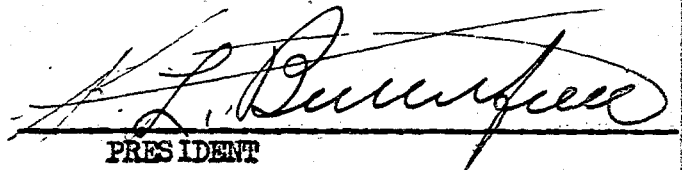


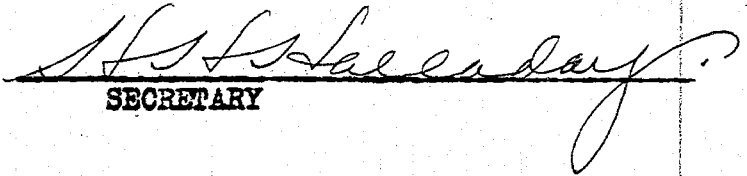
2. The President read his biennial report.

Pres.read his
Biennial re-
port.

On motion of Mr. McPherson, it was voted to adopt the above report.

THE MEETING ADJOURNED AT 3:00 O'CLOCK.


PRESIDENT


SECRETARY

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
APRIL 20, 1927.

THE MEETING WAS CALLED TO ORDER AT 9:45 A. M.

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

Absent: Mr. Watkins.

FINANCIAL REPORTS AND OTHER BUSINESS CONNECTED WITH THE FINANCES OF THE INSTITUTION

1. The Controller made a financial report.
2. The President presented a tentative statement of rules for the guidance of the officers of the institution in the execution of its financial affairs, and recommended that the Board adopt these rules in principle as a basis for making next year's budget, but that they be subjected to further study by members of the Board and by the Administrative officers of the college, and particularly that opportunity be given for thorough discussion of them by Deans, Directors and Department Heads.

Financial re-
port.
Budget rules

On motion of Mr. McColl, it was voted that the matter relative to budget rules be left until the next meeting of the Board.

REPORTS FROM COMMITTEES OF THE BOARD AND NEW BUSINESS FROM MEMBERS OF THE BOARD.

1. On motion of Mr. McColl, it was voted that a committee composed of Mrs. Stockman, Messrs. Brody, Watkins and the President be appointed to study the question of Committee appointments of the Board for the coming year and report at the next meeting.
2. The Finance Committee, after considering requests from certain departments for supplementary budgets for the balance of the fiscal year, voted to recommend to the Board that these requests be not granted, and that no further supplementary budgets be granted for the balance of the year; but that all requisitions from departments that have overrun their apportionment be authorized only on approval of the Business Manager and the President, and that all expenditures be refused that involve items not absolutely necessary.

Committee ap-
pointments

Supplementary
budgets not
to be granted

On motion of Mr. Gowdy, it was voted to approve the above recommendation.

3. On motion of Mrs. Stockman, it was voted that the United States Government be reimbursed for war material loaned to the college and which has been unaccounted for.
4. On motion of Mr. McColl, it was voted that the matter of Athletic finances be studied by the Finance Committee and a report made to the Board.

U.S.to be re-
imbursed for
war material
Ath.Finances
to be studied
report to Bd.

RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD

1. The President presented a vote from the Faculty remitting the tuition to Mr. Lin, non-resident. The President recommended that his tuition be remitted for the next two years and that the tuition already paid for the current year be refunded.

Re:remitting
tuition of Mr.
Lin.

The above matter was deferred until after the next Board meeting.

2. The President presented with his recommendation the request from the Extension Service that Mr. Leo Arnold be appointed Poultry Specialist for the Upper Peninsula.

Leo Arnold ap-
pointed Poultr
Spec.in U.P.

On motion of Mr. Gowdy, it was voted to approve the above recommendation with a salary of \$2400 effective immediately. Mr. McPherson voted No.

3. The President presented with his recommendation the request from the Home Economics Department for the appointment of Miss Sylvia L. Medsker to the position of instructor in foods.

Sylvia L.Med-
sker apptd.in-
structor in
Foods.

Res. of N.J.
Miller.
Apptm. of P.I.
Phippeny.

Re: Gov.'s com-
mittee on Co-
operation
among St. Ed-
Institutions

Com. apptd. to
consider dup-
lications of
work--report.
Report on hon-
orary degrees

To
Print report
Spec. Comm. on
Ath. & Phy. Ed.

Re: Part-time
service of Mr.
Nahstoll with
Muskegon Cel-
ery Asso.
Referred to
Pres.

Bd. meet.
May 12, 1927.

Charges for
facilities of
Peoples Church

Sewage Dis-
posal Plant
agreement pre-
sented by Sec.
to be accept-
ed subject to
McColl's appr.
Sec. asked per-
mission to
sell Baker H.

Sec. to close
deal with U.
Lit's.

Title to be
given Zola
Witchell to
land in Bath
Co. provided
payment of
\$171.50 is made

Sec. authoriz-
ed to sign
contract be-
tween Campbell
Bros. & St. Bd.

On motion of Mr. McColl, it was voted to approve the above recommendation with a salary of \$2300 effective September 1st.

4. The President presented with his recommendation the request of the Buildings and Grounds Department that the resignation of Mr. N. J. Miller be accepted, effective March 31, 1927, and that Mr. Forest I. Phippeny be transferred to a position as "Technical Engineer and Supervisor of Radio Engineering", combining his previous duties with those of Mr. Miller, and with authority to act in charge of the Buildings and Grounds Department in the absence of Mr. Lavers, with the salary of \$3000 a year, effective April 1st, 1927.

On motion of Mr. Brody, it was voted that the above recommendation be approved.

5. The President reported that the Governor's Committee on Cooperation among State Educational Institutions recommended that each institution make as soon as possible a careful study of duplications of work within its own organization, and recommended that the Board authorize some steps to carry out this recommendation.

On motion of Mr. Brody, it was voted that the President be authorized to appoint as soon as practicable suitable committees of the staff to consider possible duplications of work in the various activities and services of the institution, and report findings to the Board at a date as early as is consistent with a thorough study of the problem.

6. The President reported on behalf of the Faculty recommendations concerning certain honorary degrees.

On motion of Mr. Brody, it was voted to accept the above report.

7. The President recommended that authority be given to print the report of the Special Committee on Athletics and Physical Education.

On motion of Mr. Brody, it was voted that the above recommendation be approved.

8. The President reported that a proposal has been received from Mr. Nahstoll with comments from Dr. Horner and Dr. Hedrick in regard to part-time service with the Muskegon Celery Association.

On motion of Mr. Brody, it was voted to leave the above matter with the President with power to act.

9. The President presented some minor matters of business.

1. On motion of Mr. McColl, it was voted that the next meeting of the Board be held May 12th at 9 A. M., as a committee of the whole, and that the Board convene at 11 A. M. of the same date.

RECOMMENDATIONS FROM THE SECRETARY FOR ACTION OF THE BOARD.

1. The Secretary reported for the Committee appointed to consider charges by the People's Church for use of their facilities, which are as follows:

One Session, including pipe organ	\$75.00
Two or more sessions in 24-hr period each	50.00
Extra charge for setting up and taking down platform extension	10.00
Dining Room:	
One session	35.00
Two or more sessions (each)	25.00

On motion of Mr. McColl, it was voted that the above report be accepted.

2. The Secretary presented the Sewage Disposal Plant agreement between the City of East Lansing and the State Board of Agriculture.

On motion of Mr. Brody, it was voted to accept the report subject to the approval of Mr. McColl, Chairman of the Building Committee.

3. The Secretary asked permission to sell the Baker House.

On motion of Mr. Brody, it was voted that the above matter be left to the President and Secretary with power to act.

4. The Secretary presented a request from the Union Literary Society for a payment of \$500 down on the purchase of their property located on the campus.

On motion of Mr. Gowdy, it was voted to allow the Secretary to close the deal with the Union Literary Society on the basis of \$500 down, and, providing funds are available, the balance of \$5500 June 20th and \$4000 July 15th.

5. The Secretary presented a request from Zola Witchell of Bath, Michigan, that the title on a certain piece of land purchased from the college be cleared up.

On motion of Mr. Gowdy, it was voted that Zola Witchell be given a title to the land in Bath Township provided payment of \$171.50, which is due, be made.

RECOMMENDATIONS FROM DEANS, DIRECTORS, OR OTHER OFFICERS FOR ACTION OF THE BOARD.

1. Secretary Halladay and Dean Shaw reported concerning a possible contract between the Campbell Brothers and the State Board of Agriculture.

On motion of Mr. Brody, it was voted that the Secretary be authorized to sign the contract for the State Board of Agriculture.

2. Secretary Halladay reported as to the claim of the United States Tax Title Company to a certain parcel of land in the College Grounds.

On motion of Mr. McColl, it was voted that the above matter be left with the Attorney General's Department.

3. Dean Shaw presented a recommendation concerning the Upper Peninsula Experiment Station at Chatham.

On motion of Mrs. Stockman, it was voted that \$2500 be transferred from the Dunbar Agr'l. Fund to the U. P. Experiment Station Fund and that the Dunbar School be known as a Forestry Station and no longer used as an Agricultural Station.

4. President Butterfield reported the request of the Tax Economy League for the part-time services of R. W. Newton, and recommended that the matter be left with power to a committee consisting of Mr. McPherson, Director Shaw, Professor Hedrick and President Butterfield.

On motion of Mr. McColl, it was voted that Mr. Newton be allowed to give one-third of his time to the Tax Economy League and that they pay substantially under the arrangement outlined by President Butterfield, these arrangements to be reported to the Board for confirmation.

REPORTS FROM PRESIDENT AND SECRETARY FOR RECORD OR INFORMATION.

1. President Butterfield reported the sudden death of Dr. C. E. Marshall, for fifteen years a professor at this institution, and stated that on behalf of the institution he had attended the funeral at Amherst.

2. The President reported the following resignations, appointments and salary adjustments:

Mr. C. L. Nash, resigned, Co. Agr'l. Agent, St. Clair County, effective April 30, 1927.

Mr. Earl McCarty, appointed Co. Agr'l. Agent, St. Clair Co., effective May 1st, with \$1800 toward his salary paid from Federal Lever Funds.

Mrs. J. G. Wells, appointed assistant in Home Economics for Northern Counties, \$240 a month for April and May.

Mr. Harold K. Selby, appointed instructor in Labor Economics \$1000 for spring term,

Mr. Brooks D. Drain, " Greening Nursery Co. Fellowship, \$80 a mo., June 15 - Sept. 30th.

Mr. Morton Mason, " Assistant in Chemistry, yr. rate \$1620, April 1-August 31.

Mr. J. G. Wells, transferred from Dairy Extension Specialist, U. P., to Co. Agr'l. Agent, Ingham Co., \$3800 a yr. (\$1800 from Ext.) effective April 1, 1927.

Mr. Arthur W. Otterbein, appointed Co. Club Agent, Iron Co., \$2200 a year, \$1200 from Ext.), effective April 1, 1927.

Mr. Wayne C. Crampton, Co. Agr'l. Agent, Manistee Co., \$2600, (\$1800 from Ext.) effective March 25, 1927.

Mr. George Hedrick, resigned, effective March 31, 1927, Co. Agt. Macomb County.

Mr. William Murphy, appointed Co. Agr'l. Agent, Macomb Co., salary rate of \$3300, (\$1800 from Ext.) effective April 1, 1927.

Mr. Laurence Bell, appointed Ext. Spec. in Agr'l. Engineering, for April, May and June, at a salary of \$100 a month.

Mr. Marston, April salary transferred to Lever State Funds.

Mr. H. C. Rather, salary discontinued, paid from Federal Funds, Mar. 15 - May 15th.

Mr. George Getman, " " " " " " Mar. 16 - May 15.

Mr. Clare N. White, " " " " " " Mar. 16 - May 15th.

Mr. C. B. Dibble, " " " " " " Mar. 16 - May 15.

Mrs. Mildred Himebaugh, resigned as nurse, March 31.

Mrs. Kathryn Harrison, " " March 31.

Miss Hazel Arnold, appointed night nurse, \$100 a month and Board, eff. April 1st.

Miss Mabel Gridley, " day " \$125 a month " " April 15.

Miss Madeline Washburn, general nurse, \$1600 a year & maintenance, eff. April 1.

On motion of Mr. Brody, it was voted to accept the above resignations and that the appointments and salary adjustments be confirmed.

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

Mr. Fogle, Chicago, meeting of Committee on Farm Structures, March 22.
Miss Grumes Des Moines, meeting Amer. Phys. Education Asso and National Amateur Athletic Federation for Women, April 13 - 17th.

Mr. H. C. Moore, Louisiana, potato tour with Louisiana State U., April 18 - 22.

Mr. C. F. Huffman, Rochester, N. Y., Federation American Societies Exp. Biology, Apr. 14 - 18th.

Miss Irons, Chicago, Central Regional Vocational Conference, April 18 - 21.

Mrs. Byers

Miss Pratt

Miss Rogers

Miss Francis

Mr. Walpole

Mr. Linton

Miss Irons

Terre Haute, Ind., Supervisors' Conference and State Meeting

U.S. Tax Title Co. claim referred to Attorney General

Dunbar Exp. Sta. to be known as Forestry Sta. Transfer \$2500 to U.P. Sta. from Dunbar School

Mr. Newton to give part-time service to Tax Economy League

Re: Death Dr. C.E. Marshall

Resignations, appointments Salary adjustments.

Out-of-State Travel

Out-of-State
Travel.

Indiana State Teachers Asso., April 7, 8 and 9.
New York and Washington.
Prof. A.J. Clark, Richmond, Va., Amer. Chemical Society, April 11 to 16.
Dr. Mumford, Purdue U., Conference on Purnell Projects, Apr. 4 to 9.
Mr. Thaden, "
Mr. J. R. Baldwin, Madison, Wis., Conference of Dairy and Poultry Extension
Mr. O. E. Reed, " specialists, May 10 - 13, 1927.
Mr. A. C. Baltzer, "
Mr. George Gierbach
Mr. J. G. Wells, "
Mr. C. G. Card, "
Mr. J. M. Moore, "
Mr. J. A. Davidson "
Mr. J. A. Hannah, "
Mr. R. J. Baldwin, Toledo, Corn Borer Campaign Conference, April 9th.
Mr. J. F. Cox, " " " " " "
Mr. E. W. Kiebler, Chicago, North Central Asso. of Colleges and Universities
Mr. L. F. Livingston, Chicago to visit Celotex and Du Pont Companies
Dr. Robinson, Rochester, and New York, Asso. Biological Chemists April 14 - 16.

On motion of Mr. McPherson, it was voted to approve the above authorizations for Out-of-State Travel.

4. The President read a communication from some student organizations.

5. On motion of Mr. McColl, it was voted to transfer \$3,000 from the M. A. C. Fund to the Student Loan Fund.

THE MEETING ADJOURNED AT 3:30.

R. Butterfield
President

M. Halladay
Secretary

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
MAY 12, 1927

THE MEETING WAS CALLED TO ORDER AT 9:30

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

FINANCIAL REPORTS AND OTHER BUSINESS CONNECTED WITH THE FINANCES OF THE INSTITUTION.

1. The Controller presented his financial report for the period ending April 30, 1927.

REPORTS FROM COMMITTEES OF THE BOARD. AND NEW BUSINESS FROM MEMBERS OF THE BOARD.

1. The Finance Committee reported with reference to the budget rules.

The above matter was left with the understanding that the Board members make suggestions and that they be finally written up and adopted with the budget at the July meeting.

2. On motion of Mr. Gowdy, it was voted that the President be requested to present a plan whereby the summer school work can be carried on without the payment of extra salaries to members of the staff.

3. On motion of Mr. McPherson, it was voted that the June meeting of the Board would be on June 9th at 2 P. M. and the July meeting on July 19th at 6 P. M. and continue the next day.

EXECUTIVE ORDERS FOR CONFIRMATION.

1. The President reported that he had authorized leave of absence for Prof. Muilenberg until the beginning of the fall term with the understanding that Mr. Muilenberg has made arrangements for his classes without extra expense to the college.

On motion of Mrs. Stockman, it was voted that the above executive order be approved.

RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD.

1. The President recommended that proper degrees be awarded to all those graduate students and all those members of the senior class who satisfactorily complete the requirements for their respective degrees and are recommended by the faculty.

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

2. The President recommended that Miss Rose B. Phelps be granted leave of absence for one year beginning September 1, 1927, without pay.

\$3000 from MAC
fund to be transferred to
Student Loan
Fund.

Financial report by Cont.

Re: Budget
rules. Deferred
until next meet.

S. School work
without extra
salaries

Future Bd
meetings

Prof. Muilenberg
Leave of absence

Degrees to be
awarded

Miss Rose B.
Phelps leave of
absence