

PRESIDENT'S REPORTS, continued

4. Transfer of Mr. K. J. Moilanen from the position of District Club Agent to that of County Agricultural Agent for Ontonagon County, effective June 1st at a salary of \$2100.00 per year (increased from \$1800.00). Mr. Moilanen replaces Mr. A. R. Schubert, who was transferred on February 1st.
5. Allowance of mileage expenses on one car and maintenance expenses for Professor C. W. Barr, so that he might take his senior Landscape Architecture students on the annual inspection trip to Cleveland and the vicinity during the week of June 6th.

Transfer of
K.J. Moila-
nen.Travel Barr
to Cleveland

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

The meeting adjourned at 5 P.M.

Robert S. Shaw
President

John A. Hannah
Secretary

Minutes of the
Special Meeting of the State Board of Agriculture
June 18, 1938

Present: Mr. Halstead (Chairman), Messrs. Berkey, Brody, Downing; Mrs. Masselink; Dr. Elliott, President Shaw, Comptroller Wilkins and Secretary Hannah.

Absent: Mr. Jakway

The meeting was called to order at 2 o'clock.

RESIGNATIONS, APPOINTMENTS AND LEAVES

1. Resignation of Dr. W. T. S. Thorp, Instructor and Assistant in Animal Pathology, effective June 30, 1938.
2. Appointment of Mr. Robert Langham as Instructor and Assistant in Animal Pathology, effective July 1, 1938 at a salary of \$1800.00 per year. This appointment (which cancels a previous one as part-time assistant for the coming year) replaces Dr. Thorp, whose salary has been \$2100.00.
3. Recommendation for the temporary appointment of Mr. C.A. Rosenbrook as Purchasing Agent, effective July 1, 1938 at a salary of \$2400.00 per year (present salary as Cashier is \$1800.00).

Resignations

Appointments

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to authorize Mr. Wilkins to transfer Mr. Rosenbrook from his present position as Cashier to that of Purchasing Agent on a temporary basis.

4. Appointment of Mr. Frank A. Betts as stockroom keeper in the Department of Chemistry, effective July 1, 1938 at a salary of \$100.00 per month. Mr. Betts will replace Mr. Crawford, who is retiring on that date.
5. Recommendation for the reappointment of Dean E. L. Anthony and Dean L. C. Emmons as faculty members on the Athletic Council, for the two-year term beginning July 1, 1938.

Athletic
Council
appointments

Further, recommendation for the reappointment of Mr. DeGay Ernst as alumni member of the Athletic Council. This should be made retroactive to July 1, 1937, for the term to June 30, 1939, since through error the Alumni Association recommendation was not presented at that time.

6. Reappointment of Miss Margaret Hotchin as secretary to the Dean of Women, effective July 1, 1938 at her present salary of \$100.00 per month. Miss Hotchin has been on a temporary appointment from January 1st to June 30th.
7. Recommendation of Dean Emmons for the indefinite reappointments of the following persons, who have been on appointments of one year or less:
 1. Reappointment of Dr. Melvin Drescher as Instructor in Mathematics, effective September 1, 1938 at an increase in salary from his present \$1800.00 rate to \$2000.00 per year.
 2. Reappointment of Mr. Stanley Howell as Instructor in Foreign Languages, effective September 1, 1938 at the same salary, \$2200.00 per year. Mr. Howell was appointed for 1937-38 to replace Professor Swain, who had been granted one year's leave of absence but who has since resigned.

Reappoint-
ments

RESIGNATIONS, APPOINTMENTS AND LEAVES, continued

Reappoint-
ments

7. Recommendation of Dean Emmons for the indefinite reappointments of the following persons, who have been on appointments of one year or less: (continued)
3. Reappointment of Dr. Evelyn H. Scholl as Instructor in English, effective September 1, 1938 at the same salary, \$1800.00 per year. Dr. Scholl was originally appointed for the period October 1, 1937 to September 1, 1938 only.
4. Reappointment of Mr. Donald Buell as Instructor in Speech, effective September 1, 1938 at the same salary, \$1900.00 per year. Mr. Buell was originally appointed for 1937-38 only.
- Action deferred on reappointment of Mr. Buell.
5. Reappointment of Mr. Frederick Whitesell as Instructor in German, effective September 1, 1938 at the same salary, \$1700.00 per year. Mr. Whitesell was originally appointed for 1937-38 only.
6. Continuance of Mr. William P. Fuller as part-time Instructor in Mathematics during 1938-39 at a salary of \$700.00 for the academic year.
7. Continuance of Mr. Lyle Leisenring as part-time Instructor in Mathematics during 1938-39 at a salary of \$600.00 for the academic year.
8. Continuance for 1938-39 of Mr. Donald Morrison as part-time assistant in Music, at a salary of \$550.00 for the academic year. This replaces a half-time graduate assistantship authorized first for 1938-38.

Transfer of
Mr. & Mrs.
Beachum from
North Hall
to Mason Hall

8. Recommendation for the transfer of Mr. and Mrs. Curtis Beachum from North Hall to Mason Hall, effective August 1, 1938. A salary increase from \$2040.00 to \$2500.00 per year, effective on that date, is recommended for Mr. Beachum; Mrs. Beachum's salary is to remain at the present figure of \$1200.00 per year.

Appointment
of Mr. & Mrs.
Lamphear to
North Hall.

9. Appointment of Mr. and Mrs. Ray Lamphear as Commons Manager and chaperone for North Hall, replacing Mr. and Mrs. Beachum on August 1, 1938. Salary for both is set at \$2600.00 per year, with the understanding that they will occupy the residence apartment and be provided maintenance.

Leave Miss
Kuehl.

10. Recommendation that Miss Ann Kuehl, Instructor in Physical Education for Women be granted leave of absence on half pay (present salary \$2280.00) for the one year period beginning September 1, 1938. Miss Kuehl plans to continue graduate work at Columbia University.

Leave Prof.
Herbert

11. Recommendation that Professor P. A. Herbert be granted leave on half pay (present salary \$5000.00) for the one year period beginning September 1, 1938. Professor Herbert plans to complete graduate work for the Ph.D. degree at Harvard.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the Resignations, Appointments and Leaves with the exception of section 4 under item 7 on which action was deferred.

Teacher tr.
relations with
E. Lansing
severed.

PRESIDENT'S REPORTS

1. Report on the severance of teacher training relations with the East Lansing Board of Education.
2. Report on approval of the transfer of \$500.00 from the Photographic Revolving Fund to the Publications Department maintenance budget, to cover expenses for the balance of the current year.

Transfer of
\$500 from Photo
graphing Rev.
fund to Pub.
Dept.

MISCELLANEOUS

Salaries of
Forestry Dept.
employees ad-
justed.

1. Recommendation of Dean Anthony that the salaries of the following Forestry Department employees, hired on a nine months' basis with the understanding that they would be paid extra for Summer School work, be adjusted on a twelve months' basis with summer employment included in the total amount. This practice has been followed satisfactorily in the employment of more recent staff members. The change is to become effective July 1, 1938.

	Present Salary	Adjusted Salary
A. B. Bowman	\$2600.00	\$2900.00
W. J. Baker	3200.00	3733.33
K. Dressel	2600.00	3000.00
M. E. Deters	2900.00	3300.00

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

Approval of
Memo of Agree-
ment between
Sec. of Entom-
ology and
McConnon Co.

2. Presentation for Board approval of a memorandum of agreement between the Section of Entomology and the McConnon Company of Winonah, Minnesota, covering an allotment of \$150.00 by this company for certain researches in codling moth control and other insecticide studies.

For. Dept.
allowed to
over-run bud-
get.

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

3. Recommendation of Dean Anthony that the Forestry Department be allowed to overdraft its current account to the extent of the labor pay rolls for the month of June (estimated at between \$800.00 and \$1000.00).

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to allow the Forestry Department budget to over-run for the current year not to exceed \$800.00.

\$250 appro-
priated for
petitioning
Phi Beta
Kappa.

4. Request for a reconsideration of the action taken by the Board at its last meeting, which deferred action indefinitely on the recommendation that \$250.00 be set up in the interests of making application for a local chapter of Phi Beta Kappa.

MISCELLANEOUS, continued

4. (Continued)

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

5. Recommendation that Miss Betty Hawn, Health Service nurse who has for several years been on a ten months' labor payroll basis at \$100.00 per month, be placed on the salary payroll at a set sum of \$1200.00 per year.

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

6. Recommendation that the Administrative Group be empowered to act, and report to the Board, on such title changes as are deemed desirable.

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

7. Approval of the 1938-39 budget; also approval of adjustments in staff salaries (as per list on file in the Secretary's Office).

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted to approve the 1938-39 budget as presented by the Comptroller. It was further voted to approve an addition to the budget of \$50,000.00 to cover additions to the staff that may be needed during the next year.

8. Recommendation of Colonel S. D. Smith that additional remuneration be awarded non-commissioned members of the Military staff to pay for work in maintaining military equipment in addition to their usual duties - same to be taken care of on a labor payroll basis.

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

9. Resolution of the State Board of Agriculture relating to the employment of the Ann Arbor Trust Company as Fiscal Agent in connection with the financing of an additional men's dormitory.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture has outstanding at the present time Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds of the face value of Five Hundred Thousand (\$500,000.00) Dollars, which bonds bear four and one-half (4½%) per cent interest, and were issued and sold to provide funds for the building of a men's dormitory on the campus of said College; and

WHEREAS, said Board has been advised by Mr. Earl H. Cress, Executive Vice President of Ann Arbor Trust Company, that in his opinion, under present money markets, the loan represented by said bonds can be refinanced at a considerable saving to the State Board of Agriculture; and

WHEREAS, The State Board of Agriculture desires to erect, furnish and equip a second men's dormitory on said campus of Michigan State College of Agriculture and Applied Science at a cost approximating Five Hundred Thousand (\$500,000.00) Dollars, on condition that it is able to obtain a Federal Emergency Administration of Public Works grant of Two Hundred Thousand (\$200,000.00) Dollars; and

WHEREAS, it will be necessary to borrow the sum of Three Hundred Thousand (\$300,000.00) Dollars to construct, furnish and equip said dormitory if said grant can be obtained; and

WHEREAS, it appears desirable that the Ann Arbor Trust Company, a Michigan Corporation, of Ann Arbor, Michigan, be employed as fiscal agent in connection with the refinancing of the existing loan above referred to and the negotiation of said loan of Three Hundred Thousand (\$300,000.00) Dollars to finance said additional dormitory.

NOW, THEREFORE, BE IT RESOLVED, that Robert S. Shaw, President of Michigan State College of Agriculture and Applied Science, and John A. Hannah, its Secretary or in his absence, Charles O. Wilkins, its Treasurer, be and they are hereby authorized and directed to enter into an agreement with the Ann Arbor Trust Company, on behalf of The State Board of Agriculture, employing the Ann Arbor Trust Company as fiscal agent to negotiate a loan of Five Hundred Thousand (\$500,000.00) Dollars to refinance the existing loan on the men's dormitory being constructed at the present time on the campus of Michigan State College of Agriculture and Applied Science, and a loan of Three Hundred Thousand (\$300,000.00) Dollars, the proceeds of which to be used for the construction, equipping and furnishing of a second men's dormitory to be erected on said campus, and to procure all necessary commitments, legal opinions and rulings, and to secure the drafting of all necessary instruments, etc., incidental to the obtaining of said loan; and to fix compensation therefor.

It is mutually agreed between the parties hereto that The State Board of Agriculture will pay to said Ann Arbor Trust Company, and said Ann Arbor Trust Company will accept as full compensation for its services as fiscal agent, a sum equal to two (2%) per cent of the loan or loans accepted by said Board, upon the consummation of the same; and should said Trust Company be unable to obtain said loan or loans on terms satisfactory to The State Board of Agriculture, it will receive no compensation for the services performed. The details of all loans are to be subject to the final approval of the State Board of Agriculture.

Betty Hawn placed on salary payroll.

Admin. Group to act on title changes

Approval of 1938-39 budget. \$50,000 allowed for additions to staff.

Additional remuneration awarded non-commissioned members mil.

Resolution employing Ann Arbor Trust Co. as fiscal agent, in connection with financing men's dorm.

MISCELLANEOUS, continued

Report of
Secretary on
Vet. Clinic

10. The Secretary reported on the difficulties encountered in obtaining WPA approval for the Veterinary Clinic Project.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to authorize the Secretary to file this project on the basis of the entire state contribution to be used for materials - architect's fees and the cost of supervision of the construction to be paid for out of other college funds.

The meeting adjourned at 5:15 P.M.

Robert S. Shaw
President

John A. Hannah
Secretary

Minutes of the
Special Meeting of the State Board of Agriculture
July 9, 1938

Present: Mr. Halstead (Chairman), Messrs. Berkey, Brody, Downing, Mrs. Masselink, President Shaw, Treasurer Wilkins.

Absent: Mr. Jakway, Dr. Elliott and Secretary Hannah.

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

This special meeting was called for the purpose of considering an offer of the Public Works Administration to aid by way of a grant in financing the construction of a dormitory for men at the Michigan State College of Agriculture and Applied Science. The total cost of the dormitory is \$500,000.00 and a grant for 45% of this cost, or \$225,000.00 has been offered by the Public Works Administration. The remaining \$275,000.00 is to be financed by the Ann Arbor Trust Company through issuance of bonds, which issue together with the refinancing of Stevens T. Mason Hall amounts to \$800,000.00.

Mr. Earl Cress of the Ann Arbor Trust Company, Mr. Hugh Wilson, Attorney for Ann Arbor Trust Company and Mr. E. C. Shields of the firm of college attorneys, Shields, Ballard, Jennings and Taber, were present and explained the resolutions regarding the financing.

1. Resolution accepting the offer of the United States to the State Board of Agriculture to aid by way of a grant in financing the construction of a dormitory at the Michigan State College of Agriculture and Applied Science, including necessary equipment therefor and improvement of the site.

On motion of Mr. Halstead, seconded by Mr. Downing, it was voted to accept the offer of the United States to aid by way of a grant in financing the construction of a dormitory at Michigan State College cost of which is \$500,000.00 - (Grant \$225,000.00 - College share - \$275,000.00).

2. Resolution relative to borrowing money to provide funds to retire outstanding Michigan State College of Agriculture and Applied Science men's dormitory revenue bonds and for the construction and equipping of a new men's dormitory.

WHEREAS, The State Board of Agriculture desires to construct, furnish and equip a new dormitory for the housing of male students of Michigan State College of Agriculture and Applied Science, to be hereafter named, on property owned by said Board; and

WHEREAS, it is anticipated that the costs incidental to the construction, furnishing and equipping of said dormitory shall not be in excess of Five Hundred Thousand (\$500,000.00) Dollars; and

WHEREAS, it is anticipated that this Board will be able to obtain a Federal Emergency Administration of Public Works grant approximating forty-five (45%) per cent of the costs of constructing, furnishing and equipping said dormitory; and

WHEREAS, if said dormitory is to be erected, equipped and furnished, it will be necessary for this Board to borrow a sum of money, not to exceed the sum of Three Hundred Thousand (\$300,000.00) Dollars, which, together with said grant, if obtained, will be sufficient to pay all costs incidental thereto; and

WHEREAS, The State Board of Agriculture has outstanding at the present time, Michigan State College of Agriculture and Applied Science Men's Dormitory Revenue Bonds of the face value of Five Hundred Thousand (\$500,000.00) Dollars, which bear date of December 1, 1937, and bear interest at the rate of four and one-half (4½%) per cent per annum, payable semi-annually, which were issued to provide funds for the building, furnishing and equipping of the men's dormitory now being constructed on the campus of Michigan State College of Agriculture and Applied Science; and

Acceptance
of dormitory
offer

Resolution
relative to
borrowing
money to pro-
vide for
sponsor's con-
tribution.