

Minutes of the
Meeting of the State Board of Agriculture
June 14, 1937

Present: Mr. Brody, chairman; Messrs. Berkey, Daane, Downing, Halstead; President Shaw, Comptroller Wilkins, Secretary Hannah.

Absent: Mrs. Wilson, Dr. Elliott

The meeting was called to order at 3:15 P.M.

The minutes of the previous meeting were approved.

Resignations

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Recommendation for a change in appointment date for Mr. Harold A. Gibbard, made Research Assistant and Instructor in Sociology at a salary of \$2000.00 per year, effective July 1. Since it was necessary for Mr. Gibbard to report earlier for the preparation of federal reports, it is requested that he be paid for the month of June at the same salary rate (from Purnell salary funds unexpended because of Dr. Hoffer's leave of absence).
2. Resignation of Miss Norma Barr, Home Demonstration Agent for Grand Traverse, Leelanau, Benzie and Manistee counties, effective July 31, 1937.
3. Resignation of Miss Jean Kinney, Home Demonstration Agent for Muskegon, Oceana, Newaygo and Mecosta counties, effective July 31, 1937.
4. Resignation of Miss Blanche Barnhart, Secretary to the Dean of men, effective June 3, 1937.

Appointments

5. Appointment of Miss Elisabeth Krieger as District Home Demonstration Agent, replacing Miss Norma Barr at a salary of \$1800.00 per year, effective August 1, 1937.
6. Appointment of Miss Dorothy Vasold as District Home Demonstration Agent, replacing Miss Jean Kinney at a salary of \$1800.00 per year, effective August 1, 1937.
7. Transfer of Miss Allene Grimes, stenographer in the Department of Education, to the position of Secretary to the Dean of Men, effective June 14, 1937. Miss Grimes replaces Miss Barnhart, resigned June 5th.
8. Appointment of Mrs. Therese Tordt as District Home Demonstration Agent, replacing Miss Ruth Fritsche (resigned December 31, 1936) at a salary of \$1800.00 per year, effective June 21, 1937.
9. Appointment of Dr. George K. Davis as Research Assistant in Chemistry, replacing Dr. L. L. Madsen (resigned June 30, 1937) at a salary of \$2500.00 per year, effective July 1, 1937.
10. Appointment of Mr. Gordon F. Fischer as Instructor in Speech for 1937-38, replacing Mr. Ormond J. Drake (whose leave has been renewed for the year) at a salary of \$1800.00.
11. Appointment of Mr. C. J. Budelier as Instructor in Logging at the Forestry Summer Camp (June 28 to September 3), at a total salary of \$400.00 for the period.
12. Appointment of Mr. Ellis J. Airola, quarter-time graduate assistant in Botany during May and June at \$30.00 per month, to assist with the Bankhead-Jones Wax Emulsion Project for the same two months with additional pay at the rate of \$35.00 per month.
13. Appointment of Mr. H. H. Ruhland as assistant in the Department of Animal Pathology for the months of July and August, at a salary of \$140.00 per month (to be paid from the Abortion Test Fund). Mr. Ruhland will carry on the work of graduate assistants whose appointments expire June 30 and of regular staff members on vacation.

Leaves

14. Recommendation of Dean Emmons that Mr. E. A. Gee, Associate Professor of Economics, be granted leave of absence on half pay for the academic year 1937-38, so that he may take advanced work in the Harvard Graduate School of Business Administration. This will require full time replacement.
15. Recommendation of Dean Emmons that Mrs. Merle Evers, Associate Professor of Home Economics Education, be granted leave of absence on full pay for the fall term of 1937, so that she may take advanced work at Ohio State University. It is understood that no replacement will be necessary.
16. Recommendation of Dean Emmons that Mr. George P. Steinmetz, Instructor in Modern Languages (German), be granted leave of absence on full pay for the academic year 1937-38 so that he may take advanced study in Germany. This will require full time replacement.
17. Recommendation of Dean Anthony that Dr. C. E. Millar, Professor of Soils be allowed six weeks' leave of absence without pay this summer so that he may carry on special educational work for the Federal Land Bank of St. Paul. Dr. Millar's salary during this period will be paid by the Land Bank.
18. Recommendation of Dean Anthony that Mr. C. E. Robey, Assistant Professor of Agricultural Engineering, be granted one month's leave of absence with pay in addition to his vacation period. Mr. Robey will travel in Europe, visiting also the drainage and irrigation sections of several countries.

RESIGNATIONS, APPOINTMENTS AND LEAVES, continued

19. Recommendation of Dean Anthony that Miss Dorothy Stevenson, stenographer in the Dairy Department (on Advanced Registry funds), be allowed an extended vacation from June 28 to August 5 with pay, so that she may travel in Europe. Miss Stevenson took no vacation last year.
20. Recommendation of Dean Anthony that leave of absence with full pay be granted Mr. Ira Gould, Instructor in Dairy Husbandry, from July 15 until September 1. Mr. Gould will use the time in completing requirements for his doctorate at the University of Wisconsin.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve the Resignations, Appointments and Leaves with the exception of item 16 which is referred to the President with power to act.

TRAVEL

TRAVEL

1. Railroad fare to Cleveland for Miss Helen Noyes, Home Management Specialist, so that she may attend the General Electric Lighting School, June 28 to July 2. (Second class travel approved)
2. Railroad fare to Denver, Colorado, for Dr. W.D. Eaton, Associate Professor of Mathematics, so that he may attend a special meeting of statisticians on July 15. Expenses will be paid from Station Director's Office funds. (First class).
3. Mileage allowance on one car to Ames, Iowa, so that five members of the Department of Economics may attend the American Institute of Cooperation, June 21 to 25. Expenses will be charged to Extension funds.
4. Mileage allowance on one car to Urbana, Illinois, so that members of the Agricultural Engineering Department may attend meetings of the American Society of Agricultural Engineers, June 21 to 24. Expenses will be charged to Agricultural Engineering Section, Experiment Station funds.
5. Mileage allowance on one car to Wooster, Ohio, so that members of the Farm Crops Department may attend a special soft wheat conference called for June 25.
6. Mileage allowance on one car to Lincoln, Nebraska, so that members of the Dairy Husbandry Department may attend the annual meeting of the American Dairy Science Association, June 20 to 26.
7. Railroad fare only to New York so that Professor E. A. Finney may attend meetings of the American Society of Testing Materials, June 28 to July 2. (First class).
8. Mileage allowance on two cars to Boston, Massachusetts, so that seven members of the Engineering staff may attend meetings of the Society for the Promotion of Engineering Education, June 28 to July 2. Expenses will be divided equally among the five departments of the Division.
9. Recommendation of the Athletic Council that John Gardner and Carl Mueller be allowed to take part in the National College Track Meet at Berkeley, California, on June 19, with expenses paid by the Athletic Association. Gate receipts for the meet are pro-rated to the contestants, so net expense is not expected to be large.

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

MISCELLANEOUS

Enrollment
limitations
placed on
Veterinary

1. Recommendation of the Faculty that the following enrollment limitations be placed on both the Pre-Veterinary class and the first-year Veterinary class, effective for the fall term, 1937:
 - a. That the number be limited to 64.
 - b. That students be given preference in the following order:
 - 1) residents of Michigan; 2) residents of states other than those which maintain a state Veterinary school; 3) residents of those states that have state Veterinary schools.

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

Enrollment
limitations
placed on
Forestry

2. Recommendation of Dean Anthony that the following enrollment limitations be placed on freshman Forestry enrollees (subject to Faculty approval), effective for the fall term, 1937:
 - a. That the number be limited to 200.
 - b. That students be given preference in the following order:
 - 1) residents of Michigan; 2) residents of states other than those which maintain a state Forestry School; 3) residents of those states that have state Forestry Schools.

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

Acceptance
of addi-
tional grant
of \$6000.00
from Rackham
\$100 for flag
from Mr.
Jenison.

3. Presentation by the Horace H. Rackham and Mary A. Rackham Fund of an additional grant of \$6000.00 to be used for brucellosis study under Doctors Giltner and Huddleson.
4. Presentation by Mr. Fred Jenison to the Michigan State College Military Band of a check for \$100.00, to be used for the purchase of two flags.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to accept the above-mentioned gifts in items 3 and 4 with appropriate letters of thanks to be written.

MISCELLANEOUS, continued

- WJIM to broadcast 1937 football games
5. Recommendation of the Athletic Council that Station WJIM of Lansing be permitted to broadcast the 1937 football games for the sum of \$1000.00, but that the College reserves the right to have games broadcast also by the College or other stations.

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

- Approval of billboard advertising for football games.
6. Recommendation of the Athletic Council that contracts be signed for thirty-day billboard advertising of the football schedule, consisting of twenty-two boards of nine cities (as last year), at a cost of \$575.00.

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

- \$348.60 to be added to Forestry budget for purchase of forest stock.
7. Recommendation of Dean Anthony that \$348.60 be added to the Forestry Department budget, to be used in the purchase of forest stock from the U. S. Forest Service for re-sale to farmers (with proceeds turned into general funds). A similar arrangement covering \$600.00 was approved by the Board on April 17th; this addition is necessary because of unexpected demand for the stock.

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

- Request for operation for R. Flake referred to Pres.
8. Recommendation of Director Young that an appendectomy be financed by the College for Rudolph Flake, freshman student.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to refer the above item to the President with power to act.

- Health Ser. bill of \$11.50 for W.E. Laycock Ath. Labor payroll for \$104.25
9. Presentation of Health Service bill of \$11.50, covering 23 office calls by W.E. Laycock, College Photographer, who was injured while at work.
 10. Presentation of Athletic Association labor payroll in the amount of \$104.25, covering services of eleven salaried staff members at spring baseball and track events.

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

- Additions to budgets of Health Ser. & Physiol.
11. Requests for the following additions to current maintenance budgets to cover expenses for the balance of the year:

Health Service	\$500
Physiology and Pharmacology	400

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted that the necessary expenditures for the remainder of the year be taken care of for the Health Service and the Department of Physiology and Pharmacology - in any event the expenditures are not to exceed \$500 in the case of the Health Service and \$400 for Physiology and Pharmacology.

- Trans. of \$400 from trans. of fees to Regis.
12. Request of the Registrar for the transfer of \$400.00 from Receipts for Transcript Fees to the maintenance budget of the office, to cover expenses for the balance of the year.

- Pres. to make grad. assist. replacements.
13. Request of the President for authorization to make such graduate assistantship replacement appointments for 1937-38 as may be necessary in the near future (requests for additional assistantships will be presented with budget recommendations).

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to approve items 12 and 13.

PRESIDENT'S REPORTS

- Prof. Earl Weaver accepts position as head of Dairy
1. Report on Professor Earl Weaver's acceptance of the position of Professor of Dairy Husbandry and Head of the Department at an annual salary of \$5000.00 per year, effective July 1, 1937.

- \$25 Lawson Essay prize college funds.
2. Approval of the payment of the annual \$25.00 Lawson Essay Contest prize from College funds (principal yields no interest).

- Prof. R.K. Steward on lv. before end of term.
3. Report on permission given Professor R. K. Steward, Head of the Department of Drawing and Design, to leave (on June 7th) before term-end for health reasons. Professor Steward's work has been handled by other department members.

- Lv. of absence to Miss Alice McKinney.
4. Grant of leave of absence with pay to Miss Alice McKinney, Extension Specialist in Home Furnishing, for the period June 14 to July 24, so that she may attend summer school at the University of Minnesota. All but two weeks of this time is covered by Miss McKinney's regular vacation.

- Expenses to Gary, Ind. app for Coach Young
5. Approval of full expenses to Gary, Indiana, for Director R. H. Young, so that he might be guest speaker at a track and swimming banquet at the Horace Mann School on June 14.

- Approval of expense acct of \$21.00 for Bachman, King & Casteel.
6. Approval of an expense account (\$21.00) submitted for Messrs. Bachman, Casteel, King and Terlaak, who attended the final spring practice at the University of Notre Dame on May 2nd.

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

BUILDING COMMITTEE ITEMS

1. Communication from the City of East Lansing relative to the possible construction of a second unit of a garbage disposal project.
2. Communication from the City of East Lansing requesting the State Board of Agriculture to provide \$300.00 to be supplemented by \$1200 by the City of East Lansing to cover the cost of a survey looking into the entire matter of sewage disposal.

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

3. Recommendation from the Athletic Council for certain changes in the offices of the Athletic Department.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the above recommendation according to arrangements suggested by Mr. Wilkins - cost to be approved by Mr. Wilkins.

4. Recommendation from the Athletic Council for the construction of a brick ticket office at the northwest corner of the stadium at an estimated cost of \$1150.00.

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

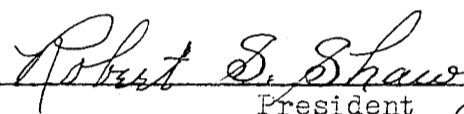
5. Communication from Mr. Clarence Wedge requesting that he be allowed to have a garden on certain land owned by the college not now under cultivation.

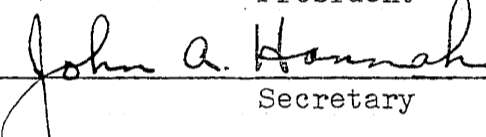
No action.

6. Report of Secretary on general labor situation.
7. Report of progress on Morrill Hall changes, laundry, dormitory, etc.

It was voted to hold the next meeting of the State Board of Agriculture at 10 A.M. on July 8.

The meeting adjourned at 4:45 P.M.



 President


 Secretary

Minutes of the
Meeting of the State Board of Agriculture
July 8, 1937

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

Absent: Dr. Elliott

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

The minutes of the previous meeting were approved.

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Miss Mary Baldwin, secretary in the office of the Dean of Women effective July 15, 1937.
2. Resignation of Mr. Kenneth J. Trigger (on leave without pay during the school year 1936-37) as Instructor in Mechanical Engineering, effective August 31, 1937.
3. Resignation of Dr. F. M. Thrun, Associate Professor of Economics, (on leave with the Resettlement Administration from October 1, 1935 to June 30, 1937) effective June 30, 1937.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted that, instead of accepting Dr. Thrun's resignation, the Board grant him an additional six months' leave of absence with the request that he notify the College definitely on October 1, 1937 as to whether or not he will be returning to the staff on January 1, 1938.

4. Resignation of Miss Inez Spofford, Assistant in Charge of Assignee Reading Room at the Library, effective August 1, 1937.
5. Resignation of Mr. E. A. Finney, Assistant Professor of Civil Engineering, effective September 1, 1937.

Communications from City of E.L. relative to garbage disposal and sewage disposal.

Certain changes in offices of Ath. Dept. approved.

Approval of construction of brick ticket office at stadium.

Letter from Mr. Wedge

Report of Sec. of labor situation.

Report on Morrill Hall changes, etc.

Resignations