

Minutes of the
Meeting of the State Board of Agriculture
March 16, 1933

1047

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

Absent: Mr. Daane, Superintendent Pearce

The meeting was called to order at 2:30.

The minutes of the previous meeting were approved, having been in the hands of the Board members.

TRAVEL

Travel

1. Professor Theroux to accompany Senior Civil Engineering students to Chicago on an inspection trip, April 11th to 15th. (Estimated expense \$20.)

On motion of Mr. Berkey, it was voted to approve the above travel request of Professor Theroux.

2. Dorothy Parker to meeting of the Eastern Physical Education Association at Springfield, Massachusetts, April 3rd to 6th, railroad fare only (estimated at \$35.00).

No action.

PRESIDENT'S REPORTS

1. Reduction of the Short Course Term fee from \$7.50 to \$5.00, retroactive to include the short courses offered fall term 1932.
2. Authorization to credit the stadium budget with \$900 from Varsity football budget, and to credit the cross country budget with \$200 from the Varsity football budget.
3. Appointment of Dean Ralph Huston to succeed Joseph F. Cox as a member of the Athletic Council. also the confirmation of the appointment of A. J. Clark, L. N. Field, and E. H. Ryder to July 1, 1933.
4. Recommendation that an amount of the income from fees, in the two courses in explosives offered during spring vacation, equivalent to expenses involved by Mr. Kessler, be set over to the credit of the Department of Agricultural Engineering to pay the expenses of Mr. Kessler. (Mr. Kessler is with the U. S. Department of Agriculture at St. Paul, Minnesota.)
5. Suspension of rule relative to the holding of \$10.00 of the student's fees in cases of withdrawals in the first twenty days of the term, effective Spring Term 1933.

Short Course
fee reduced
from \$7.50 to
\$5.00.

Stadium budget
credited with
\$900 and Cross
Country \$200

Dean Huston
apptd. to
Ath. Council

Fees from
courses in ex-
plosives to be
used to pay ex-
penses of Kessler.
\$10.00 forfeit
fee suspended.

On motion of Mr. Berkey, it was voted to approve the reports of the President.

Approval of
agreement with
Casteel - no
salary cut dur-
ing 1933-34.

6. Approval of agreement with Miles W. Casteel as Assistant Football Coach and Assistant Professor of Physical Education. Salary to be \$4000 per year effective March 1, 1933 with the understanding that the salary will not be subject to cut during the college year 1933-34.
7. Approval of agreement made by Chairman of Board and President of College with Mr. Edmund Shields of the firm of attorneys of Shields, Silsbee, Ballard and Jennings of Lansing, Michigan. They agree to represent the Board in legal matters for a \$500.00 retainer fee, this sum to be paid annually irrespective of the extent of the service, the college, however, to be further billed for such services as might properly extend beyond the amount of the retainer.
8. Approval of final settlement with Coach James Crowley. An amount of \$500 extra was allowed for extra time on extension work including speaking at more than one hundred off campus meetings. (See statement on file in Secretary's Office).

Agreement with
Shields, Sils-
bee, Ballard
& Jennings
approved.

Final settle-
ment with
Crowley app.

On motion of Mr. Brody, it was voted to approve items 6, 7, and 8.

MISCELLANEOUS

1. Request of Glen Carberry, Assistant Football Coach under Crowley, for three-fourths of full pay for the year.

Carberry to be
paid up to
April 1st.

On motion of Mr. McPherson, it was voted to pay Mr. Carberry up to April 1st and accept his resignation as effective on that date.

2. Request from the Committee on Student Loans that they be granted:

Request from
Committee on
Student Loans.

- (1) discretionary power to allow renewals of winter term fee extension
- (2) be allowed to decide whether a student who has not met his obligation may be permitted to re-enter school in the spring.
- (3) extension of payment of spring term fees beyond the close of the spring term

On motion of Mr. Brody, it was voted to approve the request from the Committee on Student Loans.

3. Seidman and Seidman agreement regarding continuous audit.

No action re:
continuous
audit.

No action.

4. At the February meeting, the Board granted authority to the Administrative Group to approve staff list of Experiment Station and bring it up to date. They report the following changes:

Staff list of
Experiment
Station app.

The people listed below are members of the Instructional Staff and should be given Station rating, in view of the fact that they are doing Station work and are drawing a substantial part of their salaries from Station funds:

Station rating
approved.

R. E. Loree. Res. Assistant in Horticulture
R. H. Kelty. Res. Assistant in Apiculture
G. A. Branaman. Res. Assistant in Animal Husbandry
R. S. Hudson. Res. Associate in Animal Husbandry
Irma Gross. Res. Assistant in Home Economics
C. R. Hoffer. Res. Associate in Sociology.
E. C. Sauve. Res. Assistant in Agr'l Engineering
G. M. Trout. Res. Assistant in Dairy Husbandry
G. E. Taylor. Res. Assistant in Dairy Husbandry
O. Ulrey. Res. Assistant in Economics
R. H. Westveld. Res. Assistant in Forestry
C. H. Jefferson. Res. Assistant in Agr'l Engineering

Paul Krone, Extension Specialist in Floriculture should also be ranked as Instructor in Horticulture.

The following changes in rank should be made in order to have Station ranking in line with their rank in the Instructional staff and in keeping with the amount and character of work they are doing:

Bacteriology Dept:

F. W. Fabian from Res. Assistant to Res. Associate
W. L. Mallman from Res. Assistant to Res. Associate

Animal Pathology:

L. B. Sholl from Assistant to Res. Assistant.

Horticulture:

F. C. Bradford from Res. Assistant to Res. Associate
J. W. Crist from Res. Assistant to Res. Associate
R. E. Marshall from Res. Assistant to Res. Associate

Soils:

P. F. Harmer from Res. Assistant to Res. Associate

The following title was changed a few years ago but was never recorded:

Verne Freeman from Res. Assistant in Animal Husbandry to Assistant Professor.

On motion of Mr. Brody, it was voted that the above list with titles as specified be approved:

RESIGNATION

Resignation of
Mr. Elton
Eaton.

1. Letter from Michigan Press Association asking that the cooperative relationship between our Extension Service and the Michigan Press Association be terminated insofar as joint employment of their Field Director and Rural Press Specialist is concerned. Termination of services of Mr. Elton R. Eaton, effective March 1, 1933.

On motion of Mr. Berkey, it was voted that the Board concur in the request of the Michigan Press Association, that the services of Mr. Elton R. Eaton be terminated March 1, 1933, and that the President be authorized to send a letter expressing regret to the Michigan Press Association.

ITEMS FROM SECRETARY'S OFFICE

Requisition for
tile flooring
in Dairy Bldg.
approved.

1. Requisition for tile flooring in Dairy Building. Cost \$511.00. Approved by the Building Committee.

On motion of Mr. McColl, it was voted to approve the requisition for tile flooring in the Dairy Building.

Dr. Thrun to
be paid for
services to
V.H. Sheldon

2. Requisition for \$40.00 to pay Dr. G. E. Thrun for services to V. H. Sheldon, Physical Education classes.

On motion of Mr. McPherson, it was voted to approve the above requisition, money to be paid from the Physical Education Department funds.

Request from
Ext. for trans.
of \$3030. from
State Offset
to Ext. State.

3. Request of Extension Department for transfer of \$3030.00 from State Offset Budget to Extension State Budget.

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

Mr. Wilkins to
pay bills at
Kellogg Farm

4. Report from Mr. Wilkins regarding the deficit at Kellogg Farm. Deficit March 1, 1933, \$1445.94.

On motion of Mr. Berkey, it was voted to authorize Mr. Wilkins to pay current bills at the Kellogg Farm as soon as money is available.

Trans. of \$2600
approved from
Power Plant
to M. & R.

5. Request of Buildings and Grounds Department that a transfer of \$2600 be made from the Power Plant account to M & R.

On motion of Mr. McColl, it was voted to approve the request of the Buildings and Grounds Department.

6. Correspondence from the County Road Commissioners of Ingham County reporting their action on the construction of the bridge over the Red Cedar River and asking that permission be granted for them to start construction at once on the roadway.

Release of
right of way
granted Co.Rd.
Com. of Ingham
Co. for bridge
over Red Cedar

On motion of Mr. McColl, it was voted to release the right of way to the County Road Commissioners of Ingham County, subject to the resolution passed at the February Board meeting.

Board to
accept offer
of Mr. Kellogg
for \$700 for
nut trees.

7. Letter from W. K. Kellogg advising that he would make appropriation of \$700 for nut trees for the Colver Farm.

On motion of Mr. Berkey, it was voted to accept Mr. Kellogg's offer of \$700 for nut trees for the Colver Farm.

8. Request of Secretary Halladay to dispose of unclaimed articles of clothing to some charitable institution.

Sec. authoriz.
to dispose of
unclaimed
clothing in
Lost & Found.
Plans for Dry
Kiln approved

On motion of Mrs. Wilson, it was voted to approve the Secretary's request.

work to begin
when money
available.

9. Dry Kiln for Forestry Department. Estimate \$485.00.

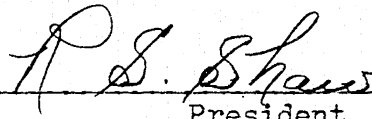
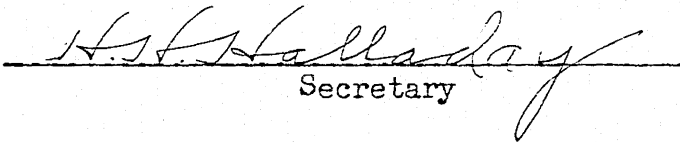
On motion of Mr. McColl, it was voted to approve the plans for the Dry Kiln as now modified, work to begin when money is available and expenditures approved by the Board.

Report from
Sec. re: pay-
roll acct.
being tied up
in banks.

10. Report from the Secretary, advising that because of the fact that 95% of our payroll account is tied up at the East Lansing State Bank, it was found necessary to deposit an additional amount of \$11,261.34, until such time as a release is made of this 95%. Upon this release the above amount will again revert to the general fund.

On motion of Mr. Berkey, it was voted to accept the report and place it on file.

The meeting adjourned at 4:30 P.M.


President

Secretary

There was no meeting of the State Board of Agriculture during the month of April

Minutes of the
Committee Meeting of the State Board of Agriculture
May 2, 1933

Present: Messrs. Brody, Chairman; McColl, McPherson, President Shaw, Secretary Halladay

Absent: Messrs. Berkey, Daane, Mrs. Wilson; Superintendent Pearce

The meeting was called to order at 5:30 P.M.

The minutes of the previous meeting were approved, having been in the hands of the Board members.

RESIGNATION

Resignation

1. Resignation of A. E. Hagen, County Club Agent for Washtenaw County, April 1, 1933.

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

APPOINTMENTS

Appointments

1. Thomas H. King as Assistant Professor of Physical Education and Assistant Football Coach, effective April 1, 1933, at \$3,000 with the understanding that the salary is not subject to cut during the year 1933-34. Recommended by the Athletic Council.

2. Appointment of Miss Genevieve Fox as Instructor in Physical Education for Women for the Summer Session of 1933 only, at the rate of \$180 for the full time work for the entire session.

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

LEAVE OF ABSENCE

Lv. of absence

1. Leave of absence of Mr. R. G. Carr terminates May 1st, although he will be unable to return to work until July 1st. He is now being paid \$110. a month by the College and \$116 a month