

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
April 21, 1930

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

Absent: Mr. Watkins

The meeting was called to order at 10:15.

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

Appointments

APPOINTMENTS

1. Mr. Herman C. Gauger, half-time assistant in the Dept. of Bacteriology effective September 1.
2. Mr. Mogens Plum, to fill the unexpired term (three months) left on the graduate assistantship formerly held by Mr. G.A. Bowling, Dairy Department.
3. Establishment of an additional half-time assistantship in the Department of Zoology for the year 1930-31.
4. Mr. F.A. Gallo and Mr. J.W. Scales, half-time Graduate Assistants in Bacteriology, to succeed themselves next year.
5. Mr. C.W. Lauritzen, Graduate Assistant in the Department of Soils, to fill the position that will become vacant beginning next fall.
6. Miss Frances Lamb, temporary appointment for the spring term, half-time Graduate Assistant in Chemistry, effective April 16, to replace Mr. Tuttle, Graduate Assistant who is being transferred to the Brucella work.
7. Change of quarter-time Assistant now assigned to H.E. Department to half-time assistantship and addition of four new quarter-time graduate assistantships, at a salary of \$500. instead of the usual \$400.00.
8. Mr. C. Apostolides, Mr. H.J. Newell, and Miss Margaret Thompson, to succeed themselves as graduate assistants in Botany.
9. Mr. J.L. Forsberg and Mr. Cecil Frutchey, to succeed Mr. L.C. Cochran and Mr. Jess R. Kienholz as Graduate Assistants in Botany, appointments to be effective September 1st.
10. Miss Dorothy Coburn, Home Demonstration Agent, Marquette County, effective April 14, 1930, salary \$2100, \$1800 of which is to be paid from Federal Smith Lever funds.
11. Mr. C.A. Ward, of the accounting firm of Horwath & Horwath, Detroit as special Instructor in Hotel Accounting, for the Spring Term at a salary of \$300. It is the intent of the firm to return the amount to the College in the form of a scholarship minus the necessary expense incurred by Mr. Ward for travel.
12. Appointment of the following persons as short time club agents, from April 1 to June 30 at \$300. per county: Mr. Herman Johnson, Schoolcraft County, Mr. B.F. Gaffney, Houghton County, Victor C. Vaughan, Alger County, Henry W. Bouley, Marquette County, William F. Thomas, Menominee County, These salaries are to be paid from Extension funds, 4H Club budget.
13. Mr. W.C. Lewis, Department of Chemistry, to assist Mr. E.F. Eldridge for the period of June 18 to September 18 at a salary of \$150.00 per month for the three month period, for assistance in project work.
14. Request of Prof. Foltz for permission to add one or two men of high technical training to the Department of Electrical Engineering.
15. Mr. Lloyd C. Cochran and Mr. Jess R. Kienholz as Assistants in Plant Pathology, half time only, at \$1100 per annum, effective July 1st.
16. Mr. Forrest C. Strong, three quarters time assistant Prof. of Botany and one-quarter time Research Assistant in Plant Pathology at a salary of \$2400 per annum, effective July 1st.
17. Mr. A.W. Thompson, to teach course No. 310 Administration of Physical Education in Public School for the spring term, salary \$400.

On motion of Mr. McColl, it was voted to approve all of the appointments except items #5, #7, #14, action on which has been deferred.

Resignations

RESIGNATIONS

1. Miss Alberta L. Bates, home demonstration agent in Marquette County, effective April 1st, 1930.
2. Miss Clarissa B. Anderson, Instructor in the Department of Physical Education for Women, effective September 1st, 1930.
3. Mr. M.D. Weldon, Research Assistant in Soils, effective April 22.
4. Mr. M.H. Howitt, Instructor in Landscape Architecture, effective March 31st.

5. Mr. H.H. Wedgeworth, Research Assistant in Plant Pathology, effective April 10.
6. Mr. G.A. Bowling, Graduate Assistant in Dairy Husbandry, effective April 1, 1930.

On motion of Mr. Brody, it was voted to accept the above resignations.

TRAVEL REQUESTS

TRAVEL

1. Professor Sefing to attend the American Foundryman's Association in Cleveland from May 12 to 16, maximum allowance \$25.00. Travelling expenses only allowed.
2. Professor Theroux to accompany senior civil engineers on three-day trip to Chicago, inspection tour. Expenses to be paid from departmental budget. All expenses allowed.
3. Secretary Halladay, meeting of Secretaries and Business Officers of the various colleges of the West and Middle West at Boulder, Colorado, May 22 and 23. All expenses allowed.
4. Mr. E.B. Lyon, Chattanooga, Tenn., meeting of Mississippi Valley Historical Association, April 24, 25 and 26, with transportation at the $1\frac{1}{2}$ rate for the round trip fare. Travelling expenses only allowed.
5. Five members of the Mathematics Department to attend meeting in Chicago, Friday and Saturday, April 18 and 19, with expenses not to exceed \$31.00.
6. Professor J.C. DeCamp, Forestry Department, to Chicago, April 24th, to attend the meeting of the National Lumber Manufacturers Association with expenses paid (fare and meals). Travelling expenses only allowed.
7. Director R.J. Baldwin, to Washington, D.C. for conference with Dr. C.B. Smith, Chief of the Office of Cooperative Extension work, relative to Extension budget for the fiscal year, beginning July 1st. Plan to spend week beginning April 28th. All expenses allowed.
8. Mr.G.O. Stewart, Alumni Secretary to Amherst, Mass., May 1, 2, and 3, to attend the American Alumni Council meeting with transportation expenses only, paid.
9. Mr. W.A. Davenport, Supt. of Buildings and Grounds, to Lexington, Ky., May 19, 20 and 21st, to attend the convention of the Buildings and Grounds Superintendents, expenses will not exceed \$50.00.
10. Mr. James Neilson, to Chicago, attending an exhibition of nuts held in connection with the National Garden Show, April 11th and 12th, expenses from Kellogg Nut fund.
11. Authorization for representative from Engineering Division to attend dedicatory exercises of University of Illinois new Materials Testing Laboratory and celebration of twenty five years of research in the Engineering Experiment Station.

On motion of Mr. Brody, it was voted to approve the above travelling requests as recommended by the President.

LEAVES OF ABSENCE

Leave

1. Dr. Hibbard, month of September, with pay.
2. Miss Helen Grimes, year's leave of absence on half pay, beginning September 1, 1930.
3. Miss Winifred Gettemy, year's leave of absence on half pay, beginning September 1, 1930.

On motion of Mr. McColl, it was voted to approve as outlined the above leaves of absence.

MISCELLANEOUS

1. Letter of appreciation from A.G. Scheele.

Letter placed on file.

2. Letter of appreciation from R.S. Hudson.

Letter placed on file.

3. Letter from Dean Cox relative to house for farm foreman.

Referred to Building Committee.

4. Letter from Dean Cox relative to need of experimental barns.

Referred to Building Committee.

5. Request of Prof. Anthony to accept invitation from the World's Dairy Congress to deliver address at meeting in Copenhagen, July 1931, and to judge dairy cattle at the Utah State Fair, October 11th. Neither trip will involve any expense to the Institution.

On motion of Mr. Brody, it was voted to approve Professor Anthony's request.

Letter from Scheele

Letter from Hudson

Letter from Cox re: house farm foreman

Letter re: experimental barns

Anthony to go to World's Dairy Congress Also to judge cattle at Utah State Fair

Request from Dairy Dept. for \$4000 for May & June.

6. Request of Dairy Department for \$4000 for months of May and June. Letter from Dean Cox relative to procedure.

On motion of Mr. McColl, it was voted to approve the appropriation of \$4000, but leaving the details to be worked out with Dean Cox, the Finance Committee and Mr. Halladay.

Request of Math. Dept. for \$229.

7. Request of Mathematics Department for \$229.00 additional funds.

On motion of Mr. Brody, it was voted to approve the request of the Mathematics Department.

\$1000 to be added to Maintenance fund of H.E.

8. Request from Dr. Dye that \$1000 (part of amount used in furnishing practice house), be allowed and added to the maintenance fund of the H.E. Division.

On motion of Mrs. Stockman, it was voted to approve Dr. Dye's request.

\$3000 to be transferred to Music Dept. for spec. teaching.

9. Notification from Mr. Wilkins of depletion of Music Department fund for special teaching arrangement.

On motion of Mr. McPherson, it was voted to transfer from the reserve fund, an amount of \$3000 to the Music Department fund.

Nat. Poultry Sci. Asso. to meet here in August 1931.

10. Request from Professor Card that Poultry Department be permitted to invite the National Poultry Science Association to meet here in August, 1931, as official guests of the Institution.

On motion of Mr. McColl, it was voted to approve Professor Card's request.

Request for addition to cleaning budget ref. to Pres. & Sed.

11. Request from Mr. Davenport that a sum of \$8500 be allowed as an addition to the Cleaning Budget for this fiscal year.

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

\$157.41 paid to Miss Hartman - back salary.

12. Request was made that \$157.41 be paid Miss Helen Hartman, Critic Teacher, for back salary due her.

On motion of Mr. McPherson, it was voted that the amount of \$157.41 be paid Miss Hartman.

E.L. teachers to be paid for critic work during winter term.

13. Request from the Education Department that the following teachers of the East Lansing High School be paid amounts indicated for acting as Supervising Critic teachers for student teachers during the winter term:

Marian Sachs, 1 student @ \$25.00	\$25.00
Hallie Smith, 10 students @ \$25.00	250.00
Margie Feeney, 2 students @ \$25.00	50.00
Minneta Nicolai, 2 students @ \$25.00	50.00
Fred Shaver, 3 students @ \$25.00	75.00
Helen Meier, 2 students @ \$25.00	50.00
	<u>\$500.00</u>

On motion of Mrs. Stockman, it was voted to approve the above request.

Appointment Janet Smith Asst. Prof. Related Art.

14. Request from Dr. Dye for the appointment of Miss Janet Smith as Assistant Professor of Related Art in Home Economics for the year 1930-31, at a salary of \$2500. (Filling vacancy due to the leave of absence granted Miss Gettemy for the year 1930-31).

On motion of Mrs. Stockman, it was voted to approve the above request for appointment of Miss Janet Smith.

Alumni Catalogue to be compiled & printed.

15. Request that Alumni Catalogue be compiled and printed.

On motion of Mr. Brody, it was voted to approve the compiling and printing of a new alumni catalogue of officers and graduates, and that the Publications Department be instructed to supervise this in cooperation with the Alumni Secretary, Mr. Glenn Stewart, and that a sum of money not to exceed \$3500 be set up to cover this cost.

REPORTS

Regulation army uniform to be requisitioned.

1. R.O.T.C. Uniforms

On motion of Mr. Brody, it was voted to request the War Department to withdraw commutation for uniforms, and that requisition be made for a sufficient number of the regulation military uniform to cover the needs for the next year.

Med. & Den. relationships no report.

2. Medical and Dental College Relationships.

No report.

3. Music Committee

Plan of collecting tuition fee in Music.

1. Plan of collecting tuition fee in Music.

On motion of Mr. Brody, it was voted to approve and place on file in the Secretary's Office, Professor Emmons' report in regard to collecting tuition in Music with the suggestion made by Professor Richards in article II which should read:

"That the regular term fees of the college shall cover the expense for instruction in all courses in Music that are in the nature of class instruction."

2. Practice fee in Music to be allowed.

On motion of Mr. Brody, it was voted that beginning with the Fall Term of this year a practice fee of \$12.00 per term would be collected by the Institute. The Institute would furnish all practice pianos and this fee would enable each student to get in as many hours daily as desired, - a minimum of two hours daily being required by the College in order to obtain credit. In accordance with previous agreements made by the Institute and the Board, the College would furnish adequate room space for practicing.

4. Acceptance of report and recommendations of Advisory Committee:

On motion of Mr. McPherson, it was voted that the recommendations contained in the minutes of the following report of the Advisory Committee be adopted:

Minutes of the Meeting of the Advisory
Committee of the State Board of Agriculture
April 12, 1930

Present: Mr. Brody, Mr. McPherson, President Shaw, Secretary Halladay.

Absent: Mrs. Stockman

1. Request from Dean Ryder, Liberal Arts Division for the continuance of Mrs. Eleanor Liebum as instructor in History for the Spring Term, 1930 at \$100 per month.

Upon agreement of members present it was voted to approve the above request.

2. Request of Gifford Patch for travel authorization to allow him to be in Washington, D.C. from April 5th to 12th for the purpose of interviewing the Federal Farm Board regarding organization plans of Michigan fruit growers.

Upon agreement and approval of the members present, it was voted to approve the above request.

3. Advisement from Director Gardner that in order to retain the services of Dr. J.W. Crist of the Horticultural Department it would be advisable to increase his salary from \$3480 to \$3800. Dr. Crist is being offered a position at North Dakota Agricultural College. Salary mentioned in connection with this position is \$4,200.

Upon motion of Mr. Brody, it was voted to leave the matter to the President with power.

4. Request of the English Department for the retention of Mr. Mark Golden, Instructor, for another year.

Upon agreement of the members present the matter was left to the President with power.

5. Recommendation from Dr. Patton, Economics Department that Mr. Haber be allowed to teach an extension course in Labor Economics 305 as a night school course for Lansing teachers during the present term, registration to be on the basis of \$2.50 a credit hour, and that the sum of \$150.00 be allowed to Prof. Haber as remuneration for teaching services in the above courses.

Upon agreement of the members present, it was voted to approve the above recommendation.

6. Recommendation from Dean Ryder that Dr. H.S. Patton, Mrs. Mary Hendrick, Miss Ruth Y. Johnston, and Dean E.H. Ryder be granted permission to attend the Conference on the Teaching of the Social Sciences to be held at Northwestern University on April 18 and 19, with transportation expenses.

Upon agreement of the members present it was voted to approve the above recommendation.

7. Recommendation from Dr. E.T. Hallman that Doctor Sholl be assured an increase in salary to \$3100 with rank of assistant professor. Recommendation made in view of position being offered Dr. Sholl at Alabama Polytechnic Institute at a figure of \$3600.

Practice fee in Music to be allowed.

Mrs. Liebum to be continued in History Department.

Patch to travel to Washington April 5 to 12.

Request for increase for Dr. Crist referred to President.

Mr. Mark Golden to be retained in English Dept.

Mr. Haber to teach Ext. course in Labor Econ.

Dean Ryder, Dr. Patton, Mrs. Hendrick, Miss Johnston to attend conference at Northwestern.

Request for increase for Dr. Sholl referred to Pres. with pow

Upon agreement of the members present, it was voted to instruct the President to act with power.

Aviation
Club formed

8. Consideration of petition from group of six Engineering students proposing to form an aviation club at Michigan State College, and asking for recognition of such a club, if established, by the Board of Agriculture.

It was agreed to recognize such a club, established under the conditions contained in the petition, with the provision that the name of Michigan State College be not involved in the title.

Dr. Bessey
requests
travel dele-
gation to
Oxford, Engl.

9. Request of Dr. Bessey for delegation to the International Botanical Congress at Oxford, England, August 16 to 23.

In view of the fact that official travel delegation for points outside of the States is contrary to the policy of the Board, it was voted that in compensation for the extra services rendered by Dr. Bessey in connection with work of the Graduate School, and as Acting Dean of the Science Division, a sum of \$300 be paid to him.

Salary for
Sgt. Foley
to be
\$1008.

10. Consideration of salary of Sgt. Foley. Recommendation from Secretary Halladay that the College pay Sgt. Foley a salary of \$1008 per year.

It was voted to approve the above recommendation.

\$9000 appro-
priated for
houses at
Chatham.

11. Recommendation from Secretary Halladay that \$9000 be appropriated for houses at Chatham, and that the houses be built by contract, directly from college funds, not departmental receipts, and that said houses be located across the road from the station buildings.

It was voted to approve the above recommendation.

Apiary Bldg.
to be con-
structed.

12. Recommendation from Secretary Halladay for the construction of an Apiary Building, to cost \$5000, money to come from special state appropriation building funds.

It was voted to approve the above recommendation.

Request for
new car for
Educ. Dept.

13. Consideration of purchase of new car for use of Education Department.

It was voted to leave the above matter to the Secretary with power.

Correction

14. Correction of the minutes of the State Board of Agriculture recording the report of the meeting of the committee on Organization and Finance of the Music Department held February 24th, 1930 to read as follows:

Item No. 4.

Action: Upon motion of Mr. Brody seconded by Mr. McColl and agreed to by Mrs. Stockman, it was voted to appoint Miss Josephine Kackley in charge of Public School Music at a salary of \$4000 per year, effective September 1st, and to retain Mr. J. W. Stephens as instructor in Public School Music, salary to be \$500. per year, effective September 1.

1000 cots to
be purchased

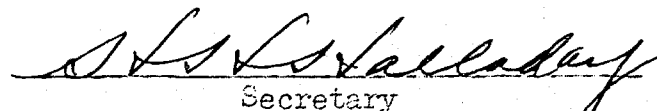
15. Recommendation from the Secretary for the purchase of cots.

It was voted to approve the purchase of 1000 cots for use of the College.

Adjournment 12:10.

The meeting adjourned at 12 o'clock


President


Secretary