

BUILDING COMMITTEE ITEMS, continued

3. L. W. Merriam offers to sell his property now leased by the college for a cooperative house.

No action.

4. Consideration of the matter of fencing the Kellogg Bird Sanctuary. A new fence surrounding the property is necessary. A chain link fence with barbed wire over-hang will cost approximately \$1500.00, if completed as a WPA project. WPA will furnish all of the labor.

No action.

5. The Kellogg Bird Sanctuary is in need of a permanent development plan providing for a long time landscaping, building location, drive and walk layout, etc.

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

6. Recommendation of the Athletic Council that the power line now located across the new running track be moved to a new location seventy-five feet to the north so that it will not interfere with the field events. Mr. Davenport has estimated the cost for doing this at \$110.00 (New track to be opened with a dual meet with the University of Chicago on Saturday, April 17)

On motion of Mr. Halstead, seconded by Mrs. Wilson, it was voted to approve the above recommendation.

7. Resolution is requested by the PWA withdrawing our PWA request for aid in the construction of a women's dormitory.

On motion of Mrs. Wilson, seconded by Mr. Brody, it was voted to approve the above request.

The meeting adjourned at 12 o'clock noon.

Robert B. Shaw
President
John A. Hannah
Secretary

Minutes of the
Meeting of the State Board of Agriculture
March 18, 1937

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

Absent: Mr. Downing, Dr. Elliott.

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

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

RESIGNATIONS, LEAVES AND APPOINTMENTS

Resignations

1. Resignation of Dr. Hugh Wilson, half-time graduate assistant in Surgery and Medicine, effective March 31, 1937.
2. Resignation of Miss Dorothy Langdon, clerk in the Registrar's Office, effective as of March 10, 1937. It is recommended that the balance of Miss Langdon's salary for this fiscal year be transferred to the maintenance budget, to be used in hiring replacement on the labor payroll.

3. Recommendation that leave for the school year 1937-38 be granted Mr. Paul C. Morrison, Instructor in Geography, at a stipend of \$1000.00 for the period (present salary \$2000.00). During the year Mr. Morrison will accept a fellowship at Clark University.

Leave

4. Appointment of Mr. Alvin Wingerter as part-time assistant in Surgery and Medicine for the period April 1st to June 30, 1937, at a salary of \$60.00 per month. Mr. Wingerter will replace Dr. Hugh Wilson (resigned above).

Appointments

5. Appointment of Mr. Merle W. Meyers as Instructor in Geography during the school year 1937-38, replacing Mr. Morrison at a salary of \$1200.00 for the year.

6. Recommendation for the continuance of Mrs. John Zimmer's temporary appointment as clerk in the Registrar's Office during the period April 5th to August 1, 1937. Salary rate is to remain at \$125.00 per month.

RESIGNATIONS, LEAVES AND APPOINTMENTS, continued

- Appointments
7. Temporary appointment of Mrs. Edna Brown Braamse for the period March 15th to May 15, 1937, at a salary of \$150.00 per month (from Extension funds). Mrs. Braamse is to assist in spring Extension activities during Miss Olga Bird's leave of absence.
 8. Appointment of Miss Dorothy L. Leith as Instructor in Physical Education for Women during the 1937 Summer Session, at a total salary of \$180.00 for the period. Miss Leith will replace one of the regular staff members.
 9. Appointment of Mr. Albert Agett as full-time Instructor in Chemistry during the spring term, at a salary of \$125.00 per month. Mr. Agett replaces Mr. George Bauer, who was appointed for the winter term only on this same basis.
 10. Continuance (subject to Graduate Council approval) of Mr. Richard I. Jackson as quarter-time graduate assistant in Chemistry during the spring term. Mr. Jackson was appointed for the winter term only on this same basis.
 11. Continuance (subject to Graduate Council approval) of Mr. Willard Klunzinger as half-time graduate assistant in Chemistry during the spring term. Mr. Klunzinger was appointed for the winter term only on this same basis.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the Resignations, Leaves and Appointments.

Travel

TRAVEL

1. Full expenses to Chicago and return for Mr. E. R. Proulx, so that he may accompany junior and senior Hotel Administration students on their annual inspection trip at the time of the Mid-West Hotel Show, March 22nd to 26th.
 2. Automobile mileage to Chicago and return for Dean L. C. Emmons, so that if possible he may attend the Mid-West Hotel Show, March 22nd to 26th.
 3. Railroad mileage to Chicago and return for Mr. E. H. Stewart, Assistant Professor of Drawing and Design, so that he may attend the Mid-West Hotel Show, March 22 to 26.
 4. Railroad mileage to Chicago and return for Mrs. Mabelle Ehlers and Miss Winifred Gettemy, of the Home Economics Division, so that they may attend the Mid-West Hotel Show, March 22nd to 26th.
 5. Railroad and pullman fare to Chapel Hill, North Carolina, for Dr. E. J. Miller, so that he may attend meetings of the American Chemical Society, April 12 to 15. Expenses will be charged to the budget of the Agricultural Chemistry Section, Experiment Station.
 6. Mileage allowance on one car to Chapel Hill, North Carolina, so that four members of the Chemistry Department may attend meetings of the American Chemical Society, April 12 to 15.
 7. Full expenses to Chicago and return for Mr. G. O. Stewart, so that he may attend a Chicago alumni meeting to be held at the time of the Mid-West Hotel Show, March 24.
 8. Mileage allowance on one automobile to West Point, N. Y., and vicinity and maintenance expenses for Mr. G. O. Stewart, so that he may attend a meeting of the American Alumni Council to be held April 18 to 21st.
 9. Full expenses (by car with two others) to West Point, N. Y. and return for Miss Gladys Franks, Alumni Recorder, so that she may attend a meeting of the American Alumni Council April 18 to 21.
- No action.
10. Full expenses to St. Paul and Ames and return for Director R. W. Tenny, so that he may study Short Course methods at the University of Minnesota and Iowa State College.
 11. Full expenses to Columbus, Ohio, and return (from Extension funds) for Miss Edna V. Smith, so that she may observe Extension methods and attend related meetings during the period April 1st to 7th.
 12. Full expenses to Austin, Texas, and return for Dr. F. T. Mitchell, so that he may attend a meeting of the National Association of Deans of Men, April 1 to 3.
 13. Full expenses to Chicago and return for Professor F. R. Theroux, who will accompany Civil Engineering seniors on their annual inspection trip early in April.
 14. Full expenses to Kansas City, Missouri, and return for Miss Elida Yakeley, so that she may attend the annual meeting of the American Association of Collegiate Registrars, April 13 to 15.
 15. Mileage allowance on one automobile to Chicago and return and maintenance expenses for five members of the Department of Education, so that they may attend a meeting called by the U. S. Office of Education for March 29th to 31st. All expenses will be charged to vocational teacher-training funds.

TRAVEL, continued

16. Out-of-state travel authorization to Chicago for Professor R. S. Hudson, so that he may attend a directors' meeting of the Percheron Association on March 20th. Expenses will be paid by the organization.
17. Request for allowance of full expenses to Chicago and return for Mr. R. E. Decker, who was asked to attend a meeting of Crop Improvement Association secretaries March 2nd and 3rd. Expenses will be charged to Extension funds.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve all the travel requests except item 9.

MISCELLANEOUS

1. Recommendation that diplomas be granted to those candidates for graduation and advanced degrees who shall have completed requirements at the end of the winter term, according to the Registrar's record, as follows:

AGRICULTURE

Degree: Bachelor of Science

Agriculture

John Hunter Davidson

Theron Emil Nivison

Lee Wetherby

ENGINEERING

Degree: Bachelor of Science

Edmund Benjamin Eagan, m
Robert Newton Kennedy, ch

Jesse Merton Lone, c
Einar Peter Kropp, ch.
Carl Willard Mitchell, ch

Wilbur Ernest Moehring, ch
Paul Raymond Pfefferle, ch

HOME ECONOMICS

Degree: Bachelor of Science

Ellen Melissa Begley
Maxine N. Carpenter

Alice Evelyn Gabrielson
Clara May Wetherby

APPLIED SCIENCE

Degree: Bachelor of Science

Applied Science

Bernard R. Homrich

George Croman Maino

Physical Education

Watson Greer Conner

Harold Isaac Welch

LIBERAL ARTS

Degree: Bachelor of Arts

Liberal Arts

Virginia Margaret Anschuetz

Melba Lenore Case

Hotel Administration

Howard Leonard Last

VETERINARY SCIENCE

Degree: Doctor of Veterinary Medicine

Edmund Ephraim Visger

Ernest Steven Weisner

2. Recommendation of the Labor Payroll Committee that the following rate changes for student labor be made, effective April 1st; from 30¢ to 35¢ per hour for ordinary student workers; from 35¢ to 40¢ per hour for student foremen, supervisors, etc.
3. Recommendation of the Administrative Group that, effective September, 1937, all men students taking the four-year course in Physical Education be required to purchase a uniform consisting of gymnasium shirt and pants, sweat shirt and pants (cost - \$4.50).
4. Recommendation of the Summer School Committee for approval of the following fees: 1) Undergraduate fee of \$8.50 (including \$1.00 entertainment fee) for the Engineering Shop courses scheduled for the first time and to run the first three weeks of the regular session; 2) Undergraduate fee of \$7.50 and graduate fee of \$5.00 for the Three Weeks' Post Session, scheduled this year for the first time.
5. Recommendation for the acceptance of \$370.15, sent to the Upper Peninsula Experiment Station for compliance with the Soil Conservation Domestic Allotment Program, and crediting of this amount to the budget of the Station.

Changes in
student
labor rates
approved

Men physical
ed. students
to purchase
uniform

Approval of
fees for
summer school

Acceptance of
\$370.15 at UP
Station for
compliance
with Soil Con-
servation
Program

Travel

Diplomas for
those finish-
ing end of
winter term.

MISCELLANEOUS, continued

- Acceptance of 2 half-time fellowships Farm Crops.
- Increase in salary for Karl Wright.
- Acceptance of \$2500 from Kellogg Co.
6. Recommendation for the acceptance of two half-time graduate fellowships in Farm Crops (at \$600.00 per year each) offered by the Michigan Crop Improvement Association. Appointment recommendations will be handled by the Graduate Council in the usual way.
 7. Recommendation of Dean Anthony that the salary of Mr. Karl T. Wright, Research Assistant in Farm Management, be increased from \$2745.00 to \$3000.00 per year, effective April 1, 1937. Mr. Wright has received a \$3200.00 offer from the Resettlement Administration in Texas.
 8. Presentation for acceptance of a grant of \$2500.00, offered by the Kellogg Company for research investigations on dog rations under the direction of the departments of Chemistry and of Surgery and Medicine, during the one-year period beginning March 15, 1937.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted to approve the contract with the Kellogg Company and to authorize the President and Secretary to sign same (with graduate fellowships to be subject to Graduate Council approval).

- Circular describing Sanctuary to be printed.
9. Recommendation that 50,000 copies of a circular describing the Kellogg Bird Sanctuary be printed, at an estimated cost of \$138.00. (Sanctuary budget is unable to take care of the item.)

- Athletic payroll approved.
10. Presentation for approval of labor payrolls totalling \$102.25, earned by six salaried staff members in selling and taking tickets at winter term athletic events.

- Investment of Bayha fund referred to Finance Com.
11. Request of the Comptroller for authorization to invest the Anna L. Bayha Award fund (of approximately \$700.00).
Referred to Finance Committee with power.

- Hospital bill of \$14 for Genson to be paid.
12. Presentation for payment of hospital bill of \$14.00 incurred by Lavell Jenson, student, in 1936. Payment of \$130.25 was authorized by the Board in March, 1936; through oversight this additional amount was not submitted by the hospital at that time.

13. Recommendation for the transfer of the following Experiment Station funds:

\$800.00 from Bankhead-Jones research fund, Director's Office to the Dairy Husbandry Section.

\$900.00 from state-supplied funds, Director's Office to the Plant Pathology Section.

- Additions to English and Botany budgets approved.
14. Recommendation for the following additions to departmental budgets, to cover expenses for the balance of the year:

1. Department of English	\$300.00
2. Department of Botany	250.00

On motion of Mr. Berkey, seconded by Mrs. Wilson, it was voted to approve all Miscellaneous items except items 8 and 11.

- Policy governing investments.
15. Permanent policy governing investments.
- On motion of Mr. Daane, seconded by Mrs. Wilson, it was voted that in the future the Comptroller will notify the Chairman of the Finance Committee of funds available for investment. The Finance Committee will make definite investment recommendations to the Board for their approval.

- College to pay for sending 2 girls to A.W.S. Convention at Los Angeles
16. Recommendation of Dean Conrad and Mr. Wilkins that the College pay the cost of transportation of two girls to the A.W.S. Convention at Los Angeles. A subsidy is necessary due to the failure of the College to collect the A.W.S. fees voted by the students during the first two terms this year because of the fact that the registration forms had already been printed by the Registrar.

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

- College to finance an eye operation for Norman Olman.
17. Recommendation from Director Young that the College finance an eye operation for Norman Olman, student, to the extent of \$50.00 to be charged to the Athletic budget.

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

Payment from college funds

PRESIDENT'S REPORTS

- of 2 scholarship awards \$100 each.
1. Approval of payment from College funds of the two M. S. C. Scholarship Awards of \$100.00 each; the Anna L. Bayha Award in the amount of \$25.00 (fund not yet invested); and the Louise H. Campbell Award in the amount of \$15.00 (invested too recently for interest). The Comptroller reports that no income may be expected on the M. S. C. Scholarship funds, so that there is a question as to their continuance.

- Resolution from Peppermint Growers
2. Report for Board information of a resolution passed by the Board of Directors of the Michigan Peppermint Growers Association, Inc., in favor of the retention of the two hundred acres tract of muck land in Bath Township, Clinton County, by Michigan State College for experimental purposes.

PRESIDENT'S REPORTS, continued

3. Approval of expense account (\$84.17) incurred by Dean R. C. Huston on a trip to Lafayette, Indianapolis, Bloomington, Urbana, Iowa City and Madison for conferences in regard to athletic policies, February 14 to 19. Travel
Dean Huston
4. Approval of full expenses to Washington and return for Director R. J. Baldwin, Mr. R. J. Coleman and Mr. N. E. Grover, who were asked to appear before the Federal Communications Commission on March 9th for a hearing on Station WKAR. Expenses are to be charged to Extension funds. Baldwin, Coleman & Grover
to Washington
5. Approval of full expenses to Michigan City, Indiana, on March 2nd for Director Gardner, so that he might attend a committee conference on the establishment of a regional research laboratory under Bankhead-Jones funds. Expenses were charged to the Director's Office, Experiment Station budget. Gardner to
Michigan City
6. Approval of full expenses to Chicago for Director Gardner and Professor Rather, so that they might attend a conference on research work in corn breeding and culture on March 12. Expenses were charged to the Director's Office, Experiment Station budget. Gardner and
Rather to
Chicago
7. Approval of automobile mileage to Dayton, Ohio, and maintenance expenses for Director Baldwin, who with Mr. Barrett of the Soils Department attended a Federal Soil Conservation conference called by the regional office for March 16th. Baldwin and
Barrett to
Dayton, Ohio.

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

SECRETARY'S ITEMS

1. The State Horticultural Society presents a resolution addressed to the State Board of Agriculture requesting the establishment of a cherry experimental station in the Traverse City region within the next year. Communication
from State
Hort. Society
re: estab.
cherry exp.
station.
2. Communication from Mr. Young stating that the Athletic Council invites the members of the State Board of Agriculture to be present for the opening of the new track and field at 2:00 P.M. Saturday, April 17. (The University of Chicago will be met in a dual track meet.) Ath. Council
invites mem-
bers of Bd.
to attend
track dedi-
cation.

BUILDINGS AND GROUNDS COMMITTEE ITEMS

1. Recommendation of Dean Anthony that necessary equipment for the Dunbar Forestry Station be purchased at this time. The request calls for an expenditure of \$3,082.05. Equipment to
be purchased
for Dunbar
Station.

On motion of Mr. Daane, seconded by Mrs. Wilson, it was voted to approve the above recommendation - expenditure not to exceed \$2,500.

2. Mrs. A. E. Richardson of Moores River Drive, Lansing, has given to the Botanic Gardens, palms and other ornamental plants valued at \$400 from the Halstead conservatory and the Greenway conservatory at Grand Rapids. Mr. Richard-
son donates
plants to
Botanic Gar-
dens.

On motion of Mrs. Wilson, seconded by Mr. Daane, it was voted to refer the above item to the Secretary.

3. Plumbing changes in the women's dormitory as follows are necessary: Approval of
plumbing
changes
in new
dormitory.
 1. The installation in 16 rooms of floor drains equipped with deep seal trap to comply with the State Plumbing Code, and connected to 3" soil pipe, - each floor drain to have 3 foot square of #4 sheet lead placed under the tile floor and to be connected at the trap to seepage connection. Cost \$37.00 each. Total \$592.00.
 2. To provide hot and cold connections and a drain for washing machine to be located in preparation room just around the corner from the elevator machine. Cost \$57.00.
 3. Change cube ice refrigerator from first floor to similar location on ground floor. Cost \$ 5.00.
 4. To provide ventilation for smoking rooms "A" and "B" on the ground floor with necessary registers. Make the necessary changes in the locker rooms "B" and "C" and necessary changes in the exhaust system, increasing size of pipe. Cost. \$70.00.
4. It is recommended by the architects and by the college Geology Department that a good grade of limestone be substituted for the Mankato stone called for in the outdoor areas for the new dormitory. This will cost an additional \$1050.00. (Slate cost \$1750.00). Limestone to
be substituted
for Mankato
stone.
5. It is recommended by the architects that acetylene be substituted for the maple block flooring in the kitchen and adjacent areas at a cost of \$519.00 Acetylene to
be substituted
for maple
block flooring

On motion of Mrs. Wilson, seconded by Mr. Daane, it was voted to approve the changes in the dormitory as listed in items 3, 4, and 5.

BUILDINGS AND GROUNDS COMMITTEE ITEMS, continued

Athletic Council re-commends improvements to be charged to athletic budget.

6. It is recommended by the Athletic Council that the following improvements be made at this time to be charged to the athletic budget:

1. Thirty-five foot flag pole, completely installed at new track. \$ 50.00
2. Construction of new hurdles (this item approved in 1935-36 budget). 500.00
3. Defensive football dummy 400.00

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

Communication from Mr. K. Runsey re: construction of fence

7. Communication from Mr. K. Runsey requesting the construction of a fence separating Pinetum and his property. Mr. Runsey agrees to pay half the cost.

Bids were presented by the Secretary and on motion of Mr. Brody, seconded by Mr. Berkey, it was voted to refer this item to the Secretary with power.

Coal bids for 1937-38 presented and contracts let.

8. Coal bids for the 1937-38 requirements were presented by the Secretary.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted to approve the recommendation of Mr. Davenport and Mr. Morgan that the contracts for coal be awarded as follows:

Amherst Fuel - 3,000 tons Nut 3/4" x 1 1/4" @ \$1.60 per ton.
 Hatfield-Campbell - 8,000 tons Nut, pea and slack 2" @ \$1.53 1/2 per ton.
 Sunnybrook - 5,000 Nut, pea and slack 2" @ \$1.45.

Materials for NYA projects approved.

9. Recommendation from Mr. Davenport that funds be made available for materials for NYA projects as follows:

Project #145 - Emergency painting
 Material to paint all corridors and stairways in Agricultural Hall,
 five floors each at \$75.00. \$375.00
 Refinish classroom furniture in several buildings. 300.00

Project #147 - Building and road signs for Demonstration Hall,
 Mary Mayo, New dormitory, Union, Horticulture gardens (2) Farm Lane
 area (6) Harrison Avenue (3) etc. 50.00

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

The meeting adjourned at 11:45 A.M.

It was voted to hold the next meeting at 10 A.M. on Saturday, April 17.

Robert B. Shaw
 President

John A. Hannah
 Secretary