

MISCELLANEOUS REPORTS, continued

2. Report from Mr. Wilkins of a total bid of approximately \$6500.00 from the Lilley-Ames Company for band uniforms, covering 110 outfits at a cost of approximately \$59.00 each.

Report re:
Band Uni-
forms

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to proceed with the purchase of the band uniforms at a price not to exceed \$6500.

The meeting adjourned at 3:30 P.M.

Robert S. Shaw
President

John A. Hannah
Secretary

Minutes of the
Meeting of the State Board of Agriculture
July 27, 1936

Present: Messrs. Brody, Chairman; Berkey, Daane, Downing, Halstead, President Shaw.

Absent: Mrs. Wilson, Superintendent Elliott, Comptroller Wilkins and Secretary Hannah.

The meeting was called to order at 10:20 A.M.

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

RESIGNATIONS, APPOINTMENTS AND LEAVES

Resignations
Appointments
Leaves

1. Resignation of Dr. William Haber, Associate Professor of Economics now on part-time leave as State Relief Administrator, effective September 1, 1936.
2. Appointment of Mr. Guy C. Hill as Assistant Professor of Education, effective September 1, 1936 at a salary of \$2800.00 per year. This fills the additional position in this department authorized by the Board at its last meeting.
3. Request of Dr. H. S. Patton, Professor of Economics, for leave on full pay for the period August 15th to September 15th, so that he may assume temporary work with the Trade Agreements Division, U.S. Department of State. This is a two-month appointment in total, but one month is covered by Dr. Patton's vacation period.
4. Recommendation that Dr. H. L. Olson, Assistant Professor of Mathematics, be paid \$100.00 per month for the six-month period September 1st to February 28, 1937, with the understanding that his obligations to the College terminate at once.

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

MISCELLANEOUS AND BUILDING COMMITTEE ITEMS

1. Presentation for approval of the 1936 Summer Session payroll, which totals \$23,802.55 for the regular sessions, \$1135.00 for Vocational Teachers' Training and the Social Workers' Conference, and approximately \$400.00 (not yet submitted in detail) for the Smith Hughes Conference.

Approval of
Summer Session
payroll.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the 1936 Summer School payroll.

2. Recommendation of Dean Dye for the following changes in Home Economics College and Experiment Station staffs during 1936-37 (at no increase in the total respective budgets):

Approval of
changes in H.E.
College and
Experiment
Station

1. Discontinuance for 1936-37 of the position of Assistant Professor in Foods and Nutrition, held this past year by Miss Dorothy Moore at a salary of \$2100.00.
2. Appointment, subject to Graduate Council approval, of Miss Gladys Bond as half-time graduate assistant in Foods and Nutrition during 1936-37.
3. Appointment of Miss Eunice Kelly as Assistant in Research during 1936-37, effective September 1st at a salary of \$1500.00 for twelve months' service.

Appt. Gladys
Bond.

Appt. Eunice
Kelly

MISCELLANEOUS AND BUILDING COMMITTEE ITEMS, continued

2. Recommendation of Dean Dye (continued)

Shift in
teaching time
Miss Hawks

4. Shift in teaching time of Miss Jean Hawks to five-ninths in place of half-time, and allocation of salary as follows: College, \$1500.00; Station \$1200.00.

Shift in
teaching time
Miss Dietrich

5. Shift in teaching of Miss Kathleen Dietrich to five-ninths in place of one-eighth time, and allocation of salary as follows: College, \$1300.00; Station, \$1100.00.

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

Accident re-
port Ed Gil-
son.

3. Request for payment for time lost by Ed Gilson, Buildings and Grounds employe who was injured at work, totalling \$120.00 (200 hours @ 60¢).

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

Exchange of
motors gener-
ator set for
ice machine
approved.

4. Request from the State Administrative Board for the exchange of a motor generators set with control board, valves and expansion joints (total value approximating \$6000.00) for the large ice machine which has been removed from the Union Building. This machine has been offered for sale at \$1000.00 with no takers.

Purchase of
72 new chairs
for Bacty
Lecture
approved.

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

5. Recommendation for the purchase of 72 new chairs to replace those now in the Bacteriology lecture room, at an estimated cost of \$324.00.

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

Request for
increase in
allotment for
Dairy Bldg.
repairs app.

6. Request from Dean Anthony for an increase in the allotment for Dairy Building repairs from \$2000.00 (already approved) to \$4600.00. Because of different floor levels, it is believed necessary to retille the entire first floor rather than three rooms only. Expense is to be charged to the Creamery Revolving Fund (present balance approximately \$30,000.00).

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

Metal lathing
plastering &
laying of
slate floors
in Union app.

7. Recommendation from Mr. Davenport that approximately \$3000.00 be set aside for metal lathing, plastering, and laying of slate floors in the Union Building as follows:

Lathing and plastering

Recreation Room, first floor (R.J. Kinney low bidder)	\$524.00
Front Entrance (E. C. Basel and Co. Low bidder)	729.92

Slate floor installation

Main lobbies, entrance halls, and all stairways (approximately 10,000 square feet). Beard Cut Stone Co. is low bidder with approximate estimate of	1730.00
	<u>\$2983.92</u>

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

Resignation
Ethel Paine
Krentel.

PRESIDENT'S REPORTS

1. Acceptance of the resignation of Mrs. Stuart Krentel (Ethel Paine), half-time stenographer in the Department of Horticulture, effective July 31, 1936.

Appt. Noreen
Paterson.

2. Approval of the appointment of Miss Noreen Paterson as half-time stenographer in the Department of Horticulture, replacing Mrs. Krentel, effective August 1st at a salary of \$40.00 per month.

Appt. Merrill
Gay Inst.
Econ.

3. Approval of the appointment of Mr. Merrill C. Gay as Instructor in Economics, effective September 1st at a salary of \$1800.00 per year. This fills the additional instructorship in this department authorized at the May Board meeting.

Appt. Dorothy
Benson Inst.
Textiles, etc.

4. Approval of the appointment of Miss Dorothy Benson as Instructor in Textiles, Clothing and Related Arts during 1936-37, effective September 1st at a salary of \$1700.00 for the year. This is a full-time position (held part-time last year by Miss Ruth Smith) authorized at the July Board meeting.

Appt. Jean
Trembley.

5. Approval of the appointment of Miss Jean Trembley as Instructor in English for 1936-37, effective September 1st at a salary of \$1700.00. This is a replacement of Miss Katherine Hume, whose one-year appointment lapsed on June 30th.

Appt. Stanley
S. Radford

6. Approval of the appointment of Mr. Stanley S. Radford as Instructor in Drawing and Design, effective September 1st at a salary of \$2400.00 per year. This appointment fills the replacement of Professor Steward authorized at the July Board meeting.

Appt. Dr.
Richard A.
Fennell.

7. Approval of the appointment of Dr. Richard A. Fennell as Instructor in Zoology, effective September 1st at a salary of \$1800.00 per year. This appointment fills the additional instructorship in this department authorized at the July Board meeting.

PRESIDENT'S REPORTS, continued

8. Approval of the appointment of Mrs. Della C. Lamb as chaperone in charge of the new cooperative house for girls, at the rate of \$10.00 per month from College funds during the fall term.
9. Approval of establishment of an additional instructorship in the Department of Sociology during 1936-37, at a salary not to exceed \$2400.00. Through error this was not presented at the last Board meeting.
10. Approval of the appointments of Miss Martha Thurlow and of Mr. Harold Orwoll as half-time graduate assistants in the Department of Zoology during 1936-37. These fill the assistantships in this department approved at the July Board meeting.
11. Approval of an extension of the leave without pay granted Miss Opal Gilpin, stenographer in the Department of Animal Pathology, for the period July 15th to August 15th (or such portion of that time as may be necessary). Further, approval of continuance of Mrs. C. B. Line as replacement for Miss Gilpin (at the same salary) during the period of Miss Gilpin's absence.
12. Approval of mileage allowance on two cars to Culver, Indiana, and return, and of maintenance expenses for four members of the Boys' and Girls' Club staff for the trip, so that the College might be represented at the Four-State Conference of State Club Leaders July 15th to 18th.
13. Approval of an allowance of railroad and pullman fare to Cambridge, Massachusetts, and return for Dr. D. T. Ewing, so that he might attend a conference on spectroscopy to be held at the Massachusetts Institute of Technology July 27th to August 1st.
14. Approval of mileage allowance to Madison and return totalling \$14.80 for Dr. A. J. M. Smith, so that he might attend a conference of teachers of Engineering English held in conjunction with S. P. E. E. meetings June 22nd. Expenses were charged to Engineering funds.
15. Approval of full expenses to Chicago and return for Professor G. A. Brown, so that he might attend a special drought conference called by the Federal Office of Extension Work on July 17.
16. Approval of payment of \$96.90 to Mr. C. L. Allen, Professor of Civil Engineering, for his services in investigating disputed College property lines on Harrison Road.
17. Approval of total payment of \$5.00 to Mr. Robert Terlaak, Accounting Office employee, for his services during Summer Session entertainments.
18. Approval of the transfer of \$300.00 from the Music Revolving Fund to the Music Department allotment of the Library budget, for use in purchasing music books abroad.
19. Approval of an addition of \$75.00 (from Athletic Association funds) to the \$150.00 already allotted by the Board for grading and seeding the lower athletic field. The additional amount was needed for completion of the project by Buildings and Grounds.
20. Approval of special appropriation of \$578.75 for plastering of the second floor serving room, Union Building. It was necessary that this work be begun at once (not included in WPA allotment).
21. Approval of transfer of the Machine Shop loading dock from east to south side of the Stores Building. This is to be done with WPA labor at no cost to the College.
22. Approval of installation of a door between the old and new Power Plant buildings at a cost not to exceed \$50.00 (to be charged to Buildings and Grounds funds).
23. Approval of erection of storage room in Demonstration Hall for additional uniforms and supplies for the recently authorized Field Artillery Unit. Cost has been estimated at \$600.00 (to be charged to Reserve).
24. Approval of the purchase of the following equipment for new classrooms in the Union Annex (selected on competitive bid basis as authorized at the July Board meeting):

462 tablet-arm chairs	\$1940.40
12 instructors' tables	105.00
12 oak arm chairs	78.00
10 plain oak tables	135.00
70 straight chairs	220.50

\$2478.90

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

The meeting adjourned at 12:15 P.M.

Appt. Della Lamb.

New Inst. Sociology.

Appointments Thurlow and Orwoll

Extension leave Miss Gilpin

Mileage on 2 cars to Culver Indiana for B.&G. Club.

Dr. Ewing to Cambridge, Mass. app.

Mileage to Madison - Dr Smith.

G. A. Brown Chicago, Ill.

Payment of \$96.90 to C.L. Allen approved.

\$5.00 to Terlaak approved.

Transfer from Music Rev. to " Dept. \$300

Addition of \$75 for grading lower ath.fld.

Spec. Approp. of \$578.75 for plastering serving room Union Bldg.

Trans. of Machine Shop load. dock.

Door between old & new p.p.

Storage room Dem. Hall.

Approval of purchase of equipment for Union Annex classrooms.

Robert S. Shaw
President

John A. Hannah
Secretary

There was no meeting of the State Board of
Agriculture during the month of
August 1936

Minutes of the
Meeting of the State Board of Agriculture
September 10, 1936

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

Absent: No one.

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

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

Resignations RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Miss Marian Neidert, Instructor in Institution Administration, effective September 1, 1936.
2. Resignation of Mr. H. T. Walworth, Instructor in Chemical Engineering, effective September 1, 1936.

Appointments

3. Appointment of Mrs. Lois S. Hays as Instructor in Institution Administration, replacing Miss Neidert, effective September 1st at a salary of \$1500.00 per year plus board. Appointment is for 1936-37 only and is to be on an eleven months' basis.
4. Recommendation of Dean Emmons for the appointment of Mr. John C. Davis, Instructor in Economics, as Assistant to the Dean of Liberal Arts, effective September 1st at a salary of \$2800.00 per year (increase of \$780.00 over Mr. Davis' 1935-36 salary).
5. Recommendation of Dean Emmons for the appointment of Dr. William D. Baten as Associate Professor of Mathematical Statistics and Research Associate, effective September 1st at a salary of \$3600.00 per year. Salary is to be divided equally between Experiment Station and College funds.
6. Appointment of Dr. William F. Thompson as Instructor in English, effective September 1st at a salary of \$2200.00 per year. Both this appointment and the one following are staff adjustments necessary because of unexpected vacancies in the department.
7. Appointment of Dr. Townsend Rich as Instructor in English, effective September 1st at a salary of \$1800.00 per year.
8. Appointment of Mrs. Mollie H. Cole as hostess for the new cooperative dormitory, replacing Mrs. Della C. Lamb (appointed by Board action July 27th, but unable to accept). Appointment is to be for the fall term only, at a salary of \$10.00 per month from College funds.
9. Reappointment of Miss Vada Granger as Stenographer in the Department of Horticulture, effective September 20th at a salary of \$75.00 per month (one-half from College, one-half from Experiment Station funds). This salary is set with the understanding that Miss Granger may take four credits of college work per term if she desires.
10. Continuance of Mr. B. M. Kirk as half-time graduate assistant in Forestry during 1936-37.
11. Appointment of Mr. Bill M. Barton as half-time graduate assistant in Animal Husbandry during 1936-37. This is a new position in the department approved by the Board on July 2nd.
12. Request that Dr. W. T. S. Thorp be granted leave with pay for the period October 4th to 17th, so that he may attend a special medico-military course at the Mayo Clinic, Rochester, Minnesota.

Leaves

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

13. Request for leave of absence for Dr. C. R. Hoffer from the Experiment Station from September 1, 1936 to December 31, 1936 in order that he may work with the Works Progress Administration. The portion of Dr. Hoffer's salary now paid from instruction funds (\$1900 per year) is to be continued since he will be teaching his regular load.

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