Minutes of the Meeting of the State Board of Agriculture
October 21, 1337

Present: Mr. Brody (Chairman) Messrs. Leane, Rowning, Halstead; Mrs. Wilson; President Shaw, Controller Wilkins and Secretary Hannah

Absent: Mr. Berkley, Mr. Elliott

The meeting was called to order at 10:15 A.M.

The minutes of the previous meeting were approved.

RESIGNATIONS, APPOINTMENTS AND LEAVES

Resignations
1. Report on the death of Mr. O. F. Winter, Research Associate in the Chemistry Experiment Station, on October 1, 1937. It is recommended that his salary be continued to October 31st, as is the usual policy.

2. Resignation of Miss Gladys Love, Supervising Teacher of Home Economics, effective January 1, 1938. Miss Love has accepted a position as Assistant State Supervisor of Home Economics Education in the Department of Public Instruction.

3. Resignation of Miss Helen Hartman, Supervising Teacher in Home Economics, effective January 1, 1938.

4. Resignation of Miss Virginia Ross, quarter-time graduate assistant in Bacteriology, effective October 31, 1937.

5. Resignation of Miss Frances Northrup, stenographer in the Soils Department, effective November 1, 1937.

6. Resignation of Miss Margaret Smith, secretary to the Comptroller, effective as of October 15, 1937.

Appointments
7. Appointment of Mr. Joseph Venier as quarter-time graduate assistant in Bacteriology, replacing Miss Ross (resigned above) on November 1, 1937 for the balance of the current academic year.

8. Appointment of Miss Nancy Northrup as stenographer in the Soils Department, effective November 1, 1937 at a salary of $85.00 per month. This is in replacement of Miss Frances Northrup, resigned.

9. Transfer of Miss Estelle Nelson from her present position as Home Demonstration Agent in Kalkaska, Missaukee, Roscommon, Clare and Gladwin counties to the same position in French County, effective as of October 1st at no change in salary. Miss Nelson replaces Mrs. Alice Cottingham Murray, resigned as of September 30th.

10. Appointment of Miss Mary Jones as Home Demonstration Agent for the district made vacant by Miss Nelson's transfer, effective November 1, 1937 at a salary of $1900 per year.

11. Appointment of Mrs. Herman Henkel as Instructor in Music for a nine-months period beginning October 1, 1937, at a salary of $150.00 per month. Mrs. Henkel will carry the work of Miss Beatrice Brody, whose request for leave is presented below.

12. Recommendation of Dean Emmons for the employment of an Assistant Professor in Education to teach Farm Shop, as authorized by the State Board for Control of Vocational Education and effective as soon as a suitable person can be found. Salary will be at the rate of $3200 per year (entirely from Vocational funds).

13. Appointment of Mr. Don W. Hayne as Assistant in Research in Zoology, effective November 1, 1937 at a salary of $1800.00 per year (from Experiment Station funds allotted to the Conservation Institute). This is a new position authorized in the 1937-38 budget.

14. Appointment of Mr. Curnel Hampton as Supervisor of the Central Stenographic Office, effective as of October 10th at an annual salary of $1500.00 per year. Mr. Hampton replaces Mr. Ronald Heath, who was transferred to the Dean of Men's office on September 15, 1937.

15. Appointment of Miss Grace Felck as Night Hostess and Relief Matron in Williams Hall and Relief Hostess in the Union Dormitory for the period October 1st to June 30, 1938 only. Appointment is at the rate of $85.00 per month, with three meals a day and occupancy of the downstairs suite in Williams Hall in addition.

16. Appointment of Mrs. Cora Macauley as Night Hostess in Mary Mayo Hall for the period October 1, 1937 to June 30, 1938, at the rate of $75.00 per month (no maintenance).

17. Continuance of Mr. George Alderton, State Journal employee, to handle sports news for the College during 1937-38, effective as of September 1st at a salary of $1900.00 for the year (twelve months' service). This is the same base under which Mr. Alderton has served during this past year.
October 21, 1937

RESIGNATIONS, APPOINTMENTS AND LEAVES, continued

18. Employment of Dr. Frank Yates, of the Rothamstead Experiment Station in England, as special lecturer in plot technique for three days this coming month. His fee for consultations and lectures during this period is $150.00, to be paid from the Director's Office budget of the Experiment Station.

19. Appointment of Mr. George W. Green to the Kellogg Fox Nation Fellowship for 1937-38, effective September 15th at a salary of $60.00 per month. The grant is presented for acceptance in item 6, Miscellaneous.

20. Recommendation for the reappointment of Dean R. C. Huston and Professor L. N. Field as faculty representatives on the Athletic Council for the term July 1, 1937 to June 30, 1939. The two-year terms for which they were previously appointed expired on June 30, 1937.

21. Recommendation of Dean Ewmons that Miss Beatrice Brody, Instructor in Music, be granted leave without pay for the period October 1, 1937 to September 1, 1938. Miss Brody has received a scholarship for study in New York City.

On motion of Mr. Deane, seconded by Mrs. Wilson, it was voted to approve the Resignations, Appointments and Leaves.

22. Recommendation of Dean Ewmons that on account of illness Mr. Michael Press be granted a leave of absence.

On motion of Mr. Deane, seconded by Mr. Halstead, it was voted to approve a leave of absence for Mr. Press on full pay for such period of time as may be necessary; the leave not to extend beyond this fiscal year.

TRAVEL

1. Delegation of the following (with full expenses) to represent the College at the annual meeting of the Association of Land-Grant Colleges and Universities, to be held in Washington November 14 to 17th:

   Mrs. Wilson (representing the Board), R. S. Shaw, H. E. Anthony, H. B. Dirks, Marie Lye, H. J. Robinson, V. E. Gerenser

2. Railroad and Pullman fare to Washington for Miss Edna V. Smith, so that she may also attend the Land Grant College Association meetings, November 14th to 17th.

3. Full expenses to New York City for Dr. F. T. Mitchell, so that he may attend the National Interfraternity Conference Thanksgiving weekend.

4. Recommendation of the Athletic Council that Mr. George W. Julian be delegated to attend the Temple game (with all expenses from Athletic Association funds), and that Dean R. C. Huston attend the San Francisco game with expenses paid from the same source.

5. Recommendation of the Band Committee that the band be sent to the Temple game at Philadelphia on November 5th as the one out-of-state trip yearly allowed by the Board. Necessary expenses to be provided by Mr. Wilkins.

6. Request of Professor Lewis Richards, chairman of the Band Committee, that he be allowed to accompany the band to Philadelphia with full expenses paid (from Music Department funds).

7. Request of Mr. G. O. Stewart that he be allowed full expenses to the Temple game on November 6th.

8. Delegation of Secretary Hannah to attend with full expenses the San Francisco game on November 27th.

9. Delegation of Mr. Deane to attend with full expenses the Temple game in Philadelphia on November 5th.

10. Mileage on one car and maintenance expenses for Miss Julia Pond, H. A. Berg, and H. V. Gunn, so that they may attend the National Outlook Conference to be held in Washington the last week in October. This request is similar to those of previous years.

11. Full expenses to Washington for Dr. L. J. Miller of the Chemistry Experiment Station, so that he may attend the annual meeting of the Association of Official Agricultural Chemists to be held November 1st to 3rd. Expenses will be paid from Experiment Station funds.

12. Full expenses to Baltimore, Maryland, for Miss Gladys Love, Dr. A. L. Austin and Dr. H. W. Bryson, so that they may attend meetings of the American Vocational Association December 1st to 4th. All expenses will be charged to Vocational Teacher Training funds.

13. Maintenance allowance for Professor V. A. Freeman and expenses on a College bus to transport the members of the Animal Husbandry Judging Team to Purdue University November 11th to 15th, at an estimated cost of $50.00. Further, expenses of Professor Freeman and six students so that they may attend the International Livestock Judging Contest in Chicago, November 27th to December 4th (estimated cost $160.00). These requests are similar to those of previous years.

14. Automobile mileage to Madison, Wisconsin, for Dr. M. D. Firme, so that he may attend the Central States Wildlife Conference November 11 to 13. Expenses will be charged to Centenary.
Travel, continued...

16. First-class railroad fare to Philadelphia, for Professor Day Huston, so that he may attend the Eastern Branch meetings of the American Association of Economic Entomologists, November 1 to Nov. 4.

17. Full expenses (from Extension funds) to Chicago for Miss Lula Belle Green, Miss Bee Green, Miss Olga Bird, Miss Lundin, Miss Pood, and Miss Dettunen, so that they may supervise the 4-H Club-Extension delegation at the National 4-H Club Congress, November 26 to December 4.

18. Full expenses to various points in California for Miss E. M. Nelson, so that she may make arrangements for the production of celery resistance in celery stocks. All expenses will be paid from the Celery Disease Fund.

19. Full expenses to Baltimore, Maryland, for Professor P. A. Herbert, who has been asked by the Governor to represent Michigan at the national Tax Conference, October 23 to Nov. 3.

20. Full expenses to various points in California for Mr. J. A. Burroughs, so that he may attend a meeting of the Joint Committee on Appraisal and Mortgage Analysis to be held November 13 and 14.

21. First-class railroad fare to Memphis, Tennessee, for Miss Sylvia Leper, so that she may attend the annual meeting of the American Association of Exterminators and Fumigators, October 25 to 26.

22. Full expenses to Boston, Massachusetts, for Professor I. C. Champion, so that he may attend the Central States Game Conference, November 18 to 20. Expenses will be charged to Conservation Institute funds.

23. Full expenses to various points in California for Mr. W. A. Stout, who has been asked to speak on a special dairy program at the University of Vermont, so that he may attend the Central States Dairy Conference, November 17 to 19. Expenses will be charged to Conservation Institute funds.

24. Out-of-state travel authorization (without expense to the College) for Dr. W. R. Fyfe, who has been asked to speak on a special dairy program at the University of Vermont, so that he may attend the Central States Dairy Conference, November 17 to 19. Expenses will be charged to Conservation Institute funds.

25. Out-of-state travel authorization (without expense to the College) for Dr. C. P. Segee, so that he may attend the International Crops Show at Chicago the week of November 27th. Expenses will be paid by the International.

26. Out-of-state travel authorization to Chicago (without expense to the College) for Miss Beatrice Boyle and Dr. Evelyn Pearson, so that they may attend the 4-H Club Congress to be held November 26 to December 4.

On motion of Mr. Bresoy, seconded by Mr. Halsted, it was voted to approve the Travel requests.

1350

October 11, 1937

Report on death of C. Crawford

1. Report on the death of Dr. C. Crawford, Laboratory Engineer in Mechanical Engineering, on September 10, 1937. Dr. Crawford's salary was continued to September 30th, as is the usual procedure.

Designations

5. Designation of Miss Sylvia Leper, Assistant Professor of Physics, was accepted for the Board as of September 30, 1937. This was referred with power at the last meeting.

6. Designation of Dr. T. H. Ayres, Assistant Professor of Physical Education for Men, effective October 1, 1937. Dr. Ayres has accepted a position at Ohio University.

7. Designation of Miss Dorothy Ashby Douglass, Stenographer in the Department of Architecture, effective as of September 1, 1937.

8. Designation of Mrs. Susan Eoez, Scientist in one Department of Chemistry, effective as of September 1, 1937.

9. Report on the location of the following people to accept appointments made by the Board:

   1. Dr. Jacob Ohlfs, appointed Instructor in Physics for the period of Mr. Schuster's leave.
   2. L. J. Hohlfikh, appointed part-time graduate assistant in Chemistry.
   3. Jean T. Lax, appointed part-time graduate assistant in Botany.
   5. Daniel Jeffery, appointed part-time graduate assistant in Botany.
   6. C. J. McAllister, appointed part-time graduate assistant in Physics.
   7. W. C. Mullin, appointed part-time graduate assistant in Biology.

Leaves

1. Leave of absence without pay to Mr. Alexander Schuster, Assistant Professor of Music, for the academic year October 1, 1937 to April 1, 1938. During this time Mr. Schuster will act as solo cellist with the Pittsburgh Symphony Orchestra.

2. Acceptance of report from Mr. Henry Taylor, part-time graduate assistant in the Engineering Experiment Station, has been granted leave of absence without pay until April 1, 1938.
Approve the following resignations, leaves and appointments (continued):

9. Grant of leave of absence without pay to Miss Frances Brown, Extension stenographer in the Department of Agricultural Engineering, for the period August 15 to September 30, 1937. This request was previously overlooked because of Miss Brown's recent transfer from the labor to the service payroll.

10. Appointment of Mr. Joe A. Seale as Laboratory Assistant in Mechanical Engineering, effective September 27, 1937 at a salary of $100.00 per month. Mr. Seale replaced Mr. J. C. Crawford, deceased.

11. Appointment of Miss Frances Stern as Assistant Professor of Foods and Nutrition for 1937-38, only, effective as of September 1, 1937 at a salary of $200.00 per year. This is a temporary replacement of Miss Sylvia Hedder, whose resignation has been accepted.

12. Appointment of Mr. John W. Seble as Laboratory Assistant in Mechanical Engineering, effective September 27, 1937 at a salary of $150.00 per month. Mr. Seble replaced Mr. E. C. Crawford, deceased.

13. Appointment of Miss Frances Starin as Assistant Professor of Foods and Nutrition for 1937-38, only, effective as of September 1, 1937 at a salary of $2300.00 for the year. This is a temporary replacement of Miss Sylvia Hedder, whose resignation has been accepted.

14. Appointment of Mr. John J. McCristal as Assistant Professor in Health and Physical Education for Men, replacing Mr. Aycock (resigned) at a salary of $2800.00 per year, effective September 25, 1937.

15. Appointment of Miss Vera Reynolds as stenographer in the Department of Landscape Architecture, effective as of September 1st at a salary of $1000.00 per year (divided equally between college and extension funds). Miss Reynolds replaces Mrs. Douglass, resigned.

16. Appointment of Miss Mary Hulke as stenographer in the Department of Chemistry, replacing Mrs. Hulke (resigned) at a salary of $1000.00 per year, effective September 1, 1937.

17. Temporary appointment of Dr. John C. Clark as Instructor in Physics for 1937-38 only, effective as of September 1st at a salary of $1000.00 for the year. Dr. Clark replaces Mr. W. G. Keck, granted leave of absence for the year.

18. Change in the status of Mr. Claude Busbous, appointed quarter-time graduate assistant in Chemistry, to a half-time basis for the full term only. This is a partial replacement of Mr. C. A. Nortman, resigned.

19. Appointment of Mr. John Kerle as half-time graduate assistant in Botany, effective as of September 1st. Mr. Kerle replaces Mr. Kreag, resigned.

20. Transfer of Mr. Donald Western, appointed part-time Instructor in Mathematics at $500.00 for the year, to the half-time graduate assistantship made vacant by Mr. Jeffery's resignation. The change became effective as of September 1st.

21. Appointment of Miss Lottie Scott as Instructor in Music for the period September 20, 1937 to February 20, 1938 at the rate of $100.00 per month. Miss Scott will carry the work of Professor Schuster, granted leave of absence.

22. Appointment of Mr. Gene Allen as Assistant in Research in Chemistry, effective September 1, 1937 at a salary of $300.00 per year. Through oversight this was not recommended previously.

23. Appointment of Mr. A. C. Allen as Assistant in Research in Chemistry, effective October 1, 1937 at a salary of $300.00 per year (from Bankhead-Jones Research Funds). This fills one of the new positions already authorized by the Board for the Chemistry Experiment Station.

24. Continuance of Mr. Frank N. Hewetson as Research Assistant and Instructor in Horticulture for the period September 15, 1937 to June 30, 1938. Mr. Hewetson's salary remains at $2200.00 per year (to which it was increased on July 1st) and will be drawn from American Potash Institute and American Cyanamid Company Funds.

25. Continuance of Dr. Evelyn H. Scholl as Instructor in English for the period October 1, 1937 to August 31, 1938 at the rate of $1800.00 per year (of which she will draw but $1600.00). This is an additional position made necessary by unexpectedly large enrollments in freshman English.

26. Continuance of Mr. Daniel Sheehan as temporary Instructor in English for the period October 1st to December 31, 1937, at the rate of $150.00 per month. This is an additional position not previously authorized by the Board.

27. Continuance of Mr. Charles F. Hollem as full-time assistant physician at the Health Service, effective September 1st at a salary of $3000.00 per year (ten months' basis). This is an additional position authorized in the budget.

28. Appointment of Mr. J. A. Miller as Instructor in Horticulture for the full term only at the rate of $200.00 per month (with meals). Mr. Miller replaces Mrs. Louise Cline, granted leave of absence for the full term because of illness.

29. Appointment of Mr. Henry Z. Apple as Assistant in Plant Physiology for the coming year only, effective September 1, 1937 at a salary of $600.00 for the ten months' period. Creation of this new position required the transfer of $600.00 from Bankhead-Jones Funds allotted to Mr. Hibbard and $300.00 set aside for Dr. Hesler's Plant Physiology work.

30. Reappointment of Mr. Everett Holmes as Instructor in Mathematics, effective as of September 1st at a salary of $300.00 per year. Mr. Holmes' 1936-37 appointment was on a one-year basis.
Approval of the following appointments (continued)

29. Change in status of Mr. D. D. McOrady from that of half-time graduate assistant in Chemical Engineering for 1936-37 to that of full time Instructor, effective as of September 1st at an annual salary of $1500.00. This position was authorized in the 1936-37 budget.


30. Approval of the following Athletic Council recommendations:

1. Appointment of Merton Vanoermeer as an assistant football coach for the 1937 season and 1938 spring practice at a salary of $500.00 (from Athletic Association funds).
2. Appointment of Henry A. Johnson for the same period at a total salary of $800.
3. Appointment of Albert H. Agett for the same period at a total salary of $1200.
4. Appointment of Merton O. Lathanett for the same period at $500.00.
5. Appointment of an additional assistant coach if the size of the team should warrant it, at a salary of $100.00 for the period.
6. Employment of Mr. A. A. Ruby to take moving pictures of all Varsity games except the San Francisco at an estimated cost for each of $50.00 (500 feet of film) plus $10.00 for traveling expenses for Mr. Ruby.

Appointments

31. Appointment of Miss Marianne Auer as Instructor in Chemistry for 1937-38 only, effective September 1st at a salary of $1500.00 for the year. This is an additional position made necessary by large enrollment in freshmen Chemistry.
32. Appointment of Miss Helen Auer as Instructor in Chemistry for the period October 1st to January 1, 1938 at the rate of $100.00 per month.
33. Appointment of Mr. H. A. Johnson as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at a salary of $500.00.
34. Appointment of Mrs. Margaret Zimmer as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at the rate of $100.00 per month.
35. Appointment of Mrs. Wilma Dressel as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at the rate of $100.00 per month.
36. Appointment of Mr. Albert H. Agett as temporary Instructor in Mathematics for the period October 1st to January 1, 1938 at the rate of $100.00 per month.
37. Appointment of Mr. A. A. Ruby to take moving pictures of all Varsity games except the San Francisco at an estimated cost for each of $50.00 (500 feet of film) plus $10.00 for traveling expenses for Mr. Ruby.
38. Appointment of Miss Georgia Robb as temporary Instructor in Home Economics for the period September 21st to December 5th at the rate of $100.00 per month. Miss Robb replaces Miss Vada Granger, whose part-time appointment at $75.00 per month ended on September 10th.
39. Appointment of Miss Alice Korstange as temporary Instructor in Vocational Training in Home Economics, effective as of October 1st at a salary of $50.00 per month. This is an additional position recommended by the Department of Public Instruction.
40. Transfer of Miss Blaine Grate from the Central Stenographic Office to the Division of Agriculture as stenographer, effective September 1st at her former salary of $80.00 per month. Her time will be divided equally between the office of the Dean of Agriculture and of the Director of Short Courses, as set up in the budget.
41. Appointment of Miss Alice Korstange as temporary Instructor in Vocational Training in Home Economics, effective as of October 1st at a salary of $50.00 per month. This is an additional position recommended by the Department of Public Instruction.
42. Appointment of Miss Betty Trail as temporary Instructor in Horticulture for the period September 21st to December 5th at the rate of $100.00 per month. Miss Trail replaces Miss Vada Granger, whose part-time appointment at $75.00 per month ended on September 10th.
43. Appointment of Miss Georgia Robb as temporary Instructor in Horticulture for the period September 21st to December 5th at the rate of $100.00 per month. Miss Robb replaces Miss Vada Granger, whose part-time appointment at $75.00 per month ended on September 10th.
44. Appointment of Miss Betty Trail as temporary Instructor in Horticulture for the period September 21st to December 5th at the rate of $100.00 per month. Miss Trail replaces Miss Vada Granger, whose part-time appointment at $75.00 per month ended on September 10th.
45. Appointment of Miss Alice Korstange as temporary Instructor in Vocational Training in Home Economics, effective as of October 1st at a salary of $50.00 per month. This is an additional position recommended by the Department of Public Instruction.
46. Appointment of Miss Betty Trail as temporary Instructor in Horticulture for the period September 21st to December 5th at the rate of $100.00 per month. Miss Trail replaces Miss Vada Granger, whose part-time appointment at $75.00 per month ended on September 10th.
47. Appointment of Miss Alice Korstange as temporary Instructor in Vocational Training in Home Economics, effective as of October 1st at a salary of $50.00 per month. This is an additional position recommended by the Department of Public Instruction.
48. Appointment of Mr. R. C. Dollar as half-time graduate assistant in Soils for 1937-38, replacing Mr. R. E. H. Kilmore.
49. Appointment of Mr. Donald Sherman as half-time graduate assistant in Botany for 1937-38, replacing Mr. R. C. Dollar.
Approval of the following appointments (continued)

46. Appointment of Mr. Jack I. Northern as half-time graduate assistant in Mathematics for 1937-38, thus filling an additional position in the department authorized previously by the Board.

47. Appointment of Mr. E. L. Jeffers as half-time graduate assistant in Zoology for 1937-38 at the W. K. Kellogg Bird Sanctuary, replacing Mr. Carl Gower.

48. Appointment of Mr. Albert Burris as half-time graduate assistant in Physics, replacing Mr. C. C. McClellan for the year.

49. Appointment of Miss Jean Lincoln as half-time graduate assistant in Music for 1937-38, filling an additional position authorized by the Board.

50. Appointment for 1937-38 only of Mr. Donald Morrison as an undergraduate part-time assistant in Music, effective as of September 1st at a salary of $500.00 for the year (ten months’ service). This replaces a half-time graduate assistantship which has been authorized.

51. Change in status of Mr. David Blay, now on a three-quarter time basis in the Department of Physics at $900.00 for the year, to full time (for this year only) at $1000.00. This replaces in part a half-time graduate assistantship already authorized.

52. Allowance of full expenses (from Athletic Association funds) for Mr. DeWey Finch and Dean E. L. Travel Anthony, so that they might attend the Manhattan and Missouri games respectively. This was a recommendation of the Athletic Council.

53. Full expenses (from Conservation Institute funds) to Chicago for Professor L. R. Schonemann, so that he might represent Dean Anthony at a meeting with representatives of the National Resources Board on October 15th.

54. Railroad and pullman fare to New York City and Louisville, Kentucky, for Dr. T. N. Fehlen, so that he might attend meetings of the American Public Health Association October 4th and of the International Association of Milk Sanitarians the week of October 11th.

55. Maintenance expenses to Urbana, Illinois, for Mr. C. V. Ballant, so that he might accompany members of the administrative staff in Agriculture (authorization given at the last Board meeting) to the regional meeting of land-grant college administrators held October 11 and 12.

56. Mileage allowance on one car $4.00 to South Bend, so that members of the Forestry Department might attend meetings of the Society of American Foresters October 9 to 12.

57. Out-of-state travel authorization to the National Dairy Show, held at Columbus October 15th to 16th, for Mr. Robert Pearson (with maintenance), Mr. Paul Horwood (with maintenance), Mr. O. H. Walker (without expenses), Mr. H. S. Lincoln (without expenses), and Mr. W. H. Newson (without expenses). These staff members accompanied 4-H Club delegates and judging teams to the Show.

58. Full expenses to Washington and return for Director R. J. Baldwin, Mr. R. J. Coleman, and Mr. H. E. Grover, so that they might appear at a Federal Communications Commission hearing on October 5th. Expenses were charged to Extension funds.

59. Railroad fare (second class) to Chicago for Mrs. Mebaeh Iles and Miss Katherine Hart, so that they might attend the National Restaurant Convention October 4th to 5th.

60. Full expenses (from Vocational Teachers Training funds) to Kansas City for Mr. F. A. Smith, so that he might attend the national convention of the Future Farmers of America held October 15 to 23.

61. Full expenses (from Extension Funds) to Chicago for Mrs. Martin Houseman and Mrs. Jessie Bennett, of Lowell, so that they might appear on the Farm and Home Hour on October 6th.

62. Maintenance expenses in the amount of $33.00 for Dr. L. L. Hannam, covering his attendance at the American Veterinary Medical Association meetings at Omaha August 16 to 20.

63. Full expenses (from Extension Funds) to Chicago for Mrs. Martin Houseman and Mrs. Jessie Bennett, of Lowell, so that they might appear on the Farm and Home Hour on October 6th.

64. Acceptance of a $500.00 fellowship offered by the Dairy and Ice Cream Machinery Supplies Association, Inc., for the current year. This is one of six offered annually to winners in the Dairy Products Judging Contest at the National Dairy Show, and sent to the College in which the winners wish to take graduate work. Mr. Richard Nelson of the University of Nebraska will hold the fellowship this year.

65. Rescinding at his own request of the leave of absence on half pay granted Mr. Franklin Sherman Research Assistant in Botany, for the period September 16, 1937 to June 16, 1938. Further application will be made when additional requirements for Mr. Sherman’s graduate work are completed.
Approval of increase in Mr. Bachman's salary.

66. Increase in the salary of Mr. Charles Bachman, Head Football Coach, from $7200.00 per year to $7500.00, retroactive to the first of July. This was referred at the last meeting of the Board.

Inability of Mr. Leane to attend meeting of Governors.

67. Report on Mr. Leane's inability to attend the annual meeting of the Association of Governing Boards, held October 15 to 18 at Amherst, to which he was delegated at the September Board meeting.

Appointment of Advisory Council for Inst. of Conservation.

68. Report on Mr. Beane's inability to attend the annual meeting of the Association of Governing Boards, held October 13 to 18 at Amherst, to which he was delegated at the September Board meeting.

Increase of $1400.00 per year in the salaries of Mr. Byers, Mr. H. M. Byers, Miss Gladey Love, and Mrs. Merle Byers, respectively. The increase became effective as of January 1, 1937 for Mr. Byers (on leave for the fall term).

The change was made necessary by adjustments in the programs for Vocational Teacher Training in Home Economics and Agriculture, and with it the condition that these staff members are to be on a twelve-month basis with no additional pay for summer school. Salaries are to come in entirety from Vocational Teacher Training funds.

Appointment of Advisory Council for Inst. of Conservation.

69. Report for Board information on the appointment of the following permanent committee to be known as the Advisory Council for the Institute of Conservation: E. L. Anthony, Chairman, L. F. Schoeneman, R. C. Huston, C. M. Cade, and P.A. Herbert.

Approval of the following Athletic Council recommendations for permanent improvements.

70. Approval of the following Athletic Council recommendations for permanent improvements:

1. Purchase of one Ideal Victor 30" mower with reel cutter $360.00
2. Purchase of 500 Pavement testers (300 are visiting locals) $100.00
3. Purchase of 100 permanent lockers for Gym $100.00
4. Purchase of 4 Chill lights for night football field $100.00
5. Transfer of $250.00 to budget of Speech Dept.

Approval of the following miscellaneous Athletic Council recommendations:

71. Approval of the following miscellaneous Athletic Council recommendations:

1. Invitation of one sports writer from each of the three Detroit newspapers to accompany the team to Missouri or to some other game if more convenient, with all expenses paid by the Athletic Association.
2. Football broadcast by Mr. Bachman over the Michigan network under the auspices of the Auto Owners Insurance Company, once a week for eight weeks (at $100.00 per week).
3. Provision of the customary Friday evening dinner for visiting coaches, faculty and the Athletic Council on the following dates.
   - Marquette University Fri., October 22, 1937
   - University of Kansas Fri., October 29, 1937
   - Carnegie Tech Fri., November 5, 1937
4. Provision of a special high school football section for home reserved seat games at twenty-five cents per ticket.

Transfer of $600.00 to budget of Speech Dept.

Approval of schedule of term fees for Prof. Richards.

72. Approval of schedule of term fees for Professor Richards recommended by Dean of Students and ranging from $15.00 per term for students having all lessons with Mr. Richards to $25.00 per term for one lesson with him and three with his assistants. This measure was necessary because of the unusually large number of students wanting to study with Mr. Richards.

Transfer of $600.00 to the maintenance budget of the Department of Physics to cover unexpected equipmen expense caused by the separation of the department from the Department of English.

Approval of $250.00 rental to Mrs. C. A. Drach, covering a lease for one year (dating from May 7, 1937) of approximately 40 acres on 41st Hope Avenue. This preliminary lease was made in an effort to purchase the land; a more permanent one with purchase option will be included in the Buildings and Grounds Committee report.

On motion of Mr. Croy, seconded by Mr. Wilson, it was voted to approve the President's Report.

Approval of the action of the Trustees in the following matters:

1. Transfer of ($950.00 to the maintenance budget of the Speech Department, to cover unexpected equipment expense caused by the separation of the department from the Department of English.

Transfer of $950.00 to the maintenance budget of the Department of Physics to cover employment of student help during the year. This is taken from a total of $1900.00 allowed for graduate assistantships, but not completely used.

Approval of $400.00 rental to Mr. C. A. Albroich, covering a lease for one year (dating from May 1, 1937) of approximately 40 acres on 41st Hope Avenue. This preliminary lease was made in an effort to purchase the land; a more permanent one with purchase option will be included in the Buildings and Grounds Committee report.

Approval of the action of the Board in approving the following recommendations of the Advisory Council for the Institute of Conservation:

1. Transfer of $250.00 to budget of Speech Dept.

Approval of the action of the Board in approving the following recommendations of the Advisory Council for the Institute of Conservation:

1. Transfer of $250.00 to budget of Speech Dept.

Report on action of the Board in approving the following recommendations of the Advisory Council for the Institute of Conservation:

1. Transfer of $250.00 to budget of Speech Dept.

Miscellaneous:

1. Report of the action of the Engineering Council for Professional Development in accrediting the curricula of the departments of Civil Engineering, Electrical Engineering, and Mechanical Engineering. $500.00 was appropriated by the Board for inspection by the Council. The non-accrediting of the Chemical Engineering curriculum is being investigated by Mr. L. D. 

Oct. 21, 1937
The Plan follows:

Michigan State College in order to provide for the payment of specific amounts to its employees when they are disabled or when they are retired from service, hereby establishes a pension plan. New employees entering the service of this institution will be furnished a form on which they should insert the necessary data as requested, in order that we may be informed of their previous service. Under the plan every employee becoming 65 years of age shall retire at the end of the school year in which the age of 65 is reached, provided, however, that the State Board of Agriculture may delay the retirement of any employee whose services may be for the best interest of the institution, at which time the employee would not participate in the retirement fund but

On motion of Mr. Daane, seconded by Mr. Erody, it was voted to refer item 2 to the Secretary to confer with Mr. Elliott and report back to the Board at its next meeting.

2. Recommendation of Dean Armstrong that the College enter into a cooperative educational research program in which Albion, Olivet, and Central State Teachers College are already participating. It is estimated that the College would participate in a research grant of $1200.00, which would cover the expenses of a portion of the research as well as the expenses of the College for the past year. The grant would cover the expenses of the College for the next year as well. The grant would also cover the expenses of the College for the next year.

On motion of Mr. Deane, seconded by Mr. Brody, it was voted to approve the Miscellaneous items except item 2.

3. Recommendation that the title of Mr. H. V. Gunn, who was placed in charge of all phases of Agricultural Economics at the July 8th Board meeting, be made that of Associate Professor, Research Associate, and Extension Specialist in Agricultural Economics, effective as of July 1, 1937.

4. Recommendation that the Accounting Office be allowed to make available an auditing and accounting service to all sororities and fraternities, at a fee of $80.00 per year each. The plan is to be optional and voluntary on the part of the organization, and will cover such services as the setting up of the yearly budget, nine monthly audits and one yearly audit, budget advice, adjustment of creditor claims, issuance of statements to national officers, etc.

5. Presentation for acceptance of $200.00, given by Mr. Fred C. Jenison for the purchase of flags for the band. This is in addition to $100.00 given by Mr. Jenison in June, 1937.

6. Presentation for acceptance of an agreement between the College and the Kellogg Company of Delaware for certain research into the nutritive value of fox reations. The agreement covers a period of one year, beginning September 15th, and entitles the payment of $300.00 monthly by the Company to cover a fellowship and incidental expenses. The appointment of Mr. George E. Green is recommended in item 19, Appointments.

7. Presentation for approval of an agreement between the College and the General Electric Company for research work in the preservation of foods following quick freezing. The General Electric Company will furnish certain equipment and approximately $900.00 to be used for the employment of a graduate assistant, while the College will furnish its facilities and the fruits and vegetables to be used.

8. Recommendation for the acceptance of a research grant of $1200.00 from the Corn Products Refining Company of Argo, Illinois, to be used in cooperative research work with the Bacteriology Section of the Experiment Station.

9. Recommendation of the Faculty that the College pay $100.00 yearly toward the employment of a house mother for the Farm House Society, effective for this school year.

10. Presentation for payment by William G. Roost, Certified Public Accountant, of a bill totalling $2861.08. This covers auditing and reporting for the last fiscal year on Mary Mayo Hall, the Kellogg Farm, the Kellogg Bird Sanctuary, and of the College as a whole.

11. Recommendation that an operation be financed for Mr. Clarence F. Knight, junior student claimed as a result of an operation claimed for the Athletic Association.

12. Recommendation for the payment of hospital expenses totalling $15.00 for Mr. Ray Floate, employee at the Chatham Station who was injured at work. Expenses will be paid from Experiment Station funds.

On motion of Mr. Deane, seconded by Mr. Brody, it was voted to approve the Miscellaneous items except item 2.

13. Recommendation of Mr. Baistead, seconded by Mr. Brody, that the plan for retirement of employees of this Board, presented to the Board this day by Mr. Bellard be accepted, approved and adopted - the plan to be spread at large upon the permanent records of this meeting of the Board.
the additional years would be added to their years of active service. Without this special consideration of the State Board of Agriculture, all employees will be requested to retire under the plan as outlined.

Administration

1. The administration of the plan shall be in charge of a committee of five (5), consisting of the President and Secretary of Michigan State College and three members to be appointed by the President and approved by the State Board of Agriculture, this committee to serve during the pleasure of the Board.

2. The committee shall have the specific powers elsewhere herein granted to it and shall have such other powers as may be necessary in order to enable it to administer the plan.

3. The committee shall determine conclusively for all parties the questions arising concerning the administration of this plan.

4. The committee shall be empowered to authorize disbursements according to these regulations.

5. The committee shall adopt such rules of procedure as it may find necessary with the approval of the Board.

6. The committee shall be empowered to dictate the type of records and reports to be published as may be required in the administering of the plan.

7. The expenses of the committee in administering the plan shall be borne of the institution.

Retirement

Any employee to be entitled to the pensions herein provided for shall apply for, and keep in full force and effect life insurance in the principal amount of $1000.00 under the group policy secured by Michigan State College.

1. Any employee who has reached the age of 65 years shall be retired from active service and granted a pension, which pension is also designated as a "service pension", subject to the right of committee to waive such retirement age, such waiver to be effective at the pleasure of the Board.

2. At the discretion of the committee any employee who has become totally disabled as a result of sickness or injury whose term of employment has been fifteen (15) years or more, may be retired from active service and granted a pension, which pension is designated a "disability pension". If a disability pension is granted it shall be for such period as the committee may determine, and if at any time during such period the employee recovers sufficiently to resume active service, the pension may be discontinued by action of the committee. If the employee re-enters the service of the institution at which time such pension is discontinued, he shall thereafter be eligible to benefits under these Regulations, and the period of absence on pension shall be considered as a leave of absence and not a break in the continuity of the employee's service. Provided, however, that the committee shall have the right to waive the fifteen (15) year employment requirements in meritorious individual cases.

3. The annual pension allowance for each employee retired with a pension on account of age, length of service or disability shall be as follows:

For each year of employment, one per centum (1%) of the average annual pay during the five (5) consecutive years during which the retired employee was paid the highest rate of wages. The minimum pension shall be Forty Dollars ($40.00) per month; provided, however, that at the discretion of the committee the pension allowance may be less than Forty Dollars ($40.00) per month but not less than the allowance computed as aforesaid; unless the said allowance should exceed One Hundred Twenty-Five Dollars ($125.00) a month or Fifteen Hundred Dollars ($1500.00) annually.

Note: An employee, whose term of employment has been thirty (30) years and whose average pay for the five (5) consecutive years during which he received his highest rate of pay was $8,000 a year will receive an annual pension equal to thirty per cent (33 1/3%) of $8,000 or $2666.67, payable in monthly installments of $50.00.

4. Any employee whose term of employment has been twenty-five (25) or more years may, at the discretion of the committee and with the approval of the President, be retired from active service and granted a pension, which pension is also designated a "service pension". Computation of this pension shall be on the same basis as other pensions but the committee shall have the right to deduct from the actual total years of continued service the number of years which remain to be served before reaching the age of 55.
14. (Continued)

5. Pensions shall be payable monthly or at such shorter periods as the committee may determine in each case.

6. Service pensions granted to employees shall continue from date of retirement to death of pensioner, but disability pensions shall continue for such period only as the committee may determine in each individual case from time to time.

7. Regular employment under a salary may, at the pleasure of the committee, suspend the right of a retired employee to pension payments during the period he continues in such employment.

8. The committee shall notify all employees of their eligibility to retire on service pensions at their own request as they become eligible.

9. In order to meet its obligations to pay pensions granted to take effect under the plan, the State Board of Agriculture wishes to establish a trust fund known as the "Pension Fund". The Board further undertakes to maintain this fund by periodic charges to operating expenses and payments to the fund in such amounts that when an employee becomes eligible under the plan to receive a pension, there will be available in the Pension Fund an amount sufficient to provide for his pension in the amount stated in the plan. The Pension Fund shall be held in trust for pension purposes only and shall be disbursed as directed by the committee from time to time. In case of termination of the plan, or in case of revocation or other termination of any agreement for pension purposes executed under the plan, the Board undertakes to preserve the integrity of the Pension Fund as a trust fund to be applied solely to pension purposes and to take such action as may be necessary or appropriate to insure the application of the entire fund to such purposes. All pensions granted to take effect under the plan shall be paid from the Pension Fund.

10. The investment of surplus funds accruing from time to time shall be made only upon the recommendation and approval of the State Board of Agriculture.

11. If at any time the State Board of Agriculture, on account of conditions beyond its control, deems it advisable to terminate or discontinue the plan, the balance remaining in the "Pension Fund" shall be prorated on the same basis as in reckoning the pension and paid to employees who have served the institution twenty-five (25) or more years at the time of the discontinuance.

General

1. Any employee who has been discharged from the service of the institution shall forfeit all right or claim to any service or disability pension which has accrued prior to such discharge.

2. If any employee severs his connection with the institution voluntarily and his resignation has been accepted by the committee or Board, the employee on the date of his resignation will sacrifice all right or claim to any pension which has accrued prior to his resignation.

3. Any absence from the service without pay, other than absences during a period of disability or leave of absence shall be considered as a break in the continuity of service unless the Board specifically authorizes the committee to consider such absence as a leave of absence, and if any person is re-employed after such a break in the continuity of his service, his term of employment shall be reckoned from the date of such re-employment.

4. Leave of absence shall not constitute a break in the continuity of service if this leave has been formally granted in conformity with the rules of the institution as adopted from time to time, and such leave may be obtained at or before the time the absence begins or may be by retroactive action of the committee with the approval of the President and the Board.

5. In case of death of any employee while in active service of the institution, this employee's heirs, assigns and others shall forfeit all right or claim to any service or disability pension which has accrued prior to his death.

6. When an employee dies after he has been retired or during the time he is receiving a service or disability pension regularly, the committee shall upon receipt of satisfactory evidence as to the death of the employee, advise the discontinuance of the payment of this pension effective at the end of the sixth month following the employee's death.

7. No employee shall have any right against the institution to any pension under the plan except for the amount to which the employee has theretofore become entitled and which the committee has directed to be paid to that employee under the plan.
14. (Continued)

5. All pensions may be suspended or terminated, in the discretion of the committee and the President, with the approval of the Board, in cases of conduct prejudicial to the interests of the institution.

6. In order to have a true retirement fund, the committee will not recognize any assignment of pensions under these regulations.

On motion of Mr. Lowery, seconded by Mr. Bracy, it was voted that the proposal of the Lincoln Life Insurance Company for group insurance covering college employees in connection with the pension plan be approved by the Board.

On motion of Mr. Lowery, seconded by Mr. Bracy, it was voted that no compulsory retirements be made effective before the end of this academic year.

16. Request from Dean Dirks that the Division of Engineering be allowed to purchase an electric furnace at a cost of $1750.00 - $1,000 of the amount to be drawn from Engineering Experiment Station funds and $750.00 to be drawn from mechanical engineering funds.

On motion of Mr. Lowery, seconded by Mr. Husted, it was voted to approve the purchase of an electric furnace.

17. Request from Dean Dirks that the Engineering Experiment Station be granted the use of coal analysis in the attic of the library.

On motion of Mrs. Dilson, seconded by Mrs. Beeler, it was voted to approve the above request.

18. Communication from Dr. Wilcox, representing the Horace H. Rackham Fund was read to the Board. Mr. Dellard outlined the terms of the contract accompanying the communication.

On motion of Mr. Beeler, seconded by Mr. Bracy, it was voted to approve the following resolution received from Mr. Hallett:

HALLUARD, a form of contract between Horace H. Rackham and Mary A. Rackham Fund, a non-profit charitable trustee corporation, of the city of Detroit, Henry of the first part and The State Board of Agriculture, a body corporate under the Constitution and laws of the State of Michigan, party of the second part, has this day been submitted to The State Board of Agriculture for approval, said contract being for the purpose of establishing a trust endowment in the principal amount of Five Hundred Thousand Dollars ($500,000.00) or upwards to be held in perpetuity by the State Board of Agriculture said contract be and hereby is approved, and

IT IS HEREBY RESOLVED that the President and Secretary be and hereby are authorized and empowered to execute on behalf of The State Board of Agriculture said contract, with any changes therein which may be approved by the first party and the President, Secretary and legal counsel of second party.

WITNESSdraught, continued

1. Request from Dr. Beeler for laboratory partition in botany.

On motion of Mr. Beeler, seconded by Mrs. Wilson, it was voted to approve the above request.

2. Request for approval or construction of a tool shed at Kellogg Farm - material salvaged from building wrecked. Labor and other costs to be paid out of their budget.

3. Request for approval of tool shed 30' x 40' at Kellogg Farm on same basis as tool shed.

On motion of Mr. Beeler, seconded by Mrs. Wilson, it was voted to approve item 2 and refer item 3 to committee.


On motion of Mrs. Wilson, seconded by Mr. Bracy, it was voted to approve item 4.

5. Request from Military Department for construction of shed as an addition to new stables to house four trucks and two guns. Estimated cost $11,900.
15. Request from Military Department for replacement of wood floor in blacksmith shop with concrete floor. Estimated cost $27,000.

16. Request from Military Department for conversion of the shower room in Demonstration Hall to office for Field Artillery use and for conversion of ladies' rest room to a team room. Cost not to exceed $500.00.

8. Request from Military Department for purchase of moving picture projector equipment with sound for use in class work. Estimated cost $1,000.

In action on item 3.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve items 3 and 7.

9. Stts for the renaming of the offices of the Publications Department have been received as follows: (the budget carries an appropriation of $200)

- Hagamir & Son
- Christman

On motion of Mr. Wilson, seconded by Mr. Leane, it was voted to let the bid to the low bidder, Mr. Christman, at a figure not to exceed $2097.

10. Notification of an agreement between the city of Lansing and the state board of agriculture for purchase of fire insurance on all campus buildings to the Queen Insurance Company and allied companies.

On motion of Mr. Leane, seconded by Mr. Halstead, it was voted to approve the agreement as drawn up by the attorney (on file in Secretary's office).

11. Consideration of a proposal for the installation of boulevard lights along Grand River Avenue from Harrison Road to bogue Street. It is proposed that there be 41 lights installed. The Lansing Board of Water and Light Commissioners will install these lights at a cost of $175.90 per light and will furnish the electricity and maintain them for an annual charge of $5.00 per light and will maintain the cost of electricity for an annual cost of $700.00. The original cost for installation ($1759) can be paid at one time or can be paid in ten annual installments with an annual interest rate of 4% on the unpaid balance.

On motion of Mr. Leane, seconded by Mr. Leane, it was voted to approve the above proposal - payment to be made in ten annual installments.

12. Request from Mr. Towne for purchase of new tables and chairs. Estimated cost $2,244.50.

On motion of Mr. Leane, seconded by Mr. Leane, it was voted to approve the purchase of tables and chairs for the Library at a cost not to exceed $2,244.50.

13. Bids for the construction of the Land Shell as provided for in the budget have been received.

- Hagamir Construction Co.
- Christman

On motion of Mrs. Wilson, seconded by Mr. Downing, it was voted to let the contract for fire insurance to the Fred C. Jenison Agency. The Secretary and Comptroller are authorized to write in one blanket policy through the Fred C. Jenison Agency. The Secretary and Comptroller were designated as a committee with power to work out the final arrangements.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to let the bid to the lowest bidder, Hagamir. Reniger Construction Co.

14. Bids for the construction of the Land Shell as provided for in the budget have been received as follows:

- Christman Company
- Hagamir

(There is provision from college and senior class funds in the budget an amount totaling $3,000). (Senior class funds amounted to $2,947).94.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to let the bid to the lowest bidder, Hagamir.

15. Report and recommendations of the Comptroller covering the purchase of fire insurance on all campus buildings were presented by the Secretary.

On motion of Mr. Brother, seconded by Mr. Downing, it was voted to let the contract for fire insurance on all campus buildings to the Queen Insurance Company and allied companies - all insurance to be written in one blanket policy through the Fred C. Jenison Agency. The Secretary and Comptroller were designated as a committee with power to work out the final arrangements.

16. The Dean of Engineering has requested a new floor in his office. The present wooden floor is rough and not in keeping with what should be in the office of the Dean. It is suggested that the present wooden floor be removed and a thin concrete slab be installed and covered.
(Continued)

With amendment at a total cost of $410.00.

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

17. The Athletic Council recommended the following permanent improvements to be made for out of Athletic funds:

1. Pickup truck - $600.
2. Wood floor in wrestling room and voice projector - $400.
3. Convert Women's Club room into classroom - $500.
4. Fence two sides of four tennis courts near Horse Show ring - $500.
6. Install water-proof storeroom under east stadium - $1,400.
7. Install steel telephone poles for small football field - $1,700.
10. Install additional transformers to provide for electric heaters in press box, etc.

On motion of Mr. Leane, seconded by Mr. Brody, it was voted to authorize the President to appoint a committee to act with power upon the above-mentioned items.

The President appointed the following committee: Mr. Brody, Mr. Leane, Secretary Hannah.

18. The Aldrich Farm of 40 acres is under a one year lease. The owner offers to lease it for six years at the present rate of rental - $2,400 per year with an option to purchase at any time in the six year at $14,000.

On motion of Mr. Brody, seconded by Mr. Leane, it was voted to approve the leasing of the Aldrich Farm for six years with the purchase option as mentioned above.

Rec. from Mr. Kellogg that the house and piece of land reserved for his use by life lease when he deeded the Kellogg Farm to the College be now deeded to him. Mr. Kellogg offered to pay $1,000 or $1,000 for the property and suggests that it be made available to him.

Mr. Tinney, Mr. Brody & Mr. Leane visit Kellogg Farm to inspect the property in question to Mr. Kellogg and to instruct the Secretary to notify Mr. Kellogg that the Board is happy to comply with his request.

19. Request from Mr. Kellogg that a committee of the Board be authorized to confer at the Kellogg Bird Sanctuary with Dr. Tinney, Mr. McCrery, Rev. Anthony and Mr. Borton in order that a new boundary for the Bird Sanctuary may be agreed upon. It will be necessary to construct a new boundary fence around the Bird Sanctuary out of college funds.

On motion of Mr. Leane, seconded by Mr. Halsted, it was voted to approve the above item and to appoint the following committee: Mr. Cress, Mr. Brody, Secretary Hannah.

20. It is necessary to grant the U.S.D.A. a right-of-way deed for a driveway connecting the Weather Bureau with the new campus drive being constructed east of Sarah Langdon Williams hall. This strip of land to be 60 feet long and 15 feet wide.

On motion of Mr. Halsted, seconded by Mr. Tinney, it was voted to authorize the Chairmen of the Board to execute the deed on behalf of the State Board of Agriculture.

21. Mr. Earl M. Cress, representing the Ann Arbor Trust Company, appeared before the Board and discussed the possibility of financing a new men's dormitory.

22. Report on communication from the Michigan State Conference of bricklayers, masons and plumbers international union.

23. Report on communication from Mr. Cress, Commissioner of State Police, covering the purchase of the new poultry plant.

24. The Secretary presented to the Board a design for light standards to be used on the campus as recommended by Mr. Phillips and Mr. Cress.

The meeting adjourned at 4:15.

Robert S. Shaw
President

[Signature]