REQUEST AND AUTHORITY TO CALL MEETING OF BOARD OF TRUSTEES
CLEMSON AGRICULTURAL COLLEGE
October 30, 31, 1941

October 13, 1941

Governor Burnet R. Maybank
State Office Building
Columbia, South Carolina

Dear Governor:

This is to ask for authority to call a meeting of the Clemson Board of Trustees Thursday, October 30th, and Friday, October 31st, 1941, for the purpose of considering the usual business coming before the fall meeting of the Board.

Thanking you in advance, I am

Yours sincerely,

J. C. Littlejohn
Acting Secretary

Columbia, S. C.
October 15, 1941

Mr. J. C. Littlejohn
Business Manager
Clemson Agricultural College
Clemson, South Carolina

Dear Mr. Littlejohn:

This is your authority to call a meeting of the Clemson Board of Trustees, October 30 and 31.

With kind regards and best wishes,

Sincerely yours,

Burnet R. Maybank
Governor

ERM:eh
The Agricultural Committee and the Fertiliser Board of Control both met
on the evening of October 30, 1941, in the office of the President.

At 10:00 o'clock A.M., Friday, October 31, 1941, the members were called
to order as the Executive Committee, but since nine members were present the Board
went into the regular session with Mr. Paul Sanders as chairman. Upon roll call
the following were in attendance:

Messrs. Paul Sanders, J. E. Sirrine, W. C. Graham, J. B. Douthit, R. M.
were Messrs. W. W. Bradley, T. B. Young, J. P. Mozingo, III, and J. F. Byrnes.
Others present were President R. F. Poole, J. C. Littlejohn, Acting Secretary,
and A. J. Brown.

The reading of the minutes of the previous meeting was dispensed with
since copies had been mailed to each member.

President R. F. Poole presented his written report, a copy of which had
been sent each member. The Chairman stated that it would not be necessary to
read the report to the Board.

President Poole informed the Board that representatives of the Student
Central Dance Association had asked that the time between the closing hour of
student dances and the time when the cadets were required to be in barracks be
extended beyond one hour as prescribed in the Cadet Regulations. He explained
that this rule of long standing had not been enforced in the past and he wished
to have the advice of the Board as to any possible change. Dr. Poole suggested
that Cadet J. S. Colvin, Jr., representing the Dance association, be permitted
to come before the Board.

Cadet Colvin was called in and asked to present his request and the
reasons therefor. After he had made his statement, questions were asked by
members of the Board.

It was Moved by Mr. Sirrine: That the request for an extension of the
time between the closing of the dances and when the cadets were required to be
in barracks be left with President Poole to handle.

Motion Adopted

President Poole next presented his recommendations to the Board. (The
first five recommendations were included in one motion)

PRESIDENT'S RECOMMENDATIONS

1. The following young men have completed the requirements for the Bachelor's
degree during this past summer and their degrees were awarded as of September 9
and approval was asked of same.

School of Agriculture

Agricultural Economics Major
George Henry Bonnette
George Wilson Floyd
Charles Franklin Tisdale

Horticulture Major
Elmer Eric Martin

Mechanical Engineering
Julian Howard Allen
Edward Van Golding, Jr.
James Joseph McLaughlin

School of Engineering

Animal Husbandry Major
Warren Clayton Wilson

Architecture
Oscar Shider Dukes
Julian Walker Epps
Under authority of the By-Laws the President accepted the following RESIGNATIONS and asked the Board's approval of his action.

**School of Engineering**

A. B. Credle, Assistant Professor of Electrical Engineering; Salary $2,500.00; Effective September 1, 1941.

C. N. Gaylord, Instructor in Civil Engineering; Salary $1,800.00; Effective August 31, 1941.

**School of General Science**

J. R. Loyle, Instructor in English; Salary $1,500.00; Effective September 1, 1941.

**Military Department**

Lt. Colonel G. D. Hufford, Assistant Commandant; Salary $120.00; Effective September 30, 1941.

Sergeant F. M. Lasnick, Clerk — Commandant's Office; Salary $600.00; Effective August 1, 1941.

Lt. Colonel Russell F. Walthour, Associate Commandant and Adjutant; Salary $660.00; Effective August 31, 1941.

**Library**

Gertrude Capel, Assistant Librarian; Salary $1,260.00; Effective August 31, 1941.
Extension Service

George E. Prince, Chief, Division of Markets; Salary $4,000.00; Effective July 21, 1941.

Charles R. Ross, Assistant Extension Forestry Specialist; Salary $2,700.00; Effective October 31, 1941.

The President granted the following LEAVES OF ABSENCE without pay and asked the Board’s approval of his action.

F. D. Alexander, Associate Professor of Sociology and Psychology; from September 1, 1941 to September 1, 1942; for the purpose of doing research work with N.R.P.B.

R. H. Crouch, Assistant to the District Agent; from August 20, 1941 to August 20, 1942; military leave.

G. H. Dunlap, Acting Assistant Professor of Carding and Spinning; from September 1, 1941 to September 1, 1942; for the purpose of conducting research for the Southern Textile Association.

J. E. Gates, Professor of Economics and Government; from September 1, 1941 to September 1, 1942; for work with the Office of Price Administration and Civilian Supply. (Dr. Gates was granted a leave of absence from September 1, 1940 to September 1, 1941 to pursue research work at the University of Indiana and applied for another leave during the late summer.)

W. L. Hicks, Instructor in Textiles; from September 1, 1941 to September 1, 1942; military leave.

H. P. Lynn, Assistant in Visual Instruction; from June 23, 1941 to June 23, 1942; military leave.

J. W. Matthews, Assistant Extension Poultryman; from October 21, 1941 to October 21, 1942; military leave.

N. R. Page, Assistant Chemist Fertilizer Analysis Department; from November 1, 1941 to November 1, 1942; military leave.

L. E. Scott, Assistant Horticulturist; from September 15, 1941 to February 1, 1942; for the purpose of pursuing graduate work at the University of Maryland.

R. C. Walker, Instructor in History and Government; from September 1, 1941 to September 1, 1942; for service with the National Defense Program.

The President made the following TRANSFERS and asked the Board’s approval of the same.

E. J. Freeman from Associate Professor of Machine Shop to Professor of Industrial Engineering; Effective September 1, 1941. Salary $2,800.00 ($280.00 of salary paid as summer school stipend.)

Major E. H. Emanuel from Assistant Commandant to Associate Commandant and Adjutant; Salary $660.00; Effective September 1, 1941.

T. A. Cole from Marketing Specialist to Acting Chief, Division of Markets; Salary $3,700.00; Effective July 20, 1941.

J. E. Youngblood, from County Agent Beaufort County to Assistant Marketing Specialist; Salary $3,000.00; Effective September 16, 1941.

Under authority given him in the By-Laws the President made the following APPOINTMENTS and asked the Board’s approval of his action.

School of Agriculture

J. T. Kroulik, Instructor in Botany; Salary $1,600.00; Effective October 6, 1941.
Harvey Hobson, Instructor in Chemistry; Salary $1,500.00; Effective September 1, 1941.

The following Graduate Assistants in Chemistry were appointed on September 1, 1941 for a period of time expiring on June 30, 1942. Graduate Assistants are paid $600.00 each — in ten equal payments:

E. R. Bokesch
W. L. Epting
C. B. Park

The following Student Assistants in Chemistry were appointed on September 1, 1941 for a period of time expiring on May 30, 1942. Student Assistants are paid $450.00 each — in nine equal payments:

D. A. Bissett, Jr.
A. J. Boggs
J. G. Ferguson
E. G. O'Dell

C. W. Carter, Instructor in Drawing; Salary $1,800.00; Effective September 23, 1941.

J. H. Couch, Instructor in Metal Shops; Salary $1,200.00; Effective September 1, 1941.

A. D. Lewis, Instructor in Mechanical Engineering; Salary $2,000.00; Effective September 15, 1941.

H. R. Martin, Instructor in Mechanical Engineering; Salary $2,000.00; Effective September 1, 1941.

I. A. Trively, Instructor in Civil Engineering; Salary $1,800.00; Effective September 1, 1941.

H. H. Wiss, Instructor in Architecture; Salary $1,800.00; Effective September 1, 1941.

E. J. Brown, Instructor in Mathematics; Salary $1,500.00; Effective September 1, 1941.

E. M. Lander, Jr., Acting Instructor in History and Government; Salary $1,500.00; Effective September 1, 1941. (Substituting for R. C. Walker on leave of absence.)

A. V. Pershing, Instructor in Physics; Salary $1,800.00; Effective September 1, 1941.

E. G. Ross, Jr., Instructor in English; Salary $1,500.00; Effective September 1, 1941.

H. F. Stepp, Acting Associate Professor of Economics and Government; Salary $2,400.00; Effective September 1, 1941. (Substituting for J. E. Gates on leave of absence.)

E. E. Waite, Acting Associate Professor of Sociology and Psychology; Salary $2,400.00; Effective September 1, 1941. (Substituting for F. D. Alexander on leave of absence.)

D. P. Thomson, Jr., Acting Assistant Professor of Carding and Spinning; Salary $2,100.00; Effective September 1, 1941. (Substituting for G. H. Dunlap on leave of absence.)
School of Textiles (Continued)

E. P. Ward, Instructor in Textiles, Salary $1,800.00; Effective September 1, 1941. (Substituting for W. L. Hicks on leave of absence.)

School of Vocational Education

Z. H. Burns, Acting Assistant Professor of Vocational Education; Salary $2,000.00; Effective September 1, 1941. (Substituting for J. L. Brock who has been temporarily transferred to another position.)

Military Department

Lieutenant R. L. Norrell, Assistant Commandant; Salary $120.00; Effective October 1, 1941.

Sergeant E. D. Steyerman, Clerk -- Commandant's Office; Salary $600.00; Effective August 1, 1941.

Library

H. S. Montague, Jr., Assistant Librarian; Salary $1,260.00; Effective September 1, 1941.

Buildings and Grounds

J. L. Murph, Assistant Superintendent of Buildings and Grounds; Salary $1,320.00; Effective July 1, 1941.

Extension Service

J. R. Allen, Jr., Assistant Marketing Specialist; Salary $200.00 per month; Temporary appointment from July 28 through August 27, 1941.

L. W. Asbill, Assistant Marketing Specialist; Salary $2,400.00; Effective October 20, 1941. Temporary employment from September 22 through October 10, 1941.

W. E. Cooper, Assistant Forestry Specialist; Salary $2,700.00; Effective November 1, 1941.

W. C. Curry, Assistant Marketing Specialist; Salary $160.00 per month; Temporary appointment from September 1, through October 31, 1941.

F. M. Fleming, Assistant to District Agent in Piedmont District; Salary $1,520.00; Effective September 2, 1941.

W. R. McKinney, Assistant County Agent, Salary $1,620.00; Effective November 1, 1941.

J. B. Owens, Assistant Marketing Specialist; Salary $3,000.00; Effective October 25, 1941.

Livestock Sanitary Department

Virgil B. Jones, Assistant State Veterinarian; Salary $2,000.00; Effective September 17, 1941.

W. S. Young, Assistant State Veterinarian; Salary $2,000.00; Effective September 22, 1941.

It was Moved by Mr. Sirrine and Seconded by Mr. Graham that items 1-5, inclusive, be approved. Motion Adopted

6. The President recommended that the mathematics requirement for admission be changed to one unit in plane geometry and one and one-half units in algebra.

It was Moved by Mr. Sirrine and Seconded by Mr. Douthit that same be approved. Motion Adopted
7. The President recommended for the Board's approval the principles involved in the studies being made by the Curricula Committee.

It was Moved by Mr. Sirrine and Seconded by Mr. Douthit that same be approved.

Motion Adopted

8. The President recommended for the Board's approval the principle of exchange professorships between Clemson and other accredited institutions provided suitable arrangements can be made.

It was Moved by Mr. Douthit and Seconded by Mr. Sirrine that same be adopted.

Motion Adopted

9. The President recommended that annual leaves of absence be granted to all members of the college staff called to serve in the National Defense Program and that these leaves be renewed annually as long as their services are imperative to the welfare of this country and their return to the college is beyond their control. It was recommended further that temporary appointments be made to run coincident with the leaves of absence.

It was Moved by Mr. Sirrine and Seconded by Mr. Douthit that same be approved.

Motion Adopted

10. The President recommended that annual leaves of absence be granted to all members of the college staff called to serve in the National Defense Program and that these leaves be renewed annually as long as their services are imperative to the welfare of this country and their return to the college is beyond their control. It was recommended further that temporary appointments be made to run coincident with the leaves of absence.

It was Moved by Mr. Sirrine and Seconded by Mr. Douthit that same be approved.

Motion Adopted

11. The President recommended that if necessary the sick leave of Mr. S. W. Evans, Treasurer, be extended until the next meeting of the Board of Trustees. Mr. Evans is giving advisory service now.

It was Moved by Mr. Douthit and Seconded by Mr. Sirrine that same be approved.

Motion Adopted

12. Upon the request of Dean F. H. H. Calhoun, the President recommended that the salary of Mr. R. E. Gee, Instructor in Chemistry and Geology, be increased from $1,800.00 to $2,100.00 per annum, effective as of September 1, 1941.

It was Moved by Mr. Douthit and Seconded by Mr. Sirrine that same be approved.

Motion Adopted

13. The President recommended that the salary of the position of Assistant to the Registrar be changed from $1,200.00 plus a $300.00 summer-school stipend, to $1,500.00 on a regular twelve-months basis without the requirement of summer school attendance.

It was Moved by Mr. Sirrine and Seconded by Mr. Douthit that same be approved.

Motion Adopted

14. Since many poor but worthy young men and young women are unable to attend college, the President recommended that the Clemson College Board of Trustees look with favor on any worthwhile approach toward the creation of a loan fund to be used for such a worthy purpose.

It was Moved by Mr. Sirrine and Seconded by Mr. Graham that same be approved.

Motion Adopted
The President recommended that the Claude W. Kress bequest be set up as a perpetuating research fund on the following basis:

1. **Subject**
   To be known as "The Claude W. Kress Endowment Research Fund".

2. **Recognition**
   To perpetuate the donor's name in full appreciation and recognition of his interest in Clemson by giving due credit on all papers, monographs, and books published in part or in whole from the fund.

3. **Purpose and Aim**
   To promote scholarly and scientific research among the faculty—anticipating that great practical values will be the final result.

4. **Acceptance**
   To accept S. H. Kress Company Common Stock as Clemson's part of the will.

5. **Procedure**
   a. To use the earnings from the stock for basing the annual budget preparations on this fund.
   b. To allocate funds to any faculty member who has shown ability and aptitude in research, and to some extent to encourage those who have not previously engaged in research.
   c. To allocate funds to be used in publishing worthy manuscripts resulting from studies conducted with these and other funds.
   d. To allocate funds to be used in building apparatus useful to scientific procedure.

6. **Faculty**
   To select a faculty committee, composed of men with experience in scholarly and scientific research procedure, which will review requests, determine need and worthiness of each project, pass upon value of manuscripts submitted for publication, supervise the economic expenditure of the funds, and prepare annual reports on achievements and accomplishments.

7. **Rights of The Board**
   The Board of Trustees of the Clemson Agricultural College reserves the right to make changes in the use of these funds at any time, and especially if they are not used to fulfill the purposes given above, or if circumstances beyond the control of the college make it advisable to originate new purposes.

8. **Family**
   Members of the family shall be notified of this action and as far as practicable be posted on the future usefulness and values of the will.

   It was Moved by Mr. Sirrine and Seconded by Mr. Douthit that the recommendation be approved.

   Motion Adopted

9. The President recommended that authority be granted to seek funds from the Legislature for the purpose of securing a Specialist who will help in solving the problems of the bee industry.

   It was Moved by Mr. Benet and Seconded by Mr. Graham that recommendation be approved.

   Motion Adopted

10. The President recommended that at the beginning of the second quarter on November 20, 1941, the price of board in the Mess Hall shall be increased to meet the present costs and conditions, but not to exceed $20.00 per month.

   After discussion by the Board, it was Moved by Mr. Sirrine and Seconded by Mr. Douthit that the price of board be left to the discretion of President Poole, but suggested that the increase for the Second Quarter not exceed $5.00 or approximately $2.00 per month. The charges for the Third and Fourth Quarters be contingent upon conditions and market prices at those times.

   Motion Adopted
The President recommended that the sum of $100.00 be authorized for the Physics Department to supplement the appropriation authorized at the June meeting for moving into the old textile building.

It was Moved by Mr. Sirrine and Seconded by Mr. Bouthit that recommendation be approved.

Motion Adopted

The President recommended that authority be granted to move the Pinckney, Brown, and/or other houses, mills, etc., located on the lands taken out of production, to Clemson for preservation providing N. Y. A. and/or other funds can be secured to dismantle and rebuild them.

It was Moved by Mr. Sirrine and Seconded by Mr. Benet that the recommendation be approved.

Motion Adopted

The President recommended that authority be given to use stone, top-soil, trees, and building material on land taken out of production for the development of any project on the area and on other lands under the control of the college.

It was Moved by Mr. Sirrine and Seconded by Mr. Benet that the recommendation be approved.

Motion Adopted

The President recommended that authority be granted to cooperate with the State Highway Department in the improvement of old roads and for the construction of new roads on the college property, also that authority be granted the college officials to work with the highway department in carrying out any program of road building and to make necessary alterations and changes all with the approval of the Executive Committee.

The suggested program includes the following:

(a) Widen the highway beginning at about the northeast corner of Riggs Field and toward the Seneca River and to make a sidewalk if possible.

(b) Surface treat the parking area in front of the United States Post Office Building.

(c) Build new road from highway to Seneca just east of the Gordon house to new athletic field and to a point near Cemetery Hill where it will intersect with road running to the Shop Building and from Shop Building in the direction of the Horticultural Greenhouse to intersect the present road leading toward Cherrys Crossing.

(d) Build new road from a point on the Seneca Highway about 500 feet west of the Gordon house and running west of the new athletic field and thence across west end of Cemetery Hill thence southwest of the farm barn and through pasture southwest of dairy barn to intersect paved road leading toward Stone Church. This road is for the purpose of detouring Anderson traffic around the campus.

(e) Build new road from a point near the Shop Building to intersect the road described in paragraph (d) in vicinity of the present farm barn.

(f) Connect road in front of new Textile Building to proposed stadium road described in (c) and move a residence if necessary.

(g) Build new road from South Palmetto Boulevard near J. E. Hunter residence to connect with road described in paragraph (c).

(h) Extend road on west side of dairy building to intersect road described in (c) in the vicinity of the Horticultural grounds and authority to move old Purman House if necessary.

(i) Complete a road from the Hotel Hill down to the road leading to Calhoun near Sloan's store.

(j) Widen the Pendleton Road with curb and gutter from a point near the library building toward the intersection of the Anderson-Greenville roads.
Construct a sidewalk, right-of-way to be donated by private owners, from near Keller’s store toward the depot at Calhoun. This is not on college property.

It was Moved by Mr. Benet and Seconded by Mr. Brown that the recommendations be approved.

Motion Adopted

22. In accordance with authority granted by the Board at the June meeting the following items for equipment and plant additions have been allocated and the President recommended the same for the Board’s final approval:

EQUIPMENT AND PLANT ADDITIONS DEPARTMENT 1941-42

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Title</th>
<th>Allotment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>H-2 Rework Old Textile Building</td>
<td>$30,408.72</td>
</tr>
<tr>
<td>2</td>
<td>G-7 Physics Equipment and Moving</td>
<td>1,625.00</td>
</tr>
<tr>
<td>3</td>
<td>G-4 School Agriculture Truck</td>
<td>580.00</td>
</tr>
<tr>
<td>4</td>
<td>G-4 Service Division 2 Trucks</td>
<td>2,133.20</td>
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<tr>
<td>5</td>
<td>G-7 Library-Educational Equipment</td>
<td>6,000.00</td>
</tr>
<tr>
<td>6</td>
<td>G-7 School of Agriculture-Educational Equipment</td>
<td>450.00</td>
</tr>
<tr>
<td>7</td>
<td>G-7 School of Engineering-Educational Equipment</td>
<td>1,245.00</td>
</tr>
<tr>
<td>8</td>
<td>G-7 School of General Science-Educational Equipment</td>
<td>300.00</td>
</tr>
<tr>
<td>9</td>
<td>G-7 School of Military Science-Educational Equipment</td>
<td>350.00</td>
</tr>
<tr>
<td>10</td>
<td>G-7 School of Chemistry-Educational Equipment</td>
<td>1,500.00</td>
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<tr>
<td>11</td>
<td>G-7 School of Education-Educational Equipment</td>
<td>800.00</td>
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<tr>
<td>12</td>
<td>G-4 Service Division - Fire Truck</td>
<td>1,850.00</td>
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<tr>
<td>13</td>
<td>H-2 Service Division-Water Plant</td>
<td>5,000.00</td>
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<tr>
<td>14</td>
<td>H-2 Service Division-Stadium</td>
<td>5,000.00</td>
</tr>
<tr>
<td>15</td>
<td>H-2 Service Division-(Hanover)</td>
<td>1,000.00</td>
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<tr>
<td>16</td>
<td>G-7 Textile School-Office Equipment</td>
<td>500.00</td>
</tr>
<tr>
<td>17</td>
<td>Miscellaneous</td>
<td>2,173.08</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$61,000.00</td>
</tr>
</tbody>
</table>

Moved by Mr. SIRrine and Seconded by Mr. Benet that the recommendation be approved.

Motion Adopted

23. Due to the increased enrollment in certain classes it was necessary to employ an additional Instructor in Botany at a salary of $1,600.00 and the President recommended that the Board approve the establishment of this position.

Moved by Mr. SIRrine and Seconded by Mr. Sherard that the recommendation be approved.

Motion Adopted

24. The President recommended that the request to the Legislature for Collegiate Activities for 1942-43 be $280,880.73, which is an increase of $75,880.73 over the present appropriation.

The increases and changes in the proposed new budget are summarized in the figures which follow:

Budgets Collegiate Activities

<table>
<thead>
<tr>
<th>Expenditures for</th>
<th>Budget 1941-42</th>
<th>Request 1942-43</th>
<th>Increase or Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Salaries Teachers &amp; Officers</td>
<td>$400,675.00</td>
<td>$447,321.00</td>
<td>$41,646.00</td>
</tr>
<tr>
<td>2. Labor, supplies, etc.</td>
<td>$200,147.00</td>
<td>$218,306.00</td>
<td>18,159.00</td>
</tr>
<tr>
<td>3. Water Plant, Misc. Equip.</td>
<td>$78,899.00</td>
<td>$40,000.00</td>
<td>(-) 38,899.00</td>
</tr>
<tr>
<td>4. Part Cost Armory</td>
<td>.00</td>
<td>$50,000.00</td>
<td>50,000.00</td>
</tr>
<tr>
<td>5. Fertilizer Insp. &amp; Anal.</td>
<td>$37,015.00</td>
<td>$37,790.00</td>
<td>$775.00</td>
</tr>
<tr>
<td>Totals</td>
<td>$716,736.00</td>
<td>$788,417.00</td>
<td>$71,681.00</td>
</tr>
</tbody>
</table>
Estimated Income

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 1941-42</th>
<th>Request 1942-43</th>
<th>Increase or Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. All income except State</td>
<td>$511,736.00</td>
<td>$507,536.27</td>
<td>$4,199.73</td>
</tr>
<tr>
<td>Appropriation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. State Appropriation</td>
<td>$205,000.00</td>
<td>$280,880.73</td>
<td>$75,880.73</td>
</tr>
</tbody>
</table>

Explanation

1. This increase of $41,646.00 includes salary adjustments for 142 teachers and officers ($34,602.00) and provides for 4 new instructors ($7,044.00).

2. An increase of $18,159.00 is for wage adjustments for laborers and for rising costs of supplies, coal, insurance, etc.

3. It is recommended that the funds appropriated for the water plant ($75,000.00) and for miscellaneous equipment ($5,635.00) in the current budget be used, if available, for installation of machinery in Textile School ($20,000.00), for reworking basement of Library Building ($10,164.00), for educational equipment ($5,635.00), and that additional funds be requested to include an item of $50,000.00 to match a W.P.A. Defense Armory Project of $100,000.00 and to provide for an estimated decrease in institutional funds of $4,199.73.

4. This increase of $775.00 is for adjustments in salaries.

Moved by Mr. Brown and Seconded by Mr. Benet that the recommendation be approved.

Motion Adopted

President Poole next presented the report of the Agricultural Committee which had met on the evening of Thursday, October 30th.

(Items 25, 26, 27, 28 which had been considered and approved by the Committee were voted on at one time)

25. The President recommended that the following requests to the 1942 Legislature for Public Service Activities be approved:

Public Service Activities
Proposed Budgets 1942-1943

1. Agricultural Research

<table>
<thead>
<tr>
<th>Appropriation for current year</th>
<th>$ 50,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increases proposed for 1942-43:</td>
<td></td>
</tr>
<tr>
<td>A-1 Salary adjustments</td>
<td>$3,975.00</td>
</tr>
<tr>
<td>A-2 Wage adjustments</td>
<td>2,000.00</td>
</tr>
<tr>
<td>B- Printing Bulletins</td>
<td>500.00</td>
</tr>
<tr>
<td>C- Supplies</td>
<td>1,625.00</td>
</tr>
<tr>
<td>D- Insurance</td>
<td>1,000.00</td>
</tr>
<tr>
<td>G-H Equipment and residences</td>
<td>10,900.00</td>
</tr>
<tr>
<td>Total request for 1942-43</td>
<td>$70,000.00</td>
</tr>
</tbody>
</table>

2. Edisto Experiment Station

<table>
<thead>
<tr>
<th>Appropriation for current year</th>
<th>$30,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increases proposed for 1942-43:</td>
<td></td>
</tr>
<tr>
<td>A- Personal Service</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>B- Supplies</td>
<td>1,000.00</td>
</tr>
<tr>
<td>H- Non Structural Improvements</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Total Request for 1942-43</td>
<td>$35,000.00</td>
</tr>
</tbody>
</table>

3. Truck Experiment Station

<table>
<thead>
<tr>
<th>Appropriation for current year</th>
<th>$18,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increases proposed for 1942-43:</td>
<td></td>
</tr>
<tr>
<td>A- Personal Service</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>B- Replace old truck</td>
<td>500.00</td>
</tr>
<tr>
<td>H- Residence and irrigation equip</td>
<td>7,000.00</td>
</tr>
<tr>
<td>Total request for 1942-43</td>
<td>$25,000.00</td>
</tr>
</tbody>
</table>
4. Crop Pests and Diseases
   Appropriation for current year ........................................... $ 7,438.00
   Increases proposed for 1942-43:
   Employment of one additional worker, travel, and other expenses 4,562.00
   Total request for 1942-43: $ 12,000.00

5. Tobacco Research
   Appropriation for current year ........................................... $ 14,480.00
   Increases proposed for 1942-43:
   A-1 Tobacco Specialist ............................................. 2,700.00
   A-2 Additional Labor .................................................. 1,000.00
   C- Additional Supplies .............................................. 700.00
   G- Additional Equipment ............................................. 2,000.00
   H- Residence and irrigation equip .................................... 4,120.00
   Total request for 1942-43: $ 25,000.00

6. Land Use Project
   Same appropriation; no increase ........................................... $ 10,000.00

7. Horticultural Products Laboratory
   Same appropriation; no increase ........................................... $ 10,000.00

8. Extension Service
   Appropriation for current year ........................................... $176,000.00
   Increases proposed for 1942-43:
   Six Assistant County Agents .......................................... 11,640.00
   Two Asst. Home Demonstration Agents ................................ 3,200.00
   Two Negro Demonstration Agents ...................................... 3,400.00
   Two Negro Home Demonstration Agents ................................ 2,800.00
   Additional clerical assistance for County Agents .................... 2,960.00
   Retirement Plan for Extension Serv. ................................ 6,000.00
   Total request for 1942-43 $206,000.00

9. Live Stock Sanitary Work
   Appropriation for current year ........................................... $ 48,550.00
   Increases proposed for 1942-43:
   A- Two additional Veterinarians ...................................... 4,000.00
   A- Additional for Deputy State Vet ................................... 1,000.00
   B- Increase in Travel .................................................. 1,535.00
   C- Increase in Supplies .............................................. 200.00
   D- Increase in Insurance .............................................. 15.00
   Increase in Indemnity Payments ...................................... 5,000.00
   G- New Equipment ..................................................... 500.00
   Total request for 1942-43 $ 60,800.00

Summary of Requests

<table>
<thead>
<tr>
<th>Activity</th>
<th>Appr. 1941-42</th>
<th>Request 1942-43</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Collegiate Activities</td>
<td>$205,000.00</td>
<td>$280,880.73</td>
<td>$75,880.73</td>
</tr>
<tr>
<td>2. Agricultural Research</td>
<td>50,000.00</td>
<td>79,000.00</td>
<td>29,000.00</td>
</tr>
<tr>
<td>3. Edisto Experiment Station</td>
<td>30,000.00</td>
<td>35,000.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>4. Truck Experiment Station</td>
<td>18,000.00</td>
<td>25,000.00</td>
<td>7,000.00</td>
</tr>
<tr>
<td>5. Crop Pests and Diseases</td>
<td>7,438.00</td>
<td>12,000.00</td>
<td>4,562.00</td>
</tr>
<tr>
<td>6. Land Use Project</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>7. Tobacco Research</td>
<td>14,480.00</td>
<td>25,000.00</td>
<td>10,520.00</td>
</tr>
<tr>
<td>8. Horticultural Prod. Laboratory</td>
<td>176,000.00</td>
<td>206,000.00</td>
<td>30,000.00</td>
</tr>
<tr>
<td>9. Extension Service</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>10. Live Stock Sanitary Work</td>
<td>48,550.00</td>
<td>60,800.00</td>
<td>12,250.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$569,468.00</strong></td>
<td><strong>$734,680.73</strong></td>
<td><strong>$165,212.73</strong></td>
</tr>
</tbody>
</table>
At the request of Director Watkins, the President recommended that the "Further Development Fund" recently appropriated for the Extension Service, be allocated three-fourths to Clemson College and one-fourth to Winthrop College. This money will be absorbed in paying the salaries of county and home agents but not for raising salaries. It was estimated that the Extension Service would obtain from the Bankhead-Jones funds the amount of $349,855.06. The amount actually obtained was $349,682.61 or $172.45 less than was originally estimated. The amount to be budgeted is $1,970.91. No salary increases are involved in this addition and it takes care of a deficit which existed in our original figures.

The President recommended that authority be granted the Extension Service for expenditure of $2,000.00 appropriated by the Legislature for Camp Long.

The President recommended that authority be granted to the South Carolina Electric and Gas Company for a right-of-way across the property of the Sandhill Experiment Station for the extension of an electric line from the vicinity of the present assembly building to adjoining property owned by private individuals.

It was Moved by Mr. Douthit: That recommendations 25, 26, 27 and 28 be approved.

Motion Adopted

It was Moved by Mr. Benet: That the Board go into Executive Session.

Motion Adopted

Messrs. Poole, Littlejohn and Brown were excused.

At 1:00 o'clock P.M. the Board went back into regular session and called Director D. W. Watkins of the Agricultural Extension Service before them to discuss the marketing organization brought about by funds appropriated for that purpose. The discussion continued until 1:30 o'clock P.M. at which time the Board adjourned for dinner.

The meeting was called to order again at 2:40 o'clock P.M. by Chairman Sanders and the discussion by Director Watkins was resumed. Mr. Watkins outlined the growth and the scope of work being done in South Carolina by the Marketing Division. Members of the Board also joined in a lively discussion.

President Poole presented the following recommendations which had been agreed to by Director Watkins.

29. The President recommended the appointment of the following as Assistant Marketing Specialists in the Extension Service: L. M. Asbill, J. B. Owens, J. E. Youngblood, and W. A. Tuten. The salary of W. A. Tuten to be $2,400.00 and necessary usual expenses.

30. The President recommended that T. A. Cole, Acting Chief of the Marketing Division of the Extension Service, be made Chief of the Marketing Division at a salary of $3,750.00 per annum, $1,000.00 of this amount to be paid from Federal funds.

It was Moved by Mr. Brown and Seconded by Mr. Cope that these two recommendations be approved.

Motion adopted by all nine members present voting "Aye".

The Board then proceeded to take up other recommendations of President Poole which had been considered and approved by the Agricultural Committee. Recommendations 31 to 37, inclusive, were presented and approved at one voting of the members.

31. Upon the request of Director Watkins, that the $300.00 donated by the South Carolina Poultry Improvement Association be paid out in equal monthly installments to Mr. P. H. Gooding and Mr. J. W. Matthews as a promotion in salary beginning July 1, 1941. Our understanding is that the Association will remit $300.00 semi-annually so that the next remittance will be January 1, 1942. The President recommended that this fund be used to pay Mr. J. W. Matthews $25.00 per month in addition to his present salary, and that $25.00 per month be paid to Mr. P. H. Gooding in addition to his present salary, and that this arrangement continue. This increase in pay is based on this fund becoming available in this
32. That Congress be asked to so arrange federal rulings on superphosphate, agricultural limes, and other materials sold as fertilizer, that the college may carry out the laws of this state governing the inspection and analysis of fertilizers and the payment of the charges therefor.

33. That the following salary increases proposed by Director D. W. Watkins be approved as of November 1, 1941:

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Present Salary</th>
<th>Proposed Salary</th>
<th>Annual Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>D. R. Hopkins, County Agent</td>
<td>$2,760.00</td>
<td>$2,880.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>R. D. Suber, County Agent</td>
<td>$2,820.00</td>
<td>$2,940.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>J. C. McComb, County Agent</td>
<td>$2,580.00</td>
<td>$2,700.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>J. W. Talbert, Acting County Agent</td>
<td>$2,640.00</td>
<td>$2,700.00</td>
<td>60.00</td>
</tr>
<tr>
<td>J. C. Willis, County Agent</td>
<td>$2,640.00</td>
<td>$2,760.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>J. C. King, Asst. County Agent</td>
<td>$1,800.00</td>
<td>$1,980.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Boyce Miller, Asst. County Agent</td>
<td>$1,800.00</td>
<td>$1,980.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>D. Richardson, Asst. County Agent</td>
<td>$1,800.00</td>
<td>$1,980.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>J. C. Shelley, Asst. County Agent</td>
<td>$1,800.00</td>
<td>$1,980.00</td>
<td>180.00</td>
</tr>
<tr>
<td>T. A. Stallworth, Asst. County Agent</td>
<td>$1,920.00</td>
<td>$1,980.00</td>
<td>60.00</td>
</tr>
<tr>
<td>D. H. Caughman, Asst. County Agent</td>
<td>$1,800.00</td>
<td>$1,980.00</td>
<td>180.00</td>
</tr>
<tr>
<td>J. D. Miller, Asst. County Agent</td>
<td>$2,100.00</td>
<td>$2,280.00</td>
<td>180.00</td>
</tr>
<tr>
<td>B. J. Funderburk, Asst. County Agent</td>
<td>$1,800.00</td>
<td>$1,980.00</td>
<td>180.00</td>
</tr>
<tr>
<td>A. L. DeBatt, Stockman</td>
<td>$2,880.00</td>
<td>$3,000.00</td>
<td>120.00</td>
</tr>
<tr>
<td>C. G. Cushman, Dairy Spec. in Charge</td>
<td>$3,300.00</td>
<td>$3,600.00</td>
<td>300.00</td>
</tr>
<tr>
<td>W. C. Nettles, Ent. and Path.</td>
<td>$2,695.00</td>
<td>$2,800.00</td>
<td>105.00</td>
</tr>
<tr>
<td>M. C. McKenzie, Asst. to Agric. Engr.</td>
<td>$1,800.00</td>
<td>$2,100.00</td>
<td>300.00</td>
</tr>
<tr>
<td>L. W. Riley, Asst. Vis. Instr.</td>
<td>$1,800.00</td>
<td>$2,100.00</td>
<td>300.00</td>
</tr>
</tbody>
</table>

Totals ........................................ $40,735.00 $43,720.00 $2,985.00

It will cost $1,990.00 to pay these increases from November 1, 1941 to the end of the fiscal year.

34. That $240.00 of the salary of Dr. E. J. Lease, Associate Chemist with the Experiment Stations, be paid from college funds. This will pay for certain instructional services and will avoid conflict with Experiment Station funds. This is not an increase in salary.

35. That funds be sought to raise the salaries of the public service employees ten per cent.

36. That the per diem of the nine Fertilizer Inspectors be raised from $5.00 per day to $5.50 per day.

37. That salary increases for the following workers in the Live Stock Sanitary Department -- raise to become effective as of July 1, 1941:

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Present Salary</th>
<th>Requested Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>R. A. Mays, Assistant State Veterinarian</td>
<td>$3,200.00</td>
<td>$3,400.00</td>
</tr>
<tr>
<td>E. T. Fisher, Assistant State Veterinarian</td>
<td>$2,800.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>H. B. Hood, Assistant State Veterinarian</td>
<td>$2,800.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>F. K. Peterson, Assistant State Veterinarian</td>
<td>$2,800.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>S. M. Witherspoon, Assistant State Veterinarian</td>
<td>$2,800.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>I. R. Cooper, Assistant State Veterinarian</td>
<td>$2,200.00</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>J. G. McKee, Assistant State Veterinarian</td>
<td>$2,200.00</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>H. B. Nixon, Assistant State Veterinarian</td>
<td>$2,200.00</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>William Ginn, Assistant State Veterinarian</td>
<td>$2,100.00</td>
<td>$2,200.00</td>
</tr>
<tr>
<td>L. F. Geillard, Asst. to Veterinarians</td>
<td>$1,800.00</td>
<td>$1,900.00</td>
</tr>
<tr>
<td>R. K. Bonly, Clerk</td>
<td>$2,300.00</td>
<td>$2,500.00</td>
</tr>
</tbody>
</table>

It was Moved by Mr. Sherard and Seconded by Mr. Douthit that sections 31 to 37, inclusive, be approved.

Motion Adopted

Attention of the Board was called to the report of Director Cooper relative to condiment and medicinal plants being grown in South Carolina.
Supreme Court of the United States
Washington, D.C.

December 12, 1941

Mr. J. C. Littlejohn,
Clemson, S. C.

Dear Littlejohn:

Thanks very much for your note of the 10th advising me that I have been appointed a member of the Executive Committee of the Board.

With best wishes to you, I am

Sincerely yours,

James F. Byrnes

Mr. A. J. Brown
Upon motion of Mr. Benet, which was unanimously adopted, the Secretary was directed to write letters of commendation to the Columbia Merchants Association and to County Agent D. R. Hopkins for their excellent work in putting on the Richland County Corn Contest.

It was moved by Mr. Benet: That the resolutions drafted by the Trustee Committee on the passing of the late W. D. Barnett be adopted by a rising vote, that they be spread upon a page of the minute book and a copy be sent his family.

Motion unanimously adopted by a rising vote.

President Poole recommended that Mr. Harold Major be paid a suitable fee for legal services in connection with refinancing two issues of Barracks Bonds, the preparation and sale of the Stadium Bonds, and for numerous calls during the year. It was not necessary to employ bond attorneys. The estimated savings in refinancing the Barracks Bonds is about $25,000.00.

It was moved by Mr. Cope: That Mr. Harold Major be paid $1,000.00 for legal services.

Motion Adopted

It was moved by Mr. Sherard: That the Secretary write Messrs. Bradley and Young, who were sick, conveying best wishes of the Board and also that they were missed at this meeting.

Motion Adopted

By direction of the Chairman the Secretary read the following resolution:

RESOLVED: That all measures and recommendations made at this meeting, which, according to the By-Laws, require a roll call vote of nine or more members, be hereby adopted and confirmed, and that the Treasurer be authorized to issue his checks for all expenditures authorized at this meeting.

Resolution unanimously adopted on roll call vote — All nine members present voting "Aye".

There being no further business it was moved by Mr. Benet: That the Board do now adjourn.

Motion Adopted

Board adjourned at 5:30 o'clock P.M.

Approved: Correct:

[Signature]
Chairman
December 10, 1941

[Signature]
Acting Secretary

Dear Mr. Justice Byrnes:

Mr. W. W. Bradley, Chairman of the Clemson Board of Trustees, has appointed you on the Executive Committee of the Board. The other members of the Executive Committee are Messrs. Benet, Sirrine, Young, Cooper, Brown, and Graham.

With personal regards, I am

Yours sincerely,

J. C. Littlejohn
Business Manager