

Minutes of the  
Meeting of the State Board of Agriculture  
October 19, 1933

Present: Messrs. Brody, Chairman; Berkey, Daane, McColl, McPherson; Mr. Eugene Elliott, representing the Supt. of Public Instruction: President Shaw; Secretary Halladay.

Absent: Mrs. Wilson

The Board convened with luncheon in the Womens Building at 12:30, after which time the meeting was called to order in the President's Office.

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

## Resignations

RESIGNATIONS

1. Resignation of Norma Schmitt of the library staff, effective November 1, 1933.
2. Resignation of Howard W. Joyner, Assistant Professor of Art, effective January 1, 1934.
3. Resignation of Mrs. Evelyn Peterson, stenographer at the Upper Peninsula Extension Office, effective August 31, 1933.

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

## Appointments

APPOINTMENTS

1. Appointment of C. L. Shartle, as Instructor in Psychology (replacing Mr. Freiberg, resigned) for one year at a salary of \$1800, effective as of September 1, 1933.
2. Appointment of Fern DeCamp, X-Ray and Laboratory Nurse at the Health Service, effective September 16th at the rate of \$1500 per year, plus board and laundry.
3. Appointment of Mabel McWilliams, Night Nurse, effective September 16th at the rate of \$1240 per year, plus board and laundry. (Appointments 2 and 3 are to fill vacancies which occurred on the Health Service staff June 1933).
4. Appointment of Mrs. Irland as Instructor in History for the fall term 1933 at \$180 per month.
5. Appointment of Mrs. Ethel Rathke as Instructor in Modern Languages for fall term 1933 at the rate of \$400 per term.
6. It is recommended by the Labor Pay Roll Committee that:
  - a) Dr. B.V. Alfredson be appointed as half time Laboratory Assistant in Animal Pathology at the rate of \$1080 per year.
  - b) Dr. C. C. Morrill be appointed as three-fourths time Laboratory Assistant in Animal Pathology at \$1080 per year.

The above amounts to be paid out of the special revolving Abortion Test Fund. Previously these men have been paid from the labor payroll.

7. Recommendation that Mrs. Button, stenographer in the Department of Buildings and Grounds, be put on part time basis, effective August 1, 1933 at the rate of \$57.54 a month. (6/11 of previous salary).

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

Lv. of absence  
for H.J. Staf-  
seth.LEAVES OF ABSENCE

1. A three month leave of absence is requested for H.J. Stafseth by the Government of the Republic of Mexico. They desire Dr. Stafseth to make a study of poultry diseases in Mexico and to help to organize a poultry disease control system. Leave to be with pay, - expenses to be paid by the Mexican Government.
2. Leave of absence for Miss Helen Hartman, of the Department of Education from February 1st to June 1st, 1934, without pay.

On motion of Mr. Daane, it was voted to approve items 1 and 2, leaves of absence.

## Travel

TRAVEL

1. Mr. H. A. Berg and Mr. R. V. Gunn to the annual National Agricultural Outlook Conference in Washington, October 30th to November 4th, all expenses.
2. Mileage on one car to Chicago, in order that several members of the Soils Department may attend the meetings of the American Soils Survey Association the middle of November.

On motion of Mr. Berkey, it was voted to approve items 1 and 2.

3. C. L. Nash to St. Paul, Minnesota in the interests of the Michigan Potato Growers' Exchange, maintenance expenses.

- The following delegation to attend the meeting of the Association of Land Grant Colleges and Universities in Chicago, November 13th to 15th:

President Shaw, Dean Anthony, Dean Dye, Dean Dirks, Director Gardner, Director Baldwin and Mr. Brody, representing the State Board of Agriculture.

On motion of Mr. McPherson, it was voted to approve item 4, all expenses approved.

- Livestock Judging Team to the American Royal at Kansas City, and the International Livestock Exposition at Chicago. En route to the American Royal the team plans to visit three schools. Estimated expenses are as follows:

Mileage on two cars to Kansas City	\$222.50
Expenses of Mr. Branaman and 6 men to International at \$20.00 each	<u>140.00</u>
	\$362.50

(Total cost last year was \$688.24)

On motion of Mr. Brody, it was voted to approve items 3 and 5.

- Travel of Professor Ray Hutson to attend three conferences to be held on Washington, D. C. on the 24, 25, and 26 of October (conferences on insects and plant diseases).

On motion of Mr. McPherson, it was voted to approve the travel of Professor Hutson to Washington, with all expenses.

- Representative of Board to attend the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions to be held at Bloomington, Indiana, November 23, 24 and 25 with all expenses.

On motion of Mr. Berkey, it was voted that Mr. McColl be delegated to attend the meeting of the Association of Governing Boards of State Universities, etc.

- Recommendation that members of the Athletic Council be given permission to accept the invitation of the Athletic Council of Marquette University to be their guests at dinner Friday evening at Milwaukee.

On motion of Mr. Daane, it was voted to approve the travelling expenses only of two members of each group of the Athletic Council, viz: 2 faculty members, and 2 alumni members, travel to be made via the shortest route.

#### MISCELLANEOUS

- Recommendation that diplomas be granted to such candidates for graduation as had completed the requirements for graduation by September 11, 1933 as follows, according to the records of the Registrar:

Division of Agriculture  
Degree: Bachelor of Science  
John Sherman Coryall  
Leo Raymond Jones

Division of Applied Science  
Degree: Bachelor of Science  
Physical Education  
Leroy James Jackson

Division of Home Economics  
Degree: Bachelor of Science  
Evelyn Eloise Diehl  
Guinevere Ellen Ivory  
Janet Louise Webber

Division of Liberal Arts  
Degree: Bachelor of Arts  
William Ozias Carver  
Frances Katherine Simpson  
J. Raymond Spiess

Business Administration  
Degree: Bachelor of Arts  
Gordon Franklin Arndt  
Bruce Valentine May

Master of Arts  
Julia Pond. . Home Management and  
Economics of the Household

Doctor of Philosophy  
Albert Hudiburgh Cooper, Chemistry

Master of Science  
Clark Sherman Chamberlain. . . . .Chemistry  
Linnea C. Dennett. . . . .Nutrition  
Reuben Nathaniel Kebler. . . . .Anatomy  
Marie Nelson Moorar. . . . .Botany

- Request from Mr. Towne, Librarian, that one half of the remainder of Miss Schmitt's salary from November 1 (\$418.32) be set aside to provide the library with the full time services of an experienced student helper at 30 cents an hour from November 1933 to July 1934.
- Request from the Forestry Department, that ten acres of tamarack swamp belonging to the College, approximately eleven miles north and east of the College, be assigned to the Forestry Department for teaching and research.
- Due to withdrawal of Federal support, it is recommended that the College pay Mr. Stanley Johnson of the South Haven Experiment Station, at the rate of \$2258 per year, effective January 1st. Previously we have paid him \$1340 and the Federal Government \$918.

On motion of Mr. Brody, it was voted to approve miscellaneous items, 1, 2, 3, and 4.

- The special contingent account has a balance of \$2,517.18, with the amount due on piano purchases authorized by the Board amounting to \$4,700.

On motion of Mr. McPherson, it was voted to transfer an amount of \$5,000 from the reserve fund to the contingent fund.

Travel

Diplomas granted to students having completed work for degrees at close of September 11.

Full time services of exp. student helper to be secured for library.  
Tamarack swamp to be assigned to Forestry Dept.

Stanley Johnson of So. Haven to be paid entirely by college.

Contingent Fund to be replenished.

E.L. State Bank and Cap. National designated as depositories for college monies, on trust fund basis.

Limit of \$150,000 placed as limit for funds deposited in Peoples St. App. of contracts for concert and lect. courses.

Approval of athletic dept. budget.

Prof. Patton of Music Dept. to be exempt from cut July & Aug. 1933.

Printing of 1500 copies of St. Board of Agri. Report approved.

Further report on accident to Frank Wilcox and approval of bills.

Acceptance of fund of \$500 from Mathieson Alkali Works.

Authorization given Conserva. Department that parcel of land be offered at public auction.

No report on transfer of funds from bank to coll.

Joint meeting of Board and Directors of Institute to be held Oct. 28th.

Music scholarships for 1933-34 were authorized.

Unassigned scholarship in voice assigned to Max Smith.

6. Correspondence from Surety Company regarding bond for Mr. Wilkins; suggestion that the State Board designate the depositories of Michigan State College funds, and that in case of bank failure, where the depository has been named by the Board, they definitely state that Mr. Wilkins will not be held responsible.

On motion of Mr. McColl, it was voted that the East Lansing State Bank and the Capital National Bank be designated as depositories for college funds, on trust fund basis only. \$150,000 has been designated as a limit for funds placed with the Capital National Bank and \$100,000 as a limit for funds placed with the East Lansing State Bank.

At the August 9th Board meeting, the Peoples State Bank of Lansing was named depository for Federal funds. It is now recommended that a limit of \$150,000, with acceptable security, be placed as a limit for funds deposited with this bank. It was also voted that Mr. Wilkins not be held responsible for any monies lost through bank failure.

7. Approval of contracts for student concert course for year 1933-34.

8. Approval of contracts for student lecture course for year 1933-34.

On motion of Mr. McPherson, it was voted to approve contracts for the student concert course for 1933-34 and to approve the contracts for the student lecture course for 1933-34.

9. Report on Athletic Department budget.

On motion of Mr. Daane, it was voted to approve the athletic budget as set up; approval up to January 1st, as all other budgets were approved up to that time.

10. Further consideration of request that Professor Patton, Head of the Voice Department be exempt from the salary cut during the months of July and August 1933. His understanding was that his appointment ran for one year, on salary for which he was appointed.

On motion of Mr. Berkey, it was voted that the above request be granted.

#### SECRETARY'S REPORTS

1. Authorization for the printing of 1500 copies of the Report of the State Board of Agriculture for the year ended June 30, 1932.

On motion of Mr. Daane, it was voted to approve the printing of 1500 copies of the Report of the State Board of Agriculture.

2. Further report on accident to Frank Wilcox, an employee of the Buildings and Grounds Department, who was injured while driving a truck for the Forestry Department. At the August 2, 1933 Board meeting, it was voted that hospital bill in the amount of \$20.50 be paid. In addition to this bill, there is one bill from Dr. T. I. Bauer for medical service amounting to \$52.00. Time lost amounts to \$175.25 as per Professor Herbert's letter of September 6th.

On motion of Mr. McColl, it was voted that the above-mentioned bills be paid, with adjustment as to which account they shall be charged left to the President, Secretary and Mr. Wilkins with power.

3. Recommendation from Dean Giltner that the college accept a fund of \$500 offered by the Mathieson Alkali Works, Inc., fund to be known as the Chlorine Research fund.

On motion of Mr. Daane, it was voted to accept the fund of \$500. offered by the Mathieson Alkali Works for the establishment of the Chlorine Research Fund.

4. Request from the Department of Conservation that the parcel of State Agricultural College land described as the NE $\frac{1}{4}$  of SE $\frac{1}{4}$ , Sec. 20, T 26 N, R 1 W, Cheboygan County, be offered at public auction at not less than the appraisal price by the Commissioner of the State land office.

On motion of Mr. McPherson, it was voted to approve the above request from the Department of Conservation.

#### MISCELLANEOUS REPORTS

1. Report by Mr. Daane, on transfer of funds from bank to college, and change in depository agreement.

Action deferred.

2. Report of Music Committee.

Action deferred until 11 o'clock Saturday October 28, at which time there will be a joint meeting of the Board of Directors of the Michigan State Institute of Music and the State Board of Agriculture.

#### PRESIDENT'S REPORTS

1. On the approval of Mrs. Wilson and Mr. Brody, music scholarships for 1933-34 were authorized as follows: Five in voice, five in piano and five in violin. To date they have been granted as follows: 4 in voice, 5 in violin, and the five in piano divided as one -  $\frac{1}{2}$  time and six  $\frac{3}{4}$  time.
2. Request from Mr. Richards that the remaining unassigned scholarship in voice, be assigned to clarinet, and be awarded to Max Smith.

3. On the approval of Mr. Daane, Mrs. Wilson, Mr. Brody and Mr. McPherson, it was agreed that the interest due on the Mary Mayo Hall bonds would be paid (amount \$13,140), but that the \$5000 worth of bond payments and the trustee's fee of \$550. would be deferred until action could be taken by the Board at the October meeting.

Interest on Mary Mayo Hall bonds to be paid

On motion of Mr. Daane, it was voted to approve the above report and to pay the \$5000 worth of bonds becoming due October 1, and the trustee's fee of \$550; this fee to be paid when money is available from funds which are now impounded.

4. Due to the resignation of Mr. Biery, Mr. Norman Kunkel was designated as recipient of funds appropriated for Y.M.C.A. work for the College.
5. After procuring an opinion from Shields, Silsbee, Ballard and Jennings, the patent agreement, for the use of Hydro-quinone in fish oil preparations, was signed for the Advisory Committee. This agreement was signed subject to the recommendations presented by the college committee on patents.
6. Expenses were authorized for Mr. Berridge in connection with an exhibit of turkeys at the International Turkey Show in Chicago, October 10th to 15th.

Resignation of Mr. Biery. Mr. Kunkel named recipient of Y.M.C.A. fund

Patent for use of Hydro-quinone, etc. approved.

Expenses for Mr. Berridge to Chicago approved.

On motion of Mr. Brody, it was voted to approve items 1, 2, 4, 5, and 6.

7. With the approval of Mr. McPherson and Mr. Brody, authorization was given the band to accompany the team to Milwaukee for the Marquette game on October 21st, with the understanding that the expenses were to be as low as possible. Mr. Wilkins estimates that a group of 75 boys can make the entire trip for \$675.00. It is recommended that Mr. Wilkins be delegated to accompany the Band on this trip to take care of the finances.

Band to accompany team to Marquette

On motion of Mr. Daane, it was voted to approve the above recommendation.

8. Recommendations from President Shaw regarding business policies, etc:

As a result of action by the Michigan Legislature of 1933, which became effective October 17th, the following recommendations are made:

Recommendations from President Shaw re: business policies, etc.

That the responsibilities for all business policies as heretofore enacted or modified or hereafter established rest solely with the President and the Board.

It is recommended that the duties of business manager be vested in the comptroller who will be directly responsible to the President, effective immediately.

Also that the Purchasing Agent be made directly responsible to the comptroller.

Also that the Secretary of the State Board of Agriculture be made Property Custodian in charge of the maintenance of buildings and grounds as a department of the All College Division and that the salary of the Secretary of the State Board of Agriculture and Property Custodian be fixed at the average of the salaries now being paid the department heads of the college, plus house; salary adjustment effective July 1, 1934.

Also that the Dean of Engineering be made Institutional Engineering Consultant.

Dean of Eng. to be made Institutional Engineering Consultant.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above recommendations from President Shaw.

Mr. McColl wished to be recorded as not voting on this matter.

On motion of Mr. Brody, it was voted that there be a special meeting of the State Board of Agriculture Saturday, October 28th, at 11 o'clock in the President's Office at which time the Board of Directors of the Michigan State Institute of Music are to be invited.

The meeting adjourned at 5:00.

*R. S. Shaw*  
President

*H. H. Halladay*  
Secretary