.00, Eff. April 1, 1926
Geneva Schoenfeld,	Assistant in Nutrition Inv.,	140.00 a month. eff. on arrival.
Miss F. H. Martini,	Instructor in Drawing	400.00 for winter term.
Margaret Krogness	Stenographer, Registrar's Off.	
	& English Dept.	1320.00 beginning Dec. 1, 1925
Vera Nestle,	Stenographer, Farm Crops	1080.00 beginning Dec. 1, 1925
C. M. McCrary	Exp. Spec. in Farm Crops.	3300.00 " Mar. 1, 1926

On motion of Mrs. Stockman, it was voted to confirm the above appointments.

3. The following salary adjustments:

Authorization of December pay for Dorothy Yakeley.

The transfer of the following names from the labor payroll to the salary payroll as of July 1, 1925, and the reduction of the amount of current maintenance for the entire year in the departments affected by the amounts of these salaries for the year:

Mrs. Button, Clerk, B & G. Dept.	\$120.00 a month.
Neil Miller, Asst. Engr., Heating,	200.00 " "
George Sawdy, Storekeeper, Stores,	150.00 " "
Miss Schmidt, Clerk, Stores,	100.00 " "
Mr. Bailor, Inventory Clerk, Store,	166.66 " "
Mr. Mitchell, Supt. of Elec. Lights.	210.00 " "
Mr. Howard, Supt. of Paint Shop	175.00 " "
Mr. Jensen, Supt. of Carpenter Shop,	185.00 " "
Glenn Bradt, Music Instruction, 9 mo.	60.00 " "
Wm. Kuhlman, Band and Instruments,	1000.00 Year band
	500.00 " Inst.

On motion of Mr. Gowdy, it was voted that the transfer be made.

IV. EXECUTIVE ORDERS FOR CONFIRMATION.

President Butterfield asked confirmation of the following "executive orders":

Out-of-State  
Travel

Resignation of  
R.K.Rosa, ap-  
pointment of  
Mr. Olsen

Appointments

Salary Adjust-  
ments:

Transfer from  
payroll to  
salary payroll

Executive Or-  
ders

1. The transfer of \$900 from salary apportionment of Radio Engineering to Service Radio. This apportionment was made to take care of a portion of Mr. Phippen's salary, and he is now being paid entirely from Service Radio.

On motion of Mrs. Stockman, it was voted that the transfer be confirmed.

2. Authorization to place the accounting work of the Creamery in charge of the central accounting office under Mr. Powell.

On motion of Mrs. Stockman, it was voted that the accounting work of the Creamery be placed in charge of the central accounting office.

3. Authorization to put Miss Koutz on the labor payroll for two months, beginning December 7, 1925, at the salary rate of \$1000 a year, one-half to be paid by Soils Department and one half by the Farm and Horse Department.

On motion of Mrs. Stockman, it was voted that Miss Koutz be placed on the labor payroll.

V. RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD.

1. President recommended the following new positions and appointments:

a. That Mrs. DeHaan be continued as stenographer in the Department of Economics.

Mrs. DeHaan's  
appointment

On motion of Mr. Gowdy, it was voted that the appointment be approved.

b. That Miss Hannen be appointed stenographer in the Boys and Girls Clubs Dept. at the salary of \$1250 a year.

Miss Hannen's  
appointment

On motion of Mr. Gowdy, it was voted that the appointment be approved.

c. Establishment of a stenographic position, half-time Soils and half-time Farm and Horse Department, and the appointment of Miss Koutz to this position at a salary rate of \$1200 effective Feb. 1, 1926.

Stenographic  
position 1/2  
Soils & 1/2  
Farm & Horse.

On motion of Mr. McPherson, it was voted that the position be established and that the appointment be approved.

d. Establishment of a full time clerical position for the Department of English.

Full-time clerk  
English Dept.

On motion of Mr. McPherson, it was voted that the position be established.

e. Establishment of a clerical position, half-time Dean of Liberal Arts and half-time Registrar's office.

Half-time cleri-  
cal position  
Registrar's Off

On motion of Mr. McPherson, it was voted that the position be established.

f. Establishment of Instructorship in Forestry in lieu of one of the Graduate Assistantships, and the appointment of Karl Dressel to this position at the salary rate of \$1980 a year, effective April 1, 1926.

Karl Dressel ap-  
pointed Instruc-  
tor, Forestry.

On motion of Mrs. Stockman, it was voted that the Instructorship be established, and that the appointment be approved.

g. Employment of H. P. Gaston as temporary assistant for Extension Work in Horticulture for the period March 1 to July 1, 1926, at a salary of \$200 a month.

H.P.Gaston Asst  
Ext.work.Hort.

On motion of Mrs. Stockman, it was voted that the appointment be approved.

2. President Butterfield presented a suggestion from Dean Kedzie relative to leave of absence for Professor Clark.

Leave of Ab-  
sence Prof.  
Clark

On motion of Mrs. Stockman, it was voted that the matter be left to the President and Mr. Kedzie.

3. The President recommended the appointment of John C. Kendel as Director of Student Chorus, for the remainder of the school year, for the sum of \$400, payable in four monthly installments, beginning February 28, 1926.

J.C. Kendel's  
appointment

On motion of Mr. Gowdy, it was voted that the appointment be approved.

4. President Butterfield recommended that he be authorized to continue the employment of Mr. Wilkins as Cost Accountant, to June 30, if in the judgment of the President this service is necessary.

Re: employment  
Mr. Wilkins until  
June 30.

On motion of Mr. McPherson, it was voted that the employment of Mr. Wilkins be extended.

5. The President asked authorization to employ Mr. A. C. Burnham for the period of one year, beginning in April, 1926, to start a course in life-planning, with the understanding that he will give three full days each week for three terms, at a salary at the rate of \$3000 a year.

Appointment of  
Mr. A.C.Burnham

On motion of Mrs. Stockman, it was voted that Mr. Burnham be employed.

6. A motion was made by Mr. McPherson that the President request the heads of departments to make a statement of costs of the following additions to the courses of study:

Cost of addi-  
tional courses  
of Study

At its meeting, January 11, 1926, the Faculty recommended the following additions or changes to the courses:

Applied Science Division.

Botany 8b, diseases of field and garden crops, new,	4 credits,
Chemistry, determinative mineralogy, new,	4 credits.
22a, opened to Applied Sci. students, old	
47 " " " " " "	"
48 " " " " " "	"
49 " " " " " "	"
50 " " " " " "	"
51 " " " " " "	"
52 " " " " " "	"
Physics, 6j new	4 credits.
Geology 18, advanced geology	"
? invertebrate paleontology	" "
12, increased from 3 to 4 credits	old,
11, " " " " " "	"
Zoology 14, animal ecology, increased 3 to 4,	" 4 credits
23, Advanced ornithology	new " " (fall, winter, spring)

ENGINEERING DIVISION.

Drawing 22k, advanced comp, & Illustration,	" 2 credits, fall
22l, " " " "	" " winter
22m, " " " "	" " spring
Drawing and Design, 9 a, Architectural draftg.	" " winter, elective
N. E. 11c, metallurgy of non-ferrous metals	" " options
11d, metallurgy calucations	" " "
11e, " " "	3 " "
E. E. 43, distribution of electrical power	"
44, advanced electrical design.	"
45, " " " "	"
E. E. 6c Drop	2 "

The motion carried.

J. L. Taylor's leave of absence.

7. The president presented a letter from John L. Taylor, assistant football coach, asking for a leave of absence for the remainder of this fiscal year.

On motion of Mr. Brody, it was voted that the leave of absence be granted.

Outline summer school session

8. President Butterfield presented the outline of the summer school session of 1926.

On motion of Mrs. Stockman, it was voted that the outline be accepted.

VII. MISCELLANEOUS BUSINESS FROM PRESIDENT, SECRETARY, DEANS.

Decision from Att.General re Group Insurance Delegate to N. Y.St.Alumni meeting.

1. The President reported a decision from the Attorney-General concerning group insurance was promised in the near future and recommended this matter left until another meeting.

2. The President presented a request from the New York State Alumni asking for a delegate to its 1926 meeting.

On motion of Mrs. Stockman, it was voted that Mr. Watkins be asked to attend.

Invitation to conference on Agr'l. Econ.

3. The President presented an invitation from the Chief of the Bureau of Agricultural Economics relative to a representative of the College attending a conference on Agricultural economics.

On motion of Mr. McPherson, it was voted that the appointment be left to the President.

Invitation to Dedication of Louisiana St.U.

4. The President presented an invitation from the President of Louisiana State University to a dedication of its new site, April 30 and May 1 and 2.

On motion of Mr. McPherson, it was voted that the Secretary be appointed to represent the Board.

Delegates to Agr.Marketing Conference Des Moines.

5. The President presented the matter of sending delegates to the Agricultural Marketing Conference, in Des Moines, January 28.

On motion of Mrs. Stockman, it was voted that Mr. McPherson, be appointed the delegate.

Re: Horse Show

6. The President presented a request from Colonel Sherburne in regard to the Horse Show, and also a statement from Dean Kedzie on the same subject.

On motion of Mr. Gowdy, it was voted that Mr. Kedzie, Col. Sherburne and Secretary Halladay be appointed a committee to act for the Board of Agriculture to confer with the Horse Show Committee.

Appointment of Mr. Kedzie, Col. Sherburne & Sec. Halladay on H.S. committee.

7. The President suggested the passage of the following resolution, and recommended that the resolution be filed with the records of the Secretary of the Board:

"Whereas, Miss Bertha E. Thompson, as instructor in Botany for many years and as assistant professor of Botany for the last three or four years, performed exceedingly faithful and efficient work, gaining the love and respect of her students, as well as her colleagues and friends, and  
 "Whereas, she felt compelled to resign last fall, on account of ill health which terminated in her death, November 25th, therefore  
 "Be it Resolved, that we express our sincere regret at the death of Miss Thompson and our belief that in her death the college has lost a very efficient servant whose influence always was for good scholarship and good character, and further that we direct that a copy of this resolution should be spread on the minutes of the Board and sent to Miss Thompson's relatives."

Resolution re  
 Bertha E.  
 Thompson

Motion was made and carried that the above resolution be adopted.

8. Secretary Halladay presented the following items:

a. Bill from Mr. Ritchie for architect's services.

Bill from Mr.  
 Ritchie

A motion was made by Mr. Brody that the bill be left to Mr. McColl and Mr. Halladay with power to act. The motion carried.

b. Statement concerning possible leave of absence for Mr. Gunson.

Mr. Gunson's  
 leave of Ab-  
 sence.

On motion of Mrs. Stockman, it was voted to give Mr. Gunson a leave of absence for sufficient time that he may completely recover from his recent illness and that this leave will in no way effect his standing with the college or his compensation. The motion carried.

c. Statement concerning College responsibility for bills.

College respon-  
 sibility for  
 bills.

On motion of Mr. McPherson it was voted that it should be understood by all parties having financial dealings with individual students or with groups of students of the Michigan State College of Agriculture and Applied Science that the College is neither legally nor morally responsible for bills incurred by such students or student organizations.

Every effort will be made to secure efficient and honorable business procedure on the part of the students, through such cooperation and oversight as the College can wisely exercise but it cannot be held responsible for failures on the part of students to meet their obligations.

d. Contract for the Beibesheimer land.

Beibesheimer  
 land contract.

On motion of Mr. Brody, it was voted that the contract as drawn up by the Secretary and signed by Mr. Beibesheimer be approved by the Board and that the Secretary be authorized to sign for the State Board of Agriculture.

e. Miscellaneous Items.

Miscel. items.

f. On motion of Mr. McPherson it was voted that Mr. L. W. Watkins be re-elected Chairman of the Board.

# VIII. SPECIAL ORDER OF BUSINESS.

1. Mr. Sorenson of the firm of Malcomson & Higgenbotham appeared before the Board of Agriculture with plans for the new Chemistry Building. After a discussion a motion was made by Mr. Gowdy that they be referred to the building committee. The motion carried.

Plans new Chem.  
 Bldg.,

2. A motion was made by Mr. McPherson that the Secretary represent the Board on all matters of traffic regulations, acting in cooperation with the city of East Lansing where such regulations effect the College in any way. The motion carried.

Appointment Sec  
 Halladay to act  
 re traffic re-  
 gulations.  
 Linoleum for  
 Agr. Bldg. de-  
 ferred.

3. A motion was made by Mr. Brody that the request for linoleum for the floors in the Agricultural Building be deferred until such time as funds are available. The motion carried.

4. A motion was made by Mr. Brody that the matter of a bill for license fee and inspection of the college nursery and the signing of a bond for same should be referred to Mr. Watkins. The motion carried.

Bill for licens  
 fee & inspec-  
 tion referred  
 Mr. Watkins

5. A preliminary meeting of the Board was held at the home of Mrs. Dora Stockman, Jan. 18 at 8:00 P. M. Dinner was served by Mrs. Stockman and a short business session was held with the following members present: Pres. Butterfield, Mrs. Stockman, Messrs. Brody, McPherson and Secretary Halladay.

Meeting of Bd.  
 at Mrs. Stockman  
 home.

All business transacted at this meeting was confirmed by the Board at its meeting Jan. 20.

# IX. NEW BUSINESS.

It was voted that the next meeting be held on February 17, at 9:00 A. M.

MEETING ADJOURNED AT 1:00 P.M.

*K. L. Butterfield*  
 President.

*J. H. Halladay*  
 Secretary.