

Minutes of the  
Meeting of the State Board of Agriculture  
December 21, 1933

Present: Messrs. Brody, Chairman; Berkey, Daane, McColl, McPherson, Mrs. Wilson; President Shaw and Secretary Halladay; also new member-elect, Mr. Charles E. Downing.

Absent: Dr. Paul Voelker

The meeting was called to order at 1:45, after having convened for luncheon at 12:30 in the Union Building.

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

RESIGNATIONS

Resignations

1. Resignation of Mrs. Margery E. Bowman, Order Librarian, to become effective January 1, 1934.
2. Resignation of Miss Lauretta Atkinson, Secretary to the President, effective December 31, 1933.

On motion of Mr. Daane, it was voted to accept the above resignations.

APPOINTMENTS

Appointments

1. Appointment of Miss Adele Ewell, Library Assistant, as Order Librarian, with an advance in salary from \$1460 to \$1560, effective January 1, 1934.
2. Appointment of Miss Alice Rasmussen, Assistant in Circulation Department, as Library Assistant, with no increase in present salary.
3. Appointment of Miss Carolyn Cook, replacing Miss Atkinson, as Secretary to the President, effective January 1, 1934, at a salary of \$1500 per year.
4. Appointment of Miss Sylvia Hartt as full time assistant in the Division of Home Economics for winter term at \$100.00 a month, replacing Miss Elizabeth Whittaker, who is recovering from an automobile accident.
5. Re-appointment of H. T. Walworth for winter term as full time assistant in Department of Chemical Engineering at \$120.00 a month, to take Mr. Reed's work.

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

TRAVEL

Travel

1. C. H. Spurway to Boston to attend the meeting of the American Association for the Advancement of Science, with railway and pullman fare. Dr. Spurway has been requested to discuss Soil Testing at the meeting.
2. E. A. Bessey to Boston to attend the meeting of the American Association for the Advancement of Science, with railway and pullman fare, - Dr. Muncie as an alternate if Dr. Bessey is unable to go.
3. R. C. Huston to Boston for the meeting of the American Association for the Advancement of Science, December 27th to 29th, with transportation expenses only.
4. E. B. Hill to Philadelphia to attend the meeting of the American Farm Economic Association, December 27th to 29th, with transportation expenses only.
5. H. S. Patton and H. Wyngarden to Philadelphia to attend the meetings of the American Economic Association, American Statistical Association, and American Farm Economics Association, December 27 to 29, transportation expenses only. The Board recommends that only one person be authorized to attend this meeting, specifically, Dr. Patton.
6. Request from Professor Mumford for transportation expenses for two representatives of Sociology Department to attend the meeting of the American Sociological Society, December 27 to 30 in Philadelphia.  
The Board recommends that only one person attend this meeting instead of two.
7. Request that R. H. Young, Lyman L. Frimodig, Charles W. Bachman, Miles W. Casteel, Thomas H. King and Arthur J. Clark travel to Chicago for meetings of the American Football Coaches' Association, Society of Directors of Physical Education in Colleges, American Student Health Association, and National Collegiate Athletic Association, December 26 to 30. Full expenses recommended by Athletic Council.  
Recommendation by the Board is that Messrs. Young, Frimodig, Bachman, Casteel, and King of the above named group go to Chicago; also that Dr. Olin be authorized to go. It is recommended also that an amount of \$150.00 be allowed for the expenses of these six men, to be divided as they see fit.
8. The Modern Language Department has asked to be represented by one person at both the Modern Language meeting in St. Louis and the Spanish meeting in Cleveland; mileage only.
9. F. W. Fabian to Philadelphia to attend the meeting of the Society of American Bacteriologists December 27 to 29; transportation expenses only.

## Travel

## TRAVEL, cont'd

10. Ray Hutson to Boston to attend the meeting of the American Association of Economic Entomologists, December 27 to 30, transportation expenses only.
11. S. G. Bergquist and W. A. Kelley to Chicago to attend the meetings of the Geological Society of America, December 28 to 30; transportation expenses only. Both Mr. Bergquist and Mr. Kelley are presenting papers.
12. E. L. Austin to Cleveland to attend the National Society of College Teachers of Education meeting, February 24 to 28; transportation expenses only.
13. G. O. Stewart to Buffalo, Rochester, and Pittsburgh to meet alumni groups, January 1 to 8; transportation expenses only.
14. P. A. Herbert to Milwaukee to attend a meeting of the Society of American Foresters, December 28 to 30; transportation expenses only.

On motion of Mr. Daane, it was voted to approve the travel requests with the recommendations indicated; special rates to be applied wherever possible.

Request of Cox for balance of salary, etc.

## MISCELLANEOUS

1. Report on request of J. F. Cox for balance of salary and interest claimed to be due him.

On motion of Mr. Brody, it was voted to accept the report and place it on file.

Readjustment of agreement with school board of E.L. re: teacher training.

2. Recommendation of E. L. Austin that readjustment of agreement with the school board of the East Lansing High School in connection with teacher training activities be made. This calls for a reduction on amount for mathematics of \$200.00, on the amount paid for social science of \$200.00, and of the elimination of the \$300.00 paid for music, but replacing the last item by payments of \$25.00 per student. The net saving to the College would be approximately \$300.00.

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

Readjustment of finances at Mary Mayo Hall.

3. Report of the Dormitory Committee relative to readjustment of finances in connection with Mary Mayo Hall.

On motion of Mr. McColl, it was voted to accept the report.

Appt. of Mrs. Irland as Inst. Hist. Department.

4. Request of E. H. Ryder for the appointment of Mrs. LaDore Irland as Instructor in the History Department for the winter term, at a salary of \$180.00 a month.

On motion of Mr. Daane, it was voted to approve the appointment of Mrs. Irland.

Report on football schedule - guarantees.

5. Report on the football schedule for 1934, together with approval of guarantees by the special committee.

On motion of Mr. Daane, it was voted to approve the football schedule as placed on file.

H.A. Cardinell trans. to Res. Assoc. G.L. Ricks trans. to Ext. Spec.

6. Recommendation from E. L. Anthony that H. A. Cardinell be transferred from the position of Extension Specialist to that of Research Associate, and that G. L. Ricks be transferred from the position of Research Associate to that of Extension Specialist, with no changes in salary.

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

No mil. uniforms to be given out without deposit.

7. Deposits on Military Uniforms.

On motion of Mr. Berkey, it was voted that no uniforms shall be given out without the required deposit, and that the necessary action be taken to recover such property as is now unsettled for; also that the College pay the Government the sum of \$69.10 for military supplies not returned.

## PRESIDENT'S REPORTS

Appt. of H.B. Battenberg as Asst. Mil. Prop. Custodian. Temp. appt. Julia Pond

1. Approval of the appointment of H. B. Battenberg as Assistant Military Property Custodian at \$930.00, effective November 1, 1933.

2. Approval of the temporary appointment of Miss Julia Pond as Home Economics Extension Specialist at a salary of \$150.00 a month for the months of January, February, and March 1934, the position having been authorized by the Board, November 23, 1933.

C.M. Cade to take charge of surveying in conn. with C.W.A.

3. Authorization of Dean Dirks to permit C. M. Cade to take charge of the surveying done in Michigan under the supervision of the U. S. Coast and Geodetic Survey in connection with the Civil Works Administration program. This will not require any outlay for replacement of Mr. Cade's time.

On motion of Mr. Brody, it was voted to approve the three reports of the President.

ADDITIONAL MISCELLANEOUS

1. Uniform Account Shortage.

On motion of Mr. Daane, seconded by Mrs. Wilson, it was voted that, providing sufficient evidence is produced to the satisfaction of our attorneys, they be authorized to start action for the recovery of shortage in Uniform Account or for prosecution of the guilty party if necessary.

SECRETARY'S ITEMS

1. Request for the printing of 1500 copies of the State Board of Agriculture report for the year ended June 30, 1933. Estimated cost \$1250.00.

On motion of Mr. McPherson, it was voted that the printing of this report be authorized as soon as funds are available.

2. Report of the Secretary on his visit, at the President's request, to the Kellogg Farm and the Bird Sanctuary regarding the proposed route of the new road which the County is desirous of extending along the west line of the Kellogg property, north to Mr. Kellogg's summer residence.

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

3. Report of Secretary on the meeting which was held regarding the proposed extension of Kalamazoo Street, minutes of which follow:

"At the request of President Shaw, Secretary Halladay was authorized to contact with the Ingham County Road Commission and ascertain, if possible, their intention regarding the proposed extension of Kalamazoo Street and the possible time when the bridge across the Red Cedar River would be built.

"Subsequently a meeting was held Tuesday morning, December 5th, in the Secretary's Office at which the following persons were present:

Mr. Murray, Mr. Phillips of the County Road Commission, Mr. Rowdowski, Highway Engineer; Mr. Brody, Mr. McPherson, of the State Board of Agriculture; Mr. T.G. Phillips, Landscape Architect; Mr. Davenport of the Buildings and Grounds Department, and Secretary Halladay.

"The entire matter was discussed and a resolution adopted by the County Road Commission was presented which reads as follows:

'BE IT RESOLVED, that the Board of County Road Commissioners hereby agree to advertise, for the letting of the contract for the construction of a bridge across the Red Cedar Drive, on the proposed highway project, known and designated as the East Kalamazoo Street Extension, not later than June 1, 1934.'

"After due consideration Mr. McPherson and Mr. Brody, acting for the Board, released the right of way with the understanding that the cut through the woods would be under the supervision of the Forestry Department, and that any saw timber which might be cut would be taken over by the Forestry Department; and, further, that other wood would be turned over to the County for welfare purposes. They also recommend that the two knolls nearby, which could be used for fill in the construction of the highway and which would be of benefit to the College to have removed, should also be donated, -- this recommendation to be presented to the Board at its regular meeting.

"The County Road Commission also consented to maintain Farm Lane so far as any work which might be necessary in scraping and regular maintenance work is concerned, until such time as Farm Lane could be definitely established as a county or state highway project."

On motion of Mr. Brody, it was voted to approve the report of the Secretary regarding the Kalamazoo Street extension.

4. The Secretary reported on the work being done by the Civil Works Administration and presented a list of projects which had been started and those contemplated. The estimates for the completion of the projects already started and those to be started would require a release of an amount of \$7,875, for materials and trucking.

On motion of Mr. Berkey, it was voted to release an amount of \$7,875 for the C. W. A. projects.

5. Request that authorization be given the Purchasing Department to purchase 8000 tons of coal at the most reasonable price.

On motion of Mr. Berkey, it was voted that 8000 tons of coal be purchased at the most reasonable price.

Attorneys authorized to start action for recovery of shortage in Unif. acct. etc

1500 copies State Board to be printed when funds available. Report of Sec. on visit to Kell. Farm re: route for new road, etc.

Report of Sec. on meeting held re: proposed ext. of Kalamazoo Street.

Report of Sec. on work being done by C.W. A. Release of \$7,875. for materials & trucking.

Purchasing Dept. to purchase coal.

SECRETARY'S ITEMS, cont'd

Union officials request to have some work done under C.W.A.

6. The officials of the M.S.C. Union, being anxious to have some work done in the Union Building under the C.W.A. projects, presented certain projects which they wished to have carried out. The President authorized the Secretary to make an investigation as to whether it could be done and an opinion was secured from Mr. Jennings of the firm of Shields, Silsbee, Ballard & Jennings and presented to the Board, which indicated that Civil Works projects could be done only on buildings which were tax supported. Consequently, the Union Board presented a formal petition to the State Board of Agriculture asking that the Board accept the surrender of the lease which would carry with it the title to the building, in the name of the State Board of Agriculture.

On motion of Mr. Daane, it was voted to refer this matter back to the Committee consisting of the President, Chairman of the Board and the Secretary.

MISCELLANEOUS REPORT

No report on securities in E. L. State Bank.

1. Report from Mr. Daane relative to college securities in the East Lansing State Bank.
- No report.

The meeting adjourned at 3:45.

*R. S. Shaw*  
President  
*H. H. Halladay*  
Secretary

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Minutes of the  
Meeting of the State Board of Agriculture  
January 18, 1934

Present: Messrs. Brody, Chairman; Berkey, Daane, Downing, Halstead, President Shaw, Secretary Halladay; also Superintendent Voelker.

Hon. Charles E. Downing, from Willis and Hon. Benjamin H. Halstead from Petoskey replace Messrs. McColl and McPherson, respectively, beginning with this meeting.

Absent: Mrs. Wilson

The meeting was called to order at 10:40 A.M.

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

RESIGNATIONS, APPOINTMENTS, AND LEAVES

1. Resignation of L. L. Drake, County Agricultural Agent in Otsego County, effective January 1, 1934.
2. Resignation of C. L. Burton, County Agricultural Agent in Clinton County, effective January 1, 1934.
3. Resignation of Harold D. Lakin, County Agent in Montmorency County, effective October 1, 1933. Mr. Lakin has been employed by the Federal Land Bank since that date.
4. Resignation of L. B. Thomas, County Agent of Lake County, effective October 1, 1933. Mr. Thomas was employed by the Federal Land Bank on that date.
5. Resignation of E. F. Twing, County Agricultural Agent of Mecosta County, effective January 1, 1934.
6. Transfer of B. E. Musgrave, County Agent of Kalkaska County, to the same position in Mecosta County, replacing Mr. Twing. Salary to be the same as that received in Kalkaska County, at the rate of \$1800 from Capper Ketcham funds and \$300 from State Offset funds.
7. Assignment of J. G. Hays, H. D. Hootman, D. H. LaVoi, and R. E. Decker to assist part-time with the corn-hog agricultural adjustment program. \$85.00 of the monthly salary of each is to be paid from Agricultural Adjustment Administration funds, and the salary from state extension funds reduced by the same amount.
8. Request for six months' leave of absence for R. H. Pettit, Professor of Entomology, because of illness. Recommended that leave with full pay be granted.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the above resignations, appointments, and leave.

Resignations

Transfer of  
B.E. Musgrave

Hays, Hootman  
LaVoi and  
Decker to  
assist part-  
time Ag. Ad-  
justment.  
Leave for  
Prof. Pettit