

Henry. turned over to the State Inspector appointed by the Board.

Appropriation
Athletics

It was Resolved, That one hundred and fifty dollars be appropriated for the year to be expended in the discretion of the President, for athletic purposes.

Heating
Vet. Labry.

It was Resolved, That the Secretary and Superintendent of the Mechanical department be instructed to put in the system of steam heating for Veterinary Laboratory immediately.

add. to misc.
fund.

It was Resolved That, Two hundred dollars (\$200⁰⁰) be added to the miscellaneous fund.

Request from
State Dairyman's
Assoc.

Mr. Moor presented a request from the Secretary of the State Dairyman's Association for assistance at the annual meeting. Referred to committee on Institutions and Superintendents. With Power.

Report of
Finance
Comm.

The Finance Committee reported, as follows:
Messrs Tarfield and Bird having been appointed a special committee to look over the college accounts, made the following report:
The special committee charged with the duty of examining and verifying the Secretary's October statement, find everything correct, and we have suggested some minor changes in method, which must be the approbation of the Secretary, and will be carried into practice
Adjourning

Meeting of State Board of Agriculture held at the College
January 25th 1898 at 7.30 P.M.

Present. President Wells, Messrs Tarfield, Moore, Moore
President Snyder and Secretary Dr. Tarfield.

Minutes of last meeting read and approved.

President Snyder presented the following:

Engagement
of
L. F. Newell

The engagement of J. L. Newell as Engineer, and that by arrangement with the Superintendent of the Mechanical Department the care of the steam and water works had been placed in

charge of the Engineer. It was moved that the action of President Snyder in the appointment of an Engineer, be approved and that hereafter the Stone & White Works be in charge of the Engineer under the general direction of the President and Secretary.

Appointment of D.W. Linn The temporary appointment of R.W. Linn as Inspector of Orchards and Nurseries was made permanent.

Temporary employment of H.R. Bradford The President reported the temporary appointment of Mrs. Bradford in the Wood Shop and Mrs. Baker in the Foundry Mrs. Goodman, Instructor in Cutter Making and Mr. Eastman, Instructor in Steam Engineering, for the Short Dairy Course and also Mrs. E.M. Redzie in Drawing. It was resolved that temporary appointment of the persons named be approved.

Coal for U.S.S. Literary Society It was resolved that three tons of coal be allowed the Union Literary Society for the purpose of heating their building during the winter.

Allowance of Chas. Shayer It was resolved that Charles Shayer, Therman be allowed \$12⁰⁰ for extra services during the time that our Engineer was employed.

Removal of Oil lamps cans etc. It was resolved that the President be instructed to have removed from all Society Rooms, and as far as possible, from all Boarding Club Rooms, in the Dormitories, all oil lamps, oil cans and such other material likely to endanger by fire the safety of the buildings.

Organization of Fire Dept. Resolved. That the President be instructed to re-organize the Fire Department. And for this purpose to call to his aid the College Engineer and other College employees and such students as may well be fitted for this duty and to grant to such students excuses from Military Drill in lieu of services rendered the Fire Department. provided that not more than eight students be assigned to this work at the same time.

Prof. Hadrick care of Dormitories President Snyder reported that he had put the care of the Dormitories in regard to cleaning and also in preserving order in the hands of Professor H. Hadrick. Also that he had engaged Miss Turch to give lessons in Gymnastics to the young women - two lessons per week.

The action of the President in this matter was approved.

Increase of salaries
Union- Smith
Gladden.

The President applications for increase of salaries from L. Munson, H. E. Smith and H. P. Hadden. The applications were referred to the committee on Employees to report at this meeting.

Motor power
for Mech. Shop

It was resolved that the question of employing Electric Motor power for the Mechanical Shops and the disposal of unused machinery be referred to the committee on Mechanical Department and President Snyder to confer with Professor Keil and report.

Committee on
apportionment

It was resolved that a committee be appointed to apportion funds of the several Departments for the six months ending June 30, 1898. The President appointed Mr. Sanford and Secretary Cutler.

Report of
Committee
of
Apportionment
of Funds

Mr. Sanford of the committee of the Apportionment of Funds reported as follows.

Your committee charged with the duty of recommending apportionment of current College funds for the six months ending June 30, 1898 beg leave to report as follows.

There are two or three things in connection with the apportionment of funds that may not be out of place in this report. It is not the wish of this committee in reporting this apportionment to cripple any Department of the College, but we insist that any Department which overreaches its funds under one apportionment does an injustice to every other Department of the College. We regret the necessity of employing funds that should be used in the current expenses of the College in permanent improvements which should be provided for by State appropriation, but there seems to be at times no other alternative without crippling the work of the College. This reduces the amount available for the apportionment. A careful estimate of the funds that can be used for current College expenses for the six months ending June 30, 1898 makes the aggregate amount \$380,000. This is based upon the following estimate of receipts

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Farm	2300.00
Board	700.00
Room & class fees	5000.00
Diplomas & Station	700.00
Student Exchanges	100.00
Miscellaneous	<u>1000.00</u>
	8800.00

Available balance
of Fund Fund and
Morrell act income 79200.00
Total \$ 38000.00

Your committee after a careful consideration of the needs of
its various Departments, recommend for the current six months
the following.

Appropriation Fund.

Salaries	10770.00
Farm Department	3000.00
Horticultural Department	1800.00
Mechanical	1100.00
Heating	5500.00
Academic	

English Department	2500
History	2500
Chemistry	500.00
Botany	400.00
Mathematical	2500
Physical	2500
Veterinary	100.00
Military	100.00
Athletics	75.00
Gymnastics	250.00
Library	<u>600.00</u>

Total academic	2100.00
Office	880.00
Advertising Department	1000.00
Miscellaneous	<u>1500.00</u>
Total	\$ 38000.00

The report was accepted and laid on the Table
Business was taken to Wednesday at 9.00 Am.

Wednesday 9.00 AM Board met, all members present except
The Farmer.

The Committee on Farm Management reported on re-organization
of the Farm Department, as follows.

Report of
Comm.
on
Farm
Management

The Farm Committee, to whom, by Resolutions of the Board,
Sept 21st, was referred the matter of a re-organization of the
Agricultural Departments of the College, respectfully recommend
the adoption of the following resolutions:

Resolved. 1st That after April 4th 1898, all the Experimental
Station work, involving farming operations, relating either
to farm crops or live-stock, shall be kept entirely distinct
from the general business management and conduct of the
farm proper. That the work be in charge of the Director
of the Experiment Station, who will in this, be known as
the Agriculturist of the Experiment Station.

That at the head of the farm proper shall be the Professor
of Agriculture, who so far as the general management of the
farm is concerned, shall be the Superintendent of the Farm.

Resolved 2nd That hereafter all the regular employees
except Heads of Departments, be engaged for a definite period.

Resolved 3rd That the work heretofore under the general
supervision of one man known as "Professor of Agriculture"
"Superintendent of the Farm" "Director of the Experiment Station"
and "Agriculturist of the Experiment Station" be apportioned
as follows:

First: - That for the purposes of co-ordination and general
executive management, the President of the College shall
be the Head of the system composed by these two departments,
and that he shall have as advisor, the Director of the Experiment
Station and the Professor of Agriculture; these three men
shall constitute a Council known as the "Agricultural Advisory
Council" which shall meet at the call of the President of the
College and be presided over by him.

Resolved 4th That so far as these two Departments
are concerned, the State Board of Agriculture shall act
only as a legislative body {except when in extraordinary
cases the President of the College may bring other matters to them for consideration.}

Resolved 5th That all orders, recommendations or other executive communications from the President to the Heads of these two Departments, and all recommendations and other business communications from the Heads of these two Departments to the President, be in writing, and that this system of written communications in matters of importance be turned all employees and their superior reporting officer be adopted throughout the two Departments.

As a supplementary report, we would recommend the following, and in doing this, we wish to say, that very early in our work on this special committee, we were confronted with the fact, that in order to formulate a system which would in any way solve the problems which the Board assigned us, we must deal not only with the matters regularly belonging to the Farm Committee, but also with matters belonging to other committees. But, relying on the expressed wishes of the Board that we present as complete a solution as possible of the entire problem confronting the Board, we present forthwith the report without further apology.

First - That as soon as possible after April 4th 1898 there shall be set off a certain tract of the Farm to be permanently used by the Experiment Station.

Second. That all moneys received by the Farm Department, by sale of products, stock or otherwise, be reported to the Board through the President of the College, and the same turned into the Farm Department Fund and not into the general fund as heretofore.

Third. That the Director of the Experiment Station be the College Field Agent.

Fourth. That the Director of the Experiment Station shall be Dean of the Short Courses, with all the duties and authority usually understood to belong to such officer. In which position he shall be subservient only to the President of the College, and of course, in matters of legislation, by the Board.

Fifth - That for the purpose of carrying out the proposed plan the following positions be created with the accompanying salaries, and filled as soon as possible, after the adoption of this report.

Position	College	Experiment Station
Professor of Agriculture (without house)	1200.00	
Professor of Animal Husbandry	1000.00	500.00
Assistant Professor of Agriculture	1000.00	
Assistant Professor of Rearing	600.00	1000.00
Foreman of Farm	700.00	
Herdman	600.00	
Clerk	120.00	240.00
College Field Agent	500.00	
Reim of Short Cows	400.00	
Director of Experiment Station & Agriculture	1400.00	1400.00
Assistant Agriculturist	1000.00	1000.00
Second Assistant Agriculturist & Foreman	800.00	800.00
Totals	7120.00	1400.00

At Present it is

Position	College	Experiment Station
Professor of Agriculture	1200.00	
Assistant Professor of Agriculture	1000.00	
Director and Agriculturist		1100.00
Second Assistant "	500.00	1100.00
Foreman	600.00	500.00
Herdman	570.00	
Clerk		420.00
Dairy Inspector	600.00	
Butcher	480.00	
College Field Agent	600.00	
Clerk	120.00	
	\$ 5670.00	3120.00
		120.00
		\$ 3000.00

The report was accepted and placed on file. Mr Garfield was excused from further attendance at this meeting.

It was moved that the consideration of the report be taken up at this meeting. The motion was lost on aye and nay vote as follows: Aye Mr Bird Mr Marston and President Snyder. Nay Mr Wells Mr Monroe and Mr Moore.

It was resolved to take up the consideration of the report at a meeting to be held Thursday February 17th at the College.

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The President called Mr Monroe to the Chair.

Increase of Salaries of Profs. Woodworth and Haldenworth
 Mr Wells moved that the salaries of H. S. Holdsworth Assistant Professor of Drawing and P. S. Woodworth Assistant Professor of Physics be made \$1750⁰⁰ per annum each, from and after January 1st 1898. which was adopted on aye and nay vote. all members voting aye.

Salary of Prof. Mumford
 It was resolved that the salary of A. H. Mumford, Assistant in Agriculture be \$1500⁰⁰ per year from December 1st 1897. \$1000⁰⁰ to be paid from the College and 500⁰⁰ from Experiment Station.

Request of Lieut. Baudhally in regard to his quarters.
 President Wells to whom was referred several communications from the Professor of Military Science asking: 1st for the purchase by the College of bath room fixtures provided by him and the use in this apartments.
 2nd The enlargement of quarters and 3rd Extra pay for work done outside his regular Department work, reported that he had called to his aid the Chairman of the Committee on Military Department, the Commission Building and Property and had consulted with the President of the College.
 He recommended 1st The purchase of the bath room and closet fixtures as proposed at a cost of \$5⁰⁰
 2nd That it was not advisable to make changes in the quarters 3rd That the President of the College had made other arrangements for outside work heretofore done by the Military Officer, which the Board had approved at this meeting. The report and recommendations were accepted & adopted.

Relative to M.A.C. Record Publications by Employee -
 It was resolved that any member of the Faculty or a College employee who shall, on request of the President of the College, furnish for publication in the M.A.C. Record, one column or more of matter shall be given credit to the amount of one years subscription to the Record.

Against increase of salaries of Gladwin, Munson & Smith.
 Mr. Munson of the Committee on Employees, reported on application of Assistants Gladwin, Munson, and Smith for increase of salaries, against any increase at present. The report was adopted.

On motion, adjourned 8 February, 1898 at 7³⁰ PM at the College
 Adjourned

Meeting of State Board of Agriculture
held at the College February 17th 1898 at 7.30 P.M.

Present. President Wells, Messrs. Monroe, Moore,
Garfield, Bird, Marston. President Snyder,
and the Secretary J. H. Butterfield.

Minutes of the last meeting were read,
corrected and approved.

Use of
Wells, Williams
Hall for
Hackin Institute

President Snyder presented the matter
of the use of Wells and Williams Halls
for the teachers at the Summer Institute
to be held in July next. The President
was authorized to make such use
in his discretion.

Repairs of
Bath room

The President and the Secretary
were authorized to repair the
present bath room or arrange another
in their discretion, at an expense
not to exceed \$250.00.

Request
for
Plan for
Irrigating
Campus

The President and Secretary were
instructed to present at the next
meeting of the Board, a plan for
irrigating the Campus, also to report
as to the advisability of furnishing
water and light to the residents
of the College Delta.

Report of
Farm Comm.
taken up

The report of the Farm Committee
presented at the last meeting,
was taken up. It was moved
that the report be adopted.

It was moved that the report be
taken up by sections. Carried.

The first resolution was read and
its adoption moved. Motion lost
on aye and nay vote as follows:
Aye - Messrs. Bird, Marston, and Pres. Snyder.

Yay - Messrs. Monroe, Moore, Garfield, Wells.
The second resolution was laid over.

It was moved that the third resolution be adopted. Motion lost on aye and nay vote as follows:

Aye - Messrs. Bird, Marston and Pres. Snyder.
Nay - Messrs. Monroe, Moore, Garfield, Wells.

The fourth resolution was dropped.

The fifth resolution was read, amended and laid over.

Of the supplementary report, the first resolution was adopted as follows:

Resolved: That as soon as possible after April 4, 1898, there shall be set off a certain tract of the farm to be permanently used by the Experiment station.

The second resolution was lost on aye and nay vote as follows:

Aye - Messrs. Bird and Marston.
Nay - Messrs. Monroe, Moore, Garfield, Wells, and President Snyder.

The third resolution was lost on aye and nay vote as follows:

Aye - Messrs. Bird and Marston.
Nay - Messrs. Monroe, Moore, Garfield, Wells.

The fourth resolution was lost on aye and nay vote as follows:

Aye - Messrs. Bird and Marston.
Nay - Messrs. Garfield, Monroe and Moore.

The fifth resolution was not considered.

It was moved to take from the table the report of the Committee on Apportionment made at the last meeting. Carried.

It was moved to refer the report to the President of the College for approval.

The President presented his approval of the report.

On motion, the report was adopted.

Prof. Kedzie
granted leave
of absence

Prof. Frank S. Kedzie was granted leave of absence for the summer vacation and fall term.

It was resolved that when the Board adjourned, it would be to meet at the call of the President of the College.

Committee on
Emp. Labor
authorized to
employ Asst.
Agriculturist

It was resolved that the Committee on Employees be authorized to employ an Assistant Agriculturist of the Experiment Station.

Messrs. Marston and Bird asked to be excused from serving on the Farm Committee.

Recess was taken to Friday morning at 8:00.

Friday, February 18th 1898. at 8:00 A. M.
the Board met.

Present. President Wells Messrs. Garfield, Monroe, Bird, President Snyder and Secretary J. H. Butterfield.

Changes in
Committees

President Wells announced changes in committees as follows:

Committee on Farm Management.
Messrs. Monroe and Moore.

Committee on Buildings and College Property.
Messrs. Marston and Bird.

On motion, adjourned.

Meeting of the State Board of Agriculture
held at the College April 28. 1898 at 7:30 P.M.

Present, Messrs. Moore, Monroe, Garfield, Bird,
Marston, President Snyder and the Secretary.

Vice-president Monroe presided.

Minutes of the last meeting read and approved.

Repairs of
Bath House
Water mains
to Delta

President Snyder reported that the Bath
House had been repaired. also that it
would cost \$160.00 to run water main
to the Delta.

x It was resolved to extend the water
main to the Delta, under the direction
of the Secretary.

Heating
Chem. Lab.

The President presented the matter of
heating the Chemical Laboratory and
College Hall. Referred to committee on
Buildings and College Property.

Resignation of
Thos. Durkin

Also resignation of Thos. Durkin as
foreman of the gardens.

Resignation
of E. Wittstock

Also resignation of E. Wittstock as
foreman of the farm and the temporary
employment of C. H. Alvord in the same
position. Action of the President in
acceptance of resignation of Mr. Wittstock
and appointment of Mr. Alvord was approved.
The President and Prof. Taft were authorized
to select a foreman of the gardens.

Team for
Hort. Dept.

Prof. Taft was authorized to purchase a team
for his department from the apportionment
for that department.

Instructor
added to
Mech. Dept.

It was resolved that an instructor
be added to the Mechanical Department,
to begin with the school year, in September.

Employment
of Miss Holt

It was resolved to employ Miss Jessie Holt as Instructor in Drawing at a salary of \$400.00 to begin with the school year, in September.

The President was authorized to employ an additional Assistant in Mathematics to begin with the school year, in September.

Resignation of
Miss Mc Dermott

The resignation of Miss E. F. Mc Dermott as Professor of Domestic Science, to take effect Sept. 1st was received and laid on the table.

Plan of
reorganization
of
Women's Dept.

The President presented the following plan of reorganization of the Women's Department:

Resolved. That beginning with the next school year, the Women's Department shall be reorganized to conform to the following schedule of teachers and salaries:
1st, the head of the Department shall be known as the (Principal or) Dean of the Women's Department.

She shall have the general oversight of her department, act as Matron of Abbott Hall and also teach in the English Department.
Her salary shall be \$1000.00 per annum, with room.

The other teachers of the Department shall be as follows:

Instructor of Domestic Science at a salary not to exceed \$800.00 per annum, with room.

Instructor in Sewing - salary \$500.00 and room.

Instructor in Music - salary \$500.00 without room.

The plan of organization was adopted.

The committee on Buildings and Property presented the following:

The committee on Buildings and College Property would respectfully submit the following report regarding plans for a Woman's Dormitory:

Report of
Committee
regarding
plans
for
Women's Bldg.

The members of this committee having had confidence in the growth of the College, have many times discussed pro and con between themselves, the impending necessity of greater facilities of caring for the additional students. At the time of visiting the agricultural colleges of the other states feeling that a Woman's Dormitory would be an impending necessity at an early date, and having the subject deeply at heart, we embraced the opportunity to investigate the advantages offered by these institutions, especially that of the University of Wisconsin along these lines. Since then, having been providentially placed upon this committee, we have given the subject more careful consideration and after discussion and argument with the President, finding that he endorsed the plan proposed by the committee, we would move the adoption of the following resolution:

1st. Resolved, That the sum of \$300.00 be appropriated from current funds for the purpose of offering prizes to architects for plans and specifications for a Woman's Building, said sum to be divided into a first, second and third prize of \$150.00 of \$100.00 and of \$50.00 respectively.

2nd. Resolved, That the committee on Buildings and College Property, after conference with the President, be authorized to draft a general plan of what is wanted, and submit

the same with the statement of prizes offered, and conditions, to ten of the leading architects of the state.

3rd Resolved, That the conditions governing this submitting of plans be as follows: first, this Board shall act as judges of all plans offered. second, all plans and specifications shall be submitted by number and shall be without names or distinguishing marks as to the architect. third, if the building is constructed, the successful architect shall allow the amount of the first prize won by him, to be applied as part payment of his fee. fourth, that the architect winning the first prize shall, without farther compensation, furnish us, before the Legislature meets, with display sheets and plans, for use before that body.

The report was accepted and the resolutions adopted.

Relative to
Forest
Policy

It was resolved that a committee of three members be appointed by this Board to act with a like committee already appointed by the Board of Regents of the Michigan University, to consider the whole plan of a forest policy for the state and with full authority to act for this Board.

It was resolved that Mr. Garfield, Mr. Monroe and Dr. Beal be the committee on the part of the Board of Agriculture.

The following resolution was adopted:

Resolved, That the State Board of Agriculture will grant indefinite leave of absence to all students of the Michigan Agricultural College who

Resolution
granting
Leave of
Absence to
students
enlisting

may be compelled to leave college by virtue of enlistment in the U. S. Army, or Navy, and that upon honorable discharge from the U. S. Army or Navy, such students will be re-instated with full credits for the work done before leaving college and at no additional expense for matriculation or other fees of any nature.

Resolution
granting
conferring
of B. S. degree
upon
students
belonging to
Senior Class
enlisting

The following resolution was adopted:
Resolved, That the State Board of Agriculture will grant indefinite leave of absence, and on June 17th of this year, will confer the regular Bachelor's degree upon all members of the Senior Class who may be compelled to absent themselves from college before the close of the college year by virtue of enlistment in the U. S. Army, or Navy, providing such seniors shall have the regular credits of their class at the time of enlistment.

Salary of
Instructor of
Mechanics

It was resolved that the salary of the Instructor in Mechanics be \$700.00 per year from Sept. 1st 1898.

Salary of
Asst. in
Bacteriology

It was resolved that the salary of Assistant in Bacteriology, Experiment Station, and Instructor in Bacteriology be \$1200.00, without house, from Sept. 1st 1898, \$1000.00 to be paid from Experiment Station and \$200.00 from current funds.

Salary of
Asst. in Chemistry

It was resolved that the salary of Assistant in Chemistry, Experiment Station, be \$500.00 from April 1st 1898.

A recess was taken to Friday morning.

Friday morning, nine o'clock a.m.

Board met. same members present except Mr. Moore.

The Secretary was instructed to fix up Wash Room in the horse barn.

Employment
of assts. in
Mech. Dept.

The action of the President in the employment of assistants in Mechanical Department—wood shop and foundry, was approved.

Selection of
J. D. Towar

The selection of J. D. Towar, by committee on Employees, as Agriculturist of Experiment station at a salary of \$1500.00 per year, without residence, was approved.

Title of
Prof.
Mumford

The title of position now occupied by Prof. Mumford was made Assistant Professor of Animal Husbandry and Assistant in Live Stock Experiments.

Assignment
of office
room for
Agriculturist
of Exp. Sta.

The assignment of office room for Agriculturist of Experiment station was referred to the President and the Chairman of farm committee.

A communication from Prof. Smith relating to the sale of stock was referred to farm committee.

Increase of
Salary of
Cashier Kenney

The President was authorized to increase the salary of Cashier Kenney \$100.00, provided he will furnish a house for his use.

Appropriation
Military Dept.

\$100.00 was added to the apportionment to Military Department for the present six months.

It was resolved that heating

Housing
improvement
College Hall
+ Chem. Bldg.

improvement for Chemical Laboratory and College Hall should be made, and the President and Secretary be instructed to prepare plans and specifications.

Adjourned to meet June 15th at the College.

Board Meeting June 15. 1898

Present. Messrs. Hille. Monroe. Garfield. Bird. Marston. Pres. Snyder and the Secretary.

Minutes of last meeting read and approved.

Pres. Snyder reported the following names. Members of the Senior Class, recommended by the Faculty for degree of Bachelor of Science:

Names
of
graduates

Bertha B. Baker
Marnie Baker
Edmund A. Calkins
George Campbell
Jennette O. Carpenter
Thomas A. Chittenden
Charles A. Gower
David J. Hale
Herbert A. Hagadorn
Thos. L. Hankinson
C. Pearl Kedzie
William J. Merkel
Harry L. Milke

Robert E. Morrow
Albert M. Patriarche
George F. Richmond
Floyd H. Robison
Dewey A. Seely
Horner C. Skell
Otto H. Slayton
Clara M. Steele
Charles C. Townsend
Frank V. Warren
Catharine Watkins
Fred T. Williams
Fred L. Woodward.

M.S. Degrees Also Victor H. Lowe B.S. '91 and Amy Belle Vaughan B.S. '97 for degree of Master of Science.
The recommendation was approved and degrees granted.

Contract with
Miss Roman

The President reported conditional contract with Miss Roman for calisthenic instruction to ladies for next year.

The contract was approved.

The special courses for the coming year as outlined in the catalog. were approved.

Instructor in
Cheese Making
Short Course

The matter of employing an Instructor in Cheese Making for next Winter was left to the President of the College and the Chairman of Committee on Employees.

Matter of
Rooms for
Employees

The President presented the matter of rooms for employees. On motion, the whole matter of rooms for employees was referred to the President of the College and the Committee of Buildings and Property, with power to act.

It was Resolved that the President of the College is hereby requested to report to this Board at the session to-morrow, the aggregate income of the College during the past six months and the amount of the expenses; also his estimate of the income for the closing six months of this year and the apportionment of the same to the various departments that he would recommend for adoption by the Board.

Relative to
provide for
general charge
of religious
work.

It was Resolved. That the Committee on Employees is hereby requested to consider the matter of adjusting the work at the College so as to provide a professor or instructor who shall have as an important duty, the general charge of religious work at the College, so that the young men and women intrusted to the care of our institution shall be given the same thoughtful, pastoral attention enjoyed in their own homes.

Forestry
at
Institutes

The following resolution was adopted:
Resolved. That the Chairman of the Committee on Institutes and the Superintendent of Institutes are requested to consult with our professor of Forestry and plan to have instruction given at as many of the Farmers Institutes as practicable on the conservation of forests and utilizing poor and waste lands in our state by growing forests upon them.

A communication was received from Prof. Weil, relating to Mechanical Course which was referred to the Committee on Mechanical Department.

Recess taken to 9:00 A.M. Thursday.

Thursday Morning.

Board met. All members present.

It was resolved to hold the next meeting at South Haven, at the call of the President of the Board.

The salary of Foreman of Iron Shop was made \$850. from Sept 1, 1898

Request of
Dr. Beal
for closet

Dr. Beal presented request for closet in his house Referred to Committee on Buildings and Property, to report at next meeting.

Salary of Librarian

The salary of Librarian was made \$725. from June 1st.

Honorary
Degree of
D. S. conferred
upon
Dr. Kedzie

The honorary degree of Doctor of Science was conferred upon Dr. R. C. Kedzie under the following resolution: Resolved, That in recognition of the eminent services of Dr. R. C. Kedzie in scientific investigation along agricultural lines, and of the high position he has attained among the scientists of this country, the Michigan State Board of Agriculture hereby confer upon him the honorary degree of Doctor of Science.

Secy. requested
to report all
resolutions
adopted since
May 1-1897

It was Resolved That the Secretary be requested to report at the next Board meeting, all the resolutions adopted by this Board since May 1st. 1897 and to inform the Board regarding the enforcement of said resolutions.

It was Resolved That the matter of choosing the workers for Farmers Institutes during the next

Choosing
Institute workers

Institute season be left to the Chairman of our
Institute Committee and the Superintendent of Institutes.

Compensation
Inst. Workers

It was Resolved. That the compensation for
employed Institute workers be referred to a com-
mittee consisting of the Chairman of the Committee
on Institutes and the Superintendent of Institutes,
with power to act.

Minutes to
be published in
"Record"

It was Resolved. That the full minutes of the
Board be published in the "Record" within three
weeks after each meeting of the Board.

Resignation of
Miss M^c. Dermott
accepted.

The resignation of Edith F. M^c. Dermott as
Professor of Domestic Science, was taken from the
table and accepted.

Resignation of
A. A. Crozier
accepted

The resignation of A. A. Crozier was accepted as
of June 1st.

A recess was taken to Friday morning at 8:30.

Friday. 8:30 A.M.

Board met. Present Messrs. Monroe, Garfield
Marston. Bird. President ^{Snyder} and the Secretary.

President presented statement of receipts and
expenditures for past 6 months, and estimate of
receipts for next six months with recommended
apportionment to the several departments as follows:

Statement
of
Receipts
and
Expenditures

Salaries	-----	\$21,500.
Farm Dept.	-----	3500.
Hort.	-----	1800.
Mech.	-----	1400.
Heating	-----	5000.
Academic	-----	225.
English	-----	25.
History	-----	500.
Chemistry	-----	400.
Botany	-----	25.
Math.	-----	250.
Physics	-----	100.
Veterinary	-----	200.
Military	-----	75.
Athletic	-----	500.
Women	-----	600.
Library	-----	200.
Drawing	-----	250.
Zoology	-----	880.
Office	-----	1000.
Advertising	-----	1500.
Miscellaneous	-----	
Total	-----	\$39,780.

Adopted.

A recess was taken to 1:30 P. M.

1:30 P. M. Board met. same members present.

It was Resolved. That the Commencement addresses be printed in the "Record".

Acquisition of
strip of land.

It was Resolved. That the Secretary is hereby instructed to immediately look after the acquisition of the strip of land on the south side of Cedar River for the purpose of saving the fringe of timber and that he be given authority to close a contract, in his discretion.

New Pipe for
Heating
College Hall &
Chem. Bldg.

It was Resolved. That new pipe for steam heating Chemical Laboratory and College Hall shall be put in, under direction of the Secretary.

Salary of
Chace Newman

The salary of Chace Newman, Assistant Foreman of the Wood Shop, was made \$500. per year, and room from Sept. 1st. 1898.

Adjourned.

Meeting of Board at Kalamazoo.
Wednesday Aug. 10-98.

Present. President Hille. Messrs. Monroe, Garfield Moore, Marston, Pres. Snyder and the Secretary.

Minutes of last meeting read and approved.

President Snyder presented request of firemen for two weeks vacation. Request allowed.

It was Resolved, That the position of Mr. J. D. Towar as Agriculturist of the Experiment Station, makes him a member of the Station Council.

The President presented resolutions of Ingham County Teachers' Institute. Commendatory of the College.

A statement from Prof. Vedder relating to the heating of his house was referred to Committee on Buildings and Property.

It was Resolved, That the Farm Department be authorized to build a silo for the dairy farm, after consultation with Mr. Marston and Mr. Moore with reference to the details of construction, and the sum of \$200. or so much thereof as may be needed is hereby allowed from the Farm Department apportionment for this purpose.

A request of Prof. Barrows for two compound microscopes, to be paid from apportionment to his department, was granted.

The purchase of a piano for Women's Department was authorized.

It was Resolved That, in view of the fact of Lieutenant Bandholtz having been recalled by the War Department, the President is hereby authorized to place the Military Department in Charge of Dr. G. A. Waterman.

Request of
firemen for
vacation

Mr. Towar
member of
Station Council

Relative to
heating Prof.
Vedders House

Silo.

Request of
Prof. Barrows
for microscope.

Purchase of
Piano.

Military
Department
placed in charge of
Dr. Waterman

Assignment of
quarters to
Prof. Woodward

The President and Committee on Buildings and Property reported that the rooms heretofore occupied by Lieut. Baudkaltz, would be assigned to Prof. Woodward and the rooms occupied by Prof. Woodward to Prof. Hedrick. Report adopted.

Salary of
Dr. Waterman

It was Resolved That \$100. per annum be added to Dr. Waterman's salary while he has charge of the Military Department.

Resignation
of
Prof. Noble

President Wells presented the resignation of Prof. A. B. Noble. Resignation accepted and Pres. Wells was requested to notify Prof. Noble and express the appreciation by the Board, of his work while at the College.

Selection of
Miss Kelle
as Dean of
Miss Rushmore
Inst. Dom. Sci.

The Committee on Employees reported the selection of Miss Maud R. Keller as Dean of the Women's Department at a salary of \$1000. per year and room, and Miss Ellen R. Rushmore as Instructor in Domestic Science at a salary of \$600. and room. The report was adopted.

Exhibit
at
State Fair

It was moved that it is the sense of this Board that the College make an exhibit at the State Fair and that the matter of extent of exhibit be left with the President in consultation with the heads of departments. Carried.

F. V. Warren
appointed
Instr. Dept of
Math.

It was Resolved That F. V. Warren be appointed instructor in Department of Mathematics to begin Sept. 1st. at a salary of \$500. per annum and room.

A recess was taken to visit at South Haven at 1:30 P. M. Thursday.

South Haven, Thursday 1:30 P. M.

Board met, all members present except Mr. Moore and the Governor.

The following was adopted:

Deed to
T. T. Lyon

Resolved That the President and Secretary are hereby authorized to execute a deed to T. T. Lyon for a strip of land twenty six links wide and extending the length of the Station, five acres at South Haven on the north side thereof, and in exchange therefor, to receive from Mr. Lyon a deed for a strip of land twenty six links in width extending the length of the Station, five acres, at South Haven, on the south side thereof.

Relative to
payment of
printing Inst.
bulletin

It was moved that the Institute Committee and the Secretary be authorized to consult the Attorney General and receive his opinion regarding the payment of printing the Institute Bulletin, by the Board of State Auditors.

Motion
Appropriation
of \$50.00 for
stationery to
Comm. R. U. Inst.

It was moved that \$50. be appropriated from the Institute fund for stationery and expenses of the Committee appointed at the Round-up Institute for reporting plans for the development of Northern Michigan.

It was moved that the Institute Committee take the matter into consideration and report at the next meeting. Carried.

Pres. authorize
use of rooms
for students

It was moved that the President of the College be authorized to use any rooms at the College, for students, that may be available. Carried.

College Extension
work

It was moved that a committee be appointed to consider the matter of College extension work and report at the next meeting. Adopted. The President appointed Mr. Marston and Mr. Monroe.

Closet in
Dr. Beal's house

The Committee on Buildings and Property reported against putting in closets and bath in Dr. Beal's house for the present. Adopted.

Steam heat
for Beal's
Lab.

The same committee reported in favor of extending steam heat to Botanical Laboratory.

Report adopted and work ordered under

direction of Secretary.

Relief of
Mr. Lyon

In view of the statement of Mr. Lyon, that owing to infirmities of age, it is probably desirable that in the near future he be relieved in a large measure of the responsibilities of the Station work. Therefore, Resolved. That a Committee be appointed to confer with Mr. Lyon and arrange the details of the future management of the Sub. station, with full power to act for the Board of Agriculture.

The President appointed Committee on Efficient Station and Director of Station as such Committee.

It was moved that the report of the Secretary on the resolutions adopted by the Board, be laid over to next meeting. Carried.

Communication
of
P. Aebli

A communication from P. Aebli of Grayling was read and on motion, was referred to the Director of the Station, with direction to report on this matter and also on future management of the Grayling Station, at the next meeting of the Board.

Construction
of walk
to Delta

It was moved that the construction of a walk to connect with College Delta be referred to the President and Secretary with power to act.

On motion, adjourned to meet at Grand Rapids at Morton House. Tuesday Sept. 27, 1898 at 7:30 P.M.

Board Meeting

Morton House. Grand Rapids Sept 27. 98, 7:30 p.m.

Present. President Kelle, Messrs Garfield, Moore, Monro, Marten, Pres. Snyder and the Secretary.

Minutes of last meeting read and approved.

Title of
Chace Newman

On motion, the title of Chace Newman was made Instructor in Mechanical Drawing and Assistant in Wood Work.

Selection of
Miss Blunt
to succeed
Prof. Noble

President Snyder reported action of Committee on employees in selection of Assistant Professor of English. Miss Georgianna Blunt was appointed at a salary of \$800. for the first year, \$900. second year and \$1000. third year and per annum thereafter if service continue. Action approved.

Renting of
Smith House

President reported renting of small house known as Smith house near entrance to College grounds, for students' use, by lease for two years. Renting approved.

Request of Mr.
Brooks for
Electric lights

A request of Mr. Brooks for electric lights was referred to Committee on Buildings and Property.

A communication from Prof. Smith relating to a new Dairy Building was received and laid on the table.

The Committee on Experiment Station made partial report on arrangements made for future work at South Haven.

4

Director Smith reported on Grayling Station as follows:

Report of
Director Smith
on
Grayling Station

To the State Board of Agriculture: At the last meeting of the Board. August 11th. 1898, a resolution was passed which referred to the Director of the Station a communication from T. Able of

Grayling, and directing a report in regard to it and also on the future management of the Grayling Station, at the next meeting of the Board. Since the receipt of the notification by the Secretary of the passage of the resolution by the Board, Prof. J. D. Towar and myself have visited the Grayling Station and looked into the matter of its present condition and have visited Mr. Aeble.

I beg to report that Mr. Aeble has recently purchased from Dr. Palmer, the square house immediately north of the station grounds and opposite the entrance. We found evidence of the pasturage of Mr. Aeble's stock on the station grounds and from this and other reasons, we do not recommend any bargain with him. Moreover, we are already in communication with another gentleman living near the station here, who is willing to do anything we want done for a very reasonable compensation. In regard to future management of the station, my mind has not changed (on the subject), since my last report to the Board. I am very strongly of the opinion that the wise course to pursue is to say nothing officially by the Board about the station, to make no official announcement concerning it, to adopt no policy for the future that shall bring forth discussion on the topic.

A ride of a good many miles across the Jack pine plains, in the early days of this month, convinced both Mr. Towar and myself of the utter hopelessness of attempting to utilize these barren regions for agricultural purposes in the immediate future. We passed deserted houses, abandoned farms and forsaken homes, monuments of broken hearts and ruined lives, all speaking in no uncertain terms of the impracticability of settling land similar to the soil upon which our station is located. At some remote time in the future when the population in the fertile regions of Michigan shall be as dense as it is in Belgium, these lands will be needed for agricultural purposes. At present I most earnestly recommend that the management remain exactly as it is at present, that the fences about it be maintained

that the clock be kept off, that at least ^{on} one part of its experiments be continued with new forage crops suitable to that region, as fast as they are presented, but that no great amount of money be expended and no permanent caretaker be employed.

Many of the fruit trees are still alive but are not growing rapidly, perhaps three inches on the average this year. The sheep's fescue is making a fair sod - the neighbors have adopted it as their best pasture grass. Some good has already accrued to the neighborhood from this phase of the station work.

In the near future it may be wise to recommend the planting of trees on the south forty, as the conifers set out near the middle of the lot seem to be doing well. Above all things, I recommend that no public statement in regard to the Grazing Station, emanate either from the Board or the Council.

Respectfully submitted

C. D. Smith, Director.

Approved by the Council.

Water Supply x It was Resolved, That the President and Secretary be instructed to investigate the question of additional water supply, and if, in their judgment, a new well is needed, that they be authorized to sink a well at an expense not to exceed \$400.

Heating of Prof. Vedder's House The Committee on Buildings and Property reported on heating Prof. Vedder's house, recommending that it be referred to the President and Secretary, with power to act. Recommendation adopted.

Adjourned to meet Wednesday at 9:00 a.m.

Wednesday 9:00 a.m.

Board met, all members present except Mr. Monroe and the Governor.

Director Smith presented a request for appropriation for material and supplies for Bacteriological

Request for
supplies for
Dept. of Bact. & Hyg.

Department, amounting to \$300. Request was referred to Committee on Experiment Station, to report at next meeting.

Stationing
for Comm.
Round-up Inst.

The sum of \$50. was appropriated from the Institute fund for postage and stationery for Committee on Development of Northern Michigan, appointed at Round-up Institute.

Prof. Smith
to represent
Board at
Omaha

The following was adopted: - Whereas, it is not convenient for the Superintendent of Institutes to attend the meeting of the Association of Institute workers at Omaha, and whereas, Prof. Smith intends visiting Omaha at the time of this meeting.

Resolved, That Prof. Smith be requested to represent the Board at this meeting at an expense of \$30. to be paid from the Institute fund -

Round-up
for 1899

The Committee on Institutes reported regarding the Round-up for 1899. The location of the Round-up was left with the Committee and the Superintendent.

Pres. & Secy
Delegates to
Annu. at
Washington D.C.

It was moved that Pres. Snyder be a delegate from the College and the Secretary and Dr. Kedzie delegate from the Experiment Station to the meeting of the Association of Colleges and Experiment Stations at Washington, D.C. Carried.

It was moved that the communication from Prof. Smith relating to a Dairy Building, be referred to the Farm Committee. Carried.

Adjourned.

Board Meeting. Nov. 29-1898.

Board met at the College -

Present. President Helle. Messrs. Monroe, Garfield, Moore, Bird, Marston, Pres. Snyder and the Secretary.

Minutes of last meeting read and approved.

Regarding
Hull

Pres. Snyder reported progress in the matter of well, also in regard to change of furnace in Prof. Vedder's house.

Pres. Snyder presented matter of alumni catalog.

Students from
Cuba.

A request was received for an offer from the College to remit fee to two students who might come to the Institution from Cuba.

It was Resolved, That the matter of remission of fee to students from Cuba be referred to the President of the College and the President of the Board.

Request of
Dr. Marshall
for apparatus

Request of Dr. Marshall for apparatus for Bacteriological Department referred to Committee on Experiment Station.

Steam heat
for Farm House

The matter of steam heat for farm house was referred to the Committee on Buildings and Property.

Request of C. S. Brooks and C. J. Rugg for electric lights, was referred to the same Committee.

Resignation
of M. H. Fulton

The resignation of M. H. Fulton, Assistant in Agriculture, was received and accepted.

A communication was received from Director Smith relating to South Haven Station, which was referred to Committee on Experiment Station.

Increase of
salary of
G. H. True

Pres. Snyder presented matter of increase of salary of G. H. True.

Purchase
of microscopes
for Bot. Dept.

It was Resolved that the Committee on Apportionment be requested to consider the matter of purchase of ten microscopes for Botanical Department.

Series of
Lectures by
Prof. Moulton

Pres. Snyder was authorized to arrange for a series of lectures to be given by Prof. R. E. Moulton of Chicago University.

Additional
help at Boiler
House.

The matter of employment of additional help at Boiler House was referred to Committee.

Regarding
Band Instruments

It was Resolved that a former resolution of the Board requiring that the band instruments be kept in the Armory, be rescinded.

Apportionment
of funds.

Pres. Snyder was requested to present an apportionment of funds for the next six months.

A communication was received from Prof. Barrows, relating to Deer Park.

A letter was read from Otto Katzenbuehler of Detroit relating to Exhibition at State Poultry Association.

A request from Secretary of State Dairy Association for assistance of speakers at the annual meeting of the Association, Feb. 1, 2 and 3. was referred to Committee on Institutes.

On recommendation from the Faculty, the degree of B.S. was conferred on Chas. H. Loomis, Class of '98.

Wednesday - Nov. 30, 8:00 A.M.

The Committee on Buildings and College Property reported on plans submitted for prizes for Women's Dormitory as follows:

The Committee on Buildings and College Property in accordance with resolutions of the Board, sent to ten well known architects in five cities of the state - the following:

At a meeting of the State Board of Agriculture April 28-29 1898. the following resolutions were adopted:

1st. Resolved. That the sum of \$300. be appropriated from current funds for the purpose of offering prizes to architects for plans and specifications for a Women's Building. said sum to be divided into a first second and third prize of \$150. of \$100. and of \$50. respectively.

2nd. Resolved. That the Committee on Buildings and College Property, after conference with the President be authorized to draft a general plan of what is wanted and submit the same with statement of prizes offered and conditions, to ten of the leading architects of the state.

3rd. Resolved. That the conditions governing this submitting of plans be as follows: First, the Board shall act as judges on all plans offered. Second - All plans and specifications shall be submitted by number and shall be without distinguishing marks as to architect. Third, if the building is constructed, the successful architect shall allow the amount of first prize, won by him, to be applied as part payment of his fee. Fourth. That the architect winning the first prize shall, without further compensation, furnish us, before the legislature meets, with display sheets and specifications for use before that body.

Pursuant to the above, we invite you to submit plans and specifications. Our requirements are about as follows:

1. Accommodations for 150.
2. Sleeping rooms for above number, two in a room, each room to have hot and cold water. extra large closets and in size not less than 180 square feet.
3. Two recitation rooms, size about 30 x 40
4. Cooking laboratory " " " " " "
- with small dining room " " 16 " 20
5. Pantry, stor. rooms and office for head of department, " " 30 " 40
6. Wood working room for shop practice may be in basement.
7. Twelve to Fifteen music rooms for teaching & practice. One large room. Office for head of department.

Relative to
requirements
as to
plans for
Women's
Building.

8. General dining room. seating capacity 150. with kitchen complete with store rooms etc.
9. Reception room. main office, private office. fire-proof vault.
10. Gymnasium about 30x50 ft. two stories high with shower baths etc.
11. Three rooms for fraternities and societies.
12. Suite of general parlors.
13. Suite of rooms containing waiting room. lunch room and toilet rooms for non Resident students, about 30 in number.
14. Room for a convalescent.
15. Room for disinfecting furniture etc. etc.
16. Large and well equipped laundry.

General =

Passenger elevator and freight elevator. toilet rooms on each floor. everything well lighted. all stairs to be of iron. building to be heated throughout by steam which is already provided for from Central ^{heating} plant. electricity for lighting and power is also provided for from central plant. fire escapes.

Cost complete not to exceed \$75,000. Plans to be so arranged that if only a part of the above amount is appropriated, a portion of the building may be constructed properly. the whole to be completed later.

We request that you also state extra cost for making building strictly fire proof.

These plans will be presented at the September or October meeting of the Board, the exact date of which you will be notified. If you do not care to enter, kindly return the above.

Signed - Committee on Buildings & College Property.
 Chairman T. F. Maxwell. Bay City
 A.C. Bird Highland. "

With the following letter:

Dear Sir:

Plans for the Women's Building at the Agricultural College will probably be decided at the October meeting of the Board. If you have plans to submit, as per specifications sent you some time ago, you are respectfully requested to send the same to Jason C. Hammond, Superintendent of Public Instruction Lansing, Mich., on or before Oct. 10th. You will kindly have no name or distinguishing marks as to the architect or plans, but will enclose ^{with} them a sealed envelope containing your name etc.

Mr. Hammond will number the plans, and envelope with a corresponding number and these envelopes will remain in his possession until choice of plans has been made by the Board.

Respectfully

Committee on Buildings and
College Property.

Under this invitation, six plans have been submitted to Mr. Hammond and by him numbered as per above letter.

The report was accepted and referred to the Committee and the President of the College, to report on choice of plans to the Board at its earliest convenience.

Committee on Buildings and College Property reported on steam heat of farm house, to put in steam heat with a deduction of \$50. per annum salary of foreman of farm, giving him the choice. The same Committee reported adversely on electric light for E. J. Pegg and C. S. Brooks.

The Committee on College Extension reported progress and asked further time.

The Director of the Station was authorized to exhibit poultry at the State Poultry Association show at Detroit.

Steam
heat for
farm house

Poultry exhibit
at Detroit

The President was authorized in his discussion to publish a report, letters and papers presented by Beta Chapter of Phi Delta Theta Fraternity to the Grand Chapter, in defense of the College and on the proposal before the Grand Chapter to annul the Charter of Beta Chapter. M.A.C.

Pres. Snyder reported apportionment of funds for next six months, as follows =

Apportionment, Jan 1 - June 30 - 98

Salaries	22,000.
Farm Department	3,500.
Hort. "	1,800.
Mech. "	1,800.
Heating	5,000.
Academic - English	25.
History	25.
Chemistry	600.
Botany	400.
" 10 Microscopes	350.
Math.	75.
" deficiency present 6 mos.	45.30
Physics	250.
Veterinary	100.
Military	150.
Athletic	100.
Homeis	600.
Drawing	150.
Zoology	300.
Library	600.
Office	1000.
Adv. & Catalog.	1500.
Miscellaneous	1800.
Total -	42170.30

Report was adopted.

A recess was taken to 1:30 p.m.

1:30 p.m. Board met, same members present.

Professor Barrows appeared before the Board in relation to Deer park, and work in connection with Entomological Department.

The Committee on Employees reported recommending that the salary of G. H. True be increased to \$800. per annum, beginning Dec. 1, 1898 - Adopted.

Increase of
Salary of
G. H. True

Also that five hours additional labor per day at the Boiler house be allowed, to terminate at the discretion of the President.

It was Resolved That the President be authorized to employ a night watchman.

Estimates
covering items
and buildings
needed.

It was moved that the President of the Board, the President of the College and the Secretary be requested to prepare and present to the Board at the next meeting, estimates covering items and buildings needed by the College, for which appropriation by the legislature is necessary.

Appropriation
for material
Boat work

The Committee on Experiment Station reported on appropriation for material for bacteriological work, that the sum of \$500. be allowed from Experiment Station fund.

Appointment
of O. H. Fulton

The same Committee reported favorably on the recommendation of the Director of the Station and Professor of Horticulture, for the appointment of O. H. Fulton as Superintendent of the South Haven Station to begin March 1st, 1899, at a salary of \$500. for ten months work per annum. Report adopted.

The Committee to report on choice of plans for Women's building in competition for prizes, reported as follows:

First Prize
Women's
Building.

The choice of the Committee for first prize is the plan marked No. 5, for second prize, that marked No. 4 and for the third prize, that marked No. 6.

After the examination of the several plans by the full Board, the report of the Committee was accepted and under the following resolutions, unanimously adopted:

Resolved That the State Board of Agriculture hereby awards the first prize in the competition of architects for furnishing plans for a women's dormitory, to No 5. as designated by numbers on the back of the submitted plans, provided the architects submitting said plans shall execute to and file with this Board a bond of \$25000. approved by the Board, guaranteeing the specifications submitted as to cost of building.

Resolved further. That the second prize be awarded to No. 4 and the third prize to No. 6.

On opening the envelopes numbered by Mr. Hammond, to correspond with the several plans. No 5. was found to have been submitted by Pratt & Kroppe of Bay City. No 4 by Rush, Brown & Rush of Grand Rapids. and No. 6 by E. A. Bond of Lansing.

President appointed Messrs. Monroe and Moore Committee to examine the College accounts.

Adjourned.

Meeting of State Board of Agriculture

December 27, 1898.

Present. Pres. Wells. Messrs. Monroe, Garfield, Bird
Marston, Pres. Snyder and the Secretary.

Minutes of last meeting read and approved.

Pres. Snyder reported that a Hagleton furnace had
been put in the Vedder house.

Prof Vedder's
house
- Heater -

The committee on remitting fees to two students
from Cuba, should they attend under the auspices
of the Cuban Educational Association, reported
recommending that tuition and incidental fees be
remitted to such students. Report adopted.

Students
from Cuba

Pres. Wells of the committee to report to the Board
estimates for needed appropriations for the College.
to be presented to the Legislature, reported as follows:

Needed Appropriation	Women's Building	\$75 000.
	Heating and Furnishing Same	15 000.
	Dairy Building	15 000.
	Farm Barn	5 000.
	Book Stack for Library	6 000.
	Contingent Building	10 000.
	Repairs of Buildings	12 000.
	Renewing Heating in Wells & Williams Halls.	2 500.
	Fire Escapes in Wells & Williams Halls.	5 500.
	Student Labor.	5 000.

It was moved that the report be adopted.

It was moved to amend by striking out the Dairy
Building and Book Stack and placing the Women's
Building at \$100,000. for building, heating and furnishing.
Amendment lost and original motion adopted.

A recess was taken to 8:30 a.m. Wednesday.

Wednesday December 28, 1898

Board met. same members present.

Resignation
of F. E. Skule

Pres. Snyder presented resignation of F. E. Skule as Assistant Secretary, to take effect January 1, 1899. Resignation accepted.

Pres. Snyder presented a scheme for College extension work, prepared by K. L. Butterfield, Superintendent of Institutes.

Outline of Proposed Department of College Extension M. A. C.

I. Lines of work to be pursued

- Extension 1. Farmers' Institutes - About 75 two or three-day and 350 one-day.
2. Home reading courses, including F. H. R. C. and correspondence courses.
3. Extension lectures in connection with F. H. R. C., Granges, Farmers' Clubs, Womens' Clubs, Horticultural Societies etc.
4. Field meetings, as (a) spraying, (b) stock judging, (c) butter-making, etc. etc.
5. Lectures and judging at fairs
6. Lectures at high schools.
7. Mechanical Institutes
8. Nature study in rural schools. The office of this department, under this head, would be to make a campaign among (a) farmers, (b) teachers in favor of nature study.
9. An agricultural survey of the State, sufficiently thorough to serve as a guide for intelligent extension work in the various counties.
10. Any other lines of genuine extension work.

College

Extension

- Advertising 11. The business management of the M. A. C. Record
12. Advertising the College, exclusive of the catalog and editorial work on the M. A. C. Record
13. Permanent record of alumni and old students.

II. Organization.

1. A Board Committee of two on "College Extension" instead of "Farmers Institutes".
2. An advisory Faculty Committee, comprising the President, Secretary and heads of departments which do extension work.
The advertising committee to consist of the President, Secretary and Superintendent of College Extension.
3. Executive (a) Superintendent. (b) Assistant Superintendent. (c) Clerks.

III. Financial.

1. State appropriation for Institutes, 7500.		Ask legisla-
2. College fee to be available for extension work		ture for
(a) Matriculation fees	1.200.	appropriation
In round (b) Net room rent	4.000.	to cover the
numbers. (c) Diplomas	150.	present con-
figures for (d) Tuition	150.	tingent
1897-8 (e) Special examinations	50.	building fund
	5,550	to which
		these fees
		have gone
3. For advertising purposes.		
Incidental fee \$2,800. to be		
used for all advertising except		
catalog and regular issues		
of M. A. C. Record.		
4. Estimated expenses		
(a) Salaries: Superintendent		
Asst. Superintendent	\$500. - 1200.	
Two clerks	900. - 1200.	
Institute workers	1500.	
Extension workers	1500.	
(b) Travel	4000.	
(c) Freight and postage	500.	
(d) Office	500.	
(e) Apparatus	500.	

IV. Specifications.

1. The plan to take effect as a whole July 1, 1899.
2. Incidental fees for advertising to become available beginning January 1, 1899.

3. Room rent for Spring term beginning April 3 1899 to become available for extension work.
4. Permission to employ an Assistant Superintendent and extra clerk if necessary, beginning March 1, 1899.
5. Permission for Superintendent of Institutes to travel, and otherwise investigate forms of extension work in the United States and Canada, beginning March 1.
6. All fees thus set aside for extension work and not used at end of fiscal year to accumulate up to \$2.500. only.

V. Some advantages.

1. The manifest advantage of combining similar lines of work. ^(these lines under varying auspices) Have already pursued some of.
2. All the lines of work mentioned are being performed to a greater or less extent in various states. Several states indeed have extension departments, but no state to our knowledge has united all these lines. Yet every line of work mentioned consistently falls under the head of college extension, unless it be advertising, and that so easily combines with the extension work as to naturally be classed with it in an administrative way.
3. The educational value and importance of extension work.
4. The undoubted value of the plan as an advertiser of and feeder for the College.

That part of the scheme relating to legislative appropriation for Farmers' Institutes was taken up. The House moved that the amount be placed at \$5,500. per annum for two years. Adopted.

On motion of Mr. Marston, the amount of \$5,000. per annum for two years was ordered placed in the estimate to the legislature for Contingent Building.

It was Resolved. That the President and Secretary be directed to prepare a bill embodying the appropriations asked for, and have it properly introduced in each house. The balance of the report was referred to the special

Committee on extension work.

Edith Quinlan
of
Mr. Steele

Mr. Bird moved to allow F. C. Steele \$197. for extra services in making maps and time given to correspondence in connection with College lands and maps for bulletin. Adopted.

Pratt & Koeppe

Pratt & Koeppe submitted the following and asked the Board to accept it in lieu of bond required by the Board in awarding first prize for plans for women's building:

To the State Board of Agriculture,
Lansing Mich.

Gentlemen:-

We the undersigned architects for your proposed women's building, do hereby covenant and agree with your Board as follows:

1st. Just as soon as the appropriation for the erection of this building is assured, we shall proceed at once to make all necessary working drawings and specifications for the building and completion of the same, according to the sketches and descriptions submitted by us and adopted by your Board.

2nd. The Board of Agriculture shall then proceed to procure responsible contractors for the several works the total cost of which shall not exceed the sum of \$75,000. It being naturally understood however, that due allowances shall be made for any advance in the price of work and material from the time when our estimate was made, up to the time of letting the contracts.

3rd. Should the Board fail in procuring contractors for the completion of this building for the stipulated sum of \$75,000. the Board of Agriculture shall be released from any and all liability on account of any plans or specifications prepared by us, excepting the prize of \$150. in which event the drawings and specifications are to be the property of the Board, said plans not to be used except under our direction and for our benefit.

Respectfully submitted
(signed) Pratt & Koeppe.

Mr. Bird presented the following resolution which was adopted:

Whereas Messrs. Pratt & Koeppe to whom has been awarded the first prize in the competition of architects to furnish plans for a women's building, have submitted an agreement in lieu of the bond requested by the Board, in the awarding of said first prize, and whereas the submitted agreement is considered adequate security by the Board;

Resolved, That Pratt & Koeppe be released from the fulfillment of the provision relating to said bond in the resolution of the Board awarding them the first prize, and that in lieu thereof, the Board accept the conditions of the agreement made this day by Pratt & Koeppe.

A recess was taken to 1:30 p.m.

1:30 p.m. Board met, same members present.

On motion, adjourned.

Board Meeting Jan'y 25-1899

Board met at the College Wednesday evening, January 25th, at 7:30 p.m.

Pres. Messrs. Monroe, Bird, Marston, Pres. Ingham, Governor Pingree and the Secretary.

Vice-president Monroe in the chair. Minutes of last meeting read and approved.

Mr. Monroe of the committee to examine Secretary's accounts reported that they had examined the books and accounts of the Secretary, with the State Accountant and were waiting for his report, and asked further time. Report accepted and time granted.

On motion, adjourned sine die.