

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

THE MEETING WAS CALLED TO ORDER AT 9:30 O'CLOCK

Present: Messrs. Brody, McPherson, McColl, Cowdy, Watkins, President Shaw and Secretary Halladay.

Absent: Mrs. Stockman, Superintendent Pearce

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

Appointments

APPOINTMENTS

1. Mr. Rowland M. Hill, one-year instructorship in English, effective September 1, 1929, at a salary of \$1800 on a nine months' basis.
2. Mr. Paul C. Kochan, one-year instructorship in Public Speaking, effective September 1, 1929, at a salary of \$1800 on a nine months' basis..
3. Miss Verna H. Church, clerk, Registrar's Office, effective July 1, 1929, salary \$1500 per year, replacing Miss Mary A. Marshall resigned.
4. Mr. O. Ulrey, as Special Field Assistant in the Economics Section of the Experiment Station for the period July 1 to September 18, at a salary of \$120 per month, payable entirely from Purnell funds.
5. Miss Lauretta Atkinson as stenographer in the office of the Dean of Women at a salary of \$1350 beginning September 1st, with permission for one class period a day. This request replaces the request for \$1200 for this position which was previously allowed. The present request is made in view of the fact that Miss Atkinson is available at the \$1350 salary and has had a year's training in the office and will be more valuable than a new stenographer whom we might secure at \$1200.
6. Payment of two-thirds of salary of Miss Irene Patterson, critic teacher of Eastern High School. Miss Patterson's salary is \$1950, our share \$1300.
7. Mr. M. S. Surls as full time Research Assistant in the Mechanical Engineering Section of the Experiment Station at \$2,000 per year from August 1, 1929.
8. Mr. John Franklin Witter as half-time assistant in the Department of Animal Pathology, effective September 1st.
9. Mr. Eugene S. McDonough, as Instructor in Botany for one year only, beginning September 1, 1929 at a salary of \$1800 to fill an existing vacancy.
10. Miss Maud McClellan, as half-time assistant in the Department of Home Economics, \$800 per year, effective September 1st, 1929, replacing Miss MacRae, resigned.
11. Mr. Delmar H. LaVoi, Extension Specialist in Animal Husbandry, to succeed Mr. Freeman, transferred to College and Station; appointment effective September 1, 1929, at a salary of \$3200 per year, to be paid from Lever State funds.
12. Mr. J. H. Muncie as half-time Research Associate in Plant Pathology on Experiment Station funds and half-time Extension Plant Pathologist at a salary of \$4,000 per year to take effect September 1, 1929.
13. Mr. Leonard H. Blakeslee as Extension Specialist in Animal Husbandry and Experiment Station worker in the Upper Peninsula at a salary of \$2500 per year; one-half time Experiment Station; one-half Extension, to be effective August 1st or as soon thereafter as Mr. Blakeslee can leave his present position to take up the work at the Chatham Experiment Station.
14. Miss Merle Ramer as Clothing Specialist at a salary of \$2640 to be paid from Lever State funds, effective August 26th, 1929 replacing Miss Mildred Gardner, resigned.
15. Miss Emma DuBord, as Home Demonstration Agent in Wayne County, effective September 1st, 1929, at a total salary of \$2700 - \$1800 from Federal Lever funds, and transferring Miss DuBord from the Club position to the position of Home Demonstration Agent in Wayne County. Miss Corbett, who formerly occupied the Wayne County position, has been transferred to the State Club Staff.
16. Miss Gertrude Ries to the position of Home Furnishing Specialist at a salary of \$2700 per year, effective September 16th, from Lever State funds, to fill vacancy caused by the resignation of Mrs. Hoffman.
17. Mr. H. G. Beeskow, half-time Experiment Station as Assistant in Plant Physiology and half-time on college funds as Instructor in Plant Physiology, at a salary of \$1800 per year, effective September 1.
18. Mr. Constantine A. Apostolides as half-time graduate assistant in the Department of Botany to succeed A. B. Groves.

19. Mr. James H. Crowley, Associate Professor of Physical Education and Head Football Coach on a three year basis, starting September 1, 1929. The salary for the first year is to be \$6,000; the salary for the second and third years to be \$6,500.
20. Re-appointment of Hugh E. Wilson as part time instructor in Physical Education and assistant football coach, from September 1, 1929 to November 20, 1929, at a salary of \$1200. This appointment is in accord with the wishes of the new football Coach, Mr. J. H. Crowley.
21. Mr. Walter G. Sheldon as draftsman and designed in Agricultural Engineering Department at a salary of \$1800 per year from Agricultural Engineering Department funds, beginning September 1, replacing Mr. C. M. White, resigned.
22. Miss Alice Stewart as stenographer in Farm Crops Extension, succeeding Miss Vera Nestle, at a salary of \$1200 per year, effective July 8, 1929 to be paid from Lever State funds. Miss Nestle has been transferred to College and Station funds.

On motion of Mr. McColl, it was voted to approve all of the above appointments except item #7, which is referred to the President with power to act.

RESIGNATIONS

Resignations

1. Dean Bissell recommends that Mr. F. A. Gould be informed that he should make arrangements to locate elsewhere by not later than December 31st next, and that he be continued on the payroll until that date with leave of absence during the coming fall term.
2. Miss Mary A. Marshall, Clerk, Registrar's Office, effective August 1, 1929.
3. Professor Alex Laurie, Assistant Professor of Horticulture, effective September 1, 1929.
4. Mrs. Marion Hoffman, Home Furnishing Specialist, effective September 1, 1929.
5. Mr. James L. Boyd, Manager Michigan International Egg Laying Contest, effective August 31, 1929.
6. Miss Helen Trenary, stenographer, Agricultural Engineering Department, effective August 15, 1929.
7. Mr. C. M. White, draftsman in Agricultural Engineering Department, effective September 1, 1929.
8. Mr. Edward R. VanDervoort as part time instructor in Physical Education and Assistant Football Coach. It is recommended that Mr. VanDervoort be paid \$300 covering his services at the past spring football practice.

On motion of Mr. McPherson, it was voted to accept the above resignations except item #1, on which there was no action.

TRAVEL REQUESTS

Travel

1. Travel authorization for Mr. G. A. Branaman to attend a meeting at Washington, D. C. during the latter part of June, representing our Animal Husbandry Department in planning cooperative experiments with the Bureau of Animal Industry with travel and living expenses paid by this Institution, from Experiment Station travel account. Trip taken June 20-22.
2. Approval of use of automobile by Miss Minnie Irons in trip to Boston, Massachusetts to attend American Home Economics Association Meeting. Miss Irons took two representatives of the Home Economics Club to attend the Club Section of the American Home Economics Association meeting.
3. Director V. R. Gardner to State of Florida on invitation of the Secretary of Agriculture, Mr. Hyde, to serve on a commission of seven to advise the U. S. Department officials regarding plans and policies for the Mediterranean fruit fly control program. Expenses paid by U.S.D.A.
4. Mr. Alfred Hannah's authorization to attend the annual convention of the International Baby Chick Association at Minneapolis, July 29th to August 2nd - railroad fare and pullman only allowed.
5. Mr. J. C. Kremer, to accompany the beekeepers' tour in Ohio and southern Michigan, August 5th to 7th expenses paid from Extension funds.
6. Mr. George Taylor for railroad fare, room, and meals incurred during trip to Washington to deliver paper for the American Dairy Science Association, and while accompanying Professor Anthony in buying cattle, and blood testing in New York, Pennsylvania, New Jersey and Delaware; the expenses to be charged against the special dairy cattle fund. At the last meeting, the Board granted railroad expenses only, it not being known at the time that he would be needed to make the blood tests.
7. Mr. A. C. Kettunen and four members of the Club staff to attend a conference of central state club leaders at Lake James, Indiana, July 18th to 20th, with payment of auto mileage for one car and subsistence expense not to exceed \$3.50 per day for four members of the Club staff to be selected by Mr. Kettunen. Expenses to be paid from Extension travel account.

- 8. Payment of expense account of \$69.04 incurred by Mr. E. N. Hansen from Lincoln, Nebraska to Lansing to interview Professor Anthony and others regarding the position which he later accepted.
- 9. Authorization for payment of expenses for Mr. Carr, Mr. Ballard, Mr. Gregg, Mr. Moxley, and Mr. Hays to attend the Tri-State County Agent Conference at Lake James, Indiana, July 15th to 16th.

On motion of Mr. Gowdy, it was voted to approve the above travel requests with the exception of item #2, which is approved for railroad mileage instead of automobile mileage.

CHANGES IN SALARIES

Correction
Mr. Field's
salary -
Miss Winck-
ler's salary

- 1. Correction of clerical error in Mr. Field's salary, Department of Drawing, and Design from \$3960 to \$4000.
- 2. Correction of Miss Winckler's salary from \$1960 to \$2000.

On motion of Mr. Gowdy, it was voted to correct the errors as indicated in items #1 and #2.

Salaries of
Carr, Ballard,
Mrs. Campbell
Kettunen, Rood
to be paid in
total from
Fed.Smith-Lever

- 3. Request from Director Baldwin that the salaries of Mr. R. C. Carr, Mr. C. V. Ballard, Mrs. Louise H. Campbell, Mr. A. G. Kettunen, and Mr. Clare A. Rood be paid, in total, from Federal Smith-Lever funds beginning July 1st, thus releasing \$1200 of Farmers cooperative Demonstration funds in each case. Director Baldwin desires to allot the Farmers Cooperative Demonstration funds for the payment of salaries of County Extension Agents at the rate of \$600 in each case. This is approved by Dr. C. B. Smith and Mr. C. O. Wilkins.

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

MISCELLANEOUS

M.S.C. Record
to be sent to
Alumni

- 1. Dr. Kedzie suggests that a copy of the Commencement Number of the M.S.C. Record be sent to each member of the Alumni. The printing, postage, etc. connected with the publishing and mailing of this special number will entail an expense of about \$540.30. Authorization for the Expenditure of this amount is requested.

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

Degrees to be
granted to
students at
close of S.S.

- 2. Authorization for the granting of the appropriate degrees to those students who will complete their work during the Summer School, pending the completion of work and approval by the Faculty.

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

Report from
Dir. Baldwin
re: use of pri-
vately owned
cars.

- 3. Report from Director Baldwin with reference to use of privately owned cars by members of the Extension Staff.

No action.

Question of
bonds from
banks that are
depositories
for Col. money
Adv. Com. to
review Sten.
list.

- 4. Question of bonds from banks that are depositories for college money.

On motion of Mr. McColl, it was voted to refer the matter of bonds from banks that are depositories for college money to the Finance Committee with power to act.

- 5. The President requested that the Advisory Committee be empowered to review the stenographic salary list.

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

\$120. per year
to be added to
Mrs. Coolege's
salary

- 6. Request that \$120. per year be added to the salary of Mrs. Sarah Coledge, to meet an offer which she recently received. Salary is now \$2000 plus room at Practice House which is equivalent to \$200.

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

Dr.Hunt to
coop.with Con.
serv. Dept.
re:beaver exp

- 7. Request from Dr. Hunt that he be permitted to cooperate with the Conservation Department in conducting certain experiments with beaver.

On motion of Mr. Brody, it was voted to refer Dr. Hunt's request to the Advisory Committee.

NEW POSITIONS AUTHORIZED BY ADVISORY COMMITTEE AT MEETING HELD JUNE 6, 1929

New Posi-
tions

Secretary for Dean of Women	\$1350.
Extension Specialist for U.P. one-half time	
Extension and one-half time Station	2800.
One half-time of Mr. J. G. Hays on Dairy Husb. Ext.	1920.
Additional Instructor in Civil Eng.	2000.
Instructor and Asst. in Bacteriology and Hygiene raised from \$1500 to \$1940, having previously been Lab. Technician	1940.
One-half time graduate asst. in Physics	800.
Instructor in Accounting, Economics Dept.	2000.
Teacher Trainer in Home Economics, Smith Hughes (2/3 of salary paid by our funds,	

1/3 by Lansing School.)	\$2000.
Instructor in Physical Education for Women	2400.
Instructor in History	2000.
Replacement of Prof. Nelson in Eng. Dept.	3000.

MATTERS FROM THE SECRETARY'S OFFICE

1. Presentation of resolutions submitted by the Michigan Guernsey Breeders' Association to the State Board of Agriculture regarding judging pavilion.

On motion of Mr. Brody, it was voted to accept the resolutions and place them on file.

2. Discussion of proposed dormitories for women.

It was voted to defer the matter until the next meeting of the Board.

3. The Secretary reported on the matter of electric lights for farm buildings.

It was voted to refer the matter to the Buildings and Grounds Committee.

4. Report on electric lights on campus, previously referred to Mr. Phillips for study.

The Secretary reported that Mr. Phillips was not yet ready to make a report to the Board.

REPORTS ON MATTERS REFERRED TO ADVISORY COMMITTEE, PRESIDENT AND SECRETARY

1. Deposits for Military Uniforms. (Pres. Adv. Com. and Sec.)

On motion of Mr. McPherson, it was voted to raise the deposit fee from \$5.00 to \$10.00 for Military uniforms, effective September 1, 1930.

2. College-owned bus for Class Transportation. (Adv. Com. and Sec.)

On motion of Mr. McPherson, it was voted that the request for a college-owned bus be not granted.

3. Report on request from Department of Physiology & Pharmacology for use of receipts of \$150. (Pres. & Sec.)

It was reported that the above matter was adjusted by the Controller.

4. Establishment of policy with regard to the matter of entertainment of different organizations by the College. (Pres. and Sec. with power)

No report was made.

5. Report of Secretary Halladay to War Department regarding Honor Graduates.

On motion of Mr. McColl, it was voted that the Secretary should furnish the War Department with the following list of Honor Graduates as requested.

Herbert Miller Place
Thomas Jefferson Ramsdell
Theodore Roosevelt Stevens
Ralph Harper Pryor
Melvin Delos Losey
Clarence Passink, Alternate

6. Report of President Shaw relative to leaves of absence of Dean Ryder, Professor O. Hughes, Miss Mabel Rogers and Professor L. P. Waldo, (Matter referred to President with power.)

On motion of Mr. Brody, it was voted to accept the President's recommendations on the above requests for leaves of absence and that the reports be placed on file.

OTHER COMMITTEE REPORTS

1. Buildings and Grounds Committee

a. Matter of trimming campus trees.

On motion of Mr. McColl, it was voted to appropriate an amount of \$500. per year for three years for tree surgery - work to be carried on by the Forestry Department.

2. Committee of Mr. Brody, Mr. McPherson and Mr. Pearce to consider request of Okemos School relative to financial support desired, in lieu of revenue lost because of the college purchase of certain farm lands.

Matter deferred until next meeting.

3. Report of Committee (Dean Bissell, Chairman) on relations between Michigan State College and Medical and Dental Colleges in connection with granting of B. S. degrees.

Resolutions
from Mich.
Guernsey
Breeders

Discussion of
dormitories
for women.

Elec. Lights
for farm bldg.

Rep. of elec-
tric lights on
campus

Deposits for
Military
Uniforms

College-owned
bus for class
transportation

Req. from
Physiol.&Pharm
to use receipts

Policy re:
entertainment
of different
organizations

Report re:
Honor Gradu-
ates.

Lv. of abs.
Waldo, Ryder
Hughes, Roger

Trimming Campus
Trees - \$500
per yr. for 3
yrs. to be
approp.

Request from
Okemos School
for financial
support.

Rep. of Com.
on relations
between M.S.C.
& Medical &
Dental College

Matter deferred.

Rep. on
Pharmacists
petition.

4. Report of Committee on Pharmacists petition.

No report ready.

Rep. of Beal
Botanical
Garden

5. Report of Committee on Beal Botanical Garden.

No report from Mr. Phillips as yet.

Advanced
Degrees -

6. Report of Recommendations of Committee on Advanced degrees relative to Graduate School.

No report

THE MEETING ADJOURNED AT 12 O'CLOCK

The next meeting of the State Board of Agriculture will be held subject to call by the President.

T. S. Shaw

President

H. S. Halladay

Secretary

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
August 28, 1929

Present: Mrs. Stockman, Messrs. Brody, McColl, Gowdy, President Shaw, and Secretary Halladay.

Absent: Messrs. McPherson, Watkins and Superintendent Pearce.

The meeting was called to order at 10:50 A.M.

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

Appointments APPOINTMENTS

1. Miss Lillian Wood, stenographer in the Horticultural Department at a salary of \$1000 per year, effective September 1, 1929, replacing Mrs. Pearl Sitton, resigned.
2. Request from Mrs. Landon for the employment of one person for general library work for the coming year, who could be of assistance in the circulations department and the assigned reading room, and be of service in a general way. Salary to be \$1500 to \$1600 per year.
3. The Committee on Advanced Degrees recommends the appointment of the following half-time assistants in the Department of Chemistry.

James A. Hutchinson - Michigan State College
Carlos M. Heath " " "
C. Berwood Tuttle " " "

In addition to the above, Mr. William D. Larson is recommended for a half-time assistantship in the Chemistry Department of the Engineering Experiment Station at a salary of \$800.

4. The following half-time assistants who have been in residence during the past year are recommended for a second year:

David Holm
Mary Helen Ferguson
Stuart E. Sinclair (Engineering Experiment Station)

5. Mr. Alfred H. Leigh, to fill the new position of instructor in Civil Engineering authorized by the Board of Agriculture. Salary \$2,000, effective September 1, 1929.
6. Mr. Lorin G. Miller, successor to Professor Adendorf as Associate Professor of Mechanical Engineering, effective September 1st, salary \$3500.
7. Mr. M. F. Babb as successor to Mr. J. B. Edmond, resigned, as instructor in Horticulture effective September 1, salary \$2500.
8. Miss Betty Holt as stenographer and tabulating clerk for the Farm Management Section, beginning August 1, on the regular payroll of the college at a salary of \$1800 per year, one half from Extension and one half from Experiment Station funds.