



CENTRAL CAROLINA  
**FARMERS EXCHANGE INC.**

*We Buy and Sell For Farmers*

**DURHAM, NORTH CAROLINA**

April 7, 1955

TELEPHONE 6945

FARM PRODUCTS  
FARM SUPPLIES

Dr. Carey H. Bostian, Chancellor  
North Carolina State College  
Raleigh, North Carolina

Dear Dr. Bostian:

Your letter commending us for our work here with Farmers Exchange and the progress that our farm people are making was especially appreciated. You and a lot of the people at State College have been a tremendous help to us in our work here, and for this we are grateful. We have had a lot of good, farm people to work with, but we have also had some very good State College men to help us all along with our work.

The lower prices which farmers are now receiving for farm products, and the three years of drought in this section, present a real challenge to our organization. We are looking forward to rendering the best possible service for our farmers in the years to come.

Whatever time I have been able to steal away and work with you there at State College has been a real pleasure to me. You folks are doing such a grand job, it is inspiring to have a part in it.

Our work here has been exceptionally heavy during this past year, and I have certainly been limited in the time I could find to work on some of our State College programs. I am expecting to be able to do more in the future.

Sincerely,

A handwritten signature in cursive script that reads "Tilson".

C. W. Tilson

**25 YEARS SERVING FARMERS 1930-1955**

**Our 25th Anniversary**

A stylized illustration of a bell with a clapper, surrounded by a decorative, dotted border.

March 22, 1955

Mr. C. W. Tilson  
Central Carolina Farmers Exchange  
Durham, North Carolina

Dear Mr. Tilson:

I am very grateful to you for sending me a copy of the Farmers Exchange Section of THE DURHAM MORNING HERALD for March 13.

The paper deserves commendation for having prepared such an interesting account of the development of the Exchange and of its current services to the members and patrons. Much greater credit, of course, is due to members of your staff and the Board of Directors.

I had previously known something of the extensive enterprise which is serving so many farmers, but did not realize just how large the organization had become. State College can take great pride in your accomplishment in directing such a wonderful organization and in knowing that several other alumni are members of the staff. I know you would be the first to say that success has come to the Exchange because of the cooperation of many individuals.

We are very grateful for the fine service you are rendering the College and consider ourselves fortunate that a man with many other interests and obligations has the devotion and loyalty for State College you have demonstrated so frequently.

It is my hope and prayer that you shall continue to have the good health and time for directing the continued development of the Farmers Exchange and assistance with programs at State College, along with your other civic interests.

Very sincerely yours,

Carey H. Bostian  
Chancellor

CHB:cw

TENNESSEE VALLEY AUTHORITY  
KNOXVILLE, TENNESSEE

December 27, 1954

Dr. C. H. Bostian, Chancellor  
North Carolina State College  
State College Station  
Raleigh, North Carolina

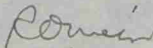
Dear Chancellor Bostian:

President O. C. Aderhold has informed us that Mr. J. E. Coke of the United States Department of Agriculture signified the approval of the Department by signing a copy of the statement which President Aderhold had transmitted to Mr. Ferguson for Department review. We are retaining this signed copy in our files. A copy of Mr. Ferguson's letter indicating Mr. Coke's approval is enclosed.

Approval of the statement by the Presidents of the Valley land-grant colleges, TVA, and the USDA completes the work of Dr. Aderhold's committee, which was created at the Watts Bar (July 1953) Valley Land-Grant College-TVA Conference. Accordingly he has requested that the Committee be dissolved. I am sure that the Conference will accede to his wishes, with a vote of thanks for the Committee's accomplished results.

All parties to the "Statement of Principles" are encouraged to make full use of the statement to secure a high level of public understanding and working relationships in our mutual efforts to make more effective use of "TVA fertilizers for agricultural research, education, and development."

Sincerely,



R. O. Niehoff  
Conference Secretary

Enclosure: November 9, 1954, letter of Mr. G. M. Ferguson, Administrator, USDA, with "Statement of Principles"

COPY

UNITED STATES DEPARTMENT OF AGRICULTURE  
Extension Service

Washington 25, D. C.

November 9, 1954

Dr. O. C. Aderhold, President  
University of Georgia  
Athens, Georgia

Dear Dr. Aderhold:

I am returning a copy of the Statement of Principles drafted by your committee. It has been reviewed by Mr. Coke, Assistant Secretary, and you will note it carries his signature of approval.

I am filing one copy with Mr. Coke's office and one in our office here.

Looking forward to seeing you at the Land-Grant College meeting, I remain

Sincerely yours,

(s) C. M. Ferguson  
C. M. Ferguson  
Administrator

Enclosure

## Statement of Principles

Which Guide the Relationships of the Seven Tennessee  
Valley States Land-Grant Colleges, USDA, and TVA  
in the Use of TVA Fertilizers  
for Agricultural Research, Education, and Development

The Tennessee Valley Authority, in carrying out its obligations relative to fertilizer manufacture and distribution during the past twenty years, has produced, tested, introduced and distributed thousands of tons of experimental fertilizer of varying types and concentrations. During all this period and through all these processes TVA has been closely responsive to the counsel and experience of the U. S. Department of Agriculture and the Land-Grant Colleges in the Valley States. TVA and the colleges have cooperated in programs of research and education in the economic uses of fertilizer in whole-farm readjustments in the acceptance of new fertilizer materials by practical farmers. These endeavors have been quite satisfactory in their relationships and definitely productive in their results.

After this twenty-year period of activity, it seems desirable to examine these relationships and carefully evaluate the present situation in order to make suggestions for future procedure. The interested parties, having made this study and after due deliberation, agree upon the following principles as guides in effectuating new or continuing programs:

1. It is recognized by the interested parties that fertilizer manufactured by TVA pursuant to its statutory responsibilities can and should be used as an experimental material within the framework of tested and proved methods and procedures that will enrich agricultural research and make agricultural education more effective to the end that a more productive and more profitable agriculture be attained.
2. It has been recognized from the beginning of TVA--and it is still so recognized--that these fertilizers can best be tested and used in the improvement of agriculture through and in cooperation with research and educational programs conducted by the Land-Grant Colleges.
3. The Land-Grant Colleges again recognize that the most successful job can be done in the field of research and education by working cooperatively with TVA, organized farm groups, and other governmental and private agencies designed to improve agriculture.

4. It is now concluded that in view of the success in the past the same procedure, should be continued with any changes needed for its improvement.
5. Therefore, any opportunity for using TVA fertilizers more effectively through cooperative relationships and procedures will continue to be pursued to the end that the entire TVA-USDA-Land-Grant College cooperative program be improved, adjusted, and extended for the good of all parties involved and with a view to the best service possible to the people.

Approved by: Conference of Tennessee Valley Land-Grant  
Colleges and Universities and TVA held  
at Wilson Dam, Alabama, August 1954

U. S. Department of Agriculture, November 1954

**TENNESSEE VALLEY AUTHORITY**  
KNOXVILLE, TENNESSEE

December 5, 1955.

Dr. C. H. Bostian, Chancellor  
North Carolina State College  
State College Station  
Raleigh, North Carolina


Dear Dr. Bostian:

It was a real pleasure for those of us in TVA to meet with representatives of the land-grant colleges in Atlanta on October 4 and 5. We feel that this meeting was one of the most informative and rewarding joint meetings which has been held. We trust that the college people share our optimistic appraisal of the meeting.

You will recall the discussion about the test-demonstration activity. By way of review, the current project authorization within TVA and the project agreement with your institution covering this activity expires on June 30, 1956. Since work plans for this activity are developed on a calendar-year basis, the agreement should be extended before January 1. The Board has authorized continuation of this project for an additional five-year period. Your staff and ours have jointly developed a project agreement. By a copy of this letter we are forwarding five copies of the agreement to Dr. Ratchford for processing in the college. Two executed copies should be returned for our files. We appreciate the interest and cooperation of your institution in our regional projects and trust that our organizations can continue to be helpful to each other.

Very truly yours,

TENNESSEE VALLEY AUTHORITY

  
Aubrey J. Wagner  
General Manager

CC: C. B. Ratchford (Encls. 5)

TENNESSEE VALLEY AUTHORITY  
KNOXVILLE, TENNESSEE

October 12, 1955

Chancellor C. H. Bostian  
North Carolina State College of Agriculture  
and Engineering  
Raleigh, North Carolina

Dear Chancellor Bostian:

First let me express my personal pleasure that you were selected chairman for the next annual Valley Land-Grant College-TVA Conference. I look forward to working with you in developing plans for the next conference as I have enjoyed working with your predecessors, Presidents Aderhold, Draughon, and Newman.

If I correctly understood the sense of the meeting with reference to plans for next year, we agreed tentatively on the following:

1. To hold the meetings around October 1, 1956, at Asheville, North Carolina.
2. To have the dates finally selected for the meeting coordinated with the plans of the Southern Land-Grant College Association, which would precede or follow the land-grant college-TVA meeting. You indicated that you could get in touch with the chairman or president of this association to check on the feasibility of having both meetings in Asheville.
3. To include some time for inspection of the Waynesville and Parkers Branch Projects.

The only comment I heard which raised any questions about these tentative plans related to whether or not the presidents would want to be away from their offices for a period long enough to attend both meetings and to take time to inspect the research projects near Asheville. Do you have any opinions on this matter?

Inasmuch as we have found from previous experience that unanticipated changes occur in the plans of both the colleges and the TVA, we

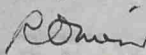


Chancellor C. H. Bostian

October 12, 1955

probably can let these tentative plans stand until sometime around June 1, 1956, when we can make a check on dates and begin to plan the agenda. If this arrangement is satisfactory, we will be in touch with you about the first of June if not before.

Sincerely,

A handwritten signature in cursive script, appearing to read "R. O. Niehoff".

R. O. Niehoff  
Conference Secretary

[sample]  
November 19, 1955

Mr. D. S. Coltrane  
The Budget Bureau  
Raleigh, North Carolina

Dear Mr. Coltrane:

Absence from the office during most of this week has caused a delay in transmitting requests for out-of-state travel to your office.

Since returning I have obtained additional information about the five requests for Extension Workers to accompany twenty-eight 4-H boys and girls to the National 4-H Club Congress. These five requests are being returned with the hope that you will consider all of them justified.

Among these twenty-eight boys and girls are eight or ten winners of national awards. It is necessary that they go from one place to another in the city of Chicago, and it is also essential that the entire group be properly chaperoned. This National Congress requires the assistance of a minimum number of adult Workers, and the five we wish to send is in keeping with the contributions by the various states.

Six members of our staff went to this meeting in 1953, and five went last year. Among those going last year was R. W. Shoffner. He has informed me that it is highly desirable for these five individuals to go. I am, therefore, returning the five requests for your further consideration.

In addition, four requests are being sent at this time for four County Agents to accompany judging teams of 4-H Club boys and girls to the National 4-H Club Congress. No expenses are involved in these four applications.

Sincerely yours,

Carey H. Bostian  
Chancellor

CHB:cw

Enclosures



State of North Carolina  
The Budget Bureau  
Raleigh

LUTHER H. HODGES, GOVERNOR  
AND EX.OFFICIO DIRECTOR OF THE BUDGET

D. S. COLTRANE  
ASSISTANT DIRECTOR OF THE BUDGET

November 15, 1955

Dr. C. H. Bostian, Chancellor  
North Carolina State College  
Raleigh, North Carolina

Subject: Out-of-state Travel - National 4-H Club Congress,  
Chicago, Illinois


Dear Dr. Bostian:

I am returning for re-evaluation your requests for five extension workers to attend the National 4-H Club Congress, Chicago, Illinois, November 25 - December 2.

It seems that these five workers are to accompany twenty-eight 4-H boys and girls to the National 4-H Club Congress. This is a total of five people, six work days--total, thirty work days. It seems to me that three workers would be a sufficient number to accompany this group.

At any rate, I shall appreciate your re-evaluation of the requests.

Very truly yours,

  
D. S. Coltrane  
Assistant Director

DSC:hla

Enclosures, 5

*Shaffer went last year -  
8 national winners, much  
trucking over city -  
Same number as before*

Example

December 13, 1955

Mr. D. S. Coltrane  
The Budget Bureau  
Raleigh, North Carolina

Dear Mr. Coltrane:

We are sending you a considerable number of requests for members of our staff to attend meetings in Atlanta, December 26-31. A letter from Dr. Colvard is attached which provides information in addition to that which I submit for your consideration.

You will note that we propose to have one representative of the Botany Department, two from Genetics, and fifteen from Plant Pathology to attend these meetings. First of all, it should be noted that these are the annual meetings of the American Association for the Advancement of Science and a large number of different professional societies are meeting at the same time. The number of representatives of Plant Pathology desiring to go to this meeting will appear to be unusually large. You will note that we propose to pay full expenses for only one individual, the head of the department, and that all of the others will either travel in State cars or be limited to reimbursement for round-trip coach fare. There will be the usual limit of \$4.00 per day for subsistence.

You will recall that the School of Agriculture has a policy of sending the largest possible number of individuals to one scientific meeting each year by having the individual pay a share of the cost as opposed to sending a smaller number with full expenses paid. These individuals are to be commended for a willingness to use their Christmas vacation and to pay a good portion of their expenses.

We are keeping in mind your recent memorandum warning us that travel funds should be used very carefully. You will note that expenses for these individuals will be paid from a number of different Budgets, including Extension, Miscellaneous Gifts, Tobacco, and others.

I hope that you will see fit to approve all of the requests.

Sincerely yours,

Carey H. Bostian  
Chancellor

CHB:H  
Enclosures

# DILLON SUPPLY COMPANY

RALEIGH — DURHAM — ROCKY MOUNT — GOLDSBORO

Dept.	To	Fund	Transportation	* = Fuel
	To Atlanta AAA S meetings			
Bot.	Scofield	Tobacco	station car	*
Genetics	Stephens	College	"	
"	Grosch	"	"	
<u>Plant Path</u>	Garriss	Ext.	Ext. car	<del>*</del>
	Wells	"	Ext. car	
	Ellis	station	Plane	*
	Sasser	"	Train	
	Hebert	"	Train (personal car)	
	Winstead	"	Station car	
	Nielsen	"	Train (personal car)	
	Musbaum	"	Station car	
	Lucas	"	station car	
	Kelman	"	station car	
	Holtzman	"	station car	
	Hirschman	"	station car	
	Cooper	"	Station car	
	Clayton	" "Service Did It"	station car	
	apple	"	station car	

North Carolina State College of Agriculture and Engineering  
of the  
University of North Carolina  
Raleigh

SCHOOL OF AGRICULTURE  
RESEARCH      EXTENSION  
RESIDENT      TEACHING

OFFICE OF DEAN AND DIRECTORS  
3 DECEMBER 1955

DR. CAREY H. BOSTIAN  
CHANCELLOR  
NORTH CAROLINA STATE COLLEGE  
CAMPUS

DEAR CHANCELLOR BOSTIAN:

YOU WILL FIND ATTACHED A GROUP OF OUT-OF-STATE TRAVEL REQUESTS FOR MEMBERS OF THE PLANT PATHOLOGY STAFF WHO WISH TO ATTEND THE ANNUAL MEETING OF THE AMERICAN PHYTOPATHOLOGICAL SOCIETY IN ATLANTA, GEORGIA, DURING THE CHRISTMAS HOLIDAYS.

ON FIRST EXAMINATION IT IS APPARENT THAT THERE IS A CONSIDERABLE NUMBER OF STAFF MEMBERS FROM THIS DEPARTMENT WHO WISH TO ATTEND THIS MEETING. HOWEVER, THERE ARE A NUMBER OF CIRCUMSTANCES WHICH SEEM TO JUSTIFY THESE REQUESTS. IN THE FIRST PLACE, ALL OF THESE MEN ARE TAKING THEIR ENTIRE CHRISTMAS HOLIDAY FOR THEIR OWN PROFESSIONAL IMPROVEMENT. IN THE SECOND PLACE, THE MEETINGS ARE BEING HELD AT A POINT NOT FAR FROM RALEIGH, WHICH MEANS THAT STAFF MEMBERS CAN GO THIS YEAR WHEREAS THE MEETINGS MAY BE HELD IN OTHER PARTS OF THE UNITED STATES MAKING IT ALMOST IMPOSSIBLE FOR THEM TO ATTEND EVERY YEAR. A THIRD CONSIDERATION IS THE FACT THAT VERY FEW MEMBERS OF THE PLANT PATHOLOGY STAFF DO VERY MUCH TRAVELING. A CAREFUL EXAMINATION OF THEIR INDIVIDUAL REQUESTS REVEALS THAT THEY HAVE NOT SPENT A GREAT DEAL OF TIME AND FUNDS FOR OUT-OF-STATE TRAVEL PURPOSES. A FOURTH CONSIDERATION IS THE FACT THAT MUCH OF THE WORK IN PLANT PATHOLOGY INVOLVES REGIONAL AND INTER-REGIONAL COOPERATION.

THEREFORE, SINCE THE TOTAL COST OF THESE REQUESTS IS NOT GREAT, I WOULD LIKE TO RECOMMEND APPROVAL OF THE APPLICATIONS WHICH ARE ATTACHED.

SINCERELY YOURS,

D. W. COLVARD  
DEAN OF AGRICULTURE

DWC:HO

P.S. REQUESTS FOR HOWARD R. GARRISS AND J. C. WELLS BEING HELD IN YOUR OFFICE ARE TO BE INCLUDED WITH THE GROUPS OF REQUESTS ATTACHED.



[sample]

State of North Carolina  
The Budget Bureau  
Raleigh

LUTHER H. HODGES, GOVERNOR  
AND EX-OFFICIO DIRECTOR OF THE BUDGET

D. S. COLTRANE  
ASSISTANT DIRECTOR OF THE BUDGET

September 29, 1955

Dr. C. H. Bostian, Chancellor  
North Carolina State College  
Raleigh, North Carolina

Subject: Approval of Requests of Home Demonstration Agents to Attend  
National Home Demonstration Convention in Seattle, Washington

Dear Dr. Bostian:

The requests of the following twelve Home Demonstration Agents to attend the National Home Demonstration Convention at Seattle are being approved under stated conditions:

1. At no cost to State of North Carolina - Eugenia P. VanLandingham  
Mrs. Frances C. Wagoner  
C. Louise Homewood  
Mrs. Essa D. Shaw  
Bobbie Jean Gragg  
Anna Lee Ponder.
2. Cost not in excess of \$75 to State of North Carolina - Mrs. Ruby P. Uzzle  
Emily Ballinger  
Nancy W. Lewis  
Helen John Wright  
Mrs. Rita C. Preston  
Ona P. Humphrey.
3. Official time for attending meeting and travel to and from is October 6 to 14 for all those attending meeting; any time used before or after these dates must be taken as annual leave.

Very truly yours,

*D. S. Coltrane*

D. S. Coltrane  
Assistant Director

DSC:hla

CC: Mr. J. G. Vann  
Dr. D. W. Colvard  
Mr. David S. Weaver

[SAMPLES]

OCT 20 1955  
OCT 22 1955

STATE COLLEGE  
RALEIGH

Date October 15, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

Department Forestry

Staff Member for Whom Request is Made Roy M. Carter

Where Memphis, Tennessee

Purpose of Trip to present a paper on "A Program of Conservation through Education and Participation" at the annual meeting of the Railway Tie Association with the objective of Wood Preserving Companies' and Tie Companies' support of School of Forestry activities.

Date of Departure October 25, 1955

Date of Return October 29, 1955

Estimated Cost of Travel \$78.60

Estimated Cost of Subsistence 45.00

Fund to Which the Cost of Trip will be Charged College

Means of Travel Airplane

SIGNED Roy M. Carter

RECOMMENDED A. P. [Signature]  
Dean

APPROVED CHB  
Chancellor

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

(over)



RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

TO	PURPOSE	COST	SOURCE OF FUNDS
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PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

TO	PURPOSE	ESTIMATED COST
----	---------	----------------

Tennessee or Virginia	Hardwood Dimension Manufacturing Educational Committee meeting	\$50.00

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_

METHOD OF TRAVEL \_\_\_\_\_

Form Agr-1

## REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - RaleighDate March 8, 1955Department GRADUATE SCHOOLStaff Member For Whom Request is Made DONALD B. ANDERSONWhere ATLANTA, GEORGIAPurpose of Trip TO ATTEND CONFERENCE ON AGRICULTURAL SCIENCE, SOUTHERN  
REGIONAL EDUCATION BOARDDate of Departure MARCH 31, 1955Date of Return APRIL 2, 1955Estimated Cost of Travel \$44.20Estimated Cost of Subsistence \$33.00Fund to Which the Cost of Trip will be Charged GRADUATE STUDIESMeans of Travel AIRPLANE - Eastern Air Lines

SIGNED

Department Head

APPROVED;

RECOMMENDED

*Donald B. Anderson*  
Assoc. Dean

Specialist in Charge

APPROVED

Chancellor *CHB*

Director

- NOTE: 1. Execute Requests in Triplicate Approximately Ten Days Prior to Making the Trip.  
3. Maximum Allowance For Subsistence is \$11.00 per day.

(over)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Cost</u>	<u>Source of Funds</u>
Oak Ridge	To work out arrangements for Atomic Energy & Science Program	52.71	Graduate Studies
Atlanta, Ga.	To attend meeting of Southern Assn. Land-Grant Colleges and Universities	56.24	Graduate Studies
Atlanta, Ga.	To attend meeting of Southern Regional Ed. Bd.'s Committee on Barriers to Excellence in Graduate Education	64.74	Southern Regional Education Board
Washington, D.C.	To attend meeting of Land-Grant Colleges	59.35	Graduate Studies

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Estimated Cost</u>

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? Dr. W. J. Peterson

Method of Travel Airplane - Eastern Air Lines

Form Agr-1

## REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - RaleighDate November 18, 1955Department Graduate SchoolStaff Member For Whom Request is Made Donald B. AndersonWhere Atlanta, GeorgiaPurpose of Trip To attend meeting of the Commission on Graduate Education  
in the Agricultural Sciences.Date of Departure January 9, 1956Date of Return January 11, 1956Estimated Cost of Travel \$39.35*without cost to the State*Estimated Cost of Subsistence \$22

" " " " "

Fund to Which the Cost of Trip will be Charged

To be paid by the Southern Regional  
Education BoardMeans of Travel Train

SIGNED

Department Head

APPROVED:

RECOMMENDED

Dean

Specialist in Charge

APPROVED

Chancellor

Director

- NOTE: 1. Execute Requests in Triplicate Approximately Ten Days Prior to Making the Trip.  
3. Maximum Allowance For Subsistence is \$11.00 per day.

(over)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Cost</u>	<u>Source of Funds</u>
<u>Atlanta, Georgia</u>	<u>3rd Annual Meeting of Southern Association of Land-Grant Colleges and State Universities</u>	<u>57.01</u>	<u>Graduate Studies</u>
<u>East Lansing, Michigan</u>	<u>1955 Annual Convention of Assn. of Land-Grant Colleges and Universities</u>	<u>114.40</u>	<u>Graduate Studies</u>

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Estimated Cost</u>
<u>New Orleans, Louisiana</u>	<u>29th Annual Meeting of Conference of Southern Graduate Deans</u>	<u>129.90</u>

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_

Method of Travel Airplane

Form Agr-1

## REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - RaleighDate August 3, 1955Department Botany, Division of Biological SciencesStaff Member For Whom Request is Made Ernest BellWhere East Lansing, Michigan

Purpose of Trip to attend the annual meetings of the Botanical Society of America and to present reports of researches carried out under a project in the Experiment Station. Communications to be presented:

- (1) Growth of the cotyledons of Ginkgo biloba in sterile culture (15 min.)
- (2) Cambial activity in the root of Liriodendron tulipifera (15 min.)
- (3) Histological transformations of the callus of Sequoia sempervirens after culture of medium containing  $^{35}S$  and  $^{14}C$ . (15 min.)
- (4) with H.J. Evans and G.W. Miller: Hexokinase activity in a callus culture of Vinca rosea. (15 min.)

Date of Departure September 4, 1955Date of Return September 11, 1955Estimated Cost of Travel (Station Car)Estimated Cost of Subsistence \$7.00 per day (\$4.00 per day allowed) = ~~\$56.00~~ 37.00Fund to Which the Cost of Trip will be Charged Station-State Project 360-B-9Means of Travel State car

SIGNED

Ronald B. Purdie <sup>N.S.C.</sup>  
Department Head

APPROVED:

RECOMMENDED

A. C. Colvard  
Dean

Specialist in Charge

APPROVED

CHB  
ChancellorR. Brown  
Director

- NOTE: 1. Execute Requests in Triplicate Approximately Ten Days Prior to Making the Trip.  
3. Maximum Allowance For Subsistence is \$11.00 per day.

(over)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Cost</u>	<u>Source of Funds</u>
<u>None</u>			

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Estimated Cost</u>
<u>None</u>		

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? Two other Experiment Station

staff members and a research assistant from Botany

Method of Travel State car

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

SCHOOL OF AGRICULTURE  
N. C. STATE COLLEGE - RALEIGH

DATE September 26, 1955

DEPARTMENT Poultry Science

STAFF MEMBER FOR WHOM REQUEST IS MADE Dr. C. W. Barber

WHERE Texas A & M College, College Station, Texas

PURPOSE OF TRIP To attend annual meeting of the Southern (S-6) Regional Technical Committee on Newcastle Disease.

DATE OF DEPARTURE October 12, 1955

DATE OF RETURN October 16, 1955

ESTIMATED COST OF TRAVEL \$142.00 : Plane - \$135., Bus - \$7.

ESTIMATED COST OF SUBSISTENCE \$24.00

FUND TO WHICH THE COST OF TRIP WILL BE CHARGED Misc. Gifts

MEANS OF TRAVEL Plane and Bus

SIGNED E. W. Seayner  
DEPARTMENT HEAD

RECOMMENDED [Signature]  
DEAN

APPROVED [Signature]  
CHANCELLOR

APPROVED:  
SPECIALIST IN CHARGE  
H. A. Stewart  
DIRECTOR

- NOTE: 1. EXECUTE REQUESTS IN TRIPPLICATE APPROXIMATELY TEN DAYS PRIOR TO MAKING THE TRIP.
2. MAXIMUM ALLOWANCE FOR SUBSISTENCE IS \$11.00 PER DAY.



RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>PURPOSE</u>	<u>COST</u>	<u>SOURCE OF FUNDS</u>
<u>Minneapolis, Minn.</u>	<u>To attend meetings on poultry vaccines and poultry inspections.</u>	<u>\$180.00</u>	<u>Misc. Gifts</u>
_____	_____	_____	_____
_____	_____	_____	_____

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>PURPOSE</u>	<u>ESTIMATED COST</u>
<u>None</u>	_____	_____
_____	_____	_____
_____	_____	_____

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

METHOD OF TRAVEL \_\_\_\_\_

APPROVED
APPROVED IN CHARGE
DATE

NOTE: 1. ECONOMIC BUSINESS IN TRIP CASES APPROXIMATELY 75% ARE TO MAINTAIN THE TRIP.  
 2. MAXIMUM ALLOWANCE FOR SUBSIDY IS \$10,000 PER YEAR.

Form Agr-1

## REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - RaleighDate July 14, 1955DEPARTMENT Farm Management and MarketingSTAFF MEMBER FOR WHOM REQUEST IS MADE G. S. Abshier,WHERE East Lansing, Michigan (Michigan State College)PURPOSE OF TRIP Attendance at the American Farm Economics Association meeting

will permit me to learn the latest developments in agricultural economics, and,  
through personal contacts, gain ideas from other agricultural economists which will  
enable me to perform more efficiently as an Extension Marketing Specialist. Papers on  
the latest developments in research and Extension will be presented by leading  
Agricultural Economists from throughout the country.

DATE OF DEPARTURE July 30, 1955DATE OF RETURN August 5, 1955ESTIMATED COST OF TRAVEL State CarESTIMATED COST OF SUBSISTENCE \$28.00 (professional meeting)FUND TO WHICH THE COST OF TRIP WILL BE CHARGED Farm Management and MarketingMEANS OF TRAVEL State CARWHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? W. L. Turner, M. S. Williams,G. R. Cassell, C. W. Williams, D. G. Harwood and A. D. Seale, Jr.DATE July 15, 1955

APPROVED

Moyles Williams  
Specialist In ChargeDATE July 15, 1955

SIGNED

N. B. James  
Department Head (District Agt. for County Agt.)DATE 7/18/55

APPROVED

D. S. Weaver  
Director or Assistant

RECOMMENDED

W. C. Colvard  
Dean

APPROVED

CHB  
Chancellor

- NOTE: 1. Prepare four copies at least 15 days prior to making the trip and send to your Specialist In Charge (District Agents for County Agents).  
 2. Maximum allowance for subsistence is \$11.00 per day.



REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - Raleigh

Date October 12, 1955

DEPARTMENT Animal Husbandry Extension

STAFF MEMBER FOR WHOM REQUEST IS MADE A. V. Allen

WHERE Timonium, Maryland

PURPOSE OF TRIP To observe judging of breeding cattle and fat cattle at the Eastern National Livestock Show. This is the nearest Register-of-Merit Show to us and the only Eastern Show where carloads of Fat steers are shown. A few N. C. herds will be present at this Show. My attendance will keep me informed as to current trends in both breeding and Fat cattle and make it possible for me to pass along new ideas to our state breeders and feeders.

DATE OF DEPARTURE November 14, 1955

DATE OF RETURN November 17, 1955

ESTIMATED COST OF TRAVEL Request permission to use State Car

ESTIMATED COST OF SUBSISTENCE \$40.00

FUND TO WHICH THE COST OF TRIP WILL BE CHARGED Animal Husbandry Extension

MEANS OF TRAVEL State Car.

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? J. S. Buchanan & J. K. Butler

DATE Oct. 13 APPROVED Jack Kelly  
Specialist in Charge

DATE Oct 14 SIGNED J. W. Poir  
Department Head (District Agt. for County Agt.)

DATE 10/25/55 APPROVED J. Weaver  
Director or Assistant

RECOMMENDED J. Colvard  
Dean

APPROVED CHB  
Chancellor

- NOTE: 1. Prepare four copies at least 15 days prior to making the trip and send to your Specialist in Charge (District Agents for County Agents).  
2. Maximum allowance for subsistence is \$11.00 per day.



REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - Raleigh

Date July 8, 1955

DEPARTMENT Agricultural Extension Service

STAFF MEMBER FOR WHOM REQUEST IS MADE J. P. Wilson, Ass't. County Agent

WHERE Michigan State College, Lansing Michigan

PURPOSE OF TRIP Attend National County Agents Association Convention

DATE OF DEPARTURE September 20, 1955

DATE OF RETURN September 26, 1955

ESTIMATED COST OF TRAVEL No expense to state

ESTIMATED COST OF SUBSISTENCE No expense to state

FUND TO WHICH THE COST OF TRIP WILL BE CHARGED No expense to state

MEANS OF TRAVEL Automobile

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? Local representatives from local associations.

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
Specialist In Charge

DATE 7-11-55 SIGNED M. E. Hollaway  
Department Head (District Agt. for County Agt.)

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
Director or Assistant

RECOMMENDED W. C. Crawford  
Dean

APPROVED CHP  
Chancellor

- NOTE: 1. Prepare four copies at least 15 days prior to making the trip and send to your Specialist In Charge (District Agents for County Agents).  
2. Maximum allowance for subsistence is \$11.00 per day.



Form Agr-1  
(H.D.)

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - Raleigh

Date September 14, 1955

DEPARTMENT N. C. Agricultural Extension Service

STAFF MEMBER FOR WHOM REQUEST IS MADE Helen John Wright

WHERE Seattle, Washington

PURPOSE OF TRIP To attend the National Home Demonstration Agents' Association  
as a delegate from the Southwestern District.

DATE OF DEPARTURE October 7, 1955

DATE OF RETURN October 16, 1955

ESTIMATED COST OF TRAVEL ~~1350.00~~ Total 75.00

ESTIMATED COST OF SUBSISTENCE 11.00 per day

FUND TO WHICH THE COST OF TRIP WILL BE CHARGED Agricultural Extension

MEANS OF TRAVEL Plane

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? Eleven (11) other home demonstration agents representing the State and District organizations.

DATE 9/14/55 APPROVED Will Kenneth  
Specialist In Charge (District Agt. for H.D. Agt.)

DATE Sept 14 '55 SIGNED Ruth Current  
State Leader, Home Demonstration Work or Asst.

DATE \_\_\_\_\_ APPROVED \_\_\_\_\_  
Director or Assistant

RECOMMENDED [Signature]  
Dean

APPROVED [Signature]  
Chancellor

- NOTE: 1. Prepare four copies at least 15 days prior to making the trip and send to your Specialist In Charge (District Agents for Home Agents).  
2. Maximum allowance for subsistence is \$11.00 per day.





*sent to J.B.V.*

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - Raleigh

Date September 18, 1955

DEPARTMENT Dairy Extension—Animal Industry

STAFF MEMBER FOR WHOM REQUEST IS MADE George Hyatt, Jr.

WHERE Chicago, Illinois

PURPOSE OF TRIP To Attend International Dairy Show. To assist in the selection of the cattle and the conducting of the national L-H and Intercollegiate Dairy Judging Contests.

I have never attended the International Dairy Show and would like to observe and study the methods of organization used in the conduct of the show.

DATE OF DEPARTURE October 7

DATE OF RETURN October 11

ESTIMATED COST OF TRAVEL \$95.00

ESTIMATED COST OF SUBSISTENCE \$45.00

FUND TO WHICH THE COST OF TRIP WILL BE CHARGED Agricultural Extension

MEANS OF TRAVEL Plane

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_

DATE Sept 20/55 APPROVED George Hyatt Jr.  
Specialist In Charge

DATE Sept 20, 1955 SIGNED J. W. Bow  
Department Head (District Agt. for County Agt.)

DATE 9/29/55 APPROVED D. McLean  
Director or Assistant

RECOMMENDED [Signature]  
Dean

APPROVED \_\_\_\_\_  
Chancellor

- NOTE: 1. Prepare four copies at least 15 days prior to making the trip and send to your Specialist In Charge (District Agents for County Agents).  
2. Maximum allowance for subsistence is \$11.00 per day.



REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - Raleigh

Date August 10, 1955

Department Experimental Statistics

Staff member for whom request is made R. L. Anderson

Where Ann Arbor, Michigan

Purpose of trip to attend annual meetings of the Institute of Mathematical  
Statistics

Date of Departure August 28, 1955

Date of Return September 4, 1955

Estimated cost of travel \$52.00

Estimated cost of subsistence \$23.00

Fund to which the cost of trip will be charged School of Ag.- Dean's Office

Means of travel Train

O.K.  
VAK

SIGNED

J. R. Quincy  
Department Head

RECOMMENDED

D. Coerver  
Dean

APPROVED

CHB  
Chancellor

- Note:
1. Execute requests in triplicate approximately ten days prior to making the trip.
  2. Maximum allowance for subsistence is \$11.00 per day.

\$75.00 maximum allowed for the trip.

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Cost</u>	<u>Source of Funds</u>
Gainesville, Fla.	Teaching in summer school		So. Reg. FEE

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Estimated Cost</u>

What other staff members are going on this trip? 0

\_\_\_\_\_

\_\_\_\_\_

Method of travel \_\_\_\_\_

FORM AGR-1

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

SCHOOL OF AGRICULTURE  
N. C. STATE COLLEGE - RALEIGH

DATE October 17, 1955

DEPARTMENT Animal Industry

STAFF MEMBER FOR WHOM REQUEST IS MADE E. R. Barrick

WHERE Chicago, Illinois

PURPOSE OF TRIP To confer with members of the National Renderers Association on research with meat scraps in progress at N. C. State College and to appear on the program at the annual convention of the National Renderers Assn.

DATE OF DEPARTURE November 7, 1955

DATE OF RETURN November 8, 1955

ESTIMATED COST OF TRAVEL No expense to the State

ESTIMATED COST OF SUBSISTENCE No expense to the State

FUND TO WHICH THE COST OF TRIP WILL BE CHARGED National Renderers Assn.

MEANS OF TRAVEL Airplane

SIGNED [Signature]  
DEPARTMENT HEAD

RECOMMENDED [Signature]  
DEAN

APPROVED [Signature]  
CHANCELLOR

APPROVED:

SPECIALIST IN CHARGE

DIRECTOR

OK EXP

- NOTE: 1. EXECUTE REQUESTS IN TRIPLICATE APPROXIMATELY TEN DAYS PRIOR TO MAKING THE TRIP.
2. MAXIMUM ALLOWANCE FOR SUBSISTENCE IS \$11.00 PER DAY.

(OVER)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>PURPOSE</u>	<u>COST</u>	<u>SOURCE OF FUNDS</u>
Knoxville, Tenn	To judge Beef Cattle at the TVA and I Fair	No expense to State	
Washington, D. C.	To attend the International Conf. on the Use of Antibiotics in Agric.-sponsored by the National Academy of Sciences.	\$86.00	Station; Misc. Receipts.

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>PURPOSE</u>	<u>ESTIMATED COST</u>
Chicago, Illinois	Attend the Meetings of the American Society of Animal Production	\$75.00

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

METHOD OF TRAVEL \_\_\_\_\_  
 \_\_\_\_\_



10/24

OCT 26 1955



STATE COLLEGE  
RALEIGH

Date OCTOBER 21, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

Department SCHOOL OF DESIGN

Staff Member for Whom Request is Made HENRY L. KAMPHOFNER

Where WASHINGTON, D. C.

Purpose of Trip I WILL BE IN BALTIMORE, Md., ON MONDAY, NOVEMBER 21 TO SERVE ON AN ARCHITECTURAL JURY TO SELECT ENTRIES FOR AN EXHIBITION AT THE BALTIMORE MUSEUM OF ART ON "ARCHITECTURE OF THE 10-YEAR POST-WAR PERIOD." THE MUSEUM WILL PAY MY EXPENSES TO AND FROM BALTIMORE. WHILE I AM UP THAT WAY I SHOULD STOP AT THE NATIONAL HEADQUARTERS OF THE AMERICAN INSTITUTE OF ARCHITECTS IN WASHINGTON, D. C. TO CONFER WITH THEM ON A NUMBER OF MATTERS CONCERNING ARCHITECTURE AND ARCHITECTURAL EDUCATION. THIS IS A REQUEST FOR TWO DAYS SUBSISTENCE IN THE CITY AND FOR A FEW OF THE POSSIBLE INCIDENTAL EXPENSES.  
DURING THIS PERIOD IN WASHINGTON I WILL ALSO ATTEND A NATIONAL CONFERENCE FOR STUDENT MEMBERS OF THE AMERICAN INSTITUTE OF ARCHITECTS WHICH WILL INCLUDE DELEGATES FROM THE STUDENT BODY OF THE SCHOOL OF DESIGN.

Date of Departure SUNDAY - NOVEMBER 20, 1955

Date of Return WEDNESDAY - NOVEMBER 23, 1955

Estimated Cost of Travel TO BE PAID BY BALTIMORE MUSEUM OF ART

Estimated Cost of Subsistence TWO DAYS @ \$11.00, INCIDENTAL EXPENSE-\$5.00 TOTAL- ABOUT \$25.00

Fund to Which the Cost of Trip will be Charged TRAVEL

Means of Travel AIR

SIGNED [Signature]  
RECOMMENDED [Signature]  
Dean  
APPROVED [Signature]  
Chancellor

NOTE:

- 1. Execute requests in triplicate approximately ten days prior to making the trip.
- 2. Maximum allowance for subsistence is \$11.00 per day.



RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

TO PURPOSE COST SOURCE OF FUNDS

NONE

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

TO PURPOSE ESTIMATED COST

LOS ANGELES, CAL. A.I.A., NATIONAL CONVENTION \$400.00

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? NONE

METHOD OF TRAVEL Air

10/24  
OCT 26 1955

STATE COLLEGE  
RALEIGH



Date October 22, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

Department Occupational Information and Guidance

Staff Member for Whom Request is Made Roy N. Anderson

Where New York City

Purpose of Trip Educational Records Bureau Conference on Vocational Guidance -

Consultant at meeting for Development of College Placement Exams - Psychological Corp.

Educational Testing Service Conference on use of College Entrance Board Examinations.

Date of Departure Oct. 27

Date of Return Oct. 30

Estimated Cost of Travel None

Estimated Cost of Subsistence None

Fund to Which the Cost of Trip will be Charged None

Means of Travel Plane and train

SIGNED Roy N. Anderson

RECOMMENDED Bryant Oakland  
Dean

APPROVED CHB  
Chancellor

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

(over)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

TO	PURPOSE	COST	SOURCE OF FUNDS
----	---------	------	-----------------

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

TO	PURPOSE	ESTIMATED COST
----	---------	----------------

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP?

METHOD OF TRAVEL

JUL 20 1955  
JUL 22 1955

State College  
Raleigh

Date July 19, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

Department Occupational Information and Guidance, School of Education

Staff Member for Whom Request is Made Dr. Roy N. Anderson

Where University of Virginia, Charlottesville, Virginia

Purpose of Trip To participate in a conference on Counselor Preparation. About 25 individuals from various colleges across the country have been invited to participate in the preparation of a manual for counselors. July 25-29, 1955.

Date of Departure Sunday, July 24

Date of Return Wednesday, July 27

Estimated Cost of Travel None

Estimated Cost of Subsistence None

Fund to which the Cost of Trip will be Charged \_\_\_\_\_

Means of Travel Railroad

SIGNED

Roy N. Anderson  
Roy N. Anderson

RECOMMENDED

J. Bryant Kinchel  
Dean

APPROVED

CWB  
Chancellor

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

TO \_\_\_\_\_ PURPOSE \_\_\_\_\_ COST \_\_\_\_\_ SOURCE OF FUNDS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

TO \_\_\_\_\_ PURPOSE \_\_\_\_\_ ESTIMATED COST \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_

\_\_\_\_\_

METHOD OF TRAVEL \_\_\_\_\_

JUN 20 1955

HRD-80  
Travel 422-13 (1)

JUN 24 1955

State College  
Raleigh

Date June 16, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

Department Engineering Research

Staff Member for Whom Request is Made L. S. Aenow

Where Panama Canal Zone

Purpose of Trip To obtain physical data regarding the Canal Zone in conformity with the research contract between this department and the Waterways Experiment Station, Corps of Engineers, U. S. Army. (HRD-80)

Date of Departure July 9, 1955

Date of Return September 1, 1955

Estimated Cost of Travel \$300.00

Estimated Cost of Subsistence \$550.00

Fund to Which the Cost of Trip will be Charged Travel 422-13 (1)

Means of Travel Air

This College will be reimbursed for this expense with funds from the Contract referred to above.

SIGNED W. W. Conner  
Director

RECOMMENDED J. H. Hays 6-17-55  
Dean

APPROVED Carey H. Bostian  
Chancellor

RE7  
per C.R.M.

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

(over)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

TO	PURPOSE	COST	SOURCE OF FUNDS
NONE			

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

TO	PURPOSE	ESTIMATED COST
NONE		

WHAT OTHER STAFF MEMBERS ARE GOING ON THIS TRIP? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

METHOD OF TRAVEL, Air

STATE COLLEGE  
RALEIGH

Date Oct. 20, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

Department Mineral Industries

Staff Member for Whom Request is Made Wm. W. Austin

Where Huntington, W. Va.

Purpose of Trip To attend open house for Engineering Educators at International Nickel Company's Plant.

Date of Departure Wed. 10-26-55

Date of Return Friday, 10-28-55

Estimated Cost of Travel \*

Estimated Cost of Subsistence \*

Fund to Which the Cost of Trip will be Charged \_\_\_\_\_

Means of Travel Air Line

\*Expenses paid by International Nickel Company

SIGNED Wm. W. Austin

RECOMMENDED [Signature] 10-21-55  
Dear \_\_\_\_\_

APPROVED [Signature]  
Chancellor

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

(Over)







RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Cost</u>	<u>Source of Funds</u>
<u>Ann Arbor, Mich.</u>	<u>to attend annual meetings of I.M.S.</u>	<u>\$70.00</u>	<u>School of Ag.</u>
<u>Gainesville, Fla.</u>	<u>teaching in summer school</u>	<u>0</u>	<u>G. E. B.</u>
_____	_____	_____	_____
_____	_____	_____	_____

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Estimated Cost</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

What other staff members are going on this trip? Gertrude M. Cox, A. L. Finkner,  
D. G. Horvitz, R. J. Monroe, H. F. Smith, John Monroe, R. J. Hader

Method of travel Train & Plane

OCT 19 1955

~~OCT 21 1955~~

OCT 25 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School of Agriculture  
N. C. State College - Raleigh

Date October 18, 1955

Department Institute of Statistics

Staff member for whom request is made R. E. Comstock

Where Chicago, Ill.

Purpose of trip Attend annual meeting of American Society of Animal Production.

Dr. Comstock is responsible for the consultant services which the department  
gives to the field of animal breeding, and it is necessary that he maintain  
contact with the leaders in this field and with the ir problems.

Date of Departure November 24, 1955

Date of Return November 27, 1955

Estimated cost of travel \$39.82

Estimated cost of subsistence \$44.00

Fund to which the cost of trip will be charged Institute of Statistics

Means of travel Train coach

SIGNED

J. A. Biggers  
Department Head

RECOMMENDED

Dean

APPROVED

CHB  
Chancellor

- Note: 1. Execute requests in triplicate approximately ten days prior to making the trip.  
2. Maximum allowance for subsistence is \$11.00 per day.

(OVER)

RECORD OF PREVIOUS TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Cost</u>	<u>Source of Funds</u>
<u>Kingston, N. H.</u>	<u>consultant for Nichols Poultry Farm</u>	<u>0</u>	<u>Nichols Poultry Farm</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PLANNED OR PROBABLE ADDITIONAL TRIPS DURING THIS FISCAL YEAR

<u>To</u>	<u>Purpose</u>	<u>Estimated Cost</u>
<u>Washington, D. C.</u>	<u>Meeting of Advisory Panel (of Nat'l Sci. Found. ) for developmental and genetic biology.</u>	<u>\$25.00</u> <u>0</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

What other staff members are going on this trip? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Method of travel Train-car Plane

N. C. State College  
Raleigh

Date Oct. 21, 1955

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School

Department

Staff Member for Whom Request is Made **C. M. Asbill, Jr.**

Where **Atlanta, Georgia**

Purpose of Trip **to attend meeting of Textile Section of A.S.M.E.  
at Georgia Tech**

Date of Departure **Oct. 27, 1955**

Date of Return **Oct. 29, 1955**

Estimated Cost of Travel **\$46.80**

Estimated Cost of Subsistence **\$30.00**

Fund to Which the Cost of Trip will be Charged

Means of Travel **Plane**

SIGNED Clarence M. Asbill, Jr.

RECOMMENDED M. DeCampbell  
Dean of School

APPROVED CHB  
Chancellor

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

(over)

Record of Previous Out-of-State Trips this Fiscal Year

To	Purpose	Cost	Source of Funds
----	---------	------	-----------------

Planned or Probable Additional Out-of-State Trips This Fiscal Year:

Other Staff Members Who Will Make This Trip:

How They Will Travel:

N. C. State College  
Raleigh

Date 11/2/55

REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL

School **Textiles**

Department **Research**

Staff Member for Whom Request is Made **J. F. Bogdan**

Where **Charleston, West Virginia**

Purpose of Trip **To discuss research project with sponsor, Carbide and Carbon Chemicals Company**

Date of Departure **November 6, 1955**

Date of Return **November 8, 1955**

Estimated Cost of Travel **\$60.00**

Estimated Cost of Subsistence **\$22.00**

Fund to Which the Cost of Trip will be Charged **Textile Research**

Means of Travel **Air**

SIGNED *J. F. Bogdan*

RECOMMENDED *W. E. Campbell*  
Dean of School

APPROVED *CHP*  
Chancellor

NOTE:

1. Execute requests in triplicate approximately ten days prior to making the trip.
2. Maximum allowance for subsistence is \$11.00 per day.

(over)



Record of Previous Out-of-State Trips this Fiscal Year

To	Purpose	Cost	Source of Funds
Cambridge, Mass.	To participate on discussions at meetings of the Fiber Society	\$124	Textile Research

Planned or Probable Additional Out-of-State Trips This Fiscal Year:

**None**

Other Staff Members Who Will Make This Trip:

**Mr. W. A. Newell and Mr. H. A. Rutherford**

How They Will Travel:

**Air**