

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
February 19, 1929

THE MEETING WAS CALLED TO ORDER AT 11:00

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

Absent: Mr. Pearce

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

Resignations

RESIGNATIONS

1. Mr. G. R. Schlubatis, Research Assistant in Soils, effective February 1, 1929.
2. Mr. Clair Taylor, County Agricultural Agent, Eaton County, effective January 31, 1929.
3. Mr. N. A. Kessler, Extension Specialist in Agricultural Engineering, effective January 31, 1929.
4. *Mrs. Larmer, formerly Gertrude Crane, clerk in Attendance Office, effective February 16, 1929.
5. Mr. H. C. Kiebler, Extension Specialist in Farm Crops, effective February 28, 1929.

*Indicates previous approval by Advisory Committee of Board, January 22, 1929.

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

Appointments

APPOINTMENTS

1. Mr. Gordon Schlubatis, County Agricultural Agent for Branch County, salary \$2800 effective February 1st, 1929, \$1800 from Supplementary Federal Lever Funds, replacing C. W. Andrews, resigned.
2. Mr. P. Biebesheimer, County Agricultural Agent, Wexford County, salary \$2400 effective February 1st, \$1800 from College funds should be charged to Federal Lever funds. Mr. Biebesheimer replaces Mr. Kenneth Ousterhout transferred to Antrim County.
3. Mr. Hans Kardel, County Agricultural Agent for Eaton County, salary \$3000 per year, effective March 1st, \$1800 from our funds should be charged to Supplementary Federal Lever. Mr. Kardel replaces Mr. Clair Taylor, resigned.
4. Mr. C. W. Nelson, Dairy Extension Specialist, effective March 1st, salary \$2100 per year, Lever State Funds, taking over part of Mr. Girrbach's work.
5. Mr. J. G. Hays, for March and April, salary \$320 per month, all time to be given to Extension projects, salary from Extension funds.
6. *Mrs. Ella DeHaan, as clerk in Attendance Office, at a salary of \$1200 per year, to succeed Mrs. Larmer, effective February 1.
7. *Professor Albert H. Nelson as Director of Summer School for one year only, with \$500 remuneration.
8. *Continuation of Mrs. Buxton in place of Miss Helen Hartman, critic teacher at Okemos, to the end of the college year, Miss Hartman to receive difference between her salary and that paid to substitute and to receive entire checks for \$120.83 for the summer months payable July 1st, August 1st, and September 1st.
9. Recommendation of Dean Cox for the appointment of Mr. Elton B. Hill as Professor of Farm Management and Head of the Farm Management Section for the coming fiscal year.
10. *Otis E. Shear, as Extension Specialist Poultry Husbandry at a salary of \$2520 per year, effective February 1st. Appointment for one year only.
11. *Mr. James Tyson as Research Assistant in Soils at a salary of \$2700, effective February 1st. Action deferred to February meeting.

*Indicates approval by Advisory Committee of the Board, January 22, 1929.

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

Travel

TRAVEL AUTHORIZATION

1. Dean Elizabeth Conrad, to Cleveland, Ohio, meeting of National Association of Deans of Women, February 20 to 23.
2. Miss Elida Yakeley, annual meeting of the National Association of Collegiate Registrars at Seattle, Washington, April 16-18.
3. Professor Linton, to Des Moines, Iowa, March 28 to 30, vocational funds, to attend conference of the Federal Board for Vocational Education.
4. Professor Grover, Cleveland, Ohio, February 24 to 28, National Education Association Meeting.

5. Professor H. C. Rather, Washington, D. C. February 18th to confer with Bureau of Plant Industry relative to placing of staff member of the Bureau of Plant Industry at the W. K. Kellogg Experimental Farm.
6. Approval of trip made by Mr. Gifford Patch on January 31st to Chicago, Ill., in company with Mr. Brody, and Mr. Thomas of the State Farm Bureau to confer with officers of the Independent Grocers Alliance.
7. Mr. Gifford Patch to Chicago, February 1 to 3, to study methods of farm organization, funds from Extension travel account.
8. Mr. Glen O. Stewart, Chicago and Milwaukee Alumni Club Meetings during coming four or six weeks.
9. Request of Miss Irons that three members of the Home Economics Teacher Training staff be permitted to attend the meeting held under the auspices of the American Home Economics Association during the session of the Department of Superintendence of the National Education Association, Cleveland, February 25 and 26.

On motion of Mr. McPherson, it was voted that all expenses be allowed for all of the above travel requests except item #4, for which mileage only is allowed.

LEAVE OF ABSENCE

1. Mr. P. H. Pearson, Instructor in the Department of Sociology, for this quarter, with pay for the month of January only.
2. Appointment of Mrs. J. F. Thaden to take Mr. Pearson's classes for the remainder of the term, salary same as that of Mr. Pearson, effective February 1st, 1929.
3. Request of Dean E. H. Ryder for leave of absence for one month or until such time as he is able to again resume work, health conditions making it imperative that he take such leave. Recommendation that Mr. B. R. Proulx be left in charge of the office and that matters pertaining to the Department of History be left in charge of Mrs. Hendricks, matters of Education being left to Mr. Walpole.
4. Request of Mr. E. E. Kinney, Instructor in Electrical Engineering, for leave of absence for one year, September 1, 1929, to September 1, 1930 for purpose of study, with salary. *1/2 sal.*

On motion of Mr. Brody, it was voted to approve all of the above except item #4 which has been referred to the Advisory Committee with the understanding that the leave be with not more than half pay.

MISCELLANEOUS

1. Report of letter from Mr. Harm Drewes, accepting appointment of Professorship in the Department of Botany.

Report submitted and placed on file.

2. The appointment of Mr. Louis G. Carpenter, of Denver, Colorado, Consulting Engineer and Alumnus of this Institution, as official delegate from this College at the World Engineering Congress in Japan, which occurs next October. Such an appointment will bring no expense upon this Institution, but will open doors to Mr. Carpenter enabling him to see and learn much that he would be unable to do otherwise.

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

3. Report of request being made by Station W.K.A.R. for a license to use 1000 watts of power and either undivided time or a division of time to make early evening hours available.

On motion of Mr. Brody, it was voted that the Secretary be instructed to draft a suitable resolution with the aid of the Attorney General for consideration by the Federal Radio Commission.

4. Request of Professor Johnston for authorization to employ an associate professor of English at a salary of \$3500, immediately, the term of service, to begin September 1, 1929.

On motion of Mr. McColl, it was voted to authorize Professor Johnston's request subject to the approval of President Shaw.

5. Report of Mr. Hasselman regarding Department of Publications and Journalism.

On motion of Mrs. Stockman, it was voted that the plan as presented by Mr. Hasselman, be accepted and that Mr. Hasselman's title be Professor of Journalism and Head of Department of Publication.

6. Increase of \$5.00 per week in the salary of Miss Gridley, nurse at the Health Center in order that she may procure room outside of the Hospital, beginning February 1, 1929.

On motion of Mr. Watkins, it was voted to increase Miss Gridley's salary \$5.00 per week.

Leave of
Absence

Drewes
letter

Appt. of
L.G. Carpenter
as delegate to
Eng. Cong. in
Japan, October

Request of
W.K.A.R.

Request to
employ Asso-
ciate Prof. of
English

Dept. of Pub-
lications &
Journalism

Increase in
Miss Gridley's
salary

Acceptance of gift of \$100 from Mrs. Keller.

7. Acceptance of gift of \$100 which has been made available to the Horticultural Department by Mrs. Chas. Keller, of Detroit. Such gift to be paid to the student annually selected by the Horticultural Department and the Registrar as having the best scholarship record during his or her Junior year.

On motion of Mr. Brody, it was voted to accept the gift and that a letter of thanks be sent by the Secretary.

Req. of Prof. Anthony to use \$640 for extra help.

8. Recommendation of Prof. Anthony that \$640 of the Dairy Research Assistantship, which has not been used, to be made available for the use of the Dairy Department in employing extra help.

On motion of Mr. Brody, it was voted to refer the matter to the President.

Req. of Mr. Hudson that \$5000 be added to budget.

9. Request of Mr. Hudson that \$5,000 be added to the Farm and Horse Departmental Maintenance Budget to offset moneys paid out for the purchase of horses.

On motion of Mrs. Stockman, it was voted that the request be granted and that \$5,000 be added to Mr. Hudson's budget provided his receipts warrant same.

Req. of Dr. McCool for transfer of money

10. Request from Dr. McCool that \$2,190.00 be transferred from the salary account to maintenance, same to be used for Experiment Station purposes.

On motion of Mr. McPherson, it was voted to approve Dr. McCool's request.

Miss Manning placed on Extension pay-roll.

11. Recommendation that Miss Manning, Stenographer, Dairy Department, be placed on the extension pay roll at \$1220 per year, effective February 1st.

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

Cs. Urban Soc. given winter term.

12. Approval of course in Urban Sociology to be given during the winter and spring terms, and appointment of Mr. P. B. Boyer as teacher of this course with a salary of \$35.00 per month.

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

DEFERRED AND REFERRED MATTERS

Salary of Ashley Berridge.

1. Manner of financing of salary of Mr. Ashley Bebridge, as Director of the Potato Experiment Station at Lake City from Special Potato Farm Fund. Also financing of farm to end of fiscal year.

On motion of Mr. Brody, it was voted to leave the matter of salary with the President and Secretary.

B.S. degrees for Med. & Den. stud.

2. Matter of B. S. degrees for Medical and Dental students.
- Matter deferred.

Chatham purchase still pending.

3. The Secretary reported that the matter of the purchase of the Sophia Niemisto place at Chatham was still pending.

Beal Botanical matter def.

4. Report of Building and Grounds Committee on Matters relative to Beal Botanical Garden.
- Matter deferred.

Report on VanAlstyne's req.

5. The President submitted a report which the Board had asked him to prepare relative to Mr. VanAlstyne's request for special privileges in the matter of taking more work than the regulations allow while in the employ of the institution.

MATTERS FOR CONSIDERATION FROM THE SECRETARY'S OFFICE

Reed & Hoovey contract paid.

1. Recommendation that the Reed & Hoovey contract be taken up and paid in full. This is a contract covering 30 acres of land, purchased on March 1st, 1926, the amount of which is \$11,400.00.

On motion of Mr. McColl, it was voted to pay the above contract in full.

Potato Farm Taxes to be paid.

2. Report on the Potato Farm. Report that the settlement in full has been made but taxes are now due which the heirs have asked the state to pay.

On motion of Mr. McPherson, it was voted that the taxes on the Potato Experiment Station be authorized.

Payment to Leonard by action of Court

3. Payment to Ralph Leonard of balance due him by court action. Amount being \$1162.50; also \$52.90 to the court.

On motion of Mr. Brody, it was voted to authorize payment to Ralph Leonard the amount of \$1162.50 and to pay costs of court action, \$52.90 in full, of all demands issued by the court.

Transfer of \$50,000

4. Request for permission to transfer \$50,000 from the general fund to the salary budget.

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

Transfer of Men. School balance.

5. Permission to transfer the Menominee School Fund balance amounting to \$14,012.22 to the reserve fund.

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

Rec. for inc. in salary of Lucille Hunt.

6. Recommendation for increase in the salary of Miss Lucille Hunt, in charge of the Central Office, from \$1440 to \$1800.

It was voted to refer the matter to the President, the Secretary and Controller.

7. Report of letter from Secretary of the Athletic Council stating that \$5,000.00 is now available for payment on the stadium debt and that possibly another \$5,000 will be available by June 30, 1929.

\$5,000.00
paid on prin-
cipal of
stadium debt.

On motion of Mr. Brody, it was voted that a warrant be drawn on the Athletic Fund for the payment of \$5,000 on the principal of the stadium debt.

8. The Michigan State Union has offered quarters for Faculty Club rooms providing that the State Board will appropriate money for the furnishings. Plans and specifications have been made by the College Architects, Bowd and Munson and estimated costs are reported as between \$7,000 and \$9,000. The Faculty agree to furnish all of the equipment and necessary furnishings.

Faculty Club
rooms, ref.
to Bldg. Com.
& Finance
Com.

On motion of Mr. Brody, it was voted that the Building Committee and the Finance Committee of the Board be instructed to look into this matter and make committee reports at the next meeting.

9. Recommendation that the resolution passed by the State Board of Agriculture at its meeting March 16, 1927, reading as follows, be revoked and stricken from the records:

Resolution
revoked and
stricken from
records.

"That the system of formal contracts for members of the staff be abolished, but that in case any member of the staff desired to resign or his services are no longer desired, ample notice should be given, presumably of at least three months."

On motion of Mr. McColl, it was voted that this resolution be repealed.

On further motion of Mr. Gowdy, it was voted that the President together with the Business Manager, the Attorney General, and Mr. McColl, be asked to draft a new form of outline for terms of agreement with members of the staff, and present same at our next meeting.

New terms of
agreement for
employees to
be drawn up.

10. Request from Professor Richards for an additional apportionment of \$3,644.00 for his Department.

Request of
Mr. Richards
for additional
request.

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

11. Request from Mr. Sweeney regarding new car for the Department.

New Car for
Mr. Sweeney

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

12. On motion of Mr. McColl, it was voted that the Secretary be allowed to purchase a new car, the title to be in Mr. Halladay's name, the college to assume the difference in cost between his present car and the new car and he to assume all up-keep and operating expenses.

New Car for
Secretary

13. On motion of Mr. Brody, it was voted that the President appoint a special committee to consider the questions of gifts, report to be referred back to the Board.

Special Com.
to consider
question of
gifts.

14. Mr. Wilkins reported to the Secretary that the monthly financial report had been sent to the Board members by mail.

Financial
report mailed
to members.

The meeting adjourned at 3:30.

THE NEXT MEETING OF THE STATE BOARD OF AGRICULTURE WILL BE HELD MARCH 20, IN THE PRESIDENT'S OFFICE AT 11 O'CLOCK.

R. B. Shaw
President

H. H. Halladay
Secretary