

Minutes of the
Meeting of the State Board of Agriculture
January 19, 1939

Present: Mr. B. H. Halstead (Chairman); Messrs. Berkey, Brody, Downing, Jakway; Mrs. Masselink; Dr. Elliott; President Shaw; Treasurer Wilkins; Secretary Hannah.

Absent: No one

The meeting was called to order at 10:00 A.M.

The minutes of the previous meeting were approved.

RESIGNATIONS, APPOINTMENTS, AND LEAVES

Resignations

Appointments

Leaves

1. Resignation of L. B. Thomas, District Club Agent in the Cadillac District, effective February 1, 1939.
2. Resignation of Irene Ruth as Laboratory Technician in Bacteriology, effective December 31, 1938.
3. Reappointment of Harold Ross as part-time instructor in Sociology for the winter term only at a salary of \$200 for the term. Salary payments are to be made in three equal installments.
4. Appointment of W. Paul Fuller, now part-time instructor in Mathematics, to five additional hours of teaching for the winter term only at an increase of \$200 in salary to be paid in three equal payments. Mr. Fuller has been receiving \$700 per year for his services.
5. Appointment of Mrs. Margaret Zimmer as part-time instructor in Mathematics for the winter term only at a salary of \$400 for the term, payable in three equal payments.
6. Appointment of Dr. M. F. Nimkoff as a special instructor in Sociology in the 1939 Summer session at a salary of \$600 for the six weeks.
7. Leave of absence with pay for S. J. Culver, County Agent of Jackson County, effective January 15 to April 15. Mr. Culver is in ill health and will undergo treatment during this time.
8. Leave of absence on half pay for Mr. O. J. Reynolds, employee in the Farm and Horse Department, for the months of January, February, and March. Mr. Reynolds has found it necessary to take his wife to Arizona because of her ill health.
9. Miss Ethel Webb, Associate Professor of Clothing, is recovering from a major operation, and the following requests have been made in connection with her absence from the College:
 - a. Leave of absence with pay for Miss Webb for two months beginning January 1, 1939.
 - b. Appointment of Miss Helen Simmonds as temporary instructor in Textiles, Clothing, and Related Arts for the months of January and February at a salary of \$500 for the period. Miss Simmonds is on leave of absence without pay during 1938-39.
10. Dr. E. A. Bessey has been offered the position of visiting professor of Botany at the University of Hawaii for next year. In connection with this offer, the following recommendations are made:
 - a. That Dr. Bessey be granted leave of absence for one year from September 1, 1939 to August 31, 1940, and that during this time he receive a salary at the rate of \$2400 per year.
 - b. That Dr. Richard deZeeuw be appointed as acting head of the Department of Botany during this period at a salary increase of \$200 per year (present salary is \$3300).
 - c. That President Shaw and Dr. Bessey be authorized to select an Acting Dean of the Graduate School at a salary increase of \$200 per year.
 - d. That Dr. Bessey be authorized to negotiate for someone to handle his class work at a salary of not more than \$2400 per year.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the Appointments, Resignations and Leaves, except item 8 which is referred to the President with power to act.

Appointments

11. Appointment of Mrs. Samuel Warren as hostess in the Union Building at a salary of \$1200 per year plus meals and a room in the Union Building, effective February 1, 1939.
- On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the above appointment.
12. Appointment of George Thomas as auditor in the Comptroller's office at a salary of \$2000, effective February 1, 1939.
- On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the above appointment.

TRAVEL

1. Out-of-state authorization without expense to the College for Dr. H. R. Hunt to attend a meeting of a committee on Human Heredity under the auspices of the National Research Council to be held in Washington, D. C., some weekend during the latter part of February or early in March.
2. The Washington, D.C. Chapter of the Michigan State College Alumni Association has requested that J. A. Hannah be the principal speaker at their annual banquet on February 23.
3. Full expenses for B. R. Proulx to go to Chicago soon to make arrangements for our participation in the mid-West Hotel Show and to consult with the American Express Company relative to the employment of some of our graduates next summer.
4. First class railroad mileage for L. G. Miller to attend the annual meeting of the American Society of Heating and Ventilating Engineers at Pittsburgh on January 23 to 26, payable from Mechanical Engineering Department funds.
5. Full expenses for Dean Elisabeth Conrad and Miss Mabel Peterson to attend the Convention of the National Association of Deans of Women in Cleveland, Ohio, on February 21-24.
6. Mileage on one car for five members of the Education Department to attend the meeting of the National Educational Association in Cleveland on February 25 to March 2.

Travel

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the Travel requests except item 5, which is referred to the President with power to act.

MISCELLANEOUS

1. Presentation of a memorandum of understanding with reference to a Research Fellowship offered by the American Potash Institute, and request that Dr. Millar be authorized to recommend a suitable candidate for the position involved. The Institute has agreed to place \$1200 per year for a period of 3 years at the disposal of the College for the purpose of conducting boron investigations in relation to soils under crop production. Not more than \$900 of this amount is to be paid to the research fellow.

Acceptance Memorandum Agreement Am. Potash Institute

2. Recommendation that the following artists be approved for the concert series of 1939-40:

| | |
|--------------------------------------|--------|
| Fritz-Kreisler, violinist | \$2850 |
| Pinza-Rethberg, Metropolitan singers | 1800 |
| Feurmann, cellist | 450 |
| Schnabel, pianist | 900 |
| Russian Ballet | 2000 |

Approval of artists for concert series for 1939-40

3. Request from Dean Anthony for authority to complete arrangements with the Board of Control of Vocational Education for the selection of an additional project supervisor in connection with our Short Course students and also in teaching in the regular Short Course program. The recommended salary is \$3200 per year, three-fourths to be reimbursed from Vocational funds at the end of the year.

Short Course Supervisor to be selected 3/4 paid by Voc. Education

4. Recommendation from Dean Emmons that Mr. Wilkins be authorized to pay to the Board of Education of the Charlotte Schools a sum not to exceed \$500 for practice teaching in Home Economics in the Charlotte High School. This is with the understanding that the Board of Control of Vocational Education will completely reimburse this amount to the College.

Charlotte schools paid \$500 for practice teach

5. Recommendation from Dean Emmons that a fund of \$1000 be set up to be paid quarterly to the American Council on Education toward the expenses of the Cooperative Study on General Education. A statement for \$250 for the first quarterly installment has been received, and further payments will be due on April 1, July 1, and October 1.

\$1000 set up to be paid quarterly to Am. Council on education.

6. Recommendation from Dean Anthony that the budget of the Graham Experiment Station be increased by \$653.85 for this year. This amount is to be offset by income received from apples sold from storage which will be deposited as a receipt.

Gra. Sta. budget increased \$653.85

7. Presentation of a bill for \$310 from Dr. Carl E. Badgley for the following services: Operation on the shoulder of Myron Masny who received a shoulder injury in the last football game; operation on the knee of Wyman Davis to remove a bone tumor which disqualified him for football.

Payment of bill of Dr. Badgley

8. Request of Robert Reisch that the College pay \$100 for a knee operation which he claims was necessary because of a knee injury he received during freshman football practice in the fall of 1937. Neither Dr. Holland nor Mr. Kobs has a record of the injury. Mr. Reisch would be willing to accept a waiver of tuition or other aid that would help him financially.

Request of R. Reisch that college pay for knee operation

No action.

9. The Central Trust Company has been employed to act in the capacity of custodian of the Horace H. Rackham Research Endowment Fund; and it is now recommended that the agreement with the Central Trust Company be terminated as of January 28, 1939, and that thereafter the responsibilities of custodian be assumed by the treasurer's and comptroller's office of the College.

Treasurer to be custodian of Rackham funds.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to refer the above item to the Finance Committee for report back to the Board.

MISCELLANEOUS, continued

\$97,000
borrowed
for Livestock
Construction
Account

Not to ex-
ceed \$14,000
appropriated
for furnish-
ings Hospital
Letter from
Mrs. Olin

10. Report that \$97,000 of the \$100,000 previously approved for transfer from the American State Savings Bank to the Lansing National Bank has been used for the purchase of Certificates of Deposit in negotiating a loan of \$48,500 from the Bank of Lansing and another loan of \$48,500 from the Lansing National Bank. This sum has been used to establish a PWA Livestock Judging Pavilion Account at the Bank of Lansing. Our notes were drawn payable to the Lansing National Bank and to the Bank of Lansing as of August 1, 1939.
11. Recommendation that an additional amount not to exceed \$14,000 be appropriated to equip and furnish the new health center. The estimated minimum cost of equipment and furnishings is \$36,210, and only \$24,000 of this is available through the PWA building project.
12. Report of receipt of letter from Mrs. R. M. Olin expressing appreciation for the tribute to Dr. Olin in naming the new health center for him.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve the miscellaneous items except item 8, on which there is no action, and item 9, which has been referred to the Finance Committee.

PRESIDENT'S REPORTResignations, Appointments, and Leaves

Resignation

1. Resignation of Mrs. Ruth Mosier, teacher in the Kellogg Short Course, effective December 31, 1938.
2. Discontinuance of W. E. Botwright as Corn Products Refining Company Research Fellow in Bacteriology as of November 30, 1938.
3. Discontinuance of the services of Dr. K. H. Johnson and Dr. K. P. Hodges, effective December 31, 1938. Dr. Hodges and Dr. Johnson were appointed on a part-time schedule during the illness of Dr. Olin.

Appointments

4. Appointment of Dr. M. S. Roberts as full-time assistant physician at a salary of \$275 per month for the period beginning January 1, 1939 and continuing through June 30, 1939.
5. Appointment of Mrs. Donald Hayworth as part-time instructor in Speech at a salary of \$100 a month for the period from January 1, 1939 to March 31, 1939. This is an additional position.
6. Appointment of Mr. Harmon Cropsey as temporary instructor in Animal Husbandry for the months of January and February at a salary of \$125 per month, payable from general funds. This is an additional position necessary because of the increased enrollment in the Short Course.
7. Appointment of Mr. Darrell Hendrickson as temporary superintendent of the College Creamery for the period from January 1, 1939 to March 31, 1939, with an increase in salary of \$10.00 per month during this period. Mr. Hendrickson replaces Mr. William Clink who is on leave.
8. The following appointments were made in connection with the teaching work in the Kellogg Short Course, effective November 1, 1938 to February 28, 1939:
 - a. Mrs. Ruth Williamson Moshier at a salary of \$480 for the period
 - b. Mrs. Josephine Fuller Cook at a salary of \$480 for the period
 - c. Miss Melanie Schulz at a salary of \$400 for the period
 - d. Mrs. Dorothy Eilers Beeskow at a salary of \$320 for the period

Since 75 per cent of the total cost is reimbursible from Vocational Funds, the cost to the College is \$420, payable from Short Course funds.

9. Resignation of Mr. Arnold E. Hook as quarter-time graduate assistant in Bacteriology, and authorization of his appointment as industrial fellow on the Corn Products Refining Company Vegetable Peptone Fund at a salary of \$50 per month, effective January 1, 1939.
10. Appointment of William Wasson as quarter-time graduate assistant in Physical Chemistry and Miss Loraine Rauls as quarter-time graduate assistant in Biological Chemistry for the winter term only. These appointments are necessary because of the increased enrollment in these classes.
11. Appointment of Miss Janet Kelley as assistant in the Music Department at a salary of \$50 per month, effective from January 1, 1939 to June 30, 1939. Miss Kelley is a senior student and replaces Miss Jean Lincoln, graduate assistant, whose resignation has been accepted.
12. Appointment of Donald Grover as quarter-time assistant in Bacteriology effective January 1, 1939, to replace Arnold E. Hook who has resigned.
13. Approval of leave of absence on half pay for three months beginning January 1, 1939 for Mr. William Clink, Superintendent of the College Creamery. Mr. Clink has been having considerable trouble with his back probably caused by conditions under which he works, and he is planning to enter a Veterans' Hospital for treatment.

Miscellaneous

G.C. Cook
given title
Asst. Prof.
Education,

1. Authorization in September 1938 of the title of Assistant Professor of Education for Mr. G. C. Cook who is employed for Farm Shop. Mr. Cook is paid in full by the Board of Control of Vocational Education at \$3,000 per year.
2. Increase in the salary of R. G. Switzer, Corn Products Refining Company Research Fellow in Bacteriology, from \$45 to \$60 per month, effective January 1, 1939. The increase is the amount formerly received by W.E. Botwright.

Increase sal-
ary Switzer.

PRESIDENT'S REPORTS, continuedMiscellaneous, continued

3. Increase of \$100 per month in the salary of Richard W. Rogers for three months beginning January 1, 1939. Mr. Rogers has been granted three months' leave of absence with pay to attend a Police Training School conducted by the Federal Bureau of Investigation at Washington, D.C.
4. Acceptance of a check for \$5000 from W.K. Kellogg to be applied in connection with some of the enterprises which has been financed and presented to the College by Mr. Kellogg.

Increase in salary of R.W. Rogers for 3 mos.
Acceptance check \$5000 from Mr. Kellogg.

Travel

1. Full expenses for L. R. Schoenmann to attend a meeting of the Northern Lakes States Regional Committee at Madison, Wisconsin, on January 5, 6, and 7, payable from Conservation Institute funds.
2. Mileage on one car and maintenance for Deans Emmons and Huston to attend the National Meeting of the Association of American Colleges at Louisville, Kentucky, on January 12 and 13. This cancels the previous action of the Administrative Group authorizing full expenses for Dean Emmons to attend the same meeting.
3. Full expenses for J. M. Moore to attend a special meeting of the Bureau of Agricultural Economics in Chicago on January 17, payable from Poultry Department Funds.
4. First class railroad mileage for Professor C. M. Cade to attend the Annual Meeting of the American Society of Civil Engineers in New York City from January 18 to 21, payable from Civil Engineering Department funds.
5. Out-of-state authorization for Dr. G. M. Trout to take part in the Dairy Program at the University of Tennessee, February 6-10. This trip is without expense to the College.

Travel

The following travel requests were approved by the Administrative Group on December 16, 1938:

1. Full expenses for C. E. Millar to attend a meeting of the Middle West Soil Improvement Committee of the National Fertilizer Association in Chicago on December 15, payable from Soils Department funds.
2. The following requests to attend the meeting of the American Association for the Advancement of Science in Richmond, Virginia:
 - a. Mileage for one car for Professors Hutson, McDaniel and Morofsky of the Entomology Department and Professor Hunt of the Zoology Department to attend the meeting December 26-31; expenses to be paid from Entomology Department funds.
 - b. Mileage for one car for members of the Botany Department to attend the meeting during the last week of December; expenses to be paid from Experiment Station funds of the Botany Department.
 - c. First class railway mileage for either S. T. Dexter or E. J. Wheeler of the Farm Crops Department to attend the meeting December 27-30; expenses to be paid from Farm Crops funds.
3. Full expenses for Gifford Patch, Jr., to accompany the officers of the Detroit Packing Company to Washington, D.C., to appear before the Farm Credit Administration on December 18-21; expenses to be paid from Extension funds.
4. First class railroad mileage for K. J. McCristal to attend a meeting of directors of Physical Education in Chicago on December 27-30; expenses to be paid from the budget of the Department of Physical Education for Men.
5. Full expenses for R. C. Huston, R. H. Young, C. W. Bachman, Thomas H. King, and M. W. Casteel to make a trip to Chicago on December 27-30 to make athletic contacts, arrange for athletic schedules and officials, and to attend the following annual meetings: National Collegiate Athletic Association, Directors of Physical Education Association, American Football Coaches Association, and National Collegiate Track Coaches Association.
6. Full expenses for L. C. Emmons to go to Chicago on December 28-30 when the American Historical Association meets where he will interview three men who are candidates for the position as head of the History Department.
7. Mileage for one car for four members of the History Department to attend the National Meeting of the American Historical Association in Chicago on December 28-30.
8. First class railroad mileage for L. H. Geil to attend the National Association of Teachers of Business English on December 27-28 in Chicago; expenses to be paid from Publications funds.
9. First class railroad mileage for A. A. Applegate to attend the convention of the National Association of Teachers and Professors of Journalism in Topeka, Kansas, December 27, 28 and 29.
10. First class railroad mileage for either William Combs or J. T. Caswell to attend the meeting of the Political Science Association in Columbus, Ohio, on December 28-30.
11. Mileage for one car so that members of the Speech Department may attend the meeting of the National Association of Teachers of Speech in Cleveland, Ohio, December 27-30.

PRESIDENT'S REPORT, continuedTravel, continued

Travel

12. First class railroad mileage for one member of the Foreign Language Department to attend the meeting of the Modern Language Association in New York City on December 28-30.
13. First class railroad mileage for two members of the English Department to attend the meeting of the Modern Language Association in New York City on December 28-30. Mr. R. L. McDavid will present a paper before a branch of the Association.
14. Mileage for one car so that Professors Chapman, Chamberlain, and Clark of the Physics Department may attend a meeting of the American Physical Society in Washington, D. C. on December 27, 28, 29; expenses to be charged to the Physics Department.
15. Full expenses for Lewis Richards to attend the meeting of the National Association of Schools of Music on December 27-28 in Washington, D.C., and to go from there to New York City to arrange for artists for our concert course next year; expenses to be paid in equal parts from the Music Department budget and the Music Revolving fund.
16. First class railroad mileage to Boston and return in order that E. C. Prophet may attend the meeting of the American Geographers at Harvard University, Cambridge, Massachusetts, December 28-30; expenses to be paid from Geology and Geography Department funds.
17. Out-of-state travel authorization, without expense to the College, for the following men who have been asked to speak at various meetings:
 - O. I. Gregg, Purdue University, January 10
 - Paul M. Harmer, University of Wisconsin, January 30
 - Carl S. Gerlach, Landscape Architecture Association, Amherst, Mass., December 15
 - Karl Dressel, Shade Tree Conference, New York City, December 9 and 10.
18. Full expenses for Glen O. Stewart to attend the following meetings: MSC Club of Cleveland, Ohio, on January 5; MSC Club of Pittsburgh, Pennsylvania, on January 7; and meeting of Board of Directors of the American Alumni Council in Pittsburgh on January 7 and 8. Mr. Stewart is requesting plane fare from Lansing to Cleveland and the rest of the trip by train.
19. Full expenses for Glen O. Stewart to attend the District 5 meeting of the American Alumni Council in Chicago on January 13 and 14; and to speak at the afternoon meeting of the MSC Club of Chicago on January 14; expenses to be paid from alumni office budget.
20. Full expenses for L. C. Emmons to attend the national meeting of the Association of American Colleges to be held at Louisville, Kentucky, on January 12 and 13.
21. Full expenses for H. L. Seaton of the Horticulture Department to attend a meeting of the National Cannery Association in Chicago the latter part of January; expenses to be paid from Horticulture Department funds.
22. First class railroad mileage for F. V. Schultz of the Electrical Engineering Department to attend a meeting of the Institute of Radio Engineers in New York City, on January 13 and 14. Mr. Schultz will present a paper at the meeting.
23. Authorization for Dr. M. D. Pirnie to spend \$15.00 of the W.K. Kellogg Sanctuary Funds for a trip to Chicago on December 18 to confer with Professor Leopold of the University of Wisconsin and Professor Bell of the Carnegie Foundation.
24. First class railroad mileage for E. F. Eldridge to attend a meeting of the Board of Control of the Federation of Sewage Works Association to be held in New York City on January 20, expenses payable from Engineering Experiment Station funds.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the President's Reports. Further, the Secretary is authorized to write a proper letter of thanks to Mr. Kellogg (Item 4, Miscellaneous) for his donation of \$5,000.

SECRETARY'S ITEMS

1. Bids were taken on shovel excavations and foundations for the Men's Gymnasium and Field House on December 21st as follows:

Jerome Utley
awarded con-
tract founda.
& exca. Gym
& Field House

| | |
|--------------------|----------|
| Jerome Utley | \$46,900 |
| Spence Bros. | 48,700 |
| Reniger Const. Co. | 49,720 |
| H. G. Christman | 50,646 |

The Committee authorized at the Board meeting on December 15th awarded the contract to the low bidder, Jerome Utley of Detroit and a resolution of award was forwarded to the PWA and is now ratified by the Board.

2. Bids for shovel excavations and foundations for the Music Building were taken on December 28th as follows:

SECRETARY'S ITEMS, continued

2. Bids for shovel excavations and foundations for Music Building (continued)

| | |
|--------------------|----------|
| Alfred A. Smith | \$ 8,318 |
| Fry & Kain | 9,250 |
| Spence Bros. | 9,388 |
| H.G. Christman | 9,458 |
| Jerome A. Utley | 9,500 |
| Reniger Const. Co. | 9,808 |
| Granger Const. Co. | 10,500 |

The Committee authorized by the Board on December 15th awarded the contract to the low bidder, Alfred A. Smith of Detroit at \$8,318.00. A resolution of award has been forwarded to the PWA and is now ratified by the full Board.

3. The PWA notified us by wire on December 22nd of the increased grant on the Livestock Judging Pavilion. Bids as follows were opened on November 7th:

| | |
|------------------------|-----------|
| H. G. Christman | \$155,836 |
| F. J. Corr | 161,949 |
| Spence Brothers | 163,890 |
| Jerome Utley | 166,800 |
| Reniger Const. Co. | 175,633 |
| Fry & Kain | 179,300 |
| F. C. Trier Const. Co. | 181,729 |
| Granger Const. Co. | 199,000 |

The contract was awarded to the H.G. Christman Company, low bidder, and resolution of award was forwarded to the PWA and is now ratified by the Board. Construction was started December 29, 1938,

4. Acceptance of formal offer of increased allotment on Livestock Judging Pavilion from \$42,120 to \$78,750 received on December 31, 1938.

5. Difficulties were encountered in the foundations for the auditorium and after drillings and conferences, it was decided to proceed with the foundations on concrete piling instead of extended footings as approved at the last Board meeting. This increased the cost of the extra contract from \$17,300 as approved by the Board meeting of December 15th to \$22,500. The following resolution of change was forwarded to the PWA and is now ratified by the full Board:

WHEREAS, The State Board of Agriculture has previously accepted a grant from the Public Works Administration covering 45% of the cost of constructing and equipping an auditorium on the campus of Michigan State College known as Michigan PWA Docket 1200-F; and

WHEREAS, The State Board of Agriculture has caused to be created a Construction Account for 55% of the cost of this building amounting to \$412,500; and

WHEREAS, Bowd and Munson of Lansing, Michigan, architects for the State Board of Agriculture, have caused to be prepared plans and specifications and foundations for this project; and

WHEREAS, on November 14th, the State Board of Agriculture awarded this contract to Jerome Utley, a Michigan Corporation, of Detroit, Michigan, in accordance with their bid at a contract price of \$19,740; and

WHEREAS, after this work was undertaken, it was discovered that the soil conditions were of a nature not anticipated when the specifications were drawn; and

WHEREAS, a series of investigations and trial drillings and other tests indicate that the type of foundations originally planned cannot be safely used for this construction; and

WHEREAS, The State Board of Agriculture has caused a thorough investigation of all of the existing soil conditions and has caused to be held a series of conferences including representatives of the Utley Company, the architects, the engineers, the professors of civil engineering at Michigan State College and others; and

WHEREAS, it is agreed by all that the only sound course to pursue is to change the specifications and require that the building be constructed on concrete piling; and

WHEREAS, at the request of the State Board of Agriculture the Utley Company has presented to the State Board of Agriculture unit prices on this additional work estimating that the total cost of this additional work will not exceed \$22,500; and

WHEREAS, the architects and the engineers employed by the State Board of Agriculture recommend that these unit prices and this total estimate are fair and reasonable figures;

NOW, THEREFORE, BE IT RESOLVED that the State Board of Agriculture does hereby authorize the Utley Company to proceed with the construction of the foundations in accordance with the changed specifications at an estimated cost not to exceed \$22,500, in addition to the original contract price of \$19,740,- it being understood that the unit prices as contained in

Alfred A. Smith awarded contract for excavations & foundations Music Bldg.

Christman Co. awarded bid on Livestock Judging Pavilion

Acceptance of offer Livestock pavilion.

Auditorium to be built on concrete piling - cost \$22,500.

5. (Continued)

the proposal of the Jerome Utley Company are made the basis of this change order and that the State Board of Agriculture is to receive credit for any savings that might result from the use of these unit prices if the amount of work required does not equal that estimated and it is likewise understood that in the event the amount of work exceeds that estimate the Utley Company will be paid an additional amount. It is further resolved that Bowd and Munson Company, the architects, are authorized and instructed to negotiate with the Public Works Administration to secure their approval of this procedure so that the work may be undertaken at the earliest possible date.

6. Architect's changes in the men's dormitory necessitate the construction of a heating tunnel connecting Mason Hall with Abbot Hall at an additional contract cost of \$3,056.67. The following formal resolution approving this is now approved by the Board:

WHEREAS, a contract has been entered into between the State Board of Agriculture and Spence Brothers of Saginaw for the construction of a men's dormitory known as T. C. Abbot Hall in accordance with the PWA regulations; and

WHEREAS, work on this structure is progressing satisfactorily and has reached a point where it is now necessary to construct the heating tunnel to carry the steam lines to this building; and

WHEREAS, the original plans called for the steam line to run through the food storage room under the kitchen; and

WHEREAS, were this to be done, it would make this room worthless for the storage of food stuffs; and

WHEREAS, Bowd and Munson, the architects, have prepared plans and specifications for a tunnel outside of the building to carry the steam lines from Mason Hall to Abbot Hall and the Spence Brothers have estimated the cost of this construction to be an additional cost of \$3,056.67 which seems to be a reasonable figure,

NOW, THEREFORE, BE IT RESOLVED that the State Board of Agriculture does hereby authorize Spence Brothers to proceed with this work and agrees to pay to them \$3,056.67 for this additional work; and

BE IT FURTHER RESOLVED that the PWA Regional Office is hereby asked to approve this change in the construction of this building.

7. Resolution of the State Board of Agriculture authorizing changes in specifications and construction cost of the livestock judging pavilion.

WHEREAS, a contract has been entered into between the State Board of Agriculture and the H.G. Christman-Lansing Company for the construction of a livestock judging pavilion in accordance with PWA regulations, and

WHEREAS, since the preparation of the plans and specifications for this structure central heat has become available for the building by the construction of a heating tunnel from the site of the new auditorium eliminating a heat producing plant in this structure and the expense of its maintenance and

WHEREAS, the architects, Bowd and Munson Company, have prepared drawings and specifications covering these changes and the Christman Company has submitted a bid of \$7,358.30 for this work, and

WHEREAS, further, it is deemed desirable to change the width of the cat walk grating from 3' to 2' and change the type of construction from the grating specified to channel construction at a net deduction from the original bid of \$825.00; and

WHEREAS, further, it is deemed desirable to eliminate the water softener and change the type of floor drain in certain spaces in the building at a further reduction of the contract price of \$544.00, and

WHEREAS, the three foregoing changes constitute a net increase in the contract price of \$5,989.30, and

WHEREAS, the State Board of Agriculture deems all of these changes necessary and desirable

NOW, THEREFORE, BE IT RESOLVED that the State Board of Agriculture at its meeting on January 19th does hereby authorize and instruct Bowd & Munson Company, the architects, to take such steps as are necessary to make these changes and the Bowd and Munson Company is instructed to make the necessary negotiations with the PWA to secure their approval of these changes. After approval of these changes by the PWA, the architects are instructed to issue the necessary change order to the H.G. Christman-Lansing Company increasing the amount of the original contract by \$5,989.30.

8. The contractors anticipate the completion of the hospital early in May. We will lack approximately \$12,000 of enough money to purchase the furnishings for this building. After a long series of conferences and much effort it is recommended that the Board approve the purchase of the list of items placed on file from the Michigan State Industries at \$1,093.45 consisting of 48 items and 404 items from the Stickley Brothers Corporation at Grand Rapids at a cost of \$8,569.87 - these to be purchased from an appropriation in addition to the amount available in the PWA Construction Account.

Resolution re: construction of heating tunnel Mason Hall to Abbot Hall.

Resolution authorizing changes in specifications and construction cost livestock judging pav.

Items for new hospital approved for purchase.

SECRETARY'S ITEMS, continued

9. In the summer and fall previous to the opening of school, it was necessary to include in the WPA Project certain items that were in the big project that had not been approved and to purchase certain materials and equipment from college funds. In order to balance the overdraft charged to WPA projects now closed, an appropriation is necessary in the amount of \$6,744.26.
10. There is an overdraft in the home economics classrooms constructed during last summer in the amount of \$1503.40 for furnishings for which no adequate allowance was made. Mr. Wilkins requests an appropriation to cover this item.
11. Mr. Harris T. Dunbar of Buffalo, New York, has deeded 3½ acres of river frontage adjacent to the Dunbar Station which he had previously reserved to his use as a gift to the College. There is a bill for abstracting amounting to \$35.00 in connection with the recording of this deed.

\$6,744.26 appropriated for overdraft in WPA project
 \$1503.40 appropriated for overdraft H.E. classrooms
 3½ acres land deeded by H.T. Dunbar

On motion of Mrs. Masselink, seconded by Mr. Brody, it was voted to approve the first 11 items under Secretary's Items.

12. Communication from Professor Chace Newman expressing appreciation to the Board for its generosity in granting him a leave during the winter term.
13. Report on the death of Michael Press on December 22, 1938.
14. Report relative to inspection costs during construction of PWA projects.

Report on death Michael Press.
 Report on costs during construction PWA projects.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to authorize the Secretary and Treasurer to reduce the fee paid the architects on the PWA projects from 5% to 4½% - the 1/2% deduction to be used to pay for the necessary inspections.

15. Communication from Dr. W. S. Kimball dated January 15, 1939.

No action on communication W.S. Kimball.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to take no action.

16. Recommendation from Dean Anthony that the farms owned by the Glines estate and Mr. Charles Hoochnessian adjoining the college farm be leased for five-year periods at an annual rental of \$10.00 per acres with a purchase option in each case. Mr. Hoochnessian states that the value of his 50 acres is \$18,000 and the Glines estate set the value of their 50 acres at \$18,000.

Pres. & Sec. authorized to negotiate re: farms Glines & Hoochnessian

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to authorize the President and Secretary to negotiate the above mentioned leases; it was also voted to authorize the President and Secretary to negotiate farther with Mr. Hoochnessian relative to reducing the option of \$18,000 to \$15,000.

17. Report from Claud Erickson, Consulting Engineer, on the Power Plant needs of the College. Dean Dirks and Mr. Davenport recommend that the first 11 items in Mr. Erickson's report be undertaken at the earliest possible moment.

Report of Mr. Erickson re: Power Plant needs of college.

No action.

Mr. Shuttleworth to plan bridge.

18. Report that in accordance with action at the December Board meeting, Mr. Downing conferred with Mr. VanWagoner who refused to plan the Farm Lane bridge and Mr. Shuttleworth was engaged to design the bridge and check the construction for a lump sum of \$1500.00.

19. Bids were received on the brooder house, as authorized at the last Board meeting on January 18 as follows:

| | | | |
|---------------------|-------------|--------------------|-------------|
| Reniger Const. Co. | \$19,625.00 | Spence Bros. | \$23,300.00 |
| H.G. Christman | 21,742.00 | Granger Const. Co. | 24,440.00 |
| Hagameir Const. Co. | 21,920.00 | | |

Bids opened on Brooder House - No action.

No action.

ADDITIONAL MISCELLANEOUS

1. Statement from Shields, Ballard, Jennings and Taber for services rendered from April 1, 1938 through December 1938, in the amount of \$1284.28.

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

2. Acceptance of an amount of \$500.00 from Frank Murphy, former governor of Michigan for a student loan fund to be known as "The Frank Murphy Student Loan Fund".

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

3. President and Secretary authorized to make certain changes in basement of Veterinary Clinic Addition for work in Bacteriology Department.

Payment of statement Shields, Jennings & Taber \$500 set up as Frank Murphy Student Loan Fund. Certain changes authorized basement Vet. Clinic

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to authorize the President and Secretary to make certain changes in the basement of the Veterinary Clinic Addition now under construction so that the area can be used for the work in Bacteriology on Bangs, Disease, Undulant Fever and allied problems at an additional cost not to exceed \$10,000.00.

The Meeting adjourned at 3:15 P.M.

Robert S. Shaw

 President
John A. Honnack

 Secretary