

Minutes of the
Meeting of the State Board of Agriculture
October 21, 1937

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

Absent: Mr. Berkey, Dr. Elliott

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

The minutes of the previous meeting were approved.

RESIGNATIONS, APPOINTMENTS AND LEAVES

Resignations

1. Report on the death of Mr. O. E. Winter, Research Associate in the Chemistry Experiment Station, on October 1, 1937. It is recommended that his salary be continued to October 31st, as is the usual policy.
2. Resignation of Miss Gladys Love, Supervising Teacher of Home Economics, effective January 1, 1938. Miss Love has accepted a position as Assistant State Supervisor of Home Economics Education in the Department of Public Instruction.
3. Resignation of Miss Helen Hartman, Supervising Teacher in Home Economics, effective January 1, 1938.
4. Resignation of Miss Virginia Ross, quarter-time graduate assistant in Bacteriology, effective October 31, 1937.
5. Resignation of Miss Frances Northrup, stenographer in the Soils Department, effective November 1, 1937.
6. Resignation of Miss Margaret Smith, secretary to the Comptroller, effective as of October 15, 1937.

Appointments

7. Appointment of Mr. Joseph Venier as quarter-time graduate assistant in Bacteriology, replacing Miss Ross (resigned above) on November 1, 1937 for the balance of the current academic year.
8. Appointment of Miss Nancy Northrup as stenographer in the Soils Department, effective November 1, 1937 at a salary of \$85.00 per month. This is in replacement of Miss Frances Northrup, resigned.
9. Transfer of Miss Estelle Nelson from her present position as Home Demonstration Agent in Kalkaska, Missaukee, Roscommon, Clare and Gladwin counties to the same position in Branch County, effective as of October 1st at no change in salary. Miss Nelson replaces Mrs. Alta Cottingham Murray, resigned as of September 30th.
10. Appointment of Miss Mary Jones as Home Demonstration Agent for the district made vacant by Miss Nelson's transfer, effective November 1, 1937 at a salary of \$1800 per year.
11. Appointment of Mrs. Herman Henkel as Instructor in Music for a nine months' period beginning October 1, 1937, at a salary of \$150.00 per month. Mrs. Henkel will carry the work of Miss Beatrice Brody, whose request for leave is presented below.
12. Recommendation of Dean Emmons for the employment of an Assistant Professor in Education to teach Farm Shop, as authorized by the State Board for Control of Vocational Education and effective as soon as a suitable person can be found. Salary will be at the rate of \$3200 per year (entirely from Vocational funds).
13. Appointment of Mr. Don W. Hayne as Assistant in Research in Zoology, effective November 1, 1937 at a salary of \$1800.00 per year (from Experiment Station funds allotted to the Conservation Institute). This is a new position authorized in the 1937-38 budget.
14. Appointment of Mr. Curnel Hampton as Supervisor of the Central Stenographic Office, effective as of October 15th at an annual salary of \$1500.00 per year. Mr. Hampton replaces Mr. Ronald Heath, who was transferred to the Dean of Men's office on September 13, 1937.
15. Appointment of Miss Grace Falck as Night Hostess and Relief Matron in Williams Hall and Relief Hostess in the Union Dormitory for the period October 1st to June 30, 1938 only. Appointment is at the rate of \$25.00 per month, with three meals a day and occupancy of the downstairs suite in Williams Hall in addition.
16. Appointment of Mrs. Cora Macaulay as Night Hostess in Mary Mayo Hall for the period October 1, 1937 to June 30, 1938, at the rate of \$75.00 per month (no maintenance).
17. Continuance of Mr. George Alderton, State Journal employee, to handle sports news for the College during 1937-38, effective as of September 1st at a salary of \$1200.00 for the year (twelve months' service). This is the same basis under which Mr. Alderton has served during this past year.

RESIGNATIONS, APPOINTMENTS AND LEAVES, continued

18. Employment of Dr. Frank Yates, of the Rothamstead Experiment Station in England, as special lecturer in plot technique for three days this coming month. His fee for consultations and lectures during this period is \$150.00, to be paid from the Director's Office budget of the Experiment Station.
19. Appointment of Mr. George W. Green to the Kellogg Fox Ration Fellowship for 1937-38, effective September 15th at a salary of \$60.00 per month. The grant is presented for acceptance in item 6, Miscellaneous.
20. Recommendation for the reappointment of Dean R. C. Huston and Professor L. N. Field as faculty representatives on the Athletic Council for the term July 1, 1937 to June 30, 1939. The two-year terms for which they were previously appointed expired on June 30, 1937.
21. Recommendation of Dean Emmons that Miss Beatrice Brody, Instructor in Music, be granted leave without pay for the period October 1, 1937 to September 1, 1938. Miss Brody has received a scholarship for study in New York City.

Appointments

Leaves

On motion of Mr. Deane, seconded by Mrs. Wilson, it was voted to approve the Resignations, Appointments and Leaves.

22. Recommendation of Dean Emmons that on account of illness Mr. Michael Press be granted a leave of absence.

On motion of Mr. Deane, seconded by Mr. Halstead, it was voted to approve a leave of absence for Mr. Press on full pay for such period of time as may be necessary, - the leave not to extend beyond this fiscal year.

TRAVEL

Travel

1. Delegation of the following (with full expenses) to represent the College at the annual meeting of the Association of Land-Grant Colleges and Universities, to be held in Washington November 14 to 17th:

Mrs. Wilson (representing the Board), R. S. Shaw, E. L. Anthony, H. B. Dirks, Marie Dye, R. J. Baldwin, V. R. Gardner
2. Railroad and pullman fare to Washington for Miss Edna V. Smith, so that she may also attend the Land Grant College Association meetings, November 14th to 17th.
3. Full expenses to New York City for Dr. F. T. Mitchell, so that he may attend the National Interfraternity Conference Thanksgiving weekend.
4. Recommendation of the Athletic Council that Mr. George E. Julian be delegated to attend the Temple game (with all expenses from Athletic Association funds), and that Dean R. C. Huston attend the San Francisco game with expenses paid from the same source,
5. Recommendation of the Band Committee that the band be sent to the Temple game at Philadelphia on November 6th as the one out-of-state trip yearly allowed the group by the Board. Necessary expenses to be provided by Mr. Wilkins.
6. Request of Professor Lewis Richards, chairman of the Band Committee, that he be allowed to accompany the band to Philadelphia with full expenses paid (from Music Department funds).
7. Request of Mr. G. O. Stewart that he be allowed full expenses to the Temple game on November 6.
8. Delegation of Secretary Hannah to attend with full expenses the San Francisco game on November 27.
9. Delegation of Mr. Deane to attend with full expenses the Temple game in Philadelphia on November 6th.
10. Mileage on one car and maintenance expenses for Miss Julia Pond, H. A. Berg, and R. V. Gunn, so that they may attend the National Outlook Conference to be held in Washington the last week in October. This request is similar to those of previous years.
11. Full expenses to Washington for Dr. E. J. Miller of the Chemistry Experiment Station, so that he may attend the annual meeting of the Association of Official Agricultural Chemists to be held November 1st to 3rd. Expenses will be paid from Experiment Station funds.
12. Full expenses to Baltimore, Maryland, for Miss Gladys Love, Dr. E. L. Austin and Dr. H. M. Byram, so that they may attend meetings of the American Vocational Association December 1st to 4th. All expenses will be charged to Vocational Teacher Training funds.
13. Maintenance allowance for Professor V. A. Freeman and expenses on a College bus to transport the members of the Animal Husbandry Judging Team to Purdue University 11th to 13th, at an estimated cost of \$60.00. Further, expenses of Professor Freeman and six students so that they may attend the International Livestock Judging Contest in Chicago, November 27th to December 4th (estimated cost \$160.00). These requests are similar to those of previous years.
14. Automobile mileage to Madison, Wisconsin, for Dr. M. D. Pirnie, so that he may attend the Central States Wildlife Conference November 11 to 13. Expenses will be charged to Sanctuary.

TRAVEL, continued

Travel

15. First-class railroad fare to Philadelphia for Professor Ray Huston, so that he may attend the Eastern Branch meetings of the American Association of Economic Entomologists, November 18 and 19.
16. Full expenses (from Extension funds) to Chicago for Miss Marcella Meyer, Miss Lola Bolle Green, Miss Olga Bird, R.C. Lundin, C. A. Hood, and A. G. Kettunen, so that they may supervise the 4-H Club Michigan delegation at the National 4-H Club Congress, November 26 to December 4.
17. Full expenses to various points in California for Dr. Ray Nelson, so that he may make arrangements for the production of disease resistant celery seed stocks. All expenses will be paid from the Celery Disease Fund.
18. Full expenses to Baltimore, Maryland, for Professor R. A. Herbert, who has been asked by the Governor to represent Michigan at the National Tax Conference, October 25 to 28.
19. Recommendation of Dean Links that railroad and pullman fare be granted a representative of the Civil Engineering Department (as yet unnamed) to attend the annual meeting of the Highway Research Board at Washington, D. C., late in November.
20. Railroad and pullman fare to Washington for Dr. R. J. Burroughs, so that he may attend a meeting of the Joint Committee on Appraisal and Mortgage Analysis to be held November 19 and 20.
21. First class railroad fare to Memphis, Tennessee, for Miss E. I. McDaniel, so that she may attend the annual meeting of the National Association of Exterminators and Fumigators October 25 to 27.
22. Full expenses to Madison, Wisconsin, for Professor L. R. Schoenmann, so that he may attend the Central States Game Conference November 11th to 13th. Expenses will be charged to Conservation Institute funds.
23. Out-of-state travel authorization (without expense to the College) for Dr. G. M. Trout, who has been asked to appear on a special dairy program at the University of Vermont.
24. Out-of-state travel authorization (without expense to the College) for Dr. C. R. Megee, so that he may judge at the International Crops Show at Chicago the week of November 27th. Expenses will be paid by the International.
25. Out-of-state travel authorization to Chicago (without expense to the College) for Miss Beatrice Boyle and Mr. Nevils Pearson, so that they may attend the 4-H Club Congress to be held November 26 to December 4.

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

PRESIDENT'S REPORTS

Report on
death of
F.C. Crawford

Approval of the following resignations, leaves and appointments:

Resignations

1. Report on the death of Mr. F. C. Crawford, Laboratory Engineer in Mechanical Engineering, on September 10, 1937. Mr. Crawford's salary was continued to September 30th, as is the usual procedure.
2. Resignation of Miss Sylvia Maccher, Assistant Professor of Foods, was accepted for the Board as of September 30, 1937. This was referred with power at the last meeting.
3. Resignation of Mr. E. M. Aycock, Assistant Professor of Physical Education for Men, effective October 1, 1937. Mr. Aycock has accepted a position at Duke University.
4. Resignation of Mrs. Dorothy Eckhart Douglass, stenographer in the Department of Landscape Architecture, effective October 1, 1937.
5. Resignation of Mrs. Susan Toez, clerk in the Department of Chemistry, effective as of September 1, 1937.
6. Report on the inability of the following people to accept appointments made by the Board:

1. Dr. Jacob Olthoff, appointed Instructor in Physics for the period of Mr. Keck's leave.
2. E. A. Rominski, appointed quarter-time graduate assistant in Chemistry.
3. Keith K. Kreeg, appointed half-time graduate assistant in Botany.
4. James L. Price, appointed half-time graduate assistant in Poultry Husbandry.
5. Donald Jeffery, appointed half-time graduate assistant in Mathematics.
6. C.E. McClellan, appointed half-time graduate assistant in Physics.
7. R. C. Keller, appointed half-time graduate assistant in Soils.

Leaves

7. Grant of leave of absence without pay to Mr. Alexander Schuster, Assistant Professor of Music, for the six-month period October 1, 1937 to April 1, 1938. During this time Mr. Schuster will act as solo cellist with the Pittsburgh Symphony Orchestra.
8. Acceptance of report from Dean Links that Mr. Howard Taylor, half-time graduate assistant in the Engineering Experiment Station, had been granted leave of absence without pay until April 1, 1938.

PRESIDENT'S REPORTS (continued)Approval of the following resignations, leaves and appointments (continued)Leave Frances
Brown

Appointments

9. Grant of leave of absence without pay to Miss Frances Brown, Extension stenographer in the Department of Agricultural Engineering, for the period August 15 to September 30, 1937. This request was previously overlooked because of Miss Brown's recent transfer from the labor to the service payroll.
10. Appointment of Mr. Don W. Seble as Laboratory Assistant in Mechanical Engineering, effective September 27, 1937 at a salary of \$150.00 per month. Mr. Seble replaced Mr. E. C. Crawford, deceased.
11. Appointment of Miss Frances Starin as Assistant Professor of Foods and Nutrition for 1937-38, only, effective as of September 1, 1937 at a salary of \$2300.00 for the year. This is temporary replacement of Miss Sylvia Medsker, whose resignation has been accepted.
12. Appointment of Mr. King J. McCristal as Assistant Professor in Health and Physical Education for Men, replacing Mr. Aycock (resigned) at a salary of \$2800.00 per year, effective September 25, 1937.
13. Appointment of Miss Vera Reynolds as stenographer in the Department of Landscape Architecture, effective as of October 1st at a salary of \$1000.00 per year (divided equally between college and extension funds). Miss Reynolds replaces Mrs. Douglass, resigned.
14. Appointment of Miss Mary Hulse as stenographer in the Department of Chemistry, replacing Mrs. Toaz (resigned) at a salary of \$1080.00 per year, effective September 1, 1937.
15. Temporary appointment of Dr. John C. Clark as Instructor in Physics for 1937-38 only, effective as of September 1st at a salary of \$1800.00 for the year. Dr. Clark replaces Mr. W. G. Keck, granted leave of absence for the year.
16. Change in the status of Mr. Claude Bushouse, appointed quarter-time graduate assistant in Chemistry, to a half-time basis for the fall term only. This is in partial replacement of Mr. E. A. Rominski, resigned.
17. Appointment of Mr. John Merkle as half-time graduate assistant in Botany, effective as of September 1st. Mr. Merkle replaces Mr. Kneag, resigned.
18. Transfer of Mr. Donald Western, appointed part-time Instructor in Mathematics at \$600.00 for the year, to the half-time graduate assistantship made vacant by Mr. Jeffery's resignation. The change became effective as of September 1st.
19. Appointment of Miss Loride Scott as Instructor in Music for the period September 20, 1937 to February 20, 1938 at the rate of \$100.00 per month. Miss Scott will carry the work of Professor Schuster, granted leave of absence.
20. Appointment of Mr. Gene Alleman, Michigan Press Association representative on campus, as Lecturer in Newspaper Management, effective as of September 1st at a salary of \$500.00 per year. Through oversight this was not recommended previously.
21. Appointment of Mr. H. C. Allen as Assistant in Research in Chemistry, effective October 1, 1937 at a salary of \$1800.00 per year (from Bankhead-Jones Research funds). This fills one of the new positions already authorized by the Board for the Chemistry Experiment Station.
22. Continuance of Mr. Frank N. Hewetson as Research Assistant and Instructor in Horticulture for the period September 15, 1937 to June 30, 1938. Mr. Hewetson's salary remains at \$2200.00 per year (to which it was increased on July 1st) and will be drawn from American Potash Institute and American Cyanamid Company funds.
23. Appointment of Dr. Evelyn H. Scholl as Instructor in English for the period October 1, 1937 to August 31, 1938 at the rate of \$1800.00 per year (of which she will draw but \$1650.00). This is an additional position made necessary by unexpectedly large enrollments in freshman English.
24. Appointment of Mr. Daniel Sheehan as temporary Instructor in English for the period October 1st to December 31, 1937, at the rate of \$150.00 per month. This is an additional position not previously authorized by the Board.
25. Appointment of Dr. Charles F. Holland as full-time assistant physician at the Health Service, effective September 1st at a salary of \$3000.00 per year (ten months' basis). This is an additional position authorized in the budget.
26. Appointment of Mrs. K. Caroline Miller as Instructor in Institution Administration for the fall term only at the rate of \$125.00 per month (with meals). Mrs. Miller replaces Miss Louise Clemens, granted leave of absence for the fall term because of illness.
27. Appointment of Mr. Ellis J. Airole as Assistant in Plant Physiology for the coming year only, effective September 1, 1937 at a salary of \$800 for the ten months' period. Creation of this new position exacted the transfer of \$600.00 from Bankhead-Jones funds allotted to Dr. Hibbard and of \$200.00 set aside for his Experiment Station Plant Physiology work.
28. Reappointment of Mr. Everett Welnors as Instructor in Mathematics, effective as of September 1st at a salary of \$2000.00 per year. Mr. Welnors' 1936-37 appointment was on a one-year basis.

PRESIDENT'S REPORTS (continued)Approval of the following appointments (continued)

D.D. McGrady
full time
instructor

29. Change in status of Mr. D. D. McGrady from that of half-time graduate assistant in Chemical Engineering for 1936-37 to that of full time Instructor, effective as of September 1st at an annual salary of \$1500.00. This position was authorized in the 1937-38 budget.

Recommendation
of Ath. Coun-
cil on
appointments.

30. Approval of the following Athletic Council recommendations:

1. Appointment of Merton Vanderveer as an assistant football coach for the 1937 season and 1938 spring practice at a salary of \$250.00 (from Athletic Association funds).
2. Appointment of Henry A. Johnson for the same period at a total salary of \$250.
3. Appointment of Albert H. Agett for the same period at a total salary of \$100.
4. Appointment of Milton O. Lehnardt for the same period at \$100.00.
5. Appointment of an additional assistant coach if the size of the squads should warrant it, at a salary of \$100.00 for the period.
6. Employment of Mr. E. N. Huby to take moving pictures of all Varsity games except the San Francisco at an estimated cost for each of \$60.00 (300 feet of film) plus \$10.00 and traveling expenses for Mr. Huby.

Appointments

31. Appointment of Miss Marianna Auer as Instructor in Chemistry for 1937-38 only, effective September 1st at a salary of \$1600.00 for the year. This is an additional position made necessary by large enrollment in freshman Chemistry.
32. Appointment of Mr. R. A. Larson to the Dairy and Ice Cream Machinery and Supplies Fellowship for 1937-38 at \$600.00 for ten months' service. The fellowship is explained in Item 64 which follows.
33. Appointment of Mrs. Margaret Zimmer as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at the rate of \$150.00 per month.
34. Appointment of Mrs. Wilma Dressel as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at the rate of \$60.00 per month.
35. Appointment of Mr. Lyle Leisenring as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at the rate of \$90.00 per month.
36. Combination of the two half-time graduate assistantships held last year in Botany by H. L. Barnett and C. W. Robertson into an instructorship for 1937-1938 only at \$1300.00, and the appointment of Dr. H. L. Barnett to this temporary position, effective as of September 1st.
37. Temporary appointment of Mrs. Louise Smith England as secretary to the Dean of Women for the fall term, effective as of September 1st at the rate of \$100.00 per month. This appointment is made while a successor is being selected.
38. Appointment of Miss Charmian Taylor as half-time stenographer in the Department of Modern languages, effective as of September 13th at the rate of \$500.00 per year (twelve months' basis). This is an additional position already approved by the Board.
39. Appointment of Miss Georgia Robb as stenographer in the Department of Horticulture for the period September 21st to December 31st at the rate of \$100.00 per month. Miss Robb replaces Miss Vada Granger, whose part-time appointment at \$75.00 per month ended on September 16th.
40. Appointment of Miss Esther Crampton as half-time stenographer in Vocational Teacher Training in Home Economics, effective as of October 1st at a salary of \$50.00 per month (from Vocational funds). This is an additional position recommended by the Department of Public Instruction.
41. Transfer of Miss Elaine Grate from the Central Stenographic Office to the Division of Agriculture as stenographer, effective September 15th at her former salary of \$80.00 per month. Her time will be divided equally between the office of the Dean of Agriculture and of the Director of Short Courses, as set up in the budget.
42. Appointment of Miss Alice Korstange as half-time stenographer in the Department of Mathematics, effective as of September 1st at the rate of \$42.50 per month. This is an additional position already authorized by the Board.
43. Appointment of Mr. Frank Tompkins as half-time graduate assistant in Chemistry for 1937-1938 only, effective as of September 1st. This is an additional position not previously considered by the Board, but made necessary by large enrollments in Physical Chemistry.
44. Appointment of Miss Betty Prall as half-time graduate assistant in Child Development for 1937-38, replacing Miss Elizabeth Tracy.
45. Appointment of Mr. G. Donald Sherman as half-time graduate assistant in Soils for 1937-38, replacing Mr. R. C. Keller.

PRESIDENT'S REPORTS (continued)Approval of the following appointments (continued)

46. Appointment of Mr. Jack I. Northam as half-time graduate assistant in Mathematics for 1937-38, thus filling an additional position in the department authorized previously by the Board. Appointments
47. Appointment of Mr. E. L. Jeffers as half-time graduate assistant in Zoology for 1937-38 at the W. K. Kellogg Bird Sanctuary, replacing Mr. Carl Gower.
48. Appointment of Mr. Albert Burris as half-time graduate assistant in Physics, replacing Mr. C. C. McClellan for the year.
49. Appointment of Miss Jean Lincoln as half-time graduate assistant in Music for 1937-38, filling an additional position authorized by the Board.
50. Appointment for 1937-38 only of Mr. Donald Morrison as an undergraduate part-time assistant in Music, effective as of September 1st at a salary of \$550.00 for the year (ten months' service). This replaces a half-time graduate assistantship which has been authorized.
51. Change in status of Mr. David Bleil, now on a three-quarter time basis in the Department of Physics at \$900.00 for the year, to full time (for this year only) at \$1200.00. This replaces in part a half-time graduate assistantship already authorized.
52. Allowance of full expenses (from Athletic Association funds) for Mr. DeGay Ernst and Dean E.L. Anthony, so that they might attend the Manhattan and Missouri games respectively. This was a recommendation of the Athletic Council. Travel
53. Full expenses (from Conservation Institute funds) to Chicago for Professor L. R. Schoenmann, so that he might represent Dean Anthony at a meeting with representatives of the National Resources Board on October 15th.
54. Railroad and pullman fare to New York City and Louisville, Kentucky, for Dr. F. W. Fabian, so that he might attend meetings of the American Public Health Association October 4th and of the International Association of Milk Sanitarians the week of October 11th.
55. Maintenance expenses to Urbana, Illinois, for Mr. C. V. Ballard, so that he might accompany members of the administrative staff in Agriculture (authorization given at the last Board meeting) to the regional meeting of land-grant college administrators held October 11 and 12.
56. Mileage allowance on one car \$24.00 to South Bend, so that members of the Forestry Department might attend meetings of the Society of American Foresters October 7 to 9.
57. Out-of-state travel authorization to the National Dairy Show, held at Columbus October 8th to 16th, for Mr. Nevels Pearson (with maintenance), Mr. Russell Horwood (with maintenance), Mr. O. F. Walker (without expenses), Mr. R. S. Lincoln (without expenses), and Mr. H. H. Kaven (without expenses). These staff members accompanied 4-H Club delegates and judging teams to the Show.
58. Full expenses to Washington and return for Director R. J. Baldwin, Mr. R. J. Coleman, and Mr. N. E. Grover, so that they might appear at a Federal Communications Commission hearing on October 5th. Expenses were charged to Extension funds.
59. Railroad fare (second class) to Chicago for Mrs. Mabelle Ehlers and Miss Katherine Hart, so that they might attend the National Restaurant Convention October 4th to 9th.
60. Full expenses (from Vocational Teachers Training funds) to Kansas City for Mr. F. A. Smith, so that he might attend the national convention of the Future Farmers of America held October 15 to 23.
61. Full expenses (from Extension funds) to Chicago for Mrs. Martin Housemann and Mrs. Jessie Bennett, of Lowell, so that they might appear on the Farm and Home Hour on October 6th.
62. Maintenance expenses in the amount of \$33.05 for Dr. E. L. Hamann, covering his attendance at the American Veterinary Medical Association meetings at Omaha August 16 to 20.
63. Full expenses to Columbus, Ohio, for Professor Hudson and Messrs. Carter, Quirrie and MacAllen so that they might attend the National Percheron Show October 11 to 16. College horses were exhibited at the Show.

Action on the following miscellaneous matters:

64. Acceptance of a \$600.00 fellowship offered by the Dairy and Ice Cream Machinery Supplies Association, Inc., for the current year. This is one of six offered annually to winners in the Dairy Products Judging Contest at the National Dairy Show, and sent to the College in which the winners wish to take graduate work. Mr. Richard Larson of the University of Nebraska will hold the fellowship this year. Acceptance of \$600 fellowship from Dairy & Ice Cr. Mach. Supplies Co.
65. Rescinding at his own request of the leave of absence on half pay granted Mr. Franklin Sherman Research Assistant in Entomology, for the period September 16, 1937 to June 15, 1938. Further application will be made when additional requirements for Mr. Sherman's graduate work are completed. Lv. of absence granted Franklin Sherman rescinded.

PRESIDENT'S REPORTS, continuedAction on the following miscellaneous matters:

Approval of increase in Mr. Bachman's salary.

66. Increase in the salary of Mr. Charles Bachman, Head Football Coach, from \$7250.00 per year to \$7500.00, retroactive to the first of July. This was referred at the last meeting of the Board.

Inability of Mr. Daane to attend meeting of Gov. Eds.

67. Report on Mr. Daane's inability to attend the annual meeting of the Association of Governing Boards, held October 15 to 18 at Amherst, to which he was delegated at the September Board meeting.

Inc. of \$400 in salaries of Eyras, Love DeYoe and Myers.

68. Increase of \$400.00 per year in the salaries of Dr. H. M. Eyras, Dr. J. P. DeYoe, Miss Gladys Love, and Mrs. Marle Byers, respectively. The increase became effective as of January 1, 1938 for Mrs. Byers (on leave for the fall term). The change was made necessary by adjustments in the programs for Vocational Teacher Training in Home Economics and Agriculture, and carries with it the condition that these staff members are to be on a twelve-month basis with no additional pay for summer school. Salaries are to come in entirety from Vocational Teacher Training funds.

Appointment of Advisory Council for Inst. of Conservation.

69. Report for Board information on the appointment of the following permanent committee to be known as the Advisory Council for the Institute of Conservation: E. L. Anthony, Chairman, L. R. Schoenmann, R. C. Huston, C. M. Cade, and F. A. Herbert.

App. of ath. council recommendations for perm. improvements.

70. Approval of the following Athletic Council recommendations for permanent improvements:

- | | |
|--|----------|
| 1. Purchase of one Ideal Victor 30" mower with weed cutter | \$202.00 |
| 2. Stadium press box alterations (radio and visiting booths) | 135.00 |
| 3. Purchase of 100 Narragansett lockers for Gym | 750.00 |
| 4. Purchase of 4 Cahill lights for night football field | 200.00 |

Mis. athletic council recommendations approved

71. Approval of the following miscellaneous Athletic Council recommendations:

1. Invitation of one sports writer from each of the three Detroit newspapers to accompany the team to Missouri or to some other game if more convenient, with all expenses paid by the Athletic Association.
2. Football broadcast by Mr. Bachman over the Michigan Network under the auspices of the Auto Owners Insurance Company, once a week for eight weeks (at \$100.00 per week).
3. Provision of the customary Friday evening dinner for visiting coaches, faculty and the Athletic Council on the following dates.

Marquette University
University of Kansas
Carnegie Tech

Friday, October 22, 1937
Friday, October 29, 1937
Friday, November 12, 1937

4. Provision of a special high school football section for home reserved seat games at twenty-five cents per ticket.

Transfer of \$250 to budget of Speech Dept.

72. Transfer of \$250.00 to the maintenance budget of the Speech Department, to cover unexpected equipment expenses caused by the separation of the department from the Department of English.

App. of sched. of term fees for Prof. Richards.

73. Approval of schedule of term fees for Professor Richards recommended by Dean Emmons and ranging from \$50.00 per term for students having all lessons with him to \$25.00 per term for one lesson with him and three with his assistants. This measure was necessary because of the unusually large number of students wanting to study with Mr. Richards.

Trans. of \$200 to main. bud. Dept. Physics

74. Transfer of \$200.00 to the maintenance budget of the Department of Physics to cover employment of student help during the year. This is taken from a total of \$1200.00 allowed for graduate assistantships, but not completely used.

Approval of rental of Aldrich farm.

75. Approval of payment of \$400.00 rental to Mrs. C. D. Aldrich, covering a lease for one year (dating from May 7, 1937) of approximately 40 acres on Mt. Hope Avenue. This preliminary lease was not brought to the Board; a more permanent one with purchase option will be included in the Buildings and Grounds Committee report.

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

MISCELLANEOUS

Report on action of Engineers Council in accrediting engineering departments.

1. Report of the action of the Engineers Council for Professional Development in accrediting the curricula of the departments of Civil Engineering, Electrical Engineering, and Mechanical Engineering. \$250.00 was appropriated by the Board for inspection by the Council. The non-accrediting of the Chemical Engineering curriculum is being investigated by Dean Dirks.

MISCELLANEOUS, continued

Rec. from Dean
Emmons re:
cooperative
educ. research
program, etc.

2. Recommendation of Dean Emmons that the College enter into a cooperative educational research program in which Albion, Olivet, and Central State Teachers College are already participating. Entrance would involve an outlay of \$2400.00 and the provision of quarters for the research staff. The General Educational Board has guaranteed the salary of the Director and a small travel budget, and the WPA has granted the services of twelve assistants in research. The Rackham Fund is also willing to turn over to the organization a small library of research volumes and the income from some previous publications.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted to refer item 2 to the Secretary to confer with Dr. Elliott and report back to the Board at its next meeting.

Mr. Gunn's
title to be
Assoc. Profes-
sor, Res. Assoc
& Ext. Spec.
Ag. Econ.

3. Recommendation that the title of Mr. R. V. Gunn, who was placed in charge of all phases of Agricultural Economics at the July 8th Board meeting, be made that of Associate Professor, Research Associate, and Extension Specialist in Agricultural Economics, effective as of July 1, 1937.
4. Recommendation that the Accounting Office be allowed to make available an auditing and accounting service to all sororities and fraternities, at a fee of \$25.00 per year each. The plan is to be optional and voluntary on the part of the organization, and will cover such services as the setting up of the yearly budget, nine monthly audits and one yearly audit, budget advice, adjustment of creditor claims, issuance of statements to national officers, etc.
5. Presentation for acceptance of \$200.00, given by Mr. Fred C. Jenison for the purchase of flags for the band. This is in addition to \$100.00 given by Mr. Jenison in June, 1937.
6. Presentation for acceptance of an agreement between the College and the Kellogg Company of Delaware for certain research into the nutritive value of fox rations. The agreement covers a period of one year, beginning September 15th, and entails the payment of \$100.00 monthly by the Company to cover a fellowship and incidental expenses. The appointment of Mr. George W. Green is recommended in item 19, Appointments.
7. Presentation for approval of an agreement between the College and the General Electric Company for research work in the preservation of foods following quick freezing. The General Electric Company will furnish certain equipment and approximately \$900.00 to be used for the employment of a graduate assistant, while the College will furnish its facilities and the fruits and vegetables to be used.
8. Recommendation for the acceptance of a research grant of \$1200.00 from the Corn Products Refining Company of Argo, Illinois, to be used in cooperative research work with the Bacteriology Section of the Experiment Station.
9. Recommendation of the Faculty that the College pay \$100.00 yearly toward the employment of a house mother for the Farm House Society, effective for this school year.
10. Presentation for payment by William G. Roost, Certified Public Accountant, of a bill totalling \$2281.08. This covers auditing and reporting for the last fiscal year on Mary Mayo Hall, the Kellogg Farm, the Kellogg Bird Sanctuary, and of the College as a whole.
11. Recommendation that an operation be financed for Mr. Clarence F. Knight, junior student claimed to have been injured in football practice, at a cost of approximately \$25.00. This will be paid from Athletic Association funds.
12. Recommendation for the payment of doctor bills totalling \$51.00 for Mr. David Penner, Buildings and Grounds employee.
13. Recommendation for the payment of hospital expenses totalling \$13.00 and a doctor bill not yet submitted for Mr. Ray Floate, employee at the Chatham Station who was injured at work. Expenses will be paid from Experiment Station funds.

Auditing and
accounting ser-
vice to be
made available
to societies.

Acceptance of
\$200 from
Mr. Jenison

Acceptance of
agreement
with Kellogg
Co. re: fox
rations.

Agreement be-
tween College
& Gen. Electric

Acceptance of
grant of \$1200
from Corn
Products Co.

College to
pay \$100 yr.
toward salary
of Farm Hse
house mother.

Approval of
bill from
Wm. G. Roost
Operation for
Clarence Knight

Approval of
dr. bills
for Penner
Hospital and
dr. bill app.
for Ray Floate

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the Miscellaneous items except item 2.

14. Ratification of the recommendations of the attorney covering the retirement program.

Approval of
retirement
program.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted that the plan for retirement of employees of this Board, presented to the Board this day by Mr. Ballard be accepted, approved and adopted - the plan to be spread at large upon the permanent records of this meeting of the Board.

The Plan follows:

Michigan State College in order to provide for the payment of specific amounts to its employees when they are disabled or when they are retired from service, hereby establishes a pension plan.

New employees on entering the service of this institution will be furnished a form on which they should insert the necessary data as requested, in order that we may be informed of their previous service.

Under the plan every employee becoming 65 years of age shall retire at the end of the school year in which the age of 65 is reached, provided however, that the State Board of Agriculture may delay the retirement of any employee whose services may be for the best interest of the institution, at which time the employee would not participate in the retirement fund but

MISCELLANEOUS, continued

14. Continued:

Approval of
retirement
program

the additional years would be added to their years of active service. Without this special consideration of the State Board of Agriculture, all employees will be requested to retire under the plan as outlined.

Administration

1. The administration of the plan shall be in charge of a committee of five (5), consisting of the President and Secretary of Michigan State College and three members to be appointed by the President and approved by the State Board of Agriculture, this committee to serve during the pleasure of the Board.

2. The committee shall have the specific powers elsewhere herein granted to it and shall have such other powers as may be necessary in order to enable it to administer the plan.

3. The committee shall determine conclusively for all parties the questions arising concerning the administration of this plan.

4. The committee shall be empowered to authorize disbursements according to these regulations.

5. The committee shall adopt such rules of procedure as it may find necessary with the approval of the Board.

6. The committee shall be empowered to dictate the type of records and reports to be published as may be required in the administering of the plan.

7. The expenses of the committee in administering the plan shall be borne of the institution.

Retirement

Any employee to be entitled to the pensions herein provided for shall apply for, and keep in full force and effect life insurance in the principal amount of \$1000.00 under the group policy secured by Michigan State College.

1. Any employee who has reached the age of 65 years shall be retired from active service and granted a pension, which pension is also designated as a "service pension", subject to the right of committee to waive such retirement age, such waiver to be effective at the pleasure of the Board.

2. At the discretion of the committee any employee who has become totally disabled as a result of sickness or injury and whose term of employment has been fifteen (15) years or more, may be retired from active service and granted a pension, which pension is designated a "disability pension". If a disability pension is granted it shall be for such period as the committee may determine, and if at any time during such period the employee recovers sufficiently to resume active service, the pension may be discontinued by action of the committee. If the employee re-enters the service of the institution at which time such pension is discontinued, he shall thereupon be eligible to benefits under these Regulations, and the period of absence on pension shall be considered as a leave of absence and not a break in the continuity of the employee's service. Provided, however, that the committee shall have the right to waive the fifteen (15) year employment requirements in meritorious individual cases.

3. The annual pension allowance for each employee retired with a pension on account of age, length of service or disability shall be as follows:

For each year of employment, one per centum (1%) of the average annual pay during the five (5) consecutive years during which the retired employee was paid the highest rate of wages. The minimum pension shall be Forty Dollars (\$40.00) per month; provided, however, that at the discretion of the committee the pension allowance may be less than Forty Dollars (\$40.00) per month but not less than the allowance computed as aforesaid; unless the said allowance should exceed One Hundred Twenty-Five Dollars (\$125.00) a month or Fifteen Hundred Dollars (\$1500.00) annually.

Note: An employee, whose term of employment has been thirty (30) years and whose average pay for the five (5) consecutive years during which he received his highest rate of pay was \$2,000 a year will receive an annual pension equal to thirty per cent (30%) of \$2,000 or \$600.00, payable in monthly installments of \$50.00.

4. Any employee whose term of employment has been twenty-five (25) or more years may, at the discretion of the committee and with the approval of the President, be retired from active service and granted a pension, which pension is also designated a "service pension". Computation of this pension shall be on the same basis as other pensions but the committee shall have the right to deduct from the actual total years of continued service the number of years which remain to be served before reaching the age of 65.

MISCELLANEOUS, continued

14. (Continued)

5. Pensions shall be payable monthly or at such shorter periods as the committee may determine in each case.

6. Service pensions granted to employees shall continue from date of retirement to death of pensioner, but disability pensions shall continue for such period only as the committee may determine in each individual case from time to time.

7. Regular employment under a salary may, at the pleasure of the committee, suspend the right of a retired employee to pension payments during the period he continues in such employment.

8. The committee shall notify all employees of their eligibility to retire on service pensions at their own request as they become eligible.

9. In order to meet its obligations to pay pensions granted to take effect under the plan, the State Board of Agriculture wishes to establish a trust fund known as the "Pension Fund". The Board further undertakes to maintain this fund by periodic charges to operating expenses and payments to the fund in such amounts that when an employee becomes eligible under the plan to receive a pension, there will be available in the Pension Fund an amount sufficient to provide for him a pension in the amount stated in the plan. The Pension Fund shall be held in trust for pension purposes only and shall be disbursed as directed by the committee from time to time. In case of termination of the plan, or in case of revocation or other termination of any agreement for pension purposes executed under the plan, the Board undertakes to preserve the integrity of the Pension Fund as a trust fund to be applied solely to pension purposes and to take such action as may be necessary or appropriate to insure the application of the entire fund to such purposes. All pensions granted to take effect under the plan shall be paid from the Pension Fund.

10. The investment of surplus funds accruing from time to time shall be made only upon the recommendation and approval of the State Board of Agriculture.

11. If at any time the State Board of Agriculture, on account of conditions beyond its control, deems it advisable to terminate or discontinue the plan, the balance remaining in the "Pension Fund" shall be prorated on the same basis as in reckoning the pension and paid to employees who have served the institution twenty-five (25) or more years at the time of the discontinuance.

General

1. Any employee who has been discharged from the service of the institution shall forfeit all right or claim to any service or disability pension which has accrued prior to such discharge.

2. If any employee severs his connection with the institution voluntarily and his resignation has been accepted by the committee or Board, the employee on the date of his resignation will sacrifice all right or claim to any pension which has accrued prior to his resignation.

3. Any absence from the service without pay, other than absences during a period of disability or leave of absence shall be considered as a break in the continuity of service unless the Board specifically authorizes the committee to consider such absence as a leave of absence, and if any person is re-employed after such a break in the continuity of his service, his term of employment shall be reckoned from the date of such re-employment.

4. Leave of absence shall not constitute a break in the continuity of service if this leave has been formally granted in conformity with the rules of the institution as adopted from time to time, and such leave may be obtained at or before the time the absence begins or may be by retroactive action of the committee with the approval of the President and the Board.

5. In case of death of any employee while in active service of the institution, this employee's heirs, assignees and others shall forfeit all right or claim to any service or disability pension which has accrued prior to his death.

6. When an employee dies after he has been retired or during the time he is receiving a service or disability pension regularly, the committee shall upon receipt of satisfactory evidence as to the death of the employee, advise the discontinuance of the payment of this pension effective at the end of the sixth month following the employee's death.

7. No employee shall have any right against the institution to any pension under the plan except for the amount to which the employee has theretofore become entitled and which the committee has directed be paid to that employee under the plan.

Approval
of retire-
ment pro-
gram

MISCELLANEOUS, continued

14. (Continued)

Retirement

8. All pensions may be suspended or terminated, in the discretion of the committee and the President, with the approval of the Board, in cases of conduct prejudicial to the interests of the institution.

9. No disbursements against the Pension Fund shall be made unless properly approved and authorized by the committee.

10. In order to have a true retirement fund the committee will not recognize any assignment of pensions under these regulations.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted that the proposal of the Lincoln Life Insurance Company for group insurance covering college employees in connection with the Pension Plan be approved by the Board.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted that no compulsory retirements be made effective before the end of this academic year.

Engineering division to purchase electric furnace.

15. Request from Dean Dirks that the Division of Engineering be allowed to purchase an electric furnace at a cost of \$2750.00 - \$2,000 of the amount to be drawn from Engineering Experiment Station funds and \$750.00 to be drawn from Mechanical Engineering funds.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to approve the purchase of an electric furnace.

Engr. Exp. Station to have use of receipts from coal analysis

16. Request from Dean Dirks that the Engineering Experiment Station be granted the use of receipts from coal analysis.

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

Approval of agreement with Horace H. Rackham and Mary A. Rackham Fund

17. Communication from Mr. Wilcox, representing the Horace H. Rackham and Mary A. Rackham Fund was read to the Board. Mr. Ballard outlined the terms of the contract accompanying the communication.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the following resolution prepared by Mr. Ballard approving the agreement:

WHEREAS, a form of contract between Horace H. Rackham and Mary A. Rackham Fund, a non-profit Michigan Trust Corporation, of the City of Detroit, party of the first part and The State Board of Agriculture, a body corporate under the Constitution and Laws of the State of Michigan, party of the second part, has this day been submitted to The State Board of Agriculture for approval, said contract being for the purpose of establishing a trust endowment in the principal amount of Five hundred Thousand Dollars (\$500,000.00) or upwards to be held in perpetuity by said The State Board of Agriculture in trust to be known as the HORACE H. RACKHAM RESEARCH ENDOWMENT OF THE MICHIGAN STATE COLLEGE OF AGRICULTURE AND APPLIED SCIENCE:

NOW THEREFORE BE IT RESOLVED by the State Board of Agriculture that said proposed contract be and hereby is approved, and

BE IT FURTHER RESOLVED THAT the President and Secretary be and hereby are authorized and empowered to execute on behalf of The State Board of Agriculture said contract, with any changes therein which may be approved by the first party and the President, Secretary and legal counsel of second party.

BUILDING COMMITTEE ITEMS

Approval of laboratory partition in Botany.

1. Request from Dr. Bessey for a laboratory partition. Estimated cost \$285.00

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

Approval of bull barn at Kellogg Farm
Const. of tool shed at Kel. Farm deferred

2. Request for approval of construction of a bull barn at Kellogg Farm - material salvaged from building wrecked. Labor and other costs to be paid for out of their budget.

3. Request for approval of construction of tool shed 30' x 40' at Kellogg Farm on same basis as bull barn.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve item 2 and defer action on item 3.

Approval of erection of wooden shelving in Lib.

4. Request for erection of wooden shelving in Library attic - estimated cost \$300.

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to approve item 4.

Approval of const. of shed for Military

5. Request from Military Department for construction of shed as an addition to new stables to house four trucks and two guns. Estimated cost \$1,000.

No action.

BUILDING COMMITTEE ITEMS, continued

6. Request from Military Department for replacement of wood floor in blacksmith shop with concrete floor,- estimated cost \$60.00.
7. Request from Military Department for conversion of the shower room in Demonstration Hall to office for Field Artillery and for conversion of ladies' rest room to a team room. Cost not to exceed \$500.00.
8. Request from Military Department for purchase of moving picture projector equipment with sound for use in class work. Estimated cost \$1,000.

No action on item 8.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve items 6 and 7.

9. Bids for the revamping of the offices of the Publications Department have been received as follows: (The budget carries an appropriation of \$500)

| | | |
|--------------------------|---|--------|
| H. G. Christman | - | \$2997 |
| Corr Construction Co. | - | 3950 |
| Hagamier & Son | - | 3790 |
| Reniger Construction Co. | - | 3507 |

On motion of Mrs. Wilson, seconded by Mr. Daane, it was voted to let the bid to the low bidder, H. G. Christman, at a figure not to exceed \$2997.

10. Ratification of an agreement between the City of East Lansing and the State Board of Agriculture covering the new police setup in which the college is to contribute \$1,000 per year toward the salary of the Chief of Police.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted to approve the agreement as drawn up by the attorney (on file in Secretary's Office).

11. Consideration of a proposal for the installation of boulevard lights along Grand River Avenue from Harrison Road to Bogue Street. It is proposed that there be 41 lights installed. The Lansing Board of Water and Light Commissioners will install these lights at a cost of \$175.00 per light and will furnish the electricity and maintain them for an annual charge of \$25.00 per year per light or an annual cost for electricity and maintenance of \$1,025. The original cost for installation (\$7175) can be paid at one time or can be paid in ten annual installments with an annual interest rate of 4% on the unpaid balance.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve the above proposal - payment to be made in ten annual installments.

12. Request from Mr. Towne for purchase of new tables and chairs. Estimated cost \$2244.50.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the purchase of tables and chairs for the Library at a cost not to exceed \$2244.50.

13. Our budget has an item of \$25,000 for the construction of a Farm Crops Laboratory. The lowest bid was for \$32,665. The elimination of certain features has reduced this to \$27,000. It is requested that the work be authorized to cost not to exceed \$27,000,- it being understood that the total expenditures for Special Alterations and Improvements for the year are to be kept within the total amount allotted in the budget.

On motion of Mrs. Wilson, seconded by Mr. Halstead, it was voted to approve an expenditure of \$27,000 for the Farm Crops Laboratory.

14. Bids for the construction of the Band Shell as provided for in the budget have been received as follows:

| | |
|-------------------|----------|
| Christman Company | \$21,153 |
| Hagameir | 21,400 |
| Reniger | 22,533 |

(There is provision from college and senior class funds in the budget an amount totalling \$23,000). (Senior class funds amounted to \$2447.94)

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to let the bid to the lowest bidder.

15. Report and recommendations of the Comptroller covering the purchase of fire insurance on all campus buildings were presented by the Secretary.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to let the contract for fire insurance on all campus buildings to the Queen Insurance Company and allied companies - all insurance to be written in one blanket policy through the Fred C. Jamison Agency. The Secretary and Comptroller were designated as a committee with power to work out the final arrangements.

16. The Dean of Engineering has requested a new floor in his offices. The present wooden floor is rough and not in keeping with what should be in the office of the Dean. It is suggested that the present wooden floor be removed and a thin concrete slab be installed and covered

Wood floor in blacksmith shop to be replaced.

Shower room Dem. Hall to be converted to office.

No action request for movie proj.

Publications offices to be revamped. Bid let to Christman.

Agreement between city of E. L. and college re: new police setup.

Installation of boulevard lights approved.

Approval of purchase of new tables and chairs for Library.

Expenditure of \$27,000 approved for Farm Crops Laboratory.

Bids opened on Band Shell - Christman, low bidder.

Insurance on all campus buildings let to Queen Insurance Co.

Approval of new floors in office of Dean of Engineering

1360

BUILDINGS COMMITTEE ITEMS, continued

16. (Continued)
with asphalt tile at a total cost of \$410.00.

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

Athletic Council permanent improvement recommendations referred to a committee.

17. The Athletic Council recommended the following permanent improvements to be paid for out of athletic funds.
1. Pickup truck - \$600.
 2. Wood floor in wrestling room and raise radiator - \$450.
 3. Convert Varsity Club Room into classroom \$35.
 4. Fence two sides of four tennis courts near Horse Show ring - \$600.
 5. Construct one concrete tennis court - \$700.
 6. Construct water-proof storeroom under east stadium \$900.
 7. Install steel telephone poles for night football field - \$1750.
 8. New movie projector - \$200.
 9. Boxing ring - \$400.
 10. Install additional transformers to provide for electric heaters in press box, etc. -

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to authorize the President to appoint a committee to act with power on the above-mentioned items.

The President appointed the following committee: Mr. Brody, Mr. Laane, Secretary Hannah.

Aldrich farm leased for six years.

18. The Aldrich Farm of 40 acres is under a one year lease. The owner offers to lease it for six years at the present rate of rental - \$400 per year with an option to purchase at any time in the six years at \$14,000.

On motion of Mr. Brody, seconded by Mr. Laane, it was voted to approve the leasing of the Aldrich Farm for six years with the purchase option as mentioned above.

Req. from Mr. Kellogg that house & piece of land be deeded to him.

19. Request from Mr. Kellogg that the house and piece of land reserved for his use by life lease when he deeded the Kellogg Farm to the College be now deeded to him. Mr. Kellogg offers to pay \$1500 or \$2000 for the property and suggests that it be made available to Dr. Firnie.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to deed the property in question to Mr. Kellogg and to instruct the Secretary to notify Mr. Kellogg that the Board is happy to comply with his request.

Mr. Berkey, Mr. Brody & Secretary to visit Sanct. re: boundary

20. Suggestion that a committee of the Board be authorized to confer at the Kellogg Bird Sanctuary with Dr. Firnie, Mr. McCrary, Lean Anthony and Lean Huston in order that a new boundary for the Bird Sanctuary may be agreed upon. It will be necessary to construct a new boundary fence about the Bird Sanctuary out of college funds.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted to approve the above item and to appoint the following committee: Mr. Berkey, Mr. Brody, Secretary Hannah.

Right-of-way deed granted Weather Bur.

21. It is necessary to grant the U.S.D.A. a right-of-way deed for a driveway connecting the Weather Bureau with the new campus drive being constructed east of Sarah Langdon Williams Hall. This strip of land to be 60 feet long and 15 feet wide.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to authorize the Chairman of the Board to execute the deed on behalf of the State Board of Agriculture.

Mr. Cress appeared before Bd. re: financing men's dorm.

22. Mr. Earl H. Cress, representing the Ann Arbor Trust Company, appeared before the Board and discussed the possibility of financing a new men's dormitory.

23. Report on communication from the Michigan State Conference of bricklayers, masons and plasterers international union.

24. Report on communication from Mr. Olander, Commissioner of State Police, covering the purchase of the new Poultry Plant.

25. The Secretary presented to the board a design for light standards to be used on the campus as recommended by Mr. Phillips and Mr. Calder.

The meeting adjourned at 4 P.M.

Robert S. Shaw
President
John A. Hannah
Secretary