

The University of Minnesota
AGRICULTURAL COMMITTEE
MINUTES

January 20, 1916

A meeting of the Agricultural Committee was held in the President's office, Thursday, January 20, 1916, at nine o'clock.

Present: Regent Rice, presiding; Regents Williams, J. G., Williams, M. M., Vincent and Dean Woods.

Voted to approve the following appointments:

Livy Gerald Hood as Instructor in Journalism and Assistant in the Office of Publications for six months beginning February 1, 1916, at a salary of \$600.

James M. Ford as Instructor in Spelling and Penmanship in the School of Agriculture for ten weeks beginning January 10, 1916, at a salary of \$100.

Reuben Oakes as Instructor in Farm Arithmetic in the School of Agriculture for ten weeks beginning January 10, 1916, at a salary not to exceed \$10 a week.

A. E. Enerson as Assistant in Farm Crops in the Northwest School of Agriculture at Crookston for three months beginning January 1, 1916, at a salary of \$125 a month.

Marian E. Rogers as Stenographer in the Division of Agricultural Extension beginning January 1, 1916, at a salary of \$60 a month.

Florence G. Hulett as Nurse and Instructor in Nursing at the West Central School of Agriculture at Morris for three months beginning January 1, 1916, at a salary of \$75 a month.

J. B. Torence as Assistant in the course in gas engine work in the School of Agriculture for twelve weeks beginning January 10, 1916, at a salary of \$25 a week.

W. M. Newell as Assistant in the course in gas engine work in the School of Agriculture for twelve weeks beginning January 5, 1916, at a salary of \$25 a week.

Voted to approve a loan from the Ludden Real Estate Fund to Walter C. Pfaender.

Reports from F. E. Balmer, E. Dana Durand, and W. F. Oswald on trips outside the state were received and filed.

Voted to approve the report of the Committee of the Department of Agriculture on the reorganization of registration and committee work.

GEORGE E. VINCENT,
Secretary pro tem.

The University of Minnesota**BOARD OF REGENTS****MINUTES**

January 20, 1916

A meeting of the Board of Regents was held in the President's office, Thursday, January 20, 1916, at ten o'clock.

Present: Regent Snyder, presiding; Regents Butler, Mayo, Nelson, Rice, Schulz, Sommers, Vincent, Williams, J. G., and Williams, M. M.

Voted to approve the minutes of the meeting of the Agricultural Committee of December 14 and the minutes of the Board of Regents of December 14, 1915.

Voted to approve the report of the Agricultural Committee of January 20, 1916.

Voted to approve the following resignations:

John F. Sinclair as Instructor in Business Law in the Evening Extension Classes.

George F. Ghostley as Pathologist in the Out-patient Department, effective January 1, 1916, on account of ill health.

Voted to approve the following appointments:

J. B. Johnston as Acting Dean of the Graduate School for the second semester of the academic year 1915-16.

William H. Thompson as Instructor in the School of Chemistry for three months beginning January 17, 1916, at a salary of \$100 a month.

Dr. Samuel T. Forsythe as Teaching Fellow in the Department of Ear, Eye, Nose, and Throat in the Medical School for one year beginning January 1, 1916, at a salary of \$500.

G. G. Parkin as Assistant in the School of Chemistry for the remainder of the academic year from January 1, 1916, at a salary of \$50 a month.

Lynwood G. Downs as Assistant in German beginning February 1, 1916, for the second semester of the academic year 1915-16, at a salary of \$550.

C. P. Stone as Assistant in Education for the second semester of the academic year 1915-16, at a salary of \$150.

Bottolf M. Ohnstad as Assistant in the Department of Physical Education for Men from January 11, 1916, for the remainder of the academic year 1915-16, at a salary of \$80 a month.

Ragnhild Rood as Service Woman in the Medical School beginning January 1, 1916, at a salary of \$30 a month.

John Brueur as Service Man in the Medical School beginning January 6, 1916, at a salary of \$30 a month, with the understanding that if services prove satisfactory his salary will be increased to \$35 on February 1, 1916.

Voted to approve the following salary adjustment:

The night janitor and watchman at the College of Dentistry from \$65 to \$70 a month on account of increased work and time.

Voted to approve the following trips outside the state:

E. P. Lyon and R. O. Beard to represent the University of Minnesota at the meetings of the Council on Medical Education and the Council on Health and Public Instruction of the American Medical Association at Chicago early in February, half the expenses of each, the total not to exceed \$35, to be charged to Budget No. 127.

Alfred Owre to represent the University of Minnesota at the meeting of the Dental Faculties Association of American Universities at Chicago, January 28 and 29, 1916, the expenses, not to exceed \$35, to be charged to Budget No. 179.

Voted to approve the following leave of absence:

Joseph Warren Beach of the Department of English for the second semester of the academic year 1915-16 on account of ill health, on full salary, with the understanding that his courses will be carried by his colleagues and that he will pay for any additional assistance that may be required.

Voted to approve the following Ludden Real Estate Loans:

William W. Hall.....	\$150.00	George F. Taylor.....	\$100.00
Gordon W. Sprague...	200.00	Joseph T. Cohen.....	75.00
Carl F. Jones.....	75.00	Myron E. Weisenberger..	100.00
Milton E. Hilliard....	50.00	Abraham L. Levin.....	100.00
Clement S. Fox.....	100.00	Axel Brett.....	50.00
Fred S. Richardson....	50.00	Leonard Aho.....	50.00

Voted to approve the petition of Malcolm A. Sedgwick for residence classification.

Voted to record the conviction of the Board of Regents that in the death of Governor Winfield Scott Hammond the State of Minnesota lost a wise and high-

mind executive, and the University an intelligent counselor and supporter.

Voted further to express to the relatives of Governor Hammond the sincere sympathy of the Board of Regents.

The President of the Board announced the Committee assignments of Governor J. A. A. Burnquist as follows: Executive Committee; Committee on Buildings and Grounds; and Committee on Investments.

Voted to approve the course in General Engineering submitted by the College of Engineering.

Voted to approve the general principles involved in the recommendations of the Medical School and the College of Dentistry to govern the selection of candidates for admission to limited entering classes.

A communication from the Treasurer of the Alumni Association was read and the question of granting an additional appropriation was deferred.

A communication from the Intercollegiate Debaters was read and ordered filed Supplement to the Minutes, page 87.

Voted to refer to the Comptroller with instructions to submit information and recommendations as to the request for the sale of Salt Spring Lands to provide funds for carrying on the work of the "Geological and Natural History Survey."

A report of the Committee of the Minnesota State Horticultural Society on the examination of the Minnesota State Fruit Breeding Farm was submitted and ordered filed Supplement to the Minutes, page 88.

Voted to approve the following report of the Committee on the prescribed use in the University of text-books written by University teachers:

"It is customary throughout the institutions of higher education in the United States to use text-books written by instructors when such text-books are recognized by the profession concerned and are in use in institutions of standing. Your Committee believes that to forbid the use of text-books written by members of the staff would discourage a form of activity which is of value to individual members of the faculty and has a direct bearing upon their teaching efficiency.

"It is important, however, to protect students against the possible abuse of having text-books prescribed which are not of recognized standing in institutions of the best class. It is recommended, therefore, that no text-book written by an instructor in

the University be prescribed for the use of students unless such book has been approved by the faculty of which the instructor concerned is a member. It is furthermore recommended that the actions of faculties with regard to text-books be transmitted for confirmation to the Administrative Committee of the University Senate.

"It is believed that by this procedure the interests of both faculty and students will be adequately protected."

(Signed) FRED B. SNYDER
JOHN G. WILLIAMS

Committee

Voted to discontinue the Quarterly Report of the Budget and substitute an annual report at the close of each fiscal year.

Voted to instruct the Comptroller to notify departments of the importance of the prompt return of invoices and to submit at each meeting of the Board a report of delays in returning invoices.

Voted to authorize the repair of the rented house at 129 Church Street at a cost not to exceed \$135.

Voted to approve the following Budget transfers:

Transfer \$25.00 from Budget No. 64, Section VII, page 34, to Budget No. 96, same section and page 43.

Transfer \$33.75 from Budget No. 64, Section VII, page 34, to pay-roll item No. 18, Registrar's Office, Section I, page 20, to take care of salary of Miss Chaplin.

Transfer \$150.00 from Reserve, Budget No. 1, page 18, to pay-roll item No. 187, Department of Scandinavian, Section VII, page 45, to take care of the salary of Mr. Hjelmstad.

Transfer \$150.00 from Reserve, Budget No. 1, page 18, to and establishing pay-roll item No. 187 A, Department of Scandinavian, Section VII, page 45, to take care of the salary of Mr. Brett.

Transfer \$30.00 from Reserve, Budget No. 1, page 18, to and establishing pay-roll item No. 198 A, Section VII, page 46, for additional help for Administrative Board.

Transfer \$280.00 from Budget No. 150, Section IX, page 59, to pay-roll item No. 3, same section and page 58, to cover the services of a second telephone operator, Elliot Hospital.

Transfer \$500.00 from Budget No. 150, Section IX, page 59, to Budget No. 153, same section and page 60.

Transfer \$500.00 from Budget No. 150, Section IX, page 59, to Budget No. 166, same section and page 62.

Transfer \$1,000.00 from Reserve, Budget No. 1, page 18, to Budget No. 174, School of Mines, Section XI, page 64.

Transfer \$300.00 from Budget No. 127 H, School of Embalming (1914-15 Receipts), to and establishing pay-roll item No. 30 A, Assistant in School of Chemistry, Section X, page 63.

Transfer \$150.00 from Budget No. 196, Research Reserve, Fund 9, Section XVII, page 73, to Budget No. 196 L, same fund, section, and page, for Dr. T. B. Hartzell.

Transfer \$100.00 from Budget No. 196, Research Reserve, Fund 9, Section XVII, page 73, to and establishing Budget No. 196 U, same fund, section, and page, for R. A. Kent.

Transfer \$150.00 from Budget No. 196, Research Reserve, Fund 9, Section XVII, page 73, to Budget No. 196 Z, Dean's Reserve, same fund, section, and page.

Transfer \$600.00 from Budget No. 201, Section I, page 74, to and establishing pay-roll item No. 132 A, Section X, page 87.

Transfer \$225.00 from pay-roll item No. 18, Morris Support, Section XXIV, page 106, to and establishing pay-roll item No. 16 A, same fund, section, and page.

Transfer \$100.00 from pay-roll item No. 20, Section I, subdivision H, page 76, to pay-roll item No. 21, same section and page.

Transfer \$85.00 from pay-roll item No. 8, Section I, subdivision D, page 75, to Budget No. 210, same section and page.

Transfer \$500.00 from Budget No. 270, Fund 46, Section XX, page 99, to pay-roll item No. 285, same fund, section, and page.

Transfer \$75.00 from Budget No. 271, Support, Section XXI, page 100, to pay-roll item No. 292, same fund, section, and page.

Transfer the following in the Crookston Budget, page 104:

\$200.00	from Budget No. 300 H	to Budget No. 300 P
300.00	from Budget No. 300 K	to Budget No. 300 P
300.00	from Budget No. 300 M	to Budget No. 300 P
900.00	from Budget No. 301	to Budget No. 300 J
100.00	from Budget No. 301	to Budget No. 300 L
250.00	from Budget No. 301	to Budget No. 300 P

Transfer \$400.00 from Budget No. 322, Morris, Section XXIV, page 109, to Budget No. 323, same section and page.

Transfer \$750.00 from pay-roll item No. 2, Zumbra Support, Section XXVIII, page 113, to and establishing pay-roll item No. 1 A, same fund, section, and page.

Transfer \$120.00 from Reserve, Budget No. 1, page 18, to and establishing Budget No. 30 A, to care for the expenses of the two student delegates to the Military Instruction Camp.

Transfer \$300.00 from Reserve, Budget No. 1, page 18, to Budget No. 43, Section V, page 28, to care for the purchase of Fire Hose for Chemistry Building.

Transfer \$18.00 from Budget No. 38, Fund 36, Section IV, page 26, to Budget No. 38 A, same fund, section, and page.

Voted to approve the following requisitions:

Requisitions 975 to 1004 inclusive.....	\$21,162.55
Requisitions 1005 to 1025 inclusive.....	4,227.61
Requisitions 1026 to 1051 inclusive.....	8,320.13
Requisitions 1052 to 1076 inclusive.....	5,236.24
Requisitions 1077 to 1101 inclusive.....	4,884.47

Requisitions 1102 to 1125 inclusive.....	5,930.58
Requisitions 1126 to 1150 inclusive.....	6,170.41
Requisitions 1151 to 1175 inclusive.....	5,051.01
Requisitions 1176 to 1194 inclusive.....	4,346.73

Voted to adjourn.

G. H. HAYES,
Secretary