

Be it and it is hereby resolved that the scholarships in music, namely eight scholarships in Voice, six in string instruments, six in piano, as set forth on page 265 of the Michigan State College catalog No. 10, dated May 1933 be and are hereby discontinued.

Be it and it is hereby resolved that all resolutions relative to the personnel of the Michigan State College Department of Music appearing upon the minutes of the meetings of the State Board of Agriculture and all verbal or written memorandum, with the exception of the minutes of the meeting of the State Board of Agriculture December 29, 1932, relating to the Music Department, are hereby rescinded and repealed.

3. On motion of Mr. McPherson, it was voted that the President and Music Committee of the Board be authorized to confer with the Board and officials of the Institute of Music and Allied Arts with reference to the establishment and maintenance of proper contractual relations of cooperation.

The meeting adjourned at 6:00 P.M.

President and Music Com. of the Board authorized to confer with Board and officials of Institute

R. S. Shaw
President
S. H. Halladay
Secretary

Minutes of the
Meeting of the State Board of Agriculture
September 21, 1933

Present: Messrs. Berkey, Brody, Chairman; Daane, McColl, McPherson, Mrs. Wilson, Mr. Eugene Elliott, representing the Superintendent of Public Instruction, President Shaw and Secretary Halladay.

Absent: No one.

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

The minutes of the two special meetings held, August 2nd, 1933 and August 9th, 1933 were approved, having been in the hands of the Board members.

RESIGNATIONS

Resignations

1. Resignation of G. W. Putnam, Superintendent of the Experiment Station at Chatham, effective September 1, 1933.
2. Resignation of Lt. Col. A. E. Daman, as Assistant Military Property Custodian, August 31, 1933.

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

APPOINTMENTS

Appointments

1. Appointment of Francis H. Meiers as assistant freshman football coach for the season of 1933, at a salary of \$150.00.
2. Appointment of C. V. Ballard as State County Agent leader, effective immediately, at his present rate of salary.
3. Appointment of Dorothy Wickstrom as assistant in the office of the Dean of Women, effective October 1st, 1933 at \$1205, replacing Mrs. Kipke (Mary Ann Uptegrove) resigned.
4. Appointment of Miss Ruth Jameyson as half time research clerk in the Department of Economics (Purnell funds) effective October 1st at \$35.00 per month, replacing Miss Cooley, resigned.
5. Appointment of Mr. John Long to the Ice Cream Association scholarship.
6. Appointment of the following graduate assistants and fellows for the year 1933-34.

Division of Agriculture

Graduate Assistants

- 1) Department of Dairy Husbandry, Chloron Conley as half time graduate assistant for the year 1933-34.
- 2) H. L. Dunton, half time graduate assistant in the Department of Farm Crops, for the year 1933-34.
- 3) Dean Anderson, half time graduate assistant in Department of Farm Crops for 1933-34.
- 4) Grover Brown, to National Milling Company Fellowship, at \$960 for full time.
- 5) Department of Soils, C. W. Lauritzen reappointed to half time assistantship Purnell fund.
- 6) L. S. Carter, quarter time graduate assistant in Department of Soils, 1933-34.
- 7) H. H. Morse, quarter time graduate assistant in Department of Soils, 1933-34.

Graduate
Assistantships

- 8) Reappointment of W. L. Ligon as graduate assistant under the Potash Export Fellowship at \$1200.

Division of Applied Science

- 9) Department of Botany, Willard E. Mooar, half time graduate assistant for 1933-34.
 10) Junius L. Forsberg, half time graduate assistant in Department of Botany for 1933-34.
 11) Buford H. Grigsby, half time graduate assistant in Department of Botany for 1933-34.
 12) Department of Chemistry, Edwin George Donahue as half time graduate assistant for 1933-34.
 13) Cecil Chester Langham, half time graduate assistant in Department of Chemistry for 1933-34.
 14) Arthur Neeley, half time graduate assistant in Department of Chemistry for 1933-34.
 15) George T. Bauer, quarter time graduate assistant in Department of Chemistry for 1933-34.
 16) Roger Clark Dawes, quarter time graduate assistant in Department of Chemistry for 1933-34.
 17) Robert Carl Olsen, quarter time graduate assistant in Department of Chemistry for 1933-34.
 18) Richard B. Saltonstall, quarter time graduate assistant in Department of Chemistry for 1933-34.
 19) Herbert E. Ungnade, quarter time graduate assistant in Department of Chemistry for 1933-34.
 20) Department of Entomology, J. H. Merritt as half time graduate assistant for 1933-34.
 21) Department of Physics, William George Keck as half time graduate assistant for 1933-34.
 22) Department of Zoology, Walter E. Heston as half time graduate assistant for 1933-34.
 23) Kenneth B. DeOme, as quarter time graduate assistant in the Department of Zoology for 1933-34.
 24) Farley F. Tubbs to the W.K. Kellogg Bird Sanctuary Fellowship for 1933-34.

Engineering

- 25) Department of Chemical Engineering, Kenneth L. Clark, half time graduate assistant for 1933-34.
 26) Department of Chemical Engineering, Herbert T. Walworth as full time assistant at \$120 a month for the fall term (to take Mr. Reed's work) and half time graduate assistant for the rest of 1933-34.
 27) Department of Mechanical Engineering, Kenneth J. Trigger, half time graduate assistant for 1933-34.

Home Economics

- 28) Josephine Fuller quarter time graduate assistant for 1933-34 (Purnell funds).
 29) Margery Olson, quarter time graduate assistant for 1933-34 (Purnell funds).

Liberal Arts

- 30) Harry E. Rice, quarter time graduate assistant, in the Department of Economics for 1933-34.
 31) Department of Sociology, J. L. Charlton as half time graduate assistant for 1933-34 (Purnell).

Veterinary Science

- 32) Department of Bacteriology, Adolf Sypien, quarter time graduate assistant for 1933-34.
 33) Norman McCullough, quarter time graduate assistant in Department of Bacteriology for 1933-34.
 34) Department of Animal Pathology, C. B. Line as half time graduate assistant for 1933-34.
 35) James W. Scales, reappointed as quarter time assistant in Bacteriology for 1933-34.
 36) William R. Teeter, quarter time assistant in Bacteriology for 1933-34.
 7. Appointment of Miss Ruth Bowen to be in charge of the field people in Sociology, same work as she has been doing for the past two or three years, at \$100 a term. Purnell fund.

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

TRAVEL

1. Professor Hitchcock to attend the annual meeting of the Highway Research Board in Washington, D.C. December 7th and 8th (estimated travel expenses \$60.00).
2. Dr. Fabian, Dr. Wallman and Dr. Giltner to attend the meeting of the American Public Health Association in Indianapolis October 9th to 12th. Automobile mileage.
3. Travel authorization for Professor L. C. Emmons to attend the twenty fifth annual meeting of the National Interfraternity Conference in Chicago, October 13th and 14th. All expenses.
4. Recommendation that C. R. Oviatt attend the sugar conference in Washington (last week in August) expenses to be paid from Extension funds.
5. Request that all expenses be paid in order that Mary Richmond and Nevels Pearson may go to Chicago October 7th in connection with 4-H radio program.
6. Request for ten dollar allowance for each of four members of Dairy Cattle Judging team, to help defray their expenses to Waterloo, Iowa, October 2nd and 8th.
7. Authorization for G. E. Taylor, coach of above team, to accompany students on the trip to Waterloo, Iowa (meals, lodging and car mileage).
8. Dr. Thrun, of department of Economics, to Phoenix, Arizona, to the annual conference of the National Tax Association, October 16th to 21st. He has been asked by Gov. Comstock on behalf of the Legislative Council to attend the meeting. Mileage, pullman and meals en route allowed.
9. Dr. J. W. Crist to attend meeting of the American Library Association in Chicago, October 16 to 21st, railway expenses allowed.

Travel

On motion of Mr. Berkey, it was voted to approve the above listed nine travel items.

10. Representative to attend the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions to be held at Bloomington, Indiana, November 23rd, 24th and 25th.

No action.

Leaves

LEAVES

1. Request that Gifford Patch be granted a leave of absence from October 1st to January 1st, in order that he might cooperate with Federal agricultural adjustment authorities in Washington (request from George Peek).
2. Request for extension of sick leave without compensation until July 1, 1934, for R. G. Carr.
3. Request for leave of absence from August 1st to December 31st, 1933, for Prof. H. S. Newins of the Department of Forestry, at a salary of \$115.00 per month. Mr. Newins has been asked to cooperate with the Conservation Department in the supervision of twenty camps in Michigan.

Patch to Washington

Extension for Mr. Carr

Lv. for Mr. Newins

On motion of Mr. Daane, it was voted to authorize the leave for Mr. Newins, on the basis of salary adjustment equivalent to the amount he is receiving here at the College.

4. Leave of absence with pay for J. C. Breakey, of the history department, from August 19th to November 19th, at which time his services are to terminate.

Lv. for Mr. Breakey

On motion of Mr. Daane, it was voted to approve items 1, 2, and 4, - action already appears on item 3.

PRESIDENT'S REPORTS

1. Travel authorization was granted Dean Dye to attend funeral of Anna Bayha at Wheeling, W. Virginia.
2. Authorization for travel expenses to Chicago for P. S. Lucas in order that he might attend the meeting of the Association of International Ice Cream Manufacturers, September 19th to 21st. (Paid from Creamery funds).
3. Prof. A. J. Clark of the Chemistry Department was given car mileage to Chicago and return in order that he and party might attend the meeting of the American Chemical Society September 10th to 15th. (Charged to Chemistry).
4. Car mileage was granted to Dr. R. C. Huston in order that he and several other members of the division might attend the meeting of the American Chemical Society in Chicago, September 10 to 15th (charged to Applied Science budget).
5. E. R. Hancock, poultry extension man, was granted leave of absence for period of August 15th to November 1st in order that he might assist with the wheat reduction campaign. (It is understood that he will be reinstated November 1st).
6. Authorization was made for the granting of thirty four instead of thirty two scholarships to prospective freshmen.
7. Appointment of Miss Gladys Winegar as assistant professor of home economics for the year 1933-34, at a salary of \$2400 (replacing Miss Bayha).
8. Appointment of J. G. Wells, as Superintendent of the Experiment Station at Chatham, as well as in charge of the extension work of the Upper Peninsula, effective September 1st. Salary to be the same, plus house, etc.

Travel granted Miss Dye to attend funeral of Miss Bayha

P.S. Lucas travel to Chicago.

A.J. Clark Chicago & return.

Car mileage for Dr. Huston to Chicago.

Lv. E.R. Hancock to Nov. 1

34 scholarships author. instead of 32.

App. of Gladys Winegar in H.E.

Mr. Wells to be Supt. of Exp. Sta. also

G.M. Trout to accompany D. Judging team Chicago.

Drainage project for College Farm approved.

Action def. on request that Churchill's salary be advanced.

Report on accident to Chester Noble.

Report on accident to Henry Wiese

Dr. Haber to continue to assist Welfare

Student Coun. presents College with \$1000 to be used as loans

Plan for supervised teaching ag. in Okemos H.S.

Conservation Dept. requests use of Dunbar Exp. Sta. for winter civilian camps.

Action def. on request that Dunbar Sta be repaired.

Recommendations from Dean of Ag. re: Kellogg Farm.

Buildings at Kellogg Farm to be painted when money available.

Correspondence from Mr. Abbott re: balance due college on ext. 32-33

Corres. from Seidman re: agreement with E.L. State Bank

9. Authorization for meals, lodging and car mileage for Mr. G. M. Trout to accompany Dairy Judging Team to Chicago to Dairy Judging Contest, and ten dollars for each of the team members.

10. A drainage project for the college farm in the amount of \$600 was recommended by R. S. Hudson. Authorization was given with the understanding that the costs would be shared by the departments of Horticulture, Farm Crops and Farm and Horse.

On motion of Mr. McColl, it was voted to approve items 1 to 10.

11. Recommendation that Mr. B. R. Churchill's salary be advanced \$500.00 due to extra work involved on account of transfer of Mr. Wells. Mr. Churchill is Resident Assistant in Farm Crops, spending his summers at Chatham and winters here with short course work. His salary for 1933-34 is \$2100.

On motion of Mr. Brody, it was voted to defer action on item 11.

SECRETARY'S REPORTS

1. Report on accident to Chester Noble, buildings and grounds employee. No time lost, medical service amounting to five dollars.

2. Report on accident to Henry Wiese, laborer at Dairy Barn, whose thumb was broken. Statement for medical service amounts to \$12.00. No time lost.

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

MISCELLANEOUS

1. Request from Dr. William Haber that he be permitted to continue assisting the State Emergency Welfare Relief Commission as Assistant Administrator. This work is of an advisory nature on a part time basis.

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

2. The Student Council has presented to the College from their forensic fund \$1000.00 to be used for loans for students engaged in forensic activities.

On motion of Mr. Berkey, it was voted that the Secretary make formal acceptance of this fund which is to be used for students engaged in forensic activities.

3. Consideration of the plan for supervised teaching in agriculture at the Okemos High School. (Copy of plan on file).

On motion of Mr. Daane, it was voted to approve the plan as submitted.

4. The Conservation Department of Michigan has asked to use the Dunbar Forest Experiment Station as one of the Winter Civilian Conservation Camps (November to April). This has still to be approved by the U. S. Army.

On motion of Mr. McColl, it was voted to approve the above request of the Conservation Department as per the terms in Professor Herbert's letter dated September 14th on file.

5. Recommendation of the Dean of Agriculture that the building at the Dunbar Station be replastered and roofed.

Action deferred.

6. Following are recommendations from the Dean of Agriculture:

a) That the Kellogg Demonstration farm and its administration be placed as a direct responsibility of the Dean of Agriculture.

b) That the salary of Supt. McCrary be paid from the general salary payroll of the institution.

c) That the superintendent be considered as a member of the staff of the office of the Dean of Agriculture, and directly responsible to that office for his directions.

On motion of Mr. Brody, it was voted to approve items a and c and defer action on item b.

7. Proposition for painting the buildings at the Kellogg Farm as recommended by Mr. McCrary (College to furnish labor, Mr. Kellogg to furnish paint and supplies).

On motion of Mr. Berkey, it was voted to accept the above mentioned proposition by Mr. Kellogg at such time as money is available.

8. Correspondence from Mr. Abbott of the State Administrative Board, regarding the balance due the college on agricultural extension funds for the year 1932-33.

Letter placed on file.

9. Correspondence from Seidman and Seidman regarding our agreement with the East Lansing State Bank, and the collateral depository agreement.

On motion of Mr. McColl, it was voted to refer the above matter to President Shaw and Mr. Daane with power to act.

10. Request by Dean Anthony, Chairman on Labor Payroll Regulations, for the reconsideration of items 2 and 5 of the labor payroll regulations which were passed at the July Board meeting.

On motion of Mr. Brody, it was voted that the recommendations of the Labor Payroll Committee consisting of Dean Anthony, Secretary Halladay, Dr. Huston and Miss Dye, be adopted and substituted for their first report.

11. Communication from Professor Richards regarding the agreement he had with Professor Patton, head of the Voice Department, - Professor Patton objects to taking the cut beginning July 1st - he thinks it should not become effective for him until September 1st.

On motion of Mr. Berkey, it was voted that Professor Patton's request be disallowed.

12. Further consideration of the Music Agreement.

On motion of Mrs. Wilson, it was voted to authorize the following changes in the music set-up as adopted at the last meeting of the Board, August 9, 1933, namely:

A straight \$3,000 salary for Mr. Leonard Falcone.

That the salary of Marius Fossenkemper be set at a minimum of \$2750 and a maximum of \$3,000.

That the budgeted sum of \$1500 for office administration and office assistance be increased from \$1500 to \$3000, \$1920 of which will form the salary rate for Robert J. Coleman and \$1080 for Elsie Marquardt, stenographer.

That the positions of assistants to Professor Patton be offered to Miss Beatrice Brody and Miss Frances Pearl at a remuneration of \$600 each as provided for in a total \$1200 apportionment in the Original budget.

That this amended budget together with the salary payroll as revised become effective September 1st, but to be subject to revision and readjustment at the end of the six months period of the present fiscal year as ordered for all other budgets by the Board when it approved the budgets for the present one half year period.

13. Resolutions from the special committee of the Board of Directors of the Michigan State Institute of Music and Allied Arts presented to the State Board of Agriculture for its consideration.

On motion of Mr. Daane, it was voted that receipt of the set of resolutions be acknowledged and that they be referred to the special committee of the Board on Music; the Committee to refer them to Seidman and Seidman, auditors, to be checked, then to Shields, Silsbee, Ballard and Jennings, attorneys, to be reviewed, - the special committee then to present them to the Board with recommendations.

14. Bids were opened September 18th on the pump for Well #6. Eight bids were received, the lowest one for 50 H.P. motor was \$2300, presented by John Bean Mfg. Co., the highest one was \$3633.00 from the Coon-DeVisser Company.

On motion of Mr. McColl, it was voted that the bid be let to the low bidder, John Bean Mfg. Company for a 50 H.P. motor at a cost of \$2300.00; 10% of the amount to be paid on acceptance test and the balance March 1, 1934.

15. Report on building program submitted to State Building Superintendent by the President.

Received and placed on file.

The meeting adjourned at 5:00.

R. S. Shaw
President

S. S. Halladay
Secretary

Request from Chairman of labor payroll regulations for reconsideration of items 2 & 5

Prof. Patton Music Dept. requests exemption from cut for July & August.

Changes in music set-up as adopted at last meeting.

Bid let for pump for well to John Bean

Report on building program.