

Purchase of 3000 tons of 2" nut and slack from the Capitol Fuel Company or the Cleveland Cliff Iron Co. at 75 cents per ton.

Purchase of 3000 tons of 95 cent nut coal from the Amherst Fuel Company as per specified shipment.

On motion of Mrs. Wilson, it was voted to approve the purchase of 9000 tons of coal as specified above.

8. Report of a meeting of the Committee of the Board held June 30, 1933 is hereby made part of the records:

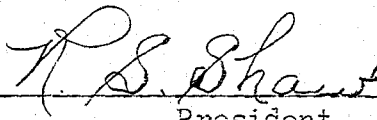
Present: Messrs. Brody, Berkey, McColl, Mrs. Wilson; President Shaw and Secretary Halladay.

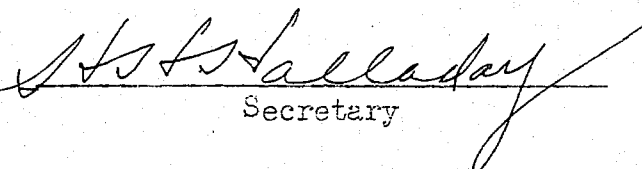
Absent: Messrs. Daane, McPherson.

On motion of Mr. McColl, seconded by Mr. Berkey, it was voted to authorize Mrs. Wilson to consult the Detroit Trust Company relative to Mary Mayo bonds and other matters relative to the general agreement, etc. regarding it.

Matters pertaining to budgets relative to 1933-34 were left in the hands of the President and Committees.

The meeting adjourned at 5:00 o'clock.


President


Secretary

Mrs. Wilson authorized to consult Detroit Trust Company re: Mary Mayo bonds and other matters relative to general agreement, etc.

Minutes of the
Special Meeting of the State Board of Agriculture
August 2, 1933

Present: Messrs. Brody, Chairman; Berkey, Daane, McColl, McPherson, Mrs. Wilson; Dr. Henry, representing the Superintendent of Public Instruction, President Shaw.

Absent: Secretary Halladay

The meeting was called to order at 3:30.

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

TRAVEL

1. Mr. Sheets, U.S. Department of Agriculture, Animal Husbandry Division, has asked that we send a representative to the National Conference on Cooperative Meat Investigations at Chicago, August 14th and 15th, with expenses.

Repre. of An. Husb. to to Chicago at request of Mr. Sheets.

On motion of Mr. Berkey, it was voted to approve the request of Mr. Sheets.

PRESIDENT'S REPORTS

1. Authorization was given to Prof. L. C. Emmons to attend the meeting of the Institute for Administrative Officers of Higher Institutions of Learning in Chicago, July 12th to 24th - expenses totalled \$18.21.
2. Authorization was given Dean Anthony to rent the O. C. Hartig Farm for a period of two years eight months, beginning July 1933, at a rate of \$350 per annum.

Travel of Mr. Emmons to Chicago.

Dean Anthony to rent O.C. Hartig Farm for 2 yrs. 8 mos.

On motion of Mr. Brody, it was voted to approve the reports of the President.

BUDGET ITEMS

1. It is recommended that Mr. J. G. Hays of the Extension Service, now employed on half time basis at \$1785, be employed for 1933-34 on three fourths time basis at \$2250. (This is figured on the basis of \$3000 for full time work). The adjustment is needed inasmuch as Mr. Nelson, whose resignation was accepted at the last Board meeting, is not being replaced.
2. Last year E. E. Down of the Farm Crops Department received \$3180 from the College and \$300 from the Federal Government, or a total salary of \$3480. The Federal Government has discontinued the \$300 contribution to his salary. The Farm Crops Department recommends that Mr. Down's salary for next year be figured on the basis of \$3480 (less the cut) rather than \$3180 (less the cut).

J.G. Hayes to be employed 3/4 time for 1933-34.

Mr. Down's salary to be \$3480 less cut rather than \$3180 for 1933-34.

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

Mr. S. Dwight to be granted immunity from 2nd cut. Also Mr. J.C. Davis.

- 3. Recommendation that Mr. S. Dwight, Instructor in the Physics Department, be granted immunity from the second cut. Salary to be \$1860.
On motion of Mr. Brody, it was voted to approve the above recommendation.
- 4. Recommendation that Mr. J. C. Davis, Instructor in the Economics Department, be granted immunity from the second cut. Salary to be \$1770.
On motion of Mr. Brody, it was voted to approve the above recommendation.

MISCELLANEOUS

Continuous audit to be made by Seidman & Seidman at a figure of \$2,250 per yr.

- 1. At the January Board meeting, it was voted to have Seidman & Seidman make a continuous audit covering years ending June 30, 1933 and June 30, 1934. No action as to terms is recorded. They offer to do this work for \$2,250 per year.
On motion of Mr. Daane, it was voted to approve a contract with Seidman & Seidman for a continuous audit at the rate of \$2,250 per year.

Approval of bills from Shields, Silsbee, etc.

- 2. Bills in the amount of \$222.50 have been received from Shields, Silsbee, Ballard and Jennings covering the period from April 1st through June.
On motion of Mr. Brody, it was voted to approve the bills from Shields, Silsbee, Ballard and Jennings, in the amount of \$222.50.

\$18,000 of money released by bank to be used to pay April int. on Dorm. bonds.

- 3. Mr. Wilkins recommends that \$18,000 be taken from the \$20,000 (which was released by the East Lansing State Bank) to pay the interest due April 1st on Mary Mayo bonds.
On motion of Mr. McPherson, it was voted that only the interest due April 1st, which amount is \$12,360, be paid to the Detroit Trust Company.

Report of injury to Frank Wilcox.

- 4. Frank Wilcox, an employee of the Buildings and Grounds Department, was injured while driving a truck for the Forestry Department. It is recommended that we pay his hospital bill in the amount of \$20.50.

Injury to Winfield Russell.

- 5. Mr. Winfield Russell, crane operator for Buildings and Grounds Department, was injured while on duty. The Health Service recommends that he be operated on about September 20th, unless an emergency condition arises. Estimated cost - \$85.00.
On motion of Mrs. Wilson, it was voted to approve items 4 and 5.

Bill for \$900 for 2nd installment of plans on Form #2 to be paid when funds available.

- 6. Bill from Malcomson & Higginbotham & Trout for \$900.00 for second installment of plans on proposed dormitory No. 2 at Michigan State College. This is in accord with our contract with them signed under date of February 16, 1932. The first installment of \$4500 was paid July 26, 1932.
On motion of Mr. Brody, it was voted to approve the bill for \$900 from Malcomson & Higginbotham & Trout to be paid when funds are available.

Mr. Wilkins to be appointed Treasurer also July 1, 1933.

- 7. Recommendation that the Comptroller, C. O. Wilkins, be also appointed Treasurer of the College directly responsible to the President at the salary of \$5000 retroactive to July 1, 1933. Also that Jacob Schepers be offered the position of cashier at a salary of \$2400 per year and that he be made directly responsible to the Treasurer and Comptroller. And also that Miss Nellie Campbell's title be changed from cashier to clerk.
On motion of Mr. Berkey, it was voted to approve the above recommendation.

Vacancies occurin on staff not to be filled except in emergencies while uncertain conditions last.

- 8. Recommendation that because of the great reduction in income from State and other sources amounting to over 33-1/3% be it resolved that vacancies occurring in the staff be not filled except in emergency cases while the institution is being operated on temporary short time budgets, and also that recommendations for advances in titles be held in abeyance while these uncertain conditions exist.
On motion of Mr. McPherson, it was voted to approve the above recommendation.

Past due notes from 1916 to 1930 to be written off books

- 9. Request from Mr. Wilkins that student notes past due covering period of years from 1916 to January 1, 1930, be written off and not carried on the books of the College any longer. This does not, however, cancel the debt.
On motion of Mr. Daane, it was voted to approve the request of Mr. Wilkins that the past due student notes above mentioned be written off the books.

Gifford Patch to be remunerated for extra services.

- 10. Recommendation that Mr. Gifford Patch, Jr. of the Economics Department, be remunerated for extra services rendered during the last six months at the rate of \$50.00 per month, or a total amount of \$300.00.
On motion of Mr. Berkey, it was voted to approve the above recommendation.

Electrical changes and new equipment for Power Plant app. when money available.

- 11. Request from Mr. Davenport of the Buildings and Grounds Department that an amount of \$3630. be appropriated for electrical changes and new equipment in the Power Plant, as approved by the Board on February 16th.
On motion of Mr. McColl, it was voted to approve item 11 - work to be undertaken when funds are available.
- 12. Request from Mr. Davenport for new pump and water lines for new deep well, at an estimated cost of \$5,000.

Request for
pump referred
to Pres. Sec.
Mr. McColl
& Adv. Com.

Request from
Robert Snyder
that he be
reinstated.

Degrees
granted to
students at
the close of
summer school.

On motion of Mr. McPherson, it was voted to refer the above item to the President, Secretary Mr. McColl and the Advisory Committee with power.

13. Request from Robert Snyder that he be reinstated as Research Associate in Bacteriology. (His salary beginning July 1, 1932 was \$2790).

Item 8 will answer this request.

14. Following is a list of students granted degrees at the close of Summer School July 28, 1933, as per the records of the Registrar. Approval of the Board was granted July 20, 1933:

Division of Agriculture

Stanley Ball, a
Russell Brown Miller, a
Martin Ray Moore, a

*David Sigurd Nordwall, f
Carl Jacob Sander, a

Division of Engineering

Philip Eugene Cartright, e
William E. Howe, ch

Homer Earl Isley, ch
Charles Wesley Nicholas, c

Division of Home Economics

Edwina Mary Arnold
Harriet Havens Austin
Vesta Priscilla Bell
Lura Beatrice Black
Lola Ella Bloss
*Gertrude Elaine Come

Irene Ann Grill
Natallia Geraldine Sutterby
Ruby Jane Ulrey
Helen Reed Vandenberg
Mary Ellen Williams

Division of Applied Science

Applied Science

Lee William Fisher

Physical Education

Edwin Gilbert Bath
Garold Edwin McCaslin

Mary Rachel Price
Miriam Vera Ryan

Division of Liberal Arts

Liberal Arts

Edith Mary Bower
Frances E. Burns
Irma Lucile Caswell
Caroline May Cooley
*Alta L. E. Harper
Albertine Haviland

Laura Heminger
John Talbert Sinclair
James Cornelius Wagenvoort
Arnold Vernon Williams
Esther Joann Woldt

Business Administration

May Gertrude Grose
Donald Raymond Jones

William Almer Stiles
William Edward Watson

Public School Music

Degree: Bachelor of Music

Lottie Mickiewicz

Advanced Degrees

Master of Arts

Edna Erle Blemaster Home Economics

Master of Science

Ernest Phipps Black. Chemistry
John Theodore Ott. Chemistry

Doctor of Philosophy

Philip Stanley Chen. Chemistry
Kenneth Goodemoot. Chemistry
Charles Derwood Tuttle. Chemistry

*With honor.

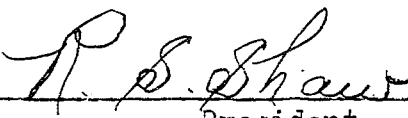
Music

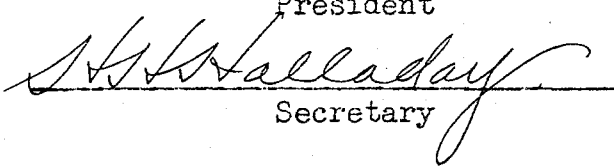
MUSIC ITEM

1. On motion of Mr. Daane, it was voted to approve in principle the schedule as made out by the Committee and refer it back to the Music Committee for further negotiation with the Directors of the Institute to see if cooperative arrangement cannot be effected with the basic principles of the plan as outlined today to be put into operation.

It was voted to adjourn this meeting until 3:30 next Wednesday afternoon, August 9.

The meeting adjourned at 6:45.



 President


 Secretary

Minutes of the
Special Meeting of the State Board of Agriculture
August 9, 1933

Present: Messrs. Brody, Chairman; Berkey, McColl, McPherson, Mrs. Wilson; Dr. Voelker, President Shaw and Secretary Halladay.

Absent: Mr. Daane

The meeting was called to order at 3:00 P.M.

Correction in
Aug. 2 min.
re: immunity
from cut for
Mr. Dwight

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

1. Correction of Board minutes of meeting of August 2, 1933, item immunity from salary cut granted Mr. Dwight (Physics Department). This immunity should be cancelled. It was the intention to recommend immunity for Mr. Clarence Hause, and it is found that Mr. Hause was given immunity in the regular budget set-up upon which the Board has already passed.
2. Correction in budget of salary of Miss Seekell from \$150 to \$175 a month, retroactive to July 1st. Miss Seekell is taking care of two counties and her salary was by error cut to \$150 a month.

Miss Seekell
salary to be
\$175 mo. in
stead of
\$150.

On motion of Mr. Brody, it was voted to approve items 1 and 2.

APPOINTMENTS AND RESIGNATIONS

Appt. Miss
Lois Arnold

1. Appointment of Lois Arnold as Instructor in Physical Education for women from September 1st to December 31, 1933 for \$500. Miss Arnold is to take care of Dr. Lightring's classes while Dr. Lightring is on leave.

Resign.
Caroline
Cooley

2. Resignation of Caroline Cooley, half time research clerk, in the Department of Economics, effective August 12th, 1933.

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

TRAVEL

Travel

1. Authorization for expenses for G. M. Trout to accompany Dairy Products Judging Team To Chicago September 16th to 22nd, and also to give talk before 25th Annual meeting of the International Association of Milk Dealers, September 18th to 21st; with all expenses paid.

On motion of Mr. McPherson, it was voted to adopt this recommendation.

PRESIDENT'S REPORT

Gifford Patch
to travel to
Washington
re: Sugar
Beet

1. Authorization for travel was given Gifford Patch, and if necessary one more man to Washington August 7 to 10, to attend meeting of Western Sugar Beet Growers regarding financial code; to be charged to Extension funds.

On motion of Mr. McColl, it was voted to approve the report of the President.

Request from
Mr. Towne
re: light
equipment for
Library

MISCELLANEOUS

1. Request from Mr. Jackson Towne that new light equipment be installed in Library and be charged to Library Budget.

Action deferred until meeting of the Board to be held in September.

2. Request from Mr. Schepers regarding designation of banks for deposit of Federal funds from National Government.