

Minutes of the  
Meeting of the State Board of Agriculture  
April 18, 1940

Present: Mr. Berkey, Chairman; Messrs. Akers, Jakway, McPherson; Mrs. Masselink; Dr. Elliott; President Shaw, Treasurer Wilkins and Secretary Hannah.

Absent: Mr. Brody

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

The minutes of the previous meeting were approved.

RESIGNATIONS, LEAVES AND APPOINTMENTS

1. Resignation of Miss Lois Bower as Periodical Librarian, effective April 30, 1940. Miss Bower has been married recently. Resignations
2. Resignation of Forest A. Smith as Assistant Professor of Agricultural Education, effective April 15, 1940. Mr. Smith has accepted a position in public relations with a group of chain stores.
3. Resignation of Grant Nichol, graduate fellow on Farmers and Manufacturers Beet Sugar Association funds, effective April 15, 1940.
4. Leave of absence on half pay for one year for John Wilde, Grounds Botanist in the Grounds and Botanical Departments, effective September 1, 1940. Mr. Wilde plans to study at Cornell. He has been an employee of the College since 1934. Leaves
5. Leave of absence without pay for Miss Adele Ewell, Order Librarian, for the period from September 1, 1940, to June 30, 1941. Miss Ewell will study for a Master's degree at the University of Michigan.
6. The following changes are recommended in Library personnel to fill the vacancy left by the resignation of Lois Bower (salary \$1650). These changes are to be effective May 1, 1940, and involve no change in amounts allocated to Library salaries for 1939-40: Appointments
  - a. Transfer of Coletta M. Snohr from General Assistant to Periodical Librarian at Miss Snohr's present salary of \$1500. Replaces Lois Bower.
  - b. Transfer of Philippa Yelland from half-time Evening Reference Librarian at \$600 to full time General Assistant at \$1450. Replaces Miss Snohr.
  - c. Appointment of Miss Doris Proctor as part-time evening Reference Librarian at a salary of \$300 per year to replace Miss Yelland, Miss Proctor is a graduate student.
  - d. Glen Fitch, Reference Librarian, to serve an additional evening per week and his salary increased from \$1900 to \$2000 per year.
  - e. Merrill M. Jones, Associate Reference Librarian, to serve an additional evening per week and his salary increased from \$1750 to \$1850.
  - f. Elizabeth L. Read, in charge of the Assigned Reading Room, salary increased from \$1500 to \$1750.
  - g. Frances M. Barnett, Second Assistant Cataloger, salary increased from \$1600 to \$1650.
7. Reappointment of Francis Aranyi as Assistant Professor of Violin on a full time basis at a salary of \$3600 per year, effective September 1, 1940. Mr. Aranyi has been employed on a part-time basis since 1928, and during the past year has received a salary of \$2400.
8. Appointment of Leonard D. Jungwirth as Assistant Professor of Art at a salary of \$2250 per year on a nine months basis, effective September 1, 1940. Mr. Jungwirth will replace James A. Person who has been granted leave without pay (salary \$2250) until August 31, 1941.

Referred to the President with power to act.

9. Appointment of W. Wayne Miller, George L. H. Weaver as half-time graduate assistants and E. R. Doll as half-time assistant in the Department of Animal Pathology at a salary of \$600 per year to be paid from the Abortion Test Fund, effective September 1, 1940. These are replacements for L. M. Hutchings, L. H. Scamman (salary \$600), and Mary Bruce Hutchings (salary \$720).
10. Reappointment of Gilbert R. Muhr as graduate fellow on Boron Research funds at a salary of \$800 per year for half-time for 1940-41 and \$100 per month for full time during June, July, and August 1940.
11. Reappointment of T. E. Thornburn as research fellow in Soils to be paid from Rackham funds at the rate of \$800 per year, effective July 1, 1940.
12. Reappointments or replacements in graduate assistantships for 1940-41 (no new positions) as follows:
 

Animal Husbandry	- Appointment of Harold A. Henneman as half-time graduate assistant to replace J. Edward Brewster
	- Appointment of William A. Ljungdahl as half-time graduate assistant to replace Ralph May.

RESIGNATIONS, LEAVES AND APPOINTMENTS, continued

## 12. (Continued)

## Appointments

- |                       |  |
|-----------------------|--|
| Dairy Husbandry       | - Appointment of Fay Carl Ewbank as half-time graduate assistant to replace R. C. Townley.   |
| Engineering           | - Reappointment of W. A. Beck as half-time graduate assistant in the Engineering Experiment Station.   |
|                       | - Appointment of Ralph W. Rogers as half-time graduate assistant in the Engineering Experiment Station (coal analysis work) to replace W. J. Blyth.      |
|                       | - Appointment of S. W. Wiitala as half-time graduate assistant in Civil Engineering to replace G. R. Grantham.   |
| Entomology            | - Appointment of Calvin E. Pederson as half-time graduate assistant to replace Frank T. Parmalee.  |
|                       | - Appointment of Thomas G. Darling as quarter-time graduate assistant to fill the position authorized but not used during 1939-40.                       |
| Farm Crops            | - Appointment of Earl S. Horner as half-time graduate assistant to replace Grafton Henry.  |
| Forestry              | - Appointment of Scott S. Pauley as half-time graduate assistant to replace Charles E. Darrell (Dobrowolsky).  |
| Geology and Geography | - Reappointment of William E. Davies as half-time graduate assistant.  |
| Music                 | - Reappointment of Milton Grafrath as half-time graduate assistant.  |
|                       | - Appointment of Donald Morrison as half-time graduate assistant. Mr. Morrison has been employed as half-time undergraduate assistant at \$550 per year. |
| Poultry Husbandry     | - Appointment of A. Wade Brant as half-time graduate assistant to replace Clyne Shaffner.  |
| Soils                 | - Reappointment of B. J. Birdsall and R. P. Matelski as half-time graduate assistants on college funds.  |
|                       | - Reappointment of R. R. Binnie as half-time graduate assistant on Purnell funds.  |
|                       | - Reappointment of Kirk Lawton as half-time graduate assistant on Bankhead-Jones funds.  |
| Zoology               | - Appointment of Ralph A. MacMullen as half-time graduate assistant to replace S. Orwoll.  |
|                       | - Appointment of George E. Jay as half-time graduate assistant to replace William G. Erwin.  |
|                       | - Appointment of John A. Sealander as half-time graduate assistant to replace William Graf.  |
|                       | - Appointment of Eldon Kline as half-time graduate assistant to replace Robert Matthews.   |
|                       | - Reappointment of Roger L. Harned, Joseph P. Linduska, Eugene T. Osborn, and Oscar Warbach as half-time graduate assistants.                            |

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve Resignations, Leaves, and Appointments except item 2 which has been referred to the President with power to act.

## Travel

TRAVEL

1. Allowance of \$20 toward the expenses of Alma Goetsch, E. B. Brauner, S. H. Newman, and Katharine Winckler to attend a meeting of representatives of midwestern colleges being called by the Cooperative Study in Higher Education in Chicago on April 17-20. The Cooperative Study is paying \$35 toward the expenses.
2. Mileage on one car for Don Ebinger, D. E. Wiant, and H. H. Musselman to attend a special Extension School for electrical workers at Mansfield, Ohio, on April 22-24.
3. Full expenses for R. S. Linton to attend the annual meeting of the American Association of Collegiate Registrars to be held in St. Louis, Missouri, on April 22-25.
4. Railway coach mileage for Ralph Norman to attend the annual meeting of the American College Publicity Association in Des Moines, Iowa, on April 24-27.
5. Mileage on one car for Lydia Lightring, Dorothy Parker, Elizabeth Daniels, Rosemary Thompson, and Thelma Bishop to attend the meeting of the American Association for Health, Physical Education and Recreation in Chicago from April 24-27.
6. Railway coach mileage for E. B. Harper and C. R. Hoffer to attend the Sociological Society meetings at Columbus, Ohio, on April 26.
7. Equivalent of railroad mileage only for Candace I. Appleton and Mabel E. Stanley to attend the Tri-State Hospital Convention in Chicago on May 1-3.
8. Mileage on one car and maintenance expenses for Edna Smith, C. V. Ballard, R. E. Decker, H. A. Berg, and R. J. Baldwin to attend a meeting called by the Federal Office of Extension for Extension workers to be held in Maxinkuckee, Indiana, on May 2-4. The States of Ohio, Indiana, Illinois, Wisconsin, and Michigan will be represented.
9. Mileage on one car for Marshall Knappen, J. T. Caswell, and W. H. Combs to attend the meeting of the Midwest Political Science Association in Turkey Run, Indiana, on May 3 and 4.

TRAVEL, continued

10. Full expenses for a staff member of the Electrical Engineering Department to accompany a group of seniors on an inspection trip to Chicago and Milwaukee on May 6-9.
11. First class railway fare only for Dr. P.M. Morgal to attend a meeting of the American Institute of Chemical Engineers in Buffalo, New York, on May 13-15. Expenses are to be paid from the Rackham Research funds allotted to the Agricultural Chemistry Section.

Travel

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve the Travel Requests.

MISCELLANEOUSInjury -  
Alfred Ohm

1. Payment of \$13 to Alfred Ohm, Buildings and Grounds employee, as compensation for time lost of an injury received while working in the Power Plant.
2. Request from Dean Anthony for the establishment of a cooperative position in the Animal Pathology Section of the Experiment Station with the Regional Poultry Laboratory. This would be a \$3600 position paid half from Bankhead-Jones funds and half by the Regional Laboratory.
3. Approval of a memorandum of understanding with the Tennessee Corporation of Atlanta, Georgia, covering a grant of \$300 to be used in connection with insecticide and spray materials. This is a continuation of a grant of \$200 received last year.
4. Acceptance of a check for \$275 from the Oberlaender Trust to be used to supplement the pay of Dr. Hans Lucas, an Austrian refugee employed by the College on the labor payroll. The money is to be withdrawn at the rate of \$50 per month starting April 1, 1940. A total amount of \$625 will be received during the year.
5. Approval of a memorandum of understanding with the General Electric Company of Schenectady, New York, for the study of the influence of certain lights on the ripening of meat. The Company will reimburse the College for expenses which are estimated at \$250 and not to exceed \$400.

Approval of  
cooperative  
position in  
An. Path.  
& Poultry Lab.Approval  
agreement  
Tennessee  
Corp.Accept. of  
\$275 from  
Oberlaender  
Trust, etc.Memo of agree-  
ment Gen.  
Electric Co.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to approve the five items above.

6. Recommendation from the Committee on Scholarships that the number of Alumni Undergraduate Scholarships be increased from 32 to 64 and that these become effective for the school year 1940-41.

No. of alumni  
scholarships  
increased from  
32 to 64.

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

7. Recommendation from the Scholarship Committee that all scholarships which have carried a waiver of \$30 per term be changed to \$40 per term beginning with the fall term of 1940. This is to conform with the increase in fees.

Also approval  
of waiver of  
\$40 instead  
of \$30

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

8. Recommendation from Mr. Glen O. Stewart stating that Dr. Robertson of the State N.Y.A. Office has requested that Michigan State College grant three tuition scholarships of \$120.00 each for the college year 1940-41 to outstanding N.Y.A. students.

No action on  
request of  
NYA office  
for 3 tuition  
scholarships

No action.

9. Renewal of bonds as carried on several employees in the Accounting Office with the Michigan Surety Company.

Renewal of  
bonds on em-  
ployees of  
Acct. Office

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

10. Additional appropriation of \$6,000 for the Health Service budget.
11. Additional appropriation of \$300 for the Speech Department budget.
12. Additional appropriation of approximately \$1000 for budget of Dean of Men.
13. Additional appropriation of \$800 for Library maintenance budget.
14. Additional appropriation of \$1025 for budget of Physiology and Pharmacology.
15. Request from Dean Anthony for \$600 to be added to the Farmers' Week fund and that \$773 be reimbursed to the Short Course funds.
16. Additional appropriation of \$500 for Agricultural Engineering budget.
17. Additional \$901.90 to maintenance budget of the Horticulture Department to pay for storage at the Michigan Butter and Egg Company of Lansing. The receipts from sale of stored products will cover this item.
18. Additional \$900 for Forestry Department budget to permit the use of the Norris-Doxey allotments for expenses in connection with this project. The College will be reimbursed from Federal funds for this amount.

Additional  
appropriations  
for:  
Health Service  
Speech Dept.  
Dean of Men  
Library  
PhysiologyAg. Engr.  
Loan of  
\$901.90 to  
Hort. Dept.

For. budget.

## MISCELLANEOUS, continued

Add. approp.  
Comptroller's  
budget.

19. Additional \$5,000 appropriation for the Comptroller's Office.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to authorize Mr. Wilkins to allow the aforementioned budgets to operate in the red for the balance of the year provided expenditures are confined to bare necessities only and in no event is any department to be allowed to spend more money than the amount specified in the preceding requests.

Approval of  
contracts for  
artists on  
concert  
course for  
1940-41

20. Recommendation that the Music Department be authorized to sign contracts for the following numbers on the 1940-41 M.S.C. Concert Course:

The Trapp Family Singers	\$ 700.00
Robert Casadesus	700.00
Lily Pons	3000.00
Gregor Piatigorsky	700.00
Enesco	900.00

Approval of  
Student Lec-  
ture Course.  
for 1940-41

21. Recommendation that the Student Lecture Course Committee be authorized to sign contracts for the following numbers on the Student Lecture Course for 1940-41:

Cornelia Otis Skinner, Dramatic Artist	\$750.00
George E. Vincent, Rockefeller Foundation	150.00
Eva LeGallienne, Actress	500.00
Leon G. Turrou, Former member F.B.I.	300.00
San Francisco Opera Ballet	850.00
John Mason Brown, Dramatic Critic NY Post	300.00
Monsignor Fulton J. Sheen, Professor of Philosophy at Catholic University	350.00
Charles R. Kettering, Vice-President & Director of General Motors Corp.	no fee
One or two numbers to be announced.	

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve items 20 and 21.

\$500 trans.  
from Farm &  
Horse salary  
budget to  
Maint. budget.

22. Request from Dean Anthony that the salary that would have been paid to Mr. O. J. Reynolds, farm foreman, now on leave, for April, May and June amounting to \$500.00 be transferred to the Farm and Horse Department budget so that it may be used for hiring employees on the labor payroll to replace Mr. Reynolds.

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

Unused bal-  
ance of \$50,00  
in hands of  
Ann Arbor Trust  
to be used to  
retire gym-  
field house  
bonds.

23. Recommendation from Mr. Wilkins that \$50,000 of the unused balance remaining in the hands of the Ann Arbor Trust Company from the funds raised through the sale of bonds to pay for the construction of Gymnasium Field House to be used to retire \$50,000 worth of these bonds. These bonds are to cost \$50,125.00 plus accrued interest.

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

Theater in  
auditorium  
named George  
Thompson  
Fairchild  
Theater.

24. Recommendation from the Administrative group that the theater in the new auditorium be named the George Thompson Fairchild Theater honoring Mr. Fairchild who was a member of the staff of the College from 1865 to 1879 as Professor of English, acting President of the College and in various other capacities. Mr. Fairchild left M. A. C. to become President of Kansas State College. A complete record of his activities is on file.

On motion of Mr. Jakway, seconded by Mr. McPherson, it was voted to approve the naming of the theater in the auditorium the George Thompson Fairchild Theater.

Hon. Degree  
of Doc. of  
Laws to be  
conferred on  
Wm. Bagley and  
Doc. of Engr.  
on C. Earl  
Webb June '40

25. Report of the Committee on Honorary Degrees recommending that the honorary degree of Doctor of Laws be conferred upon William Bagley of Columbia University and the honorary degree of Doctor of Engineering be conferred upon C. Earl Webb of the American Bridge Company, at Commencement in June 1940.

On motion of Mr. McPherson, it was voted to approve the above item.

Grad. Mgr and  
editor of  
State News to  
confer with  
Pres.

26. Report of the special committee on student fees reporting the vote on the special State News fee.

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to receive this report for further consideration and it was suggested that the graduate manager and editor of the State News confer with the President.

27. The President presented some preliminary figures on the budget requests from various Deans and Directors.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to authorize the President and administrative officials to prepare a tentative budget including increases in salaries and increases in staff not to exceed a total of \$60,000.00, - the entire budget to be prepared and ready for the next meeting of the Board on May 17th.

28. Request from Mr. Wilkins that he be permitted to adjust budgets involving Federal funds so as to utilize the maximum amount of federal money.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve Mr. Wilkins' request - Mr. Wilkins is to report to the Board such fund transfers as are made at the end of the fiscal year.

Mr. Wilkins  
authorized to  
adjust bud-  
gets involv-  
ing Fed. funds

Pres. and Ad-  
ministrative  
officials to  
prepare ten-  
tative budget.



MISCELLANEOUS, continued

29. Report from Mr. Berkey, Chairman of the Board, on the appointments of the following Board committees:

Finance Committee

Mr. Akers, Chairman  
Mr. McPherson  
Mr. Brody

Building Committee

Mr. Brody, Chairman  
Mrs. Masselink  
Mr. Jakway

Appointment  
of Finance  
Committee  
and Bldg.  
Committee.

Fund created  
for Olympic  
games to be  
held here

30. Recommendation that Mr. Wilkins be instructed to notify the committee in charge of American participation in the Olympic games that the fund created here through the collection of a portion of the gate receipts of the Tennessee football game will be retained in the custody of Michigan State College but will be available to the committee for use in the next Olympic games when they are scheduled and assured.

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

PRESIDENT'S REPORTResignations, Leaves and Appointments

1. Resignation of Gertrude Dawe Mitchell as half-time stenographer in the Pathology Department, effective March 31, 1940.
2. Report that Miss Jane Chesley, who was employed temporarily as assistant night nurse, was removed from the College payroll on March 31, 1940.
3. Leave of absence without pay for Armand Person, instructor in Art, from April 1, 1940 to August 31, 1941. Mr. Person has accepted a position as manager of Arts and Crafts work under the WPA.
4. Leave of absence with full pay for Miss Ethel Webb for the spring term of 1940 because of illness.
5. Appointment of Miss Eloise Shuert as assistant night nurse at a salary of \$90.00 per month for the period from April 1 to June 30, 1940, to replace Vera Schultz whose resignation has been accepted.
6. Appointment of Miss Vivian Crow as a special teacher in Vocational Home Economics for the six weeks summer session from June 17 to July 26, 1940, at a salary of \$500 for the period. The State Board of Control for Vocational Education is paying for the instruction.
7. The following appointments were authorized to replace Mr. Person for the spring term of 1940:
  - a. Mrs. Virginia Stimson at a salary of \$200 per month for the period from April 1 to June 30, 1940 (\$1800 rate on a nine months basis):
  - b. Mr. O. Jackson at a salary of \$50 per month for the period from April 1 to June 30, 1940.
8. Appointment of Robert MacDonald as instructor in Music at a salary of \$300 per month for the period from April 1 to June 30, 1940, to replace Lewis Richards.
9. Reappointment of Jack I. Northam as instructor in Mathematics at a salary of \$166.67 per month for the period from April 1 to June 30, 1940.
10. Reappointment of Verdun E. Leichty as instructor in English at a salary of \$166.67 per month for the period from April 1 to June 30, 1940. Mr. Leichty will replace W. L. Blair who is ill.
11. Appointment of Mrs. Gertrude Drake as instructor in English at a salary of \$150 per month for full time work from April 8 to June 12, 1940. Mrs. Drake will carry the work of Miss Eva Vaughn who is ill.
12. Appointment of Mrs. Margaret Partlow Graham as instructor in Textiles, Clothing, and Related Arts for the spring term of 1940 at a salary of \$700 for the period. Mrs. Graham will replace Miss Webb.
13. Appointment of Mrs. Eleanor Cramer Brewer as instructor in Textiles, Clothing, and Related Arts on a part-time basis at a salary of \$50 per month for the period from April 1 to June 30, 1940. This is an additional position necessary because of the increase in enrollment.
14. Appointment of Miss Norma Mull as half-time stenographer in the Department of Animal Pathology at a salary of \$50 per month to be paid from the Abortion Test fund, effective April 1, 1940. Miss Mull is being transferred from the Central Stenographic Office where her salary was \$100 per month. She replaces Mrs. Dawe Mitchell whose salary was \$40 per month.
15. Transfer of William Shea and Gordon Thomas from half-time graduate assistants in speech to instructors in Speech at a salary of \$130 per month for the period from April 1 to June 30, 1940.
16. Transfer of Gale E. Wells from quarter-time graduate assistant in Chemistry to instructor in Chemistry on a month to month basis at a salary of \$125 per month, effective March 25, 1940. Mr. Wells will replace H. C. Gutekunst who is ill.

Resignation

Leaves

Appointments

## Appointments

PRESIDENT'S REPORT, Appointments, continued

17. Appointment of Howard F. Nelson as half-time graduate assistant in Dairy Husbandry for 1940-41. This is an additional position authorized at the Board meeting in September 1939 and is to be paid from Bankhead-Jones funds.
18. Continuation of Graham Philp as half-time student assistant in Chemistry for the Spring term 1940, payable from the labor payroll.
19. The following graduate assistantship appointments were authorized for the Spring term of 1940:
 

Chemistry	-	Appointment of George J. Atchison as half-time graduate assistant. This is a continuation of his quarter-time assistantship and absorbs Mr. Wells quarter-time assistantship.
	-	Continuation of Floyd Monaghan and Harold Helwig as quarter-time graduate assistants, payable from the labor payroll.
Education	-	Appointment of Ormand S. Danford as quarter-time graduate assistant. Mr. Danford has been quarter-time undergraduate assistant during the fall and winter terms.
Physics	-	Appointment of Robert D. Spence as half-time graduate assistant to replace Thomas Vichich.
Speech	-	Transfer of Wilbur F. Luick and Reginald Holland from instructors to half-time graduate assistants.

## Travel

Travel

1. Following action was taken on requests for travel which were referred to the President with power:
  - a. No authorization for Miss Bernice Vollmer and Miss Irma Gross to attend the Consumer Education Conference at Stephens College, Columbia, Missouri, during the first week of April.
  - b. Full expenses for J. A. Hannah and C. O. Wilkins to attend the annual meeting of the Association of University and College Business Officers at the University of Oklahoma, Norman, Oklahoma, on April 7-9.
  - c. Mileage for four cars for the following staff members to attend the meetings of the American Chemical Society in Cincinnati, Ohio, on April 8-12 (283 miles one way, \$22.64 for one car, \$90.56 for four cars):
    - (1) Jean E. Hawks, Flora M. Hanning, and Eunice Kelly of the Foods and Nutrition Dept;
    - (2) A. J. Clark, C. A. Hoppert, R. C. Huston, and Elmer Leininger of the Chemistry Dept;
    - (3) E. J. Miller, P. J. Schaible, C. W. Duncan, P. W. Morgal, H. G. Petering, and E. J. Benne of the Agricultural Chemistry Department.
2. Full expenses for L. C. Emmons to go to Chicago on March 18 to interview candidates for the position in the Music Department.
3. Full expenses for R. J. Baldwin to attend the Regional Soil Conservation Conference at Dayton, Ohio, on March 26. Also out-of-state authorization for L. J. Braamse to attend this conference with his expenses paid from Federal funds.
4. Full expenses for Glen Stewart to represent the College at the College Day at the Horace Mann School in Gary, Indiana, on March 28, and at the Lew Wallace School in Gary on March 29.
5. Full expenses for B. F. VanAlstyne to attend the National Basketball Association Conference at Kansas City, Missouri, on March 28-30.
6. Train fare one way and maintenance expenses for L. C. Emmons to attend the meeting of the North Central Association in Chicago on April 3-5.
7. Mileage on one car for C. W. Bachman, T. H. King, and L. L. Frimodig to attend the funeral of John Nicholson at the University of Notre Dame, South Bend, Indiana, on April 5.
8. Out-of-state authorization for Dr. W. L. Mallmann to set up experiments at the U. S. Cold Storage Company in Chicago and the Omaha Cold Storage Company in Omaha from April 1-6, and at the Hygeia Refrigerating Company in Elmira, New York, from April 11-13. Expenses for the trips are to be paid from the Poultry Research Revolving Fund.
9. Mileage on one car and maintenance expenses for H. C. Moore and E. J. Wheeler to go to Wharton, Texas, from April 7-20 for experimental work with certified seed potatoes. This is a trip made annually, and expenses will be paid entirely by the Michigan Crop Improvement Association.
10. Full expenses for Miss Mary Hurt to attend the Central Regional Conference of Homemaking Education in Chicago on April 8-12; expenses to be reimbursed completely from Vocational Teacher training funds.
11. Full expenses for Dean E. L. Anthony to meet in Chicago on April 9 with representatives of the Planning Commission and the National Resources Committee of the Great Lakes States on the problem of water in its relation to Agriculture.
12. Full expenses for L. S. Foltz to represent the Engineering Division at the Midwest Power Conference in Chicago on April 9 and 10. This request was denied at the March Board meeting, but further information was supplied and the expenses were authorized.

April 18, 1940

PRESIDENT'S REPORTS, Travel, continued

- 13. Mileage on one car for W. G. Keck to attend a meeting of the Society of Exploration Geophysicists in Chicago on April 9-11. In case the students who plan to travel with Mr. Keck cannot make the trip., railway coach mileage only is authorized.
- 14. Full expenses for R. H. Young to attend the Chicago Alumni meeting on April 12 rather than Mr. Hannah who was authorized to attend this meeting by the Board.
- 15. Full expenses for V. R. Gardner to attend the following meetings:  
April 17 and 18 - Station Directors, Chicago  
April 19 and 20 - Representatives of Station Directors, Peoria, Illinois  
April 20 - Testimonial dinner, James Troop Purdue, Lafayette, Indiana  
April 22 - Regional Soy Bean Laboratory at Urbana, Illinois
- 16. Full expenses for Arthur Howland to attend a meeting of Experiment Station Directors in Chicago, April 17 and 18.

Travel

Miscellaneous

- 1. Authorization for the following operations:
  - a. Robert Tingley, a freshman football player who injured his knee seriously in scrimmage.
  - b. Robert E. Walters, a Buildings and Grounds employee who has contracted a hernia during his employment on the campus
- 2. Authorization to retain Wayne Culver on the payroll at his regular rate of 65 cents per hour during the period of his illness. Mr. Culver is a Buildings and Grounds employee and was injured while working.
- 3. Authorization for the transfer of Frank M. Atchley from full time research worker to two-thirds time research worker and one-third time instructor in Farm Management for the spring term of 1940. Mr. Atchley is to be paid \$300 which has been appropriated to the Department for the services of a special lecturer, and the \$300 of Purnell funds now going into his salary is to be transferred to the Station Director's Office funds for reallotment to Purnell projects.
- 4. Authorization for refunds to students who had been receiving instruction from Lewis Richards (instruction fees and practice room fees) as recommended by Dean Emmons and subject to checking and review by Mr. Wilkins.
- 5. Additional remuneration to staff members for services rendered during athletic events for the winter term of 1940, as follows:

Approval  
operations  
for  
  
Robert Tingley  
Robert Walters  
  
Wayne Culver  
to be retained  
on payroll  
  
Transfer of  
Frank M.  
Atchley  
  
Refunds to  
students who  
had been re-  
ceiving inst.  
from Mr.  
Richards.

Rodney Whiting	\$57.50	Kenneth C. Randall	\$16.00	G. F. Wenner	\$10.00
C. A. Rosenbrook	37.50	George R. Hill	14.00	Harry Beebe	4.50
Robert D. Angell	29.50	Gerald F. Knapp	8.00	L. A. Moore	36.00
Frank Burke	1.50	C. C. Hamilton	12.00	R. L. Cook	34.00
Paul Rumpsa	19.50	Russell J. Davis	38.00	Geo. Mitchener	24.00
Jay Jepson	22.50	Ron M. Warren	36.00	C. G. Langham	6.00
Howard W. Eck	6.00	C. N. McCarty	18.00		

Approval of  
payroll for  
extra ser-  
vices by  
staff members

SECRETARY'S ITEMS

- 1. The Public Works Administration has offered to amend the original offer on the Gymnasium Field House to include the purchase of certain equipment for the building. The acceptance of this offer will eliminate the cost of the wall from inclusion as a part of the PWA grant and will complicate closing this project. The equipment has been purchased and installed not as a part of the PWA grant.

Amended offer  
on Gym-Field  
House as sub-  
mitted by  
PWA not ac-  
cepted.

On motion of Mr. Berkey, seconded by Mr. Akers, it was voted not to accept the amended offer.

Request from  
Mr. Howell  
of Chesaning  
to borrow  
bleacher seats

- 2. Communication from Chester Howell of Chesaning requesting that the Chesaning Chamber of Commerce be permitted to borrow certain bleacher seats for use at their summer show boat spectacle. Bleachers to seat 4500 are requested.

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to deny the above request.

- 3. Concord House, the first of our girl cooperatives, is operating in a house owned by L. W. Merriam at 129 Division Street. At the present time it is leased at \$1200.00 per year. The present lease expires August 31, 1940. A new lease is recommended for a period of six years from September 1, 1940 to August 31, 1946 at an annual rental of \$1,000.00.

Approval of  
6 year lease  
on cooperative  
house from  
Mr. Merriam.

On motion of Mr. Berkey, seconded by Mrs. Masselink, it was voted to approve the above lease for a period of six years.

Communication  
from Local  
Union re:  
events sched-  
uled in Aud.

- 4. Communication from Roy S. Harper, Secretary of the local Union #274 Stage Employees and Motion Picture Machine Operators, A.F.L. requesting that a committee from this Union be granted an opportunity to meet with the Board. A committee consisting of Mr. Reid, Mr. Kennedy and Mr. Strong appeared before the Board and presented a request that a member of their Union be employed to act in the auditorium at all occasions for which tickets are sold. The Board discussed the matter at some length.

SECRETARY'S ITEMS, continued

## 4. (Continued)

On motion of Mr. Akers, seconded by Mr. McPherson, it was voted to authorize the Secretary and Treasurer to meet further with representatives of the Union and bring any recommendations they may wish to make to a future meeting of the Board.

Certain B. & G. accounts to operate in red for balance of yr.

5. The Administration account under Buildings and Grounds lacks sufficient funds to complete the year. The building Maintenance account is in the red. There are sufficient funds in other buildings and grounds accounts so that the department as a whole can operate within its budget if Mr. Wilkins is authorized to allow certain of these accounts to run in the red provided the total expenditures do not exceed the total amount budgeted.

Retirement of A. L. Burtraw

6. The Retirement Committee recommends to the State Board the retirement of Mr. A. L. Burtraw effective at once at the minimum retirement rate of \$480.00 per year. Mr. Burtraw was born October 10, 1875. He was hired by the College April 1, 1926 and has been earning \$1080.00 per year as a laborer in the Farm Crops Department. He is now suffering from coronary thrombosis and will never again be able to work.

Sec. to negotiate with Fed. Gov. re: Act 422 of 76th Congress

On motion of Mr. McPherson, seconded by Mr. Berkey, it was voted to approve items 5 and 6.

7. The Federal Congress on March 4, 1940 passed Act 422 of the 76th Congress authorizing the Land Grant Colleges to make deductions from the portions of their employees salaries paid from Federal funds for retirement programs. It may be possible to work a program that will enable us to take advantage of this Act if it is the wish of the Board.

On motion of Mr. Berkey, seconded by Mr. McPherson, it was voted to authorize Secretary Hannah and Treasurer Wilkins to negotiate with the Federal government relative to working out a satisfactory program that will enable the College to take advantage of Act 422.

Secretary authorized to sell certain stocks from estate of Nelson F. and Alice G. Jenison

8. In settling the Jenison Estate there are a few stock certificates owned by Nelson F. and Alice G. Jenison. It is simpler to sell these and convert them into money than to pay the transfer taxes that are required to transfer title to Fred Jenison and then later to the College. The stocks in question and their present estimated values are as follows:

In the Estate of Nelson F. Jenison

Old Dominion Company, 20 shares at 32¢	\$ 6.40
U. S. Smelting, Refining & Mining, 10 shares at \$62.	620.00
North Butte Mining Company, 30 shares at 50¢	15.00
Nipissing Mines Co., Ltd., 15 shares at \$1.00	15.00
Copper Range Company, 10 shares at \$5.00	50.00

In the Estate of Alice Jenison

Osceola Consolidated Mining Company, 30 shares @ \$5.00	150.00
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The Secretary, as executor of these estates, recommends that he be authorized to sell these stocks.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to authorize the Secretary to sell the above-mentioned stock.

Approval of agreement with Dr. Deppa, re: canoe livery.

9. Dr. W. A. Deppa has been operating a canoe livery on the Red Cedar River for which he has been paying \$50.00 per year. The present agreement has expired. A new agreement effective for the present year is recommended at an annual fee of \$100.00 in accordance with the terms of the proposed agreement submitted herewith.

On motion of Mrs. Masselink, seconded by Mr. Berkey, it was voted to approve the agreement with Dr. Deppa.

Chas. Erickson Marquette to rebuild Club Camp bldgs. at Chatham

10. The Committee appointed at the February meeting of the Board recommends that Mr. Charles Erickson of Marquette be given a contract to rebuild the section of the Club Camp buildings destroyed and to strengthen the remainder of the building in accordance with the specifications prepared by the architects, Bowd and Munson, - this contract to be based upon the actual cost to Mr. Erickson plus a 10% fee - the total cost not to exceed \$3300.00. An appropriation of \$500.00 is recommended to be added to the budget of the Upper Peninsula Station to be used for the grading and landscaping of the areas about the Club Camp so that they may be more effectively used for play fields.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to approve the above recommendations.

The meeting adjourned at 3 P.M.

Robert S. Shaw  
President

John A. Hannah  
Secretary



Continued from previous page:

SECRETARY'S ITEMS CONTINUED

11. On March 19, 1940 a windstorm destroyed a portion of the sheep barn at the Chatham Station. Claim has been filed with the Insurance Company and they have paid us \$1004.62 for this loss, - \$955.62 for damage to the building and \$60.00 for the loss of six sheep. It is recommended that this building be rebuilt and repaired at an outside cost not to exceed \$1,000.00 - this work to be done under Mr. Wells' supervision.

Settlement from insurance company for damage by windstorm at Chatham.

On motion of Mr. McPherson, seconded by Mr. Akers, it was voted to authorize Mr. Wilkins to make available to Mr. Wells the \$1,000.00 received from the insurance company for repairing the damage to the sheep barn.

12. Door mats and scrapers for the seven new buildings are necessary. Specifications have been prepared and bids taken as follows:

Purchase of door mats and scrapers for new bldgs.

Vandervoort	\$1521.74
MacFadden	1437.51
Michigan Company	1548.68
Michigan Products	1677.35
Schaberg-Dietrich	1805.36

This requires a special appropriation.

On motion of Mr. Berkey, seconded by Mr. Jakway, it was voted to approve awarding the bid to the low bidder.

13. In the Jenison Estate is a tract of 94 acres of land east of Eagle south from U. S. 16. There are no buildings. Dean Anthony and Professor Herbert recommend that this land be set aside for use of the Forestry Department for demonstrational plantings. This can be done without additional appropriation to the Forestry Department for maintenance.

94 acres of land in Jenison Estate at Eagle turned over to Forestry Dept for demonstrational purposes.

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

A survey of the above-mentioned property was made by the Civil Engineering Department and the following description secured:

Parcel No. 1

Beginning at a point 1326.4 West of plow point in center of Tallman road designating section corner common to sections 22, 23, 26 and 27 North 1° 21' 20" East 1221.5' to concrete monument thence North 73° 33' 27" West 1373.6 along present South U.S. 16 right of way to concrete monument, thence South 1° 21' 20" West 1603.5' to concrete monument designating quarter point of sections 22 and 27, thence East 1329.6' to concrete monument at point of beginning. 43.2 acres lying in West  $\frac{1}{2}$  of S.E.  $\frac{1}{4}$  of Section 22 south of U.S. 16. T 5N, R 4W, Eagle Twp., Clinton County, Michigan.

Description of Eagle property.

Parcel No. 2

Beginning at a point shown by concrete monument 1618.5' West of piece of hexagonal terra cotta tile in center of Tallman Road designating quarter corner common to sections 27 and 26, thence North 23° 53' 25" West along Pere Marquette Railway Company right of way 2681.7' to concrete monument on North-South centerline section 27, thence South 1° 21' 20" West 2373.34' to concrete monument at center of section 27, thence (S 89° 57' E) 1018.3' to concrete monument at point of beginning. 28.29 acres lying in W  $\frac{1}{2}$  of N.E.  $\frac{1}{4}$  Section 27, west of railway. T 5N, R 4W, Eagle Twp., Clinton County, Michigan.

Parcel No. 3

Beginning 1283.9' West of plow point in center of Tallman Road designating section corner common to sections 22, 23, 26, 27, thence West 1372.1' to concrete monument at quarter corner to sections 22 and 27. Thence South 23° 53' 25" East along P. M. R. R. right of way 1599.49' to concrete monument, thence S 89° 58' E 459.6' to concrete monument, thence North 1° 21' 20" E. 917.235 to a concrete monument, thence North Easterly along drainage ditch to concrete monument at a point of beginning. 27.42 acres East of P. M. R. R. lying in W  $\frac{1}{2}$  of N.E.  $\frac{1}{4}$  Section 27, T 5N, R 4W, Eagle Twp., Clinton County, Michigan.

