

MINUTES OF THE  
MEETING OF THE STATE BOARD OF AGRICULTURE  
May 29, 1930

871

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

Absent: Mr. McColl

The meeting was called to order at 10:30 A.M.

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

ADVISORY COMMITTEE MEETING REPORT

Meeting held May 10, 1930.

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

TRAVEL

Travel

1. Mr. C.E. Wildon, to Chicago and vicinity, May 25th to 29th, with group of floricultural students. Expenses of Mr. Wildon to be paid from the regular allotment to the Department of Horticulture.
2. Mr. James Neilson, incurred trip through Ontario, taken March 8th. Did not petition approval of trip by Board, being new man on staff, and not familiar with routine. Approval of trip requested, expenses to be authorized from the special nut fund contributed by Mr. Kellogg.
3. Director R.J. Baldwin, meeting of the Executive Committee of the Country Life Conference in Chicago on May 12th, for the purpose of arranging for the annual meeting in Madison. Expenses paid from Extension travel account.
4. Prof. E.L. Anthony, requests privilege of attending the American Dairy Science Association meeting at Hotel Sherman, Chicago, on May 10, with expenses paid from the Advanced Registry funds.
5. Mr. J.A. Hannah, permission to attend the World Poultry Congress in London, England, and to visit other places in Continental European countries between the dates of July 12th and September 6th, with understanding that Mr. Hannah's salary continue during that period, four weeks of which will be taken as his regular vacation. All expenses of the trip will be borne by Mr. Hannah personally.
6. Mr. Russell Horwood, to Madison, Wisconsin, driving car, with mileage expenses paid from Extension travel account. Purpose of trip to arrange for the annual Dairy Tour of dairy farmers of the U.P. and dairy farmers of Wisconsin.

On agreement of the members present, it was voted to approve the above requests for travel.

MISCELLANEOUS

Lv. of Abs  
Mr. Haber

1. Leave of absence for Prof. Haber to enable him to attend the Annual Convention of the American Red Cross on May 5, 6, and 7. Expenses not to be defrayed by the Institution.

It was voted to approve the above item.

2. Request of Colonel Davis that the sum of \$341.81, expended from the budget of the Military Department last year for books and returned this year through the sale of the books to students, be made available for expenditure by the department this year.

Revolving  
book fund.  
Mil. Dept.

It was voted to approve the above request providing the fund be used for the same purpose again this year, that is, it be a revolving book fund.

APPOINTMENTS

1. Employment of Mr. James M. Merritt on a temporary basis, for work with the Entomology Department on Oriental peach moth, for the months of May, June, July and August at the rate of \$150.00 per month, payable from regular station allotment to the Entomology Section.

Appt. James  
Merritt  
temporary.

2. Reappointment of the following graduate assistants for the Department of Chemistry:

James A. Hutchinson  
O.M. Heath  
Frances Lamb (change from  $\frac{1}{2}$  time to  $\frac{1}{4}$  time)  
W.D. Larson  
Mack M. Nasif  
Harold M. Sell

Chem.  
appointments

3. Appointment of the following graduate assistants for the Department of Farm Crops:

Walter F. Russow,  $\frac{1}{2}$  time assistant to replace Mr. W.H. Daughtrey  
Arthur W. Glidden,  $\frac{1}{2}$  time assistant to replace R.W. Lipscomb  
C.R. Adair, reappointment as  $\frac{1}{2}$  time graduate assistant.

Farm Crops  
appointments

New Grad.  
Asst. Organic  
Chemistry  
Carter - Soils

4. Establishment of an additional half-time graduate assistantship in Organic Chemistry in order to take care of some of the work under Dr. Huston.
5. Appointment of Mr. Logan Carter, as half-time assistant in the Department of Soils to replace Mr. Clarence Dorman.

On agreement of the members present, it was voted to approve the above items.

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

Appointments. APPOINTMENTS

1. Mr. James Tylor, half-time assistant, Dept. of Farm Crops, replacing Mr. Thompson.
2. Continuation of Mr. C.P. Wilsie on the National Milling Company's Scholarship, reappointment to be dated July 1, 1930.
3. Mr. Keith Crane, Newport Chemical Fellowship, replacing Mr. P.A. Webber.
4. Mr. Claude S. Bryan, half time graduate assistant in Dept. of Bacteriology, replacing Mr. Herman C. Gauger, who was appointed by the Board April 21st, but who was unable to accept appointment.
5. J. F. Witter, half time assistant, Department of Animal Pathology.
6. W. H. Bliss, Electrical Engineering, half time assistant, now instructorship.
7. A. A. Andrews, half time assistant, Zoology, succeeds Mr. C.S. Miller.
8. P. H. Pearson, Sociology, half time assistant, reappointment.
9. Genevieve L. Bakins, half time assistantship, Sociology, new appointment.
10. A.L. Grizzard, half time assistant Soils, reappointment.
11. K. B. Sanders, half time assistant, Soils reappointment.
12. Stuart H. Chamberlain, Physics, reappointment, half time assistant.
13. J. H. Merritt, Entomology, half time assistant, succeed M. G. Farleman.
14. J. C. Swinchart, half time assistant, Dairy reappointment.
15. Donald Wilcox, half time assistant, Dairy reappointment.
16. Davis Armstrong, half time assistant Horticulture, reappointment.
17. G.F. Gray, half time assistant Horticulture, reappointment.
18. J. C. McCan, half time assistant, Dairy reappointment.
19. The appointment of Miss Patricia Nordolm as half time assistant in the Nursery School to replace Miss Maud McClellan who is resigning.
20. The reappointment of Miss Margaret Munn as a quarter time assistant under the Purnell funds.
21. The appointment of Miss Clara Mildred Green, a graduate of the University of Illinois, as quarter time assistant to help in teaching of laboratory work in foods. (This is a new assistantship which has not yet been approved by the Board but which has already been recommended by the Graduate Council at a previous meeting.)
22. Mr. Ray Hutson, Associate Professor in Entomology and Research Associate on Experiment Station, salary \$4,000, appointment effective July 1, 1930, one half of salary payable from College and one half from station funds.
23. H.J. Larsen, County Agricultural Agent, Mason County, effective May 1st, salary \$2400, \$1800 paid from Lever State funds.
24. H.J. Foster, County Agricultural Agent, Barry County, effective June 10, \$2800 per year, \$1800 payable from Federal Supplementary funds and balance by Barry County.
25. Mr. C. Dorman, Assistant in Research in Soils, salary \$2000 per year, Experiment Station funds, effective July 1, 1930. Mr. Dorman replaces Mr. H.D. Weldon who resigned April 1, salary \$2530.
26. Miss Edna V. Smith, Acting State Leader of Home Economics Extension, effective immediately, salary \$3300. Appointment to be effective during the time of Mrs. Campbell's illness.
27. Recommendation from Director Baldwin, approved by Dean Dye that Mrs. Louise H. Campbell be relieved of her duties for the present, her salary to continue for the fiscal year.

28. Miss Marion Hillhouse, instructor in clothing, salary of \$2100, beginning September, 1930.
29. Mr. John S. Page, six weeks work in summer school, \$450.
30. Mrs. Dorothy B. Scott, Assistant Prof. Related Art for the Summer Session of 1930, salary \$400.00.
31. Miss Josephine Garvin, Instructor in Swimming, \$2200 per year, effective September 1, 1930.
32. Miss Mabel Miles, Extension work in Music salary \$2500 with an allowance of \$500. to cover necessary traveling expenses. Appointment effective September 1, 1930.

On motion of Mr. McPherson, it was voted to approve all the above requests for appointments.

#### RESIGNATIONS

Resignations

1. Miss Edith Lindsay, Instructor in the Department of Physical Education, effective September 1, 1930.
2. Miss Jane Darland, Instructor in the Department of Physical Education, effective September 1, 1930.

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

#### LEAVES

Leave for  
Gifford  
Patch.

1. Mr. Gifford Patch, Jr. from May 15th to November 1st, for the purpose of working with the Michigan Elevator Exchange, the period of July 1st, to November 1st to be without pay.

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

#### TRAVEL REQUESTS

Travel

1. Dr. Marie Dye, Denver, Colorado, June 24th to 28th, National Meeting of the American Home Economics Association, travel expenses only.
2. Mrs. Mabelle Ehlers, same meeting, permission to attend, and absence from Commencement exercises authorized. No expenses paid by College.
3. Mrs. Merle D. Byers, same meeting, entire expenses, from Vocational funds. Recommended with the approval of Miss Freegard, for traveling expenses only.
4. Miss Edna V. Smith, National Home Economics meeting at Denver, June 23rd to 28th with traveling expenses only, paid from Extension funds.
5. Prof. E.L. Anthony, Suffield, Connecticut, some time within the next thirty days for the purpose of inspecting a bull on which the Dairy Department has an option. Expenses to be paid from the special Dairy cattle fund assigned to the Dairy Department. Expenses estimated at \$60.00 to \$70.00.
6. Mr. George Amundson, Urbana, Illinois, Agricultural Engineer's Extension Conference called by C.W. Warburton of the Federal Department, June 11th to 14th. All expenses from Extension travel.
7. H. H. Musselman, Moline, Illinois, annual convention of American Society of Agricultural Engineers, June 16th to 19th, with mileage for one automobile paid from department funds, permission to take two or three members of the staff.
8. Miss Lois Corbett and C.A. Rood to Washington, D. C. June 18th to 24th, with expenses paid from Extension travel account, official delegates to the National 4-H Club Encampment, accompanying two boy and two girl club members sent from Michigan.
9. Three men of the Dairy Department for authorization to attend the American Dairy Science Association, same to be named by Prof. Anthony, one at College expense, one at Extension expense, and one at Station expense, car fare only in each case. Meeting at Ames, Iowa, June 24th to 28th. Recommended that two, only, be allowed.
10. Prof. Snow, Mr. Morrison, Mr. Miller and Prof. Chapman, to attend the American Physical Society to be held in Ithaca, New York, June 18th to 21. \$60.00 as needed for the expenses of this trip.
11. Report of all expenses allowed for Dr. Austin's trip to N.E.A. meeting at Atlantic City, last March.
12. \$100. allowance for Mr. Field and Mr. R.K. Steward to attend the meeting of the Society for the Promotion of Engineering Education to be held at Montreal, June 26-28th, 1930. Recommended that Mr. Field, only, be delegated to attend the meeting with traveling expenses only.
13. Request that \$70. allowance for Mr. Brattin to attend a special Summer School for teachers of engineering drawing to be held at Pittsburgh, Pa., from June 18th to 21st. Railroad expenses only granted.

On motion of Mr. Brody, it was voted to approve the above travel requests with the recommendations specified.

MISCELLANEOUS MATTERS FROM SECRETARY HALLADAY'S OFFICE

Audit to be made.

1. Letter from W.C. Roost, regarding audit of college finances.

On motion of Mr. Brody, it was voted to re-employ Mr. W.C. Roost to make an audit of the college finances for the period ending July 1, 1930.

Kellogg School Club house lease.

2. Request from Dean Cox and Mr. C.E. Harrington, regarding Kellogg School Club House lease.

On motion of Mr. McPherson, it was voted to refer the above matter to the President and Secretary with authority to negotiate for a lease for a period not to exceed five years' duration, with suitable terms of restriction, - same to be referred back to the Board for consideration.

Lease for house used by Kellogg's greenskeeper

3. Lease for house now used by Mr. Kellogg's greenskeeper at Gull Lake, to be executed.

On motion of Mr. McPherson, it was voted to authorize the execution of the lease for the house now being used by Mr. Kellogg's greenskeeper, located at Gull Lake.

Letter from Florence Hall

4. Letter from Miss Florence Hall, Secretary of Washington Branch of M.S.C. Alumni Association, containing resolution thanking the Board for making it possible for Dr. Hedrick and Glen Stewart to attend their meeting.

Letter placed on file.

Letter from W.F. Shephard

5. Letter from W.F. Shephard of the Michigan Sewage Works Conference extending thanks to the College for use of the Engineering Assembly Room at the time of their annual meeting April 17 and 18, 1930.

Letter placed on file.

Purchase of Coal.

6. Purchase of Coal. A report was made by the Secretary that fourteen different kinds of coal had been tested by the Chemistry Department and that the Buildings and Grounds Department had made a detailed report. The three that were lowest in price, test considered, were as follows:

Tests made.

1. Island Creek Coal by the West Virginia Coal and Coke Corp. of Detroit, Mich., mined at West Virginia. Cost is \$.183 per 1000 lbs. of steam. Contract price \$1.00 per ton.
2. Blue Jacket Coal of the Hatfield-Campbell Creek Coal Co. of Cincinnati, Ohio, mined in Kentucky, cost is \$.218 per 1000 lbs. of steam. Contract price \$1.10 per ton.
3. Creech Coal by Gavett & Company of Grand Rapids, Mich. mined in Harlan County, Kentucky. Cost is \$.223 per 1000lbs. of steam. Contract price \$1.10 per ton.

Contract let.

On motion of Mr. Watkins, it was voted to contract with the Island Creek Coal Company of Detroit, Michigan for 10,000 tons at a price not to exceed \$1.00 per ton.

MISCELLANEOUS ITEMS

1. Report of Special Committee on Music Building.

On motion of Mr. Brody, it was voted to accept the following report as read by Mr. Brody:

Music report.

"Your Committee has given careful consideration to the Music Building project presented to the Board on different occasions by Messrs. Richards and Anderson.

We have been advised by the Attorney General that the only legal and satisfactory manner in which to handle the project would be for the State Board of Agriculture to assume full responsibility for construction of the building, payment of bonds, etc. Were it practicable to proceed at this time, the Committee would favor such a plan in preference to the other course submitted providing for a lease of the ground to the Institute, with the building control outside of the College authority. Your Committee, however, does not feel it advisable to proceed at this time, for the following reasons:

First; the project would require the sale of bonds, and the assuming by the College of a further debt of several hundred thousand dollars.

Second; the College has already assumed responsibility for heavy financial obligations in connection with the Stadium and the Women's Dormitory.

Third; the probability of having to assume further major financial obligations in connection with the Union Building.

The Committee does recommend, however, that when it is possible to secure a legislative appropriation for building the auditorium included in the plans already submitted to the State, that due consideration be given to providing space required by the Music Department.

In making this report, your committee does so with a full appreciation of the excellent progress being made by the Music Department under the direction of Mr.

Richards, and believes that until such time as the College can see its way clear to provide permanent quarters for the Music Department, the Board should lend its best cooperation through temporary means to meet the growing needs of the Department."

Committee: /s/ C.L. Brody  
/s/ M.B. McPherson  
/s/ Dora H. Stockman

2. Discussion of relationships between the Department of Education and Professor of Agricultural Education.

On motion of Mr. Watkins, it was voted that the following recommendations regarding teacher training in this Institution be approved:

1. That all persons engaged in teacher training in this Institution or with the students of this Institution shall be members of the Department of Education and as such shall be subject to supervision by the Head of that Department in the same manner that holds for members of other departments, and that all employees clerical and otherwise shall be under the same supervision.

2. That all activities in connection with teacher training and the placement of teachers shall be under the control and supervision of the Head of the Department of Education.

3. On motion of Mr. McPherson, it was voted that the resolution offered by Mr. Waterbury, October 19, 1921, relating to the Department of Agricultural Education be rescinded.

4. Transfer of Miss Fontane Norfleet, clerk in the Department of Education, from the Department of Education to some other department on the campus.

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

5. Letter from B. A. Faunce regarding fire protection in East Lansing and College cooperation on the project.

Referred back to special committee on fire protection.

6. Salary of Mr. H. L. Chapman, advance from \$2220 to \$2600. Report.

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

7. Request of Glen Stewart to be allowed to place copies of Dr. Beal's book entitled "History of the Michigan Agricultural College" on free distribution alumni day to any who care for them. There are approximately 1000 copies of this book stored in the Old Library Building.

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

8. Adjustment concerning Mr. H. L. Chapman.

On motion of Mr. McPherson, it was voted that the following recommendations concerning Mr. H.L. Chapman be approved:

1. To be superintendent of Beal Botanic Garden.
2. To be under advisory direction of Dr. Bessey.
3. Dr. Darlington to be withdrawn from further connection with botanic garden.
4. To have necessary space in old green houses for propagation purposes.
5. Budget covering labor & construction, to be controlled by Department of Building and Grounds.
6. Salary effective April 1, 1930 at the rate of \$2600.

It is strongly recommended that an arrangement may be made by which Mr. Chapman may assist in educational work in floriculture during the winter term.

#### FINANCIAL MATTERS

- I. On motion of Mr. McPherson, it was voted that the Finance Committee recommend that the President be allowed a sum not to exceed \$25,000 for increases in salaries,- this amount to include increases made by the Board since January 1. They further recommend that a sum of \$15,000 for new positions not already acted upon by the State Board, be recommended.

#### II. Transfers

1. \$330. transferred from salary to maintenance budget in Department of Physiology and Pharmacology.

On motion of Mrs. Stockman, the above transfer was approved.

Relationship between Dept. of Education and Prof. of Agric. Ed.

Resolution rescinded

Transfer of Miss Norfleet ref. to Pres.

Letter from Faunce re: fire protection.

Salary of Chapman advanced.

Beal's History of College to be distributed Alumni Day.

Adjustment concerning H.L. Chapman

\$25,000 allowed for increases in salaries.

Transfers



## Transfers

2. Excusing Office, \$200, transfer from salary to maintenance.

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

3. Request of Dean Giltner for permission to use portion of \$1200 of funds allotted for use in building Veterinary Clinic to remodel Veterinary Hospital.

On motion of Mr. McPherson, it was voted to refer the above request to the Buildings and Grounds Committee, the President and Secretary with power.

4. Transfer of \$15.00 item from President's Office funds Sundry to Music Department, Maintenance Budget to cover entertainment provided by Music students for M.E.A. meeting. Students paid from Department funds.

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

5. Request of Music Department for \$244.44 to cover teaching in the Music Department, Spring term. Mr. Wilkins states that approximately an additional \$1000 will be needed in addition to the above sum if we pay for teaching during the month of June. This amount to be transferred from credit balance in staff salary account.

On motion of Mr. McPherson, it was voted to defer action on the above request.

6. Request of Poultry Department for \$1500, available from additional receipts.

On motion of Mr. Berkey, it was voted that Mr. Halladay and Mr. Wilkins be authorized to provide for the absolute needs of the Department of Poultry during the month of June,- amount to be taken from the reserve fund.

7. Adjustment of maintenance budget in Extension Division so that surpluses will not occur in some projects and deficits in others. In each case the funds concerned are Extension State.

Transfer \$400 from Administration to Farm Management.

Transfer \$2200 from Publicity to Boys' and Girls' Clubs.

Transfer \$1500 from Agricultural Engineering to Soils.

Transfer \$600 from Farm Crops to County Agents.

Transfer \$500 from Home Furnishing to Food & Nutrition..

Transfer \$800 from Reserve to Foods & Nutrition.

Transfer \$500 from Reserve to Animal Pathology.

Transfer \$800 from Reserve to Animal Husbandry.

Transfer \$1000 from Reserve to Publications.

Transfer \$400 from Reserve to Poultry Husbandry.

Request for new budget set up in Extension Animal Pathology work to care for work of Dr. B.J. Killham. Salary \$1167, Extension State.

Maintenance \$500 Extension State. Taken from reserve funds in Extension budget.

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

8. Adjustment of Experiment Station funds as follows:

Transfer of \$200 from Director's Office funds to the Poultry Section of the Experiment Station.

Transfer of \$2,000 from Director's Office funds to the Graham Station.

Transfer of \$200 from Director's Office funds to the Library fund of the Station.

Transfer of \$1,500 from Director's Office to Lake City Potato Exp. Station.

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

9. Transfer of \$300 from Dean of Agriculture's Office to Soils Department.

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

### III. From Reserve

1. Request of Dean Ryder for \$250.00. (Unforeseen expenses in Administration)

2. Request from Health Service Department for \$1500.00.

3. Request of Registrar for \$400. (Additional help hired.)

On motion of Mr. Berkey, it was voted that Mr. Halladay and Mr. Wilkins be authorized to provide for the absolute needs of the three-above-mentioned departments for the month of June,- the amounts to be taken from the reserve fund.

It was voted to hold a special meeting of the Board on Saturday morning, June 7, at 10 o'clock.

The meeting adjourned at 4:00.

R. S. Shaw  
President

H. L. Halladay  
Secretary