

Minutes of the Meeting of the
State Board of Agriculture
April 17, 1941

Present: Mr. Berkey (Chairman); Messrs. Akers, McPherson; Mrs. Masselink; President Shaw; Treasurer Wilkins; Secretary

Absent: Messrs. Brody, Jakway; Dr. Elliott

The meeting was called to order at 10:20 A.M.

The minutes of the previous meeting were approved.

RESIGNATIONS, LEAVES AND APPOINTMENTS

1. Resignation of John E. Wilde, Grounds Botanist in the Grounds and Botanical Departments, effective April 30, 1941. Mr. Wilde has been on leave since September 1940. He has received an appointment to a graduate assistantship at Cornell University. Resignation
2. Resignation of T. A. Merrill as Extension Specialist in Horticulture, effective March 31, 1941. Mr. Merrill has accepted a position as Superintendent of the Experiment Substation in New York.
3. Resignation of Miss Alice Hertzler as Home Demonstration Agent for Alpena, Alcona, Oscoda and Iosco Counties, effective May 31, 1941. Miss Hertzler plans to be married.
4. Resignation of Earl Roberts as County Agricultural Agent of Houghton County, effective April 30, 1941.
5. Authorization for Ben Euwema, Associate Professor of English, to accept summer employment with the College of the City of New York. Leaves
6. Leave of absence without pay for one year for Curnel Hampton, Instructor in Speech and Dramatics, effective April 1, 1941. Mr. Hampton has been called for Army Service.
7. Leave of absence without pay for James Armand Person for the period from September 1, 1941 to March 31, 1942. Mr. Person has been called for Army service. He was granted leave without pay last year from April 1, 1940 to August 31, 1941.
8. Continuation of leave of absence with full pay for Richard A. Beth, Associate Professor of Mathematics, effective for one year beginning July 1, 1941. Dr. Beth has been working with the National Research Council on Passive Protection Against Bombing. The National Research Council will pay the salary of a substitute for Dr. Beth.
9. Leave of absence for one year without pay for M. G. Frakes, graduate fellow in Farm Crops, effective May 1, 1941. Mr. Frakes has been called for Army service.
10. Leave of absence with full pay for Miss Lois Corbett, Assistant State Club Leader, for the period from June 15 to July 31, 1941. Miss Corbett plans to complete her work for a Master's Degree at the University of Minnesota. This period includes the vacation period of one month.
11. Leave of absence on half pay for Burton T. Ostenson, Instructor in Zoology, for the period from September 1 to December 31, 1941. Mr. Ostenson plans to complete work for a Ph.D. degree at the University of Michigan. He was employed in April 1936.
12. Appointment of Raymond Klackle as Assistant County Agricultural Agent for the Detroit area at a salary rate of \$2400 per year, effective from May 1 to June 30, 1941. This is an additional position authorized at the March meeting of the Board. The Extension Office hopes to continue Mr. Klackle on a permanent basis after July 1. Appointment
13. Appointment of Frederick H. Vogel as Instructor in Summer School at the Forestry Camp at a salary of \$250 for the period from July 29 to September 5, 1941.
14. Appointment of J. E. Phillips as Instructor in Summer School at the Forestry Camp at a salary of \$250 for the period from June 26 to July 31, 1941.
15. Transfer of William Cargo from his present position as County Agricultural Agent for Mackinac, Luce, Alger, and Schoolcraft Counties to County Agricultural Agent for Houghton County at his present salary of \$2300 per year, effective May 1, 1941. Mr. Cargo will replace Earl Roberts.
16. Appointment of Albert Rights as special teacher in Speech during the six-week Summer Session at a salary of \$400 for the period from June 24 to August 1, 1941. Mr. Rights comes from Lehigh University and will replace Curnel Hampton.
17. Appointment of Thomas Harris Osgood as Professor and Head of the Department of Physics at a salary of \$4500 per year, effective September 1, 1941. Dr. Osgood will replace Dr. Chapman who is to be retired.
18. Reappointment of Elvis R. Doll as part-time assistant in Animal Pathology at the same salary of \$600 for the year 1941-42.

RESIGNATIONS, LEAVES AND APPOINTMENTS, CONTINUED

Appointment

19. The following reappointments of graduate assistants for 1941-42 are recommended:

- Animal Pathology - W. Wayne Miller and George L. H. Weaver as half-time graduate assistants.
- Entomology - Calvin E. Pederson as half-time graduate assistant
- Thomas G. Darling as quarter-time graduate assistant.
- Forestry - Scott S. Pauley as half-time graduate assistant.
- Geology and Geography - Benjamin R. Howard and George W. Smith as half-time graduate assistants.
- Physics - Robert Harold Esling, Alton Robert Kurtz, and Robert Dean Spence as half-time graduate assistants.
- Poultry Husbandry - A. Wade Brant, Harry E. Rathaway as half-time graduate assistants.
- Zoology - Clare H. Bennett, George E. Jay, Eldon E. Kline, Wayland F. Slayton, and John A. Sealander as half-time graduate assistants.

20. The following appointments of graduate assistants for 1941-42 are recommended to replace graduate assistants who will leave at the close of this year:

- Chemical Engineering - Phillip Lenton as half-time graduate assistant to replace William Alfred Beck.
- Dairy Husbandry - John Thomas Reid as half-time graduate assistant to replace Alfred L. Bortree.
- Geology and Geography - James E. Dymond as half-time graduate assistant to replace William E. Davies.
- Henry Faul as half-time graduate assistant to replace Ray Harrison.
- Mathematics - William Alonzo Hosier as half-time graduate assistant to replace Philip L. Browne.
- Arthur Armstrong Hauser, Jr. as half-time graduate assistant to replace John VanLonkhuyzen
- Sociology - Joel B. Montague, Jr. as quarter-time graduate assistant.
This is partial replacement of Paul M. Houser who was half-time graduate assistant.
- Soils - Winston A. Laughlin as half-time graduate assistant to replace Gustave H. Apitz.
- Zoology - George E. Braunschneider as half-time graduate assistant to replace Oscar Warbach.
- Kirk Turner as half-time graduate assistant to replace Roger L. Harned.
- Edward M. Lowry as half-time graduate assistant to replace Ralph MacMullen.

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to approve the Resignations, Leaves and Appointments.

TRAVEL

Travel

1. Authorization for H. C. Moore and J. H. Muncie to make a trip to Wharton, Texas, to inspect certified seed potato plantings. Expenses will be paid through funds furnished by the Michigan Crop Improvement Association.
2. Mileage on one car and maintenance expenses for one person to make a trip to Chapel Hill, North Carolina, to make collections of pollen to be used in research work here in connection with a project under the Bankhead-Jones funds, expenses to be paid from Bankhead-Jones allotment to the Botany Department.
3. Full expenses for R. J. Baldwin and James A. Porter to attend an Extension Agricultural Adjustment Administration conference in Chicago on April 17. This meeting is being called by Director M. L. Wilson, and is an emergency meeting in connection with formulation of national plans relative to food for Britain.
4. Mileage on one car for members of the Engineering Staff active in the Engineering Defense Training Program to attend the Ohio Section of the Society for the Promotion of Engineering Education at Columbus, Ohio, on April 19, expenses to be paid from Engineering Defense Training fund.
5. Full expenses for Mrs. Merle Byers to attend a meeting in Chicago on April 26-30. This meeting has been called by the U. S. Office of Education to consider teacher training in Home Economics. The amount of the expenses will be completely reimbursed by the State Board of Control for Vocational Education. This is subject to the approval of Mr. Fern.
6. Mileage on one car and maintenance expenses for C. V. Ballard, A. G. Kettunen, Olga Bird, and Gordon R. Schlubatis to attend a Rural Youth Conference at Ames, Iowa, on April 28-30. This meeting is being called by the Federal Office of Extension.
7. First-class railroad mileage only for R. J. Coleman to attend the Institute for Education by Radio at Ohio State University at Columbus on April 29 to May 1.

TRAVEL, continued

8. First-class railroad mileage for C. A. Rosenbrook and F. L. Hicks to attend the meeting of the Educational Buyers' Association to be held in Pittsburgh, Pennsylvania, on May 1-3.
9. Delegation of a representative from Michigan State College to attend the annual meeting of the American Council on Education in Washington, D. C., on May 2-3.
10. First-class railways fare only for W. A. Davenport to attend the annual conference of Buildings and Grounds Superintendents at the University of Cincinnati on May 5-7.
11. Maintenance expenses for E. B. Brauner to attend a meeting of the Inter-College Committee of the National Cooperative Study in Chicago on May 5-10. Travel expenses will be paid by the National Cooperative Study.
12. First-class railway mileage only for a representative of the Mechanical Engineering Department to attend the Annual Meeting of the American Foundrymen's Association in New York City on May 12-15.
13. Mileage on one car for E. L. Benton and Don Stark to attend the Annual Conference of Southern Extension Workers at Lexington, Kentucky, on May 15-17.
14. Mileage on one car for J. T. Caswell, W. H. Combs, J. W. Miller, and M. M. Knappen to attend the Midwest meeting of the Political Science Association at Angola, Indiana, on May 16 and 17.
15. An allowance of \$175 from the Central Brucella fund for Dr. I. F. Huddleson to attend the Third National Congress on Brucellosis in Mexico. The Mexican Government will pay part of his expenses.
16. Delegation of the President to represent Michigan State College at the celebration of the Fiftieth Anniversary of the founding of the University of Chicago in Chicago in September 27-29.
17. Full expenses for Mr. Hannah and Mr. Wilkins to attend the meeting of the Association of University and Business Officers at the University of Wisconsin at Madison on May 10th and 11th.

On motion of Mrs. Masselink, seconded by Mr. McPherson, it was voted to approve the travel items.

MISCELLANEOUS

1. Resolution from the Senate (the House of Representatives concurring) relative to the College's seeking admission to the Western Conference.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to instruct the Secretary to acknowledge receipt of the resolution and to authorize the appointment of a committee to contact the University of Michigan, the legislative committee and the Western Conference. President Shaw appointed Mr. Akers and Mr. Berkey.

2. Recommendation from Dean Anthony that the salary of Dr. P. W. Morgal, Research Assistant in Agricultural Chemistry, be increased from \$2600 per year to \$3000 per year, effective May 1, 1941. This will meet an offer which Dr. Morgal has received from the Champion Paper and Fiber Company of Hamilton, Ohio.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve item 2.

3. Recommendation from Dean Anthony for change in title of W. F. Morofsky from Assistant Professor of Entomology to Assistant Professor and Research Assistant in Entomology. Mr. Morofsky is receiving one fourth of his salary from Station funds.

4. Report that Dr. H. S. Patton, who was granted leave of absence to work with the Federal Government, will not leave the College for some time and may not be called at all.

5. Recommendation from the Faculty that R. J. Coleman, Head of the Department of Radio, be made a member of the Faculty.

6. Recommendation from the Faculty that ten scholarships be given to Latin-American students, regardless of the course of study pursued, in conformity with the wishes of the U. S. Department of State.

7. Request from Dean Anthony for an additional appropriation of \$600 for the budget of the Farm Management Department.

8. Request from Dean Anthony for an appropriation of \$2000 for the Forestry Department in connection with increased expenses caused by the expansion of the sale of trees from the College nursery.

On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to approve items 7 and 8.

9. The Retirement Committee recommends the retirement of John Carter, Horseman, as of September 1, 1941, at the minimum rate of \$480 per year. Mr. Carter was first employed in May 1922 and is receiving \$1860 plus a residence.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve items 3, 4, 5, 6, and 9.

Travel

Resolution
re: entrance
to Western
Conference

Increase salary
Dr. Morgal.

Change in
title W.F.
Morofsky

Mr. Coleman
to be member
of Faculty.

10 scholarship
to be given
Latin-Amer.
students.

\$600 added to
Farm Mgt.
budget.

\$2000 added
to Forestry
budget.

Retirement
John Carter
approved.

MISCELLANEOUS, continued

Acceptance
fellowship
Community Chest

Also

T.B. Associa-
tion.

Leave Ray
Harrison.

Leave Ray
McGlaughlin

Payment pre-
miums due
Michigan Sure-
ty Company.

10. The Greater Lansing Community Chest offers a graduate fellowship in Social work in the amount of \$400.00 for the school year of 1941-42.
11. The Michigan TB Association offers a graduate fellowship in social work in the amount of \$400.00 per year for 1941-42.
12. Leave of absence without pay for one year for Ray Harrison, half-time graduate assistant in Geology, effective May 1, Mr. Harrison has been called for Army service.
13. Leave of absence without pay for one year for Mr. Ray A. McGlaughlin, electrician in the Buildings and Grounds Department, effective April 10, 1941. Mr. McGlaughlin has been called for army service.
14. Statements from the Michigan Surety Company for \$27.50 and \$217.24 for premiums due on bonds on behalf of employees of the Accounting Office.

On motion of Mrs. Masselink, seconded by Mr. McPherson, it was voted to approve items 10, 11, 12, 13, and 14.

PRESIDENT'S REPORT

Resignations

1. Resignation of Miss June Zickgraf as stenographer in Agricultural Economics, effective April 14, 1941. Miss Zickgraf has been married recently.
2. Resignation of Mrs. Irene Myers as night nurse at the health Service, effective April 6, 1941. Mrs. Myers has resumed homemaking.
3. Resignation of Miss Doris Larner as Evening Reference Librarian, effective April 1, 1941. Miss Larner has accepted a position in Grand Rapids.
4. Resignation of William H. Gebhard as quarter-time assistant in Bacteriology, effective March 31, 1941. Mr. Gebhard has accepted a position with the Michigan Department of Health.

Appointments

5. Appointment of Miss Virginia Bailey as stenographer in Economics, half-time in Agricultural Economics and half-time Experiment Station, at a salary of \$1020 per year, effective April 15, 1941. Miss Bailey replaces Miss Irene Culver (salary \$1080) whose resignation has been accepted.
6. Appointment of Miss Laura Jane Wright as stenographer in Agricultural Economics at a salary of \$1080 per year, effective April 15, 1941. Miss Wright replaces Miss June Zickgraf whose salary was \$1020.00.
7. Appointment of Miss Marian Vonk as night nurse at the Health Service at a salary of \$1020 per year plus meals and laundering of uniforms, effective April 4, 1941. Miss Vonk replaces Mrs. Myers (salary \$1020) who has resigned.
8. Appointment of William Douglas Potter as Evening Reference Librarian at a salary of \$90 for the period from April 1 to June 30, 1941. Mr. Potter replaces Miss Larner.
9. Appointment of William Murphy as half-time under-graduate assistant in Economics at a salary of \$45.00 per month for three months beginning April 1, 1941. Mr. Murphy replaces George Gustafson who was appointed for winter term only.
10. Appointment of Hubert Cordier and William Shea as instructors in Speech and Dramatics at a salary of \$120 per month each for three months beginning April 1, 1941. Mr. Cordier and Mr. Shea has been employed as half-time graduate assistants. They will replace Curnel Hampton who has been called for army service.
11. Appointment of Mr. William Castle Hummel as Instructor in English at a salary of \$150.00 per month for three months beginning April 1, 1941. Mr. Hummel replaces Mrs. Drake who was appointed for fall and winter terms only.
12. Change in status of Leo Zaikowski from quarter-time graduate assistant to a half-time graduate assistant in Bacteriology during spring term 1941. This will fill the vacancy left by the resignation of William Gebhard.

Leo Zaikowski
changed to
1/2 time Bacty

Travel

Travel

1. Mileage on one car for P. W. Morgal, E. J. Benne, B. H. Pringle, and E. J. Miller to attend a meeting of the American Chemical Society to be held in St. Louis, Missouri, on April 7-10.
2. Railway coach mileage only for R. T. Ohl to attend a meeting of the Classical Association of the Midwest and South at Indianapolis, Indiana, on April 10-12. This request was referred to the President with power at the March meeting of the Board.
3. Mileage on one car for P. J. Schaible, C. W. Duncan, G. K. Davis, J. R. Lewis, and E. J. Miller to attend the meeting of the American Society of Biological Chemists in Chicago on April 15-18.

PRESIDENT'S REPORT, continuedTravel, continued

4. Full expenses for Arthur Howland and H. P. Gaston to attend a Regional Poultry Marketing Conference in Chicago on April 18 and 19. Travel
5. Full expenses for V. R. Gardner to attend the following meetings, all included in one trip:
 - a. Conference of representatives of poultry and economics departments of about 15 North Central States, in Chicago on April 18 and 19.
 - b. Conference of experiment station directors of the 12 North Central States, in Peoria, Illinois, on April 21 and 22.
 - c. Semi-annual conference at the Regional Soybean Laboratory in Urbana, Illinois, on April 23.
6. Delegation of Dean Marie Dye to represent Michigan State College at the biennial convention of the American Association of University Women to be held in Cincinnati, Ohio, on May 5-9.

Miscellaneous

1. Payment of \$18 to Herbert Martin, Buildings and Grounds employee, as compensation for time lost because of an injury received while working. Injury Herbert Martin-time lost approved.
2. Payment of \$58.58 to Robert R. Snow, Buildings and Grounds employee, as compensation for time lost because of an injury received while working. Also Robert Snow

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve the President's Report.

SECRETARY'S ITEMS

1. Dean Anthony and Director Gardner recommend the leasing of six acres of land owned by Lloyd G. Rhoads and wife. This plot is located near the present South Haven area used for blueberry work. The rental price agreed upon is \$10.00 per acre per year, - the lease to be effective April 1st and for a five-year period. Additional land to be leased at South Haven

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted to approve item 1.

2. T. Glenn Phillips, landscape architect, requests the Board for an appropriation to make it possible to immediately purchase trees and shrubs for immediate planting, in an amount not to exceed \$1500.00. Mr. Phillips states that this quantity is needed in addition to what is available from the college nursery. \$1500 appropriated for purchase of trees and shrubs.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the above request.

3. The large WPA project is now operating in the red. The WPA supervisor estimates that the total cost of materials that they are likely to use prior to July 1st at \$15,868.00. An appropriation of \$10,000 will probably be adequate. \$10,000 to be added to WPA budget

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to authorize Mr. Wilkins to allow the WPA job number to continue to run in the red for the balance of the fiscal year, charging to it such materials, labor and equipment as are necessary in the operation of the project.

4. Mr. Wells, Superintendent of Chatham Station, and Dean Anthony request an appropriation for the following items at the 4-H Club Camp at Chatham. They wish to get this work under way at once so that it may be completed before summer camp: \$1500 approved for certain items of repair at 4-H Club Camp.

1. New deep-well pump	\$575.00
2. Two coatings of mastic to roofs	700.00
3. Staining exterior of all buildings	300.00
4. Leveling of playgrounds and areas near buildings	100.00
5. Hand labor on grounds	100.00
6. Disposal field for septic tank	750.00
	<u>\$ 2525.00</u>

(A total of \$1500.00 is recommended at this time by Dean Anthony)

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve the above recommendation of Dean Anthony.

5. Communication from the Secretary of the Lansing Citizens League, recommending increased salaries for the better instructors of the college so that they may be retained. Certain departments of B. & G. allowed to run in red.
6. Some of the departments of Buildings and Grounds are in the red or near the red. It is recommended that the Comptroller be authorized to allow certain departments to run in the red with the understanding that the gross allotment for the various divisions of Buildings and Grounds should be held within the total appropriation. Approval appropriation for Fairchild for FFA.
7. Dean Anthony requests an appropriation from the Board to cover the use of the auditorium and Fairchild Theater for Junior Farmers' Day Thursday, May 8th. The amount required would be \$200.00.

SECRETARY'S ITEMS, continued

Weather re-
cording equip-
ment loaned
to college by
W. Bureau.
Ruling Att.
Gen. re: taxa-
tion of
college-owned
property.

8. The U. S. Weather Bureau has made a permanent loan to the college, to be kept by the Forestry Department, of certain weather recording equipment valued at \$230.00.
9. Communication from the Attorney General addressed to the City Assessor of Lansing ruling that all college-owned property in the City of Lansing regardless of the use to which it may be put is exempt from taxation.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve items 6, 7, and 8.

Approval of
program for
leasing of
Jenison bldg.

10. The Secretary, as executor of the Jenison Estate, recommends the approval of the following program covering the Jenison building located at the corner of Washington and Ottawa:
1. Acceptance from the fire insurance companies of a settlement of \$13,665 covering building damage by fire. This settlement will include items of expense totaling approximately \$600.00 that have been incurred by the Estate as a consequence of the fire.
 2. Acceptance from the insurance company of loss of rent, due to fire, \$8,075.00.
 3. Approval of cancellation of the lease contract with the Woolworth Company on the basis of a cash settlement on the part of the Woolworth Company of \$93,100, less the rent paid in advance for the period from February 10th through February 28th.
 4. Approval of a new lease with the W. T. Grant Company including the following provisions:
 - a. Payment of net rental of \$12,000 per year.
 - b. New building to be constructed on the present site with the total cost of this building to be paid for by the Grant Company in equal monthly installments over the 25-year period of the lease, with an interest rate of 3% on the unpaid balance.
 5. The Hacker Realty Company are to be paid the regular realtor's commission charged in such cases which will total approximately \$8400.00.

(It is estimated that the new building will cost approximately \$70,000, making the annual payments to the college total \$16,025. If the total income is invested annually at 3%, the total accumulation resulting from the income from this property as of May 1, 1966, will be \$638,735.38. The new building should be of far greater value at the end of the 25-year period than the property is now worth with a building that is 70 years old and obsolete.)

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the above recommendation relative to the Jenison building.

No action on
armory bldg.

11. The State WPA office indicate their willingness to approve the construction of an armory for the use of the military department provided the College is willing to hire all skilled labor since the WPA have no skilled labor in this year. The total amount that may be contributed by the WPA is limited to \$100,000.00 which covers their unskilled labor and such limited materials as they can purchase. To construct this building on this basis will require a contribution by the College of approximately \$50,000.00 or more.

No action.

Appointment
of Karl H.
McDonel as
Secretary of
the State Bd.

12. President Shaw, Secretary Hannah and Comptroller Wilkins recommended the appointment of Karl H. McDonel, Assistant Director of Extension, to succeed Mr. Hannah as Secretary on July 1, 1941.

of Agriculture
at salary
of

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to approve the appointment of Mr. Karl H. McDonel as Secretary of the State Board of Agriculture effective July 1, 1941.

\$4500.00.

13. On motion of Mr. McPherson, seconded by Mrs. Masselink, it was voted to fix the salary of Mr. McDonel at \$4500.00 per year effective July 1, 1941.

The Board adjourned at 2:30 P.M.

Robert E. Shaw
President

John A. Hannah
Secretary