REQUEST AND AUTHORITY TO CALL MEETING BOARD OF TRUSTEES

THE CLEMSON AGRICULTURAL COLLEGE

October 31st, November 1st & 2nd, 1940

Clemson, S. C.
October 8, 1940

GOVERNOR BURNET R. MAYBANK
COLUMBIA, SOUTH CAROLINA

PLEASE SEND ME AS SECRETARY TELEGRAM AUTHORIZING A CALL FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF CLEMSON AGRICULTURAL COLLEGE TO MEET HERE OCTOBER TWENTY-EIGHTH, TWENTY-NINTH AND THIRTIETH TO CONSIDER BUDGETS FOR NEXT FISCAL YEAR AND TO DISPOSE OF OTHER MATTERS. PERSONAL REGARDS.

J. C. Littlejohn
Acting Secretary

Columbia, S. C.
October 8, 1940

J. C. LITTLEJOHN, SECRETARY
CLEMSON, SOUTH CAROLINA

I HEREBY AUTHORIZE YOU TO CALL A REGULAR MEETING OF THE BOARD OF TRUSTEES OF CLEMSON AGRICULTURAL COLLEGE TO BE HELD AT CLEMSON ON OCTOBER TWENTY-EIGHTH, TWENTY-NINTH AND THIRTIETH TO CONSIDER BUDGETS FOR NEXT FISCAL YEAR AND TO DISPOSE OF OTHER MATTERS THAT MIGHT COME BEFORE THE BOARD.

Burnet R. Maybank, Governor
The date for the meeting was changed upon authority of the Chairman after the telegram from Governor Maybank had been received. The Governor was then called over the telephone and requested to send another telegram with the new dates.

Columbia, S. C.
October 21, 1940

J. C. LITTLEJOHN, SECRETARY
CLEMSON, SOUTH CAROLINA

I HEREBY CANCEL MEETING BOARD OF TRUSTEES CALLED FOR OCTOBER TWENTY-EIGHTH TWENTY-NINTH AND THIRTIETH AND FIX DATE OF THIS MEETING AS OCTOBER THIRTY FIRST AND NOVEMBER FIRST AND SECOND.

Burnet R. Maybank, Governor
Acting under authority of the Governor of the State of South Carolina, the Chairman, Mr. W. W. Bradley, called the meeting to order at 11:30 A.M. The following members responded to the roll call:


Messrs. Christie Benet, R. M. Cooper, and Edgar A. Brown were unable to attend on account of court, and Mr. T. B. Young was unable to attend on account of illness. Mr. S. W. Evans, Sec.-Treas. was absent due to illness.

The Chairman stated that a typed copy of the minutes of previous meetings had been sent to each member for alterations and corrections and called for any such.

There being no corrections or alterations of the minutes of previous meeting, the same were adopted.

The Chairman stated that as each member had a copy of the recommendations of Dr. Poole, President, which recommendations had been acted upon by the respective committees, he would call for their adoption by sections unless there was some question regarding any portion of such section.

Before dealing with the President's recommendations the Board agreed to pass on all items without roll call vote, with the understanding that a resolution would be presented at the close of the meeting by which the required roll call vote would be recorded on all items requiring such vote.

The President was requested to proceed with his recommendations.

President Poole presented the following recommendations:

1. That the following RESIGNATIONS be accepted.

School of Engineering

Henry W. Dougherty, Instructor in Civil Engineering; Salary $1,800.00; Effective August 6, 1940.

J. S. Branch, Instructor in Engineering; Salary $1,200.00; Effective September 1, 1940.

T. K. Fitzpatrick, Assistant Professor of Architecture; Salary $2,000.00; Effective August 31, 1940.

School of General Science

N. H. Henry, Instructor in English; Salary $1,500.00; Effective July 15, 1940.

Athletic Department

J. Banks McFadden, Assistant Coach; Salary $1,500.00; Effective August 31, 1940.

Military Department

Major D. E. Barnett, Assistant Commandant; Salary $240.00; Effective September 1, 1940.

Major A. H. Dumas, Associate Commandant; Salary $660.00; Effective September 1, 1940.

Extension Division

J. P. Graham, County Agent -- Jasper County; Salary $2,640.00; Effective August 7, 1940.
Live Stock Sanitary Division

W. R. Chastain, Assistant State Veterinarian; Salary $2,000.00; Effective October 26, 1940.

Approved

That the following LEAVES OF ABSENCE be approved.

J. M. Jenkins, Assistant Horticulturist at the Truck Station; from October 7 to December 31, 1940, inclusive. Mr. Jenkins is pursuing graduate work at the University of Minnesota. (He will receive two weeks' vacation with pay. The remainder of the leave will be without pay.)

John Paul Lucas, Jr., Assistant Professor of English; from September 20, 1940 to August 31, 1941; for the purpose of pursuing commercial work with the Duke Power Company. (This leave will be without pay.)

Dr. J. E. Gates, Professor of Economics and Government; from September 1, 1940 to August 31, 1941; for the purpose of pursuing research work at Indiana University. (This leave will be without pay.)

Approved

That the following APPOINTMENTS be approved.

School of Agriculture and Division of Agricultural Research

W. T. Brightwell, Assistant Professor of Horticulture and Assistant Horticulturist; Salary $2,200.00; Effective September 1, 1940.

Carlyle N. Clayton, Assistant Pathologist; Salary $2,400.00; Effective August 1, 1940.

David R. Jenkins, Assistant Professor of Rural Sociology and Assistant Rural Sociologist; Salary $2,400.00; Effective September 7, 1940.

H. A. Johnson, Assistant in Dairying; Salary $1,200.00; Effective July 1, 1940.

A. E. Prince, Instructor in Botany; Salary $1,900.00; Effective September 1, 1940.

School of Chemistry and Geology

The following Graduate Assistants in Chemistry were appointed on September 1, 1940 for a period of time expiring on June 30, 1941. The Graduate Assistants are paid $600.00 each — the same to be paid in 10 equal payments:

R. G. Forsythe
Robert Hester
Harvey Hobson
W. A. McIntosh
W. W. Parkinson
N. S. Parthemos
J. E. Williams

School of Engineering

L. R. Ambrose, Jr., Assistant in Engineering; Salary $1,500.00; Effective September 16, 1940.

D. W. Bradbury, Assistant in Engineering; Salary $1,200.00; Effective September 1, 1940.

C. N. Gaylord, Instructor in Civil Engineering; Salary $1,800.00; Effective September 1, 1940.
G. E. Hoffman, Assistant Professor of Architecture; Salary $2,000.00; Effective September 1, 1940.

L. A. King, Instructor in Electrical Engineering; Salary $1,800.00; Effective September 1, 1940.

C. C. McMakin, Assistant in Wood Shop; Salary $1,200.00; Effective September 1, 1940.

D. L. Parrott, Graduate Assistant in Architecture; Salary $600.00; Effective September 1, 1940.

A. M. Quattlebaum, Assistant Professor of Civil Engineering; Salary $2,400.00; Effective September 1, 1940.

W. M. Wachter, Instructor in Mechanics and Surveying; Salary $1,800.00; Effective September 1, 1940.

S. M. Watson, Jr., Instructor in Mechanical Engineering; Salary $1,800.00; Effective September 23, 1940.

School of General Science

T. E. Brandon, Instructor in Spanish and English; Salary $1,500.00; Effective September 1, 1940.

J. P. Brewster, Instructor in Mathematics; Salary $1,500.00; Effective September 1, 1940.

J. R. Doyle, Jr., Instructor in English; Salary $1,500.00; Effective September 1, 1940.

C. B. Green, Instructor in English; Salary $1,500.00; Effective September 1, 1940.

W. E. Hodges, Associate Professor of Economics and Government; Salary $2,400.00; Effective September 1, 1940. (Substituting for Professor J. E. Gates — on leave of absence.)

M. C. Stapp, Instructor in Mathematics; Salary $125.00 per month from September 23, 1940 through January 31, 1941. (Temporary appointment.)

W. B. S. Wilburn, Instructor in English; Salary $1,500.00; Effective September 1, 1940. (Substituting for Assistant Professor John Paul Lucas — on leave of absence.)

School of Textiles

I. S. Pitts, Instructor in Textiles; Salary $150.00 per month from August 22, 1940 through June 30, 1941. (Temporary appointment.)

School of Vocational Education

Robert Maurice Jones, Instructor in Vocational Education, Practice Department in Pendleton; Salary $90.83; Effective September 1, 1940. (The sum of $90.83 will be supplied by the State Department of Education.)

Military Department

Captain Emmet Hill Emanuel, Assistant Commandant; Salary $120.00; Effective September 1, 1940.

Captain F. B. Farr, Assistant Commandant; Salary $120.00; Effective September 1, 1940.

Lieutenant P. J. Brown, Assistant Commandant; Salary $120.00; Effective September 1, 1940.

Lieutenant E. H. McCarter, Assistant Commandant; Salary $120.00; Effective September 1, 1940.
Extension Division

John Reynolds Allen, Jr., Assistant Marketing Specialist; Salary $200.00 per month; Effective August 1, 1940. (Temporary appointment.)

Lewis Monroe Asbill, Assistant Marketing Specialist; Salary $200.00 per month; Effective September 1, 1940. (Temporary appointment.)

Harry G. Boylston, County Agent at Large; Salary $2,820.00; Effective July 15, 1940.

Nelle Rhett Davis, Jr., Assistant in Land Use Planning; Salary $1,380.00; Effective July 1, 1940.

Department of Fertilizer Inspection and Analysis

The following Fertilizer Inspectors are to be paid $5.00 per working day (not to work over 90 days without receiving written permission from the Head of the Fertilizer Department):

C. B. Ellis, Meyers Mill
W. B. Kirby, Gaffney
M. E. Lawrence, Effingham
W. H. Miller, Ninety Six
R. L. Mims, Greeleyville
W. J. Muldrow, Bishopville
E. C. Pennell, Belton
G. C. Templeton, Cross Anchor
J. C. Young, Hopkins

Approved

4. That the following TRANSFER be approved.

Transfer Lieutenant Colonel R. F. Walthour from the position of Assistant Commandant to that of Associate Commandant, effective September 1, 1940 and ask your approval of the change. Colonel Walthour will be paid at the rate of $55.00 per month -- the regular salary set up in the budget for this position.

Approved

5. That the following CHANGE be approved.

At the June 1940 meeting Mr. W. N. McAdams was appointed to the position of Instructor in Agricultural Engineering, at a salary of $1,500.00 per annum, for a period of time expiring at the pleasure of the Board. This appointment should have been Instructor in Agricultural Engineering and Assistant Agricultural Engineer at a salary of $1,800.00, and I ask your approval of the change. (The Experiment Station pays $300.00 of the salary.)

Approved

Recommendations of the Agricultural Committee to the Board

On the evening of October 31, 1940 the Agricultural Committee met and considered recommendations of the President and the Deans.

This Committee made the following recommendations to the Board:

6. That an agricultural plan for South Carolina be developed and that a conference be called to meet at Clemson for that purpose.

(1) An Agricultural Plan for South Carolina for the purpose of (a) unifying recommendations for all agencies dispensing agricultural information and (b) for studying and guiding the future progress of the agricultural industry.

(2) A conference at Clemson College for all agricultural agencies, including workers in Research, Extension, Vocational Education, Soil Conservation, and such other agencies of the State Department of Agriculture, the United States Department of Agriculture, and agricultural societies and industrial organizations serviceable to this aim, be called sometime during the year to perfect an Agricultural Plan.
Mr. Sherard moved that conference be approved provided that State Land Use Planning Committee be included and advised that this conference is intended in no way to encroach upon its field of activity.

Approved

7. That the following be the procedure of the College in regard to the Land Use Project:

(1) That the Cherry, Pinckney, Brown, Maxwell, Fant, and other desirable farm sites be developed properly and their soils conserved and brought back to a state of fertility for the production of foods for beef and dairy cattle. That the best of the farms of the area be developed in rotation with emphasis upon the establishment of economical cattle production.

(2) That the crooked, diseased, and dead timbers be removed for fire wood.

(3) That new plantings of pine, poplar, and walnut be made from time to time.

(4) That the old homesteads, barns, and such other buildings as are desirable and usable on the Cherry, Pinckney, Brown, Maxwell, and Fant farms be preserved.

(5) That other dwellings of inferior grade and in poor condition be removed.

(6) That rental of some of the outlying border farms where protective service is feasible be continued.

(7) That no further expense at this time be added toward further development of the Isaqueena Lake as a recreational area. Mr. Bradley suggested that a committee of the Board be appointed for the purpose of looking into the feasibility of improving Isaqueena Lake.

(8) That the major portion of the balance of appropriation for Land Use Project be authorized for expenditure before the winter months. It will probably be April or May before much work can be done in the field. Spring operations to be financed out of income or the Farm Products account.

Proposed Budget Covering Balance of Land Use Project Appropriation

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<th>Item</th>
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<td>A-2 Wages</td>
<td>$2,191.50</td>
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<td>B-4 Repairs</td>
<td>$700.00</td>
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<td>C-8 Motor Vehicle Supplies</td>
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<td>C-9 Agricultural Supplies</td>
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<td>C-11 Other Supplies</td>
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<td>G-5 Agricultural Equipment</td>
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<td>G-6 Livestock</td>
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<tr>
<td>G-8 Other Equipment</td>
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<td><strong>Total</strong></td>
<td><strong>$5,209.67</strong></td>
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Moved by Mr. Barnett: That above Budget for Land Use Project be approved.

Approved

8. That the following be the sentiment of the Board of Trustees in regard to the Marketing Bill Pending:

WHEREAS, The Agricultural agencies at the Clemson Agricultural College from its beginning have had among their aims the education of the people and the solving of the agricultural and marketing problems of agriculture, the principal livelihood of a very large number of the people of South Carolina, and

WHEREAS, The educational activities of agencies at the Clemson Agricultural College have embodied Research, which undertakes to solve the
problems arising in agriculture and convey findings and recommendations of practical value to the farmers and others interested in the various integrals of the agricultural industry; and the Extension Service, which undertakes through demonstration and teaching to convey to farmers and others interested in the industry economic methods and practices based upon the results obtained through Research activities; and the Vocational Agricultural Instruction, which undertakes to teach these same matters to high school pupils and farmers, who may or may not have advantages of a college education, and

WHEREAS, Through these agencies the farmers and others interested in agriculture obtain information on (1) soil type best suited for growing any sort of agricultural product, (2) how to correct soil reaction and how to adjust it, how to conserve and improve it, (3) how to fertilize, what ingredients and amounts to use on the various soil types and under what conditions, (4) when to plant, how to plant, and distance of spacing, (5) varieties to plant, (6) how to cultivate, (7) how and when to harvest, (8) how to grade and package, (9) types of markets and periods of consumer's needs, and much other information on disease and insect control essential for economical and quality production and marketing advantages, and

WHEREAS, Farmers and others interested in agriculture in this state have greatly benefited by the splendid work done by the agricultural agencies of the federal government, whose efforts have helped to develop quality produce and other quality farm products, sound research and teaching, and enabled this state to keep abreast of the ever-changing economic conditions of the world, and

WHEREAS, The present allocation of agricultural functions of the State Department of Agriculture and to the Clemson Agricultural College seems to be sound and reasonable for the best interest of the farmer, all others interested in the agricultural industry of the state, and the people of this commonwealth; and

WHEREAS, The personnel of the agencies of the State Department of Agriculture, the United States Department of Agriculture, and of the Clemson Agricultural College have worked congenially and happily for many years under the present arrangement, and all these agencies have maintained a sense of responsibility during all these years in working for the good of the people of the state, and

WHEREAS, The good work of all these agencies is commendable, and should not be marred by duplication and repetition of effort and by unduly advancing the expenses of the state, which must surely follow when two agencies are authorized to perform similar functions, and

WHEREAS, The duly enacted Acts of the South Carolina General Assembly do justly and satisfactorily set forth the functions of its agricultural agencies in the Department of Agriculture and in the Clemson Agricultural College, and

WHEREAS, The present Acts of the South Carolina General Assembly duly enacted do permit wide and sound latitude in the administration of the functions of the State Department of Agriculture and of the Clemson Agricultural College and they are under the present Acts privileged to organize their forces for the purpose of administering the functions of the two separate agencies for the best interest of South Carolina, and

WHEREAS, New, intricate and troublesome agricultural problems constantly arise to warrant new research and experimentation and improvement in methods and in changing methods to conform to economical practices and to foster sound progress; and additional personnel and funds are needed from time to time to solve and adjust the ever-increasing problems; and while the major marketing of South Carolina farm products requires attention at home the problem also goes beyond the bounds of this state and is so complex that full cooperation of all agricultural agencies such as has prevailed for many years in this state is essential to a successful marketing program and desirable progress in the future;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CLEMSON AGRICULTURAL COLLEGE OF SOUTH CAROLINA, AS FOLLOWS:
Section 1. That the Board of Trustees of the Clemson Agricultural College, assembled at Clemson College on November 1, 1940, shall urge the South Carolina Legislature to maintain the present functions as determined by the Acts now in existence for this purpose.

Moved by Mr. Sirrine: That the recommendation be adopted.

The original recommendation to the Agricultural Committee contained Section 2, in which authority was requested for the Extension Service to ask the Legislature for $20,000.00 for the purpose of further increasing the effectiveness of its Marketing Service. The Agricultural Committee recommended that Section 2 be omitted from the resolutions.

During the discussion the Board was informed by Mr. Sanders, Chairman of the Trustee Committee on the Marketing Bill introduced in the 1940 Legislature, that a communication had been received from Messrs. Lofton, Arnette and Manning, members of a sub-committee of the House Agricultural Committee, in reference to a meeting with the Trustees. Mr. Sanders informed the sub-committee that the Trustees were not then ready for a meeting.

After further discussion it was decided to place in the hands of Mr. Sanders, Chairman of the Trustee Committee, the matter of calling his committee to meet with the Committee from the Legislature. Mr. Sanders was instructed to write Mr. Lofton, get his material together and stand prepared to meet with the sub-committee.

Recommendations for certain salary increases in the Agricultural Public Service Activities were made to the President in June 1940 for presentation to the Board of Trustees. These increases were deferred until the October meeting and are now presented for your action.

9. Upon the request of Director D. W. Watkins I recommend that the following salary increases be made effective as of October 1, 1940. (Funds are available in the 1940-41 budget and are payable from Extension Service Appropriations.)

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<th>Proposed Salary</th>
<th>Recommended Increase</th>
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<td>2,220.00</td>
<td>2,240.00</td>
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<td>Girls' Club Agent</td>
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<td>Jane Ketchen</td>
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<td>Elizabeth Watson</td>
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<td>Clothing Specialist</td>
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<td>Eleanor Carson</td>
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<td>Poultry Specialist</td>
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<td>Portia Seabrook</td>
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<td>Lula Chrisman</td>
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<td>John'gy Richards</td>
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<td>Isabel Patterson</td>
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<tr>
<td>Laura Mellette</td>
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<td>Lila Moore</td>
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<td>H. M. Smith</td>
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<td>Jennie B. Robinson</td>
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<tr>
<td>Hazel E. Smith</td>
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<td>Home Dem. Agent</td>
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<tr>
<td>Janie McDill</td>
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<td>Matilda Bell</td>
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<td>Sarah G. Cureton</td>
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<td>Pearle Calvert</td>
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<tr>
<td>G. C. Meares</td>
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<td>$120.00</td>
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</tbody>
</table>
10. Upon the request of Dr. W. K. Lewis, State Veterinarian, I recommend that the following salary increases be made effective as of October 1, 1940. (Funds are available in the 1940-41 budget and are payable from the Live Stock Sanitary Service Appropriations.)

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Present Salary</th>
<th>Proposed Salary</th>
<th>Recommended Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>W. K. Lewis</td>
<td>$2,180.46</td>
<td>$2,300.00</td>
<td>$119.54</td>
</tr>
<tr>
<td>Asst. State Vet.</td>
<td>2,805.58</td>
<td>3,200.00</td>
<td>394.42</td>
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<tr>
<td>E. T. Fischer</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>Asst. State Vet.</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>H. B. Hood</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>Asst. State Vet.</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>F. K. Peterson</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>Asst. State Vet.</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>S. W. Witherspoon</td>
<td>2,454.88</td>
<td>2,800.00</td>
<td>345.12</td>
</tr>
<tr>
<td>Asst. State Vet.</td>
<td>2,100.00</td>
<td>2,100.00</td>
<td>0.00</td>
</tr>
<tr>
<td>William Ginn</td>
<td>2,085.65</td>
<td>2,200.00</td>
<td>114.35</td>
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<tr>
<td>Asst. State Vet.</td>
<td>2,085.65</td>
<td>2,200.00</td>
<td>114.35</td>
</tr>
<tr>
<td>H. R. Cooper</td>
<td>2,085.65</td>
<td>2,200.00</td>
<td>114.35</td>
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<td>Asst. State Vet.</td>
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<td>L. P. Gaillard</td>
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<td>Asst. to Vets.</td>
<td>1,430.16</td>
<td>1,500.00</td>
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Approved

11. Upon the request of Director H. F. Cooper I recommend that the following salary increases be made effective as of July 1, 1940. (Funds are available in the 1940-41 budget and are payable from the Experiment Station Funds.)

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Present Salary</th>
<th>Proposed Salary</th>
<th>Recommended Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>D. B. Roderick</td>
<td>$1,656.00</td>
<td>$1,656.00</td>
<td>$48.00</td>
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<tr>
<td>Purnell, Assoc. Chem. B-Jones</td>
<td>$2,052.00</td>
<td>$2,052.00</td>
<td>100.00</td>
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<tr>
<td>E. J. Lease</td>
<td>$1,200.00</td>
<td>$1,200.00</td>
<td>100.00</td>
</tr>
<tr>
<td>Purnell, Assoc. Chem. B-Jones</td>
<td>$2,400.00</td>
<td>$2,500.00</td>
<td>100.00</td>
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<tr>
<td>G. H. Wise</td>
<td>$1,920.00</td>
<td>$1,920.00</td>
<td>80.00</td>
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<tr>
<td>Purnell, Assoc. Dairyman B-Jones</td>
<td>$660.00</td>
<td>$660.00</td>
<td>80.00</td>
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<tr>
<td>P. G. Miller</td>
<td>$2,500.00</td>
<td>$2,560.00</td>
<td>60.00</td>
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<td>B-Jones, Assoc. Dairyman</td>
<td>$2,400.00</td>
<td>$2,400.00</td>
<td>60.00</td>
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<tr>
<td>O. L. Cartwright</td>
<td>$2,400.00</td>
<td>$2,460.00</td>
<td>60.00</td>
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<tr>
<td>Purnell, Assoc. Entomol</td>
<td>$2,400.00</td>
<td>$2,460.00</td>
<td>60.00</td>
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<tr>
<td>H. T. Polk</td>
<td>$2,400.00</td>
<td>$2,460.00</td>
<td>60.00</td>
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<tr>
<td>B-Jones, Assoc. Agronomist</td>
<td>$1,200.00</td>
<td>$1,400.00</td>
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<tr>
<td>G. H. Dunkelberg</td>
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<td>200.00</td>
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<tr>
<td>B-Jones, Asst. Agric. Engr. Agr. Res.</td>
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<tr>
<td>R. W. Wallace</td>
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<td>B-Jones, Asst. Agronomist Agr. Res.</td>
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<tr>
<td>R. L. Smith</td>
<td>$960.00</td>
<td>$960.00</td>
<td>44.00</td>
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<tr>
<td>B-Jones, Asst. Agronomist B-Jones</td>
<td>$2,256.00</td>
<td>$2,300.00</td>
<td>44.00</td>
</tr>
</tbody>
</table>
Present  Proposed  Recommended
Salary       Salary       Increase

R. C. Ringrose  Purnell  $1,296.00  $1,296.00  $0.00
Asst. Poultryman  B-Jones  1,104.00  1,204.00  $100.00

O. B. Garrison  Edisto  2,400.00  2,460.00  60.00
Asst. Hort.

J. G. Watts  Adams  936.00  936.00
Asst. Entomol.  Purnell  768.00  768.00
Edisto Station  300.00  420.00  120.00

O. B. Garrison  Edisto  2,400.00  2,500.00  52.00
Asst. Hort.

J. M. Jenkins, Jr.  Truck  2,448.00  2,500.00  52.00

C. C. Bennett  Adams  1,704.00  1,800.00  96.00
Asst. in Botany

Appointed

Approved

12.  I recommend that the following requests to the 1941 Legislature for Public Service Activities be approved:

PUBLIC SERVICE ACTIVITIES
Proposed Budgets for 1941-42

1. Agricultural Research

Appropriations for 1940-41 approved June 1940 $45,000.00
Increases requested for 1941-42:
A-1  Salaries  $2,000.00
A-2  Wages  $2,000.00
C  Supplies  $3,000.00
D  Insurance  $2,000.00
G  Equipment  $6,500.00
H  Buildings  $7,500.00
Contingencies  $2,000.00

Total Request for 1941-42 $70,000.00
(The request for 1940-41 was $69,290.00)

2. Truck Experiment Station

Appropriations for 1940-41 approved June 1940 $18,000.00
Increases requested for 1941-42:
A-1  Salaries  $1,200.00
A-2  Wages  $500.00
C  Supplies  $300.00
H  Buildings  $5,000.00

Total Request for 1941-42 $25,000.00
(The request for 1940-41 was $24,480.00)

3. Edisto Experiment Station

Appropriations for 1940-41 approved June 1940 $30,000.00
Increases requested for 1941-42:
G  Equipment  $2,000.00
H  Non-Struct. Improvements  $3,000.00

Total Request for 1941-42 $35,000.00
(The request for 1940-41 was $33,800.00)
4. Tobacco Research

Appropriations for 1940-41 Approved June 1940 .......... $14,480.00
Increases requested for 1941-42:
A-1 Salaries .............................................. $2,700.00
A-2 Wages .................................................. 800.00
C- Supplies ............................................... 500.00
G- Equipment .............................................. 1,500.00
H- Buildings .............................................. 3,500.00
H- Non-Struct. Improvements ......................... 10,500.00

Total request for 1941-42 ........................................... $24,980.00
(The request for 1940-41 was $24,400.00)

5. Crop Pests and Diseases

Appropriations for 1940-41 Approved June 1940 ........... $ 7,438.00
Increases requested for 1941-42:
A-1 Salaries .............................................. $3,000.00
A-2 Wages .................................................. 237.00
C- Supplies ............................................... 600.00
Contingencies ............................................. 725.00

Total request for 1941-42 ........................................... $12,400.00
(The request for 1940-41 was $12,000.00)

6. Land Use Project

Appropriated for 1940-41 ........................................ $10,000.00
No increases requested ........................................ 0.00

Total request for 1941-42 ........................................... $10,000.00
(First appropriation for 1940-41 for $10,000.00)

7. Horticultural Products Laboratory

Appropriated for 1940-41 ........................................ $10,000.00
No increases requested ........................................ 0.00

Total request for 1941-42 ........................................... $10,000.00
(First appropriation for 1940-41 for $10,000.00)

8. Live Stock Sanitary Work

Appropriation for 1940-41 Approved June 1940 ............ $48,550.00
Increases requested for 1941-42:
A-2 Salaries .............................................. $2,300.00
B- Contractual Services .............................. 5,150.00
D- Contributions ......................................... 24,950.00

Total requested for 1941-42 ........................................... $73,500.00
(The total request for 1940-41 was $76,225.00)

9. Agricultural Extension Service

Appropriation for 1940-41 Approved June 1940 ............ $166,000.00

Total requested for 1941-42 ........................................... $166,000.00
(The request for 1940-41 was $166,000.00)

(Note: A proposed increase of $20,000.00 for Marketing Work in the Extension Service was eliminated.)
SUMMARY OF PUBLIC SERVICE ACTIVITIES

REQUESTS FOR 1941-42

1. Agricultural Research $70,000.00
2. Truck Experiment Station 25,000.00
3. Edisto Experiment Station 35,000.00
4. Tobacco Research 24,980.00
5. Crop Pests and Diseases 12,000.00
6. Land Use Project 10,000.00
7. Horticultural Products Laboratory, 10,000.00
8. Livestock Sanitary Work 73,500.00
9. Agricultural Extension Service 106,000.00

Total requests for Public Service $426,480.00

(Total Appropriations for 1940-41 were $349,468.00. The requests for 1941-42 include increases totalling $77,012.00)

Approved

10. In addition to formal recommendations of President Poole the following recommendations were submitted by Director Cooper with approval of the President.

That Budget of Horticultural Products Laboratory be approved:

A-1 Salaries $1,800.00
A-2 Wages 200.00
B-3 Travel 400.00
B-4 Repairs 75.00
B-6 Heat, Light, Water 50.00
C-4 Office Supplies 25.00
C-8 Motor Vehicle Supplies 200.00
C-9 Agricultural Supplies 100.00
C-11 Other Supplies 300.00
D-2 Insurance 100.00
G-4 Motor Vehicle Equipment 900.00
G-8 Other Equipment 2,700.00
H-2 Buildings 3,000.00

Total Appropriation $10,000.00

Moved by Mr. Cope: That recommendation be approved and that work proceed.

Approved

11. That authority be granted to purchase certain land at the Coast Station to permit the establishment of a satisfactory drainage system for the station property.

Mr. Sanders reviewed the lengthy discussion that had taken place in the Agricultural Committee meeting regarding the three tracts under consideration; Miles tract of about 75.5 acres, Honour tract of about 14 acres, and Moore tract of about 25-30 acres and recommended that authority be given to make the purchase of the three tracts for $2,750.00 or less.

Moved by Mr. Barnett: That recommendation be approved.

Approved

12. That the regulations regarding the quarantine against the Phony Peach disease and the European Corn Borer be revised. Copy of the revised regulations is attached to these minutes as Exhibit A.

Moved by Mr. Sanders: That the recommendation be approved.

Approved

Recommendations of Executive and Finance Committees

On the morning of November 1, 1940 the Executive and Finance Committees met and considered recommendations of the President.
This Committee made the following recommendation to the Board:

13. I recommend that a leave of absence on account of illness be granted Mr. S. W. Evans, Treasurer, until the March 1941 meeting of the Board, and that his salary be continued.

Approved

14. In conformity with the By-Laws, I have authorized Messrs. B. B. Burley and A. J. Brown to sign jointly all checks. The Business Manager, Mr. J. C. Littlejohn, has been authorized to assume general charge of the Treasurer's Office. I ask your approval of this action.

Approved

15. That the work of converting the Old Textile Building into a hospital annex for students and physics laboratories and classrooms be deferred until the summer of 1941 and that the appropriations for the work be carried forward into the next fiscal year. (It became necessary to use this building for school purposes due to the loss of the local school building by fire.)

Approved

16. That the employment of a Stenographer-Clerk in the Commandant's Office be authorized effective as of November 1, 1940 at a salary not to exceed $1,500.00.

Approved

17. That the employment of a Stenographer in the Library be authorized effective as of November 1, 1940 at a salary of $900.00.

Approved

18. That the college authorities be authorized and empowered to cooperate with agencies and departments of the Federal Government in training programs for National Defense.

Approved

19. That a Barracks Property Custodian be employed at a salary not to exceed $150.00 per month payable from student funds, effective November 1, 1940.

Approved

20. That the requests to the 1941 Legislature for Collegiate Activities for 1941-42 be:

(a) For Usual Operating Expenses .................. $151,000.00
(The appropriation in 1940-41 was $130,000.00)

No increase in this appropriation was requested of the 1940 Legislature

(b) For Water Supply to Match a W.P.A. Grant ...... 65,000.00

$216,000.00

That the following needed items be considered also:

(c) Agricultural Engineering Building and Equipment - W.P.A. Project .................. $ 50,000.00

(d) Machines, Tools, and other Engineering Equipment for National Defense Programs ...... 25,000.00

$291,000.00
A - Usual Operating Expenses

1. Expenditures for 1940-41

a. Salaries ........................................... $406,727.00
b. Labor, Supplies, Materials and Fixed Charges .... 213,670.27
c. Equipment and Additions to Plant ..................... 17,239.00

Total of Present 1940-41 Budget ........................ $637,636.27

d. New Items Requested for 1941-42

   Assoc. Prof. Engineering ........................... $ 2,800.00
   Assoc. Prof. Chemistry .............................. 2,800.00
   Assoc. Prof. Mathematics ............................ 2,800.00
   Assoc. Prof. English ................................ 2,800.00
   Prof. of Rayon ........................................ 3,000.00
   Stenographers (2) .................................... 2,000.00
   Educational Supplies and Materials ................. 4,800.00

   $658,636.27

2. Income

Estimated income not including State Appropriation ........................................... $507,636.27

Request to Legislature for Usual Operating Expenses ........................................... 151,000.00

(Appropriation 1940-41 = $130,000.00)

Approved

21. That for the purpose of constructing an adequate water plant to supply the college and the community, the Legislature be requested to:

   (a) Make a special appropriation of $65,000.00 to meet approximately one-half the cost, the remaining half to be supplied by the W.P.A. or other Federal Agency.

   OR

   (b) Pass an enabling act authorizing the Board of Trustees to make a long term loan not to exceed $75,000.00 from the Reconstruction Finance Corporation or other Federal or State agency and to repay said loan from the proceeds of the sale of water.

   AND

   That the President and the Business Manager be authorized and empowered to negotiate with the proper agencies of the Federal Government for the purpose of securing a grant of labor, materials and/or funds to assist with the construction of a water plant on the college property.

   Approved

22. That the President, the Business Manager, and the Athletic Council be authorized to make plans and arrangements for a Stadium, subject to the approval of the Board of Trustees.

   That authority be granted to locate the proposed Stadium in or near the ravine just southwest of the Field House and that permission be granted also to make use of those hog lots on Goodman Hill north of the Stadium site. These hog lots would be used for the purpose of securing earth to make the fill in the ravine and for playing fields and parking space.

   Approved
That the President and the Business Manager be authorized and empowered to negotiate with the proper Federal Agencies for the purpose of securing a grant of labor, materials, and/or funds to assist with the construction of a Stadium on the College property.

That The Clemson Agricultural College and the Clemson Athletic Council request the Legislature to pass an enabling act authorizing a loan not to exceed $50,000.00 to assist in the construction of a Stadium, said loan to be repaid in a period of years: (1) from stadium rents, and (2) from any gate receipts and student activity fees in excess of the yearly amounts necessary to operate the Athletic Department of the College.

Approved

23. Retirement Plan for Employees in Collegiate Activities Who Have Not Reached the Age of 60 Years on Their Birthday Nearest November 1, 1940.

WHEREAS, The laws of the State of South Carolina duly enacted, have vested in the Board of Trustees of the Clemson Agricultural College of South Carolina, the power and the authority to administer and regulate the affairs of the said College; and

WHEREAS, The said Board of Trustees, being the governing board of the said Clemson Agricultural College of South Carolina, desires to set up a retirement plan for its employees in Collegiate Activities;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CLEMSON AGRICULTURAL COLLEGE OF SOUTH CAROLINA, AS FOLLOWS:

Section 1. That there is hereby established and set up a retirement plan in accordance with the outline of the retirement plan heretofore entered into by the said College with Aetna Life Insurance Company for those employees in Collegiate Activities who have not reached the age of 60 years on their birthdays nearest November 1, 1940. Participation in the plan is required of all employees in Collegiate Activities.

Section 2. That the term "all employees" as used in the "Outline of Retirement Plan" issued by the Aetna Life Insurance Company shall be interpreted to include those full time teachers, officers, and employees who are appointed by the President and confirmed by the Board of Trustees and, in addition, stenographers and clerical workers who are appointed by the President to positions set up in the Collegiate Activities Budget with a stated title and salary.

Section 3. That Section 2, above, shall be interpreted to include Athletic Coaches, the Y. M. C. A. Secretary, and all other paid leaders in student activities appointed by the President and approved by the Board of Trustees. Paragraph 2, above, shall not be interpreted to include Army personnel detailed by the War Department, part-time appointed or elected employees, resident ministers, and employees classified as "Labor," nor persons working under a cooperative agreement with firms and corporations in research projects or similar activities.

Section 4. That the Board of Trustees may in the future extend to certain full-time regular employees classified as "laborers" and to such others as they may deem eligible, the privilege of participating in the retirement plan.

Section 5. That the "Outline of Retirement Plan for Employees in Collegiate Activities of the Clemson Agricultural College of South Carolina" issued by the Aetna Life Insurance Company, effective November 1, 1940, be included in this section of the resolution of the Board of Trustees.

Section 6. An employee who has been granted a leave of absence by the College shall continue his contributions as outlined in Paragraph 7 of the "Outline of Retirement Plan."

Section 7. That the right is reserved to discontinue, amend or change the said retirement plan when in the judgment of the Board it becomes necessary or desirable to do so.

Approved

(See Exhibit B for "Outline of Retirement Plan.")
WHEREAS, The laws of the State of South Carolina duly enacted, have vested in the Board of Trustees of the Clemson Agricultural College of South Carolina the power and authority to administer and regulate the affairs of said College; and

WHEREAS, The said Board of Trustees desires to set up a retirement plan for those employees in the Collegiate Activities Division of the College, and

WHEREAS, Those employees of the Collegiate Activities Division who have reached the age of 60 years on their birthdays nearest November 1, 1940 are, on account of their ages, not eligible to participate in the Retirement Plan underwritten by the Aetna Life Insurance Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CLEMSON AGRICULTURAL COLLEGE OF SOUTH CAROLINA, AS FOLLOWS:

Section 1. That there is hereby established a retirement plan for those employees of the Collegiate Activities Division who have reached the age of 60 years on their birthdays nearest November 1, 1940, said plan to become effective on November 1, 1940.

Section 2. That the normal retirement date is the first day of July following the fiscal year in which the employee attains age 70. However, with the consent of the Board of Trustees, the employee may be retired before reaching the age of 70.

Section 3. That an employee cannot remain in active service after his normal retirement date except with the special consent of the Board of Trustees.

Section 4. That each member of this plan will contribute at the rate of $3.50 per month beginning with November 1940.

Section 5. That the College will contribute the excess of the cost over the employee's contribution from funds already appropriated and set aside for this purpose or from funds which may be appropriated in the future.

Section 6. That with the approval and consent of the Executive Committee of the Board of Trustees; the President, the Treasurer and the Business Manager shall safely invest such portion of the Faculty Retirement Fund as they may deem wise.

Section 7. That each employee in this plan remaining in service until his normal retirement age will be entitled to receive a Retirement Annuity of not more than $50.00 per month, and that any employee in this plan who may be retired prior to the normal retirement age will be entitled to receive a Retirement Annuity of such amount as may be fixed by the Board of Trustees.

Section 8. That if an employee dies before his Retirement Annuity payments have commenced, there will be payable to his beneficiary an amount equal to the employee's total contributions.

Section 9. That if an employee dies after his Retirement Annuity payments have commenced, but before he has received total Retirement Annuity payments at least equal to his own contributions, the balance will be paid to his beneficiary.

Section 10. That if an employee's service is terminated other than is provided for in Section 2 before his Retirement Annuity payments have commenced, he shall have all his own contributions returned to him.

Section 11. No assignment of any of the benefits under this plan will be valid or recognized by the College.

See Exhibit B - 2 For list of employees Collegiate Activities Covered by Resolution 24 above.
Section 12. It is hoped and expected that this plan will be permanent, but the College necessarily reserves the right to modify or discontinue it at any time.

Approved

25. Retirement Plan for Employees of the Clemson Agricultural College

WHEREAS, The laws of the State of South Carolina duly enacted, have vested in the Board of Trustees of the Clemson Agricultural College of South Carolina, the power and authority to administer and regulate the affairs of the said College; and

WHEREAS, The said Board of Trustees, being the Governing Board of the said Clemson Agricultural College of South Carolina, desires to set up a retirement plan for all those employees coming under its jurisdiction, including those persons being paid salaries in whole or in part from grants of Federal Funds to the several States and Territories pursuant to the terms of the Act approved July 2, 1862 and Acts subsequent thereto; and

WHEREAS, The Congress of the United States has authorized the use of funds toward the establishment of a retirement system for certain Federal-Grant employees;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CLEMSON AGRICULTURAL COLLEGE OF SOUTH CAROLINA, AS FOLLOWS:

Section 1. That there is hereby established and set up a Retirement Plan for the employees of the Clemson Agricultural College.

Section 2. That the normal retirement date is the first day of November which is nearest the date the employee attains age 70.

Section 3. That each employee in this plan remaining in service until his normal retirement age will be entitled to receive a Retirement Annuity, and that any employee in this plan who may be retired prior to the normal retirement age will be entitled to receive a Retirement Annuity of such amount as may be fixed by the Board of Trustees.

Section 4. That for those employees engaged in Federal-Grant activities the provisions of the Retirement Plan shall conform to the Act of Congress entitled, "To Aid the States and Territories in Making Provisions for the Retirement of Employees of Land-Grant Colleges," (Pub. No. 422 - 76th Congress, Chapter 38 - 3d Session, 2 - 1850) and subsequent Acts and to the rulings and regulations of the proper Federal agencies pertaining thereto.

Section 5. That regulations for the administration of the Retirement Plan be made in cooperation with the insurance company underwriting the plan.

Section 6. The right is reserved to discontinue, amend or change the said Retirement Plan when in the judgment of the Board it becomes necessary or desirable to do so.

Approved

26. That the Trustee Committee on Retirement Plans, consisting of Messrs. Sirrine, Benet, and Brown, be continued for the purpose of studying and recommending retirement plans for the (1) Agricultural Extension Service, (2) Agricultural Experiment Stations, Live Stock Sanitary Service, and such other activities coming under the jurisdiction of the Board of Trustees and not included in Collegiate Activities, and that a report be made at the next meeting. Also, that the President, the Business Manager, the Director of Extension and the Director of Research be directed to work with the Committee.

Approved

27. I recommend that the By-Laws defining retirement be made to conform to the retirement date in the new plan.

The present By-Laws read as follows:
Section 55. The age of retirement for teachers, officers, and employees shall be 65 years; after which time, upon the yearly recommendation of the President and approval of the Board, an individual may be retained in some capacity. However, upon the request of the employee, he may be retired at 65 years or thereafter. At the age of 70 years all employment by the College shall terminate.

Amend Section 55 to read as follows:

Section 55. (a) The age of retirement for teachers, officers, and employees shall be 70 years. Retirement shall take place at the end of the fiscal year in which the seventieth birthday occurs. However, retirement may be optional either with the institution or the employee when he shall have reached the age of 65. (b) The President shall report to the Board at the annual June meeting the names of all employees whose ages are 65, 66, 67, 68 or 69 years together with his recommendations as to their continuance in active service for the next fiscal year.

Moved by Mr. Sherard: That amendment be adopted.

Approved

Moved by Mr. Sherard: That the President advise Mr. S. W. Evans, and Mr. T. B. Young that they were missed at this meeting, that the members of the Board are deeply interested in their well-being and wish for them an early recovery from illness.

Approved

Moved by Mr. Barnett: That the Board go into executive session.

The Board then went into executive session and all present but Board members retired from the room.

When the Board ended the executive session the Chairman announced to the Secretary that the Board had approved for payment to Mr. J. C. Littlejohn, Business Manager and Acting Secretary, $500.00 compensation for additional work during the absence of Mr. S. W. Evans, Sec.-Treas.

Mr. Littlejohn then called to the attention of the Board the situation in regard to the uniform market as affected by the Defense Program. Quotes from manufacturers were compared and the problem of assuring delivery of uniform cloth was discussed.

Moved by Mr. Sirrine: That Uniform Committee proceed with letting of the uniform contract and execute same as soon as possible.

Approved

Mr. Barnett read a memorial prepared on the late Honorable Asbury Francis Lever and presented it for the approval of the Board. Copy of the Memorial is attached as Exhibit C.

Moved by Mr. Sirrine: That the Memorial be approved, and that the Secretary have same printed and bound as customary, and that a copy be presented to the widow of the deceased.

Approved on Rising Vote of All Present

The Chairman asked if there was any further business to be brought up at this meeting. None was presented.

At the request 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 two-thirds or more of the members, be hereby adopted and confirmed, and that the Treasurer be authorised to issue his checks for all appropriations made at this meeting.
Resolution adopted on unanimous roll call vote — eight members present of the total twelve member Board.

There being no further business, on motion of Mr. Barnett the Board adjourned at 1:30 P. M.

Approved:  

Correct:  

Chairman

Acting Secretary
REGULATION 1 CB Revised:

Whereas the European Corn Borer (Pyrausta nubilalis Hubn.) is known to infest certain areas in the United States; that it has been shown that the insect is a very destructive pest and causes great damage to corn and certain other plants; that the insect spreads rapidly and its control is difficult and expensive; and since the insect is not known to be present in this state, the South Carolina State Crop Pest Commission by virtue of the authority granted by the General Assembly (South Carolina Crop Pest Act Approved March 1912) promulgates the following regulations:

SECTION 1.

In order to prevent the introduction of the European corn borer (Pyrausta nubilalis Hubn.) into the state of South Carolina it is hereby ordered that no person, firm or corporation shall receive, ship or accept for shipment, transport, sell or offer for sale, give away, deliver, plant or permit to exist on his or its premises:

- Cornstalks, ears, cobs, or other parts of debris of corn or broomcorn plants, or sorghums or Sudan grass except clean shelled corn, broomcorn seed, sorghum seed, or Sudan grass seed, may not be received in South Carolina from the following states unless manufactured or processed in such a manner as to eliminate risk of carrying the borer.
- Celery, beans in the pod, beets with stems, rhubarb, oat or rye straw as such or as packing, cut flowers or entire plants of chrysanthemum, aster, cosmos, zinnia, and hollyhock, and cut flowers or entire plants of gladiolus and dahlia, except the roots, or corms thereof, without stems, which have been grown or stored in the following states, may not be received in South Carolina, unless there is attached to the container the certificate of a State of Federal inspector certifying they are free from the borer.

Quarantined Territory

- Connecticut
- Indiana
- Maine
- Maryland
- Massachusetts
- Michigan
- New Hampshire
- New Jersey
- New York
- Ohio
- Pennsylvania
- Vermont
- Virginia
- West Virginia
- Wisconsin

Or any other State in which the borer may be found.

No restrictions are placed by these regulations on the movement of clean shelled corn, broomcorn seed, or sorghum seed, and Sudan grass.

No restrictions are placed by these regulations on the movement of articles enumerated in Section 1 of this quarantine after they shall have been manufactured or processed in such a manner as to eliminate risk of carriage of the European corn borer and that the plants named in Section 1 of this quarantine may be admitted into this state when they have been inspected and certified by a duly authorized State or Federal inspector and certified to be free from the European Corn borer and are contained in a car, box or bale, or other container to which is attached a copy of said certificate.

This quarantine prohibits the importation of the living European corn borer or any stage thereof into the State of South Carolina.

SECTION 2. Penalty.

Any person or firm violating the above regulation shall be deemed guilty of a misdemeanor and shall upon conviction thereof, be punished by a fine or imprisonment or both fine and imprisonment at the discretion of the court having jurisdiction as set forth in Section 6 of an Act creating a Crop Pest Commission Approved March 1912.

Approved:
EXHIBIT B

OUTLINE OF RETIREMENT PLAN

For Employees in Collegiate Activities

THE CLEMSON AGRICULTURAL COLLEGE

of

SOUTH CAROLINA

The Clemson Agricultural College
A. & M. College of South Carolina

Clemson, South Carolina

Robert Franklin Poole
President

July 15, 1940

To Employees in Collegiate Activities

We are pleased to announce that at the June meeting of the Board of Trustees, after much consideration by the special committee of different plans for benefiting faculty members upon their retirement because of age, such a Retirement Plan was adopted, effective November 1, 1940. The Retirement Plan, summarized in this booklet, has been adopted for the purpose of promoting your security in your old age.

The Aetna Life Insurance Company has been selected to underwrite the plan. In deciding to adopt a plan underwritten by one of the strongest and oldest Insurance Companies, we believe that you obtain the maximum security possible.

While you contribute part of the cost of this plan, the College is paying a substantial part of the cost of the benefits for Future Service and the entire cost of the additional benefits for the minimum income provision.

Your attention is called to the fact that regardless of whether you voluntarily or otherwise leave the service, die, or remain in service until retirement, the plan guarantees to you, or to your beneficiaries, an amount at least equal to your own contributions.

We realize that an annuity of fifty dollars a month may not be sufficient for complete independence, but we believe that an annuity of this amount can do much toward providing for your independent and happy old age.

Very truly yours,

R. F. Poole
President
OUTLINE OF RETIREMENT PLAN

EFFECTIVE DATE

1. The plan will become effective on November 1, 1940

ELIGIBILITY

2. All present employees in collegiate activities will enter the plan as of November 1, 1940 if they are then under age 60 on their nearest birthdays.

3. New employees in collegiate activities will enter the plan on the November 1 coinciding with or next following the date of employment, if then under age 60 on their nearest birthdays.

NORMAL RETIREMENT DATE

4. The normal retirement date is the first day of November which is nearest the date the employee attains age 70. The first monthly Retirement Annuity payment will be made on the normal retirement date.

5. With the consent of the Board of Trustees, an employee may retire at any time within 10 years before the normal retirement date on a reduced amount of Retirement Annuity, subject to the provisions of Paragraph 22.

6. An employee cannot remain in active service after his normal retirement date except with the special consent of the Board of Trustees. In the event of such an exception, no contributions will be made after the normal retirement date by the College or the employee and Retirement Annuity payments will commence on the normal retirement date just as if the employee had actually retired.

CONTRIBUTIONS

7. Each member of the plan will contribute at the rate of $3.50 per month.

8. The College will contribute the excess of the cost of the Retirement Annuities purchased under the plan for the service after November 1, 1940, over the employees' contributions.

9. In addition, the College intends to pay (by payments over a period of years) the entire cost of Retirement Annuities described in Paragraph 11. Each payment is applied to the purchase of such Retirement Annuities for the individual employees, starting with those nearest retirement date.

AMOUNT OF RETIREMENT ANNUITY

10. Each employee remaining in service until his normal retirement date will be entitled to receive a Retirement Annuity equal to $2.00 per month multiplied by the number of years that the employee has contributed under this plan.

11. The College intends to purchase an additional Retirement Annuity for each employee who contributes continuously under the plan from November 1, 1940 until his normal retirement date, and whose total Retirement Annuity would otherwise be less than $50.00 per month.

BENEFITS AT DEATH

12. If an employee dies before his Retirement Annuity payments have commenced, there will be payable to his beneficiary an amount equal to the employee's total contributions.

13. If an employee dies after his Retirement Annuity payments have commenced, but before he has received total Retirement Annuity payments at least equal to his own contributions, the balance will be paid to his beneficiary.
14. An Employee may change his beneficiary at any time.

BENEFITS AT TERMINATION OF SERVICE

15. Subject to the provisions of Paragraph 28, if an employee's service is terminated before his Retirement Annuity payments have commenced, he may elect one of the following options:

(a) He may have all of his own contributions returned to him. The Insurance Company will ordinarily make the payment in one sum, but it reserves the right to make the payment in 12 monthly instalments. This option is available only on or after termination of service.

(b) He may leave his contributions with the Insurance Company and receive the Retirement Annuity beginning at retirement date purchased by his own contributions.

16. An employee who terminates employment after the completion of 20 years of service will receive at normal retirement date, in addition to the Retirement Annuity purchased by his own contributions, the Retirement Annuity purchased by the College's contributions, provided he does not withdraw his own contributions on or after leaving service. In this case the Retirement Annuity described in Paragraph 11 will be included only to the extent it has been purchased for the employee before termination of employment.

OPTIONAL FORMS OF RETIREMENT ANNUITY

17. The regular Retirement Annuity is paid as long as the retired employee lives, but, if he dies before he has received total Retirement Annuity payments at least equal to his own contributions, the balance will be paid to his beneficiary, as described in Paragraph 13.

18. Instead of receiving the benefits stated in the preceding paragraph, the employee may elect a reduced Retirement Annuity to be paid as long as he lives, with the further provision that all or a specified part of this reduced Retirement Annuity will be continued after his death during the remaining lifetime of a person (known as the joint annuitant) named by him.

19. The amount of the reduced Retirement Annuity payments depends upon the sex of the employee and the joint annuitant, their ages when Retirement Annuity payments are to commence, and upon the portion of the reduced Retirement Annuity to be continued to the joint annuitant.

20. In electing this form of Retirement Annuity the employee must name the joint annuitant, state the date on which Retirement Annuity payments are to commence, and specify the percentage of the reduced Retirement Annuity payments to be continued after his death.

21. This form of Retirement Annuity may be elected at any time more than five years before Retirement Annuity payments are to commence; otherwise, satisfactory evidence of the employee's good health will be required by the Insurance Company.

22. After an optional form of Retirement Annuity has been elected, it cannot be rescinded or changed, nor may the due date of the first annuity payment be changed, without the consent of the Insurance Company.

23. If either the employee or the joint annuitant dies before Retirement Annuity payments commence, the election of this option shall be inoperative and the regular provisions of the plan will become applicable again as if a joint annuitant had not been specified.

ASSIGNMENTS

24. No assignment of any of the benefits under this plan will be valid or recognized by the Insurance Company.

CERTIFICATES AND CONTRACT

25. Each employee who becomes a member of the plan will receive a certificate of his membership in the plan.
26. The rights and the benefits of the employees which are summarized in this booklet will be governed by the Group Annuity Contract issued by the Aetna Life Insurance Company.

FUTURE CHANGES IN PLAN

27. It is hoped and expected that this plan will be permanent, but the College necessarily reserves the right to modify or discontinue it at any time. However, except as indicated in Paragraphs 28 and 29, such action shall not in any way affect the Retirement Annuities or other benefits already purchased by the employees and the College.

28. If the plan is discontinued, each employee will be entitled to receive a Retirement Annuity commencing at the normal retirement date, including the regular death benefit provisions, but without the privilege of withdrawing contributions. Regardless of continuance of employment with the College, the amount of the Retirement Annuity to which the employee will be entitled will be that purchased by both the employee's and the College's contributions prior to discontinuance.

29. Subject to the provisions of the section "Optional Forms of Retirement Annuity", the employee may after discontinuance of the plan, elect to have reduced Retirement Annuity payments commence at any time within 10 years before the normal retirement date.

EXHIBIT B-2

Those employees of the Collegiate Activities Division who have reached the age of 60 years on their birthdays nearest November 1, 1940, are on account of their ages not eligible to participate in the Retirement Plan underwritten by the Aetna Life Insurance Company, and covered by Resolution 24 are:

<table>
<thead>
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<th>Name</th>
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<th>Name</th>
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</tr>
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<tr>
<td>W. H. Mills</td>
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<td>R. E. Lee</td>
<td>64</td>
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<td>F. H. H. Calhoun</td>
<td>67</td>
<td>F. Sherman</td>
<td>63</td>
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<td>J. E. Hunter</td>
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<td>M. E. Bradley</td>
<td>62</td>
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<td>W. E. Godfrey</td>
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<td>S. B. Earle</td>
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<td>E. L. Clarke</td>
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<tr>
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<td>J. H. Woodward</td>
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</tr>
<tr>
<td>A. G. Holmes</td>
<td>64</td>
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</tbody>
</table>

For the past several years the Collegiate Activities has been accumulating a "Faculty Retirement" Fund to assist in providing annuities for the older employees.

In addition the following were already on the retired list:

E. W. Sikes
D. W. Daniel
A. G. Shanklin
B. F. Robertson
Jos. Hewer
EXHIBIT C

IN MEMORIAM

ASBURY FRANCIS LEVER

It is with deepest sorrow that we, as members of the Board of Trustees of Clemson College, record the passing of our friend and co-worker, the Honorable A. Frank Lever. His sudden death, April 28, 1940, was a great shock, as of ripening grain too early garnered by the "Grim Reaper". Though his life was full, far beyond the mete of the average public man, his perception, his wisdom, and his physical appearance gave promise of many additional years of distinguished service.

Elected to Congress, while a mere youth, he had to bring witnesses to the Sergeant at Arms that he was a member before that official would permit him to take his seat. The officer, of course, couldn't see that behind the visage of a boy was a mind of a scholar.

Though a lawyer, Lever's work in Congress was mainly to foster agriculture. He was placed on the Agricultural Committee of the House of Representatives during the first year of his service and continued a member throughout his congressional career. As Chairman of the Committee during the World War, he, more than any other one man, piloted agricultural industry during that period. A most valuable service was rendered to the cause of agriculture by the passage of the Smith-Lever Bill of which he was co-author.

In point of service, Mr. Lever was second oldest member of the Clemson College Board of Trustees. It was here that he was intimately known and affectionately esteemed. His quick discernment, ready analysis, and unfaltering advocacy of the right in both propositions and principles, such arise out of the administration of a large and somewhat complex institution, were always clear and generally sound. He had the art of restating jumbled facts in an intelligible way.

Mr. Lever was a public speaker of unusual talent, on occasions an eloquent orator. His language was chaste and vigorous, coming spontaneously from a soul in unison with the love of his fellow men.

It was here, at Clemson, that some of Mr. Lever's most intimate friendships were formed. It was in and through this institution that the agricultural dream of his life is being brought to fruition. It is fitting then that we should have laid him here to rest.

"A Cromwell guiltless of his country's blood".