

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

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

Absent: Mrs. Wilson, Superintendent Pearce

The meeting was called to order at 10:15 A.M.

The minutes of the June 24th meeting were approved, having been in the hands of the Board members.

APPOINTMENTS

Appointments

1. Correction of minutes of June 13th meeting of the Board, item No. 12 under "appointments", should read, Mr. Elmer H. Leslie and George Taylor Bauer, each quarter-time graduate assistants, Department of Chemistry, at \$350.00 for the academic year, instead of Mr. Albert H. Cooper, half time assistant, Department of Chemistry. Mr. Cooper, through oversight, was recommended for two assistantships, one in the Department of Chemistry and one in the Department of Chemical Engineering. Mr. Cooper has accepted the appointment to the Graduate Assistantship in Chemical Engineering. The half time assistantship in the Department of Chemistry should be filled by Mr. Leslie and Mr. Bauer, each quarter-time assistants.

Leslie
Bauer

2. Payment of an additional sum of \$36.00 to Mr. Leininger of the Chemistry Department to reimburse him for extra work for the Engineering Experiment Station in working out a series of carbon determinations.

Payment of
additional
sum of \$30.
to Mr. Lein-
inger.

3. Continuation of Mr. David Damon on the Izaak Walton Fellowship, at \$900. payable in twelve monthly installments. Mr. Harper has discontinued his support of this fellowship, but the Conservation Department of the State has agreed to carry the expense of salary and travel.

David Damon
continued.

4. Transfer of Mr. Grover Brown back to National Milling Company fellowship which has been renewed by the Company, salary to be \$80.00 per month, effective July 1.

Trans. of
Grover Brown
back to Nat.
Milling Co.

5. Appointment of Mr. Dean C. Anderson, effective September 1, 1932 to the half-time graduate assistantship in Farm Crops from which Mr. Brown is being transferred. This assistantship was held by Mr. James Tyler previous to Mr. Brown's appointment to it. Salary to be \$700 for the academic year.

6. Appointment of Miss Geraldine Cooke to the position of Instructor in the Division of Home Economics, succeeding Mrs. Margaret V. Barnum, at salary of \$1800.

7. Employment of Mr. Robert J. McCarthy for a period not to exceed two months for the purpose of writing and editing the President's biennial report and the Secretary's annual report. Salary to be \$200 per month, less 7%.

R.J. McCarthy
to edit Pres.
biennial
report.

8. Payment of \$25.00 to Miss Garvin of the Physical Education Department for work in conducting ten dancing lessons which were given to approximately 40 students during the spring term. Also payment of piano rental bill approximating \$10.00. Money to come from the Contingent Fund.

Payment of
\$25.00 to Miss
Garvin for
dancing lessons

9. Reappointment of Miss Ruth Bowen, Secretary of the Lansing Social Service Bureau, for the school year 1932-33, to conduct courses 420 and 421 in Sociology. The College has been paying Miss Bowen \$100 per term for this work.

Reappointment
of Miss Bowen

On motion of Mr. Brody, it was voted to approve the nine items listed above.

Resignations and Leaves

Resignations
&
Leaves

1. Acceptance by Mrs. Rose Nell McGee of Extension of leave of absence for another year.

2. Continuation of Dr. A.J.M. Smith in the Department of English, in Mrs. McGee's place.

3. Nursing services of Mabel Stanley, will be discontinued at the Health Service, effective July 31, 1932.

On motion of Mr. Daane, it was voted to approve the three items listed above.

SALARY QUESTIONS

Salary of
Edith Butler
and C.F. Clark
to be subject
to 7% cut.

1. Question of salary status of Miss Edith Butler, Department of Art, upon her return from year's leave this September.

2. Request of Dr. Hallman that salary of Dr. Clark be fixed at \$2100.00, (same as past year) and that he be advanced to rank of Instructor in Animal Pathology.

On motion of Mr. Daane, it was voted that the salaries in cases of both persons mentioned above remain the same and be subject to the 7% cut, with investigation and possible readjustment at a future date.

MISCELLANEOUS

Reimbursement
of medical
bill of Mar-
vin Schweers
ref. to Sec.
with power.

1. Reimbursement of Mr. Marvin F. Schweers, Extension Service for medical bill covering treatment of injuries suffered while on duty.

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

Summer School payroll app.

2. Approval of Summer School payroll as submitted by Director Nelson for the first six weeks of summer school, in the amount of \$26,745,- checks to be ready on July 29.

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

Payment of \$4500 as 1st payment for plans and spe. for Dorm.

3. Payment of \$4500, first payment for plans and specifications for proposed Dormitory Building No. 2, to firm of Malcomson & Higginbotham and Trout, Architects and Engineers.

On motion of Mr. Daane, it was voted to approve payment of the above.

App. of agreement between Dow Chem. and St. Bd. sub. to app. of Att. General.

4. Approval of memorandum of agreement between Dow Chemical Company of Midland, Michigan and the State Board of Agriculture, covering manufacture and handling of the emulsion product perfected by Dr. E.J. Miller of the Experiment Station Staff.

On motion of Mr. McColl, it was voted to approve the above memorandum of agreement subject to the approval of the Attorney General.

Diplomas to be granted to students fin. Sum. School.

5. Action approving granting of diplomas to such students as shall have completed the requirements for a degree at the end of the summer session.

On motion of Mr. McPherson, it was voted to approve the list as submitted by the Registrar.

Stu. labor employed to take departmental book check ref. to Pres. & Sec.

6. Request of Mr. Towne, Librarian that the cost of student labor employed to take the departmental book check be financed by the Board.

On motion of Mr. Daane, it was voted to refer the above item to the President and Secretary with power.

Proceeds of Water Carnival to be turned over as student loan fund.

7. Proceeds of this year's Water Carnival, staged by the Senior Class netted a profit over expenses of \$800. which the class has turned over to the Student Loan Fund as a gift from the Senior Class. The money apportioned to the Class by the State Board for Water Carnival expenses was not used at all. Suggestion from President Shaw that this amount also be credited to the Student Loan Fund and that a letter of appreciation be sent to the Chairman of the Water Carnival, Mr. Curnel Hampton, and to the President of the senior class, Mr. Clark Chamberlain.

On motion of Mr. Berkey, it was voted to accept the above amount as a gift for the Student Loan Fund and to approve the President's suggestion.

\$600. budget for Dr. Kedzie ref. to Pres. & Sec.

8. Request of Dr. Kedzie for \$600.00 budget for Office of Historian, covering maintenance and clerical salary.

On motion of Mr. Daane, it was voted to refer the above item to the President and Secretary with power.

TRAVEL REQUESTS

Travel

1. Report on trip of Mr. Emmons, Dean Dye, Dean Conrad and President Shaw to Chicago, July 13th to 15th inclusive, to attend Institute for Administrative Officials of Higher Institutions.
2. Request from Director Baldwin that Mr. J. B. Hasselman be authorized to make trip to Washington, D.C. on July 18th to appear before the Federal Radio Commission, all expenses.
3. Request from Mr. Gifford Patch to go to Washington this week, with all expenses allowed, to expedite the payment of the Federal Farm Board loan to the Lansing Sugar Beet Growers Association.
4. Request of G. A. Brown for authorization to attend conference of Lamb Growers from the West and Lamb Feeders from the Central States to assist in working out lamb feeding contract. Travel to be by train.
5. Report on authorization granted E. E. Down, Farm Crops Department to attend summer meeting of the corn belt section of the American Society of Agronomy at Madison, Wisconsin. Mr. Down, driving car, given mileage expenses from East Lansing to Madison and return. Several members of Department were taken also.
6. Request of Mr. Strong, Department of Botany, to attend 8th National Shade Tree Conference at Rochester, New York, August 29, 30, and 31, with travel only.
7. Mr. Freeman, Department of Animal Husbandry to Springfield, Illinois, third week in August with Stock Judging Team, to visit National Swine Show. Expenses for Mr. Freeman and mileage for two cars to transport the Team. If Kellogg Car can be used it will supply needs.

On motion of Mr. McColl, it was voted to approve the requests for travel.

Mr. Banzet not to be reinstated in Soc. Dept. on acct. of financial situation.

REPORTS

1. Report from President on reinstatement of Mr. E. M. Banzet, Department of Sociology.

On motion of Mr. Berkey, it was voted that on account of the financial situation and the need for retrenchment, Mr. Banzet not be reinstated.

2. Report from President, Secretary and Chairman of Board on conference relative to Union Memorial Building.

No action.

3. Report of Mr. McColl and Secretary on proposed new well. Bids were submitted from several well drillers.

On motion of Mr. Daane, it was voted to let the bid to the lowest bidder - Edward Christman of West Branch, at \$6.70 a foot for iron piping, and that the President and Secretary be authorized to enter into contract with him.

4. Report of President and Secretary on request for 1½ ton Ford Truck for Farm Crops Department. Cost \$522.55 and old truck.

No action.

5. Kellogg Farm Budget,- request that an amount of \$1600 be appropriated to cover the present year's overdraft.

On motion of Mr. Brody, it was voted that an amount of \$1600 be transferred from the Contingent Fund to take care of this overdraft.

REPORT ON ITEMS REFERRED TO PRESIDENT AND SECRETARY

1. Screens for the autopsy rooms of the Animal Pathology building have been recommended at an estimated cost of \$90.00, money to come from the Contingent Fund.
2. Repairing and refinishing the 285 M.S.C. steel folding chairs and 150 M.S.C. wooden folding chairs, which are used for general campus activities, has been recommended at an estimated cost of \$150.00, money to come from Contingent Fund.
3. Drainage program for 1932 at estimated cost of \$1,549.10 is submitted.
1st Section - Beinesheimer
Field No. 18
Farm 2b
Redman 40
Old work on Field #13, Redman and Beibesheimer amounts to \$203.12.

On motion of Mr. Daane, it was voted to approve the drainage program - \$203.12, on old work is to come from Mr. Hudson's budget and \$1,549.10 on new work is to be transferred from the Rehabilitation fund.

4. Removal of silo from Tommrell Barn and erection at the Experimental Barn was recommended at a cost of \$225.00 as follows:

Contract	\$175.00
Elec. work	25.00
Layout, inspection and Misc.	25.00
	<hr/>
	\$225.00

Money to come from the Contingent Fund.

On motion of Mr. McPherson, it was voted to approve the reports in items 1, 2, and 4. Action already appears on item 3.

ITEMS FROM SECRETARY'S OFFICE

1. Communication from the East Lansing State Bank stating that the interest rate on daily balances of the college account carried with them has been cut to 1%. This is in accordance with the general cuts of other banks in the community. Effective July 1, 1932. Similar communication from the Capital National Bank of Lansing regarding the establishment of 1% per annum as the maximum interest rate established by the Lansing Clearing House, that may be paid on average daily balance over \$5,000.00 (collected funds) payable on demand, effective May 25, 1932.

On motion of Mr. Daane, it was voted to accept the rates of interest on daily balances as stated above, by the East Lansing State Bank and the Capital National Bank.

2. Request from Mr. Wilkins that the deficit amounting to \$1,189.94 in the Men's Commons be removed from the books.

On motion of Mr. Daane, it was voted that the above deficit be charged off the books.

3. Letter from the Department of Conservation requesting authority from the State Board of Agriculture to advertise and offer Agricultural College lands at public auction. The description of the land is as follows: SE¼ of NE¼ Sec 11 T 24 N R 14 W, Thompsonville, Michigan. An appraisal price of \$60.00 has been set.

On motion of Mr. Daane, it was voted to refer the above matter to Mr. McPherson to report back to the Board.

No action on report relative to Union Mem. Building.

Bid for well to be let to Edw. Christman.

No action on request to purchase 1½ ton Ford Truck for F. Crops Dept.

\$1600 approp. to cover Kellogg Farm budget.

Screens for An. Path. rec.

Refinishing & repairing of chairs rec.

Drainage program for 1932 approved.

Removal of Silo from Tommrell Barn and erection at Experimental Barn.

Interest on daily balances at E.L. State Bank cut to 1%. Likewise Lansing Capital Nat. Bank.

Deficit of \$1,189.94 in Men's Commons removed from books.

Req. of Cons. Dept. to sell Ag. College lands at public auction ref. to Mr. McPherson.

60 Classroom chairs to be purchased for Ag. Hall.

Request from Dean Dye for changes in H.E. Bldg.

Premium on fidelity bond in behalf of Mr. Schepers renewed.

Report on survey of elec. distb. placed on file.

Architect to finish plans for Dairy Bldg addition.

Discrepancy in inventory of Mil. Prop to be charged off books.

Sec. authorized to sell Ford Tudor Sedan #6 for not less than \$125.00.

Re-roofing of barn at Pot. St. ref. to Sec

Plans for Industrial Chem. to be fin.

Statement regarding budget given out to public.

Recommendations re: Stadium

4. Request from Dean Cox that 60 classroom chairs be purchased for room 402, Agricultural Hall, from Short Course funds. Estimate \$300.00.

On motion of Mr. Daane, it was voted that 60 classroom chairs be purchased by the College for use of room 402 Ag. Hall. Money to come from the Contingent Fund.

5. Request from Dean Dye that a sink be installed in room 12 at approximate cost of \$50.00 and electrical fixtures be installed in Lab room at approximate cost of \$150.00, to be financed from departmental maintenance budget if it is not cut too much.

On motion of Mr. Brody, it was voted to refer the above item to the Buildings and Grounds Committee with power.

6. Premium on fidelity bond in sum of \$50,000 in behalf of Mr. Schepers in favor of State Board of Agriculture - \$125.00.

On motion of Mr. Daane, it was voted to renew premium on the above-mentioned bond.

7. Report on survey of electrical distribution on the Campus made by Mr. Floyd Sutherland.

On motion of Mr. Brody, it was voted to accept the above report and place it on file in the Secretary's Office.

8. Report on the Dairy Building addition.

On motion of Mr. Brody, it was voted to authorize the Architect to finish the plans and to authorize the Secretary to receive bids for the addition to the Dairy Building.

9. Statement from Mr. Wilkins to the effect that there is a discrepancy in the inventory of U.S. Government Military property in the amount of \$8,087.65, which discrepancy has accumulated over a number of years

On motion of Mr. Daane, it was voted to charge this discrepancy off the books.

10. Communication from Director Baldwin suggesting that he be permitted to purchase the College car which he is now driving.

On motion of Mr. McPherson, it was voted that the Secretary be authorized to sell Ford Tudor Sedan, license #6, at a price not less than \$125.00.

11. Request was made by Dean Cox for re-roofing of a barn at the Potato Station at Lake City.

It was voted to refer the matter to the Secretary with power to act.

12. Plans for Industrial Chemistry Building to be finished.

On motion of Mr. McColl, it was voted to authorize the architect to finish the plans on the Industrial Chemistry Building and to authorize the Secretary to receive bids and present them to the Board.

BUDGET

It was voted to give out the following statement regarding the Michigan State College budget for the fiscal year 1932-33 for information of the general public:

The operating budget at Michigan State College for the fiscal year 1932-33, as approved today by the State Board of Agriculture, shows a decrease in expenditure in the amount of \$271,666.84 below the operating cost of 1931-32. It is hoped that this saving will be sufficient to offset the reduced income which the College must take during the next fiscal year.

The budget as approved shows a total of \$2,489,460.00. In this amount there is a sum of \$1,509,268.00 to provide for salaries and \$980,192.00 for maintenance and operation of plant, including all labor payrolls.

The reduction shows a saving in the salary and labor payroll an amount of \$169,988.30. All of this amount with the exception of approximately \$30,000.00 will be deducted from those on the salary payroll. The percentage for reduced wages ranges from 7 to 15 and only three escaped a cut. These three were hired during the past year at the reduced rate with the understanding no deduction would be made this year.

The Maintenance figure set at \$980,192.00 shows a reduction of \$141,678.54 below the previous year's budget.

STADIUM

The President and Secretary submitted recommendations relative to refinancing of the Stadium project and the liquidating of the obligation through the use of funds due the Institution from the State.

The meeting adjourned at 12:15.

R. S. Shaw
President

Samuel H. Valladay
Secretary