

September 10, 1936

## Degrees Granted September 11, 1936

Division of Liberal Arts

## Liberal Arts

Donald Durwood Pickard

Margaret Lee Sharpe

## Applied Music

Margaret Ellen Orvis

Advanced Degrees

## Master of Science

James E. Anderson  
Lewis Nathan HolmChemistry  
Botany

## Doctor of Philosophy

Walter E. Hoston

Zoology

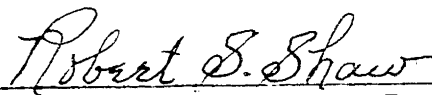
Thesis: "Nutritional and Genetic Factors Causing  
Bent-Nose in the Rat (*Rattus Norvegicus*)".

James M. Merritt

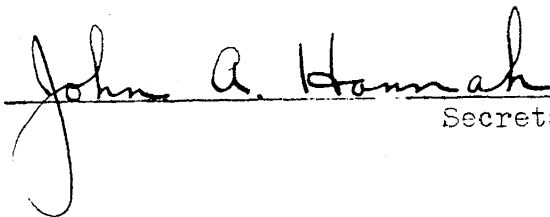
Entomology

Thesis: "The Toxicity of Combinations of Nicotine, under  
Michigan Conditions, to the Tree and to the  
Codling Moth, *Carpocapsa pomonella*, Linn".

The meeting adjourned at 3 o'clock.



President



Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
October 15, 1936Present: Mr. Brody, Chairman, Messrs. Berkey, Daane, Halstead, Mrs. Wilson; President Shaw  
Comptroller Wilkins and Secretary Hannah

Absent: Mr. Downing, Dr. Elliott

The meeting was called to order at 10:00 A.M.

The minutes of the previous meeting were approved, having been sent to the Board members.

## Appointments

APPOINTMENTS

1. Recommendation of Dean Giltner for the staff appointments (without salary) of the following people, now employed by various state agencies but cooperating in the teaching work of the Veterinary Science Division:
  - a. Stanley Whitlock (with the State Department of Conservation) as Lecturer in Pathology (Wildlife).
  - b. C. E. Line (with the State Department of Health) as Lecturer in Immunology.
  - c. M. E. Kurtz (with the State Department of Health) as Lecturer in Serology.
  - d. G. D. Cummings (with the State Department of Health) as Lecturer in Public Health Laboratory Methods.
2. Recommendation for a change in the status of Arthur L. Anderson, quarter-time graduate assistant in Sociology, to half-time graduate assistant during 1936-37. The additional time is needed to take care of field work supervision for advanced students.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve items 1 and 2.

## Travel

TRAVEL

1. Recommended delegation (with expenses paid) of the following to attend the annual meeting of the Association of Land-Grant Colleges and Universities at Houston, Texas, November 14th to 20th:

TRAVEL, continued

Travel

1. (Continued)  
E. L. Anthony, H. B. Dirks, Marie Dye, R. J. Baldwin,  
V. R. Gardner, R. S. Shaw, and a member of the Board (to be named)
2. Request for the delegation of one member of the Board to attend the annual meeting of the Association of Governing Boards, to be held at Lexington, Kentucky, November 12th to 14th.
3. Recommendation of the Athletic Council that the following members accompany the team on out-of-state trips:  

Marquette at Milwaukee, October 24th	DeGay Ernst
Boston College at Boston, October 31st	G. Vern Branch
University of Kansas at Lawrence, November 14th	L. N. Field
4. Request for allowance of railroad and pullman fare to Cleveland, Ohio, and return for Professor F. G. Sefing, so that he may attend National Metals Congress meetings on October 19th.
5. Recommendation that full expenses to Washington and return be granted Miss Julia Pond and Messrs. R. V. Gunn and H. A. Berg, so that they may represent the College at the annual Agricultural Outlook Conference, October 26th to 31st.
6. Request for allowance of railroad and pullman fare to Chicago and return for Mrs. Lydia Ann Lynde, so that she may attend National Council of Parent Education meetings to be held November 11th to 15th.
7. Recommendation that Miss Edna V. Smith be granted railroad and pullman fare to Houston, Texas, and return, so that she may attend the annual meeting of the Association of Land-Grant Colleges and Universities, November 14th to 20th.
8. Recommendation that full expenses to Chicago and return be granted Mrs. Merle Byers, Miss Gladys Love, Miss Irene Patterson, and Miss Helen Hartman, so that they may attend the annual Vocational Home Economics Education conference November 16th to 20th. Expenses will be charged to Vocational Education funds.
9. Recommendation that full expenses to San Antonio, Texas, be allowed Mrs. Merle Byers, Dr. E. L. Austin, and Professor R. S. Linton, so that they may attend American Vocational Education meetings December 2nd to 5th. Expenses will be charged to Vocational Education funds.
10. Recommendation that full expenses to Washington and return be allowed Professor E. A. Finney, so that he may give a report at the annual meeting of the Highway Research Board, November 18th to 20th. Expenses are to be charged to Engineering Experiment Station funds.
11. Recommendation of Dean Emmons that Mr. S. H. Newman, Instructor in Psychology, be granted a total of \$27.00 railroad fare from Worcester, Massachusetts, to East Lansing via Hanover. Mr. Newman attended a meeting of the American Psychology Association immediately before the opening of school.
12. Recommendation that all expenses to Chicago and return be paid for Miss Alice Bates, Miss Marcella Meyer, and Messrs. M. H. Avery, C. A. Rood, and A. G. Kettunen, who will be in charge of the Michigan delegation to the National 4-H Club Conference, to be held November 27th to December 5th. Further, request for out-of-state travel authorization for this same meeting for Miss Lois Corbett and Mr. Nevels Pearson; expenses are to be paid from Michigan State Fair funds, however.
13. Request for allowance of railroad and pullman fare to Madison, Wisconsin, and return for Professor P. A. Herbert, so that he may attend meetings of the Association of State Foresters, to be held during the last week of October. Expenses will be charged to Forestry Extension funds.
14. Recommendation that full expenses to Chicago and return be granted Messrs. John Carter, Andrew Quirrie, John MacAllan, and R. S. Hudson, who will be in charge of the College horse exhibits at the International Livestock Exposition the latter part of November.
15. Recommendation that Mr. George Amundson be permitted out-of-state travel authorization so that he may attend the annual Extension conference at the University of Wisconsin; expenses are to be paid by the University.
16. Request for mileage allowance on one car to Washington, D. C., and return, so that members of the Soils Department may attend annual meetings of the American Society of Agronomy and the American Soil Survey Association, to be held during the week of November 17th.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the travel requests.

MISCELLANEOUS

1. Assignment by Dean R. C. Huston to the State Board of Agriculture of the rights to patent 2051300 (improvement in processes for the manufacture of alkyl phenols) for a term of seventeen years.

Assignment of  
rights to  
patent by Dr.  
Huston.

MISCELLANEOUS, continued

Col. Battenberg's resignation date to be Oct. 15 instead of Oct 1

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to accept the above assignment.

2. Recommendation of Mr. Wilkins that the resignation date of H. P. Battenberg, former Military Property Custodian, be changed from October 1st (as accepted at the last Board meeting) to October 15th.

Mr. Karl Dressel to be pd. additional \$60.00 for S.S. work.

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

3. Recommendation of Professor Crowe that Mr. Karl Dressel be paid an additional \$60.00 for extra services rendered at the 1936 Forestry Summer Camp, bringing his total Summer Session salary to \$240.00.

Grant of \$600 accepted from Difco Lab. of Detroit.

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

4. Recommended acceptance of a grant of \$600.00 offered by the Difco Laboratories of Detroit for special research work by the Bacteriology Section of the Experiment Station. This is to be set up as an industrial fellowship to which the appointment of Mr. W. B. Ardrey is recommended, effective as of September 15th at the rate of \$50.00 per month.

Payment of bill of \$1750 approved for Jerome and Harris.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to accept the above-mentioned grant.

5. Presentation for payment of a bill from the Jerome and Harris Company in the amount of \$1750.00, covering audit and report on College finances for the year ended June 30, 1936. This amount was approved by the Board on April 23, 1936.

Also one for \$162.85

6. Presentation for payment of a bill from the Jerome and Harris Company in the amount of \$162.85, covering audit and report on the Graham Experimental Station finances for the period July 1, 1934 to September 9, 1936. This audit was approved by the President at the Comptroller's request.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve items 5 and 6.

Payment of \$100.00 on Mr. Schepers' bond.

7. Request for payment of the \$100.00 annual premium due on the \$25,000 bond of Mr. Jacob Schepers, Cashier.

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

\$225. approp. for new band instrument.

8. Recommendation of the Band Committee that a special appropriation of \$900.00 be made to cover purchase of new band instruments.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to appropriate an amount of \$225.00 (approximately) for the purchase of a new band instrument needed to give proper balance in the band.

\$82.60 added to band for travel.

9. Recommendation of Mr. Wilkins that the sum of \$82.60 be added to the \$3000.00 set aside for out-of-state travel for the band. Expenses of the trips to Ann Arbor and to Pittsburgh exceeded the appropriation by this amount.

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

Request of Exchange Club to send Band to Marquette denied.

10. Communication from the Lansing Exchange Club requesting that the College send the Band to Milwaukee on October 24 for the Michigan State-Marquette football game.

On motion of Mrs. Wilson, seconded by Mr. Daane, it was voted to ask the Secretary to notify the Lansing Exchange Club that it would be impossible to send the Band to Milwaukee for the football game on October 24 and to explain to them the reasons for this decision.

Salary of A.W. Rogers increased to \$1800.

11. Recommendation that the salary of Richard Rogers, campus policeman, be increased from \$1650. to \$1800 per year, effective as of October 1st.

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

Bills incurred by B. & G. employees approved.

12. Presentation for payment of the following bills, incurred by Buildings and Grounds employees who were injured while at work:

a. Joseph Slater (Power Plant): Dr. Johnson for treatment (+time lost 52 hrs. @ 65¢)	\$52.80
b. Forrest Pierce (Paint Shop): Dr. Hodges for treatment	5.00
c. Charles Piper (Paint Shop): Time lost (43½ hours @ 55¢)	23.93
d. Lou Malish (Plumbing & Heating): Time lost (14 hours @ 40¢)	5.60
e. Louis Bitschner (Paint Shop): Dr. Johnson for treatment	3.00
f. A. C. Jensen (Carpenter Shop): Roehl-Laubscher, Inc. for support	6.50
g. James Luton (Grounds Department): Dr. Hodges for treatment	11.00
h. Alex Schott (Grounds Department): Dr. Britton for treatment	42.00

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to approve the above item.

College attorney recommends payment of \$211 to Mrs. Devine.

13. Recommendation from the College Attorney that Mrs. L. C. Devine be reimbursed \$211.00 covering doctor and hospital bills resulting from an accident in the Engineering Building during the last Farmers' Week.

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

MISCELLANEOUS, continued

14. Presentation for Board acceptance of a check for \$100.00 from the Palmer House in Chicago, given for Hotel Administration scholarships and student use.

\$100 accepted for Hotel Ad. Scholarships.

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted to accept the above-mentioned check and the Secretary is instructed to send the proper letter of thanks.

15. Recommendation from Dean Anthony that the salary of Dr. N. L. Partridge be increased \$225.00 per year effective November 16, 1936 at which time he will return to the payroll after a year's leave of absence.

Salary of Dr. Partridge increased.

16. Recommendation from Dean Anthony that Mr. Frank N. Hewetson who has been replacing Dr. Partridge during his leave of absence, be transferred as research assistant to the American Potash Institute Research Fellowship of the American Cyanamid Company at his present salary of \$2,000 per year.

Frank Hewetson transferred as Res. Asst. to Am. Pot. Inst. Res. Fellowship

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve items 15 and 16.

MISCELLANEOUS REPORTS

1. Report from the Comptroller (as requested at the last Board meeting) on compensation insurance and on the amounts paid directly by the College to employees during the last several years. Mr. Wilkins reports that the annual premium charge if all College employees were included would be \$16,217.18, and that amounts paid out for doctor and hospital bills, lost time, etc. are as follows:

Report of Mr. Wilkins on Compensation Insurance.

June 30, 1932	\$228.07
June 30, 1933	494.05
June 30, 1934	791.80
June 30, 1935	74.33
June 30, 1936	1559.78

Report accepted.

PRESIDENT'S REPORTS

1. Report on the death of Dr. Elba E. Watson, Instructor in Modern Languages, on September 27, 1936, and termination of salary on September 30th.

Report on Death of Dr. Watson.

2. Report on the death of Mr. Ralph Carr, County Agricultural Agent for Wayne County, on August 23, 1936, and termination of salary on September 1st.

Also Mr. Ralph Carr.

Action on the following leaves and appointments:

3. Grant of leave without pay to Dr. W. W. Thompson, Research Assistant in Bacteriology, for the period October 1, 1936 to June 30, 1937. Further, authorization of the transfer of \$1000.00 of the unexpended balance of Dr. Thompson's salary to the budget of the Bacteriology Department, to be used in the employment of student help to carry on his work.

Lv. Dr. W.W. Thompson.

4. Appointment of Mr. Nelson Van de Luyster as Instructor in Modern Languages for the period October 1, 1936 to September 1, 1937, at the yearly salary rate of \$1800.00 (of which \$1650 will be drawn). Mr. Van de Luyster replaces Dr. Watson.

Appt. Mr. N. Van de Luyster

5. Appointment of Mr. Ellsworth T. Bessemer as County Agricultural Agent for Wayne County, effective October 15th at a total salary of \$2800.00 per year (\$2200.00 in Federal Smith-Lever, \$600.00 from Board of Supervisor funds). Mr. Bessemer replaces Mr. Carr.

Appt. Mr. E.T. Bessemer.

6. Appointment of Mr. Albert H. Gower as Instructor in Chemical Engineering, effective as of September 1st at a salary of \$1600.00 per year. Mr. Gower replaces Mr. H. T. Walworth, whose resignation as of that same date has been accepted by the Board.

Appt. A. H. Gower

7. Appointment of Mr. Lauren H. Brown as Assistant Professor of Farm Management, effective October 1st at a salary rate of \$2400.00 per year. This is an additional position approved by the Board at its July 2nd meeting.

Appt. L. H. Brown

8. Appointment of Mr. Edward Anderson as Instructor in Mechanical Engineering for the period October 1, 1936 to September 1, 1937, at a salary rate of \$2200.00 per year. Mr. Anderson replaces Mr. C. N. Rix, who has been granted one year's leave of absence without pay, effective September 1st.

Appt. Edw. Anderson.

9. Approval of the following graduate assistantship appointments for 1936-37:

Appt. Graduate Assistantship appointments.

- |                  |  |
|------------------|--|
| Animal Husbandry | - Continuation of Mr. George J. Propp (one half-time basis)  |
| Chemistry        | - Appointment of Mr. John M. Vandenberg as quarter-time graduate assistant, replacing Robert Olsen.  |
| "                | - Appointment of Mr. Albert M. Shannon as quarter-time graduate assistant, replacing Keith D. Crane. |
| Dairy Husbandry  | - Continuation of Mr. William K. Fox as half time graduate assistant.                                |

PRESIDENT'S REPORTS, continued

## 9. (Continued)

Graduate  
Assistantship  
appointments

Farm Crops

- Continuation of Mr. Carlton S. Garrison as half-time graduate assistant.

Forestry

- Appointment of Mr. Roy M. Carter as half-time graduate assistant replacing George J. Kushner, who is unable to accept his Board appointment.

Sociology

- Appointment of Mr. Arthur L. Anderson as quarter-time graduate assistant replacing Leslie Oldt, who is unable to accept the appointment.

Approval of the following appointments, made necessary by increased enrollment:Appt. Mal-  
colm Henry.

10. Appointment of Mr. Malcolm Henry as Instructor in Mathematics for the period October 1st to December 31st, at a total salary of \$400.00 (to be paid in three monthly installments).

Appt. Dr.  
A. Orbeck

11. Appointment of Dr. Anders Orbeck as Instructor in English for the period October 1, 1936 to September 1, 1937, at a yearly salary rate of \$1800.00 (of which only \$1600.00 will be drawn).

Payment of  
\$400 to H.  
Albig.

12. Approval of payment of \$400.00 to Mr. Hanley Albig for his teaching services in the Department of History and Political Science during the fall term (to be paid in three installments, with the first on October 31st).

Appt. E. C.  
Pietsch

13. Appointment of Mr. E. C. Pietsch as Instructor in Geology for the six-month period beginning October 1, 1936, at a total salary of \$800.00 for the time.

Appt. F. C.  
Dittrich

14. Appointment of Mr. Francis C. Dittrich as Instructor in Physical Education, effective as of October 15th at a salary rate of \$1500.00 per year.

Change in  
status H. G.  
Ohmen.

15. Change in status of Mr. Herbert G. Ohmen from that of half-time graduate assistant in Chemistry to full-time Instructor for 1936-37 only, at a salary of \$1500.00 for the year.

also Edmund  
Visger.

16. Change in status of Mr. Edmund Visger, half-time graduate assistant in Anatomy, to three-quarter time for 1936-37, at an increase from \$600.00 to \$900.00 for the year. (3/4 time undergraduate assistant).

Appt. Stephen  
Lange.

17. Appointment of Mr. Stephen Lange as half-time graduate assistant in Anatomy for 1936-37, replacing Mr. Vister.

Appt. John  
Cunkelman.

18. Appointments of Mr. John Cunkelman and Mr. Clifford Westerfield as part-time assistants in Anatomy during 1936-37 on a half-time basis, at the rate of \$600.00 each for the year.

Change in  
status of Mr.  
Albert Shannon

19. Change in status of Mr. Albert M. Shannon, quarter-time graduate assistant in Chemistry, to half-time during 1936-37.

also

Charles Noble.

20. Change in status of Mr. Charles Noble, half-time graduate assistant in Chemistry, to a three-quarter time basis for the fall term only, at a salary of \$90.00 per month for this three-month period.

Addition of  
\$360 to Chem  
Maintenance  
Budget and  
employment of  
W. Klunsinger  
L. White  
R.I. Jackson

21. Authorization of the addition of \$360.00 to the Chemistry Department maintenance budget, to cover the employment of the following on a labor payroll basis:

1. Willard Klunzinger as half-time graduate assistant for the period September 18th to December 18th, at a monthly salary of \$60.00.
2. Lawrence White as quarter-time graduate assistant for the same period, at a monthly salary of \$30.00.
3. Richard I. Jackson as quarter-time graduate assistant for the same time, at a salary of \$30.00 per month.

Action on the following miscellaneous matters:Salary in-  
crease app.  
for Claude  
Bryan and raise  
in rank.

22. Approval of the recommendation that Mr. Claude S. Bryan be given an increase in salary from \$2000.00 to \$2300.00 per year, effective as of October 1st, and a raise in rank on the same date from that of Assistant in Research to Research Assistant. Mr. Bryan was offered an assistant professorship at Pennsylvania State at an annual salary of \$2500.00.

Approval of  
Carnegie Tech  
trip for Band  
this year.

23. In 1935 the Board approved one out-of-state trip each year for the Band; this year, the Faculty voted that it should be the Carnegie Tech game at Pittsburgh on October 10th, and approval of the trip was given.

Comptroller  
signs con-  
tracts for  
1936-37 con-  
cert series.

24. Authorization of the Comptroller to sign contracts for the following numbers for the 1936-37 concert series:

January 18, 1937	-	Pasquier Trio	\$300.00
February 15, 1937	-	Georges Enesco	800.00
March 17, 1937	-	Pro Arte Quartet	500.00
April 19, 1937	-	Ezio Pinza	750.00

25. Approval of the following Clinic Building changes (referred to President and Secretary with power to act September 10th meeting):

Approval of  
Clinic Bldg.  
changes.

- |  |          |
|--|----------|
| a. Installation of window, work bench and sink in Feed Room            | \$300.00 |
| b. Installation of window in lecture room                              | 156.00   |
| c. Cutting of door from diagnostic laboratory to sporadic disease ward | 79.00    |

PRESIDENT'S REPORTS, continued

26. Approval of the use of \$50.00 from the Athletic Association budget to complete the football scoreboard.
27. Authorization of the Comptroller to establish a revolving fund for the parking fees collected at football games.
28. Authorization of the Comptroller to handle freshman football receipts and disbursements when the games are played in Lansing.

App. of \$50.00  
from Ath. Assn  
budget for  
scoreboard.  
Rev. fund for  
parking fees.  
Compt. to  
handle fresh.  
football rec-  
eipts.

Action on the following travel requests:

29. Delegation of Dr. H. R. Hunt to represent the College at the Harvard Tercentenary Celebration (expenses of \$64.10 to be charged to President's Office).
30. Approval of out-of-state travel to Madison, Wisconsin, for Mr. O. I. Gregg, who was asked to speak before the Wisconsin Florists' Association on October 12th. Traveling expenses were paid by the Association.
31. Allowance of railroad mileage only to Ithaca, New York, and return for Dr. Leonard Elinwood, newly appointed Instructor in Music, so that he might speak before the American Musicological Society on October 11th.
32. Delegation of Dean Huston as faculty representative of the Athletic Council on the trip to Pittsburgh for the Carnegie Tech game, October 10th. Dean Emmons was originally recommended, but was unable to go.
33. Authorization of the following expenses (\$455.00) in connection with the student Livestock Judging Team:
  1. Mileage for two cars and expenses of Professor Branaman for a trip to Ohio State University, October 9th and 10th.
  2. Same expense allowance to either Purdue or the University of Illinois during November.
  3. Same expense allowance to Kansas City, Missouri, for the American Royal Livestock Exposition on October 13th.
  4. Expenses of Professor Branaman and partial expenses of six team members (\$155.00 in all) to the International Livestock Exposition at Chicago Nov. 28th.
34. Approval of an expense account submitted by J. A. McMonagle, Instructor in Speech, for a trip to Chicago for the Mid-West Conference (expenses of \$34.63 charged to Forensic Fund).
35. Allowance of railroad and pullman fare to Pittsburgh and return for Professor C. M. Gade, so that he might attend the annual meeting of the American Society of Civil Engineers, October 13th to 15th.
36. Allowance of railroad and pullman fare to Columbus, Ohio, and return for Mr. E. F. Eldridge, who appeared on the program of the Ohio Sewage Works Conference, held October 1st and 2nd. Expense was charged to Engineering Experiment Station funds.
37. Allowance of full expenses for Mr. Nevels Pearson, who accompanied the Dairy Judging Team on its annual trip to the National Dairy Show, held in Dallas, Texas, October 7th to 17th. Expenses are to be charged to State Department of Agriculture funds.
38. Allowance of automobile mileage and maintenance expenses for Professor P. S. Lucas, and an allowance of \$15.00 for each of four members of the Dairy Products Judging Team, for the annual trip to the International Dairy Manufacturers' Association at Atlantic City, October 8th to 15th.
39. Allowance of railroad and pullman fare to Dallas, Texas, and return for Mr. A. C. Baltzer, who was in charge of Michigan dairy herds shown at the National Dairy Show, October 6th to 16th. These expenses are to be charged to Extension funds; Mr. Baltzer's other expenses will be taken care of from outside funds.
40. Allowance of maintenance expenses only for Mr. Russell Horwood, who accompanied the Upper Peninsula 4-H Dairy Team to the National Dairy Show at Dallas, Texas, October 9th to 18th. These expenses are to be charged to Extension funds; others will be paid from State Fair funds.
41. Allowance of full expenses to Chicago and return for Messrs. C. V. Ballard, R. V. Gunn, and J. G. Wells, who acted as leaders for a county agent market study tour held September 28th and 29th.

Travel

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

REPORT OF THE FINANCE COMMITTEE

1. The Secretary is instructed to direct a proper letter to the Detroit Trust Company indicating that the College will not pay over the depreciation fund in accordance with the original trust agreement and suggesting that the Detroit Trust Company use the \$19,000 that they now have for the purchase of Mary Mayo bonds from the bondholders that may be dissatisfied with the decision of the State Board of Agriculture. The College is to take care of the upkeep of the building.

Sec. instruc-  
ted to write  
Det. Trust Co.  
re: deprecia-  
tion fund.

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



REPORT OF THE FINANCE COMMITTEE, continued.

Action def.

on recommenda-  
tion re: Co.  
Agents' inc.  
in salary.

2. Consideration of the recommendations of Dean Anthony regarding salary increases for County Agricultural Agents.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to defer action on the above recommendations until the next meeting of the Board.

BUILDINGS AND GROUNDS COMMITTEECompletion  
of Union to  
cost \$2650.

1. Completion of the Union Building. Communication from Mr. Davenport reporting total appropriations, \$52,834.00; total expenditures \$56,800.00; estimated cost of labor and material to complete the project, \$2650.00 classified as follows:

Structural. . . . .	\$1200.00
Plumbing. . . . .	400.00
Electrical. . . . .	200.00
Completion 3rd floor meeting rooms. . . . .	650.00
Lamp posts. . . . .	200.00
	<u>\$2650.00</u>

Recommended by Building Committee - money to come from Reserve Fund.

Union Bldg.  
elevator to  
be recondition-  
ed.

2. Union Building elevator. The freight elevator in the Union Building constitutes a serious hazard. The Houghton Elevator Company bid \$1673.00 to recondition and place this elevator in a safe and satisfactory condition.

Recommended by Building Committee - money to come from Reserve Fund.

Electric  
heaters for  
Stadium Press  
Box.

3. The Athletic Council recommends the purchase of electric heaters for the Stadium Press box to cost \$136.00.

Recommended by Building Committee - money to come from Athletic Reserve.

Additional  
toilet facili-  
ties for men  
and women at  
Stadium.

4. The Athletic Council recommends additional toilet facilities for both men and women in the stadium to cost \$700.00.

Recommended by Building Committee - money to come from Athletic Reserve.

Removal of  
fences near  
Cav. Barns.

5. The fences in the vicinity of the cavalry barns should be moved to conform with the new plan for that section of the campus to cost \$100.00.

Recommended by Building Committee - money to come from Rehabilitation Fund.

Alterations  
in wall cases  
for Art Dept.  
approved.

6. When the new wall cases were ordered for the Art Department the architect's plans showed an incorrect height for the base. The cases constructed according to architect's plans cannot be installed until they are altered. The alterations will cost \$85.00.

Recommended by Building Committee - money to come from the General Fund.

Partition in  
basement of  
Adm. Bldg. app.  
Also concrete  
floor.

7. The necessary expansion of the Registrar's Office due to increased enrollment made it necessary to use a space formerly used by the Zoology Department. It is now necessary to construct a partition in the basement of the Administration Building and paint the enclosed area for the Zoology Laboratory - cost approximately \$75.00. The floor in the area now used by the Registrar's Office is a broken concrete and should be replaced with a good concrete floor which should include the hallway. Cost approximately \$100.00.

Recommended by Building Committee - money to come from General Fund.

Fire alarm.  
Campus Hotel.

8. Fire alarm - Campus Hotel. When the Campus Hotel was purchased, the fire alarm system was partially installed. To comply with the hotel law it has been necessary to complete this installation. The work has been done by the East Lansing Electric Company - cost \$650.00.

Recommended by Building Committee - money to come from the Rehabilitation Fund.

App. of erec-  
tion of sign  
north of Man-  
celona - re-  
quest of E.  
Jordan &  
Boyne City.

9. The communities of East Jordan and Boyne City have requested that they be allowed to erect a sign on the college farm north of Mancelona indicating that the new road constructed along the south side of this property is the direct route to these two communities.

Approved.

Dean Anthony  
requests cer-  
tain changes  
in Ag. Bldg.

10. Communication from Dean Anthony requesting the authorization for certain office changes in the Agricultural Building including a renewal of the request that a portion of the corridor on the second floor of the building be enclosed to provide additional offices for the Soils Department.

No action.

No action on  
request for  
extension of  
elec. power  
to Dairy Res.  
Barn.

11. Communication from Dean Anthony requesting the extension of electric power facilities to the Dairy Research Barn. The overloaded lines to the farm buildings require the installation of new transformers and a new power circuit - estimated cost, \$6700. Mr. Davenport states that it is unwise to provide additional electrical connections on the present circuits and transformers.

No action.

BUILDING AND GROUNDS COMMITTEE ITEMS, continued

12. Approval of WPA project covering construction of a Forestry Nursery Packing Shed to be located in the Forestry Nursery. A year ago a project was filed and since cancelled. The present project calls for the furnishing by the College of lumber and supplies that are already on hand; superintendence by regular members of the staff of the Forestry Department and miscellaneous items total \$2758.30. Dean Anthony and Professor Herbert indicate that the necessary money can be taken from the current budget of the Forestry Department and that approval of this project will not require additional funds now nor later in the year for the Forestry Department.

Approval of WPA project Forestry Nursery Packing Shed.

Recommended by Building Committee.

13. Communication from L. W. Millard, Bridge Engineer for the Michigan State Highway Department, relative to the bridge on Farm Lane.

Communication from Bridge Engineer re: Farm Lane bridge.

The Building Committee recommends that the Secretary contact the Attorney General and ascertain whose liability it would be in case of accident in connection with the Farm Lane bridge.

14. Request from the Military Department for additional facilities for the Field Artillery Unit:  
 (a) Service Station (at once). Estimated cost \$2,000.  
 (b) Laboratory and repair construction (by fall of 1937). Estimated cost \$3,500.  
 (c) Motor gun storage shed (by fall of 1938)

Request from Military for additional facilities for Field Art. Unit.

Item a only recommended by Building Committee subject to recommendations of President Shaw and Mr. T. G. Phillips as to location.

15. Consideration of proposal to construct barracks to be used for men short course students. Structure to be completed and available by January 1st. Preliminary sketch completed by Architect Munson. Estimated cost by Mr. Davenport including services \$11,000. Estimated cost of equipment:

Equipment to be purchased for Short Course Barracks.

50 double deck beds	\$ 750.00
100 mattresses	650.00
100 individual lockers	1000.00
100 straight chairs	450.00

Recommended by Building Committee at a cost not to exceed \$13,800 - money to come from the reserve fund.

16. Suggested WPA projects.

WPA projects approved -

- a. Lands and Grounds improvement, removing old building foundations, general excavation and filling, and moving trees and shrubs and improving river banks and other general campus work. WPA cost for labor and trucking \$17,000 - college cost for supervision and materials \$1,000. Total cost \$18,000.
- b. Completion of tennis court program. WPA cost for labor and trucking \$5,000. College cost for supervision and materials \$500.00. Total \$5500. From Athletic Reserve.
- c. Install water lines in pasture area adjacent to Animal Husbandry barns WPA cost for labor \$2,000. College cost for materials and supervision \$400. Total \$2400.
- d. Farm tiling in remote areas. WPA cost for labor and materials \$6,000.00. College cost for supervision and materials \$200.00. Total cost \$6200.00.
- e. Farm tiling for main trunk system as specified and designed by the Agricultural Engineering Department for the Farm and Horse Department. WPA cost for labor and materials \$40,000.00. College cost for labor and materials \$1,000.00. Total \$41,000.00.

Lands and improvements.

Completion of tennis courts.

Water lines near A.H. barns.

Farm tiling.

Tiling for main trunk system.

Recommended by Building Committee - money for all items to come from the Reserve Fund except item b which comes from Athletic Reserve.

17. Request from Dean Anthony for the installation of a bathroom in Farm House No. 2E, to be charged to the budget of the Farm and Horse Department,- estimated cost \$200.00.

Bathroom installed in Farm House No. 2E.

Recommended by Building Committee.

18. Request from Dean Anthony authorizing the construction of a small wire enclosed room south of the present greenhouses to be used by the Soils Department in their research work. Cost to be taken from the Soils Experiment Station budget.

Request for small wire enclosed room south of greenhouses

Recommended by Building Committee subject to recommendation of President Shaw and Mr. T. G. Phillips as to location - cost not to exceed \$440.00.

19. Recommendation from Dean Anthony that a wall be constructed across the Agricultural Engineering Laboratory in the Agricultural Building making part of the present area available for classroom purposes. Cost to be taken from the Agricultural Engineering budget - estimated cost \$200.00.

Approval of construction of wall across Ag. Eng. Lab.

Recommended by Building Committee.



BUILDING AND GROUNDS COMMITTEE ITEMS, continued

Purchase of Bacty chairs ref. back to President with power.

20. The President recommends the purchase of 72 chairs for the Bacteriology Lecture Room at a cost of \$324.00. This item was referred to the President with power at the July 27th Board meeting.

Recommended by Building Committee that the above item be referred back to the President with power.

Request from State Police-extend tunnel from D.H. to S.P. Barracks deferred.

21. Consideration of the request from the Michigan State Police that they be allowed to extend the college tunnel from a point near Demonstration Hall to the State Police Barracks as a WPA project, and that the College agree to furnish at cost heat for the State Police buildings.

The Building Committee recommends deferred action awaiting development of the college building program.

Mr. Godfrey to be notified that Bath property not for sale.

22. Communication from Fred A. Godfrey, real estate agent, asking for quotation on 200 acres of Bath Township muck lands owned by the College. Mr. Godfrey indicates that he has prospects interested in mint farming.

The Building Committee recommends that Mr. Godfrey be informed that the property is not for sale.

Lease to be signed for MacAllan property.

23. Communication from Dean Anthony, recommended by committee appointed at the last Board meeting (President and Secretary) for the approval of a five year lease on the MacAllan farm at \$500.00 per year with an option to buy at \$14,000 with the understanding that if the option is exercised before September 1, 1937, the first year's rental may be deducted from the purchase price.

Redman property to be purchased.

24. Recommendation from Dean Anthony that the College purchase the 3 $\frac{1}{2}$  acres of land and buildings owned by Ed Redman on Mt. Hope Avenue - purchase price \$6100 to be paid on or before September 1, 1937.

Wilcox property agreement to be signed.

25. Recommendation of Dean Anthony that an agreement be approved between Willard E. Wilcox and wife through which the College agrees to purchase the 80 acres completely surrounded by college property on Hagadorn Road at a purchase price of \$25,000. \$1,000 to be paid on or before April 1, 1937 and the balance to be paid on or before September 1, 1937, - the unpaid balance bearing interest at 5% after July 1, 1937.

Property to be leased from A. Huber

26. Communication from Dean Anthony indicating that Alfred Huber will sell his property on the corner of Mt. Hope and Harrison Road under a five year lease at \$400.00 per year with a purchase option at any time of \$12,000.

The Building Committee recommends signing the leases and options as recommended in items 23, 24, 25 and 26.

No action on leasing property from A. Huber's brother.

27. Communication from Dean Anthony indicating that the brother of Alfred Huber will sell his 30 acres for \$17,000 - \$500 to be paid on or before April 1 and the balance on or before September 1, 1937.

No action.

Communication from Att. Geh. re. purchase of lands from employees.

28. Communication from the Attorney General indicating that there are no legal provisions preventing the purchase of lands or properties from employees of the College.

Report placed on file.

No action on leasing land from Biebesheimers.

29. Communication from Dean Anthony recommending the leasing of 14 acres of land on Hagadorn Road from the Biebesheimers at an annual rental of \$125.00.

No action.

No action on leasing A. Williams farm

30. Communication from Dean Anthony recommending the leasing of the Alfred Williams farm on Hagadorn Road for a five year period at \$1,000 per year with an option to buy at \$20,000. The farm consists of 110 acres.

No action.

No action on leasing Seeley farm.

31. Communication from Dean Anthony relative to the possible leasing of the Seeley farm consisting of 40 acres at an annual rental of \$500.00 with an option to buy at \$10,000 with the suggestion that Mrs. Seeley might sell the property at \$8,000 cash.

No action.

Gift of trees from Pres. Shaw to College.

32. President Shaw offers to the College several hundred trees from the nursery on his farm. These trees consist of various varieties of evergreens, elms, maples, etc. and are offered as a gift for planting on the college campus.

The Building Committee recommends the acceptance of these trees and expresses its appreciation.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the recommendations of the Building Committee as noted under each item.

SECRETARY'S ITEMS

1. Approval of the proposed exchange of unused equipment between the College and the Ionia Reformatory as reported by the Secretary.
2. The Ionia Reformatory is anxious to get the old pipe organ stored in the basement of Abbott Hall which was given to the College several years ago. The organ is in an unusable condition. The State Administrative Board will give us a 75,000 gallon water storage tank from the Jackson Prison or other equipment in their possession that we can use.

Approval of  
exchange of  
unused equip-  
ment at Ionia  
Reformatory &  
M. S. C.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve the above items 1 and 2.

The meeting adjourned at 3 P.M.

Robert S. Shaw  
President  
John A. Hannah  
Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
November 23, 1936

Present: Mr. Brody, Chairman; Messrs. Berkey, Daane, Downing, Halstead; Mrs. Wilson; Superintendent Elliott; President Shaw; Comptroller Wilkins; Secretary Hannah.

Absent: No one.

The meeting was called to order at 10:15 A.M.

The minutes of the previous meeting were approved, having been sent to the Board members.

RESIGNATIONS, APPOINTMENTS AND LEAVES

Resignations  
Appointments  
Leaves

1. Resignation of Miss June Smith, stenographer in the Department of Publications and Journalism, effective November 1, 1936.
2. Transfer of Mr. Paul Barrett, County Agricultural Agent for Cheboygan County, to the position of Extension Specialist in Soil Conservation, effective January 1, 1937 at a salary of \$3,000 per year. This is a new position, made possible by a cooperative arrangement with the Soil Conservation Service under which \$2500 of the salary is paid by the Service and \$500.00 only plus traveling expenses by the Extension Service.
3. Temporary appointment of Mr. Harry Reiley as Extension Specialist in charge of special potato marketing exhibits for the period November 15th to February 14, 1937, at a salary of \$175.00 per month.
4. Appointment of Miss Gertrude Gannon as stenographer in the Department of Animal Pathology, effective as of November 1st at a salary of \$1020.00 per year. Miss Gannon replaces Miss Opal Gilpin, who was transferred to the Central Stenographic Office on that same date.
5. Temporary appointment of Miss Mary Baldwin as stenographer in the office of the Dean of Women for the period November 1st to December 31st, at the rate of \$80.00 per month.
6. Transfer of Mrs. Ivarene Button, stenographer in the Buildings and Grounds office, to the office of the Manager of the Union, effective November 1st at an increase in salary rate from \$1320.00 to \$1380.00 per year.
7. Recommendation that Miss Olga Bird, Assistant State Club Leader, be granted leave of absence on half-pay for the period February 1st to June 1, 1937. Miss Bird plans to carry on graduate study at Columbia University.
8. Recommendation that Mr. C. A. Rood, Assistant State Club Leader, be granted leave of absence with full pay for health during the period January 1st to June 30, 1937.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the above Resignations, Appointments and Leaves.

TRAVEL

Travel

1. Recommendation of the Athletic Council that the following be sent with full expenses to the annual Western Conference meeting, to be held in Chicago December 4th and 5th; R. C. Huston, R. H. Young, C. W. Bachman, B. F. VanAlstyne, J. H. Kobs, L. L. Frimodig, R. B. Daubert, F. A. Collins.