

training of nurses throughout the year, was referred to the President and Secretary for report.

College Hall
for military
purposes.

On motion of Mr. Woodman, authority was given to use old College Hall when restored, for military purposes.

Expense accts
approved.

On motion of Mr. Woodman, the expense accounts of the Board members were approved.

On motion adjourned.

Al Brown
Secretary.

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MEETING OF THE STATE BOARD OF AGRICULTURE,
President's Office

July 17th, 1918.

1.00 o'clock P. M.

Present, President Kedzie, Messrs. Waterbury, Woodman, Graham and Doherty.

The minutes of the previous meeting were approved without reading.

On motion of Mr. Doherty, the following recommendations submitted by Director Baldwin, were approved, namely:

That Mr. Ezra Levin who has entered the United States Army, be given leave of absence without pay for the duration of the war with the understanding that his salary shall be \$2000.00 upon his return;

That the salary of Mr. E. C. Foreman be increased to \$1800.00; and

That the following persons who have entered the United States Service, be given leaves of absence without pay for the period of the war:

Levin given
leave of
absence

Foreman's
salary in-
creased

Leave of ab-
sence to
Murphy
Spaulding
Volz
Kettunen
Stewart
Seidel &
Davis

Wm. Murphy - Extension Specialist in Farm Crops.
C.A. Spaulding - Assistant State Leader in Boys Club Work.
E.C. Volz and A.G. Kettunen, engaged in Emergency Club Work.
W.H. Kennedy, - County Agent for Clare County.
Glenn O. Stewart - Club Leader for Kent County.
Carl Seidel, - Assistant County Agent for Kent County.
Frank Davis - Calhoun County Club Leader.

Stenogs. on
regular pay
roll.

On motion of Mr. Woodman, the following stenographers were placed upon the

regular payroll with salaries as indicated:

Bertha Waber	-	Stenographer for the Extension Director	\$800
Ruth M. King	-	" Boys and Girls Clubs	800
Florence Isbell	-	" Farm Crops Extension	800
Frances Bittner	-	" Upper Peninsula Office	900

Easton's
salary in-
creased.

Also the salary of Miss Flora Easton, stenographer for Dr. Mumford, was increased to \$850.00.

Expenses of
certain ex-
tension
workers to
be paid from
Col. Ext.
Funds.

On motion of Mr. Woodman, the recommendation of Director Baldwin that the traveling expenses of certain extension workers which have previously been paid from federal funds, be paid from College Extension Funds during the month of July due to the fact that Congress has not yet passed agricultural appropriation bill, was referred to the Secretary with power to act.

Request for
Levin to
have time
to complete
work.

On motion of Mr. Woodman, the Secretary was requested to ask the Quartermaster at Camp Custer to permit Mr. Levin to have sufficient time off to finish some necessary work that is now incomplete.

Farmers
week expenses
from Ext. St.

On motion of Mr. Waterbury, in view of the fact that the expenses of Farmers Week cannot be paid from Smith-Lever funds, \$1200. was appropriated for from Ext. St.

this purpose to be credited to Extension State.

On motion of Mr. Woodman, the recommendation of Director Baldwin that Mr. Freeman's salary be increased \$200 instead of \$100 for the coming year, was approved.

Increase in Freeman's salary.

The President presented a communication from Dean Bissell in reference to the additional compensation of employees due to the work in connection with the United States Training Detachment.

Additional compensation due to work with U.S.Tr. Detachment.

On motion of Mr. Doherty, this was referred to a committee consisting of Chairman Graham, the President and Secretary with power to act.

On motion of Mr. Waterbury, Mr. H. S. Reed was appointed Associate Professor of Chemistry at a salary of \$2800 per annum, beginning July 1st.

Reed appointed Asso. Prof. of Chem.

On motion of Mr. Doherty, \$5960.73 was added to the apportionment for the Chemical Department for the equipment of a laboratory in Industrial Chemistry.

Addition to apportionment of Chem for Indust. Chem.

On motion of Mr. Woodman, Mr. D. T. Ewing, Assistant Professor of Chemistry, was given leave of absence for the ensuing year on half pay with the understanding that he will return if the need is imperative and that he will remain with the Institution three years after the termination of his leave of absence.

Ewing to have leave for yr. on 1/2 pay.

On motion of Mr. Graham, Mr. Geauque's salary was made \$1590.00 instead of \$1400. for the coming year.

Geauque's salary raised.

On motion of Mr. Waterbury, the following appointments were made for the Chemical Department:

Chemical Dept. Appointments

Harold A. Iddles - Instructor in Chemistry \$1250.00 per year
H. C. Lange - Instructor in Chemistry 1600.00 " "

Emp. Committee to fill vacancies in faculty.

The committee on employees was also given authority to fill vacancies in the Faculty that may occur during the vacation period.

On motion of Mr. Graham, "it will be the policy of the Board to discourage all trips outside the state at College expense for any purpose whatsoever during the period of the war."

Board to discourage outside trips during war.

On motion of Mr. Graham, Lieut. S. N. Lord was made Research Assistant and Instructor in Bacteriology at a salary of \$1500 per annum, for the period from July 1st to December 31st, with the understanding that if his health permits and his work is satisfactory, his contract will be continued.

Lord made Res. Asst. in Bacteriology

On motion of Mr. Doherty, Prof. C. P. Halligan was made Professor of Landscape Gardening with a salary of \$3000. per annum, and he is to continue as acting head of the Horticultural Department in the absence of Prof. Eustace.

Halligan made Prof. of Landscape Gard. & acts as head of Hort.

On motion of Mr. Graham, the title of Mr. Loree was made Assistant Professor of Horticulture.

Loree made Asst. Prof. of Hort.

On motion of Mr. Doherty, the request of Mr. C. W. McKibbin for an increase of 10% in salary in case he remains to publish the Record during the summer, was referred to the President and Secretary with power to act.

McKibbin asks for 10% increase in salary

On motion of Mr. Doherty, the following regulations in regard to fees

Fees for summer students.

for summer school students were adopted:

- 1. No student shall be charged a matriculation fee. Earned credits shall be reported for all non-matriculantes.
- 2. Regular college students shall pay the usual fees of the regular term, including incidental and laboratory, but no athletic fee shall be collected.
- 3. Non-matriculantes shall pay a flat fee of \$3.00 plus the regular laboratory fees.
- 4. Credits earned by non-matriculantes shall be credited toward a degree later, provided the student fulfills the requirements of matriculation.
- 5. Tuition fee for non-resident students during the summer session shall be one-half that of the fee of the regular term, or \$7.50.

\$60. added to Dean of Summer School for war maps. On motion of Mr. Graham, \$60.00 was added to the apportionment for the Dean of Summer School for the purchase of war maps.

Patten salary \$3000 On motion of Mr. Graham, the salary of Mr. A. J. Patten, Chemist of the Experiment Station, was made \$3000.00 for the ensuing year.

Nobles given leave of absence. On motion of Mr. Doherty, Mr. Chas. G. Nobles, Research Assistant in Bacteriology, was given leave of absence without pay for the period of the war.

Expense for conference of rural editors On motion of Mr. Graham, \$500.00 was added to the apportionment for Advertising to cover the expenses of a conference for Rural Editors.

Sums for overdrafts. On motion of Mr. Doherty, the Secretary was authorized to apportion to the various departments and funds a sufficient amount to cover overdrafts as they appear on July 1st.

Dikmans salary. On motion of Mr. Graham, the salary of Mr. Gerald Dikmans, quarter-time Graduate Assistant in Bacteriology, was made \$970 per annum for the months of July, August and September to cover additional work during that period.

Distributions of funds of Experiment station. On motion of Mr. Doherty, the following distribution of the funds of the Experiment Station for the ensuing year as recommended by Director Shaw, was approved:

Name & Position	SALARIES				OPERATING EXPENSES.			
	Hatch	Adams	State	Col. Total	Increase	H	ch.	Adms. State
Shaw, R.S., Dir. of Exp. Sta.	1000		500	2300	3800			800
Eustace, H.J., Vice-Dir. & Horticulturist				3000	3000			
Pettit, R.H., Entomologist	400			2300	2700	200	C	300
Patten, A.J., Chemist	750	500	1550		2800		600	3300
Anderson, A.C., Dairy Husbandman	200			2800	3000	200	C	1250
Bessey, E.A., Botanist	200			2500	2700	200	C	3400
Giltner, Ward, Bacteriologist	400	300		2300	3000	200	C	600 475 3000
Chittenden, A.K., Forestry,			200	2800	3000	200	C	250
McCool, M.M., Soil Physicist	200		400	2400	3000	200	C	705 1000
Cox, J.F., Farm Crops	300		400	1800	2500	400	S	600 2000
Brown, G.A., An. Husbandry	200		200	2100	2500	200	S	500
Musselman, H.H., Farm Mechanics			550	1950	2500	200	S	
Burgess, C.H., Poultry			600	1600	2200	400	S	
Hallman, E.T., Animal Path. (Abortion Investigator)	2500			200	2700	200	C	
Halligan, C.P., Horticulturist (Prof. in charge)	400		300	2000	2700		600	1500
Norton, H.W., Jr., Live Stock Experimenter	1250		1250		2500			
Brown, A.M., Secretary	500		200	2500	3200			
Coons, G.H., Asso. Botanist,	550	600		1250	2400	100	A	
Fabian, F.W., Asst. Bacteriologist	400			1400	1800	400	H	
Bouyoucos, G.J., Res. Asso. in Soils	1500	1000			2500			
Spragg, F.A., Res. Asso. in Crops Breeding	1500	450	450	2400	200	S		

Name.& Position	SALARIES				Operating Expenses.		
	Hatch	Adams	State	Col. Total	Increase	H'ch.	Adms.State
Hibbard,R.P.,Res.Asso. in Plant Path.	1250	200	800	2250	200	A	
Chandler,W.L., Res.Asso. in Entomology	2000						
Northrup,Zae, Res.Asso.in Bacteriology	2000						
Young,H.C., Res.Asso.in Botany	1650						
Spurway,C.H., " " "							
Soils		1050	1050	2100			
Winter,O.B.,Res.Asst.in Chemistry	1025	1025		2050	100	H	
					100	A	
Ruehle,G.L.A. " " "							
Bacteriology	600	1200		1800			
McDaniel,E.,Asst. in Entomology	400			1150	1550	150	A
Dutton,W.C., " "							
Horticulture	800	1100		1900	200	H	
Riddell, F.T., " "							
Dairying		1800		1800	500	S	
Berger,E.F., " "							
Chemistry		1550		1550	200	S	
Loree,R.E., " "							
Horticulture	200		1600	1800	200	H	
Lewis, A.L., " "							
Chemistry		1000		1000			
Grettenberger,M.L., Asst. in Chem.		1000		1000			
Barnum,C.F.,Chief Insp. Fertilizers & Feeds		1750		1750	350	S	
Hebard,E.A., Insp.Fertilizers & Feeds		1600		1600	200	S	
To be appointed " " & Feeds		1200		1200			
Two Field Men Dairy Husbandry		2400		2400			
Lamoreaux,D.J.,Asst.in Animal Path.(Bacty.)		750	750	1500			
Boyce,Sidney Smith,Fibre Investigations		900		900			
Landon,L.E.,Librarian,	120		1480	1600	200	C	200
Schepers,J.,Cashier,		200	2100	2300	100	C	
Phelps,C.,Bookkeeper,		100	1050	1150	150	C	
Meech,M.A., Clerk, (1225 Ext.)		125		1350	150	E	
Bogue,M.V.,Bulletin Clerk		800		800	140	S	
Harcourt, B.M.,Stenographer		350	500	850	150	C	
Rider,M.North, "		950		950	150	S	
	11395	14525	26425	47355	3605	475	17300

Appropriation Adams Salaries	14525	Appropriation State Salaries	26425
Appropriation Adams Expenses	475	Appropriation State Expenses	17300
	15000		43725

Appropriation Hatch Salaries	11395	State receipts,State Bd.Appro.	25000
Appropriation Hatch Expenses	3605	Estimated receipts,	18725
	15000		43725

On motion of Mr. Doherty, the expense account of Miss Mary Edmonds in attending the National Home Economics Meeting at Chicago, was allowed.

Edmonds ex-
penses to H.
E.Meeting al-
lowed.

On motion of Mr. Woodman, Mr. B. F. Kindig, State Apiary Inspector, was given authority to appoint deputies for a sufficient length of time to care for necessary work.

Deputy apia-
ry inspectors

On motion of Mr. Doherty, the title of Mr. W. E. Laycock was made Associate Professor of Physics.

Laycock to
be Asso.
Prof.of
Physc.

The President presented the resignation of Mrs. Lillian L. Peppard, Professor of Domestic Art and Head of the Domestic Art Department, which on motion of Mr. Waterbury, was accepted with full appreciation of her long and loyal service to the Institution.

Peppard re-
signed

On motion of Mr. Woodman, Mr. C. H. Burgess was made Professor of Poultry

Burgess
Prof. of
Poultry

Brown Prof. of Husbandry, at a salary of \$2400; also Mr. George Brown was made Professor of Animal An. Husb. & Musselman of Farm Mech. Husbandry, and Mr. H. H. Musselman was made Professor of Farm Mechanics.

Bond of Board to cover 500 rifles. On motion of Mr. Graham, Mr. A. M. Brown, the Secretary of the Board, was authorized to execute a bond on behalf of the State Board of Agriculture to the United States of America in a sum sufficient to cover the issue of five hundred Russian rifles to Michigan Agricultural College.

Harford College Photographer. On motion of Mr. Doherty, Mr. Ralph Harford was appointed College Photographer for six months, at a salary of \$1200 per year, beginning July 1st, to be connected with the staff of the Physics Department.

Chapman's salary increased. On motion of Mr. Doherty, Prof. C. W. Chapman's salary was increased to \$3000. per annum.

Lord given leave of absence. On motion of Mr. Doherty, Lieut. Lord was given leave of absence to return to his home in England if necessary.

Brewer's absence. On motion of Mr. Graham, the President was requested to take up with the War Department Committee on Recreation, the matter of Mr. Brewer's services and the necessity for his absence from the College.

Stewart appointed 1/2 time asst. in Dom. Sci. On motion of Mr. Doherty, Mrs. Fanny Rogers Stewart was appointed half-time Graduate Assistant in Domestic Science at a salary of \$500.00 per annum, to succeed Miss Emily Castle.

Report on Educational War Policy. On motion of Mr. Waterbury, the following report of a committee of the Faculty on educational war policy was adopted:

"July 8, 1918.

TO THE FACULTY:

At a meeting of the Heads of Departments on June 29th, there was created a Committee on Educational War Policy of the College.

This Committee now presents the first report as follows:

1. In order that the facilities of the College shall be employed to the fullest possible extent during war time, and recognizing that young men approaching draft or enlistment age will hesitate to take up College work, it is desirable that the College adopt a more liberal policy in admitting and encouraging special students.

2. The Committee recommends that for the period of the war young men and young women of 18 years and upwards, having 8th grade qualifications or better, be admitted to classification as special students in agriculture, engineering and home economics, and that there be a committee on special students to assist and otherwise encourage them in securing enrollment in accordance with their needs, the needs of the nation, and the facilities of the College.

3. The Committee recommends that the public be informed by the press and otherwise, that the College, in addition to its regular work, offers special opportunities to young men approaching the draft age to prepare themselves for national war service, either military or civilian.

4. The Committee recommends that military training and physical exercise be emphasized in the work provided for special students, and that military discipline, in compliance with the regulations of the War Department and of the M. A. C. Faculty, be applied to all male students.

Respectfully submitted,

G. W. Bissell
R. S. Shaw
Georgia L. White
P. G. Wrightson
C. L. Brewer
L. C. Plant

Communication from Veterinarians. On motion of Mr. Graham, the President was authorized to appoint a committee of three to consider a communication from the veterinarians of the state and to report to the Board at a future meeting. The President appointed as such

committee, Messrs. Graham, Woodman and Waterbury.

On motion of Mr. Graham, Miss Anne Howard, Dean of Women at Olivet, was appointed Adviser of Women, at a salary of \$1600 per annum, and Miss Mary E. Edmonds was appointed Dean of Home Economics at a salary of \$2800 per annum.

Howard appointed Adviser of Women & Edmonds as Dean of H.E.

On motion of Mr. Graham, the matter of certain proposed changes in the Womans Building was referred to the President, the Secretary and Architect with power to act.

Changes in Womans Bldg.

On motion of Mr. Waterbury, the Secretary was authorized to negotiate with Mr. Henry Smith of Grand Rapids, and consummate the purchase of fifty acres of land adjacent on the West to the Graham Experiment Station.

Purchase of land in Grand Rapids

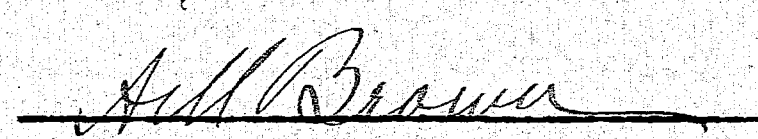
On motion of Mr. Woodman, the expense accounts of the Board members were approved.

Expense accounts allowed

On motion of Mr. Graham, the President was authorized to confer the degree of Bachelor of Science upon Mr. George E. Piper whose name was omitted from the list of graduates for the year 1916.

B.S.degree conferred on Piper

On motion adjourned.


Secretary.

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MEETING OF THE STATE BOARD OF AGRICULTURE.

President's Office.

August 28, 1918. 1.00 o'clock, P. M.

Present, President Kedzie, Messrs. Graham, Wallace, Waterbury and Doherty.

The minutes of the previous meeting were approved without reading.

On motion of Mr. Doherty, Mr. Ray Baker, of Camden, Michigan, was appointed Field Accountant for cost production work in the Dairy Department, at a salary of \$1300 per annum, beginning July 25th, and extending to June 30th, 1919.

Baker Field Accountant

On motion of Mr. Waterbury, Mr. Edwin Ewell was appointed Extension Specialist in Apiculture, beginning July 1st, at a salary of \$1200 per annum, and Mr. Ray Turner was appointed Assistant Leader of Boys and Girls Club work at a salary of \$2000 per annum, \$1200 to be paid by the United States Department of Agriculture and \$800 from College funds, the former appointment to date from July 1st, and the latter from September 1st.

Ewell extension specialist in apiculture
Turner Asst. Leader of Club work.

On motion of Mr. Doherty, Dr. Hibbard was authorized to attend a meeting of the American Chemical Society at Cleveland, Ohio, September 10th to 13th, without expense to the college.

Hibbard to attend Chem. Soc. at Cleveland

On motion of Mr. Doherty, the request of Prof. George A. Brown for permission to hold a Short Horn Breeders Association sale at the College October 9th, was granted.

Brown to hold Short Horn Breeders Assc. sale.