

MINUTES OF THE MEETING
OF THE STATE BOARD OF AGRICULTURE, SEPT. 16, 1925.

I. The meeting was called to order at 11 A. M. in the President's Office.

Present: President Butterfield, Mrs. Stockman, Messrs. Watkins, McColl, McPherson, Gowdy, Brody and Secretary Halladay.

1. It was voted that the minutes of the meeting of July 29 be confirmed.

II. REPORTS FROM PRESIDENT AND SECRETARY FOR RECORD OR INFORMATION.

Confirmation
of minutes of
Board meet-
ing at Chat-
ham.

1. The President reported the minutes of the meeting of the Board at Chatham on August 15, with no quorum present, and asked for formal confirmation of the record of the actions of that meeting.

On motion of Mr. Brody it was voted that the minutes of the Board meeting at Chatham be confirmed.

Re: status
of alumni
directory.

2. The President read a letter from Secretary of the Michigan State College Association concerning the status of the alumni directory.

Re: Enroll-
ment.

3. The President presented a brief statement from the Registrar of the College concerning prospects for enrollment for the coming year.

Re: Cost of
Delco Light-
ing System at
Dunbar School.

4. Secretary Halladay reported the cost of the Delco Lighting Plant at Dunbar School. The cost of the equipment was \$1882.60.

On motion of Mr. McColl the report was adopted.

Money borrowed
for the Col-
lege.

5. Secretary Halladay reported for the Committee appointed to borrow money for the College. He reported that \$100,000 was borrowed from the Peoples' State Savings Bank of Detroit at 5½% to be repaid when money is available from the state.

On motion of Mr. Brody, the report was accepted.

Re: hiring of
houses for
women studs.

6. Secretary Halladay reported concerning hiring of houses for women students. He reported that sufficient rooms had been secured up to date.

III. RESIGNATIONS, APPOINTMENTS, SALARY ADJUSTMENTS, ETC., FOR RECORD OR CONFIRMATION.

1. President Butterfield asked for confirmation of the following appointments:

Appointments	Name	Position	Salary rate	Effective
	Prof. G. A. Brown	Freshman Advisor, Ag. Div.	\$10 mo. 10 mo.	Sept. 1, 1925
	Prof. C. E. Millar	" " " "	10 mo. " "	" " "
	Prof. J. W. Stack	" " Ap. Sci.	10 " " "	" " "
	Prof. S. G. Bergquist	" " " "	10 " " "	" " "
	Prof. H. B. Dirks	" " Eng.	10 " " "	" " "
	Prof. C. M. Cade	" " " "	10 " " "	" " "
	Mr. D. C. Eckerman	" " Lib. Arts	10 " " "	" " "
	Mr. Robert Linton	" " " "	10 " " "	" " "
	Prof. F. W. Chamberlain	" " Vet.	10 " " "	" " "
	Miss Helen Grimes	" " Women of All Div.	10 " " "	" " "
	Miss Neva Bradley	" " " " "	10 " " "	" " "
	Miss Mary Shellenbarger	" " " " "	10 " " "	" " "
	Mrs. Myrle D. Byers	Supervising Critic Teacher	\$2200	" " "
	Miss Alice Lightbourne	" " "	1800(1200 Col. 600 Okemos)	" " "
	Miss Rose Zaring	Instructor in English	1920	" " "
	B. R. Churchill	Assistant in Farm Crops	2000	" " "
	John S. Crossman	" Agr'l Editor, Ext.	2000 (10 mo.)	Oct. 1, 1925
	James B. Gamble	" in Col. Pub. Off.	160 (9½ mo.)	Sept. 15, 1925
	Roderick Powell	Chief Accountant, Secy's Off.	2200	Aug. 1, 1925
	Marie Mercier	" Clerk, Dean's Office	1800	Sept. 15, 1925
	Lulu Schroeder	Stenographer, Farm Crops	1400	Aug. 1, 1925
	Helen Jennings	Library Assistant	1320	Sept. 1, 1925
	Alvah R. McLaughlin	Grad. Asst. Physiol. & Pharm.	800(½ time)	" " "
	C. B. Anders	" " Farm Crops	800 " "	" " "
	Orin D. Dausman	" " Elect. Eng.	800 " "	" " "
	J. A. Ikerman	" " Eng. Exp. Sta.	800 " "	" " "
	J. W. Percy	" " " " "	800 " "	" " "
	C. E. Slaughter	" " " " "	800 " "	" " "
	L. G. Rothgery	Assistant, " " "	3000	" " "

On motion of Mr. Gowdy the above resignations, appointments, salary adjustments, etc. were approved.

IV. EXECUTIVE ORDERS FOR CONFIRMATION.

Appointments.

1. President Butterfield reported the following appointments for confirmation.

Lisle E. Berry	County Agr'l Agent, Cheboygan	\$2100(1800 Smith-Lever)	Sept. 15, '25
Gladys Hoff	H. D. A. Agent, Marquette Co.	1000 " "	" " "
Mary R. Thompson	County Club Leader, Ontonagon	1000 " "	" 1 "
Amanda Hill	H. D. A. Agent, Allegan	1500 1000 " "	Oct. 1, "
G. T. Whitburn	County Club Agent, Gogebic	300 (100 mo. 3 mo.)	July 1, "
Marion Rider Hoffman	Clothing Specialist	2000	Sept. 15 "

On motion of Mr. Watkins it was voted that the appointments be confirmed.

2. The President asked confirmation of his authorization of a change in the basis of co-operation with Lenawee County, from a part time arrangement of \$50 a month to the full time basis of \$1000 a year, beginning Aug. 1, 1925.

On motion of Mr. McColl it was voted that the President's request be granted.

Re: change in basis of co-operation with Lenawee County

7. RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD.

1. President Butterfield reported Secretary Halladay's suggestion that "the State Board of Agriculture should adopt some appropriate resolutions supporting the Governor and the city on acquiring the land between the College and the City for park purposes."

On motion of Mr. Watkins it was voted that the President and Secretary draw suitable resolutions to be presented to Governor Grosbeck and Mayor Doughty.

Re: acquiring of land between city and College for park purposes.

VI. REPORTS FROM COMMITTEES OF THE BOARD.

VII. MISCELLANEOUS BUSINESS FROM PRESIDENT, SECRETARY, DEANS, ETC.

1. The President suggested the desirability of electing at this meeting delegates to the meeting of the Association of Land-Grant Colleges, in Chicago, Nov. 17-19.

On motion of Mr. McColl it was voted that Mr. McPherson, Mr. Watkins, President Butterfield, Deans Phelan, Shaw, Bissell, Krueger, and Director Baldwin be named delegates to the meeting of the Association of Land-Grant Colleges.

Re: election of delegates to meeting of Land-Grant Colleges.

2. The President raised the question of the delegate from the State Board of Agriculture to the Association of Governing Boards of State Universities and Allied Institutions.

On motion of Mr. Brody it was voted that Mr. Watkins be the delegate of the Board.

Re: delegate to the Association of Governing Boards of State Universities & Allied Insts.

3. The President reported a letter from Mr. John M. Bush, Land Agent of the Cleveland-Cliffs Iron Co., relative to the possibility of the College taking over a farm in Alger County owned by the Cleveland-Cliffs Iron Co.

On motion of Mr. Brody it was voted that the President reply to Mr. Bush regarding the farm which he offered the College.

Re: farm in Alger County

4. The President reported a recommendation from Dr. McCool and Dean Shaw relative to a leave of absence of L. C. Wheeting and the appointment of Mr. Gordon Schlubatis to carry on Mr. Wheeting's work for one year at a salary of \$1600.

On motion of Mr. McColl it was voted that Mr. Wheeting be given a leave of absence and that Mr. Gordon Schlubatis be appointed to take up the work for one year, Mr. Wheeting to receive half pay, \$1400, for the year.

Mr. Wheeting granted leave of absence & Mr. Schlubatis appointed to take his place

5. The President reported the appointment of Miss Grace Pierce as Instructor in English and History at the Menominee County School to take the place of Miss Hopkins, resigned, at a salary of \$1800 for a period of ten months' services.

On motion of Mr. Gowdy it was voted that the appointment be made.

Resignation of Miss Hopkins and appointment of Miss Pierce

6. The President read a letter from Dean Shaw submitting information from Mr. Karl Knaus concerning the boiler at the Menominee School.

On motion of Mr. Brody it was voted that the repairs to the Menominee School boiler be authorized.

Re: boiler at Menominee School.

7. President Butterfield reported a recommendation from Professor Gardner and Dean Shaw relative to sending Dr. Partridge to visit the experimental vineyards in New York.

On motion of Mrs. Stockman the request was granted.

Dr. Partridge to visit vineyards in New York.

8. President Butterfield reported a recommendation from Dean Shaw relative to a delegate to participate in a field trip relative to the corn borer.

On motion of Mr. Brody it was voted that Professor Pettit be elected the delegate.

Prof. Pettit to take trip relative to the corn borer

9. Secretary Halladay presented a statement from the Hicks Company relative to lightning rods on the Hospital Building.

On motion of Mr. McColl it was voted that lightning rods be installed on the Hospital Building.

Lightning rods to be installed on Hospital Bldg.

10. Secretary Halladay presented a statement from the Potter Manufacturing Corporation relative to payment for fire escape.

On motion of Mr. McColl the question of fire escapes was left to the Building Committee.

Re: payment of fire escape

11. Secretary Halladay presented communications from the Attorney General relative to condemning property, the making of rules and regulations governing traffic, etc., on the campus, and the selling of coal under certain conditions to the employees and students of the College.

On motion of Mr. Brody it was voted that the President and Secretary be authorized to confer with Mr. Pennington and his attorney regarding the use of the railroad tracks on the College Campus.

Re: communications from the Attorney General relative to condemning property, use of railroad tracks on College Campus, etc.

Bills of the College Union referred to Special Alumni Committee

Re: use of Union ballroom for Pres' Reception at Commencement

12. Secretary Halladay presented a communication from the manager of the College Union relative to certain bills.

On motion of Mr. McColl it was voted that the matter be referred to the Special Alumni Committee.

13. The President presented a bill from the M. A. C. Union for use of the ballroom for the President's Reception at Commencement.

On motion of Mr. McColl it was voted that this be referred to the Special Alumni Committee.

VIII. SPECIAL ORDER OF BUSINESS.

Handling of Budget for current maintenance for 1925-26 & summary of budget for same year.

1. The President read a communication concerning the proposed method of handling the budget for current maintenance for 1925-26 together with a summary of the entire budget for the same year.

a. Charge all repairs, all minor improvements and all major equipment to special legislative appropriations and reduce expenditures for these items to lowest possible terms.

b. Budget current maintenance on the basis of arbitrary figures to be made by the President and reducing costs to as low terms as possible.

c. Request departments to make no purchases of minor equipment not absolutely essential to current projects.

d. Request Dean Shaw to present minimum budgets for experiment station and extension service for the fiscal year.

e. Employ a cost accountant for the period of six months beginning October 1st.

On motion of Mr. Brody it was voted that the budget as presented to the Board by the President be adopted.

Mr. Wilkins employed as cost accountant.

2. President Butterfield recommended the employment of Mr. C. O. Wilkins as cost accountant for the period, October 1 to March 31, salary \$400 a month, services to be rendered substantially those outlined in the memorandum which the President read.

On motion of Mr. Brody it was voted that Mr. Wilkins be employed as cost accountant and at the salary named in the request.

IX. UNFINISHED BUSINESS.

Report of Davidson, accountant, regarding a new system for accounting.

1. At this time Robert Davidson, the accountant employed by the College to install a new accounting system, made a report to the Board which is on file in the Secretary's office. This report was unanimously adopted.

X. NEW BUSINESS.

Costs on new Boulevard entrance.

1. A bill was presented by the State Highway Department for the construction costs on the new Boulevard entrance of \$19,491.57.

It was moved by Mr. Watkins that the bill be approved and that it be paid as soon as funds from the building appropriation became available.

Cataloging of acts of State Board of Ag. Re: minor changes in Budget.

2. It was moved by Mr. McColl that the Secretary be empowered to employ someone to catalog the acts relative to the powers and duties of the State Board of Agriculture. Carried.

3. It was moved by Mr. Brody that any minor changes in the Budget be left to the President and Secretary for adjustments. Carried.

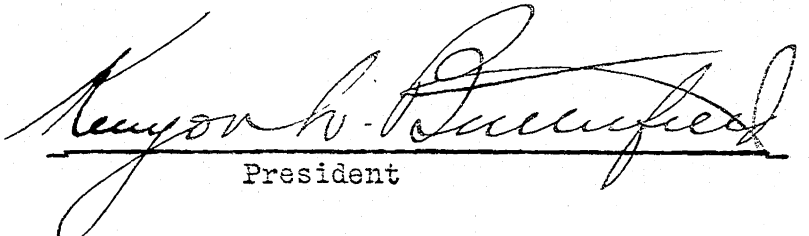
Transfer of balances of accounts.

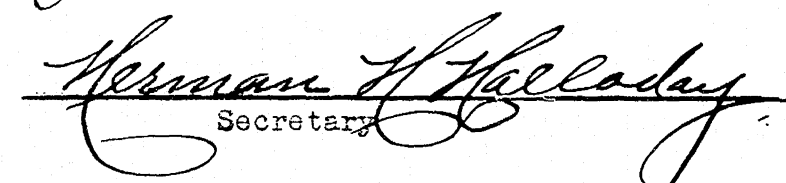
4. It was moved by Mr. McColl that in as much as the balances appearing in the Extension and Experiment Station fund accounts are only book credits and debits, that these balances be transferred to the Current account as of July 1, 1925. Carried.

5. The President suggested the selection of the date of the next meeting.

On motion of Mr. McColl it was voted that the next meeting be held at the President's office, Sat., Oct. 17 at 10 a. m. and that the November meeting be omitted and the December meeting be held Wed., Dec. 16, 10 a. m.

MEETING ADJOURNED---4:00 p. m.


President


Secretary