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 overhang 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 $1100.00 (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 WPA withdrawing our WPA 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 E. 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, Danze, 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

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.

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).

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.
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 $160.00 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 L. 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 Emunzinger as half-time graduate assistant in Chemistry during the spring term. Mr. Emunzinger 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

1. Full expenses to Chicago and return for Mr. B. P. 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. Hammons, 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 22nd to 26th.

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. C. J. 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, Ky., and vicinity and maintenance expenses for Mr. C. J. 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 and two others) to West Point, Ky., and return for Miss Gladys Frenke, Alumni Recorder, so that she may attend a meeting of the American Alumni Council April 18 to 21st.

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 4.

13. Full expenses to Chicago and return for Professor F. H. 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 Edna Yakeley, so that she may attend the annual meeting of the American Association of Collegiate Registrars, April 13 to 18.

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 19th to 21st. All expenses will be charged to vocational teacher-training funds.
TRAVEL, continued

16. Out-of-state travel authorization to Chicago for Professor E. E. 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 Divison
     - Lee Wetherby

   **ENGINEERING**
   - Degree: Bachelor of Science
   - Edward Benjamin Eamon, ch.
   - Robert Norton Kennedy, ch.
   - Jesse Horton Lane, ch.
   - James Peter Kropp, ch.
   - Carl Killian Mitchell, ch.
   - Kilbur Ernest Shrocking, ch.
   - Paul Raymond Pfeifferle, ch.

   **PHYSICAL EDUCATION**
   - Degree: Bachelor of Science
   - Alice Evelyn Debielison
   - Clara Ray Wetherby

   **APPLIED SCIENCES**
   - Degree: Bachelor of Science
   - Special Science
     - Bernard C. Homrich
     - Watson Greer Conner
   - Physical Education
     - Bernard C. Homrich
   - Harold Isaac Welch

   **LIBERAL ARTS**
   - Degree: Bachelor of Arts
   - Liberal Arts
     - Virginia Margaret Anschuetz
     - Hotel Administration
     - Howard Leonard Last

   **VETERINARY SCIENCE**
   - Degree: Doctor of Veterinary Medicine
   - Edmund Iphofen Viager
   - 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.
Acceptance of half-time fellowships. Karl Fright. Central University of Farm Crops.

Increase in salary for Karl Fright. Acceptance of $2500 from Kellogg Co.

Presentation for acceptance of a grant of $2500.00, offered by the Kellogg Company for increase in Crops.

Presentation for approval of labor payrolls totalling $10225, earned by six salaried staff members in selling and taking tickets at winter term athletic events.

Investment of $2500 from Kellogg Co. Referred to Finance Committee with power.

Hospital bill of $14.00 incurred by Lowell Jensen, student, to be paid.

Transfer of Experiment Station funds: $500.00 from Bankhead-Jones research fund, Director’s Office to the Dairy Husbandry Section.

Additions to English and Botany budgets approved.

1. Department of English $500.00
2. Department of Botany $600.00

Pay for sending 2 girls to A.A. Convention at Los Angeles.

Recommendation of Dean Conrad and Mr. Wilkins that the College finance an eye operation for Norman Olman, student, to the extent of $50.00 to be charged to the Athletic budget.

Payment from college funds of 6 scholarships awards at $100 each.

Resolution from Pepper Mint Growers. 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.

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

Permanency of policy governing investments.

On motion of Mr. Berkey, 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.A. Convention at Los Angeles.

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

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

College to finance an eye operation for Norman Olman.

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

Presentation for payment of hospital bill of $14.00 incurred by Lowell Jensen, student, to be paid.

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

- $500.00 from state-supplied funds, Director’s Office to the Plant Pathology Section.
- $500.00 from state-supplied funds, Director’s Office to the Plant Pathology Section.

14. Recommendation for the following additions to departmental budgets, to cover expenses for the balance of the year:

1. Department of English $500.00
2. Department of Botany $600.00

15. Permanent policy governing investments.

On motion of Mr. Berkey, 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 finance an eye operation for Norman Olman.

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

College to finance an eye operation for Norman Olman.

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

Payment from college funds of 5 scholarships awards at $100 each.

1. Approval of payment from college funds of the 5 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 $10.00 (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.

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.

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

16. Recommendation of Dean Anthony that Mr. Karl T. Wright, Research Assistant in Farm Management, be increased from $3740.00 to $3000.00 per year, effective April 1, 1937. Mr. Wright has received a $2500.00 offer from the Resettlement Administration in Texas.

17. Recommendation that 50,000 copies of a circular describing the Kellogg Bird Sanctuary be printed, at an estimated cost of $2500.00. (Sanctuary budget is unable to take care of the item.)
March 18, 1957

PRESIDENT’S REPORTS, continued

3. Approval of expense account (384.17) 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.

4. Approval of full expenses to Washington and return for Director R. J. Baldwin, Mr. R. J. Coleman and Mr. K. E. Grover, who were asked to appear before the Federal Communications Commission on March 9th for a hearing on Station MAIR. Expenses are to be charged to Extension funds.

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 Neenah-Jones funds. Expenses were charged to the Director’s Office, Experiment Station budget.

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 18. Expenses were charged to the Director’s Office, Experiment Station budget.

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.

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.

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.)

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.

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 Moore’s 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.

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:

   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 ............. $37.00.

   3. Change cube ice refrigerator from first floor to similar location on ground floor. Cost ............. $37.00.

   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. $90.00.

   5. 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 $100.00. ( Slate cost $175.00.)

   6. It is recommended by the architects that acme to be substituted for the maple block flooring in the kitchen and adjacent areas at a cost of $519.00.

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.

Travel Dean Huston to Washington Gardner to Michigan City Baldwin to Washington Gardner and Rather to Chicago Baldwin and Barrett to Dayton, Ohio.


Equipment to be purchased for Dunbar Station.

Mr. Richardson donates plants to Botanic Gardens.

Approval of plumbing changes in new dormitory.

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 ............. $37.00.

Change cube ice refrigerator from first floor to similar location on ground floor. Cost ............. $37.00.

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. $90.00.

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 $100.00. (Slate cost $175.00.)

It is recommended by the architects that acme to be substituted for the maple block flooring in the kitchen and adjacent areas at a cost of $519.00.
March 18, 1937

Athletic Council recommends improvements to be charged to athletic budget.

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

Coal bids for 1937-38 presented and contracts let.

Coal bids entered.

Materials for NYA projects approved.

The meeting adjourned at 11:45 A.M.

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

President

Secretary