

6. The Secretary reported the request for an increase in the apportionment for the Department of Botany.

Botany Dept.
granted increase
in apportion.

On motion of Mr. McColl, it was voted that the Department of Botany be allowed \$350.

7. Dean Giltner reported concerning needs with reference to further equipment for the making of bacteria cultures for seed inoculation.

Bacty Cultures

On motion of Mrs. Stockman, it was voted that the price for bacteria cultures for seed be increased to 30¢ and that the necessary equipment for increasing the production of the plant be allowed.

Price increase
ed. equipment
allowed.

8. The Secretary reported in regard to the purchase of the Woodworth Farm.

Woodworth Farm

On motion of Mr. Gowdy, it was voted that the report be accepted.

9. Dr. Olin came before the Board and presented matters pertaining to hospital cases.

Report by Dr.
Olin re cases

On motion of Mr. Gowdy, it was voted that the above report be accepted.

10. Dr. Olin presented the matter of a nurses' home.

Nurses home

On motion of Mr. McColl, it was voted that the matter, relative to securing accommodations, be left with the Secretary.

Left with Sec.

11. Plans for the Horse Show were presented.

Plans for Horse
Show presented

Secretary Halladay reported there was a balance of \$1200 in the Horse Show Fund.

SPECIAL ORDER OF BUSINESS

1. Dr. Clara E. Powell reported on her work with the girls of the college.

Report by Mrs.
Powell re work
with girls

UNFINISHED BUSINESS

On motion of Mr. Gowdy, it was voted that the College budget for the next fiscal year be presented to the Board at its July meeting; that it be accompanied by a history and analysis of College expenditures for the past four or five years, and also by recommendation looking toward improved methods of making and administering the budget and, in general, of managing the financial and business aspects of the institution.

Budget for
next fiscal yr
to be present-
ed at July
meet. Admin.
of funds, etc.

MEETING ADJOURNED AT 4:00 O'CLOCK.

R. L. Butterfield
PRESIDENT

H. Halladay
SECRETARY

MINUTES OF THE MEETING OF THE STATE BOARD OF AGRICULTURE MARCH 16, 1927

MEETING WAS CALLED TO ORDER AT 9:00 A.M.

Present: President Butterfield, Mrs. Stockman, Messrs. McColl, Gowdy, Brody, Watkins, McPherson, Coffey and Secretary Halladay.

REPORTS FROM PRESIDENT AND SECRETARY FOR RECORD OR INFORMATION.

1. President Butterfield read a letter from the Manton Grange relative to an experimental farm being located in the vicinity of Manton.

Exp. Farm at
Manton.

2. The President reported that Mr. A. C. Burnham was making a slight change in the Don Burnham Memorial Fellowship.

Don Burnham
Fellowship

3. The President also suggested a vote of appreciation to Mr. Burnham for his services in regard to Life Planning.

Vote of appre-
ciation to
Mr. Burnham.

On motion of Mr. McPherson, it was voted that a vote of appreciation be sent Mr. Burnham.

4. The President reported on the matter of the invitation to President Coolidge for Commencement.

Pres. Coolidge
invit. for Com-
mencement.

5. The President reported Out-of-State Travel authorizations as follows:

Out-of-State
Travel

Dr. Olin, Chicago, March 14, meeting of medical men interested in use of X-Ray in College and Athletic Work.

Director Baldwin) Washington, Feb. 26, to conference on corn borer program
Professor Cox)

Out-of-State
Travel

Mr. R. W. Newton, Chicago, March 6, to discuss farm tax study plans with Dr. John C. Watson, of Ill. Agr'l. Asso.
Miss Mary Ross Potter, from Northwestern University, to inspect M. S. C. as
Mrs. Max Winkler, from Ann Arbor,) representatives of A. A. U. W.
Dr. A. R. McLaughlin, Philadelphia, Dec. 27-Jan. 2, A. A. A. S., \$40 toward expenses.
Professor Roseboom, Rochester, middle of April, Federated Societies of Experimental Biology.
Glen O. Stewart, Milwaukee, M. S. C. Alumni meeting, March 12.
Dr. Dunford, Toledo, Jan. 26, Great Lakes Advisory Board,
Dr. Giltner, Chicago, M. S. C. Alumni meeting, Feb. 25,
Lisle A. Smith, from Fort Wayne, Ind., to interview G. E. Dept., regarding position.
H. L. Searles, From Decatur, Ill., to interview Dean Ryder regarding position.

Resignations
Appointments
Sal. Adjust-
ments.

RESIGNATIONS, APPOINTMENTS, SALARY ADJUSTMENTS, ETC., FOR CONFIRMATION.

1. The President recommended that the following resignations be accepted and the appointments and adjustments approved:

Kenneth L. Burt, resigned, March 15, as Assistant in Chemistry,
Mrs. Alba S. Pas, appointed instructor in Home Economics, beginning Feb. 14 to substitute during the illness of Miss Gettemy, \$170 a mo.
Lisle A. Smith, appointment instructor in Civil Engineering, effective April 1st., \$2000 a year, 11 months basis, (position authorized by Board in September)
May G. Arthur, resigned March 31, secretary to Director of Continuing Education.
Christine E. Green, appointed Mar. 21, \$1500 a year, to replace Miss Arthur.
Don Jewell, transferred from Antrim County to Tuscola County, as County Agr'l. Agent effective Mar. 15, salary \$3400, \$1800 from Extension Funds.
Frank B. Thompson, appointed as County Agent for Presque Isle County, effective April 1, at a salary of \$2500 a year, \$1800 from extension funds.
Ralph B. Coulter, appointed County Agent, Ogemaw County, salary of \$2400, \$1800 from extension funds, effective March 1, 1927.
John Sims, adjustment of salary as Extension Specialist in Soils, to begin March 15th, instead of March 1 as in minutes of January 18, 1927.
Justin C. Cash, resigned, effective April 1, County Agent, Manistee County.
Miss Witmer, resigned, stenographer, B & G Clubs and Clothing Project, Jan. 14.
Miss Hilda Diehm, appointed, to replace Miss Witmer, salary of \$1200 a year, effective Feb. 1, 1927.
Miss Mary Patterson, appointed stenographer in Economics Department, to replace Mrs. Moore, deceased, salary \$75 a month, from Economics Department Purnell Funds, effective March 1, 1927.
Mrs. Mary Seaman, appointed stenographer, Economics Department Purnell, \$100 a month for the period Feb. 21 to April 30, 1927.
Miss Elsie Dick, appointed stenographer, Economics Department Purnell, \$85 a month for the period March 1, to April 30, 1927.
Miss Emma Pombier, temporary nurse, 4 days ending noon of Feb. 21.
Mrs. Rose Fuller, temporary nurse, beginning Feb. 24.

On motion of Mr. Brody, it was voted that the above resignations be accepted and the appointments and adjustments approved.

RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD.

1. The President recommended that the Board approve the establishment of a Chapter of the honorary society of Phi Kappa Phi at the College.

On motion of Mr. Brody, it was voted that the above recommendation be approved.

2. President Butterfield recommended approving the courses adopted by the Faculty at their meetings of February 7 and March 7, 1927 and that a subsidy of \$500 be established to meet any deficit in giving of high class plays, "English 403a", President Butterfield and Dean Ryder to determine the necessity.

On motion of Mrs. Stockman, it was voted that the above courses be approved.

3. The President recommended that the disposition of any matters connected with the status of Professor Forsberg be left to the President and Dean Ryder with power.

On motion of Mr. McPherson, it was voted that Mr. Forsberg be asked to resign his position with this college, effective April 1st.

4. The President recommended that the system of formal contracts for members of the staff be abolished, but that in case any member of the staff desires to resign or his services are no longer needed, ample notice should be given, presumably of at least three months.

On motion of Mr. Brody, it was voted that the above recommendation be approved.

REPORTS FROM COMMITTEES OF THE BOARD

1. Report of the controller:

On motion of Mr. Gowdy, it was voted that the controller's report be accepted and adopted.

- 1½. A request from Coach Young for \$1,524 additional for current maintenance to carry him through the fiscal year.

On motion of Mr. Brody, it was voted that the President request Mr. Young to have the money provided out of Athletic Funds.

Chapter of
Phi Kappa
Phi to be
established

New courses

Prof. Fors-
berg asked
to resign.

Contracts to
be abolish-
ed.

Report of
Controller.

Request from
Coach Young
for funds

11183

2. The report of the Finance Committee is as follows:

"The Finance Committee composed of Messrs. Gowdy, Brody and Watkins met at the President's Office, Tuesday, March 15th and recommended the following:

"Dr. Bessey appeared before the Committee and explained the cause of the deficit in the current college account of the Department of Botany. It was recommended that the Board authorize the sum of \$350 additional for the balance of the fiscal year."

On motion of Mr. Gowdy, it was voted to approve the above recommendation.

"Mr. Tenny appeared before the Committee and presented a request for \$1,388.82 to carry him through the fiscal year. The committee agreed to recommend to the Board that \$1,007.00 be granted."

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

"A letter, from Mr. Lavers, asking for the transfer of \$1000 from the Electric Light Fund to the Radio Fund, was presented. It was recommended that the above transfer be made."

On motion of Mr. Watkins, it was voted to approve the above recommendations.

The Finance Committee considered budget regulations for the coming year but definite action was postponed.

3. Report of the Alumni Committee on the Union Building.

The Secretary made the following financial report as it appears on the college records from August 1, 1925 to March 1, 1927.

Total for service furnished the Union	\$7,903.48
Amount paid by Union to date	<u>2,514.76</u>
Balance	\$5,308.72

Other Services donated by College	
Steam 17,100,000# @ 60¢	10,260.00
110 Volt Light 98,170 KWH @ .026	2,552.42
Water \$800 a year	<u>1,266.66</u>
Total	\$14,079.08

On motion of Mr. McColl, it was voted to accept the above report.

MISCELLANEOUS BUSINESS FROM PRESIDENT, SECRETARY, DEANS.

1. Dean Shaw brought the following matters to the attention of the Board:

a. The Greening Brothers Nursery Fellowship of \$1000.00.

On motion of Mr. Brody, it was voted that the Greening Brothers Nursery Fellowship of \$1000.00 be accepted.

b. The rental of a certain parcel of land for experimental work in Horticulture.

On motion of Mr. McColl, it was voted that the Department of Horticulture be authorized to rent, for the season 1927, an orchard belonging to Mr. W. C. Crane, of Fennville, Michigan, for experimental purposes and that the consideration be recorded as \$275.00.

c. The question of increase of salary for A. J. Patch.

On motion of Mr. Gowdy, it was voted that a \$300 increase be allowed in Mr. Patch's salary for the current fiscal year.

d. Improvement of Farm Lane.

On motion of Mr. Brody, it was voted that the above matter be left for the Secretary to work out and that he report to the Board at some future date.

e. Rental of Campbell and Wilcox Farms.

On motion of Mr. McColl, it was voted to allow Dean Shaw and Mr. Hudson to rent the above farms and secure an option for purchase.

2. Dr. Olin made certain recommendations concerning service at the Health Center for members of the staff and other employees, as recorded in a letter from Dr. Olin, dated March 3, 1927.

On motion of Mr. Brody, it was voted that Dr. Olin's recommendations be approved.

3. Dr. Olin also presented a recommendation relative to temporary help in connection with the Health Service.

On motion of Mr. Brody, it was voted that Dr. Olin be allowed to appoint the following consulting staff of local physicians: Drs. C. V. Russell, O. M. Randall, L. G. Christian, Milton S. Shaw, A. E. Owen, H. S. Bartholomew, Guy L. Kiefer, C. C. Young, and Dr. Ward Giltner, on terms to be arranged by Dr. Olin.

Report of Finance Committee

Additional funds allowed Botany

Short Course allowed additional funds

Transfer from Elec.Lt. to Radio fund, \$1000

Budget regulations for coming year.

Rept of Alumni Committee

Greening Bros Fellowship

Land for experimental work Orchard rented from W.C. Crane

Salary increase for A.J. Patch Allowed.

Farm Lane

Left to Sec.

Rental of Campbell & Wilcox Farms.

Service at Health service for members of staff.

Temporary help for H. Service

Consulting staff of local physicians.

Page 702
Horse Show to
be held May
30-31.

College bills
in Legislature

Will.Gidley
farm purchas-
ed and pd.for.

Woodworth es-
tate-deeds,etc
ready on or be-
for Mar.18.
Mr.Lintula to
receive \$200

Mr.Phillips
request for
additional
funds-deferred

Sewage Dispos-
al system.

\$75 from Union
for service.

No bulletins
to be publish-
ed in report
of Bd.of Agric

Union Lit.Soc
ask for renew-
al of offer on
old U.Lit.house

Corn Borer Con-
trol financial
plan.\$25,000
to be asked.

Leav of absence
for Sec.Halla-
day.

Washington's
Birthday.

Report of Com
on Methods of
Sup.of Inter-
collegiate Ath.

Resolution re
Mr.Tabor,

4. Col. Sherburne requested that authority be granted the committee of the faculty to hold the Annual Horse Show on May 30-31 under the same conditions as permitted last year.

On motion of Mr. Brody, it was voted to grant the above request.

5. Secretary Halladay brought to the Board the following matters:

- a. The status of College bills in the legislature.

On motion of Mrs. Stockman, it was voted that the report be accepted.

- b. The Secretary reported that the William Gidley Farm had been purchased and paid for and that satisfactory deeds and abstracts are on file.

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

- c. The heirs of the Woodworth estate have notified the Secretary that the deed and abstract would be ready for transfer on or before the 18th of March.

- d. The request of Mr. Lintula for \$200 for injuries received, at Chatham.

On motion of Mr. Brody, it was voted to grant the above request.

- e. The request of Mr. Phillips for an additional apportionment of \$1500 to transplant trees and do other landscape work on the campus.

On motion of Mr. Gowdy, it was voted to defer the above matter until after the beginning of the next fiscal year.

- f. A letter from Mr. Potter regarding the sewage disposal system. Mayor Baker appeared before the Board and presented the contract as agreed upon by Mr. Potter, Attorney General, and the City Attorney of East Lansing.

On motion of Mr. Gowdy, it was voted to refer the above matter to Mr. McColl, Secretary, Halladay and Mayor Baker, with power to sign the agreement when satisfactory.

- g. A letter from Mr. McCarthy, inclosing \$75.00 for service from the College.

The contents of the letter were discussed. No motion made.

- h. Report of the Board of Agriculture.

On motion of Mr. Brody, it was voted to publish the report of the State Board of Agriculture without the bulletins being printed therein.

- i. Request from the Union Literary Society for renewal of offer on the Old Union Lit. Building. They also desire to rent the Collingwood house.

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

- j. The financial plan in the matter of Corn Borer Control.

On motion of Mr. McColl, it was voted that the President and Secretary be directed to prepare a bill requesting \$25,000 for each of two years for investigational work.

- k. The President called attention to the possibility of leave of absence for Secretary Halladay from the 20th of May to the 6th of July.

On motion of Mr. McColl, it was voted that the Secretary be allowed to be absent from the college from May 20 to July 6th.

8. On motion of Mr. McPherson, it was voted that Washington's Birthday, when occurring on Friday or Monday, be observed as a legal holiday, with no classes; but when occurring on other days regular classes be pursued or the day should be observed by a suitable program.

SPECIAL ORDER OF BUSINESS.

1. Professor O. E. Reed made a report of the Committee on Methods of Supervision of Intercollegiate Athletics.

On motion of Mr. McColl, it was voted to adopt the report made by Professor O. E. Reed on the Supervision of Intercollegiate Athletics, providing the report is satisfactory to the faculty.

It was voted to approve the following resolution:

"The Committee desires to express its profound regret over the sudden death of one of its members, Mr. M. W. Tabor of Detroit. Mr. Tabor had a deep and faithful interest in his Alma Mater and, as an alumnus, gave freely of his time and energy in behalf of this college, and particularly the Athletic Department, with which this Committee's work has been concerned."

2. The President read his biennial report.

On motion of Mr. McPherson, it was voted to adopt the above report.

THE MEETING ADJOURNED AT 3:00 O'CLOCK.

Pres. read his
Biennial re-
port.

L. Butterfield
PRESIDENT

H. S. Halladay
SECRETARY

MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
APRIL 20, 1927.

THE MEETING WAS CALLED TO ORDER AT 9:45 A. M.

Present: President Butterfield, Mrs. Stockman, Messrs. McColl, Gowdy, Brody, McPherson and Secretary Halladay.

Absent: Mr. Watkins.

FINANCIAL REPORTS AND OTHER BUSINESS CONNECTED WITH THE FINANCES OF THE INSTITUTION

1. The Controller made a financial report.
2. The President presented a tentative statement of rules for the guidance of the officers of the institution in the execution of its financial affairs, and recommended that the Board adopt these rules in principle as a basis for making next year's budget, but that they be subjected to further study by members of the Board and by the Administrative officers of the college, and particularly that opportunity be given for thorough discussion of them by Deans, Directors and Department Heads.

Financial re-
port.
Budget rules

On motion of Mr. McColl, it was voted that the matter relative to budget rules be left until the next meeting of the Board.

REPORTS FROM COMMITTEES OF THE BOARD AND NEW BUSINESS FROM MEMBERS OF THE BOARD.

1. On motion of Mr. McColl, it was voted that a committee composed of Mrs. Stockman, Messrs. Brody, Watkins and the President be appointed to study the question of Committee appointments of the Board for the coming year and report at the next meeting.
2. The Finance Committee, after considering requests from certain departments for supplementary budgets for the balance of the fiscal year, voted to recommend to the Board that these requests be not granted, and that no further supplementary budgets be granted for the balance of the year; but that all requisitions from departments that have overrun their apportionment be authorized only on approval of the Business Manager and the President, and that all expenditures be refused that involve items not absolutely necessary.

Committee ap-
pointments

Supplementary
budgets not
to be granted

On motion of Mr. Gowdy, it was voted to approve the above recommendation.

3. On motion of Mrs. Stockman, it was voted that the United States Government be reimbursed for war material loaned to the college and which has been unaccounted for.
4. On motion of Mr. McColl, it was voted that the matter of Athletic finances be studied by the Finance Committee and a report made to the Board.

U.S. to be re-
imbursed for
war material
Ath. Finances
to be studied
report to Bd.

RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD

1. The President presented a vote from the Faculty remitting the tuition to Mr. Lin, non-resident. The President recommended that his tuition be remitted for the next two years and that the tuition already paid for the current year be refunded.

Re: remitting
tuition of Mr.
Lin.

The above matter was deferred until after the next Board meeting.

2. The President presented with his recommendation the request from the Extension Service that Mr. Leo Arnold be appointed Poultry Specialist for the Upper Peninsula.

Leo Arnold ap-
pointed Poultr
Spec. in U.P.

On motion of Mr. Gowdy, it was voted to approve the above recommendation with a salary of \$2400 effective immediately. Mr. McPherson voted No.

3. The President presented with his recommendation the request from the Home Economics Department for the appointment of Miss Sylvia L. Medsker to the position of instructor in foods.

Sylvia L. Med-
sker apptd. in-
structor in
Foods.