MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
March 24, 1930

Present: Messrs. Berkey, Brody, McPherson, McColl, Watkins, Mrs. Stockman, Superintendent
Pearce, President Shaw and Secretary Halladay.

Absent: None

The meeting was called to order at 10:45.

The minutes of the previous meeting were approved having been in the hands of the Board members.

APPOINTMENTS

1. The Committee on Advanced Degrees recommends the appointment of Mr. Charles Gibson Grey, a graduate of the University of Maryland, as half-time assistant in the Department of Bacteriology, effective September 1, 1930. Mr. Grey will succeed Mr. Howard Johnson. This recommendation is made at the request of Dean Giltner.

2. Mr. Rodney Whiting, Clerk, Accounting Department, effective April 1st, at a salary of $1600, to replace Mr. R.A. Higgins, resigned, effective February 1st.

3. Mr. G.A. Bowling, Dairy Extension Specialist, salary $2800 per year from State Smith-Lever funds, effective April 1st. Chief project will be the Better Sires Project. Mr. Bowling will replace Mr. Elmer Hansen, resigned, whose salary was $2500.

4. Placing of Mr. H.S. Worthington and Mr. Robert Muss on the pay rolls of the college at the rates of $120 per month for Mr. Worthington and $40 per month for Mr. Muss; both to be paid from State Supplementary Smith-Lever funds. They will be engaged in Agricultural Engineering Demonstration work. Provision is made for this employment in the budget of the Agricultural Engineering Department. Period of service, April 1, 1930 to June 30, 1930.

On motion of Mr. McColl, it was voted to approve the above appointments.

RESIGNATION

1. Mr. C.S. Rossmann, Research Fellow in Soils, effective March 15th.

On motion of Mr. Watkins, it was voted to accept the above resignation.

LEAVE OF ABSENCE

1. Dr. J.W. Patton, leave of absence, at one-half salary beginning April 1, to August 31.

On motion of Mr. McPherson, it was voted to approve the above request for leave of absence.

TRAVEL REQUESTS

1. Dr. C.S. Robinson, to attend a meeting of the American Chemical Society at Atlanta, Georgia, during the week of April 7th with railroad fare and Pullman paid from the regular station allotment to the Chemistry Section. Transportation only allowed.

2. Miss Helen D. Grimes, to attend the Sixth Annual meeting of the Women's Division of the National Amateur Athletic Federation to be held at Hotel Statler, Boston, Mass. April 1st, and the Thirty-Fifth Annual Convention of the American Physical Education Association to be held at Hotel Statler in Boston April 2 to 5, with expenses paid out of the Women's Physical Education budget, in which it is her understanding that provision was made for this trip. All expenses allowed.

3. Miss Elida Yakeley to the meeting of the American Association of Collegiate Registrars at Memphis, Tennessee, April 15 to 17. All expenses allowed.

4. Dean J.F. Cox, to attend the meeting of Smith-Hughes Agricultural Directors at Chicago on March 26th, with expenses paid from the funds of this office.

5. Mr. Harry S. Reed, to attend the Spring meeting of the American Chemical Society, April 7th to 11th at Atlanta, Georgia, with transportation only allowed.

6. Mr. E.K. Down, to attend the meeting of the National Milling Company at Toledo, Ohio, March 22, in regard to wheat fellowships. All expenses allowed.

7. Dr. E.T. Hallman, to attend meeting of the Committee on Abortion of the American Veterinary Medical Society, at Washington, D.C., April 3rd. Part of the expenses will be paid by the Committee and the remainder to be made up by the College.

On motion of Mr. Watkins, it was voted to approve the above travel requests.

MISCELLANEOUS

1. Recommendations from faculty regarding course in Field Biology at Kellogg Wild Life Sanctuary, Battle Creek, Michigan.

On motion of Mr. Watkins, it was voted to approve the above travel requests.
On motion of Mr. McPherson, it was voted to accept and place on file the recommendations regarding the courses in Field Biology at Kellogg Wild Life Sanctuary, Battle Creek, Michigan and that the financing of this project come from the Summer School budget.

2. Recommendation from Director Gardner relative to the necessity of adding a well-trained, first class man to the staff of the Entomological Department.

On motion of Mr. Brody, it was voted to approve the recommendation from Director Gardner relative to adding a well trained, first class man to the staff of the Entomological Department.


On motion of Mrs. Stockman, it was voted that settlement in the amount of $253.50 be made with Mitchell Printing Company, amount to be taken from the reserve fund, and that in the future the College be responsible for the publication of this booklet or one containing similar information.

4. Report from Dr. Hallman to the effect that Dr. Sholl has an offer to go to the Alabama Polytechnic Institute next year, in the Department of Bacteriology and Pathology, at a salary of $4500. This is $700 more than he is getting here. Dr. Hallman believes that he will be perfectly happy to remain here if he can feel that there is a reasonable probability that he will be earning an equivalent salary within the next three or four years.

On motion of Mr. McColl, it was voted to refer the above item to the Advisory Committee to report back to the Board.

K.T. Wright's salary advanced.

$1857.68 transferred to Dairy Div.

$400 added to Dairy Dept. Budget

S10. a month to be paid sorority house chaperones.

$5.00 Commons Club fee discontinued.

Board raised to $5.00 a week. R.R. Needs, President.

Fire College to be held at South Haven.

4. Report from Dean Conrad relative to the discontinuance of the $5.00 Commons Club Fee. The Commons Department is no longer a club; (2) for the raising of Board rates in the Commons from $5.00 not to exceed $6.00; (3) raising of room rent scale from $1.50 to $3.00, to read $2.00 to $3.50.

On motion of Mr. Watkins, it was voted to approve Dean Conrad's recommendation.

10. Request of Dean Dirks for permission to hold Fire College at South Haven (repetition of proposal made by Mr. Watkins). On motion of Mr. McPherson, it was voted to approve the recommendation from Director Gardner relative to adding a well-trained, first class man to the staff of the Entomological Department.

14. Representatives of the Alumni Board appeared before the Alumni Committee of the State Board of Agriculture to discuss future plans relative to the Union Building.

ITEMS FROM THE SECRETARY'S OFFICE

1. Letter from Secretary Halladay as follows suggesting method for more efficient hiring of clerks and stenographers:

"Since I have been connected with the College, the question of the best method to pursue with regard to hiring clerks and stenographers has been discussed many times, but no definite conclusion arrived at. Mr. Wilkins and I have spent a great deal of time in considering this proposition and have a plan now which we wish to submit to you and the Board which we believe will mean more efficiency to departments as well as to the College in general.

We have a Central Stenographic Bureau which is working out very satisfactorily. It is our plan to use this Stenographic Bureau as a clearing house and that all new stenographers be taken into this office and tried out for a reasonable period of time and when departments require services of secretarial help, any individual in this office would be available for a position. In this way, a standard rate may be fixed for salaries and certain requirements met before stenographic help is employed in the departments.

This plan will revolve itself into the different departments of the College securing the services of competent help which is more or less familiar with College work. If this plan meets with your approval and you think it wise to submit it to the State Board of Agriculture, I shall be glad to have it tried out."

On motion of Mr. Watkins, it was voted to approve Mr. Halladay's request in regard to more efficient hiring of clerks and stenographers.

2. Parking regulations on College boulevard entrance, two hour limit.

On motion of Mr. Brody, it was voted to approve Mr. Halladay's recommendations in regard to parking on the College boulevard entrance, on two hour parking limit.

3. Letter from Conservation Department relative to possible sale of parcel of Agricultural College land.

On motion of Mr. McColl, it was voted to refer the above item to Secretary Halladay with power to act.

4. Purchase of cots for the College for use in connection with large groups of people who come to the College for conferences from time to time.

On motion of Mr. Berkey, it was voted to refer the question of purchasing cots to the President and Secretary with power to act.

5. The Secretary reported to the Board that all accounting in connection with the Creamery will be handled through the accounting division of the Secretary's Office, plans having been worked out and agreed upon by Dean Cox, Professor Anthony and Mr. Wilkins. Likewise, all accounting in connection with the stores is to be taken over by Mr. Wilkins and the accounting division, and the branch office of the stores building will be closed.

COMMITTEE REPORTS

1. BUILDING COMMITTEE

a. Razing of Old Baseball Bleachers.

On motion of Mr. Watkins, it was voted that Mr. Halladay be empowered to confer with Director Young, and, owing to this late date, to do for the present season what seems best in regard to making the old baseball bleachers suitable for use, and that before another season, something permanent be done.

b. Barns

No report.

c. Anatomy and Animal Disease Research Labs.

No report.

d. Dormitories

No report.

e. Apiary Building

No report.

f. Houses at Chatham

No report.
2. REPORT OF COMMITTEE ON FINANCE – Mr. McPherson, Mr. Berkey, Mrs. Stockman.
   a. Kellogg Farm Financing Matters
      The Committee, together with Mr. Cox and Mr. Wilkins, after having visited the W.K. Kellogg
      Farm, recommends that an amount of $16,973.84 be transferred from the reserve fund to
      balance the account of the Kellogg Farm, and that, in the future all requisitions for purchases for
      the College Farm be put through our Central Accounting Division.

3. COMMITTEE ON MUSIC DEPARTMENT ORGANIZATION AND FINANCE.
   a. Report of Committee on consideration of getting upon a paid basis so far as tuition for
      the training of individual students in Music is concerned.
      No report.
   b. Additional Practice Rooms for Music Students.
      No report.
   c. Consideration of plan for construction of Music Building and auditorium submitted through
      Institute of Music and Allied Arts.
      Mr. Bruce Anderson and Professor Richards appeared before the Board with an architect's draw-
      ing and proposed plans for the construction of the Music and Allied Arts building.
      On motion of Mr. Berkey, it was voted to authorize the Advisory Committee of the Board to
      confer with Mr. Anderson, who is to prepare financial statements relative to the auditorium
      project.

4. COMMITTEE ON R.O.T.C. UNIFORMS
   Letter from Colonel Davis
   Placed on file.

5. Committee appointed to consider status of Sergeant Foley.
   No report.

6. COMMITTEE APPOINTED TO CONSIDER RELATIONS BETWEEN THE MICHIGAN STATE COLLEGE AND MEDICAL AND
   DENTAL COLLEGES IN CONNECTION WITH GRANTING OF B.S. DEGREE.
   No report.

It was voted to hold a special meeting of the State Board of Agriculture at 10 o'clock, Friday
morning, April 4th.

The meeting adjourned at 4:30.

HARVEY
Secretary

MINUTES OF THE SPECIAL
MEETING OF THE STATE BOARD OF AGRICULTURE
April 4, 1950

Present: Messrs. Brody, McColl, McPherson, Berkey, Watkins, Mrs. Stockman, Superintendent Pearce,
President Shaw and Secretary Halladay

Absent: No one

The meeting was called to order at 10 o'clock.

1. Course Revision
   Approval of revision of all courses offered by the Institution removing them from a
   four credit basis to a 5, 5, and 2 to effect a 20% saving in administrative and operative
   overhead, and to distribute the week's work for both students and instructors over a 5½
   day period per week rather than 5½ days as at present, to be effective at beginning of
   Fall Term.