

representing the purchaser.
(Signed) Wallace Heckman.

It was moved and seconded to approve the purchase of ground at the northeast corner of Greenwood Avenue and East Fifty-sixth Street at cost of \$34,563.37 as reported, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report:

November 19, 1919

Board of Trustees,
University of Chicago.

Through Messrs. Tenney, Harding &
Sherman I am in receipt of a certified
copy of a judgment of \$6,600 and costs
against the city of Chicago, in connec-
tion with the change of the grade of the
Great Lakes Building. The corporation counsel
has certified the same to the Comptroller.
This copy contains such certification. I am
filing same with the other securities of the
University with the Northern Trust Company, as
custodian.

(Signed) Wallace Heckman

The Business Manager submitted the following report:

Board of Trustees,
University of Chicago

Messrs. Wilson & McIlvaine report that the case of Herman Kreuding versus State of Illinois and University of Chicago et al in the United States court, involving the title to the shore property, including property at Ohio Street and Lake Shore Drive, was, on Tuesday, the 18th of November, dismissed on motion of our solicitors.

(Signed) Wallace Heckman.

The Business Manager reported that the attorney for the estate of the late Judge Frederick A. Smith had requested that a formal acceptance be given for gifts received by the

Great Lakes
Building,
Judgment
against
city.

Kreuding vs.
State of
Illinois,
University
of Chicago,
etal.

Smith, F. A.
Estate of

#16 -- Board of Trustees
December 9, 1919

University from the estate under the will.

It was moved and seconded to adopt the following resolution:

Resolved, that the gifts, devises, and bequests made by Frederick A. Smith to the University of Chicago in his last will and testament be and the same are hereby accepted, upon the conditions named in said last will and testament,

and, a vote having been taken, the motion was declared adopted.

The Business Manager presented the following communication: December 2, 1919

Board of Trustees,
University of Chicago.

The legislature, at the last session, passed an act amending the statutes in relation to corporations not for pecuniary profit. The present statute provides that "whenever trustees, managers or directors shall be elected, a certificate under the seal of the corporation, giving the names of those elected and the term of their office, shall be recorded in the office of the Recorder of Deeds, where the certificate of organization is recorded." I should like to recommend that hereafter, upon the election of members of this Board such certificate be duly filed.

(Signed) Wallace Heckman

It was moved and seconded to concur in the recommendation; to instruct the proper officers after each annual election to prepare and sign for the purpose of recording it a certificate giving the names of Trustees elected and their term of office, and, a vote having been taken, the motion was declared adopted.

The Business Manager reported that it was necessary to give a bond to the United States Government to cover the custody of property

Trustees,
Names to be
Recorded by
Recorder of
Deeds

United States
Government,
Bond to.

#17-- Board of Trustees
December 9, 1919

loaned to the University for the Department of Military Science and Tactics.

It was moved and seconded to adopt the following resolution:

Resolved, that the President and Secretary of the Board of Trustees of the University of Chicago be and they are hereby duly authorized to execute, on behalf of the University of Chicago, a bond for the safekeeping of public animals, arms, uniforms, equipment and means of transportation issued to educational institutions under Section 47, National Defense Act of June 3, 1916, in the amount of Ten Thousand Dollars (\$10,000); said bond being conditioned upon the care and safekeeping and the return, when required, of the animals, arms, uniforms, equipment and means of transportation above referred to, including insurance thereon against loss to the United States,

and, a vote having been taken, the motion was declared adopted.

The Business Manager reported that under the recent legislation prohibiting the sale or use of distilled spirits it had become necessary for the University to give a surety bond to the United States Government in the sum of \$1,000 in order to permit the use of such spirits in the laboratories.

It was moved and seconded to authorize the proper officers to execute a bond of \$1,000 to the United States Government in order to permit the use of distilled spirits by the University, and, a vote having been taken, the motion was declared adopted.

Distilled
Spirits,
Bond for
use of

Coal
Shortage

Rush
Medical
College,
Notifica-
tion to

Wallace Heckman, Esq.,
Room 1204, 194 South La Salle Street,
Chicago.

(Signed) J. J. Glessner

5817
Kenwood
Avenue

Home Econ-
omics
Laboratory

#19 -- Board of Trustees
December 9, 1919

the School of Education. The cost of these alterations and of the necessary equipment was estimated at \$15,000.

It was moved and seconded to refer to the Committee on Buildings and Grounds with power to act the proposal to make alterations in the building at 5817 Kenwood Avenue with authority to underwrite the amount required, \$15,000, from General Reserve should the work be done and the equipment purchased; and, a vote having been taken, the motion was declared adopted.

Upon recommendation of the Business Manager,

It was moved and seconded to authorize a payment of \$1,000 to Winford H. Smith, consultant for the plans of the Medical School buildings on account of work done, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report:

December 9, 1919

Board of Trustees,
University of Chicago

We have increased by 25% the insurance carried on the following buildings:

Chemical Building.....	\$50,000
Security Building.....	180,000
Lees Building.....	195,000
LaVerne Building.....	90,000
*Campus Group.....	1,490,500
Lexington Hall.....	18,000
Greenwood Hall.....	26,000
Two former flat buildings	
5825-7 Kimbark Avenue....	17,400
Plaisance Building.....	25,000
Ellis Hall.....	16,000

W. H. Smith

Fire Insurance on
University
and down-
town build-
ings

#20 -- Board of Trustees
December 9, 1919

The Tacoma Building, \$300,000, not increased; the Great Lakes and Shops Buildings, sprinkled risks, not increased. The Mills Building, corner Jackson Boulevard and Green Streets, is a sprinkled risk, but on account of certain conditions in occupancy, we add 20% insurance.

We have canvassed, in conjunction with the insurance agents, the amounts carried on apartment and other buildings, in which there is no 80% clause. We regard the amount of insurance carried on these properties as adequate, and have not increased them.

It is the practice of the office to see that the insurance carried by tenants, such as Central Scientific Company, Crane Company, Williams Building, Chicago Telephone Company, Hotel La Salle, Grace Hotel, Steele-Wedeles, is kept adequate in view of present building costs.

On Harper Library, Law, Classics, Walker and Haskell Museums, Rosenwald, Bartlett Gymnasium, Hull Laboratories, Hitchcock, Ida Noyes, Belfield, and Emmons Blaine Halls, all fireproof, no insurance is carried.

*Campus Group.....	\$1,490,500
Tower Group.....	\$320,000
" Contents.....	45,000
Snell Hall.....	35,000
" Contents.....	2,600
Ryerson Physical Laboratory....	150,000
" Contents.....	48,000
Kent Chemical Laboratory.....	150,000
" Contents.....	45,000
Press Building.....	80,000
" Contents.....	75,000
Cobb Lecture Hall.....	165,000
" Contents.....	11,500
North Hall.....	37,500
" Contents.....	2,000
Middle Divinity Dormitory.....	50,000
" Contents.....	4,500
South " " "	37,500
" " " "	1,800
Beecher Hall.....	45,000
" Contents.....	4,000
Green Hall.....	55,000
" Contents.....	5,200
Kelly Hall.....	45,000
" Contents.....	3,700
Foster Hall.....	65,000
" Contents.....	7,200

(Signed) Wallace Heckman

It was moved and seconded to approve the action of the Business Manager in in-

Adjourned.

Spencer Dickerson
Secretary

Secretary

The University of Chicago
MINUTES OF THE BOARD OF TRUSTEES
January 13, 1920

The regular monthly meeting of the Board of Trustees was held in the Board Room, on Tuesday, January 13, 1920, at 2 p.m.

There were present: Mr. MacLeish, in the chair, Messrs. Baldwin, Donnelley, Gilkey, Grey, Judson, Post, Scott and Swift; also Mr. Plimpton.

Messrs. Arnett, Heckman, Parker, Rosenwald, Ryerson and Smith sent word of their inability to be present.

Prayer was offered by Mr. Dickerson.

The minutes of the meeting held December 9, 1919, were approved.

The Secretary presented a minute from the Committee on Expenditures recommending commutation of the extra vacation credit of R. J. Bonner, H. H. Newman and T. G. Soares.

R. J. Bonner
H. H. Newman
T. G. Soares

It was moved and seconded to commute the extra vacation credit of R. J. Bonner, \$666.66 less one-third for cash, net \$444.44; of H. H. Newman, \$1,916.66, less one-third for cash, net \$1,277.78; of T. G. Soares, \$666.66, less one-third for cash, net \$444.44, and, the payment to each of the respective amounts named, and, a vote having been taken, the motion was declared adopted.

The Secretary presented the following communication:

Report of the Board of Trustees
December 9, 1919

increasing the amount of life insurance carried on buildings of the University as reported and a vote having been taken, the motion was declared adopted.

Respectfully,
Secretary

Secretary

#2 — Board of Trustees
January 13, 1920

January 12, 1920

The Board of Trustees,
University of Chicago.

On November 16, 1916, the Board of Trustees referred to the Committee on Finance and Investment for investigation and report a proposal to insure employees of the University and members of the teaching staff. Subsequently the Committee instructed the Auditor to prepare a report on the matter, which report after a long and exhaustive study was submitted to each member of the Committee on November 21, 1919. Meanwhile the comprehensive reports upon the insurance of teachers, prepared under the auspices of the Carnegie Foundation for the Advancement of Teaching, had been published.

On December 18, 1919, the Committee, after full discussion of the subject took the following action:

1. It was moved and seconded to recommend to the Board of Trustees: (1) that the principle of securing group insurance be adopted as applicable to two separate classes of persons, viz., the employees of the University and members of the teaching staff not at present entitled to the benefits of the present retiring-allowance plan; (2) that the University bear the entire expense of purchasing this insurance including disability payments; and (3) that the Auditor be instructed to suggest to the Board of Trustees that company which will offer the policy best calculated to provide the kind of insurance desired on the most favorable terms, and, a vote having been taken, the motion was declared adopted.

2. It was moved and seconded that it is the sense of this Committee; (1) that some insurance and retiring-allowance plan based on the contributory principle in which both the University and the members of the faculty join is the most just and equitable to all interests concerned; and (2) that if the Board shall adopt the principle suggested it appoint a committee to confer with a committee to be appointed by the faculty to draw up a plan based on the contributory principle for consideration and action by the Board of Trustees, on the supposition that for members of the faculty to be appointed after a certain specified date some contributory insurance and retiring-allowance plan shall apply in place of the retiring-allowance plan now in effect, and, a vote having been taken, the motion was declared adopted.

(Signed) J. Spencer Dickerson
Secretary.

Insurance
of Employees
and Members
of the Teaching
Staff

#3 -- Board of Trustees
January 13, 1920

It was moved and seconded to concur in the recommendation of the Committee; to adopt the principle of a contributory retiring allowance; to authorize the appointment of the Committee called for, and, that the Auditor be instructed to prepare a report for the Board of Trustees at the expiration of a period of two years while the plan of group insurance is in force showing the results of its operation, and, a vote having been taken, the motion was declared adopted.

The Vice-president subsequently appointed as the special committee for conference with members of the faculty: Messrs. Donnelley, Scott and Arnett.

The Secretary presented a minute from the Committee on Finance and Investment recommending that authority be given to the Business Manager to dispose of the Chemical and Shops Buildings' leaseholds at a price not less than \$250,000.

It was moved and seconded to concur in the recommendation and to give authority to the Business Manager to dispose of the Chemical and Shops Buildings' leaseholds at a price not less than \$250,000, and, a vote having been taken, the motion was declared adopted.

The Secretary presented a minute from the Committee on Press and Extension recommending the adoption of the following plan for reorganization of the University of Chicago Press:

T.E. Donnelley
R.L. Scott
T. Arnett

Chemical
and Shops
Buildings'
Leaseholds

University
Press, Reor-
ganization
of

#3 -- Board of Trustees
January 13, 1920

January 13, 1920

The Board of Trustees
University of Chicago
On November 16, 1919, the Board of
Trustees referred to the Committee on Finance
and Investment for investigation and report a
proposal to insure employees of the University
and members of the teaching staff. Subsequent-
ly the Committee instructed the Auditor to pre-
pare a report on the matter, which report later
came a long and extensive study was submitted to
each member of the Committee on November 21,
1919. Meanwhile the comprehensive report upon
the insurance of teachers, prepared under the
auspices of the Faculty Committee for the
advancement of teaching, had been published.
On December 15, 1919, the Committee
after full discussion of the subject took the
following action:
1. It was moved and seconded to recom-
mend to the Board of Trustees that the
principle of securing group insurance be
adopted as applicable to two separate classes of
persons, viz., the employees of the University
and members of the teaching staff not of pro-
fessional rank. (1) That the University
provide the entire expense of purchasing this in-
surance including disability payments; and (2)
that the Auditor be instructed to suggest to
the Board of Trustees that company which will
offer the policy best adapted to provide
the kind of insurance desired on the most favor-
able terms, and, a vote having been taken, the
motion was declared adopted.
2. It was moved and seconded that it be
the sense of this Committee that some in-
surance and retiring allowance plan based on
the contributory principle in which both the
University and the members of the faculty both
at the most just and equitable to all interests
concerned; and (3) that if the Board shall so
direct the Committee be authorized to appoint a com-
mittee to confer with a committee to be appointed
by the Faculty to draw up a plan based on
the contributory principle for consideration
and action by the Board of Trustees, on the
supposition that for members of the faculty to
be appointed after a certain specified date
some contributory insurance and retiring
allowance plan shall apply in place of the
retiree-allowance plan now in effect, and
a vote was taken, the motion was de-
clared adopted.

Edward H. Rouse
Secretary

Insurance
of Employees
and Members
of the Faculty
and Staff

1. The publication of books and journals.
2. The manufacture of books and journals; printing official documents and miscellaneous work of the University.
3. The retail sale of books and supplies for the benefit of the University community.

1. The Committee on Press and Extension of the Board of Trustees.
The formulation of general policy; the provision and allotment of capital and funds; the appointment of the Managers and General Editor, and the fixing of their salaries.
2. The Administrative Committee shall consist of:
The President of the University.
The Business Manager.
The Secretary of the Board of Trustees.
The Auditor.
The three Managers and the General Editor.
The Chairman of the Committee on Press and Extension.
The Chairman of the Sub-committee on the University Bookstore.
Sub-committee on Publication and Printing: The Managers of the Publication and Manufacturing Departments and the General Editor.
The general oversight of the details of carrying out the policies formulated by the committee on Press and Extension; recommendations for the provision and allotment of funds.

1. The Manager of the Publication Department: Has charge of details in connection with the publication of books and journals, and assumes all functions necessary for the successful operation of the department, except as herein specially reserved.
2. The Manager of the Manufacturing Department: Has charge of details in connection with manufacturing, and assumes all functions necessary for the successful operation of the plant, except as herein specially reserved.

#5 — Board of Trustees
January 13, 1920

3. The Manager of the Bookstore: Has charge of the details and assumes all functions necessary for the successful operation of the Bookstore, except as herein specially reserved.
4. The General Editor: Negotiates with authors and editors for the publication of books and journals and presents the same to the Board of University Publications for approval and recommendation.

IV. Funds

The Manager of each department shall be required to keep the amount of indebtedness for wages, salaries, materials, supplies, and for all other purposes within such limits, that the net investment by the University shall not exceed the amount of the fixed and floating capital authorized for his department from time to time by the Committee on Press and Extension. Requests for increases in capital shall be made to the Administrative Committee for recommendation to the Committee on Press and Extension.

V. Employment

The Managers shall engage and discharge employees and fix the rate of compensation, subject to a general scale approved by the Committee on Press and Extension, and shall report all changes in staff, wages, or salaries to the Administrative Committee. Increases in compensation or employment of additional persons shall not be fully effective until approved by the Administrative Committee.

VI. Purchasing

The Managers shall make purchases and contracts for purchases of merchandise, materials, supplies and services for the current needs of their departments, and shall approve and forward invoices for the same to the Auditor for payment.

Requisitions for equipment shall be presented to the Administrative Committee; all such requisitions for amounts exceeding \$250 shall be referred by the Administrative Committee to the Committee on Press and Extension.

VII. Contracts

Contracts for the publication of books and journals shall be prepared and executed by the Manager of the Publication Department in accordance with the provisions of Section IX.

#6 -- Board of Trustees
January 13, 1920

Agreements and contracts for printing, binding and other work to be done by the Manufacturing Department shall be executed by the Manager.

VIII. Credits

Credit may be extended to any customer to aggregate amounts as follows; by the Manager of the Manufacturing Department \$1,500; by the Manager of the Publication Department \$500; and by the Manager of the Bookstore \$250. No extension of credit in excess of the amounts stated shall be made unless authorized by the Administrative Committee.

IX. Books

1. Financial provisions: The Committee on Press and Extension may at the beginning of each fiscal year, designate and arrange for funds out of which the expense of composition and plates of new titles and editions for the year shall be defrayed. The selection of titles and editions shall be made by the Committee on Press and Extension, except that between meetings of the Committee the selection may be made by the Administrative Committee and reported to the Committee on Press and Extension at its next meeting.

2. New Titles: All new titles shall be recommended for publication by the Board of University Publications. When involving the expenditure of Press funds the Manager of the Publication Department shall present such titles to the Committee on Press and Extension accompanied by full and separate particulars and his recommendations concerning each proposed publication.

New titles not involving the expenditures of Press funds shall also be authorized by the Committee on Press and Extension, but between meetings of the Committee may be authorized by the Administrative Committee and reported to the Committee on Press and Extension at its next meeting.

3. Reprints: Recommendations for replenishing the stock of titles already published shall be made by the sub-committee on Publication and Printing to the Administrative Committee, which shall have power to authorize the work within the funds available. Cases in which there is a doubt as to the advisability of reprinting shall be referred to the Committee on Press and Extension.

X. Journals

Journals may be published for the University, or for other institutions or individuals, where the manufacturing cost is provided. No journal shall be

#7 — Board of Trustees
January 13, 1920

published which has not been recommended by the Board of University Publications and approved by the Committee on Press and Extension.

1. Financial provisions: Appropriations for University journals are made in advance for each fiscal year by the Board of Trustees on recommendation of the Committee on Press and Extension. These appropriations together with estimated income from other sources are budgeted by the Manager of the Publication Department in conference with the various editors, and such budgets are presented to the Administrative Committee for approval. The funds available for any journal shall not be exceeded without authorization by the Committee on Press and Extension.

2. Compensation for publishing: The Publication Department shall be allowed 25 per cent as its commission in payment of all publishing expenses, except those for promotion, upon all receipts from subscriptions, advertising and books for review.

XI. Manufacturing Charges

The basis for charges to the University for work done by the Manufacturing Department and for special services rendered by the Publication Department shall be the cost per chargeable hour. The charge per hour shall be fixed at 10 per cent in advance of the departmental cost, as authorized from time to time by the Administrative Committee. Work done and stock furnished on outside contract shall be billed at an advance of 10 per cent over cost.

It was moved and seconded to concur in the recommendation; to adopt the plan of organization of the University of Chicago Press as proposed, and in those instances where the adoption of the report alters the language of the University Statutes to amend them to conform to the phraseology used in the plan for organization, and, a vote having been taken, the motion was declared adopted.

University
Statutes,
Amendment
of

#8 -- Board of Trustees
January 13, 1920

The Secretary reported that at a meeting of the Committee on Buildings and Grounds the President of the University had called attention to the arrangement made with Mr. Winford H. Smith, of Johns Hopkins Hospital, by action of the Board of Trustees at the meeting held April 9, 1918, by which he was appointed consultant in the erection of the Billings Hospital and Max Epstein Dispensary with compensation of \$5,000. Mr. Smith has completed the service called for in the preparation of the plans and the question arises whether it is desirable to continue his services as consultant in the further development of the plans, in drawing of specifications and in consideration of such matters as plumbing, lighting, heating, refrigeration and other details. Thereupon the Committee recommended to the Board of Trustees the continuation of the services of Mr. Winford H. Smith, as consultant on the plans of the hospital and the dispensary with total compensation of \$12,500 inclusive of the \$5,000 already agreed upon, the Chairman of the Committee meanwhile to consult with the architect and to obtain his approval of the arrangement now proposed and if received to report the result to the Board of Trustees for confirmation.

In the absence of Mr. Hutchinson,

It was moved and seconded to refer to the Chairman of the Committee on Buildings and Grounds with power to act the matter of the con-

W.H.Smith,
Billings
Hospital,
Continuation
of Consult-
ant's
services

#9 -- Board of Trustees
January 13, 1920

tinuation of the services of Winford H. Smith, as consultant, and, a vote having been taken, the motion was declared adopted.

The Secretary presented the following letter from the President of the General Education Board:

December 15, 1919

Mr. J. Spencer Dickerson
Secretary, University of Chicago.

I have your letter of December 10, in which you inform me of the action of your Trustees in releasing Mr. Arnett to the General Education Board. It is our understanding that he comes as a permanent member of our staff and that for a limited period of time, to be arranged between the President of the University and the President of the General Education Board, a portion of his time (at present one-third) is to be given to the University. This arrangement is entirely satisfactory to us, and under the authorization of our Board I concur in the arrangement.

(Signed) Wallace Buttrick.

It was moved and seconded to instruct the Secretary to inform the General Education Board that the Board understands that the arrangement made between Mr. Arnett, the Education Board and the University is that set forth in the action of the Trustees as recorded in the minutes of the meeting held December 9, 1919, and that while Mr. Arnett may ultimately become a permanent member of the staff of the Education Board the period of his service with the University is not for a limited time, if that phrase is interpreted as meaning that his duties at the University shall be soon terminated, and, a vote having been taken, the motion was declared adopted.

General Education Board

Trevor Arnett

#9 -- Board of Trustees
January 13, 1920

The Secretary reported that at a meeting of the Committee on Buildings and Grounds the President of the University had called attention to the arrangement made with Mr. Winford H. Smith, of Johns Hopkins Hospital, by notice of the Board of Trustees at the meeting held April 9, 1918, by which he was appointed consultant in the erection of the Billings Hospital and was paid a salary with compensation of \$2,000. Mr. Smith had been given the service called for in the resolution of the Board and the question arises whether it is desirable to continue his services on a consultant basis. The further development of the plans, in dealing with the building, lighting, heating, ventilation and other details. Thereupon the Committee recommended to the Board of Trustees the continuation of the services of Mr. Winford H. Smith, as consultant on the plans of the hospital and the highest with total compensation of \$2,000 inclusive of the \$2,000 already agreed upon. The Chairman of the Committee moved to continue the arrangement and to obtain the approval of the Board of Trustees and it resolved to report the same to the Board of Trustees for consideration. In the absence of Mr. Hutchinson, it was moved and seconded to refer to the Chairman of the Committee on Buildings and Grounds with power to act the matter of the con-

W.H. Smith,
Billings
Hospital,
Johns Hopkins
Hospital,
Committee on
Buildings and
Grounds

#10 — Board of Trustees
January 13, 1920

The Assistant Auditor submitted reports on the Howe Memorial and the Tilton Scholarship Funds.

The reports were received and ordered placed on file.

The President of the University reported the attendance upon the University during the Autumn Quarter as comprising 4,058 students in the quadrangles and about 1,300 in University College, a gain of 1,478 (in the quadrangles) over 1919.

The President of the University submitted the following recommendations for the Committee on Instruction and Equipment:

Acceptance of the resignation of Yoshio Ishida, Research Instructor in the Department of Physics, to take effect January 1, 1920. Mr. Ishida goes to Tokio to an appointment in the Japanese Imperial Research Institute.

Acceptance of the resignation of Elbert Clark, Associate Professor of Anatomy, to take effect January 1, 1920.

Acceptance of the resignation of Lillian Cushman Brown, Instructor in Art in the College of Education, to take effect January 1, 1920.

Reappointment of Dr. J. Clarence Webster as Professorial Lecturer in Medicine for one year from July 1, 1919.

Reappointment of Rudolph Altrocchi, Assistant Professor in the Department of Romance Languages and Literatures, for four years from October 1, 1919, at a salary as provided for in the budget.

Appointment of Fred Terry Rogers, Professor of Physiology in the Marquette University School of Medicine, to an assistant professorship in Physiology for four years from January 1, 1920, at a salary of \$2,700.

Acceptance of the resignation of R. S. Bracewell, associate in Chemistry, to

A.J. Howe
Memorial
Fund

Tilton
Scholarship
Fund

Attendance

Yoshio Ishida

Elbert Clark

Lillian
Cushman Brown

J. Clarence
Webster

Rudolph
Altrocchi

Fred Terry
Rogers

R. S. Bracewell

410 - Board of Trustees
January 13, 1920

The Assistant Auditor submitted reports on the New Memorial and the Tilton Scholarship funds. The reports were received and ordered placed on file.

The President of the University reported on the attendance when the University during the autumn semester as comprising 4,025 students in the quadrangles and about 1,700 in University College, a gain of 1,478 (in the quadrangles) over 1919.

The President of the University submitted the following recommendations for the Committee on Instruction and Equipment:

Acceptance of the resignation of Yoshio Ishida, Research Instructor in the Department of Physics, to take effect January 1, 1920. Mr. Ishida goes to Tokyo as an appointee in the Japanese Imperial Research Institute.

Acceptance of the resignation of Elbert Clark, Associate Professor of Anatomy, to take effect January 1, 1920.

Acceptance of the resignation of William Chasman Brown, Instructor in the Department of Zoology, to take effect January 1, 1920.

Reappointment of Dr. J. Clarence Webster as Professorial Lecturer in Medicine for one year from July 1, 1919.

Reappointment of Rudolph Altschul, Assistant Professor in the Department of Romance Languages and Literatures, for four years from October 1, 1919, at a salary as provided for in the budget.

Appointment of Fred Terry Roberts, Professor of Zoology in the Department of Zoology, to an associate professorship in Zoology for four years from January 1, 1920, at a salary of \$2,700.

Acceptance of the resignation of H. S. Greenwell, Associate in Chemistry, to

Yoshio Ishida
Elbert Clark
William Chasman Brown
J. Clarence Webster
Rudolph Altschul
Fred Terry Roberts
H. S. Greenwell

#11 - Board of Trustees
January 13, 1920

take effect January 1, 1920.

Reappointment of Leo Finkelstein to an instructorship in Chemistry for one year from January 1, 1920, at a salary of \$1,500.

Leo Finkelstein

It was moved and seconded to make the appointment and reappointments, to accept the resignations as recommended, and, a vote having been taken, the motion was declared adopted.

The President of the University made the following announcements:

The E. I. duPont, deNemours & Co. Corporation renews for the year 1920-21 the gift of \$750 for a Fellowship in the Department of Chemistry.

DuPont, deNemours Fellowship

A donor whose name is withheld gives the University a collection of lithographed portraits of nineteenth and twentieth century authors made by William Rothenstein of London. The dealer was willing to sell the collection to the University of Chicago for \$750 but by the generosity of the donor in question they were made a gift instead.

Rothenstein Portraits, Gift of

A former student, Miss Anna A. Martin, who was in attendance at the University in the Divinity School received a scholarship in lieu of tuition. As she is not engaged in religious or philanthropic work she does not feel that she ought to retain the benefit of the scholarship, and presents to the University a Fourth Liberty Loan Bond of the par value of \$50 which she wishes, if possible, to be given toward the education of women in China.

Anna A. Martin

Mr. Charles R. Crane renews for another four year period his subscription to the Russian work at the University, as stated in the following communication:

Charles R. Crane

December 8, 1919

Dr. Harry Pratt Judson, President,
University of Chicago.

In response to your letter to Mr. Charles R. Crane in connection with the continuance of Mr. Crane's subscription to the Russian work at the University, Mr. Crane is willing to go on with this for another four year period.

I enclose herewith a check for the balance due the University for this year.

(Signed) Frederick W. Spahan,
Secretary to Mr. Crane

It was moved and seconded to accept the gifts tendered to the University by E. I. duPont,

Bonus to
High School
and Elemen-
tary School
Teachers

Books to
be Purchased
in Europe,
Appropriation for

It was moved and seconded to appropriate from General Reserve the sum of \$10,000 for purchase of books in Europe for the General Library, and, a vote having been taken, the motion was de-

#13 -- Board of Trustees
January 13, 1920

clared adopted.

The President of the University submitted the following recommendation for members of the staff of the Children's Memorial Hospital to be nominated by the University:

- Medical Department
Chief of Service: Dr. H. F. Helmholz
Associate Attending Physicians:
1. Dr. Walter H. O. Hoffman
2.
Associate Attending Neurologist
Dr. Thor Rothstein
Associate Attending Dermatologist
Dr. E. A. Oliver
Assistant Attending Physicians:
1. Dr. George E. Baxter
2. Dr. L. L. Hardt (Neurology)
3. Dr. Gustav Kaufmann
4. Dr. Sigurd Kraft
5. Dr. Herbert O. Lussky
6. Dr. Wm. B. McClure
7. Dr. L. Minsk
8. Dr. Louis W. Sauer
9. Dr. Charles Schott

- Surgical Department
Chief of Service: Dr. Vernon C. David
Associate Attending Surgeons:
1. Dr. Albert H. Montgomery
2.
Assistant Attending Surgeons:
1. Dr. M. W. Hanchett
2. Dr. Edwin M. Miller
3. Dr. J. A. Graham

- Orthopedic Surgery
Attending Surgeon
Dr. Edwin W. Ryerson
Associate Attending Surgeon
Dr. Robert O. Ritter
Assistant Attending Surgeons
1. Dr. Dwight F. Clark
2. Dr. Edson B. Fowler
3. Dr. E. J. Berkeiser
4. Dr. J. R. Harry

- Ophthalmology
Attending Surgeon
Dr. Alfred M. Hall
Laryngology and Otology
Attending Surgeon
Dr. David Fiske

- Assistant Attending Surgeons
1. Dr. John C. Williams
2. Dr. Daniel B. Hayden

Children's
Memorial
Hospital,
Nomination
of staff

Pathological Department
Chief of Service: Dr. Richard S. Austin
Consulting Staff
Medical Department Dr. Samuel J. Walker
Surgical Department Dr. H. L.
Kretschmer (Urology)
Resident Staff
Resident Physicians:
1. Dr. P. M. Mattill
2. Dr. Milo Miller
Resident Surgeon:
1.
Resident Pathologist:
1.

It was moved and seconded to nominate the members of the staff of the Children's Memorial Hospital as recommended, and, a vote having been taken, the motion was declared adopted.

Upon recommendation of the President of
the University.

It was moved and seconded to authorize the employment of a visiting nurse to be under the direction of the Health Department at a salary of \$80 to \$90 per month besides free room and board, the amount of the salary to be added to the budget, and, a vote having been taken, the motion was declared adopted.

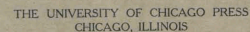
The President of the University nominated the members of the University Ruling Bodies as listed in a printed copy of the several boards and faculties submitted:

It was moved and seconded to appoint the University Ruling Bodies as nominated in the printed list submitted, and, a vote having been taken, the motion was declared adopted.

Visiting
Nurse
appointment
of author-
ized.

Health
Department.
Visiting
nurse for

University
Ruling
Bodies
appointed



#15 A -- Board of Trustees
January 13, 1920

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SCHEDULE OF MEETINGS

Regular meetings of the University Ruling Bodies are held according to the following schedule:

FIRST SATURDAY OF THE MONTH

9:00 Board of Admissions
10:00 Board of Student Organizations, Publications, and Exhibitions
11:00 Boards of the Junior and Senior Colleges

SECOND SATURDAY

9:00 Faculty and Conference of the Divinity School
10:00 Faculty of the Colleges of Arts, Literature, and Science
11:00 Faculties of the Graduate Schools of Arts, Literature, and Science

THIRD SATURDAY

9:00 General Administrative Board
10:00 Board of the University Press
11:00 Board of the Christian Union

FOURTH SATURDAY

9:00 Board of Physical Culture and Athletics
10:00 Faculty of the School of Commerce and Administration

The University Senate meets on the Saturday before Thanksgiving, the Saturday after Washington's Birthday, and the Saturday before Memorial Day.

Notices of these meetings are published in the *Weekly Calendar*. Notices are sent through the Faculty Exchange only in the case of a special meeting or the postponement of a meeting already announced. Faculties and Boards not named in this monthly schedule meet at the call of the President or of their respective Deans or Chairmen.

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January 13, 1920

THE UNIVERSITY RULING BODIES

1919-20

PROVISIONS COMMON TO THE SEVERAL RULING BODIES

SECTION 1. Structure—

a) All persons, other than lecturers, above the rank of assistant, who are appointed for at least one year, and substantially half of whose work for the current year is in a particular School or College, are members of its Faculty.

b) Assistants who are appointed for at least one year to give instruction in a particular School or College may attend the meetings and take part in the deliberations of its Faculty, but do not vote.

c) Vacancies in the places of ex-officio representatives in any Ruling Body or Executive Board may be temporarily filled by persons appointed by the President.

d) The President is the presiding officer and the Recorder the secretary of each Ruling Body.

SECTION 2. Jurisdiction and powers.—Each Faculty has general legislative and administrative power over all matters pertaining to its own meetings, and to the admission requirements, curricula, instruction, examinations, grading, and degrees in its own Schools or Colleges. These powers of each Faculty are exclusive and final, except as otherwise specified in this Statute.

a) Any action of a Faculty that in the judgment of the Senate seriously affects the general interests of the University may be disapproved by the Senate, in which case it becomes ineffective. Such disapproval requires a two-thirds vote of the members of the Senate present, and must include the concurrence of at least one-half of the members in residence.

b) Any action of a Faculty that in the judgment of the Senate seriously affects the interests of another Faculty may, upon the protest of the Faculty concerned, be altered or reversed by the Senate.

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c) Any action of a Faculty, chiefly administrative in character, that substantially affects either the interests of another Faculty or the general administration of the University, may be altered or reversed by the Senate, or by the General Board.

d) Each Faculty concerned shall be given an opportunity to be heard by the Senate or General Board, through representatives appointed by it for that purpose, before final action is taken by the Senate or General Board under a), b), or c), preceding. The operation of Faculty actions may, however, be suspended meanwhile, in the discretion of the Senate or General Board.

e) Questions of Jurisdiction arising under this Statute between a Faculty and the Senate, or a Faculty and the General Board, shall be determined by the President.

SECTION 3. *Executive Boards.*—Any Faculty or any group of Faculties associated for administrative purposes may establish Executive Boards (not elsewhere provided for in this Statute) empowered to carry into effect such enactments as their respective Faculties may designate. Special Boards may be established for special functions. The members of these Boards shall be appointed annually by the Board of Trustees on the nomination of the President, and the number of members of each shall be determined from time to time by their Faculties. The President shall be the chairman, and the Recorder the secretary, of each Board. These Boards shall report all actions to their respective Faculties, which retain all legislative power and may alter or reverse such actions and prescribe rules for the government of their respective Boards. Any Board may make recommendations to its Faculty for legislation.

THE UNIVERSITY SENATE

Structure.—The Senate consists of the President and all professors of full rank in the University.

Jurisdiction and powers.—The Senate has general legislative and administrative power over all matters not specifically reserved to a Faculty by this Statute. In regard to matters specifically reserved to a Faculty the Senate has the jurisdiction specified on pages 3 and 4, sec. 2, a), b), c), d). It may make recommendations to any Faculty concerning matters within the jurisdiction of the latter. It may alter or reverse actions of the General Board or of any University Board, and may prescribe rules for their government. It shall determine all questions of jurisdiction arising under

this Statute between Ruling Bodies, except those questions specified on page 4, sec. 2, e), and all matters pertaining to its own meetings. The Senate holds stated meetings in November, February, and May of each year, and special meetings when called by the President. The President shall call a special meeting upon written request of six members of the Senate, and may call a special meeting at any time. The Committee on Rules and Procedure arranges, with the President's approval, the business of each meeting.

The President	Mr. Kyes
The Recorder	Mr. Laing
Mr. Angell	Mr. Little
Mr. Barnard	Mr. Linn
Mr. Barrows	Mr. Lovett
Mr. Baskerville	Mr. MacClintock
Mr. Bastin	Mr. Mack
Mr. Bowen	Mr. McLaughlin
Mr. Bursley	Mr. Mantly
Mr. Bichel	La. Col. Marr
Dr. Billings	Mr. Marshall
Mr. Bliss	Mr. Matthews
Mr. Bobbitt	Mr. Mead
Mr. Bonner	Mr. Merriam
Mr. Brewster	Mr. Merrill
Mr. Buck	Mr. Michelson
Mr. Burton	Mr. Miller
Mr. Butler	Mr. Millikan
Mr. Carlson	Mr. Mills
Mr. Case	Mr. Moore (A. W.)
Mr. Chamberlain (C. J.)	Mr. Moore (E. H.)
Mr. Child (C. M.)	Mr. Morrison
Mr. Coleman	Mr. Moulton (F. R.)
Mr. Coulter (J. M.)	Mr. Myers
Mr. Cowles	Mr. Newman
Mr. Cutting	Mr. Niles
Mr. Dargan	Mr. Northrup
Mr. Dickson	Mr. Oliphant
Mr. Dodd (W. E.)	Mr. Parker
Mr. Faria	Mr. Piesch
Mr. Field	Mr. Prescott
Mr. Freund	Mr. Price
Mr. Frost	Mr. Read
Mr. Gale	Miss Reynolds
Mr. Good	Mr. Salisbury
Mr. Goodspeed	Mr. Sargent
Mr. Hall	Mr. Schevill
Mr. Hanson	Mr. Schulte
Mr. Harkins	Mr. Shorpy
Mr. Harvey (B. C. H.)	Mr. Small
Dr. Hekroen	Mr. Smith (O. R.)
Mr. Herrick (C. J.)	Mr. Smith (J. M. P.)
Mr. Herrick (R.)	Mr. Soars
Mr. Hinton	Mr. Stagg
Mr. Hirsch (E. G.)	Mr. Stieglitz
Mr. Jenkins	Miss Talbot
Mr. Johansen	Mr. Terry
Mr. Jordan	
Mr. Judd	

#15 A -- Board of Trustees January 13, 1920

THE SENATE--Continued

Mr. Thompson	Mr. Wilczynski
Mr. Tolman	Mr. Wilkins
Mr. Tufts	Mr. Willett
Mr. Votaw	Mr. Wood
Mr. Vetter	Mr. Woodward
Mr. Wells	Mr. Wright

STANDING COMMITTEES

On Rules and Procedure-- Mr. Mechem, Chairman Mr. Burton	Mr. Tufts
On Research-- Mr. Manly, Chairman Mr. Buck Mr. McLaughlin Mr. Michelson	Mr. Moore (E. H.) Mr. Lillie Mr. Stieglitz
On Honorary Degrees-- The President, Chairman Mr. Coulter Mr. Hall Mr. Mathews	Mr. Salisbury Mr. Shorey Mr. Small

THE GENERAL ADMINISTRATIVE BOARD

Structure.—The General Board consists of: the President; the Recorder; the Chaplain; the Secretary to the President; the Dean of the Faculties of Arts, Literature, and Science; the Deans of all Schools and Colleges whose Faculties are constituted by this Statute; the Deans of the Senior and Junior Colleges; the Dean of the School of Commerce and Administration; the Dean of the Medical Students; the Director of University Libraries; the Director of University Museums; the Director of University Laboratories; the Director of the School of Education; the Dean of the College of Education; the Director of University Extension; the Director of Co-operation with Secondary Schools; the Dean of Women; and the University Examiner.

Jurisdiction and powers.—The General Board has power, subject to the control of the Senate: to act in regard to all matters chiefly administrative in character not specifically reserved to a Faculty by this Statute; to act in regard to matters specifically reserved to a Faculty, with the jurisdiction specified on page 4, sec. 2, c), d); to alter or reverse the action of any University Board in any matter chiefly administrative in character; and to determine all matters pertaining to its own meetings.

The President	Mr. Mallory
The Recorder	Mr. Marshall
Mr. Angell	Mr. Mathews
Mr. Burton	Mr. Payne
Mr. Butler	Mr. Robertson
Dr. Dodson	Mr. Salisbury
Mr. Gale	Mr. Small
Mr. Gray	Mr. Sooner
Mr. Hall	Mr. Stieglitz
Mr. Judd	Miss Talbot
Mr. Lovett	

STANDING COMMITTEE ON SCHOLARSHIPS AND REMISSIONS OF TUITION

The President, Chairman	Mr. Marshall
Mr. Robertson, Secretary	Mr. Mathews
Dr. Dodson	Mr. Payne
Mr. Gale	Mr. Salisbury
Mr. Gray	Mr. Small
Mr. Hall	Miss Talbot
Mr. Lovett	

SUB-COMMITTEE ON LA VERNE NOYES SCHOLARSHIPS

Mr. Salisbury, Chairman	Mr. Marshall
Mr. Gale	

SUB-COMMITTEE ON PERMELIA BROWN SCHOLARSHIPS

Mr. Robertson, Chairman	Miss Talbot
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THE FACULTY OF THE COLLEGES OF ARTS, LITERATURE, AND SCIENCE

Structure.—The Faculty consists of: the President; the Dean of the Faculties of Arts, Literature, and Science; the Dean of the Senior Colleges; the Deans of and in the Junior Colleges; the Dean of the School of Commerce and Administration; the Dean of the College of Education; the Dean of Women; the University Examiner; the Secretary of the Correspondence-Study Department; the Heads, Acting Heads, and Chairmen of Departments in the Colleges of Arts, Literature, and Science; officers of instruction in the Colleges of Arts, Literature, and Science, as defined on page 3, sec. 1, a); and the Dean and one representative from each professional Faculty appointed annually by the Board of Trustees on the nomination of the President.

Jurisdiction and powers.—The Faculty has control of the work in the Colleges of Arts, Literature, and Science, and recommends candidates for the title of Associate and for the degrees of A.B., Ph.B., and S.B., with the jurisdiction and powers defined on pages 3 and 4, sec. 2 and 3. It has control also over all student activities administered by the College Boards.

#15 A -- Board of Trustees
January 13, 1920

NOTE.—The names of ex-officio members are not repeated when they are also officers of instruction.

The President The Recorder The Examiner

THE DEANS

Mr. Angell	Mr. Linn
Mr. Boynton	Mr. Lovett
Miss Brockbridge	Mr. Vallery
Mr. Butler	Mr. Marshall
Mr. Flint	Mr. Miller
Mr. Gale	Mr. Newman
Mr. Gray	Miss Talbot
Mr. Jones	Miss Wallace

HEADS, ACTING HEADS, AND CHAIRMEN OF DEPARTMENTS

Mr. Angell	Mr. Laing
Mr. Barrows	Mr. Lillie
Mr. Bensley	Mr. McLaughlin
Mr. Breasted	Mr. Manly
Mr. Burton	Mr. Marshall
Mr. Carlson	Mr. Michelson
Mr. Coulter	Mr. Moore (E. H.)
Mr. Cutting	Mr. Nize
Mr. Frost	Mr. Salisbury
Mr. Hackett	Mr. Sherry
Mr. Jordan	Mr. Small
Mr. Judd	Mr. Steditz
Mr. Judson	Miss Talbot
Mr. Koch	Mr. Tufts

DEANS AND REPRESENTATIVES OF PROFESSIONAL FACULTIES

Mr. Gray	Mr. Mathews
Mr. Freund	Mr. Soares
Mr. Hall	

OFFICERS OF INSTRUCTION

Mr. Adams	Mr. Breed
Miss Albright	Mr. Bretz
Mr. Allen (P. S.)	Mr. Brown (L. P.)
Mr. Allen (C. G.)	Mr. Burgess
Mr. Altrocchi	Mr. Butler
Mr. Ames	Mr. Cannon
Mr. Ayres	Mr. Carlson
Mr. Barlow	Mr. Carr
Mr. Bartolmez	Mr. Cary
Mr. Baskerville	Mr. Castello
Mr. Bedford	Mr. Castle
Mr. Benson	Mr. Chamberlain
Mr. Bellamy	Mr. Chamberlain (R. T.)
Mr. Blanchard	Mr. Child (C. M.)
Mr. Bliss	Mr. Child (J. A.)
Mr. Bonner	Mr. Clark (E.)
Mr. Breasted	

OFFICERS OF INSTRUCTION—Continued

Mr. Clark (J. M.)	Mr. Col. Marr
Mr. Clark (S. H.)	Mr. Mead
Mr. Colby	Mr. Melick
Mr. Coleman	Mr. Merriam
Mr. Coulter (M. C.)	Mr. Merrifield
Mr. Cowles	Mr. Merrill
Mr. Crozier	Mr. Millikan
Mr. Crocker	Mr. Mills
Mr. Cross	Mr. Moore (A. W.)
Mr. Dargan	Mr. Moore (C. R.)
Mr. David	Mr. Moulton (F. R.)
Mr. Dempster	Mr. Moulton (H. G.)
Mr. DeWitt	Mr. Neff
Mr. Dickson	Mr. Nelson
Mr. Downing	Mr. Nolet
Miss Dudley	Mr. Nod
Miss Eckerston	Mr. Northup
Mr. Edwards	Mr. Norton
Mr. Field	Mr. Officer
Mr. Fuller	Mr. Parmenter
Mr. Gattfield	Mr. Platt
Mr. Goetsch	Mr. Prescott
Mr. Goode	Mr. Reed
Mr. Gordon	Mr. Reed
Mr. Grabe	Mr. Rettinger
Miss Graham	Miss Reynolds
Mr. Grouse	Mr. Robertson
Mr. Harkins	Mr. Sargent
Mr. Harper	Mr. Schervill
Mr. Harvey	Mr. Schlesinger
Mr. Holbourn	Mr. School
Mr. Herrick (C. J.)	Mr. Scott
Mr. Herrick (R. J.)	Mr. Sheaff
Mr. Howland	Mr. Sierthern
Mr. Hulbert	Mr. Slaughter
Mr. Huth	Mr. Spencer
Mr. Jenkins	Mr. Starr
Mr. Johnson	Mr. Stevens (D. H.)
Mr. Jeranson	Mr. Swift
Mr. Kantor	Mr. Tatum
Mr. Kessler	Mr. Terry
Mr. Knappen	Miss Terry
Mr. Knicht (F. H.)	Mr. Thompson
Mr. Knott	Mr. Tolman
Mr. Koppus	Mr. Tryon
Mr. Kyles	Capt. Vance
Mr. Laing	Mr. Vine
Mr. Land	Mr. Watkins
Mr. Lewis	Mr. Voller
Mr. Lemon	Mr. Well
Mr. Lewis	Mr. Wendt
Mr. Levin	Mr. Whitlow
Mr. Lingle	Mr. Wilczynski
Mr. Luckhardt	Mr. Wilkins
Mr. Lunn	Mr. Willett
Mr. MacIntosh	Mr. Willier
Mr. Lyon	Mr. Wipbeak
Mr. MacIntosh	Mr. Wright
Mr. McKinney	Mr. Young
Mr. MacMillan	

STANDING COMMITTEES

On Curriculum—

The President, Chairman	Mr. Marshall
The Recorder, Secretary	Mr. Miller
Mr. Barrows	Mr. Morrison
Mr. Coleman	Mr. Moulton (P. R.)
Mr. Cowles	Mr. Read
Mr. Gale	Mr. Slaughter
Mr. Judd	Miss Talbot
Mr. Lovett	Mr. Tufts
Mr. MacClintock	Mr. Wells

On Undergraduate Instruction—

Mr. Tufts, Chairman	Mrs. Flint
Mr. Butler	Mr. Millikan
Mr. Coleman	Mr. Moulton (H. G.)
Mr. Coulter (J. M.)	Mr. Stieglitz
Mr. Cutting	

THE COLLEGE BOARDS

The Boards of the Junior and Senior Colleges of Arts, Literature and Science

The Board of the Junior Colleges is constituted as follows: the President; the Dean of the Faculties; the Deans of and in the Junior Colleges; the Dean of the School of Commerce and Administration; the Dean of Women; the University Examiner; and certain members nominated by the President and appointed by the Board of Trustees, the number to be determined from time to time by the Faculty. The Board has charge of the affairs of the Junior Colleges.

The Board of the Senior Colleges is constituted as follows: the President; the Dean of the Faculties of Arts, Literature, and Science; the Dean of the Senior Colleges; the Dean of the School of Commerce and Administration; the Dean of Science in the Colleges; the Deans of the professional Schools and Colleges; the Dean of the College of Education; the Dean of Medical Students; the Dean of Women; the University Examiner; and certain members nominated by the President and appointed by the Board of Trustees, the number to be determined from time to time by the Faculty. The Board has charge of the affairs of the Senior Colleges.

MEMBERS EX OFFICIO

The President	Mr. Judd
The Recorder	Mr. Lim
Mr. Angell	Mr. Lovett
Mr. Boynton	Mr. Marshall
Miss Brockbridge	Mr. Matthews
Dr. Doison	Mr. Miller
Mrs. Flint	Mr. Newman
Mr. Gale	Mr. Payne
Mr. Gray	Miss Talbot
Mr. Hall	Miss Wallace
Mr. Jones	

MEMBERS BY APPOINTMENT

Mr. Bedford	Mr. McLaughlin
Mr. Beeson	Mr. MacMillan
Mr. Bonner	Mr. Merrifield
Mr. Burgess	Mr. Millikan
Mr. Carlson	Mr. Moulton (P. R.)
Mr. Carr (H. A.)	Mr. Nelson (B. G.)
Mr. Clark (J. M.)	Mr. Nize
Mr. Coleman	Mr. Norton
Mr. Cowles	Mr. Read
Mr. Cutting	Mr. Robertson
Miss Dudley	Mr. Salisbury
Mr. Field	Mr. Schelsinger
Mr. Goettch	Mr. Slough
Mr. Harkins	Mr. Swift
Mr. Harvey	Mr. Tolman
Mr. Lemon	Mr. Tufts
Mr. Little	Mr. Young
Mr. Lingle	

The Board of Admissions

The Board of Admissions is constituted as follows: the President; the Dean of the Faculties of Arts, Literature, and Science; the Deans of the Senior and Junior Colleges; the University Examiner; the Dean of University College; the Dean of the College of Education; the Director of Co-operation with Secondary Schools; and certain members nominated by the President and appointed by the Board of Trustees, the number to be determined from time to time by the Faculty. The Board has charge of the admissions of students to the Colleges of Arts, Literature, and Science.

MEMBERS EX OFFICIO

The President	Mr. Gale
The Recorder	Mr. Lovett
Mr. Angell	Mr. Marshall
Mr. Butler	Mr. Payne
Mr. Gray	

#15 A -- Board of Trustees
January 13, 1920

MEMBERS BY APPOINTMENT

Mr. Goettisch	Mr. Read
Mr. Judd	Mr. Scholinger
Mr. Miller	Mr. Slaughter

The Board of Physical Culture and Athletics

The Board of Physical Culture and Athletics is constituted as follows: the President; the Dean of the Faculties of Arts, Literature, and Science; the Deans of the Senior and Junior Colleges; the Director of the Department of Physical Culture and Athletics; two instructors (one of them in charge of physical culture for women) appointed from that Division; the University Health Officer; one annually under regulations prescribed by the Board; the University Auditor; and certain members nominated by the President and appointed by the Board of Trustees, the number to be determined from time to time by the Faculty. All of these appointed members need not belong to the Faculty of the Colleges. The Board has charge of the work of the Department of Physical Culture and Athletics.

MEMBERS EX OFFICIO

The President	Mr. Marshall
The Recorder	Mr. Reed
Mr. Angell	Mr. Robinson
Mr. Arnett	Mr. Stage
Miss Dudley	Mr. Vaughan
Mr. Lovett	

MEMBERS BY APPOINTMENT

Mr. Bliss	Mr. Jones (W. D.)
Mr. Chamberlin (R. T.)	Mr. Merrifield
Mr. Field	Mr. Neff
Mr. Gale	Mr. Small
Mr. Hall	

The Board of Student Organizations, Publications, and Exhibitions

The Board of Student Organizations, Publications, and Exhibitions is constituted as follows: the President; the Dean of the Faculties of Arts Literature and Science; the Deans of the Senior and Junior Colleges; the Dean of Women; the Director of the Chorus; the Director of the University Band; the Auditor; an instructor appointed from the Department of Public Speaking; two faculty members appointed from the Reynolds Club Council;

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two representatives of the Alumni Council appointed by the president of the University and certain members nominated by the President and appointed by the Board of Trustees, the number to be determined from time to time by the Faculty. All of these appointed members need not belong to the Faculty of the Colleges. The Board has supervision of all student organizations, publications, and exhibitions.

MEMBERS EX OFFICIO

The President	Mr. Marshall
The Recorder	Mr. Millikan
Mr. Angell	Mr. Moulds
Mr. Arnett	Mr. Nelson
Mr. Jones	Mr. Stevens (R. W.)
Mr. Lovett	Miss Talbot
Miss McDonald (Mary)	

MEMBERS BY APPOINTMENT

Mr. Bliss	Mr. Field
Mr. Boynton	Mr. Linn
Mr. Chamberlin (R. T.)	Mr. Robertson
Miss Dudley	Mr. Soares

STANDING COMMITTEES

Social Affairs and Women's Organizations—

Miss Talbot

Men's Houses and Fraternities—

Mr. Linn

Dramatics—

Mr. Robertson

Publications—

Mr. Boynton

Music—

Mr. Stevens (R. W.)

Oratory and Debate—

Mr. Nelson

Reynolds Club—

Mr. Jones

Mr. Millikan

THE FACULTIES OF THE GRADUATE SCHOOL OF
ARTS AND LITERATURE AND THE OGDEN
GRADUATE SCHOOL OF SCIENCE

Structure.—The Faculties of the Graduate Schools consist of: the President; the Dean of the Faculties of Arts, Literature, and Science; the Dean of the Graduate School of Arts and Literature; the Dean of the Ogdén Graduate

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#15 A -- Board of Trustees
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School of Science; the Dean of Women; the University Examiner; the Heads, Acting Heads, and Chairmen of Departments in the Schools of Arts, Literature, and Science; officers of instruction in the Graduate Schools as defined on page 3, sec. 1, a); and any member of the University under whose guidance and responsibility a dissertation for the degree of Ph.D. has been completed in the University and finally accepted for the degree.

Jurisdiction and powers.—The Graduate Faculties have control of the work in the Graduate Schools, and recommend candidates for the degrees of A.M., S.M., and Ph.D., with the jurisdiction and powers defined on pages 3 and 4, secs. 2 and 3. Unless special meetings are separately called, the Graduate Faculties meet and act together as a single body.

The separate Graduate Faculties.—The President; the Dean of the Faculties of Arts, Literature and Science; the Dean of the Graduate School of Arts and Literature; and members of the Graduate Faculties constituted as stated above, substantially half of whose work is in the Graduate School of Arts and Literature, shall be members of the Faculty of that School.

The President; the Dean of the Faculties of Arts, Literature and Science; the Dean of the Ogdén Graduate School of Science; and members of the Graduate Faculties, substantially half of whose work is in the Ogdén Graduate School of Science, shall be members of the Faculty of that School. Upon the call of the President or the Dean of its School, either Faculty may meet separately to take action concerning those matters mentioned in par. 2, *Jurisdiction and Powers* (page 3), that affect its own School. Whenever such separate action is inconsistent with any action of the Graduate Faculties meeting together, it shall not become effective until approved by those Faculties in joint meeting, or by the Senate.

NOTE.—The names of ex-officio members are not repeated when they are also officers of instruction.

The Faculty of the Graduate School of Arts and Literature

The President	The Recorder	The Examiner
DEANS		
Mr. Angell	Mr. Small	Miss Talbot
HEADS AND CHAIRMEN OF DEPARTMENTS		
Mr. Angell	Mr. Cutting	
Mr. Brewster	Mr. Judd	
Mr. Buck	Mr. Judson	
Mr. Burton	Mr. Laing	

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HEADS AND CHAIRMEN OF DEPARTMENTS—Continued

Mr. McLaughlin	Mr. Shober
Mr. Manly	Mr. Small
Mr. Marshall	Miss Talbot
Mr. Nitz	Mr. Tufts
OFFICERS OF INSTRUCTION	
Mr. Allen	Mr. Mathews
Mr. Ames	Mr. Mead
Mr. Baskerville	Mr. Merriam
Mr. Beeson	Mr. Merrill
Mr. Bobbitt	Mr. Meyer
Mr. Bonner	Mr. Miller
Mr. Boynton	Mr. Mills
Miss Breckinridge	Mr. Moncrief
Mr. Breed	Mr. Moore (A. W.)
Mr. Butler	Mr. Moulton (H. G.)
Mr. Carr (H.)	Mr. Nae
Mr. Case	Mr. Northrup
Mr. Castle	Mr. Officer
Mr. Clark (J. M.)	Mr. Ophant
Mr. Clark (W. E.)	Mr. Parker
Mr. Cross	Mr. Pease
Mr. Dargan	Mr. Prescott
Mr. David	Mr. Price
Mr. Dodd	Mr. Read
Mr. Farris	Miss Reynolds
Mr. Field	Mr. Ruger
Mr. Filbey	Mr. Sargent
Mr. Freeman	Mr. Schell
Mr. Freund	Mr. Schmitt
Mr. Goetsch	Mr. Smith (G. B.)
Mr. Goodspeed (E. J.)	Mr. Smith (J. M. P.)
Mr. Gould	Mr. Soars
Mr. Gray	Mr. Spradling
Mr. Herdick (R.)	Mr. Starr
Mr. Hirsch (E. G.)	Mr. Terry
Mr. Howland	Mr. Thompson
Mr. Hulbert	Mr. Tolman
Mr. Jenkins	Mr. Votaw
Mr. Jernegan	Mr. Wilkins
Mr. Knott	Mr. Willet
Mr. Lovett	Mr. Wood
Mr. Luckenbill	Mr. Wright
Mr. MacClintock	

The Faculty of the Ogdén Graduate School of Science

The President	The Recorder	The Examiner
DEANS		
Mr. Angell	Mr. Salisbury	Miss Talbot

HEADS, ACTING HEADS, AND CHAIRMEN OF DEPARTMENTS

Mr. Baffrows	Mr. Koch
Mr. Bensley	Mr. Little
Mr. Carlson	Mr. Michelson
Mr. Coulter (J. M.)	Mr. Moore (E. H.)
Mr. Frost	Mr. Salisbury
Dr. Hektoen	Mr. Steglitz
Mr. Jordan	

15

OFFICERS OF INSTRUCTION

Mr. Barnard	Mr. Johansen
Mr. Barrett	Mr. Knight (L.I.)
Mr. Barrow	Mr. Kyes
Mr. Bartelmez	Mr. Land
Mr. Basin	Mr. Laves
Mr. Van Bloesbroeck	Mr. Lee
Mr. Bliss	Mr. Luckhardt
Miss Blunt	Mr. Lunn
Mr. Chamberlain	Mr. MacMillan
Mr. Child (C.M.)	Mr. Millikan
Mr. Clark (E.)	Mr. Moulton (F. R.)
Mr. Cowles	Mr. Myers
Mr. Crocker	Mr. Newman
Mr. Croston	Mr. Parkhurst
Mr. Dempster	Mr. Ralston
Mr. Dickson	Mr. Schlesinger
Mr. Dowling	Mr. Shacht
Mr. Fuller	Mr. Sieglitz
Mr. Gale	Mr. Swift
Mr. Glatfield	Miss Terry
Mr. Goode	Mr. Weller
Mr. Harkins	Mr. Wells
Mr. Harvey	Mr. Wilczynski
Mr. Horrick (C. J.)	Mr. Young

STANDING COMMITTEE ON MASTERS' DEGREES

Mr. Salisbury, Chairman	Mr. Small
Mr. Child	Mr. Sieglitz
Mr. Mathews	Mr. Tufts
Mr. Payne	

THE FACULTY OF THE DIVINITY SCHOOL AND
THE DIVINITY CONFERENCE

Structure.—The Faculty consists of: the President; the Dean of the School; the Heads and Acting Heads of Departments in the School; officers of instruction in the Divinity School as defined on page 3, sec. 1, d.)

Jurisdiction and powers.—The Faculty has control of the work in the Divinity School, recommends candidates for the degree of D.B., and recommends its students to the Graduate Faculties for admission to candidacy for the Masters' and Doctors' degrees and for those degrees, with the jurisdiction and powers defined on pages 3 and 4, secs. 2 and 3.

The Divinity Conference consists of the Divinity Faculty and of instructors in the Faculties of the Schools and Colleges whose work is closely associated with that of the Divinity School.

THE DIVINITY FACULTY

The President	Mr. Merrifield
The Recorder	Mr. Mode
Mr. Blanchard	Mr. Monerief
Mr. Burton	Mr. Smith (G. B.)
Mr. Case	Mr. Soars
Mr. McLaughlin	Mr. Stevens (R. W.)
Mr. Mathews	

THE DIVINITY CONFERENCE

Members of the Divinity Faculty are ex-officio members of the Divinity Conference

Mr. Allen (T. G.)	Mr. McNeill
Mr. Arman	Mr. Price
Mr. Brewster	Mr. Smith (J. M. P.)
Mr. Dodd	Mr. Sprengling
Mr. Goodspeed (E. J.)	Mr. Votaw
Mr. Haydon	Mr. Willett
Mr. Luckenbill	

THE FACULTY OF THE LAW SCHOOL

Structure.—The Faculty consists of: the President; the Dean of the School; officers of instruction in the Law School as defined on page 3, sec. 1, d.)

Jurisdiction and powers.—The Faculty has control of the work in the Law School, and recommends candidates for the degrees of LL.B. and J.D., with the jurisdiction and powers defined on pages 3 and 4, secs. 2 and 3.

The President	Mr. Hutton
The Recorder	Mr. Mack
Mr. Bigelow	Mr. McLean
Mr. Freund	Mr. Oliphant
Mr. Hall	Mr. Woodward

THE FACULTY OF THE COLLEGE OF EDUCATION

Structure.—The Faculty consists of: the President; the Director of the School of Education; the Deans of the College of Education; the Heads and Acting Heads of Departments in the School of Education; officers of instruction in the College of Education as defined on page 3, sec. 1, d.); members of the Department of Education in the Colleges and Graduate Schools of Arts, Literature, and Science; at least one representative of the Faculty of Arts, Literature, and Science from each of the groups recognized in the group conference; and at least one representative each from the Faculty of the University High School and from the Faculty of the University Elementary School; to be appointed annually by the Board of Trustees on the nomination of the President.

#15 A -- Board of Trustees
January 13, 1920

Jurisdiction and powers.—The Faculty has control of the work in the College of Education and recommends candidates for the degrees of A.B., Ph.D., and S.B., in Education, with the jurisdiction and powers defined on pages 3 and 4, sec. 2 and 3.

The President	Mrs. Kern
The Recorder	Miss Ring
Miss Abbott	Miss Kolbe
Mr. Angell	Mr. Lyman
Miss Baber	Miss Martin
Miss Bunt	Miss McAuley
Mr. Bobblitt	Miss McKenney
Miss Boorman	Mr. Morrison
Mr. Breed	Mr. Myers
Mr. Butler	Mr. Parker
Miss Colburn	Mr. Reed
Miss Curtis	Miss Roberts
Miss Dana	Mr. Rugg
Mr. Dickey	Mr. Sargent
Mr. Downing	Miss Storm
Mr. Filbey	Miss Tallot (M. V.)
Mr. Freeman	Miss Temple
Mr. Gillet	Miss Trilling
Mr. Gray	Mr. Tryon
Miss Haliday	Miss Van Pappelendaal
Miss Henderson	Miss Wang
Miss Hollister	Mr. Whitford
Mr. Jernigan	Miss Woodruff
Mr. Judd	

THE FACULTY OF THE SCHOOL OF COMMERCE
AND ADMINISTRATION

The Faculty of the School of Commerce and Administration is constituted as follows: the President; the Dean of the School of Commerce and Administration; and the officers of instruction in the School of Commerce and Administration.

The President	Mr. Marshall
The Recorder	

OFFICERS OF INSTRUCTION

Mr. Barnes	Mr. McKinsey
Mr. Barrows	Mr. Moulton (H. G.)
Mr. Burgess	Mr. Small
Mr. Clark (J. M.)	Mr. Sorrell
Mr. Cobly	Mr. Spencer
Mr. Field	Mr. Tufts
Mr. Goode	Mr. Vine
Mr. Lyon	Mr. Wright
Mr. Mill	

THE UNIVERSITY BOARDS

To direct and control the work connected with the official publications of the University Press, the management of libraries, laboratories, museums, medical affairs, religious activities, student employment, and recommendations, the following University Boards are constituted:

The Board of the University Press <i>Publishing</i>
The Board of Libraries
The Board of Laboratories
The Board of Museums
The Board of Medical Affairs
The Board of the Christian Union

The Board of the University Press *Publishing*

The Board of the University Press is constituted as follows: the President; the Dean of the Faculties of Arts, Literature, and Science; the Director of the Press; the General Editor of the Press; Managing Editors of the University Journals; and eight members, appointed annually by the Board of Trustees on nomination by the President.

MEMBERS EX OFFICIO

The President	Mr. Laing
The Dean of the Faculties	Mr. Manly
The Director	Mr. Matthews
The General Editor	Mr. Moulton (H. G.)
The Recorder	Mr. Robertson
Mr. Cass	Mr. Salisbury
Mr. Coulter (J. M.)	Mr. Sherry
Mr. Field	Mr. Small
Mr. Frost	Mr. Smith (J. M. P.)
Mr. Judd	

MEMBERS BY APPOINTMENT

Mr. Barrows	Mr. Little
Mr. Baskerville	Mr. Muliken
Mr. Dodd	Mr. Tufts
Mr. Freund	Mr. Wilkins

STANDING COMMITTEE ON PUBLICATION

Mr. Freund, Chairman	Mr. Matthews
Mr. Laing	Mr. Tufts
Mr. Little	

The Board of Libraries

The Board of Libraries is constituted as follows: the President; the Recorder; the Managing Editors of the University Journals; the Director and the Associate Director of University Libraries; the Director of the University Press; and eight members, appointed annually by the Board of Trustees on the nomination of the President.

MEMBERS EX OFFICIO

The President Mr. Lyman
The Recorder Mr. Manly
Mr. Angell Mr. Marshall
Mr. Bensley Mr. Mathews
Mr. Burton Mr. Merrill
Mr. Clark (S. H.) Mr. Moore (E. H.)
Mr. Coulter Mr. Price
Mr. Freeman Mr. Prescott
Mr. Gale Mr. Salisbury
Mr. Hall Mr. Schlesinger
Mr. Hapson Mr. Small
Mr. Judd Mr. Stage
Mr. Laing Mr. Stevens (R. W.)

MEMBERS BY APPOINTMENT

Mr. Cutting Mr. Moore (A. W.)
Mr. Dagan Mr. Myers
Mrs. Flint Mr. Nitze
Mrs. McLaughlin

The Board of Laboratories

The Board of Laboratories is constituted as follows: the President; the Recorder; the Directors of University Laboratories; and eight members appointed annually by the Board of Trustees on the nomination of the President.

MEMBERS EX OFFICIO

The President Mr. Frost
The Recorder Mr. Little
Mr. Angell Mr. Nicholson
Mr. Bensley Mr. Salisbury
Mr. Coulter Mr. Stiglitz

MEMBERS BY APPOINTMENT

Mr. Carlson Mr. Koch
Mr. Harkins Mr. Milikan
Mr. Herrick (C. J.) Mr. Moulton (F. R.)
Mr. Jorian Mr. Newman

The Board of Museums

The Board of Museums is constituted as follows: the President; the Recorder; the Directors of University Museums; the Directors of the University Press; and eight members appointed annually by the Board of Trustees on nomination of the President.

MEMBERS EX OFFICIO

The President Mr. Goodspeed (E. J.)
The Recorder Mr. Starr
Mr. Angell Mr. Walker
Mr. Breasted

MEMBERS BY APPOINTMENT

Mr. Burgess Mr. Robertson
Mr. Burton Mr. Schütz
Mr. David Mr. Thompson
Mr. Olfert Mr. Wright

The Board of Medical Affairs

The Board of Medical Affairs is constituted as follows: The President; the Recorder; the Medical Deans; the Dean of the Faculties of Arts, Literature, and Science; the Dean of the Senior Colleges; the Dean of Women; five members of the University appointed by the Board of Trustees on the nomination of the President; Professorial Lecturers in medical work; representatives of Departments closely connected with the work of medical instruction; and all persons above the rank of assistant, giving medical instruction.

MEMBERS EX OFFICIO

The President Dean Gale
The Recorder Dean Marshall
Dean Angell Dean Newman
Dean Dodson Dean Talbot

MEMBERS BY APPOINTMENT

Mr. Jones (W. D.) Dr. Robinson
Mr. MacClintock Miss Wallace
Mr. Merrifield

OFFICERS OF INSTRUCTION

Mr. Bartelmez Mr. Koch
Mr. Bellomy Miss Rohman
Mr. Bensley Mr. Kye
Mr. Bevan Mr. Lillie
Dr. Billings Mr. Lingle
Mr. Cannon Mr. Lockhardt
Mr. Carlson Mr. Melick
Mr. Child (C. M.) Mr. Nicholson
Mr. Clark (E.) Mr. Moore (C. R.)
Mr. Crozier Mr. Norton
Mr. Gordon Mr. Reed
Mr. Haines Mr. Sheaf
Mr. Harvey Mr. Swift
Dr. Hektoen Mr. Tatum
Mr. Herrick (C. J.) Mr. Watkins
Miss Hines Mr. Wells
Mr. Jordan

On Admission—STANDING COMMITTEES

Mr. Wells, Chairman Mr. Newman
Dr. Dodson Mr. Swift
Mr. Gale

STANDING COMMITTEES--Continued

On Curriculum--	
Mr. Ringlitz, Chairman	Mr. Herrick (C. J.)
Mr. Bensley	Mr. Jordan
Mr. Carlson	Mr. Koch
Mr. Gale	Mr. Little
Mr. Harris	
On Outside Relations--	
Mr. Bensley, Chairman	Dr. Brown
Dr. Billings	Mr. Luckhardt
On Examinations and Diplomas--	
Dr. Hoktoen, Chairman	Mr. Newman
Mr. Clark (E.)	Mr. Webster
On Promotions--	
Dr. Dodson, Chairman	Mr. Herrick (C. J.)
Mr. Carlson	Mr. Little
Mr. Gale	Mr. Wells
Mr. Harvey	
On Scholarships and Prizes--	
Mr. Carlson, Chairman	Mr. Millikan
Mr. Lingle	
On Social Life and Student Activities--	
Mr. Harvey, Chairman	Mr. Kyes
Dr. Dodson	Miss Talbot
On Buildings and Equipment--	
Mr. Jordan, Chairman	Mr. Child (C. M.)
Mr. Bartelme	

The Board of the Christian Union
MEMBERS EX OFFICIO

The President
The Recorder
The Chaplain
The Dean of Women
The Director of the University Choirs
The President and Secretary-Treasurer of the Christian Union
The President and General Secretary of the Young Men's Christian Association
The President and General Secretary of the Young Women's Christian League
The President of the Brotherhood of St. Andrew
The President of the Volunteer Band
The President of the University Settlement Board

MEMBERS BY APPOINTMENT

Mr. Burgess	Mr. Moulton (H. G.)
Mr. Dodd	Mr. Reed
Mr. Merrifield	Mr. Robertson
Mr. Merrill	

THE DEPARTMENTAL EXAMINERS

Phil.--Mr. Moore (A. W.)	Gen. Lit.--Mr. Howland
Psych.--Mr. Kantor	Math.--Mr. Slaght
Pol. Econ.--Mr. Moulton (H. G.)	Astron.--Mr. Laves
Pol. Sci.--Mr. ...	Physics.--Mr. Krupp
Hist.--Mr. Hath	Chem.--Mr. Glatfield
His. of Art.--Mr. Offner	Geol.--Mr. Salisbury
Sociol.--Mr. Burgess	Geog.--Mr. Newman
Ho. Adm.--Miss Talbot	Zool.--Mr. Harve
Semitics.--Mr. Price	Anat.--Mr. Harve
New Test.--Mr. Volaw	Physiol.--Mr. Lingle
Comp. Phil.--Mr. Clark (W. E.)	Phys. Chem.--Mr. Koch
Greek.--Mr. Castle	Bot.--Mr. Cowley
Latin.--Mr. Miller	Pathol.--Mr. Wells
Romance.--Mr. Kessler	Hygiene and Bacter.--Mr. Norton
German.--Mr. Goettch	Pub. Spk.--Mr. Nelson
Russian.--Mr. Harper	
Eng.--Mr. Stevens (D. H.)	

EXAMINERS, COLLEGE OF EDUCATION

Nat. Sci.--Mr. Downing	Shopwork.--Mr. Pilbey
Musie.--Mr. Cramon	Eng.--Mr. Lyman
Home Econ. and Ho. Art.--Miss Blunt	Draw.--Mr. Sargent
Educa.--Mr. Judd	Kindg.--Miss Temple

THE PRESIDENT'S COMMITTEES

Committee on University Sanitation and Hygiene

Mr. Jordan, Chairman	Dr. Dodson
Mr. Reed, Health Officer and Secretary	Dr. Monihan
Mr. Carlson	Dr. Robinson

The Health Officer is the executive official of the Committee. His work includes:
a) All questions relating to communicable diseases in the University, in conjunction with the City Health Department;
b) The inspection of dormitories and fraternity houses;

- e) The inspection of the University Commons and the supervision of the health of employees engaged in preparing or handling food;
 f) General supervision of all medical examinations;
 g) Keeping statistical records;
 h) Establishing and maintaining a system of reports from physicians to whom students are referred;
 i) Establishing and maintaining a system of health conferences with students at certain intervals;
 j) Offering courses in the Department of Hygiene and Bacteriology.

The Health Officer has immediate administrative responsibility for, and authority over, all matters pertaining to the health of students in the entire University. Questions of general policy are subject to the action of the Committee on Sanitation and Hygiene.

Committee on the William Vaughn Moody Lectures
 Mr. McLaughlin, Chairman Mr. Shorey
 Mr. Robertson

Committee on the Haskell and Barrows Lectures
 The President, Chairman Mr. Small
 Mr. Burton Mr. Smith (G. B.)
 Mr. Coulter Mr. Tufts
 Mr. Robertson

Committee on University College
 MEMBERS EX OFFICIO
 The President Dean of University College
 Dean of the Faculties of University Examiner
 Arts, Literature and
 Science

MEMBERS BY APPOINTMENT
 Mr. Boynton Mr. Gray (W. S.)
 Mr. Coulter (J. M.) Mr. Lovett
 Mrs. Flint Mr. Marshall

Committee on Military Science
 Mr. Gale, Chairman Mr. Linn
 Mr. Barrows Lt.-Col. Marr
 Mr. Hall Mr. Marshall
 Mr. Harvey

Committee on Credit for War Service
 Dean of the Open Graduate School of Science
 Chairman of the Committee on Military Science
 University Examiner

Committee on University Religious Service

Mr. Mathews Mr. Coulter
 Chairman Mr. Small
 Mr. Robertson Secretary Mr. Soares

The Students' Fund Committee

Mr. Robertson Mr. Freund
 Chairman Mr. Marshall
 Miss Brockbridge Mr. Miller
 Mrs. Flint Mr. Thompson

Committee on the Alice Freeman Palmer Bells

Mr. Robertson Mr. Lovett
 Chairman Miss Talbot

Committee on Official Documents

Mr. Robertson Mr. Marshall
 Chairman Mr. Laling

The University Marshals

Mr. Field, Marshal of the University

ASSISTANT MARSHALS

Mr. Hise Mr. Merrifield
 Mr. Chamberlin (R. T.) Mr. Robertson
 Mr. Jones (W. D.) Mr. Wright

#15 A -- Board of Trustees
January 13, 1920

1920
January 13, 1920
Board of Trustees

Resident Physician:
1. Dr. T. M. Kellie
2. Dr. M. H. Kellie
Resident Surgeon:
1. Dr. T. M. Kellie
Resident Pathologist:
1. Dr. T. M. Kellie

motion was decided adopted.
The report of the Children's Hospital
recommended, and a vote having been

Visiting
Nurse
Appointment
at
university
level.

Match
Department
Visiting
Nurse for

to \$20 per month during two years
the report of the salary to be added
and, a vote having been taken,
was decided adopted.

University
Nurse
Nurse
Nurse

a President of the University nominated
of the University Nurse as
a printed copy of the several boards.

and faculties submitted:
It was moved and seconded to appoint the
University Nurse as nominated in the
United list submitted, and a vote having been
taken, the motion was decided adopted.

#15 -- Board of Trustees
January 13, 1920

The Secretary on behalf of the Business
Manager presented the following and subsequent communications and reports:

January 13, 1920

Board of Trustees,
University of Chicago.

The Francis Beidler loan, \$500,000, 5%, secured on property on the West Side, valued by Mr. Seeburger at the time of the loan at an amount in excess of twice the amount of the loan, will be due November next. Mr. Beidler is in the habit of closing his matters considerably in advance. For instance, the interest due in May is already paid. He would like to take up the subject of another loan or renewal of this. About \$100,000 in the way of improvements has gone into the property, and the revenue from it has largely increased since the loan was closed, in addition to which, conditions have increased the value of part of it considerably. The rate, of course, will be higher than at present. As the amount is above \$300,000 I should like to recommend that the matter be referred to the Finance Committee with power.

(Signed) Wallace Heckman

It was moved and seconded to refer to the Committee on Finance and Investment with power to act the renewal of the Beidler loan or the negotiation of another, and, a vote having been taken, the motion was declared adopted.

January 13, 1920

Board of Trustees,
University of Chicago.

Under authority of the action of the Buildings and Grounds Committee, the President has approved the unification of the Commons and dormitories' service in the women's halls in a superintendent of women's halls, to which position Miss Elizabeth Lange has been appointed. The Superintendent will have the advantages of Commons purchases, but not necessarily restricted to that service. There is, for the present, at least, no increase in the expense by reason of the change.

(Signed) Wallace Heckman

No action was taken.

Beidler
Loan

Superintendent of
Women's
Halls

Elizabeth
Lange

Dec. 29, 1919

Board of Trustees
University of Chicago

We are requested by the Committee of One Hundred to send remittance continuing our membership. It does not appear to be certain that the work of the Committee is a generally public work, and not in the interest of individual property owners. I should like to ask your instructions.

(Signed) Wallace Heckman

It was moved and seconded to continue the University's membership in the Committee of One Hundred, and, a vote having been taken, the motion was declared adopted.

Jan. 13, 1920

Board of Trustees
University of Chicago

The last installment of Mr. Rockefeller's final gift has now been turned over to the University and tentatively added to the final gift reserve. I should like to recommend that the matter be referred to the Finance Committee for final entry or disposition.

(Signed) Wallace Heckman

It was moved and seconded to concur in the recommendation and to refer to the Committee on Finance and Investment, with power to act, the distribution of the Rockefeller Final Gift, and, a vote having been taken, the motion was declared adopted.

It was moved and seconded to instruct the President of the University and the Secretary to address to Mr. John D. Rockefeller a communication on behalf of the Board of Trustees expressing the deep feelings of gratitude and the hearty thanks of the University for his crowning munificent gift to the University and its sense of appreciation of the beneficent ends secured by means of its use, and, a

Committee
of One
Hundred

Rockefeller
Gift, Final
installment
paid

University
Building
Repair of

#17 -- Board of Trustees
January 13, 1920

vote having been taken, the motion was declared adopted.

Jan. 13, 1920

Board of Trustees
University of Chicago

We have closed the purchase of the half block fronting east on Ingleside Avenue, just west of the Power Plant, at a price of \$54,000. The matter was closed by the Chicago Title and Trust Company. The deed was taken in the name of Mr. Tansley of that company, and we hold a special warranty deed from him, at present unrecorded. This is about \$90 per front foot.

(Signed) Wallace Heckman

It was moved and seconded to approve the purchase of the Ingleside Avenue property as reported, and, a vote having been taken, the motion was declared adopted.

Jan. 12, 1920

Board of Trustees
University of Chicago

I am submitting with this a statement of the repairs to the several buildings at the University for the fiscal year, 1918-19. The Assistant Auditor has prepared an itemized statement covering these repairs, copy of which can be sent to any member of the Board desiring it. It will be noted that in the Anatomy Building the large expenditure was incurred in overhauling the electric work and other laboratory equipment. The large expenditure in Belfield and Blaine Halls was not only because the buildings involve considerable area, but there is such pressure, owing to overcrowding, that changes are frequent. The Power Plant and heating system involved the overhauling of the boilers, owing to their long use, rather more than the average life of a boiler. The Stadium expenditure involved the payment to the government for changes deemed permanent. These changes have added largely to the usable space there.

(Signed) Wallace Heckman

Ingleside Avenue Property, Purchase of

University Buildings, Repair of

#18 — Board of Trustees
January 13, 1920

Building	Amount
Anatomy Building	\$3,626.99
Astronomical Observatory	68.45
Buildings and Grounds auto truck	200.00
Bartlett Gymnasium	917.17
Beecher Hall	646.35
Belfield Hall	1,705.73
Blaine Hall	2,546.70
Botany Building	429.01
Botany Greenhouse	26.85
Boys' Club	271.18
Classics Building	275.40
Cobb Hall	1,115.36
Drinking-water system	1,812.93
Ellis Hall	551.98
Electrical changes in Hull	
Laboratory	1,116.19
Foster Hall	865.32
Green Hall	704.59
Greenwood Hall	987.85
Harper Memorial Library	2,037.27
Haskell Museum	252.82
Hitchcock Hall	1,259.79
Hutchinson Hall	111.08
Ida Noyes Hall	2,223.97
5826 Ingleside Avenue	37.32
Kelly Hall	571.61
Kent Chemical Laboratory	846.97
Kimbark Hall	262.55
Law School	275.87
Lexington Hall	1,221.22
Mandel Hall, Mitchell Tower, and	
Cloister	1,093.97
Middle Divinity Hall	807.89
Miscellaneous Repairs	4,199.06
North Hall	528.90
Physiology Building	1,293.59
Power Plant and Heating System	29,670.87
President's House	881.42
Press Building	672.34
Psychology Building	283.67
Quadrangle Club	178.09
Reynolds Club	393.60
Ricketts Laboratory	773.40
Rosenwald Hall	427.34
Ryerson Physical Laboratory	506.77
Snell Hall	841.74
South Divinity Hall	575.54
Stadium	3,483.58
Storehouse and Shop Building	369.12
Temporary Gymnasium	879.34
Tool Repairs and Replacements	1,443.34
Walker Museum	103.30
Yerkes Observatory	1,198.17
Zoology Building	828.10
total	78,401.66
No action was taken.	

#17 — Board of Trustees
January 13, 1920

vote having been taken, the motion was declared adopted.

Jan. 13, 1920

Board of Trustees
University of Chicago

We have closed the purchase of the Hall block building east on Ingleside Avenue, lot was of the University at a price of \$25,000. The matter was closed by the Chicago Title and Trust Company. The deed was taken in the name of the University of Chicago, and we hold a special warranty deed from them, as present agreement. This is about \$25 per front foot.

(Signed) Wallace Harrison

It was moved and seconded to approve the purchase of the Ingleside Avenue property as reported, and a vote having been taken, the motion was declared adopted.

Jan. 13, 1920

Board of Trustees
University of Chicago

I am submitting with this a statement of the reports to the several buildings as the University for the fiscal year 1919-20. The statement Auditor has prepared an itemized statement covering these reports, copy of which can be sent to any member of the Board desiring it. It will be noted that in the history building the large expenditure was incurred in overhauling the electric work and other laboratory equipment. The large expenditure in Belfield and Blaine Halls was not only because the buildings involve considerable work, but there is such pressure, owing to overcrowding, that changes are frequent. The Power Plant and Heating system involved the overhauling of the boilers, owing to their long use, rather more than the average life of a boiler. The stadium expenditure involved the payment to the government for changes deemed permanent. These changes have added largely to the usable space there.

(Signed) Wallace Harrison

#19 -- Board of Trustees
January 13, 1920

January 12, 1920

Richards-
Evans
Company,
Settlement
with

Board of Trustees,
University of Chicago.

The bill for coal of Richards-Evans Company has been held up awaiting the outcome of the investigation of the question of frauds in deliveries and of the indictments in that connection. The main witness, on whom we relied for evidence in both the criminal and civil actions, was the teamster, John Murphy, whose death occurred some months ago. After his death, the State's Attorney's office considered conviction on indictments impossible and nolle prossed the indictments. Meantime, a civil suit had been instituted in the Municipal Court by Richards-Evans Company for the recovery of their bill of \$8,000. As the teamster was living at the time of the institution of the civil suit, we were able to secure an injunction against the prosecution of the suit, and hearing of the facts with respect to fraud in deliveries was referred to a master for the taking of evidence. Upon the death of the main witness, upon whom we relied, negotiations looking toward a settlement were taken up, but these negotiations could not be pressed very actively for obvious reasons.

On the 9th instant, a settlement was concluded by which the bill of Richards-Evans Company was settled in full on payment of \$5,000, the injunction suit in the Superior Court dismissed without costs, the principal and surety on the injunction bond released, the suit of Richards-Evans Company against the University dismissed on the joint motion of the parties, all costs paid, on the stipulation that the subject-matter of the suit had been adjusted and all payments between the respective parties settled and satisfied.

Although there are no data from which an accurate conclusion can be reached, it seems clear that the reduction of \$3,000 covers the loss which the University sustained. We had access to the books of Richards-Evans Company, who turned over to the Auditor also, in addition to the University's receipts for coal, the record of the amount of coal which they received and the amount disposed of to other parties. The method pursued in keeping account of the coal used at the Power Plant, while not very accurate, was of advantage, especially in arriving at settlement. We had access to and record of all the information which the State's Attorney's office had, in connection with the criminal prosecutions.

I think the indictments have some value to the University. This kind of fraud is difficult of detection where the trusted agents of purchasers are involved. One of our weighers, involved in this transaction and indicted, has frequently pressed for payment of his bill, but has not as yet had the hardihood to sue for it.

January 13, 1920

Board of Trustees,
University of Chicago.

Satisfactory organization of the Buildings and Grounds Department should provide an assistant superintendent. Without this the Superintendent of Buildings and Grounds is necessarily occupied practically all of the time in the office. An assistant would enable him more closely to supervise and pass on the work in the various departments outside. We are in communication with a young man who is occupying such position in an institution in the West who has had the advantages of a course in engineering and practical experience of a couple of years. In the event of illness or accident to the Superintendent, it is expected he would be qualified to take charge, temporarily at least. The salary required to secure him will be about \$2,700. I should like to recommend that the matter be referred to the Committee on Buildings and Grounds with power.

It was moved and seconded to concur in the

Recommendation to refer with power the matter of appointing an assistant superintendent of Buildings and Grounds to the Committee on Buildings and Grounds, and, a vote having been taken, the motion was declared adopted.

January 12, 1920

Board of Trustees,
University of Chicago.

We have received payment of \$1,000 bequest in accordance with clause Fourth of the will of John F. McMillan, deceased, which reads as follows: "Fourth: I will and bequeath to the Baptist University of Chicago, Illinois, the sum of \$1,000 as an endowment fund." (Signed) Wallace Heckman.

Assistant
Superin-
tendent
of Build-
ings and
Grounds

John F.
McMillan,
will of

#21 -- Board of Trustees
January 13, 1920

It was moved and seconded to refer with power to act the matter of the disposition of the income from the McMillan bequest to the Committee on Finance and Investment, and, a vote having been taken, the motion was declared adopted.

December 30, 1919

Board of Trustees,
University of Chicago.

I desire to report payment of the following loans:

Josephine Soehner loan on farm in Nobles County, Minnesota, \$4,000, on 160 acres of land; made October 9, 1914; paid November 11, 1919.
John Jackson loan on farm in Cherokee County, Iowa, \$7,000, on 200 acres of land; made November 6, 1916; paid December 6, 1919.
Jacob Rausenberger loan on farm in Cottonwood County, Minnesota, \$3,000, on 160 acres of land; made December 3, 1916; paid December 6, 1919.
Lumka Gerdes loan on farm in Cottonwood County, Minnesota, \$2,000 on 180 acres of land; made January 8, 1915; paid December 19, 1919.
George Herman Harmsen, loan on farm in Murray County, Minnesota, \$1,800, on 80 acres of land; made October 19, 1914; paid December 23, 1919.
Annie P. Smithson, et al, loan on lots 5, 6, 7, and 8 in Wilbeck's Sub. of Block 56 in Canal Trustees' Sub. of W $\frac{1}{2}$ of Sec. 27, Township 39, North Range 14, E. of Third P.M., Cook County, Illinois, being 100 feet East front on Indiana Avenue, on the N.W. corner on Indiana Avenue and Twenty-fifth Street, Chicago. Loan was \$35,000, made October 16, 1916; paid December 19, 1919.

(Signed) Wallace Heckman
January 12, 1920

Board of Trustees,
University of Chicago.

Among the collateral, securing the H. Walter Fuller \$60,000 note was \$10,000 Armour & Company 6 per cent notes. Owing to certain changes in the organization of Armour & Company, the owner of the collateral, Mr. R. E. Filcher, desired to convert it into preferred stock. With the informal approval of the Committee on Finance and Investment of December 26, 1919, this conversion was made, the new stock being written in the name of Wallace Heckman, and by him endorsed in blank and the securities deposited with the other collateral under this loan at the Northern Trust Company. In the adjustment of dividends and interest, the sum of \$26.39 was received, which has been remitted to Mr. Filcher in accordance with the collateral deposit agreement.

(Signed) Wallace Heckman

Farm Loans
Paid

H.W. Fuller
Loan

South Water
Street Alley,
Widening
of favored

It was moved and seconded that it is the sense of the Board of Trustees that the proposed widening of the alley south of South Water Street should be favored, and, a vote having been taken, the motion was declared adopted.

Adjourned.

Spencer Dickerson
Secretary

The University of Chicago
MINUTES OF THE BOARD OF TRUSTEES
February 10, 1920

The regular monthly meeting of the Board of Trustees was held in the Board Room on Tuesday, February 10, 1920, at 2 p. m.

There were present Mr. Gray, in the chair, Messrs: Arnett, Baldwin, Donnelley, Felsenthal, Gilkey, Judson, Post, Scott, and Swift; also Messrs. Heckman, Moulds, and Plimpton.

Messrs. Hutchinson, Parker and Rosenwald sent word of their inability to be present.

Prayer was offered by Mr. Gilkey.

The minutes of the meeting held January 13, 1920, were approved.

The following letter from the Secretary of the Board of Trustees was presented:
February 10, 1920
Board of Trustees,
University of Chicago.

I am sorry indeed not to be present at the meeting held today. Since I was elected a Trustee in June, 1909, I believe I have never been absent from a Board meeting on account of sickness. It will, therefore, be a great disappointment to me to be away from the meeting held today. I hope to be able to be present if not at the March meeting then at the April meeting. I am doing my very best to get well as soon as possible so I may once more take up the duties which I am only too glad to perform.

With regards to each and every member of the Board, I am,
(Signed) J. Spencer Dickerson

There were many expressions of gratification that the Secretary was on the high road to improvement in health. Mr. Plimpton was instructed to send the greetings of the Board to Mr. Dickerson.

J.S.
Dickerson

#2 — Board of Trustees
February 10, 1920

A minute from the Committee on Expenditures was presented recommending the commutation of extra vacation credit of R. D. Salisbury, net \$722.22

It was moved and seconded to concur in the recommendation of the Committee to commute extra vacation credit of R. D. Salisbury, \$1,083.33 less one-third for cash, net \$722.22, and the payment to him of this amount, and, a vote having been taken, the motion was declared adopted.

A minute from the Committee on Budget was presented recommending that the tuition fees be advanced from and after the Summer Quarter, 1920, as follows:

Graduate tuition.....	from \$40 to \$50
College tuition.....	" 50 " 60
School of Commerce and Administration tuition, including laboratory fees.....	" 50 " 70
Medical Courses tuition, including laboratory fees.....	" 60 " 70
Divinity School tuition.....	" 40 " 50
Law School tuition.....	" 50 " 65

It was moved and seconded to concur in the recommendation of the Committee on Budget to increase the tuition rates as stated from the opening of the Summer Quarter, 1920, and, a vote having been taken, the motion was declared adopted.

A minute from the Committee on Budget was presented recommending the approval of the annual budget for the fiscal year 1920-21 with the proviso that the estimate in excess of estimated expenditures over estimated income, namely \$116,934, shall be underwritten from the present Contingent Reserve,

R.D.
Salisbury

Tuition Fees,
Increase in

Student Fees,
Increase in

Budget for
1920-21
Adopted.

#3 — Board of Trustees
February 10, 1920

total expenditures of \$2,554,694 to be provided from income estimated as follows:

(a) From students' fees, endowment income, etc...\$2,320,805.
 (b) From increase in tuition rates..... 116,955.
 (c) Underwritten from Contingent Reserve..... 116,934. \$2,554,694.00

It was moved and seconded to adopt the annual budget for the fiscal year, July 1, 1920, - June 30, 1921, as submitted by the Committee on Budget as stated above and to underwrite the excess of estimated expenditures over estimated receipts, namely, \$116,934, from the Contingent Reserve, and, a vote having been taken, the motion was declared adopted.

A minute from the Committee on Budget was presented recommending that the final distribution of the Rockefeller Gift of Ten Million Dollars of December 13, 1910, all of which has been received, be made as follows:

For Endowment		
For Budget purposes..	\$5,000,000.00	
Retiring Allowances.....	1,800,000.00	
Reserve for Retiring Allowances	300,000.00	\$7,100,000.00
For Buildings - Completed		
For Stagg Field		
Stadium.....	210,381.96	
Classics Building	61,417.27	
Rosenwald Hall..	56,992.72	328,791.95
For Buildings- Projected		
For Chapel.....	1,080,000.00	
Quadrangle Club..	150,000.00	1,230,000.00
For Real-estate		
For additions to July 1, 1919.....	222,139.36	
For additions since July 1, 1919 - December 31, 1919	135,000.00	357,139.36
For Final Gift Reserve.....		982,775.67
		\$9,998,706.98

Rockefeller
Final Gift,
Distribution
of

#3 — Board of Trustees
February 10, 1920

A minute from the Committee on Budget was presented recommending that the final distribution of the Rockefeller Gift of Ten Million Dollars of December 13, 1910, all of which has been received, be made as follows:

For Endowment

For Budget purposes..\$5,000,000.00

Retiring Allowances..... 1,800,000.00

Reserve for Retiring Allowances 300,000.00 \$7,100,000.00

For Buildings - Completed

For Stagg Field

Stadium..... 210,381.96

Classics Building 61,417.27

Rosenwald Hall.. 56,992.72 328,791.95

For Buildings- Projected

For Chapel..... 1,080,000.00

Quadrangle Club.. 150,000.00 1,230,000.00

For Real-estate

For additions to July 1, 1919..... 222,139.36

For additions since July 1, 1919 - December 31, 1919 135,000.00 357,139.36

For Final Gift Reserve..... 982,775.67

\$9,998,706.98

#4 -- Board of Trustees
February 10, 1920

In order to give effect to the above distribution the Committee recommends to the Board of Trustees the transfer from Rockefeller Final Gift Reserve the following securities and cash to the Final Gift Endowment, as of January 1, 1920, all the investments remaining in the Final Gift Reserve will be income producing.

Western Pacific Railway Company	\$238,420
1310 Shares Pfd.)	
1960 " Com.)	
Missouri Pacific Railway Company	78,540
1020 Shares Pfd.)	
Colorado Industrial Company	115,500
150,000 Bonds @ 77	
Cash	299.62
	<u>\$432,759.62</u>

It was moved and seconded to concur in the recommendation of the Committee on Budget to distribute the Rockefeller Final Gift and to transfer securities from the Final Gift Reserve to the Final Gift Endowment as of January 1, 1920, all as stated above, and, a vote having been taken, the motion was declared adopted.

A report from the Chairman of the Committee on Buildings and Grounds was presented, stating that in accordance with authority voted by the Board of Trustees at its meeting held January 13, 1920, he had arranged for the continuation of the services of Winford H. Smith, as consultant on the plans of the Billings Hospital and Max Epstein Dispensary with a total compensation of \$12,500, inclusive of \$5,000 already agreed upon.

The report was received and ordered placed on file.

A minute from the Committee on Buildings and Grounds was presented recommending that

W.H.Smith

Billings
Hospital,
Consultant
on Plans

#5 - Board of Trustees
February 10, 1920

Marshall & Fox be employed as architects for the Rawson Laboratory, it being understood that this firm was the choice of Mr. Rawson.

Rawson Laboratory,
Architect for
Marshall &
Fox

It was moved and seconded to concur in the recommendation of the Committee on Buildings and Grounds and to approve the appointment of Marshall & Fox as architects of the Rawson Laboratory, and, a vote having been taken, the motion was declared adopted.

A report was presented from the Committee on Finance and Investment to which had been referred with power to act the extension of the Francis Beidler loan. The Committee reported that it had authorized the extension of the loan for a period of five years at a rate of interest not less than 5 3/4%.

Beidler Loan

The report was received and ordered placed on file.

The Auditor submitted a statement concerning the Haiman Lowy Scholarship Fund received in 1917.

Lowy Scholarship.

The report was received and ordered placed on file.

The Auditor submitted his financial report for the first two quarters of the year ending December 31, 1919.

Financial Reports

The report was received and ordered placed on file.

The Auditor submitted the following statement concerning the probable outcome of the budget for the current fiscal year.

Budget, Report on

#4 - Board of Trustees
February 10, 1920

In order to give effect to the above action on the Committee's recommendation to the Board of Trustees, the Francis Beidler loan was extended to the following amounts as of January 1, 1920, all the investments remaining in the Francis Beidler loan will be income producing.

Western Pacific Railway Company	\$25,840
1100 Shares 1915	
1900	
Missouri Pacific Railway Company	75,740
1000 Shares 1915	
1900	
Colorado Industrial Company	112,700
100,000 Shares 1915	
1900	
Cash	14,200
Total	\$238,480

It was moved and seconded to concur in the recommendation of the Committee on Buildings and Grounds to extend the Francis Beidler loan to the amount of \$238,480, all in cash, and a vote having been taken, the motion was declared adopted.

A report from the Committee on Buildings and Grounds was presented, stating that in accordance with authority voted by the Board of Trustees at its meeting held January 13, 1920, it had arranged for the construction of the Francis Beidler Laboratory on the campus of the University of Wisconsin, and had begun the construction with a total appropriation of \$1,200,000, inclusive of \$2,000 already expended upon the same.

The report was received and ordered placed on file.

A minute from the Committee on Buildings and Grounds was presented recommending that

#6 -- Board of Trustees
February 10, 1920

February 10, 1920

Board of Trustees,
University of Chicago.

Herewith I submit a report giving an estimate of the probable outcome of the budget receipts and expenditures for the fiscal year ending June 30, 1920. This report is based on actual results for the first seven months of the year and estimates for the last five months.

The University finds itself in an entirely new situation, as described in detail in the report submitted to you on November 11, 1919, in which it was stated that the increase of students and the higher cost of wages and supplies necessitated increased expenditures over the original estimates for (1) Instruction; (2) Equipment and Supplies, and (3) The maintenance and operation of buildings and grounds.

In the estimate made on that date the increases in the individual salaries which had been made at that time were taken into consideration. Since then there have been other increases in the salaries of the Faculty, notably that of the Department of Commerce and Administration, and in the salaries of administrative officers, clerks, and employees of the Department of Buildings and Grounds, all of which have made the expenditures heavier than was reported in the previous statement. Notwithstanding this large increase in expenses in excess of the estimates, it will later be observed that the estimates of income now presented are somewhat more than sufficient to meet the situation and to release the sum of \$111,164 which was set aside from Contingent Reserve if the income should be insufficient to that extent.

The total income as now estimated is, after deducting the amount underwritten from General Reserve \$2,542,366; The total expenditures as now estimated are \$2,539,051; a net surplus of income as estimated of \$3,315, which will be applied to the repayment of items underwritten from General Reserve.

In the estimates of income the dividends from the original Standard Oil stocks are placed at \$420,000. The amount actually received last year was \$451,473. Up to date there have been declared dividends amounting to \$269,381, a decrease of \$11,553 as compared with last year.

An analysis of the revised estimates of income as compared with the original estimates shows the following variations:

- 1 - The student fees are in excess of the original estimate \$224,566.
- 2 - The interest on General Account Investment and on bank balances, for which no estimate was originally made, is \$34,000.

#7 -- Board of Trustees
February 10, 1920Hanson Lab-
oratory
Architects
Karsbach &
Fox

Herewith I submit a report giving an estimate of the probable outcome of the budget receipts and expenditures for the fiscal year ending June 30, 1920. This report is based on actual results for the first seven months of the year and estimates for the last five months.

The University finds itself in an entirely new situation, as described in detail in the report submitted to you on November 11, 1919, in which it was stated that the increase of students and the higher cost of wages and supplies necessitated increased expenditures over the original estimates for (1) Instruction; (2) Equipment and Supplies, and (3) The maintenance and operation of buildings and grounds.

In the estimate made on that date the increases in the individual salaries which had been made at that time were taken into consideration. Since then there have been other increases in the salaries of the Faculty, notably that of the Department of Commerce and Administration, and in the salaries of administrative officers, clerks, and employees of the Department of Buildings and Grounds, all of which have made the expenditures heavier than was reported in the previous statement. Notwithstanding this large increase in expenses in excess of the estimates, it will later be observed that the estimates of income now presented are somewhat more than sufficient to meet the situation and to release the sum of \$111,164 which was set aside from Contingent Reserve if the income should be insufficient to that extent.

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An analysis of the revised estimates of income as compared with the original estimates shows the following variations:

- 1 - The student fees are in excess of the original estimate \$224,566.
- 2 - The interest on General Account Investment and on bank balances, for which no estimate was originally made, is \$34,000.

#7 -- Board of Trustees
February 10, 1920

- 3 - The income from investments, including the estimated income from the Standard Oil stocks and decreases in income from Western Pacific stock and fee property, is greater than the original estimates of income from these sources by \$149,690.
- 4 - Miscellaneous Receipts \$5,500
A total of \$413,756.
There are decreases in income as follows:
- 5 - Amount set aside from Special Contingent Reserve to underwrite the estimated deficit for the current year - now believed not to be needed \$111,164.
Net excess of income over original estimates \$302,592.

An analysis of expenditures shows excesses over the original estimates as follows, for

1 - Buildings and Grounds expense	\$134,281.
2 - Instruction	129,278.
3 - Administration expense - general and educational	65,359.
4 - Equipment and supplies for departments	38,297.
5 - Cataloguing	20,500.
6 - Journals Subsidy	13,750.
7 - Scholarships - Divinity and Law	3,407.
8 - Books	2,500.

Less	\$407,372.
9 - Contingent Fund	15,411.
	<u>\$391,961.</u>

This includes items underwritten from General Reserve amounting to \$92,684.

It will be seen that from the foregoing estimates the budget receipts are now considered sufficient to pay all expenses of the budget without calling upon the Contingent Reserve and to allow a surplus of \$3,325 to repay General Reserve partly for appropriations made for special items.

It is therefore requested that authority be given to the Committee on Expenditures to allow expenditures in excess of appropriations as may be necessary to the amounts shown in the accompanying report, and that authority be given to the Auditor to audit them.

(Signed) Trevor Arnett, Auditor

February 10, 1920
Board of Trustees
University of Chicago

Statement of the probable outcome of the budget receipts and expenditures for the fiscal year ending June 30, 1920. This report is based on actual receipts for the first five months of the year and estimates for the last seven months. It is presented to the Board of Trustees for their consideration and approval.

The University of Chicago is a non-profit institution and its financial affairs are conducted on a basis of economy and efficiency. The Board of Trustees is responsible for the management of the University's financial resources and for the approval of the budget for each fiscal year.

The budget for the fiscal year ending June 30, 1920, has been prepared by the Committee on Expenditures and is presented to the Board of Trustees for their consideration and approval. The budget is based on the original estimates of income and expenditures for the year and is subject to change as more information becomes available.

The original estimate of income for the year was \$1,000,000. The actual income for the first five months of the year was \$1,050,000, and the estimated income for the last seven months is \$1,000,000. The total income for the year is estimated to be \$2,050,000.

The original estimate of expenditures for the year was \$1,000,000. The actual expenditures for the first five months of the year were \$1,050,000, and the estimated expenditures for the last seven months are \$1,000,000. The total expenditures for the year are estimated to be \$2,050,000.

The budget for the year is estimated to be in balance, with no surplus or deficit. This is based on the original estimates of income and expenditures and is subject to change as more information becomes available.

The Board of Trustees is requested to approve the budget for the fiscal year ending June 30, 1920, and to authorize the Committee on Expenditures to make any necessary adjustments to the budget during the year.

Respectfully,
Trevor Arnett, Auditor

#8 — Board of Trustees
February 10, 1920

The report was received and ordered placed on file.

It was moved and seconded to concur in the recommendation of the Auditor, to give authority to the Committee on Expenditures to allow expenditures in excess of appropriations as may be necessary to the amounts shown in the report submitted, and to give authority to the Auditor to audit them, and, a vote having been taken, the motion was declared adopted.

The following letter was presented by the Auditor with reference to the selection of the policy for group insurance for employees and certain members of the teaching staff of the University:

February 10, 1920

Board of Trustees,
University of Chicago.

Pursuant to the action of the Committee on Finance and Investment, at its meeting held December 18, 1919, with regard to group insurance for the employees of the University not eligible to the retiring allowance, that the Auditor be instructed to suggest to the Board of Trustees that company which will offer the policy best calculated to provide the kind of insurance desired on the most favorable terms, I beg to report: that I have secured from the insurance agents of the University an opinion regarding the relative merits of policies written by various insurance companies. Their opinion is that the Aetna Life Insurance Company's policy is the best designed for the needs of the University, and I would suggest to the Board that the group insurance authorized at the last meeting of the Board of Trustees be placed with the Aetna Life Insurance Company.

I am informed that the Board of Underwriters of Chicago recently insured its employees under the group life plan and that the committee of its members, who of course are all insurance men, after canvassing the situation, selected the Aetna to carry the board's risk; and, furthermore, that several of the well known insurance firms of Chicago, after investigating the matter, also have selected the Aetna.

(Signed) Trevor Arnett, Auditor.

Aetna Life
Insurance
Company

Insurance
of Employees
and members
of Teaching
Staff

It was moved and seconded to concur in the recommendation of the Auditor selecting the policy of the Aetna Life Insurance Company as that best designed for the needs of the University, and a vote having been taken, the motion was declared adopted.

The President of the University announced a gift of \$5,000 by Mr. Charles H. Swift to provide the expenses of a trip to Asia for Assistant Professor Wellington Jones of the Department of Geology for scientific investigation.

It was moved and seconded to accept the gift for the purpose mentioned, and that the thanks of the Board be expressed to the donor, and, a vote having been taken, the motion was declared adopted.

The matter of the appointment of a Professor of Medicine and Dean for the Medical School was brought up for discussion.

It was moved and seconded to refer the question to the Committee on Instruction and Equipment with power to call a special meeting of the Board of Trustees when ready to make a recommendation, and, a vote having been taken, the motion was declared adopted.

The President submitted the following recommendations:

Reappointment of Samuel Northrup Harper to an assistant professorship of Russian Language and Institutions for four years from January 1, 1920.

C. H. Swift,
Gift of

Wellington
Jones, Trip
to Asia

Medical
School, Dean
for

S. N. Harper

#10 -- Board of Trustees
February 10, 1920

Change of appointment of J. V. Lawrence, Associate in the Department of Physiological Chemistry from July 1 to October 1, 1919, and that his salary be fixed at \$1,200 per year beginning with the latter date in conformity with the present salary scale.

Acceptance of the resignation of Theodore B. Hinckley, teacher in the University High School, to take effect February 1, 1920.

Appointment of Leonard D. White, Assistant Professor of Political Science in Dartmouth College, to an associate professorship in the Department of Political Science, from October 1, 1920, at a salary of \$3,000 per year.

It was moved and seconded to make the appointment, reappointment, and change of appointment, and to accept the resignation, all as recommended, and a vote having been taken, the motion was declared adopted.

The President recommended that the Professor of Military Science and Tactics be made ex officio member of the Board of Physical Culture and Athletics.

It was moved and seconded to concur in this recommendation to make the Professor of Military Science and Tactics ex officio member of the Board of Physical Culture and Athletics, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report:

February 3, 1920

Board of Trustees,
University of Chicago.

We have today purchased \$100,000 4½% Fourth Liberty Loan Bonds at .9094 as follows:

Principal.....	\$90,940
Accrued interest....	1,275
Total	\$92,215

(Signed) Wallace Heckman

It was moved and seconded to approve the purchase of Fourth Liberty Loan Bonds of the par

J.V.
Lawrence

T.B.
Hinckley

L.D. White

Department
of Military
Science
and
Tactics

Physical Culture
and Athletics,
Board of

Col. Harold E.
Marr

Investments

Fourth
Liberty
Loan Bonds
Purchased

#11 -- Board of Trustees
February 10, 1920

value of \$100,000 as stated and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report:

February 7, 1920

Board of Trustees,
University of Chicago.

Under authority of informal action of the Committee on Finance and Investment, the purchase of \$100,000 Province of Saskatchewan 6% debentures was closed through Mitchell, Hutchins & Company at \$96.86, netting the University a little better than 6 $\frac{3}{4}$ %.

The advantage below par was secured on account of the difference of exchange.

Principal.....	\$96,610.00
Interest to February 7.....	366.70
Total.....	\$96,976.70

(Signed) Wallace Heckman

It was moved and seconded to approve the purchase of Province of Saskatchewan 6% debentures of the par value of \$100,000, and, a vote having been taken, the motion was declared adopted.

The Business Manager reported that the University was entitled to subscribe at par to preferred stock of the Union Tank Car Company of the par value of \$30,000.

It was moved and seconded that subscription to the new stock of the Union Tank Car Company to the amount of \$30,000 be authorized, and, a vote having been taken, the motion was declared adopted.

The Business Manager reported that the University had been given opportunity to subscribe at par to the preferred stock of the Standard Oil Company of Ohio to the par value of \$30,000.

Saskatchewan
Province
Debentures
Purchased

Union Tank
Car Company

Standard Oil
Company of
Ohio

#10 -- Board of Trustees
February 10, 1920

Change of appointment of T. V. Lawrence, Associate in the Department of Physiological Chemistry from 1919 to October 1, 1920, and that the salary be fixed at \$1,500 per year beginning with the latter date in conformity with the present salary scale. Acceptance of the resignation of Theodore H. Minnifield, Professor in the University High School, to take effect February 1, 1920. Appointment of Leonard D. White, Assistant Professor of Political Science in University College, as an associate professor in the Department of Political Science, from October 1, 1920, at a salary of \$1,500 per year.

It was moved and seconded to make the appointment, reappointment, and change of appointment, and to accept the resignation, all as recommended, and a vote having been taken, the motion was declared adopted.

The President recommended that the Professor of Military Science and Tactics be made an official member of the Board of Physical Culture and Athletics. It was moved and seconded to accept in this recommendation to make the Professor of Military Science and Tactics an official member of the Board of Physical Culture and Athletics, and a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report:

February 7, 1920

Board of Trustees, University of Chicago.	
We have today purchased 100,000 of the	
Liberty Loan Bonds at 96.86 as follows:	
Principal.....	\$96,610.00
Accrued interest.....	366.70
Total.....	\$96,976.70

(Signed) Wallace Heckman

It was moved and seconded to approve the purchase of 100,000 of the Liberty Loan Bonds of the par

Department
of Military
Science
and
Tactics
Physical Culture
and Athletics
Board of
Col. Harold E.
Went

Fourth
Liberty
Loan Bonds
Purchased

#12 -- Board of Trustees
February 10, 1920

It was moved and seconded that subscription to the preferred stock of the Standard Oil Company of Ohio in the amount of \$30,000 be authorized, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report concerning the purchase of property on

Harper Avenue:

February 6, 1920

Board of Trustees,
University of Chicago.

The following pieces of property have been purchased, on the informal action of the Committee on Buildings and Grounds, on the east side of Harper Avenue, adjoining the Illinois Central Railway, viz:

- 5735 Harper Avenue, the north ten feet of Lot 48, and the south twenty-four feet of Lot 49 (34 x 118) eight-room, frame house with furnace heat, hard-wood finish.....\$4,750.
- 5739 Harper Avenue, north five feet of Lot 47, and the south thirty feet of Lot 48, (35 x 112) eight-room frame house, with furnace heat, hard-wood finish..... 4,750.
- 5743 Harper Avenue, the south thirty-five feet of Lot 47 (35 x 115), eight-room frame house, furnace heat, hardwood finish..... 4,750.

In the foregoing purchases the University pays commission of \$142.50 each, total..... 427.50

I am informally authorized by the Committee to purchase, at the prices named, the following pieces of property:

- 5751 Harper Avenue (30x94) seven-room house, bathroom, furnace heat, at not to exceed..... 3,700.
- 5755 Harper Avenue, the north thirty-eight feet of Lot 44 (38 x 83.6), ten room frame house, steam heat, in fair condition, hardwood finish on the lower floor and front room on the second floor, electric lights..... 4,900.

Harper Avenue
Property
Purchased.

#12 -- Board of Trustees
February 10, 1920

value of \$100,000 as stated and a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following

report:

February 7, 1920
Board of Trustees,
University of Chicago.
Water authorities of informal action of the Committee on Buildings and Grounds, the purchase of \$100,000 preferred stock of the Standard Oil Company of Ohio, through the University of Chicago, making the University a little better than

the mortgage below per was secured on account of the difference of exchange.
Principal.....\$64,410.00
Interest to January 1, 1920..... 1,200.00
Total.....\$65,610.00
(Signed) Wallace Dickinson

It was moved and seconded to approve the purchase of property of Standard Oil Company of Ohio in the amount of \$100,000. and a vote having been

taken, the motion was declared adopted.

The Business Manager reported that the University was entitled to subscription of preferred stock of the Standard Oil Company of

the per value of \$100,000.

It was moved and seconded that subscription to the new stock of the Standard Oil Company of Ohio in the amount of \$100,000 be authorized, and a vote having been taken, the motion was declared adopted.

The Business Manager reported that the University had been given opportunity to subscribe at par to the preferred stock of the Standard Oil Company of Ohio in the per value of \$100,000.

Standard Oil
Company of
Ohio

Standard Oil
Company of
Ohio

#13 - Board of Trustees
February 10, 1920

The seller occupies the house to October 1, at \$40 per month, paying all repairs.

5729 Harper Avenue, (32 x 132.4) hardwood finish on the first floor, plumbing in good condition, furnace, screens, sidewalk, electric light, in cash.....\$5,250.

5801 Harper Avenue, (37x60) seven-room, frame, hardwood, furnace, electricity..... 3,700.

I should like to recommend that these purchases and authorizations be approved, and that purchases adjacent to the foregoing be referred to the Chairman of the Finance Committee with power.
(Signed) Wallace Heckman.

It was moved and seconded to concur in the recommendation of the Business Manager, to approve the purchases as described, to refer to the Chairman of the Committee on Finance and Investment with power to act the purchase of additional property adjacent to the Illinois Central Railway as recommended, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following:

January 30, 1920
Committee on Finance and Investment,
University of Chicago.

The University owns \$2,000 Armour & Company 6% debenture notes, which are convertible into the 7% preferred stock. We are advised that the holders of the preferred stock will have the right, on or before February 2, to buy Armour Leather Company stock. This right will probably have some market value. The present market on preferred stock and the debentures is practically the same, ranging about 108%. Trustee Swift recommends the conversion and the purchase of the leather stock. I recommend that the above exchange be authorized. If you approve kindly indicate by your signature below.

(Signed) Wallace Heckman.

Approved: Martin A. Ryerson, C. L. Hutchinson, Jesse A. Baldwin.

Armour &
Company
Notes

Armour
Leather
Company

#14 — Board of Trustees
February 10, 1920

It was moved and seconded to approve the informal action of the Committee on Finance and Investment in exchanging Armour & Company 6% debentures for 7% preferred stock of the same corporation, and in subscribing for Armour Leather Company stock, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report:

February 4, 1920

Board of Trustees,
University of Chicago.

At the request of Judge Theodore Brentano, acting for Randall Anderson, the lessee of the premises at the northwest corner of Wells and West South Water Streets, we have exchanged \$11,000 Armour & Company 6% debentures for \$11,000 Armour & Company 7% preferred stock. These securities are a part of the \$35,000 fund deposited in connection with the said lease. The new stock is to be written in the name of Wallace Heckman and by him endorsed in blank.

(Signed) Wallace Heckman.

It was moved and seconded to approve the action of the Business Manager in exchanging Armour & Company 6% debentures for Armour & Company 7% preferred stock as stated, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following:

February 5, 1920

Board of Trustees,
University of Chicago.

There is urgent need for additional storage space in order to vacate the frame building west of the Power Plant which has lately been used by the Buildings and Grounds Department and which now is required by the Anatomy and Physiology Departments. I should like to recommend that the building at 5822 Drexel Avenue be taken over for University uses for this purpose. The barn in the rear of the building is already in use for storage by the Press Department. This is a two-story apartment building

Randall
Anderson,
Lessee

5822 Drexel
Avenue

#15 -- Board of Trustees
February 10, 1920

of eight rooms each. It is a substantial structure and stands on a wide lot. The basement is in fairly good condition and the heating plant in good shape. This building is close to the center of the operation of the Buildings and Grounds Department, in full view of the Press Building and has excellent driveway facilities. The taxes for 1917-18 were \$182.07 and 1918-19 were \$117.73. The net return for 1917-18 was \$100.71, and for 1918-19 was \$198.38
(Signed) Wallace Heckman.

It was moved and seconded to concur in the recommendation that the building at 5822 Drexel Avenue be taken over for storage purposes by the Department of Buildings and Grounds of the University, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following communication:

February 5, 1920

Board of Trustees,
University of Chicago.

We have a communication from the United States Gypsum Company in which the University owns \$5,000 preferred stock and \$2,000 common stock, stating that it is proposed to organize an Illinois corporation of the same name. The purpose appears to be to make the stock exempt from taxation to Illinois stock holders. The directors have appointed Sewell L. Avery, S. Q. Fulton, Ralph Van Vechten, S. T. Meservy, and O. M. Knode as a committee. The Continental and Commercial Trust and Savings Bank has been appointed depository. It is proposed that all of the stock shall be turned over to this committee and that upon the completion of the transaction, which will require practically all of the stock, preferred and common shares will be issued to the stock holders in lieu of the present shares. Mr. Ralph VanVechten highly recommends that the University deposit its stock. I should like to recommend that the stock be so deposited, and that the power of attorney requested be executed.
(Signed) Wallace Heckman.

It was moved and seconded to concur in the recommendation of the Business Manager that the stock be deposited and the power of attorney ex-

United
States
Gypsum
Company

#16 — Board of Trustees
February 10, 1920

ecuted as stated, and, a vote having been taken,
the motion was declared adopted.

The Business Manager submitted the following
report:

February 7, 1920

Board of Trustees,
University of Chicago.

I desire to report payment of the William
V. Kelley \$75,000 loan on the property 458-464 South
State Street, Chicago, described as North $\frac{1}{2}$ of Tract
of Land comprising all of Lot 1 and North $\frac{1}{2}$ of Lot 6,
both in Block 137, School Section Addition to Chicago,
loan was made on January 8, 1918, due January 15,
1923, but paid in full, according to prepayment privi-
lege, on January 15, 1920.

(Signed) Wallace Heckman

The report was received and ordered placed on
file.

The Business Manager submitted the following
communication:

February 7, 1920

Board of Trustees.

University of Chicago.

Mr. George E. Stocking, the owner of the S.E.
 $\frac{1}{4}$ of Section 22, Township 40, North, Range 1, East of
the 3d Principal Meridian, is making a loan from the
Northwestern Mutual Life Insurance Company on the
forty acres adjoining the above described ground on
the north, together with other property on the south
of said forty acres, and desires a release of two
rods of ground on the west so as to connect the two
pieces. The Northwestern has a rule which would bar
the loan on the forty acres north of that on which
the University has a lien, since that forty acres is
not connected with a highway nor with the remainder
of the property on which the loan is being made. The
loan of the University is amply secured. It is at
the rate of \$90 an acre. Tiling to the amount of
about \$15,000 has been done since the loan was made
and fertilizer from Camp Grant to the extent of up-
wards of \$20,000 has been used on the land in the
same period, so that it is under a very high state
of cultivation. A piece of ground of about the
same quality, about six miles south of Rochelle, not
so well drained or fertilized, sold at auction re-
cently for \$350 an acre. This ground is worth
substantially more. I should like to recommend that
the release of the strip of two rods (one acre) on
the west side of the forty acres above mentioned, be

Kelley
Loan Paid

G.E.
Stocking
Loan

#17 — Board of Trustees
February 10, 1920

to eight rooms each. It is a substantial structure
and stands on a high lot. The basement is in fairly
good condition and the building is in good shape.
This building is also in the center of the opera-
tion of the buildings and grounds department. In
fall view of the present building and the excellent
driveway facilities. The taxes for 1917-18 were
\$183.07 and 1918-19 were \$117.73. The net return
for 1917-18 was \$100.71 and for 1918-19 was \$100.38
(Signed) Wallace Heckman

It was moved and seconded to commit to the

recommendation that the building be sold at once.

A vote was taken and the motion was adopted.

Department of Buildings and Grounds of the University.

and, a vote having been taken, the motion was declared

adoption.

The Business Manager submitted the follow-

ing communication:

February 7, 1920

Board of Trustees,

University of Chicago.

We have a communication from the United
States Gymnastics Company in which the University owns
\$5,000 preferred stock and \$5,000 common stock.
stating that it is proposed to organize an Illinois
corporation of the same name. The purpose of the
organization is to make the stock exempt from taxation in
Illinois stock holders. The directors have appointed
as directors, A. J. Brown, A. J. Brown, A. J. Brown,
A. J. Brown, and O. L. Brown as a committee. The
Committee has been appointed to investigate the
all of the stock shall be turned over to this com-
mittee and that upon the completion of the trans-
action, which will require practically all of the
stock, preferred and common shares will be issued
to the stock holders in lieu of the present shares.
The United States Gymnastics Company recommends that the
University acquire its stock. I should like to
recommend that the stock be so deposited, and that
the power of attorney presented be executed.
(Signed) Wallace Heckman

It was moved and seconded to commit to the

recommendation of the Business Manager that the

stock be deposited and the power of attorney be

United
States
Gymnastics
Company

#17 — Board of Trustees
February 10, 1920

authorized.

(Signed) Wallace Heckman

It was moved and seconded to concur in the recommendation of the Business Manager and to authorize the proper officers of the University to execute the instruments necessary to carry the recommendation into effect, and, a vote having been taken, the motion was declared adopted.

The Business Manager called attention to the fact that in order that the University Press may sell text-books to secondary schools in certain states it is necessary that agreements be made with reference to the selling price and exchange privileges, and that these agreements be covered by a bond guaranteeing their performance.

The following resolution was presented:

Resolved, that the agreement between the University of Chicago and the State Board of Education of California, dated January 1, 1920, providing for the selling of text-books published by the University of Chicago Press to the public high schools of California in accordance with the California statute entitled "An act to provide for the adoption of text-books for use in the public high schools of the state and for furnishing text-books for the use of pupils of such schools," (approved May 18, 1917), be approved and that the vice-president and acting secretary of the Board of Trustees of the University of Chicago be and they are hereby authorized to execute the said agreement together with the accompanying bond in the sum of One Thousand Dollars to secure the faithful performance by the University of Chicago of its undertakings in the said contract.

It was moved and seconded to adopt the resolution and to authorize the proper officers to execute the necessary bond, and, a vote having been taken, the motion was declared adopted.

University
Press,
Text-book
Sales.

#18 — Board of Trustees,
February 10, 1920

The Business Manager presented the following

communication:

February 8, 1920

Board of Trustees,
University of Chicago.

The charges for room rents in the residence halls have remained stationary for some ten years, with the exception of a 10% increase in the men's halls in 1919 and a flat increase of \$5 per quarter in the women's halls to cover additional cost of supplying bedding and linen at the time the practice of supplying bedding and linen was inaugurated. During that period, costs of materials coal and labor have increased from 200% to nearly 300%; janitors wages about 200%; laundry from 80¢ to \$3.50. It would seem that the rentals in the Divinity dormitories should be adjusted to meet the cost of the upkeep of the building, decoration, janitor service, furniture, rugs, etc., and that in the other dormitories it would be proper to make the charge such as to pay, in addition to that, a return of say 3%. The present situation, with rents so excessive outside, makes a sharp discrimination against those who are not fortunate enough to secure a room in the dormitories. In the cases of students where the raise in the dormitory rentals would be in the nature of a hardship, perhaps some adjustment in the nature of scholarship could be made under direction of the President. I should like to recommend that the matter be referred to the Committee on Buildings and Grounds with power, so that whatever change shall be deemed advisable may take effect at the beginning of the Summer Quarter. The advertising material can be held up temporarily pending the decision.

(Signed) Wallace Heckman.

It was moved and seconded to concur in the recommendation and to refer to the Committee on Buildings and Grounds with power to act the adjustment of room rents to take effect with the beginning of the Summer Quarter as stated, and, a vote having been taken, the motion was declared adopted.

On account of the absence from the city of members of the Committees on Finance and Invest-

Dormitories,

Increase in
room rents

Buildings and
Grounds, Com-
mittee on

Divinity
Dormitory

#19 — Board of Trustees February 10, 1920

ment and of Buildings and Grounds, the Business Manager recommended that the Chairman appoint two temporary members of the Committee on Finance and Investment and one temporary member of the Committee on Buildings and Grounds.

It was moved and seconded that the Chairman be authorized to appoint two temporary members of the Committee on Finance and Investment and one temporary member of the Committee on Buildings and Grounds, and, a vote having been taken, the motion was declared adopted.

Subsequently temporary members of the Committees on Finance and Investment and on Buildings and Grounds were appointed as follows:

Committee on Finance and Investment
H.H. Swift
C.R. Holden
Committee on Buildings and Grounds
E.B. Felsenthal

At the meeting of the Board of Trustees held October 14, 1919, a committee was appointed to consider the proposed plan for the reorganization of the University Council. Mr. Swift, Chairman of the Committee, reported progress.

Adjourned.

J. Spencer Dickinson
By *W. H. Dickinson*
Secretary.

Finance and
Investment,
Committee on
Buildings and
Grounds, Com-
mittee on

H.H. Swift
C.R. Holden
E.B. Felsenthal
University
Council

#19 — Board of Trustees February 10, 1920

The Business Manager presented the following communication:

February 8, 1920

Board of Trustees
University of Chicago

The charges for room rents in the residence halls have remained stationary for some time, but with the exception of a 10% increase in the men's halls in 1919 and a 5% increase in the women's halls in 1919 to cover additional cost of supplying bedding and linen at the time the price of supplying bedding and linen was increased. During the period covered by the report, the men's room rents have increased from \$2.00 to nearly \$3.00; the women's room rents from \$1.50 to \$2.50. It would seem that the rents in the University dormitories should be adjusted to meet the cost of the upkeep of the building, decoration, heating, service, furniture, etc., and that in the other dormitories it would be proper to make the same change as to rent in addition to that a new room to pay for the present situation with rents as excessive as they are. A sharp distinction against those who are not fortunate enough to see out a year in the dormitories. In the case of students where the rates in the dormitories would be in the nature of a hardship, perhaps some adjustment in the nature of scholarship could be made under direction of the President. I should like to recommend that the matter be referred to the Committee on Buildings and Grounds with power so that whatever change shall be deemed advisable may take effect at the beginning of the summer quarter. The accompanying material can be held as temporarily pending the decision.

(Signed) Wallace Haskins

It was moved and seconded to concur in the recommendation and to refer to the Committee on Buildings and Grounds with power to act on the adjustment of room rents to take effect at the beginning of the summer quarter as stated, and a vote having been taken, the motion was declared adopted.

On account of the change from the city of members of the Committee on Finance and Invest-

The University of Chicago
MINUTES OF THE BOARD OF TRUSTEES
February 23, 1920

A special meeting of the Board of Trustees, called by the request of the President of the University, (1) to act on a report from the Committee on Instruction and Equipment; (2) to act on a report from the Committee on Buildings and Grounds; (3) to act on the appointment of an Acting Secretary; (4) to act on the recommendation by the Acting President of the Board for the appointment of temporary members of Committees; (5) to act on a recommendation from the Business Manager regarding the purchase of property; (6) to consider such other matters as may be brought before the meeting, was held at the Board Room on Monday, February 23, 1920, at 11:30 a.m.

There were present: Mr. Gray, in the chair, Messrs. Baldwin, Felsenthal, Gilkey, Holden, Judson, Post, Rosenwald, Scott and Swift; also Messrs. Heckman, Plimpton and Moulds.

Messrs. Hutchinson and Ryerson sent word of their inability to be present.

Prayer was offered by Mr. Gilkey.

The President of the University presented a report from the Committee on Instruction and Equipment in connection with the organization of the Medical School.

The Committee recommended that the President be authorized to offer to Dr. Francis Weld Peabody of Harvard University an appointment as Professor of Medicine and Dean of the Medical School at a

Medical
School, Dean
for

Francis Weld
Peabody

#2 — Board of Trustees
February 23, 1920

salary of \$7,000 as Professor of Medicine and \$1,000 as Dean of the Medical School.

It was moved and seconded that the President be authorized to offer to Dr. Francis Weld Peabody an appointment as Professor of Medicine and Dean of the Medical School at the salary named, and, a vote having been taken, the motion was declared adopted.

The President announced that the donor of the Theology Building, in addition to the previous gift, had now pledged a further gift of \$100,000 toward the erection of the Theology Building.

The President reported that the Committee on Buildings and Grounds at its meeting held Saturday, February 21, 1920, voted to recommend to the Board of Trustees that bids be obtained for the erection of the Theology group of buildings.

It was moved and seconded to direct the Committee on Buildings and Grounds to obtain bids for the erection of the Theology group of buildings and to instruct the President of the University to express to the donor the appreciation of the Board for this generous addition to the original gift, and, a vote having been taken, the motion was declared adopted.

In view of the illness of the Secretary the following resolution was presented:

Theology Building, Additional Gift for

Theology Building, Bids to be obtained for

#3 — Board of Trustees
February 23, 1924

Whereas, the Secretary of the Board, Mr. J. Spencer Dickerson, is now regaining his health after a very severe illness, to recover from which he needs rest, mild weather and a change in surroundings; therefore,

Be It Resolved, that the Board of Trustees hereby grant him a leave of absence on salary for such part of two months as he may find desirable, and express the hope that he will recuperate in some milder climate, to the end that his health may be fully restored on his return to us.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

It was moved and seconded that Mr. John F. Moulds be appointed Acting Secretary during Mr. Dickerson's absence, and, a vote having been taken, the motion was declared adopted.

The Acting President of the Board announced that in conformity with the action of the Board at its meeting held February 10, 1920, he had appointed Mr. H. H. Swift and Mr. C. R. Holden as temporary members of the Committee on Finance and Investment and Mr. E. B. Felsenthal as a temporary member of the Committee on Buildings and Grounds.

It was moved and seconded to approve the action of the Acting President in making the appointments as stated, and, a vote having been taken, the motion was declared adopted.

The Business Manager reported that there appears to be an excellent opportunity of purchasing, at a desirable figure, the west frontage of the block between Fifty-sixth and Fifty-seventh Streets

J. Spencer
Dickerson

John F.
Moulds

Finance and
Investment,
Committee on

Buildings and
Grounds,
Committee on

H.H.Swift

C. R. Holden

E.B.
Felsenthal

Ingleside
Avenue prop-
erty, pro-
posed pur-
chase of

#4 — Board of Trustees
February 23, 1920

on Ingleside Avenue.

It was moved and seconded that the Business Manager be authorized to negotiate for the purchase of the west frontage on Ingleside Avenue between Fifty-sixth and Fifty-seventh Streets, and that the matter of the purchase be referred to the Committee on Finance and Investment with power to act, and, a vote having been taken, the motion was declared adopted.

Adjourned.

John F. Gault

Acting Secretary

#4 — Board of Trustees
February 23, 1920

Whitson, the Secretary of the Board, Mr. J. J. Spencer, is now recovering from which he needs a very severe illness, to recover from which he needs rest, and therefore a change in circumstances is necessary.

It is recommended that the Board of Trustees hereby grant him a leave of absence on salary for each year of two months or any time desirable, and express the hope that he will recuperate in some mild climate, so that the Board may be fully rested on his return to us.

It was moved and seconded to adopt the resolution as submitted, and a vote having been taken, the motion was declared adopted.

It was moved and seconded that Mr. John F. Gault be appointed Acting Secretary during Mr. Whitson's absence, and a vote having been taken, the motion was declared adopted.

The Acting President of the Board announced that in conformity with the action of the Board at its meeting held February 10, 1920, he had appointed Mr. H. M. Gault and Mr. C. M. Holden as temporary members of the Committee on Finance and Investment and Mr. E. E. Reinhardt as a temporary member of the Committee on Buildings and Grounds.

It was moved and seconded to approve the action of the Acting President in making the appointments as stated, and a vote having been taken, the motion was declared adopted.

The Business Manager reported that there appears to be an excellent opportunity of purchasing at a desirable figure, the west frontage of the block between Fifty-sixth and Fifty-seventh Streets

Ingleside Avenue property, proposed purchase of

Committee on Buildings and Grounds
H. M. Gault
C. M. Holden
E. E. Reinhardt

J. J. Spencer
Dickson

MINUTES OF THE BOARD OF TRUSTEES

March 9, 1920

The regular monthly meeting of the Board of Trustees was held in the Board Room, on Tuesday, March 9, 1920, at 2 p.m.

There were present: Mr. Grey, in the chair, Messrs. Baldwin, Felsenthal, Gilkey, Judson, Post, Rosenwald, and Swift; also Messrs. Heckman, Plimpton, and Moulds.

Messrs. Donnelley, Holden, MacLeish, McCormick, Ryerson, and Scott sent word of their inability to be present.

Prayer was offered by Mr. Gilkey.

The minutes of the meetings held February 10 and 23, 1920, were approved.

The Acting Secretary presented a minute from the Committee on Expenditures recommending an increase in laboratory fees.

It was moved and seconded to concur in the recommendation that laboratory fees be increased from \$5 per major to \$6 per major, beginning with the Summer Quarter, 1920; also to increase the maximum charge for laboratory fees in any one department from \$10 to \$12 per quarter; to increase the tuition fee for a fourth major in the Colleges from \$15 to \$20; to increase the tuition fee for the Medical Courses to \$75 per quarter, all of the above named increases to become effective from and after the Summer Quarter, 1920; and to refer the adjustment of laboratory fees in the School of Education, and the adjustment of extra fees for students in the Colleges who take extra courses in

Student's
fees, increase
in

Tuition
fees,
increase in

#2 -- Board of Trustees
March 9, 1920

the Law School to the Committee on Instruction and Equipment with power to act, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary submitted the list of candidates for titles, certificates and degrees, as follows:

Candidates
for titles,
certificates
and degrees

CANDIDATES FOR DEGREES AND CERTIFICATES

1. THE COLLEGE OF EDUCATION

Candidates for the Certificate of the College of Education:

Doris Lucille Andrews
M. Ethel Brown

Helen Virginia Guertin
Mary Esther Hughes

Marian Towne Spach
Edna Margaret Wurtz

#3 -- Board of Trustees March 9, 1920

II. THE SENIOR COLLEGES

THE COLLEGE OF ARTS

Candidates for the Degree of Bachelor of Arts:

Blanche Beatrice Boyer

Winfred Marcus Wagner

THE COLLEGE OF LITERATURE

Candidates for the Degree of Bachelor of Philosophy:

Simon Harry Alster
Brook Burdick Ballard
Arthur Edward Becker
Edgar Bernhard
Henrietta Marie Bolks
George Calvin Campbell
George Mauritz Carlson
Hilma Margaret Carlson
Clara Adaline Chamberlain
Henry Louis Chairop
Richard Kelly Chardy
Austin Noah Clark
Eleanor Cloutier
Maurice Yates Cohen
Irma Estevan Cushing

Emma Foerter
Kathleen Knox Foster
Torvald Fredericksen
John Procopius Gavaris
David Mandel Halfant
Gertrude Josephine Harft
Pauline Elizabeth Haven
Ivy Isabel Lidman
Jessie Hume McCormack
Catherine Modesta McGuire
William Wallace Miller, Jr.
Grace Gladys Nairn
Anne Knott Ordway
Mary Vida Rinehart

Maurice Wiseman Rosenbarger
Mabel Rosseter
Esther Sabel
Nathaniel Sefurth
Ida Douglas Staudt
A.M. (Palatine College) 1894
Helen Sulzberger
Daphne Her Swartz
Zea Anderson Veide
Arthur Martin Weber
Robert Edward Westenhaver
Edith Carrie Wilson
Henry Carl Witherington

THE COLLEGE OF SCIENCE

Candidates for the Degree of Bachelor of Science:

Zacharias Bercovitz
Orwood Jackson Campbell
Stanley Maxwell Crowe
Noah Fox
Alfred Hermann Hallmann
Jacob Koscoe Harry
M.D. (Rush Medical College) 1914
Beulah Harvey

Walker McConnell Hinman
Samuel Jacob Jacobsohn
Carl Gilbert Johnson
Perry Kimball
Ernest Oliver Larson
Alfred Hope MacGregor
Isaie Hesse Oakes

Dewey Self Patton
Joseph Jerry Pale
Ph.C. (University of Illinois School
of Pharmacy) 1915
Emil Durbin Ries
Esme Eugene Rosaire
Clarence Henry Schaller
Mildred Siviter

THE COLLEGE OF EDUCATION

Candidates for the Degree of Bachelor of Philosophy in Education:

Eleanor Joy Carman
Ph.B. (Denison University) 1916
Myron Butman Chaplin
Mary Allegra Gillogly

Jane Jessup Goudie
Mary Virginia Milligan
Phyllis Porter Palmer

Helen Gertrude Thompson
Walfred Ira Wallgren
Henry Medford Whisler

Candidate for the Degree of Bachelor of Science in Education:

Margaret Evans

#4 -- Board of Trustees
March 9, 1920

THE COLLEGE OF COMMERCE AND ADMINISTRATION

Candidates for the Degree of Bachelor of Philosophy:

Charles Sutherland Crane
Harry Manuel Davidoff
Joseph John Day

Birger Eskil Larson
Vera Bena Leibovitz

Carl Alfred Rehm
Chester Tilden Schrader

III. THE DIVINITY SCHOOL

Candidate for the Degree of Master of Arts:

JAMES ROBINSON SHANKS
A.B., Shurtleff College, 1913

Thesis: *The Conception of Creation in Contemporary Theology*

Candidates for the Degree of Bachelor of Divinity:

CURTIS SIDNEY MARSTON
A.B., Parker College, 1908
A.M., Ellendale College, 1913

Thesis: *The Consolidated School and the Rural Church*

RALPH CHESTER OSTERGREN
A.B., University of Minnesota, 1913
A.M., University of Chicago, 1915

Thesis: *The Development of a Christian Ethic in Western Europe*

Candidates for the Degree of Doctor of Philosophy:

JOHN THOMAS McNEILL
A.B., McGill University, 1909
A.M., *ibid.*, 1910
B.D., Westminster Hall, 1912
(Church History)

Thesis: *The Celtic Penitentials and Their Influence on Continental Christianity*

AUGUST HENRY PRUESSNER
A.B., Morrisville College, 1904
D.B., Garrett Biblical Institute, 1906
A.M., Northwestern University, 1917
(Assyrian, Babylonian)

Thesis: *Date Culture in Ancient Babylonian*

IV. THE LAW SCHOOL

Candidate for the Degree of Bachelor of Laws (LL.B.):

Thomas Elmore McColfough

Candidates for the Degree of Doctor of Law (J.D.):

HARRY BLITZSTEN, *cum laude*
Ph.B., University of Chicago, 1918

JAMES RYAN BRYANT
A.B., University of Missouri, 1913

SAMUEL CHUTKOW, *cum laude*
Ph.B., University of Chicago, 1918

EARL BURRUS DICKERSON
A.B., University of Illinois, 1914

WILLIAM TURNER FOX, *cum laude*
A.B., Carson and Newman College, 1913
A.M., Carson and Newman College, 1915

JAMES ALLEN MILLER, *cum laude*
A.B., Beloit College, 1913

#5 — Board of Trustees
March 9, 1920

V. THE GRADUATE SCHOOLS

Candidates for the Degree of Master of Arts:

EMMA LOUISE ROWYER A.B., University of Chicago, 1912 (Latin)	Thesis: <i>The Use of Prepositional Phrases with Nouns in the Writings of Tacitus</i>
SAHAK MELKON CHUCHIAN S.B., University of Wisconsin, 1909 (Political Science)	Thesis: <i>Four Political Philosophers of the Mid-nineteenth Century</i>
GLADYS HELEN FREEMAN A.B., University of Chattanooga, 1915 (Mathematics)	Thesis: <i>The Fundamental Theorem of Algebra from the Point of View of Conformal Mapping</i>
GEORGE HAROLD JAMISON S.B., University of Chicago, 1912 (Mathematics)	Thesis: <i>The Equation of the Circle Determined by the Three Complex Roots of a Cubic Equation</i>
ZOE McEVoy Ph.B., in Education, University of Chicago, 1910 (History)	Thesis: <i>The English and Mesopotamia</i>
ALFRED WILSON PHILIPS A.B., Monmouth College, 1908 (Education)	Thesis: <i>Studies of Individual Difficulties in Arithmetic</i>

Candidates for the Degree of Master of Science:

LILY MARTIN FERRY S.B., University of Chicago, 1910 (Botany)	Thesis: <i>An Historical Survey of the Teaching of Botany</i>
JAMES HOLLINGSWORTH CLEMMER SMITH A.B., Monmouth College, 1917 (Chemistry)	Thesis: <i>Hydrogen Overvoltage</i>
BERTHA KINGSBURY WHIPPLE A.B., Smith College, 1903 (Home Economics)	Thesis: <i>Water Soluble B in Cabbage and Onions</i>

Candidates for the Degree of Doctor of Philosophy:

AMANDO CLEMENTE A.B., University of the Philippines, 1914 M.S. <i>ibid.</i> , 1917 (Chemistry, Physics)	Thesis: <i>The Relation between Pore Size and Adsorption in Charcoal</i>
HOWARD EKENBERRY JENSEN A.B., University of Kansas, 1914 A.M. <i>ibid.</i> , 1915 D.B., University of Chicago, 1917 (Sociology, Church History)	Thesis: <i>The Rise of Religious Journalism in the United States</i>
BERTRAM REID MacKAY S.B., Queen's University, 1908 (Geology)	Thesis: <i>Geology and Physiography of the Beauceville Map Area, Quebec, with Special Reference to Placer Gold Deposits</i>
MARY MEDA RISING A.B., Mt. Holyoke College, 1912 (Chemistry, Chemistry of Food)	Thesis: <i>I. The Preparation of Phenylethylglucuronic Acid. II. The Preparation of Para-Ureido-Phenylacetylurea, and Related Compounds. III. An Attempt to Filter the Enzymes of Milk</i>
JOSEPH USSERY YARBROUGH A.B., University of Texas, 1915 A.M. <i>ibid.</i> , 1916 (Psychology)	Thesis: <i>Influence of Time Interval upon the Rate of Learning in the White Rat</i>

#6 -- Board of Trustees
March 9, 1920

It was moved and seconded to confer the titles, certificates and degrees upon the candidates named provided they conformed to all conditions, and, a vote having been taken, the motion was declared adopted.

The Assistant Auditor submitted a report concerning the Journals Sinking Fund.

The report was received and ordered placed on file.

The Business Manager reported that the proposed paving of Fifty-eighth Street had been postponed indefinitely and asked for the advice of the Board as to the paving of Fifty-ninth Street.

It was moved and seconded that it is the sense of the Board that the paving of Fifty-ninth Street should be deferred for the present, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following report concerning the purchase of property:

March 9, 1920

Board of Trustees
University of Chicago

The following pieces of property have been purchased in accordance with the informal authorization of the Committee on Buildings and Grounds, and as outlined in the report at the last meeting of this Board:

5751 Harper Avenue, (30x94) the south thirty feet of Lot 45, a seven-room house, bath-room, furnace heat.....	\$3,700
5755 Harper Avenue, (38x83.6) the north thirty-eight feet of Lot 44, a ten-room frame house, steam heat, in fair condition, hardwood finish on the lower floor and front room of the second floor, electric lights.....	\$4,900

Journals
Sinking
Fund

Fifty-eighth
Street, pro-
posed paving
postponed

Fifty-ninth
Street, pav-
ing postponed

Harper
Avenue prop-
erty purchased

#7. Board of Trustees
March 9, 1920

- 5729 Harper Avenue (32x132.4) the north twenty-two feet of Lot 50 and the south twelve feet of Lot 51, hardwood finish on the first floor, plumbing in good condition, furnace, electric lights.....\$5,250
- 5801 Harper Avenue (37x60) the north thirty-seven feet of the south fifty-five feet of Lot 43, seven-room frame house, hardwood finish, furnace, electric lights...\$3,700

In addition a contract has just been closed for the purchase of the following premises:

- 5731 Harper Avenue, the north sixteen feet of Lot 49 and the south eighteen feet of Lot 50, nine-room frame house, in good condition hardwood finish, furnace heat.....\$7,000

The purchase of the premises located at the southeast corner of Sixty-first Street and Ellis Avenue, described as the west 173.05 feet of the north 50 feet of Block 3, Charles Busby's Subdivision, 14-38-14, for \$30,000 has been closed in accordance with the action of the Committee on Finance and Investment on January 26, 1920.

(Signed) Wallace Heckman
P.S. Also the purchase of the following property in accordance with the informal approval of the Committee on Buildings and Grounds; 5761 Blackstone Avenue (40x158.7) three-story frame, hardwood finish, furnace heat, containing twelve rooms and two baths, \$12,500.

It was moved and seconded to approve the action of the Business Manager and the Committee on Buildings and Grounds in purchasing the property described, and, a vote having been taken, the motion was declared adopted.

The Business Manager presented a report concerning the work of the Committee of One Hundred.

It was moved and seconded that it is the judgment of the Board of Trustees that the University should not make a further contribution to the work of the Committee of One Hundred or longer continue its membership in this Committee, and, a vote having been taken, the motion was declared adopted.

Committee
of One
Hundred

#8 - Board of Trustees
March 9, 1920

Judge Baldwin, Chairman of the Special Committee appointed to confer with the Committee of the American Baptist Education Society, made an informal statement reporting progress and asking for a grant of further time.

There being no objection, further time for the work of the Committee was granted by unanimous consent.

The Business Manager presented a recommendation that authority be granted to proceed with the work of repair, alteration, decoration, and furnishing of the property at 5831-33 Kenwood Avenue at an estimated cost of \$9,674.19, of which \$2,890 is provided from fire insurance, this building to be used as a dormitory for women.

It was moved and seconded to concur in the recommendation of the Business Manager and to authorize the Committee on Buildings and Grounds to proceed with the repair, alteration, decoration, and furnishing of the property at 5831-33 Kenwood Avenue for use as a dormitory for women at an estimated cost of \$9,674.19, this amount to be charged to General Reserve, and, a vote having been taken, the motion was declared adopted.

The Business Manager asked for instruction concerning the offer of the northeast corner of Drexel and Fifty-eighth Street at \$18,500.

It was moved and seconded to postpone action on this proposed purchase, and, a vote having been

American
Baptist
Education
Society,

Committee
of
Conference

5831-33
Kenwood
Avenue,
Authority
to proceed
with
alterations

1011
Drexel
Street,
northeast
corner,
Purchase
postponed

Drexel and
Fifty-eighth
Street,
northeast
corner,
Purchase
postponed

#9 - Board of Trustees
March 9, 1920

taken, the motion was declared adopted.

The Business Manager presented the following resolution:

Resolved, that the \$80,000, 4½% Fourth Liberty Loan bonds, represented by certificates #10193 to #10199, both inclusive, and #10283, being 8 certificates each for \$10,000 which said bonds are registered in the name of Richard T. Crane, Jr., and by him assigned to The University of Chicago, be exchanged for coupon bonds of the same issue, said coupon bonds to be in the denomination of 80 certificates, each for \$1,000 and that the action of Martin A. Ryerson, President of the Board of Trustees of The University of Chicago in executing, on behalf of The University of Chicago, the necessary assignment of said registered bonds to the Secretary of the Treasury of the United States to effect the said exchange, be and the same is hereby ratified, approved and confirmed.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following:

March 6, 1920

Board of Trustees,
University of Chicago.

An offer has been received from Mrs. Thomas C. Keating for the purchase of the brick house known as 1938 South Sawyer Avenue, 25 x 125.

The property rents for \$25 per month and the average net income, not charging anything for depreciation, for the past six years has amounted to a little more than \$80 per annum. The land valuations map shows a value of \$45 per front foot, or a total of \$1,125 for the land. The building is old and will require considerable permanent work this year, such as pointing and sheet metal roofing.

The offer is to pay \$2,500 cash or \$1,000 down and a mortgage of \$1,600 for five years at 6%, payable semi-annually. I recommend that the offer be accepted.

(Signed) Wallace Heckman

It was moved and seconded to authorize the Business Manager to proceed with the sale of the brick house known as 1938 South Sawyer Avenue either

Liberty
Loan Bonds,
registered,
Exchanged
for coupon
bonds

1938 South
Sawyer
Avenue,
Sale
authorized

#10 -- Board of Trustees
March 9, 1920

at a price of \$2,500 cash or \$1,000 down and a mortgage of \$1,600 for five years at 6%, payable semi-annually, and, a vote having been taken, the motion was declared adopted.

A report regarding the complaint of Miss Martin as to Commons' service in the Women's Halls was received and ordered placed on file.

Dr. Post made an informal report concerning health and sanitation conditions at the University, reporting progress in his investigations and stating that a formal written report will be presented later.

Upon the recommendation of the Business Manager,

It was moved and seconded that Berwyn Acres property be offered for sale, and, a vote having been taken, the motion was declared adopted.

Upon the recommendation of the Business Manager,

It was moved and seconded to authorize Mr. William J. Mather, Assistant Cashier, to sign Wage Account checks in place of Mr. Joseph Gillespie, resigned, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following:
March 5, 1920

Board of Trustees
University of Chicago

I report the renewal of the loan of \$25,000 to Mary G. Jackson and William H. Jackson as Trustees under the last will and testament of John B. Jackson, deceased, and Mary G. Jackson, Wm. H.

Commons' service,
Report on

Dr. W.E.
Post

Berwyn
Acres property offered
for sale

William J.
Mather

M.G. & Wm. H.
Jackson loan
renewed

#9 -- Board of Trustees
March 9, 1920

When the motion was declared adopted, the Business Manager presented the following resolution:

Resolved, that the \$80,000 4 1/2 year loan bonds, represented by certificates numbered 101099 to 101199, and 101200 to 101300, which were sold to the University of Chicago, be registered in the name of Richard T. Crane, Jr., and be assigned to the University of Chicago, as evidenced by the coupon bonds of the same issue, said coupon bonds to be in the denomination of 50 cents limited, each for \$1.00 and that the motion be carried.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following resolution:

Resolved, that the \$80,000 4 1/2 year loan bonds, represented by certificates numbered 101099 to 101199, and 101200 to 101300, which were sold to the University of Chicago, be registered in the name of Richard T. Crane, Jr., and be assigned to the University of Chicago, as evidenced by the coupon bonds of the same issue, said coupon bonds to be in the denomination of 50 cents limited, each for \$1.00 and that the motion be carried.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

When the motion was declared adopted, the Business Manager presented the following resolution:

Resolved, that the \$80,000 4 1/2 year loan bonds, represented by certificates numbered 101099 to 101199, and 101200 to 101300, which were sold to the University of Chicago, be registered in the name of Richard T. Crane, Jr., and be assigned to the University of Chicago, as evidenced by the coupon bonds of the same issue, said coupon bonds to be in the denomination of 50 cents limited, each for \$1.00 and that the motion be carried.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following resolution:

Resolved, that the \$80,000 4 1/2 year loan bonds, represented by certificates numbered 101099 to 101199, and 101200 to 101300, which were sold to the University of Chicago, be registered in the name of Richard T. Crane, Jr., and be assigned to the University of Chicago, as evidenced by the coupon bonds of the same issue, said coupon bonds to be in the denomination of 50 cents limited, each for \$1.00 and that the motion be carried.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

When the motion was declared adopted, the Business Manager presented the following resolution:

Resolved, that the \$80,000 4 1/2 year loan bonds, represented by certificates numbered 101099 to 101199, and 101200 to 101300, which were sold to the University of Chicago, be registered in the name of Richard T. Crane, Jr., and be assigned to the University of Chicago, as evidenced by the coupon bonds of the same issue, said coupon bonds to be in the denomination of 50 cents limited, each for \$1.00 and that the motion be carried.

It was moved and seconded to adopt the resolution as submitted, and, a vote having been taken, the motion was declared adopted.

#11 — Board of Trustees
March 9, 1920

Jackson and Mary J. Cross, dated January 2, 1920, due in five years at 6% per annum, in accordance with the action of the Committee on Finance and Investment on January 26, 1920.

(Signed) Wallace Heckman.

It was moved and seconded to approve the renewal of the loan of \$25,000 to Mary G. Jackson and William H. Jackson as Trustees under the last will and testament of John B. Jackson, deceased, and Mary G. Jackson, Wm. H. Jackson and Mary J. Cross, dated January 2, 1920, due in five years at 6% per annum, in accordance with the action of the Committee on Finance and Investment on January 26, 1920, and, a vote having been taken, the motion was declared adopted.

The Business Manager presented the following:

March 9, 1920

Board of Trustees
University of Chicago

We have received the application for the renewal of the \$65,000 loan to Nellie P. Stewart, et al, Trustees under the will of Graeme Stewart, deceased, for ten years at 6% per annum, payable semi-annually.

The property is located at the northeast corner of Seventy-first Street and Stewart Avenue, improved with a three-story, fire-proof, steel and re-enforced concrete office-building, occupying practically all of the area of the ground which fronts 234 feet on Stewart Avenue and 178 feet on Seventy-first Street.

The building is leased to the Rock Island Railway for office purposes for a term of years expiring April 30, 1934, at an annual rental of \$11,500.

The building is well located and adapted for general office or light manufacturing purposes.

The property was sold to the Graeme Stewart Estate for \$150,000. The buildings and premises are today in good condition and in excellent repair and the values today are considerably higher than the above mentioned figure. The original loan was made in 1909 for ten years. I recommend the renewal of this loan.

(Signed) Wallace Heckman

Nellie P.
Stewart et al
loan renewed

American
Radiator
Company

S. B.
Geiger

University
Chapel,
borings
for
foundation
tests

It was moved and seconded to authorize the Business Manager to let a contract to S. B. Geiger for making all of the borings up to a total of nineteen at the price of \$2.50 per foot, and to leave it to the discretion of the Business Manager to omit some of the borings if it appears advisable

#13 -- Board of Trustees
March 9, 1920

after consultation with the architect, and, a vote having been taken, the motion was declared adopted.

The Business Manager submitted the following:

March 4, 1920

Committee on Buildings and Grounds
University of Chicago

Replying to the inquiry of Mr. Goodhue, the architect of the Chapel, for a suggestion of engineers in re ventilation, and also foundations, I should like to recommend that Neiler, Rich & Company and Martin C. Schwab be suggested as ventilating engineers and that L. E. Ritter be suggested as engineer for the foundations. I presume the firm of E.C. & R.A. Shankland and F.L. Conbron are probably in the same class with Mr. Ritter. I am suggesting Mr. Ritter in preference merely on the supposition, from such information as I have, that the work is quite certain to have his personal attention.

(Signed) Wallace Heckman.

Approved: Howard G. Grey, Eli B. Felsenthal

It was moved and seconded to instruct the Business Manager to suggest to Mr. Goodhue the names of Neiler, Rich & Company and Martin C. Schwab for consideration as ventilating engineers, and the names of L. E. Ritter, E.C. & R. A. Shankland and F. L. Conbron for consideration as engineers for the foundations of the Chapel, it being understood that whatever engineers may be selected by Mr. Goodhue shall be responsible to him, and that the contract with the architect for the construction of the building includes all engineering costs, and, a vote having been taken, the motion was declared adopted.

In connection with the insurance of employees and certain members of the teaching staff, the Business Manager recommended that form #2201 of the Aetna Life Insurance Company be selected as the

University
Chapel,
Suggestion of
Engineers for

Neiler, Rich
& Company

Martin C.
Schwab

L.E. Ritter
E.C. & R.A.
Shankland

F.L. Conbron

Aetna Life
Insurance
Company

It was moved and seconded to concur in the recommendation of the Business Manager and to authorize him to effect the insurance of employees and certain members of the teaching staff through the Aetna Life Insurance Company using form #2201 for this purpose, and, a vote having been taken, the motion was declared adopted.

Mr. Wallace Heckman
City Office

At its last meeting the Board of Trustees designated Five Million Dollars of the Rockefeller Final Gift as endowment, and income on this total amount is pledged to the budget. Therefore it would be impossible to use any portion of this fund for the purposes mentioned above without jeopardizing the budget income.

- 1 - Endowment for the Chapel and other buildings which may hereafter be built.
- 2 - For making good losses on endowment funds, should such occur.
- 3 - For any other purpose not inconsistent with the terms of the original gift.

At the present time this fund amounts to about One Million Dollars. The suggested uses would consume perhaps 25 per cent of this amount. I think it would be well if the Board would designate a portion of the remaining amount as a reserve, the income of which only to be used as the Board may see fit; otherwise, the fund which we are considering as a

Rockefeller
Final Gift
Reserve

#15 — Board of Trustees
March 9, 1920

reserve to guarantee investments may be depleted to such an extent it would not serve the expectation of the Board in setting up the fund.
(Signed) N.C. Plimpton

It was moved and seconded to defer action on the recommendation concerning the Rockefeller Final Gift Reserve until a later meeting of the Board, and, a vote having been taken, the motion was declared adopted.

The Business Manager presented a report supplementing his former report on the subject of a proposed increase in room rents in the Residence Halls presented at the meeting of the Board of Trustees held February 10, 1920.

It was moved and seconded to authorize an increase in room rents in the Divinity Halls sufficient to make the total room rents for these buildings cover the cost of the upkeep of the buildings, decoration, janitor service, furniture, rugs, and all other maintenance costs, and an increase in the room rents for all dormitories other than the Divinity Halls sufficient to make the total room rents for these buildings cover all costs of maintenance and upkeep as named above and in addition to that a return of 5% on the original cost of the buildings, and, a vote having been taken, the motion was declared adopted.

In connection with the proposed purchase of Ingleside Avenue property the Business Manager reported an opportunity to purchase the west frontage of the block between Fifty-sixth and Fifty-

Room rents,
Increase in

See page 356
April 13, 1920

Ingleside
Avenue prop-
erty, Purchas-
or

#16 -- Board of Trustees
March 9, 1920

seventh Streets on Ingleside Avenue at a price of about \$88 per front foot.

It was moved and seconded to authorize the Business Manager to purchase the west frontage of Ingleside Avenue between Fifty-sixth and Fifty-seventh Streets at the price of about \$88 per front foot, and, a vote having been taken, the motion was declared adopted.

The President of the University submitted the following recommendations:

Acceptance of the resignation of Leo Finkelstein, Instructor in the Department of Chemistry, to take effect February 15, 1920.

Acceptance of the resignation of Conyers Read, Professor in the Department of History, to take effect June 30, 1920.

Appointment of Conyers Read to a non-resident professorship in the Department of History from July 1, 1920, without salary.

It was moved and seconded to accept the resignations and to make the appointment as recommended, and, a vote having been taken, the motion was declared adopted.

The President of the University submitted a recommendation that the Science Departments be allowed to loan apparatus to other institutions for specific research undertakings provided the Committee on Instruction and Equipment in each particular case gives its consent, and provided further that the Business Manager as well as the Department keep permanent record of such loans.

It was moved and seconded to concur in the recommendation and to allow the Science Departments

Leo
Finkelstein

Conyers
Read

Science
Departments,
Authority
to loan
apparatus

#17 -- Board of Trustees
March 9, 1920

to loan apparatus to other institutions for specific research undertakings provided the Committee on Instruction and Equipment in each particular case gives its consent, and provided further that the Business Manager as well as the Department keep permanent records of such loans, and, a vote having been taken, the motion was declared adopted.

Adjourned.

John T. Hauldr

Acting Secretary

seventh Street on Indiana Avenue at a price of about \$88 per front foot.
It was moved and seconded to authorize the Business Manager to purchase the west front of Indiana Avenue between Fifty-sixth and Fifty-seventh Streets at the price of about \$88 per front foot, and, a vote having been taken, the motion was declared adopted.

The President of the University submitted

the following recommendations:

Appointment of the resignation of Leo Frankenstein, Instructor in the Department of Chemistry, to take effect February 15, 1920.
Appointment of the resignation of Leo Frankenstein, Professor in the Department of History, to take effect June 30, 1920.
Appointment of Leonard Hand to a new residence professorship in the Department of History from July 1, 1920, without salary.

It was moved and seconded to accept the resignations and to make the appointments as recommended, and, a vote having been taken, the motion was declared adopted.

The President of the University submitted

a recommendation that the Science Department be allowed to loan apparatus to other institutions for specific research undertakings provided the Committee on Instruction and Equipment in each particular case gives its consent, and provided further that the Business Manager as well as the Department keep permanent record of such loans.

It was moved and seconded to accept in the recommendation and to allow the Science Department

Leo
Frankenstein
Chemistry
Hand

Science
Department
Authority
to loan
apparatus

J. B.
Hilgerson

Copyright
Book

The University of Chicago
MINUTES OF THE BOARD OF TRUSTEES
April 13, 1920

The regular monthly meeting of the Board of Trustees was held in the Board Room on Tuesday, April 13, 1920, at 2 p.m.

There were present: Mr. Grey, in the chair, Messrs. Baldwin, Donnelley, Felsenthal, Judson, Post, Scott and Smith; also Messrs. Heckman and Flimpton.

Messrs. Arnett, Bartlett, Gilkey, Holden, MacLeish, McCormick, Rosenwald, Ryerson and Swift sent word of their inability to be present.

Prayer was offered by Mr. Smith.

The minutes of the meeting held March 9, 1920, were approved.

The Acting President of the Board submitted a letter received by the Assistant Auditor from Armour Institute of Technology accompanying a check for \$250 as an honorarium for Mr. Plimpton's special services recently rendered Armour Institute in assisting with its plans for expansion.

It was moved and seconded that Mr. Plimpton be authorized and instructed to accept the check, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary read a letter from Conyers Read accepting the appointment to a non-resident professorship in the Department of History, and expressing his sincere appreciation of this action of the Board.

The Acting Secretary presented a minute

N.C.
Plimpton

Conyers
Read

#2 — Board of Trustees
April 13, 1920

from the Committee on Expenditures recommending the commutation of extra vacation credit of E. W. Burgess, net \$888.89, and C. E. Merriam, net \$1,000.

It was moved and seconded to commute the extra vacation credit of E. W. Burgess, \$1,333.33, less one-third for cash, \$888.89 net, and of C. E. Merriam, \$1,500, less one-third for cash, \$1,000 net, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary presented a minute from the Committee on Buildings and Grounds recommending the adoption of a new scale of wages for janitors.

It was moved and seconded to concur in the recommendation of the Committee on Buildings and Grounds, to authorize the adoption of the new scale of wages for janitors, and to authorize the Committee on Buildings and Grounds to provide for the increases within the limits of a sum not to exceed \$15,000 above the budget appropriations for the year 1920-21, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary presented a minute from the Committee on Buildings and Grounds recommending the adoption of the plans of the Billings Hospital and Max Epstein Dispensary.

It was moved and seconded to concur in the recommendation of the Committee and to accept the plans of the Billings Hospital and Max Epstein

E.W. Burgess
C.E. Merriam

Janitors'
Wages, New
scale of

Billings
Hospital and
Max Epstein
Dispensary,
Adoption of
plans of

#3 -- Board of Trustees
April 13, 1920

Dispensary, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary presented a minute from the Committee on Buildings and Grounds recommending that \$4,900, the balance of the amount originally appropriated for the addition to the Laboratory building at 5700 Ellis Avenue, be transferred back to General Reserve.

It was moved and seconded to concur in the recommendation of the Committee and to transfer back to General Reserve \$4,900, the balance of the amount originally appropriated for the addition to the Laboratory building at 5700 Ellis Avenue, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary presented a minute from the Committee on Buildings and Grounds recommending that the proposed increase of room rents be changed so as to provide a return of 4% on the investment instead of 5%, and that the proposed alteration, repair, and refurnishing of the four halls as outlined in the Superintendent's report be authorized at a total expenditure of \$29,309 for alteration and repair, and \$24,700 for refurnishing, this work and the expense of it to be distributed over a period of not to exceed four years.

It was moved and seconded to reaffirm the action of the Board at the meeting held March 9,

5700 Ellis Avenue, Appropriation for addition transferred to General Reserve

Room rents, Increase in

Dormitories, Alteration, repair and refurnishing authorized

#4 -- Board of Trustees
April 13, 1920

1920, authorizing an increase in the room rents for all dormitories other than the Divinity Halls sufficient to make the total room rents for these buildings cover the costs of maintenance and upkeep and in addition to that a return of 5% on the original cost of the buildings, and to set aside 1% of the income on the investment, thus provided to accumulate into a fund for making repairs in these buildings; and to authorize the proposed alteration, repair, and refurnishing of the four halls as outlined in the Superintendent's report at a total expenditure of \$29,309 for alteration and repair, and \$24,700 for refurnishing, this work and the expense of it to be distributed over a period of not to exceed four years, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary reported that the Committee on Press and Extension at its meeting held March 29, in conformity with power conferred by the Board, October 14, 1919, voted to make a charge of 5% interest on the investment in the Manufacturing Department of the Press. At the same meeting the Committee voted to recommend to the Board that interest at the rate of 5% be charged on the capital invested in the University Bookstores, and that the total amount of interest charged to the Manufacturing Department and the University Bookstores be used to apply on the cost of plates in the Book Division of the Publication Department or for such

University
Press,
Interest
charge on
investment.

#3 -- Board of Trustees
April 13, 1920

The Acting Secretary presented a minute from the Committee on Buildings and Grounds recommending that \$2,500, the balance of the amount originally appropriated for the addition to the laboratory building at 2700 Ellis Avenue, be transferred back to General Reserve.

It was moved and seconded to concur in the recommendation of the Committee and to transfer back to General Reserve \$2,500, the balance of the amount originally appropriated for the addition to the laboratory building at 2700 Ellis Avenue, and, a vote having been taken, the motion was declared adopted.

The Acting Secretary presented a minute from the Committee on Buildings and Grounds recommending that the proposed increase of room rents be changed so as to provide a return of 4% on the investment instead of 5%, and that the proposed alteration, repair, and refurnishing of the four halls as outlined in the Superintendent's report be authorized at a total expenditure of \$29,309 for alteration and repair, and \$24,700 for refurnishing, this work and the expense of it to be distributed over a period of not to exceed four years.

It was moved and seconded to transfer the action of the Board of the meeting held March 29,

2700 Ellis
Avenue, and
the balance of
the amount
originally
appropriated
for the addition
to the laboratory
building at 2700
Ellis Avenue, be
transferred
back to General
Reserve.

Room rents,
increase in

Dormitories,
alteration,
repairs and
refurnishing
authorized

#5 -- Board of Trustees
April 13, 1920

other expense of the Press as the Committee may determine.

It was moved and seconded to concur in the recommendation of the Committee, to charge interest at the rate of 5% on the capital invested in the University Bookstores, and to authorize the Committee on Press and Extension to use the total amount of interest charged to the Manufacturing Department and the University Bookstores to apply on the cost of plates in the Book Division of the Publication Department or for such other expense of the Press as the Committee may determine, and, a vote having been taken, the motion was declared adopted.

The Assistant Auditor submitted a report on the University Scholarship Fund received in 1901.

The report was received and ordered placed on file.

The Assistant Auditor submitted a report showing instruction costs in the Schools and Colleges of the University and the amount of receipts from students and from endowments specifically assigned; also a statement of the cost per registration for instruction in the various departments of the University.

The report was received and ordered placed on file.

University
Scholarship
Fund

Instruction
Costs, Report
on

President Judson submitted the following
recommendations on behalf of the Committee on

Instruction and Equipment:

I. In the School of Commerce and Administration the budget as adopted for the next fiscal year makes an appropriation of \$100,500. This was on the basis of attendance as at that time it appeared likely to be in the current year, with a slight deduction. The actual receipts in the current year as compared with the proposed budgets are: from tuition fees, \$81,000 as against the budget proposal of \$74,500, Laboratory fees, \$14,000 as against the budget of \$6,000 and the Williams Fund income of \$20,000, making a total of \$115,000 actual.

The attendance this year comprised 605 students in the Autumn Quarter, 565 in the Winter Quarter, and 516 in the Spring Quarter. Of the 605 in the Autumn Quarter 343 were freshmen.

The most conservative estimate of attendance for the coming year, based on what is known of the students now in residence, and on the presumption of 300 freshmen in the autumn as against 343 last autumn, is as follows: Autumn Quarter 700, Winter Quarter 650, and Spring Quarter, 1921, 600.

Bearing in mind the general situation of the School and the numerous applications for next year it seems altogether likely that these conservative figures will be materially increased. On the basis of these figures, receipts for the three quarters, 1920-21, would be: from tuition fees \$120,000, from Laboratory Fees, \$26,300, and from the Williams Fund income \$20,000, or a total of \$166,300, as against the budget estimate of \$100,500.

In planning for the instruction which would be necessitated by the estimated attendance next year it will be necessary at this time to make arrangements for a number of additional teachers at an estimated cost of \$38,700 in addition to the budget appropriations. This is as against an estimated addition to receipts over the budget estimate of \$65,800. It is recommended that the President be authorized to negotiate with teachers on this basis. The appointments will be for one year.

II. The plans for the Laboratory Schools in the School of Education as recommended to the Board for the year 1920-21 involve, 1st, an addition to the tuition fees in each of the schools, and 2nd, a material addition to the salary scale, besides certain reorganizations in both schools.

School of
Commerce and
Administra-
tion Budget
Revision