

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
MARCH 21, 1928

Call to order and minutes THE MEETING WAS CALLED TO ORDER AT 9:30.

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

The minutes of the previous meeting were read and approved.

REPORTS FROM THE ACTING PRESIDENT FOR CONFIRMATION.

Mr. Kiebler to attend No. Central Sssn. meeting.

1. Authorization for delegation of Mr. Kiebler to attend the North Central Association meeting in Chicago on March 14 and 15 with expenses paid, in accordance with previous agreement with President Butterfield.

On motion of Mr. Gowdy, it was voted that Mr. Kiebler be authorized to attend the North Central Association meeting in Chicago on March 14 and 15 with expenses paid.

Authorization Clarissa Anderson's account for out-of-state travel to be paid

2. On February 25th, 1928, authorization was given on the travel expense account of Clarissa Anderson, who chaperoned the co-ed members of the Varsity Fencing Team to Delaware, Ohio. The trip had been made without authorization from the office of the President.

On motion of Mr. Gowdy, it was voted that Miss Clarissa Anderson's expense account be paid.

Authorization out-of-state travel for following: Mrs. Byers, Miss Irons, Francis Rogers & Hartman

3. On March 16th, five members of the Department of Education, Miss Irons, Mrs. Byers, Miss Francis, Miss Rogers, and Miss Hartman, were authorized to attend the regional vocational conference at Chicago, March 19th to 23rd, expenses to be defrayed from Federal Funds.

On motion of Mr. Gowdy, it was voted that the expenses of Miss Irons, Mrs. Byers, Miss Francis, Miss Rogers, and Miss Hartman, be defrayed from Federal funds.

Out-of-State Travel Miss Rosalind Jewett

4. Authorization for out-of-state travel for Miss Rosalind Jewett to confer with the State Home Demonstration Leader of Ohio at Toledo, Ohio.

On motion of Mr. Brody, it was voted that Miss Rosalind Jewett's expenses be defrayed.

REQUESTS FOR DELEGATION ON ACCOUNT OF SCIENTIFIC MEETINGS ETC.

Prof. Laurie authorized to accompany students on trip.

1. Recommendation of Professor V. R. Gardner that Mr. Laurie be authorized to accompany six students of the Horticultural Department on a two day inspection trip during the spring vacation, in the vicinity of Chicago. Costs not to exceed \$20.00.

On motion of Mr. McPherson, it was voted that Mr. Laurie be authorized to accompany six students of the Horticultural Department on the above inspection trip. Costs not to exceed \$20.00.

Drs. Grove & Olson to attend Am. Math. Society meet.

2. Recommendation of Professor Plant for the delegation of Dr. Grove and Dr. Olson to attend the American Mathematical Society to be held in Chicago, April 6 and 7, with traveling expenses, only, to be taken care of by the College.

On motion of Mr. McPherson, it was voted that Dr. Grove's and Dr. Olson's expenses only, be taken care of by the college.

Prof. Hartsuch attend Am. Hom. Econ. Assn. meet.

3. Recommendation of Professor A. J. Clark for the delegation of Professor Hartsuch to attend the American Home Economics Association meeting at Des Moines, Iowa, in June with expenses paid. Mr. Hartsuch is to appear on the program.

Dr. Huston to attend Am. Chem. Soc. Meet. at St. Louis, Mo.

Also that Dr. Huston be authorized to attend the spring meeting of the American Chemical Society at St. Louis, Missouri, early in April with travel expenses, only, defrayed by the College. Dr. Huston is to present a paper at this meeting.

On motion of Mr. McColl, it was voted that the recommendations as presented be approved.

Mrs. Landon to attend Am. Library Assn. meet.

4. Request of Mrs. L. E. Landon for authorization to attend the American Library Association meeting at West Baden, Indiana on May 28th with expenses paid.

On motion of Mr. Brody, it was voted that Mrs. Landon be authorized to attend the meeting of the American Library Association at West Baden, Indiana, with expenses paid.

Miss Yakeley to attend Am. Assn. of Col. Registrars

5. Request of Miss Yakeley for delegation to attend the American Association of Collegiate Registrars in Cleveland on April 17, 18 and 19 with expenses paid.

On motion of Mr. Gowdy, it was voted that Miss Yakeley be authorized to attend the meeting of the American Assn. of Collegiate Registrars in Cleveland, with expenses paid.

Mr. Forest Smith denied privilege of attending Meet. of Sup. & Teacher-Trainers

6. Request of Professor Walpole for the delegation of Mr. Forest Smith, Superintendent of Schools at Haslett and part-time teacher trainer, to attend the Conference of Supervisors and Teacher-Trainers at Des Moines, Iowa, March 25 to 29 in place of Mr. Linton who is unable to go. The expenses will be defrayed from Federal Funds.

On motion of Mr. McPherson, it was voted that the above request be denied.

7. Recommendation of Directors Baldwin and Willard for travel authorization with expenses, for Mr. R. F. Kroodsma, Irene Taylor, Mildred Gardner, and Mr. J. J. Baldwin, to attend a conference of specialists in Forestry and Home Economics to be held in Urbana, Illinois May 22 to 24. The Conference is under the direction of the Federal Office of Cooperative Extension.

Out-of-State travel for the following:
Mr. Kroodsma,
Irene Taylor,
Mildred Gardner
R.J. Baldwin

On motion of Mr. McColl, it was voted that the above recommendation be approved.

RESIGNATIONS AND APPOINTMENTS

1. Resignation of Mr. L. D. Kurtz, presented by J. F. Cox, effective February 15th with the recommendation that Mr. Kurtz be given an extension of time so that the resignation will become effective February 29th.

Resignation
L.D. Kurtz

On motion of Mr. Watkins, it was voted that the above resignation be accepted and that Mr. Kurtz' resignation become effective February 29th.

2. Under date of March 19th, Mr. A. J. Patten submitted his resignation as Chemist of the Experiment Station.

Resignation
A.J. Patten

On motion of Mr. Brody, it was voted that Mr. Patten's resignation be accepted.

3. Recommendation of Dr. Ward Giltner that the resignation of Dr. Frank Thorp, Jr. be accepted to take effect March 31st, 1928.

Resignation
Dr. Frank Thorp

On motion of Mr. McPherson, it was voted to accept/Dr. M. W. Emmel be appointed to succeed Dr. Thorp at a salary of \$1560 to begin July 1, 1928.

Apptm. Dr. M.
W. Emmel

4. Recommendation of Committee on Advanced Degrees that an additional half-time assistantship be established in the Department of Zoology, and that Mr. LeRoy C. Stegeman be appointed to this position and that also Miss Dorothy Permar be continued for another year as half-time assistant in the Department of Zoology.

Ref. to Fi. Com.
1/2 time assistantship in
Dept. of Zool
also Apptm. of
Dorothy Permar
for another year
as 1/2 time Asst.

On motion of Mr. McPherson, it was voted to refer the above matters to the Finance Committee.

5. Request of Professor C. G. Card for the establishment of an additional graduate assistantship in Poultry Husbandry.

Additional graduate Asst. ship
in Poultry re-
ferred to Fi.
Committee

On motion of Mr. McPherson, it was voted to refer the matter relative to a graduate assistantship in Poultry Husbandry to the Finance Committee.

6. Recommendation of Mrs. Campbell for the appointment of Miss Alberta Bates as Home Demonstration Agent for Marquette at a salary of \$2300. to succeed Miss Gladys Hoff, \$1800 of the salary to be paid from Federal Smith-Lever Funds.

Apptm. Alberta
Bates to suc-
ceed Gladys Hoff

On motion of Mrs. Stockman, it was voted that the appointment of Miss Alberta Bates be confirmed and that her salary be fixed at \$2200.00 per year, \$1800 of the salary to be paid from Federal Smith-Lever Funds, effective May 1st.

7. Recommendation of Director Baldwin for the appointment of Mr. Benjamin Dobben as Extension Specialist in Farm Crops for the Upper Peninsula at a salary of \$2400 to be effective April 1st, providing Mr. Dobben can be released from his present position. If not, the action would not go into effect until June 1st.

Apptm. Benjamin
Dobben Exten.
Spec.

On motion of Mr. Watkins, it was voted that Mr. Dobben be appointed Extension Specialist in Farm Crops for the Upper Peninsula at a salary of \$2400, to be effective April 1st, providing Mr. Dobben can be released from his present position. If not, the action would not go into effect until June 1.

8. Recommendation of Director Baldwin and Director Willard that the allotment of funds for the appointment of a county Agricultural Agent in Missaukee County be increased from \$1800 to \$2400 a year. The increased allotment to take effect July 1, 1928.

Request for ad-
ditional funds
for Co. Agr. Agt.
in Missaukee Co
referred to
Extension Com.

On motion of Mr. McPherson, it was voted that the matter of increase of funds for the appointment of a County Agricultural Agent in Missaukee County be referred to the Extension Committee.

9. Recommendation of Director John D. Willard for the appointment of Mr. H. M. Shulman as special lecturer in the Packing house Practice Course at a compensation of \$200, the fee to be paid when Mr. Shulman reports his grades to the College. This is to be financed entirely from fees received from those enrolled in the course.

Apptm. H. M.
Shulman

On motion of Mr. McColl, it was voted that Mr. Shulman's appointment be confirmed and that a fee of \$200.00 be paid when Mr. Shulman reports his grades to the college. This is to be financed entirely from fees received from those enrolled in the course.

10. Resignation of Mr. M. L. Wright, Assistant State Club Leader for the Upper Peninsula effective May 15th. Mr. Kettunen recommends the acceptance of Mr. Wright's resignation and the appointment of Mr. Clare Rood as his successor at a salary of \$3300, effective May 10th.

Resignation of
M.L. Wright.
Appt. Clare
Rood as his
successor.

On motion of Mr. McColl, it was voted to accept Mr. Wright's resignation and approve the appointment of Mr. Clare Rood at a salary of \$3300, effective May 10th.

11. Temporary appointment of Mr. Robert Musson, Mechanic in Agricultural Engineering, at a salary of \$75.00 per month, and his expenses while away from Lansing, effective May 26 to approximately October 10th. Funds for this work are included in Agricultural Engineer. Project.

Apptm. Robert
Musson

Apptm. of
Rural Organ.
Spec. refer-
red to Budget
Committee.

Transfer J.M.
Moore to Ins-
truc. in Poult.
Apptm. E.R.
Hancock as
his successor

On motion of Mr. McPherson, it was voted that Mr. Musson be employed at a salary of \$75.00 per month and his expenses while away from Lansing, effective March 26 to approximately October 10th.

12. The appointment of a Rural Organization Specialist for the next fiscal year. Included in the Extension Budget during the present year.

On motion of Mr. McPherson, it was voted to refer the above matter to the Budget Committee.

13. Transfer of Mr. J. M. Moore, Extension Specialist, to the position of instructor in Poultry Husbandry at the same salary, effective March 8th. Professor Card recommends the appointment of Mr. E. R. Hancock as successor to Mr. Moore at a salary of \$2200.00. Mr. Baldwin recommends that his beginning salary be \$1980, effective April 1.

On motion of Mr. Gowdy, it was voted to approve the above transfer. Also the appointment of Mr. E. R. Hancock at a salary of \$1800, effective April 1.

LEAVES OF ABSENCE:

Leave of Ab-
sence Miss
Sylva Wixson

1. Recommendation of Directors Willard and Baldwin for leave of absence of Miss Sylva Wixson for the months of July and August, for the purpose of study and travel, with pay.

On motion of Mr. Watkins, it was voted that Miss Sylva Wixson be granted a leave of absence with pay, for the months of July and August.

Leave of ab-
sence O.E.
Reed

2. Request for leave of absence from Professor O. E. Reed during June and July to attend the World Dairy Congress in England with pay for the two months period.

On motion of Mr. Brody, it was voted that Prof. Reed be granted a leave of absence with pay for the months of June and July.

MISCELLANEOUS REQUESTS AND RECOMMENDATIONS.

Mr. Lakin to
be paid \$6.50
for extra
work done for
Mr. Willard

1. Request of Director Willard that \$6.50 be added to the March pay check of Mr. Lakin, who did some extra work for Mr. Willard and who could not be reimbursed without having his name appear in two places on the payroll. Mr. Lakin is a half-time assistant and the President's Office has interpreted the rule as not applying to part-time positions.

On motion of Mr. McColl, it was voted that Mr. Lakin be paid \$6.50 for extra work done for Mr. Willard.

Acceptance of
Fund of \$7000
From Detroit
Edison Co. &
Consumers
Power Co. as
follows:

2. A report from Dean G. W. Bissell relative to the acceptance of a \$7000 fund from the Detroit Edison Company and the Consumers Power Company as follows:

"First, the Detroit Edison Company and the Consumers Power Company will jointly give a scholarship of \$2,000.00 per year for the next two years, with the understanding that you will pick the best available man from your classes to take an advanced degree, working on the problem of electrification of the farm, paying especial attention to the application of power to the mechanical work of the farm.

The Detroit Edison Company and Consumers Power Company will jointly give you \$2,500.00 to purchase and equip a truck to be used in your rural electrification work.

The two Companies are sending Dean G. W. Bissell \$500.00 to enable you to carry on the good work you are doing for the balance of the year.

On motion of Mr. Brody, it was voted to accept the \$7000 fund from the Detroit Edison Company and Consumers Power Company to be used in connection with research problems, experiments and demonstrations in connection with the Rural Electrification projects.

Replacement
of dwelling
at Dunbar re-
ferred to Dean
Shaw.

3. Recommendation of Professor A. K. Chittenden relative to the replacement of the dwelling house which was burned at Dunbar about two years ago.

On motion of Mr. Brody, it was voted that the above matter be referred to Dean Shaw and that he report back at the next meeting of the Board.

Com. of Bd. to
review farm
offered by W.
K. Kellogg es-
tate.

4. Report on the present status of the W. K. Kellogg estate deeded to the college and the revenues from which trust fund provides for its maintenance in part.

On motion of Mr. McColl, it was voted that a committee of the Board consisting of three members be appointed to review the farm offered the college by Mr. Kellogg and report to the Board at its next meeting. The Chairman appointed the following members; Mrs. Stockman, Mr. Gowdy and Mr. McPherson.

Transfer of
bees from Enty
Dept. to Hort.
Dept.

5. Recommendation from Professor R. E. Pettit relative to the transfer of bees from the Department of Entomology to the Horticultural Department of the Agricultural Division.

On motion of Mr. McColl, it was voted that Prof. Pettit's recommendation regarding the transfer of bee work to the Horticultural Department be approved, providing Professor Gardner is willing to assume charge of this work.

ITEMS DEFERRED:

Prof. Fabian's
leave refer-
red to Finance
Committee.

1. A request has been made that the matter of Prof. Fabian's leave of absence, which was taken up at a previous meeting of the Board, be re-considered, because of the apparent misunderstanding relative to the action taken.

On motion of Mrs. Stockman, it was voted to refer the above matter to the Finance Committee for reconsideration.

2. Request for action by Mr. R. W. Tenny, Director of Short Courses, on the matter of the purchase of an additional dynamometer, action having been deferred at the meeting of the Board on January 25th, 1928.

Request for dynamometer for Mr. Tenny. No action taken.

On motion of Mr. Brody, it was voted that no action be taken at this time.

RECOMMENDATIONS FROM THE SECRETARY FOR ACTION BY THE BOARD.

1. Secretary Halladay presented a letter from Professor Rufi relative to Mrs. Vena Johnson's absence from work for 4 1/2 days. Prof. Rufi suggests that the proportionate amount should be deducted from her pay check for the month of March.

Prof. Rufi suggests deduction 4 1/2 days pay from Mrs. Johnson's check for March. Ref. to Secret.

On motion of Mr. Watkins, it was voted that the matter regarding a deduction from Mrs. Johnson's check be referred to Secretary Halladay for adjustment.

2. The Secretary presented a letter from the Mayor of East Lansing relative to the matter of Fire protection.

Letter from E. L. Mayor re Fire protection.

On motion of Mr. Watkins, it was voted that the above matter be referred to the Secretary and that he report back to the Board at some future meeting.

THE MEETING ADJOURNED AT 12:00 for LUNCHEON AND RE-CONVENED AT 1:30.

MATTERS PRESENTED BY MEMBERS OF THE BOARD.

1. On motion of Mr. Gowdy, it was voted that the report of the Finance Committee, which is as follows, be adopted:

Report of Finance Committee

MEETING OF THE FINANCE COMMITTEE
March 17, 1928.

Members present; Mr. Gowdy, Chairman, Messrs. Watkins, Brody and McPherson.

The Finance Committee recommends that the budget for the year ending June 30, 1929, based upon an expected revenue of \$2,680,921.95, be divided into apportionments as follows:

Budget to be divided as indicated:

Salary	\$1,450,000.00
Maintenance	950,000.00
Equipment	125,000.00
Total	\$2,525,000.00
Estimated deficit end of the fiscal year June 30, 1928	100,000.00
Reserve	50,000.00
	\$2,675,000.00

The Finance Committee directed the Secretary to compile details of the budget, staying within the limits of the divisions stated above.

Fi. Com. directed Sec. to compile budget.

A request from Mr. C. G. Card, Poultry Department for partitions in the office was approved at a cost not to exceed \$750.00.

Request for partitions in Poultry Dept. app.

A request from Mr. Richards, Music Department to make the necessary repairs on the old Weather Bureau Building was approved for an amount not to exceed \$3500.00.

Old Weather Bureau to be repaired

A request from Dean Bissell for an instructor for the spring term in the Department of Civil Engineering at \$250.00 per month was denied.

Ad. instr. for Civil Engr. Dept. denied.

The Committee recommends that the following amounts be given to the respective departments.

Following amounts to be given respective departments.

Agricultural Engineering	\$500.00
Anatomy	500.00
Board members	200.00
Chemistry	1000.00
Elec. Engineering	200.00
Elec. Lights	1000.00
Farm Crops	600.00
General	4000.00
M & R of B	5000.00
Poultry	1000.00
Registrar	500.00
Summer School	300.00
Animal Husb. Exp. Sta.	1000.00
	\$15,800.00

H. W. Gowdy,

Chairman

L. Whitney Watkins

Dora H. Stockman

M. B. McPherson

2. On motion of Mr. Gowdy, it was voted that the Alumni Committee of the Board confer with the Alumni Committee of the Union, with reference to the relationship between the Union Board

Alumni Com. of Bd to confer with Alumni Com. of Union.

and the College and report at the next meeting.

It was voted that the next meeting of the Board be held at the President's Office, Wednesday, April 18th at 9:00 A. M.

THE MEETING ADJOURNED AT 3:30.

A. B. Shaw
Acting-President

Herman Halladay
Secretary.

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
April 18, 1928

THE MEETING WAS CALLED TO ORDER AT 9:30.

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

The minutes of the previous meeting were read and approved.

Resignations RESIGNATIONS:

Vena J. Logel 1. Resignation of Vena Johnson Logel, stenographer in the Department of Education to take effect May 15th.

On motion of Mr. McPherson, it was voted to accept Vena Johnson Logel's resignation effective May 15th.

Martha Mae Hunter 2. Recommendation that the resignation of Miss Martha Mae Hunter, Extension Specialist in Nutrition, be accepted June 30, 1928, also that the resignation of Miss Mabel C. Atwood, Extension Specialist in General Home Economics be accepted to take effect May 14, 1928.

On motion of Mr. McPherson, it was voted that Miss Hunter's and Miss Atwood's resignations be accepted effective June 30, 1928 and May 14, 1928, respectively.

Death of R. D. Bailey 3. Official report relative to the death of Mr. R. D. Bailey, County Agricultural Agent for Crawford County, which occurred on April 3, 1928.

On motion of Mr. Brody, it was voted that the family receive a check for the month of April and that the Secretary be instructed to write a letter of sympathy to the family.

Appointments APPOINTMENTS:

Ralph Morrish Ext. Spec. 1. Recommendation for the appointment of Ralph Morrish as full time Extension Specialist at a salary of \$2460, effective April 1st, to be paid from Smith-Lever Funds. Mr. Morrish to succeed L. D. Kurtz.

On motion of Mr. Brody, it was voted that Mr. Morrish be appointed a full time Extension Specialist at a salary of \$2460, effective April 1st, Smith-Lever Funds.

H.C. Kiebler, Ext. Spec. 1/2 Time Asst. F. Crops 2. Recommendation for the appointment of Mr. H. C. Kiebler as one-half time Extension Specialist and half-time Assistant in Farm Crops Experimental work at a salary of \$2100, effective April 1st, funds from Smith-Lever. Mr. Kiebler to succeed Morrish.

On motion of Mr. Watkins, it was voted that Mr. Kiebler be appointed one-half time Extension Specialist and half-time Assistant in Farm Crops Experimental work at a salary of \$2100, effective April 1st, funds from Smith-Lever.

Bernard Kuhn, Ext. Spec. F.C. 3. Recommendation for the appointment of Bernard Kuhn as Extension Specialist in Farm Crops at a salary of \$2400, effective June 1st, 1928, funds from Smith-Lever State. Mr. Kuhn is to take the position in the Upper Peninsula for which Mr. Dobben was appointed at the last Board meeting, but declined to accept.

On motion of Mr. McPherson, it was voted that Mr. Bernard Kuhn be appointed Extension Specialist in Farm Crops at a salary of \$2400, effective June 1st, 1928, funds from Smith-Lever State.

Summer School Instructors 4. Recommendation of Professor L. C. Emmons for the following special appointments for the coming Summer School period, namely:

John Page, Supt. of Howell Schools	\$400.00
M. Simpson, Kalamazoo College	400.00
B. J. Ford, Asst. State Supt. of Pub. Instr.	250.00
J. J. Sherman, Detroit Teachers College	400.00

The total amount is \$5.00 over the regular amount for use in this way.

On motion of Mr. Brody, it was voted to approve the above special appointments for the coming Summer School period.