MEETING OF THE STATE BOARD OF AGRICULTURE.

PRESIDENT'S OFFICE.

March 24, 1920. 11 o'clock A.M.

Present, President Kedzie, Mrs. Stockman, Messrs. Waterbury, Wood-
man and Watkins.

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

Resolved, that the minutes of the meeting of February 18, 1920,
at which a quorum of the Board was not present, are approved and the sever-
al actions taken by the Board at that time are hereby confirmed.

Hilda Kellner be retained to end of College year. Sal. $1500 Yr.

E.J.Klotila appointed Research Assistant in Plant Path. Sal. 2400.

$250 App. for exps. to July 1920 $750 for exps. of work next Yr.

Co. Agts. appointed. K.H.Miller George E. Smith Kris P. Bemis
C.P. Milham C.P. Johnson Ralph Carr Wm. Murphy

In each case Co. Farm Bureau to pay all salary over $1200.

On motion of Mr. Woodman, the recommendation of Professor Ander-

salaries continued for the remainder of the College year at a salary of $1500 per annum, was approv-
ed.

On motion of Mr. Woodman, Mr. J. E. Klotila was appointed Re-

search Assistant in Plant Pathology at a salary of $2400.00 per annum, to

begin June 1 next, with an appropriation of $250.00 to cover the necessary

expenses previous to July 1, and $750.00 to cover the expenses of the work

during the next fiscal year.

On motion of Mr. Watkins, the following appointments, recommended

by Director Baldwin, were approved and the following resignations accepted:

Appointments:

K. H. Miller, County Agent for Dickinson, at $2400.00, effective
March 20.

George E. Smith, County Agent for Oceana, at $2000.00, effective
April 15.

Kris P. Bemis, County Agent for Mason, at $3500.00, effective
March 15.

Clinton P. Milham, transferred from Iosco to Ottawa, effective
April 1.

L. V. Benjamin, County Agent in Baraga, at $1800.00, effective
April 1.

C. P. Johnson, County Agent in Alger, at $2500.00, effective
April 1.

Ralph Carr, transferred from Monroe to Lenawee, at $3000.00, effective April 1.

William Murphy, transferred from Extension Specialist in Farm
Crops to Macomb County as County Agent, at $2400.00, effective March 22.

In each of these eight cases the County Farm Bureau is to pay
all salary above the $1200.00, which is to be paid from Lever Funds.
Resignations:
Glen S. Kies, County Club Leader for Ingham, effective January 31, 1920.
Frank Sandhammer, Assistant to Leader of County Agents, effective March 16.
Charles H. Graves, Farm Management Demonstrator, effective April 1.
E. O. Anderson, County Agent for Macomb, effective March 9.
C. L. Coffeen, County Agent for Lenawee, effective April 1.
The President presented a report from Dean Bissell regarding an expansion of the present power plant.

On motion of Mr. Woodman, the matter was referred to Mr. Waterbury, Dean Bissell and the Secretary, with power to act.

The President also presented a report from Dean Bissell regarding the installation of a light and power plant at the Chatham Experiment Station, which was on motion of Mr. Woodman, laid upon the table until the next meeting.

On motion of Mr. Waterbury, Mr. P. L. Butterick was appointed Assistant Professor of Forestry at a salary of $2400.00 per annum, effective as soon as he reports for duty.

On motion of Mr. Watkins, Mr. H. C. Rather was appointed Extension Specialist in Farm Crops at $2500.00 per annum, to succeed Mr. William Murphy, resigned, for the remainder of the fiscal year, the appointment to date from April 1.

On motion of Mr. Waterbury, Mr. C. W. Straight was appointed Assistant in Farm Crops and Farm Mechanics, at $2200.00 per year, 5 months of his time to be given to the former and 7 months to the latter.

On motion of Mr. Watkins, the recommendations contained in the following letter from Prof. Cox to Dean Shaw were approved and adopted:

*Dean R. S. Shaw, M.A.C.*

Dear Dean Shaw:

In order to provide for a proper staff to meet the increasing demands on the Crop Department and fill vacancies on the department staff due to recent resignations, the following recommendations are made:

1. That Assistant Professor A. L. Bibbins give two-thirds of his time to Extension work, his chief project being to accomplish the proper introduction of improved crops varieties and the selection of high yielding varieties as standards to communities where best adapted. The Crops Department has organized and fostered, during the past ten years, the Michigan Crop Improvement Association, which has proven to be an effective instrument in bringing about a wide-spread introduction of high yielding strains, such as the Rosen Rye, Worthy and Wolverine Oats, Red Rock Wheat, etc.

The resignation of Mr. J. W. Nicholson as Crops Specialist and secretary of this organization and his transference to the management of the Seed Department of the Michigan Farm Bureau, makes it necessary to immediately assign a competent organizer, properly trained along crops lines, to the position vacated by Mr. Nicholson.

At the recent meeting, March 6th, of the Board of Directors of the Michigan Crop Improvement Association, the following changes in the management of this organization were accepted, upon my recommendation:

- Mr. Bibbins will give 2/3 of his time to Extension work
- Mr. Bibbins succeeds Mr. Nicholson as M.C.I.A. Impr. Ass'n.
1. That the Manager of the Seed Department of the Michigan State Farm Bureau be appointed as sales manager of the Michigan Crop Improvement Association, and sit on the Board of Directors, serving as a sales representative in handling of quantity transactions.

2. The Secretary of the Association shall build up a large membership, arrange demonstrations and inspections, supervise the registration of seeds, and list such seeds for sale. In general, maintain a strong organization through which he will endeavor to create a sufficiently ample supply of registered seed for local and out-of-state demands.

3. That Prof. A. L. Bibbins of the Farm Crops Department serve as Secretary-Treasurer of the Association, succeeding Mr. J. W. Nicholson, resigned.

4. The inspection of seeds, being under the supervision of the Farm Crops Department, to be placed upon the highest possible plane of practical efficiency, the cost of inspection to be carried on as before by members of the Association. The list of inspected fields shall be the basis for registration. Registration shall be entirely under the control of the Directors of the Association.

5. (a) The Crops Extension Specialist of the College (to be appointed) shall serve as Field Representative of the Association.

(b) G. W. Putnam, Crops Experimenter of the Upper Peninsula, shall serve as Field Representative for that district.

Mr. Bibbins will give one-third of his time during the winter to the handling of the newly established course in grain standardization and to instructional work in seed inspection.

The above project will require a man of exceptional ability as an organizer and as a Crops Specialist. I believe Mr. Bibbins can perform the duties satisfactorily and will develop in the work. I recommend that he be employed at an initial salary of $2800.00 beginning March 1, 1920, one-third College and two-thirds Extension.

2. The variety test work in various parts of the State, during the past season, indicated the value of this method of ascertaining adaptation of varieties. The continuance of such tests is demanded by numerous county agents. In standardizing varieties in sections and in forming a basis for the Crop Improvement Association and Farm Bureau, this work furnishes a safe foundation. We will need a man by April 1. I have in mind Mr. Duane Rainey of our present senior class, who will graduate March 21. I hereby request that Mr. Rainey be employed at a beginning salary of $1800.00, one-third Station and two-thirds Extension, taking effect April 1. (Replacing Mr. E. K. Chamberlin who resigned December 31, 1919.)

3. The transference of Professor Bibbins to other work for a large part of his time, and the greater number in the class now being handled by the Crops Department, will make it necessary to secure immediately an additional instructor. I herewith request permission to add to the department staff, an instructor in Farm Crops at a salary of $2000.00 beginning April 1. I have taken up the matter with various neighboring institutions. The most likely candidate is Mr. E. J. Walter, recently connected with the extension force and short course instructional staff at Ohio State University. He is a graduate of that institution, about 35, married, and is well recommended by Dr. Parks of the Ohio State Crops Department. Mr. Walter has had 16 years of practical experience in farming and to my knowledge is one of the best corn specialists available. He would render excellent service in our large laboratory courses and in our short course instructional work. He spent a day here at my request and will consider the position at $2000.00. I recommend the establishment of this instructorship and request permission to make appointment April 1.

Yours truly,

(Signed) J. F. Cox,
Professor of Farm Crops.
On motion of Mrs. Stockman, the following schedule of fees in the Home Economics Division, recommended by Dean Edmonds after conference with Mrs. Stockman, was approved:

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Description</th>
<th>Old Fee</th>
<th>New Fee</th>
</tr>
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<tbody>
<tr>
<td>1-a</td>
<td>Freshman food work</td>
<td>$4.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>1-b</td>
<td>Sophomore foods</td>
<td>$4.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>1-c</td>
<td>Course in cookery of meats, fish, etc.</td>
<td>$4.00</td>
<td>$6.00</td>
</tr>
<tr>
<td>2-a</td>
<td>Dietetics</td>
<td>$5.00</td>
<td>$6.00</td>
</tr>
<tr>
<td>3-b</td>
<td>Advanced cookery &amp; meal serving</td>
<td>$5.00</td>
<td>$10.00</td>
</tr>
<tr>
<td>7</td>
<td>Problem cookery</td>
<td>$5.00</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

On motion of Mrs. Stockman, Mr. Robert Tweed was made Research Assistant and instructor in Bacteriology, the appointment to date from June 1 and the salary to be adjusted later.

On motion of Mr. Woodman, the resignation of Mr. Arthur Sharroh as Chief Deputy Apiary Inspector, was accepted, effective March 15, and Mr. P. T. Ulman was appointed to succeed him, the appointment to date from March 16.

On motion of Mr. Woodman, $150.00 was added to the salary of Mr. R.K. Kelty, instructor in Apiculture, effective March 1.

On motion of Mr. Woodman, the recommendation of the Committee on Graduate Study that a half-time graduate assistant be appointed for the Department of Entomology, was approved and also the recommendation of the same committee that the salaries of the graduate assistants in the future be $800.00 a year for half-time and $400.00 for quarter-time.

On motion of Mr. Woodman, the communication of J. P. Powers to President Kedzie regarding farm cost accounting, was referred to Dean Shaw for reply.

On motion of Mr. Woodman, an additional appropriation of $3000.00 was made to the Military Department for the purchase of uniforms for the band.

On motion of Mrs. Stockman, the request of Dr. McCool for $1500.00 appropriation with which to carry on co-operative soil investigations with the United States Soil Survey was granted.

On motion of Mr. Waterbury, Professor Chapman was authorized to attend the meeting of the American Physical Society at Washington, April 23 to 24, with transportation expenses paid, and Professor A. J. Clark and Professor Huston were authorized to attend a meeting of the American Chemical Society, at St. Louis, Mo., April 12 to 16, under the same conditions.

On motion of Mr. Woodman, the request of Prof. Steward, for permission to employ two additional men in the Department of Drawing and Design, was referred to the President with power to act.

On motion of Mr. Woodman, the expense of Major Gansser amounting to $25.00 in attending the Memorial Grove dedication was approved for payment.

On motion of Mr. Waterbury, the President was authorized to employ B. J. Ford for six months, at a salary of $2500.00 per year, to be paid from advertising funds.
On motion of Mr. Watkins, the request of the Michigan Association of Fairs for assistance from the College was referred to the President with power to act.

Delegates to University of North Carolina.

On motion of Mr. Woodman, the matter of sending a delegate to the University of North Carolina at the inauguration of its President, was referred to the President, with power to act.

On motion of Mr. Watkins, the following persons, being detained by thesis work, are released from the payment of the delinquent fee at the opening of the spring term:

- L. M. Jones
- B. W. Belling
- Carl F. Miller
- A. M. Hopperstead
- L. L. Bateman
- W. E. DeYoung

Standing Committee for Physical Training and Military.

On motion of Mr. Watkins, the President was authorized to appoint a standing committee for the Departments of Physical Training and Military.

On motion of Mrs. Stockman, the matter of salaries of persons in the executive offices was referred to the President and Secretary, with power to act.

On motion of Mr. Watkins, Mr. Waldron was authorized to attend a Conference of the States Relations Service at Dubuque, Iowa, April 5 to 7, with expenses paid.

On motion of Mr. Watkins, $5000.00 was added to the appropriation for bulletins.

Waldron to attend Con. of States Relations Serv.

On motion of Mr. Watkins, the salary of Mr. D. L. McMillan, Supt. of the Upper Peninsula Experiment Station at Chatham, was increased from $2000 to $2500 with the same perquisites, the change to date from April 1.

The Secretary presented the following letter from J. T. Burnham:

*Michigan Agricultural College,
Lansing, Michigan*

Gentlemen:

In the will of the late Mattie W. Bailie, who died on year ago last January, article seven reads as follows:

*"The Col. George F. Sanford and Louise King Sanford Memorial Fund."*

**Seven:** I give, devise and bequeath the sum of Five Thousand Dollars ($5000) to the Michigan Agricultural College to be invested in safe and suitable securities, the income of which shall be used for the help of needy girl students of said institution as a loan without interest, at the discretion of the Dean of Women and the President thereof, such loan when repaid to become a part of the fund for such use. This bequest I desire to be known as "The Col. George F. Sanford and Louise King Sanford Memorial Fund." Only the income of it shall be used for the object stated, said fund to be a perpetual memorial of the loyalty and devotion of Mr. & Mrs. Sanford to the welfare of those less fortunate than themselves.

If your board will meet and adopt resolution accepting this gift as stated above, I will be glad to turn the money over to you, as soon as the Probate Judge will allow me.

As there was not enough money to pay all bequests in full, the same are to be pro rated. At this time I cannot tell just what your share will be.

Yours respectfully,

(Signed) J. T. Burnham

Executor.

On motion of Mrs. Stockman, the bequest was accepted with grateful appreciation, and the Secretary requested to make acknowledgment.

On motion of Mr. Woodman, the President was authorized to appoint
a committee to adjust relations between the Farm Bureau and the College.

The President appointed as such committee, Mr. Watkins, Mr. Waterbury and Mr. Woodman.

On motion of Mr. Watkins, the President, the Secretary and Mrs. Stockman were authorized to adjust the salaries of those not previously provided for.

On motion adjourned.

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MEETING OF THE STATE BOARD OF AGRICULTURE

PRESIDENT'S OFFICE

April 21, 1920. 1:30 o'clock P. M.

Present, President Kedzie, Mrs. Stockman, Messrs. Woodman, Beaumont and Watkins.

The minutes of the previous meeting, having been in the hands of the members, were approved without reading.

On motion of Mr. Beaumont, the following report of the Committee on Budget and Employees was adopted:

To the State Board of Agriculture:

Your Committee on Budget and Employees respectfully reports as follows:

At the request of President Kedzie, we had on April 10th last, a conference with professors Clark, Plant and Steward, representing the Faculty, with reference to salaries for the coming year. They presented to us facts and arguments tending to show, and we think showing, that the recent increase made by this Board is sufficient, at least insofar as it pertains to salaries of professors and associate professors. Subject to the conditions hereinafter set forth, we recommend the following minimum scale of salaries, which is the scale recommended by the Faculty Committee, viz:

<table>
<thead>
<tr>
<th>Deans</th>
<th>5,000.00</th>
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</thead>
<tbody>
<tr>
<td>Professors</td>
<td>4,000.00</td>
</tr>
<tr>
<td>Associate Professors</td>
<td>3,200.00</td>
</tr>
<tr>
<td>Assistant Professors</td>
<td>2,400.00</td>
</tr>
<tr>
<td>Instructors</td>
<td>1,800.00</td>
</tr>
</tbody>
</table>

| Professors | 3,800.00 |
| Associate Professors | 3,000.00 |
| Assistant Professors | 2,200.00 |
| Instructors | 1,600.00 |

The foregoing recommendations are made fixing a minimum. In the judgment of this Committee, it is deemed wise to fix no maximum. There are now in these various classifications, men who are entitled to much more than the minimum. Teachers, who are efficient and loyal and enthusiastic, should not be handicapped by this minimum but should receive salaries ranging from $600.00 to $1000.00 or perhaps more, in excess thereof.

This recommendation is, of course, conditioned upon the fact that we have