

Minutes of the
Meeting of the State Board of Agriculture
October 17, 1935

Present: Messrs. Brody (Chairman), Berkey, Daane, Downing, Halstead, Mrs. Wilson; President Shaw and Secretary Hannah

Absent: Dr. Voelker

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

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

Resignations
and
Appointments

RESIGNATIONS AND APPOINTMENTS

1. Resignation of Mr. E. C. Sackrider, Extension Specialist in Soils, effective October 31, 1935. Replacement has not been recommended yet.
2. Resignation of Mr. G. A. Thorpe, Assistant State Club Leader, effective November 15, 1935. Replacement recommendation will be made later.
3. Resignation of Mrs. Olive Powers, stenographer in the Department of Publications and Journalism (salary \$1340.00 per year), effective October 31st.
4. Transfer of Miss Caroline Rumpse to the position left vacant by Mrs. Powers, effective November 1st at the salary of \$1140.00 per year.
5. Appointment of Miss June Smith as stenographer in the Department of Publications and Journalism, replacing Miss Rumpse at a salary of \$1080.00 per year, effective October 21st.
6. Appointment of Mr. Glenn KenKnight as Assistant in Plant Pathology, replacing Mr. Cecil W. Frutchey (resigned September 10th) at the same salary, \$985.00 per year. Appointment is to be effective as of October 1st.
7. Reappointment of Miss Alice Powell as stenographer in the office of the Dean of Men for the period October 1st to June 30, 1936 at the rate of \$90.00 per month. Miss Powell was appointed temporarily for the period May 13th to October 1st.
8. Appointment of Miss Marian McLean as half-time stenographer in the Department of Animal Pathology, effective October 1st at a salary of \$40.00 per month (from Extension funds). This necessitates the following transfers of salaries, also effective October 1st.

Transfer of salary of Miss Opal Gilpin (now College, Station and Extension) to College, Station, and Abortion Test Fund.

Transfer of salary of Mrs. H. R. Taylor (now three-fourths Abortion Test and one-fourth Department of Agriculture funds) to one-half Abortion Test Fund and one-half Department of Agriculture funds.

9. Appointment of Dr. Ernest B. Harper as Field Work Supervisor in Sociology, effective October 23rd for the balance of the year, at a salary rate of \$1500.00. This appointment will replace the \$300.00 annual payment made formerly to the Lansing Social Service Bureau and some of the payments (instituted last year) of \$11.00 per student per term for field work supervision. The new arrangement is made necessary by the resignation of Miss Bowen and Mrs. Bolles, of the Social Service Bureau, who have been carrying on the supervisory work.

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

Travel

TRAVEL

1. Recommendation of Dean Dye that mileage expenses on one car to Cleveland and return be allowed, so that members of the Home Economics staff may attend the American Dietetic Convention during the latter part of October.
2. Recommendation of Dean Anthony that an allowance of railway and pullman fare to Durham, N. H., and return be allowed to Dr. P. J. Schaible. Dr. Schaible attended Poultry Science Association meetings in that city August 6th to 9th at his own expense.
3. Recommendation of Dean Dye that railroad and pullman fare to St. Louis, Missouri, and return be allowed Miss Catherine Miller, Instructor in Child Development, so that she may attend a convention of nursery school teachers from October 31st to November 2nd.
4. Request of Mr. G. O. Stewart that he be allowed to accompany the team to Boston and Philadelphia for its games October 19th and November 2nd, with all expenses paid.
5. Recommendation of the Athletic Council that the following council members be allowed to make football trips with teams, with all expenses charged to Athletic Association Fund:

November 2 - Temple University - - - - - L. N. Field

November 16 - Loyola University- - - - - Arthur J. Clark

John A. Hannah

6. Request of Dean Anthony that expenses in the amount of \$29.64 be allowed Professor P. S.

TRAVEL, continued

- 6. (Continued)
Lucas, who spoke before the Association of Dairy, Food and Drug officials in Milwaukee, Wisconsin, October 7th.
- 7. Recommendation of Dean Anthony for an allowance of mileage expenses on one car and maintenance expenses for Miss Julia Pond, H. A. Berg, and R. V. Gunn, so that they may attend the National Outlook Conference to be held in Washington October 28th to November 2nd. Expenses are to be charged to Extension funds.

Travel

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

- 8. Delegation of the following people (with all expenses) to attend the annual convention of the Association of Land Grant Colleges and Universities, to be held November 18th to 20th in Washington:

E. L. Anthony, H. B. Dirks, Miss Marie Dye, R. J. Baldwin
V. R. Gardner, R. S. Shaw, and Mrs. Wilson, representing
the Board.

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

- 9. Delegation of Board member to attend the 1935 meeting of the Association of Governing Boards (with all expenses). The meeting is to be held at Lincoln, Nebraska, on November 7th, 8th, and 9th.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to delegate Mr. Berkey to represent the Board at the Lincoln, Nebraska, meeting.

MISCELLANEOUS

- 1. It is the recommendation of the Administrative Group, subject to Faculty approval, that there be but one Commencement program each year, to be given at the close of the regular college year in June. Diplomas are to be granted at the close of any term in which requirements for graduation are met, and a complete list of candidates for degrees given throughout the year is to be included in the Commencement program issued in June.

One Commencement program each year.

- 2. The Administrative Group makes the following recommendation for Board approval and inclusion in the general catalog (subject to Faculty approval):

"A student may be asked to withdraw from college if in the judgment of the administration he is not of good moral character or if his conduct is subversive (of authority)."

"A student may be asked to withdraw from college if not of good moral character, etc.

It is the opinion of the Attorney General's Office that such statement is within the rights of the Board.

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

- 3. The Administrative Group further recommends the following specific item to the Board, subject to Faculty approval, to be included in the catalog:

"A student may be asked to withdraw from college if he fails to meet satisfactorily financial obligations incurred for basic living expenses."

By opinion of the Attorney General's office and of the College attorneys, however, the College has no authority to withhold diplomas, degrees, the giving of examinations, or grades, or to ask students to withdraw because of failure to meet financial obligations to any organization other than the College itself.

No action.

- 4. Recommendation of the following changes in title (brought up at the July meeting but deferred for Administrative Group consideration):

<u>Name</u>	<u>Present Title</u>	<u>Recommended Title</u>
W. H. Sheldon	Draftsman, Agricultural Engineering	Instructor
J. O. Swain	Instructor, Modern Languages	Assistant Professor
Alexander Schuster	Instructor, Music	Assistant Professor
C. W. Barr	Instructor, Landscape Architecture	Assistant Professor
B. K. Osborn	Instructor, Electrical Engineering	Assistant Professor

Changes in title approved.

MISCELLANEOUS, continuedChanges in
title
approved.

4. (Continued)

<u>Name</u>	<u>Present Title</u>	<u>Recommended Title</u>
Beatrice Grant	Instructor in Foods	Assistant Professor
Michael Press	Instructor in Music	Associate Professor
Mebel Ehlers	Assistant Professor, Institution Administration	Associate Professor
C. F. Huffman	Assistant Professor and Research Associate, Dairy Husbandry	Associate Professor and Research Associate
F. R. Theroux	Assistant Professor, Civil Engineering	Associate Professor
L. G. Miller	Associate Professor, Mechanical Engineering	Professor and Head of Department
E. J. Wheeler	Assistant in Farm Crops	Research Assistant
J. C. Kremer	Extension Specialist, Apiculture	Assistant in Research
R. H. Kelty	Assistant Professor and Research Assistant, Horticulture	Assistant Professor, Research Assistant, and Extension Specialist (1/3)
I. F. Huddleson	Research Associate, Bacteriology	Research Professor
J. M. DeHaan	Associate Professor, Psychology and Philosophy	Associate Professor and Head of Department
B. A. Walpole	Associate Professor, Agricultural Education	Associate Professor of Education
R. S. Linton	Assistant Professor, Agricultural Education	Assistant Professor of Education

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to approve the recommended changes in titles.

5. Dean Emmons makes the following recommendations relative to the maximum-minimum salary basis of members of the Music Department:

1. That the maximum-minimum teaching schedule of Professor Richards be changed from a maximum of 19 to that of 17 (teaching hours), and from a minimum of 10 to that of 8, so that he may have more time for administrative duties.
2. That Mr. Fred Patton be paid \$100.00, which he feels due him for last year's services (maximum-minimum basis), and that Mr. Press and Mr. Richards be paid approximately \$50.00 each for the same reason.
3. That to clarify the situation illustrated in (2) above, in the future, beginning September, 1935, no teaching hours above the specified maximum in any term be allowed to accumulate toward the attainment of the maximum in any succeeding term.

On motion of Mr. Deane, seconded by Mr. Brody, it was voted to approve sections 1 and 2 of item 5.

6. Request of Michigan Surety Company for payment of \$200.00 and \$100.00 annual premiums on bonds of C. O. Wilkins (\$50,000.00) and J. Schepers (\$25,000.00) respectively.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted to approve item 6.

7. Request of Dean Mitchell for the transfer of \$600.00, provided in salary budget for his office, to the maintenance budget, to be used for the employment of student stenographic help.

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

8. Recommendation of Professor J. W. Stack that the 120-acre plot of College land north of Bath, used by the Zoology Department for wildlife research and management, be named "The W. B. Barrows Wildlife (Research and Management) Sanctuary of Michigan State College", and that an appropriate sign be made and placed on the area.

Action deferred.

9. Recommendation of Dean Anthony for the payment of a \$60.00 surgical bill incurred by Robert Pritchard, Farm and Horse Department employee, because of injuries received at work (to be charged to departmental funds). The amount of the hospital bill is not known as yet but recommendation is made for the payment of this bill also.

Approval of
recommenda-
tions re:
maximum-mini-
mum salary
basis for Music
Department.Premiums on
bonds to be
paid on Mr.
Wilkins and
Mr. Schepers.Trans. of \$600
from salary
budget to maint
budget - Dean
Mitchell.Rec. of Zoolo-
gy that land
no. of Bath
be named "W. B.
Barrows Wild-
life Sanct."Report of
Accident of
Robert
Pritchard.

MISCELLANEOUS, continued

10. Request for payment of following amounts for medical services for Don O'Hara, student, who was injured while at work for the Buildings and Grounds Department:

Payment of medical bill for Don O'Hara

Time lost, 40 hours at 30¢	\$12.00
Professional services (Dr. Albers)	33.50
Ambulance service	6.00
Hospital charges	19.00
Nursing service	6.00
	<u>\$76.50</u>

11. Request for payment of doctor and hospital expenses for Mrs. Hazelle Schell, injured while employed as a temporary stenographer on campus.

Action deferred on request for payment of doctor & hospital for Mrs. Schell

Action deferred.

12. Accident and first aid report on James Hursch, Buildings and Grounds employee, as follows:

Time lost, 136 hours at 55¢	\$74.80
Medical service (Dr. Flint)	12.00
	<u>\$86.80</u>

Accident and first aid report on James Hursch.

13. Accident and first aid report on W. E. Carpenter, Buildings and Grounds employee who received an eye injury while at work. Lost time amounts to 32 hours at 30¢ - \$9.60.

Also W. E. Carpenter.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve items 9, 10, 12 and 13.

14. Adjustments in the salary roll and staff of the Extension Service under the plan set up for the disbursement of Bankhead-Jones funds as follows:

Adjustments in salary roll and staff of Extension Service under plan set up for Bankhead-Jones funds, etc.

1. Recommendation for the following salary adjustments, effective November 1st. These involve no change in total salary.

- G. A. Wenner (now $\frac{1}{2}$ Extension and $\frac{1}{2}$ Station) to full time Extension
- C. B. Dibble (now $\frac{1}{2}$ Extension and $\frac{1}{2}$ Station) to full time Extension
- Mrs. M. Bogue (now full time Station) to $\frac{1}{2}$ Station and $\frac{1}{2}$ Extension
- Paul Harmer (now full time Station) to $\frac{1}{2}$ Extension and $\frac{1}{2}$ Station

2. Recommendation for the appointment of Mr. Jewell Jensen as Dairy Extension Specialist and Instructor in Dairy Husbandry, effective November 1st at a salary of \$2800 per year. During the balance of the year Mr. Jensen will replace G. M. Trout (now on leave) and will be paid for this half-time instruction work from the unexpended balance of Mr. Trout's salary. On July 1, 1936, entire salary is to be paid from Extension funds and title will be Extension Specialist in Dairy Husbandry only.

Appointment Jewell Jensen

3. Recommendation for the appointments of Miss Veta Hiller and Miss Alta Cottingham as Home Demonstration Agents, effective November 1st at a salary of \$1800.00 per year each.

Appointments Veta Hiller and Alta Cottingham

4. Recommendation for the appointment of the following District Club Agents:

Howard D. Parish, effective November 1st at \$1800.00	
Kauno J. Moilanen	October 18th 1800.00
Robert J. Laser	November 1st 1800.00
Lemuel H. Rhodes	November 1st 1800.00
Frank Earl Haas	November 1st 1800.00
Harry K. Wakefield	November 1st 2100.00
Hildred J. Hart	November 1st 2100.00

Howard Parish
K. J. Moilanen
Robert Laser
L. H. Rhodes
Frank Haas
Harry Wakefield
Hildred Hart

5. Recommendation for the removal of the name of Miss Margaret Gould, County Home Demonstration Agent, from the salary roll. Miss Gould has found it impossible to accept the appointment made September 19th.

Removal of name of Miss Margaret Gould

6. Recommendation for the temporary appointment of Mr. Harry Riley as Extension Specialist in Farm Crops for the period October 21st to December 21st, at a salary of \$125.00 per month. The appointment is necessary in connection with the Michigan potato marketing program now under way.

Temp. appt. Harry Riley Ext. Spec. Farm Crops.

7. Recommendation for the following adjustments in County Club Agents' salaries:

Adjustments in County Club Agents' salaries.

Name	Recommended Salary	Present Salary
Mary Richmond	\$1800.00	\$1800.00
R. H. Kaven	2000.00	2000.00
Beatrice Boyle	2500.00	2000.00
Alice Bates	2200.00	1925.00
S. H. LaTourette	2600.00	2600.00
M. H. Avery	2600.00	2200.00
Margaret Eckhardt	2700.00	2800.00

MISCELLANEOUS, continued

Adjustments in Home Demonstration Agents' salaries.

14. (Continued).

8. Recommended adjustments in Home Demonstration Agents' salaries:		
Name	Recommended Salary	Present Salary
Emma DuBord	\$2700.00	\$2800.00
Elisabeth Wells	2600.00	2000.00
Leona MacLeod	2200.00	1900.00

9. Recommended adjustments in salaries of County Agents:

Adjustments in salaries of County Agents

		High	
Andrews, C. W.	2800.00	3000	2100.00
Arnold, L. R.	2300.00	2700	2100.00
Bailey, K. D.	2400.00	2855	2800.00
Barnum, H. H.	3000.00	3600	2300.00
Barnum, H. L.	2900.00	3200	2100.00
Barrett, P. M.	2500.00	3000	2100.00
Benton, E. L.	2100.00	2100	2100.00
Biebesheimer, P. R.	2500.00	2400	2100.00
Biekkola, G. F.	2400.00	3000	2280.00
Blivin, C. H.	2700.00	2950	2830.00
Blumer, Casper	2600.00	2400	2100.00
Braamse, L. J.	2700.00	3000	2800.00
Brown, Jack	2800.00	3000	2550.00
Campbell, J. R.	3100.00	3600	5000.00
Carr, Ralph	3400.00	4080	4080.00
Coulter, Ralph	2700.00	2400	2100.00
Crampton, Wayne	2700.00	2675	2100.00
Crapser, C. L.	2600.00	2400	2100.00
Cribbs, W. C.	3000.00	4000	2400.00
Culver, S. J.	3000.00	3600	2500.00
Foster, Harold	2600.00	2800	2100.00
Gibson, Paul D.	2400.00	2400	2100.00
Glidden, A. W.	2100.00	2100	2100.00
Gorsline, J. M.	2400.00	2400	2100.00
Gunderson, C. E.	3300.00	4200	4020.00
Hancock, E. R.	2600.00	2340	2340.00
Helm, Ralph	3000.00	3000	2750.00
Hemstreet, Carl	3000.00	3600	2100.00
Hoekzema, J. P.	2300.00	3000	2100.00
Huggett, Jesse B.	2300.00	2400	2100.00
Jewell, Don	2900.00	3600	2100.00
Johnston, W. F.	3000.00	3000	2100.00
Kardel, Hans	2600.00	3000	2100.00
Knopf, Carl H.	3400.00	4800	3200.00
Kuhn, B. D.	2700.00	3000	3000.00
Larsen, Harold	2400.00	2400	2100.00
Lincoln, R. S.	2100.00	2100	2100.00
Lonsdorf, A. J.	2900.00	3800	3000.00
Lott, R. C.	2100.00	2100	2100.00
Lurkins, H. J.	3000.00	3900	3900.00
McCarthy, W. E.	3400.00	3600	2100.00
McCarty, E. C.	2800.00	3600	2400.00
McIntyre, G. S.	2300.00	2400	2100.00
McMillan, D. L.	2900.00	4000	3000.00
Mellencamp, B. C.	3000.00	3100	2280.00
Milham, C. P.	3000.00	3600	2100.00
Morley, A. D.	2300.00	2800	2100.00
Mullett, C. C.	2600.00	2300	2100.00
Murphy, William	3300.00	3600	3300.00
Musgrave, B. E.	2300.00	2600	2100.00
Olds, R. L.	3400.00	3800	2700.00
Osler, H. S.	3400.00	3500	2100.00
Otterbein, A. W.	2700.00	3100	3075.00
Ousterhout, Kenneth	2900.00	3000	2100.00
Porter, J. A.	2300.00	2100	2100.00
Raven, E. L.	2600.00	2800	2100.00
Roberts, Karl	3000.00	3800	3100.00
Schlubatis, Gordon	2600.00	2800	2100.00
Schubert, A. R.	2700.00	3100	3100.00
Smith, R. G.	2500.00	2600	2400.00
Stewart, Lee	2500.00	3200	3000.00
Thar, J. F.	2100.00	2100	2100.00
TreFelet, Ralph	2500.00	2400	2100.00
Thomas, S. B.	2100.00	2100	2100.00
Vining, K. K.	3400.00	4500	3125.00
Wait, Russell	2100.00	2100	2100.00
Walker, L. R.	3300.00	3600	3180.00
Wenner, E. A.	2400.00	2400	2400.00
Woodman, Blair	2600.00	2800	2100.00

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the adjustment in staff and salary roll of Extension Service under Bankhead-Jones appropriations, as listed above.

MISCELLANEOUS, continued

15. At the time the Womans Building was revamped in order to have additional sleeping quarters for this fall term, it was necessary to purchase considerable equipment for this additional space. Furniture, mattresses, curtains, etc. were purchased in the amount of \$1,097.37.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the above purchase, money to be drawn from the Rehabilitation Fund.

PRESIDENT'S REPORTS

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| <p>1. Acceptance of the resignation of Mr. Henry Bukowski, who did not accept his appointment as part-time assistant in Bacteriology (quarter-time basis) for 1935-36. Further, authorization of change of this assistantship to a quarter-time graduate assistantship and of the appointment of Mr. John Hammer to the position for 1935-36.</p> | <p>Resignation of Henry Bukowski as part-time Bacty and app. of John Hammer</p> |
| <p>2. Approval of the appointment of Mr. Russell H. Reynolds as assistant freshman football coach for the fall season, at a total salary of \$150.00. Mr. Reynolds will take the work of Mr. Terlaak, who is unable to help with other than the varsity squad.</p> | <p>App. R. H. Reynolds fr. football coach</p> |
| <p>3. Approval of the appointment of Doctors K. H. Johnson and K. P. Hodges as medical assistants at the Health Service, on a ten months' basis at the rate of \$100.00 per month (effective September 18th). The sum of \$2000.00 was set up in the budget to provide for his help.</p> | <p>App. Drs. Johnson & Hodges</p> |
| <p>4. Approval of the appointment of Mrs. Cecile Whalen as supervisor of lecture and field work in Sociology for the period September 23rd to October 23rd, at the rate of \$225.00. (Provision for carrying on this work is recommended in Item 9, Resignations and Appointments).</p> | <p>Appt. Mrs. Whalen</p> |
| <p>5. Appointment of Mr. Lyle J. Swift as quarter-time graduate assistant in Chemistry (Hydroquinone funds) for 1935-36, succeeding Mr. Lawrence Walker.</p> | <p>Appt. Lyle Swift - 1/4 time Chemistry.</p> |
| <p>6. Approval of Dean Anthony's recommendation that the salary of Dr. L. M. Turk, Assistant Professor of Soils, be advanced from \$2185.00 to \$2500.00 per year, effective October 1st. Dr. Turk received an offer from the Mississippi State College, and the advance was necessary to retain his services.</p> | <p>Dr. Turk's salary advanced to \$2500 per year.</p> |
| <p>7. Authorization of change in the date of appointment of Lloyd H. Geil, Instructor and Assistant in Journalism, from September 15th to September 1st, so that salary and appointment might be on an academic-year basis.</p> | <p>Appt. of Mr. Geil to begin Sept. 1st.</p> |
| <p>8. Authorization of the payment, on approval of several members of the Board, of the \$14,000.00 annual payment on the Mayo Hall lease, due the Detroit Trust Company.</p> | <p>Payment of \$14,000 on Mayo Hall</p> |
| <p>9. Authorization of the transfer of \$227.50 from the Contingent Fund for the purchase of 50 tablet-arm chairs for use in campus classrooms.</p> | <p>\$50 tablet arm chairs purchased.</p> |
| <p>10. Approval of the delegation of Mr. DeGay Ernst, Athletic Council member, to accompany the football team to Boston for the game October 19th, as recommended by the Athletic Council.</p> | <p>DeGay Ernst to accompany football team to Boston.</p> |
| <p>11. Authorization of mileage expenses to Indianapolis and return and maintenance expenses of R. V. Gunn, Gifford Patch, Jr., C. L. Nash, A. B. Love, and Arthur Howland (from Extension funds), so that they might attend a conference of marketing specialists called by the Federal Office of Extension Work, September 25th to 27th.</p> | <p>Travel - Gunn, Patch, Nash, Love & Howland Indianapolis</p> |
| <p>12. Approval of an allowance of railroad and pullman fare to Chicago and return for Dr. Lydia Lightring, who attended the National Recreation Association Congress October 2nd to 4th.</p> | <p>Dr. Lightring Chicago</p> |
| <p>13. Authorization of mileage expenses on one car to Chicago and return, so that Mrs. Ehlers and Miss Katherine Hart might attend the National Restaurant Convention on October 7th.</p> | <p>Mrs. Ehlers & Miss Hart to Chicago.</p> |
| <p>14. Authorization of running expenses on the Forestry Department truck and of maintenance expenses for Mr. J. L. VanCamp, who accompanied forestry students on a field trip into southern Indiana, October 15th to 19th.</p> | <p>Exp. of For. Dept. truck to So. Indiana</p> |
| <p>15. Approval of full expenses to Washington and return for Mr. C. L. Nash (charged to Extension funds). Mr. Nash was asked to attend a potato hearing called by the Secretary of Agriculture.</p> | <p>C. L. Nash to Washington & return.</p> |
| <p>16. Authorization of running expenses on a College car and of maintenance expenses for Messrs. Hudson, Carter and McAllen to Wabash and Ellwood, Indiana, and Crete, Illinois, to attend horse shows and sales October 11th to 14th.</p> | <p>Exp. on college car to Wabash & Ellwood, Ind. & Crete, Ill.</p> |
| <p>17. Approval of mileage expenses on one car to St. Louis, Missouri, and return, so that A. C. Baltzer and J. C. Hays might attend the National Dairy Show October 12th to 17th (to be charged to Extension funds).</p> | <p>Baltzer and Hays St. Louis & return.</p> |

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the first seventeen items under President's Reports.

Additional equipment purchased for Womans Bldg.

Resignation of Henry Bukowski as part-time Bacty and app. of John Hammer

App. R. H. Reynolds fr. football coach

App. Drs. Johnson & Hodges

Appt. Mrs. Whalen

Appt. Lyle Swift - 1/4 time Chemistry.

Dr. Turk's salary advanced to \$2500 per year.

Appt. of Mr. Geil to begin Sept. 1st.

Payment of \$14,000 on Mayo Hall

\$50 tablet arm chairs purchased.

DeGay Ernst to accompany football team to Boston.

Travel - Gunn, Patch, Nash, Love & Howland Indianapolis

Dr. Lightring Chicago

Mrs. Ehlers & Miss Hart to Chicago.

Exp. of For. Dept. truck to So. Indiana

C. L. Nash to Washington & return.

Exp. on college car to Wabash & Ellwood, Ind. & Crete, Ill.

Baltzer and Hays St. Louis & return.

October 17, 1935

PRESIDENT'S REPORTS, continued

Appointments

Approval of the following appointments, made necessary by increased enrollments:

18. Approval of the establishment of an additional half-time graduate assistantship in Physical Chemistry and the appointment of Mr. Thomas W. Dakin to the position for 1935-36.
19. Appointment of Dr. Howard Abbott as part-time Instructor in Botany for the fall term only, at the rate of \$30.00 per month. Appointment became effective as of September 15th.
20. Appointment of Mr. Carl W. Carlson as Instructor in Chemistry for 1935-36, with the appointment effective as of September 1st at a salary of \$1500.00 for the year.
21. Appointment of Miss Norrine Grover and Mr. Herbert Ohmen as part-time assistants in the Department of Chemistry for the fall term only. Appointments became effective September 15th at the rate of \$30.00 per month.
22. Return of Mr. E. E. Watson, Instructor in Modern Languages who was placed on a half-time basis for the year, to full time at his former salary of \$1855.00, effective as of September 1st.
23. Authorization of the employment of Mrs. Ethel Rathke as Instructor in Modern Languages for the fall term only, at the rate of \$500.00 for the period. Mrs. Rathke's salary will be drawn from the \$800.00 set up in the department's maintenance budget for the purpose.
24. Approval of the appointment of Mr. Milton Muelder as Instructor in History for 1935-36 at a salary of \$1800.00 for the year. Salary is to be paid in ten monthly installments of \$180.00 each, with the first October 31st.
25. Approval of the appointment of Mr. Theodore Roethke and Mr. C. C. Hamilton as Instructors in English for 1935-36, at the salary of \$1800.00 each. Both of these salaries are to be paid in ten monthly installments of \$180.00 each, with the first on October 31st.
26. Approval of the appointment of Mr. John A. Straw as half-time Instructor in Mathematics for 1935-36, at a salary of \$600.00 for the period. Salary is to be paid in nine monthly installments of \$66.67 each, with the first on October 31st.
27. Appointment of Mr. James F. Heyda as half-time instructor in Mathematics for 1935-36 at a salary of \$700.00 with salary paid in nine monthly installments of \$77.77, beginning October 31st.
28. Approval of the appointment of Dr. Kenneth Warren, now part-time instructor in Mathematics for 1935-36 at a salary of \$700.00, as full-time Instructor for the year at \$125.00 per month for nine months, effective October 1st. This raises the total appropriation for Dr. Warren's salary to \$1195.00 for the year.
29. Approval of Dean Giltner's request that Dr. Floyd Young, three-quarter time Instructor in Anatomy, be placed on a full time basis for the fall term, with the addition of the sum of \$170.00 for the term to his present \$1690.00 rate.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve the President's Report, items 18 to 29 inclusive.

Mr. Daane to accompany football team to Boston.

30. Approval of the delegation of Mr. Daane to accompany the football team to Boston for the game October 19th, with all expenses.

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

MISCELLANEOUS REPORT

1. Progress report of committee (President Shaw, Secretary Hannah, Mr. Wilkins, Dean Anthony and Director Gardner) appointed at last Board meeting to study costs of administration of the new Extension program.

No report on Foley case.

SECRETARY'S REPORTS

1. Report on the Foley case. The Prosecuting Attorney of Ingham County advises that in his opinion the facts do not constitute grounds for a criminal warrant for embezzlement.

Action deferred until next meeting.

Sec. reported on conditions in shower room in Gym.

2. The Secretary reported on the conditions in the shower rooms and basement of the Gym.
3. The Secretary reported on the increase of 15 cents a ton in coal cost due to recent strike.
4. The Secretary reported progress on WPA projects - Union, dam, grading.

Progress report on WPA

BUILDING COMMITTEE ITEMS

No action on petition from S. L. Hicks re: right of way across property.

1. Consideration of the petition presented by S. L. Hicks requesting a right of way across the college property located west of Harrison Road, this right of way to connect his sub-division with the Kalamazoo Street Extension trunk line.

The Building Committee recommends no action.

BUILDING COMMITTEE ITEMS, continued

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

- 2. Report on the delinquent tax claim against a strip of property occupied by the College claimed to be owned by Orange Stone. Matter was referred to Attorney General - No action was advised by the Attorney General.

The Building Committee recommends no action.

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

- 3. Report of fire in work horse barn and consideration of the advisability of fire insurance covering all college barns and buildings located south of the Red Cedar River.

The Building Committee recommends carrying insurance on the college barns and buildings located south of the Red Cedar River on a valuation of \$250,000.00.

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

- 4. Request from the Athletic Department for wooden floor in wrestling room in Gym.

Action deferred.

- 5. Mr. Hudson calls attention to the fact that the lease on the Hartig farm expires March 1, 1936, and the property should either be purchased or re-leased.

No action.

- 6. Recommendation from Mr. Davenport that the Board consider the following lighting improvements, which will cost approximately \$250.00:

Liberal Arts - Labor & material for rewiring and installing 4 new indirect lighting fixtures in the History office.

Forestry - Room #27 - Labor and material for rewiring and installing 8 - 300 Watt Moe-Bridge Fixtures.

Forestry - Room #3 - Labor and material for Blackboard lights.

Recommended by the Building Committee.

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

- 7. PWA action on dormitories seems unlikely. If new dormitory is to be available for the next school year, construction must be started in the near future. Mr. Wilkins feels, if necessary, girls dormitory can be financed without outside help. Suggest a committee be authorized to immediately survey the situation, take up with Detroit financing companies the possibility of floating a bond issue covering all or part of the cost of construction in an effort to start construction within the next few weeks.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted that a committee consisting of President Shaw, Secretary Hannah, Mr. Brody, Mr. Berkey and Mr. Daane, be appointed with power to negotiate with Detroit financing companies regarding the possibility of floating a bond issue covering cost of construction of a new women's dormitory.

- 8. The Secretary presented a proposed plan for new lawn area south of the Chemistry Building.

No action.

The meeting adjourned at 4:00 o'clock P.M.

H. S. Shaw
President

John A. Hannah
Secretary

Delinquent tax claim against property occupied by college owned by Orange Stone.

Insurance to be carried on all college barns and buildings so. of Red Cedar

Action def. on request for wooden floor in wrestling room in Gym.

Approval of lighting improvements in Liberal Arts Bldg. and Forestry

Detroit financing companies to survey dormitory situation re: financing.

No action on proposed plan for new lawn area so. of Chem. Bldg.