

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
March 20, 1929

THE MEETING WAS CALLED TO ORDER AT 1:50

Present: President Shaw, Messrs. Gowdy, Brody, McPherson, Mrs. Stockman, Superintendent Pearce and Secretary Halladay, and Mr. McColl

Absent: Mr. Watkins

The minutes of the previous meeting were approved without reading, having been in the hands of the Board members.

Resignations

RESIGNATIONS

1. Mr. L. M. Ames, Graduate Assistant in Botany, effective April 1, 1929.
2. Miss Louella Henderson, Assistant in Periodical Room, Library, effective March 31, 1929.
3. Mr. C. A. Lavis, Specialist in Sugar Beet Culture, Farm Crops Department, effective March 31st, 1929.
4. Mr. E. G. Amos, Assistant County Agent Leader in charge of extension work in the Upper Peninsula, effective April 1, 1929.
5. Mr. F. R. Hoercher, Instructor in Physical Education for men, effective March 30, 1929.

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

Appointments

APPOINTMENTS

1. Mr. E. A. Beavens, as half-time assistant in the Department of Bacteriology, effective September 1, 1929.
 2. Mr. A. L. Grizard, as half-time assistant in the Department of Soils, effective September 1.
 3. Authorization to be given to Prof. Allen of the C. E. Department for the employment of an extra instructor during the spring term, under the same conditions as were agreed to last year.
 4. Mr. L. E. Dunn, as one-half time assistant in the Department of Farm Crops, effective September 1, 1929, at a salary of \$800.00.
 5. Mr. H. L. Kohls, to take the place of Mr. Lavis, with the title of Assistant in Farm Crops, and salary of \$2200 per year, \$1100 payable from Michigan Experiment Station funds and \$1100 from U.S.D.A.
 6. Mr. W. H. Daughtrey, as quarter-time assistant in the Department of Farm Crops at \$400.00 effective September, 1929.
 7. Correction in the title of Mr. O. E. Street, Department of Botany, from Assistant, to Assistant in Plant Physiology and Instructor in Botany.
 8. Mr. J. J. Sherman, Instructor in the Pummer Session, courses in Political Science and History, at a salary of \$400.00.
 9. Mr. J. S. Page, Instructor in the Summer Session, courses in School Administration, Education, Tests and Measurements, salary \$425.00.
 10. Continuation of Mrs. J. F. Thaden in the place of Mr. P. H. Pearson, Instructor in Sociology, for the spring term.
 11. Mr. George Wenner as half time extension specialist in Farm Crops and half-time Assistant half time Assistant in Farm Crops at a salary of \$2340 per year, effective April 1, 1929, to fill a vacancy caused by the resignation of Mr. Kiebler. Extension salary from Lever State funds.
 12. Mr. Blair Woodman as Boys and Girls County Club Agent for Hillsdale County, effective March 4 at a salary of \$1800 from Extension State funds.
 13. Mr. E. T. Acord as full time assistant in the Department of Sociology for the remainder of the fiscal year, effective March 20, at a salary of \$155.00 per month, replacing F. W. Owen, withdraw. Three months and ten days will be total period of Mr. Acord's employment.
 14. Appointment of Mr. Alden W. Thompson as an Instructor in Education for the Spring term. Mr. Thompson is to teach Education 510. His salary is to be \$400.
- On motion of Mr. McColl, it was voted to approve the above appointments.
15. Mr. J. G. Wells as Assistant County Agent Leader for the Upper Peninsula District, to be effective on date to be agreed upon with the committee of the Board of Supervisors of Ingham County, salary \$4,300 from Federal Smith-Lever funds.

On motion of Mr. Brody, it was voted to leave the above appointment with the President with power to act.

LEAVES OF ABSENCE

1. Elizabeth Bemis, H. E. Department, during the month of July and August, with pay.
2. Professor A. G. Scheele, Drawing and Design Department, during the Fall term, 1929 with full pay, for purposes of additional study.

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

TRAVEL AUTHORIZATION

1. Mr. Russell Horwood, to Duluth, March 20, to attend a meeting of the Greater Cloverland Dairymen, expenses from Extension travel account.
2. Mrs. Linda Landon, Washington, D. C. to attend the meeting of the American Library Association, May 13 - 18.
3. Mr. Alex Laurie, Buffalo, New York, to attend a meeting of the College Section of the American Florists, second week in April, railroad and pullman funds from Horticultural Department.
4. Expenses of chaperon accompanying the Girls' Debate Team on trip during spring vacation, from Tuesday, April 2 until Tuesday, April 9. Contests will be held at Indianola, Iowa; Des Moines, Iowa; St. Charles, Missouri, and Cincinnati, Ohio. Amount to be added to English Department budget.
5. Secretary Halladay to University of Illinois, Champaigne, Illinois to attend the annual meeting of the Association of University and College Business Officers, Thursday and Friday, May 16 and 17.
6. Three members of the H. E. Education Department, to Chicago, March 25 to 28, to attend the Central Regional Vocational Conference of the Federal Board for Vocational Education, held at Edgewater Beach Hotel, Chicago. Vocational travel expense budget will cover the cost of these trips.
7. The following people to attend conference of Economics extension specialists and Home Economics leaders to be held at Purdue University April 24, 25 and 26: Gifford Patch, R. V. Gunn, Rosalind Jewitt, Arthur Howland, Mrs. L. Campbell, Margaret Harris and Director R. J. Baldwin. Transportation for this trip can be furnished by State College car and one other car.
8. Mr. H. C. Moore to Chicago with all expenses to attend meeting of Experiment Station Potato Investigators, Thursday, March 21.
9. Mr. A. Laurie to accompany a group of students to Chicago to visit greenhouses, April 1 to 5 inclusive with expenses paid from the Instructional funds of the Hort. Dept. and to include automobile mileage and personal expenses.

On motion of Mrs. Stockman, it was voted to approve the above travel requests.

10. Request of Professor Plant for five members of his teaching staff to attend the American Mathematical Society in Chicago on March 30. Mileage on one automobile requested.

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

MISCELLANEOUS MATTERS

1. Report of Memorandum of Understanding between the Michigan State College and the Bureau of Plant Industry, U. S. D. A. relative to a study of pasture improvement and management, and report of appointment of A. L. Dorrance '26 by the Bureau of Plant Industry, specialist in charge of the project, salary to be paid by U.S.D.A., operating expenses, Kellogg Farm account.

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

2. Report of Mr. Wilkins regarding Dr. Bessey's request relative to purchase of Labeling Machine.

On motion of Mr. McPherson, it was voted that Mr. Wilkins' recommendation be approved that the transfer of charges for this machine be not granted.

3. Request of Mr. Giltner for permission to offer a remuneration of \$50.00 each to Dr. Milton Shaw and Dr. G. C. Stucky, funds from Dean of Veterinary apportionment, for assistance rendered for two years in clinic work.

On motion of Mr. Brody, it was voted to approve Dr. Giltner's request.

4. Authorization for the collection of a \$5.00 fee for course in Agricultural Engineering, known as "Explosives", two credit course given during vacation, effective immediately.

On motion of Mr. Gowdy, it was voted to approve the collection of the above fee.

5. Recommendation of Mr. Wilkins relative to accounting of receipts and disbursements for the Womans Commons.

On motion of Mr. Gowdy, it was voted to leave the above matter with the Business Manager.

Leaves of
Absence

Travel

Report of
Understanding
between M.S.C.
& Bur. of Plat
Indus.

Labeling
Machine.

Dr. Shaw &
Dr. Stucky to
receive \$50. ea

Collection of
\$5.00 fee for
cs. in Ag. Eng.

Acting. re-
ceipts & disb.
of Womans Com.

\$5110.90 from
Sp.Gd. Appro.
to Main.of Gd.

6. a. Request of Mr. Lavers for transfer of \$5110.90 from Special Grounds Appropriation to Maintenance of Grounds.

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

\$10,000 re-
quested for
Cleaning Acct.
\$12,000 re-
quested for
M. & R.

- b. Request of Mr. Lavers for additional appropriation of \$10,000 for Cleaning Account.
c. Request of Mr. Lavers for additional appropriation of \$12,000 for M. & R. Account.

On motion of Mr. Gowdy, it was voted to refer the requests of Mr. Lavers, b and c, to the Building Committee together with the Advisory Committee with power to act.

Phys.&Pharm.
to trs.\$800

7. Request of the Department of Physiology and Pharmacology for transfer of \$800 from salary account to maintenance.

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

Request to
have St. Bd.
handle fin.
of Menominee
School.

8. Request that the State Board of Agriculture receive from the Legislature and handle the finances of the Northern Peninsula Agricultural School at Menominee, Michigan.

On motion of Mr. McColl, it was voted that the matter regarding the proposed appropriations for the Menominee School, as presented by Senator Rushton, be referred to the Advisory Committee of the State Board of Agriculture together with the President and Secretary with power to draft a suitable resolution embodying the sentiment of the Board expressed at the meeting of March 20.

Adjustment
re. Summer
School empl.

9. Report on adjustment relating to Summer School employment.

On motion of Mr. Brody, it was voted that paragraphs one and three of the memorandum prepared by the previous administration relative to "terms of service", be rescinded and for this coming summer all who are called upon to teach will be paid in accordance with the plan in effect before this special arrangement was made.

"MEMORANDUM

(No date recorded)

To: New Members of the Staff

From: President of the College

Subject: Terms of Service

New members of the staff are asked to serve on an eleven-months basis.

In the experiment station and in the extension service, this is the present rule. We hope to make it possible eventually for members of the staff in these fields of service to secure time for professional improvement without loss of pay.

New members of the teaching staff are also asked to join with us on an eleven-months basis. This means that, if they are drafted for summer school, there will be no extra compensation. In lieu of this, however, if not thus employed, they will have the equivalent of two months of each academic year for purposes of professional improvement. In case summer school or other service is rendered during the summer vacation without extra pay, it is expected that the time thus used will later be allotted toward a leave of absence with pay, for purposes of study or other professional improvement.

/s/ K. L. Butterfield"

On further motion of Mr. Gowdy, it was voted that the matter of settlement for back salary for Summer School instruction, be left with the President with power to act.

10. Request from Michigan State Union Board that Students' fees be raised from \$4.50 to \$9.00 per year.

On motion of Mr. Brody, it was voted to authorize the President to confer with the Union officials and convey to them the sentiment of the Board to the effect that before voting, they would want a favorable majority vote of the students taken on registration day.

DEFERRED MATTERS - Committee Reports

1. Finance Committee Reports.

- a. Transfer of \$50,000 from the Extension budget to the salary budget.

It was voted that \$50,000 be transferred from the Extension budget to the salary budget.

b. Matter of Faculty Club rooms at the Union.

It was voted that \$8,000, to be taken from other Buildings and Improvements funds, be voted for this purpose and that the details of the finishing of these rooms shall be under the supervision of the Building Committee. This recommendation is made with the expressed understanding that the Faculty Club will fit up these rooms at their own expense.

Faculty Club
Rooms at Union
\$8000 voted
for finishing.

2. Building Committee Reports.

a. Matters relative to Beal Botanical Garden

Deferred.

Beal Botani-
cal Garden

b. Faculty Club Rooms in Union

(Report given under finance committee report)

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

5. President's reports on matters referred to him and to the Advisory Committee.

a. Mr. Kinney's leave of absence. (Advisory Committee)

The Advisory Committee recommended that Mr. E. E. Kinney be granted a leave of absence for one year, beginning September 1, 1929, for graduate study on one-half pay, providing arrangement can be made to carry on his work without further addition of funds to the department's budget.

Kinney's
leave of
absence.

b. Appointment of Associate Professor of English. (Pres. with power)

The President reported that the appointment of Mr. Emsley as Associate Professor of English at a salary of \$3500 which was referred to the President with power, has been deferred indefinitely.

Appt. of Asso.
Prof. of Eng.
deferred.

c. Transfer of Dairy Department Funds. (Pres. with power)

The President reported that after a conference with Mr. Halladay and Mr. Wilkins, it was deemed unwise to make the transfer. (See letter in files from President to Dean Cox explaining same.)

Transfer of
Dairy Dept.
funds deemed
unwise.

4. Secretary's report on resolution which was to be prepared by him with the aid of the Attorney General for presentation to and consideration by the Federal Radio Commission.

The Secretary reported that the matter was in the hands of the Attorney General who had not yet reported.

Report on
Resolution

5. The President and Secretary decided that Mr. Berridge's salary and funds for financing the Potato Farm at Lake City for the balance of the fiscal year should come from the Potato Station Special Appropriation.

Financing
Potato Farm
& Mr. Berr-
idge's salary

6. Report on salary of Lucille Hunt. (Referred to President, Secretary and Controller with power)

It was reported that \$1600 per year was agreed upon.

Salary of
Lucille Hunt.

7. Report of Committee appointed to consider drafting of new employment agreement to take the place of the resolution rescinded by the Board at the last meeting. Committee: President, Business Manager, Attorney General and Mr. McColl.

No report ready.

Committee
appted. for
new employ-
ment agreement

8. Report on Mr. Sweeney's car. (Referred to Secretary with power)

The Secretary reported that Mr. Sweeney's old car and \$750 was turned in on a new Oldsmobile.

Report on Mr.
Sweeney's Car

9. Report of Advisory Committee on employment of instructor to teach proposed three new courses in Geography.

The Advisory Committee reports that it is inadvisable at this time to employ an additional Instructor to teach the proposed three new courses in Geography as recommended by the Dean of the Arts Division to be taught in the Department of Geology as preparatory to work in History, Political Science, Economics, etc.

Rep. of Adv.
Com. on empl.
of Inst. to
teach Geography

10. Report on Mr. Hill's salary.

Recommendation or request for an increase in Mr. E. B. Hill's salary was deferred until the budgets and salaries are acted upon for the coming year.

Report on Mr.
Hill's salary

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

11. Request from the Committee on Registration and Classification that a charge be made for late registration as follows: \$2.00 for the first day and an additional dollar for each succeeding day until a maximum of five dollars (\$5.00) is reached. The registrar shall assess this charge against every late registrant regardless of the cause for lateness. In case the student

Charge for
late regis-
tration

feels the cause for his lateness was beyond his control, he may make written appeal to a committee appointed by the President. The committee shall have power to order the assessment refunded.

It was voted to approve the above request.

The meeting adjourned at 5:30.

THE NEXT MEETING OF THE STATE BOARD OF AGRICULTURE WILL BE HELD APRIL 17, 1929 AT 11 O'CLOCK IN THE PRESIDENT'S OFFICE.

R. S. Shaw
President

Amasa H. Halladay
Secretary

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
April 17, 1929

THE MEETING WAS CALLED TO ORDER AT 11 O'CLOCK

Present: Messrs. Brody, McPherson, McColl, Gowdy, Watkins, Mrs. Stockman, Superintendent Pearce, President Shaw and Secretary Halladay.

Absent: None

The minutes of the previous meeting were approved without reading having been in the hands of the Board members.

Appointments APPOINTMENTS

1. Howard Johnson as half-time assistant in the Department of Bacteriology for the school year 1929-30. Conditions: In case of Mr. Johnson's receiving additional compensation from the U.S.D.A. it is understood that the credits carried by him will be correspondingly decreased.
2. Clarence Dorman, as half-time assistant in the Department of Soils, effective September 29th. This appointment is to fill an existing vacancy.
3. Carl S. Miller, half-time assistant in the Department of Zoology, effective September 1929, to fill an existing vacancy.
4. Gaylord C. Smith, advancement from quarter time assistant to half-time assistant for the Spring term, Department of Chemistry.
5. Hugh E. Wilson as part time instructor in Physical Education and Assistant Football Coach at \$300.00 for his services at spring football practice, 1929, and \$1200 for his services with the football team from September 1, 1929 to November 29, 1929. (Recommendation of Mr. Young for appointment of Mr. Wilson approved; but payment subject to plan approved by Mr. Halladay and Mr. Wilkins.)
6. Milton H. Rodolph, instructor of Physical Education for the spring term from April 1, 1929 to June 30, 1929 at \$200 per month. Mr. Rudolph succeeds Mr. Hoercher, resigned. Approved by R. S. Shaw, April 2.
7. Roscoe G. Smith as County Club Agent for Clinton, effective April 3, salary \$2200 per year, \$1800 from Capper-Ketcham funds, Clinton County covering part of salary and expenses for two years.
8. Temporary appointment of Mrs. Ruth Featherly Schubert, from April 22 to May 11, inclusive at the rate of \$2160 per year, to assist with county achievement days in the Upper Peninsula. Salary from Lever State funds.
9. Miss Lois Corbett as Assistant Girls Club Leader, salary \$2820 effective when a successor can be obtained for her present position of Home Demonstration Agent in Wayne County, salary from Federal Smith-Lever funds.
10. Lynn Post as County Agricultural Agent for Cass County, effective April 9 at \$2400 per year, \$1800 of which should be paid from Federal Supplementary funds.
11. Appointment of Dr. H. S. Patton as head of the Department of Economics and Professor of Economics at a salary of \$5500, beginning September 1, 1929.
12. A. R. Miller as Instructor in Physiology and Pharmacology for the college year beginning September 1, 1929 at a salary of \$2100 per year.
13. Mrs. Marie Shaver to succeed Mrs. R. B. Post in the Department of Surgery and Medicine, as clerk. Mrs. Post is being transferred to the Department of Bacteriology to succeed Miss Coburn who is resigning. Mrs. Shaver's salary is recommended at \$100 per month.