MINUTES OF THE
MEETING OF THE STATE BOARD OF AGRICULTURE
JANUARY 20, 1926.

1. THE MEETING WAS CALLED TO ORDER AT 10:00 A.M.

Present: President Butterfield, Mrs. Stockman, Messrs. Brody, Gowdy, McPherson and Secretary Halladay.


The minutes of the last meeting were read.

II. REPORTS FROM PRESIDENT AND SECRETARY FOR RECORD OR INFORMATION.

1. President Butterfield presented Dr. Olin's report for the fall term relative to the activities of College Hospital.

Out-of-State Travel

2. The President reported the following authorizations for Out-of-State Travel.

- LEAN Phelan
  - Akron, Ohio
  - Inauguration of Pres. Zook, All expenses

- Director Young
  - New York
  - Nat'l. Collegiate Ath. Assoc.

- Mr. Roosevelt
  - Cleveland
  - Federated Societies Experimental Biology

- H. L. Morency
  - Kansas City
  - A. A. A. S. Meeting

- Dean Giltner
  - Madison, Wis.
  - Soc. Am. Bacteriologists

- Dr. Huddleston
  - " 

- Prof. Fabian
  - " 

- Prof. Rehbein
  - " 

- Dr. H. S. Hant
  - " 

- Mr. Fitzpatrick
  - " 

- Mr. Rothgery
  - " 

- Prof. Johnston
  - " 

- Prof. Hedrick
  - " 

- Miss H. S. Martini
  - Instructor in Drawing
  - $400.00 for winter term.

- Margaret Harens
  - $600.00, effective on arrival

On motion of Mrs. Stockman, it was voted that the resignations be accepted.

2. The following appointments; and asked that they be confirmed:

C. D. McIntyre
- Grad. Assistant, Economics
- $600.00, effective on arrival

Arvid Anderson
- Draftsman, Agr'l. Engineer
- $150.00 a month, eff. Feb. 1, 1926

Byron L. Frazee
- County Agr'l. Agent, Midland
- $1800.00 and $400 from county Jan. 1-26

Margaret S. Harris
- Assistant Home Econ. Leader
- $2700.00, eff. April 1, 1926

Genevieve Johnson
- Assistant in Nutrition Inv.
- 140.00 a month, eff. on arrival

Miss F. H. Martini
- Instructor in Drawing
- 400.00 for winter term.

Margaret Kromness
- Stenographer, Registrar's Office
- $120.00 a month

Vera Haste
- Stenographer, Farm Crops
- $1330.00 beginning Dec. 1, 1925

G. M. McGraw
- Exp. Spec. in Farm Crops
- $3300.00 Mar. 1, 1926

On motion of Mrs. Stockman, it was voted to confirm the above appointments.

3. The following salary adjustments:

Mrs. Button, Clerk, B & G Dept.
- $120.00 a month

Neil Miller, Asst. Engr., Heating
- 200.00 "

George Sawyett, Storeroom, Stores
- 150.00 "

Miss Schmidt, Clerk, Storage
- 100.00 "

Mr. Rallor, Inventory Clerk, Store
- 160.00 "

Mr. Mitchell, Supt. of Elec. Lights
- 210.00 "

Mr. Howard, Supt. of Paint Shop
- 175.00 "

Mr. Jensen, Supt. of Carpenter Shop
- 185.00 "

Glenn Bradt, Music Instruction, 2 mo.
- 100.00 Year band

Mr. Kuhlman, Band and Instruments
- 500.00 " Inst.

On motion of Mr. Gowdy, it was voted that the transfer be made.

Executive Orders

IV. EXECUTIVE ORDERS FOR CONFIRMATION.

President Butterfield asked confirmation of the following "executive orders":

1. The transfer of $900 from salary apportionment of Radio Engineering to Service Radio. This apportionment was made to take care of a portion of Mr. Phippen's salary, and he is now being paid entirely from Service Radio.

On motion of Mrs. Stockman, it was voted that the transfer be confirmed.

2. Authorization to place the accounting work of the Creamery in charge of the central accounting office under Mr. Powell.

On motion of Mrs. Stockman, it was voted that the accounting work of the Creamery be placed in charge of the central accounting office.

3. Authorization to put Miss Kouts on the labor payroll for two months, beginning December 7, 1925, at the salary rate of $1000 a year, one-half to be paid by Soils Department and one-half by the Farm and Horse Department.

On motion of Mrs. Stockman, it was voted that Miss Kouts be placed on the labor payroll.

V. RECOMMENDATIONS FROM THE PRESIDENT FOR ACTION OF THE BOARD.

1. President recommended the following new positions and appointments:
   a. That Mrs. DeHaan be continued as stenographer in the Department of Economics.

   On motion of Mr. Gowdy, it was voted that the appointment be approved.
   b. That Miss Hannen be appointed stenographer in the Boys and Girls Clubs Dept. at the salary of $1250 a year.

   On motion of Mr. Gowdy, it was voted that the appointment be approved.
   c. Establishment of a stenographic position, half-time Soils and half-time Farm and Horse Department, and the appointment of Miss Kouts to this position at a salary rate of $1250 effective Feb. 1, 1926.

   On motion of Mr. McPherson, it was voted that the position be established and that the appointment be approved.
   d. Establishment of a full time clerical position for the Department of English.

   On motion of Mr. McPherson, it was voted that the position be established.
   e. Establishment of a clerical position, half-time Dean of Liberal Arts and half-time Registrar's office.

   On motion of Mr. McPherson, it was voted that the position be established.
   f. Establishment of instructorship in Forestry in lieu of one of the Graduate Assistantships, and the appointment of Karl Dressel to this position at the salary rate of $1980 a year, effective April 1, 1926.

   On motion of Mrs. Stockman, it was voted that the Instructorship be established, and that the appointment be approved.
   g. Employment of E. F. Gaston as temporary assistant for Extension Work in Horticulture for the period March 1 to July 1, 1926, at a salary of $200 a month.

   On motion of Mrs. Stockman, it was voted that the appointment be approved.

2. President Butterfield presented a suggestion from Dean Kedzie relative to leave of absence for Professor Clark.

On motion of Mrs. Stockman, it was voted that the matter be left to the President and Mr. Kedzie.

3. The President recommended the appointment of John C. Kendel as Director of Student Chorus, for the remainder of the school year, for the sum of $600, payable in four monthly installments, beginning February 28, 1926.

On motion of Mr. Gowdy, it was voted that the appointment be approved.

4. President Butterfield recommended that he be authorised to continue the employment of Mr. Wilkins as Cost Accountant, to June 30, if in the judgment of the President this service is necessary.

On motion of Mr. McPherson, it was voted that the employment of Mr. Wilkins be extended.

5. The President asked authorization to employ Mr. A. C. Burnham for the period of one year, beginning in April, 1926, to start a course in life-planning, with the understanding that he will give three full days each week for three terms, at a salary at the rate of $2000 a year.

On motion of Mrs. Stockman, it was voted that Mr. Burnham be employed.

6. A motion was made by Mr. McPherson that the President request the heads of departments to make a statement of costs of the following additional courses to the courses of study:

   H. P. Gaston Asst Ext. work Hort.

   E. F. Gaston Asst Ext. work Hort.

   J. C. Kendel's appointment.

   Mr. Wilkins until June 30.

   Appointment of Mr. A. C. Burnham.

   Cost of additional courses of study.
At its meeting, January 11, 1926, the Faculty recommended the following additions or changes to the courses:

**Applied Science Division.**

- Botany 8b, diseases of field and garden crops, new, 4 credits.
- Chemistry, determinative mineralogy, new, 4 credits.
- 32a, open to Applied Sci., students, old
  - 47
  - 48
  - 49
  - 50
  - 51
  - 52
- Physics, 6j, new 4 credits.
- Geology 16, advanced geology
  - 18, invertebrate paleontology, old
  - 12, increased from 3 to 4 credits
- Zoology 34, animal ecology, increased 3 to 4, new 4 credits (fall, winter, spring)

**Engineering Division.**

- Drawing 22k, advanced comp. & illustration, 2 credits, fall
- 22l, " " " winter
- 22m, " " " spring
- Drawing and Design, 9 a, Architectural draftg., winter, elective
- E. 11c, metallurgy of non-ferrous metals, options
- 11d, metallurgy calculations, " " "
- 11e, " " "
- E. 45, distribution of electrical power
- 44, advanced electrical design.
- 46, " " "

**J. L. Taylor's leave of absence.**

J. L. Taylor's leave of absence.

Outline summer school session

7. The president presented a letter from John L. Taylor, assistant football coach, asking for a leave of absence for the remainder of this fiscal year.

On motion of Mr. Brody, it was voted that the leave of absence be granted.

On motion of Mrs. Stockman, it was voted that the outline be accepted.

VII. MISCELLANEOUS BUSINESS FROM PRESIDENT, SECRETARY, DEAN.

1. The President reported a decision from the Attorney-General concerning group insurance was promised in the near future and recommended this matter be left until another meeting.

2. The President presented a request from the New York State Alumni asking for a delegate to its 1926 meeting.

On motion of Mrs. Stockman, it was voted that Mr. Watkins be asked to attend.

3. The President presented an invitation from the Chief of the Bureau of Agricultural Economics relative to a representative of the College attending a conference on Agricultural economics.

On motion of Mr. McPherson, it was voted that the appointment be left to the President.

4. The President presented an invitation from the President of Louisiana State University to a dedication of its new site, April 30 and May 1 and 2.

On motion of Mr. McPherson, it was voted that the Secretary be appointed to represent the Board.

5. The President presented the matter of sending delegates to the Agricultural Marketing Conference, in Des Moines, January 28.

On motion of Mrs. Stockman, it was voted that Mr. McPherson, be appointed the delegate.

6. The President presented a request from Colonel Sherburne in regard to the Horse Show, and also a statement from Dean Kedzie on the same subject.

On motion of Mr. Gowdy, it was voted that Mr. Kedzie, Col. Sherburne and Secretary Halladay be appointed a committee to act for the Board of Agriculture to confer with the Horse Show Committee.

7. The President suggested the passage of the following resolution, and recommended that the resolution be filed with the records of the Secretary of the Board:
"Whereas, Miss Bertha E. Thompson, as instructor in Botany for the last three or four years, performed exceedingly faithful and efficient work, gaining the love and respect of her students, as well as her colleagues and friends, and

"Whereas, she felt compelled to resign last fall, on account of ill health which terminated in her death, November 25th, therefore

"Be it Resolved, that we express our sincere regret at the death of Miss Thompson and our belief that in her death the college has lost a very efficient servant whose influence always was for good scholarship and good character, and further that we direct that a copy of this resolution should be spread on the minutes of the Board and sent to Miss Thompson's relatives."

Motion was made and carried that the above resolution be adopted.

8. Secretary Halladay presented the following items;

a. Bill from Mr. Ritchie for architect's services.

A motion was made by Mr. Brody that the bill be left to Mr. McColl and Mr. Halladay with power to act. The motion carried.

b. Statement concerning possible leave of absence for Mr. Gunson.

On motion of Mrs. Stockman, it was voted to give Mr. Gunson a leave of absence for sufficient time that he may completely recover from his recent illness and that this leave will in no way affect his standing with the college or his compensation. The motion carried.

c. Statement concerning College responsibility for bills.

On motion of Mr. McPherson it was voted that it should be understood by all parties having financial dealings with individual students or with groups of students of the Michigan State College of Agriculture and Applied Science that the College is neither legally nor morally responsible for bills incurred by such students or student organizations.

Every effort will be made to secure efficient and honorable business procedure on the part of the students, through such cooperation and oversight as the College can wisely exercise but it cannot be held responsible for failures on the part of students to meet their obligations.

d. Contract for the Beibesheimer land.

On motion of Mr. Brody, it was voted that the contract as drawn up by the Secretary and signed by Mr. Beibesheimer be approved by the Board and that the Secretary be authorized to sign for the State Board of Agriculture.

e. Miscellaneous Items.

f. On motion of Mr. McPherson it was voted that Mr. L. W. Watkins be re-elected Chairman of the Board.

VIII. SPECIAL ORDER OF BUSINESS.

1. Dr. Soranson of the firm of Malcomson & Higgenbothom appeared before the Board of Agriculture with plans for the new Chemistry Building. After a discussion a motion was made by Mr. Gowdy that they be referred to the building committee. The motion carried.

2. A motion was made by Mr. McPherson that the Secretary represent the Board on all matters of traffic regulations, acting in cooperation with the city of East Lansing where such regulations affect the College in any way. The motion carried.

3. A motion was made by Mr. Brody that the request for linoleum for the floors in the Agricultural Building be deferred until such time as funds are available. The motion carried.

4. A motion was made by Mr. Brody that the matter of a bill for license fee and inspection of the college nursery and the signing of a bond for same should be referred to Mr. Watkins. The motion carried.

5. A preliminary meeting of the Board was held at the home of Mrs. Dora Stockman, Jan. 18 at 8:00 P. M. and dinner was served by Mrs. Stockman and a short business session was held with the following members present: Pres. Butterfield, Mrs. Stockman, Messrs. Brody, McPherson and Secretary Halladay.

All business transacted at this meeting was confirmed by the Board at its meeting Jan. 20.

IX. NEW BUSINESS.

It was voted that the next meeting be held on February 17, at 9:00 A. M.

MEETING ADJOURNED AT 1:00 P. M.

[Signature]
President.

[Signature]
Secretary.