

Minutes of the
Meeting of the State Board of Agriculture
September 14, 1934

Present: Messrs. Brody, Chairman; Berkey, Daane, Downing, Halstead, Mrs. Wilson, Superintendent Voelker, President Shaw and Secretary Halladay.

Absent: No one.

The meeting was called to order at 1:45, having convened for luncheon at the Hunt Food Shop at 12:30 o'clock.

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

Resignations

RESIGNATIONS

1. Resignation of Miss Nellie Halliday, Research Assistant in the Home Economics Section of the Experiment Station, effective November 1, 1934. (No successor has yet been recommended.)
2. Resignation of Mr. Abel R. Miller, Instructor in Physiology, effective September 1, 1934.
3. Resignation of Mr. Keith Himebaugh, of the Department of Publications, effective July 1, 1934.
4. Resignation of Miss Mary Waller, hostess in East Mary Mayo Hall, effective June 30, 1934.
5. Resignation of Miss Harriet Tindale, Housing Assistant in the Office of the Dean of Women, effective June 15, 1934 (Miss Mabel Peterson was appointed to fill this position at the July meeting of the Board).
6. Resignation of Miss Olive Mumford, Research Clerk in the Department of Economics, effective October 15, 1934.
7. Resignation of Mrs. Fontane Norfleet VanVleck, stenographer in the Department of Education, effective August 31, 1934.
8. Resignation of Miss Elizabeth Keeler, stenographer in the Department of Agricultural Engineering, effective September 15, 1934.
9. Resignation of Mr. John T. Haines, Engineer in the Buildings and Grounds Department, effective September 1, 1934.
10. Resignation of Mrs. Nella Westrate Lauritzen, stenographer in the Soils Department, effective September 10, 1934.
11. Resignation of Mrs. Muriel James, stenographer in the Attendance Office, effective August 31, 1934.
12. Resignation of Mrs. Pauline Lott Smith, stenographer in the Department of Horticulture, effective September 1, 1934.
13. Resignation of Mrs. Lillian Wood Tooley, stenographer in the Department of Horticulture, effective September 1, 1934.
14. Resignation of Mrs. Doris Morris Fisher, stenographer in the Department of Horticulture, effective September 1, 1934.
15. Resignations of the following graduate assistants appointed by Board action July 5, 1934:

Miss Emmajean Stephens	quarter-time graduate assistant in nutrition
Mr. Paul Vlasoff	" " " " " soils
Mr. Robert Rasmusson	" " " " " "
Mr. W. S. Ligon	Potash Export Fund Fellowship

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

Appointments

APPOINTMENTS

1. Appointment of Miss Ruth Jameyson as Research Clerk in the Department of Economics, replacing Miss Mumford (resigned) at a salary of \$85.00 per month, effective October 15, 1934.
2. Appointment of Miss Elizabeth Shuter as stenographer in the Department of Education, replacing Mrs. VanVleck (resigned) at a salary of \$90.00 per month; appointment is to become effective September 12, 1934.
3. Appointment of Miss Margaret Folkerts as stenographer in the Department of Agricultural Engineering, replacing Miss Keeler (resigned), Miss Folkerts' appointment to be at the salary of \$80.00 per month for the period from September 15th to December 31st, at which time recommendation for permanent appointment may be made.
4. Recommendation of Dean E. H. Ryder for the continuation of the following appointments:

APPOINTMENTS, cont.

Appointments

- (a) E. M. Banzet, Assistant Professor of Sociology
- (b) H. H. Kimber, Assistant Professor of History
- (c) F. T. Mitchell, Associate Professor of Education.

(Appointments were made for one year only by Board action July 20, 1933).

5. Re-appointment of C. L. Shartle, Instructor in the Department of Psychology and Philosophy for one year only at a salary of \$1800 per year. (Appointment on July 20, 1933 was for one year).
6. Recommendation of Dean R. C. Huston that the salary of Robert V. Brown, Instructor in Physiology, be raised from \$1590 per year to \$1800 per year, effective September 1, 1934. Mr. Brown will take over the work of Abel R. Miller, resigned, whose salary was \$1855.00.
7. Recommendation of Dean E. L. Anthony that Mr. J. C. Hays, Extension Specialist in Dairy Husbandry be employed full time instead of three-fourths time as at present. Mr. Hays has been devoting one-fourth of his time to the Michigan Holstein-Friesian Association, but is now available. Appointment is to become effective September 1, 1934, at a salary of \$3,000 per year (present salary - \$2250.00).

R.V. Brown's salary increased.

J. C. Hays to be employed full time instead of 3/4

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

LEAVES

Leaves of -

1. Recommendation of Dr. E. L. Austin that Miss Irene Patterson, supervising teacher of Home Economics, be granted leave of absence without pay for the months of October, November, and December.
2. Recommendation of Dean E. L. Anthony that the leave without pay of John A. Hannah, Extension Specialist in Poultry Husbandry, be extended until July 1, 1935, so that Mr. Hannah may continue his work as Managing Agent of the Hatchery Coordinating Committee.

Irene Patterson

John Hannah

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted to approve the above requests for leaves of absence.

3. Leave of absence for Dean E. H. Ryder.

Dean Ryder

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted that Dean E. H. Ryder be offered a leave of absence until the end of the present calendar year and that upon his return, he shall assume the duties of the Head of the Department of History and Political Science at an average salary of Department Heads; and that Professor L. C. Emmons be appointed Acting Dean of the Division at a deanship salary, - both the leave and the appointment taking immediate effect.

Professor Emmons appointed Acting Dean Liberal Arts.

TRAVEL

Travel

1. F. G. Sefing, Assistant Professor of Mechanical Engineering, to Philadelphia for the meeting of the American Society for Metals, October 1st to 5th. Transportation expenses - railroad fare and pullman.
2. H. A. Berg and R. V. Gunn, Extension Specialists, to Washington for the Annual National Agricultural Outlook Conference, October 29th to November 3rd. All expenses.
3. F. M. Thrun, Associate Professor of Economics, to Boston for the National Tax Association Conference on October 1st. Transportation expenses.
4. G. E. Taylor, Coach of the Dairy Cattle Judging Team, to Waterloo, Iowa, for the Dairy Cattle Congress on October 1st. Mr. Taylor will take the members of the Dairy Cattle Judging Team with him and is requesting mileage expenses for one automobile and meals and lodging expense for himself.
5. G. M. Trout, Coach of the Dairy Products Judging Team, to the International Dairy Convention in Cleveland on October 15th. Mr. Trout will take the members of the team with him and is requesting mileage expense for one automobile and meals and lodging expenses for himself.
6. Request from Dean E. L. Anthony that \$10.00 be paid to each of the four members of the Dairy Cattle Judging Team to help defray their expenses in attending the Dairy Cattle Congress at Waterloo, Iowa, October 1st. Also, that \$10.00 be paid to each of the four members of the Dairy Products Judging Team towards expenses incurred in attending the International Dairy Convention at Cleveland, Ohio, on October 15th.
7. Request of Dean Anthony that the following expenses, covering the trip of the Livestock Judging Team to the American Royal and Chicago International Livestock Shows, be allowed:

Two cars to transport instructor and team to Kansas City	
and return - 1850 miles	\$185.00
Expenses of instructor to Kansas City	35.00
" " " " Chicago	35.00
Allowance of \$20.00 each to six members of the team -	120.00
	<hr/>
	\$375.00

Travel

8. Request for travel expenses incurred by H. S. Newins and A. B. Bowman in establishing the forestry summer camp in West Virginia (expenses total \$45.75). Further, that they be reimbursed in the amounts of \$62.67 and \$17.07 respectively for expenditures on the upkeep of the Forestry Department truck at the camp, as per receipted statements on file.

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

Discontinu-
ance of
appointments
of Haines and
Adams;
also
Marius Fossen-
kemper

PRESIDENT'S REPORTS

1. Report of the discontinuance of the appointments of J. T. Haines and E. I. Adams, engineers in the Buildings and Grounds Department, under date of July 18, 1934; appointments to terminate within ninety days of that date.
2. Report of the discontinuance of the appointment of Mr. Marius E. Fossenkemper, Instructor in the Department of Music, effective August 31, 1934.

Approval of the following appointments:

Appointments

3. Mr. Keith Stein as Instructor in the Public School Instrumental Supervision Course, replacing Mr. Fossenkemper at a salary of \$1500 per year, effective September 1st.
4. Miss Lois Holderbaum as Extension Specialist in Clothing for the period from September 15, 1934 to July 1, 1935 at a salary of \$150.00 per month.
5. Employment of a temporary assistant in Girls' Club work for a period not to exceed four months at \$150.00 per month, the months and the assistant to be selected by Mr. Kettunen depending upon the 4-H program for the winter.
6. Miss Grace Richards as hostess in East Mary Mayo Hall, replacing Miss Waller (resigned). Appointment is to become effective September 17, 1934 at a salary of \$1,120.00 per year, with the usual maintenance.
7. Miss Hazel B. Strahan as Assistant Professor of Clothing and Textiles, replacing Miss Gladys Winegar (appointment for one year only). Appointment to become effective September 1, 1934 at the rate of \$2400.00 per year for nine months' teaching.
8. Employment of Dr. C. D. Sherbakoff for the month of August at \$270.00 plus travelling expenses, to assist in special research work in celery disease (to be paid from the special celery disease fund).
9. Appointment of L. C. Cochran, half-time experiment station employe in the Botany Section, for additional half-time work to assist Dr. Sherbakoff. Appointment to cover the months of July, August, and September at an additional compensation of \$100.00 per month (to be paid from the special celery disease fund).
10. Miss Frances Northrup as stenographer in the Soils Department, replacing Mrs. Nella Lauritzen (resigned). Appointment became effective September 1, 1934 at a salary of \$90.00 per month.
11. Mrs. Lena Fitch as stenographer in the Attendance Office, replacing Mrs. Muriel James (resigned) at the same salary of \$1070.00 per year; appointment became effective September 1, 1934.
12. Appointment of Miss Janette Trachsel, as stenographer in the Department of Horticulture replacing Mrs. Pauline Smith, at a salary of \$80.00 per month, effective September 1st to continue until December 31st at which time recommendations for permanent appointment may be made.
13. Appointment of Miss Jane Hyatt as stenographer in the Department of Horticulture replacing Mrs. Lillian Tooley, at a salary of \$80.00 per month, effective September 1st to continue until December 31st at which time recommendation for permanent appointment may be made.
14. Appointment of Miss Ethel Payne as stenographer in the Department of Horticulture replacing Mrs. Doris Fisher (resigned) at a salary of \$80.00 per month effective September 1st to continue until December 31st at which time recommendation for permanent appointment may be made.
15. Appointment of F. Earle Lyman to the Kellogg Bird Sanctuary Fellowship for 1934-35 at \$600 per year.
16. Authorization of the combination of the two quarter-time graduate assistantships in the Soils Department into one half time graduate assistantship, and appointment of Mr. W. B. Andrews to this position for the year 1934-35 (replacing Paul Vlasoff and Robert Rasmusson, elected by Board action July 5, 1934, but unable to accept).
17. Edward R. Wylie as half time research clerk in the Department of Economics at a salary of \$48.00 per month, effective September 1, 1934 (replacing Miss Ruth Jameyson, resigned April 7, 1934).
18. Miss Mabel A. Dickson as quarter-time graduate assistant in nutrition (Purnell funds) at a salary of \$300.00 for the year 1934-35 (replacing Miss Emma Jean Stephens, appointed by Board action July 5, 1934, but unable to accept the position).

Combination of
2 $\frac{1}{4}$ time grad.
assts. into
1 $\frac{1}{2}$ time.

PRESIDENT'S REPORTS, cont.

Authorization of the following leaves:

19. Approval of the recommendation of Dr. H. S. Patton that Miss Helen Morony be granted leave of absence without pay from September 1, 1934 to June 30, 1935, and her replacement during that period by Miss Gertrude Morony at a salary of \$85.00 per month.
20. Authorization of leave without pay for Mr. Thomas Devlin during a six month period beginning July 1, 1934, on request of the federal government (present salary approximately \$87.00 per month). Temporary appointment of Mrs. Carol Kreitner as replacement for the period of Mr. Devlin's leave at a salary of \$85.00 per month.
21. Authorization of leave of absence without pay for Dr. Miles D. Pirnie for the period from August 1st to October 31st, during which time he will aid the Bureau of Biological Survey.
22. Temporary appointment of Mr. Farley F. Tubbs, to be in direct charge of the Kellogg Bird Sanctuary for the period of Dr. Pirnie's leave at a salary of \$140.00 per month.
23. Authorization of leave of absence without pay for Walter F. Morofsky, Instructor in Entomology. The leave is to cover six weeks, beginning September 15th, during which time Mr. Morofsky will aid in Michigan Emergency Conservation work.

Leave for
Helen Morony

Thomas Devlin

Dr. Pirnie

Temp. appt.
Farley Tubbs

Action on the following travel requests:

Travel

24. Approval of the recommendation of Dean Giltner that Dr. W. L. Mallmann attend the annual meeting of the American Public Health Association at Pasadena, California, September 3rd to 6th, with railroad transportation (not including pullman fare) allowed. This item was referred to the President at the July 5th meeting of the Board.
25. Approval of expenses incurred by A. B. Love, Extension Specialist in Farm Marketing, on a trip to Denver, Colorado, for a bean marketing agreement hearing called by officials of the Agricultural Adjustment Administration.
26. Approval of the recommendation of Dean Anthony that Professors J. O. Veatch and P. A. Herbert be sent as representatives of the Michigan Land Use Committee to a conference in Milwaukee, Wisconsin, on August 29th (total expenses - \$37.43).
27. Authorization of transportation expenses for H. R. Pettigrove, Assistant Professor of Farm Crops, to Chicago and return in connection with the work of grain grading on the Chicago market.
28. Delegation of G. A. Branaman, Assistant Professor of Animal Husbandry, to attend the National Meat Conference in Chicago August 13th to 15th, with all expenses paid (\$21.17).
29. Authorization of travelling expenses - railroad and pullman fare - for Mr. Karl Dressel, Assistant Professor of Forestry, to Pittsburgh, Pennsylvania, for the meeting of the National Shade Tree Association August 30th and 31st.
30. Authorization of car mileage expenses for Mr. Forrest Strong, Assistant Professor of Botany, to Morristown, New Jersey, and return for the purpose of studying the Dutch Elm Disease research and control work.
31. Approval of the request of Director Gardner that Professor Ray Hutson be sent to Denver, Colorado, as representative in a conference called by the Federal Bureau of Entomology and Plant Quarantine relative to grasshopper control.
32. Approval of the request of Dean Huston that mileage expenses on two cars be allowed so that members of the Chemistry department might attend the meeting of the American Chemical Society in Cleveland September 10th to 14th.
33. Approval of the request of Dean Dye that mileage expense on one automobile be allowed to Cleveland and return so that members of the Home Economics staff might attend the meeting of the American Chemical Society September 10th to 14th.
34. Authorization of mileage and maintenance expenses for R. F. Kroodsma, Extension Forester, from Berrien County to Chicago and return so that he might attend a lumber code hearing called by the Conservation Committee of the Northern Hemlock and Hardwood Manufacturers Association on September 6th.

Action on the following miscellaneous items:

35. Authorization of the following readjustments in the Department of Publications:

1. Appointment of Robert J. Coleman at a salary of \$2600 per year, effective August 1, 1934, with two-thirds of his time to be devoted to the preparation and presentation of radio programs and one-third to be given to the Department of Music (two-thirds of salary to be paid from Extension funds and one-third from the budget of the Music Department).
2. Advancement of the salary of A. J. Patch, Assistant Editor in the Department of Publications from \$2595.00 to \$2700 per year, effective August 1, 1934.

Adjustments in
Publications
Dept. as
follows:
Appt. R. J.
Coleman re:
radio programsSalary of A.J.
Patch advanced

Appointment
Nellie Holmes

36. Approval of the appointment of Miss Nellie Holmes as half time graduate assistant in the Department of Sociology for 1934-35. (Position was authorized by Board action July 5th, but no appointee named).

Changes in
title app.
as follows:

37. Authorization of the following changes in title, recommended by the Administrative Group, to become effective July 10, 1934:

	<u>Name</u>	<u>Present Title</u>	<u>Recommended Title</u>
R. E. Marshall	R. E. Marshall	Research Associate and Associate Professor of Horticulture	Research Associate and Professor of Pomology
C.H. Spurway	C. H. Spurway	Research Associate in Soils	Research Associate and Associate Professor of Soils
James Tyson	James Tyson	Research Assistant in Soils	Research Assistant and Assistant Professor of Soils
S.G. Bergquist	S. G. Bergquist	Associate Professor of Geology and Geography	Professor of Geology and Geography
L.P. Waldo	L. P. Waldo	Assistant Professor of English	Associate Professor of English
C.H. Nickle	C. H. Nickle	Instructor in English	Assistant Professor of English
Leonard Falcone	Leonard Falcone	Instructor in Music (Band)	Assistant Professor of Music (Band)
Merle Bray	Merle M. Bray	Research Assistant in Home Economics	Assistant in Home Economics

Approval of labor pay-roll regulations.
App. of fellowship from Am. Cyanamid Co. & appt. of Dr. Geo.P. Gray.

38. Approval of the labor pay roll regulations submitted by the Labor Pay Roll Committee, effective as of July 1, 1934 - copy on file in the Secretary's Office.
39. Approval of the acceptance of a special research fellowship of \$1500.00 offered by the American Cyanamid Company for the purpose of conducting investigations in the use of cyanamid for fertilization of fruit orchards in Michigan, and
- Appointment of Dr. George P. Gray to conduct this investigation at a rate of \$125.00 per month (to be paid from the grant).

Payment of \$25. for Lansing Bd. of Educ.

40. Approval of the payment of \$25.00 to the Lansing Board of Education for teacher training work taken by Alexander Robinson. Mr. Robinson's name was omitted from the list submitted to the Board at the meeting of June 11, 1934.

Approval of student concert course.

41. Approval of the engagement of the following artists to appear on the Student Concert Course during 1934-35: Roland Hays, tenor, at \$1,000.00; Arthur Schnabel, pianist, at \$600.00; Bronislaw Huberman, violinist, at \$650.00; and a fourth number to be secured at not more than \$500.00. Further, authorization of the Comptroller to sign contracts for these events.

Approval of summer session payroll.

42. Approval of the Summer Session payroll so that salary payments might be made, in the total amount of \$21,900.14.

School for Water Works Operators approved.

43. Approval of the request of C. L. Allen, Professor of Civil Engineering, to hold a school for the Water Works Operators of Michigan September 17th, 18th, and 19th. No expense other than the use of the buildings is involved.

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

MISCELLANEOUS REPORTS

Robert Allured to be granted exemption from Military Sci.

1. Report of the faculty committee on the exemption from military training, with the following recommendations to the Board:

1. That Robert Allured be granted exemption from Military Science for the fall term of 1934-35, provided:
 - a. That he present an affidavit that he is a member of the Presbyterian Church and as such accepts the stand of the Presbyterian Assembly as opposing military training.
 - b. That the fact that he is a conscientious objector be entered on his official college record.
 - c. That in lieu of the military courses he be required to take substitute courses in History or Political Science.
 - d. That this exemption for the fall term be granted without prejudice toward its renewal in later terms.

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

MISCELLANEOUS

1. Request of the Department of Public Instruction that one-half of the time of Dr. E. L. Austin for the ensuing year be loaned for use in the administration of a teacher-training improvement program to be sponsored by the Conference on Law and Education. This will necessitate no expenditure other than the maintenance of Dr. Austin's salary at its present rate.

One half time of Dr. Austin to be loaned to Public Instruction for year.

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

2. Recommendation of Professor P. A. Herbert that the gift offered of 120* acres of land bordering on the Dunbar Forest Experiment Station boundaries be accepted and the land added to the Station holdings.

Committee appointed to visit Dunbar re: gift of 120 acres offered the college.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted that the Chairman of the Board be authorized to appoint a Committee of the Board to visit the Dunbar Forest Experiment Station before taking action to accept the above-mentioned offer.

3. Request from Mr. Davenport for an allotment of \$315.00 to purchase materials for the completion of the Farm Tile Job (CWA Project S33 - B7 - 21).
4. Recommendation that diplomas be granted to such candidates for graduation as have completed the requirements on September 3, 1934, according to the records of the Registrar.
5. Assignment by Ralph C. Huston to the State Board of Agriculture of right, title, and interest in a process for the manufacture of alkyl phenols letters patent applied for June 12, 1934).
6. Request of Professor L. C. Emmons that the amount of \$250.00 be added to his present budget for the administration of the FERA program during 1934-35 both in the employment and aid in the proposed freshman college extension work.
7. Notice of the termination on September 1, 1934 of the indefinite leave granted to Stanley Johnston, superintendent of the South Haven Experiment Station, by Board action February 20, 1934.
8. Recommendation of Dean Anthony that the salary of Miss Jean Fisher, stenographer in the Animal Husbandry Department, be raised from \$80.00 to \$90.00 per month, effective September 1.
9. Accident report on A. C. Jensen, carpenter in the Buildings and Grounds Department, who lacerated his hand on the wire of a machine belt. Doctor bill of \$6.00 for treatment incurred, since Health Service was not open. No time lost.
10. Presentation of a loan fund of \$100.00 by the Lansing Chapter, Daughters of the American Revolution, for Board acceptance.
11. Recommendation that new arrangement be entered into with Lansing Social Service Bureau relative to lectures and field work in Sociology (payment of \$100 per term has been made for several years past, but Bureau cannot continue this arrangement). Expense items of the proposed agreement would be as follows:

\$315 allotted to B. & G.

Diplomas to be granted

Assignment by Dr. Huston of right, etc. of patent

\$250 added to Prof. Emmons' budget

Termination of leave of Stanley Johnston

Salary of Jean Fisher inc. to \$90
Accident report on A.C. Jensen

Loan fund of \$100 accepted

New arrangement entered into with Social Service Bureau

Lectures, \$100 per term	\$300 for the year
Field work, \$11 per student per term (12 estimated)	396 for the year
	<u>\$696.</u>

Dr. Haber, State Emergency Relief Administrator, volunteers to employ a full time social worker to cooperate in the training of students, at no additional charge to the College.

12. Statement from Malcomson and Higginbotham, Architects, for \$900.00 due as third payment on plans and specifications for the proposed Dormitory No. 2. Mr. Wilkins recommends that the entire balance due on this account - \$3600 - be paid at this time.

\$900 to be paid as 3rd installment on plans for Dorm. No. 2

On motion of Mrs. Wilson, seconded by Mr. Halstead, it was voted to make the payment now due (\$900), with no action at the present time on the recommendation that the entire balance be paid at this time.

13. Request from Mr. Wilkins that an appropriation of \$106.35 be made to cover government military property missing on inventory July 10, 1934.

\$106.35 appropriated to cover mil. prop. shortage

14. Statement from the Detroit Trust Company for semi-annual lease payment in the amount of \$14,000.00, in accordance with the terms of the Trust Indenture securing the bond issue on Mary Mayo Hall.

Payment of \$14,000 app. to Det. Trust Company

On motion of Mrs. Wilson, seconded by Mr. Halstead, it was voted to approve payment on the above-mentioned statement from the Detroit Trust Company.

15. Recommendation of Mr. Wilkins that insurance be placed on College steam boilers (total premium \$395.43, including three-month suspension credit).

Request that insurance be placed on boiler ref. to Building & Gd. Com.

On motion of Mr. Daane, seconded by Mr. Downing, it was voted to refer the matter of insurance for the steam boilers to the Buildings and Grounds Committee with power to act.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve items 3, 4, 5, 6, 7, 8, 9, 10, 11 and 13.

*This item is corrected to read 160 acres instead of 120 acres as per communications from the Dean of Agriculture and the President under date of December 4th, and filed with the November 3rd Board material.

The meeting adjourned at 6:30 P.M.

R. S. Shaw
President

H. S. Halladay
Secretary

THERE WAS NO MEETING OF THE STATE BOARD OF AGRICULTURE DURING THE MONTH OF OCTOBER 1934

Minutes of the
Meeting of the State Board of Agriculture
November 3, 1934

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

Absent: Mrs. Wilson; Superintendent Paul Voelker

The meeting was called to order at 10:40 A.M.

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

PRESIDENT'S REPORTS

Resignations
of
Fern Kinton
&

H.L. Dunton

Lv. of Abs.
for B. V.
Alfredson

1. Acceptance of the resignation of Miss Fern Kinton, stenographer in the Department of Animal Pathology, effective as of September 1st.
2. Acceptance of the resignation of Mr. H. L. Dunton, half-time graduate assistant in the Department of Farm Crops, effective September 15th.
3. Approval of the recommendation of Dr. E. T. Hallman that Mr. B. V. Alfredson, Laboratory Assistant in the Department of Animal Pathology, be granted an indefinite leave of absence, effective October 15th. Mr. Alfredson has accepted a temporary appointment with the U. S. Department of Agriculture.

Appointments
of
Opal Gilpin

James Watkins

James Stiefel

M.L. Vander-
meer

E. A. Wendt

L. M. Oldt

F. T. Huber

D. L. Allen

Approval of the following miscellaneous appointments:

4. Appointment of Miss Opal J. Gilpin as stenographer in the Department of Animal Pathology, effective September 1st at a salary of \$90.00 per month (to be derived equally from College, Experiment Station, and Extension funds). Miss Gilpin replaces Miss Kinton, resigned.
5. Mr. James Watkins as half-time graduate assistant in the Department of Farm Crops, effective September 15th (replacing H. L. Dunton).
6. James R. Stiefel as Instructor in Physiology, effective as of September 1st at a salary of \$1500.00 for nine months' service. Mr. Stiefel fills an existing vacancy in a \$1590.00 position, caused by the transfer of R. V. Brown.
7. Myrton L. Vandermeer as assistant freshman football coach at a salary of \$150.00 for the season (period from September 19th to December 8th).
8. Employment of Mr. E. A. Wendt at the rate of \$25.00 per week for the period of illness and necessary absence of Dr. Watson, Instructor in Modern Languages. Appointment became effective October 8th.
9. Mr. Leslie M. Oldt as half-time graduate assistant in the Department of Sociology, replacing Miss Nellie Holmes; appointment effective October 22nd. Miss Holmes was appointed at the September 14th Board meeting, but was unable to accept the position.
10. Miss Florence Theresa Huber as half-time graduate assistant in the Department of Animal Pathology, replacing C. D. Logsdon (resigned). Appointment became effective as of September 1st, date of Mr. Logsdon's resignation.
11. Mr. Durwood L. Allen as Fellow at the W. K. Kellogg Bird Sanctuary for 1934-35 effective September 1st at the rate of \$60.00 per month for ten months, to be drawn from the Trust Fund. This is a new fellowship created to take care of part of the work carried last year by two \$125.00 a month men who are no longer employed.

Approval of the following appointments made necessary by increased fall term enrollment:

Kath. Hume

Ethel Rathke

12. Miss Katherine Hume as full time Instructor in English at a salary rate of \$1700 per year, effective October 1st for the fall term only. Miss Hume has been on a half time basis at \$1070.00 per year.
13. Mrs. Ethel Rathke as Instructor in Modern Languages for the three-month period beginning October 1st, at a salary of \$167.00 per month.