

Minutes of the Meeting of the
State Board of Agriculture

September 11, 1931

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

Absent: Mr. Watkins

The meeting was called to order at 11:15 A.M.

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

APPOINTMENTS, RESIGNATIONS, ETC.

1. Reinstatement of E. H. Ryder for the Fall Term, beginning September 1st as Head of the Department of History and Political Science on a one-half time basis with one-half time pay at an annual full time rate of \$5,000.
2. Report on the appointment of Mr. Austin VanderSlice to succeed Professor E.M. Banzet as Instructor in Sociology for the year 1931-32 at a salary of \$2100. This matter was referred to the President with power at the July meeting of the Board.
3. Report on leave of absence granted Mr. Ernest M. Banzet for the college year 1931-32 without pay. Does not carry with it positive promise of reinstatement. Referred to the President with power at the July meeting of the Board.
4. Report on the appointment of Miss Mary McKinley, as stenographer in the Department of English, effective September 8, 1931, at a salary of \$1320 per year, replacing Mrs. Lutrelle Douglas Cassity, resigned.
5. Report on the appointment of Miss Jean Hawks to take over work in Nutrition Department of Home Economics Division formerly done by Dean Dye before her appointment as Dean. This position was authorized at the June 13th meeting of the Board. Miss Hawks will receive a salary of \$2800 per year, beginning September 1, 1931.
6. Report on the appointment of Miss Mary J. Kelly as Director of Food Service in the new women's dormitory at a salary of \$1600 per year plus board and room for 11 months. This appointment was approved in general by the Board on July 18, to be effective September 1, 1931. To be paid from non-college funds.
7. Report on the appointment of Miss Katherine Mary Hart as Director of Food Service in the Women's Building at a salary of \$1400 per year plus board and room for 11 months, effective September 1, 1931. Replacement of position formerly held by Miss Katherine Kinsler. To be paid from non-college funds.
8. Report on the appointment of Miss Zoe Wertman as supervisor of the dormitories and Instructor in Institution Management, for the coming year at a salary of \$1600. plus board and room, effective September 1, 1931. This position was approved by the Board at its meeting on July 17th. (The only increase from college funds involved in this item will be \$250.00 for the Women's Building.)
9. Report on the appointment of Dr. F.T. Mitchell as Associate Professor in the Department of Education for the school year 1931-32 at a salary of \$3500. This appointment was left to the President with power at the July meeting of the Board.
10. Report on the appointment of Robert Venable Brown as Instructor in Physiology for the ensuing college year at a salary of \$1800. Position established by the Board at the July meeting.
11. Request for the appointment of Mr. Wm. George Keck for the half-time graduate assistantship in Physics established by the Board at their July 17 meeting.
12. Report on the appointment of Thomas M. Aycock, as Assistant Professor in Health and Physical Education at a salary of \$2600 for the college year beginning September 1, 1931. This position, the establishment and personnel were left to the President and Advisory Committee of the Board with power at the July meeting of the Board.
13. Report on the appointment of Miss Elizabeth Daniels as Instructor in Physical Education for the ensuing year at a salary of \$2000 to fill vacancy created by the resignation of Miss Hazel Jones, who was receiving a salary of \$2100.
14. Report on the appointment of Dr. A.J.M. Smith, as Instructor in the Department of English for the academic year 1931-32, at a salary of \$2100, replacing Mrs. McGee who will be away on leave of absence for the one year.
15. Leave of absence for Mrs. Rose Nell McGee, Department of English, for one year, 1931-32, without pay.
16. Report on the appointment of Mr. Sherman A. Lauzun for the half-time graduate assistantship in Mechanical Engineering granted by the Board at their July 17th meeting.

Appointments,
Resignations

17. Report on the authorization to provide the new assistantship in Chemical Engineering by deducting \$400 each from the Mechanical Engineering and Civil Engineering budgets instead of solely from Chemical Engineering as provided by the Board. Mr. Theron Parker was appointed at the meeting of the Advisory Committee on July 22 to fill this position.
18. Request for the following continuations of graduate assistantships in the Department of Chemistry as recommended by the Graduate Council. Lorenz S. Bauer, W.J. Duddles, R.B. Pennell and W.E. Histed to succeed themselves. Ernest P. Black to succeed W.F. Allen, Albert H. Cooper to succeed W.D. Larson, Frances Lamb and James P. Sweeney each quarter-time Graduate Assistants to succeed M. M. Nasif, half-time Graduate Assistant. C.D. Tuttle to succeed himself as National Research Council Fellow in Chemistry and Bacteriology.
19. Recommendation from the Graduate Council regarding assistantships in the Department of Botany to be as follows for the coming year: C.A. Apostolides to succeed Marie Nelson Moorar, O.B. Howell to succeed Cecil W. Frutchey, effective September 12, Mr. Frutchey to be appointed as half-time assistant in Plant Pathology in the Exp. Station to succeed Jess R. Kienholz, who is resigning. This latter is an 11 mos. assistantship at \$1100.
20. Report on the appointments of Mrs. Gilhooley, Mrs. Coburn and Mrs. White for ten months of the College year, 1931-32, as chaperones in the Womans Building and the new dormitory for women. Mrs. Gilhooley to receive \$1100 for 10 mo. service in the Women's Building, Mrs. White in East Sylvan to receive \$1250. from bonding house set-up fund for the new dormitory; for ten months service, and Mrs. Coburn in West Sylvan to receive \$1250 from the same fund for 10 mos. service.
21. Resignation of Miss Bernice Howard, Housing Assistant, Office of the Dean of Women, effective August 15.
22. Appointment of Miss Mary Ann Uptegrove to replace Miss Howard as Housing Assistant, at a salary of \$1250 per year, effective September 1st.
23. Resignation of Mrs. Miriam Mason as Secretary to the Dean of Women, effective September 8th.
24. Appointment of Miss Lauretta Atkinson to replace Mrs. Mason as Secretary to the Dean of Women, effective September 1st, salary \$1350 per year.
25. Resignation of Mrs. Dorothy Trenary Barker, stenographer in the office of the Department of Agricultural Engineering, effective October 1st.
26. Resignation of Dr. J. P. Torrey, Research Assistant in Bacteriology, effective August 31st.
27. Resignation of Miss Ruth Filter, stenographer in Farm Management Department office, effective September 1, 1931.
28. Appointment of Mr. Thomas Devlin as stenographer in Farm Management Department office, replacing Miss Filter, effective September 1st to December 31st, inclusive, (1931) at a salary of \$1200 per year.
29. Report on provision for the transfer of \$157.50 from the contingent fund to Dean Conrad's budget to take care of payment of Mrs. Gilhooley's summer salary as matron in the Woman's Building. Dean Conrad's budget in the future to include this amount.
30. Resignation of Miss B. Boyle, County Club Agent in Barry County, effective September 5 and continuation of Miss C. Ormiston as C. C. Agt. in Chippewa Co.

\$400 deducted from M.E. & C.E. budgets

Chaperones for dorms

\$157.50 to be transferred from Cont. to Dean Conrad's budget

On motion of Mr. Brody, it was voted to approve the 30 items listed above.

TRAVEL REQUESTS

1. Expenses of \$25.00 each for 4 members of Dairy Cattle Judging Team to Waterloo and St. Louis, Mo. September 28 to October 1st to attend Dairy Cattle Congress.
2. Expenses of \$25.00 each for Dairy Products Team (four members) to attend Dairy Industry Exposition at Atlantic City, October 26 to 31st. Expenses to be paid from Dairy Department funds.
3. Subsistence and travel expenses for Professors Taylor and Trout to accompany above teams. Prof. Taylor will attend the Dairy Judging Team and Prof. Trout the Dairy Products Team.
4. Authorization for one man to the Dairy Industries Exposition at Atlantic City, October 26th to 31st, representing the Dairy Department, with expenses for transportation paid from Creamery funds. Prof. Anthony to name either Prof. Lucas or Mr. Clink.
5. Request for Prof. E. L. Anthony for permission to attend the National Dairy Show at St. Louis Missouri, October 8th to 16th, with transportation expenses, from Dairy Department.
6. H. A. Berg, R. V. Gunn and E. B. Hill to attend Central States Agricultural Outlook Conference at Urbana, Illinois, September 16-18 with mileage expense on one automobile and hotel and living expenses for all three.

TRAVEL

On motion of Mrs. Stockman, it was voted to approve the above travel requests.

Reports on following authorizations for travel granted by President Shaw in recess of Board during August:

Travel

1. One representative of Forestry Dept. to Seventh National Shade Tree Conference at Yonkers, New York, August 27, 28, 29 with mileage and pullman expenses.
2. C. G. Card to Lexington, Ky., with auto mileage to attend meeting of the Poultry Science Association, August 10 to 12th.
3. Mr. Gallagher to National Committee Meeting on Relation of Electricity to Agriculture, Chicago, July 31st and with meals, lodging paid by College Department and railroad fare by National Committee. Meals and lodging totaled \$4.45.
4. R. S. Hudson, John McAllen, Andrew Quirrie, to Ohio State Fair with exhibits August 31st to September 3rd, with travelling expenses.
5. Dir. R. J. Baldwin to Chicago, September 14th and 15th to attend a conference called by President of American Farm Bureau Federation, all expenses.
6. Dr. Nellie Halliday, American Chemical Society, Buffalo, New York, August 31st to September 4, railway and pullman fare.
7. Dr. Mumford, Wheeling W. Va., August 22nd and 23rd with railroad mileage and pullman fare to attend meeting of the meeting of the Extension Rural Sociologists at Wheeling, W. Va.
8. Dr. Marie Dye to attend American Chemical Society meeting, Buffalo, New York, August 14th, railroad mileage and pullman.
9. Professor L. C. Plant to Minnesota, to attend professional meetings, \$55.74 expenses covering car fare and pullman.
10. Dr. H.S. Patton, conference on Agr. Economics at U. of Chicago, Sept. 7-9, with railroad mileage and pullman expenses.
11. Dr. R.C. Huston, American Chemical Meeting, Buffalo, N. Y. August 31-Sept. 4. railway mileage and pullman.
12. Four members of Chemical Dept. Staff, American Chemical Society meeting Buffalo, New York, August 27th to Sept. 4, \$50.00 for transportation.
13. Prof. C. W. Chapman, absence from Institution to attend 172nd meeting of American Physical Society, Schnectady, N. Y. Sept. 10-12 no expenses asked.
14. Ward Giltner, travel allowance for one member of Bacty Dept. to attend the meeting of the American Public Health Association at Montreal, Canada, Sept. 14, 17, railroad mileage and pullman expenses.
15. Professors Allen and Cade, Engineering Division to Chicago, Sept. 1-4, attend meeting of the Portland Cement Association travel allowance.
16. Report of President on expense account amounting to \$57.00 incurred by Mrs. Stockman in attending Farmers' Round-Up meetings in the Upper Peninsula.

On motion of Mrs. Stockman, it was voted to approve the President's action in the above travel requests.

MISCELLANEOUS ITEMS

M.S.C. to cooperate with Com. of Inquiry apptd. by Gov.

1. Letter from R. Wayne Newton relative to cooperation from M.S.C. with commission of Inquiry appointed by the Governor to investigate county, township and school district government.

On motion of Mrs. Stockman, it was voted that the College cooperate with the commission leaving the details with the President and the Advisory Committee.

Rt. of way to be deeded to Kalam. County for road to Bird Sanc.

2. Letter from Mr. Kellogg relative to improvement of Bird Sanctuary Road.

On motion of Mr. McColl, it was voted that the President and the Secretary take steps to deed a right of way for a road to the Bird Sanctuary, to Kalamazoo County.

Kellogg School rooming house to be deeded back to Rural Agric. School.

3. Quit-claim on Kellogg School rooming House Property.

On motion of Mr. McColl, it was voted that the private residence on the parcel of land, description of which is on file in Secretary's Office, be deeded back by the State Board of Agriculture to the Rural Agricultural School District No. 1, Ross Township, Kalamazoo County.

2 acres of land to be deeded to school for ball diamond.

4. Two acres of land to be deeded to School for baseball diamond.

On motion of Mr. Berkey, it was voted to deed to the Kellogg Agricultural School, ground adjoining the school, not to exceed two acres for a baseball diamond.

Board to accept 8 farms from Mr. Kellogg for reforestation

5. Letter from Mr. Kellogg regarding transmittal of deeds to three farms to M.S.C. to be used in reforestation project.

On motion of Mr. Brody, it was voted that the Board accept three deeds to properties being deeded to the State Board of Agriculture by W.K. Kellogg to be reforested under plan to be submitted by the President, the Secretary and the Head of the Forestry Department at an expense not to exceed \$1500 per year.

\$1500 to be set up for budget for Bird Sanct.

6. Proposed budget for Kellogg Bird Sanctuary. (Finance Committee)

On motion of Mr. McPherson, it was voted that an amount of \$1500 be set up from the Contingent Fund, for the budget of the Kellogg Bird Sanctuary.

7. Dormitory fund to be set up for women's dormitories other than Sylvan.

On motion of Mr. McPherson, it was voted to set up a fund of \$2000 for the dormitory account to be used for dormitories for women other than Sylvan. Amount to be transferred from Contingent Fund.

Dorm. fund to be set up for dorms. other than Sylvan \$2000.

8. Transfer of Co. Club Agent funds from Barry County to Chippewa County, made possible by resignation of Barry County Club Agent.

Trans. of Co. club Agt. funds

On motion of Mr. Brody, it was voted to approve the above transfer.

Bd. to guarantee \$4200 for financing of Co. Ext. Agts. this fall.

9. Letter from Director Baldwin regarding financing of Co. Extension Agents.

On motion of Mr. Brody, it was voted to notify Mr. Baldwin that the Board would guarantee the funds for financing of Co. Extension Agents this fall to the extent of \$4200.

Proceeds of football game held in May - \$115. to be used for Band expenses.

10. Request from Athletic Council that proceeds amounting to \$115. from Football game held in stadium on Tuesday, May 12th be turned over to Comptroller Wilkins, to be utilized for band expenses.

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

College to share exp. of catalogue of Inst. & Music Dept. \$323.38

11. Request from Department of Music that the college share one-half cost of publication of Michigan State College Bulletin Vol. 26, No. 1, it being a joint catalogue of the Institute and the College Music Department. College share, \$323.38.

On motion of Mr. McColl, it was voted to approve the above request, the expense to come from the Contingent Fund.

Time sheet for Mrs. Shaver & John Martin approved.

12. Approval of time sheet presented by Director Baldwin covering reimbursement for Mrs. Harriet Shaver and John D. Martin, who were dropped from the payroll at the end of the fiscal year, but who finished projects they were working on.

On motion of Mrs. Stockman, it was voted to approve the above-mentioned time sheet, to be paid from Extension funds.

Payment of 2/3 of salary of Irene Patterson, during ensuing year.

13. Payment of two-thirds of salary of Miss Irene Patterson during the ensuing year, which will amount to \$1366. Miss Patterson is Critic Teacher in one of the Lansing High Schools and handles M.S.C. student teacher training work.

On motion of Mr. Brody, it was voted to approve the above arrangement.

Action def. on prep. of exhibit for Gen. of Prog. Chicago

14. Letter from Director Gardner relative to preparation of exhibit for 1933 Century of Progress Exposition at Chicago.

Action deferred.

Agree. M.S.C. & Dairy & Ice Cr. Mach. & approval of scholarship. Also appt. of Goodwille.

15. Approval of agreement between the Michigan State College and the Dairy and Ice Cream Machinery and Supplies Association of New York City covering the placing of a \$750.00 scholarship in graduate work at this Institution. Mr. D.B. Goodwille of Guelph, Ont. has been awarded the scholarship and has matriculated for graduate work.

On motion of Mr. Brody, it was voted to accept the above-mentioned scholarship and to approve the appointment of Mr. Goodwille.

Degrees granted at close of Summer School

16. Blanket approval for granting of diplomas to those students of M.S.C. who have been recommended by the Faculty and the Registrar as having completed the requirements for graduation at the close of the Summer Session 1931.

On motion of Mrs. Stockman, it was voted to approve the above request. A list of the graduates will be found on page 963.

\$10,000 trans. from reserve to Contingent.

17. Sum of \$10,000 to be transferred from Reserve Fund to Contingent Fund.

On motion of Mr. McPherson, it was voted to transfer an amount of \$10,000 from the Reserve Fund to the Contingent Fund.

New dorm. for girls named Mary Mayo Hall instead of Sylvan Lodge

18. Action taken by Board on March 20, 1931 naming the new dormitory for women "Sylvan Lodge" to be rescinded and the name of "Mary Mayo Hall" to be given instead.

On motion of Mrs. Stockman, it was voted to rescind the action of the Board naming the new dormitory for women "Sylvan Lodge" and it was voted that the name shall be "Mary Mayo Hall" instead.

Rehabilitation program presented by President.

19. Rehabilitation program presented by the President.

On motion of Mr. Berkey, it was voted that the Board adopt as its building policy, to be carried into execution as circumstances will permit, the following recommendations by President Shaw:

- Renovation of Wells Hall
- Addition to Engineering Shops
- Installation of additional boiler
- Construction stock judging pavilion
- Erection of additional Women's Dormitory
- Remodeling old dormitory for women
- Refitting Abbott Hall for Music
- Additional Wing to Gymnasium.

380
 Immediate need
 New Dorm.

 Plans to pro-
 ceed for con-
 struction of
 new dorm.for
 girls.
 Plans to
 bldg. program
 to proceed.
 Bldg. Com.to
 receive bids
 & let contract
 for boiler &
 stoker.
 Insurance on
 boiler not re-
 newed.

The immediate need is for the new dormitory for women and the remodeling of the old dormitory for additional classrooms, laboratories and offices, relieving congestion in other buildings, and the board recommends this work be first undertaken.

On motion of Mr. McPherson, it was voted that administrative officials be authorized to proceed with plans for the construction of a new dormitory for women to be completed by September 1, 1932, and the refitting of Abbott Hall. The construction of the new dormitory for women would release the old dormitory for remodeling into offices, classrooms and laboratories to relieve all divisions of the Institution.

On motion of Mrs. Stockman, it was voted that the President, Secretary and Building Committee proceed with plans for the building program to submit for further board action.

20. Building Committee to be authorized to receive bids for new boiler and stoker and to let the contracts.

On motion of Mr. McPherson, it was voted that the Building Committee be authorized to receive bids for new boiler and stoker and to let the contracts. It was also voted that the insurance on the boiler be not renewed.

REPORTS

Report of Advisory Committee Meeting of the State Board of Agriculture. July 22, 1931.

Present: Messrs. Brody, McPherson, Mrs. Stockman, President Shaw and Secretary Halladay.

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

1. Correction in the minutes of the Board meeting of June 17th regarding the appointment of Mr. Theron Parker, to read as follows:

Mr. Theron Parker, half time assistant in Chemical Engineering, replacing Mr. W. P. Fitzrandolph, who was transferred to the Experiment Station.

2. Appointment of Mr. Alfred Clark, to succeed himself as half time assistant in the Engineering Experiment Station to carry on the work of Dr. Ewing.

It was voted to approve the above two items.

3. Report on Inspection plan for men's rooming houses.

Recommendation that a plan of inspection to cover all places where students room be made effective.

Later motion of Mr. McPherson, that students shall not be permitted to room in unapproved quarters and all owners, operators or lease holders of rooms, houses, or apartments offered for rent to students of this Institution shall be open for inspection by duly authorized representatives of the State Board of Agriculture. (List of rules and regulations on file in Secretary's Office.)

4. Appropriation of \$1100 for reimbursement of 11 sorority chaperones at \$10.00 each for ten months in accordance with similar arrangement of last year, making it possible for the college to have more definite authority in matters of sorority housing conditions.

5. Appointment of Miss Mary Lewis to fill Mrs. Cooledge's place as Instructor in H.E. at the same salary, \$2200 per year.

It was voted to approve items 3, 4 and 5.

6. Appointment of Mr. Lauren P. Brown to carry the following three phases of work during the year 1931-32, at a salary of \$1800, to be apportioned as follows:

Service as Assistant Track Coach, payable from Athletic Assoc. budget.	\$600.
Service in connection with detailed office management in extension publication work, including detailed office management, mimeograph, multigraph and photographic work as well as labor in connection with these three divisions, payable from Extension labor payroll.	900.
For service in connection with football programs.	300.
Total salary for year.	
\$1800.	

7. Promotion of Mr. C. W. Duncan as Research Assistant in Agricultural Chemistry Section of the Experiment Station at salary of \$2020, replacing M. F. Mason, resigned.

8. Promotion of Miss Lillian Butler to take over certain work now being done by Mr. Duncan, assistant in Agricultural Chemistry Section of the Experiment Station, with an increase in salary from \$1800 to \$1900.

9. Appointment of Mr. C.C. Lightfoot as Assistant in Research in Agricultural Chemistry Section of the Experiment Station at a salary of \$1750.

10. Advancement of Dr. E. J. Miller, Res. Assoc. in Chemistry to position of Experiment Station Chemist, replacing Mr. C. S. Robinson, resigning. Dr. Miller to receive an increase in salary from \$3800 to \$4000.

On motion of Mr. Brody, it was voted to approve items 6, 7, 8, 9, and 10.

Theron Parker
 1/2 time Asst.
 Chem. Eng.

 Alfred Clark
 1/2 time Asst.
 Eng. Exp.Sta.

 Report on In-
 spection plan
 for men's room-
 ing houses.

 Rules & regu.
 filed in Sec.
 Office (Re:
 rooming houses
 for men stud.

 Approp. of
 \$1100 for 11
 sorority chap.
 for year.
 Appt. Mary Lewis
 to replace Mrs.
 Cooledge.

 Appointment of
 Lauren P. Brown

 Promotion of
 C.W. Duncan
 as Res. Asst
 in Agric.Chem.
 Promotion of
 Lillian Butler

 C.C. Lightfoot
 asst. in Res.
 in Agr.Chem.
 Advancement of
 Dr. E.J.Miller

11. Appointment of Mr. Austin VanderSlice as Instructor in Sociology to succeed Professor E.M. Banzet at a salary of \$2100 per year.

Appt. of VanderSlice referred to Pres.

On motion of Mr. Brody, it was voted to leave item 11 to the President with power.

The meeting adjourned at 12:20 P.M.

On motion of Mr. Berkey, it was voted that the Board approve the report of the Advisory Committee.

Report of the Meeting of the Advisory Committee of the State Board of Agriculture held July 27, 1931.

Present: Messrs. Brody, McPherson, Mrs. Stockman, President Shaw and Secretary Halladay.

1. Report on the Extension committee on the Extension budget.

Extension budget approved with 2 changes

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve the budget as presented with two changes in regard to Mr. Cribbs and the Kent County program.

Cribbs continued until Nov. 1.

The work of Mr. Cribbs in Isabella, Montcalm and Ionia counties is to be continued until November 1, with that effective July 1. The salary to be reduced from \$3800 to \$3000 and the work to be continued after that date provided the counties concerned raise locally at least \$1800.

Period for paying add. appropriation for Exten.wk. in Kent, ext. to Jan. 1.

The period for paying additional appropriation for Extension work in Kent County to be extended to January 1, 1932.

2. Report of the President on the Kellogg Farm Situation.

Kellogg Farm situation left to Pres.&Sec.

On motion of Mrs. Stockman, it was voted to leave the matter of an agreement with Mr. Kellogg to the President and Secretary with power.

3. Appointment of Dr. H.J. Steere, to Assistant Professorship, Dept. of Education.

Appts. of Steer & Prof. of Health Educ. ref. to Pres.

4. Appointment of proposed assistant professor in Health Education.

5. Extension report of work in Rural School Music program.

Report of Rural School Music program ref. to Pres.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to refer the above items, 3, 4, and 5 to the President with power with the understanding that he may call the advisory committee of the Board together again for consultation on these matters if necessary.

6. Recommendations relative to Wells Hall.

Plans re: repair and reorganization of Wells Hall approved.

On motion of Mr. Brody, seconded by Mr. McPherson, it was voted to approve the plans regarding the repair and reorganization of Wells Hall as presented.

On motion of Mr. McColl, it was voted that the report of the meeting of the Advisory Committee held on July 27, be approved.

Report of the Meeting of the Building Committee of the Board held September 11, 1930.

Present: President Shaw, Mr. McColl, Secretary Halladay.

Report on chgs. to date on new dorm.

1. Report on charges to date on New Dormitory. (On file in Secretary's Office)

2. Request for release of right of way for highway across parcel of land located in Mancelona Twp. Recommended.

Release for rt. of way for highway in Mancelona Twp.

3. Lease of property for State Police Buildings. Description of side, etc. on file in Secretary's Office. Recommended.

Lease of property for State Police bldgs. rec.

4. Estimate on cost of sidewalks on campus - approximately \$7,000. Recommended. Money to come from Special Building Appropriation.

Est. on cost of sidewalks on Campus \$7000.

5. Request of Coach Young for information booth - lowest bid \$698.00 which is \$100 more than was approved in budget set up for improvement for the Athletic Department. Request that \$100 be transferred from some other fund in the budget to make up the amount needed. Recommended.

Information Booth at Gym. recommended.

6. Request of Animal Husbandry Department for Cement floor for corn crib and beam in silo of Experimental Beef and Sheep Barns. Estimate \$40.00.

Cement floor for corn crib & beam in silo of Exp. Beef & Sheep barns etc. rec.

Also request of Animal Husbandry Department for wood floor on top of concrete floor in corn cribs. Estimate \$98.00.

Both items recommended, money to be taken from the Contingent fund.

Approval of traffic & parking regu. on campus.

7. Approval of traffic and parking regulations on Michigan State College Campus. (List on file in Secretary's Office.)

On motion of Mr. McColl, it was voted that the traffic and parking regulations on Michigan State College Campus be adopted until the next regular meeting of the Board and that on that date, the Secretary give detailed report on parking space available on the campus.

\$400 rec. for emergency tiling.

8. Request from Mr. Hudson, for \$400 for emergency tiling.

Recommended. Money to come from the Contingent Fund.

Telephone to be installed in residence of Supt. of Police.

9. Request that a telephone be installed in the residence of the Superintendent of the Police with expenses paid by the College.

Recommended.

State Board to ask Adm. Bd. for long term lease on 90 acres at Okemos.

10. It is recommended that the State Board of Agriculture ask the State Administrative Board for a long term lease on the 90 acres of land at Okemos which was purchased by the State for a womens prison.

Re-lease on 10 acres at So. Haven Sta. Another patrolman at \$125. per mo. Re-lease of Mary Huber Farm.

11. Request for re-lease on ten acres at South Haven Station.

Recommended.

12. The Committee recommends hiring another patrolman at the rate not to exceed \$125.00 per month.

13. Request for re-lease on the Mary Huber Farm, rented for Experiment Station here. Option to purchase at \$4,000.

Recommended for re-lease.

On motion of Mr. Brody, it was voted to approve the recommendation of the Building Committee in the above listed 13 items.

Report on replacing poultry house at Kellogg Farm.

14. Report of Secretary to the Board on replacing poultry house at Kellogg Farm which was destroyed by fire during July - total estimate \$3295.00.

No objection to removal of bldgs. Okemos

15. Communication from Mr. George Thompson expressing no objection to the removal of buildings on the Okemos property.

16. Report on an additional cost of reconditioning Wells Hall - \$4260.00.

Request for alterations in For. Dept. deferred.

17. Request from Professor Herbert of Forestry Department for alterations in Forestry Building to provide additional office space.

Deferred.

Request concerning advis. of insuring dairy herd. Not rec.

18. Request from Professor Anthony concerning advisability of insuring the dairy barn and dairy herd.

Not recommended.

Rt. of way re-lease for Consumers Power

19. Report of Secretary on right of way release which Consumers Power Company asked for. Necessary to move two poles to avoid trimming the big oak tree in front of the tenant house north of boarding club.

Action def. on request for public address system for Ent.

20. Request of Professor Pettit for installation of a public address system in the Entomology lecture room. Estimated cost \$180.00.

Deferred.

Bids on Additions to Eng. Bldg. let to Reniger, Distel & Hayes.

21. Bids were opened at noon September 10 on the construction of the Engineering Annex. The three lowest bidders on General Construction, plumbing, heating, and electrical work are listed below:

<u>General Construction</u>		
Reniger Construction Company, Lansing.	\$46,268.00	\$46,268.00
H. G. Christman Company, Lansing.	48,760.00	
Martin & Krausmann Co., Detroit.	48,789.00	
<u>Heating, Ventilating, etc.</u>		
Distel Heating Equipment Co., Lansing.	17,657.00	17,657.00
Eames and Brown, Pontiac.	17,700.00	
Edward Gibbons, East Lansing.	19,978.03	
<u>Electrical</u>		
Frank Hayes, Lansing.	8,350.00	8,350.00
J. Stanley Coven.	8,709.00	
East Lansing Electric Co.	8,740.00	
Architect's Fee.		3,615.75
Building Structure - Total.		\$75,888.75
Laboratory Equipment.		4,450.00
Machinery Foundations, installing new & removing old ones.		1,500.00
Building & Grounds Contingent.		161.25
		<hr/>
		\$82,000.00

On motion of Mr. McColl, it was voted to award the contracts to the low bidders subject to the checking by the Building Committee of the schedules and other details and finding them satisfactory.

On motion of Mr. Berkey, it was voted to accept the report of the Building Committee with the recommendations and motions made.

The financial report for the month ending June 30, 1931 was mailed to each board member.

Following is a list of candidates for degrees at the close of Summer School 1931 as approved by the Board at this meeting:

Bachelor of Arts

Liberal Arts

Morton Logan Booth
Woodbridge Nelson Green
Gertrude Catherine Gustavson
Jessie Martha Hunter
Joseph Astley Porter
Genevieve Towar Ullenbruch
Lyle Glenn Veneklasen
Margaret Louise White

Business Administration

Horace Sidney Craig
Edward Louis Larson
Sam A. Mitchell
Vern Martin Smith
Thomas Lowe Woodworth

Public School Music

Ruth Louise Belknap

Hotel Training

Clarence Henry Callahan
Donald Greig McMillan

Candidates
for degrees
at close of
Summer School
1931

Bachelor of Science

Applied Science

Miles E. Batchelor
Russell Lewis Breining
Alfred John Gaertner
Herbert Warren Gutekunst

Agriculture

Barney Butler Cleghorn
David Reed McGee (with honor)
Kenneth D'Arcy Parish

Mechanical Engineering

Elmer Joseph Carmody
Neil Blume
Karl Hoover Jepson

Medical Biology

Helen Maurine Defendorf
Aseneth Louise Minor
Leonard Dudley Witherell

Physical Education

Carl Alton Nordberg
Alvin Wilfred Olson

Landscape Architecture

Holly Joseph Biers

Civil Engineering

Robert John Wicksall

Doctor of Veterinary Medicine

Walter Millard Johnson

Home Economics

Ruth Eleanor Bills
Elsie Zillah Bullard
Florence Helen Cooley
Ruth Mae Danner
Margaret Alice Eaegle
Ruth Marian Hart
Clara Luella Humphries
Eloise May Kapp
Jean Elizabeth Kinney
Marian Elizabeth Moore
Edna Mae Ossenheimer
Elva Mae Warner
Evelyn Zwemer (with honor)

Electrical Engineering

John Delmont Flewelling

Master of Arts

Tacitus P. Gies

Chemical Engineering

Arthur John Haga
Don Chester Hinkley

Master of Science

Fred Robert Brison
Jennie D. Fisher
Clara Mildred Green

Doctor of Philosophy

Leo Ransom Himmelberger

The meeting adjourned at 4:00 P.M.

R. S. Shaw
President
H. H. Halladay
Secretary