

Minutes of the  
Meeting of the State Board of Agriculture  
February 27, 1936

Present: Messrs. Brody (Chairman), Berkey, Daane, Downing, Halstead, Mrs. Wilson; Superintendent Elliott; President Shaw, Comptroller Wilkins and Secretary Hannah.

Absent: No one.

The meeting was called to order at 10:15 A.M.

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

Resignations  
and  
Appointments

RESIGNATIONS AND APPOINTMENTS

1. Request for removal of the name of Mr. Olin Lebard, appointed District Club Agent for Midland, Gratiot, and Isabella counties on January 1st, from the payroll. Mr. Lebard did not accept the appointment.
2. Resignation of Mr. L. C. Cochran, Assistant in Research in Plant Pathology, effective March 1, 1936.
3. Resignation of Mrs. Mary Thomson, Extension Specialist in Clothing, effective May 31, 1936.
4. Resignation of Dr. George F. Gray, Research Assistant in Horticulture for Dr. N. L. Partridge's leave of absence, effective March 16, 1936.
5. Resignation of Dr. W. C. Dutton, Research Associate in Horticulture, effective May 1, 1936.
6. Appointment of Mr. Ralph W. Lewis, now half-time graduate assistant in Botany as Assistant in Research, replacing Mr. Cochran (resigned above) at the same salary, \$985.00 per year. Appointment will be come effective April 1, 1936.
7. Appointment of Miss Marjorie Eastman as Extension Specialist in Clothing, replacing Mrs. Thomson (resigned) at a salary of \$2700 per year, effective June 1, 1936. This appointment is on is on Bankhead-Jones funds, as was Mrs. Thomson's.
8. Appointment of Mr. Frank Hewetson as Research Assistant in Horticulture, replacing Dr. George F. Gray (resigned) at the same rate of salary, \$2000 per year, - appointment is for the period March 23rd to November 15th (remainder of Dr. Partridge's leave of absence).
9. Appointment of Mr. E. J. Pasmussen as Assistant Professor and Research Associate in Horticulture, replacing Dr. W. C. Dutton (resigned) at a salary of \$3300 per (\$2700.00 - Station funds, \$600.00 - College). The appointment is to be effective on April 1, 1936.
10. Temporary appointment of Dr. Roy J. Burroughs as Assistant in Economics for the six-month period beginning March 1, 1936, at a salary of \$200.00 per month (from Purnell funds). Dr. Burroughs will carry on the work done by Dr. Thrun, who is now on leave of absence.
11. Appointment of Mr. Lewis Evans as half-time graduate assistant in Farm Crops for the year 1936-37, replacing Mr. Val Silkett (holder of the position for this year). This early appointment if necessary to obtain Mr. Evans' services.
12. Transfer of Miss Margaret Harris, Assistant State Home Demonstration Leader with headquarters at Marquette, to the same position with headquarters at East Lansing at no change in salary, effective April 1, 1936.
13. Transfer of Miss Helen Strow, Extension Specialist in Home Economics, to the position of Assistant Home Demonstration Leader with headquarters at Marquette, with an increase in salary from \$1800 to \$2400 per year (Bankhead-Jones funds). The transfer is to be effective April 1, 1936.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to accept the resignations and approve the appointments and transfers.

14. Resignation of Mr. G. W. Bradt, Instructor in the Department of Zoology, effective March 15, 1936.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to accept the above resignations.

Travel

TRAVEL

1. Request for allowance of full expenses to Chicago and return for Director E. J. Baldwin, who was asked to attend an AAA meeting on February 19th in connection with the closing of old programs and consideration of new plans.
2. Request for the allowance of travelling expenses totalling \$47.15, incurred by Professor Herbert in attending the American Wild Life Conference in Washington, D. C. the week of February 3rd.

TRAVEL, continued

3. Request for full expenses to New York City and return for Mr. B. F. VanAlstyne, so that he may attend the National Basketball Coaches' Association's annual meeting April 1st to 4th. Travel
4. Request for railroad and pullman fare to Chicago and return for Professor P. A. Herbert, so that he may attend an Extension foresters' meeting March 6th and 7th.
5. Request of Dean Dye for mileage expense on one automobile to Washington, D. C., and return, so that several members of her staff may attend American Association of Biological Chemists' and Institute of Nutrition meetings March 24th to 27th.
6. Recommendation for the allowance of full expenses (railroad plus maintenance) to South Bend and return for Professor P. S. Lucas, so that he may attend a meeting of the Midwest Creameries Association February 27th and 28th.
7. Request for the allowance of mileage expense on one automobile to Chicago and return, so that Mr. O. I. Gregg, Extension Specialist in Landscape Architecture, may take exhibits to the American Florists' Show March 21st to 24th.
8. Recommendation for the allowance of railroad and pullman fare to Nashville, Tennessee, and return so that one member of the Art Department staff may attend the Western Arts Association meeting April 1st to 4th.
9. Recommendation for the allowance of full expenses to Lafayette, Indiana, and return for Mr. J. G. Wells, so that he may attend a conference of Extension workers called by the federal office for March 19th to 21st. Expenses will be charged to Extension funds.
10. Request for the allowance of full expenses (not to exceed \$25.00) to Chicago and return for Professor F. R. Theroux who will take a group of senior Civil Engineering students on an inspection trip during the second week of the spring term.
11. Request for an allowance of approximately \$35.00 on the expenses of Mr. H. L. R. Chapman, superintendent of the Botanical Garden, to New York City for the meeting of the Kew Guild on March 21st. Expenses are to be charged to the Plan of Grounds budget.
12. Request of Mr. G. O. Stewart for the following travelling expenses in the interest of alumni affairs:
1. Automobile mileage, and lodging expense if necessary, for a trip to Toledo, Ohio, on March 13th.
  2. All expenses to Lafayette, Indiana, for the Indiana-M. S. C. alumni group meeting on March 28th.
  3. All expenses to Rochester, Buffalo, and Cleveland for alumni meetings April 1 to 4th.
  4. Mileage expenses and meals for a trip to Cincinnati for the annual meeting of alumni secretaries, April 18th to 22nd.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve the travel requests.

MISCELLANEOUS

1. Recommendation of the Registrar that fees for the Forestry summer school carried on at the Dunbar Station, which has been increased from a six-week to a ten-week course, be raised from \$15.00 to \$25.00. This is subject to Faculty approval on offering the ten-week course during the summer of 1936.

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

2. Recommendation of the Athletic Council that \$50.00 be contributed to the fund sponsored by the Association of Basketball Coaches for sending Dr. Naismith (originator of the game) to the Olympics.
3. Recommendation of the Athletic Council that \$50.00 be appropriated for the 1936 U. S. Olympic fund, as for the past two games. Receipts from the indoor relay track carnival March 7th are to be used toward this gift.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to deny the recommendation in item 2 and to approve the recommendation in item 3.

4. Request of Dean Dye that Miss Kathleen Dietrich, Assistant Professor and Research Assistant in Home Economics, be placed on a half-time basis for the three-month period beginning April 1st. Further recommendation that the portion of her salary thus released (\$274.98) be transferred to the Home Economics Purnell maintenance budget.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to approve the above request.

Forestry S.S. fees raised from \$15 to \$25

Req. for \$50 to send Dr. Naismith to Olympics denied. \$50.00 app. toward Olympic fund.

Kathleen Dietrich on half time for 3 months.

MISCELLANEOUS, continued

- Ath. Associa. labor pay-rolls approved
5. Presentation for payment of Athletic Association labor payrolls totalling \$184.50 covering payments to fifteen members of the college staff for their services during the season's basketball games.
- On motion of Mr. Deane, seconded by Mr. Brody, it was voted to approve the above item.
- Add. \$1000 approved for Regis. Office
6. Recommendation that an additional allotment of \$1,000.00 be made to the Registrar's budget for the balance of the current year.
- Add. \$400 approved for Dean Conrad.
7. Request of Dean Conrad for an additional allotment of \$400.00 to the maintenance budget of her office, covering the balance of the current year.
- On motion of Mr. Deane, seconded by Mr. Berkey, it was voted to approve items 6 and 7, transfers to be made from the reserve fund.
- Unapprop. bal. of Bankhead-Jones res. funds to be assigned Director's office.
8. Recommendation from Dean Anthony that the unappropriated balance, as shown on record by the accounting division, of Bankhead-Jones Research funds for the current fiscal year be assigned to the Director's Office-Bankhead-Jones Account.
- On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above recommendation.
- Rescind action re: Washington's birthday holiday.
9. Former action of the Board making Washington's birthday a holiday when falling on Friday or Monday to be rescinded. (Action taken March 16, 1927).
- On motion of Mr. Brody, seconded by Mr. Downing, it was voted to rescind the above action taken by the Board March 16, 1927.
- Reply from Gov. re: emergency approp. placed on file.
10. Reply from the Governor to the formal request for \$75,000 emergency appropriation was presented to the Board. The State Administrative Board refused the request.
- On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to accept the Governor's letter and place it on file.
- Req. that Farleman be reimbursed for 1 mo. salary.
11. Mr. M. G. Farleman resigned as Instructor in Entomology effective December 31, 1935. Dean Huston and Professor Hutson asked that Mr. Farleman be reimbursed for one month's salary due to the fact that he had no vacation during 1935 because of the press of work.
- On motion of Mr. Downing, seconded by Mr. Brody, it was voted that the above request be denied.
- Employment of auditors to be left to Fin. Committee
12. Employment of auditors for fiscal year ending June 30, 1936 to be left to Finance Committee with power to act.
- On motion of Mr. Brody, seconded by Mr. Downing, it was voted that the employment of auditors for the fiscal year ending June 30, 1936 be left to the Finance Committee with power to act.
- Smead note cancelled.
13. Harold Smead was injured while a student at the College. The Division of Rehabilitation of the Department of Public Instruction agreed to assume his case which would have carried a waiver of college fees. Through some misunderstanding formal application was not made to the Division of Rehabilitation. A note for \$100 for college fees during this period is held by the college treasurer.
- On motion of Mr. Brody, seconded by Mr. Deane, it was voted to instruct the treasurer to cancel the note and cancel the charge.
- Request from Mr. Schell to be referred to Attorney General.
14. Communication from Mr. George Schell asking that the College pay hospital and doctor bills amounting to \$1104 due to a fall experienced by Mrs. Schell while acting as a clerk during the pre-registration period for the fall term, was read to the Board.
- On motion of Mr. Halstead, seconded by Mr. Deane, it was voted to instruct the Secretary to get opinions from the Attorney General (1) as to the liability of the College in this case and (2) as to the authority of the State Board of Agriculture to pay these bills.
- Pres. given power to take action on J.W. Steward.
15. The President reported on the illness of the Excusing Officer, Mr. J. W. Steward, and the desirability of adequate supervision of this office.
- On motion of Mr. Brody, seconded by Mr. Downing, the President was given power to take such action as he deems desirable.

PRESIDENT'S REPORTS

- P. W. Robbins transferred to campus.
1. Approval of Dean Anthony's recommendation for the transfer of Mr. P. W. Robbins, Research Assistant in Forestry at the Dunbar Station, to the position of Assistant Professor of Silviculture and Nursery Superintendent, replacing Mr. J. L. VanCamp and - partially - Mr. R. H. Westveld (both resigned). The appointment is to be effective April 1, 1936 at an increase in salary from \$1920 per year (plus perquisites estimated at \$820 per year) to \$2700 per year. Immediate action was necessary, since Mr. Robbins had received an offer from the Forest Service.

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

PRESIDENT'S REPORTS, continued

- 2. Approval of the granting of the annual M. S. C. scholarships of \$100.00 each to Frieda Wiener and Arthur D. Hulbert (awarded at the Honors Convocation held on February 21st).

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the above report, money to be drawn from the reserve fund.

- 3. Authorization of travel with full expenses (charged to President's Office) for Dean R. C. Huston, who went to Washington in connection with the requested establishment of a Field Artillery Unit here.

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

MISCELLANEOUS REPORTS

- 1. Report on the offer of Jerome and Harris, Accountants, to settle their previous \$3,341.50 bill for \$2,500.00. Action on this was deferred at the February 6th meeting.

On motion of Mr. Daane, seconded by Mr. Berkey, it was voted to offer Jerome and Harris the sum of \$1950.00.

BUILDING COMMITTEE ITEMS

- 1. Recommendation from Dean Anthony that an additional \$200 be set aside from the Horse Revolving Fund to the WPA project constructing the addition to the Blacksmith Shop and Tool Barn, for the construction of dormers to provide adequate light for the second floor.

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

- 2. The Forestry Department requests the extension of electric light and power lines to the Forestry Cabin at an estimated cost of \$300.00.

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to approve the above request provided the amount will be taken from the Forestry Budget.

- 3. Registrar's office changes. A year and a half ago the Registrar's department was transferred temporarily to new and inadequate quarters. It now appears that these quarters are to become more or less permanent. If these quarters are to be used for several years by the Registrar, several changes should be made in the setup.

On motion of Mrs. Wilson, seconded by Mr. Daane, it was voted to approve the above recommendation.

- 4. Addition to the Union. It is proposed to build an addition of a wing to the Union Building to accommodate the Art Department, to provide fourteen classrooms for general campus use and to provide permanent headquarters for the student newspaper (The Michigan State News) and the student annual (The Wolverine). Sketches and preliminary plans have been prepared by Bowd and Munson. If this program is approved and bids are asked for and contracts let as soon as possible, this building can be completed and made available for use this fall.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to authorize the President to appoint a special committee to make a study of classroom needs and make recommendations for the providing of more adequate classrooms for the next school year. The President appointed the following committee:

Mrs. Wilson	Mr. Daane
Mr. Brody	President Shaw
Mr. Halstead	Secretary Hannah

- 5. Report from the boiler inspector on condition of boiler no. 2. This boiler has been taken off the line and must be reconstructed during the coming summer.

Report accepted.

The meeting adjourned at 3:00 P.M.

R. S. Shaw  
President

John A. Hannah  
Secretary

Granting of M.S.C. Scholarships approved.

Travel of R.C. Huston to Washington.

Jerome and Harris to be offered \$1950.

\$200 for dormers blacksmith shop and tool barn.

Electric light to Forestry cabin

Registrar's office changes

Addition to the Union.

Committee to make study of classroom needs.