

Minutes of the  
Meeting of the State Board of Agriculture  
June 13, 1938

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

Absent: Mr. Downing, Dr. Elliott

The meeting was called to order at 2:30 P.M.

The minutes of the previous meeting were approved.

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Mr. Ormond J. Drake, Instructor in Speech, effective August 31, 1938. Mr. Drake has been on leave of absence without pay since September 1, 1936, during which he has been teaching at New York University and Princeton.
2. Resignation of Mrs. Bertella Lee Russell, Home Demonstration Agent for Washtenaw County, effective July 1, 1938.
3. Resignation of Dr. John Arnold. Instructor in Surgery and Medicine, effective August 31, 1938.
4. Resignation of Dr. N. W. Larkum, Lecturer in Clinical Pathology, effective August 31, 1938.
5. Resignation of Mr. H. B. Taylor, Research Assistant in Farm Management, effective July 1, 1938. Further, recommendation that Mr. Taylor, who by a cooperative arrangement with the U. S. D. A. is being paid three-fourths of his salary from that source and one-quarter from Station funds, be paid full salary from Experiment Station funds for the month of June. The project is ending one month sooner than anticipated.
6. Resignation of Miss Marion Dixon, Instructor in Foods and Nutrition, effective August 31, 1938.
7. Resignation of Mr. John Stewart, auditor, effective July 15, 1938.
8. Resignation of Mr. Wendell A. Horning, half-time graduate assistant in Physics, effective June 1, 1938.
9. Resignation of Mr. E. L. McPherron, half-time graduate assistant in Farm Crops, effective as of May 1, 1938. The May salary check, issued in error, has been returned.

Resignations

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

10. Appointment of Dr. William F. Riley as Instructor in Surgery and Medicine, replacing Dr. John Arnold at the same salary, \$1800.00 per year. Appointment will become effective September 1, 1938.
11. Appointment of Dr. George W. Cummings as Lecturer in Clinical Pathology, effective September 1, 1938 at a salary of \$25.00 per month. Dr. Cummings replaces Dr. Larkum, resigned, whose salary has been \$360.00 per year.
12. Recommendation of Dean Emmons that Dr. Anders Orbeck, Instructor in English be made Assistant to the Dean of Liberal Arts for 1938-39, effective September 1, 1938 at a salary increase of \$500.00 for the year only (present salary \$2300.00). Mr. John C. Davis, who has held the position, has been granted leave of absence on half pay for the ten month period beginning September 1, 1938.
13. Appointment of Dr. Earl H. Newcomer as Instructor in Botany and Research Assistant in Cytogenetics, effective July 1, 1938 at a salary of \$2500.00 per year. Dr. Newcomer replaces Dr. H. F. Spencer, whose resignation at the same salary has been accepted as of June 30th.
14. Appointment of Dr. Denzel C. Cline as Associate Professor and Research Associate in Economics, effective September 1, 1938 at a salary of \$3500.00 per year ( $\frac{3}{4}$  College,  $\frac{1}{4}$  Experiment Station). Dr. Cline will fill in part the vacancies caused by the retirement of Professor Hedrick and the resignation of Dr. Burroughs.
15. Reappointment of Mr. Ralph W. Lewis as Instructor in Botany, effective September 1, 1938 at a salary of \$1300.00 per year. Mr. Lewis was appointed February 1st on a temporary basis to succeed Mr. H. L. Barnett.
16. Reappointment of Miss Wilma B. Keyes as Extension Specialist in Home Furnishing, effective August 15, 1938 at the same salary of \$2400.00 per year. Miss Keyes has been on a temporary ten months' appointment.
17. Reappointment of Miss Frances Starin as Assistant Professor in Foods and Nutrition for the year 1938-39 only, effective September 1, 1938 at the same salary of \$2300.00 for the year. Miss Starin has replaced Miss Sylvia Medsker, resigned.

Appointments

RESIGNATIONS, APPOINTMENTS AND LEAVES, continued

## Appointments

18. Appointment of the following instructors and assistants to supplement members of the Forestry Department staff at the ten week Forestry camp:

F. H. Vogel	\$458.33
D. J. Morris (Senior Assistant)	250.00
W. A. Rifenberg (Assistant)	175.00

## Reinstatement Miss Lewis

19. Effective September 1, 1937 Miss Mary Lewis, Instructor in Home Management, was granted leave of absence for two years to complete work on her doctorate. \$500.00 (the difference between her salary and that of her replacement) was allowed for the year 1937-38 only. Miss Lewis has indicated now that she wishes to be reinstated on the College payroll as of September 1, 1938 at the \$2300.00 salary set for her for the current year.
20. Appointment of Mr. Arthur G. Thayer as machinist in the Department of Physics, effective July 1, 1938 at a salary of \$1200.00 per year. Mr. Thayer's appointment fills the vacancy caused by the retirement of Mr. George L. Chapman.
21. Reappointment of Mr. Merrill M. Jones as Assistant Evening Reference Librarian for 1938-39, effective September 1, 1938 at a salary of \$600.00 for the period. Mr. Jones is also to be employed full time from June 15th to September 15, 1938 at the salary rate of \$100.00 per month, to be paid from the maintenance budget of the Library. This is an overlapping of appointment dates but not of duties.
22. Appointment of Mrs. Lois Knowlton as Bulletin Clerk, effective June 16, 1938 at a salary of \$1320.00 per year (to be <sup>divided</sup> equally between Extension and Experiment Station funds). Mrs. Knowlton will replace Mrs. Myra Bogue, who retires on July 1st.

## Graduate Assistant-ship appointments.

23. Recommendation for the following graduate assistant and part-time assistant appointments for 1938-39 (continuations or replacements - no new positions);

Animal Pathology	- Continuance of Robert F. Langham, Leslie M. Hutchings and Lucian H. Scamman as part-time assistants on a half-time basis.
Bacteriology	- Continuance of Arnold Hook as quarter-time graduate assistant. - Appointment of Wells Shulls as quarter-time graduate assistant, replacing Joseph Venier. - Appointment of Lloyd G. Herman as quarter-time graduate assistant, replacing Ralph Watson (part-time assistant on a quarter-time basis during the past year). - Appointment of Guy Vitagliano as half-time graduate assistant, replacing Constance Clack and Catherine Michael, who have been quarter-time graduate assistants during the past year. - Continuance of Charles W. Darby as part-time assistant on a half-time basis. - Continuance of Lester M. Greene, Alan C. Corbett and Elmer L. Matthews as part-time assistants on a quarter-time basis.
Dairy Husbandry	- Appointment of Robert C. Townley as half-time graduate assistant, replacing Erland Gjessing.
Economics	- Continuance of David Christian as half-time graduate assistant.
Engineering Exp. Sta.	- Appointment of W. Keith Gibbs and Douglas E. Lake as half-time graduate assistants (coal analysis work), replacing H. F. Taylor and F. W. Kerr.
Entomology	- Appointment of Frank Parmelee as half-time graduate assistant, replacing Herbert E. Milliron. - Continuance of George A. Bradley as quarter-time graduate assistant.
Farm Crops	- Appointment of Grant Nichol as half-time graduate assistant on the new Farmers and Manufacturers Beet Sugar Association fellowship accepted by the Board on a two-year basis in March, 1938.
Forestry	- Continuance of Frederick H. Vogel and Dorsey J. Morris as half-time graduate assistants. - Appointment of Charles E. Dobrowolsky as half-time graduate assistant, replacing Roy Carter.
Home Economics	- Continuance of Betty Lou Prall as half-time graduate assistant in Home Management and Child Development. - Appointment of Christine Carlson as quarter-time graduate assistant (Purnell funds) in Foods and Nutrition, replacing Marion Eads.
Horticulture	- Continuance of C. L. Weddle and L. M. Murphy as half-time graduate assistants.
Physics	- Continuance of Albert Burris, Eugene N. Pettitt, J. Guy Woodward and Robert L. Rowe, as half-time graduate assistants.
Poultry Husbandry	- Continuance of William V. Golding as half-time graduate assistant.
Soils	- Continuance of Allan H. Mick, Benjamin J. Birdsell and George D. Sherman as half-time graduate assistants.
Surgery and Medicine	- Continuance of Dr. Josephine Lowry as half-time graduate assistant.
Zoology	- Continuance of William G. Erwin, Harold S. Orwoll and Frederick W. Stuewer as half-time graduate assistants. - Appointment of Eldon E. Whiteman as half-time graduate assistant replacing Eugene W. Roelofs. - Appointment of Eugene T. Oborn as half-time graduate assistant, replacing Martha Thurlow.

RESIGNATIONS, APPOINTMENTS AND LEAVES, continued

24. Recommendation of Dean Dye that Miss Flora Hanning, Research Fellow in Nutrition on funds furnished by the Gerber Products Company, be granted leave of absence with pay for the six weeks period beginning July 2, 1938. Miss Hanning plans to study at Columbia University.
25. Recommendation of Dean Anthony that Miss Emma DuBord, Home Demonstration Agent, be granted leave of absence on half pay (present salary \$2800.00) for the nine month period beginning October 1, 1938, so that she may complete graduate work for the M. S. degree. Miss DuBord has been with the College for twelve years.

Leaves

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above appointments and leaves of absence.

TRAVEL

Travel

1. First class railroad fare to various points in New Jersey for Mr. Stanley Johnston, Director of the South Haven Experiment Station, so that he may visit packing plants and marketing centers to observe blueberry handling. Expenses will be charged to Experiment Station funds.
2. Mileage allowance on one car (from Experiment Station funds) to Lafayette, Indiana, so that members of the Horticulture staff may attend a meeting of staff members from the experiment stations of Ohio, Indiana, Illinois and Michigan the latter part of June.
3. Recommendation of Dean Dirks that, since Professor L. G. Miller will officially represent the College at the annual meeting of the Society for the Promotion of Engineering Education in Texas, June 27th to 30th, he be allowed full expenses for the trip. Railroad and pullman fare were allowed at the last Board meeting.
4. Mileage allowance on one car to Pittsburgh, Pennsylvania, so that Home Economics Staff members may attend meetings of the American Home Economics Association, June 28th to July 1st.
5. Mileage allowance on one car to Bedford Springs, Pennsylvania, so that members of the Home Economics Extension staff may attend pre-convention meetings of the American Home Economics Association, June 28th to July 1st.
6. Full expenses to Columbia, Missouri, on June 21st for Dean E. L. Anthony, Dean Anthony is to be one of three speakers at the anniversary of the founding of the Experiment Station and will speak also at a banquet honoring Dean F. B. Mumford.
7. Recommendation of Dean Anthony that railroad fare to Chicago and return (from Extension funds) be granted Messrs. J. M. Moore and O. E. Shear for a trip taken to attend National Poultry Improvement Association meetings, May 24th to 27th.
8. Railroad and pullman fare to St. Louis, Missouri, for Mr. B. R. Proulx, so that he may attend meetings of the secretaries of various midwest hotel associations on June 14th.
9. Out-of-state authorization (at no expense to the College) for Professor R. S. Hudson and three members of his staff, so that they may attend a field day at Aurora, Illinois, on June 15th.

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

MISCELLANEOUS

Recommendation re: Summer School students carrying 4 credits or less.

1. Recommendation of the Faculty to the Board that those Summer School students with a schedule of four credits or less be required to pay fees at the rate of \$2.50 per credit hour. The activity fee of \$1.00 will be required for work taken during the first six weeks or fraction thereof of class work on the campus.

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

2. Presentation for Board approval of a memorandum of agreement between the Institute of Fisheries of the State Conservation Department and the Conservation Institute of the College. This agreement, covering a two-year period beginning July 1, 1938, calls for a cooperative project dealing with problems related to fish culture, with the understanding that the conservation Department will furnish the salary of a research worker and that the college will furnish laboratory space and other facilities and will give the appointee the same status with reference to fees given to other graduate assistants.

Approval of Memorandum of Agreement Inst. Fish. & Conservation Inst. of College.

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

3. Presentation for Board approval of a memorandum of agreement between the Poultry Products Revolving Fund of Chicago and the Bacteriology Section, covering a grant of \$500.00 for certain research work in poultry products storage.

Agreement between Poultry Products Revolving Fund of Chicago & Bacty Section

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

4. Presentation of an \$8.15 bill submitted by the University hospital, covering a brace and shoe for Thomas Cox, freshman student.

Payment of \$8.15 bill to Univ. Hosp for T. Cox.

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

5. Recommendation of Dean Anthony that the budget of the Farm Crops Department be increased by \$500.00 or an overdraft to that amount allowed, to cover expenses for the balance of the present fiscal year.

\$500 allowed Farm Crops for overdraft.

## MISCELLANEOUS, continued

Health Service allowed over-draft of \$1500 to cover expenses. Also - Mechanical Engr. allowed \$100. \$103 to Dean Dye's office

6. Request of Dr. Olin for an addition of \$1500.00 to the Health Service budget, to cover expenses for the balance of the year.
7. Recommendation of Dean Dirks that the Mechanical Engineering Department budget be increased by \$100.00 to cover expenses and payrolls for the balance of the year.
8. Recommendation that an amount of \$103.00 be added to the maintenance budget of Dean Dye's office, to cover necessary expenses for five lecturers on the course in Marriage and Family Relationships authorized by the Faculty.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to allow departments mentioned in items 5, 6, 7 and 8 to operate on a deficit basis for the balance of the year with the understanding that the total deficit is not to exceed the amounts stated.

Approval of athletic labor pay-rolls.

9. Presentation for payment of a labor payroll totalling \$132.00, covering services of ten salaried staff members at athletic events during the spring term.

Request that application be made for Phi Beta Kappa deferred indefinitely.

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

10. Recommendation that a budget of \$250.00 be set up in the interests of making application for a local chapter of Phi Beta Kappa at the December triennial convention of the organization. This will cover an inspection fee of \$100.00 and necessary clerical help estimated at \$150.00.

On motion of Mr. Berkey, seconded by Mr. Jakway, it was voted to defer action indefinitely on the above recommendation.

Mare "Miss Detroit" turned over to Gerald Peterson.

11. Recommendation of Colonel Smith that the College-owned mare, "Miss Detroit", be turned over to Gerald Peterson to be used as a brood mare. This horse is eighteen years old, was given to the College eleven years ago, and, according to Colonel Smith, is no longer worth keeping for riding purposes.

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

American Legion denied use of bleachers.

12. Request of the Lansing Department of Forty and Eight for the use of eighteen sections of College bleachers at the coming Air Show to be staged at the Capitol City Airport, June 26.

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to instruct the Secretary to enforce the ruling of the Board prohibiting the loaning of bleachers.

Approval of purchase of 22,000 tons of coal, - president & secretary to secure bids.

13. Recommendation, on the completion of coal analyses by the Buildings and Grounds Department, for the purchase of 22,000 tons of coal from the following companies:

Hatfield Campbell Creek Coal Co.  
Globe Coal Company  
Sunnybrook Coal Company  
Kerns Coal Company  
Amherst Fuel Company  
Miscellaneous companies (for testing)

It is suggested that the Purchasing Agent be authorized to receive bids on the coal requirements, and that the President and Secretary be authorized to negotiate the necessary contracts.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to authorize the President and Secretary to secure coal bids and negotiate the necessary contracts.

Large WPA project filed

14. Large WPA Project to be filed.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to authorize the filing of a big labor project with the commitment of college funds not to exceed \$25,000 to include the following:

Grading and ground improvement, construction of sidewalks, construction of curbs, blacktopping of roads and drives, construction of storage barn for Grounds Department, construction of Farm Lane bridge, laying of farm drains and tiles, painting of farm buildings, improvement of river front and miscellaneous campus improvement.

Employment of Ann Arbor Trust Company as fiscal agent re: financing of hospital

15. Resolution of the State Board of Agriculture relative to Employing the Ann Arbor Trust Company as fiscal agent. Construction of hospital.

WHEREAS, The State Board of Agriculture desires to erect, furnish and equip a building (hereinafter referred to as "hospital") on the campus of Michigan State College of Agriculture and Applied Science at East Lansing, Michigan, to be used as a hospital and health center for the students of said institution, with funds to be obtained by a grant of One Hundred Twelve Thousand Five Hundred (\$112,500.00) Dollars to be made by the Federal Emergency Administration of Public Works, together with the proceeds of a loan in the sum of One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars; 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 negotiating said loan, procuring commitments therefor, obtaining the necessary legal opinions and the drafting of necessary instruments, etc., incidental to the obtaining of said loan;



## MISCELLANEOUS, continued

15. Resolution of the State Board of Agriculture relative to the employment of the Ann Arbor Trust Company as Fiscal Agent, continued:

Ann Arbor  
Trust Company  
employed as  
fiscal agent.

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 on behalf of the State Board of Agriculture, employing the Ann Arbor Trust Company as fiscal agent to negotiate the loan of One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars necessary to furnish funds for the erection, equipping and furnishing of said hospital, and to procure all necessary commitments, legal opinions and ruling, and to draft all necessary instruments, etc., incidental to the obtaining of said loan; and to fix compensation therefor.

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

16. Resolution of the State Board of Agriculture relating to borrowing money to provide funds for the construction and equipping of a hospital and health center.

Resolution  
re: borrowing  
money to pro-  
vide funds  
for construc-  
tion and  
equipping of  
hospital.

WHEREAS, The State Board of Agriculture desires to erect, furnish and equip a building (hereinafter referred to as "hospital") on the campus of Michigan State College of Agriculture and Applied Science at East Lansing, Michigan, to be used as a hospital and health center for the students of said institution; and

WHEREAS, it is anticipated that the costs incidental to the erection, furnishing and equipping of said hospital will be approximately Two Hundred Fifty Thousand (\$250,000.00) and

WHEREAS, the Federal Emergency Administration of Public Works will make a grant to The State Board of Agriculture for that purpose in the amount of One Hundred Twelve Thousand Five Hundred (\$112,500.00) Dollars, provided and on condition that said Board supply additional funds to be used for said purposes of not less than One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars; and

WHEREAS, in the opinion of said Board, it is necessary and expedient that it borrow said sum of One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars, under the terms and conditions hereafter set forth, in order that said hospital can be erected, furnished, and equipped; and

WHEREAS, the Ann Arbor Savings and Commercial Bank, a Michigan Banking Corporation, of Ann Arbor, Michigan, has offered to loan to said Board said sum of One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars on the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT RESOLVED BY THE STATE BOARD OF AGRICULTURE that it borrow the sum of One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars from the Ann Arbor Savings and Commercial Bank under the following terms and conditions:

1. That it issue to said bank its promissory notes, all to be dated June 15, 1938, or such subsequent date as Robert S. Shaw, President of Michigan State College of Agriculture and Applied Science, and John A. Hannah, its Secretary, shall, in their sole judgment, deem advisable, in the aggregate principal amount of One Hundred Thirty-seven Thousand Five Hundred (\$137,500.00) Dollars; said notes to bear interest at the rate of three and one-half (3½%) per cent per annum, payable semi-annually on December 15 and June 15 of each year, and to mature or become payable as set forth in the following schedule:

December 15, 1938	\$ 5,000.00	December 15, 1943	\$ 6,000.00
June 15, 1939	6,000.00	June 15, 1944	8,000.00
December 15, 1939	6,000.00	December 15, 1944	7,000.00
June 15, 1940	6,000.00	June 15, 1945	7,000.00
December 15, 1940	6,000.00	December 15, 1945	7,000.00
June 15, 1941	7,000.00	June 15, 1946	8,000.00
December 15, 1941	6,000.00	December 15, 1946	8,000.00
June 15, 1942	7,000.00	June 15, 1947	8,000.00
December 15, 1942	7,000.00	December 15, 1947	7,000.00
June 15, 1943	7,000.00	June 15, 1948	8,500.00

2. Said notes to provide that The State Board of Agriculture may on any interest payment date pay all or any part of any note then outstanding, in addition to the note maturing on said date.

3. Each note shall be equally secured as hereinafter set forth:

(a) The State Board of Agriculture shall agree, starting with the term of college beginning in the fall of 1938, to set aside and segregate as a separate fund to be used for the payment of said notes and the interest accruing thereon, from the tuition fees paid by each student attending Michigan State College of Agriculture and Applied Science, as said fees are collected, a sufficient sum to meet the payment of principal and interest, in accordance with the terms of said notes.

(b) Said Board shall agree that it will charge and collect from each student attending Michigan State College of Agriculture and Applied Science, until said notes are paid in full, a sufficient sum, as part of his tuition fee, for medical and health service, so that there will be available at all times funds collected which may be segregated as hereinbefore provided.

1414

MISCELLANEOUS, continued

Resolution re:  
borrowing  
money for  
hospital.

16. Resolution of the State Board of Agriculture relative to borrowing money to provide funds for hospital, etc.

(c) Said Board shall agree that the Ann Arbor Savings and Commercial Bank shall have a first lien on so much of the fees so collected and segregated as shall be necessary to meet the payments of principal and interest on said notes, in accordance with the terms thereof.

(d) Said Board shall agree that it will, so long as any note herein provided for shall remain outstanding, maintain and use the building to be erected as a hospital and health service for said students.

4. Said notes shall be payable solely from the sums collected and segregated as hereinbefore provided, and shall not be or become a charge against the State of Michigan, or the Obligor or any member or officer of the Obligor, individually, nor shall said notes become a lien on or secured by any property, real, personal or mixed, of the State of Michigan, or The State Board of Agriculture, other than the funds segregated as hereinbefore set forth. Provided, however, nothing herein contained shall be construed as preventing The State Board of Agriculture from using any funds in its possession in payment of said notes or interest thereon which it may legally use for that purpose.

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 sign the notes hereinbefore referred to and execute all necessary agreements and instruments incidental thereto, including but not limited to an agreement pledging the fees to be collected and segregated as hereinbefore provided.

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, is 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 of 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.

BE IT FURTHER RESOLVED that each student who shall attend Michigan State College of Agriculture and Applied Science shall be charged and required to pay, until said notes are paid in full, a sufficient sum, as part of his tuition fee for medical and health service, so that there will be available at all times the necessary funds to meet the principal and interest payments on said notes as they shall mature.

BE IT FURTHER RESOLVED that the Comptroller of said Michigan State College of Agriculture and Applied Science be and he is hereby authorized and directed to set aside and segregate from tuition fees charged and collected from each student attending said College, beginning with the term starting in the fall of 1938, a sufficient sum so that there will be available at all times the necessary funds to meet the principal and interest payments on said notes as they shall mature.

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to approve the adoption of the above resolution and to authorize the president and secretary to sign the agreement relative to borrowing money to provide funds for the hospital, etc.

Report on conference with  
Mr. Kellogg  
re: boundaries  
of Bird Sanct.

PRESIDENT'S REPORTS

Approval of  
\$25.00 from  
college funds  
for Lawson  
Prize.  
Appointment of  
Laurel Davis

1. Report on conference with Mr. W. K. Kellogg in regard to the changing of the boundaries of the Bird Sanctuary and the refencing of the same.
2. Approval of the payment from general college funds of the \$25.00 Lawson Essay Prize, awarded this year to Russell A. Kirk. This procedure has been followed for several years past, since no income is available on the original investment.
3. Appointment of Miss Laurel Davis as Assistant Professor in Foods and Nutrition, effective September 1, 1938 at a salary of \$3000.00 per year (nine months' basis). Miss Davis will replace Miss Marion Dixon, whose resignation is offered earlier in the program.

PRESIDENT'S REPORTS, continued

4. Transfer of Mr. K. J. Moilanen from the position of District Club Agent to that of County Agricultural Agent for Ontonagon County, effective June 1st at a salary of \$2100.00 per year (increased from \$1800.00). Mr. Moilanen replaces Mr. A. R. Schubert, who was transferred on February 1st.
5. Allowance of mileage expenses on one car and maintenance expenses for Professor C. W. Barr, so that he might take his senior Landscape Architecture students on the annual inspection trip to Cleveland and the vicinity during the week of June 6th.

Transfer of  
K.J. Moila-  
nen.Travel Barr  
to Cleveland

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

The meeting adjourned at 5 P.M.

*Robert S. Shaw*  
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President

*John A. Hannah*  
\_\_\_\_\_  
Secretary

Minutes of the  
Special Meeting of the State Board of Agriculture  
June 18, 1938

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

Absent: Mr. Jakway

The meeting was called to order at 2 o'clock.

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Dr. W. T. S. Thorp, Instructor and Assistant in Animal Pathology, effective June 30, 1938.
2. Appointment of Mr. Robert Langham as Instructor and Assistant in Animal Pathology, effective July 1, 1938 at a salary of \$1800.00 per year. This appointment (which cancels a previous one as part-time assistant for the coming year) replaces Dr. Thorp, whose salary has been \$2100.00.
3. Recommendation for the temporary appointment of Mr. C.A. Rosenbrook as Purchasing Agent, effective July 1, 1938 at a salary of \$2400.00 per year (present salary as Cashier is \$1800.00).

Resignations

Appointments

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to authorize Mr. Wilkins to transfer Mr. Rosenbrook from his present position as Cashier to that of Purchasing Agent on a temporary basis.

4. Appointment of Mr. Frank A. Betts as stockroom keeper in the Department of Chemistry, effective July 1, 1938 at a salary of \$100.00 per month. Mr. Betts will replace Mr. Crawford, who is retiring on that date.
5. Recommendation for the reappointment of Dean E. L. Anthony and Dean L. C. Emmons as faculty members on the Athletic Council, for the two-year term beginning July 1, 1938.

Athletic  
Council  
appointments

Further, recommendation for the reappointment of Mr. DeGay Ernst as alumni member of the Athletic Council. This should be made retroactive to July 1, 1937, for the term to June 30, 1939, since through error the Alumni Association recommendation was not presented at that time.

6. Reappointment of Miss Margaret Hotchin as secretary to the Dean of Women, effective July 1, 1938 at her present salary of \$100.00 per month. Miss Hotchin has been on a temporary appointment from January 1st to June 30th.
7. Recommendation of Dean Emmons for the indefinite reappointments of the following persons, who have been on appointments of one year or less:
  1. Reappointment of Dr. Melvin Drescher as Instructor in Mathematics, effective September 1, 1938 at an increase in salary from his present \$1800.00 rate to \$2000.00 per year.
  2. Reappointment of Mr. Stanley Howell as Instructor in Foreign Languages, effective September 1, 1938 at the same salary, \$2200.00 per year. Mr. Howell was appointed for 1937-38 to replace Professor Swain, who had been granted one year's leave of absence but who has since resigned.

Reappoint-  
ments