

- 3. Bids on Electric Distribution, 2500 volt relief cable, opened December 15, 1931:
Barker-Fowler, \$3,629.
Hatsel-Buehler, \$3700.
Hayes Electric \$5,725.

Bid on 2500 volt relief cable let to Barker Fowler

It is recommended that the bid be let to Barker-Fowler Company of Lansing for \$3,629.

- 4. Automobile Insurance.

Auto. insurance to be considered further

It was decided to give this matter further consideration at the next meeting of the Board.

Release of right of way from Kal. St. to Harrison ref.

- 5. Release of right of way for highway from Kalamazoo Street to Harrison Avenue for the Red Cedar Drive.

to Pres. & Sec.

On motion of Mr. McColl, it was voted to refer the above item to the President and Secretary together with the Advisory Committee with power, subject to the approval of the Attorney General.

Request for steel beam in Dem. Hall denied.

- 6. Request of Athletic Department for steel beam for Demonstration Hall. Estimate \$2000.00.

It was recommended to deny the above request.

List of items for new construction & alt. jobs rec. to be pd. from Reh. Fund

- 7. A list of items for new construction and alteration jobs were recommended by the Building Committee and approved by the Board at this meeting to be paid out of the Rehabilitation Fund. (Items on file in Secretary's Office) Total amount \$6,135.86 in the M. & R. Structural Budget and \$820.00 in the Power Plant Heating Budget.

On motion of Mr. Berkey, it was voted to accept the recommendations of the Building Committee with such changes as have been indicated.

Future meeting to be held 3rd Thurs.

It was voted to hold future meetings of the State Board of Agriculture on the third Thursday of each month, the next one to be held January 21.

R. S. Shaw

President

H. H. Halladay

Secretary

Minutes of the
Meeting of the State Board of Agriculture
January 21, 1932

Present: Messrs. Berkey, Brody, Daane, McColl, McPherson, Mrs. Wilson, President Shaw and Secretary Halladay

Absent: Superintendent Pearce

The meeting was called to order at 3:15 P.M.

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

NEW BUSINESS

- 1. This being the first meeting of the Board with the new membership, it was necessary to reorganize and appoint a Chairman.

Mr. Brody appointed Chairman of State Bd. of Agriculture.

On motion of Mr. Berkey, it was voted that Mr. Brody, be appointed Chairman of the State Board of Agriculture.

- 2. Advisory Committee of Board to be appointed.

Adv. Com. to be appointed.

On motion of Mr. McPherson, it was voted that the President be given authority to appoint an Advisory Committee of three.

Pres. author. to confer with Ath. Council re: changes or vacancies

On motion of Mr. McPherson, it was voted that the President be authorized to confer with the Athletic Council relative to any changes or vacancies that might have occurred or that might be advisable in the membership of the Council.

- 3. Mr. S. B. McCool, Associated Press reporter, appeared before the Board with the request that the Board hold open meetings instead of executive, thus permitting newspaper men to sit in on the meetings.

McCool, Assoc. Press man, requests bd. to hold open meetings.

Appointments

APPOINTMENTS

1. Appointment of Mr. Paul C. Morrison as Instructor in Geography in the Department of Geology and Geography, at a salary of \$1800 per year, effective September 1, 1932.
2. Appointment of Mr. Thomas Devlin as Clerk in the Farm Management Department at a salary of \$1200 per year, effective January 1st, 1932. The appointment is a continuation of Mr. Devlin's work in the department which he has been doing work under a temporary trial, which appointment became effective last September and continued until December 1st.
3. Establishment of an assistantship at the Kellogg Bird Sanctuary under the following conditions.
 1. The stipend to be \$800 per year on a 12 months basis, or at a rate of \$200 per quarter.
 2. The assistantship to be financed from Sanctuary funds.
 3. The holder of the assistantship to be permitted to carry not more than 5 credits per term of graduate work at the sanctuary.
 4. The holder of the assistantship to be permitted to be in full time attendance at the college for not more than 2 terms in 2 years.

Recommended by the Committee of the Sanctuary,
and approved by the Graduate Council.
4. Appointment of Mr. John D. Martin as County Agricultural Agent in Sanilac County, effective February 1, 1932 at a salary of \$2400 per year.

Assistantship
at Kellogg
Bird Sanctu-
ary.

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

Resignations

RESIGNATIONS

1. Termination of the appointment of Miss Glenna McCrary, County Club Agent for Alpena County, effective November 30, 1931, due to the discontinuance of the appropriation for Club work in that county.

Authorization for the return and credit of Miss McCrary's December pay check to the Extension budget. Notice of the discontinuance of the appropriation in Alpena County was not received in time to prevent issuing of the salary check for December.
2. Resignation of Mr. C.J. Hart, County Agent of Sanilac County, effective January 1, 1932.
3. Resignation of Mr. Lynn Post, County Agricultural Agent for Cass County, effective January 4, 1932,- no successor has as yet been chosen, but the Director of Extension requests that the President be empowered to act upon the replacement appointment if presented prior to the February meeting of the Board.
4. Resignation of Walter G. McKelvey, Grounds Foreman, November 30, 1931.

LEAVE OF ABSENCE

1. Request from the Extension Division that Mr. Hans Kardel, County Agricultural Agent of Eaton County be granted a temporary leave of absence without pay, effective January 1, 1932. The Eaton County Board of Supervisors have not appropriated funds for county agent work after January 1st.

On motion of Mr. McColl, it was voted to accept the resignations and to approve the above-mentioned leave of absence.

TRAVEL REQUESTS

1. Mr. R. H. Kelty, Columbus, Ohio, January 26th to 28th, meeting of the American Honey Producers League; railroad and pullman fare.
2. Dr. Austin and Mr. R.S. Linton, Washington, D.C. February 21-23 inclusive, meeting of the National Educational Association; railroad fare and pullman expenses.
3. Mr. H.A. Berg and Mr. R.V. Gunn, Washington, D.C., week of January 25th, to attend National Cooperative Council meeting in conjunction with National Agricultural Outlook Conference. Dr. C.B. Smith requests that delegates be sent. All expenses - advantage of fare and one-half railroad rate.
4. Mr. Gifford Patch, Jr., Washington, D.C. January 24th to 28th, annual meetings of the National Cooperative Council and the Association of Cooperative Marketing Attorneys, and to confer with officials of the Federal Farm Board. All expenses with fare and one-half for railroad travel.
5. Mr. Glen O. Stewart, Chicago and Milwaukee alumni meetings, January 29th and 30th, and American Alumni Council meeting first week in February. Transportation expenses only.
6. Coach James H. Crowley, Chicago Alumni meeting, January 29th, full expenses from the Athletic Association funds.

Lv. of abs.
Hans Kardel

Travel

7. President R.S. Shaw, Milwaukee and Chicago Alumni meetings, January 29th and 30th, with all expenses.
8. Dean H. B. Dirks and Mr. L. G. Miller, Assoc. Prof. of Mechanical Engineering, Cleveland, Ohio, January 25-29, meeting of the American Society of Heating and Ventilating Engineers, railroad mileage and pullman expenses.
9. Mr. E. G. Adams, Chief Engineer of the Power Plant, to Cleveland and Painesville, Ohio, January 25-29, National Convention of Heating and Ventilating Engineers and inspect boilers and stokers in the Painesville Plant. Total travelling expenses for this trip will cost approximately \$30.00.

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

MISCELLANEOUS

1. Approval of memorandum of understanding between the U.S.D.A. Bureau of Plant Industry, and our Experiment Station to the effect that the entire salary of Mr. J.G. Lill (\$5440) be paid from U.S.D.A. funds and that the entire salary of Mr. H. L. Kohl (\$2400) be paid from our Station funds. Heretofore we have paid one half of each of the salaries, making a total of \$2920. Under the new arrangement we will pay only \$2400, the entire salary of Mr. Kohl, making a net saving of \$520 per year in the salary budget of this Experiment Station.
2. Bill for teaching extra hours: Mr. O'Neal Mason, 11 hours at \$2.00 per hour - \$22.00. Dr. C. S. Logsdon, 28 hours at \$2.00 per hour, \$56.00. Total bill \$78.00.

On motion of Mr. McColl, it was voted to refer item #2 to the President with power.

3. Payment of \$25.00 to Mr. J. B. Hasselman for each of five track meets at which Director Young wishes him to act as starter and referee. Total \$125.00.
4. Approval of list of students who completed their work fall term and who are candidates for teachers' certificates, and graduation in June, 1932:

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|---------------------------------------|--|
| Marjorie Lucille Ackley, Liberal Arts | Cora Taylor Cornell, Home Economics |
| Dorothy Marguerite Lather, " " | Elizabeth Longernecker Forshaw, Home Economics |
| Carlyle Carpenter Lovewell, " " | Jane Evelyn Haire, Home Economics |

| | |
|--|--|
| John Calvin Shoemaker, Applied Science | Russell Seward Skellenger, Business Adminis. |
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5. Request of Committee on Bird Sanctuary that committee be enlarged to include President R.S. Shaw. Change considered necessary inasmuch as the contacts with the Kellogg interests are through the Office of the President.
6. Request of Dean Cox that President R.S. Shaw be included on the committee named by the Board to guide the administration of projects in connection with the Kellogg Farm.
7. Recommendation from Committee on Bird Sanctuary and the Dean of Applied Science that Mr. Miles Pirnie, Director of the W.K. Kellogg Bird Sanctuary, be given the additional title of Assistant Professor of Zoology with the understanding that in the administration of all Sanctuary matters, Dr. Pirnie will be responsible directly to the Committee on Bird Sanctuary.

It is also understood that under this title Dr. Pirnie may, with permission of the Bird Sanctuary Committee, teach and carry on research projects not only in the field of Zoology proper, but in such related fields as may best be suited to the needs of the Sanctuary. This action is to involve no additional expense.

8. Appointment of following committee to request that State Administrative Board for an allotment of \$5,000 from the fund recently appropriated for advertising Michigan. Said allotment to be used in preparation of exhibit, at 1933 Century of Progress Exposition in Chicago:

Mr. McPherson
Mr. Halladay
Mr. Brody

Also appointment of staff member or committee to work out plans for the exhibit. Letter from Mr. Wendell S. Merrick, alumnus, located in Chicago, who states he will be glad to help with the undertaking in any way he can.

9. Payment of salaries of manager and assistant formerly employed by Wells Hall Commons (discontinued) from reserve fund of the Womens Commons for the balance of the year. Miss Marion Neidert and part of salary of Miss Zoe Wertman formerly allotted to Mens Commons.
10. Request from the Board of Publications that the Michigan State College buy four hundred subscriptions to the Michigan State News, same to be mailed to as many high schools in this state, for the spring term of 1932 at a percentage of the regular yearly subscription rate, implying one-third of that rate.
(It is suggested that the State News cooperate with the Board of Publications in order to make the papers as attractive as possible to high school students.)
11. Request that the State Board of Agriculture authorize the licensing of the manufacture of patent for irrigation process devised by Mr. O.E. Robey of the Agricultural Engineering Section of the Experiment Station, under memorandum of agreement submitted.

On motion of Mr. McPherson, it was voted to have the President and Secretary submit the above matter to the Attorney General for opinion to submit back to the board for report.

U.S.D.A. to pay entire salary of J.G. Lill. College to pay entire salary of H.L. Kohl

Bill for teaching extra hrs. O. Mason and C.S. Logsdon

Payment of \$125. to J.B. Hasselman for acting as starter at track meets.

Approval of candidates for teachers' cert. fall term.

Pres. Shaw to be member of Bird Sanct. Committee. Also to be member of Kellogg Farm Committee.

Dr. Pirnie to have title of Asst. Prof. of Zoology.

Com. appointed to ask State Adm. Bd. for allotment to be used Cent. of Progress Exposition.

Salaries of Neidert and Wertman to be paid out of reserve of Womens Commons

College to buy 400 subscrip. to State News to send to High Schools.

Request for licensing of irrigation process devised by O.E. Robey

Late regis. fine changed to \$3.00 for first day.

Scholarship Plan of Alumni Assoc. ref. to Pres. & Alumni members of Bd.

Mr. Schepers or Mr. Halladay authorized to act for college in dealing with Grand Rapid Trust Company re: to state's deposits.

Officers of Institute of Music approved

No action of continuation of extension work in Marketing & Farm Home Products.

Additional 1/2 time asst. in Economics deemed unwise. Mr. McVean to be paid from Mr. Gardner's budget.

\$1700 allowed Office of Institutional Administration

Automobile Insurance - no action.

Report of com. re: County Agent Extension budgets read & placed on file in Sec. Office.

No action on request for additional floor dairy.

12. Recommendation from Professor Emmons for the changing of the late registration fine to \$3.00 for the first day, \$4.00 for the second and \$5.00 for the third. This leaves the maximum as it was before but starts the minimum \$1.00 higher.

13. Recommendation from the Executive Committee of the Alumni Association regarding proposed scholarship plan.

On motion of Mr. McPherson, it was voted to refer item #13 to the President and the Alumni members of the Board.

On motion of Mr. Brody, it was voted to approve all the items except 2, 11, and 13.

14. The East Lansing State Bank, having deposited securities with the Grand Rapids Trust Company, under the provisions of Acts 21 and 22 of the Public Acts of Michigan, 1931, to protect the deposits of the Michigan State College in the East Lansing State Bank, desires evidence of authority or agents who shall represent the Michigan State College of Agriculture and Applied Science in dealing with the Grand Rapids Trust Company.

On motion of Mr. Daane, it was voted that Jacob Schepers, Treasurer or Herman H. Halladay, the Secretary, act as agents for the Michigan State College of Agriculture and Applied Science in dealing with the Grand Rapids Trust Company relative to the state's deposits.

15. The Board of Directors of the Michigan State Institute of Music and Applied Arts presented to the Board for their approval the following list of names of officers in the Institute:

- President, H. H. Halladay
- 1st Vice President, Don E. Bates
- 2nd Vice President, C. E. Bement
- 3rd Vice President, F. E. Mills
- Secretary, R. J. Coleman
- Treasurer, Bruce Anderson
- Representing the Board, C. L. Brody

On motion of Mr. Brody, it was voted to approve the above list of names as officers in the Michigan State Institute of Music and Allied Arts.

ADVISORY COMMITTEE REPORT

1. Continuation of Extension work in Marketing and Farm Home Products, carried on at present by Miss B. VanHeulen. Cost from now until July to be \$2200, \$1500 salary and \$700 expenses. (Referred to Advisory Committee with power.)

No report. Still in hands of the Advisory Committee.

2. Appointment of Mr. R.J. MC Vean, as additional half-time graduate assistant in Department of Economics for the balance of this year. (Referred to Advisory Committee with power).

The President presented a report to the Advisory Committee which in turn placed it before the Board. He indicated that it would be unwise at this time to create an additional graduate assistantship. He stated that funds would be available from Director Gardner's department to take care of Mr. McVean's services for the remainder of the year. Details to be found in letter on file in Secretary's Office.

On motion of Mr. McColl, it was voted that the report of the Advisory Committee in item #2 be approved.

FINANCE COMMITTEE REPORT

1. Request of Office of Institutional Administration for an additional allotment of \$1700 for maintenance. (Ref. to Finance Committee with power).

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

2. Automobile Insurance - Question submitted at December meeting and deferred for discussion at January meeting.

No action.

On motion of Mr. Berkey, it was voted to accept the report of the Finance Committee.

EXTENSION COMMITTEE

1. Report of Extension Committee on adjustments desirable to make in County Agent Extension budgets. (Report read and placed on file in Secretary's Office).

On motion of Mr. Berkey, it was voted to approve the report as submitted.

BUILDING COMMITTEE REPORT

1. Request of Dairy Dept. for use of \$24,000 for additional floor. (Ref. to Bldg. Committee with power and to architect for opinion).

No action.

- 2. Repair of Dunbar Experiment Station Building. Request introduced at October meeting that College budget finance this to avoid heavy draft from experiment station funds. (Repairs estimated at \$735.00)

Action deferred until later.

- 3. Request for release of right of way for highway from Kalamazoo Street to Harrison Avenue for Red Cedar Drive. (Referred to President, Secretary and Advisory Committee with power subject to approval of Attorney General)

On motion of Mr. McPherson, it was voted that the Board approve the release of right of way for proposed extension of Kalamazoo Street to Harrison Avenue across college property, at such time as the State Highway Department shall advertise for bids and let the contract for the building of the proposed bridge over the Red Cedar River.

- 4. Report on bids which were opened on January 12, on the Electric Distribution Extension of 2300 volt primary line as follows:

| | |
|-------------------------------|---------|
| East Lansing Electric Company | \$3900. |
| Hayes Electric Company | 3140. |
| Barker Fowler | 3135. |
| Hatsel & Buehler | 2900. |

The Building Committee recommends letting the contract to the low bidder, Hatsel & Buehler of Detroit.

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

- 5. Request for partition in Room 107 in the Horticultural Building. Estimate on plaster job \$235. Referred back to the Building Committee.

- 6. Accident report on injury to Keith Byrnes, a worker in the Electrical Department. Hospital bill \$1.50; time lost \$10.40, making a total of \$11.90.

On motion of Mr. Brody, it was voted to approve the above-mentioned report.

- 7. Amount of \$1900 to be transferred from the Rehabilitation Fund to the M & R Electrical Account.

On motion of Mr. McColl, it was voted that \$1900 be transferred from the Rehabilitation Fund to the M & R Electrical Account.

- 8. Status of plans for New Dormitory.

On motion of Mr. Brody, it was voted that the President, the Secretary, Mrs. Wilson and Mr. McColl, confer with the Architects, Malcomson, Higginbotham, & Trout of Detroit, relative to proceeding with the plans and specifications for the new dormitory for women; and that a limit of \$5,000 was authorized for the completion of the plans until actual construction was started.

On motion of Mr. Brody, it was voted to approve the recommendation of the Building Committee.

The President distributed a report of the appointment of committees from the committee on the 75th Anniversary Program.

The meeting adjourned at 6:00 o'clock.

The next meeting of the State Board of Agriculture will be held Thursday, February 18th, at 10 A.M.

R. S. Shaw
President

H. H. Saeed
Secretary

No action on request for repairs to Dunbar Exp. Station.

Release of right of way on proposed extension of Kalamazoo St. to Harrison Ave., etc. etc

Bid on Electric Distribution Extension of 2300 volt primary line let to Hatsel & Buehler

Request for partition in Room 107 Hort. Bldg. ref. to Bldg. Com.

Accident report on injury to Keith Byrnes.

Amount of \$1900 to be transferred from Reh. fund to M & R

Pres. Sec. Mrs. Wilson & Mr. McColl to confer with Architects re: procedure with plans for new dormitory.