

Minutes of the Meeting
of the
State Board of Agriculture
February 18, 1943

Present: Mr. Berkey (Chairman); Messrs. Akers, Brody, Jakway, McPherson; Mrs. Masselink; Masselink; President Hannah; Treasurer Wilkins; and Secretary McDonel.

Absent: Dr. Elliott

The meeting was called to order at 11:00 A.M.

The minutes of the previous meeting were approved.

PRESIDENT'S REPORT

Travel

1. First-class railway fare for Elizabeth Walbert to attend the funeral for Ruth Wyman in Racine, Wisconsin on January 27.
2. Full expenses for C. V. Ballard and B. D. Kuhn to attend the conference called by Director Wilson in Chicago on January 28-30.
3. Increase in salary for Mrs. Ethelyn Munshaw and Mrs. Leila Lane, cooperative house hostesses, from \$30.00 to \$35.00 per month, effective as of September 1, 1942.

Increase salary Mrs. Munshaw and Mrs. Lane.

On motion of Mrs. Masselink, seconded by Mr. Brody, it was voted to approve the President's Report.

RESIGNATIONS

Resignations

1. Resignation of Scott Pauley as Instructor in Forestry, effective February 17, 1943. Mr. Pauley has been placed in charge of a program in the Emergency Rubber Production Program in Haiti in lieu of being drafted.
2. Resignation of Paul W. Morgal as Research Assistant in the Chemistry Experiment Station, effective January 31, 1943. Mr. Morgal has accepted a position at Purdue University.
3. Resignation of Lucille Densmore as nurse at the Health Service, effective February 7, 1943. Miss Densmore has enlisted in the Army Nursing Service.
4. Resignation of Mrs. Marguerite Neff as nurse at the Health Service, effective February 13, 1943. Mrs. Neff has accepted a position at a higher salary.
5. Resignation of Mrs. Nancy Robertson (Miss Northrup) as stenographer in Soils Science, effective February 21, 1943. Mrs. Robertson will join her husband who is in the Army.
6. Resignation of Betty V. Smith as stenographer in Economics Experiment Station, effective February 15, 1943. Miss Smith has accepted another position.
7. Resignation of Donald Doecker as stenographer in Vocational Teacher Training in Home Economics, effective February 5, 1943. Miss Doecker has accepted another position at a higher salary.
8. Resignation of Mrs. Maxine Monroe as stenographer in History, effective February 6, 1943. Mrs. Monroe has accepted a position at a higher salary.
9. Resignation of Richard S. Hauser as half-time graduate assistant in Botany, effective February 6, 1943. Mr. Hauser has been inducted into the Army.
10. Resignation of Jack Gillespie as half-time graduate assistant in Music, effective January 31, 1943. Mr. Gillespie has been inducted into the Army.
11. Resignation of E. R. Doll as Assistant in Animal Pathology, effective March 31, 1943. Mr. Doll will receive his degree in Veterinary Medicine at that time.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the Resignations.

Leaves

LEAVES

1. The following leaves are recommended to be effective through August 31, 1943:
 - a. H. E. Larzelere, Assistant Professor of Economics, effective April 1, 1943. Mr. Larzelere will accept an appointment as Price Research and Surveys Officer in the Saginaw District of the OPA.
 - b. Denzel C. Cline, Associate Professor and Research Associate in Economics, effective April 1, 1943. Mr. Cline will accept a position with the Michigan State Department of Revenue.

LEAVES, continued

1. (Continued)

- c. C. S. Logsdon, Assistant Professor of Economics, effective March 1, 1943. Mr. Logsdon has accepted a position as OPA District Economics with headquarters in Saginaw.
- d. Milton E. Muelder, Assistant Professor of History and Political Science, effective February 1, 1943. Mr. Muelder has been commissioned as Lieutenant (j.g.) in the U.S. Navy.
- e. Marshall Goodwin, employee in the Accounting Office, effective February 1, 1943. Mr. Goodwin has been commissioned in the Navy.
- f. Rex Norris, employee in the Accounting Office, effective January 15, 1943. Mr. Norris has been drafted.

Leaves

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the Leaves.

APPOINTMENTS

Appointments

1. Appointment of Lawrence C. Meyer as Instructor in Rural Electrification at a salary of \$3000 per year on a permanent 12-month basis, effective March 1, 1943. Mr. Meyer will replace H.H. Minet (salary \$3000) who has resigned. College is to be reimbursed for 60 percent of the salary by the Vocational Board and 40 percent by the Rural Electrification Cooperatives of the state. Expenses are limited to \$1400.00.
2. Transfer of Elsie Titsworth from District Home Demonstration Agent in four counties to Home Demonstration Agent in Shiawassee County, at the same salary of \$2000.00 per year, effective March 1, 1943. This is a new position.
3. Appointment of Patty Jean Sibley as 4-H Club Agent for Gogebic County at a salary of \$1800 per year on a permanent 12-month basis, effective February 15, 1943. Miss Sibley will replace Edith Johnson (salary \$2000) who has been transferred to another position.
4. Appointment of Wilda Morgan Southworth as Assistant in Institution Administration at a salary of \$150 per month for five months beginning February 1, 1943. Mrs. Southworth replaces Ruth Wyman.
5. Appointment of Edward A. Nordhaus as Assistant Professor of Mathematics at a salary of \$2400 per year on a permanent 10-months basis, effective February 1, 1943. Mr. Nordhaus replaces J. F. Heyda (salary \$2300) who has resigned.
6. Appointment of Hanley Albig as Instructor in History and Political Science at a salary of \$200 per month for the period from February 8 to June 30, 1943. Mr. Albig will replace Milton Muelder who is on military leave.
7. Appointment of Mrs. Robert J. Smith as Instructor in Geology at a salary of \$500 for the spring term 1943. Mrs. Smith will replace L. L. Ray who has resigned.
8. Appointment of Evelyn Wood as Research Worker in Bacteriology at a salary of \$500 per year, effective January 1, 1943. This is in addition to the salary of \$1500 per year which Miss Wood receives from the Bureau of Animal Industry.
9. Appointment of Melita Kaiser as stenographer in the Department of Animal Pathology at a salary of \$600 per year on a half-time basis, paid from Abortion Test Fund, effective March 1, 1943. Miss Kaiser is in addition working half-time for Animal Pathology and is paid from the Extension labor payroll.
10. Appointment of Miss Susanne E. Gage as Assistant in the Chemistry Library at a salary of \$900 per year for half-time work, the appointment to be effective from March 15 to June 15, 1943. This is a new position.
11. Appointment of Zerita Pyle as stenographer in the English Department at a salary of \$1320 per year, effective January 28, 1943. Miss Pyle replaces Genevieve Blevins (salary \$1320) who has resigned.
12. Appointment of Dorothea J. Strube as stenographer in History and Political Science at a salary of \$1200 per year, effective February 8, 1943. Miss Strube replaces Maxine Monroe (salary \$1200) who has resigned.
13. Transfer of Stanley M. Brandt from half-time to quarter-time graduate assistant in Chemistry, effective as of January 1, 1943.
14. Appointment of John H. Koehneke as half-time graduate assistant in Chemistry, effective February 15, 1943. Mr. Koehneke replaces Paul Beebe who was appointed but did not accept the position for 1942-43.
15. Transfer of E. S. Feenstra from half-time graduate assistant to Assistant in Animal Pathology at a salary of \$1200 per year, effective April 1, 1943. Mr. Feenstra replaces E. R. Doll who has resigned.
16. Appointment of Billie U. Flynn as half-time graduate assistant in Animal Pathology to replace E. S. Feenstra for the remainder of 1942-43, effective April 1, 1943.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve the Appointments.

TRAVEL

Travel

1. Full expenses for C. R. Megee to attend a meeting of subject matter collaborators at the Federal Regional Soybean Laboratory at Urbana, Illinois, on February 15. Expenses will be paid by the U. S. Department of Agriculture.
2. Full expenses for R. J. Baldwin and A. B. Love to attend a meeting of extension directors being called by Director Wilson at St. Louis, Missouri, on February 15 and 16.
3. Full expenses for one person to attend the Inter-College Committee meetings sponsored by the Cooperative Study in General Education in Chicago on March 3-7 and on March 19-23. It is understood that full expenses of a second person will be met by the Cooperative Study, or that the expenses of the one person will be apportioned equally between the College and the Cooperative Study.
4. Full expenses for Ray Hutson to attend a conference of entomologists of the North Central States to be held in Lafayette, Indiana, on March 25 and 26; expenses to be paid from Extension funds.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the Travel Items.

MISCELLANEOUS

Report of death of M.S.C. graduates.

1. Report of the death of the following graduates of Michigan State College:
 - a. Robert Ned Steele, Captain in the U. S. Army, was killed in action in North Africa on December 26, 1942. He was graduated in Business Administration on June 10, 1940.
 - b. Kenneth Fenwick Crawford, Jr., Lieutenant in the Army, was killed in action in North Africa on December 21, 1942. He was graduated in Police Administration on August 29, 1941.
 - c. Roger Keast, Captain in the Army, was killed in action in the South Pacific area on December 1, 1942. He was graduated in Physical Education on June 11, 1934.
 - d. William Lee Sockman, Officer Candidate, died at Camp Berkeley, Texas, on Feb. 3, 1943. Graduated from Applied Science Division on June 13, 1942.

Report of death of Miss Ruth Wyman.

2. Report of the death of Miss Ruth Wyman, Instructor in Institution Administration, on January 23, 1943.

Marian Michmerhuizen to be paid \$100 per mo. for 3 mos.

3. Recommendation that Marian Michmerhuizen, half-time graduate assistant in Mathematics, be paid \$100 per month for three months beginning January 1, 1943, for additional work in the teaching of mathematics during winter term.

Marg. Anderson to be paid add. \$300

4. Recommendation that Margaret Anderson be paid an additional \$300 in three equal installments for additional work in the teaching of mathematics during winter term.

Approval appt. teachers to instruct students who entered Feb. 1.

5. The following appointment recommendations are made in connection with the teaching staff necessary to instruct the students who entered on February 1:

Mrs. L. L. Frimodig	Mathematics (two classes)	\$300
Mrs. Ben Euwema	Mathematics	150
Madison Kuhn	History	150
Mrs. J. B. Harrison	English (two classes)	300
Mrs. Arnold L. Williams	English	150
Dean W. Kuykendall	English	150
Paul Morrison	Geography	150
George Posthumus	Woodshop	100
		<u>\$1450</u>

Increase Richard Rogers

6. Increase in salary for Richard W. Rogers, Chief of Police, from \$1000 to \$1400 per year, effective February 15, 1943. The City of East Lansing will make a similar increase in the salary they pay to Mr. Rogers.

Also Paul Krone

7. Increase in salary for Paul Krone, Extension Assistant in Floriculture, from \$2900.00 to \$3600.00 per year, effective February 1, 1943.

Also Clyde May

8. Increase in salary for Clyde O. May, Extension Assistant and Instructor in Farm Management, from \$3300.00 to \$3600.00 per year, effective February 1, 1943.

Also G.B. Dibble

9. Increase in salary for G. B. Dibble, Extension Assistant in Insect Control, from \$2800.00 to \$3100.00 per year, effective February 1, 1943.

and Neal Whitehead

10. Increase in salary for Neal Whitehead, Clerk in the Registrar's Office, from \$1400 to \$1500 per year, effective February 1, 1943.

Nat. Colleg. Ath. Tournament to be held M.S.C.

11. Recommendation that authorization be given to hold the 1943 National Collegiate Athletic Association Wrestling Tournament at Michigan State College. The estimated expenses for holding this tournament are \$746.07.

Grad. Asst. pay increased to \$700 for ½ time and \$350 ¼ time

12. Recommendation from the Administrative Group that the pay for half-time graduate assistants be \$700 rather than \$600 per year, and for quarter-time graduate assistants \$350.00 rather than \$300 per year.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve Miscellaneous Items 1 to 12, inclusive.

MISCELLANEOUS, continued

13. Statement in the amount of \$100 from Dr. Robert M. Jones for dental services to Marshall Hines, freshman student who fell on the steps of the Administration Building during fall registration.
14. Statement in the amount of \$150 from Dr. H. W. Gehring of Detroit for services to Peter Zenti who broke his elbow in the intra-mural boxing program.
15. An appropriation of \$950 is requested for the following uses of the Auditorium:

Farmers' Week

General meetings, February 2, 3, 4	-	Main Auditorium	
Movies, February 4		@ \$100 a day	\$300
Play, February 2 and 3	-	Fairchild Theater	
		@ \$50 a day	100
Interfaith Religious Emphasis Conference, February 21	-	Fairchild Theater	
		@ \$50 a day	50
Band "Pop" Concerts, February 24 and March 14	-	Main Auditorium	
		@ \$100 a day	200
Interfraternity Conference Sing, March 10	-	Main Auditorium	
		@ \$100 a day	100
M. S. C. Orchestra Concert, March 11	-	Main Auditorium	
		@ \$100 a day	100
Michigan Rural Teachers Association Meetings, March 25 and 26	-	Fairchild Theater	
		@ \$50 a day	100

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 13, 14 and 15.

16. Recommendation that the College purchase the Frank Klever Farm at \$9000.00 and the Edward Beaumont Farm at \$20,000.00.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to authorize the Secretary and Treasurer to complete the plans in accordance with the existing contracts.

17. Report from the Secretary that because of the poor quality of the soil it does not seem feasible to insert a clause in the present renewal of the lease with Mabel and Harry Beck for the rental of land in South Haven.

18. Recommendation from the Faculty that the Conference Committee Report be approved by the Board.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the following report: It is here noted that these regulations prohibit the Dog Show and Archery Tournament from being held Sundays

In order to provide a better understanding and promote uniformity in the entertaining of off-campus groups, we recommend the following:

1. That the President appoint a standing committee to be known as a Conference Committee which will act on all requests of off-campus organizations and groups for meetings on the campus.
2. If the above Committee approves the request, it shall then be the duty of the Director of Short Courses to handle all the details of entertainment and service.
3. Michigan State College-Sponsored Conferences:
County Extension Agents, Agricultural Teachers, 4-H Clubs, Farm Women's Week, Grange Youth, Junior Farm Bureau, Wolverine Boys State, Future Farmers, Farmers' Day and Farmers' Week.

Since these groups are all sponsored by the College, the State Board of Agriculture should be requested to provide a yearly budget to pay for such expenses as hall rental, speaker, program and other necessary expenses, but not including reports, meals or lodging.

4. Michigan State College-Sponsored One Day Meetings:
Feeders Day, Onion Growers, Muck Farmers, Dahlia Growers, etc.
These are of special departmental interest and the major expenses incidental to these meetings should be borne by departmental funds.
5. Michigan State College-Sponsored Conference Courses:
Feed Dealers, Hatcherymen, Fruit Growers, Pickle Packers, Hotel Administration, Forced Warm Air Heating, etc. These are organizations which wish to meet at the College for two or more days and wish a definite program of instruction. The College is to charge a course fee of \$1.00 plus laboratory fee if necessary to cover all expenses of speakers, programs, abstracts and other necessary expenses.
6. Organized Groups:
In case of organized groups with which the College regularly cooperates or wishes to cooperate such as Social Workers, M. E. A., Farm Bureau, Michigan Milk Producers, etc., the Conference Committee will work out with such organizations the arrangements necessary and the portion of expenses involved to be paid by the organization.
7. Miscellaneous Groups:
In case of any other group outside the above, the College is to collect a fee to be determined by the Conference Committee and representatives of the group which shall be sufficient to pay for all expenses incidental to the conference.

Approval payment statement
Dr. Jones
for \$100

also
Dr. Gehring
for \$150

Appropriation
of \$950 for
use of Auditorium and
Fairchild Th.

Approval of
Frank Klever
farm and
Beaumont Farm

Clause not to
be inserted
in renewal
lease with
Becks

Conference
Committee
Report
approved.

MISCELLANEOUS, continued

18. (Continued)

8. Commercial Exhibits and Shows Related to College Interests:

Road Show, Horse Show, Well Drillers, Farm Machinery, Dog Show, Shrine Circus, Rabbit Show, Pigeon Show, etc. In most instances these organizations sell exhibit space and some charge an admittance, - the money received going into the treasury to be used in financing the organization, charity, etc. We believe it would be more satisfactory if these groups were not permitted to sell concession space. However, the precedent has been established and it would be extremely difficult to discontinue at this time.

These organizations may be permitted by the Conference Committee to use Demonstration Hall, Livestock Judging Pavilion and in some instances the Field House. Each organization must pay for all expenses incurred and services rendered. It is the policy of the College that the charge made for space or charge for admittance by such groups be just sufficient to take care of the necessary expense of the show or exhibit. The exceptions would be the Shrine Circus, proceeds of which are used for charity, together with certain shows or exhibits of long standing. All groups or organizations making such charges will be requested to file a financial statement of their show, meeting or exhibit with the College Conference Committee at the close of the occasion.

9. Other Commercial Exhibits:

Other commercial or outside interests which may desire to use any college building or facilities should be charged a rental fee comparable to that of off-campus rentals and should be requested to observe and conform to all campus rules and regulations. Such exhibits should not be encouraged.

10. Livestock sales: Cattle, Horses, Hogs, etc.

Only recognized State Breed Associations shall be allowed to hold sales on College property. Each organization shall be required to pay the College for all expenses incurred and for services rendered.

11. There shall not be any shows or exhibits of a commercial nature open on Sunday.

12. All organizations which wish to have food, soft drink or other concessions in connection with their exhibits or conferences must have the approval of the Concession Committee.

13. We recommend that insofar as is possible each of the various departments which furnish services to the various visiting organizations, set up a system of fixed charges so that an organization may know the amount charged for various services when making preliminary arrangements for a meeting or conference on the campus. These charges are to be made available to the Conference Committee so that printed lists may be published.

14. Organizations not making satisfactory financial arrangements with the Business Office of the College will be denied future privileges.

15. All other problems or questions concerning conferences, conventions, shows, etc. shall be referred to the Conference Committee for action.

E. L. Anthony R. W. Tenny
L. C. Emmons C. O. Wilkins
Emery Foster K. H. McDonel, Chairman

Retirement
O. C. Carr
approved.

19. Recommendation from the Retirement Committee that Mr. O. C. Carr be retired at an annual pension of \$480, effective July 1, 1943. Mr. Carr is employed in the Power Plant.

On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve the above recommendation.

Resignation
A. L. Daniels

20. Report of receipt of letter of appreciation from the Michigan Press Association.

Appointment
Chas. Covell
in Daniel's
place.

21. Resignation of A. L. Daniels, Patrolman, Campus Police, effective February 22, 1943.

22. Appointment of Charles Covell to the position formerly held by A. L. Daniels, Campus Police, at a salary of \$2200.00 per year effective February 15, 1943.

On motion of Mr. McPherson, seconded by Mr. Brody, it was voted to approve items 21 and 22.

Univ. of
Mich. allowed
to use WKAR
1 hr. per wk
for 3 months

23. The President reported that the University of Michigan had been allowed to use the facilities of the College Radio Station, WKAR, for one hour per week for a three months period on a trial basis.

24. The President also reported on the progress of the financial measures in the legislature.

25. The President discussed with the Board the development of the various army specialists training programs as they affect Michigan State College.

26. After much discussion the Board approved the suggestion from the President that no training programs be undertaken until definite satisfactory contracts are executed.

The meeting adjourned at 12:15 P.M.

John A. Hannah
President
Karl H. McDonel
Secretary