

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
February 15, 1928

THE MEETING WAS CALLED TO ORDER AT 9:30 A. M.

Present: President Butterfield, Mrs. Stockman, Messrs. McColl, Brody, Watkins, McPherson and Secretary Halladay.

Absent: Mr. Gowdy and Superintendent Pearce.

REPORTS FROM THE PRESIDENT FOR RECORD:

1. Resolution of thanks from the Michigan Muck Farmers Association.

On motion of Mr. Brody, it was voted that the above be made a matter of record.

2. Resolution of request for drainage from the Michigan Muck Farmers Assn.

On motion of Mr. Brody, it was voted that the above matter be referred to Dean Shaw with the request that a report with recommendations be made to the Board.

EXECUTIVE ORDERS FOR CONFIRMATION:

President Butterfield reported the following "Executive Orders."

1. Release to the Office of Plant Disease Survey of the U. S. Department of Agriculture, during the month of February, Mr. C. W. Bennett of the Botany Department.

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

2. Appointment of Mary F. Seekell to the position of Home Demonstration Agent in Oceana County, at a salary of \$2200, effective February 1, \$1800 from Lever State Funds.

On motion of Mrs. Stockman, it was voted that the above Executive Order be approved.

3. Permanent appointment of Mr. H. J. Lurkins to the position of County Agent Berrien County, effective January 1, 1928.

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

4. Removal of the name of Mr. A. R. Marston from the College payroll for the period of Jan. 1st to Mar. 31st, during which time he has been assigned to the Federal Emergency Corn Borer Fund.

On motion of Mr. McColl, it was voted to approve the above Executive Order.

5. Appointment of Mr. Ernest M. Banzet to teach the Extension Course in Sociology 413 at the rate of \$35 a month for January, February and March, to be paid from Liberal Arts Extension Funds.

On motion of Mr. McPherson, it was voted to approve the Above Executive Order.

6. Authorization for payment of service in Mathematics Department for Miss Eleanor Craven, in addition to her pay as regular half-time clerk in the Chemistry Experiment Station.

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

RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD.

1. The President laid before the Board certain questions of relationships between the State Board of Vocational Education and the State Board of Agriculture.

On motion of Mr. Brody, it was voted that the Chairman of the Board appoint a Committee of three to consider with the State Board of Vocational Education the question of relationship between the two boards.

2. The President laid before the Board certain recommendations from Judge C. B. Collingwood in regard to a course for Policemen.

On motion of Mr. Watkins, it was voted that the President be authorized to appoint a committee of the Faculty to consider, with Judge Collingwood, the above matter and report back to the Board.

3. The President suggested a definite vote in regard to his leave of absence and expression of the Board concerning the Acting-President during his absence.

On motion of Mr. Watkins, it was voted that the President be granted a leave of absence with pay until May 1st.

On motion of Mr. Watkins, it was voted that Dean R. S. Shaw be made Acting-President.

4. The President reported that he was leaving with the Acting-President his recommendations in regard to salary changes for the ensuing academic year.

5. The President recommended a leave of absence for the months of March and April for Miss Lou Butler.

On motion of Mr. McPherson, it was voted that Miss Butler be given a leave of absence for the months of March and April with pay.

Resolution of
thanks from
Muck Farmers
Assn.

Request for
drainage by
Muck Farmers
Assn, referred
to Dean Shaw

Release of C.W.
Bennett for Feb
to U.S.Dept.

Apptm. Mary F.
Seekell

Apptm. H. J.
Lurkins.

A.R. Marston to
be removed from
College payroll
Jan. 1-Mar. 31.

E.M. Banzet appt

Math. Dept. auth-
orized to pay
Miss E. Craven.

Relationship
between St. Bd.
Voc. Education
and St. Board
of Agriculture

Course for
Policemen re-
commended by C.
B. Collingwood.

Leave of Ab-
sence for Pres.
Butterfield.

R.S. Shaw, apptd
Acting-President
Recommendations
re salary chan-
ges.

Leave of ab-
sence Lou Butler

Appt. Catherine Hume

Mr. DeHaan's time divided equally.

Change in title for Messrs. Slaughter & Vandervoort.

Additional salary for Mrs. M. Turner and L. Jones. Report of the Finance Comm.

Matter of receipts & additional appt. referred to Fi. Com. Sec. & Controller

Report of Bldgs & Grds. Comm.

Mrs. Stout to be placed on payroll.

Changes in title to conform to Controller's records.

Funds for Grad. Committee.

Letter from A. B. Forsberg.

Road thru Graham Sta. Hort.

Report on Alumni catalog.

Off. Space for Prof. Card. deferred.

Pres. & Sec. to sign preliminary contracts for Dormitories

6. The President presented the matter relative to the appointment of Miss Catherine Hume as Instructor in the English Department at a salary of \$300 per term for the winter and spring terms; she will also receive \$150 for the winter term chargeable to the Arts Extension Funds. Mr. DeHaan's time and salary will be divided equally between the Departments of English and Philosophy from January 1st to June 30th.

On motion of Mr. McColl, it was voted to approve the above recommendation. Mr. McPherson voted "No".

7. The President presented the matter of change in title of Messrs. Slaughter and Vandervoort.

On motion of Mr. Brody, it was voted that Mr. Slaughter's title be changed from Assistant Football Coach to Instructor in Physical Education and Coach and that Mr. Vandervoort's title be changed from Seasonal Varsity Football Coach to part-time Instructor in Physical Education and Seasonal varsity Coach.

RECOMMENDATIONS FROM THE SECRETARY FOR ACTION OF THE BOARD.

1. The question of additional salary for Mrs. Marie Turner and Mr. Leland Jones.

On motion of Mr. Brody, it was voted that additional salary be granted the above mentioned.

2. Report of the Finance Committee is as follows:

Department	Authorized by the Finance Committee
Agricultural Engineering	\$500.00
Poultry	2000.00
Electrical Engineering	200.00
Music	200.00
Board Members Expense	300.00
State Board Guarantee for Symphony Orchestra expense (1925-6)	741.40
" " " " " " " (1926-7)	1709.10
	<u>\$5650.50</u>

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

3. The Secretary recommended that the matter of adjusting questions of receipts and additional apportionments be left to a Committee composed of the Chairman of the Finance Committee, the President, and the Secretary, with power.

On motion of Mr. Brody, it was voted that the request for additional funds be left to the Finance Committee, Secretary and Controller subject to the approval of the State Board at the next meeting.

4. Report of the Buildings and Grounds Committee.

The report was accepted and placed on file.

5. Putting Mrs. Stout on the payroll to take the place of Mr. L. Jones at \$1440.

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

6. Changes in titles as per attached list.

On motion of Mr. McPherson, it was voted that the Secretary be authorized to make the titles in the budget conform with the Controller's records.

7. Re: funds for the Graduate Committee.

On motion of Mr. McColl, it was voted that an allotment of \$315.00 be granted the Graduate Committee for carrying on their work.

8. Letter from Mr. A. B. Forsberg.

On motion of Mr. McColl, it was voted that the above letter be received and placed on file.

9. New road through Graham Hort. Station land.

On motion of Mr. McPherson, it was voted that the Board not approve the request of the Walker Township Board of Kent County to cross diagonally the property of the Graham Horticultural Experiment Station, but that the road be placed at right angles.

10. Report on Alumni catalogue.

On motion of Mr. Brody, it was voted to refer the above matter to the Finance Committee.

11. Letter from Prof. Card requesting partitions in office space.

On motion of Mr. Watkins, it was voted to defer the above matter.

12. The matter relative to dormitories.

On motion of Mr. McColl, it was voted that the preliminary agreement with the Detroit Trust Company be made and that the Secretary and President be authorized to sign the same.

13. The Building Committee advised that not more than \$15,000 would be spent in remodeling the Old Chemistry Building and the balance of \$20,000 would be used for equipment.

Remodeling of
Old Chem. Bldg.
& equipment
costs.

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

RECOMMENDATIONS FROM DEANS, DIRECTORS OR OTHER OFFICERS FOR ACTION OF THE BOARD

1. Report from Director Willard concerning gift of the Carnegie Corporation for study of Adult Education in two counties in Michigan.

Report on Car-
negie Corp.
gift for study
of Adult Educ.
accepted.

On motion of Mr. Brody, it was voted that the above report be approved as presented.

2. Director Willard presented the matter relative to the employment of Mr. H. S. Worthington, by Mr. Livingston, as a Mechanic in the Dept. of Agr. Engineering Extension.

Apptm. H. W. Wor-
thington.

On motion of Mrs. Stockman, it was voted that Mr. H. S. Worthington be appointed for the period from February 6 to October 15th at a salary of \$100 per month.

3. Dean Giltner recommended that F. W. Fabian be granted a leave of absence for the academic year 1928-29, in order that he may complete resident requirements at Yale University for the Ph.D. degree.

Leave of ab-
sence granted
F. W. Fabian

On motion of Mr. Brody, it was voted that Mr. Fabian be given a leave of absence with pay for six months and that he also be given the vacation periods consisting of one month in 1928 and one month in 1929 with pay.

4. Dean Bissell recommended that Professor Allen's request for an additional instructor be granted.

Additional in-
structor for
Prof. Allen.

On motion of Mr. McColl, it was voted to refer the above matter to the Finance Committee with power

5. Dean Ryder recommended that Professor L. C. Emmons be authorized to handle the preparation of the Summer School bulletin and the administration of the Session of 1928.

Prof. Emmons to
handle Summer
School bulletin
& administration

On motion of Mr. Brody, it was voted that Mr. Emmons be authorized to handle the preparation of the Summer School bulletin and the administration of the Session of 1928 at a salary of \$400.00.

6. Dean Ryder presented to the Board for discussion proposed organization with tentative by-laws in the development of musical interests at the college. He recommended that the President be authorized to appoint a Committee with power to act.

College to make
an agreement
with Lansing
Conservatory of
Music in accord-
ance with plan
submitted.

On motion of Mr. Brody, it was voted that the Committee already appointed, consisting of Dean Ryder, Mr. Richards and Secretary Halladay, be authorized to make an agreement with the Lansing Conservatory in accordance with the plan submitted.

7. Dean Ryder presented a request from Professor Richards for the transfer of an amount from the fees collected for the Music Department to the Music Department fund.

Fees collected
for Music Dept.
to be transfer-
red to Music
Dept. Fund.

On motion of Mr. McColl, it was voted that the amount of \$579.50 already collected be transferred also the fees collected during the balance of the current fiscal year.

8. On motion of Mrs. Stockman, it was voted that the Weather Bureau Building be turned over to the Music Department when vacated.

Weather Bureau
Bldg. to be turn-
ed over to Musi

9. Dean Ryder presented the matter of the resignation of Professor Horner.

Resignation
Prof. Horner

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

10. On motion of Mrs. Stockman, it was voted that the resignation of Miss Olive Moncrief be accepted effective September 1, 1928.

Resignation
Olive Moncrief

NEW BUSINESS FROM MEMBERS OF THE BOARD.

1. On motion of Mr. Watkins, it was voted that Mr. James Hasselman be the authorized publicity agent and that he have free access to the minutes of the Board.

James Hassel-
man authoriz-
ed publicity
agent

2. On motion of Mr. Brody, it was voted that the next meeting of the Board be held in the President's Office, Wednesday, March 21st at 9:00 o'clock.

Next Bd. meet.

THE MEETING ADJOURNED AT 12:30.

Kuyor L. Bunker
President.

Herman L. Halladay
Secretary.