

5. Recommendation from Dean Dirks regarding the steam demands on power plant, and suggesting that two boilers be changed to Hoffman stokers at a cost of between \$8,000 and \$10,000.

Rec. from Dean Dirks re: steam demands on power plant

On motion of Mr. Berkey, it was voted to refer this matter to Mr. McColl for report to the Board at another meeting.

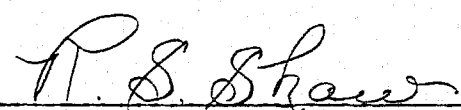
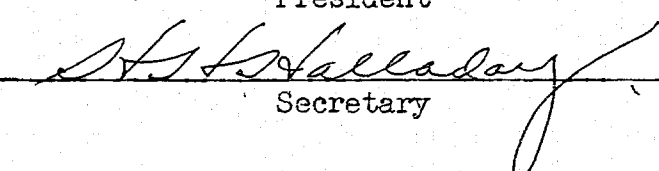
6. Request from Dean R. C. Huston that space be provided for the Applied Science Office by the following alterations in the Kedzie Chemical Laboratory:

Request from Dean Huston re: alterations in Kedzie Lab.

1. Remodel room 100 into an outer office and reception room, by cutting a door, from main foyer, opposite the door leading into the offices of the head of the department of Chemistry.

2. Build a partition under the first pilaster in room 101, leaving a suitable passage into the hall, and cut a doorway from the room thus formed into room 100. Ventilation for this private office could be provided by means of the hood in room 100.

On motion of Mr. Brody, it was voted to refer the above matter to the President and Secretary to work out a plan.

  
 President  
  
 Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
April 21, 1932

Present: Messrs. Berkey, Brody, McColl, McPherson, Mrs. Wilson, Superintendent Pearce, President Shaw and Secretary Halladay.

Absent: Mr. Daane

The meeting was called to order at 10:15 A.M.

The minutes of the previous meeting were approved, with the correction noted herewith.

APPOINTMENTS, RESIGNATIONS, LEAVES

APPOINTMENTS

1. Appointments of graduate assistantships as follows:

1. S.A. Lauzun as  $\frac{1}{2}$  time graduate assistant in M.E. for year 1932-33.
2. J.A. Merritt as  $\frac{1}{2}$  time graduate assistant in Entomology for 1932-33.
3. Dorothy M. Anderson as  $\frac{1}{2}$  time graduate assistant in Zoology for 1932-33.
4. H.H. Morse )
5. R.E. Pasco )  $\frac{1}{2}$  time graduate assistants in soils for year 1932-33.
6. L.S. Carter )
7. C.W. Lauritzen as graduate assistant under the Purnell Act at \$800, Soils.
8. W.S. Ligon as graduate assistant in Soils under the N.Y. Potash Export, My Fellowship at \$1200.
9. Grover Brown as half time graduate assistant in Farm Crops at \$800 per year, effective Sept. 1st, succeeding Mr. Tyer, who will leave in June.
10. Mr. H.L. Dunton, Graduate Assistant, in Farm Crops, half-time beginning September 1st, at \$800. per year, succeeding Mr. A.W. Glidden who is completing his work in June. (Mr. Brown is now holding the National Milling assistantship which will be discontinued) Mr. Dunton is now holding a quarter time assistantship)
11. Mr. Ardie Gustafson, one-half time Graduate Assistantship in Farm Crops at \$800 per year, beginning September 1st. Succeed himself in second year.

Action deferred on item #1, (1-11)

2. Report of President Shaw on continuation of Professor F.T. Mitchell in the Department of Education.

Dr. Mitchell continued

On motion of Mr. McPherson, it was voted to approve the continuance of Professor Mitchell for another year.

3. Appointment of Mrs. Margaret Nutting as clerk in the office of Applied Science effective April 1st, salary \$1500 succeeding Mrs. Martha Nichols, resigned, who received the same salary.

On motion of Mr. Brody, it was voted to approve the appointment of Mrs. Nutting at the salary stated, but subject to readjustment at any time.

4. Letter from Professor Richards recommending removal of Mrs. Bouyoucos' name from payroll this spring term due to illness, and payment of monies due Miss Cecile Pollock for substitution work in winter term during illness of Mrs. Bouyoucos, also employment of Miss Pollock until end of fiscal year.

Resig. of Mrs. Bouyoucos on acct. of illness.

Request for appt. of Miss Pollock in Mrs. Bouyoucos' place. On motion of Mr. McPherson, it was voted that the appointment of Miss Pollock be authorized for the Spring Term, and that the rate of compensation for Miss Pollock for her services during the Winter Term and Spring Term be referred to the President with power to act. It was voted, also, to approve the request relative to Mrs. Bouyoucos.

Name of Mary Kelly to be removed from payroll on acct. illness 5. Removal of the name of Miss Mary Kelly, director of Food Service from payroll this term due to illness,- reappointment to be contingent upon time she is able to resume work and the number of dormitory dining rooms that will be open next year,- Miss Kelly was carried on the payroll through the winter term though she has not been able to be at the college since the last of December when she left.

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

Request for lv. of absence for R.L. Cook 6. Request for leave of absence for Mr. R. L. Cook, Instructor in the Soils Department from October 1, 1932 to July 1, 1933, in order to continue his study for the doctor's degree at the University of Wisconsin. Mr. Cook's present salary is \$1900. Mr. Cook's work will be so divided among present staff members that there will be no request for replacement during his absence.

On motion of Mr. McColl, it was voted to refer the above request to the President with power to act.

Resignation of H.E. Baker. 7. Resignation of H. E. Baker, as Campus Police Officer, effective May 7, 1932.

On motion of Mr. McColl, it was voted to accept the resignation of Mr. Baker.

B.R. Higgins to take Baker's place. 8. Request that Mr. B. R. Higgins, Campus Police Officer, be given Mr. Baker's place at a salary of \$150.00 per month beginning May 1st,- salary subject to readjustment at any time.

On motion of Mr. McColl, it was voted to approve the above appointment.

#### TRAVEL

1. Request that Dr. Jean Hawks and Dr. Marie Dye attend Biochemical Meetings in Philadelphia, Penna., April 28 to 30th.  
Recommended that one person be granted this travel, with travelling expenses only. It is left to the discretion of the Head of the Department as to which one shall attend the meeting.

2. Request that Miss Winifred Gettemy attend the annual meeting of the Western Arts Association on May 15th in St. Louis.  
Recommended that request be denied.

3. Secretary H. H. Halladay to Ames, Iowa, May 12 and 13 to attend meeting of the Association of University and College Business Officers.

4. Car mileage for Dr. Mallman, Mr. Eldridge and Mr. Schneider in attending meetings of Central States Sewage Works Conference to be held at Rockford, Illinois, May 13 and 14.

5. Mr. A.G. Kettunen, and Miss S. Wixson to Washington, D.C. June 14th to 21st in accompanying National 4-H Club delegation to encampment there. Expense will not be excessive because of the fact that lodging is furnished free in the camp and meals are available at reduced rates for all those attending camp.

6. Mr. W.A. Davenport, Supt. of Buildings and Grounds Dept., to attend the convention of Buildings and Grounds Superintendents, at Rochester, N.Y. May 9th, 10th, and 11th, with travelling expenses only.

7. Expense of two instructors and one car for trip to Ohio State University Central States Stock Judging Contest. Two cars will be taken, expenses of the one car and two instructors to be charged to the Dept. of Animal Husbandry, students bearing expense of the other car.

8. Report of authorization given Prof. F. R. Theroux in Civil Engineering Dept. for full travelling expenses incurred in accompanying the class of senior civil engineering students on inspection trip to Chicago and vicinity, April 13th to 16th, inclusive.

9. Report of authorization given Director Baldwin to loan the services of Mr. Nash and Mr. Ballard to the Federal Office of Extension work for the balance of this month on the request of Dr. C. W. Warburton to aid in seed loan application considerations.

10. On motion of Mr. Brody, it was voted to approve the above travel requests, except #2, with the recommendations noted.

#### MISCELLANEOUS

1. Request for transfer of \$300.00 from Sanctuary money turned over to Treasury on April 5th, 1932, to the department of Publications for the purpose of financing and printing of the Sanctuary pamphlet.

On motion of Mr. Berkey, it was voted that the above request be placed upon the table for one month.

2. Report of President, Secretary and Mrs. Wilson on establishment of revolving fund for the Horse Show.

On motion of Mrs. Wilson, it was voted that the Horse Show Committee be informed that the State Board of Agriculture would have no objection to their proposal relative to holding the annual Horse Show, providing it was understood from the outset that the College should not be under any financial obligations; that is, be asked to make up a deficit or to contribute funds for the support of the

Request for transfer of \$300 to be trans. from Treas. to San. tabled.

Request for est. of revolving fund for Horse Show

Report on authorization given to loan services of Mr. Nash and Mr. Ballard.

Show from its Treasury.

3. Request for allowance of \$250.00 for cooperation with the Michigan Firemen's Association in holding a Fire College at Monroe, Michigan, July 12, 13, 14.

On motion of Mr. McColl, it was voted to transfer an amount of \$250.00 from the Contingent Fund in order to cooperate with Michigan Firemen's Association in holding Fire College at Monroe, Michigan.

4. Letter from Professor Scheele presenting his painting of "Old College Hall" to the College.

On motion of Mr. Brody, it was voted that the Secretary be authorized to write a suitable letter of thanks to Professor Scheele for this painting.

5. Recommend transfer of \$900 from the Building and Grounds Administration Budget to the Elevator Budget.

6. Recommended transfer of \$1200 from the Electrical M. & R. Budget to the Telephone Service Account.

On motion of Mr. Brody, it was voted that items 5 and 6 be approved.

7. Transfer of one thousand dollars from the Sanctuary funds to the College Treasury, by action of the Bird Sanctuary Committee, under date of April 5th. This is to cancel the loan made to the Sanctuary two years ago.

On motion of Mr. McPherson, it was voted that this transfer be made and that the loan be cancelled.

8. Allowance of \$75.00 to Men's Glee Club (Michigan State College Glee Club) to cover trip to Detroit to sing over Radio Station W.J.R. and to cover recognition pin awards. Awards to cost \$15.00 and trip \$60.00. Sweaters had been given hitherto costing \$7.00 apiece.

On motion of Mr. McPherson, it was voted that this request be granted and that the money come from the Band Fund.

9. Petition from the Phylean Fraternity, requesting that credits and grades of certain members of the Phylean Society be withheld for the winter term 1932, because of indebtedness to the Fraternity.

On motion of Mr. Brody, it was voted to approve the President's recommendation that credits and grades be withheld for the winter term 1932, pending payment of debts to the Fraternity.

10. Request from the U. P. Experiment Station at Chatham for new Ford Pick-up to cost \$465.55. Allowance of \$160.00 on 1929 pick-up. Balance due \$305.55.

On motion of Mr. McPherson, it was voted to approve the above request providing the budget of the Upper Peninsula Experiment Station can handle the matter.

11. Request for continuance of pay check for Mr. Myers who works in college laundry and who is ill in hospital, for one more month.

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

12. Request for V. R. 466 Caterpillar 15 Standard Tractor - \$845.00, has been loaned to U. P. Experiment Station for one year with option of purchase. Company has thoroughly reconditioned tractor in every way.

On motion of Mr. McPherson, it was voted to defer action on the above request for one month.

13. The Board authorized that the remainder of Barrows', "Michigan Bird Life", 900 in number, be covered with a cloth binding, and that such charge should be made for each book as will cover this additional cost. It was voted, also, to transfer an amount of \$225.00 from the reserve fund to pay for the binding of these books until they are sold and the money returned to the general fund.

14. Request that additional book shelves be placed in the New Library.

On motion of Mr. McColl, it was voted that the matter of placing shelves in the New Library be left to the President with power to act.

#### REPORTS

1. Approval of minutes of special board meeting held March 30, 1932, including report of Building and Ground Committee.

On motion of Mr. Brody, it was voted to approve the minutes of the special meeting held March 30, 1932

2. President's report on purchase on military uniforms as follows:

"The following report is submitted by your Committee appointed to decide upon the suggestion that the college contribute thirty dollars (\$30.00) toward payment for military uniforms for three students enrolled in the R.O.T.C. in excess of the quota

\$250. allowed for Fire College at Monroe.

Painting of Old College Hall presented to College by Prof Scheele \$900 trans. from Bldg. & Gd. Adm. to Elevator Trans. of \$1200 from El. M. & R. to Tel. Acct.

\$1000 to be trans. from Sanct. funds to College. Loan to be cancelled. \$75.00 allowed for Men's Glee Club.

Grades & cr. of certain members of Phylean Soc. to be withheld for winter term

Request from U.P. Station for new Ford Pick-up.

Pay check for Mr. Myers to be continued for one month.

Request for Tractor for U.P. Station deferred for one month.

Remaining Bird Books to be bound with cloth binding.

Request for additional book shelves in Library ref. to President.

Min. of spec. board meeting approved.

Report of Pres on purchase of Mil. Unif.

allotted by the war department for this year. Your committee has decided that it would be inadvisable for the college to purchase uniforms which would become the permanent property of a student or graduate. Your committee has offered the three students loans to cover the costs mentioned for a period not to exceed two years."

Report of Pres. & Sec. on placing government stallion at this college.

3. Report of President and Secretary on placing of government stallion at this college.

"After many years experience the Department of Horses of Michigan State College has confined its efforts in breeding to two breeds of the heavy draft type, eliminating all others of that class, and this procedure has been harmoniously accepted by horse breeders generally. The recommendation of Captain Voorhees approved by Dean Cox requesting Michigan State College to lend its aid for the purpose of locating a government remount stallion here has been given a careful consideration including conference with Col. Rodney and R. S. Hudson.

In view of the fact that the College would have to assume the initiative of application and later responsibilities, and also in view of the fact that farmers and horse breeders would not be likely to engage in this line of production, your committee has decided against the participation of the college in this project at this time.

Further inquiry by Colonel Rodney has resulted in the presentation of information to the effect that if a stallion were placed at this college it would have to be cared for and foraged by the Institution at their expense, with only a sufficient fee for services to reimburse for the expense of maintenance.

No rep. from Com. apptd. to request State Admin. Board for approp for adv. Michigan at Century of Progress 1933.

4. Report from committee consisting of Mr. McPherson, Mr. Halladay and Mr. Brody to request State Administrative Board for \$5,000 from the appropriation for advertising Michigan, to be used by this college in preparation of exhibit at the Century of Progress Exposition at Chicago in 1933.

No report.

#### Report of Building Committee

Extra parcel of land to be leased State Police for Radio Tower  
Rec. re: add. to Dairy Bldg. def. 1 month.  
\$400. trans. from reserve fund to Dunbar For. Station.

1. Request from State Police that they be permitted to put Radio Tower on college property.

On motion of Mr. McColl, it was voted to recommend that an extra parcel of ground be leased to the State Police on the same terms as for the lease drawn up for the present parcel.

2. Further recommendations from Dairy Department regarding addition to Dairy Building.

On motion of Mr. McColl, it was voted to recommend that action be deferred for one month.

3. Request from Dean Cox regarding repairs to the Dunbar Forestry Experiment Station. Estimated cost \$400.00.

On motion of Mr. Brody, it was voted to recommend approval of the above request and that an amount of \$400. be transferred from the reserve fund.

Office of Dean of App. Sci. to be located on second floor

4. Report that the office of the Dean of the Applied Science Division is to be located on the second floor of the Kedzie Chemical Laboratory instead of making the changes as proposed at the last meeting of the Building Committee.

Report of Mr. McColl on boiler situation.

5. Mr. McColl made a report on the boiler situation.

On motion of Mr. Brody, it was voted to accept Mr. McColl's report regarding boilers and to place it on file in the Secretary's office.

On motion of Mr. Brody, it was voted to accept the recommendations made by the Building Committee in the above items.

The meeting adjourned at 12:30 P.M.

The next meeting of the State Board of Agriculture will be held May 19, 1932, at 10 A.M. in the President's Office.

R. S. Shaw  
President  
Herman Halladay  
Secretary