

Minutes of the  
Meeting of the State Board of Agriculture  
October 18, 1930

839

Present: Messrs. Berkey, Brody, McColl, McPherson, Stockman, Watkins; President Shaw, Secretary Halladay.

Absent: Superintendent Pearce.

The meeting was called to order at 9:40.

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

APPOINTMENTS, RESIGNATIONS, and LEAVES

Appointments

1. Appointment of Miss Fern Kinton, replacing Miss Dorothy Miller, half-time clerk, Division of Veterinary Science, beginning October 1st, \$50.00 per month.
2. Provision for \$500 for Mr. Zinovy Kogan for teaching the Girls Glee Club for the year, to be paid from the reserve fund.
3. Appointments of Max B. Crall and Henry W. Schau as assistant freshman football coaches for the present season at a salary of \$150.00 each for the season.
4. Appointment of Mr. R.E. Pasco, half-time assistant in the Department of Soils, effective November 15th, to replace Mr. A.L. Grizzard who has been appointed research assistant.
5. Mr. Austin VanderSlice, half-time assistant in Department of Sociology, effective September 1, 1930, replacing Mr. P. H. Pearson who is unable to fill the position to which he was appointed.
6. Transfer of Mr. Leonard Braamse from position of County Club Agent in Saginaw County to County Agricultural Agent, effective October 15th, at a salary of \$3000, \$1800 of which is to be paid from Smith Lever funds.
7. Mr. John D. Martin, Extension Specialist in Farm Marketing, period of October 13th to June 30, 1931 at a salary of \$3500 per year, to be paid from Additional Cooperative Extension funds.
8. Appointment of Mrs. Bouyoucos, Theory Department, Music, salary \$500 per year.
9. Appointment of Miss Edna V. Smith, State Leader of Home Economics at a salary of \$3500 per year, effective upon approval of State Board.
10. Appointment of Mrs. Muriel James, Stenographer, Excusing Office, at \$1200 per year, to replace Mrs. DeHaan effective September 15th.
11. Appointment of Mr. R.L. Springer, Supervisor at the Central Office, \$1500, to replace Mrs. Hilda Richards effective October 1st.
12. Miss Celia North, stenographer, transferred to Dean of Liberal Arts from Entomological Department. Salary \$1500, effective October 1st.
13. Appointment of Miss Flora Hanning, Research Assistant in Home Economics at a salary of \$2000 for ten months. \$800 of her salary from Purnell funds and \$1200 from fund provided by Fremont Canning Company, (See next item)
14. Acceptance of fund of \$2000 from Fremont Canning Company for Research Grant for investigation work on certain of their products, under terms outlined in their letter of September 20th, and letter of Dr. Dye under date October 1.
15. Appointment of Mr. Reynolds Metz to the Don Burnham Fellowship in Life Planning at \$800 per annum, effective September 1, 1930. He will be expected to reduce his graduate work to the same number of hours that are allowed to half-time graduate assistants.
16. Appointment of Mr. George J. Ranson, Instructor in English for the present fall term, salary \$600 for the three months, replacing Mrs. Roseboom during her leave.
17. Mr. W.F. Allen has been employed on the Kellogg Chemistry Fellowship during the past year at the rate of \$1500. He was recently appointed to a half-time graduate assistantship in the Department of Chemistry at a salary of \$800 for the ten months, hence his name now appears on the payroll twice. The Kellogg Company has agreed to continue him on the fellowship in a half-time basis beginning Sept. 1, at \$800 instead of the \$1500 he has been getting for full time. This will make his total salary \$1600, which is an increase of \$100 over what the Kellogg Fellowship Company paid him.
18. Appointment of Miss Helen Bertram, replacing Mrs. E.I. Peterson, stenographer in the Farm Crops Department, effective September 15th, at a salary of \$95.00 per month, one-half College and one-half Experiment Station.
19. Classification of Midland County among those counties receiving \$2400 from this Institution for the county agent's salary. This will increase the salary of Mr. Charles L. Crapser, County Agent from \$2100 to \$2400, effective January 1, 1931.
20. Mr. M. K. Brooks, Modern Language Department, one year appointment at \$2000, effective October 1st.
21. Resignation of Mrs. E.I. Peterson, stenographer in the Farm Crops Department, effective September 6th.

Fremont Fund  
accepted

Adjustment  
W.F. Allen

Resignation  
Mrs. Peters

Resignation  
L.V. Benjamin

22. Resignation of Mr. L. V. Benjamin as County Club Agent in Cheboygan and Otsego counties, effective October 10th.

23. Appointment of Mrs. Ethel Rathke, Modern Language Department, for one year at \$1200.

On motion of Mr. McColl, it was voted to approve the above items except items #12 and #19.

Lv. of Absence  
Mrs. Roseboom

24. Leave of absence for Mrs. B. B. Roseboom for the fall term, on full pay.

On motion of Mr. McPherson, it was voted to approve the leave of absence for Mrs. Roseboom for the fall term, on full pay.

Status of  
Dean Ryder

25. Status of Dean E.H. Ryder.

On motion of Mr. Brody, it was voted that the President be authorized to confer with Dean Ryder relative to a six months leave of absence in order that he may take more time to regain his health,-- such an arrangement to become effective November 1st.

Travel  
Requests

TRAVEL REQUESTS

1. Authorization for Prof. G.A. Brown to attend the Seventh Conference of Major Industries to be held under the auspices of the University of Chicago on Wednesday, October 22, 1930. Mr. Brown wishes to visit the Institute of Meat Packers meeting and Industrial Conference being held in Chicago at this time.

2. Delegation of a representative of the Institution to the Seventy fifth Anniversary celebration of the founding of State College, Pennsylvania, October 23, 1930.

On motion of Mr. Brody, it was voted to refer items 1 and 2 to President Shaw with power to act.

3. Appropriation of \$200 for the Animal Husbandry Department for the purpose of paying the mileage for two cars, and living expenses for two instructors, to transport class of judging students to Columbus, Ohio; Urbana, Illinois; and Purdue on the following dates: Ohio, Oct. 10 and 11th, Purdue and Univ. of Illinois, October 28th to Nov. 1st.

4. Authorization for six men in the judging team to the extent of \$50.00 expenses each; to represent the Institution in the live stock judging contest at the American Royal, with travel and subsistence expenses for coach estimated at \$75.00. This will total \$375.00. Kansas City, Nov. 17th to 22nd.

5. Authorization for the expenses of six men for judging at the International Live Stock Exposition to the extent of \$25.00 each, and coach's expenses of approximately \$60.00 for travel, meals, and lodging. Nov. 19th to December 6th. This will total \$210.00.

On motion of Mr. McPherson, it was voted to approve items 3, 4, and 5, the money to come from the Animal Husbandry budget.

6. Glen O. Stewart to Washington, D.C. to attend M.S.C. Alumni meeting at time of Georgetown game.

7. Request of the Athletic Council for delegation of one council member, Chairman of State Board, the Secretary of the College to accompany the football team to Washington, D. C. for the Georgetown game. Request in interest of alumni gathering in Washington on the evening of the game.

On motion of Mrs. Stockman, it was voted to approve items 6 and 7.

8. Miss Edna V. Smith, Land Grant Meeting at Washington in November.  
Dr. Marie Dye, Land Grant meeting, November 17th to 19th. Parent Association 15th to 18th, White House Conference for Child Health and Protection, 20th to 22nd.  
Director V. R. Gardner, Land Grant Meeting.  
Director R. J. Baldwin, Land Grant Meeting.  
Dean J. F. Cox, Land Grant Meeting.  
President Shaw, Land Grant Meeting.

On motion of Mr. McColl, it was voted that item #8 be approved.

On motion of Mr. Brody, it was voted that Mrs. Stockman be delegated to represent the Board at the Land Grant Meeting.

9. Dr. G.J. Bouyoucos and Prof. J. O. Veatch, American Soil Survey Association meeting and meeting of the American Society of Agronomy, Nov. 18th and 19th, Washington, D.C. One man recommended with travel only.

10. H. C. Rather, American Society of Agronomy meeting at Washington, D. C. November 19th with travel only.

11. Mr. Linton, Mr. Smith, Mr. B. A. Walpole, American Vocational Association meeting, Milwaukee, December 10th, 11th, and 12th. Recommended that Mr. Linton and Mr. Walpole attend the meeting with travel only.

12. Mr. E.L. Austin Land Grant Meeting, Washington, travel only.

- 13. Mr. H.J. Gallagher, short course in rural electrification, Purdue University, October 22nd, 23rd and 24th, with travel only.
- 14. Prof. Albert Nelson, Madison, Wisconsin, October 24th and 25th, Association of Summer Session Directors, with travel only.
- 15. A. D. Hershey, Research Fellow in Bacteriology, permission to spend period from October 15th to December 15th at laboratory of Dr. T. B. Johnson of Yale University with travel only paid from station allotment.
- 16. Mrs. Merle D. Byers, American Vocational Association, Milwaukee, December 10th to 13th inclusive with travel only.

On motion of Mr. Brody, it was voted to approve items 9 to 16 with the recommendations made.

- 17. Mr. O. B. Winter to attend the annual meeting of the Association of Official Agricultural Chemists in Washington, D. C., October 20th, with travel only.
- 18. Karl Dressel, Ohio Valley Section of the Society of American Foresters at Chillicothe, Ohio, October 23rd to 25th, with travel only.

On motion of Mr. McPherson, it was voted to approve items 17 and 18.

MISCELLANEOUS ITEMS

- 1. Recommendation from Director Gardner and Dean Giltner for the acceptance of \$450 from the Iodine Educational Bureau to conduct experiments on therapeutic value of iodine compounds for the treatment of brucella infections. This amount to be accepted with the understanding that the work be under complete control of our Bacteriology Section and that this Institution retain its right to publish results at any time deemed advisable.

\$450. fund accepted from Iodine Educational Bureau

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

- 2. Increase of salary for Miss May, Botanical Department.

Request for Increase for Miss May deferred.

Action deferred.

- 3. Increase of salary of Miss Niles, Military Department.

Also Miss Niles

Action deferred.

- 4. Correction of the title of Dean Marie Dye from Associate Professor to full Professor.

Dean Dye advanced to full prof.

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

- 5. Request from Prof. Brown and Prof. Hudson, that monies received as premiums from the exhibit at State, National, and International fairs from Live Stock, to be used in defraying expenses of the Live Stock Judging Teams. This recommendation carries the approval of Dean Cox.

Request re: monies received premiums deferred.

Action deferred.

- 6. Recommendation from Dean Cox that \$1500 be made available from premiums won by live stock at the Michigan State Fair for training of our Live Stock Judging Teams.

Request from Dean Cox re: \$1500 from premiums deferred.

Action deferred.

- 7. Acceptance of agreement for the establishment of an Industrial Fellowship by the N.V. Potash Export My. Laboratory of Lafayette, Indiana. The agreement meets with the approval of the Graduate Council and Dean Cox.

Bellowship Acceptance of/ by N.V. Potash referred to President

On motion of Mr. Brody, it was voted to leave the above item with the President with power to act.

- 8. Approval of bill of \$97.00 presented by health service for treatment administered by Dr. O.M. Randall, to Mr. Alfred M. Smith, senior student whose hand was injured on the emery wheel in his shop class.

Bill of \$97. from Dr. Randall ref. to Pres. & Sec.

On motion of Mr. McColl, it was voted to refer the above item to the President and Secretary.

- 9. Request from Dean Dye that \$500. to be taken from the reserve fund of the Womans Commons, be transferred to a new fund for the upkeep and furnishing of Campus Dormitories. The reserve fund for the Womans Commons is larger than necessary, and the need for repairs and replacements of furniture and curtains in the dormitories is urgent.

\$500. trans. from reserve of Commons to new account for upkeep of dormitories.

On motion of Mr. Brody, it was voted to approve the above item.

- 10. Requisition from Farm Crops Section of Experiment Station for fencing to be used at W.K. Kellogg farm.

Requisition for fencing ref. to Finance Com.

On motion of Mr. Brody, it was voted to refer the above item to the Finance Committee with power.

- 11. Bills relative to Faculty Folk Club room furniture.

Bills to be paid for Faculty Folk Club.

On motion of Mrs. Stockman, it was voted to authorize Secretary Halladay to pay to the Faculty Folk Club the difference between \$75.00 and \$102.12 plus \$3.19 for some spoons which were lost, money to be taken from the contingency fund.

Plan for student teaching adopted.

Rep. of Com. on Patents - Action def.

2 pieces of property to be released to Mr. Kellogg

\$100 granted for chaperone for new sor.

Salaries of housemothers at Eldon and Sunset Lodge to be incr.

Housing Asst. makes report

Eunice Nation to attend Nursery School free of charge

Purchase of belts for new uniforms ref. to Pres. Sec. and Colonel

Bonds on Women's Dormitory issue to be purchased.

Report of Com. re: sending Band to Washington

Finance Com. to decide question of Lansing men underwriting trip to Wash.

President to be active member of every Bd. Committee.

Question of electrical survey of College ref. to Pres. Sec. and Mr. McColl.

- 12. Presentation of plan for student teaching in the East Lansing High School as it was worked out by a committee of the Board of Education of East Lansing, the Superintendent and Dr. Austin.  
On motion of Mr. McColl, it was voted to approve the plan as presented in item 12.
- 13. Report of Committee appointed to consider and make recommendations relative to the establishment of a policy in connection with patents being applied for by members of the College staff.  
Action deferred.
- 14. Release of two pieces of property consisting of 22 acres more or less to W.K. Kellogg.  
On motion of Mrs. Stockman, it was voted to authorize the President and Secretary to sign the deeds for the State Board of Agriculture.
- 15. Request from Dean Conrad for \$100 to take care of services of house chaperone for 10 months for new sorority.  
On motion of Mrs. Stockman, it was voted to approve the above request, the amount to come from the contingency fund.
- 16. Request from Dean Conrad for increase in salaries of the housemothers at the Eldon and Sunset Lodge from \$825 to \$900 a year.  
On motion of Mrs. Stockman, it was voted to approve the above request, the money to be taken from the contingency fund.
- 17. Report of Housing Assistant on number of girls who have been placed in East Lansing homes to work for room and board, and outline of work to be done.  
It was voted that a copy of the report be mailed to each member of the Board.
- 18. Presentation of request from Social Service Bureau of Lansing by Dean Dye to permit Eunice Nation to attend Nursery School free of charge.  
On motion of Mr. Berkey, it was voted to grant the above request from the Social Service Bureau.
- 19. Colonel Rodney appeared before the Board with samples of belts which he desired to have worn with the new uniform and asked for action regarding advisability of purchasing same.  
On motion of Mrs. Stockman, it was voted that a committee composed of the President, the Secretary and Colonel Rodney be authorized to select and purchase the belts for R.O.T.C., the money to be taken from the contingency fund.
- 20. Report of President, Secretary and Chairman of the Finance Committee on purchase of bonds on Women's Dormitory issue as follows:  

36 M Michigan State College 6% Dormitory Trust Cert. at Par	36,000
Less $\frac{1}{4}$	90
	35,910
Interest 10-1 to 10-13	72
	35,982
- On motion of Mr. McPherson, it was voted to purchase the bonds as listed above.
- 21. Report of the Committee appointed to consider sending the College Band to Washington, D.C. for the Georgetown Football Game.  
On motion of Mr. McPherson, it was voted to approve the report of the Committee.
- 22. Question of group of Lansing business men underwriting the project of sending the Band to Washington, - the band later in the year to raise the money by giving concerts.  
On motion of Mr. McColl, it was voted to refer the above matter to the Finance Committee, Mr. Brody and the President with power.
- 23. President considered an active member of every Board Committee.  
On motion of Mr. Brody, it was voted that the President shall be considered an active member of every Board Committee.
- 24. Question of electrical survey of the College.  
On motion of Mr. McPherson, it was voted that the matter of an electrical survey of the College to be made by Mr. Sutherland of Detroit, be referred to the President, Secretary and Mr. McColl.

REPORT OF ACTION ON TRAVEL REQUESTS AUTHORIZED BY PRESIDENT AND ADVISORY BOARD

The following travel authorizations have been granted since the September meeting of the Board. Approval of one member of the Advisory Committee was secured on these authorizations.

Travel  
authorized by  
President and  
Adv. Board.

1. C.S. Dunford, Great Lakes Regional Advisory Board at Toledo on September 24th with mileage expenses.
2. Professor Anthony, Mr. Baltzer and one County Agent, to Wisconsin using automobile during week of October 6th to investigate mail order type of cow testing developed in Wisconsin. Expenses for one automobile at six cents mileage and board and lodging for the above named.
3. R.J. Baldwin, Madison, Wisconsin, October 7 to 10, 1930 Country Life Conference. All expenses.
4. H. J. Gallagher, Madison, Wisconsin, October 8th, present discussion at the Country Life Association meeting. All expenses.
5. Mr. Russell Horward, National Dairy Show at St. Louis, Missouri, October 11 to 18th with expenses for meals and lodging. No charges for transportation will be presented.
6. Professor Anthony, National Dairy Show at St. Louis, Missouri, October 11th to 18th, all expenses.
7. G.E. Taylor, to accompany the Dairy Cattle Judging Team, as coach, with railroad mileage and living expenses from September 29th to October 21. \$25.00 each for four members of the team.
8. G.E. Trout to accompany the Dairy Products Judging Team to the Dairy Industries Exposition, Cleveland, Ohio, October 20th to 25th. \$25.00 each for the members of the Dairy Products Judging Team consisting of Henry C. Gleason, H.D. Parish, and Leonard R. Dowd.
9. P.S. Lucas, Mr. Wm. Clink, Dairy Industries Exposition, Cleveland, Ohio, October 20th, inspecting Dairy Equipment. Mileage expenses for one car and living expenses for the two men.
10. N. Pearson, C. A. Rood, and A. C. Baltzer, to National Dairy Show at St. Louis, Missouri, beginning October 11th. All expenses.
11. J. G. Wells, National Dairy Show, St. Louis, Missouri, week of October 13th, railroad and pullman fare from Marquette to St. Louis to be paid from Extension travel account.
12. H. P. Gaston, Chicago, Fort Wayne, Indianapolis and other nearby points, to investigate the marketing of Michigan's pear crop. All expenses.
13. Mr. James Neilson, Cedar Rapids, Iowa, Annual meeting of northern nut growers association, railroad and pullman fare from Kellogg Nut Fund.
14. Mr. Hitchcock, Washington, D. C. Highway Congress. Expenses to be paid by Highway Board. Mrs. Hitchcock to accompany him at College expenses, October 6th to 11th.
15. Mr. Cade to French Lick Springs, Indiana, travel expenses paid by the Institution. Meeting of the National Electric Light Association. Sept. 25 to 27.
16. Director V. R. Gardner to New Brunswick, New Jersey, representing Michigan State College at the fiftieth anniversary of the founding of the New Jersey State Agricultural Experiment Station on October 8th and 9th. All expenses.
17. One representative of the Entomological Dept., one from Agricultural Division and one from Corn Borer Station to attend annual corn borer conference in Toledo on September 25th and 26th. Equivalent of mileage expenses in each case together with living expenses.

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

REPORT ON APPOINTMENTS AUTHORIZED BY PRESIDENT AND ADVISORY COMMITTEE SINCE LAST MEETING OF BOARD

The following matters were referred to the President with power and his action is hereby recorded.

1. The appointment of Mr. Robert Pennell to the half-time graduate assistantship in Chemistry, formerly occupied by Miss Helen Ferguson, to be paid from College funds. Mr. Pennell's name should be placed on the payroll beginning with September, 1930.
2. Appointment of Mr. A. B. Love as Extension Specialist in Farm Marketing for the period of October 1 to June 30, at the rate of \$300 per month under the special Extension appropriation act of Congress.
3. Transfer of Mr. Don Hootman from Horticultural Department to position of Extension Specialist in Fruit and Vegetable Marketing at present rate of salary, no change, during the period ending June 30, 1931. Salary to be paid from the special congressional appropriation fund.
4. Report on appointment of Miss Rena M. Andrews as History Instructor for fall term, 1930 at rate of \$250. per month.

Appt. Robert  
Pennell

Appt. A.B.  
Love

Transfer of  
Mr. Hootman

Appt. Rena M.  
Andrews

On motion of Mr. Brody, it was voted to approve the report in the case of the first three items and to approve item #4.

MATTERS FROM SECRETARY'S OFFICE

Col. Geo. B. Sanford and Louise King fund to be used.

1. Request from Dean Conrad regarding Col. George B. Sanford and Louise King Sanford Memorial Fund for girls.  
On motion of Mr. Brody, it was voted to grant Dean Conrad's request as presented in her letter on file.

Letter from Mr. Roost re: uniform acct. being overdrawn

2. Letter from Mr. Roost, Auditor, regarding uniform account being overdrawn and suggesting that the State Board of Agriculture make an appropriation to cover this deficit of \$3,316.73.  
On motion of Mr. McColl, it was voted to leave the above item with the President and the Secretary with power.

Ray Brennan appointed clerk-of-the works for Dormitory.

3. Letter from Mr. Trout, recommending appointment of Mr. Ray Brennan, as clerk-of-the works, in connection with the new Dormitory.  
On motion of Mr. Brody, it was voted to approve the appointment of Mr. Brennan.

Resolutions from Det. & Sec. Trust. Co approved.

4. Approval of resolutions from the Detroit and Security Trust Company.  
On motion of Mr. McColl, it was voted that the President and Secretary be authorized to sign the resolutions.

Action def. on Hutchinson abstract.

5. Letter from Dean Cox relative to the abstract of title for property in the name of J. Belle and Eveline L. Hutchinson.  
Action deferred.

Report of Bldg. & Gd. Committee meeting held Sept. 1930

6. Report of Mr. McColl on Meeting of the Buildings and Grounds Committee held in his office in Detroit, Tuesday, September 16th, 1930.  
Present: Messrs. McColl, Watkins, Halladay, Haines and Davenport of the Michigan State College and Messrs. McLean and Sutherland of Mr. McColl's Office.

Electrical Distribution line south of River - bids received.

I - PROPOSED ELECTRICAL DISTRIBUTION LINE SOUTH OF RIVER  
Following bids received:

Company	Amount	Completion Date
Hayes Electric Company	\$25,516.50	Dec. 15th
Barker-Fowler Company	28,350.00	Oct. 31st.
Union Electric Co. (Hall)	28,415.00	Jan. 1st.
Hatzel & Buehler	30,000.00	Nov. 15th.
Electra Incorp.	34,738.39	Dec. 15th.

The two low bids were compared and discussed during which time Mr. McColl talked with Mr. Hayes and Mr. Barker relative to time of completion, materials used, type of workmanship and possibility of a penalty clause for non-completion of work on date scheduled.

Mr. McColl and Mr. Watkins signed the contracts ready for closing with one of the two companies as soon as minor details and material lists were checked over and the penalty clause added to the contract.

In the original program of allotments for general campus service, this project was estimated by the Buildings & Grounds Dept. on June 5th, 1930, to cost approximately \$54,654.00.

Water Distribution line South of river bids received

II - PROPOSED WATER DISTRIBUTION LINE SOUTH OF RIVER.  
Following bids received:

Company	Amount	Com. Date
E. J. Noyce	\$3,312.61	20 working days
VanKuiken Bros.	3,881.29	Nov. 1st.
Lansing Excavating Co.	3,990.98	20 working days
Central Mich. Const. Co.	4,083.51	20 working days.
Kain Bros.	5,093.53	Oct. 20th
M. P. Saxton	5,302.00	40 working days

Mr. E. J. Noyce, the lowest bidder and known to be a reliable contractor, was given the contract. Contract forms were signed by Mr. McColl and Mr. Watkins.

As an addition to this work, it was agreeable to the Board members that a 4" water line be run from Demonstration Hall area to the Stadium in order to supply that area with fresh water. The present supply at the Stadium being river water except during the football season, at which time a temporary line has been layed and removed late in the fall at an annual cost of approximately \$125.00. This additional line is approximately 1000 ft. long and will be an additional cost of about \$900.00, which is to be added to the original contract.

Heating tunnel for supply to new dorm.

III - PROPOSED HEATING TUNNELS FOR SUPPLY TO THE NEW DORMITORY.  
Preliminary plans and specifications were checked over by Mr. McColl and Mr. McLean. Location, type of structure, materials and equipment were discussed. Due to the shallow elevation of the present tunnel which terminates at the Gymnasium, it is causing complicated problems as to grades and location for the new work; therefore, it was decided that the Buildings and Grounds Dept. would stake out a line suggested by Mr. McColl and see if it would be possible to shorten the length of the proposed new tunnel and not be detrimental to the

large trees or any of the present buildings on the campus. As soon as this work is completed Mr. McColl will come to East Lansing, and if necessary, bring Mr. Phillips. Possibilities are that this preliminary layout will be completed about the 23rd. of this month. Due to the fact that the New Dormitory will need temporary heat by January, it will be necessary that the tunnel project be pushed thru as rapidly as possible in order that construction work can be started as soon as the location is agreed upon.

IV - BOTANY BUILDING

ITEM A. Dr. Bessey requests that a partition between two laboratory rooms on the first floor be removed in order that one large laboratory class be used instead of splitting into two small groups. This will do away with one instructor and make the control of the students much easier. The work includes moving sinks, thermostats, lighting switches, piping and patching floor and ceiling. Also moving two laboratory tables into the area to increase laboratory facilities. The total work is estimated to cost \$155.00. This was approved by Mr. McColl and the Bldgs. & Gds. Dept. have issued a service request to start the work immediately, chargeable to Alteration and New Construction Account.

Requests from Dr. Bessey of Botany Dept.

ITEM B. Recommendations were made by Mr. McColl that the alterations in this building for improving toilet facilities be done. This includes building a toilet for women, estimated at \$265.00 and remodelling the present general toilet for men estimated at \$70.00. The Bldgs. & Gds. Dept. have issued a service request for this work and it will be started in the near future.

V - OLDS HALL

The following requests were made by Acting Dean Dirks:

Requests from Olds Hall.

- Additional ventilation in Reading Room, - estimated at \$88.00
- Louvers in vent openings in Lecture Room - \$70.00
- Vent in elevator shaft - \$15.00.

This work was discussed and it was decided that the Bldgs. & Gds. Dept. should issue request for service for completion this fall.

VI - DEMONSTRATION HALL

The matter of enclosing the stair landings leading to the balcony and which opens directly into the upper part of the classroom, was discussed by Mr. McColl, Mr. Halladay and Mr. Davenport. No final decision was made and the matter is to be referred to the Board for consideration at their next meeting. The estimated cost was \$350.00.

Request from Demonstration Hall.

On motion of Mr. McColl, it was voted that the recommendations contained in the above report be authorized.

REPORT OF THE MEETING OF THE BUILDING COMMITTEE HELD OCTOBER 17, 1930

Report of Bldg. Com. Meeting held Oct. 17.

Present: Messrs. Brody, McColl; President Shaw, Mr. Davenport, Mr. Halladay.

1. Request for the purchase of a new clock in the swimming pool of the gymnasium. Recommended, the money to be taken from the contingency fund.
2. Request that partitions be built in the Demonstration Hall at a cost not to exceed \$350. Recommended, - the money to be taken from the contingency fund.
3. Request to improve toilet facilities and remove partitions in the Botany Building. Recommended, - money to be taken from the contingency fund.
4. Request for several changes in the Botany Building amounting to \$870. One change amounting to \$155. is recommended, - the money to be taken from the contingency fund.
5. Request for installation of soap dispensers in the Gymnasium at a cost of \$85.00. Recommended, - the money to be taken from the contingency fund.
6. Several requests have been made by the Dairy Department for additional funds to install equipment, building road, yards and litter carrier, - total amount \$575. Inasmuch as there is \$177 left over from the appropriation, it is recommended to allow \$400 to be used out of the Creamery fund.
7. Request from Mr. Anthony for moving partitions, re-decorating Dairy Building. Not recommended.
8. Request from Dean J. F. Cox for fencing, etc. amounting to \$3860. It is recommended that a sufficient amount be allowed to do the necessary farm fencing, - the money to be taken from the contingency fund.
9. Request was made for \$3,114.20 for tile drainage. It is recommended that this be deferred for the present.
10. It is recommended that the Superintendent of Buildings and Grounds be authorized to put on a sheet metal ridge on the roof of the blacksmith shop at a cost of \$19.80, - the money to be taken from the contingency fund.
11. Request from Dr. Mumford for building certain partitions. Not recommended.
12. Request from Dr. Hallman and Dr. Chamberlain for certain new equipment for the research

New clock for Gymnasium

Partitions to be built Dem. Hall.

Improve toilet facilities & remove Parti. Botany.

Soap Dispensers for Gym.

Requests from Dairy Dept. allowed.

Farm fencing to be allowed.

Tile drainage request def.

Sheet metal ridge on roof of blacksmith shop authoriz.

Dr. Mumford's req. not allow

Requests from Hallman & Chamberlain left with Bldg.Com. Storeroom in Dav. Barn to be built. Bid let to Christman for roof of root cellar.

laboratory amounting to \$3864 and \$2934 respectively. It was recommended to leave this matter in the hands of the Building Committee for further investigation.

- 13. Request from Colonel Rodney that the College Build a storeroom in the Cavalry Barn for storing equipment, estimated cost \$115. Recommended, - the money to be taken from the contingency fund.
- 14. Estimates were received from the Christman Company and the Reniger Construction Company for placing concrete roof on the root cellar. The lowest bid was \$375. It is recommended that the contract be let to Christman Company, the money to be taken from the contingency fund.

On motion of Mr. McColl, it was voted to approve the recommendations in items 1 to 14.

Com. recom. \$10,000 set up in budget of Ath. Dept. be released for baseball stand \$9,050 for tennis courts. whenever Fin. Committee, considers money available.

- 15. The Committee recommends that a sum of \$10,000 set up in the budget of the Athletic Department be released for baseball stands and that the sum of \$9,050 set up for tennis courts and lights for night football, which were not used, be released for building tennis courts, - details to be worked out later.

On motion of Mr. McColl, it was voted that the recommendation in item 15 be approved for construction whenever the Finance Committee and Mr. Wilkins consider the money available.

- 16. Request from Chemistry Department for additional blackboard space.

Add. blackboard space for Chem Dept.

On motion of Mr. McColl, it was voted that the request for additional slate blackboard space for the Chemistry Department be allowed, not to exceed an amount of \$174, to be taken from the contingency fund.

- 17. Botanical Greenhouses.

Greenhouse bid let to King Const. Company

A report was made that the lowest bid on the Botanical Greenhouse was made by the King Construction Company of North Tonawanda, New York which is as follows:

General (including plumbing - no water system @ \$265.00)	\$6550.00
Wiring	292.00
Greenhouse Construction (including heat @ \$3307, and wiring @ \$135.00)	9688.00
Bond	240.00
Total . . . . .	16770.00

Cost of services -

Steam and sewer	\$860.00	
Water	150.00	
Electricity	2040.00	3050.00
Total Cost		\$19820.00

If Company bond is furnished instead of Surety Bond as called for, deduct 250.00

Contracts have been signed and let.

The meeting adjourned at 1:00

*A. S. Shaw*  
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President

*H. S. Halladay*  
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Secretary