

986
Transfer of
Extension
funds.

Request of Director Baldwin for transfer of funds from certain departments to certain others, as follows:

The committee recommends the adoption of the adjustment in the Extension budget and wishes to refer same to the Board for final action inasmuch as this adjustment must be approved by the State Board of Agriculture.

Transfer of \$700 from Administration to Foods & Nutrition
" 1000 from Ag. Engineering to Soils
" 650 " County Agents " Ag. Economics
" 300 " Insect Control " Home Dem. Agts.
" 300 " Plant Pathology " Animal Pathology
" 400 " Ext. Reserve " Child Care & Train.
" 500 " Ext. Reserve " Farm Crops

It was voted to hold the next meeting of the State Board of Agriculture May 15, at 9 o'clock in the President's Office.

The meeting adjourned at 12 o'clock.

R. S. Shaw
President
H. H. Halladay
Secretary

Minutes of the
Meeting of the State Board of Agriculture
May 15, 1931

Present: Messrs. Berkey, Brody, McColl, McPherson, Mrs. Stockman, President Shaw, Secretary Halladay, Mr. Watkins

Absent: Superintendent Pearce

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

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

Appointments
Resignations
Leaves

APPOINTMENTS, RESIGNATIONS, LEAVES

1. Appointment of Mr. James Swain, replacing Miss Miles, Modern Language Department, at a salary of \$2400 per year, effective September 1st.
2. Replacements authorized for Mr. Childs and Mr. Berry, half time assistants in Department of Mathematics who will receive their Master's degrees in June. Replacements will be made at the same rate of pay, \$90.00 per month for ten months.
3. Appointment of Mr. V. C. Vaughn, County Club Agent for Alger County for the temporary period of two months, beginning May 1st and ending June 30th, at the rate of \$150.00 per month.
4. Mrs. Lena Fitch, stenographer in the Dairy Extension office, succeeding Mrs. Gertrude Schramek, effective May 1st, salary \$1200 per year, to be paid from State Offset funds.
5. Leave of absence for Dr. Sholl, Department of Animal Pathology, for one month beginning May 23rd, in order to do some work in parasitology in the Zoological Laboratory of the Bureau of Animal Industry, Washington, D. C. It is understood that his transportation and other expenses to Washington will be without expense to the Institution.

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

- Lv. Miss Butler
6. Leave of absence for Miss Edith Butler for the academic year 1931-32. Miss Butler wishes to take work at the University of Southern California for a year, doing special work in sculpture, and completing requirements for the degree of Bachelor of Arts.

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

Lv. J.C. De-
Camp.

7. Release of Professor John C. DeCamp of the Forestry Department, from service on September 1st, placing on leave for one year with half pay or for one half year on full pay in order that he may study and work outside. It is understood that Mr. DeCamp will not continue on the college staff after the expiration of his leave of absence.

On motion of Mr. McColl, it was voted to approve the above leave of absence.

8. Appointment of Virgil G. Sleight as Instructor in Geology for the school year 1931-32, to take the place of Professor Bergquist who will be on leave of absence during that period. Salary \$1800.

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

MISCELLANEOUS

1. Request from the State Department of Rehabilitation for free tuition for students from that department during the next year.

Free tuition for students sent by Dept. Rehabilitation

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

Rules and regulations for Girls' dormitory approved.

2. Recommendation for Rules and Regulations for new Dormitory for Women submitted by Dean Conrad.

On motion of Mr. McPherson, it was voted to approve the list of rules as submitted and amended.

Request that another story be added to Dairy Bldg. Request that \$20,000 be placed on deposit.

3. Utilization of present fund of \$24,000 (Creamery fund of our Dairy Department) in adding another story to the Dairy Building and modernizing equipment and facilities with funds in excess of needs during the coming year. Also plan to place at least \$20,000 of the present Creamery fund now held in reserve on safety deposit so that the usual four per cent increase could be credited to this fund.

On motion of Mr. Brody, it was voted that the above item be referred to the Building Committee of the Board.

L.H. Handler wishes college to assume responsibility for medical care.

4. Case of L. H. Handler who claims to have had his shoulder thrown out of joint playing football here and who wishes to have the college assume the responsibility for medical treatment.

On motion of Mr. McColl, it was voted to refer the above matter to a committee composed of Mr. Watkins, Dr. Olin and Coach Young, with power to act.

Report of Pres. Shaw on status of Dean Ryder

5. Report of President Shaw on Status of Dean E. H. Ryder. The President read a letter which he had written to Dean Ryder, upon suggestion of the Board, relative to a continuation of his present leave of absence to the end of this college year, August 31, 1931 for health reasons.

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

Authorization to proceed with detailed study of institutional organization.

6. President Shaw requests authorization to proceed with a further detailed study of institutional organization and policy that has not yet been completed.

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

ITEMS FROM SECRETARY'S OFFICE

1. Request that whatever plumbing necessary for bathroom and water supply be installed in the house occupied by the Superintendent of the Farm.

Plumbing for bathroom and water supply to be installed in house of Supt. of Farm

On motion of Mrs. Stockman, it was voted that the above request be granted, the money to be taken from the Special Building Fund.

Renewal of lease of Toolan Farm to be secured.

2. Recommendation that the College secure a renewal of the lease of the Toolan Farm at the same rental figure and for as long a period of time as can be agreed upon.

On motion of Mr. McColl, it was voted to approve the above recommendation and refer the matter to the Secretary.

REPORTS

Travel of Dutton & Hutson to Surgeon Bay

1. Report on authorization for trip for W. C. Dutton and Ray Hutson, to Sturgeon Bay district to study control measures employed on the cherry case bearer.

Travel of Lucas & Trout to Chicago.

2. Report on authorization for Chicago trip for Professors Lucas and Trout on May 11, 12, and 13, in charge of students. Expense item to include mileage for one car and maintenance for two staff members.

Travel of Huffman to Montreal

On motion of Mr. McPherson, it was voted to approve items 1 and 2.

3. Request for authorization for trip taken by Mr. C. F. Huffman of the Dairy Department to Montreal, Canada, April 6 to 11, with railroad and pullman fare paid from the regular Experiment Station allotment to the Dairy Section. Request did not reach office in time for action by the Board at their March meeting. Trip taken before April meeting.

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

\$500 allowed for operation of Fire College

RECOMMENDATIONS FROM FINANCE COMMITTEE

1. Request from Dean Dirks for \$750.00 for the operation of "Fire College" in connection with the Annual Meeting of the Michigan State Fireman's Association in Jackson, in July.

It was voted to allow an amount of \$500.00 for the operation of the "Fire College", amount to be taken from the Contingent Fund.

\$400 appropriated for Physics Dept.

2. Depleted Budgets.

a. Physics Department request \$400.00

It was voted to allow an amount at \$400 for this department, amount to be taken from the Contingent Fund.

\$300. appropriated for Physiology & Pharmacology

b. Physiology & Pharmacology requests \$300.00.

It was voted to allow an amount of \$300. for this department, amount to be taken from the Contingent Fund.

Request for \$6000 for Kellogg Farm ref. to Adv. Com. Pres. & Sec.

c. Additional apportionment for Kellogg Farm. Budget \$6,000 short of estimated receipts.

It was voted to refer the above item to the Advisory Committee, the President and the Secretary with power to act.

\$500 allowed for Institutional Mgt.

d. Institutional Administration requests \$500.00.

It was voted to allow an amount of \$500.00, amount to be taken from the Contingent fund.

\$1000 allowed for Health Service

e. Health Service requests \$1500.00.

It was voted to allow an amount of \$1000.00,- same to be taken from the Contingent fund,

Depletion of Pub. & Journ. budget ref. to Adm. Group, Adv. ", Pres & Sec.

f. Publications and Journalism (dependent upon publications they are asked to publish before July 1st) Budget now entirely depleted.

It was voted to refer this matter to the Administrative Group, the Advisory Group, the President and the Secretary.

\$1000 allowed Music Dept. for financing H.S. Music contests.

3. Appropriation of \$1,000 fund for use of the Music Department in financing High School Music Contests.

It was voted to allow an amount of \$1000, amount to be taken from the Contingent Fund.

On motion of Mr. McColl, it was voted that the recommendations of the Finance Committee be approved.

The meeting adjourned at 2:15.

R. S. Shaw
President
H. S. Halladay
Secretary

Minutes of the
Meeting of the State Board of Agriculture
June 13, 1931

Present: Messrs. Berkey, Brody, McColl, McPherson, Mrs. Stockman, Mr. Watkins, President Shaw and Secretary Halladay.

Absent: Superintendent Pearce

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

The meeting was called to order at 9:45.

Appointments

APPOINTMENTS

1. Ralph L. Helm, County Agricultural Agent in Calhoun County, effective June 1, at a salary of \$3,000, \$1800 of which is to be paid from Federal Smith-Lever funds. Mr. Helm will replace Mr. Leon H. Robbins, who will resign on May 31.
2. Employment of Mr. J. A. Merritt temporarily for a period of two or three months for special work at the rate of \$150.00 per month payable from the funds of Entomological Section of the Experiment Station.
3. Employment of Mr. Phillip S. Chen as a special assistant in the Soils Station, from July 1 to September 15 at a salary of \$140.00 per month, payable from the regular Experiment Station allotment to the soils section.
4. Graduate Assistants as follows:

Department of Home Economics
Miss Patricia Nordholm, assistant in the Nursery School to succeed herself.

Department of Chemistry
Miss Mabel Florey Wilson
Roger Clark Dawes, replacing Miss Frances Lamb and Adam Schuch

Department of Horticulture
Mr. George F. Gray, half time Graduate Assistant to succeed himself.