

REPORT OF THE BOARD OF DIRECTORS OF THE MICHIGAN INSTITUTE OF MUSIC

At a special meeting of the Board of Directors of the Michigan State Institute of Music and Allied Arts held today, December 29th, 1932, the following resolutions were passed:

1. Moved by Mr. C. E. Ecker, supported by Mr. A. J. Clark, that the Board of the Michigan State Institute of Music and Allied Arts approve the report of Mr. Joseph A. Baldwin made to the State Board of Agriculture. Carried.

Insti. Board approves Mr. Baldwin's report.

2. Moved by Mr. C. E. Ecker, supported by Mr. Lewis Richards, that the State Board of Agriculture be advised that it is the understanding of the Board of Directors of the Michigan State Institute of Music and Allied Arts that the audit of the Institute books compiled by Seidman and Seidman was made as a confidential report for the special committee of the State Board of Agriculture to be used as a basis for a study by Mr. Baldwin. Carried.

Audit of Institute to be kept as confidential report.

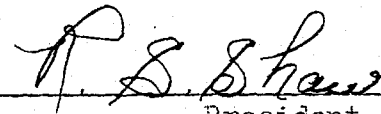
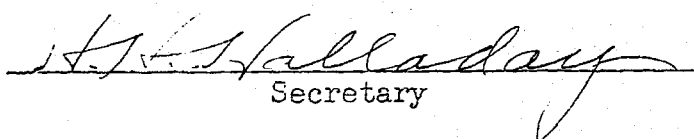
3. Moved by Mr. C. E. Ecker supported by Dr. L. M. Snyder that the recommendations prepared by President Shaw regarding a closer relationship between the Michigan State Institute of Music and Allied Arts and the College be accepted. Carried.

Report of Pres. re: relationship of College & Inst. approved

R. J. Coleman, Secretary

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted that the Board accept the report of the special meeting of the Board of Directors of the Michigan State Institute of Music and Allied Arts.

The meeting adjourned at 4:30.

  
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President  
  
\_\_\_\_\_  
Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
January 12, 1933

Present: Messrs. Brody, Chairman; Berkey, Daane, McColl, Mrs. Wilson, Superintendent Pearce; President Shaw and Secretary Halladay.

Absent: Mr. McPherson

The meeting was called to order at 4:15 P.M.

The minutes of the previous meeting were approved, having been in the hands of the Board members, However, the following addition was authorized, these items having been included under the heading "Extension Salary Budget".

Addition to Dec. Board minutes authorized. Resig. of Mrs. Richards Transfer of Miss Seekell Esther Lott to be cont.

1. Resignation of Mrs. Agnes Sorenson Richards, Home Demonstration Agent in Kent County, effective January 1, 1933.
2. Transfer of Miss Mary F. Seekell as Home Demonstration Agent in Oceana County to Kent and Ottawa Counties, effective January 1, 1933 to June 30, 1933 at a salary of \$2100.
3. Miss Esther Lott to be continued on the payroll at her present salary of \$1800 per year as Home Demonstration Agent at Large. This position will not be continued after June 30, 1933.

On motion of Mr. Daane, it was voted to approve the above additions to the December 29th minutes.

APPOINTMENTS

Appointments

1. Recommendation from Dean Ryder that Dr. H. H. Kimber be continued as Instructor in the Department of History and Political Science for Winter Term 1933 at a salary of \$200 for each of the months of January, February, and March. He was appointed in September, for the fall term only.
2. Appointment of Mrs. LaDora Irland as half time Instructor in the Department of History and Political Science for Winter Term 1933 at a salary of \$80.00 a month in order to take care of the unexpected demand for graduate work in that department. She was previously appointed for fall term only on full time basis at \$150 a month.
3. Reinstatement of Mrs. Mabel Stanley in the Health Service effective January 16th at the same rate of salary \$155 a month, less 7% or \$144.16) Mrs. Randall, who has been replacing Mrs. Stanley during the leave of absence, will leave January 15.

Kimber  
Irland  
Reinstatement Stanley

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

## Reinstatement

Dr. R.M.  
Snyder

4. Reinstatement of Dr. R. M. Snyder as Research Assistant in Bacteriology from November 1, 1932 to June 30, 1933 with remuneration from Experiment Station funds at the rate of \$50.00 a month. (Labor payroll).

On motion of Mr. Brody, it was voted to approve the reinstatement of Dr. R. M. Snyder as per the above, to be remunerated from Experiment Station funds as budgeted to the Departments concerned for the present year, from the Labor Payroll.

Lv. of Abs.  
Dr. GiltnerLEAVE OF ABSENCE

1. Dean Ward Giltner has requested a leave of absence from February 13th to June 1st, 1933 in order that he may finish his residence requirements at the University of Michigan for his Doctor's degree. Dean Giltner has had no leave of absence during the regular school year in the twenty five years he has been at Michigan State College.

On motion of Mr. McColl, it was voted to approve the leave of absence for Dr. Giltner with pay.

TRAVEL REQUESTS

## Travel

1. Request from Division of Engineering for one member of the Mechanical Engineering Department to attend the meeting of the American Society of Heating and Ventilating Engineers at Cincinnati, January 23rd to 25th, travel expenses to be charged to Mechanical Engineering.
2. Request from Supt. of Building and Grounds, that Mr. Adams, Chief Engineer, be authorized to attend the National Meeting of the Society of Heating and Ventilating Engineers at Cincinnati on January 23rd, 24th and 25th, travel expenses estimated at \$30.00.

On motion of Mr. Daane, it was voted to approve mileage on one car for one member of the Mechanical Engineering Department and Mr. Adams, Chief Engineer, to attend the National Meeting of the Society of Heating and Ventilating Engineers at Cincinnati on January 23rd, to 25th, provided they can agree to make the trip together.

MISCELLANEOUSRefunds of  
forfeit fee  
made

1. Requests for refund of \$10.00 registration fee from the following students:  
R. L. Kibby, Esther Bieri, Harold Olzack and Robert Broderick.

On motion of Mr. Brody, it was voted to grant the refund in the case of Kibby, Bieri, and Olzack, denying the fourth one.

Addition of  
\$15,000 made  
to Contingent  
Fund.

2. Report from Mr. Wilkins states that the Contingent Account has been overdrawn in the amount of \$4,406.68. It is recommended by the Accounting Department that an amount of \$15,000 be set aside, chargeable against Reserve, to take care of any further obligations along with what already exists.

On motion of Mr. McColl, it was voted to transfer an amount of \$15,000 from the Reserve Fund to the Contingent Fund.

Degrees &  
Teachers Cer-  
tificates  
approved for  
certain  
students.

3. The following students have completed their respective courses at the close of the fall term 1932, and are recommended by the Registrar for the Teachers' certificates, which they cannot obtain until approval of graduation has been granted by the Board.

Cobb, Clifton Alvord,	Applied Science		
Conrad, Howard Philip	"	"	
Rule, Thomas Ward	"	"	
Wheeler, Otis Lawrence	"	"	
Schraft, Enno William	Liberal Arts		
Handy, George Betzner	Physical Education		
Schrems, Albertus Henry	"	"	

On motion of Mr. McColl, it was voted to approve the recommendation of the Registrar for granting of degrees and teachers' certificates to the students mentioned.

Alumni under-  
graduate  
scholarships  
to be cont.  
for sophomore  
year to those  
selected by  
Committee.

4. The Committee on Scholarships recommends that the Alumni undergraduate scholarships for freshmen be continued for the sophomore year for these holders of freshmen scholarships whose scholarship record is outstanding, the number and personnel of these selected to be left to the discretion of the committee on scholarships.

On motion of Mr. Brody, it was voted to approve the recommendation of the Committee on Scholarships.

REPORT OF THE PRESIDENTAppointment  
of Mr. Thomp-  
son to teach  
Education 310

1. Report on appointment of Mr. Thompson to teach Education 310 during this present winter term, the remuneration to be three hundred dollars for the term. Hereafter this subject will be given by members of the staff of the Department of Education and the Department of Physical Education.

Special audits  
approved by  
Board.

2. Report that the special audits of Music and Campus Improvement Expenditures were authorized by the special investigational committee appointed by the Board. The approval of these members was procured by the President by communicating over the telephone at a time when they were not in session.

COMMITTEE REPORTS \* See next page.

COMMITTEE REPORTS

1. Report of Music Committee consisting of Mr. Brody and Mrs. Wilson giving their approval of the reduction in fees charged for private instruction in the Institute of Music and also the applied music fee charged college students as outlined in a letter from Mr. Coleman, Secretary of the Michigan State Institute of Music and Allied Arts to President Shaw under date of December 13th, same to become effective at the beginning of the winter term 1933.

Reduction in fees charged for private instruc. in Institute approved.

On motion of Mr. Brody, it was voted to approve the report of the Music Committee.

2. The Music Committee reported progress on the purchase of pianos for the College Music Department.

Matter of purchase of pianos left to Mr. Brody and Mrs. Wilson.

On motion of Mr. Daane, it was voted to leave the matter of purchase of pianos to Mr. Brody and Mrs. Wilson with power to act, purchase to be made when funds may be available from the State.

3. Report on cost of extending electrical line of Consumers Power Company to the muck experimental field.

Elec. line of Cons. Power to be extended to Muck Experi. Field

Dr. Millar, Head of the Soils Department reports that the estimated cost is \$100 and can be taken out of Potash Export funds. Dr. Millar also reports that Mr. Wheeler of the Consumers Power Company indicates that there is a possibility of the Company taking over this project as an experiment of their own.

4. Report on cost of drilling well on muck experimental field along Mt. Hope Road, and cost of pump and motor.

Well to be drilled on muck experi. field.

Dr. Millar reports an estimate on drilling the well of \$250 to come from Potash Export funds, and an estimate of \$200 for the pump and motor. He states that about \$100 extra is needed to cover frost prevention, incidentals, etc. making this cost approximately \$550.

On motion of Mr. McColl, it was voted to approve items 3 and 4, the amounts not taken care of by Potash Export funds to come from the Contingent Fund, - approximately \$300.

5. Report of Mr. Daane on the statements of Seidman & Seidman regarding the three audits; total amount to be paid \$6341.96; also recommendation that the Board adopt a policy of a continual audit in lieu of biennial audits, and that the firm of Seidman & Seidman be authorized to undertake such an audit for the fiscal years ending June 30, 1933 and June 30, 1934.

Approval of statements from Seidman & Seidman.

On motion of Mr. Daane, it was voted to accept his report regarding the payment of the statements (\$6341.96) to be paid from the Contingent Fund and also his recommendation of having a continual audit rather than biennial audits and that Seidman & Seidman be authorized to make such an audit for the years ending June 30, 1933 and June 30, 1934.

Approval of continual audit - Seidman authorized to make audit for 2 years.

6. Report on Bus for Education Department, by Secretary.

No report.

No report on bus for Educ.

7. Report of Mr. Brody, for the Committee, regarding the lease and feasibility of continuing experiments at the Corn Borer Station at Monroe.

Mr. Brody reported that the matter was carefully considered by Director Gardner, Professor Rafter, Mr. Marston and himself and they are recommending that the lease be signed for one year only, from December 1, 1932 to December 1, 1933, instead of for three years as formerly, at a rental price of \$40.00 per month. This is a reduction in the rent of \$10.00 a month.

Lease at Corn Borer Station at Monroe to be signed for one year only

On motion of Mr. Brody, it was voted to approve the recommendation regarding the lease for the Corn Borer Station.

REPORT OF THE BUILDING COMMITTEE

1. Estimate of cost on alterations to the Dairy Building which is nearly complete. Total est. cost - \$33,998.31. The cost was formerly estimated at \$32,843.05, the additional work having been authorized by the Building Committee. Recommendation of the Building Committee that this statement be approved.

Statement on cost of alterations to Dairy Bldg. approved.

On motion of Mr. McColl, it was voted to approve the above figures on the alterations to the Dairy Building, which is the estimated cost at the present time.

2. Report on Dry Kiln in Forestry Building.

No report.

No report on dry kiln

3. Report on Dunbar Forestry Station.

No report.

No report on Dunbar Fores. Station.

4. Request of Dean Dirks of the Engineering Division that a slight change be made in the Cement Laboratory - estimated cost \$100.00.

Building Committee recommends action deferred indefinitely.

Action deferred on request for slight change in Cement Lab.

On motion of Mr. McColl, it was voted that the recommendation for action deferred in item 4 be approved.

Amount of \$1650 to be released for replacement of old batteries, and installation of motor generator set etc.

5. Recommendations from Mr. Davenport, Supt. of Buildings and Grounds, regarding improvements to be made relative to the Electrical Distribution System, as per survey made by Mr. Sutherland, dated June 25, 1932. This includes the installation of larger transformers in the power Plant, rewiring the 2300 volt service for the two boiler feed pumps and air compressor, installing a new motor driven exciter, installing a motor generator set for charging the storage battery and installing transformers and replacement of old batteries with new ones.

Recommended by the Building Committee that an amount of \$1650. be released for the replacement of old batteries with new ones and the installation of a motor generator set for charging storage batteries. Consideration of the transformers, etc. is to be given at the next meeting.

On motion of Mr. McColl, it was voted that the above recommendation of the Building Committee be approved.

The meeting adjourned at 5:45.

R. S. Shaw  
President

H. H. Halladay  
Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
February 16, 1933

Present: Messrs. Brody, Chairman; Berkey, McColl, McPherson, Mrs. Wilson, Superintendent Pearce, President Shaw and Secretary Halladay.

Absent: Mr. Daane

The meeting was called to order at 2:15 P.M.

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

RESIGNATION

1. Resignation of James Crowley, Head Football Coach, effective February 28, 1933.

On motion of Mr. McColl, it was voted to refer the resignation of Mr. Crowley to the President and a Committee consisting of Mr. Brody and Mr. McPherson with power to act.

The Committee wishes to report that the resignation of Mr. Crowley has been accepted effective February 28th.

TRAVEL

1. Professor P. A. Herbert to Syracuse University to attend the dedication of the Forestry Building, February 23rd, travel expenses only. (The Board approved this travel on October 20th, but the dedication was postponed).
2. Mr. Proulx to Chicago, February 23rd to 25th, all expenses. A tour to Chicago hotels has been arranged by the Michigan Hotel Association for our students in hotel training, and Mr. Proulx is to accompany this group.

On motion of Mr. Berkey, it was voted to allow travel item #2.

3. Professor Austin to the National Education Association meeting at Minneapolis, February 25th to March 2nd with transportation expenses.
4. Dean Conrad to the National Association of Deans of Women at St. Paul, February 22nd to 25th. Railroad and pullman.

On motion of Mr. Berkey, it was voted that all allowance for expenses on out of state travel be suspended until further action of the Board.

MISCELLANEOUS

1. Request from Electrical Engineering students to operate Station W8SH.
2. Revised budget for W.K. Kellogg Bird Sanctuary, operative January 1 to June 30, 1933, which includes:
  - a) Reduction of salary of Dr. Pirnie to \$2500 (from \$2790.00) from February 1-July 1.
  - b) Reduction of salaries of Mr. Henry and Mr. Bradley to \$100 per month (previously \$125)

Crowley  
resignation

Travel

Elec. Eng.  
students to  
operate W8SH  
Revised budget  
for Kellogg  
Bird Sanctuary