

Minutes of the
Meeting of the State Board of Agriculture
November 15, 1930

907

Present: Messrs. Berkey, Brody, McPherson, Watkins, President Shaw, Secretary Halladay.

Absent: Mrs. Stockman, Mr. McColl, Superintendent Pearce.

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

APPOINTMENTS

Appointments

1. Appointment of Mr. Marius E. Fossenkemper, Music Department, from October 1, 1930 to June 30, 1931, at \$60.00 per month.
2. Placing of Mr. Fred Killeen on the payroll of the Institution again this year for instruction work in Men's Glee Club at a salary of \$1000 per year, effective October 1, 1930.
3. Placing of Mr. Zinovy Kogan on the payroll of the Institution again this year for instruction in Girls' Glee Club and Chorus at a salary of \$1000.

On motion of Mr. Brody, it was voted to approve the first three items,- the money to be transferred from the contingency fund to the salary payroll of the Music Department.

4. Miss Mary Iford, County Club Agent for Otsego and Cheboygan counties effective November 1st, \$2400 per year from Lever State funds, replacing Mr. L.V. Benjamin, resigned, October 10th.
5. Mrs. Harriet Shaver, Assistant State Club Leader for girls, effective November 1, 1930, to July 1, 1931, \$2600 per annum from Extension State funds. Mrs. Shaver replaces Mrs. Schubert, who resigned some time ago.
6. Authorization for the employment of Miss Ruth Bowen to teach classes in Social Science. This item carried the approval of the Board at a previous meeting with the proviso that she would receive \$100 per term if there were at least ten students in the class each term. Only six students are registered for the work, and Miss Bowen is willing to continue the work and if the full amount of \$100 cannot be granted, Dr. Mumford requests that an amount be proportioned according to the number of students.
7. Miss Barbara VanHeulen, Marketing Specialist at a salary of \$3,000 per year, effective November 15th. Salary and expenses for this project will be defrayed entirely from the special appropriation of Congress known as the Additional Cooperative Extension fund.
8. Mr. Clarence Bolander, County Agricultural Agent, Lapeer County, salary \$2500 per year, \$1800 from additional cooperative funds, effective January 1, transferring from the office of County Agent in Livingston County.

On motion of Mr. Berkey, it was voted to approve items 4, 5, 6, 7 and 8.

9. Miss Frances Durfee, temporary clerk in the Economics Section, for the period October 15th to December 31st, salary \$80 per month, payable entirely from Purnell funds.
10. Miss Evelyn Craig, stenographer in the Forestry Department, salary \$1200 per year, replacing Miss Caroline Kessler, resigned, effective November 1, 1930.
11. Miss Katherine Page, stenographer, Entomology Department, \$1200 per year, replacing Miss Celia North, transferred to Liberal Arts Department, effective November 1, 1930.
12. Miss Celia North, stenographer, transferred to Dean of Liberal Arts from Entomology Department. Salary of \$1500 recommended, as of October 1st. Board recommends \$50.00 increase, effective November 1, 1930.
13. Increase in salary of Miss Helen Niles, Military Department Clerk, from \$1200 to \$1500. Board recommends \$100. increase, November 1, 1930.
14. Increase in salary of Miss Nina May, Clerk, Botanical Department. Board recommends \$100. increase, effective November 1, 1930.
15. Transfer of Mr. G.L. Ricks from position as Station Assistant in Horticulture to that of Extension Specialist in Horticulture, from December 1, 1930 to June 30, 1931 to replace Mr. H.D. Hootman while Mr. Hootman is engaged in Marketing Extension work. Mr. Ricks' present salary is \$1800 and this amount will be paid him from Federal Lever Extension funds during the period named.
16. Mr. Roscoe G. Smith, transferred from County Club Agent in Clinton County to Saginaw County, effective November 1st. \$1200 of his salary to be paid from State Capper Ketcham funds, \$600 from United States funds, and \$800 from the County.

Increase
Miss Niles

Increase
Miss May

Transfer
Mr. Ricks

Transfer
Roscoe Smith

On motion of Mr. McPherson, it was voted to approve items 9, 10, 11, 12, 13, 14, 15, and 16, with the recommendations noted in items 11, 12 and 13.

RESIGNATION

Resignation

1. Mr. F.T. Riddell, Research Assistant in Farm Management, effective July 1, 1931, with the recommendation that he be granted leave of absence with pay for the period January 1 to July 1, 1931.

On motion of Mr. McPherson, it was voted to accept the above resignation with the recommendation that he be granted leave of absence with pay for the period January 1 to July 1, 1931.

Ly. for Dean Ryder - no report.

2. Report from President Shaw on leave of absence granted Dean E.H. Ryder.

No action.

MISCELLANEOUS

Salary for Prof. Chittenden to be continued for mo.

1. Continuation of salary of the late Professor A.K. Chittenden for the month of November, the same to be made payable to Mrs. Chittenden.

On motion of Mr. Brody, it was voted to continue the salary of the late Professor Chittenden for the month of November.

Midland Co. to receive \$2400 for Co. Agts. salary.

2. Classification of Midland County among those counties receiving \$2400 from this Institution for the County Agent's salary. This will increase the salary of Mr. C.L. Crapser, County Agent from \$2100 to \$2400, effective January 1, 1931.

On motion of Mr. McPherson, it was voted to approve the above item.

Committee report on patents.

3. Report of the Committee appointed to consider and make recommendations relative to the establishment of a policy in connection with patents. Committee: Gardner, Robinson, Cox, Huston, and Dye.

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

Committee appointed to consider requests for patents submitted by member of this Inst.

4. Committee appointed to consider any requests for patents submitted by members of this Institution.

Committee appointed by President Shaw: Director Gardner, Acting Dean Dirks, Dean Huston.

On motion of Mr. Berkey, it was voted that committee reports on patents be submitted to the Board for its approval.

Committee appointed to be in charge of Bird Sanc.

5. Recommendation from President Shaw for the appointment of a committee to be in charge of the Bird Sanctuary turned over to the College by Mr. Kellogg, the personnel of the committee to be as follows: Dr. Huston, Dean Cox, Secretary Halladay. This small committee is being recommended with the idea that sub-committees may be appointed as conditions may require.

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

\$600 trans. from Bldg. & Gds. to H.E.

6. Request from Dean Dye that the college allow \$600 for the salary of the Institutional Management staff in charge of work done in renting rooms and supervising maintenance and repair of furnishings in the women's dormitories.

On motion of Mr. McPherson, it was voted that an amount of \$600 be transferred from the maintenance budget of the Buildings and Grounds to the budget of the H.E. to take care of the above request.

Mr. Falcone to be released from College during summer to play with Goldman in NY

7. Request from Mr. Leonard Falcone for release from College at the end of May or first part of June to accept tendered engagement to play with the Goldman Band of New York City during its summer session.

On motion of Mr. Brody, it was voted to approve the above request with the understanding that arrangements be made by Mr. Falcone to take care of the directing of the band on occasions which may arise during his absence.

Interf. Counc. requests credits to be withheld from students with unsettled obligations.

8. Petition from Interfraternity Council relative to withholding credits or diplomas of men leaving school with unsettled obligations to fraternities.

On motion of Mr. Berkey, it was voted to refer the above item to Secretary Halladay to secure an opinion from the Attorney General relative to the legality of withholding diplomas under the conditions stated above.

College to enter into agreement with Dir. of Geological survey to investigate flow of Red Cedar.

9. Recommendation from Acting Dean Dirks of the Engineering Division that the College enter into a cooperative agreement with the Director of the U.S. Geological Survey for an investigation of the flow of the Red Cedar River during the fiscal year 1931.

On motion of Mr. Brody, it was voted to approve this recommendation with the understanding that any expense be charged to the Division of Engineering budget.

Signs prohibiting soliciting to be placed in bldgs

10. Request from Secretary Halladay for permission to place signs in buildings prohibiting the soliciting of business during office hours except such as is necessary to transact in business offices.

On motion of Mr. McPherson, it was voted to approve the above request.

Music pay-rolls approved

11. Approval of October and November payrolls submitted by the Music Department for monies due the Institute for Applied Music Instruction in the College. Approval of the payment of such lists for the remaining months of the College year.

On motion of Mr. McPherson, it was voted that the above-mentioned bills be paid, - and that for the remainder of the term, bills be paid when necessary, upon the approval of the President.

12. Request of Graduate School for additional funds.

No action.

13. Request from Dean Giltner for the use of two buildings abandoned by the Poultry Department for use in Poultry Disease investigational work.

On motion of Mr. Brody, it was voted to refer the above item to the Buildings and Grounds Committee

14. Recommendation from Mr. R.S. Hudson in regard to the drainage program involving certain areas of the college farm which are greatly in need of drainage.

On motion of Mr. Brody, it was voted to refer the above item to the Buildings and Grounds Committee

15. Memo from Professor Richards regarding his expenses on the football team and band trip to Washington, D. C.

On motion of Mr. Watkins, it was voted to approve the payment of expenses of Professor Richards' trip to Washington.

On motion of Mr. Watkins, it was voted to approve the payment of expenses of Mr. Wilkins' trip to Washington.

16. Request of Richard A. Nachazel to be exempted from rule governing late registration for fall term.

On motion of Mr. McPherson, it was voted to refer the above item to President Shaw and Secretary Halladay with power to act.

REPORTS

From Administrative Group

1. Approval of the policy that the college should follow the same arrangement in regard to paying of fees for applied music taken by students from the School for the Blind who pay no college fees, as with our regular students, and that the fee be taken care of either by the School for the Blind, or by the Institute of Music.

On motion of Mr. Brody, it was voted to endorse the recommendation of the Administrative Group.

2. Recommendation for the establishment of a fee of \$3.00 per term of ten lessons in Physical Education taken by the Faculty Folk Club members.

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

3. Recommendation approved by Administrative Group that the present practice of excusing those who carry four credits or less from paying the student fees, be changed to include those who carry eight credits or less. The matter of payment of students' fees being optional.

No action.

REPORTS FROM PRESIDENT

1. Acceptance of agreement of the establishment of an Industrial Fellowship by the N.V. Potash Export My. Laboratories of Lafayette, Indiana. The appointment meets with the approval of the Graduate Council and Dean Cox. Matter referred to President with power.

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

REPORTS FROM COMMITTEES

1. Report of Committee of Mrs. Stockman, Mr. Berkey and Mr. McPherson on approval of Mr. Kellogg's plan to purchase a piece of land of approximately 220 acres for reforestation, presenting same to M.S.C. as part of the farm and sanctuary project, the College to plan the plantings.

On motion of Mr. McPherson, it was voted that the President be authorized to communicate with Mr. Kellogg relative to the above matter.

2. Report of Finance Committee on Fencing at Kellogg Farm.

No report ready.

3. Report on Rural Agricultural School at Chatham.

No report.

4. Approval of budget of Chatham Experiment Station.

On motion of Mr. McPherson, it was voted that the detailed budget of the Chatham Experiment Station as presented be adopted.

No action on request for add. funds for Grad. School

Dean Giltner's request for use of bldgs. abandoned by Poultry Dept. ref. to Bldg. Com.

Drainage ref. to Bldg. Com.

Mr. Richards' expenses to Washington approved - Also Mr. Wilkins'

Request of Richard Nachazel to be exempt from late regis. rule ref. to Pres. & Sec.

Policy re: fees for applied music for blind students to be same as with regular students.

\$3.00 per term to be charged Faculty Folk Club members for 10 lessons in Phys. Ed.

Adm. Group requests practice of excusing those who carry 4 credits to include those who carry 8.

Fellowship by N.V. Potash Export My. accepted.

Pres. to communicate with Mr. Kellogg re: purchase of land for reforestation.

No report of Finance Com. on Fencing Kellogg Farm.

No report on Agric. School At Chatham.

Budget for Chatham Experiment Station approved.

MATTERS FROM SECRETARY'S OFFICE

Sec. reported low bids on water, elec. & sewer to Anat. Bldg.

1. Secretary Halladay reported on the low bids received for electric, sewer and water service to the Anatomy and Animal Disease Research Laboratory as follows:

Sewer	-	Hudson & Coons	\$ 732.75
Electric	-	F.D. Hayes	4801.00
Water	-	E.J. Noyce	806.10

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

Sec. reported on bids rec. for moving of Poultry House

2. The Secretary reported that the following bids had been received for the moving of a poultry house now located in front of the Anatomy and Animal Disease Research Laboratory:

Reniger Construction Company	\$160.00
Raymer-Dynes Co.- Eaton Rapids	250.00
M.D. Selfridge, Lansing	85.00
G.J. Tanner, Lansing	125.00

On motion of Mr. Watkins, It was voted to let the bid to M.D. Selfridge for \$85.00.

Sec. reported on order issued from Federal Radio Comm.

3. The Secretary gave a report of the expense necessary to conform with the order issued by the U.S. Radio Commission, effective January 31, 1931.

On motion of Mr. McPherson, it was voted that the above item be referred to the President and the Secretary with power to act.

Report of Sec. re: time sheet of E.E. Hamman

4. Report of Secretary regarding time sheet submitted by Dean Giltner regarding payment of an amount of \$73.34 to Mr. E.E. Hamman for caring for livestock used by Bacteriology Department for experimental purposes.

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

Letter from Mr. Kellogg asking for lease of house used as boarding for teachers.

5. Letter from Mr. Kellogg asking for lease of the house used as a boarding house for school teachers at Augusta.

On motion of Mr. Brody, it was voted to leave the above matter with the Secretary with power.

Sec. reported on sale of old Barn buildings.

6. Report was made by the Secretary of the sale of the old barn buildings. The total amount received from the highest bidder was \$1330.

Sec. author. to hire steam shovel to clear up old foundations.

On motion of Mr. McPherson, it was voted to allow the Secretary to draw on the Contingency fund for an amount not to exceed \$1350. to hire a steam shovel to clear up the old foundations which were under the old barns recently razed.

TRAVEL REQUESTS

On motion of Mr. Brody, it was voted to approve items 1, 2, 5, 6, 7, 8 and 10.

On motion of Mr. Watkins, it was voted to refer items 3, 4, 9, 11 and 12 to the Advisory Committee with power.

The action of the Advisory Committee is as indicated.

1. Dr. J. Tyson, to attend a conference relating to pasture problems in the Central West, to be held in Chicago on December 3rd, R.R. fare and pullman.
2. Mr. P.S. Lucas, to act as special lecturer on ice cream at the Short Course in Dairy Manufacturing at Knoxville, Tennessee, December 8th to 13th, with no expense to the College.
3. Authorization for the allowance of \$15.00 per man for the following group to attend the annual meeting of the U.S.L.S.S.A. and conference of Experiment Station workers in Animal Diseases at Chicago December 2nd to 5th inclusive: I.F. Huddleson, H. Stafseth, J.P. Torrey, H.W. Johnson and Ward Giltner.
Railroad mileage and pullman for three persons allowed at special round trip rate.
4. Request for auto transportation of Dr. Killham, Dr. Scholl and Dr. Hallman to conferences of Federal and State Research Workers in animal diseases and the U.S. Livestock Sanitary Association meeting in Chicago December 2nd to 5th inclusive.
Car mileage only allowed.
5. Delegation for Miss Lydia Lynde to attend the White House Conference on Child Welfare and Protection, November 18th to 25th, R.R. fare, pullman, board and lodging expenses from Extension account.
6. Expenses for Harry Moxley, Farm and Horse Department, from Kansas City, Missouri, to Boone, Nebraska to inspect and purchase four Percheron filly foals.
7. Dr. C.E. Millar to speak on Ohio State University Farmers' Week program February 2nd to 5th. No expense to College. Dr. Millar will be absent a day and a half.
8. Mr. P.M. Harmer, to attend the program of the Northern Indiana Muck Show, November 14th at Nappanee, Indiana, no expense to the College.
9. \$25.00 each for members of the Poultry team attending the mid-west intercollegiate judging contest at the Coliseum Poultry Show, Chicago, December 5th and 6th, three students. All expenses for Mr. Frank Barrett, coach, for period December 3rd to 6th.

TRAVEL

- 011
10. Report on travel authorization granted Prof. Foltz to attend the Fall meeting of the National Electric Light Association at Urbana, Illinois on November 12, 13, and 14. Expenses equivalent to R.R. mileage and pullman allowed.
 11. Request for Professor Hutson, Entomological Department to attend meeting of cherry growers of Dorr County, Wisconsin, at Sturgeon Bay, December 1, with all expenses.
 12. Dean Cox, J. H. Crowley, Lyman L. Frimodig, J. H. Kobs, R.H. Young to annual Western Conference meetings at Sherman Hotel on December 5th to 6th, 1930. All expenses of Crowley, Frimodig, Kobs, Young from Athletic Association funds. Expenses of Cox - $\frac{1}{2}$ College and $\frac{1}{2}$ Athletic Association.

On motion of Mr. Brody, it was voted to approve items 1, 2, 5, 6, 7, 8 and 10.

On motion of Mr. Watkins, it was voted to refer items 3, 4, 9, 11 and 12 to the Advisory Committee with power.

REQUESTS FOR DELEGATION TO INTERNATIONAL
SHOW AT CHICAGO

On motion of Mr. Watkins, it was voted to refer all the requests for delegation to the International Show to the Advisory Committee with power.

Travel re-
quests for
International

Action of the Advisory Committee is herewith noted.

1. R.W. Tenny, Short Course Office, accompanying short course student delegation November 30th to December 3rd. R.R. fare, pullman, board and lodging.
2. Prof. C.G. Card, Poultry Department, December 3rd to 5th, President American Record Performance Association, meeting at that time. R.R. fare, pullman.
3. Dean J.F. Cox, attend International during period December 3rd to 5th. One-half of expenses charged to Athletic budget and one-half to Agricultural Division funds.
4. Ashley Berridge, Lake City Potato Farm, Turkey Show at Chicago, December 1 to 5. Two days there. R.R. fare, pullman, expenses.
5. Animal Husbandry Dept. (Nov. 28th to Dec. 6th)
 - R.S. Hudson travel and board and lodging expenses.
 - John Carter
 - Andrew Querrie In charge of livestock on exhibit.
 - John MacAllan
6. E.B. Hill, Farm Management Department, or representative of American Society of Farm Managers and American Society of Agricultural Engineers, Chicago, Dec. 1st, to 4th. R.R. fare only.
7. Prof. E.L. Anthony, meetings of National Dairy Union, International Milk Producers Association and annual meeting National Dairy Show, Chicago, December 1st to 5th. Appears on program and is member of special committee. R.R. fare, pullman.
8. Agricultural Engineering Department, H.H. Musselman and H.J. Gallagher, meetings of the Power and Machinery Division of the American Society of Agricultural Engineers, Dec. 1 to 6th, Chicago. R.R. and Pullman only.
9. Farm Crops Department.
 - H.C. Rather, all expenses. Nov. 28 to Dec. 3.
 - H.R. Pettigrove, Farm Crops Judging Team. Nov. 28 to Dec. 1. All expenses from College funds.
 - C.R. Megee, Nov. 29 to Dec. 2nd. Grain judging committee. Expenses paid by International.
 - R.H. Morrish, in charge of entries, Nov. 28 to Dec. 6th. Expenses paid by Michigan Crop Improvement Association.
 - G.F. Wenner, M.S.C. exhibit, Nov. 28 to Dec. 1. All expenses college funds.
 - P.R. Miller, Farm Crops Exhibit and meetings of Crop Improv. Assoc. and Extension Agronomists, pack up and return exhibit. Nov. 28 to Dec. 6th. All exp. Ext. Acct, College.
 - R.E. Decker, attend meeting of International Crop Improv. Assoc. and Extension Agronomists. Dec. 5 to 6. All expenses - Extension funds.

Farm Crops Judging team - three members and one alternate.
Expenses to be raised by students in Farm Crops from a stand which they conduct during Farmers' Week.
10. Extension Division - All expenses from Extension. Nov. 30 to Dec. 6th.
 - Miss Olga Bird - chg. of U.P. delegation
 - Mr. P.G. Lundin - charge of judging and demonstration contests in poultry and crops.
 - Miss Sylva Wixson
 - Mr. G.A. Thorpe
 - Mr. A.G. Kettunen - charge of delegation from lower peninsula.
11. Animal Husbandry. Nov. 27 to Dec. 6.
 - Mr. M.H. Thornton - Shepard - College sheep.
 - Mr. Charles Walker - College cattle.
 - Mr. G.A. Brown - Head of Dept. - All expenses - College account.
 - Mr. V.A. Freeman - swine exhibit - travel expenses only.

12. Extension men in Animal Husbandry - November 28th to December 6th.

Mr. D.H. LaVoi - R.R. and pullman only.
Mr. Harry Moxley - R.R. and pullman only.
Above two persons to attend the meetings of the American Society of Animal Production and the International Livestock Exposition.

On motion of Mr. McPherson, it was voted that the next meeting of the Board be held on Friday, December 19 at 9 o'clock in the President's Office, at which time a permanent date will be fixed for future Board meetings.

The meeting adjourned at 12 o'clock.

R.S. Shaw

President
H.S. Halladay

Secretary

Minutes of the
Special Meeting of the State Board of Agriculture
November 22, 1930

Present: Messrs. Berkey, Brody, McColl, McPherson, Watkins, President Shaw and Secretary Halladay
Absent: Mrs. Stockman

This special meeting was called to order at 10 o'clock for the purpose of considering the budget for the next biennium to be presented to the Legislature.

1. Consideration of Legislative Budget.

Legislative
Budget 31-32

1931-32

Ag. Bldg. Agricultural Building \$300,000.00
(To be added to what was appropriated at the last Legislative session, making a total of \$450,000.00)

Music & Arts Bldg. Music and Arts Building 125,000.00

1932-33

Legis. Budget 32-33 Farm Lands 30,000.00

Farm Lands Engineer. Engineering Building and Equipment 175,000.00

Service, Boilers, etc. Service, boilers, etc. 150,000.00

Total requests. . . \$780,000.00

On motion of Mr. McPherson, it was voted that the above amount be adopted as the program for Buildings, Farm Lands and Improvements.

\$335,000 asked for each 2 yrs. for Extension.

On motion of Mr. Brody, it was voted that a sum of \$335,000 for each two years be asked for Extension.

\$1,450,000.00 requested for next bienn.

On motion of Mr. McPherson, it was voted that the Secretary be authorized to transmit to the Budget Director a request from Michigan State College for the next biennium in the amount of \$780,000.00 and \$370,000.00 making a total of \$1,450,000.00.

Addition to H.E. Bldg. requested.

2. Request from Home Economics Department for addition to Home Economics Building for housing the rats which are used in nutrition work.

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

\$2500 allowed Path. Dept. to buy equip.

3. Request from the Pathology Department that they be allowed an amount of \$2500. with which to purchase equipment; and that Dr. Chamberlain be allowed \$3000 with which to purchase equipment, also.

\$3000 allowed Anat. Dept. to buy equip.

On motion of Mr. McColl, it was voted to approve the above request.

The meeting adjourned at 12:00.

R.S. Shaw

President
H.S. Halladay

Secretary