On motion of Mr. Doherty, the following resolution was adopted:

"RESOLVED, That the Graham Horticultural Experiment Station be placed in charge of the Professor of Horticulture who is the administrative officer of the Horticultural Department, and that it be administered as an integral part of the experiment station work of the College."

On motion of Mr. Woodman, Mr. Graham was appointed as a committee of the Board upon the Graham Horticultural Experiment Station, to advise with the administrative officers as to the policies to be pursued.

On motion of Mr. Woodman, the bill of Margaret S. Holt for five weeks' service as Matron of the Hostess House from October 3rd to November 9th, at $10.00 per week, was approved.

On motion of Mr. Beaumont, the admission of the following Veterinary students from the Grand Rapids Veterinary College, was approved:

- Vern A. Benedict
- Albert E. Geoge
- Alfred J. Grege
- Harold G. Hook
- William V. Hopkins
- Ellsworth E. Joy

- Albert C. Wadan
- George K. Needles
- John Pericolat
- Raymond Rawlings
- August H. W. Sievert

On motion of Mr. Woodman, the expense accounts of the Board members, were approved.

On motion adjourned.

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MEETING OF THE STATE BOARD OF AGRICULTURE.

President's Office.

December 18th, 1918. 10 O'clock, A. M.


The minutes of the previous meeting were approved without reading.

On motion of Mr. Doherty, the resignation of Mr. E. P. Robinson as Assistant County Agent Leader, was accepted to take effect January 1st, and Mr. Frank Sandhammer was appointed to succeed him at a salary not to exceed $300.00 more than his present salary, to be paid from emergency funds.

On motion of Mr. Doherty, Mr. I. T. Pickford was appointed Extension Specialist in Horticulture (the position formerly occupied by Mr. Carmody) at a salary of $2000.00 per annum beginning December 6th.

On motion of Mr. Wallace, Mr. Mandenberg, who was released for military service, was reappointed Extension Specialist in Forestry, at a salary of $1700 per annum beginning January 1st.

On motion of Mr. Beaumont, Mr. A. G. Kettunen was appointed Assistant to Mr. Turner in Club Work, at a salary of $1600 per annum beginning December 1st, $700 to be paid from Smith-Lever funds, and $900 from the U. S. Department of Agriculture.

On motion of Mr. Wallace, the communications from Mr. Baldwin and Mr. Trangmar in reference to a publicity program, were referred to Mr. Waterbury and
Mr. Beaumont for report and recommendation.

On motion of Mr. Beaumont, Mr. C. W. Bennett, who was called to the colors, was reappointed Graduate Assistant in botany, to begin January 1st, at the same salary that he formerly received.

On motion of Mr. Doherty, the request of Prof. Burgess for leave of absence for himself, Mr. Foreman, Miss Annabel Campbell and Mr. Wm. Wise, to attend the National Poultry meeting in Chicago, January 10th to 14th, without expense to the College, was granted.

On motion of Mr. Beaumont, Mrs. Paul Miller was appointed to take the place of Miss Zella Bigelow during her leave of absence, beginning January 1st, at the same salary that Miss Bigelow is receiving.

On motion of Mr. Doherty, Miss Elizabeth Frazer, in charge of practice teaching in Home Economics, was authorized to attend a meeting of Vocational Teachers in Columbus, Ohio, December 27th and 28th, with expenses paid from the Smith-Hughes fund.

On motion of Mr. Beaumont, Prof. Eastace and Dr. Bessey were authorized to attend the meeting of the American Association for the Advancement of Science, at Baltimore the last of December, with transportation expenses paid.

On motion of Mr. Doherty, Prof. French was authorized to attend the National Association for the Advancement of Agricultural Teaching at Baltimore, January 7th and 8th, with transportation expenses paid.

On motion of Mr. Woodman, Lieut. H. J. Stafseth was reappointed to his former position as Research Associate and Instructor in Bacteriology, at a salary of $2000 per annum, to take effect upon his discharge from the Army.

On motion of Mr. Woodman, Dr. R. A. Runnells was appointed Assistant in Animal Pathology, at a salary of $1800 per annum, the same to take effect as soon as he is released from military duty.

On motion of Mr. Beaumont, Prof. Musselman was authorized to attend a meeting of the American Society of Agricultural Engineers at Columbus, Ohio, in December, with transportation expenses paid.

On motion of Mr. Beaumont, the communication from Prof. Polson in reference to an automobile school or short course, was referred to the President, Secretary Dean Bissell and Prof. Polson with power to act.

On motion of Mr. Doherty, Prof. Ryder was authorized to attend a meeting of the National Country Life Conference at Baltimore, January 6th and 7th, with all expenses paid.

On motion of Mr. Woodman, the request of Dean Shaw for authorization to enter into negotiations with Prof. J. A. Jeffery relative to the supervision of certain soil investigation work in the Upper Peninsula of this state, was approved.

On motion of Mr. Doherty, the communication from Dean Shaw in reference to field experimental work at Chatham, was laid upon the table until the next meeting.

On motion of Mr. Doherty, Miss Edith Butler, Clerk to the Purchasing Agent, was appointed Assistant Instructor in the Department of Drawing and Design, from
January 1st to July 1st, at a salary of $760 per annum.

On motion of Mr. Woodman, the matter of statistical information and reports as discussed in a letter to the President by Y. H. Church, Field Agent for the U. S. Department of Agriculture, was laid upon the table until the next meeting.

On motion of Mr. Beaumont, the recommendation of the President in reference to the time service for the College, was approved.

On Motion of Mr. Woodman, the recommendation of Prof. French that Mr. R. L. Howard who is in charge of the Y. M. C. A. at the College, be paid for the months of October, November and December, on the basis of a salary of $500 per annum, formerly paid to Mr. Heffley, was approved.

On motion of Mr. Beaumont, Dean Shaw, Dean Edmonds, Dean Bissell, the President and Secretary were authorized to attend the meeting of the American Association of Agricultural Colleges and Experiment Stations at Baltimore, with expenses paid.

On motion of Mr. Woodman, Dean Shaw was requested to discuss drain legislation before the Michigan Association of County Drain Commissioners when they visit the College.

On motion of Mr. Woodman, the communication from Mr. Ezra Levin, Extension Specialist in Muck Crops, addressed to the President, was referred to Dean Shaw with a request for report as to the advisability of carrying out the recommendations at the present time.

On motion of Mr. Woodman, the President was authorized to confer degrees as follows:

Stanley George Bandeen - Doctor of Veterinary Medicine.

B. S. in Agriculture.

John Wilson Simms
Orville William Laidlaw
Wilbur Warren Wood

Nicolaas Aloysius Kessler
Floyd Earl Pogle
Andrew George Weidemann

B. S. in Home Economics.

Alta Ada Snow
Ethel Mabel Higgens

Zella Ethel Bigelow
Zeneda Marie Amiotte

Amiotte recommended for teacher's certificate.

Miss Amiotte is also recommended for teachers' certificate.

On motion of Mr. Doherty, Mr. R. O. Bigelow was appointed to his former position to take effect December 15th.

On motion of Mr. Woodman, the recommendation of Prof. Musselman that a fee of $10.00 be charged for the four weeks' tractor course, was approved.

On motion of Mr. Doherty, the matter of assigning society rooms in the various halls was referred to the President and Secretary with power to act.

On motion of Mr. Graham, the salary of Miss Frazer, Critic Teacher, was made $1650 as fixed at the September meeting, thus rescinding the action taken at the November meeting.

On motion of Mr. Woodman, Dr. McKircher was appointed to assist in the clinical work of the Veterinary Division at a salary of $200 per month, with the understanding that the arrangement may be terminated at any time by either party, and that the clinics held upon the campus shall be free.

On motion of Mr. Woodman, Dr. McKircher was appointed to assist in the clinical work of the Veterinary Division at a salary of $200 per month, with the understanding that the arrangement may be terminated at any time by either party, and that the clinics held upon the campus shall be free.

On motion of Mr. Woodman, the recommendation of Prof. Musselman that a fee of $10.00 be charged for the four weeks' tractor course, was approved.

On motion of Mr. Graham, the salary of Miss Frazer, Critic Teacher, was made $1650 as fixed at the September meeting, thus rescinding the action taken at the November meeting.
27th, with transportation expenses paid. •

On motion of Mr. Woodman, the communication from Mr. Newell in reference to the employment of some one to handle the fire truck, was referred to the President with power to act.

On motion of Mr. Woodman, the matter of employing a Superintendent for the Graham Horticultural Experiment Station, was referred to Mr. Graham and Prof. Eustace.

On motion of Mr. Wallace, the matter of hospital facilities was referred to the President with power to act.

On motion of Mr. Woodman, the transportation expenses of Prof. Plant in making a trip to New York on September 30th, to advise with reference to mathematical text books for the S. A. T. C., were authorized to be paid.

On motion of Mr. Woodman, the regular Athletic and Liberal Arts fees of $2.00 per term, was restored to begin with the winter term.

On motion of Mr. Woodman, the expense accounts of the Board members were approved.

On motion adjourned.

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MEETING OF THE STATE BOARD OF AGRICULTURE.

President's Office.

January 3, 1919. 10 o'clock, A. M.


The minutes of the previous meeting were approved without reading.

The Secretary presented a letter from the Auditor General and the General Accountant, Fred Z. Hamilton, transmitting the report of an examination of the accounts of B. P. Davis, Treasurer of Michigan Agricultural College, of which the following is a copy of the balance sheet.

Lansing, Michigan, Dec. 31, 1918.

Financial statement in connection with the examination of the accounts of B. P. Davis, Treasurer, Michigan Agricultural College.

Balance on hand as shown by last account current on file in this department for the month ending November 30, 1918 (Overdraft) $7,809.86
Add receipts since as per sheet "B" $125,135.21
Amount available to date $122,945.07
Deduct disbursements as per sheet "C" $77,425.39
Balance on hand at close of day December 30, 1918 as per Institution accounts $8,578.71

Cash in hand of Treasurer as per sheet "D" night of December 30, 1918 $12.50
Bank balance of Treasurer as per sheet "E" at close of business December 30, 1918 $6,480.92
Deduct outstanding checks as per sheet "G" night of December 30, 1918 $7,914.71
Cash in Treasurer's hands and in bank at close of day December 30, 1918 $8,578.71