

Minutes of the
Meeting of the State Board of Agriculture
April 17, 1937

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

Absent: No one

The minutes of the previous meeting were approved.

RESIGNATIONS, APPOINTMENTS AND LEAVES

Resignations
Appointments
Leaves

1. Resignation of Mr. Carlton S. Garrison, half-time graduate assistant in Farm Crops, effective March 31, 1937.
2. Resignation of Mrs. Joseph Murray (Caroline Rumpsa), stenographer in the Department of Journalism and Publications, effective March 31, 1937.
3. Appointment of Miss Alice F. Hutchinson as Extension Specialist in Child Care and Training, effective May 1st at a salary of \$2500.00 per year. Miss Hutchinson replaces Mrs. Lydia Ann Lynde, whose resignation became effective February 23th.
4. Full time appointment of Dr. E. S. Weisner as Extension Specialist in Poultry Husbandry (now on a two third's time basis at \$2000.00 per year), effective as of April 1st at the rate of \$3000.00 per year. This is according to an agreement made at the time of Dr. Weisner's appointment, to be effective when he had completed requirements for the D. V. M. degree.
5. Appointment of Miss Virginia Jacobs as stenographer in the Department of Agricultural Engineering, effective April 1st at the rate of \$90.00 per month. Miss Jacobs replaces Miss Margaret Gibbs, resigned March 25th.
6. Due to the illness of Mr. Howard Eck, Instructor in Chemistry, the following graduate assistantship appointments for the spring term have been recommended:
 - a. Miss Marianna Auer as half-time graduate assistant in Chemistry for the spring term, at the rate of \$60.00 per month.
 - b. Mr. Jack Corbishley as half-time graduate assistant in Chemistry for the spring term, at the rate of \$60.00 per month.
7. Recommendation that leave of absence on full pay be granted Mr. Hans Kardel, County Agricultural Agent for Eaton County, for the period May 22nd to July 22nd. The time will be used for travel in Europe.
8. Recommendation that leave of absence on half pay be granted Miss Lola Belle Green, Assistant State Club Leader, for the months of July and August. Miss Green will take work toward her Master's degree.
9. Recommendation that Mr. P. G. Lundin, Assistant State Club Leader, be granted leave of absence with pay for the month of July. Mr. Lundin will take a six weeks' summer course at Western State Teachers College.
10. Recommendation that Mr. John MacAllan, of the Farm and Horse Department, be granted leave of absence with full pay for the months of June and July.
11. Recommendation that Mr. Herbert C. Beeskow, Instructor and Research Assistant in Plant Physiology, be granted leave of absence with full pay for the period June 15 to September 15. Mr. Beeskow will complete work on his doctorate degree at the University of Chicago.

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

Travel

TRAVEL

1. Mileage allowance on one car to Milwaukee, Wisconsin, so that two members of the Department of Mechanical Engineering may attend meetings of the American Foundrymen's Association, May 3 to 7.
2. Full expenses to Columbus, Ohio, for Mr. W. A. Davenport, so that he may attend the annual convention of College Superintendents of Buildings and Grounds during the month of May.
3. Railroad and pullman fare to White Sulphur Springs, Virginia, so that Professor G. W. Hobbs may attend meetings of the Society of Automotive Engineers, May 3 to 5.
4. Railroad fare to Urbana, Illinois, for Professor J. M. DeHaan, who wishes to attend meetings of the Midwest Psychological Association on May 7 and 8 (provided this amount can be absorbed by the present budget of his department).
5. Railroad and pullman fare to Columbia, Missouri, so that one member of the Sociology Section of the Experiment Station may attend a regional conference called by the Bureau of Agricultural Economics for April 23 and 24.

TRAVEL, continued

6. Railroad and pullman fare to Chicago, so that Professor P. A. Herbert may speak before the national meeting of the Izaak Walton League on April 29th.
7. Full expenses to Columbus, Ohio, for Mr. R. J. Coleman, who wishes to attend the Eighth Institute on Education by Radio, to be held at Ohio State University May 3 to 5.
8. Mileage on one car to Chicago, so that members of the Department of Poultry Husbandry may attend a conference called by the Bureau of Animal Industry for May 24 to 28. Expenses will be charged to Extension funds.
9. Full expenses to Chicago, so that Mr. C. O. Wilkins may attend the annual meeting of the Association of University and College Business Officers, May 13 and 14.
10. Mileage on one car to Washington, D. C., so that members of the Physics Department may attend meetings of the American Physical Society, April 29 to May 1.
11. Mileage on one car to Memphis, Tennessee, so that members of the Home Economics staff may attend meetings of the Institute of Nutrition and the American Association of Biological Chemists, April 21 to 24.

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

MISCELLANEOUS

Approval of
M.S.C. Con-
cert Course
for 1937-38

1. Presentation for approval of the proposed M. S. C. Concert Course for 1937-38:

October 8, 1937	Gina Cigna (soprano)	\$1,250.00
November 15, 1937	Josef Hofmann (pianist)	1,000.00
February 16, 1938	Stravinsky-Dushkin (Composer- pianist, violinist)	800.00
April 13, 1938	Marian Anderson (contralto)	1,250.00

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

Acceptance
of \$100 for
Whitcomb
Loan fund.

2. Presentation for acceptance of a \$100.00 addition to the E. M. Whitcomb loan fund, forwarded by Mr. W. B. Williams.

Accept. of
grant of
\$620 from
Tobacco By-
Products

3. Presentation for approval of an agreement between the Entomology Section, Experiment Station, and the Tobacco By-Products and Chemical Corporation of Louisville, covering research work in insect control under a grant of \$620.00 for labor, supplies, and other expenses. This is a continuation of a project approved by the Board at an earlier date.

\$500 from
Am. Potash

4. Presentation for acceptance of a grant of \$500.00 from the American Potash Institute, to be used for the continuance of research work now in progress in cooperation with this organization.

Forestry Dept.
to purchase
\$600 worth of
forest stock

5. Recommendation of Dean Anthony that financial arrangements be made whereby the Forestry Department may purchase approximately \$600.00 worth of forest stock from the U. S. Forest Service, to be resold to farmers requiring it and the money thus returned. Under present regulations, direct sale may not be made by the Forest Service, to the purchasers; the present Forestry budget is unable to take care of the item.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to approve items 2, 3, 4 and 5.

Approval of
employment of
additional
research work-
er in Sociolo-
gy.

6. Recommendation of Dean Emmons that \$600.00 be made available from current funds for the year 1937-38 which, combined with \$1200.00 from the Experiment Station maintenance budget for Sociology and an additional \$200.00 from other Experiment Station funds, will permit the employment of an additional research worker in Sociology at \$2000.00 per year.

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

Approval of
transfers of
funds.

7. Recommendation for the following transfers of funds:

\$900.00 from Federal Smith-Lever salary funds to Federal Smith-Lever labor payroll, Information Service.
\$1000.00 from Bankhead-Jones research funds, Director's Office, to the Farm Crops Section, Experiment Station.
\$500.00 from Bankhead-Jones research funds, Director's Office, to the Plant Physiology Section, Experiment Station.

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

Additions to
budgets
approved.

8. Requests for the following additions to budgets to cover expenditures for the balance of the present fiscal year:

<u>Division of Agriculture</u>	
Agricultural Engineering	\$335.00
Farm and Horse	1000.00
Forestry	1000.00
Short Course	500.00
Soils	300.00

MISCELLANEOUS, continued

8. (continued)

<u>Applied Science Division</u>	
Chemistry	\$4000.00
Zoology	725.00
<u>Engineering Division</u>	
Drawing and Design	250.00
<u>Liberal Arts Division</u>	
Economics	200.00
Education	200.00
<u>Buildings and Grounds</u>	
Cleaning	6060.00
Electrical	400.00
Grounds	2000.00
Heating and Ventilating	1300.00
Power Plant	2265.00
Plumbing	715.00
Structural	1750.00
Telephone	450.00

Additions to
budgets
approved

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted that in response to the requests for additions to the above mentioned budgets, it is recommended that the reasonable needs of these departments be met insofar as possible as recommended by the department heads and the Deans and Directors of the divisions concerned, with the approval of the Comptroller also but in no case will the expenditures be permitted to exceed the sums requested.

PRESIDENT'S REPORTS

1. Acceptance of the resignation of Dr. Frank L. Meyer, half-time assistant in Animal Pathology, effective March 31, 1937. Resignation
Dr. Meyer
2. Acceptance of the resignation of Miss Margaret Gibbs, stenographer in the Department of Agricultural Engineering, effective March 25, 1937. Resignation
M. Gibbs
3. Appointment of Mr. H. H. Ruhland as part-time assistant in Animal Pathology, replacing Dr. Meyer. Mr. Ruhland's appointment will cover the period April 1st to June 30 at the rate of \$60.00 per month (to be drawn from the Abortion Test Funds). Appt. H. H.
Ruhland
4. Appointment of Mr. Bernard Homrich to one of the Kellogg Fellowships in the Department of Chemistry (set up under the grant accepted at the last Board meeting), effective April 1, 1937. The appointment will cover a twelve-month period at the rate of \$50.00 per month. Appt. Bern.
Homrich
5. Appointment of Miss Josephine VonEberstein to the other Kellogg Fellowship in the Department of Chemistry for the period July 1, 1937 to April 1, 1938, at the rate of \$50.00 per month. Appt. Jose-
phine Von-
Eberstein
6. Approval of the transfer of \$400.00 from Purnell funds, Station Director's Office, to the budget of the Economics Section, Experiment Station. Trans. of
funds
7. Approval of the addition of \$600.00 to the budget of the Department of Anatomy, to cover necessary expenditures for the balance of the year. \$600 added to
Anat. budget
8. Out-of-state travel authorization to Orono, Maine, for Dr. C. F. Huffman, so that he might speak on the Farmers' Week program at the University on March 31, No expense to the College was involved. Approval of
travel to
Orono, Me.
for C.F.Huffman
9. Out-of-state travel authorization to Chicago for Professor G. M. Trout, so that he may speak before the Chicago Dairy Technology Society on May 11th. Expenses will be paid by the Society. Travel to
Chicago for
G. M. Trout
10. Approval of running expenses on a College car to Greeley, Iowa, and maintenance expenses on the trip for Professor Hudson and Mr. Carter, who attended a sale of imported horses on April 12th. Expenses were charged to the Special Horse fund. Hudson & Car-
ter travel to
Greeley, Ia.
11. Allowance of railroad fare to Cincinnati (\$18.30) for Mr. Thomas Aycock, so that he might attend meetings of the Mid-West Physical Education Association held April 1 to 3. Travel of T.
Aycock to Cin-
cinnati.
12. Allowance of full expenses to Chicago for Professor L.G. Miller, who attended a Diesel Engine conference held April 9 and 10. Travel of L.G.
Miller to Chi.
13. Approval of automobile mileage to Beloit, Wisconsin, so that members of the Department of History and Political Science might attend the Midwest Conference of International Relations Clubs, April 16 and 17. Auto mileage
to Beloit, Wis
for Dept.
Hist & pol.sci
14. Approval of railroad and pullman fare from West Point, N.Y. to East Lansing (approximately \$26.00) for Miss Gladys Franks, so that she might attend the annual meeting of the American Alumni Council April 17 and 18. (Requested at the March meeting of the Board, but no action taken.) Miss Franks
rr. fare &
pullman to
West Point,NY
15. Approval of full expenses (\$35.90) to Indianapolis, Indiana, for Mr. Glen O. Stewart, so that he might attend the annual meeting of the Indiana alumni of M. S. C. Full expenses
Indianapolis,
Ind. - Glen
O. Stewart

Travel to
Dysart, Ia.
for Geo. Tay-
lor.

Mileage on 1
car for 2 mem-
bers Poultry
Dept.

Mile. 1 car
Notre Dame
Dept. Math.

PRESIDENT'S REPORTS, continued

16. Allowance of railroad fare and maintenance expenses to Dysart, Iowa, for Mr. George Taylor, who is making the trip in the interests of the College dairy herd. Expenses will be charged to the Special Cattle Fund.
17. Allowance of mileage expense on one car and maintenance expenses (total of \$37.85) for two members of the Poultry Department (Messrs. Davidson and Weisner), so that they might attend a regional conference called at Ohio State University on April 5.
18. Allowance of mileage expenses on one car to Notre Dame, Indiana, so that members of the Department of Mathematics might attend a special invitational symposium on April 6 and 7.

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

REPORT OF FINANCE COMMITTEE

1. Report of the Finance Committee relative to the investment of the Anna Bayha Fund.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the purchase of a good utility bond having not less than an "A" rating.

SECRETARY'S ITEM

1. Consideration of the request from Mr. Richard Frey that he be exempted from paying the out of state fees. The vote of the Committee on Out of State Fees was divided two and two.

No action.

BUILDINGS AND GROUNDS COMMITTEE ITEMS

1. Letter from N. Chester Sorenson of Detroit requesting that he be given consideration as an architect in planning future college buildings and inviting the Board to visit the new million dollar technical high school now under construction in Detroit.

Letter placed on file.

2. Request from Dr. Bessey that the irrigation lines be extended to the new plant disease research plots with the necessary pump changes at a total estimated cost of \$1,000.

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

3. Request from Mr. Davenport that window deflectors be installed in the Union Annex at a cost of \$250.00.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to allow an amount of \$125.00 for the installation of window deflectors in the Union Annex.

4. Communication from the County Treasurer to the effect that the 1936 taxes in the amount of \$333.20 have been returned unpaid assessed against the Campus Hotel property. The tax roll had been made up at the time of the purchase.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to approve the payment of taxes on the Campus Hotel property.

5. Consideration of a request from the Consumers Power Company that they be granted a permit to extend the line of poles along the right of way at the north end of the Kellogg Farm.

On motion of Mr. Downing, seconded by Mrs. Wilson, it was voted to authorize the President to appoint a committee to investigate the above-mentioned request. The President appointed the following committee: Mr. Brody, Chairman, Mr. Berkey, Mr. Hannah.

6. Request from Dr. Bessey for the leveling of the fill in the Beal Garfield Gardens and the hauling in of six inches of top dirt - estimated cost \$1376.00.

No action.

7. Consideration of suggested plan for addition to the Stores Building to provide for laundry to be moved from the Womans Building and additional storage space.

Referred to the Building Committee.

The meeting adjourned at 12 o'clock.

Robert E. Shaw
President

John A. Hannah
Secretary

Report of
Fin. Com. re:
investment of
Anna Bayha
Fund.

No action on
request of R.
Frey for ex-
emption of
out of state
fees.

Letter from
N. Sorenson
placed on
file.

Irrigation
lines to be
extended to
new plant dis-
ease res.
plots.

Deflectors to
be installed
in Union
Annex.

Approval of
payment of
1936 taxes
on Campus
Hotel proper-
ty.

Request from
Cons. Power
that they be
granted
right of way
at Kellogg
Farm.

No action on
request for
leveling fill
at Beal Gar-
field Gardens

Plan for
addition to
Stores for
laundry.