

MINUTES OF THE  
MEETING OF THE STATE BOARD OF AGRICULTURE  
March 24, 1930

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

Absent: None

The meeting was called to order at 10:45.

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

APPOINTMENTS

Appointments

1. The Committee on Advanced Degrees recommends the appointment of Mr. Charles Gibson Grey, a graduate of the University of Maryland, as half-time assistant in the Department of Bacteriology, effective September 1, 1930. Mr. Grey will succeed Mr. Howard Johnson. This recommendation is made at the request of Dean Giltner.
2. Mr. Rodney Whiting, Clerk, Accounting Department, effective April 1st, at a salary of \$1600, to replace Mr. R.A. Higgins, resigned, effective February 1st.
3. Mr. G.A. Bowling, Dairy Extension Specialist, salary \$2600 per year from State Smith-Lever funds, effective April 1st. Chief project will be the Better Sires Project. Mr. Bowling will replace Mr. Elmer Hansen, resigned, whose salary was \$3200.
4. Placing of Mr. H.S. Worthington and Mr. Robert Musson on the pay rolls of the college at the rates of \$120 per month for Mr. Worthington and \$100 per month for Mr. Musson; both to be paid from State Supplementary Smith-Lever funds. They will be engaged in Agricultural Engineering Demonstration work. Provision is made for this employment in the budget of the Agricultural Engineering Department. Period of service, April 1, 1930 to June 30, 1930.

On motion of Mr. McColl, it was voted to approve the above appointments.

RESIGNATION

Resignation

1. Mr. C.S. Roszmann, Research Fellow in Soils, effective March 15th.

On motion of Mr. Watkins, it was voted to accept the above resignation.

LEAVE OF ABSENCE

Leave of  
Absence

1. Dr. J.W. Patton, leave of absence, at one-half salary beginning April 1, to August 31.

On motion of Mr. McPherson, it was voted to approve the above request for leave of absence.

TRAVEL REQUESTS

Travel

1. Dr. C.S. Robinson, to attend a meeting of the American Chemical Society at Atlanta, Georgia, during the week of April 7th with railroad fare and pullman paid from the regular station allotment to the Chemistry Section. Transportation only allowed.
2. Miss Helen D. Grimes, to attend the Sixth Annual meeting of the Womens' Division of the National Amateur Athletic Federation to be held at Hotel Statler, Boston, Mass. on April 1st, and the Thirty-fifth Annual Convention of the American Physical Education Association to be held at Hotel Statler in Boston April 2 to 5, with expenses paid out of the Womens Physical Education budget, in which it is her understanding that provision was made for this trip. All expenses allowed.
3. Miss Elida Yakeley to the meeting of the American Association of Collegiate Registrars at Memphis, Tennessee, April 15 to 17. All expenses allowed.
4. Dean J.F. Cox, to attend the meeting of Smith Hughes Agricultural Directors at Chicago on March 26th, with expenses paid from the funds of this office.
5. Mr. Harry S. Reed, to attend the Spring meeting of the American Chemical Society, April 7th to 11th at Atlanta, Georgia, with transportation only allowed.
6. Mr. E.E. Down, to attend the meeting of the National Milling Company at Toledo, Ohio, March 22, in regard to wheat fellowships. All expenses allowed.
7. Dr. E.T. Hallman, to attend meeting of the Committee on Abortion of the American Veterinary Medical Society, at Washington, D.C. April 3rd. Part of the expenses will be paid by the Committee and the remainder to be made up by the College.

On motion of Mr. Watkins, it was voted to approve the above travel requests.

MISCELLANEOUS

Field Biology  
Course at  
Kellogg Wild  
Life Sanctuary  
approved

1. Recommendations from faculty regarding course in Field Biology at Kellogg Wild Life Sanctuary, Battle Creek, Michigan.

On motion of Mr. McPherson, it was voted to accept and place on file the recommendations regarding the course in Field Biology at Kellogg Wild Life Sanctuary, Battle Creek, Michigan and that the financing of this project come from the Summer School budget.

Well-trained man to be added to Entomology Dept.

2. Recommendation from Director Gardner relative to the necessity of adding a well trained, first class man to the staff of the Entomological Department.

On motion of Mr. Brody, it was voted to approve the recommendation from Director Gardner relative to adding a well trained, first class man to the staff of the Entomological Department.

Settlement to be made with Mitchell Co.

3. Letter from Mitchell Printing Company relative to the balance due for 1929-30 Freshman Handbooks.

Publication of Fresh. handbooks to be supervised by College.

On motion of Mrs. Stockman, it was voted that settlement in the amount of \$253.30 be made with Mitchell Printing Company, amount to be taken from the reserve fund, and that in the future the College be responsible for the publication of this booklet or one containing similar information.

Increase in Dr. Sholl's salary requested. Referred to Adv. Committee.

4. Report from Dr. Hallman to the effect that Dr. Sholl has an offer to go to the Alabama Polytechnic Institute next year, in the Department of Bacteriology and Pathology, at a salary of \$5600. This is \$780. more than he is getting here. Dr. Hallman believes that he will be perfectly happy to remain here if he can feel that there is a reasonable probability that he will be earning an equivalent salary within the next three or four years.

On motion of Mr. McColl, it was voted to refer the above item to the Advisory Committee to report back to the Board.

K.T. Wright's salary advanced.

5. Report of advance in salary of Mr. K.T. Wright, Research Assistant in Farm Management from \$2360 per year, to \$2600 per year, effective July 1, 1930. This matter was referred to President Shaw with power to act at the last meeting of the Board.

6. Request of Dairy Department for \$10,000.

\$1957.66 transferred to Dairy Div.

On motion of Mr. McPherson, it was voted that the fund known as Miscellaneous Buildings and improvements be transferred to the Dairy Division, the amount of which is \$1957.66.

\$400 added to D.&D Dept. budget

7. Request of drawing & Design Department for the addition of \$400.00 to the Maintenance allowance of the Department.

On motion of Mr. McColl, it was voted to approve the above request and to take the amount from the reserve fund.

\$10. a month to be paid. sorority house chaperones,

8. Request from Dean Conrad for the consideration of the proposition of paying some portion of the salaries of sorority house mothers from College funds in order that the College may have more right to dictate as to the calibre of women engaged by sororities. Proposition suggests payment of \$10.00 a month to each of the ten chaperones now engaged by ten sororities maintaining houses. Expense of \$1000 per year.

On motion of Mrs. Stockman, it was voted that where the College cooperates in the hiring of chaperones for the sorority, the College will contribute \$10.00 per month for each one.

\$5.00 Commons Club fee discontinued. Board raised to \$6.00 a week. R.R. scale raised.

9. (1) Recommendation from Dean Conrad relative to the discontinuance of the \$5.00 Commons Club Fee. The Commons Department is no longer a club; (2) for the raising of Board rates in the Commons from \$5.00 not to exceed \$6.00; (3) Raising of room rent scale from \$1.50 to \$3.50, to read \$2.00 to \$3.50.

On motion of Mr. Watkins, it was voted to approve Dean Conrad's recommendation.

Fire College to be held at South Haven.

10. Request of Dean Dirks for permission to hold Fire College at South Haven (repetition of program put on at the Soo last Year) in July of this year, and that the expense of the Fire College be borne by the Michigan State College, the same not to be in excess of \$500.00.

On motion of Mr. McColl, it was voted to approve Dean Dirks' request.

Relationship of Extension Division to Public Utilities

11. Matter of Relationships of the Extension Division to Public Utilities.

On motion of Mr. McColl, it was voted to refer the matter of relationships of the Extension Division to Public Utilities, specifically electric lighting and power for farms and farm homes, to the Extension Committee of the Board.

\$3.00 to be collected this spring from certain seniors for membership in Alumni Assoc.

12. Mr. Glenn Stewart, Alumni Secretary, appeared before the Board with the recommendation that a fee of \$3.00 be collected, through the Secretary's Office on Registration Day this spring term, from each graduating student for membership in the Alumni Association and two years' subscription to the M.S.C. Record. He had secured signatures from several senior students who were willing that this assessment be made.

On motion of Mr. McColl, it was voted that a fee of \$3.00 be collected, through the Secretary's Office on Registration Day this spring term, from those students who voluntarily signed and those students who will sign, the agreement to have the assessment made.

Trans. Physiol. from Vet. Sci. to Applied Sci. left with President.

13. Matter of transferring the Department of Physiology from the Division of Veterinary Science to the Division of Applied Science.

On motion of Mr. Brody, it was voted that the above item in regard to the transfer of the Department of Physiology from the Division of Veterinary Science to the Division of Applied Science be referred to the President with power to act.

14. Representatives of the Alumni Board appeared before the Alumni Committee of the State Board of Agriculture to discuss future plans relative to the Union Building.

ITEMS FROM THE SECRETARY'S OFFICE

1. Letter from Secretary Halladay as follows suggesting method for more efficient hiring of clerks and stenographers:

"Since I have been connected with the College, the question of the best method to pursue with regard to hiring clerks and stenographers has been discussed many times, but no definite conclusion arrived at. Mr. Wilkins and I have spent a great deal of time in considering this proposition and have a plan now which we wish to submit to you and the Board which we believe will mean more efficiency to departments as well as to the College in general.

We have a Central Stenographic Bureau which is working out very satisfactorily. It is our plan to use this Stenographic Bureau as a clearing house and that all new stenographers be taken into this office and tried out for a reasonable period of time and when departments require services of secretarial help, any individual in this office would be available for a position. In this way, a standard rate may be fixed for salaries and certain requirements met before stenographic help is employed in the departments.

This plan will revolve itself into the different departments of the College securing the services of competent help which is more or less familiar with College work. If this plan meets with your approval and you think it wise to submit it to the State Board of Agriculture, I shall be glad to have it tried out."

On motion of Mr. Watkins, it was voted to approve Mr. Halladay's request in regard to more efficient hiring of clerks and stenographers.

2. Parking regulations on College boulevard entrance,- two hour limit.

On motion of Mr. Brody, it was voted to approve Mr. Halladay's recommendations in regard to parking on the College boulevard entrance, on two hour parking limit.

3. Letter from Conservation Department relative to possible sale of parcel of Agricultural College land.

On motion of Mr. McColl, it was voted to refer the above item to Secretary Halladay with power to act.

4. Purchase of cots for the College for use in connection with large groups of people who come to the College for conferences from time to time.

On motion of Mr. Berkey, it was voted to refer the question of purchasing cots to the President and Secretary with power to act.

5. The Secretary reported to the Board that all accounting in connection with the Creamery will be handled through the accounting division of the Secretary's Office,- plans having been worked out and agreed upon by Dean Cox, Professor Anthony and Mr. Wilkins. Likewise, all accounting in connection with the stores is to be taken over by Mr. Wilkins and the accounting division, and the branch office of the stores building will be closed.

COMMITTEE REPORTS

1. BUILDING COMMITTEE

- a. Razing of Old Baseball Bleachers.

On motion of Mr. Watkins, it was voted that Mr. Halladay be empowered to confer with Director Young, and, owing to this late date, to do for the present season what seems best in regard to making the old baseball bleachers suitable for use, and that before another season, something permanent be done.

- b. Barns

No report

- c. Anatomy and Animal Disease Research Labs.

No report.

- d. Dormitories

No report.

- e. Apiary Building

No report.

- f. Houses at Chatham.

No report.

Letter from Sec. Halladay relative to more efficient hiring of clerks & stenograph.

Parking on boulevard entrance - 2 hrs

Sale of parcel of Agr. land referred to Mr. Halladay

Purchase of cots ref. to Pres. & Sec.

Accounting at Creamery to be handled thru Acct. Office. Acting. at stores also.

Old baseball bleachers to be made suitable for use.

Barns - no report.

Anat. & An. Dis. Res. no report.

Dormitories no report

Apiary bldg. no report

Houses at Chatham no report

## 2. REPORT OF COMMITTEE ON FINANCE - Mr. McPherson, Mr. Berkey, Mrs. Stockman.

## a. Kellogg Farm Financing Matters

The Committee, together with Mr. Cox and Mr. Wilkins, after having visited the W.K. Kellogg Farm, recommends that an amount of \$16,973.84 be transferred from the reserve fund to balance the account of the Kellogg Farm, and that, in the future all requisitions for purchases for the College Farm be put through our Central Accounting Division.

## 3. COMMITTEE ON MUSIC DEPARTMENT ORGANIZATION AND FINANCE.

## a. Report of Committee on consideration of getting upon a paid basis so far as tuition for the training of individual students in Music is concerned.

No report.

## b. Additional Practice Rooms for Music Students.

No report.

## c. Consideration of plan for construction of Music Building and auditorium submitted through Institute of Music and Allied Arts.

Mr. Bruce Anderson and Professor Richards appeared before the Board with an architect's drawing and proposed plans for the construction of the Music and Allied Arts building.

On motion of Mr. Berkey, it was voted to authorize the Advisory Committee of the Board to confer with Mr. Anderson, who is to prepare financial statements relative to the auditorium project.

## 4. COMMITTEE ON R.O.T.C. UNIFORMS

Letter from Colonel Davis

Placed on file.

## 5. Committee appointed to consider status of Sergeant Foley.

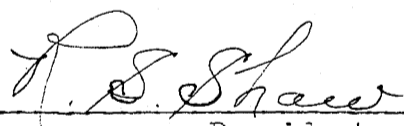
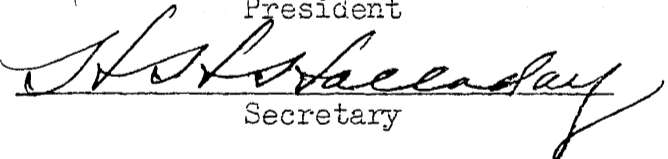
No report.

## 6. COMMITTEE APPOINTED TO CONSIDER RELATIONS BETWEEN THE MICHIGAN STATE COLLEGE AND MEDICAL AND DENTAL COLLEGES IN CONNECTION WITH GRANTING OF B.S. DEGREE.

No report.

It was voted to hold a special meeting of the State Board of Agriculture at 10 o'clock, Friday morning, April 4th.

The meeting adjourned at 4:30.

  
 President  
  
 Secretary

MINUTES OF THE SPECIAL  
 MEETING OF THE STATE BOARD OF AGRICULTURE  
 April 4, 1930

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

Absent: No one

The meeting was called to order at 10 o'clock.

1. Course Revision

Approval of revision of all courses offered by the Institution removing them from a four credit basis to a 5, 3, and 2 to effect a 20% saving in administrative and operative overhead, and to distribute the week's work for both students and instructors over a 5½ day period per week rather than 3½ days as at present, - to be effective at beginning of Fall Term.

\$16,973.84 to be trans. from reserve fund to bal. acct. of Kellogg Farm.

no rept. regarding paid basis for tuition in Music.

Plan for construction of Music Bldg. & auditorium.

Adv. Com. to confer with Mr. Anderson re: plans

Letter from Colonel re: uniforms.

No report from Com. to consider status of Serg. Foley.

Course Revision