

Minutes of the  
Meeting of the State Board of Agriculture  
March 19, 1936

Present: Mr. Brody (Chairman), Messrs. Berkey, Daane, Halstead, President Shaw, Comptroller Wilkins and Secretary Hannah.

Absent: Mrs. Wilson, Mr. Downing, Superintendent Elliott.

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

The minutes of the previous meeting were approved having been forwarded to the Board members.

Resignations  
and  
Appointments

RESIGNATIONS AND APPOINTMENTS

1. Resignation of Mr. Lee Stewart, County Agricultural Agent for Schoolcraft County, effective as of February 29, 1936.
2. Appointment of Mr. Merrill E. Deters as Assistant Professor of Forestry, effective April 1, 1936 at a yearly salary of \$2640.00. Mr. Deters replaces in part Associate Professor R. H. Westveld (resigned). (Letter of agreement on file in Secretary's Office).
3. Appointment of Mr. Walter F. McCulloch as Research Assistant and Director of the Dunbar Forest Experiment Station, replacing Mr. P. W. Robbins (transferred to East Lansing) at a salary of \$1800.00 per year plus the usual Station perquisites. The appointment is to become effective May 1, 1936. (Statement of agreement on file in Secretary's Office).
4. Appointment of Mr. Ira Bull as Extension Specialist in Forestry, replacing Mr. R. F. Kroodsma (resigned) at a salary of \$3000.00 per year, effective May 1, 1936.
5. Appointment of Mr. C. E. Hoxsie as Instructor and Research Assistant in Horticulture for the period April 1st to May 31, 1936 at a salary of \$150.00 per month (three-fourth from College, one-fourth from Experiment Station funds). Mr. Hoxsie will replace Dr. R. E. Marshall (now on leave) for this period.
6. Continuance of Dr. H. C. Abbott as half-time assistant in the Department of Botany for the period April 1st to June 30, 1936 at a salary of \$50.00 per month.
7. Appointment of Miss Ruth Griswold as Research Assistant in Home Economics, effective May 1, 1936 at a salary of \$2100.00 per year. This is an appointment under Bankhead-Jones appropriations, but salary for the months of May and June is to be charged to the Experiment Station Director's Office budget.
8. - Request for authorization to employ a part-time assistant in the Department of Drawing and Design for the three months of the spring term, at a salary not to exceed \$100.00 per month. This adjustment is necessary because of increased teaching loads during this term and Professor Steward's inability to assist.

On motion of Mr. Daane, seconded by Mr. Berkey, it was voted to refer item 8 to the President with power to act.

9. Appointment of Miss Marie Pauli as Instructor in Physical Education for Women during the Summer Session, with a salary dependent upon the number of teaching hours but not to exceed \$180.00 for the period.
10. Appointment of Mr. Donald O'Hara as special Instructor in Education for the Summer Session at a total salary of \$400.00.
11. Appointment of Miss Ruth Lindquist (at present on a temporary appointment replacing Dr. Irma Gross) to the Home Economics Summer Session staff at a salary of \$320.00 for the period.
12. Appointment of Miss Belle Pollard to conduct a new Summer Session training program for Home Economics teachers, at a salary of \$450.00 for the period (to be drawn from Vocational Home Economics Teacher-Training funds).
13. Appointment of Mr. E. W. Kiebler to conduct a new Summer Session course in the Teaching of Science at a salary of \$320.00 for the period.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the resignations and appointments except item 8 on which action has already been taken.

14. Appointment of Miss Mary Anderson as clerk in the Department of Bacteriology and Hygiene, replacing Miss Naomi Carrier (resigned) as of March 1, 1936. A salary increase from \$960 (present Central Office salary) to \$1180 has been approved.

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

Travel

TRAVEL

1. Request of Dean F. T. Mitchell for mileage and maintenance expenses so that he may visit Deans of Men at Ohio State and Akron universities during the spring vacation. A similar but more extensive trip was authorized for Dr. Mitchell by the Board last summer, but he was unable to make it at that time.

TRAVEL, continued

Travel

2. Request for the allowance of mileage on one automobile to Chicago and maintenance expenses for Messrs. Austin, Linton, and F. A. Smith, so that they may attend the annual North Central Regional Conference in Agricultural Education called for April 2nd to 4th. Expenses are to be charged to Vocational Agricultural Teacher-Training funds.
3. Request for the allowance of all expenses to Chicago and return for Mr. B. R. Proulx, who will accompany Hotel Administration students on their annual field trip March 24th to 27th.
4. Request for mileage allowance on one automobile to Chicago and return, so that members of the Department of Mathematics may attend American Mathematical Society meetings April 10th and 11th.
5. Request for mileage allowance on one automobile to Washington, D. C. and return, so that members of the Chemistry Experiment Station may attend meetings of the American Society of Biological Chemists to be held March 25th to 28th. Expenses not to exceed \$45.00 will be charged to Experiment Station funds.
6. Request for an allowance of railroad and pullman fare to New York City and return for Professor C. E. Wildon, so that he may attend the New York Flower Show to be held March 21st and 22nd. Expense is to be charged to Department of Horticulture maintenance funds.
7. Request for full expenses to Columbus, Ohio, and return for Mr. R. W. Tenny, so that he may study Short Course and Short Course Dormitory systems now in use at Ohio State University.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to refer the above item to the President with power to act.

8. Request for an allowance of railroad fare only to Chicago and return for Miss Julia Tear, so that she may attend American Home Economics Association meetings March 26th to 28th.
9. Request for an allowance of railroad and pullman fare to Nashville, Tennessee, and return (approximately \$38.00) so that Miss Winifred Gettemy may attend the Western Arts Association meeting during spring vacation.
10. Request of Miss Gladys Franks for an allowance of maintenance expenses so that she may attend the annual meeting of alumni secretaries to be held in Cincinnati April 19th to 22nd. Transportation will be furnished by Mr. Stewart.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the travel requests except item 7 on which action already appears.

11. Reconsideration of action on the request from Dean Dye for mileage on one automobile to Washington, D. C. so that several members of her staff may attend the American Association of Biological Chemists' and Institute of Nutrition meetings March 24th to 27th. (February 27th Board meeting). Mileage allowed was \$60.00 but it has been decided to allow only \$45.00 since there is a similar request from the Chemistry Experiment Station.

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

MISCELLANEOUS

1. Recommendation that diplomas be granted to those candidates for graduation and for advanced degrees who shall have completed requirements at the end of the winter term, according to the Registrar's records.
2. Recommendation for a change in the date of appointment of Mr. George Landsburg, County Club Agent in Saginaw County, from February 1st (as approved at the February Board meeting) to June 1, 1936. Mr. Landsburg will be unable to leave his present employment until that date.
3. Request of the M. S. C. Alumnae League for the refund of the one hundred dollars given by the group to the College as a student loan fund.
4. Request for the payment of a total of \$43.75 to seven staff members who have assisted at wrestling, swimming and track meets during the winter term.
5. Request for the payment of hospital and doctors bills totalling \$130.25 incurred for Lovell Genson, student.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the first five items under Miscellaneous.

6. Request of the Comptroller for formal Board approval of his action in reporting to the Federal government 1935 salary distribution of Morrill Nelson funds (per statement on file).
7. Request of the Comptroller for approval of the annual \$20,000.00 payment due the Detroit Trust Company under the Mary Mayo Hall agreement.
8. Request for transfer of \$100.00 from the budget of the Dean of Agriculture to that of the Agricultural Engineering Department, to cover unanticipated expenses for the balance of the present school year.

Degrees granted to those completing winter term.

Change in date of appointment for Geo. Landsburg.

Refund of \$100 to be given Alumnae League.

Ath. payroll approved.

Hospital & doctor bills for Lovell Genson approved.

Comptroller reports salary distribution of Morrill Nelson funds to Gov.

\$20,000 paid to Det. Trust \$100 trans. to Ag. Eng. budget from Dean of Ag. budget.

MISCELLANEOUS, continued

Additional appropriation of \$3500 app. for Health Service. \$1000 allotted to Chemistry.

9. Request of Dr. Olin for an additional appropriation of \$3500.00 to cover Health Service expenditures for the balance of the present year.
10. Request for an additional allotment of \$4000.00 to the Chemistry Department maintenance budget, to cover expenditures for the balance of the present fiscal year.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve items 6, 7, 8, 9, and 10.

Request from Soils for closing east end of 2nd floor, south hall Ag. Bldg. denied.

BUILDING COMMITTEE ITEMS

1. Request of Dr. Millar through Dean Anthony for the closing of the east end of the second floor south hall, Agricultural Building, and its conversion into an office for Professor Veatch.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to deny the above request.

Presentation of plans for permanent lawn area e of Hort

2. Presentation of plans for permanent lawn area east of the Horticultural Building, as prepared by Mr. Phillips.

Assignment of use of tennis courts.

3. Assignment of use of tennis courts, proposed by Dean Huston, Director Young, Dr. Lightring and Professor Ball as follows:

1. The nine courts designated as Varsity tennis courts are to be used for Varsity practice and competition and by the Women's Physical Education Department for classes only.
2. The four clay tennis courts at the new Athletic Field are to be designated "Women's Courts" and to be used for classes and general play by women only.
3. The four courts east of the Womans Building are to be used by the Men's Physical Education Department for classes.
4. The twelve clay courts east of Farm Lane and the courts between the Womans Building and Grand River Avenue are to be used for general college play.

Union Bldg. addition to be completed - to be used for classrooms, to house State News, etc.

4. Consideration of the proposal to complete the Union Building addition, which is to be used for classrooms and to house the State News, the Wolverine and the Art Department.

On motion of Mr. Daane, seconded by Mr. Berkey, it was voted to proceed with the erection of the proposed wing on the Union Building and that the four bidders who submitted figures for the Union Building Dormitory Addition be asked to figure on this building, and that the contract be let to the lowest responsible bidder.

Chr. Fin., Chr. Board, Pres. Sec. Compt to consider the bids on Union

5. Chairman of Finance Committee and Chairman of Board as well as the President, Secretary and Comptroller authorized to consider the bids and let the contract for the proposed wing on the Union Building.

On motion of Mr. Halstead, seconded by Mr. Daane, it was voted to have a committee consisting of the Chairman of the Finance Committee, the Chairman of the Board, the President, Secretary and Comptroller consider the bids and let the contract for the construction of the building.

Approval of fee paid Bowd & Munson for work on addition to Union Expense of moving shrubs from Graham Sta. to campus approved.

6. Approval of fee paid Bowd and Munson for work on new addition to Union Building.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to pay Bowd and Munson the fee on the new building in accordance with our contract with them and that nothing be paid them on any work done previously in connection with this addition.

Plants and shrubs to be purchased.

7. Request for authorization to charge expense of moving certain shrubs from the Graham Station for campus planting to the Special Alterations and Improvements Account (as set up in the budget).
8. Request for authorization to purchase plants and shrubs at an expense not in excess of \$1000 (as set up in Special alterations and Improvements budget). Those to be purchased are recommended by the faculty committee consisting of Messrs. Bessey, Dressel, Halligan and Phillips.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to approve items 2, 3, 7 and 8.

PRESIDENT'S REPORTS

Expenses to Chicago for Anthony, Hill, Baldwin, Ballard & Longnecker. Approval leave for Mr. Gunn Apr. 5 - 18

1. Authorization of full expenses to Chicago and return for Messrs. Anthony, Baldwin, Hill, Ballard, and Longnecker, so that they might attend a special soil conservation conference called by the U. S. Department of Agriculture March 5th to 7th.
2. Approval of granting of leave to Mr. R. V. Gunn, Extension Specialist in Economics, for the period April 5th to 18th, so that he may take a special meat marketing study trip to the eastern markets sponsored by Swift and Company. No expense to the College is involved.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve the President's Reports.

SECRETARY'S REPORTS

1. Report on the bill submitted by Jerome and Harris, auditors, for the 1934-35 audit of College finances (further inquiry authorized at the February 27th Board meeting). Jerome and Harris accepted the \$1950 in settlement.
2. Report on opinion from the Attorney General's office as to the liability and authority of the State Board of Agriculture in the Schell request for damages. The Attorney General advised that there was no responsibility on the part of the College. (Opinion requested at February 27th Board meeting and on file in Secretary's Office).

Acceptance of \$1950 in settlement of Jerome & Harris bill.

Opinion from attorney gen. on Schell case.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve items 1 and 2 of the Secretary's Reports.

3. Report on statement from Alexander, McCaslin and Cholette to the effect that the State Board of Agriculture suit against the Michigan Surety Company has been turned over to the Attorney General's Department. Further, presentation of statement for services rendered in the amount of \$396.45.

Alexander, McCaslin & Cholette report that suit turned over to Attorney General.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the above report and approve the payment of the statement in the amount of \$396.45.

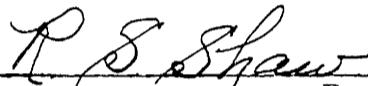
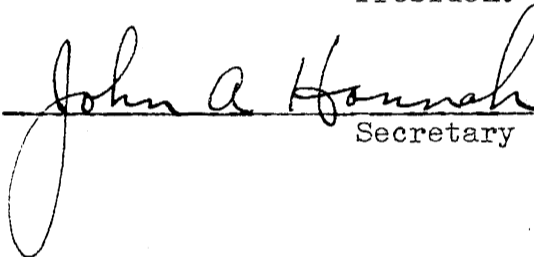
ADDITIONAL MISCELLANEOUS

1. Secretary instructed to send the proposed scope of audit to such reputable auditors as deemed advisable asking them to submit a flat bid on the audit as outlined for the current fiscal year.

Secretary instructed to send proposed scope of audit to reputable auditors.

On motion of Mr. Daane, seconded by Mr. Berkey, it was voted to approve the above item.

The meeting adjourned at 2:30 P.M.

  
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 President  
  
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 Secretary

Minutes of the  
Meeting of the State Board of Agriculture  
April 23, 1936

Present: Messrs. Brody (Chairman), Berkey, Daane, Halstead, President Shaw, Comptroller Wilkins, Secretary Hannah.

Absent: Mrs. Wilson, Mr. Downing, Dr. Elliott.

The meeting was called to order at 11 o'clock.

The minutes of the previous meeting were approved having been forwarded to the Board members.

RESIGNATIONS AND APPOINTMENTS

1. Resignation of Mr. Archie Leonard, Research Assistant in Farm Management, as of April 15, 1936.
2. Resignation of Dr. C. B. Line, part-time Assistant in the Department of Animal Pathology, effective May 1, 1936.
3. Transfer of Mr. C. P. Milham, County Agricultural Agent in Lenawee County, to the same position in Gratiot County, effective as of March 1st at no change in salary (\$3000 per year). Mr. Milham replaced Mr. James A. Porter (transferred); through oversight this was not presented to the Board at an earlier date.
4. Resignation of Mr. R. L. Springer, supervisor of the Central Stenographic Office, effective April 30, 1936.
5. Temporary appointment of Mr. Adelbert Odell in the Department of Farm Management, replacing Mr. Leonard (resigned above) for the month of April at a salary of \$100.00.
6. Appointment of Dr. W. T. S. Thorp, at present half-time graduate assistant in Animal Pathology, to succeed Dr. Line (resigned above) at a salary of \$2000.00 per year (\$1800 to be paid by the State Department of Agriculture, \$200.00 from the College abortion test fund). The appointment is to be effective May 1st.

Resignations and Appointments