

Minutes of the
Meeting of the State Board of Agriculture
August 25, 1938

Present: Mr. Halstead (Chairman), Messrs. Berkey, Downing, Jakway; Mrs. Masselink; President Shaw
Mr. Wilkins and Secretary Hannah.

Absent: Mr. Brody; Dr. Elliott

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

The minutes of the previous meeting were approved.

RESIGNATIONS AND APPOINTMENTS

Resignations

1. Resignation of Miss Alice McKinney, Extension Specialist in Home Furnishings, effective September 15, 1938. Miss McKinney has accepted a similar position at Ohio State University.
2. Recommendation of Dean Emmons that the services of Dr. W. S. Kimball, Assistant Professor of Mathematics, be discontinued on August 31, 1938, but that Dr. Kimball be granted leave of absence on full pay until December 31, 1938.
3. Report from Dean Huston on the discontinuance of the services of Mr. Everett Liston, Instructor in Chemistry, on August 31, 1938. Although not so specifically stated in the Board minutes, Mr. Liston's appointment was for 1937-38 on a one-year trial basis.
4. Transfer of Mrs. Leona MacLeod from the position of Home Demonstration Agent in Oakland County to that of Extension Specialist in Clothing, effective September 1, 1938 at the same salary she is now receiving (\$2400.00 per year). Mrs. MacLeod will replace Miss Helen Larmore, whose resignation on the same date has been accepted for the Board.
5. Resignation of Miss Carolyn Cook, secretary to the President, effective September 1, 1938.

Appointments

6. Appointment of Dr. Therald Moeller as Instructor in Chemistry, effective September 1, 1938 at a salary of \$1800.00 per year (replacing Mr. Liston).
7. Appointment of Mrs. Lola T. Dudgeon as Home Demonstration Agent in Oakland County, effective September 1, 1938 at a salary of \$2000.00 per year. Mrs. Dudgeon will replace Mrs. Leona MacLeod, transferred.
8. Appointment of Miss Ruth Jameyson as secretary to the President, effective September 1, 1938 at a salary of \$1600.00 per year.
9. Appointment of Dr. Henry E. Larzelere as Instructor and Research Assistant in Economics, effective September 15, 1938 at an annual salary of \$2200.00 (three-fourths from Station funds, one-fourth from College). Dr. Larzelere will take care of part of the work carried by Dr. Burroughs (resigned) and Professor Hedrick (retired).
10. Appointment of Mr. Philip M. Brody as Instructor in Art for the year 1938-39, effective September 1, 1938 at a salary of \$1900.00 for the period. This is a new position, requested because of the large fall term enrollment expected.
11. Temporary appointment of Mrs. Elina Beck as County Club Agent for Houghton County for the period August 15th to November 15, 1938, at a salary of \$100.00 per month. This temporary position is necessary for the completion of plans already under way at the time of the recent Extension shifts from the Upper to the Lower Peninsula; because of unfilled vacancies, no increase in total budgets is involved.

Reappointments

12. Reappointment for 1938-39 of Miss Marianna Auer as Instructor in Chemistry, effective September 1st at the same salary she has received during the past year (\$1600.00). Miss Auer's was an additional appointment last fall on a one-year basis.
13. Reappointment of Miss Barbara Hoffman as Instructor in Related Arts for 1938-39, effective September 1st at the salary of \$1700.00 for the period (\$100.00 increase approved by the Board on June 18th). This was a new one-year appointment.
14. Reappointment for 1938-39 of Miss Ruth Wagner as Assistant in Home Management, effective September 1st at a salary of \$1700.00 for the period (\$100.00 increase approved by the Board on June 18th). This position was also new last fall, and appointment was made on a one-year basis.
15. Reappointment of Miss Evelyn Mansfield for 1938-39 as Instructor in Textiles and Clothing, effective September 1st at the same salary she has been receiving (\$1800.00 per year). This was an additional position for 1937-38, with appointment on a one-year basis.
16. Appointment of Miss Mary Handlin as Supervising Teacher of Home Economics at Mason, effective September 1, 1938 at a total salary of \$2100.00 per year (\$1600.00 from College funds, \$500.00 to be paid by Mason). Because of the severance of relations with the East Lansing High School, teacher training work formerly done there is being transferred to Mason.

RESIGNATIONS AND APPOINTMENTS (continued)

17. Recommendation that Mr. Gordon Reavley, night police officer, be placed on the service payroll at a salary of \$1700.00 per year (to be transferred from the Police budget for the current year), effective September 1st. This is the understanding under which Mr. Reavley was employed for a six month probationary period.
18. Appointment of Mr. Russell Fauson as halftime stenographer in the Department of Speech and Dramatics, effective as of August 15th at a salary of \$45.00 per month from College funds. This is recommended with the provision that such an arrangement does not interfere with WPA regulations, since Mr. Fauson is now employed (and will continue to be) half-time by the WPA at \$40.00 per month.
19. Appointment of Mr. Paul B. Larson as half-time graduate assistant in Dairy Husbandry for 1938-39. This is a new position, to be paid for from additional Bankhead-Jones funds granted the College during the current fiscal year.
20. Appointment of Mr. Eldon H. Shotwell as half-time graduate assistant in Chemical Engineering during 1938-39 (new position requested because of the large fall term enrollment expected).
21. Appointment of Mr. Thomas H. Thornburn as half-time graduate assistant in Soils, at a salary of \$800.00 for the twelve-month period beginning September 1, 1938. This is an additional position to be paid for from Rackham funds (as approved by the Board of Governors at its May 27th meeting); the increased rate of payment is due to the twelve-month (rather than the usual ten-month) basis of the appointment.
22. Recommendation for the following graduate assistantship appointments for 1938-39 (replacements or continuations; no new positions):

Animal Husbandry	- Continuation of W. K. Burkett as half-time graduate assistant.
Chemistry	- Appointment of Chester R. Hardt as half-time graduate assistant, replacing A. M. Shannon.
Civil Engineering	- Appointment of George R. Grantham as half-time graduate assistant, replacing W. J. McFarland.
Home Economics	- Appointment of Miss Marion Weaver as half-time graduate assistant in Foods, replacing Miss Gladys Bond.
Library	- Appointment of John A. Yunk as half-time graduate assistant, replacing Norman D. Vaughan.
Mechanical Engineering	- Appointment of Donald McSorley as half-time graduate assistant, replacing L. G. Schneider.
Soils	- Appointment of Gilbert R. Muhr as half-time graduate assistant, replacing Allan Mick (transferred to an instructorship). This appointment will be effective October 1, 1938 (rather than September 1st as in the other cases) at the salary rate of \$600.00 per year.

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to approve the Resignations and Appointments.

23. Appointment of Mr. C. W. Hangosky as Instructor in Mechanical Engineering, effective September 1, 1938, at a salary of \$2,000.00 per year.

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

24. Appointment of Mr. Francis Martin as full-time supervisor and Instructor in the Tabulating Department (Accounting Division), effective September 1, 1938 at a salary of \$2400.00 per yr.

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to approve the appointment of Mr. Martin.

TRAVEL

1. Mileage allowance on one car to Milwaukee, Wisconsin, so that four members of the Chemistry Department may attend meetings of the American Chemical Society to be held September 5th to 9th.
2. First class railroad fare to New York City for Dr. W. D. Baten, so that he may appear on the program of the American Mathematics Society at its meeting September 6th to 9th.
3. Railroad and pullman fare (from Experiment Station funds) to Madison, Wisconsin, for Mr. A. R. Marston, so that he may attend a conference of corn breeders of the Corn Belt states to be held September 16th and 17th.
4. First class railroad fare to Louisville, Kentucky, for Professor C. M. Cade, so that he may attend a conference of teachers of Civil Engineering to be held under S. P. E. E. auspices during the first week of September.
5. Full expenses to Chicago for Director R. H. Young, so that he may attend a meeting of the Detroit Olympic Committee to be held the last of August. Mr. Young has been asked to serve on the Invitation Committee, which is urging the holding of the 1944 Olympics in Detroit.

Reavley
placed on
service pay-
roll.

Appointments

Grad. Asst.
Appointments

Appt. C.W.
Hangosky

Appt. Francis
Martin

Travel

TRAVEL

Travel

6. Full expenses to Columbus, Ohio, for Mr. A. G. Kettunen, so that he may attend a special meeting on 4-H Club work called by the Federal office for September 26th and 27th. Expenses will be charged to Extension funds.
7. Recommendation that expenses in the amount of \$74.51 be paid for Mr. Kermit H. Smith, clerk in the Registrar's office in charge of registration and statistics, who attended the International Business Machines School at Endicott, New York, and visited Cornell and Pennsylvania State College during his regular vacation. The trip was made at Miss Yakeley's request in the interests of studying the use of punch machines in the specialized work necessary in her office.

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

8. Request for authorization for travel of Professor Applegate of the Publications Department to Chicago to attend the conference called by the Federal Office of Extension Work and the North Central Section of the Agricultural Adjustment Administration. (This conference is called for the purpose of developing material and methods for presenting the 1939 AAA Program).

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

MISCELLANEOUS

Degrees granted.

1. Recommendation that diplomas be granted to those students who have completed the requirements for graduation at the end of either the first or second six weeks of the Summer Session, according to the Registrar's records. (See page 1437)

Change titles of Longnecker & J. Porter

2. Report for Board record of an exchange in the duties and consequent change in the titles of Mr. E. D. Longnecker and Mr. James Porter, both of the Soils Department, effective as of the spring of 1938. Mr. Longnecker's title is now that of Extension Specialist in Soils and Mr. Porter's that of Coordinator with the Soil Conservation Committee. Through oversight this exchange was not reported to the Board.

\$1000 approp. for cont. of cooperative ed. res. program.

3. Recommendation of Dean Emmons for the appropriation of \$1000.00 for the continuance of the cooperative educational research program during the period July 1st to December 31, 1938. This is the project in which Albion, Olivet and Central State Teachers College have participated, and for which the Board appropriated \$2400.00 in November, 1937. Continued participation by the College is recommended by Mr. Emmons only if two of the other three colleges also continue their support.

Additional \$220.38 for Phi Beta Kappa budget.

4. Request for an additional appropriation of \$220.38 for the completion of the material necessary to make application for a College chapter of Phi Beta Kappa. A \$250.00 budget for the purpose was set up by the Board at its June 18th meeting.

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

Approval nose operation for E. Michna.

5. Recommendation of Director Young and Dr. Olin that a nose operation be financed from Athletic Association funds for Ernest Michna, freshman student. Cost of the operation is estimated at \$50.00.

Acceptance bromoil transfer Athletic bridge.

6. Presentation for Board acceptance of a bromoil transfer of the Old Athletic Bridge, executed and given by Mr. Fred C. Jenison (Class of 1907).

Transfer of \$109,478.74 to Morrill-Nelson funds.

7. Request of the Comptroller for Board approval of the transfer to Morrill-Nelson funds of staff salaries amounting to \$109,478.74 (list of names and specific items on file).

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to approve the Miscellaneous Items.

Reimbursement of \$145.47 to cash drawer.

8. Request from Mr. Wilkins for reimbursement to the cash drawer of an amount of \$145.47. (This discrepancy was due to improper functioning of mechanical apparatus used during registration periods.)

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to approve the above request, amount to be drawn from student fees.

Resolution of sympathy sent to Mrs. Wilson.

9. On motion of Mrs. Masselink, seconded by Mr. Downing, it was voted to instruct the Secretary to prepare a resolution of sympathy to Mrs. Matilda R. Wilson, former member of the Board on the recent tragedy that has befallen her in the death of her son.

WHEREAS, Almighty God in his divine wisdom has seen fit to remove from this life, Daniel Dodge, son of Mrs. Matilda R. Wilson, and

WHEREAS, this tragedy has shocked and grieved the entire state of Michigan and brought profound sorrow to every member of the State Board of Agriculture,

NOW, THEREFORE, BE IT RESOLVED that the Secretary of the State Board of Agriculture is hereby instructed to convey to Mrs. Wilson the profound sympathy of the Board and of each of its members and a copy of this resolution is to be spread upon the permanent records.

Purchase of new boiler

10. The Secretary reported the receipt of bids for the 1,000-horse power steam boiler and stoker on July 25 from fourteen bidders and upon the recommendation of Dean Lirks and Mr. Davenport the boiler was purchased from the low bidder, the Wickes Boiler Company of Bay City at \$33,964.00 and the stoker from the American Engineering Company at \$24,340.00 and the installation of foundations, piping, etc. to the Buildings and Grounds Department at \$13,500.

PRESIDENT'S REPORTSAcceptance of the following resignations:

1. Resignation of Miss Kathleen Dietrich, Assistant Professor and Research Assistant in Foods and Research Assistant in Foods and Nutrition, effective September 1, 1938. Miss Dietrich is resigning to accept a position at Connecticut State College.
2. Resignation of Miss Irene Patterson, Supervising Teacher in Home Economics, effective September 1, 1938. Miss Patterson is entering adult education work.
3. Resignation of Mr. Gordon Johnsgard, Instructor and Assistant in Soils, effective September 25, 1938. Mr. Johnsgard is accepting a position at Cornell University.
4. Resignation of Miss Helen Larmore, Extension Specialist in Clothing, effective September 1, 1938. Miss Larmore has accepted a position at the University of Minnesota.
5. Resignation of Mr. Delmer H. LaVoi, Extension Specialist in Animal Husbandry, effective August 15, 1938. Mr. LaVoi has accepted a public relations position with the National Livestock and Meat Board.
6. Resignation of Mr. Ellis J. Airola, routine assistant in the Plant Physiology Section, effective August 1, 1938. Mr. Airola's original appointment covered the ten month period ending July 31st; payment for the additional month was authorized at the same rate (\$80.00 per month from Bankhead-Jones funds).
7. Report on termination of the appointment of Mr. Russell Bowers, Instructor in Economics, on August 31, 1938. A one-year appointment was intended and so understood by Mr. Bowers, but through error was not recommended to the Board.
8. Resignation of Mrs. Gerald Byrne, stenographer in the Military Department, effective September 1938.
9. Resignation of Miss Jeanne LaForge, stenographer in the Music Department, effective September 1, 1938.
10. Resignation of Mr. Albert Agett, Instructor in Chemistry, effective August 31, 1938.

Resignations

Appointments

Resignations

Approval of the following leaves:

1. Grant of leave of absence without pay to Miss Helen Simmonds, Instructor in Textiles, Clothing and Related Arts, during the period September 1, 1938 to August 31, 1939.
2. Grant of leave of absence without pay to Mr. John C. Doneth, Extension Specialist in Farm Management, for the period October 19, 1938 to June 15, 1939. Mr. Doneth plans to complete his graduate work at Cornell during this time.

Leaves

Approval of the following appointments:

1. Appointment of Dr. Thelma Porter as Assistant Professor and Research Assistant in Foods and Nutrition for the twelve month period beginning September 1, 1938, at an annual salary rate of \$3200.00 (to be divided equally between College and Purnell funds). Dr. Porter will replace Miss Kathleen Dietrich, whose resignation on September 1st has been accepted.
2. Appointment of Mr. Allan H. Mick as Instructor and Assistant in Soils, effective October 1, 1938 at the salary rate of \$1800.00 per year. Mr. Mick has received a Board appointment as half-time graduate assistant for 1938-39, which he will retain during the month of September. This appointment will fill the vacancy caused by Mr. Gordon Johnsgard's resignation on September 25th.
3. Transfer of Mr. E. L. Benton, County Agricultural Agent in Tuscola County, to the position of Extension Specialist in Animal Husbandry, effective August 1, 1938 at an increase in salary from \$2300.00 to \$2800.00 per year. Mr. Benton will replace Mr. D. H. LaVoi, whose resignation on August 15th has been accepted.
4. Appointment of Mr. Norris W. Wilber as County Agricultural Agent in Tuscola County, replacing Mr. Benton (transferred above) at a salary of \$2200.00 per year, effective August 1, 1938.
5. Appointment of Mr. Walter Wolman as routine assistant in the Plant Physiology Section of the Experiment Station, effective August 1, 1938 at the rate of \$80.00 per month (from Bankhead-Jones funds). Mr. Wolman replaces Mr. E. J. Airola, whose resignation on the same date has been accepted.
6. Appointment of Miss Helen Worcester as stenographer in the Department of Music, replacing Miss Jeanne LaForge (resigned) at an annual salary of \$1260.00, effective September 1, 1938.
7. Appointment of Mr. D. H. Byers as Instructor in Chemistry, effective September 1, 1938 at a salary of \$1700.00 per year. Mr. Byers will replace Mr. Albert Agett, whose resignation on August 31st has been accepted.

Appointments

PRESIDENT'S REPORTS (continued)

Approval of the following appointments, continued:

Appointments

8. Appointment of Miss Winifred Washburn as Instructor in Textiles, Clothing and Related Arts for the one-year period beginning September 1, 1938, at the salary rate of \$2000.00 for the year. Miss Washburn will replace Miss Helen Simmonds (salary also \$2000.00), who has been granted leave without pay for that period.
9. Temporary appointment of Mr. Kenneth Ousterhout as Assistant Extension Specialist and Research Assistant in Farm Management for the period September 1, 1938 to June 30, 1939, at an annual salary rate of \$2600.00 (of which approximately \$2167.00 will be drawn) divided equally between Extension and Experiment Station funds. Mr. Ousterhout will carry the work of Mr. John C. Doneth, granted leave without pay, and Mr. K. T. Wright, granted leave on half pay.
10. Transfer of Miss Alice Hertzler, District Home Demonstration Agent for Alpena, Presque Isle, Montmorency and Crawford counties, to the district comprising Alpena, Alcona, Iosco and Oscoda counties, effective September 1, 1938 at no change in salary.
11. Transfer of Miss Margaret Cole, District Home Demonstration Agent in the Upper Peneinsula, to the position of Home Demonstration Agent for Wayne County during the period September 6, 1938 to June 30, 1939, at no change in salary. Miss Cole will replace Miss Emma DuBord, who has been granted leave on half pay by the Board for the nine month period beginning October 1, 1938.
12. Appointment of Miss Miriam G. Eads as Home Demonstration Agent in the Upper Peneinsula, effective September 15, 1938 at a salary of \$1900.00 per year. Miss Eads replaces Miss Cole, who has been transferred temporarily to Wayne County and who it is understood is resigning at the end of the period stated above.
13. Reappointment for 1938-39 only of Dr. Jacob Hieble as Instructor in Foreign Languages, effective September 1st at the same salary, \$2200.00 for the year. During the past year Dr. Hieble has replaced Mr. Steinmetz, who has been on leave; during the coming year he will carry the work of Mr. G. W. Radimersky, granted leave without pay.
14. Reappointment of Dr. Joseph Bobbitt as Instructor in Psychology on a permanent basis, effective September 1st at an annual salary of \$2000.00 per year (increase from \$1800.00 approved by the Board at its June 13th meeting).
15. Reappointment for 1938-39 only of Mrs. R. C. Bennett as part-time Field Work Supervisor in Sociology, at a salary of \$900.00 for the period (same salary drawn during this past year).
16. Reappointment for 1938-39 only of Mr. Donald Buell as Instructor in Speech and Dramatics, effective September 1, 1938 at the same salary received this past year, \$1900.00.
17. Reappointment of Mr. Merton Vandermeer as part-time assistant football coach for the fall and spring practices of 1938-39, at a salary of \$300.00 for the year.
18. Continuation of the appointment of Dr. Harold A. Gibbard, Instructor and Research Assistant in Sociology, during the months of July and August at the same rate he has been receiving, \$2000.00 per year. Dr. Gibbard's original appointment was for the year ending June 30, 1938; his work will be finally terminated on August 31st.
19. Continuance of Dr. C. M. Newlin as Acting Chairman of the English Department during the academic year 1938-39, at the same salary set for 1937-38 (\$3800.00).
20. Appointment of Mr. E. B. Lyon as Acting Head of the Department of History and Political Science during the year 1938-39 only, with an addition of \$300.00 to his present salary (\$3400.00) for the added responsibility. The increased salary rate will cover the twelve month period beginning September 1, 1938.
21. Appointment of Dr. William H. Combs as Assistant Professor of History and Political Science, effective September 1, 1938 at a salary rate of \$2700.00 per year. Dr. Combs will carry the work of Professor Ryder (retired).
22. Appointment of Mr. Paul Bagwell as Instructor in Speech and Dramatics, effective September 1, 1938 at a salary of \$1800.00 per year. Mr. Bagwell will replace Mr. Gordon Fischer, whose one-year appointment at the same salary expires on August 31st.
23. Appointment of Miss Mary Lee Hurt as Supervising Teacher of Home Economics, effective September 1, 1938 at a salary of \$1550.00 per year (from Vocational Teacher Training funds). Miss Hurt will replace Miss Ruth Williamson, whose resignation on the same date (and at the same salary) has been accepted by the Board.
24. Appointment of Dr. Harris G. Warren as Instructor in History for 1938-39 only, effective September 1, 1938 at a salary of \$2100.00 for the period. Dr. Warren will carry the work of Mr. H. B. Fields, who has been granted leave of absence on half pay for the year.
25. Temporary appointments as follows for the handling of Professor P. A. Herbert's teaching duties during his leave of absence:
 1. Appointment of Professor A. M. Sowder as Lecturer in Forestry for the period September 23rd to December 31st, at a salary rate of \$400.00 per month (or a total outlay of \$1300.00).

PRESIDENT'S REPORTS (continued)

25. (Continued)

Appointments

2. Appointment of Dr. Joseph S. Illick as Lecturer in Forestry for the period January 1st to March 31, 1939, at the salary of \$400.00 per month (with an outlay of \$1200.00).
26. Appointment of Dr. Paul Honigsheim as Associate Professor of Sociology for 1938-39 only, effective September 1, 1938 at a salary of \$3600.00 for the period (to be divided equally between College and Experiment Station funds). Dr. Honigsheim will replace Professor E. B. Mumford (retired).
27. Appointment of Mr. William J. Hewitt, Jr., as Instructor in Physiology for 1938-39 only, effective September 1, 1938 at a salary of \$1200.00 for the period. Mr. Hewitt will carry the work of Mr. R. V. Brown, who has been granted leave on half pay for the year.
28. Appointment of Mr. Frank M. Atchley as Research Assistant in Farm Management, effective September 1, 1938 at a salary of \$2500.00 per year (from Purnell funds). Mr. Atchley will replace Mr. Harold B. Taylor, whose resignation has been accepted by the Board as of July 1st.
29. Appointment of Mr. Daniel Sheehan as Instructor in English for 1938-39 only, effective September 1, 1938 at a salary of \$1800.00 for the period. Mr. Sheehan will carry the work of Professor W. W. Johnston, who has been granted leave for the year on half pay.
30. Reappointment for 1938-39 only of Mr. Everett Hagen as Instructor in Economics, effective September 1, 1938 at the same salary drawn this past year, \$2000.00. During 1937-38 Dr. Hagen has replaced Professor Patton, who has been on leave; during the coming year he will carry the work of Professor Davis, granted leave on half pay for the ten month period beginning September 1st.
31. Appointment of Dr. George B. VanSchaack as Instructor in Mathematics for 1938-39 only, effective September 1, 1938 at a salary of \$2000.00 for the year. Dr. VanSchaack will replace Mr. Paul Dressel, who has been granted leave of absence without pay for the period.
32. Reappointment of Mr. Stuart B. Mead as Instructor in Accounting, effective September 1, 1938 at the same salary drawn this past year, \$2000.00. During the last year Mr. Mead has carried the work of Professor Gee, who has been on leave; he is now replacing Mr. Russell Bowers, additional employee last year whose one-year appointment has expired.
33. Appointment of Miss Ardis Nugent as Home Demonstration Agent in Washtenaw County for the one-year period beginning August 1, 1938, at a salary of \$1600.00 for the year. Miss Nugent replaces Mrs. Bertella Russell, whose resignation on July 1st has been accepted by the Board.
34. Appointment of Miss Hester Clark as Supervising Teacher of Home Economics, effective September 1, 1938 at an annual salary of \$2100.00. Miss Clark will replace Miss Helen Hartman (salary \$2200.00), whose resignation as of June 30th has been presented.
35. Appointment of Mr. Ruford F. Bittner as District 4-H Club Agent for Van Buren, Berrien and Cass counties, effective August 1, 1938 at a salary of \$1800.00 per year. This and the following appointment replace (though with certain shifts in the districts covered) Mr. Moilanen (transferred) and Mr. Gleason (resigned).
36. Appointment of Mr. Roy C. MacIntyre as District 4-H Club Agent for St. Joseph, Kalamazoo, and Branch counties, effective August 1, 1938 at a salary of \$1800.00 per year.
37. Appointment of Miss Wanda Falarski as Instructor in Physical Education during 1938-39 only, effective September 1, 1938 at a salary of \$1200.00 for the period. Miss Falarski will carry the work of Miss Ann Kuehl, who has been granted leave of absence on half pay (salary \$2280).
38. Following appointments for 1938-39 to replace Miss Louise Clemens (retired), whose work has been carried on a temporary basis at the same outlay during the past academic year:
 1. Appointment of Miss Maxine McKinley as Assistant in Institution Administration and resident dietitian in Mayo Hall, effective September 1, 1938 at a salary of \$550.00 for the year (plus board and room) for eleven months' service.
 2. Appointment of Miss Augusta Holmes as Assistant in Institution Administration and resident dietitian in Williams Hall, effective September 1, 1938 at a salary of \$500.00 for the year (plus board and room) for ten months' service.
39. Transfer of Miss Constance Majczak from the Union Cafeteria labor payroll to the position of Assistant in Institution Administration, effective September 1, 1938 at a salary of \$1500.00 per year plus meals (salary to be paid from the income of the Union Building).
40. Appointment of Mr. Francis Aranyi as Assistant Professor of Music on a parttime basis during 1938-39 only, at a salary of \$2000.00 for the year. Mr. Aranyi will replace Professor Press (retired) in violin instructional work.
41. Employment of Miss Grace Richards as Hostess in East Mary Mayo Hall for the six week Summer Session, at the rate of \$125.00 for the period.
42. Employment of Mrs. Donald Hayworth as special Instructor in Speech for the six week Summer Session, at a total salary of \$208.33.

PRESIDENT'S REPORTS (continued)

(Approval of the following appointments, continued)

Appointments

43. Approval of the following payments to Summer Session instructors in the Department of History and Political Science:

- 1) \$50.00 to Dr. S. G. Hanson for his services during the first two weeks of the Session, at the end of which time his resignation was submitted.
- 2) Payment of \$325.00 to Mr. J. B. Westcott, who carried Dr. Hanson's work for the remainder of the Session.
- 3) Payment of \$50.00 to Dr. C. E. Nowell for special lecture work in Mr. Westcott's classes.

Mr. R. L. Sweet
to make coal
analyses at
\$1.75 ea.

44. Employment of Mr. R. L. Sweet, Instructor in Chemical Engineering to make coal analyses during the months of July, August and such portion of September as may be necessary, at the rate of \$1.75 per sample. This work is taken care of by graduate assistants during the regular college year.

Transfer Miss
Easton

45. Transfer of Miss Flora Easton, stenographer in the Extension Office, to the Central Stenographic Office, effective July 1st at no change in salary.

46. Appointment of Miss Helen Stophlet as stenographer in the Extension Office, effective July 1st at an annual salary of \$1080.00.

47. Approval of the following graduate assistantship appointments for 1938-39 (replacements or continuations; no new positions):

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| Botany | - Appointment of Miss Elizabeth VanMaren as half-time graduate assistant, replacing George McKenna (appointed at the April 28th Board meeting, but unable to accept). |
| Chemistry | - Continuation of Messrs. Thomas W. Dakin, Lawrence E. White, Frank Tompkins, James L. Orbison, Charles L. SanClements, Benjamin H. Pringle, L. Carroll King, Harold V. Fairbanks and Francis A. Hughes as half-time graduate assistants. |
| " | - Continuance of Richard I. Jackson as quarter-time graduate assistant. |
| " | - Appointment of G. R. Kingsley as half-time graduate assistant, filling the positions held last year by J. M. Vandenberg and C. J. Bushouse |
| " | - Appointment of Keith Langdon as quarter-time graduate assistant, replacing Henry Evert. |
| " | - Appointment of J. D. Bartleson as quarter-time graduate assistant, replacing Ralph L. Guile. |
| Engr. Exp. Sta. | - Appointment of William J. Blyth as half-time graduate assistant, replacing W. K. Gibbs (appointed at the June 13th Board meeting, but unable to accept). |
| Home Management and Child Development | - Appointment of Miss Lois Hawk as half-time graduate assistant, replacing Miss Betty Lou Prall (appointed at the June 13th Board meeting, but unable to accept). |
| Mathematics | - Continuance of Donald W. Western and Jack I. Norham as half-time graduate assistants. |
| Music | - Continuance of Miss Jean Lincoln as half-time graduate assistant. |
| Physics | - Appointment of Howard R. Kelly as half-time graduate assistant, replacing Wendell A. Horning. |
| Soils | - Appointment of George M. Wells as half-time graduate assistant, replacing T. R. Cox. |

48. Appointment of Ben Stuckey and O. M. Neal as half-time graduate assistants in Horticulture for 1938-39 on Rackham funds (new positions approved by the Rackham Board of Governors at its May 27th meeting).

49. Appointment of Clarence Bohn as half-time graduate assistant in Chemistry for 1938-39 (new position made necessary by large number of students electing Quantitative Analysis).

50. Appointment of Mr. Alvin A. Johnston as Assistant in Research in Research in Farm Crops, effective August 1, 1938 at a salary of \$1800.00 per year. This is a new position to be paid for from additional Bankhead-Jones funds allotted the College for the current fiscal year.

51. Appointment of Mr. C. L. Cole as assistant Professor and Research Assistant in Animal Husbandry, effective September 1, 1938 at a salary of \$3000.00 per year. This is a new position to be paid for through the salary saving caused by Mr. LaVoi's resignation, the relinquishment of one \$600.00 graduate assistantship, and the allocation of \$1,500.00 of Mr. Cole's salary to additional Bankhead-Jones funds coming to the College this year.

52. Appointment of Miss Grace Parker as regular night nurse in the Health Service, effective September 1, 1938 at a salary of \$1200.00 per year (with board and laundry) for twelve months' service. This is an additional position made necessary by the transfer of Miss Knapp to some of Miss Appleton's duties.

PRESIDENT'S REPORTS (continued)

(Approval of following appointments, continued)

53. Appointment of Miss Evelyn Zwemer as Instructor and Assistant in Home Management during 1938-39, effective September 1, 1938 at a salary of \$1800.00 (plus room) for twelve months' service. This is a new position provided for in part through the shift of \$500.00 of Dr. Gross' salary from Purnell to College funds, and the discontinuance of the quarter-time graduate assistantship in Home Management. Appointments
54. Appointment of Mrs. Margaret Christie Hearn as Instructor in Textiles, Clothing and Related Arts during 1938-39 only, effective September 1, 1938 at a salary of \$1800.00 for the period. This is a new position, requested because of the heavy student load expected in the fall.
55. Appointment of Mr. Wilburn J. McFarland, Jr., as Instructor in Civil Engineering, effective September 1, 1938 at a salary of \$1800.00 per year (new position).
56. Appointment of Mr. John W. Cunkelman as full-time Instructor in Anatomy, effective September 1, 1938 at a salary of \$1800.00 per year. This is a new position which will replace the part-time assistantships on a half-time and three-quarter time basis held by Mr. Cunkelman and Clifford Westerfield, respectively, during the past academic year.
57. Appointment of Mr. Ralph Guile as Instructor in Chemistry, effective September 1, 1938 at a salary of \$1700.00 per year (additional position made necessary by large enrollment increases in Organic Chemistry).
58. Appointment of Mr. G. D. Jones as Instructor in Music during 1938-39 only, effective September 1st at a salary of \$2000.00 per year (new position).

Action on the following miscellaneous matters:

1. Authorization of Dean Huston to accept for the Board \$1000.00 from the American Wildlife Institute, to be used in connection with the cooperative duck study now under way in Manitoba and to be paid out in the following manner:
 1. Payment of \$500.00 in salary to Albert Hochbaum, field worker.
 2. Disbursement of the remaining \$500.00 upon Dr. Pirnie's requisition for the following purposes:
 - a. Traveling expenses of Mr. Hochbaum from Madison to Delta Marshes and return (total of \$100.00).
 - b. Traveling expenses of Dr. Pirnie for trips to Madison and Delta Marshes in June and August (total of \$300.00).
 - c. Additional labor and miscellaneous expenses, \$100.00.Acceptance of \$1000 from Am. Wildlife Institute
2. Approval of the 1938-39 budget for the W.K. Kellogg Bird Sanctuary, as submitted by Dean Huston, in the amount of \$9,200.00. Approval of Sanctuary budget.
3. Approval of a three-year renewal of the lease covering the turkey marsh at the Kellogg Sanctuary, as submitted, granted the College by Atlas Properties, Inc., for the nominal sum of \$1.00 per year. The terms of this lease are the same as those of the one approved by the Board three years ago. Approval of 3-year renewal of lease turkey marsh Sanctuary
4. Approval of the 1938 Summer Session payroll covering the regular six-week session, the eight and ten-week Foreign Language sessions, the Conservation Camp and the Forestry Camp, in the amount of \$39,886.33. Summer Payroll \$39886.33.
5. Approval of the Summer Session payroll for the Three Week Post Session, as submitted by Professor Crowe, in the amount of \$1940.27. Post session payroll app.
6. Approval of the payment of doctor and hospital bills totalling \$390.15 incurred by the following athletes: Nick Novosal, Steve Szasz, Dale Ball, Don Malisky, Robert McComb and Ben F. Riggs. Payment of doctor bills.

Further, notice to Director Young and Dr. Olin that the future treatment of students by outside agencies must be approved by the Board before the expense is incurred, or the bills will not be paid. Future treatments outside to be approved beforehand.
7. Approval of the transfer of that part of the salary of Mr. F. N. Hewetson now paid from American Potash Institute funds (\$1400.00) to Bankhead-Jones funds, effective as of July 1, 1938. Part of salary Hewetson transferred Bankhead-Jones.
8. Approval of an increase in the salary of Miss Mary Woodward, clerk in the Extension Office, from \$1420.00 to \$1500.00 per year, effective September 1st. Miss Woodward has taken over the work of Miss Flora Easton, transferred to Central Office on July 1st. Increase in salary Mary Woodward.
9. Addition of \$200.00 to the salary of Dr. H. H. Ruhland, part-time Assistant in Animal Pathology, effective as of July 1, 1938. This brings Dr. Ruhland's total salary to \$2200.00 of which \$1800 is paid by the State Department of Agriculture and \$400.00 from the Abortion Test Fund. Addition of \$200 to Dr. Ruhland's sal.
10. Approval of payment of a \$19.50 bill for medical treatment incurred by Andrew Quirrie, Farm and Horse Department employee who was injured at work. Approval of \$19.50 medical bill A. Quirrie
11. Approval of payment of \$9.20 for the time lost (23 hours at 40 cents) to Robert Bourne, Buildings and Grounds employee who was injured at work. Time lost R. Bourne-\$9.20.

PRESIDENT'S REPORTS(Action on the following miscellaneous matters (continued))

Receipt of
\$200 check
Gov. Murphy.

12. Report of receipt of a check for \$200.00 from Governor Murphy with the request that it be used as a loan fund to aid needy students.

Approval of the following travel requests:

Travel

1. Full expenses (\$30.65) to Gary, Indiana, for Director Young and Miles Casteel, so that they might attend the annual municipal track meet there in the middle of July.
2. Maintenance expenses to Madison, Wisconsin, and return for Professor J. O. Veatch, so that he might attend meetings of the National Resources Committee held August 10th and 11th. Transportation was furnished by members of the State Conservation Department.
3. First class railroad mileage only to Pullman, Washington, and return for Professor C. G. Card, so that he might attend American Poultry Science Association meetings held August 15th to 18.
4. Approval of \$7.11 expense account (maintenance only) to Cleveland, Ohio, for Mrs. C. W. Barr, who acted as chaperone on the annual field trip of senior landscape students, June 6 to 10.
5. Full expenses to Chicago and return (\$29.05) for Dr. W. L. Mallmann, who made the trip June 30 and July 1st in connection with experimental work on egg storage now under way. Expenses were charged to the Poultry Research Revolving Fund set up recently for this purpose.
6. Full expenses to Pittsburgh and return for Mrs. Merle D. Byers, so that she might attend the American Home Economics Association meetings held June 28th to July 1st. Expenses will be paid from Vocational Teacher Training funds.
7. Full expenses to Lincoln and Fremont, Nebraska, for Mr. R. E. Horwood, so that he might make selections for the College dairy herd July 20th to 24th. Expenses will be paid from the Special Dairy Cattle Fund.
8. Full expenses (from Michigan Crop Improvement Association funds) for a trip to Presque Isle, Maine, and Fredericton, New Brunswick, to be taken by Mr. H. C. Moore and Mr. E. J. Wheeler for a conference of potato seeding officials August 22nd and 27th.
9. Full expenses (\$25.00) to Chicago for Dean L. C. Emmons, so that he might attend a conference of administrative officers held at the University of Chicago July 15th.
10. Full expenses to Madison and return for Professor L. R. Schoenmann, so that he might attend a meeting of the Northern Lake States Regional Committee held August 10th and 11th.
11. Railroad and pullman fare to Philadelphia and Boston, so that Dr. C. J. Bouyoucos might confer with specialists of the Leeds and Northrup Company and of M.I.T. in regard to the designing of special equipment. Expenses will be charged to Experiment Station funds.
12. Approval of an allowance of \$25.00 (from Athletic Association funds) toward the expenses of Wilbur Greer, student track star, on a European trip during which he will enter various competitive track events as a member of a picked American team.
13. Full expenses to Chicago and return (\$32.40) for Coach Bachman, so that he might carry on patent negotiations and meet with Chicago alumni.
14. Full expenses to Madison and Appleton, Wisconsin, for Dr. E. J. Miller and Dr. A. J. Panshin, so that they might visit forest and paper products laboratories in connection with one of the Rackham Foundation projects. Expenses will be paid from Rackham funds.
15. First-class railroad fare to St. Louis, Missouri, for Professor Karl Dressel, so that he may attend the National Shade Tree Conference to be held August 30th to September 2nd.
16. Authorization of necessary expenses for staff members of the Forestry Summer Camp in connection with short field trips to be taken with students to Marinette, Wisconsin, and Sault Ste. Marie, Ontario.
17. First class railroad fare (\$50.50) to Cambridge, Massachusetts, and return for Dr. D. T. Ewing, so that he might attend the Seventh Annual Conference on Spectroscopy held at M.I.T. July 18th to 20th.
18. Automobile mileage to Wichita, Kansas, and return (\$90.00) for Mr. Donald J. Bremer, so that he might make a summer tour of several leading police departments and Police Administration schools.

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

SUPPLEMENTARY PRESIDENT'S REPORTS

Travel Gard-
ner, Chicago.

Payment of
first month's
rent Bennett
house in ad-
vance.

1. Allowance of full expenses to Chicago for Director V. R. Gardner, who was asked by Federal authorities to attend a meeting of Experiment Station directors on August 20th.
2. Approval of the payment of the first month's rent on the R. W. Bennett house (\$130.00) to Mr. Bennett in advance so that he might have some necessary repair work done. A request for the approval of the lease is presented under Item 9, Secretary's Items.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the Supplementary President's Reports.

SECRETARY'S ITEMS

1. Communication from the Stream Control Commission requesting the cooperation of the College with the City of East Lansing in providing more adequate sewage disposal to eliminate contamination of the Red Cedar River.
2. Request from the Office of the Registrar for acoustic treatment in the Horticulture Lecture Room, so that it may be used as a large classroom for some of the larger sections. This is estimated to cost not to exceed \$614.00.

Communication
Stream Control
re: sewage
disposal

Acoustic treat
ment Hort.
Lect. room.

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

3. Communication from Mr. J. F. Murphy, Manager of the Michigan State Industries, requesting the College to pay the wages of Mr. Dean McWethey for the month of August (\$122.66) and the wages of Mr. Arthur Rubach for the period August 15th to August 31st (\$72.80) -- these amounts to be deducted from the amount paid the Industries for the furniture on order for Mason Hall. This is necessary due to Civil Service regulations, was first suggested by the Civil Service people, and has been discussed by the Secretary with Mr. Brownrigg.

College to
pay wages of
D. McWethey
for mo. of Aug
and A. Rubach
for 2 weeks.

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

4. Recommendation of the Secretary for an increase in salary for Mr. Vincent Vanderburg. We are paying WPA foremen working under Mr. Vanderburg at the rate of from \$230.00 to \$260.00 per month at 75 cents per hour, and are paying Mr. Brennan \$260.00 per month. Under the new WPA project four foremen will be paid at the rate of \$250.00 per month. Mr. Vanderburg's present salary is \$175.00 per month (an increase from \$1300.00 to \$2100.00 per year was approved at the June 18th Board meeting).

Increase in
salary Vincent
Vanderburg.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to increase Mr. Vanderburg's salary to \$2400.00 per year effective September 1, 1938. It was voted further to approve an additional \$50.00 per month for Mr. Vanderburg during the months that the large WPA project is in progress.

5. Communication from Boyd H. Buchanan, student janitor who contracted undulant fever while employed in the Bacteriology Building. Mr. Buchanan requests that he be reimbursed for 264 hours of lost time at 40 cents per hour -- total of \$105.60.

On motion of Mrs. Masselink, seconded by Mr. Jakway, it was voted to approve the above item.

6. Communication from Mr. Tom Wilson, student employee during the summer who was injured in a fall while at work. The College Hospital was closed at the time. Mr. Wilson presents bills from Dr. McGarvey of East Lansing for \$4.00 and from Dr. Hale at Marshall for \$6.00, and loss of time amounting to \$25.00.

Payment of
doctor bills
for Tom Wil-
son.

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

7. Request from Mr. Harold Haun, Chief of Police, that the Board adopt certain rules and regulations as submitted for the control of traffic and parking on the campus by students and faculty members.

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

Approval of
rules and
regulations
for parking
and traffic
on campus,
ref. Adm. Group
Approval of
contract
Glines.

8. Recommendation of Dean Anthony for the approval of a contract with W. B. Glines for the distribution of the College dairy products in East Lansing and vicinity for one year, with the contract subject to renewal. Previously there have been verbal arrangements extending over a long period of years.

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

9. Request for Board approval of the leasing of the following houses, to be used as girls' residences during the coming school year:

- a. House at 512 W. Michigan Avenue owned by Roy W. and Dorothy E. Bennett, at a rental of \$130.00 per month for 10 months on a 2-year basis, September 1st to July 1, 1940.
- b. House at 262 W. Grand River Avenue owned by William A. and Ella M. Robinson, at a rental of \$55.00 per month on a 12 month basis.
- c. House at 123 Albert Avenue owned by William A. and Ella M. Robinson, at a rental of \$100.00 per month for ten months on a 3 years basis.
- d. House at 428 Grove Street owned by Raymond L. and Alice J. Corwin, at a rental of \$1200.00 per year for one year.

Approval of
leasing of
several
houses to be
used as
girls' resi-
dences.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to approve item 9.

10. Request of Dean Huston for an additional electrical connection in Room 325, Chemistry Building, at a cost of \$375.00.

Approval of
electrical
connection
for R. 325
Chem.

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

11. Installation of a new fencing in the vicinity of the cavalry stables to provide outdoor exercise yards for the cavalry horses, at an estimated cost of \$51.40.

Approval of
fencing in
vicinity of
Cavalry Stables

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

BUILDING ITEMS

Resolution
approving
wage rates
on PWA pro-
jects.

1. Resolution approving wage rates as determined and approved by the PWA for all PWA projects under the present enactment.

On motion of Mrs. Masselink, seconded by Mr. Jakway, it was voted to approve the following resolution:

WHEREAS, a thorough investigation has been made of the hourly wage rates which are being paid in the city of East Lansing, State of Michigan, the locality of several proposed PWA projects for Michigan State College, to be constructed by the State Board of Agriculture, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of these projects and the prevailing hourly wage rates being paid in such locality to such employees for such work has been determined by Bowd and Munson Company of Lansing, Architects, Malcomson, Calder and Hammond of Detroit, Architects, and through consultation with various reputable contractors, officials of building and construction trades council and labor unions.

NOW, THEREFORE, BE IT RESOLVED by the State Board of Agriculture of the State of Michigan that the prevailing hourly wage rates being paid in the City of East Lansing, State of Michigan, to employees in each trade or occupation engaged in work of a nature similar to the work to be performed in the construction of these projects is hereby determined to be as follows for each respective trade or occupation:

Bricklayers	\$1.50	Painter	\$1.00
Carpenters	1.00	" , decorative	1.00
Cement Finishers	1.25	Floor layer, resilient	1.00
Concrete Mixer Oper.	.80	Plasterer	1.50
*Electricians	1.12½	Plasterer, tender	.75
* " , Helper	.70	*Plumber	1.12½
Elevator Constructor	1.00	* " , helper	.70
Glazier	1.00	Roofer - Slate	1.00
Iron Worker, Structural	1.50	*Sheet Metal Worker	1.00
" " , Ornamental	1.50	*Steam fitter	1.12½
Lather	1.25	" " , helper	.70
Laborers, Common	.60	Stone Mason	1.50
" , Mason tender	.75	Terrazzo Worker	1.25
" Mortar Mixer	.75	" " , helper	.70
" Wrecker	.60	" " grinder	.80
Marble Setter	1.50	Tile setter	1.50
" " , helper	.75	" " , helper	.70
Operator, Hoist 1 drum	.80	Trucker (less than 2 ton	.60
" " 2 drum	1.50	(over 2 ton	.75
" Crane	1.50	*Welder	1.20
" shovel	1.50	*Insulators & Asbestos Workers	1.25
		* " Helpers	.60
		Temp. reg. fitter	1.12½
		" " helper	.70

BE IT FURTHER RESOLVED, that the foregoing hourly wage rates for the respective trades or occupations listed above shall be and are hereby fixed as the minimum hourly wage rates for all employees in each trade or occupation that will be engaged in work on said projects.

BE IT FURTHER RESOLVED, that the foregoing list of trades or occupations includes to the best of our knowledge all the classifications of employees who will be engaged in work on said project other than executive, supervisory, administrative, clerical or other non-manual workers as such.

Resolution
re: borrow.
money for
Men's Dorm.
Rev. bonds.

2. Resolution of the State Board of Agriculture relative to borrowing money to provide funds to retire outstanding Michigan State College Men's Dormitory revenue bonds and for the construction and equipping of a new men's dormitory, total amount of financing - \$830,000.00.

On motion of Mr. Berkey, seconded by Mr. Halstead it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture desired to construct, furnish and equip a new dormitory for the housing of male students of Michigan State College of Agriculture and Applied Science, to be hereafter named, on property owned by said Board; and

WHEREAS, it is anticipated that the costs incidental to the construction, furnishing and equipping of said dormitory shall not be in excess of Five Hundred Thousand (\$500,000.00) Dollars; and

WHEREAS, it is anticipated that this Board will be able to obtain a Federal Emergency Administration of Public Works grant approximating forty-five (45%) per cent of the costs of constructing, furnishing and equipping said dormitory; and

WHEREAS, if said dormitory is to be erected, equipped and furnished, it will be necessary for this Board to borrow a sum of money, not to exceed the sum of Three Hundred Thirty Thousand (\$330,000.00) Dollars, which, together with said grant, if obtained, will be sufficient to pay all costs incidental thereto; and

WHEREAS, The State Board of Agriculture has outstanding at the present time Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds of the face value of Five Hundred Thousand (\$500,000.00) Dollars, which bear date of December 1, 1937, and bear interest at the rate of four and one-half (4½%) per cent per annum, payable semi-annually, which were issued to provide funds for the building, furnishing and equipping of

BUILDING ITEMS (continued)

2. Resolution relative to borrowing money, etc.

the men's dormitory now being constructed on the campus of Michigan State College of Agriculture and Applied Science; and

WHEREAS, the Ann Arbor Trust Company, of Ann Arbor, Michigan, as fiscal agent of this Board, has submitted for its consideration a Trust Agreement, a copy of which is attached hereto and made a part of the minutes of this Board, whereby the Board, through the issuance and sale of Dormitory Revenue Bonds, may borrow funds which will be sufficient:

(a) To provide funds which when added to the sum to be obtained as a Federal Emergency Administration of Public Works grant will be adequate to construct, furnish and equip a second new men's dormitory on the campus of Michigan State College of Agriculture and Applied Science, and

(b) To provide all funds necessary to call and redeem said Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds now outstanding, and to pay all expenses incidental thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE STATE BOARD OF AGRICULTURE that it borrow the sum of Eight Hundred Thirty Thousand (\$830,000.00) Dollars through the issuance of Dormitory Revenue Bonds in the aggregate principal sum of Eight Hundred Thirty Thousand (\$830,000.00) Dollars, all to be paid from and equally secured by a pledge of the gross rents collected from students of Michigan State College of Agriculture and Applied Science who shall reside and occupy rooms in the men's dormitory now being erected on the campus of said College and rooms in the second new men's dormitory to be erected as herein contemplated, and the net income derived from the operation of said dormitories when completed and placed in operation.

Said Dormitory Revenue Bonds shall be issued in one series and shall be designated as "Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds, Series II".

Said Dormitory Revenue Bonds shall be dated August 1, 1938, or such later date as shall be approved by Robert S. Shaw and John A. Hannah, respectively the President and Secretary of Michigan State College of Agriculture and Applied Science; and shall consist of eight hundred thirty (830) bonds of the denomination of One Thousand (\$1,000.00) Dollars each, numbered one (1) to eight hundred thirty (830) both inclusive.

Said Dormitory Revenue Bonds shall bear interest at the rate of three and one-half ($3\frac{1}{2}\%$) per cent per annum, payable semi-annually on the first day of February and the first day of August in each year, and shall mature serially as follows:

August 1, 1939	\$ 12,000.00	February 1, 1946	\$ 16,000.00
February 1, 1940	10,000.00	August 1, 1946	49,000.00
August 1, 1940	42,000.00	February 1, 1947	17,000.00
February 1, 1941	11,000.00	August 1, 1947	50,000.00
August 1, 1941	44,000.00	February 1, 1948	19,000.00
February 1, 1942	12,000.00	August 1, 1948	50,000.00
August 1, 1942	44,000.00	February 1, 1949	20,000.00
February 1, 1943	13,000.00	August 1, 1949	52,000.00
August 1, 1943	45,000.00	February 1, 1950	21,000.00
February 1, 1944	14,000.00	August 1, 1950	54,000.00
August 1, 1944	47,000.00	February 1, 1951	22,000.00
February 1, 1945	15,000.00	August 1, 1951	55,000.00
August 1, 1945	47,000.00	February 1, 1952	49,000.00

Any and all Dormitory Revenue Bonds shall be subject to redemption on any interest payment date; and all bonds redeemed prior to the date of maturity shall be redeemable on payment of the face value thereof, together with the amount of all matured interest coupons and a premium of one (1%) per cent of the face value thereof.

BE IT FURTHER RESOLVED that Robert S. Shaw, President of Michigan State College of Agriculture and Applied Science, and John A. Hannah, its Secretary, be and they are hereby authorized, empowered and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute and enter into the aforementioned Trust Agreement between said Board and the Ann Arbor Trust Company.

BE IT FURTHER RESOLVED that said officers be and they are hereby authorized, empowered and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute, sign and countersign the Dormitory Revenue Bonds hereinbefore provided for, in

Men's Dorm.
Revenue
bonds.

BUILDING ITEMS, continued

2. Resolution relative to borrowing money, etc.

such manner as is prescribed in the aforementioned Trust Agreement, and to pledge the gross rents to be collected from students of Michigan State College of Agriculture and Applied Science who shall reside and occupy rooms in said dormitories, one of which is now being erected on the campus of Michigan State College of Agriculture and Applied Science and the other to be erected thereon, and the net income from said dormitories when placed in operation, including rental from rooms, income from the dining rooms and other service charges, for the purpose of securing and paying all payments of principal, interest and reserves for depreciation provided for in said Trust Agreement, and to perform all acts and deeds, and execute all instruments and documents necessary, expedient and proper in connection with the borrowing of said Eight Hundred Thirty Thousand (\$830,000.00) Dollars, the issuance and sale of the Dormitory Revenue Bonds, and the pledging of the gross rents and net income from said dormitories.

BE IT FURTHER RESOLVED that said officers be and they are hereby authorized and empowered, for and in the name of The State Board of Agriculture, and as its corporate act and deed, to make, consent to and agree to any changes in the terms or conditions of said Trust Agreement which they may deem necessary, expedient or proper, prior to or at the time of the execution of said Trust Agreement, but no such amendments shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments required to be made therein, or of the security to be pledged. Provided, however, nothing herein contained shall be construed as limiting the right of said officers to alter or change the date of issue of said bonds or date for payment of interest or the dates fixed for payments to the Trustee as provided in said Trust Agreement. Said officers, either in said Trust Agreement or by the issuance of said Dormitory Revenue Bonds, shall not pledge the credit of or create any liability on the part of the State of Michigan, The State Board of Agriculture, or of any member or officer of said Board, or any of their successors, other than to pledge the gross room rents and net income from the operation of said dormitories for the payment of said Dormitory Revenue Bonds, as herein set forth.

BE IT FURTHER RESOLVED that should it develop that Robert S. Shaw, as President of Michigan State College of Agriculture and Applied Science, through illness, absence or otherwise, should be unable to perform the acts that he is herein authorized, empowered and directed to perform, then, in that case, Charles O. Wilkins, Comptroller of Michigan State College of Agriculture and Applied Science, is hereby authorized, empowered and directed to perform any and all acts and deeds herein authorized and directed to be performed by said Robert S. Shaw; and any action so taken by said Charles O. Wilkins shall be as binding on The State Board of Agriculture as if performed by said Robert S. Shaw.

BE IT FURTHER RESOLVED that should it develop that John A. Hannah, as Secretary of Michigan State College of Agriculture and Applied Science, through illness, absence or otherwise, should be unable to perform the acts that he is herein authorized, empowered and directed to perform, then, in that case, said Charles O. Wilkins, Comptroller of Michigan State College of Agriculture and Applied Science, is hereby authorized, empowered and directed to perform any and all acts and deeds herein authorized and directed to be performed by said John A. Hannah; and any action so taken by said Charles O. Wilkins shall be as binding on The State Board of Agriculture as if performed by said John A. Hannah.

3. Foregoing resolution supersedes and cancels all previous resolutions on the same subject matter, except the agreement for the Ann Arbor Trust Company to act as Fiscal Agent.

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

4. Resolution to furnish water, light and heat for new dormitory.

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture desires to construct, furnish and equip a new dormitory for the housing of male students of Michigan State College of Agriculture and Applied Science (to be hereafter named) on the campus of said College; and

WHEREAS, this Board is now obligated on a loan evidenced by Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds of the face value of Five Hundred Thousand (\$500,000.00) Dollars, which bonds bear four and one-half (4½) per cent interest, and were issued and sold to provide funds for the building of a men's dormitory now being constructed on the campus of said College, which loan this Board desires to re-finance; and

WHEREAS, under the plan contemplated for the construction of said second new dormitory and the refinancing of said loan, it is necessary to borrow a sum of money, but not to exceed Eight Hundred Thirty Thousand (\$830,000.00) Dollars, through the issuance and sale of Dormitory Revenue Bonds, which will be sufficient:

(a) To provide funds which when added to the sum to be obtained as a Federal Emergency Administration of Public Works grant will be adequate to construct, furnish and equip a second new men's dormitory on the campus of Michigan State College of Agriculture and Applied Science, and

Men's Dorm.
Revenue
Bonds.

Foregoing
resolution
supersedes
previous reso-
lutions, etc.

Resolution
to furnish
heat, light
& water for
new dorm for
men.

BUILDING ITEMS, continued

4. Resolution to furnish water, light and heat for new dormitory, continued.

(b) To provide all funds necessary to call and redeem said Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds now outstanding and to pay all expenses incidental thereto;

And to pledge as security therefor the gross rents received from students of Michigan State College of Agriculture and Applied Science who reside and occupy rooms in said dormitory now being constructed and the dormitory to be constructed, and the net income derived from the operation of said dormitories when they are placed in operation; and

WHEREAS, it is the desire of said Board that the purchasers of said Dormitory Revenue Bonds be given the maximum security and assurance that all payments of principal and interest which shall become payable in accordance with the terms of said bonds will be paid when due;

NOW, THEREFORE, BE IT RESOLVED BY THE STATE BOARD OF AGRICULTURE that so long as any of the Dormitory Revenue Bonds to be issued as above contemplated remain outstanding, in making up the annual budget of said College, the procedure shall be to pay the water, heating and lighting costs of said dormitory now being constructed and known as Stevens T. Mason Hall and a second dormitory to be constructed on the campus of Michigan State College of Agriculture and Applied Science from such funds other than the gross rents and net income from said dormitories as may be legally used for that purpose.

5. Resolution authorizing the sale of dormitory bonds to the amount of \$830,000.00 to refinance Mason Hall and with PWA grant of \$202,500 to construct second men's dormitory.

Resolution
authorizing
sale of
Dorm. bonds
etc.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to approve the following resolution:

WHEREAS, THE STATE BOARD OF AGRICULTURE has authorized the issuance of Dormitory Revenue Bonds of the face value not to exceed Eight Hundred Thirty Thousand (\$830,000.00) Dollars, which, when sold, will provide a sum which will be sufficient:

(a) To provide funds which when added to the sum to be obtained as a Federal Emergency Administration of Public Works grant will be adequate to construct, furnish and equip a second men's dormitory on the campus of Michigan State College of Agriculture and Applied Science, and

(b) To provide all funds necessary to call and redeem said Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds now outstanding and to pay all expenses incidental thereto;

NOW, THEREFORE, BE IT RESOLVED that the President, Secretary, and Comptroller of Michigan State College of Agriculture and Applied Science, or any two of them, be and they are hereby authorized to enter into a contract for the sale of, and to execute, sell and deliver such Dormitory Revenue Bonds as shall be issued at a price of not less than ninety-eight and one-half (98½%) per cent of their face value, plus accrued interest.

6. Resolution engaging the Ann Arbor Trust Company to act as Trustee in connection with the men's dormitory bond issue.

Resolution
engaging
Ann Arbor
Trust Co.
as Trustee
men's dorm.
bonds.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture has authorized the execution of a Trust Agreement with the Ann Arbor Trust Company, as Trustee, incidental to the issuance and sale of Dormitory Revenue Bonds to obtain funds which will be sufficient:

(a) To provide funds which when added to the sum to be obtained as a Federal Emergency Administration of Public Works grant will be sufficient to construct, furnish and equip a second new men's dormitory on the campus of Michigan State College of Agriculture and Applied Science, and

(b) To provide all funds necessary to call and redeem said Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds now outstanding and to pay all expenses incidental thereto;

NOW, THEREFORE, BE IT RESOLVED that the President and Secretary of Michigan State College of Agriculture and Applied Science be and they are hereby authorized to execute on behalf of this Board an Agreement covering the compensation to be paid by The State Board of Agriculture to the Ann Arbor Trust Company, as Trustee, under the Trust Indenture this day authorized, and employing said Ann Arbor Trust Company as Trustee, a copy of which is on file.

7. Bids on the PWA Michigan Docket 1003-F, Men's Dormitory, were opened on August 23rd as follows:

	Base Bid
H. G. Christman Company	\$436,524.00
A. W. Kutsche & Son	445,500.00
F. H. Martin Company	461,300.00
Reniger Construction Co.	447,018.00
Spence Brothers	417,400.00
E. C. Trier Company	443,500.00
Henry C. Weber	425,850.00

Bids men's
dormitory
opened

August 25, 1938

7. Bids on Men's Dormitory, continued:

Contract
awarded
Spence Bros.
low bidder.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the following resolution: letting the contract to Spence Brothers:

WHEREAS, The State Board of Agriculture has advertised for bids for a second new men's dormitory, to be hereafter named; and to be erected on the campus of Michigan State College of Agriculture and Applied Science; and

WHEREAS, Spence Brothers, a Michigan Corporation, of Saginaw, Michigan, has submitted the lowest bid for the general construction contract in accordance with plans and specifications heretofore prepared; and it being desirable to proceed with the construction of said dormitory;

NOW, THEREFORE, BE IT RESOLVED that the President and Secretary be and they are hereby authorized to enter into a contract on behalf of The State Board of Agriculture with Spence Brothers, of Saginaw, Michigan, for Four Hundred Seventeen Thousand Four Hundred (\$417,400.00) Dollars, it being understood that this includes plumbing, heating, ventilating, wiring and electrical, cost of tunnel and service connections and the general construction of the building in accordance with the contract hereto attached and made a part of these minutes, providing, the Contractor gives a completion bond satisfactory to the officers of this Board guaranteeing completion of the building on or before August 2, 1939, in accordance with the bids submitted; and to make such purchases of equipment and furnishings as may be necessary to furnish said dormitory when completed.

Ann Arbor
Trust Company
Fiscal Agent
Auditorium.

8. Resolution engaging the Ann Arbor Trust Company as fiscal agent to negotiate a loan of \$425,000.00 to be used with the anticipated PWA grant to construct an auditorium on the campus at a total estimated cost of \$750,000.00, pledging a portion of student fees over a 20-year period to amortize the loan.

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture desires to erect, furnish and equip an auditorium on the campus of Michigan State College of Agriculture and Applied Science at a cost of approximately \$750,000.00 on condition that it is able to obtain a Public Works Administration grant of \$337,500.00.

WHEREAS, it will be necessary to borrow the sum of \$425,000.00 to construct, furnish and equip said auditorium if said grant can be obtained, and

WHEREAS, it appears desirable that the Ann Arbor Trust Company, a Michigan Corporation of Ann Arbor, Michigan be employed as Fiscal Agent in connection with obtaining said loan through the issuance and sale of bonds to be paid wholly from fees to be charged students as part of their tuition fees,

NOW, THEREFORE, BE IT RESOLVED that Robert S. Shaw, President of Michigan State College of Agriculture and Applied Science, and John A. Hannah, its Secretary, be and they are hereby authorized and directed to enter into an agreement with the Ann Arbor Trust Company as Fiscal Agent to negotiate a loan of \$425,000.00 through the sale at par of bonds to be secured by a pledge of a portion of student fees charged as tuition and which bonds shall bear interest at the rate of 3½% per annum and be payable serially over a period of twenty years, to be used together with the anticipated grant to be obtained from the Public Works Administration grant for the purpose of constructing an auditorium on the campus of Michigan State College and to procure all necessary commitments, legal opinions and rulings and to secure the approving of all necessary instruments, etc. incidental to the obtaining of said loan.

BE IT FURTHER RESOLVED that said contract between this Board and said Trust Company shall provide that the Board will pay and said Trust Company will accept as their compensation for its services as fiscal agent a sum equal to 2% of the loan or loans accepted by this Board upon the commitment of the same and should said Trust Company be unable to obtain said loan on terms satisfactory to this Board, it will receive no compensation for the services performed -- the details of all loans to be subject to the final approval of this Board.

Ann Arbor
Trust Company
Fiscal Agent
Women's dorm.

9. Resolution engaging the Ann Arbor Trust Company as fiscal agent to negotiate a loan of \$275,000.00 to be used with the PWA grant of \$250,000.00 to construct a third women's dormitory at a total estimated cost of \$500,000.00.

(This resolution was rescinded and a substitute passed in its place (No. 12 under Secretary's Items) at the September 14th Board meeting.)

Malcomson,
Calder & Ham.
to prepare
plans on
women's dorm.

10. Resolution authorizing Malcomson, Calder and Hammond of Detroit to prepare plans and specifications for the third women's dormitory and instructing them and the administrative officials of the College to endeavor to so plan this building as to make possible rooms at a lower rental than now being charged in the existing dormitories.

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

PWA applica-
tion for Vet
Clinic to be
filed.

11. Resolution authorizing the filing of the Veterinary Clinic Project as a PWA project with the pledging of \$25,650 of college funds to augment the appropriation of the Augmented State Administrative Board of \$47,500.00;

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

Robert S. Shaw
President

John A. Hannah
Secretary

Diplomas granted following students who have completed requirements for graduation at the end of the first or second six weeks of the Summer Session as approved in item 1, Miscellaneous August 25th Board Minutes:

Degrees Granted July 29, 1938

DIVISION OF AGRICULTURE

Degree: Bachelor of Science

Ernest Louis Froehlich
James Henry Heaney

Wayne Deo Skiver
Glenn Albert Swanson

Victor Earl Schember

DIVISION OF ENGINEERING

Degree: Bachelor of Science

Roger Edward Woodcock
Milton Richard Hammerstein

Floyd Raymond Ottoman
Rolland Walter Robinson

DIVISION OF HOME ECONOMICS

Degree: Bachelor of Science

Frieda Elizabeth Anderson
Lois Edith Butler
Mary Beaumont Gansfield
Marta Gudrun Dalen
Marjorie Emma Gilray
Josephine Laila Green
Helen Helia Ilkka

Dorothy Harriett Kenney
Alice Caroline Lee
Martha Delphine Lee
Majore Anita Lovering
Maxine Berta McKinley
Carmen Jayne Mains

Caroline Vernon Mitchell
Jean Elizabeth Montgomery
Virgil Louise Shafer
Louise Esther Shepard
Virginia Winifred Smith
Mary Elizabeth Walsh
Hannah E. Woodhead

DIVISION OF APPLIED SCIENCE

Applied Science

Degree: Bachelor of Science

Gordon Victor Lippert
Bennie Stanley Pocus

Robert McNeil Tesar
Robert Edward Vorisek

Physical Education

Degree: Bachelor of Science

Paul La Vern Moyes

DIVISION OF LIBERAL ARTS

BUSINESS ADMINISTRATION

Degree: Bachelor of Arts

Thomas Robert Ford
James Edward Foreman

Norman Eugene Gibson
Francis Bertrand Martin

Jerome Sutherlin Stewart
Archer Wilbur Wright

DIVISION OF LIBERAL ARTS

Liberal Arts

Degree: Bachelor of Arts

Jane Elizabeth Barringer
Marston Harold Busch
John Barton Collings
June Caroline Dean
Aline Brainerd Emens

Quentin Albert Ewert
Betty Marjorie Hay
Glenn Andrew Hunt
Josephine Geraldine Kloostra
Jerome Julius Krieger

Tom LeRoy Mercy
Raoul Angelyn Nies
Beatrice Erma Pritchard
Barbara Jane Struble
Jane Louise Tubbs

DIVISION OF VETERINARY SCIENCE

Veterinary Medicine

Degree: Doctor of Veterinary Medicine

John William Cunkelman

Raymond Bennett Larcom

Ralph Corley Watson

August 25, 1938

Diplomas granted to the following students who have completed requirements for graduation at the end of the first or second six weeks of the Summer School as approved in item 1 under Miscellaneous, August 25th Board Minutes, continued:

ADVANCED DEGREES

Master of Arts

Ann McIntyre Aikin

Home Economics (Home Management)

Master of Science

Charles E. Aho
L. Carroll KingChemical Engineering
Chemistry

Degrees Granted September 9, 1938

DIVISION OF LIBERAL ARTS

Liberal Arts

Degree: Bachelor of Arts

Jean Elizabeth Barman
Edward John Brown
Kathryn Lucille DerbyElvix Maxine Dutcher
Evelina Mae Parker
Charles Stanley Severance
Letah Vileria StewartDonna Sigsby Sattler
Robert Theodore Terlaak
Gertrude Louise WhiteDIVISION OF HOME ECONOMICS

Degree: Bachelor of Science

Cecile Gail Dooley

DIVISION OF APPLIED SCIENCE

Degree: Bachelor of Science

William Edward Botwright

David Anderson

PHYSICAL EDUCATION

Degree: Bachelor of Science

Leo Victor Frizzo

DIVISION OF VETERINARY SCIENCE

Medical Biology

Degree: Bachelor of Science

Helen Louise Reid

Betty Jane Hickey

ADVANCED DEGREES

Master of Arts

Wanda Chrobak Education

Perry De Chatterton Education

Master of Science

Nelson Worden Abernethy
Albert Henry Agett
Richard Andrew Larson
Alfred McConnachie Ross
Leonard Gustav SchneiderChemistry
Chemistry
Dairy Husbandry
Farm Crops
Mechanical Engineering

Robert S. Shaw
President

John A. Hannah
Secretary