

March 21, 1935

REPORT OF THE FINANCE COMMITTEE, continued

5. (continued)  
Grounds budget accounts.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted that action on this request be deferred until later in the year, when it will be possible to see whether those funds will need this reimbursement to finish the year.

The meeting adjourned at 4 o'clock.

R. S. Shaw  
President  
John A. Hannah  
Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
April 18, 1935

Present: Messrs. Brody, Chairman, Berkey, Downing, Halstead, Dr. Voelker, President Shaw and Secretary Hannah.

Absent: Mr. Daane, Mrs. Wilson.

The meeting was called to order at 10:20.

Request of Secretary for correction in phrasing of a motion in March 21st minutes.  
Page four, second motion under item 11 should be phrased as follows:

On motion of Mr. Brody, seconded by Mr. Downing, it was voted that as soon as possible our comptroller transfer the accounts receivable from memo form as now carried into the general ledger, and as soon as possible general ledger accounts be opened which shall include charges for light, heat, water and power made to Mary Mayo Hall by the College.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted that the above correction be made.

Resignations  
Appointments

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Mr. Clarence Bolander, Agricultural Agent for Lapeer County, effective April 15, 1935.
2. Appointment of Mr. Roland H. Kaven as County Club Agent of Iron County, effective April 22, 1935. Mr. Kaven replaces Mr. E. A. Wenner (transferred February 1, 1935) at the same salary, \$1800 per year (\$600.00 from Federal Smith Lever and \$1200.00 from Additional Cooperative funds).
3. Temporary appointment of Mr. Kauno J. Moilanen as Club Agent for Houghton and Keweenaw Counties for the period April 22nd to June 30th, at the rate of \$100.00 per month. This additional appointment has been made necessary by serious relief conditions in these counties.
4. Recommendation for the continuance for the spring term of the appointment of Mr. H. E. Rice as half-time graduate assistant in the Department of Economics.
5. Report of the termination on April 1, 1935 of the leave without pay granted to Miss Helen Morony, stenographer in the Department of Economics, from September 1, 1934 to June 30, 1935.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the resignations, appointments and leaves.

Travel

TRAVEL

1. Request for automobile mileage on one car and all expenses for R. J. Coleman and A. H. Nelson, so that they may attend a Radio Institute at Columbus, Ohio, May 6th to 8th. Recommendation of all expenses for one person has been made.
2. Request for an allowance on travel expenses of three members of the Department of Physical Education for Women, who plan to attend the Physical Education convention to be held in Pittsburgh April 24th to 27th. Mileage allowance on one car has been recommended.
3. Request of C. O. Wilkins for delegation to the annual meeting of the Association of University and College Business Officers, to be held in Evanston May 16th to 18th, all expenses.

TRAVEL, continued

4. Request of W. A. Davenport for delegation to attend the meeting of the Association of College Travel Superintendents of Buildings and Grounds, to be held in Madison, Wisconsin, the third week in May, all expenses.
5. Request for the allowance of all expenses for Dean E. L. Anthony to Madison, Wisconsin, and return. Dean Anthony has been asked to represent the Michigan Land Use Committee at a special conference called by the Governor of Wisconsin on April 24th and 25th.
6. Request of Dean Dye for an allowance of railroad fare (\$6.00 to Chicago and return) for Miss Ethel Trump, who accompanied Hotel Administration students on their trip March 22nd and 23rd.
7. G. M. Trout, Assistant Professor of Dairy Husbandry, to attend a conference of research workers in Chicago April 25th. All transportation expenses will be borne by the American Association of Creamery Butter Manufacturers; an allowance of meal and necessary hotel expense is requested.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the seven travel requests.

MISCELLANEOUS

1. At the administrative group meeting of April 11th, it was recommended to the Faculty and Board that "all students enrolled or enrolling in Michigan State College must upon request take an oath of allegiance to support the government and the constitution of the United States."

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

2. Recommendation of the Faculty that Robert Allured, who has been excused from Military Science during the fall and winter terms by the faculty committee, be granted exemption for the remainder of his college course.

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

3. Recommendation of the Faculty that students admitted to college with a deficiency of one unit in entrance requirements be required to furnish six college credits in a subject to make up this deficiency, effective for students entering during the Summer Session or the fall term of 1935.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to approve the above recommendation.

4. Recommendation that the Vocational Agricultural teacher training work be transferred from the East Lansing High School, where no project work is available, to the Williamston Public Schools, effective June 30, 1935.

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

5. Recommendation of Dean Anthony for an increase in the salary of Mr. Paul Krone, Extension Specialist and Instructor in Horticulture, from \$1985 to \$2400 per year, effective July 1, 1935. Mr. Krone has been asked to assume the secretaryship of the Society of American Florists at a salary of \$3600 per year.

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

6. Recommendation of Dean Anthony for an increase in the salary of Mr. James Tyson, Assistant Professor and Research Assistant in Soils, from \$2425 to \$3000 per year, effective May 1st. Dr. Tyson has been offered a position with the Soil Erosion Service at a salary of from \$3400 to \$3600.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to refer the above item to the President with power to act.

7. Recommendation of Dean Anthony for the assignment of Professor E. B. Hill on a three-quarter time basis to a cooperative regional project in agricultural economics for which funds have been allotted by the federal office of Experiment Stations, with three-fourths of his salary to be drawn from these funds and one-fourth to be paid by the College, effective April 1st, 1935, for a six months' period. Further, that the unused portion of Professor Hill's College salary be used to pay for clerical assistance with the project.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve the above recommendation.

8. Presentation for Board approval of an agreement between the American Cyanamid Company and the Entomology Section of the Experiment Station, covering a grant of \$300 for specified insecticide research (per statement on file).

All students enrolled or enrolling to take oath of allegiance upon request.

Robert Allured granted exemption from Mil. Sci. for remainder of college course

Students entering with def. of 1 unit required to furnish 6 college credits

Voc. Ag. Teach. Tr. work to be trans. from E. Lansing. to Williamston

Approval of increase in salary for Paul Krone.

Request of salary inc. for Tyson ref. to Pres.

E. B. Hill assigned to cooperative regional project in agric. econ. three-fourths time.

Agreement with Am. Cyanamid Company approved.

Agreement between Stauffer Chem and Hort. approved.

9. Presentation for Board approval of an agreement between the Stauffer Chemical Company of Texas and the Horticultural Section of the Experiment Station, covering a grant of \$150.00 and testing materials for field research (per statement on file).

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve items 8 and 9.

Football game with Boston Coll. approved.

10. Recommendation by the Athletic Council for Board approval of a football game with Boston College at Boston on October 31, 1936; guarantee of \$10,000 has been made with 50% option of the gross gate receipts.

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

Refunds totaling \$176 for tutoring in Math. to be returned to students not continuing.

11. Recommendation of Dean Emmons that a total of \$176.00 (paid into the College treasury by students for the purpose) be paid to Mr. Paul Dressel, part-time instructor in Mathematics, as tutoring fees, and that the money paid in over this amount be returned to those students not planning to continue.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the above recommendation.

Anna E. Bayha Award accepted.

12. Presentation to the College of a fund of \$684.00 and a certificate of deposit on the East Lansing State Bank for \$316, the income from which is to form the Anna E. Bayha Award and to be given each year to the student in the Division of Home Economics who, at the close of her junior year, has shown unusual ability in the field of clothing, has a high scholastic standing, and who is partially or wholly self-supporting. Selection of the student is to be made by the Home Economics Division staff.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted that the Bayha fund be accepted under the conditions as outlined in a letter on file in the Secretary's Office, and that a letter of thanks be sent to the proper persons.

Acceptance of \$60.00 to loan fund begun by Alumnae League.

13. Presentation for Board acceptance of an addition of \$60.00 to the loan fund begun by the Michigan State College Alumnae League last February, under the conditions set up at that time.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to accept with thanks the amount of \$60.00 from the Michigan State College Alumnae League to be added to the student loan fund.

George Thomas to received additional pay of \$25.50

14. Recommendation of Mr. Wilkins that an additional payment of \$25.50 be made to George Thomas, regular Accounting Office employee, for overtime work in posting student fees.

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

#### PRESIDENT'S REPORTS

Rr. mileage & pullman to Washington & return for G.O. Stewart. 3-mo. leave app. for Mrs. Giersbrook.

1. Authorization of railway mileage and pullman (\$47.71) to Washington, D. C., and return for Mr. Glen O. Stewart, so that he might attend meetings of the American Alumni Council April 3rd to 6th (referred at the March 21st Board meeting).

App. appt. of R. C. Lott Co. Agt.

2. Approval of a three-month leave of absence without pay for Mrs. Jacqueline Giersbrook, stenographer in the Accounting Office, effective March 1, 1935 (referred at the March 21st Board meeting).

Mileage on 1 car to Chi. for 2 members Ag. Ed. staff and 2 or 3 H.E. Edu. staff

3. Approval of the appointment of Mr. R. C. Lott as County Agricultural Agent for Lapeer, replacing Mr. Clarence Bolander (resigned as of April 15th) at the same salary, \$2100 per year (\$1800 from Capper-Ketcham and \$300 from State Offset funds). Appointment became effective April 8, 1935.

App. of continuance of R.C. Dawes

4. Approval of Dean Emmons' recommendation that mileage on one car to Chicago and return be allowed and that the expenses of two members of the Agricultural Education staff and two or three members as necessary of the Home Economics Education staff be granted, so that they might attend a regional conference on vocational Agricultural Education and Vocational Home Economics Education funds provided.

Change in date of Mrs. Schell's res.

5. Approval of Dean Huston's recommendation for the continuation of Mr. R. C. Dawes' appointment as half-time graduate assistant in Chemistry for the spring term.
6. Approval of a change in the date of Mrs. Hazelle Schell's resignation from March 23, 1935 to March 31, 1935, to allow customary two weeks' salary following termination of services.

Temp. employment Mrs. Barrett app.

7. Approval of the temporary employment of Mrs. F. M. Barrett as Instructor of English at \$25.00 a week, for the period necessary because of Professor Johnston's injury.

Travel of Mr. Davenport to Purdue app.

8. Authorization of a trip to Purdue University at Lafayette, Indiana for Mr. Davenport and Mr. Munson (\$35.70) for inspection of the Purdue University Union.

Auto mileage to Chi. & return app. for Mr. Reuling

9. Approval of automobile mileage to Chicago and return for Professor W. E. Reuling so that he might accompany Mechanical Engineering seniors to a meeting of the American Society of Mechanical Engineers.

App. of Mr. Millar's attendance at conference in Chicago app.

10. Approval of Professor C. E. Miller's attendance at a regional conference on soil and plant nutrient research to be held in Chicago on May 18th, with expenses to be defrayed from federal funds to be made available.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve the President's Reports.

MISCELLANEOUS REPORTS

1. Report of the committee (Messrs. Brody, Daane, Hannah) appointed at the March 21st Board meeting to make recommendations as to future policy in regard to the M. S. C. Alumni Association:

Report of  
Committee re:  
future policy  
re: M.S.C.  
Alumni Assoc.

At the committee meeting of April 5th, it was decided to make the following offer at a joint meeting of the Board of Directors of the Association, the past presidents of the Association, and the State Board of Agriculture, to be held on Wednesday, April 17th:

1. That the College offer to assume the publication of the M. S. C. Record, transferring the same to the Publications Department, and mailing same at College expense to all alumni.
2. That the College offer to assume the handling of all alumni records, moving the same to the Registrar's Office.
3. That the College offer to take care of the salary of an alumni secretary, if a regular member of the staff is elected to that office by the alumni, or to assume a reasonable part of a salary for a person not now a member of the staff, provided he operates under the supervision of and as a part of the College and assumes such additional responsibilities as may be assigned to him by the President of the College.

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to accept this report and the committee is instructed to complete the details of the set-up.

REPORT OF THE BUILDINGS AND GROUNDS COMMITTEE

1. The Buildings and Grounds Committee recommends the approval of FERA project covering the construction of Agricultural Engineering and Buildings and Grounds Storage Building and the wrecking of the old tool barn, Buildings and Grounds salvage shed, paper shed, and shed attached to Farm Crops barn. Cost of materials to college - \$2996.80, of which \$416 is for supervision by one of the regular Buildings and Grounds employees. The FERA labor is \$4355. This is Project No 33-B3-143 and was approved by FERA April 9th.

Approval of  
FERA Project  
No. 33-B3-143

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the above item.

The Buildings and Grounds Committee recommends that the Board authorize immediate application for the following FERA projects on the basis of:

2. College providing materials - FERA furnishing all labor:

Approval of  
FERA -

| A Projects |   | Materials | Labor   |
|------------|---|-----------|---------|
| 1.         | Improving dam in Red Cedar river south of power plant. . . \$ 500 |           | \$2500  |
| 2.         | Farm & Horse - Horse Breeding Shed. . . . .800                    |           | 1200    |
| 3.         | Animal Husbandry - Feeding platform. . . . .1000                  |           | 2000    |
| 4.         | Grading Athletic Field - 30,000 yds fill. . . . .7500             |           | 15000   |
| 5.         | Grading main campus - 2,000 yds fill. . . . .500                  |           | 1000    |
| 6.         | Dairy Dept - Complete the Research Barn. . . . .2500              |           | 5600    |
| 7.         | Cinder sidewalks on campus. . . . .200                            |           | 1500    |
| 8.         | Improve Irrigation lines for Forestry and Botany. . . . .1000     |           | 2500    |
| 9.         | Re-roofing two houses on Farm Lane . . . . .200                   |           | 200     |
| 10.        | Re-roofing old Helladay house. . . . .25                          |           | 150     |
| 11.        | Fills for railroad approaches and Farm Lane. . . . .3000          |           | 4000    |
| 12.        | Oil and paint storage. . . . .250                                 |           | 250     |
|            |   | \$17475   | \$35900 |

A Projects

3. Proposed FERA projects to be requested on basis of FERA furnishing both material and labor:

Approval of  
FERA -

| A+ Projects |  | Materials | Labor     |
|-------------|--|-----------|-----------|
| 1.          | Complete and remodel Union Building. . . . . | \$58,850  | \$70,000  |
| 2.          | Build Short Course Dormitory. . . . .        | 21,000    | 24,000    |
| 3.          | Bridge Farm Lane. . . . .                    | 14,000    | 16,000    |
|             |  | \$93,850  | \$110,000 |

A+ Projects

4. Class B FERA projects to be filed on basis of college furnishing material - FERA furnishing labor. These projects to be started only when funds are available for the purchase of materials:

Approval of  
FERA -

| B Projects |  | Material | Labor  |
|------------|--|----------|--------|
| 1.         | Farm & Horse - addition to blacksmith shop and add. stables                        | \$4500   | \$6500 |
| 2.         | Forestry - Construct Forest Nursery office. . . . .                                | 500      | 3000   |
| 3.         | Improve picnic grounds and canoe landing between dam and Farm Lane Bridge. . . . . | 300      | 1500   |
| 4.         | Forestry - construct packing shed. . . . .   | 500      | 2500   |

B Projects

REPORT OF THE BUILDING AND GROUNDS COMMITTEE, continued

4. Continued.

FERA  
B Projects

|  | B Projects | Material | Labor   |
|--|------------|----------|---------|
| 5. Foundry retaining walls around windows. . . . .                             | 60         |          | 125     |
| 6. Horticulture - storage barn and root cellar. . . . .                        | \$ 3000    |          | 7200    |
| 7. Buildings and Grounds - Painting exterior of buildings. . . . .             | 2000       |          | 5000    |
| 8. Buildings and Grounds - Painting & plastering interior of building. . . . . | 5000       |          | 5000    |
|  |            | \$13860  | \$30825 |

FERA  
C Projects

5. Class C Projects on same basis as Class B Projects:

|  | Material | Labor   |
|--|----------|---------|
| 1. Landscaping at Stadium. . . . .                     | 50       | 500     |
| 2. Foot bridge - Botanical Gardens. . . . .            | 150      | 400     |
| 3. Sewer lines and water mains on main campus. . . . . | 400      | 2000    |
| 4. Farm tile. . . . .                                  | 6000     | 21000   |
|  | \$6600   | \$23900 |

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to file the requests for the Projects A, A+, B and C.

\$200 approp.  
for repair  
of 140 cots.

6. Request for \$200 for repair of 140 cots for use during Junior Farmers' Week.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the above request for the repair of cots.

Approval of  
re-leasing  
of 20 acres  
of land -  
Toolan Estate

7. Approval of Dean Anthony's recommendation for the re-leasing of twenty acres of land belonging to the Toolan Estate for a five-year period at \$100.00 per year, effective April 1, 1935.

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

Approval of  
purchase of  
trees, shrubs  
etc.

8. Purchase of shrubs, trees and evergreens as per list on file to be planted in Forest Nursery and later transplanted to main campus - \$500. Purchase of trees and evergreens to be immediately planted on the main campus as recommended by Dr. Bessey, Professor Halligan and Professor Herbert - \$135.00. Total \$435.00

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

REPORT OF THE FINANCE COMMITTEE

\$2000 approp.  
To Health  
Service.

1. Request from the Health Service for an additional appropriation of \$2000 to carry them to the end of this fiscal year.

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

Re-allocation  
of certain  
funds as re-  
quested by  
Mr. Wilkins.

2. Request from Mr. Wilkins for re-allocation of certain funds as per letter on file from him.

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

\$1000 added  
to Pub. to  
H.S. Acct.

3. Request of the Secretary that an additional appropriation of \$1000 be added to the Publicity to High Schools account.

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

Reserve deple-  
ted - to borrow  
funds from  
Rev. Spec. &  
Ath. division

4. Statement from Mr. Wilkins to the effect that our reserve has become depleted and request for authorization to borrow funds from the Revolving Special and Athletic divisions to pay current obligations.

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

General Ex-  
pense budget  
increased by  
\$2000 to carry  
thru balance  
of year.

5. Request from Mr. Wilkins that the general expense budget be increased by \$2000 to carry through for the balance of the fiscal year.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted that the above item be approved.

Approval of  
transfer of  
Extension  
funds.

6. Recommendation from Dean Anthony and Director Baldwin for the transfer of Extension funds from Extension Reserve to certain departments as follows:

|       |      |              |    |                             |
|-------|------|--------------|----|-----------------------------|
| \$300 | from | Ext. Reserve | to | Ext. State Home Dem. Agents |
| 200   | "    | "            | "  | "                           |
| 200   | "    | "            | "  | "                           |
| 200   | "    | "            | "  | "                           |
| 1275  | "    | "            | "  | "                           |
| 1200  | "    | "            | "  | "                           |
| 500   | "    | "            | "  | "                           |
| 1000  | "    | "            | "  | "                           |
| 200   | "    | "            | "  | "                           |
| 100   | "    | "            | "  | "                           |
| 100   | "    | "            | "  | "                           |
|       |      |              |    | Ext. State Economics        |

REPORT OF THE FINANCE COMMITTEE, continued

6. continued

\$300 from Ext. Reserve to Ext. State Offset, Economics  
 200 " " " " Ext. State Offset, Farm Management  
 200 " " " " Ext. State Offset, Soils  
 200 " " " " Ext. State Offset, Dairy Husbandry  
 100 " " State Landscape to State Offset Landscape  
 200 " " " Poultry to State Offset Poultry  
 200 " " " Ag. Engr. to State Offset Ag. Eng.  
 100 " " Ext. State, Dairy Husbandry

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

7. Request from the Secretary that an appropriation of \$200 be made in order that 50 Wolverines may be purchased and sent to the larger high schools in the state.

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

8. Expenditures approved in the above report of the Finance Committee to be charged to the Rehabilitation Fund.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted that expenditures approved in the above report of the Finance Committee be charged to the Rehabilitation Fund.

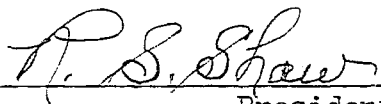
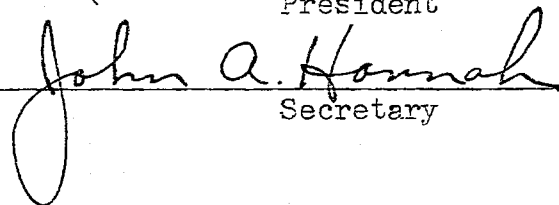
9. Statement from Shields, Silsbee, Ballard and Jennings in the amount of \$338.75.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to refer the above matter to the President, Secretary with power to act.

10. President, Secretary and Comptroller authorized to study matters relative to the accounting department as discussed at this meeting and to report at the next meeting of the Board with their recommendations.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve item 10.

The meeting adjourned at 4:00 o'clock.

  
 President  
  
 Secretary

Minutes of the  
 Meeting of the State Board of Agriculture  
 May 16, 1935

The meeting was held at the W. K. Kellogg Farm at Augusta, Michigan and was called to order at 10:30 A.M. in the W. K. Kellogg Consolidated School. At 12:30 the meeting adjourned to the McCrary home where a dinner was served by Mrs. McCrary and Mrs. Pirnie. In the afternoon, after completion of Board business, a tour of the farm and bird sanctuary was conducted by Mr. C. M. McCrary, superintendent of the Kellogg Farm and Dr. M. D. Pirnie, director of the Kellogg Bird Sanctuary.

Present: Messrs. Brody, Chairman, Berkey, Daane, Downing, Halstead, Mrs. Wilson; President Shaw and Secretary Hannah.

Absent: Superintendent Voelker

The minutes of the previous meeting were approved having been in the hands of the Board members.

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Mr. A. M. Hauke, Extension Specialist in Farm Management, effective July 15, 1935. Mr. Hauke has been on a one year's leave of absence without pay since July 15, 1934.
2. Resignation of Mr. Milton Francis, Agricultural Agent of Ontonagon County, effective April 30, 1935.

\$200 approved  
 for purchase  
 of 50  
 Wolverines  
 for larger  
 high schools  
 in state.

Expenditures  
 approved by  
 Finan. Com.  
 to be charged  
 to Rehabili.  
 Fund.

Statement  
 from Shields,  
 Silsbee,  
 Ballard &  
 Jennings ref.  
 to Pres. &  
 Sec.

Resignations