

BUILDING COMMITTEE ITEMS, continued

2. Request from Dean Giltner for certain changes in the Veterinary Clinic Building.

Referred to College Architect.

3. Request from the Secretary that he be authorized to have the desired changes made in the stadium press box using funds appropriated for the PWA Stadium project at the April Board meeting.

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

4. Request from the Secretary that provision be made that will allow for the purchase of the necessary equipment for the Union Building. It is recommended that money for this purpose be loaned to the Union to be repaid from future earnings and student fees. It is estimated that the cost will not exceed \$10,000.

Action deferred until July Board meeting.

5. Recommendation from Dean Anthony that he be allowed to make the desired changes in the Dairy Building including new floors in certain areas where they are badly needed,- the cost not to exceed \$2,000 - money to be taken from the Creamery Revolving Fund.

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

6. Report of Secretary on Kanouse boundary line dispute.

No action.

7. Report of lease of Meriam House as a girls' cooperative house as authorized by April 23rd Board Meeting. The house is located at 159 Division and will accomodate 19 girls and is leased furnished for 3 years at \$110.00 per month.

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

8. Request for certain changes in Practice House No. 4 - estimated cost \$2500.

No action.

The meeting adjourned at 5 P.M.

R. S. Shaw

President
John A. Hannah

Secretary

Minutes of the
Meeting of the State Board of Agriculture
July 2, 1936

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

Absent: Mr. Downing.

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

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

RESIGNATIONS

1. Resignation of Miss Margaret Elizabeth Whittaker, Assistant Professor of Home Economics, effective July 1, 1936. Miss Whittaker has been on leave without pay for health reasons since April 1, 1934.
2. Resignation of Miss Ethel Trump, Manager of the Union Food Service, effective August 1, 1936.
3. Resignation of Mrs. Charles Harrison (Margaret Miles), Instructor in Modern Languages, effective September 1, 1936.
4. Resignation of Mr. P. F. Aylesworth, Research Assistant in Farm Management, effective July 1, 1936. Mr. Aylesworth was granted a one year's leave of absence without pay on September 1, 1935 for work with the Resettlement Administration.
5. Resignation of Mr. Malcolm H. Henry, Instructor in Mathematics, effective August 31, 1936.

Request from Dean Giltner for changes in Vet. Clinic Sec. author. to have desired changes made in stadium press box.

Loan of \$10,000 set up for purchase of necessary equipment for Union Bldg.- Action Def.

Dean Anthony authorized to make desired changes in Dairy Bldg.

Report on Kanouse boundary line dispute.

Report of lease of Meriam House as a girls' cooperative house.

Request for certain changes in Prac. House No. 4

Resignations

Resignations

RESIGNATIONS, continued

6. Resignation of Miss Elizabeth Weld, Home Demonstration Agent for Jackson County, effective August 31, 1936.
7. Resignation of Mrs. Arthur Howland, clerk in the Department of Economics, effective September 1, 1936.
8. Resignation of Miss Jane Hyatt, stenographer in the Department of Horticulture, effective July 1, 1936.

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

Appointments

APPOINTMENTS

1. Appointment of Mr. Linton C. Stevens as Instructor in Modern Languages, replacing Mrs. Charles Harrison (resigned). Appointment will become effective September 1, 1936 at a salary of \$2000.00 per year.
2. Appointment of Mr. H. B. Taylor as Research Assistant in Farm Management, replacing Mr. P. F. Aylesworth (resigned). Appointment is to be effective September 1, 1936 at a salary of \$2500.00 per year (from Purnell funds).
3. Temporary appointment of Miss Vada Granger as stenographer in the Department of Horticulture for the period July 1st to September 19th, at the rate of \$80.00 per month (one-half from College, one-half from Experiment Station funds). Miss Granger will replace Miss Hyatt (resigned).
4. Appointment of Mr. Jewell Jensen as full-time Extension Specialist in Dairy Husbandry, effective July 1, 1936 at a salary of \$2300.00 per year. Mr. Jensen has done part-time teaching during the past year and has been paid in part from College funds; his time is to be devoted to Extension work only now (at no change in salary).
5. Appointment of Mr. John C. Doneth as Extension Specialist in Farm Management, replacing Mr. Ralph Loomis (on temporary appointment to June 30th only). Mr. Doneth's appointment is to be for the period July 15, 1936 to July 1, 1937 at the rate of \$2000.00 per year (Barkhead-Jones funds).
6. Continuation of the appointment of Mr. W. F. Johnston as State Discussion Group Leader for the one-year period beginning July 1, 1936 at the same salary (\$3000.00 per year). Mr. Johnston's original appointment was to June 30th only.
7. Appointment of Dr. Harold M. Byram as Associate Professor of Education, replacing Mr. B. A. Walpole (resigned). Appointment is to become effective September 1, 1936 at a salary of \$3250.00 per year.
8. Appointment of Miss Margaret Partlow as Instructor in the Department of Textiles, Clothing and Related Arts, effective September 1st at a salary of \$1700.00 per year. This is an addition to staff.
9. Appointment of Miss Evelyn Bergstrand as Instructor in the Department of Home Management and Child Development, effective September 1st at a salary of \$1700.00 per year. This is an additional position.
10. Continuance of the appointment of Miss E. Louise Smith, secretary to the Dean of Women, for the period July 1st to September 30th. Salary is to be at the same rate as prior appointment, \$1100.00 per year.
11. Appointment of Miss Margaret Chappell as stenographer in the office of the Dean of Women for the period June 22nd through August 31st, at the rate of \$75.00 per month.
12. Appointment of Mr. Joseph Sykes as Instructor and Research Assistant in Physiology, effective July 1, 1936 at a salary of \$2400.00 per year (one-half from College, one-half from Experiment Station funds). The appointment is to be on a twelve months basis and is an addition to staff.
13. Continuance of Mr. Paul Dressel, part-time Instructor in Mathematics during 1935-36 at a salary of \$1550.00 per year, as full-time Instructor at \$1700.00 per year.
14. Continuance of Mr. John Zimmer, part-time Instructor in Mathematics during 1935-36 at a salary of \$1350.00 per year, as full-time Instructor at \$1700.00 per year.
15. Continuance of Mr. John A. Straw as part-time Instructor in Mathematics at the rate of \$600 per year (no change in salary).
16. Continuance of Mr. James Heyda as part-time Instructor in Mathematics at the rate of \$700.00 per year (no change in salary).
17. Change in status of Kermit Smith, now part-time Assistant in the Registrar's Office at a salary of \$900.00 per year, to full-time Assistant in charge of Registration and Schedules at a salary of \$1500.00 per year, effective July 1, 1936.

APPOINTMENTS, continued

18. The Graduate Council recommends the following appointments for 1936-37:

Graduate
Council
appointments

- | | |
|------------------------|--|
| Bacteriology | - Removal of name of W.V. Kennedy, appointed quarter time graduate assistant for 1936-37, and appointment of Mr. Arnold E. Hook to the position for next year. |
| Chemistry | - Appointment of Mr. Elmer Breining as half-time graduate assistant for 1936-37, replacing R. Clark Dawes. - Appointment of Frank Hunter as quarter-time graduate assistant for 1936-37, replacing James E. Anderson. |
| Civil Engineering | - Appointment of R. L. Featherly as half-time graduate assistant for 1936-37 (addition to staff for next year). |
| Economics | - Appointment of F. A. Williams as quarter-time graduate assistant in Agricultural Economics (Purnell funds) for 1936-37. This is an addition to staff. |
| Mechanical Engineering | - Appointments of C. P. Randall and L. G. Schneider as half-time graduate assistants. These positions are to be authorized for one year only and are needed to carry the work of Mr. K. J. Trigger (on leave for 1936-37). |
| Zoology | - Removal of name of J. T. Wilkinson, appointed half-time graduate assistant for 1936-37, and appointment of Eugene W. Roelofs to the position for next year. |

19. Appointment, subject to Graduate Council approval, of F. W. Kerr and H. F. Taylor as half-time graduate assistants in the Engineering Experiment Station during 1936-37. Appointments are necessary to carry on coal analysis work for which agreement has been made with the State Administrative Board (proceeds from which will cover expense of employment).

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

LEAVES

Leaves

1. Request of Mr. J. A. Hannah for leave of absence with pay for the period July 7th to August 16th, so that he may attend as a government delegate the World's Poultry Congress to be held in Leipzig, Germany.
2. Request of Mrs. Lydia Ann Lynde for leave of absence from July 5rd to July 10th, so that she may attend at her own expense meetings of the American Home Economics Association to be held in Seattle, Washington.
3. Request of Mr. J. M. Moore for leave of absence so that he may attend at his own expense the National Baby Chick Convention, to be held in Kansas City July 17th to 24th.
4. Request of Professor R. S. Hudson for leave of absence so that he may act as judge at the National Percheron Show at Columbus, Ohio, and at the New York State Fair. Expenses are to be paid by the inviting organizations.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted to approve the leaves of absence.

TRAVEL

Travel

1. Request for allowance of automobile mileage and maintenance expenses for Mr. J. M. Moore, Extension Specialist in Poultry Husbandry, so that he may conduct a poultry tour to points in Michigan and to Mentone, Indiana.
2. Request for allowance of railroad and pullman fare to Columbus, Ohio, and return so that Dr. B.J. Killham may attend a meeting of extension veterinarians to be held in connection with the American Veterinary Medical Association conference August 10th to 14th.
3. Request for mileage allowance on two automobiles, so that members of the departments of Animal Pathology, Bacteriology, and Surgery and Medicine respectively may attend meetings of the American Veterinary Medical Association to be held in Columbus, Ohio, August 10th to 14th.
4. Recommendation that railroad and pullman fare to Boston, Massachusetts, and return be allowed Professor Karl Dressel, so that he may attend a meeting of the National Shade Tree Conference to be held September 2nd to 4th.
5. Request for mileage allowance on one car to Blacksburg, Virginia, and return so that members of the Poultry Husbandry Department may attend Poultry Science Association meetings August 1st to 7th. Expenses will be divided equally between College and Extension funds.
6. Request for mileage allowance on one car to Madison, Wisconsin, and return so that members of the Publications Department may attend meetings of the Association of Agricultural College Editors, to be held August 17th to 19th. Expenses will be charged to Extension funds.

July 2, 1936

TRAVEL, continued

7. Request for maintenance expenses on one of the College cars and for personal maintenance for Professor Hudson and Mr. Carter, so that they may make a trip into Ohio early in July to inspect horses for the College herd.
8. Recommendation that expenses approximating \$115.00 be paid so that Lauren Brown (assistant track coach) and Richard D. Fry (student who has qualified in the preliminaries) may attend the final Olympic try-outs to be held at Randall's Island, New York, July 11th and 12th. Expenses will be charged to Athletic Association funds.

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

PRESIDENT'S REPORTS

1. Approval of the appointment of Miss Helen Baeder as Instructor in the Department of Foods and Nutrition during 1936-37, effective September 1st at a salary of \$1700.00 for the year. This is an addition to staff.
2. Approval of the appointment of Mr. Stanley K. Frisbie as quarter-time graduate assistant in Economics for 1936-37, replacing Mr. V. E. Smith.
3. Approval of the transfer of Mr. C. A. Rosenbrook, Supervisor of Housing for Men, to the office of the Comptroller. The transfer became effective on July 1st at an increase from \$1300.00 to \$1400.00 per year.
4. Approval of the appointment of Mr. Edward Fitting as Supervisor of Housing of Men, replacing Mr. Rosenbrook at a salary of \$1200.00 per year (plus a room in Wells Hall). Appointment (on salary payroll basis) became effective July 1st.
5. Approval of the continuation of Miss Mary E. Laane as half-time graduate assistant in charge of the graduate study (Library) during 1936-37.
6. Report on transfer of responsibility for sale of tickets for all athletic events from the Athletic Department to the Office of the Comptroller.
7. Approval of the transfer of the salary of Mrs. Myrtle Munger, laboratory assistant in Bacteriology, from Rackham Fund No. 2 to Rackham Fund No. 3, effective June 1, 1936.

8. Approval of the following set-up for the operation of the Union Building:

1. Appointment of Mr. E. R. Proulx, now in charge of the Hotel Administration course, as Manager of the Union, effective July 1, 1936 at a beginning salary of \$3200.00 per year.
2. Establishment of a cooperative relationship between the Manager of the Union and the Home Economics Division relative to the conduct of affairs involved in the food service of the Union Building.
3. Establishment of regulation that purchases of furniture, fixtures, matters of decoration, major repairs, alterations, additions, setting of room rental prices, etc., shall be under the direction of the Dormitory Committee consisting of Mr. Hannah, Mr. Wilkins, Dean Mitchell, Miss Conrad and Miss Dye.
4. Appointment of a Union Committee, consisting of Mr. Hannah, Mr. Wilkins, and Dean Mitchell, to whom the Manager of the Union shall be directly responsible.

9. Approval of the following set-up for operation of dormitories:

1. The operation of Wells Hall as a men's dormitory shall be under the direction of the Dean of Men.
2. The operation of all women's dormitories or living quarters for women, both on and off campus, shall be under the direction of the Dean of Women.
3. All dormitories, their facilities and financial statements shall be available to the Home Economics Division for purposes of observation and study in connection with courses in Institutional Administration.
4. Responsibility for the food services in Mary Mayo Hall and the Woman's Building shall be held by the Dean of Home Economics Division.
5. Purchases of furniture, fixtures, matters of decoration, major repairs, alterations, additions, setting of room rental prices, etc., shall be under the direction of the Dormitory Committee consisting of Mr. Hannah, Mr. Wilkins, Dean Mitchell, Miss Conrad, and Miss Dye.

10. Approval of full expenses to Chicago and return for Mr. Hannah, who made the trip for conferences in regard to dormitory financing.

11. Approval of allowance of all expenses (from Extension funds) to Chicago and return for Mrs. E. Moyer, of Ypsilanti, so that she might appear on the National Farm and Home Hour on July 1st.

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

Appointments
and
transfers

Approval of
set-up re-
garding Union

Approval of
set-up for
operation of
dormitories.

Travel J.A.
Hannah, Chi.

Travel Mrs.
Moyer.

MISCELLANEOUS

- 1. Recommendation that diplomas be granted to those students who have completed the required work at the end of the regular Summer Session, July 31st, or at the close of the twelve-weeks session, September 11th, according to the Registrar's records.
- 2. Recommendation of Dean Huston that Mr. Edwin W. Morrison, Assistant Professor of Physics, be placed on a retirement basis at \$50.00 per month beginning September 1, 1936.
- 3. Recommendation of Dean Dirks for the employment of Mr. C. C. Sigerfoos, Instructor in Mechanical Engineering, by the Department of Drawing and Design for special work during the month of July (vacation month). Payment is to be \$175.00 for the month.
- 4. Request of the State Tax Commission for permission to employ Dr. J. O. Veatch, Associate Professor of Soils, as special consultant for five days each during the months of July, August, and September. Dr. Veatch is to receive extra pay (\$10.00 per day) from the Commission for this service.
- 5. Request of Mr. O. J. Glerum for waiving of Summer Session tuition and room fees for his son, John Glerum, who was injured in Military Science in April, 1935.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to deny the above request of Mr. Glerum.

- 6. Recommendation for an increase in the salary of Mr. Arthur Howland, Extension Specialist in Economics, from \$2650.00 to \$3000.00 per year, effective September 1, 1936. The increase will place Mr. Howland's salary on the same basis as those of the other Extension Specialists in Economics.
- 7. Recommendation for an increase in the salary of Miss Eva Vaughan, Instructor in English, from \$1680.00 to \$1750.00 per year, effective as of July 1, 1936.
- 8. Request from Dr. Olin for continuance of the extra day nurse granted during 1935-36, with the appointment beginning September 15, 1936 and extending to June 30, 1937 at a salary of \$90.00 per month.
- 9. Request from Dr. Huston for continuation of the half-time assistantship in Chemistry (Quantitative Analysis) granted during 1935-36.
- 10. Recommendation of the Athletic Council that a football game be scheduled with the University of San Francisco on November 27, 1937, with a \$10,000 guarantee and 33 1/3% of the gate.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve all of the above Miscellaneous items except item 5 on which action already appears.

- 11. Request from the Comptroller for Board ruling that all requisitions after July 1 be charged to the departmental budgets for the new fiscal year.

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

- 12. Recommendation of Dean Anthony that \$25,000.00 of unexpended 1935-36 State Offset funds be transferred to the budget of the Extension Division for 1936-1937, to cover unexpected reductions in federal funds for the year. (This was presented at the June Board meeting, but no action taken).

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

- 13. Presentation of requested additions to staff for 1936-37 as follows:

Division of Agriculture

| Department | Item | Amount |
|------------------------|---|-----------|
| Animal Husbandry | One new half-time graduate assistant | \$ 600.00 |
| Dairy Husbandry | One new half-time graduate assistant | 600.00 |
| Farm Crops | One new half-time graduate assistant | 600.00 |
| Farm Management | One new Assistant Professor | 2400.00 |
| Forestry | One new half-time graduate assistant | 600.00 |
| Horticulture | One new half-time graduate assistant in Floriculture | 600.00 |
| Landscape Architecture | One new half-time graduate assistant | 600.00 |
| Poultry Husbandry | One new half-time graduate assistant | 600.00 |
| Physiology | Cooperation with Applied Science Division in employment of new Instructor and Research Assistant in Physiology at \$2400 per year ($\frac{1}{2}$ - Applied Science budget, $\frac{1}{2}$ - Experiment Station) | 1200.00 |
| TOTAL | | \$7800.00 |

All-College Division

| | | |
|--------------------|---|-----------|
| Registrar's Office | Kermit Smith, part-time clerk at \$900, to full time at \$1500. Increase of | 600.00 |
| TOTAL | | \$ 600.00 |

Diplomas to be granted students finishing close of S. S.
Prof. Morrison retired.

C.C. Sigerfoos hired for special work during July.

State Tax Com. to employ J.O. Veatch for special work.

Request of Glerum for waiving S.S. fees.

Increase in salary of Arthur Howland approved.

Miss Vaughn's salary increased.

Extra day nurse continued in Hospital.

$\frac{1}{2}$ time assistantship in Chem. cont.

Football game with Univ. of San Fran. approved.

All requisitions dated after July 1 charged to budgets for next year.

\$25,000 State Offset funds trans. to budget of Ext. Division.

Additions to staff for 1936-37 approved as follows:

Re Additions to staff for 1936-37 approved.

13. Presentation of requested additions to staff for 1936-37 as follows (continued)

Applied Science Division

| <u>Department</u> | <u>Item</u> | <u>Amount</u> |
|-------------------|--|---------------|
| Chemistry | Transfer of the two quarter-time graduate assistantships formerly paid from hydroquinone funds to College funds | \$ 600.00 |
| Entomology | New quarter time graduate assistant | 300.00 |
| Physics | Three new half-time graduate assistants at total cost of \$1800.00. With proposed retirement of Professor Morrison at yearly saving of \$1910.00, there is a net increase of | -110.00 |
| Physiology | Appointment of new Instructor and Research Assistant at total salary of \$2400, one-half of which is to be paid from Experiment Station funds | 1200.00 |
| Zoology | Additional Instructor at | 1800.00 |
| " | Two new half-time graduate assistants | 1200.00 |
| | | \$5100.00 |
| | | -110.00 |
| | TOTAL | \$4990.00 |

Division of Engineering

| | | |
|----------------------|---|-----------|
| Chemical Engineering | One new half-time graduate assistant | 600.00 |
| Civil Engineering | Two new half-time graduate assistants | 1200.00 |
| Drawing and Design | New Instructor at \$2400 to replace J.W. Steward (of whose salary \$1432 was charged to this department). Net increase of | 968.00 |
| Division as whole | Additional full-time stenographer | 1080.00 |
| | TOTAL | \$3848.00 |

Home Economics Division

| | | |
|---------------------------------------|--|-----------|
| Textiles, Clothing and Related Arts | Full-time Instructor at \$1700.00 per year, replacing part-time Instructor appointed for 1935-36 at \$1200.00. Net increase is | 500.00 |
| Foods and Nutrition | Additional Instructor | 1700.00 |
| Textiles, Clothing and Related Arts | Additional Instructor | 1700.00 |
| Home Management and Child Development | Additional Instructor | 1700.00 |
| | TOTAL | \$5600.00 |

Liberal Arts Division

| | | |
|-------------|---|------------|
| Economics | Two new quarter time graduate assistants | 600.00 |
| Education | Additional Assistant Professor | 2800.00 |
| Mathematics | Additional Instructor | 1800.00 |
| " | Mr. Paul Dressel, Instructor, from part-time at \$1550.00 to full time at \$1700. Increase of | 150.00 |
| " | Mr. John Zimmer, Instructor, from part-time at \$1350.00 to full time at \$1700.00. Increase of | 350.00 |
| " | Replacement of Mr. J. W. Sheedy on payroll at \$2100.00 per year (former salary \$2010). Mr. Sheedy has been on leave during 1935-36. Increase of | 90.00 |
| Music | Additional Instructor in Theory. If granted in combination with additional recommendations in regard to Mr. Press, increased cost will not be more than | 500.00 |
| | Miss Jeanne LaForge, half-time stenographer, to full time at increase of | 540.00 |
| | TOTAL | \$ 8830.00 |

MISCELLANEOUS, continued

13. Presentation of requested additions to staff for 1936-37 as follows (continued)

Veterinary Science Division

Department
Anatomy

New Half-time graduate assistant

\$600.00

TOTAL

\$600.00

GRAND TOTAL REQUESTED ADDITIONS TO STAFF

\$30268.00

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to approve the above additions to staff for 1936-37.

14. Approval of increase in salaries as follows, effective July 1, 1936:

| <u>Name</u> | <u>From</u> | <u>To</u> |
|----------------|-------------|-----------|
| John A. Hannah | \$5000 | \$5250 |
| C. O. Wilkins | 5000 | 5250 |
| E. L. Anthony | 5000 | 5250 |
| R. C. Huston | 5000 | 5250 |
| H. B. Dirks | 5000 | 5250 |
| L. C. Emmons | 5000 | 5250 |
| Ward Giltner | 5000 | 5250 |
| F. T. Mitchell | 4000 | 4250 |
| E. A. Bessey | 4650 | 4750 |

Salary in-
creases
approved for
Deans and
Secretary and
Comptroller

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve increases in above salaries as stated.

15. Mr. Brody read a communication signed by all the Deans of the College recommending that the salary of the President of the College be set at \$9,000 per year, effective July 1st.

Salary of
President
increased.

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

16. Request for payment for loss of time to Owen Smith - 63 hours at 40 cents per hour - \$25.20. Mr. Smith was injured while in Buildings and Grounds employ.

Loss of time
paid Owen
Smith.

17. Request for payment for loss of time to Roger F. Cole - 68½ hours at 35 cents per hour - \$23.28. Mr. Cole was injured while in Buildings and Grounds employ.

Also Roger
F. Cole.

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to approve items 16 and 17.

SECRETARY'S ITEMS

1. Report of acknowledgment of flowers sent by the College on the death of Professor J. W. Steward.

Acknowledgment
of flowers
sent on
death of J.W.
Steward -

2. Report of acknowledgment of flowers sent by the College on the death of Mr. John Green, an employee in the Buildings and Grounds Department.

Also John
Green.

BUILDING COMMITTEE ITEMS

1. Request from Professor Richards for additional space for storage of band equipment, etc.

No action.

No report on
request for
additional
space for
storage band
equipment.

2. Request from Dean Huston for following changes in the Chemistry Building to be completed by September 1st:

1. Move the following equipment from Room 201, Kedzie Chemical Laboratory, and install in Room 101: Seats, lecture table and blackboards.

Changes in
Chemistry
Building
approved.

2. Move 12 laboratory tables from Room 308 and install with necessary plumbing in Room 201.

3. Purchase and install 15 No. F34 laboratory tables in Room 308. The installation of these tables will not require changes in plumbing in that room.

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to approve the above request at a cost not to exceed \$3500, to be taken from the reserve fund.

3. Request from Dean Anthony that \$7500 be transferred from the Horse Revolving Fund and used to take up the option on the Hartig Farm. This option expires September 1st. There is approximately \$13,000 in the Horse Revolving fund and the balance will be more than enough to take care of possible contingencies.

Option on
Hartig Farm
to be taken
up.

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

BUILDING COMMITTEE ITEMS, continued

Approval of location of forest nursery packing shed, etc.

4. Request from Professor Herbert for the approval of a location for a forest nursery packing shed and supply house. This location has the approval of Mr. Phillips. It is planned to use WPA labor in extending the necessary water and sewer connections during the current summer.

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

Request from Mr. Frimodig for permanent improvements

5. Request from Mr. Frimodig for the following permanent improvements:

- | | |
|--|-----------|
| 1. Office alterations to better handle ticket sales. | \$300.00 |
| 2. Construction of two ticket booths and altering one entrance . . | 400.00 |
| 3. Place discarded fence at stadium on the baseball field. | 150.00 |
| Total. | \$1450.00 |

The Athletic budget was approved at the June meeting with the understanding that permanent improvements should be taken up individually.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to defer action on item 1 and approve items 2 and 3, money to come from the athletic reserve.

Art Dept. requests addition of sinks and changing water lines.

6. The Art Department requests the addition of certain sinks and changing of water lines in the new Union addition. Letter from Bowd and Munson recommending these changes estimate the cost of \$395.00.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above item, money to be taken from the reserve fund.

Field directly south of Cavalry stables to be assigned Mil. Dept.

7. Recommendation from the Secretary that the field directly south of the Cavalry Stables be assigned to the Military Department to be used as an exercise field for the cavalry horses in order that the field now used as an exercise field may be seeded to prevent blowing of sand on to the new athletic track area. (No cost involved).

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

\$10,000 set aside for purchasing furnishings for Union Bldg.

8. Recommendation that \$10,000 be set aside for the purchasing of necessary furnishing for the Union Building proper.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve a loan of \$10,000 for purchasing furnishings for the Union Building. From reserve fund.

Equipment for classrooms in Union to be purchased.

9. It is recommended that authorization be granted to purchase the necessary equipment for the classrooms in the lower two floors of the Union Building, - these supplies to be purchased on a bid basis and subject to the approval of the President, Secretary and Comptroller.

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

Campus hotel to be purchased.

10. Consideration of the proposal to purchase the Campus Hotel from the present bondholders to be used as a girls' dormitory which will house 92 girls and is to be purchased for \$20,000 in cash to the bondholders, \$500 to Mr. and Mrs. Beachum for the ice box, kitchen equipment, table linen, etc., \$1525 in back taxes and a \$1,000 commission to Curtis Beachum. Mr. Beachum is to be retained in charge of the building and Mrs. Beachum as house mother.

Mr. Beachum to be in charge of building. Mrs. Beachum to be house mother.

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to purchase the Campus Hotel and that the amount of \$23,025.00 be borrowed from the reserve fund.

Com. appointed to consider financing of dormitories.

11. Consideration of the financing of a new women's dormitory and a new men's dormitory. Report of progress with the PWA and consideration of the offer to finance these dormitories by Harmon and Company of Chicago.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to approve the appointment of a committee consisting of Mr. Daane and Mr. Wilkins who are authorized to negotiate with Harmon and Company or other sources of private capital and with the PWA and to work out a plan for financing a girl's dormitory and a men's dormitory.

\$8,000 transferred from W.C. Rev. Fund to Union Cafe. furnishings

12. It is recommended by Dean Lye and Mrs. Ehlers that eight thousand dollars be transferred from the Womens Commons revolving fund to an account for Union Cafeteria furnishings to be used for the purchase of necessary kitchen and cafeteria equipment that must be purchased before the new cafeteria is opened in the new location in September.

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

MISCELLANEOUS REPORTS

Equipment to be purchased for Art Dept.

1. Report of committee (Chairman, President and Secretary) appointed to authorize equipment of new Art Department quarters at an expenditure of not more than \$5000.00. Itemized list of necessary materials and construction (on file) totals \$4,973.00.

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

MISCELLANEOUS REPORTS, continued

2. Report from Mr. Wilkins of a total bid of approximately \$6500.00 from the Lilley-Ames Company for band uniforms, covering 110 outfits at a cost of approximately \$59.00 each.

Report re:
Band Uni-
forms

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to proceed with the purchase of the band uniforms at a price not to exceed \$6500.

The meeting adjourned at 3:30 P.M.

Robert S. Shaw
President

John A. Hannah
Secretary

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

Present: Messrs. Brody, Chairman; Berkey, Daane, Downing, Halstead, President Shaw.

Absent: Mrs. Wilson, Superintendent Elliott, Comptroller Wilkins and Secretary Hannah.

The meeting was called to order at 10:20 A.M.

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

RESIGNATIONS, APPOINTMENTS AND LEAVES

Resignations
Appointments
Leaves

1. Resignation of Dr. William Haber, Associate Professor of Economics now on part-time leave as State Relief Administrator, effective September 1, 1936.
2. Appointment of Mr. Guy C. Hill as Assistant Professor of Education, effective September 1, 1936 at a salary of \$2800.00 per year. This fills the additional position in this department authorized by the Board at its last meeting.
3. Request of Dr. H. S. Patton, Professor of Economics, for leave on full pay for the period August 15th to September 15th, so that he may assume temporary work with the Trade Agreements Division, U.S. Department of State. This is a two-month appointment in total, but one month is covered by Dr. Patton's vacation period.
4. Recommendation that Dr. H. L. Olson, Assistant Professor of Mathematics, be paid \$100.00 per month for the six-month period September 1st to February 28, 1937, with the understanding that his obligations to the College terminate at once.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted to approve the Resignations, Appointments and Leaves.

MISCELLANEOUS AND BUILDING COMMITTEE ITEMS

1. Presentation for approval of the 1936 Summer Session payroll, which totals \$23,802.55 for the regular sessions, \$1135.00 for Vocational Teachers' Training and the Social Workers' Conference, and approximately \$400.00 (not yet submitted in detail) for the Smith Hughes Conference.

Approval of
Summer Session
payroll.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the 1936 Summer School payroll.

2. Recommendation of Dean Dye for the following changes in Home Economics College and Experiment Station staffs during 1936-37 (at no increase in the total respective budgets):

Approval of
changes in H.E.
College and
Experiment
Station

1. Discontinuance for 1936-37 of the position of Assistant Professor in Foods and Nutrition, held this past year by Miss Dorothy Moore at a salary of \$2100.00.
2. Appointment, subject to Graduate Council approval, of Miss Gladys Bond as half-time graduate assistant in Foods and Nutrition during 1936-37.
3. Appointment of Miss Eunice Kelly as Assistant in Research during 1936-37, effective September 1st at a salary of \$1500.00 for twelve months' service.

Appt. Gladys
Bond.

Appt. Eunice
Kelly