

Minutes of the
Meeting of the State Board of Agriculture
April 17, 1931

Present: Messrs. Berkey, Brody, McColl, McPherson, Watkins, Mrs. Stockman, Superintendent Pearce, President Shaw and Secretary Halladay.

Absent: No one

The meeting was called to order at 9:20.

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

Appointments

APPOINTMENTS, LEAVES, ETC.

1. Recommendation from Committee on Bird Sanctuary for the appointment of Dr. N. D. Pirnie, as Director of the W. K. Kellogg Bird Sanctuary under the direction of the Bird Sanctuary Committee, effective July 1st, at a salary of \$3000 per year plus house.
2. Recommendations from the Graduate Council as follows:

Graduate Assistants in the Department of Botany to succeed themselves: Miss Marie Nelson, Mr. J. L. Forsberg, and Mr. Harry J. Newell,- appointments effective September 1, 1931.

Graduate Fellow in Zoology on the Izaak Walton fellowship presented by Mr. Harry Harper, awarded to Mr. David Damon, appointment to become effective July 1, with a salary of \$100 per month and field expenses.
3. Mr. Alden Thompson, to teach the elementary courses in Health Education during Spring Term, 1931, \$150.00 per month for the months of April, May and June.
4. Authorization for the payment of \$30.00 to Miss Eva Vaughan and authorization for the tutoring of Truman B. Pemberton to the extent of the above mentioned amount. Money to be paid Miss Vaughan from Athletic Association budget.
5. Leave of absence for Professor S. G. Bergquist, for one year 1931-32, with half pay, for the purpose of continuing his study toward an advanced degree. This recommendation is made subject to the procurement of a satisfactory instructor to assist in the work of the Department of Geology, and at a salary of \$1800.
6. Appointment of Mr. Paul Cross Morrison to fill the position of instructor in geography for the fall and winter of next year at a salary of \$600. per term.
7. Further recommendations from the Graduate Council as follows: Replacements.
Department of Chemistry-
Walter J. Peterson, M.S.C. 1930, to replace H. M. Sell
Arthur Neeley, Utah Agricultural College, 1931, to replace J. H. Hutchinson.

Department of Physics-
Herbert T. Graham, M.S.C. 1931 to succeed Stuart Chamberlain

Department of Dairy Husbandry
H. Ernest Bechtel of Pennsylvania State College and Ira Gould of West Virginia University and Clarence L. Cole, M.S.C., 1929, to replace three graduate assistants now in the Department.

Appointments effective September 1931

On motion of Mr. McColl, it was voted to approve the above items.

MISCELLANEOUS

All-Around
Champion
Scholarship
to be made
available to
4 yr. students

1. Recommendation from Director Baldwin and Mr. Kettunen that the All-Around County Champion Scholarship now offered by the State Board of Agriculture for the Short Course only, be made available also for the regular four-year course in cases where the winner chooses to take the regular four year course in Agriculture and is qualified to do so.

The Scholarship is now available for the Short Course only and the recommendation is that the amount of \$15.00 for the first year and \$10.00 for the second year be made available for either the Short Course or the four-year course in Agriculture.

\$500 to be
apportioned
for work with
project on
Brucella in-
fection

2. Recommendation from Director Gardner that Michigan State College apportion \$500.00 during the next eighteen months for work on the specific project with Brucella infection in swine and man in packing plants, in order that we may accept proposed grants of \$1500 and \$1000 from the American Medical Association and the National Research Council.

On motion of Mr. Brody, it was voted to approve item #1 and that the recommendation in #2 be authorized, same to be taken into consideration in the preparation next year's budget.

All under-
graduate wom-
en students to
live in
college super-
vised houses.

3. Request from Dean Conrad that a regulation be made whereby all undergraduate women students must be housed in College supervised houses.

On motion of Mr. Brody, it was voted to approve the request of Dean Conrad.

4. Request that Dean Conrad bring list of rules for the dormitory before the Board at the next meeting.

On motion of Mr. Berkey, it was voted that in the matter of room assignments in the dormitory taken prior to the time of the next Board meeting, Dean Conrad be instructed to give the women students to understand that they will be required to sign a contract for a year and that she bring before the Board at the next meeting, rules for the new dormitory for the approval and consideration of the Board.

TRAVEL REQUESTS

1. Mr. Sefing to American Foundrymen's Association Annual Meeting at Chicago, May 4 to 7, transportation and pullman.
2. Mr. E. F. Eldridge and others to Central State Sewage Conference in Madison, Wisconsin, May 22 and 23, using automobile if others go. (Possibly a group of Engineering folks may decide to go and if so mileage on one automobile to Madison and return will be allowed).
3. Mr. Theroux to Chicago, travel and hotel expenses, to accompany Senior Civil Engineering students on inspection trip (3 days).
4. Report of authorization for Prof. Emmons to Columbus, Ohio, on April 10, 11 with college car and expenses for room and meals for as many of the division advisers as can make the trip. Maximum of 7 people. The meeting is a symposium on "How to launch the College Freshman."
5. Dr. Olin to National Conference on College Hygiene, Syracuse University, Syracuse, N.Y. May 5-9, with travelling expenses only.
6. C. V. Ballard, J. G. Wells, R. Carr, A. G. Kettunen, R. J. Baldwin, to attend the conference at Lincoln, Nebraska, April 28 to 30, with all expenses paid, - all are on program arranged by Federal Extension office.
7. W. A. Davenport to convention of the Buildings and Grounds Superintendents to be held on the 7th, 8th, and 9th of May in Ames, Iowa. Travelling expenses only allowed.
8. Dr. Mallman and party of four or five from Department of Bacteriology to Conference of Bacteriologists at Purdue University, May 1st, with automobile mileage for one car.
9. Prof. C. E. Wildon to take group of students majoring in floriculture to Chicago, May 5rd to 7th, to visit a number of greenhouses in that area. All expenses for Professor Wildon with reimbursement for mileage. Students will pay their own travel expenses.
10. Travel of Mr. H. L. Chapman to St. Louis, Missouri, to the Missouri Botanical Garden, to select some plants which were given to the College, by the Missouri Botanical Garden.

On motion of Mr. Brody, it was voted to approve Mr. Chapman's travel and also to send a letter of thanks to Dr. C. T. Moore, Director of the Missouri Botanical Garden for the fine collection of plants given the college.

11. Mr. H. H. Halladay to Lexington, Kentucky, May 14 and 15 to attend a meeting of the University and College Business Officers.

On motion of Mr. Brody, it was voted to approve the travel items.

REPORTS

1. Meeting of the Advisory Committee of the State Board of Agriculture, March 30, 1931.

Present: Mr. McPherson, Mr. Brody, and President Shaw.

1. Appointment of Charles H. Mahoney, as Research Associate, Extension Specialist, and Assistant Professor in Horticulture at a salary of \$3600 per year, beginning June 15, 1931, replacing Mr. George Starr, resigned, one-half salary from Extension, one-third from Experiment Station, and one-sixth from College.

Appt. Chas.
H. Mahoney

2. Appointment of Mr. Marvin F. Schweers, as Extension Specialist in Agricultural Engineering at a salary of \$2500 per year, effective May 1, replacing Mr. Edgar who resigned.

Appt. Marvin
Schweers

Action was deferred at last meeting because of desire on the part of the committee to learn if possible what the status of college appropriations will be for next year before making additions to the staff or replacements.

3. Appointment of Mr. Ardie Gustafson, for the position as one-half time graduate assistant in Farm Crops, at a salary of \$800 per year, beginning September 1, 1931, replacing Mr. C. R. Adair.

Appt. Ardie
Gustafson

Action was deferred at last meeting because of desire on part of the committee to learn if possible what the status of college appropriations will be for the next year before making additions to the staff or replacements.

4. The Committee approved the action of the Administrative office which had authorized Fendley A. Collins and three students to attend a wrestling meeting at Brown University on March 27th and 28th.

Fendley
Collins to
attend wrest-
ling meet-
ing at Brown.

Dean Conrad
to submit
list of rules
for Dormitory
at next meet-
ing of Board.

Travel

Travel of Mr. Crowley to Boyne City Cheboygan etc.

- 5. The Committee approved the request of expenses for Mr. Crowley on account of speaking at Boyne City, Petoskey, Cheboygan and Onaway and other places in the upper part of the lower peninsula,- to be paid from Athletic Department funds.

On motion of Mr. Berkey, it was voted to approve all of the above recommendations of the Advisory Committee from #1 to #5.

REPORT FROM SECRETARY

Letter from Mr. Ford relative to Health Unit- Ref. to Dean Dye, Pres. & Sec.

- 1. Report from Mr. Ford to the Secretary relative to health unit to be established in East Lansing under Kellogg Foundation.

Letter from Mr. Ford with additional information was read.

On motion of Mr. McPherson, it was voted to refer the above item to a committee composed of Dean Dye, President Shaw and Secretary Halladay.

Opinion from Attorney Gen. re: injury received by Richard Burhans

- 2. The opinion from the Attorney General regarding the injury received by Richard O. Burhans while riding was read.

On motion of Mr. McPherson, it was voted to accept the report of the Attorney General to the effect that the College was under no financial obligation to the above-menioned student.

Card of thanks from family of Knute Rockne

- 3. Card of thanks from the family of Knute Rockne for the flowers which were sent from Michigan State College for the funeral of Mr. Rockne.

Card placed on file.

No report on lease for Rur. Ag. School.

- 4. Report on Lease on Rural Agricultural School.
No report.

REPORT OF THE KELLOGG FARM COMMITTEE

No report on reforestation project

- 1. Acceptance of 220 acres purchased by Mr. Kellogg for reforestation, with the object of presentation to Michigan State College as part of the Farm and Sanctuary project, the college to plan the plantings.

No report.

Recommendations from Bldg. Committee.

REPORT OF THE BUILDING COMMITTEE

The following items were recommended by the Building Committee:

- 1. New Greenhouse

Greenhouse \$565.

Complete Ceiling
Install valve in heating line
Cover steam pipes in basement
Concrete platform for tanks
Install locks on inner range doors
Install electric outlets for 8000 watts
Mechanical service to temperature tanks
Steps from old greenhouse to new greenhouse
Amount \$565.00

Anatomy Bldg. \$75.00

- 2. Anatomy Building

Fireproof storage for grain and hay
Amount 75.00

Surg. & Clinic \$800.

- 3. Surgery & Clinic Building

Lowering windows and other changes
Amount 800.00

Moving Poultry Bldg. \$265.

- 4. Moving Poultry Building

Erecting wall, making service connections.
Amount 265.00

\$1972.00

On motion of Mr. McColl, it was voted to approve the report of the Building Committee, the amount of \$1972.00 to be taken from the special hospital appropriation.

Request for car from Soils Dept. ref. to budget com.

ITEMS FROM SECRETARY'S OFFICE

- 1. Request from Dr. Millar of Soils Department and Dean Cox for Chevrolet coach for the use of Mr. Veatch in Soil Survey work.

It was voted to refer the above item to the Budget Committee.

Letter from Mr. Scott re: purchase of 40 acres of land at Lake City

- 2. Letter from Mr. O. W. Scott regarding purchase of 40 acres of land adjoining the Lake City potato experiment farm.

Deferred until next meeting of the Board.

3. Letter from Mr. Roy R. Roberts, General Agent of the State Mutual Life Assurance Company, regarding the trust fund which Mr. Frederick C. Miller desires to leave to the College.

Letter re:
Frederick C.
Miller Trust
Fund. - ref.
to Attorney
General for
opinion.

On motion of Mr. McPherson, it was voted that the above item be referred to the Attorney General for his opinion, report to be made back to the Board at the next meeting.

4. Letter from Mr. Harold Hess offering some property for sale to the College on Harrison Road.

On motion of Mr. Berkey, it was voted to refer the above item to the Buildings and Grounds Committee

REPORT OF THE FINANCE COMMITTEE

The following requests for additions to budgets were referred to the Finance Committee with power to act. The Committee met after the Board meeting and the following action was taken:

1. Request from Miss Conrad that there be an additional apportionment of \$250.00 made to the budget of the Dean of Women.

\$250. allowed
for Dean of
Women acct.

It was agreed that \$250.00 be allowed this account, the same to be charged against the contingent fund.

2. Request that a transfer of \$300 be made to the Agricultural Engineering Department from the Dean of Agriculture account.

\$300 trans-
ferred from
Dean of Agr.
to Ag. Eng.

It was agreed that a transfer of \$300 be made, same to be charged against Dean of Agriculture account.

3. Request that a transfer of \$100.00 be made to the Landscape Department from the Dean of Agriculture account.

\$100. trans-
ferred from
Dean of Agr.

It was agreed that a transfer of \$100.00 be made, same to be charged against Dean of Agriculture account.

4. Request that \$700 be transferred from the remaining balance in the Cross Country budget to be used for Varsity and Freshman football activities.

\$700 trans-
ferred from
Cross Country
budget to
Varsity &
freshman
football.

It was agreed that a transfer of \$700 be made from the Cross Country budget to be used for Varsity and Freshman football activities.

5. Request that an amount of \$700 be apportioned the Physiology and Pharmacology account.

It was agreed that \$400. be given this account, same to be charged to the Contingent Fund, the balance of the \$300 to be considered after one month's operation.

\$700 to be
trans. from
Cont. fund to
Physi. & Pharm.

6. Request from Dr. Hunt that an amount of \$59.00 be added to the Zoology Department budget, for tree planting on the Williamston Game Project.

Request that
\$59. be added
to Zoology
ref. to Pres.

It was agreed to refer this item to the President for his recommendation.

7. Request from the Registrar that an addition of \$140.00 be made to the Special Staff fund.

\$140. added to
special staff
fund.

The Committee recommends an amount not to exceed \$140.00 be allotted this account for the printing of their fall schedule.

8. Request for additional funds from:
Health Service
Publications and Journalism
Institutional Administration

Detailed state-
ments to be
submitted from
Health Service
Pub. & Journ.
Inst. Adm.

The committee recommends that these departments submit a detailed statement for the necessary needs for the balance of the year.

9. Request that \$5000 be added to the Contingent Fund.

\$5000 added to
Contingent
Fund.

It was recommended that \$5000 be transferred to the Contingent Fund, same to be charged against the reserve, pending the final action of the State Board of Agriculture at its next meeting.

10. Kellogg Fence.

It was recommended that a small grazing fence be built on the Kellogg Farm with iron posts, same to be charged against the Farm Crops Experiment Station Budget.

Small grazing
fence to be
built on
Kellogg Farm

The following requests for additions to budgets were granted at the last meeting of the finance committee on March 23, and report is hereby made to the Board:

1. An amount of \$800 was granted the Liberal Arts Office.
2. An amount of \$2500 was granted the Secretary's Office - shortage caused because of printing the State Board report for three years.
3. An amount of \$200. was granted the Graduate School.

\$800 granted
Liberal Arts
Office.

\$2500 granted
Sec. Office.

\$200. granted
Graduate School

336
Transfer of
Extension
funds.

Request of Director Baldwin for transfer of funds from certain departments to certain others, as follows:

The committee recommends the adoption of the adjustment in the Extension budget and wishes to refer same to the Board for final action inasmuch as this adjustment must be approved by the State Board of Agriculture.

| | | | |
|--|------|----------------------|-----------------------|
| Transfer of \$700 from Administration to Foods & Nutrition | | | |
| " | 1000 | from Ag. Engineering | to Soils |
| " | 650 | " County Agents | " Ag. Economic |
| " | 300 | " Insect Control | " Home Dem. Agts. |
| " | 300 | " Plant Pathology | " Animal Pathology |
| " | 400 | " Ext. Reserve | " Child Care & Train. |
| " | 500 | " Ext. Reserve | " Farm Crops |

It was voted to hold the next meeting of the State Board of Agriculture May 15, at 9 o'clock in the President's Office.

The meeting adjourned at 12 o'clock.

R. S. Shaw
President
H. H. Halladay
Secretary

Minutes of the
Meeting of the State Board of Agriculture
May 15, 1931

Present: Messrs. Berkey, Brody, McColl, McPherson, Mrs. Stockman, President Shaw, Secretary Halladay, Mr. Watkins

Absent: Superintendent Pearce

The meeting was called to order at 2 P.M.

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

Appointments
Resignations
Leaves

APPOINTMENTS, RESIGNATIONS, LEAVES

1. Appointment of Mr. James Swain, replacing Miss Miles, Modern Language Department, at a salary of \$2400 per year, effective September 1st.
2. Replacements authorized for Mr. Childs and Mr. Berry, half time assistants in Department of Mathematics who will receive their Master's degrees in June. Replacements will be made at the same rate of pay, \$90.00 per month for ten months.
3. Appointment of Mr. V. C. Vaughn, County Club Agent for Alger County for the temporary period of two months, beginning May 1st and ending June 30th, at the rate of \$150.00 per month.
4. Mrs. Lena Fitch, stenographer in the Dairy Extension office, succeeding Mrs. Gertrude Schramek, effective May 1st, salary \$1200 per year, to be paid from State Offset funds.
5. Leave of absence for Dr. Sholl, Department of Animal Pathology, for one month beginning May 23rd, in order to do some work in parasitology in the Zoological Laboratory of the Bureau of Animal Industry, Washington, D. C. It is understood that his transportation and other expenses to Washington will be without expense to the Institution.

Lv. Dr. Sholl

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

Lv. Miss Butler

6. Leave of absence for Miss Edith Butler for the academic year 1931-32. Miss Butler wishes to take work at the University of Southern California for a year, doing special work in sculpture, and completing requirements for the degree of Bachelor of Arts.

On motion of Mr. Brody, it was voted to refer the above item to the President with power to act.

Lv. J.C. De-Camp.

7. Release of Professor John C. DeCamp of the Forestry Department, from service on September 1st, placing on leave for one year with half pay or for one half year on full pay in order that he may study and work outside. It is understood that Mr. DeCamp will not continue on the college staff after the expiration of his leave of absence.

On motion of Mr. McColl, it was voted to approve the above leave of absence.

8. Appointment of Virgil G. Sleight as Instructor in Geology for the school year 1931-32, to take the place of Professor Bergquist who will be on leave of absence during that period. Salary \$1800.

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