REPORT OF THE BOARD OF DIRECTORS OF THE MICHIGAN INSTITUTE OF MUSIC

At a special meeting of the Board of Directors of the Michigan State Institute of Music and Allied Arts held today, December 29th, 1952, the following resolutions were passed:

1. Moved by Mr. C. E. Ecker, supported by Mr. A. J. Clark, that the Board of the Michigan State Institute of Music and Allied Arts approve the report of Mr. Joseph A. Baldwin made to the State Board of Agriculture. Carried.

2. Moved by Mr. C. E. Ecker, supported by Mr. Lewis Richards, that the State Board of Agriculture be advised that it is the understanding of the Board of Directors of the Michigan State Institute of Music and Allied Arts that the audit of the Institute books compiled by Seidman and Seidman was made as a confidential report for the special committee of the State Board of Agriculture to be used as a basis for a study by Mr. Baldwin. Carried.

3. Moved by Mr. C. E. Ecker supported by Dr. L. M. Snyder that the recommendations prepared by President Shaw regarding a closer relationship between the Michigan State Institute of Music and Allied Arts and the College be accepted. Carried.

On motion of Mr. Brody, seconded by Mrs. Wilson, it was voted that the Board accept the report of the special meeting of the Board of Directors of the Michigan State Institute of Music and Allied Arts.

The meeting adjourned at 4:30.

R. J. Coleman, Secretary

Minutes of the Meeting of the State Board of Agriculture January 12, 1933

Present: Messrs. Brody, Chairman; Berkey, Daane, McColl, Mrs. Wilson, Superintendent Pearce; President Shaw and Secretary Halladay.

Absent: Mr. McPherson

The meeting was called to order at 4:15 P.M.

The minutes of the previous meeting were approved, having been in the hands of the Board members. However, the following addition was authorized, these items having been included under the heading "Extension Salary Budget":

1. Resignation of Mrs. Agnes Sorenson Richards, Home Demonstration Agent in Kent County, effective January 1, 1933.

2. Transfer of Miss Mary F. Seekell as Home Demonstration Agent in Oceana County to Kent and Ottawa Counties, effective January 1, 1933 to June 30, 1933 at a salary of $210.

3. Miss Esther Lott to be continued on the payroll at her present salary of $150 per year as Home Demonstration Agent at Large. This position will not be continued after June 30, 1933.

On motion of Mr. Daane, it was voted to approve the above additions to the December 29th minutes.

APPOINTMENTS

1. Recommendation from Dean Ryder that Dr. H. H. Kimber be continued as Instructor in the Department of History and Political Science for Winter Term 1933 at a salary of $200 for each of the months of January, February, and March. He was appointed in September, for the fall term only.

2. Appointment of Mrs. LaDora Irland as half time Instructor in the Department of History and Political Science for Winter Term 1933 at a salary of $80.00 a month in order to take care of the unexpected demand for graduate work in that department. She was previously appointed for fall term only on full time basis at $150 a month.

3. Reinstatement of Mrs. Mabel Stanley in the Health Service effective January 18th at the same rate of salary ($155 a month, less 7% or $146.15) Mrs. Randall, who has been replacing Mrs. Stanley during the leave of absence, will leave January 15.
On motion of Mr. Brody, it was voted to approve the three items listed above.

4. Reinstatement of Dr. R. M. Snyder as Research Assistant in Bacteriology from November 1, 1932 to June 30, 1933 with remuneration from Experiment Station Funds at the rate of $50.00 a month. (Labor payroll).

On motion of Mr. Brody, it was voted to approve the reinstatement of Dr. R. M. Snyder as per the above, to be remunerated from Experiment Station Funds as budgeted to the Departments concerned for the present year, from the Labor Payroll.

LEAVE OF ABSENCE

1. Dean Ward Giltner has requested a leave of absence from February 15th to June 1st, 1933 in order that he may finish his residence requirements at the University of Michigan for his Doctor's degree. Dean Giltner has had no leave of absence during the regular school year in the twenty-five years he has been at Michigan State College.

On motion of Mr. McColl, it was voted to approve the leave of absence for Dr. Giltner with pay.

TRAVEL REQUESTS

1. Request from Division of Engineering for one member of the Mechanical Engineering Department to attend the meeting of the American Society of Heating and Ventilating Engineers at Cincinnati, January 23rd to 25th, travel expenses to be charged to Mechanical Engineering.

2. Request from Supt. of Building and Grounds, that Mr. Adams, Chief Engineer, be authorized to attend the National Meeting of the Society of Heating and Ventilating Engineers at Cincinnati on January 23rd, 24th and 25th, travel expenses estimated at $50.00.

On motion of Mr. Dunn, it was voted to approve mileage on one car for one member of the Mechanical Engineering Department and Mr. Adams, Chief Engineer, to attend the National Meeting of the Society of Heating and Ventilating Engineers at Cincinnati on January 23rd, to 25th, provided they can agree to make the trip together.

REFUNDS OF FORFEIT FEE

1. Requests for refund of $10.60 registration fee from the following students: K. L. Kibby, Esther Bieri, Harold Glaab and Robert Broderick.

On motion of Mr. Brody, it was voted to grant the refund in the case of Kibby, Bieri, and Glaab, denying the fourth one.

3. Report from Mr. Wilkins states that the Contingent account has been overdrawn in the amount of $24,465.86. It is recommended by the Accounting Department that an amount of $15,000 be set aside, chargeable against Reserve, to take care of any further obligations along with what already exists.

On motion of Mr. McColl, it was voted to transfer an amount of $15,000 from the Reserve Fund to the Contingent Fund.

MISCELLANEOUS

1. The following students have completed their respective courses at the close of the fall term 1932, and are recommended by the Registrar for the Teachers' certificates, which they cannot obtain until approval of graduation has been granted by the Board.

Cobb, Clifton Alvord, Applied Science
Conrad, Howard Philip
Sible, Thomas Ward
Schrems, Albertus Henry
Handy, George Betman, Physical Education
Schraft, Enno William, Liberal Arts

On motion of Mr. McColl, it was voted to approve the recommendation of the Registrar for granting of degrees and teachers' certificates to the students mentioned.

2. The Committee on Scholarships recommends that the Alumni undergraduate scholarships for freshmen be continued for the sophomore year for these holders of freshmen scholarships whose scholarship record is outstanding, the number and personnel of those selected to be left to the discretion of the committee on scholarships.

On motion of Mr. Brody, it was voted to approve the recommendation of the Committee on Scholarships.

REPORT OF THE PRESIDENT

1. Report on appointment of Mr. Thompson to teach Education 310 during this present winter term, the remuneration to be three hundred dollars for the term. Hereafter this subject will be given by members of the staff of the Department of Education and the Department of Physical Education.

2. Report that the special audits of Music and Campus Improvement Expenditures were authorized by the special investigational committee appointed by the Board. The approval of these members was secured by the President by communicating over the telephone at a time when they were not in session.

COMMITTEE REPORTS: See next page.
1. Report of Music Committee consisting of Mr. Brody and Mrs. Wilson giving their approval of the reduction in fees charged for private instruction in the Institute of Music and also the applied music fee charged college students as outlined in a letter from Mr. Coleman, Secretary of the Michigan State Institute of Music and Allied Arts to President Shaw under date of December 15th, same to become effective at the beginning of the winter term 1956.

On motion of Mr. Brody, it was voted to approve the report of the Music Committee.

2. The Music Committee reported progress on the purchase of pianos for the College Music Department.

On motion of Mr. Deane, it was voted to leave the matter of purchase of pianos to Mr. Brody and Mrs. Wilson with power to act, purchase to be made when funds may be available from the State.


Mr. Brody reported that the matter was carefully considered by Director Gardner, Professor Rather, Mr. Marston and himself and they are recommending that the lease be signed for one year only, at a rental price of $40.00 per month. This is a reduction in the rent of $10.00 a month.

On motion of Mr. Brody, it was voted to approve the recommendation regarding the lease for the Corn Borer Station.

4. Report of cost of drilling well on muck experimental field along Mt. Hope Road, and cost of pump and motor.

Dr. Millar reports an estimate on drilling the well of $250 to come from Potash Export funds, and an estimate of $200 for the pump and motor. He states that about $100 extra is needed to cover frost prevention, incidentals, etc. making this cost approximately $550.

On motion of Mr. McColl, it was voted to approve items 3 and 4, the amounts not taken care of by Potash Export funds to come from the Contingent Fund, that each $500.

5. Report of Mr. Deane on the statements of Seidman & Seidman regarding the three audits; total amount to be paid $6541.96; also recommendation that the Board adopt a policy of a continual audit in lieu of biennial audits, and that the firm of Seidman & Seidman be authorized to undertake such an audit for the fiscal years ending June 30, 1953 and June 30, 1954.

On motion of Mr. Deane, it was voted to accept his report regarding the payment of the statements ($6541.96) to be paid from the Contingent Fund and also his recommendation of having a continual audit rather than biennial audits and that Seidman & Seidman be authorized to make such an audit for the years ending June 30, 1953 and June 30, 1954.

6. Report on Bus for Education Department, by Secretary.

No report.

7. Report of Mr. Brody, for the Committee, regarding the lease and feasibility of continuing experiments at the Corn Borer Station at Monroe.

Mr. Brody reported that the matter was carefully considered by Director Gardner, Professor Rather, Mr. Marston and himself and they are recommending that the lease be signed for one year only, from December 1, 1952 to December 1, 1953, instead of for three years as formerly, at a rental price of $40.00 per month. This is a reduction in the rent of $10.00 a month.

On motion of Mr. Brody, it was voted to approve the recommendation regarding the lease for the Corn Borer Station.

REPORT OF THE BUILDING COMMITTEE

1. Estimate of cost on alterations to the Dairy Building which is nearly complete. Total est. cost $33,998.31. The cost was formerly estimated at $28,848.05, the additional work having been authorized by the Building Committee. Recommendation of the Building Committee that this statement be approved.

On motion of Mr. McColl, it was voted to approve the above figures on the alterations to the Dairy Building, which is the estimated cost at the present time.

2. Report on Dry Kiln in Forestry Building.

No report.

3. Report on Dunbar Forestry Station.

No report.

4. Request of Dean Dirks of the Engineering Division that a slight change be made in the Cement Laboratory - estimated cost $100.00.

Building Committee recommends action deferred indefinitely.

On motion of Mr. McColl, it was voted that the recommendation for action deferred in item 4 be approved.

5. Report of cost of extending electrical line of Consumers Power Company to the muck experimental field. Dr. Millar, Head of the Soils Department reports that the estimated cost is $100 and can be taken out of Potash Export funds. Dr. Millar also reports that Mr. Wheeler of the Consumers Power Company indicates that there is a possibility of the Company taking over this project as an experiment of their own.

6. Report of Mr. Uoane regarding the payment of the statements of Seidman & Seidman regarding the three audits; total amount to be paid $6541.96; also recommendation that the Board adopt a policy of a continual audit in lieu of biennial audits, and that the firm of Seidman & Seidman be authorized to undertake such an audit for the fiscal years ending June 30, 1953 and June 30, 1954.


Dr. Millar reports on request for slight change in Cement Lab.

No report on Dry Kiln.

No report on Dunbar Forestry Station.

Action deferred on request for slight change in Cement Lab.
Amount of $1650 to be released for replacement of old batteries and installation of motor generator set etc.

Recommendations from Mr. Davenport, Supt. of Buildings and Grounds, regarding improvements to be made relative to the Electrical Distribution System, as per survey made by Mr. Sutherland, dated June 25, 1932. This includes the installation of larger transformers in the power Plant, rewiring the 2300 volt service for the two boiler feed pumps and air compressor, installing a new motor driven exciter, installing a motor generator set for charging the storage battery and installing transformers and replacement of old batteries with new ones.

Recommended by the Building Committee that an amount of $1650. be released for the replacement of old batteries with new ones and the installation of a motor generator set for charging storage batteries. Consideration of the transformers, etc. is to be given at the next meeting.

On motion of Mr. McColl, it was voted that the above recommendation of the Building Committee be approved.

The meeting adjourned at 5:45.

Pres. L. S. Shaw
Sec. F. H. Halladay

Minutes of the Meeting of the State Board of Agriculture
February 16, 1933

Present: Messrs. Brody, Chairman; Berkey, McColl, McPherson, Mrs. Wilson, Superintendent Pearce, President Shaw and Secretary Halladay.

Absent: Mr. Daane

The meeting was called to order at 2:15 P.M.

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

RESIGNATION

1. Resignation of James Crowley, Head Football Coach, effective February 28, 1933.
On motion of Mr. McColl, it was voted to refer the resignation of Mr. Crowley to the President and a Committee consisting of Mr. Brody and Mr. McPherson with power to act.

The Committee wishes to report that the resignation of Mr. Crowley has been accepted effective February 28th.

TRAVEL

1. Professor P. A. Herbert to Syracuse University to attend the dedication of the Forestry Building, February 25th, travel expenses only. (The Board approved this travel on October 20th, but the dedication was postponed).
2. Mr. Proulx to Chicago, February 25th to 26th, all expenses. A tour to Chicago hotels has been arranged by the Michigan Hotel Association for our students in hotel training, and Mr. Proulx is to accompany this group.
On motion of Mr. Berkey, it was voted to allow travel item #2.
3. Professor Austin to the National Education Association meeting at Minneapolis, February 25th to March 2nd with transportation expenses.
On motion of Mr. Berkey, it was voted that all allowance for expenses on out of state travel be suspended until further action of the Board.

MISCELLANEOUS

1. Request from Electrical Engineering students to operate Station WSSH.
2. Revised budget for W.K. Kellogg Bird Sanctuary, operative January 1 to June 30, 1933, which includes:
   a) Reduction of salary of Dr. Pirmie to $2500 (from $2790.00) from February 1-July 1.
   b) Reduction of salaries of Mr. Henry and Mr. Bradley to $300 per month (previously $325)