

Minutes of the
Meeting of the State Board of Agriculture
January 17, 1935

Present: Messrs. Brody, Chairman, Berkey, Downing, Halstead, Mrs. Wilson, President Shaw, Secretary Hannah.

Absent: Mr. Daane, Superintendent Voelker.

The meeting was called to order at 10:30 P.M.

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

RESIGNATIONS, APPOINTMENTS, AND LEAVES

Appointments
Resignations
and
Leaves

1. Request for the continuance of the appointment of Mr. C. A. Jacokes as part-time Instructor in Mathematics for the months of January, February, and March at the rate of \$66.67 per month. Mr. Jacokes was appointed for the period October 1st to December 1st at the rate of \$55.55 per month.
2. Request for the continuance of the appointment of Mr. Paul Dressel as part-time Instructor in Mathematics for the period January 1st to June 30th, at the rate of \$100.00 per month. Mr. Dressel was employed for the fall term at \$88.88 per month.
3. Request for the continuance of the appointment of Mr. Harry E. Rice as half time graduate assistant in Economics for the winter term. Mr. Rice was appointed for the period October 1st to December 31st at the November 3rd Board meeting.
4. Request for the continuance of the appointment of Miss Katherine Hume as full-time Instructor in English for the remainder of the year at a salary of \$1700 per year. Miss Hume was appointed for the fall term only on this same basis.
5. Request for the continuance of the appointment of Miss Laura Heminger as full-time Instructor in English for the period January 1st to June 30th at the rate of \$166.67 per month. Miss Heminger was appointed on this basis for the fall term only.
6. Request for the continuance of the appointment of Mrs. Ethel Rathke as Instructor in Modern Languages for the period January 1st to June 30th, at the rate of \$167.00 per month. Mrs. Rathke was appointed on this basis for the fall term only.
7. Request for the appointment of Mr. Charles Noble, half-time graduate assistant in Chemistry, at \$60.00 per month, as full-time graduate assistant at \$120.00 per month for January, February and March.
8. Request for the appointment of Mr. R. C. Dawes, quarter-time graduate assistant in Chemistry at \$30.00 per month, as half-time graduate assistant at \$60.00 per month for January, February and March.

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

9. Request of Mr. W. C. Dutton, Research Associate in Horticulture, for eight months' leave of absence without pay, effective April 1st so that he may complete cooperative experimental projects under way with the Dow Chemical Company.
10. Recommendation of Director Gardner that Mr. L. R. Farish be appointed Assistant in Research for the eight months' period of Mr. Dutton's leave, effective April 1st at \$125.00 per month.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 9 and 10.

TRAVEL

Travel

1. R. H. Young and C. W. Bachman to Notre Dame, Indiana, for the annual Notre Dame football banquet January 15th. Automobile mileage for one car and maintenance expenses are requested. The Board recommends automobile mileage only.
2. Glen O. Stewart to Chicago for a district meeting of Alumni Secretaries February 1st and 2nd; railroad transportation allowed.
3. (E. L. Austin to Atlantic City, New Jersey, for the meetings of the National Educational Association February 22nd to 27th; railroad fare and pullman expenses are requested.
4. (F. T. Mitchell to Atlantic City, New Jersey, for the meetings of the National Education Association February 22nd to 27th; railroad fare and pullman expenses are requested.
- (The Board recommends that one person only, either Dr. Austin or Dr. Mitchell be delegated to attend the Atlantic City meeting.
5. P. A. Herbert to Washington, D. C. for a meeting of the Society of American Foresters January 28th to 30th; railroad and pullman fare allowed.
6. Paul M. Harmer to Columbus, Ohio, to appear on the program of the Ohio Farmers' Week during the week of January 29th. Expenses are to be paid by the Farmers' Week organization.

1140

Travel, cont.

7. Recommendation of Dean Anthony that all expenses be allowed Ralph W. Tenny for trips to the University of Wisconsin and to the University of Ohio for study of the organization of Short Course work at these institutions. Trips will be made when possible during the spring term, and expenses will be derived from Short Course funds.
8. Request of H. C. Rather for authorization of two trips, to be taken by members of the Farm Crops Department, to Wharton, Texas, in connection with experimental plantings of certified seed potatoes. Expenses will be derived from Michigan Crop Improvement Association funds provided for the purpose.
9. Request for travel to New York City for Professor C. M. Cade to attend the annual meeting of the American Society of Civil Engineers January 15 to 18, with railroad fare and pullman expenses.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the travel requests with the recommendations made by the Board.

Appointment PRESIDENT'S REPORTS

Estelle Nelson

1. Approval of the appointment, on recommendation of the Graduate Council, of Miss Estelle Nelson as graduate assistant in home management on a one-third time basis at \$50.00 per month for the period from January 1st to June 30th. Miss Nelson replaces Miss Louise Zerweck, appointed on a quarter-time basis at the July 5th Board meeting, who did not report for service.

Lillian Entz

$\frac{1}{4}$ time grad.
asst. Nutri.

2. Approval of the appointment, on recommendation of the Graduate Council, of Miss Lillian W. Entz as quarter-time graduate assistant in nutrition, at a salary of \$180.00 (from Purnell funds) for the six-month period from January 1st to June 30th. Miss Entz replaced Miss Mabel Dickson, resigned December 31st.

Travel of
King and
Casteel

3. Authorization of travel to New York City for T. H. King and Miles Casteel with expenses paid from Athletic Association funds, so that they might attend the various meetings held there during Christmas week.

Travel to
Chicago of
Gifford Patch

4. Authorization of an emergency trip to Chicago taken by Gifford Patch, with full expenses allowed, - Mr. Patch attended hearings on acreage allotments to Michigan sugar beet producers, and was requested by Agricultural Adjustment Administration officials.

Emmons to
Atlanta, Ga.

5. Delegation of L. C. Emmons to attend the annual meeting of the Association of American Colleges held in Atlanta, Georgia, January 17th and 18th, with all expenses paid.

Expenses of
C.L. Nash -
Chicago

6. Authorization of maintenance expenses for one day for C. L. Nash who was asked to meet representatives of the American Fruit and Vegetable Shippers' Association in Chicago December 15th. Mr. Nash assumed the expenses of travel.

Travel to Chi
& return for
Mahoney

7. Authorization of railroad transportation to Chicago and return for C. H. Mahoney, who was asked to attend a meeting of the National Cannery Association on January 16th. Expenses are to be derived from funds of the Horticultural Section of the Experiment Station.

Rr. only & re-
turn for S.E.
Crowe to
Pittsburgh

8. Authorization of railroad fare only to Pittsburgh and return for S. E. Crowe, for attendance at the meetings of the American Association for the Advancement of Science. This replaces mileage allowance on one automobile authorized at the December 15th Board meeting; change was made because other members going were accommodated in other cars.

Swain to
Philadelphia

9. Authorization of railroad and pullman fare to Philadelphia and return for J. O. Swain, replacing mileage allowance to the meeting of the Modern Language Association granted at the December 15th Board meeting. It was thought inadvisable to drive because of adverse weather conditions.

Cowdry, Faust-
man, Morgan
& Daniels -
Health Ser-
vice calls.

10. Approval of Health Service office calls made by Buildings and Grounds employees Daniels, Cowdry, Morgan and Faustman during the month of December and totalling \$5.50.

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

Report on MISCELLANEOUS REPORTS

P.W.A. loan
for construc-
tion of new
dormitory for
women.

1. Report of progress on obtaining P. W. A. loan for the construction of a new dormitory for women students.

On motion of Mrs. Wilson, seconded by Mr. Berkey, it was voted to authorize the President and the Secretary to make formal application to the Federal Government for a P. W. A. loan for the proposed new dormitory for women - the total amount of the request of \$566,134 to be divided as follows:

New Dormitory.	\$392,779.00
Remodelling Old Dormitory.	49,350.00
Equipment costs - Power Plant.	124,005.00

\$566,134.00

MISCELLANEOUS REPORTS, continued

2. Report from the Finance Committee on the release of bonds held in escrow by the Grand Rapids Trust Company (for which the East Lansing State Bank has deducted \$12397.00 from College account).

No report on release of bonds held in escrow by G.R. Trust Co.

This item was referred to the Finance Committee at the last meeting of the Board and no report was made at this meeting.

3. Report from the Finance Committee on the designation of the following banking connections for the various College Experiment Stations (general item approved at the December 15th Board meeting):

Designation of banking connections for college experiment stations.

South Haven Station - - - - -Citizens State Bank, South Haven
Lake City Station - - - - -Cadillac State Bank, Cadillac
Chatham Station- - - - -First National Bank of Alger
County, Munising
Kellogg Bird Sanctuary - - - - -State Bank of Augusta, Augusta
Kellogg Demonstration Farm - - - - -State Bank of Augusta, Augusta
Graham Station - - - - -Peoples National Bank, Grand Rapids

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to approve the above report of the Finance Committee in designating the various banks for the College Experiment Stations.

State Highway requested to take over Farm Lane - recommended that new bridge over Red Cedar be constructed.

4. Report on further inquiry into possible construction of new Farm Lane Bridge.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted that the State Board of Agriculture, in accordance with Act 77 of the Public Acts of 1929, hereby requests the State Highway Department to take over the control and maintenance of Farm Lane from Grand River Avenue to Mt. Hope Road including the bridge over Red Cedar River and the State Highway Department is requested to take such steps as are necessary to place and maintain this road in good condition and it is recommended that a new bridge over the Red Cedar River be constructed at an early date.

MISCELLANEOUS

1. Recommendation of the Faculty that the Board ruling "that students carrying nine credits or less be exempt from the payment of student fees (\$6.45) except for the final term before graduation, with the fees optional in other terms" be changed to read "that students carrying nine credits or less be exempt from the payment of student fees"; i.e., payment of student fees is optional in all terms.

Students carrying 9 credits or less exempt from payment of student fees.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve the recommendation of the Faculty regarding payment of student fees.

2. Recommendation of the Faculty that the revision of entrance requirements recommended by the Committee on Admission Requirements and adopted by the Faculty (per statement on file) be approved by the Board, to become effective September, 1935 and to become obligatory September 1937 (entrance under old or new requirements is optional until that date).

Revision of entrance requirements approved.

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

3. Recommendation of Dean Dye that the Division of Home Economics be divided into the following four departments (per organization statement on file); Foods and Nutrition; Home Management and Child Development; Institution Administration; Textiles, Clothing and Related Arts.

Division of Home Economics to be divided into departments.

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

4. Further recommendation of Dean Dye that the following partial changes in title, made necessary by departmentalization, be approved:

Partial changes in title for H.E. staff approved.

Name	Present Title	Proposed Title
Kathleen S. Dietrich	Asst. Prof. Home Economics	Asst. Prof. Nutrition
Jean E. Hawks	" " " "	" " "
Margaret A. Ohlson	" " " "	" " "
Margaret E. Whittaker	" " " "	" " "
Sylvia L. Medsker	" " " "	Asst. Prof. Foods
Amy L. Newberg	" " " "	Asst. Prof. Foods and Nutrition
Beatrice V. Grant	Instr. Home Economics	Instr. Foods
Mary Lewis	" " "	Instr. Nutrition and Home Mgt.
Lillian W. Entz	Grad. Asst. Home Economics	Grad. Asst. Nutrition
Irma H. Gross	Assoc. Prof. Home Economics	Assoc. Prof. Home Management
Catherine G. Miller	Instr. Home Economics	Instr. Child Development
Estelle M. Nelson	Grad. Asst. Home Economics	Grad. Asst. Home Management
Mabelle S. Ehlers	Asst. Prof. Home Economics	Asst. Prof. Institution Administration
Katherine M. Hart	Director of Food Service	Instr. Institution Administration and Supervisor of Food Service

MISCELLANEOUS, continued

Name	Present Title	Proposed Title
Marian A. Neidert	Director Food Service in Men's Commons	Instr. Institution Administration and Supervisor Dormitories
Ethel F. Trump	Instr. Home Economics	Instr. Institution Administration
Zoe Wertman	Supervisor of Dormitories	Instr. Institution Administration and Supervisor of Food Service
Ethel Webb	Assoc. Prof. Home Economics	Assoc. Prof. Clothing
Winifred S. Gettemy	" " " "	Assoc. Prof. Related Arts
Julia F. Tear	Asst. Prof. Home Economics	Asst. Prof. Textiles and Related Arts
Hazel B. Strahan	" " " "	Asst. Prof. Clothing
Geraldine E. Cooke	Instr. Home Economics	Instr. Textiles and Clothing
Marion Hillhouse	" " " "	Instr. Clothing
Irene J. Shaben	" " " "	Instr. Related Arts

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to approve the changes in title as recommended by Dean Dye for members of her division.

Students completing requirements for graduation approved for teachers' certificates.

5. Presentation by the Registrar of the following list of students who have completed requirements for graduation, with the request that granting of diplomas in June be authorized. The partial list is presented at this time to enable these to secure teachers' certificates.

Edwin L. Shreve	Agriculture
Benjamin H. Demarest	Physical Education
Jean Mansfield	Home Economics
Robert M. Gardner	Liberal Arts
Harry G. Grambau	" "
Laura Gardner McKay	" "
Jack Elwood McKeown	" "

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

Acceptance of Rackham Fund.

6. Presentation for formal acceptance of the \$2,000.00 grant made by the Horace H. and Mary A. Rackham Fund to the College for research work in brucellosis.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to accept the grant made by Horace H. and Mary A. Rackham.

O.J. Sorenson appointed to Rackham Fellowship

Recommendation of Dean Giltner that Mr. O. J. Sorenson be appointed to the Rackham Fellowship on a two-thirds time basis at the rate of \$960.00 per year, effective January 1st.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the appointment of Mr. Sorenson to the Rackham Fellowship.

Approval of increase in salary for H. H. Horwood

7. Recommendation for an increase in the salary of Mr. Russell Horwood, Extension Specialist in Dairy Husbandry, from \$2425.00 to \$2700 per year, effective January 1st. Mr. Horwood has been offered the position of Dairy Extension Specialist at the University of West Virginia at a yearly salary of \$5,000.00.

\$90.00 transferred from Cont. Fund to Chem. budget.

8. Request of Dean Huston for the transfer of \$90.00 from the Contingent Fund to the budget of the Chemistry Department for the purpose of employing an additional assistant during the winter term.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 7 and 8.

Comptroller to notify Bonding Co. that Mr. Halladay is no longer Sec.

9. Request for the release of Mr. Halladay from the \$10,000.00 bond placed on him in March, 1934 as Military Property Custodian. H. B. Battenberg, present Military Property Custodian, is now under bond in that amount.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted that the Comptroller be directed to notify the bonding company that Mr. Halladay is no longer Secretary of the State Board of Agriculture and Military Property Custodian, - his term having expired January 1, 1935.

\$1,840 transferred from Cont. Fund for Publicity to H. S.

10. Recommendation that the sum of \$1,840 be transferred from the Contingent Fund for the administration of the program of publicity to high schools for the coming year. \$2,000.00 was allocated by the Board in February, 1934, for this purpose; a balance of \$160.00 remains in the account.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to approve the transfer of \$1,840 from the Contingent Fund for the administration of the program of publicity to High Schools.

\$2000 added to Secretary's budget.

11. Request of Mr. Hannah for the addition of \$2,000 to the budget of the Secretary's Office for the remainder of the current year.

\$5000 added to Contingent Fund.

12. Request of the Comptroller for the transfer of \$5,000 to the Contingent Fund, now depleted.

Cont. of Horse Show Revolving Fund.

13. Question of continuance of the Horse Show Revolving Fund (present balance \$1397.87).

request of Mr. Davenport for purchase of coal.

14. Request of Mr. Davenport for the purchase of two cars of nut and slack coal, at \$1.60 per ton.

MISCELLANEOUS, continuedAccident Re-
port - J. D.
Murdock

15. Accident report on J. D. Murdock, Buildings and Grounds employee who was injured while at work. Time lost - 8½ hours at 35¢ - \$2.98.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 11, 12, 13, 14 and 15.

Purchase of
17 passenger
bus approved

16. Request for the transfer of \$1500 to the general account to cover the purchase of a seventeen passenger bus for use in transporting Smith-Hughes practice teachers.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve item 16.

Request from
Det. Trust Co.
for resumption
of payment of
\$6,037.50 yr.
for repairs
& replacement

17. Request of the Detroit Trust Company for the resumption of payment of \$6,037.50 yearly on the reserve for repairs and replacements, in connection with the Dormitory Trust Certificates. This amount has not been paid for the last two years.

On motion of Mr. Downing, seconded by Mrs. Wilson, it was voted that the above matter be laid over until the next meeting of the Board at which time Mr. Halstead will make a report regarding it.

Proof of claim
against
Bankers Trust
Co ref. to
Finance Com.
with power.

18. Presentation of proof of claim to be submitted against the Bankers Trust Company of Detroit (bankrupt) on defaulted bonds #26676 and #26677 held by the College.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to refer the above item to the Finance Committee with power to act.

19. Request of Mr. Wilkins for (1) permission to withdraw funds now on deposit in the East Lansing State Bank, or (2) authorization of this bank as a depository, with absolving of Treasurer from liability for any loss of funds because of future financial difficulties of the bank. The State Treasury and the Lansing National Bank were named depositories at the November 22nd Board meeting, although College money was on deposit in the East Lansing State Bank.

East Lansing
St. Bank
Named depos.
for college
money. Treas.
absolved from
liability
for loss of
funds.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to name the East Lansing State Bank depository up to \$75,000 for college money, - this action to be retroactive to the time of the Bank's opening, - the Treasurer to be absolved from liability for any loss of funds because of future financial difficulties of the bank.

Report on
accounting
recommendation
deferred.

20. Further presentation of the Report on Examination and Report on Accounting Recommendations submitted by Seidman and Seidman for 1933-34 (deferred for further study at the December 15th meeting of the Board).

No report.

21. Communication from the Michigan Press Association extending thanks to the State Board of Agriculture for allowing them to hold their meeting on the Campus.

Letter placed on file.

22. Presentation of a sum of \$250.00 to be used as a Student Loan Fund by Michigan State College as per terms specified on file in the Secretary's Office. (Portion of fund left by Miss E. M. Whitcomb).

Acceptance
of sum of
\$250 to be
used as a
student loan
fund.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to accept the sum of \$250.00 to be used as a student loan fund.

BUILDING COMMITTEE ITEMS

1. Recommendation from Dean Dye that two large ventilating fans be installed in the smoking rooms in the basement of Mary Mayo Hall. The expense will be approximately \$150.00 and the Detroit Trust Company has agreed to defray this expense from the depreciation sinking fund. Recommended by Building Committee.

Two large
ventilating
fans to be
installed in
smoking rooms
in basement
of Mary Mayo
Hall.

2. Necessary repairs to Boiler as recommended by the Insurance Company - in the amount of \$1161.00. Recommended by Building Committee.

Repairs to
Boiler app.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to approve the recommendations of the Building Committee.

ADDITIONAL MISCELLANEOUS

1. Resolutions to be prepared on the deaths of former President Kedzie and Former President Gorton.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to authorize the President to appoint a committee to prepare appropriate resolutions on the deaths, of Former President Kedzie and former President Gorton, to be incorporated in the minutes of this meeting.

Resolutions
on death of
former Presi-
dent Kedzie.

The President named the following committee to prepare the resolutions:

Mr. Hannah, Chairman
Mr. Brody
Mr. Halstead

ADDITIONAL MISCELLANEOUS, cont.Resolutions on the Death of Former President Kedzie

Resolutions
on Death of
former Presi-
dent Kedzie.

WHEREAS, Almighty God in His divine wisdom has seen fit to remove from our midst Frank Stewart Kedzie, and

WHEREAS, Mr. Kedzie devoted his long and useful life to the upbuilding of Michigan State College having been officially connected with the College as Instructor, Associate Professor, Professor of Chemistry, President, Dean of Applied Science and Historian for a period of more than fifty years, and during the long period contributed much to the growth of Michigan State College, and

WHEREAS, Mr. Kedzie's inspirational leadership, pleasant personality and continued work endeared him to the thousands of students coming under his influence, to the faculty and to the friends of Michigan State College, and

WHEREAS, Mr. Kedzie's passing is a real loss to the faculty, students, friends, alumni and administrative officers of Michigan State College,

THEREFORE, BE IT RESOLVED that the State Board of Agriculture in regular meeting assembled on the campus of Michigan State College in East Lansing, on January 17, 1935 does hereby express its regret at the passing of Mr. Kedzie and extends its most sincere sympathy to the surviving relatives.

The Secretary is instructed to spread this resolution upon the permanent records of the College and is instructed to forward copies of this resolution to the bereaved family, and to the M. S. C. Alumni Record.

Resolutions
on Death of
former Presi-
dent Gorton.

Resolutions on the Death of Former President Gorton

LEWIS GRIFFIN GORTON, President of Michigan Agricultural College 1893 to 1895, died January 2, 1935, at the age of seventy-five years. Although many years have elapsed since Mr. Gorton left the institution, yet his memory is fresh in the minds of his surviving associates on the faculty and in the hearts of those who were students during his regime. His commanding presence and his genial and kindly personality left their indelible impression upon all who came in contact with him. It is with the most sincere regret that his passing is recorded.

To the end that a perpetual record may be made of the esteem in which Mr. Gorton was held at this institution, and of the sorrow caused by his death,

Be it Resolved, that this memorial be entered at large upon the records of the State Board of Agriculture, and that copies hereof be transmitted by the Secretary to the bereaved son and family of Mr. Gorton and to the Michigan State College Alumni Record.

The Board adjourned at 3:30 P.M.

H. E. Shaw

President
John A. Hannah

Secretary