

Minutes of the
Meeting of the State Board of Agriculture
December 15, 1934

Present: Messrs. Berkey, Brody, Daane, Downing, Halstead, Mrs. Wilson, President Shaw and Secretary Halladay.

Absent: Superintendent Voelker

The meeting was called to order at 9:30 A.M.

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

Resignations
and
Appointments

RESIGNATIONS AND APPOINTMENTS

1. Resignation of Mr. Edward Hammond County Agricultural Agent in Tuscola County, effective January 1, 1935.
2. Resignation of Miss Ruth Lane, stenographer in the Department of Economics, effective December 31, 1934.
3. Appointment of Mr. Evert L. Benton as County Agricultural Agent in Tuscola County, Mr. Benton replaces Mr. Hammond at the same salary - \$2100 a year, \$1800.00 of which is to be drawn from Federal Smith-Lever funds and \$300.00 from State Offset funds.
4. Appointment of Miss Irene Culver as stenographer in the Department of Economics, replacing Miss Lane at a salary of \$80.00 per month, to be drawn from Extension funds; appointment to be effective January 1, 1935.
5. Recommendation of Dean Anthony that Mr. J. M. Moore, at present Research Assistant and Assistant Professor in Poultry Husbandry at a salary of \$2475.00 per year, be appointed Extension Poultryman at a salary of \$2800.00 per year (\$1800.00 from Federal Smith-Lever, \$1000.00 - State Offset), effective January 1, 1935. Mr. Moore replaces J. A. Hannah, whose salary at time of granting of leave was \$3170.00 per year.
6. Further recommendation of Dean Anthony that Mr. James A. Davidson, at present Field Manager of the Michigan Poultry Improvement Association, be appointed Assistant Professor and Research Associate in Poultry Husbandry at a salary of \$2700.00 per year, effective January 1, 1935. Mr. Davidson fills the vacancy caused by Mr. Moore's transfer.
7. Appointment of H. Merrill Wills as Instructor in Meteorology, replacing Mr. D. A. Seeley (deceased) at a salary rate of \$600.00 per year; appointment to become effective December 15, 1934.
8. Recommendation of Director Gardner for the permanent appointment of the following stenographers, appointed in September for a four-month trial period:

Miss Janette Trachsel as stenographer in the Department of Horticulture at a salary of \$90.00 per month, effective January 1, 1935.

Miss Ethel Paine as stenographer in the Department of Horticulture at a total salary of \$80.00 per month (\$40.00 to be paid by the College, \$40.00 by the Michigan Horticulture Society), effective January 1, 1935.

Miss Jane Hyatt, stenographer Horticulture at salary of \$80.00 per month effective Jan. 1, '35.
9. Recommendation of Professor Musselman that Miss Margaret Gibbs be appointed as stenographer in the Department of Agricultural Engineering, replacing Miss Elizabeth Keeler (resigned September 15th) at a salary of \$80.00 per month. Professor Musselman requests that the appointment be made effective November 1, 1934 since Miss Gibbs has been working on trial and with payment from the departmental labor payroll since that time. (Miss Margaret Folkerts who was appointed in September to fill Miss Keeler's place never reported for duty.)
10. Recommendation of Dean Huston for the reappointment of Mr. C. C. Langham as Instructor in the Department of Chemistry for the months of January, February and March at the same salary (\$125.00 per month) received during the fall term.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the appointments and to accept the resignations.

Travel

TRAVEL

1. C. W. Bachman, L. L. Frimodig, R. H. Young, and a member of the Athletic Council to New York City for the following meetings December 26th to 29th; National Collegiate Athletic Association, American Football Coaches' Association, Society of Directors of Physical Education, and American Track Coaches' Association. All expenses are recommended by the Athletic Council. This item was referred to the Administrative Group at the November 22nd Board meeting; it is its recommendation that Mr. Bachman, Mr. Young and a member of the Athletic Council be sent to these meetings with all expenses paid.

TRAVEL, continued

Travel

2. (E. C. Prophet to the meeting of the Association of American Geographers in Philadelphia during Christmas week; railroad and pullman fare (estimated at \$50.23 requested.)
3. (P. C. Morrison to the meeting of the Association of American Geographers in Philadelphia; (railroad and pullman fare (approximately \$50.23) requested.
(The Board recommends railroad mileage and pullman for only one.
4. Request for mileage on two automobiles to Chicago and return for the meetings of the Society of American Bacteriologists December 27th to 29th. Eight members of the Veterinary staff will attend. Recommended.
5. C. G. Card to Lafayette, Indiana, to appear on the Purdue Farmers' Week program; expenses to be paid by the organization. Recommended.
6. (Miss Ruth Johnston to the meeting of the American Historical Association in Washington (December 27th to 29th; customary allowance requested.
7. (H. H. Kimber to the meeting of the American Historical Association in Washington December 27th to 29th; railroad transportation requested.
(The Board recommends railroad mileage and pullman for one person if two go and mileage only (if only one goes.
8. Request for mileage expense on one automobile to New Orleans for the convention of the National Association of Teachers of Speech, December 27th to 29th. Five members of the Speech staff will attend and expense is estimated at \$120.00. Recommended.
9. L. P. Waldo and C. M. Newlin to the meeting of the Modern Language Association in Swarthmore, Pennsylvania, during Christmas week. Railroad transportation (estimated at \$66.78 for both) is requested.
Mileage and pullman for one only recommended.
10. Request for mileage allowance on one automobile to the meeting of the Modern Language Association in Swarthmore, Pennsylvania, so that members of the Modern Language Department may attend. Recommended.
11. Request of H. S. Patton that railroad and pullman transportation to Chicago be allowed for four members of the Economics Department, so that they may attend meetings of the American Economic Association, American Statistical Association, and American Farm Economics Association, December 26th to 29th. Expense for four is estimated at \$70.00. The Board recommends that mileage on two cars be allowed.
12. Request for mileage allowance on one car to Chicago and return, so that members of the Farm Management Department may attend the American Farm Economics Association meeting December 26th to 29th. Recommended that mileage on one car be allowed.
13. Request for mileage allowance on one automobile to Chicago and return, so that members of the Sociology Department may attend the American Sociological Society meeting December 26th to 29th; mileage only on one car recommended.
14. Request of Dr. M. D. Pirnie for an allowance up to \$50.00 on expense to New York City for the American Game Conference annual meeting January 21st to 23rd. Dr. Pirnie has been asked to report on waterfowl research. Recommended.
15. Dr. C. F. Huffman to Guelph, Ontario, to speak on Mineral Nutrition January 8th; the Ontario Agricultural College is to pay all expenses. Recommended.
16. H. C. Moore to Harrisburg, Pennsylvania, for a Potato Conference from January 22nd to 25th; railroad and pullman expense requested. Recommended.
17. The following requests for travel to the meeting of the American Association for the Advancement of Science in Pittsburgh, December 27th to 29th;
 - a. Request of H. R. Hunt for mileage expense on one automobile, for use of department members. Expense is estimated at \$35.00.
 - b. Request of V. R. Gardner for mileage allowance on one automobile so that several members of the Horticulture Department may attend.
 - c. Request of C. W. Chapman for mileage allowance on one automobile, to be divided between the two cars going from the Physics Department.
 - d. Request of Dr. Bessey for mileage expense on one automobile,- this was referred to the Administrative Group at the November 22nd Board meeting and approved by them.
 - e. Request of Ray Nelson for railroad and pullman fare, to be derived from the celery disease revolving fund.

TRAVEL, cont.

17. Cont.

- f. Request of Dr. Hutson for mileage allowance on one automobile so that members of the Entomology Department may attend.
- g. Request of L. C. Plant for mileage allowance on one automobile for the use of members of the Mathematics Department.

Items a to g recommended.

On motion of Mr. Berkey, seconded by Mrs. Wilson, it was voted to approve the travel requests with the recommendations indicated.

PRESIDENT'S REPORTS

Travel to Lawrence Kan. for Mr. Wilkins.

1. Authorization of travel to Lawrence, Kansas, for Mr. C. O. Wilkins, on recommendation of the Athletic Council. Mr. Wilkins accompanied the team in the place of Mr. G. Verne Branch, delegated at the November 3rd Board meeting but unable to go.

Exp. acct. for \$6.65 - A.B. Love approved.

2. Authorization of payment of expense account (\$6.65) incurred by Mr. A. B. Love on an emergency trip to Toledo for cooperation with Agricultural Adjustment Administration officials.

Payment for extra work for firemen.

3. Approval of payment to Messrs. Baker, Amriott, and Murray, firemen in Buildings and Grounds Department, for 32 hours of extra work each put in during the absence of the fourth fireman, at the rate of forty-five cents an hour.

Exp. to San Ant., Texas for Alderton

4. Authorization of expenses to San Antonio, Texas, for George S. Alderton, sports editor of the Lansing State Journal, Mr. Alderton accompanied the team and covered the State - Texas A. & M. game.

Travel to Chi. for H.C. Moore approved.

5. Authorization of out-of-state travel for Mr. H. C. Moore to the International Crop Improvement Association meeting in Chicago, December 5th and 6th; all expenses were paid by the Association.

Exp. for Mrs. Marie Cropsey to Chicago

6. Authorization of expenses to Chicago and return from Extension funds for Mrs. Marie Cropsey of Marcellus, Michigan. Mrs. Cropsey appeared on the National Farm and Home Hour on December 12th.

Bond app. for Frimodig

7. Approval of Athletic Department requisition authorizing payment of \$25.00 premium on \$10,000.00 fidelity bond covering Lyman L. Frimodig (Bond #1880 - B. A. Faunce Company).

Payment of robbery, burglary, policies, etc.

8. Approval of Athletic Department requisition authorizing payment of premium of \$85.89 and \$58.99, covering messenger robbery, interior hold-up, and safe burglary (Policies BH119871 and BS94588 - Dyer-Jenison-Barry Company).

Acceptance of Sec. of State Bd. of Agri. by Hannah

9. Report of the President on Mr. John A. Hannah's acceptance of the position as Secretary of the State Board of Agriculture offered him by the Board at its meeting of November 22, 1934.

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

MISCELLANEOUS REPORTS

J. M. Moore's title to be Asst. Prof. Poultry Husb. and Res. Asst. in Exp. Sta.

1. Report from the Administrative Group on the approval of Dean Anthony's recommendation that the title of John McKay Moore, now Specialist in Poultry Husbandry, be changed to that of Assistant Professor of Poultry Husbandry and Research Assistant in the Experiment Station (referred to Administrative Group with power to act at the November 22nd Board meeting). The change was approved effective as of the date of the meeting, November 24, 1934.

Offer of property for 4-H camp site near Dearborn declined by Board.

2. Proposal of Mr. Ralph Carr, County Agricultural Agent, that the College accept the offer of property by Mr. Jesse Leng for a 4-H Club Camp site near Dearborn. (Item referred to the Advisory Committee at the November 3rd Board meeting). Dean Anthony and Director Baldwin recommend that the offer be declined for the present.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the recommendations with regard to each of the Miscellaneous Reports.

MISCELLANEOUS

Curriculum of Vet. Sci. changed to include one year of pre-Vet. work.

1. Recommendation of the Faculty that the curriculum in Veterinary Science be changed to include one year of pre-Veterinary work, thus making the entire course five years in length (recommendation of the Secretary of the Faculty on file).

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

Mich. Press Assoc. invited to hold meeting here.

2. Extending of invitation to the Michigan Press Association to hold its annual meeting on the campus January 10th to 12th.

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted that an invitation be extended to the Michigan Press Association to hold its annual meeting on the campus January 10th to 12th and to be guests of the College at a banquet to be given the evening of January 10th at the Union Building.

MISCELLANEOUS, cont.

3. Recommendation of the Faculty Committee on exemption from Military Training that Robert Allured be granted exemption from Military Science for the winter term under the same provisions made for the fall term.

Robert Allured granted exemption from Military Tr.

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

Salary of Mr. Joseph Turner to be terminated Dec. 15.

4. Request of Director Baldwin that the salary of Mr. Joseph Turner, County Agricultural Agent of Delta County who was recently killed in an accident, be terminated as of December 15th.

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

Approval of 1935 football schedule.

5. Presentation of completed football schedule of 1935.

On motion of Mr. Daane, seconded by Mrs. Wilson, it was voted to approve the 1935 football schedule.

Additional amt budgeted to Short Course for purchase of truck.

6. Recommendation of Dean Anthony that an additional amount of \$850.00 be budgeted to Short Course funds for the purchase of a truck, needed in connection with dynamometer and horse-pulling demonstrations.

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to approve Dean Anthony's recommendation.

\$1000 trans. to Purnell funds budget of Hort. Sect. etc.

7. Request of Director Gardner that \$1000.00 be transferred to Purnell funds budget of the Horticultural Section of the Experiment Station and that the State allotment to the Horticultural Section be reduced by the same amount.

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

Request of Mr. Lucas for release on bonds held in escrow by G. R. Trust Company.

8. Request of H. S. Lucas of the East Lansing Bank for a release on the bonds held in escrow by the Grand Rapids Trust Company.

On motion of Mr. Daane, seconded by Mr. Downing, it was voted to refer the above item to the Finance Committee with power.

Cancellation of \$901.05 due Pageant Fund - app.

9. Recommendation of Mr. Wilkins for the cancellation of \$901.05 due the Pageant Fund by the Women's Athletic Association (debt contracted in building W. A. A. Cabin), since the organization has no way of meeting payments. Money was advanced originally from the Pageant Fund, to which W. A. A. contributed.

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

After consideration of this matter by the Finance Committee and report to the Board, the following action was taken:

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted that the transfer be made.

Banking connections for various experiment stations app.

10. Recommendation of Mr. Wilkins that banking connections be established for the various experiment stations as follows: in the Upper Peninsula for the Chatham Station, at Augusta for the Kellogg Farm and Bird Sanctuary, at South Haven for the South Haven Station, at Grand Rapids for the Graham Station, and at Cadillac for the Lake City Station. Balances in these banks are guaranteed to \$5,000.00 and will be drawn on by the Comptroller's Office before they reach that amount.

On motion of Mr. Daane, seconded by Mr. Downing, it was voted to refer this item to the Finance Committee with power to act.

After consideration of this matter by the Finance Committee and report to the Board, the following action was taken:

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the recommendation that banking connections be established for the various experiment stations; and that Mr. Daane be authorized to designate the banks for that service; deposits not to exceed \$5,000.

Finance Com. to suggest issue of Gov. bonds to be purchased with money for investment.

11. Report of the Comptroller that \$3500.00 is available for investment; request for suggestions from the Finance Committee as to the placing of these funds.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to refer the above matter to the Finance Committee with power.

After consideration by the Finance Committee and report to the Board, the following action was taken:

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted that Government bonds be purchased with the money available for investment, the issue to be recommended to the Comptroller by the Finance Committee.

Inst. Board to amend its articles of assoc to sever relationship with Bd., etc

12. Report of action by the Board of the Michigan State Institute of Music and Allied Arts on:

- a. Future relationship between the College and the Institute.
- b. Offer made by the College for Institute equipment still on the campus.

\$180.50 app. for inst. equipment.

MISCELLANEOUS, continued

12. (cont).

On motion of Mr. Daane, seconded by Mrs. Wilson, it was voted to approve the report made by the Board of the Michigan State Institute of Music and Allied Arts, viz: that the Institute board adopt a resolution amending its articles of association so as to sever the official relationship of the State Board of Agriculture as requested by the State Board of Agriculture in the resolution adopted by it on November 3rd.

Also that the Institute accept the offer of the College, \$180.50 for Institute equipment on the campus.

Statement from Seidman & Seidman app. for payment.

13. Presentation of statement rendered by Seidman and Seidman in the amount of \$2250 covering examination of accounts for the fiscal year 1933-34 and submission of reports.

On motion of Mrs. Wilson, seconded by Mr. Berkey, it was voted to approve the above statement from Seidman and Seidman for payment.

Further examination of Auditor's Report.

14. Presentation for filing of copies of the Report on Examination and Report on Accounting Recommendations, submitted by Seidman and Seidman and covering the last fiscal year.

On motion of Mr. Daane, seconded by Mr. Downing, it was voted that this matter be laid on the table for further investigation and study, to be acted upon at the next meeting of the Board.

Date of Founding 1855 to be used in place of establish. 1857.

15. Question has been raised as to whether the date of founding in 1855 or the date of establishing in 1857 of Michigan Agricultural College should be used. For historical purposes in claiming to be the oldest agricultural college, it is recommended that the date of founding in 1855 should be used instead of date of establishing in 1857.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted that the seal of the College be changed to read "Founded in 1855".

M.S.C. Scholarships \$100 ea. awarded to John Randall & Gertrude Rodney.

16. At the meeting of the Administrative Group December 13, it was voted that the M. S. C. scholarships of \$100 each should be awarded to John Foster Randall and Gertrude Rodney. Since there is an amount of only \$72.78 in the fund to take care of these awards, it is recommended that the board appropriate the difference, in the amount of \$127.22.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted that an amount of \$127.22 be appropriated to make up the difference.

President to investigate possibility of securing new dorm. under P. W. A.

17. Need for the second new dormitory for girls was discussed by the Board.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to authorize the President to make investigations regarding the securing of a new dormitory under the Public Works Act and to present such a request to the proper authorities.

BUILDINGS AND GROUNDS COMMITTEE ITEMS

Steam pipes to be removed in Dem. Hall.

1. Recommendation of Director Young that six steel posts in the balcony of Demonstration Hall be removed (expense of removal estimated at \$4300.00); also removal of certain steam pipes.

The Building Committee recommends that the steam pipes be removed at a cost not to exceed \$150.00. Removal of the columns is not recommended at this time.

Purchase and installation of new radio equipment

2. Recommendation of the College Radio Committee that the following expenses be incurred for purchase and installation of new equipment in Station WKAR:

1. Transmission	\$2250.00
(for transmitter proper, including new crystal ovens, crystals, and intermediate stage transmitter)	
For aerial system	1000.00
(Including new antenna, transmission lines, inductances, timing condensers, etc.)	
For labor of installing aerial system	250.00
2. Studios (Piano purchase)	500.00
3. Frequency change	500.00
4. Public address system	400.00
Total cost	\$4900.00

The Building Committee recommends that \$4900 be appropriated for the purchase and installation of the above mentioned equipment for Station WKAR.

Alterations in English Bldg. approved.

3. Request for alterations on the English Building.

The Building Committee recommends that alteration be made on the porch of the English Building at a cost not to exceed \$150.00.

Wiring, etc. approved for 2nd floor room of Vet.

4. Request for wiring and installation of fixtures on the second floor room of the Veterinary Clinic.

The Building Committee recommends that the wiring be done and fixtures be installed in the second floor room at a cost of \$45.00 or less.

BUILDING AND GROUNDS COMMITTEE ITEMS, cont.

5. Recommendation for approval of work done by the Buildings and Grounds Department since July 1st in the following buildings:

Geology Department - Agricultural Building
Administration Building
Botany Building
Farm house
Chemistry Building

The Building Committee recommends the approval of the expenditure of \$2518.00 for work done on the above mentioned buildings, to be charged to accounts as shown on the report.

6. Recommendation for approval of repairs to Womans Building plumbing, and to the Gymnasium floor, to be charged to the Maintenance and Repairs.

The Building Committee recommends that the above item be approved.

7. Recommendation that the sum of \$7763.00 be transferred from the Contingent or Reserve Fund to a Fund for Alterations and Improvements to cover amounts required by above recommendations.

The Building Committee recommends that the above-mentioned transfer be made.

8. Recommendation that in future no alterations or improvements be made by the Buildings and Grounds Department without the approval of the Board.

The Building Committee approves the above recommendation.

9. Recommendation that all departments or divisions have the approval of the Buildings and Grounds Department for new mechanical equipment before submitting requisition to Board or to the Purchasing Agent.

The Building Committee approves the above recommendation.

10. Request of Dr. E. T. Hallman for the enclosure of the southwest wing of attic in the Animal Pathology Building with wallboard, so that it may be used as a blood test laboratory. Estimated expense is \$275.00, to be taken from the Abortion Test fund. Recommended by the Building Committee.

On motion of Mrs. Wilson, seconded by Mr. Daane, it was voted that the report of the Building Committee with their recommendations, be approved.

11. Question relative to new bridge on Farm Lane.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to refer the question of a new bridge on Farm Lane to the Building and Grounds Committee for further investigation.

12. Report by Hartford Insurance Company inspector on inspection of College boilers (Wickes) 1-2-3-4-5.

No action.

It was voted that the next meeting of the State Board of Agriculture be held Thursday morning, January 17, at 10 o'clock.

The meeting adjourned at 4:00 P.M.

R. S. Shaw
President

H. H. Halladay
Secretary

Approval of work done by Bldgs. & Gds. Dept. since July 1st. Amt. \$2518.

Approval of repairs to W.B. plumbing and to Gym floor

\$7763 trans. from Cont. to Reserve

No alterations or improvements to be made without app. of Board.

All Depts. to have approval of B. & G. for new mech. equipment.

Enclosure of s.w. wing of attic in An. Path. Bldg. approved.

Question of new bridge on Farm Lane ref. to Bldg. Committee.

No action on inspection of college boilers.