

Minutes of the
Meeting of the State Board of Agriculture
November 9, 1935

Present: Messrs. Brody (Chairman) Berkey, Downing, Halstead, Mrs. Wilson; Superintendent of Public Instruction, Elliott; President Shaw and Secretary Hannah.

Absent: Mr. Deane

The meeting was called to order at 9:45 A.M.

The minutes of the previous meeting were approved having been forwarded to the Board members.

Resignations
Appointments
Leaves

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Mr. H. S. Newins, Associate Professor of Forestry, effective as of September 15, 1935. Mr. Newins accepted a position on that date with the University of Florida.
2. Resignation of Mr. Leland W. Lamb, Instructor in Dairy Husbandry, effective November 1, 1935. Replacement has not yet been recommended.
3. Recommendation of Dean Anthony for the following appointments under Bankhead-Jones appropriations:
 1. Temporary appointments of Louis Hall and Andrew Campbell as assistants to Mr. Longnecker in carrying out AAA educational work. Each appointment is to be at the rate of \$200.00 per month for November, December, and January, plus necessary traveling expenses.
 2. Appointment of Henry C. Gleason as District Club Agent, effective November 11, 1935 at a salary of \$1800.00 per year.
 3. Appointment of Lowell B. Thomas as District Club Agent, effective November 15, 1935 at a salary of \$2100.00 per year.
 4. Appointment of Dr. Louis L. Madsen as Research Assistant in Chemistry, effective January 1, 1936 at a salary of \$2500.00 per year. Dr. Madsen is to carry on research work in animal nutrition in cooperation with the Section of Animal Husbandry of the Experiment Station.
4. Recommendation of Dean Anthony for the permanent appointment of Mrs. Carol Kreitner as comptometer operator in the Department of Farm Management, effective January 1, 1936 at the rate of \$90.00 per month. Mrs. Kreitner replaces Mr. Thomas Devlin, who has been transferred to Bankhead-Jones funds.
5. Request of Dr. Olin for the appointment of an extra day nurse at the Health Service (not yet named), with the appointment to be effective November 11th at the rate of \$90.00 per month (plus board). Dr. Olin asks that the appointment be for the time such extra services are needed, but not to extend beyond the end of the present school year, June 30, 1936.
6. Recommendation of Dean Anthony that Dr. N. L. Partridge, Research Assistant in Horticulture, be granted one year's leave of absence without pay, effective November 16, 1935. Dr. Partridge will accept a temporary appointment with the Benton Harbor unit of the Federal Soils Erosion Service.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the resignations, appointments and leaves.

Travel

TRAVEL

1. C. W. Bachman, J. H. Kobs, L. L. Frimodig, R. H. Young, and one member of the Athletic Council to Chicago for the annual Western Conference meeting December 6th and 7th, in the interests of arranging for officials and schedules. All expenses are recommended by Director Young.
2. Recommendation of Dean Dirks that W. W. Hitchcock, Assistant Professor of Civil Engineering, be allowed railroad and pullman expenses to Washington, D. C., and return, so that he may attend the Highway Research Board meeting December 5th and 6th (expense estimated at \$45.00).
3. Request of R. H. Riggs, Host in the Union, that he be delegated to attend the National Association of College Unions meeting at Chapel Hill, North Carolina, December 5th to 7th, with travelling expenses only allowed. Mr. Riggs is President of the Association this year.
4. Recommendation of Dean Emmons that mileage expenses on two automobiles be granted to Chicago and return, and that Mrs. Merle Byers be granted return fare from Chicago; further, that maintenance expenses be allowed Mrs. Byers, Miss Laidlaw, Miss Vollmer, and Miss Morris, R.S. Linton, B. A. Walpole, and F. A. Smith during the meetings of the American Vocational Education December 4th to 7th, and for Mrs. Byers alone during the Federal Vocational Home Economics Education meeting December 9th to 11th. Expenses are to be charged to Vocational Home Economics and Agricultural Teacher-Training funds.

Travel, cont.

5. Request of Director Baldwin for allowance of full expenses to Chicago and return for following members of Club staff, who will accompany the Michigan delegation to the National 4-H Club Congress, November 30th to December 7th; A. G. Kettunen, P. G. Lundin, Lois Corbett, Olga Bird, and C. A. Rood (Extension funds); Lola Belle Green and Nevels Pearson (State Fair funds).
6. Request of Professor Rather for mileage allowance on one car to Toledo and return, so that Professor Pettigrove may take the Farm Crops Judging Team for special instruction in grain grading on November 15th (to be charged to Judging Team funds).
7. Request of Dean Giltner for mileage expenses on one car to Chicago and return, so that Bacteriology staff members may attend meetings of the Research Workers in Animal Diseases and of the U. S. Livestock Sanitary Association, December 3rd to 6th.
8. Recommendation of Dean Anthony that Mr. J. W. Thayer of the Farm Crops Department be allowed to attend conferences on crops experimental projects called by the Federal Department of Agriculture at Madison and Milwaukee, Wisconsin, November 29th to December 2nd. Full expenses are allowed to be charged to Experiment Station funds.
9. Request of Director Gardner that Professor Ray Hutson be allowed to attend a special meeting called by the Federal Plant Quarantine Bureau in Washington on November 16th, with all expenses paid from Experiment Station funds.
10. Recommendation of Dean Anthony that Mr. H. J. Callagher of the Agricultural Engineering Department be allowed to attend meetings of the Rural Electric Division of the American Society of Engineers in Chicago on December 3rd, with all expenses paid from Extension funds.
11. Request of Dr. C. E. Miller for mileage allowance on two cars to Chicago and return, so that members of the Soils Department may attend meetings of the American Soil Survey Association and the American Society of Agronomy December 3rd to 6th.

Travel to Chicago for the International Live Stock Exposition and Hay and Grain Show, November 29th to December 7th, is requested as indicated for the following staff members:

12. Dean E. L. Anthony, who will speak before the Society of Animal Production with all expenses.
13. G. F. Wenner, who is in charge of Michigan competitive exhibits - full expenses allowed, to be charged to Michigan Crop Improvement Association funds.
14. H. R. Pettigrove and five student members of the Farm Crops Judging Team - all expenses allowed, to be paid from Crops Judging Team funds.
15. R. E. Decker, who is Secretary of the International Crop Improvement Association - railroad and pullman expenses only allowed, to be paid from Extension funds.
16. H. C. Rather, mileage on one car to Chicago and return allowed for use of Farm Crops Department members.
17. R. S. Hudson, John Carter, John MacAllen, and Andrew Quirrie, who are in charge of college horse exhibits - mileage allowance on one car plus maintenance expenses for all allowed, to be charged to Farm and Horse funds.
18. D. H. LaVoi and H. F. Moxley, who are in charge of Michigan breeders' exhibits of sheep and horses - all expenses for the period December 1st to 7th allowed, to be paid from Extension funds (railroad, pullman, and maintenance expenses).
19. G. A. Brown, V. A. Freeman, and L. H. Blakeslee - railroad and pullman expenses only allowed to American Society of Animal Production meetings, plus maintenance expenses for such time as it may be necessary for them to remain and assist in showing college livestock.
20. Charles Walker, M. H. Thornton, Richard Maples, who are in charge of College exhibits of beef, sheep, and swine - all expenses allowed.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to approve the above 20 items of travel.

MISCELLANEOUS

1. Recommendation of the Administrative Group that Mr. E. W. Kiebler (appointed to the Department of Education staff temporarily) be given the title of Special Instructor in Education for the fall term of 1935 only.
2. Recommendation of the Administrative Group that Mr. Donald Bremer, who is in charge of the Course in Police Administration, be given the title of Instructor in Police Administration.
3. Recommendation of Dean Huston that the salary of Mr. William Keck, Instructor in Physics, be increased from \$1500.00 to \$1700.00 per year, effective January 1, 1936. Mr. Keck has refused a \$2600 offer from Ohio State.

MISCELLANEOUS, continued

- LaVoi's salary increased 4. Recommendation of Dean Anthony that the salary of D. H. LaVoi, Extension Specialist in Animal Husbandry, be increased from \$3000.00 to \$3400.00 per year, effective November 1st. Mr. LaVoi has received a \$3600 offer from Ohio State.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the first four miscellaneous items.

- Requests for additional instructors referred to President, Secretary & Comptroller. 5. Recommendation of Dean Dye for the following additions to staff because of increased enrollment:
1. Employment of an additional full-time instructor in the Department of Clothing, Textiles and Related Arts for the period January 1st to June 30th. Cost is estimated at approximately \$1200.00 for this period.
 2. Employment of a part-time instructor in the Department of Foods and Nutrition for the winter term only, at a cost of from \$200.00 to \$300.00 for the term (dependent upon teaching hours required).

6. Recommendation of Dean Huston for the addition of \$100.00 to the maintenance budget of the Zoology Department, to pay for extra student help needed because of increased enrollment.

7. Request of Dean Huston for the addition of \$450.00 to the maintenance budget of the Department of Physiology and Pharmacology, to pay for student assistance and the purchase of extra materials.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to refer items 5, 6, and 7 to the President, Secretary and Comptroller with power to act.

- Irene Patterson to be paid September salary. 8. Recommendation of Dean Emmons that Miss Irene Patterson, supervising teacher who was granted leave of absence without pay for the fall term, be paid her September salary, since she was available for service here during that month.

- Maximum-minimum salary basis for Music Dept. adopted. 9. Recommendation of Dean Emmons for the adoption of the following regulation in regard to the maximum-minimum salary basis of Music Department staff members (presented at October Board meeting but not passed upon):

"That to clarify the understanding as to the payment of maximum-minimum salaries, in the future - beginning September, 1935 - no teaching hours above the specified maximum in any term be allowed to accumulate toward the attainment of the maximum in any succeeding term."

- Payment of \$25.00 from Math. budget to Am. Math. Society approved. 10. Request of the Department of Mathematics that the College guarantee the payment of \$25.00 annually from the Department budget to the American Mathematical Society, to cover cost of printing staff research papers in mathematics in the publications of the Society.

- Annual award of \$25.00 from Zonta Club for memorial to Miss Bayha accepted. 11. Presentation by the Lansing Zonta Club of an annual \$25.00 student award (offered for three years at least) as a memorial to Miss Anna Bayha, to be given to the junior Home Economics student who has attained the highest standing among those girls earning their own maintenance. The recipient of the award is to be selected by the Home Economics Division staff.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to approve items 8, 9, 10 and 11 with the proper letter of thanks to be written in item 11.

- Petition from farmers selling milk to college ref. to Sec. & Dean Anthony. 12. Mr. Downing presented a petition to the Board which he had received from a group of farmers selling milk to the Dairy Department of the college, asking that the college pay cost of production plus cartage to the creamery door, the cost of production price to be determined by a committee of three.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to authorize the Secretary and Dean Anthony to look into this matter and report to the Board at the next meeting.

- Mr. Wilkins' name added to financing of new dormitory. 13. The name of Mr. C. O. Wilkins, comptroller, added to the committee on financing new dormitory. On motion of Mr. Halstead, seconded by Mrs. Wilson, it was voted that Mr. Wilkins' name be added to the committee on financing of the new dormitory.

- M.S.C. to share 1/7 of expense of publishing proceedings of meeting held at Houghton Lake. 14. Communication from the Central States Forestry Congress requesting that Michigan State College share one third of the expense of publishing the proceedings of their meeting which was held at Houghton Lake, Michigan June 19 to 21. The total expense is \$210.00 and the other two thirds of the expenses will be borne by the Department of Conservation and the University of Michigan. (Our share of expense - \$70.00).

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve the above request from the Central States Forestry Congress.

15. Mr. Brody read a letter from Mr. O. W. Baker of Bay City and a copy of his reply to Mr. Baker.

PRESIDENT'S REPORTS

- Dr. Hamann & Dr. Coburn added to staff list of Vet. Division. 1. Approval of the placement on the Veterinary Division staff list of the names of Dr. E. E. Hamann as lecturer in Food Hygiene and of Dr. D. R. Coburn as Lecturer in Pathology (Wildlife). No salaries are to be paid, but reimbursement will be made through cooperative services rendered by the College to the organizations employing these men (Lansing Department of Health and State Conservation Department).

PRESIDENT'S REPORTS, continued

2. Approval of the payment of the \$25.00 premium on bond (\$10,000) covering Mr. L. L. Frimodig for the one-year period beginning October 22nd.
3. Authorization of full expenses to Washington, D. C. for Mr. C. O. Wilkins on official business.
4. Authorization of change in date of appointment of Mrs. Ledah Thompson, chaperon in the Union Building, to September 1st rather than September 15th as set by Board action.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve the President's Reports.

SECRETARY'S ITEMS

1. Recommendation that a policy be adopted requiring Rehabilitation students to comply with the same regulations in the payment of out-of-state fees as students who are not charges of the Rehabilitation Division, Department of Public Instruction.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to leave the above matter with the Committee on Out-of-State Fees with power to act.

2. Report that the \$50,000 bequest from the estate of the late F. S. Kedzie is now available, to be used for the purposes designated in the will. Board acceptance and authorization of the Secretary to receipt for this sum are requested.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to accept this bequest and to authorize the Secretary and Comptroller to take such steps as are necessary.

3. Report on the dissolution of the Michigan State College Union, effective November 1st, and the transfer of all property to the State Board of Agriculture.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to accept the report regarding the dissolution of the Union Building.

MISCELLANEOUS REPORTS

1. Report of the Finance Committee on the proposed 1935-36 budget of the Athletic Association, submitted in the amount of \$103,315.00 (brought up at the October meeting, but action deferred for committee consideration).

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted that the 1935-36 budget of the Athletic Association be adopted.

2. Report of the committee (President Shaw, Secretary Hannah, Messrs. Brody, Berkey and Daane) appointed with power to act in negotiations for financing a new women's dormitory.

Mr. Griffith of the First of Michigan Corporation appeared before the Board and suggested that a bond issue covering the cost of construction of the new dormitory also include the refinancing of Mary Mayo since this seems to be the only way to get around a clause in the Mary Mayo Trust Agreement, limiting the operation of additional dormitories. Mr. Griffith was asked to prepare a definite proposal for further consideration.

BUILDING COMMITTEE ITEMS

1. Request from Dr. Hunt through Dean Huston for a partition and additional space in the basement of the administration building to cost \$30.00 - funds to be taken from the budget of the Zoology Department.
2. Recommendation of Professor Hudson through Dean Anthony for the electric wiring of buildings at Farm 2-B, at a cost of \$260.00 - funds to be taken from the Farm & Horse Department budget.
3. Request of Professor Herbert through Dean Anthony for office changes in the Forestry Building to cost \$100.00 - funds to be taken from the Forestry Department budget.
4. Request of Professor Hudson through Dean Anthony for authorization to complete the blacksmith shop and tool shed as per original plans to provide suitable housing for farm equipment, stabling stock for sales and Farmers' Week uses - the cost not to exceed \$4500 - funds to be taken from the Horse Revolving Fund. The fund now has \$6000 and will be augmented by not less than \$8,000 in horse sales within the next few weeks.
5. Approval of WPA project covering repairs and additions to the 4-H Club Camp at Gaylord. This project calls for a contribution of \$50.00 from the budget of the Boys and Girls Club Department and Federal Funds totalling \$16,858.94.
6. Request from Director Gardner for the removal of the platform and ramp at the back of the Horticultural Building and replacing this with a floor level entrance. Estimate \$250.00 - funds to be drawn from the Buildings and Grounds Department budget.

On motion of Mrs. Wilson, seconded by Mr. Berkey, it was voted to approve the building committee items.

The meeting adjourned at 12 o'clock noon.

Bond on Mr. Frimodig approved.

Mr. Wilkins to Washington

Change in date of Mrs. Ledah Thompson.

Rec. that Rehab. students comply same regul. as other students ref. to Com. on Out of State Fees.

Bequest from Mr. Kedzie accepted.

Report on dissolution of Mich. State Union, eff. November 1st.

Athletic Association budget approved

Report of committee on financing new women's dormitory.

Additional space granted Zoology Dept.

Electric wiring of bldgs at Farm 2-B approved.

Changes in For. Bldg. approved.

Blacksmith shop and tool shed to be approved.

Repairs and additions to 4-H Club Camp at Gaylord approved.

Removal of platform and ramp at back of Hort. Bldg. approved.

P. S. Shaw

President

John A. Hannah

Secretary