

C O P Y

Jan. 25th, 1900. (1900)

My dear Dr. Johnson:

It is my understanding,

(1) That in its arrangement with you the University has allowed you to take a vacation credit of three months in each year before the work had been finished.

(2) That on the supposition that the same plan shall continue, and in view of the extra term of service performed by you in 1899 and the extra term to be performed by you in 1900, you are to be on leave of absence from August thirteenth to March thirteenth; or, in other words, to April first. This will leave you in the same position that you have been in before--namely, in the position of having received your vacation in advance for the three quarters you shall teach beginning April first, 1901.

Very truly yours,

Dr. Franklin Johnson.

Jan. Beck, 1902. (1900)

My dear Mr. Johnson:

It is my understanding,

(1) That in its arrangement with you the Unit-

versity has allowed you to take a vacation credit of

three months in each year before the work had been

finished.

(2) That on the supposition that the same plan

shall continue, and in view of the extra term of

service performed by you in 1902 and the extra term

to be performed by you in 1903, you are to be on

leave of absence from August thirteenth to March

thirteenth, or, in other words, to April first.

This will leave you in the same position that you

have been in before--namely, in the position of hav-

ing received your vacation in advance for the three

quarters you shall teach beginning April first, 1903.

Very truly yours,

Dr. Franklin Johnson.

Record of Work and Vacation of Professor Schmidt - Wittenberg
from October 1893 to January 1903.

Credit

	July 1894	July 1895	July 1896	July 1897	July 1898	July 1899	July 1900	July 1901	July 1902
Vacation		W.	V.	W. V.	V.	W. V.	W. V.	W.	V. 9
	Oct. 1893	Oct. 1894	Oct. 1895	Oct. 1896	Oct. 1897	Oct. 1898	Oct. 1899	Oct. 1900	Oct. 1901
Work	W.	W.	W.	W.	W. V.	W.	W.	W.	W.
	Jan 1894	Jan 1895	Jan 1896	Jan 1897	Jan 1898	Jan 1899	Jan 1900	Jan 1901	Jan 1902
Work	W.	W.	W.	W.	W.	V.	W.	V.	
	Apr. 1894	Apr. 1895	Apr. 1896	Apr. 1897	Apr. 1898	Apr. 1899	Apr. 1900	Apr. 1901	Apr. 1902
Work	W.	V.	W.	W.	W.	W.	W.	V.	

Work - total 26 Quarters
 Vacation - total 11 Quarters (Earned $9\frac{1}{4}$ Quarters = $\frac{1}{4}$ of 37)

 Total 37 Quarters.
 11 Quarters — $9\frac{1}{4}$ Quarters = $1\frac{3}{4}$ Quarters arrears.

THE DIVINITY SCHOOL

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

ERI BAKER HULBERT
Department of Church History

SHAILER MATHEWS
Department of New Testament,
Literature and Interpretation

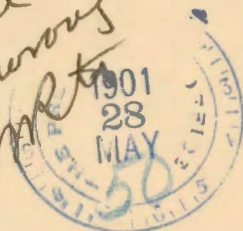
C. E. HEWITT

SECRETARY

DEANS

*Neither Mr Judson nor I
think Mr Johnson entitled to
any such amount of vacation
for actual service. Your letter
to him gave him more vacation credit
than he had earned.*

*Shek
shows me
what is wrong
Mr to*



The understanding in this office concerning Professor Franklin

Johnson's account of service and vacation is as follows:

1. According to President Harper's estimate last year, Professor Johnson was entitled to be absent in Europe on full pay from August 13, 1900, to April 1, 1901; that is, seven months and a half.
2. This vacation he did not take, so that it still stands to his credit.
3. He has taught, instead, through the Autumn, Winter, and Spring Quarters of the current scholastic year, 1900-1901, and has thus earned three months' vacation credit in addition to the foregoing, - making ten and a half in all.
4. He is announced to teach during the first term of the coming Summer Quarter, 1901. For this extra service he desires payment in money; so that it will not add to his vacation credit.
5. He expects to leave for Europe at the end of the first term of the coming Summer Quarter, 1901, and be absent until April 1, 1902. He will begin his resident service at that time, with three months' vacation time to his credit, which he wishes to increase, until he can have six months for writing a book.

*Granting that your statement to Dr. Johnson
made a year ago is correct, it seems to me the
rest follows as a matter of course. Will you
give the above your O.K.? Hulbert.*



Letter to the President
of the University of Chicago
dated April 1, 1901

THE HANCOCK LIBRARY
OF THE DIVINITY SCHOOL
OF THE UNIVERSITY OF CHICAGO
APR 1 1901

The understanding in this office concerning Professor Franklin

Johnson's account of service and vacation is as follows:

1. According to President Taylor's estimate last year, Professor Johnson was entitled to be absent in Europe on full pay from August 1, 1900, to April 1, 1901; that is, seven months and a half.
2. This vacation he did not take, so that it will accrue to his credit.

3. He has taught, instead, through the Autumn, Winter, and Spring Quarters of the current academic year, 1900-1901, and has thus earned three months' vacation credit in addition to the foregoing - making now and a half in all.

4. He is authorized to teach during the first term of the coming Summer Quarter, 1901. For this extra service he desires payment in money; so that it will not add to his vacation credit.
5. He expects to leave for Europe at the end of the third term of the coming Summer Quarter, 1901, and be absent until April 1, 1902. He will begin his President service at that time, and thus months' vacation time to his credit, which he wishes to increase, until he can have six months for writing a book.

Respectfully that your statement to the President
made a year ago is correct, it seems to me the
best follows as a question of course. The two
give the above for the President.

Franklin Johnson

	Summer	Autumn	Winter	Spring	
1892-3	V	R	R	R	Even here. (vacation in advance)
1893-4	V	R	R	R	Even here, (vacation in advance)
1894-5	V	R	R	R	Even here (vacation in advance)
1895-6	V	R [✓]	R [✓]	R [✓]	Even here vacation in advance
1896-7	R [✓]	R [✓]	R [✓]	V	Even here 3 quarters work 1 vacation
1897-8	V [✓]	R [✓]	R [✓]	R [✓]	Even here, vacation in advance
1898-9	V [✓]	R [✓]	R [✓]	R [✓]	Even here, vacation in advance
1899-1900	$\frac{R^{(1)} \checkmark}{V^{(2)}}$	R [✓]	R [✓]	R [✓]	2 months net gain here
1900-1901	$\frac{R^{(1)} \checkmark}{V}$	R [✓]	R [✓]	R [✓]	2 months net gain here.
1901-1902	$\frac{R}{V}$				

2

This is a copy of the official record, and shows Mr. Johnson entitled on July 1, 1901 to 4 months vacation credit.

Francis W. Shepardson

H. P. Jordan

~~Shub~~
~~This is wrong~~
~~Get me straightened~~
~~Miller~~

President of Board
MARTIN A. RYERSON

Treasurer
C. L. HUTCHINSON

Secretary
T. W. GOODSPEED

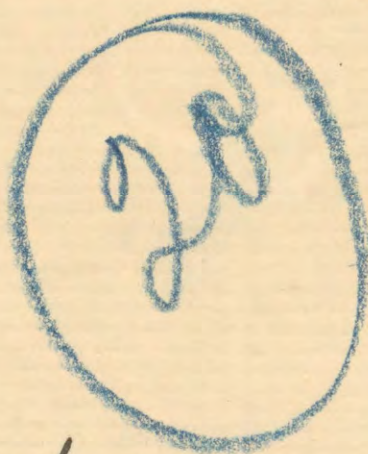
THE UNIVERSITY OF CHICAGO

Founded by JOHN D. ROCKEFELLER

WILLIAM R. HARPER, President

Goodspeed

Vacation Credit



CHICAGO July 19 1894

My Dear Dr. Harper,

Raycroft wishes the pay for his summer work in cash. I seemed surprised & disappointed when I told him he would receive $\frac{2}{3}$ of the regular salary. This reminds me to ask you if you have devised that record for keeping a correct history of the work of the professors & of the credits due them in vacations or in money.

No man, except yourself, knows when the professors are here. & some steps should be taken that I may be informed formally every quarter of the facts so that the pay roll may be kept correct.

Caldwell tells me he is now at work & continues till Oct. 1.

I hope you are already getting ready to leave for a two month rest Aug. 1. If you don't want to go abroad on that date go with me into the woods for ten days & then start Aug. 15.

Students keep dropping in. - 5 this week so far.

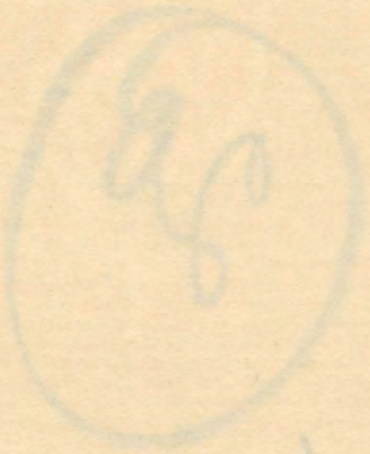
Yours truly
T. W. Goodspeed

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E. W. BUCKLEY

THE UNIVERSITY OF CHICAGO

Founded by JOHN D. ROCKEFELLER

WILLIAM R. HARPER, President



CHICAGO July 12 1894

Prof. Geo. B. Harper,

Dear Sir, I have the honor to acknowledge the receipt of your letter of the 10th inst. in regard to the book of the professor of the history of the United States. I am sorry to hear that you have been disappointed in your search for a copy of the book. I am sorry to hear that you have been disappointed in your search for a copy of the book. I am sorry to hear that you have been disappointed in your search for a copy of the book.

Very truly,
C. J. Hutchinson

I hope you are already getting ready to leave for a short visit to Chicago. I am sorry to hear that you have been disappointed in your search for a copy of the book. I am sorry to hear that you have been disappointed in your search for a copy of the book. I am sorry to hear that you have been disappointed in your search for a copy of the book.

Yours truly,
C. J. Hutchinson

Vacation Credit

The University of Chicago.

Hale

Dictated.

July 20, 1895.

My dear President:

Perhaps your question was with regard to the method of reckoning. To me it seems complicated. I should much rather say that a man has, every year, a vacation of three months; that if, in place of taking it, he teaches during the whole or during half of that time, then, in some other year, he may take a vacation of corresponding length in addition to the regular three months vacation of that year. For example, I taught an additional half quarter. Then in some year to come I may be absent a half quarter in addition to my regular vacation of that year. If I had taught a whole quarter, then I should have the right to be absent a whole quarter in addition to my regular vacation. This seems to me a more natural computation, and a much simpler one to be kept upon the books. In my own case, then, I should say that I was entitled to an absence for a half quarter (or six weeks) in some future year in addition to the regular three months vacation of that year.

Faithfully yours,

W. B. Hale

The University of Chicago.

July 30, 1895.

Dictated.

My dear President:

Perhaps your question was with regard to the method of reckoning. To me it seems complicated. I should much rather say that a man has, every year, a vacation of three months; that if, in place of taking it, he teaches during the whole or during half of that time, then, in some other year, he may take a vacation of corresponding length in addition to the regular three months vacation of that year. For example, I taught an additional half quarter. Then in some year to come I may be absent a half quarter in addition to my regular vacation of that year. If I had taught a whole quarter, then I should have the right to be absent a whole quarter in addition to my regular vacation. This seems to me a more natural computation, and a much simpler one to be kept upon the books. In my own case, then, I should say that I was entitled to an absence for a half quarter (or six weeks) in some future year in addition to the regular three months vacation of that year.

Faithfully yours,

W. D. Howells

Jan. 16th, 1902.

Vacation Credit

My dear Mr. McLeish:-

I enclose a statement by the Business Manager of the University of my indebtedness to the University. As you are aware, the University is indebted ~~to me~~ for extra work during the Spring Quarter of the year 1900 and 1901. There may be some question as to the basis of settlement. I leave that in your hands, and shall be glad to have you arrange it with the Finance Committee, and give me whatever credit the service calls for under the rules of the University.

~~under~~ I wish also to have you consider the question of my vacation for the Spring Quarter. I would like to propose that I be allowed to remain in residence with the understanding that the residence thus gained shall be taken in a future vacation. I think it will be evident to the trustees that with a Law School to organize, with the technological work on hand, the Field Museum matter under consideration- not to speak of other matters- it is wise for me to be here. I can arrange the work so that I shall not be heavily loaded, although I shall be doing my regular work.

I should like very much indeed, by means of one extra quarter, to close up my debt to the University, and by means of another

Jan. 16th, 1902.

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I should like very much indeed, by means of one extra quarter, to close up my debt to the University, and by means of another

acquire a vacation credit so that sometime in the future I might have six months off at one time. It is, of course, perfectly evident that there cannot be any time in the future after this year, when such a concentration of important matters at one time has will occur.

Yours very truly,

W. R. Harper

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have six months off at one time. It is, of course, perfectly
evident that there cannot be any time in the future after this
year, when such a concentration of important matters at one time has
will occur.

Yours very truly,

W. R. Harper

Vacation Credit
The University of Chicago

January 30, 1902

Feb. 14th, 1902.

My dear Mr. Moore:-

I have your long letter of Jan. 30th concerning Boyd and his vacation credits. I wish to place the matter entirely in your hands and have you settle it. I have always objected to extra vacation credit in his case, and did not understand that last summer the work was done as extra vacation credit. I supposed that it was done as regular work. I think that you would better lay before him the facts and close the matter up.

Yours very truly,

The University of Chicago

Feb. 14th, 1908.

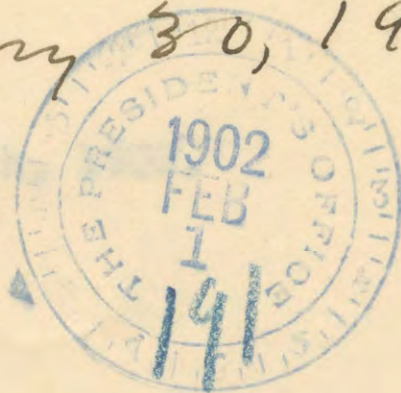
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credit in his case, and did not understand that last summer the work
was done as extra vacation credit. I supposed that it was done as
regular work. I think that you would better lay before him the facts
and close the matter up.

Yours very truly,

The University of Chicago

January 30, 1902



The President

My dear Dr. Harper,

In your letter of Jan. 28, 1902 you state that the vacation credit accumulations of Mr. Boyd and of Mr. Slaught are due to the fact that I have had too many courses offered. On my judgment, if any only a small part of the accumulations are properly so accounted for.

As to the question of Mr. Boyd:
I recall your letter of Feb. 20, 1901, -

"Professor Boyd will have seven months vacation credit July first [1901]. Of the teaches during the summer quarter, he wishes to have extra vacation. This would make three or four more, - practically a year. I think you see what a drain this would be on the department. Is there no better way of arranging it?"

Acting on this letter, I advised

January 30, 1905



To The President

My dear Dr. Harkness,

In your letter of Jan. 28, 1905 you state that the vacation credits accumulated of Mr. Boyd and Mr. Harkness are one to the fact that the vacation credits are if any only a small part of the account. I am sorry to hear that the account is not properly accounted for.

As to the question of Mr. Boyd: I recall your letter of Feb. 20, 1901, - "Professor Boyd will have been made vacation credit 500 [1901]. After vacation during the summer quarter, the winter to have extra vacation. This would make them a few more, - practically a year. I think you see what a drain this would be on the department. So there is no better way of arranging it?" Acting on this letter, I advised

Mr. Boyd, - since the summer teaching could not be for vacation credit, and in order that his vacation might be consecutive at any rate, - to take regular work during the summer and autumn of 1901 and the winter of 1902. To this he agreed. On this understanding with you and with him the work for 1901-2 was planned, definitely reported to you by me under date March 21, 1901, accepted by you, and printed in the program and in the Register.

Mr. Boyd was scheduled for regular work during those three quarters and for vacation during the spring quarter of 1902.

The program left two majors of the spring quarter to be arranged for. For these courses I wrote in November suggesting

Mr. Doolittle, -
could not be for vacation credit, and
in order that his vacation might be
concurrent at any rate, - to take
regular work during the summer
and autumn of 1901 and the winter
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by you, and printed in the program
sent in the Register.
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work during those three quarters and for
vacation during the spring quarter
of 1902.
The program left two vacancies of the
spring quarter to be arranged for. For
these purposes I wrote in November suggesting

that we secure Mr. Boyd for vacation teaching.

On your reply that we ought not to do this, I gave one course to a fellow and withdrew the other course (Trigonometry). — With you I dislike fellow-teaching, and further the Trigonometry ought, I think, to be given every quarter.

From your letter I infer that Mr. Boyd has secured recognition for his last summer's teaching as teaching for vacation credit.

If this is true, — on general principles I dislike the way in which, quite without my knowledge, he has secured this recognition.

It is, I suppose, proper for me to inquire how this happened.

I wonder if perhaps your letter of Jan. 29 is based on your memory, and that is letting you confuse the summer of 1901 with the summer of 1899, when he did do vacation credit work.

I understand that April first Mr. Boyd will have ten months' vacation credit, and that, if he teaches during the spring

The University of Chicago

that we receive Mr. Booz for vacation teaching.
On your reply that we ought not to do this,
I gave our course a fellow and withdrew the
other course (Tripovermount). — With regard to
dislike fellow-teaching, and further the Tripovermount
ought, I think, to be given every year.

From your letter I infer that Mr. Booz
has secured recognition for his last summer
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If this is true, — our general principles
I dislike the way in which, quite without
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how this happened.
I wonder if perhaps your letter of Jan. 29
is based on your memory, and that in letting
you confer the summer of 1901 with the
summer of 1899, when he did do vacation
credit work.

I understand that April first
Mr. Booz will have the month
vacation credit, and that
if he teaches during the spring

the spring quarter, July first he will have eleven months vacation credit.

If he is to teach during the spring quarter, I propose to give him the two courses originally unprovided for.

Since Mr. Boyd is about to sever his relations with the University, I should be glad to have him have the spring quarter work, — but I think we cannot afford to let him have the summer quarter work which he is seeking to obtain; for that work Mr. Lunn would be, in my judgment, a considerably stronger teacher and at just half the expense to the University.

Yours very truly,

E. A. Moore

The University of Chicago

the spring quarter, first he will
have eleven months vacation credit.
Of he is to teach during the spring
quarter, I propose to give him the two
courses originally unprovided for.
Since Mr. Boof is about to enter
his relations with the University,
I should be glad to have him have
the spring quarter work — but
I think we cannot afford to let him
have the summer quarter work
which he is seeking to obtain; for
that work Mr. Boof would be
in very bad luck, a considerable
stronger teacher and at least half
the expense to the University.
Yours very truly,
D. A. Moore

March 5th, 1902.

My dear Mr. Moore:-

Your letter of March first has been received,
and the arrangement for Mr. Boyd will be presented to the trustees.

Yours truly,

March 5th, 1902.

March 5th, 1902.

My dear Mr. Moore:-

Your letter of March first has been received,

and the arrangement for Mr. Boyd will be presented to the trustees.

Yours truly,

March 5th, 1902.



The University of Chicago

March 1, 1902.

JB

To the President:-

My dear Dr. Harper:-

I write concerning Mr. Boyd. He received from your office the authorization to do vacation credit teaching during last summer quarter. This makes his regular teaching service run from the first of October ¹⁹⁰¹ to the first of July, 1902. I have made suitable arrangements with him for the coming spring quarter. On the first of July, 1902, he will have eleven months' vacation credit.

He understands that his direct relations with the University terminate at that time. We must endeavor to assist him in securing a suitable position tenable from September, 1903, or, I suppose, if a good place were available, he would postpone his prospective European residence and take a position tenable from September, 1902. In view of the fact that his name will be on the budget role of the University faculty until ^{June} July 1st, 1903, I recommend very heartily and in accordance with Mr. Boyd's desire, that we give him a re-appointment for one year, this appointment to read from October 1st, 1902 to October 1st, 1903, but the definite understanding with Mr. Boyd being that the salary would cease ^{June} July 1st, 1903, and that his teaching service would cease July 1st, 1902.

My interview with Mr. Boyd was a pleasant one, and I hope that you will accept the idea of the reappointment for one year on the conditions just named.

Yours very truly,

Edw. Moore

N.B.
Decatur
position
E.H.H.

March 1, 1903.

To the President:-

My dear Dr. Harper:-

I write concerning Mr. Boyd. He received from your office the authorization to do vacation credit teaching during last summer quarter. This makes his regular teaching service run from the first of October to the first of July, 1903. I have made suitable arrangements with him for the coming spring quarter. On the first of July, 1903, he will have eleven months vacation credit. He understands that his direct relations with the University terminate at that time. We must endeavor to assist him in securing a suitable position before September, 1903, or, I suppose if a good place were available, he would postpone his prospective European residence and take a position before September, 1903. In view of the fact that his name will be on the budget roll of the University faculty until July 1st, 1903, I recommend very heartily and in accordance with Mr. Boyd's desire, that we give him a re-appointment for one year, this appointment to read from October 1st, 1903 to October 1st, 1903, but the definite understanding with Mr. Boyd being that the salary would cease July 1st, 1903, and that his teaching service would cease July 1st, 1903.

My interview with Mr. Boyd was a pleasant one, and I hope that you will accept the idea of the reappointment for one year on the conditions just named.

Yours very truly,

The University of Chicago

The President--2.

teaching during the spring quarter. You will notice in the present letter that he repeats this request^{*} and adds a similar request that he have such teaching during the summer quarter of 1902.

I suppose that you know definitely what understanding he has with you and I should be glad to know also, and in particular whether my understanding as detailed above, is correct. I hoped that it would be possible for us to let him have vacation credit teaching during the spring quarter so that he would be ready to enter upon his prolonged vacation at the beginning of July.

Yours very truly,

E. H. Moore

Enclosure.

** in the form that his summer 1901 teaching was for vacation credit and that his regular teaching for 1901-2 is for the three quarters, autumn, winter, spring —*

The University of Chicago

The President--2.

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Yours very truly,

Enclosure.

* in the form that his summer 1901 teaching was for vacation credit and that his regular teaching for 1901-2 is for the three quarters, autumn, winter, spring

Jan. 29th, 1902.

Vacation Case
My dear Mr. Moore:-

I am returning to you Mr. Boyd's letter.

I suppose that Mr. Boyd is right in understanding that last summer the arrangement was for extra vacation credit. In this case he will do his regular work in the Spring Quarter.

My understanding of your request for extra teaching in the Spring Quarter was that this was in addition to the extra work which he had done in the summer, but if he receives extra vacation credit for the summer, his work in the spring will be regular work.

I agree with you that we ought not to allow the vacation credit to accumulate. The only point at issue now is whether he shall have teaching during the Summer Quarter of 1902 as extra vacation credit. On this point I should be glad to have you express an opinion.

Yours very truly

W. R. Harper

Jan. 29th, 1902.

My dear Mr. Moore:-

I am returning to you Mr. Boyd's letter. I suppose that Mr. Boyd is right in understanding that last summer the arrangement was for extra vacation credit. In this case he will do his regular work in the Spring Quarter. My understanding of your request for extra teaching in the Spring Quarter was that this was in addition to the extra work which he had done in the summer, but if he receives extra vacation credit for the summer, his work in the spring will be regular work. I agree with you that we ought not to allow the vacation credit to accumulate. The only point at issue now is whether he shall have teaching during the Summer Quarter of 1902 as extra vacation credit. On this point I should be glad to have you express an opinion.

Yours very truly

W. R. Harper

The University of Chicago



January 23, 1902.

To the President:

My dear Dr. Harper:-

I enclose a letter received yesterday morning from Dr. Boyd, which implies that he has an understanding with you with respect to the status of his teaching last summer which is different from any understanding I have had of the matter. My understanding is that he expressed a desire about a year ago to do during the year 1901/02 extra teaching for vacation credit and that you did not grant that request, although it was evident that there was to be need during this year of teaching in addition to that which could be given on the regular basis by the regular staff. In order to meet his wish for continued vacation as far as possible under these circumstances,, I advised him to select as his three quarters of teaching for the year 1901-02 the summer, autumn and winter, with the thought that it might eventually occur that vacation credit service would be needed for teaching in the spring quarter. In pursuance of this understanding, about two months ago I recommended him for vacation credit teaching during the spring quarter, and you replied that it was very undesirable for us to let the vacation credits accumulate in this way. This letter of Dr. Boyd's to me is in response to a letter of mine to him detailing these facts which I have just spoken of, and that letter was in response to one from him in which he wrote requesting, in his accustomed semi-peremptory manner, that he have extra vacation credit



January 23, 1902.

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July 11, 1905.

Vacation
My dear Mr. Schutze:-

I have gone over carefully the whole matter presented to me, and have read your letter as well as that of Mr. Cutting. It is not in my power to change the situation, since the matter is clearly one which has already been passed upon by the Board of Trustees, and the policy is the policy in accordance with which the work of the University has been administered now more than ten years. The vacation credit which one receives is paid for on the same basis in accordance with which it was earned. There has been no departure from this policy at any time.

I wish the matter were otherwise. I appreciate the difficulty in which you may find yourself in view of the fact that you have calculated differently, and I write to say that we should be glad to advance you a month's salary if it would be any accommodation.

Regretting that I cannot change the situation,
I remain,

Yours very truly,

W. R. Harper

July 11, 1908.

My dear Mr. Schmitz:-

I have gone over carefully the whole matter presented to me, and have read your letter as well as that of Mr. Cutting. It is not in my power to change the situation, since the matter is clearly one which has already been passed upon by the Board of Trustees, and the policy is the policy in accordance with which the work of the University has been administered now more than ten years. The vacation credit which one receives is paid for on the same basis in accordance with which it was earned. There has been no departure from this policy at any time. I wish the matter were otherwise. I appreciate the difficulty in which you may find yourself in view of the fact that you have calculated differently, and I write to say that we should be glad to advance you a month's salary if it would be any accommodation. Regretting that I cannot change the situation,

I remain,

Yours very truly,

W. R. Harper

THE UNIVERSITY OF CHICAGO

DEPARTMENT OF GERMANIC
LANGUAGES AND LITERATURES

CHICAGO

June 7, 1905

My dear President Harper,

I enclose a letter from my
colleague, Mr. Schütze, concerning
a matter which he has stated
very clearly. The exigencies of the
departmental work are alone re-
sponsible for the irregular distribu-
tion of his working twelve quar-
ters between Oct. 1, 1901 and Oct. 1,
1905. The department has been
commenced by the order of his
service, the total amount of his
claim is exactly equal to the sum
of his contract salaries for the
period between the above dates, and
the University would not be
inconvenienced by having to ad-
vance a single dollar for work not

CHICAGO

June 1, 1901

My dear President Harper,

I enclose a letter from my
colleague, Mr. Schuchert, concerning

the matter which he has stated
very clearly. The evidence
of the work on which he

is based is very complete and
satisfactory.

His work is of the highest
quality and has been
published in 1901 and 1902.

The order of his
publication is the order of his
work, the total amount of his

claim is exactly equal to the sum
of his contributions for the
period between the above dates, and

the University is willing to pay
him a single dollar for work not

THE UNIVERSITY OF CHICAGO

DEPARTMENT OF GERMANIC
LANGUAGES AND LITERATURES

CHICAGO

Already done.

While I understand the position of the Business Office, I regard Mr. Schütze's contention as entirely equitable.

Yours faithfully,

Starell Willard Tutting.

Woodstock, Ulster Co., N.Y.

June 5. 1905

President W. R. Harper,
The University of Chicago.

My dear President Harper.

I am compelled to lay before you a difference of opinion between the business office of the University of Chicago and myself concerning my vacation salary.

I am entitled to a vacation of six months which I am now taking. The business office has informed me that I am to receive my present salary of \$116.66 a month for the first ~~two~~ two months only, the salary for the remaining four months being computed on the basis of my first year's salary, 7 years ago, and amounting to \$83.33 a

Brookston, Walter C., N.Y.

June 2. 1902

President W. R. Harper,
The University of Chicago.

My dear President Harper,
I am compelled to lay before you a difference
of opinion between the business office of the Uni-
versity of Chicago and myself concerning my
vacation salary.
I am entitled to a vacation of six months
which I am now taking. The business office
has informed me that I am to receive my
present salary of \$11,666 a month for the
first ~~two~~ two months only, the salary for the
remaining four months being computed on
the basis of my first year's salary. I have
years ago, and was unwilling to \$83.33 a

month. The amount involved in the dispute for the four months is \$133.32.

I was appointed an Associate in the University of Chicago in 1901, beginning work in the Autumn Quarter of that year. In the autumn of 1903 I was appointed an Instructor. My salaries were:

for the first year, 1901/2	- - - -	\$1000.
" " second " , 1902/3	- - - -	\$1200.
" " third " , 1903/4	- - - -	\$1200.
" " fourth " , 1904/5	- - - -	\$1400.

The following table shows the distribution of my work and vacations over the four years ending September 30. of this year, quarters of residence being marked by a "v", vacations by a "O":

	1901	1902	1903	1904	1905
Winter Quarter		v	v	v	v
Spring "		v	v	v	O
Summer "		v	v	v	O
Autumn "	v	O	O	v	<u><u>O</u></u>

Total: Twelve quarters in residence
Four quarters of vacation.

was appointed as Instructor. His salary was:
 of Chicago in 1901, beginning work in the autumn
 of 1903. I was appointed as Associate in the University
 for the four months is \$133.33.
 amount. The amount involved in the dispute

for the first year, 1901/2 - \$1000.
 " " second " 1902/3 - \$1200.
 " " third " 1903/4 - \$1200.
 " " fourth " 1904/5 - \$1400.

The following table shows the distribution of
 my work and vacation over the four years
 ending September 30. of this year, vacation of
 residence being marked by a "v", absent
 from by a "O".

Winter Quarter	Spring	Summer	Autumn
1901	✓	✓	✓
1902	✓	✓	✓
1903	✓	✓	✓
1904	✓	✓	✓
1905	✓	✓	✓

Total: Twelve quarters in residence
 four quarters of vacation.

The business office, applying a formal rule, argues thus: I was entitled to \$1000. the first school year, ending Sept. 30. 1902, which I received; to \$1200. the second, ending Sept. 30. 1903, also received; to \$1200. the third, ending Sept. 30. 1903, also received. I could receive the full salary for the fourth year, ending Sept. 30. of the current year, only if I taught three quarters during this year, instead of two. The actual result of this ~~com~~ manner of computation, apparently overlooked by the business office, is that I should have to teach one whole vacation quarter without any ^{additional} remuneration whatever in order to obtain my full salary, because at the end of the ^{present} school year I should have had only three vacations for four full years of work, without any vacation credit remaining.

The reasons why I think the calculations of the business office unjust to me, are these:

- 1.- My first vacation was pushed over into my second year (Autumn 1902) without

My second year (winter 1902) without
1 - My first vacation was finished over in
of the business office report to me, as there;
the reasons why I think the calculation
is not right remaining.
four full years of work, without any over-
should have had only three vacations for
because at the end of this school year I
saw in order to obtain my full salary
quarters without any ^{addition} remuneration that
that I should have to look for other vacation
costs overlooked by the business office, is
of this ~~cost~~ measure of compensation, upon
this year, instead of two. The actual result
year, and if I taught three quarters during
for the present year, ending Sept. 30. of the current
also received. I could receive the full salary
received; to \$1200. the third, ending Sept. 30. 1903,
to \$1200. the second, ending Sept. 30. 1903, also
school year, ending Sept. 30. 1902, which I received;
as per then: I was entitled to \$1000. the first
the business office, applying a formal rule.

my previous knowledge. I took the work as assigned to me in the catalogue, without suspecting that I might forfeit part of my salary.

2. - The remaining vacation credit was gained by teaching five successive quarters, from the Winter Quarter 1904 until the Spring Quarter 1905 exclusive.* I was seriously ill at that time, as you know, and gave up my vacation, against my inclination and the advice of my physician, solely to accommodate the Department which was seriously crippled by the absence, on account of illness, of two of its members, in addition to those taking their regular vacations. The Department would have been unable to carry on its work, had I not stayed. I refer you to Professor Cutting for corroboration of all these statements. Under these circumstances, to reduce my salary, which at the present expense of living in Chicago is not nearly adequate to keep actual want away, means to mulct me

* The business office comes to the conclusion that I earned this too during my first year, two years before I did the teaching by which it was earned.!

my previous knowledge. I took the work as
assigned to me in the catalogue, without
suspecting that I might prefer part of my
salary.

2. - The remuneration for vacation credit was paid
by treating for necessary quarters, from the
winter quarter 1904 until the spring quarter
1905 exclusive. I was seriously ill at that
time, as you know, and gave up my work
for a period of inactivity and the advice
of my physician, solely to accommodate
the Department which was seriously crippled
by the absence, or absence of illness,
of two of its members, in addition to those
taking their regular vacation. The Depart-
ment would have been unable to carry on
its work, had I not stopped. I left you to
Professor Cutting for coordination of all
the statements, under the circumstances
to reduce my salary, which at
the present expense of living in Chicago
is not nearly adequate to keep actual
costs away, means to market me

*The business office comes to the conclusion that I earned this
too during my first year, two years before I had the teaching of
which it was earned.!

for jeopardizing my health in order to help out the Department.

3.- According to the principle of computation, lately insisted upon by the business office, my salary during my first vocation, taken in the Autumn Quarter of 1902, should have been based on my first year's salary, amounting to \$83.33 a month. As a matter of fact, it was computed on the basis of my salary for the second year of my appointment, ^{running from} ~~beginning~~ October 1. 1902 to October 1. 1903, this salary amounting to \$100. a month. To show that the business office was explicitly and perfectly acquainted with my interpretation of the situation, there is on file in the record of the business office a letter from me to the business manager, dated January 2. (or 3) 1903 (written 1902 by mistake; corrected by the business manager), i. e., before I had done any work during my second year, claiming credit for salary for a fourth month, not used

for preparing my receipt in order to help
out the Department.

3. According to the principle of compensation,
I am entitled upon my first vacation, to have
my salary during my first vacation, based
on the last year's salary of 1902, should have
been based on my first year's salary, amount
ing to \$83.33 a month, or a matter of
fact, it was computed on the basis of my
salary for the second year of my appointment
from October 1, 1902 to October
1, 1903, this salary amounting to \$81.00.
I show that the business office
are explicitly and perfectly represented
with my interpretation of the situation,
there is no file in the records of the business
office a letter from me to the business manager,
dated January 2, (or 3) 1903 (written 1902)
by mistake; corrected by the business manager
(ap), i.e., before I had done any work
during my second year, claiming credit
for salary for a fourth month, not used

up in my vocation just ended, amounting
to \$100 (i.e. on the basis of the second year's
salary) "as a result of teaching four successive
quarters in the preceding year" (for words to that
effect); and ~~assuring~~ ^{the University} that the business
manager pledge ~~himself~~ for this amount to
the Hyde Park Bazaar. The business manager
complied with my request without raising
the question brought forward at this late
day by the business office. If I had been
made aware, at that time, that the business
office might take exception to my interpretation,
I should certainly have tried to safeguard my-
self in 1904/5 against a loss which I cannot
afford.

This unexpected loss of \$133.32 is making my
burden of care so heavy that I am nearly driven to
desperation. Instead of much needed health and
peace of mind I find unceasing anxiety
and worry. I submit the case to you, trusting
that the justice of it may be sufficient to
set aside pure business formalism.

With my most earnest good wishes,
Very Respectfully and Sincerely Yours
Martin Schütz

up in my vacation just ended, amounting
to \$100 (i.e. on the basis of the second year
delay) as a result of teaching four sessions
quarter in the preceding year for words to that
effect; and ~~and~~ ^{the} ~~amount~~ ^{amount} that the business
manager ~~pledge~~ ^{pledge} himself for this amount to
the Hyde Park Tavern, the business manager
completed with my request without raising
the question brought forward at this late
day by the business office. If I had been
made aware at that time that the business
office might take exception to my interpretation,
I should certainly have tried to safeguard myself
by in 1904/5 against a loss which I cannot
afford.

This unexpected loss of \$133.33 is making my
number of cars so large that I am nearly driven
to distraction. Instead of much needed health and
peace of mind I find increasing anxiety
and worry. I submit the case to you, trusting
that the practice of it may be sufficient to
set aside your business formalities.

With very most earnest good wishes,
Very Respectfully and sincerely yours
Martha Schuyler

OFFICERS
OF
THE BOARD OF TRUSTEES

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ANDREW MCLEISH, *Vice-President*

CHAS. L. HUTCHINSON, *Treasurer*
T. W. GOODSPEED, *Secretary*

WALLACE HECKMAN, *Counsel and Business Manager*
TREVOR ARNETT, *Auditor*

The University of Chicago
FOUNDED BY JOHN D. ROCKEFELLER

WILLIAM R. HARPER, *PRESIDENT*

OFFICE OF
THE SECRETARY

CHICAGO June 15-1905-

Dear Mr. Arnett.

Mr. Schutze is entitled to 4 months vacation for the year Oct. 1, 1901 to Oct. 1, 1902 (during which he taught the full 4 quarters) at \$83.³³ per month. His salary for that year being \$1,000. & to 2 months more for the year Oct. 1, 1904 to Oct. 1, 1905 (during which he taught two quarters) at \$116.66 per month. His salary for this year being \$1,400.

This is the basis on which vacation credits have always been computed.

The contention of Mr. Cutting & Mr. Schutze would amend all our rules as to vacation salaries. It would require us to pay for vacations earned on a salary of \$1,000. at a \$1,400. rate. Or suppose a man rapidly promoted from an Assistantship at \$1,000. to a head professorship. It would require us to pay a vacation earned on a \$1,000. salary at a \$3,000. per year rate.

This system would show the absurdity of the contention.

Yours truly

W. R. Harper

WILLIAM R. HARPER, PRESIDENT

THE BOARD OF TRUSTEES

MARTIN A. REESON, President
ANDREW McLEISH, Vice-President
CHAS. L. HUTCHINSON, Treasurer
T. W. COOPER, Secretary
WILLIAM H. HICKMAN, Counsel and Business Manager
THOMAS ARNOLD, Auditor

CHICAGO

June 12, 1902

Dear Mr. Brewster

Mr. DeLong is entitled to 4 months

vacation for the year Oct. 1, 1901 to Oct. 1, 1902 (commencing with
the first of the year) or \$83.33 per month. His salary
for the year Oct. 1, 1901 to Oct. 1, 1902 (commencing with the first of the year)
two quarters) or \$116.66 per month. His salary for the
year being \$116.66.

This is the basis on which vacation credits

have always been computed.

The Board of Trustees of the University of Chicago has
approved the plan of vacation credits as to vacation credits.
It is not necessary to pay for vacation credits
on a salary of \$1,000. or a \$1,200. rate.

It appears a man retiring from an office
entitled to 100% of his salary for 100% of his salary.
or 100% of his salary for 100% of his salary.
or 100% of his salary for 100% of his salary.

Very truly yours

W. R. Harper

W. R. Harper

TREVOR ARNETT
AUDITOR

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

Office of the Auditor

CHICAGO, September 23, 1907.

Vacation Credit
Mr. M.A. Ryerson,

President of the Board of Trustees.

Dear Sir:-

I am in receipt this morning of a letter from Mr. Capps and pursuant to his request I quote below the portion referring to his vacation credit:

"As yet I have not heard from Mr. Ryerson. Meanwhile I have learned of the case of Professor Catterall, apparently another exception. His resignation was in 1903 or 1904, and his seven (as he recalls) months vacation salary were paid regularly in full. The question of reducing the payments was not raised at all. I fancy that you will find that here also his resignation was not presented to the Board until later. I hope you will let Mr. Ryerson know about this, as well as about Bruere, Dennis and Goodspeed. Hancock and Boyd were also paid in full, but probably that was before 1902. I haven't any registers at hand".

The cases of Professor Bruere and Professor Dennis are covered in my letter to you of September 9, and that of Mr. Catterall is also included in the second paragraph on the sixth page of that letter. I would call your attention to the fact that Mr. Catterall resigned July 16, 1902 to take effect October 1st 1902 and not in 1903 or 1904 as Professor Capps states.

Upon reference to the minutes of the Board of Feb. 20, 1900, I find the following:

"The appointment of Harris Hancock, which expires October 1st, 1900 was not renewed."

In the minutes of the Board of March 11, 1902, I find the following in regard to Mr. Boyd.

"The President recommended that Mr. James H. Boyd be reappointed for one year instructor in the department of Mathematics

September 23, 1907

Chicago

Mr. M.A. Ryerson

President of the Board of Trustees

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and pursuant to his request I quote below the portion referring

to his vacation credit:

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covered in my letter to you of September 9, and that of Mr.

Catterall is also included in the second paragraph on the sixth

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following in regard to Mr. Boyd.

"The President recommended that Mr. James H. Boyd be

reappointed for one year in the Department of Mathematics

r. M.A. Ryerson--2

from October 1st 1902, with the understanding that he shall not give instruction after July 1st 1902, and that his salary shall cease June 1st 1903, the last eleven months being accumulated vacation credit. Voted."

It will be seen from the foregoing that neither Mr. Hancock nor Mr. Boyd presented resignations to the Board. You will note that Mr. Hancock was not reappointed at the expiration of his year, and that Mr. Boyd was paid by special action of the Board March 11th 1902, whereas, the action of the Board relative to the payment of vacation credit at the rate of two-thirds pro rata salary in case of the death or resignation of the instructor to whom vacation credit is due, was taken under date of July 16, 1902.

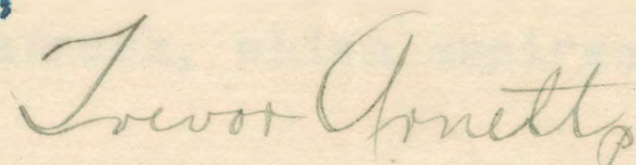
I am not quite clear as to his reference to Dr. G.S. Goodspeed, but give below an extract from the minutes of March 20, 1905 as follows:

"The death of Professor George S. Goodspeed was announced and it was recommended that in the case of Mrs. G.S. Goodspeed, the salary of her husband shall be continued and paid to her through the present fiscal year, and until October 1st (1905), and that T. Harper Goodspeed, if he desires to take his college course at the University of Chicago, shall be given a special scholarship during the four years course."

The above recommendation was made by President Harper, and approved and adopted.

If you desire any further information in regard to these persons, I shall be glad to furnish same if possible.

Yours truly,



Auditor.

Mr. W.A. Lyverton--2

From October 1st 1902, with the understanding that he shall not
give instruction after July 1st 1902, and that his salary shall
cease June 1st 1902, the last eleven months being accumulated
vacation credit. Voted."

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Hancock nor Mr. Boyd presented resignations to the Board. You will
note that Mr. Hancock was not reappointed at the expiration of
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and that T. Harper Goodspeed, if he desires to take his college
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scholarship during the four years course."

The above recommendation was made by President Harper,

and approved and adopted.

If you desire any further information in regard to these

persons, I shall be glad to furnish same if possible.

Yours truly,

Auditor.

instruction. In this case the excess goes to provide for the shortage under 1 and 2 above. To illustrate: Suppose that a member of the faculty has twelve months' vacation credit with \$3,000 due for that period March 5, 1910 salary is \$4,000. In this case the professor in question receives \$3,000.

Vacation Credit
This leaves \$1,000 available to the University to provide supply instruction which of course usually would not be adequate for the purpose. Now if in thinking over the matter which you presented yesterday it seems to me that perhaps you do not quite realize that the time element in dealing with the vacation credit system is as much a part of the problem and of the contract as the money element. The University is able to carry out payments on account of vacation credit for the reason that the salary of the professor who is absent is available. During the absence of a member of the faculty this salary which is thus available may be just enough to pay the money due on vacation credit (1), in which case the University is usually obliged to pay an additional sum for supply instruction; or, (2) the salary is less than will be necessary to provide for supply instruction, as occasionally happens, in which case the University is put to a still greater charge for that instruction; or, (3) the salary reclaimed is more than enough to take care of the supply supposed. Further, the sabbatical year implies absence for the

instruction. In this case the excess goes to provide for the shortage under 1 and 2 above. To illustrate: Suppose that a member of the faculty has twelve months' vacation credit with \$3,000 due for that period, and that the salary is \$4,000. In this case the professor in question receives \$3,000. This leaves \$1,000 available to the University to provide supply instruction, which of course usually would not be adequate for the purpose. Now if the professor should stay away nine months instead of twelve and should be paid the full \$3,000 during those nine months it is obvious that \$3,000 and not \$4,000 would be available to the University from the full \$4,000 salary which would simply pay the \$3,000 due the professor during his absence and would leave nothing to provide the supply instruction during the nine months in question. If this be carried through a great number of cases of absence on vacation credit I think you will see that the time element is an essential part of the contract, which case the University is usually on the matter of the sabbatical year it is one; or, appears that the professor in question on the \$4,000 salary if he should be absent twelve months on half pay would receive \$2,000. The University in that case would have \$2,000 available from his salary for supply instruction, instead of \$1,000 as under the case supposed. Further, the sabbatical year implies absence for the

In this case the excess goes to provide for the full year, and I think the University if it had that system could hardly be expected to pay the full \$2,000 as the stipend unless the professor were absent during the full year, thus releasing the entire half of his salary.

Very truly yours,

H.P.G.

Dear Mr. Buck:-

In thinking over the matter which you presented yesterday it seems to me that perhaps you do not quite realize that the time element in dealing with the vacation credit system is as much a part of the problem and of the contract as the money element. The University is able to carry out payments on account of vacation credit for the reason that the salary of the professor who is absent is available. During the absence of a member of the faculty this salary which is thus available may be just enough to pay the money due on vacation credit (1), in which case the University is usually obliged to pay an additional sum for supply instruction; or, (2) the salary is less than will be necessary to provide for supply instruction, as occasionally happens, in which case the University still greater charge for that instruction; or, (3) the salary reclaimed is more than enough to take care of the supply supposed. Further, the sabbatical year implies absence for the

Mr. C. D. Buck,
The University of Chicago.

inaction. In this case the excess goes to provide for the full year, and I think the University at that system could hardly be expected to pay the full \$2,000 as the stipend unless the professor were absent during the full year, thus releasing the entire half of his salary. This leaves \$1,000 available to Very truly yours, provide supply for the purpose. Now if the professor should stay away this month instead of leaving and should be paid the full \$2,000 during those months, it is obvious that \$1,000 and not \$2,000 would be available to the University from the full \$2,000 salary which would simply pay the \$2,000 due the professor during his absence and would leave nothing to provide the supply of instruction during the time he is absent. It will be carried through a great number of cases of absence on vacation credit I think you will see that the full amount is an essential part of the contract, which case the University is usually in the position of the academic year is of one or appears that the professor in question on the \$2,000 salary is to be paid as absent twelve months he will pay would receive \$2,000. The University in this case would have \$2,000 available from his salary. The University of Chicago. Instead of \$1,000 as under the case supposed. Further, the academic year implies absence for the

Mr. C. D. Buck,

Omaha Public Library and Museum
OMAHA, NEB.

EDITH TOBITT, Librarian

August 13-1910.

*DM: Do say we have not the plan
of the Sabbatical year.*

Mr. Harry Pratt Judson,

University of Chicago,

Chicago, Ill.,

Dear Sir:-

Vacation Credit

I am anxious to obtain information regarding the introduction into your University of the use of the Sabbatical year for professors. It has recently been suggested that this would be well to follow in Public Libraries, and I have been authorized to make inquiries regarding the plan so as to learn to which professors this applies, whether or not the full salary is paid, the benefit to the institution, the time required for service after returning, and as many other details regarding the custom as possible. I hope that you will not find it inconvenient to send to me a full reply.

Truly yours,

Edith Tobitt
Librarian.

August 18-1910.

Mr. Harry Pratt Jodson,

University of Chicago,

Chicago, Ill.,

Dear Sir:-

I am anxious to obtain information regarding the intro-
duction into your University of the use of the Sabbath
year for professors. It has recently been suggested that
this would be well to follow in public libraries, and I have
been authorized to make inquiries regarding the plan so as to
learn to which professors this applies, whether or not the
full salary is paid, the benefit to the institution, the time
required for service after returning, and as many other details
regarding the matter as possible. I hope that you will not
find it inconvenient to send me a full reply.

Truly yours,

Charles D. Johnson

Librarian.

Library and Museum

IA, NEB.

MTT. Librarian

August 13-1910.

*no vacation plan
last year.*

Mr. Harry Pratt Judson,

University of Chicago,

Chicago, Ill.,

Dear Sir:-

August 15, 1910.

I am anxious to obtain information regarding the introduction into your University of the use of the Sabbatical ~~year~~ ^{vacation} system. It has recently been suggested that this would be well. The University of Chicago does not have the vacation system to which you refer in your letter of August 13. The university year is divided into four quarters. An instructor may take his vacation during any one of these quarters. He may, on the other hand, teach four quarters of the year, postponing his vacation to be combined with some future vacation. I think that our experience at the University of Chicago will have little value for you, therefore, in planning the vacation period of your library staff.

Truly yours,
Yours very truly,

Edith Tobitt
Librarian.

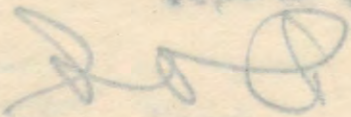
Secretary to the President.

Miss Edith Tobitt,
Omaha Public Library and Museum,
Omaha, Nebraska.

Miss Edith Tobitt,
Omaha Public Library and Museum,
Omaha, Nebraska.

Secretary to the President.

Yours very truly,



in planning the vacation period of your library staff.

the University of Chicago will have little value for you, therefore, combined with some future vacation. I think that our experience at

hand, teach four quarters of the year, postponing his vacation to be his vacation during any one of these quarters. He may, on the other

University year is divided into four quarters. As instructor may take vacation system to which you refer in your letter of August 13. The

The University of Chicago does not have the

My dear Miss Tobitt:

August 15, 1910.

March 28, 1904.

Credit
Vacations
My dear Mr. Owen:

I have before me your letter of March eighteenth. The plan in general meets with my approval, but there is one point which it seems to me you have possibly overlooked entirely, namely: that in case we do not have a good attendance, vacation credits are, as a matter of fact, the same as cash, for we would have to supply someone to take their places later on. I should like to add one further element to the arrangement; namely, that the teachers share with the University this first year in the risk, that we give a guaranty of one-half of the salary and then arrange to pay above that whatever may remain from the fees. I do not see how the School of Education, situated as it is today, can take much risk. Do you not think this would give an additional element of interest and don't you also think that we could secure the assistance of the teachers in this way? Personally I do not believe there is much risk. I should be glad to meet the proposed teachers and talk it over with them myself.

Hoping to take this up as well as some other matters as soon

agreed provisionally to such an arrangement.

The cash column amounts to \$1500. Our in-

March 28, 1904.

My dear Mr. Owen:

I have before me your letter of March
eighteenth. The plan in general meets with my approval, but
there is one point which it seems to me you have possibly over-
looked entirely, namely: that in case we do not have a good at-
tendance, vacation credits are, as a matter of fact, the same as
cash, for we would have to supply someone to take their places
later on. I should like to add one further element to the ar-
rangement; namely, that the teachers share with the University
this first year in the risk, that we give a guaranty of one-half
of the salary and then arrange to pay above that whatever may
remain from the fees. I do not see how the School of Education,
situated as it is today, can take much risk. Do you not think
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also think that we could secure the assistance of the teachers
in this way? Personally I do not believe there is much risk.
I should be glad to meet the proposed teachers and talk it over
with them myself.
Hoping to take this up as well as some other matters as soon

High School
Belfield
of Owen
Deans

The University of Chicago
FOUNDED BY JOHN D. ROCKEFELLER

30

- 2 -

Chicago, March 18th, 1904.

as you return from the east, I remain

My dear President, Yours very truly,

I submit to you for approval the following plan for the conduct of the University High School during the summer quarter 1904. You will remember that we have always offered work in the South Side Academy during this quarter, but have never provided for it by a special budget, my office merely saw to it that the income met the cost of instruction. My proposal is that for the coming summer we advertise extensively, and offer practically all the work of the High School, laying special emphasis on the shop work and drawing, as an attraction for boys in the city who have nothing to do, and who would yet be glad to do some other work than study.

In order not to run the risk of not meeting our expenses I propose the following arrangement: the teachers who receive the largest salaries shall agree to take their compensation in whatever form shall prove the most convenient to the High School, either in deferred vacations, or, if the income be large enough, in cash. I have seen the teachers on the enclosed list, and they have agreed provisionally to such an arrangement.

The cash column amounts to \$1535. Our in-

March 23, 1904

- 2 -

as you return from the east, I remain
Yours very truly,

Wm. B. Owen

I have before me your letter of March 23rd. The plan in general meets with my approval, but there is one point which it seems to me you have possibly overlooked entirely, namely: that in case we do not have a good schoolhouse, we would have to supply someone to take their place later on. I should like to add one further element to the program, namely, that the teachers share with the University this first year in the risk, that we give a guarantee of one-half of the salary and then arrange to pay above that whatever may remain from the fees. I do not see how the School of Education, situated as it is today, can take such risk. Do you not think this would give an additional element of interest and don't you also think that we could secure the assistance of the teachers in this way? Personally I do not believe there is much risk. I should be glad to meet the proposed teachers and talk it over with them myself.

Nothing to take this up as well as some other matters as soon

school

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

Deans

Harper-2.

30

Chicago, March 18th, 1904.

My dear President Harper,

I submit to you for approval the following plan for the conduct of the University High School during the summer quarter 1904. You will remember that we have always offered work in the South Side Academy during this quarter, but have never provided for it by a special budget, my office merely saw to it that the income met the cost of instruction. My proposal is that for the coming summer we advertise extensively, and offer practically all the work of the High School, laying special emphasis on the shop work and drawing, as an attraction for boys in the city who have nothing to do, and who would yet be glad to do some other work than study.

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The cash column amounts to \$1535. Our in-

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

High School

Chicago, Ill.

Dear Sir:

Chicago, March 18th, 1904.

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I submit to you for approval the follow-

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budget, my office merely saw to it that the income met

the cost of instruction. My proposal is that for the

coming summer we advertise extensively, and offer practically

all the work of the High School, laying special emphasis

on the shop work and drawing, as an attraction for boys

in the city who have nothing to do, and who would yet be

glad to do some other work than study.

In order not to run the risk of over-

ing our expenses I propose the following arrangement: the

teachers who receive the largest salaries shall agree to

take their compensation in whatever form shall prove the

most convenient to the High School, either in deferred

vacations, or, if the income be large enough, in cash. I

have seen the teachers on the enclosed list, and they have

agreed provisionally to such an arrangement.

The cash column amounts to \$1385. Our in-

High School

JAMES BELFIELD
BISHOP OWEN

Deans

The University of Chicago
FOUNDED BY JOHN D. ROCKEFELLER

Dr. Harper--2.

come last year at the Academy was something over \$1200, and this without advertising, and without shops. The total attendance for last summer was sixty-two (62). I believe we could double, or treble this number easily. It seems to me, therefore, that the plan of paying cash where necessary, and in all cases, as long as the money holds out, is a good way of financing the school. We never yet have had a chance to find out to what extent a high grade secondary school would be supported during the summer quarter. I should like very much to try.

I have talked the matter over with Mr. Dewey, and he agrees with me that the plan is a good one. He asked me, just before he left, to secure your approval.

Sincerely yours,

Wm B. Owen.

Dict.--W.B.O.

Dr. Harper--S.

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asked me, just before he left, to secure your approval.

Sincerely yours,

Wm. D. Owen

Dice--W.B.O.

The School of Education

FRANCIS W. PARKER, *Director*
WILBUR S. JACKMAN, *Dean*

Office of the Dean

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO April 7, 1902.

My dear Dr. Harper:-

I beg to submit for your consideration a case under the perennially green subject of vacation salaries. I refer to that in connection with Miss Warren's vacation which she expects to take the present Quarter.

According to a schedule of salaries which I made on February 14, 1901, and submitted to you for your approval, the arrangement regarding our summer school work and the vacation credit was as follows, citing Colonel Parker's salary as a typical example which we worked out together.

His annual salary was \$6000. for three Quarters, or \$2000. for one Quarter. This, it was understood, was to be paid in monthly installments of \$500. each. The understanding was, however, if he taught during the Summer Quarter that there should be extra compensation allowed. That is, under two conditions: first, if he chose to draw the extra salary at the close of the Summer Term in cash he should receive $2/3$ of \$2000. or \$1333. For the summer term of six weeks, which we held last year, it would be \$666. and this latter sum he actually drew in addition to his regular monthly stipend of \$500. If he had, however, chosen to allow it to remain in the treasury of the University, there would have been placed to his credit the sum of \$2000., this being the extra amount earned in the summer school on the basis of his regular salary. This would have been available at any time

CHICAGO April 7, 1902.

My dear Dr. Harper:-

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Dr. Harper -- 2

that he wished to take a vacation for study. My understanding is that his monthly stipend of \$500. would go on during this vacation, inasmuch as it is a part of the pay for his nine months work.

We worked out this salary and two or three others together choosing them from the schedule that I laid before you and we seemed to understand each other at that time. The case with Miss Warren is as follows: Her salary is \$1250. per year. This amounts to \$416. per Quarter. For a half Quarter or six weeks the amount is \$208. Had she drawn the cash she would have received \$138. in addition to her regular salary of \$1250., but by leaving it in the treasury it seems to me that it is clear that she is entitled to \$208. to be used in her studies this vacation.

The point that seems to be overlooked in the Auditor's office is that this summer school salary is an extra sum earned in addition to her regular salary of \$1250. It was recognized as an extra sum in the payment of the other teachers' $\frac{2}{3}$ of the pro rata amount, and her advantage in leaving it in was that she might receive for her vacation expenses the full pro rate amount. If it is recognized as an extra sum in one case it certainly must be so recognized in the other. The amount that she receives depends wholly upon whether she took it in cash or left it for her vacation studies.

I am sorry to intrude this matter upon your attention

that he wished to take a vacation for study. My understanding is that his monthly stipend of \$500. would go on during this vacation, inasmuch as it is a part of the pay for his nine months work.

We worked out this salary and two or three others together choosing them from the schedule that I laid before you and we seemed to understand each other at that time. The case with Miss Warren is as follows: Her salary is \$1250. per year. This amounts to \$416. per quarter. For a half quarter or six weeks the amount is \$208. Had she drawn the cash she would have received \$138. in addition to her regular salary of \$1250., but by leaving it in the treasury it seems to me that it is clear that she is entitled to \$208. to be used in her studies this vacation. The point that seems to be overlooked in the Auditor's office is that this summer school salary is an extra sum earned in addition to her regular salary of \$1250. It was recognized as an extra sum in the payment of the other teachers' $\frac{2}{3}$ of the pro rata amount, and her advantage in leaving it in was that she might receive for her vacation expenses the full pro rata amount. If it is recognized as an extra sum in one case it certainly must be so recognized in the other. The amount that she receives depends wholly upon whether she took it in cash or left it for her vacation studies.

I am sorry to intrude this matter upon your attention

Dr. Harper --m3

again but Miss Warren's case is pressing for a decision as she is counting upon this money for her vacation expenses , and if you could take this up with me tomorrow, I should be very glad to have you do so.

Very truly yours,

Richard D. Jackson

Dr. Harper --m3

again but Miss Warren's case is pressing for a decision as
she is counting upon this money for her vacation expenses,
and if you could take this up with me tomorrow, I should be
very glad to have you do so.

Very truly yours,

EDITORIAL STAFF

CONKLIN W. M. WHEELER
LOEB C. O. WHITMAN
T. MORGAN E. B. WILSON
FRANK R. LILLIE, Managing Editor

BIOLOGICAL BULLETIN

THE UNIVERSITY OF CHICAGO

December 13, 1902 190

President W. R. Harper

Dear President Harper:-

Your circular of recent date requesting an accounting of vacation credits induces me to address you again in
My dear Mr. Lillie:-

regard to my personal standing in the matter. Your letter of December 15th has been received, and the contents carefully noted. I shall be glad to talk over the questions suggested. a summer in the work of an institution gener-

As yet the Trustees have not considered the question of the sabbatical rest of one quarter in three years. It is possible that they may conclude to adopt this arrangement, but until I have stated the general reasons in an earlier letter, why it is adopted I do not think it within my power to establish a precedent, even though I should be glad to do so.

However, I should be glad to take the matter up with you at your early convenience. remark in conversation, you may entertain, and to suggest another b. Yours very truly, sation.

I regard the work that I do for the Biological Laboratory as work done directly in the cause of research. One may aid research by the devotion of money to it, by organizing means for its pursuit, by engaging in it, and by interesting others to take it up. I am actively engaged in the last three methods. I regard my connection with the Marine Biological Laboratory as the strongest stimulus to investigation I have ever received; and also as a connection profitable to the University in which I have the honor to serve.

W. R. Harper

December 13, 1902.

My dear Mr. Miller:-

Your letter of December 15th has been received,

and the contents carefully noted. I shall be glad to talk over

the questions suggested.

As yet the Trustees have not considered the question of

the sabbatical rest of one quarter in three years. It is poss-

ible that they may conclude to adopt this arrangement, but until

it is adopted I do not think it within my power to establish a

precedent, even though I should be glad to do so.

However, I should be glad to take the matter up with you

at your early convenience.

Yours very truly,

W. R. Harper

BIOLOGICAL BULLETIN

HEELER
WHITMAN
WILSON
ing Editor

THE UNIVERSITY OF CHICAGO

Dec. 15, 1902 190

President W.R. Harper

Dear President Harper:-

(26)

Your circular of recent date requesting an accounting of vacation credits induces me to address you again in regard to my personal standing in the matter.

As you know, I have no such credit to my account. On the other hand I am engaged each summer in the work of an institution generally regarded as the leading institution for Biological research in America; in which I hold the position of assistant director.

I have stated the general reasons in an earlier letter, why this work may logically be regarded as the equivalent of work done in the University. I wish here simply to correct a wrong idea that I think, from a remark in conversation, you may entertain, and to suggest another basis of compensation.

I regard the work that I do for the Marine Biological Laboratory as work done directly in the cause of research. One may aid research by the devotion of money to it, by organizing means for its pursuit, by engaging in it, and by interesting others to take it up. I am actively engaged in the last three methods. I regard my connection with the Marine Biological Laboratory as the strongest stimulus to investigation I have ever received; and also as a connection profitable to the University in which I have the honor to serve.

BIOLOGICAL BULLETIN

HISTORICAL STAFF
W. M. FLETCHER
C. C. CHAPMAN
E. B. WILSON
A. S. HENNINGSEN

THE UNIVERSITY OF CHICAGO

190

Resident F. F. Harper

Dear Professor Harper:-

Your circular of recent date regarding an

accounting of vacation credits induces me to answer you again in

regard to my personal standing in the matter.

As you know, I have no such credit to my account. On the other

hand I am engaged in the work of an assistant professor

fully regarded as the leading institution for biological research

in America; in which I hold the position of assistant professor.

I have stated the general reasons in an earlier letter, why

this work may be fairly be regarded as the equivalent of work done

in the laboratory. I wish now simply to correct a wrong impression

which I think, from a remark in your letter, you may entertain,

and to suggest another basis of compensation.

I regard the work that I do for the Marine Biological Laboratory

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my connection with the Marine Biological Laboratory as the primary

and attention to investigation I have ever received; and also as

a connection profitable to the University in which I have the honor

to serve.

BIOLOGICAL BULLETIN

EDITORIAL STAFF

ONKLIN W. M. WHEELER
ES LOEB C. O. WHITMAN
MORGAN E. B. WILSON
ANK R. LILLIE, Managing Editor

THE UNIVERSITY OF CHICAGO

190

My suggestion is that, if the University finds too great objection to regard this as the full equivalent of work done in residence, one extra quarter vacation should be allowed each three years. This is in line with the plan outlined by yourself for giving the advantages of a sabbatical year to the members of this faculty; and would thus only establish a ^{favorable} precedent to your own ideas. If the plan recommends itself to your judgement, I would respectfully urge that, as I will have served the University three years by next July, the autumn quarter of 1903 be assigned to me as extra vacation credit.

Very respectfully,

Frank R. Lillie

BIOLOGICAL BULLETIN

EDITORIAL STAFF
E. D. COOPER, Editor
C. O. WHITMAN, Associate Editor
T. H. MORSE, Associate Editor
Frank R. Lillie, Managing Editor

THE UNIVERSITY OF CHICAGO

1901

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idea. If the plan recommends itself to your judgment, I would

respectfully urge that, as I will have served the University

three years by next July, the autumn quarter of 1902 be assigned

to me as extra vacation credit.

Very respectfully,

Frank R. Lillie

November 1st, 1902.

Vacation

My dear Mr. Lillie:-

Your letter of October 30th has been received. I should be glad to talk the matter over with you. It would be difficult for us to adopt the suggestion which it contains because if adopted in your case it would have to be adopted in the case of all the other men, namely, Whitman, Loeb, Davis, and still others.. I think you can see that the University will not be able to take this step. You will keep in mind perhaps, also, that the students at Woods Holl do not pay the University of Chicago any fees. The giving of ~~credit~~ is a matter of courtesy to the instructors. I shall be glad to talk the matter over with you sometime at your convenience.

Yours very truly,

Mr. Frank R. Lillie,

The University of Chicago.

November 1st, 1903.

My dear Mr. Lillie:-

Your letter of October 30th has been received. I should be glad to talk the matter over with you. It would be difficult for us to adopt the suggestion which it contains because if adopted in your case it would have to be adopted in the case of all the other men, namely, Whitman, Loeb, Davis, and still others. I think you can see that the University will not be able to take this step. You will keep in mind perhaps, also, that the students at Woods Hall do not pay the University of Chicago any fees. The giving of ~~scholarships~~ is a matter of courtesy to the instructors. I shall be glad to talk the matter over with you sometime at your convenience.

Yours very truly,

Mr. Frank R. Lillie,

The University of Chicago.

BIOLOGICAL BULLETIN

FF
M. WHEELER
O. WHITMAN
E. B. WILSON
Managing Editor

THE UNIVERSITY OF CHICAGO

Oct. 30, 1902. 190

Dear President Harper:-

In the two years that I have been connected with this University I have taught the entire year, during the summer at Wood's Holl; and, in addition to my regular University work, have had much executive work as assistant director of the Marine Biological Laboratory and managing editor of the Biological Bulletin. Time for research has in consequence been limited, and, as the work of the summer quarter is in a different institution, I have not received any vacation credit.

I am thus in the position of facing two unpleasant alternatives: either (1) of resigning my position in the Marine Biological Laboratory in order to have my summers for research or the earning of vacation credit by work in the University, or (2) of continuing this work, and letting my research suffer, and giving up hope of earning vacation credit and opportunity for uninterrupted research or travel.

It has seemed to me, however, that the University might properly regard my work in the summer quarter as the equivalent of work done in the University for the following reasons:

I. Because of the close relationship between the Marine Biological Laboratory and the University. The Director and Assistant Director and the heads of three departments, out of four, are University of Chicago men.

BIOLOGICAL BULLETIN

THE UNIVERSITY OF CHICAGO

Vol. 30, 1902, 100

Dear President Harper:-

In the two years that I have been connected with this University I have taught the entire year, during the summer at Wood's Hall; and, in addition to my regular University work, have had much extensive work as assistant director of the Marine Biological Laboratory and managing editor of the Biological Bulletin. Time for research has in consequence been limited, and, as the work of the summer quarter is in a different direction, I have not received any vacation credit. I am thus in the position of facing two unpleasant alternatives-

either (1) of resigning my position in the Marine Biological Laboratory in order to have my summers for research or the earning of vacation credit by work in the University, or (2) of continuing this work, and leaving my research suffer, and giving up hope of earning vacation credit and opportunity for maintenance of research or travel.

It has seemed to me, however, that the University might positively regard my work in the summer quarter as the equivalent of work done in the University; the following reasons:

1. Because of the close relationship between the Marine Biological Laboratory and the University. The Director and Assistant Director and the heads of three departments, out of four, are University of Chicago men.

EDITORIAL STAFF

E. G. CONKLIN W. M. WHEELER
JACQUES LOEB C. O. WHITMAN
T. H. MORGAN E. B. WILSON
FRANK R. LILLIE, Managing Editor

BIOLOGICAL BULLETIN

THE UNIVERSITY OF CHICAGO

190

2. Because I have always had a number of University of Chicago students under my instruction at Wood's Holl; and their work counts as work done in the University. I have thus actually done University instruction each summer. My Wood's Holl courses are given in the University announcement.

3. Because I am of the opinion, that my work in the Marine Biological Laboratory is of as much advantage to the University as a quarter in residence.

4. Because the University has repeatedly recognized the principle of giving credit for work done in the cause of learning, whether done directly in the University or not.

I hope, Sir, that you may give this matter your careful attention, so that I may soon know whether it is necessary to decide between the alternatives first mentioned.

Very respectfully,

Frank R. Lillie

BIOLOGICAL BULLETIN

EDITORIAL STAFF

E. G. CORBIN
J. G. COOPER
C. O. WHITMAN
E. B. WILSON
FRANK R. LILLIE, Managing Editor

THE UNIVERSITY OF CHICAGO

190

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3. Because I am of the opinion, that my work in the Marine Biological Laboratory is of as much advantage to the University as a quarter in real sense.

4. Because the University has repeatedly recognized the principle of giving credit for work done in the case of a quarter whether done directly in the University or not.

I hope, Sir, that you may give this matter your careful attention, so that I may soon know whether it is necessary to decide between the alternatives first mentioned.

Very respectfully,

Frank R. Lillie

Vacation Credit

August 8, 1910

Professor J. Laurence Laughlin,

"Byrdcliffe", Ulster Co., Woodstock, New York.

Dear Mr. Laughlin:-

I have conferred with Mr. Ryerson on the matter of your vacation credit, and this seems to be the situation:

1. On the 1st of July, 1910, you had used up the regular vacation accrued during the year 1909-10 in the previous summer, and therefore had at that time only the excess vacation credit previously earned.
2. On the 1st of October, 1910, your salary being paid regularly through the summer, as you indicate, aside from the excess vacation credit you will be in debt to the University for the amount paid during these three months. Of course in the regular course of things this indebtedness would be met by the 1st of July next by the three quarters' instruction.
3. If you wish to have the date of your appointment set forward, so as to date hereafter from the 1st of October, the natural way to

Handwritten: 4000
4000

Dear Mr. Laughlin:-

I have conferred with Mr. Ryerson on the matter of your vacation credit, and this seems to be the situation:

1. On the 1st of July, 1910, you had used up the regular vacation accrued during the year 1909-10 in the previous summer, and therefore had at that time only the excess vacation credit previously earned.

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3. If you wish to have the date of your appointment set forward, so as to date thereafter from the 1st of October, the natural way to view, and with cordial regards, I am,

Very truly yours,

H. P. Johnson

do would be to use three months of your excess vacation credit during the current summer. That is to say, your payments on the 1st of July, 1st of September, and 1st of October, 1910, would be charged to excess vacation credit previously earned, instead of to your work yet to be done during the current academic year. This will lessen the amount of excess vacation credit which you now have by the amount thus paid; but on the other hand on the 1st of July, 1911, you of course will have three months' of regular vacation pay due; and therefore if you should be taken away on the 1st of July, 1911, your estate would be entitled from the University to the three months' full pay which you would have thus earned.

4. The remainder of excess vacation credit which you have after using the summer of 1910 could be commuted for cash any time you desire. I regret that it doesn't seem practicable to make an exception to the general rule on that subject. You can see at once where a precedent of that kind would lead. May I add that four years ago I had a considerable amount of vacation credit standing over from the first years of the University which was thus commuted?

Your fourth suggestion in your favor of the 19th of July differs from the suggestion above made practically in suggesting full payment instead of commuted payment of the remainder of vacation credit which would be outstanding after you have taken a summer quarter on such credit.

Trusting that the above may at least in some respect meet your views, and with cordial regards, I am,

Very truly yours,

H. P. Judson

H. P. J.

do would be to use three months of your excess vacation credit during the current summer. That is to say, your payments on the 1st of July, 1st of September, and 1st of October, 1910, would be charged to excess vacation credit previously earned, instead of to your work yet to be done during the current academic year. This will lessen the amount of excess vacation credit which you now have by the amount thus paid; but on the other hand on the 1st of July, 1911, you of course will have three months' of regular vacation pay due; and therefore if you should be taken away on the 1st of July, 1911, your estate would be entitled from the University to the three months' full pay which you would have thus earned on the matter.

4. The remainder of excess vacation credit which you have after using the summer of 1910 could be commuted for cash any time you desire. I regret that it doesn't seem practicable to make an exception to the general rule on that subject. You can see at once where a precedent of that kind would lead. May I add that four years ago I had a considerable amount of vacation credit standing over from the first years of the University which was thus commuted? Your fourth suggestion in your favor of the 1st of July differs from the suggestion above made practically in suggesting full payment instead of commuted payment of the remainder of vacation credit which would be outstanding after you have taken a summer quarter on such credit.

5. If you wish to have the date of your appointment set forward, trusting that the above may at least in some respect meet your views, and with cordial regards, I am,

Very truly yours,

H. P. Judson

H. P. J.

December 16th, 1902.

Vacation Credit

extra vacation credit, and which, of course, you could not take as vacation credit in view of your contract with the University of California. It seems to me that the University's position is clear and correct.

University of California, Berkeley.

I am writing therefore to express my recommendation to the

My dear Mr. Miller:-

I am hoping that you will pardon me for my delay in replying to your very kind letter of November 14th.

I have been absent from the city a large part of the time since that date, adopted in other cases, and that the matter has been discussed

by I am sure that you have done exactly the proper thing in taking up the question and presenting your understanding of it. It was clear, of course, that you would have a vacation credit of seven months due on July first, and I remember distinctly that I proposed that this credit should be paid in cash; but I had in mind, of course, the statute of the University and the custom of the University that when vacation credit was paid in cash, it was paid on the two-thirds rate, and I naturally supposed that you were entirely familiar with this arrangement. However, I see that for the three months vacation credit due you in return for service from October to July, it would hardly be right for the University, even if this were paid July first, to pay it on the two-thirds rate, for this was not extra vacation credit. On the other hand, for the four months which was

December 14th, 1902.

Dear Mr. Miller:-

University of California, Berkeley.

California, it seems to me that the University's position is clear and correct.

I am writing therefore to you which will give you the reason for the delay in replying to your very kind letter of November 14th. I have been absent from the city a large part of the time since that date. I am aware that you have done exactly the proper thing in taking up the question and presenting your understanding of it. It was clear, of course, that you would have a vacation credit of seven months due on July first, and I remember distinctly that I proposed that this credit should be paid in cash; but I had in mind, of course, the statute of the University and the custom of the University that when vacation credit was paid in cash, it was paid on the two-thirds rate, and I naturally supposed that you were entirely familiar with this arrangement. However, I see that for the three months vacation credit due you in return for service from October to July, it would hardly be right for the University, even if this were paid July first, to pay it on the two-thirds rate, for this was not extra vacation credit. On the other hand, for the four months which was

December 16th, 1902.

extra vacation credit, and which, of course, you could not take as vacation credit in view of your contract with the University of California, it seems to me that the University's position is clear and correct.

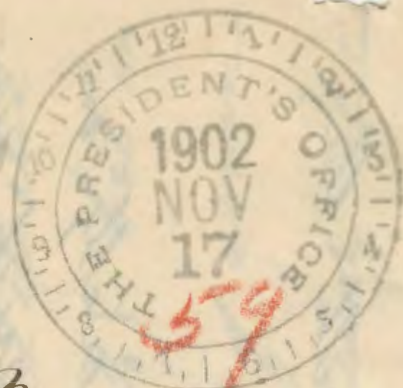
I am writing therefore to ~~say that~~ I will recommend to the trustees that a change be made which will give you ~~full payment for~~ three of the seven months, and two-thirds payment for the four remaining months. I hope that this will appear to you entirely satisfactory. I would say that this is the policy that the trustees have adopted in other cases, and that the matter has been discussed by the committee and by the trustees, and that to this this appears to be the correct interpretation of the situation. It was clear, I trust that Mrs. Miller and yourself are quite well, and that your work is prospering. remember distinctly that I proposed that this credit should be paid in cash. Yours very truly,
W. R. Harper
of course, the statute of the University and the custom of the University that when vacation credit was paid in cash, it was paid on the two-thirds rate, and I naturally supposed that you were entirely familiar with this arrangement. However, I see that for the three months vacation credit due you in return for service from October to July, it would hardly be right for the University, even if this were paid July first, to pay it on the two-thirds rate, for this was not extra vacation credit. On the other hand, for the four months which was

extra vacation credit, and which, of course, you could not take as
vacation credit in view of your contract with the University of
California, it seems to me that the University's position is clear and
correct.

I am writing therefore to suggest that I will recommend to the
trustees that a change be made which will give you \$1000 for the
three of the seven months, and two-thirds payment for the four
remaining months. I hope that this will appear to you entirely
satisfactory. I would say that this is the policy that the trustees
have adopted in other cases, and that the matter has been discussed
by the committee and by the trustees, and that to this this appears to
be the correct interpretation of the situation. It was
clear, I think that Mrs. Miller and yourself are quite well, and
that your work is prospering. I remember distinctly that I proposed
that this credit should be paid in three very small
instalments, the statute of the University and the
that when vacation credit was paid in cash, it was paid on the two-
thirds rate, and I naturally supposed that you were entirely familiar
with this arrangement. However, I see that for the three months
vacation credit due you is return for service from October to July.
it would hardly be right for the University, even if this were paid
July first, to pay it on the two-thirds rate, for this was not extra
vacation credit. On the other hand, for the four months which was

W. R. Harper

UNIVERSITY OF CALIFORNIA
DEPARTMENT OF
ECONOMICS AND COMMERCE



Paul
Berkeley, Nov. 14, 1902.

My dear Dr. Harper:

I trust that I have caused the business management of the University no inconvenience by my delay in stating my understanding with reference to the matter of the salary adjustment. My mind has been pretty fully occupied with other things since coming here, and, besides, I wished to refer back to a letter of yours which has only recently come to light.

You may recall that, when I decided last spring to resign, I saw you at your

as I do now, cash, and not cash less one-third.
This seems the reasonable construction. I am,
of course, aware of the statute of the University which
provides for a discount of $\frac{1}{3}$ when, for extra service,
an instructor elects to take a lump sum pay-
ment instead of vacation credit. But I do not
see that this has any bearing on my case. In
the first place, a part of the seven months was
the regularly acquired vacation of the academic
year 1901-02. In the second place, a reference to
the memoranda under which I contracted to
render extra service will show that I elected
to take compensation - not in cash ($-\frac{1}{3}$) but in
vacation credit. Indeed, most of my credit of seven
months was carried over from earlier years. If I
had wanted cash, I would certainly have taken
it as soon as I was entitled to it, and not have
waited until severing my connection with the
University.

Doesn't this strike you as reasonable, especially in
view of the fact that I have never had such ur-
gent need of money that I should be willing to pay
 $3\frac{1}{3}\%$ of interest? When you proffered "cash payment"
in your letter of April 8, I supposed it was for the good
business reason, that the University would not wish
to carry on its salary roll for seven months the
name of an officer who had entered the service of
another institution. The time of payment was a matter
of secondary importance to me, then, as it is now. That
the amount of the payment should correspond with
the compensation stipulated ^{for} was the vital matter.
Believe me, my dear Dr. Harper, with warmest regards,
Always faithfully yours
A. C. Miller

office and, among other things, asked your
wishes as to the date when I should
make my resignation effective. I pointed
out that I did this in view of the fact
that I would have a vacation credit of
seven months due me on July 1 - the
end of the current year. Your answer,
as I recall it, was: "Have your resignation
take effect July 1, and your credit will be
paid in cash." And this you confirmed
in your letter of April 8, acknowledging
the receipt of my letter of resignation. I
quote from your letter: "Note your
statement concerning the seven months
vacation credit due you. This will be
covered by cash payment the first of
July."

Now, by "cash payment" I understood then

OFFICERS
OF
THE BOARD OF TRUSTEES

MARTIN A. RYERSON, *President*

ANDREW MCLEISH, *Vice President*

T. W. GOODSPEED, *Secretary*

CHAS. L. HUTCHINSON, *Treasurer*

HENRY A. RUST, *Business Manager*

TREVOR ARNETT, *Auditor*

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

WILLIAM R. HARPER, PRESIDENT

OFFICE OF . . .

THE BUSINESS MANAGER

Room 1210 135 Adams Street

MERCHANTS LOAN AND TRUST BUILDING

Telephone Central 3715

CHICAGO July 14, 1902.

My dear Mr. Miller:-

A vacation credit voucher has been issued for cash credit your account and check is ready for issue in payment thereof. In September 1900 you gave direction valid until further instructions that your monthly salary installments should be deposited to credit your account in Corn Exchange National Bank which has been done continuously since that time up to and covering the month of June 1902 upon which date as I understand a severance of relations was completed between The University and yourself and you entitled to a full settlement including computation of vacation credits.

I am not sure that you would like the same disposition of this check (\$1166.67) as has been made of your aforesaid monthly installment checks and therefore request that you will advise me relative thereto whereupon your wishes will be promptly complied with, meanwhile I remain

Yours truly,

(Signed)

H. A. Rust

Business Manager.

Mr. Adolph C. Miller,
University of California,
Berkeley,
Cal.

THE BUSINESS MANAGER
OF THE UNIVERSITY OF CHICAGO
CHICAGO, ILL. 60637
TELEPHONE 527-1111

THE UNIVERSITY OF CHICAGO

WILLIAM R. HARPER, PRESIDENT

THE BOARD OF TRUSTEES
OF THE UNIVERSITY OF CHICAGO

ALFRED A. HARRIS, President
ALFRED A. HARRIS, Secretary
ALFRED A. HARRIS, Treasurer
ALFRED A. HARRIS, Trustee

CHICAGO July 14, 1902.

My dear Mr. Miller:-

A vacation credit voucher has been issued for cash credit your account and check is ready for issue in payment thereof. In September 1900 you gave direction valid until further instructions that your monthly salary installments should be deposited to credit your account in Corp Exchange National Bank which has been done continuously since that time up to and covering the month of June 1902 upon which date as I understand a severance of relations was completed between The University and yourself and you entitled to a full settlement including computation of vacation credits. I am not sure that you would like the same disposition of this check (\$1166.67) as has been made of your aforesaid monthly installment checks and therefore request that you will advise me relative thereto whereupon your wishes will be promptly complied with, meanwhile I remain

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(Signed) H. A. Rust

Business Manager.

Mr. Adolph C. Miller,
University of California,
Berkeley,
Cal.

OFFICERS
OF
THE BOARD OF TRUSTEES

MARTIN A. RYERSON, *President*

ANDREW MCLEISH, *Vice President*

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TREVOR ARNETT, *Auditor*

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

WILLIAM R. HARPER, PRESIDENT

OFFICE OF . . .

THE BUSINESS MANAGER

Room 1210 135 Adams Street

MERCHANTS LOAN AND TRUST BUILDING

Telephone Central 3715

CHICAGO Aug. 8, 1902.

My dear Mr. Miller:-

When you called me by telephone yesterday expressing a desire to receive the balance due you, I naturally supposed that the statement made by me in the letter to you of 14th ult. was altogether satisfactory, as you made no objection to it. I therefore, under the telephonic arrangement between ourselves that the check and voucher should be sent you at #2710 Prairie Ave., did not doubt that everything was entirely to your satisfaction; consequently was surprised when the messenger returned with the statement that you declined to receive the check and sign the voucher, as per basis of settlement embodied therein.

As the basis of settlement adopted by me was pursuant to action of the Board of Trustees and instructions from the President, I am not authorized to modify the terms of settlement without and until I am in receipt of different instructions.

I have referred the matter to President Harper.

Yours truly,

(signed) H. A. Rust.

Business Manager.

Mr. A. C. Miller,
University of California,
Berkeley, Cal.

OFFICE OF THE
THE BUSINESS MANAGER
Room 210 171 Adams Street
CHICAGO, ILL. 60601
Telephone Central 3115

University of Chicago
FOUNDED BY JOHN D. ROCKEFELLER

WILLIAM R. HARPER, PRESIDENT

CHICAGO, ILL. 6, 1902.

THE BOARD OF TRUSTEES
OF

ARTHUR H. HANCOCK, President
T. W. GILMAN, Secretary
J. W. HARRIS, Treasurer
J. W. HARRIS, Treasurer
J. W. HARRIS, Treasurer
J. W. HARRIS, Treasurer

My dear Mr. Miller:-

When you called me by telephone yesterday
expressing a desire to receive the balance due you, I naturally
supposed that the statement made by me in the letter to you
of 11th ult. was altogether satisfactory, as you made no ob-
jection to it. I therefore, under the impression that

my statement was satisfactory, that the check and voucher should be
sent you at 45710 Prairie Ave., did not doubt that everything
was entirely to your satisfaction; consequently was surprised
when the messenger returned with the statement that you de-
clined to receive the check and sign the voucher, as per basis
of settlement embodied therein.

As the basis of settlement adopted by me was pursuant
to action of the Board of Trustees and instructions from the
President, I am not authorized to modify the terms of settle-
ment without and until I am in receipt of different in-
structions.

I have referred the matter to President Harper.

Yours truly,

(signed) H. A. Hunt.

Business Manager

Mr. A. C. Miller,
University of California,
Berkeley, Cal.

The University of Chicago

Department of Botany

The Botanical Gazette

March 28th, 1903. 1903.

My dear President Harper:-

I am just arranging with Mr. Judson for my absence, and discover that I have a vacation credit of only six months. I had planned to

My dear Mr. Coulter:-

be absent in Europe and to take nine months returning in time for the Winter Quarter of 1904. I have before me your letter of March 23rd. in time

I understand that you desire to anticipate three months of vacation. cultivate the personal acquaintance of the leading botanical laboratories of Europe.

In other words, three months of vacation before it has been earned. It seems to me that this would be a good thing. In view of this fact I

and to return to the University at the end of nine months. In fact I have been invited to several meetings that are to be made this and on the continent during that period. The whole arrangement is so

desirable in its relations to our work here that I am inclined to say the

question whether there is any objection to my going is said the

in favor of it, and if this is your desire, I shall be glad to approve of course I understand that this three months of "overdraft" is subject to your approval.

Yours very truly,

Yours sincerely,

John M. Coulter

President W. R. Harper,

The University
Professor John M. Coulter

74

March 28, 1903.

March 28th, 1903.

My dear Mr. Coulter: I have before me your letter of March 23rd, 1903, regarding your desire to anticipate three months of vacation in Europe. In other words, three months of vacation before it has been earned. I have been and to return to the University at the end of nine months in debt to the University three months. We have in one or two cases made this desirable arrangement. There are, of course, objections to it, but these are not insurmountable. It seems to me in the case of your vacation there is a good deal to be said in favor of it, and if this is your desire, I shall be glad to approve of your request.

Yours very respectfully,

John M. Coulter

President W. E. Heister,
The University

Professor John M. Coulter

The University of Chicago

Botany

The Botanical Gazette

March 23, 1903.

My dear President Harper:-

I am just arranging with Mr. Judson for my absence, and discover that I have a vacation credit of only six months. I had planned to be absent in Europe and to take nine months, returning in December in time for the Winter Quarter of 1904. The purpose of my visit is to cultivate the personal acquaintance of the leading botanical laboratories of Europe. It seems to me that this would be a good thing. In view of this fact I have been invited to several meetings that are to occur in England and on the continent during that period. The whole program is so desirable in its relations to our work here that I would raise the question whether there is any objection to my carrying it out. Of course I understand that this three months of "overdraft" is subject to your approval.

Yours sincerely,

John M. Coulter

President W. R. Harper,
The University.

Professor John M. Coulter

74

The University of Chicago

The Botanical Gazette

Department of Botany

March 23, 1903.

My dear President Harper:-

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Your approval.

Yours sincerely,

John M. Coulter

President W. R. Harper,

The University.

74

142

Municipal Reference Bureau

CITY HALL

Cincinnati

UNIVERSITY OF CINCINNATI
DEPARTMENT OF POLITICAL AND
SOCIAL SCIENCE

April 20, 1915.

S. GALE LOWRIE
DIRECTOR

Dr. Harry P. Judson,
University of Chicago,
Chicago, Ill.

Dear Sir:

The President and Senate of the University of Cincinnati wish to learn the practice in the leading universities in the country respecting the granting of leaves of absence to members of the faculty. Will you kindly inform us of your practice, particularly, as it relates to the following matters:

- Vacation Credit*
- (a) What members of your faculty are entitled to leaves of absence?
 - (b) Is it customary to grant leaves except for purposes of study?
 - (c) How frequently are leaves on pay granted the same professor?
 - (d) Are leaves without pay granted at more frequent intervals?
 - (e) Does a professor on leave acknowledge any obligation to return to the institution at the expiration of his leave?
 - (f) What provision is made for the conduct of a professor's work during his absence?
 - (g) If you follow the plan of requiring a professor on leave to engage a substitute, is there any fixed minimum he is required to pay such substitute?

We would appreciate as full a description as possible of the practice of your University in this matter.

Respectfully yours,

L/O

S. Gale Lowrie

Municipal Reference Bureau

CITY HALL

Cincinnati

U. S. SALE LOWE

April 30, 1915

UNIVERSITY OF CINCINNATI
DEPARTMENT OF POLITICAL AND
SOCIAL SCIENCE

Dr. Harry P. Judson,
University of Chicago,
Chicago, Ill.

Dear Sir:

The President and Senate of the University of Cincinnati wish to learn the practice in the leading universities in the country respecting the granting of leaves of absence to members of the faculty. Will you kindly inform us of your practice, particularly, as it relates to the following matters:

- (a) What members of your faculty are entitled to leaves of absence?
- (b) Is it customary to grant leaves except for purposes of study?
- (c) How frequently are leaves on pay granted the same professor?
- (d) Are leaves without pay granted at more frequent intervals?
- (e) Does a professor on leave acknowledge any obligation to return to the institution at the expiration of his leave?
- (f) What provision is made for the conduct of a professor's work during his absence?
- (g) If you follow the plan of requiring a professor on leave to engage a substitute, is there any fixed minimum he is required to pay such substitute?

We would appreciate as full a description as possible of the practice of your University in this matter.

Respectfully yours,

W. S. Lowe

L/O

142

Municipal Reference Bureau

CITY HALL

Cincinnati

April 20, 1915.

S. GALE LOWRIE
DIRECTOR

Chicago, April 22, 1915

Harry P. Judson,
University of Chicago,
Chicago, Ill.

Dear Sir: Dear Sir:-

The President of the University of Cincinnati
wish to learn the practice in the leading universities in the
country as to the practice of the University of Chicago of having no definite system as
of the faculty. Will you kindly inform us of your practice
particularly as to granting leave of absence to members of the faculty.

On the other hand, we have a system of excess work done
entitled to leaves of absence?

by members of the faculty whereby they earn the right
to vacation on full pay. I am sending you a copy of

the "Register" with the section in the statutes marked,
which will explain itself. Of course if a professor

earns his vacation credit, as we call it, on full pay,
the University provides for as necessary for sub-

stitutes in his absence the aside from this no member of
the faculty is ever entitled to a leave of absence. If

it is ever granted it is granted only by vote of the
Board for a specific reason. It has in some cases been

done on account of sickness. minimum he is required
to pay such substitute?

Very truly yours,

We would appreciate as full a description as possible
of the practice of your University in this matter.

Respectfully yours,
Mr. S. Gale Lowrie,
City Hall, Cincinnati, Ohio.

L/O

S. Gale Lowrie

Chicago, April 22, 1915

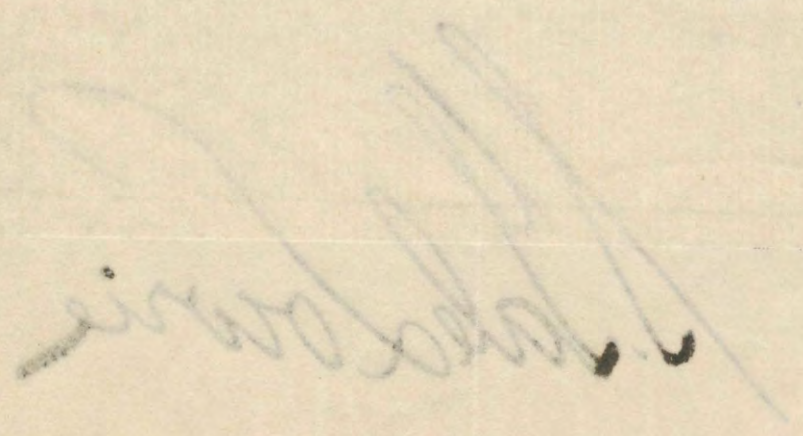
Dear Sir:-

Your favor of the 20th inst. is received.

The University of Chicago has no definite system as to granting leave of absence to members of the faculty. On the other hand, we have a system of excess work done by members of the faculty whereby they earn the right to vacation on full pay. I am sending you a copy of the "Register", with the section in the statutes marked, which will explain itself. Of course if a professor earns his vacation credit, as we call it, on full pay, the University provides so far as necessary for substitutes in his absence. Aside from this no member of the faculty is ever entitled to a leave of absence. If it is ever granted it is granted only by vote of the Board for a specific reason. It has in some cases been done on account of sickness.

Very truly yours,

H.P.J. - I am sure you will find this letter of interest.
Mr. S. Gale Lewis,
City Hall, Cincinnati, Ohio.



65
February 2, 1916.

Vacation Credit
President Harry Pratt Judson,
University of Chicago,
Chicago, Illinois.

Dear Sir:

Can you tell me what is the practice of your institution with reference to granting to members of the staff a sabbatical year?

What are the conditions upon which such a year of absence is granted? If it is your practice to grant such a leave of absence, what in general are the requirements of the University as to how it shall be used?

What compensation is allowed during the year?

We will greatly appreciate information on this matter for the guidance of our Board of Trustees.

Very truly yours,

Edward C Barrett

Mr. E. C. Barrett,
Throop College of Technology,
Pasadena, California.

February 2, 1916.

President Harry Pratt Johnson,

University of Chicago,

Room 515 Chicago, Illinois.

Dear Sir:

Can you tell me what is the practice of your institution with reference to granting to members of the staff a sabbatical year? What are the conditions upon which such a year of absence is granted? If it is your practice to grant such a leave of absence, what in general are the requirements of the University as to how it shall be used? How much compensation is allowed during the year? We will greatly appreciate information on this matter for the guidance of our Board of Trustees.

Very truly yours,

Edward C. Johnson

65
February 2, 1916.

Chicago, February 7, 1916

Went Harry Pratt Judson,

University of Chicago,

Dear Sir: Chicago, Illinois.

Dear Sir: Your favor of the 2d inst. is received.

The University of Chicago has never established the system of sabbatical years. Under our system of four quarters a year members of the staff who normally attend to their duties for three quarters may put in a fourth quarter either for cash at the rate of two-thirds the normal salary or for vacation credit. In the latter case the vacation may be taken at some subsequent time on full pay. We will greatly appreciate information on this matter for the guidance of our Board of Trustees.

Very truly yours,

Very truly yours,

H.P.J. - L.

Edward C. Barrett

Mr. E. C. Barrett,
Throop College of Technology,
Pasadena, California.

Chicago, February 7, 1916

President Harry Pratt Judson,

University of Chicago,

Dear Sir:-

Chicago, Illinois.

Your favor of the 2d inst. is received.

Dear Sir,

The University of Chicago has never established the system of sabbatical years. Under our system of four quarters a year members of the staff who normally attend to their duties for three quarters may put in a fourth quarter either for cash at the rate of two-thirds the normal salary or for vacation credit. In the latter case the vacation may be taken at some subsequent time on full pay. We will appreciate information on this matter for the guidance of our Board of Trustees.

Very truly yours,

Very truly yours,

H.P.J. - L.

Mr. E. C. Barrett,
Throp College of Technology,
Pasadena, California.

238

UNIVERSITY OF WASHINGTON
GATZERT FOUNDATION FOR
CHILD WELFARE
SEATTLE

PSYCHOLOGICAL CLINIC
STEVENSON SMITH, DIRECTOR
MADGE W. WILKINSON, ASSISTANT

March 19th,
1917.

Vacation Credit

President Harry P. Judson,
University of Chicago,
Chicago, Ill.

Dear Dr. Judson:

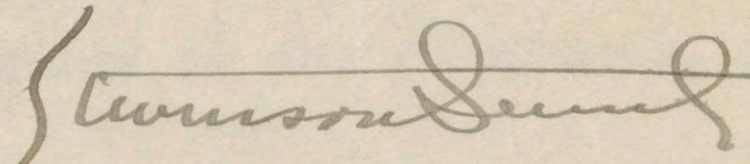
We wish to know whether there is a minimal number of hours of teaching required of members of your faculty.

If this is so, is there a different minimum for teachers of different rank, such as professors, assistant professors and instructors?

Is there a different minimum required of instructors in different departments, or does the minimum vary within departments according as the work is conference, correcting papers, laboratory, lecture, graduate seminary, or other kinds?

We would appreciate a statement of your practice and rules in this respect.

Sincerely yours,


CHAIRMAN OF THE COMMITTEE
ON HOURS OF TEACHING.

UNIVERSITY OF WASHINGTON

GEORGE WASHINGTON

EDITH WILSON

RECEIVED

March 1944
1918

President Harry S. Truman,
University of Chicago,
Chicago, Ill.

Dear Mr. Truman:

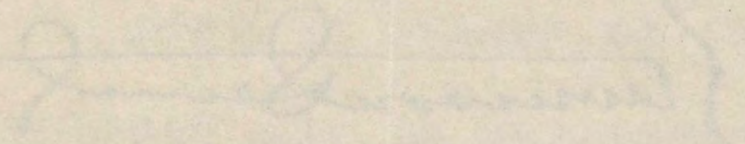
We wish to know whether there is a
minimum number of years of teaching required of mem-
bers of your faculty.

If this is so, is there a different minimum
for teachers of different rank, such as professors,
assistant professors and instructors?

Is there a different minimum required of in-
structors in different departments, or does the minimum
vary within departments according as the work is con-
sidered, experimental, theory, laboratory, lecture, etc.

We would appreciate a statement of your re-
sponse and will be in this respect.

Sincerely yours,



GEORGE WASHINGTON
OF WASHINGTON

Article XIII - Amendments to

Statutes of the University

14. Work and vacation credit of instructors.- Each

resident instructor gives instruction thirty-six weeks of
Chicago, March 27, 1917

the year, ten hours a week or its equivalent. The

instructor takes his vacation in any one of the four quarters,

Dear Sir; as it may be arranged, or he may take two vacations

of six weeks each at different periods of the year. For

Your favor of the 19th inst. is received, and

I am sending herewith copy of the statute of the University

relating to the amount of instruction. This statute is

general in its character.

pro-rata vacation or an extra two-thirds pro-rata salary,

Very truly yours,

payable monthly during such vacation period. In case of

H.P.J. - L. vacation credit thus earned is paid on the basis

of two-thirds pro-rata salary.

With reference to vacation credit the following

limitations are to be observed:

1) No obligation against the University for extra

vacation credit shall be created except by vote of the

Board of Trustees, on recommendation of the President, in

Director Stevenson Smith

Psychological Clinic

University of Washington

Seattle, Washington

given time more than nine months extra vacation credit.

Chicago, March 27, 1917

Dear Sir:

Your favor of the 19th inst. is received, and
I am sending herewith copy of the statute of the University
relating to the amount of instruction. This statute is
General in its character.
Very truly yours,

H.P.J. - L.

Director Stevenson Smith
Psychological Clinic
University of Washington
Seattle, Washington

3) No member of the Faculty lower in rank than an
Article XIII - Amendments to
Statutes of the University extra vacation credit.

14. Work and vacation credit of instructors.- Each resident instructor gives instruction thirty-six weeks of the year, ten hours a week or its equivalent. The instructor takes his vacation in any one of the four quarters, according as it may be arranged, or he may take two vacations of six weeks each at different periods of the year. For every quarter or term in a year he may teach, in addition to the number of hours required, he receives, according as it may be arranged by the President, either an extra full pro-rata vacation or an extra two-thirds pro-rata salary, payable monthly during such vacation period. In case of resignation vacation credit thus earned is paid on the basis of two-thirds pro-rata salary.

With reference to vacation credit the following limitations are to be observed:

1) No obligation against the University for extra vacation credit shall be created except by vote of the Board of Trustees, on recommendation of the President, in each individual case.

2) As a rule no member of the Faculty may acquire at a given time more than nine months extra vacation credit.

Article XIII - Amendments to
Statutes of the University

14. Work and vacation credit of instructors. - Each

resident instructor gives instruction thirty-six weeks of
the year, ten hours a week or its equivalent. The
instructor takes his vacation in any one of the four quarters,
according as it may be arranged, or he may take two vacations
of six weeks each at different periods of the year. For
every quarter or term in a year he may teach, in addition
to the number of hours required, he receives, according as
it may be arranged by the President, either an extra full
pro-rata vacation or an extra two-thirds pro-rata salary,
payable monthly during such vacation period. In case of
resignation vacation credit thus earned is paid on the basis
of two-thirds pro-rata salary.

With reference to vacation credit the following

limitations are to be observed:

- 1) No obligation against the University for extra
vacation credit shall be created except by vote of the
Board of Trustees, on recommendation of the President, in
each individual case.
- 2) As a trustee no member of the Faculty may acquire at a
given time more than nine months extra vacation credit.

UNIVERSITY OF WASHINGTON
GATZERT FOUNDATION FOR
CHILD WELFARE
SEATTLE

3) No member of the Faculty lower in rank than an Associate shall be entitled to obtain extra vacation credit.

March 19th,
1917.

President Harry P. Judson,
University of Chicago,
Chicago, Ill.

Dear Dr. Judson:

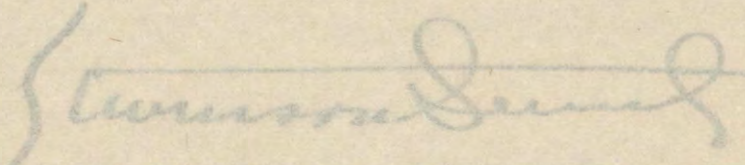
We wish to know whether there is a minimal number of hours of teaching required of members of your faculty.

If this is so, is there a different minimum for teachers of different rank, such as professors, assistant professors and instructors?

Is there a different minimum required of instructors in different departments, or does the minimum vary within departments according as the work is conference, correcting papers, laboratory, lecture, graduate seminary, or other kinds?

We would appreciate a statement of your practice and rules in this respect.

Sincerely yours,


CHAIRMAN OF THE COMMITTEE
ON HOURS OF TEACHING.

3) No member of the Faculty lower in rank than an Associate shall be entitled to obtain extra vacation credit.

14. Year and vacation credit of instructors - Each

resident instructor gives instruction thirty-six weeks of the year, ten hours a week or its equivalent. The instructor takes his vacation in any one of the four quarters, according as it may be arranged, or he may take two vacations of six weeks each at different periods of the year. For every quarter or term in a year he may teach, in addition to the number of hours required, he receives, according as it may be arranged by the President, either an extra full pro-rata vacation or an extra two-thirds pro-rata salary, payable monthly during such vacation period. In case of resignation vacation credit time earned is paid on the basis of two-thirds pro-rata salary.

With reference to vacation credit the following

limitations are to be observed:

- 1) No obligation against the University for extra vacation credit shall be created except by vote of the Board of Trustees, on recommendation of the President, in each individual case.
- 2) No member of the Faculty may acquire at a given time more than nine months extra vacation credit.

UNIVERSITY OF NEW MEXICO
ALBUQUERQUE155
14 Jan. 1918

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

Dear Sir:

This institution last summer adopted the four quarter system similar to that in vogue in your University and is confronted with various problems incident to the change from the former semester system. Previously a member of the Faculty, after teaching six years, was allowed a sabbatical year on pay. May I inquire if instructors in the University of Chicago are permitted sabbatical leave in addition to the vacations on full pay earned by teaching thirty-six weeks each year?

We have a difficult problem to solve here relating to what adjudication should be made in case of men who have served under the old system and have earned an increment towards a sabbatical leave, but I realize that, if you do not have the sabbatical system, you can give us no advice on this point.

Suppose that you had a member of your Faculty who has taught six quarters in the expectation of enjoying a vacation of two quarters on full pay and at the end of the ~~the~~ sixth quarter you decided that his teaching had deteriorated or for some other reason you did not care to engage him for further service, would you pay him two-thirds pro-rata salary for the two quarters vacation he had earned?

Do you apply vacation system (one quarter vacation on full pay after three quarters active service) to such officers of administration as financial secretary, registrar, &c.?

I shall be deeply indebted to you for any information you can give me on above lines which help us to solve our problems.

Very truly yours,

L. B. Mitchell

4376

UNIVERSITY OF NEW MEXICO
ALBUQUERQUE

133
Jan. 1918

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

Dear Sir:

This institution last summer adopted the four quarter system similar to that in vogue in your University and is confronted with various problems incident to the change from the former semester system. Previously a member of the Faculty, after teaching six years, was allowed a sabbatical year on pay. May I inquire if instructors in the University of Chicago are permitted sabbatical leave in addition to the vacations on full pay earned by teaching thirty-six weeks each year?

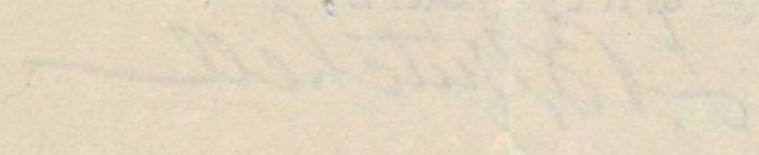
We have a difficult problem to solve here relating to that adjustment should be made in case of men who have served under the old system and have earned an increment towards a sabbatical leave, but I realize that if you do not have the sabbatical system, you can give us no advice on this point.

Suppose that you had a member of your Faculty who has taught six quarters in the expectation of enjoying a vacation of two quarters on full pay and at the end of that six-quarter period you decided that his teaching had deteriorated or for some other reason you did not care to engage him for further service, would you pay him two-thirds pro-rata salary for the two quarters vacation he had earned?

Do you apply vacation system (one quarter vacation on full pay after three quarters active service) to such officers of administrative as financial officers, registrars, etc.

I shall be deeply indebted to you for any information you can give me on above lines which help us to solve our problems.

Very truly yours,



teaching officers of the faculty, and not to those who have solely administrative functions. I shall be glad to give any further information.

Chicago, January 17, 1918

H.P.J. - L.

Dear Sir:

Your favor of the 14th inst. is received.

No doubt the transition from the old system to the new will involve some difficulties of adjustment. I should suppose that you would find it necessary to recognize any existing obligations, whether explicit or implied.

We never have had the sabbatical leave here, and it does not exist now.

If a member of the faculty has earned a vacation on pay we should give it to him, even if we thought it best to have his services close at the end of it. In other words, the vacation earned by excess work is not a privilege granted by the University, but is something earned and due the member of the faculty in question.

We apply the vacation system (one quarter's vacation on full pay after three quarters' active service) only to

Chicago, January 17, 1918

Dear Sir:

Your favor of the 14th inst. is received.

No doubt the transition from the old system to the new will involve some difficulties of adjustment. I should suppose that you would find it necessary to recognize any existing obligations, whether explicit or implied. We never have had the sabbatical leave here, and it does not exist now.

If a member of the faculty has earned a vacation on pay we should give it to him, even if we thought it best to have his services close at the end of it. In other words, the vacation earned by excess work is not a privilege granted by the University, but is something earned and due the member of the faculty in question. We apply the vacation system (one quarter's vacation on full pay after three quarters' active service) only to

UNIVERSITY OF NEW MEXICO
ALBUQUERQUE

155
teaching officers of the faculty, and not to those who
have solely administrative functions. I shall be glad
to give any further information.

Very truly yours,
stitution last summer, a quarter system
similar to that in vogue in your University and is confronted with
various problems incident to the change from the former semester
system. Previously a member of the Faculty, after teaching six years,
was allowed a sabbatical year on pay. May I inquire if instructors
in the UnH.P.J.- L. Chicago are permitted sabbatical leave in addition
to the vacations on full pay earned by teaching thirty-six weeks each
year?

We have a difficult problem to solve here relating to what
adjudication should be made in case of men who have served under the
old system and have earned an increment towards a sabbatical leave,
but I realize that, if you do not have the sabbatical system, you can
give us no advice on this point.

Suppose that you had a member of your Faculty who has
taught six quarters in the expectation of enjoying a vacation of two
quarters on full pay and at the end of the sixth quarter you decided
that his teaching had deteriorated or for some other reason you did not care
to engage him for further service, would you pay him two-thirds pro-
rata salary for the two quarters vacation he had earned?

Do you apply vacation system (one quarter vacation on full
pay after three quarters active service) to such officers of administra-
tion as financial secretary, registrar, &c.?

I shall be deeply indebted to you for any information
you can give me on above lines which help us to solve our problems.

Very truly yours,

L. B. Mitchell

Mr. L. B. Mitchell
University of New Mexico
Albuquerque, New Mexico

teaching officers of the faculty, and not to those who
have solely administrative functions. I shall be glad
to give any further information.

Very truly yours,
Chicago, January 13, 1918

H.P.J. - L.

Dear Sir,

Now that the year has passed, it is recalled.

We have the translation from the old system to the new

will involve some difficulties of adjustment. I should

suppose that you would find it necessary to recognize

any existing obligations, whether explicit or implied.

We never have had the substantial issue here, and

it does not exist now.

It is a matter of the faculty and cannot be decided

as you would give it to him, even if we thought it

best to have his services close at the end of it.

Other words, the vacation cannot be exacted with the

Mr. L. B. Mitchell
University of New Mexico

Albuquerque, New Mexico

Albuquerque, New Mexico

We agree the vacation system (one quarter's vacation

on full pay after three quarters' active service) only to

UNIVERSITY OF NEW MEXICO
ALBUQUERQUE

OFFICE OF THE PRESIDENT

March 6, 1918.

My dear President:

Vacation Credit

I understand you are working under what is known as the four-quarter plan. We have taken up this plan and we are trying to determine what is a suitable compensation for teachers who come into the University to take the places of Professors who are taking a quarter off. Will you kindly let me know what your practice is in giving additional compensation to a professor who remains for more than three quarters during the year.

Also have you made any restrictions as to the amount of time a professor can teach continuously and in that way secure added time off?

I will appreciate a reply from you as early as possible.

Very truly yours,

David R. Boyd
PRESIDENT.

President Harry P. Judson,
University of Chicago,
Chicago, Ills.

UNIVERSITY OF NEW MEXICO
ALBUQUERQUE

March 6, 1918.

My Dear President:

I understand you are working under what is known as the four-quarter plan. We have taken up this plan and we are trying to determine what is a suitable compensation for teachers who come into the University to take the places of Professors who are taking a quarter off. Will you kindly let me know what your practice is in giving additional compensation to a professor who remains for more than three quarters during the year. Also have you made any restrictions as to the amount of time a professor can teach continuously and in that way secure added time off?

I will appreciate a reply from you as

early as possible.

Very truly yours,

James R. Boylston
PRESIDENT

President Harry P. Johnson,
University of Chicago,

Chicago, Ills.

UNIVERSITY OF NEW MEXICO
ALBUQUERQUE

March 6, 1918.

President:

I understand Chicago, March 12, 1918

what is known as the four-quarter plan. We have taken up this plan and we are trying to determine what is a suitable compensation for teachers who come into the

Dear President Boyd:

University to take the places of Professors who are tak-

Your favor of the 6th inst. is

received. We give to members of our own staff who

teach for a fourth quarter in a given year either vacation

credit, for which at some future time they may be absent

from the University on full pay, or cash. The cash pay-

ment is at the rate of two-thirds the normal salary.

We don't like to have a professor get more than one year of vacation credit.

I will appreciate a reply from you as

Very truly yours,

early as possible.

H.P.J. - L.

Very truly yours,

David R. Boyd
PRESIDENT.

President David R. Boyd
University of New Mexico,
Albuquerque, New Mexico

University of Chicago,

Chicago, Ills.

Chicago, March 12, 1918

Dear President Boyd: Your favor of the 6th inst. is received. We give to members of our own staff who teach for a fourth quarter in a given year either vacation credit, for which at some future time they may be absent from the University on full pay, or cash. The cash payment is at the rate of two-thirds the normal salary. We don't like to have a professor get more than one year of vacation credit. Very truly yours,

H. P. J. - A. P. J.
President David R. Boyd
University of New Mexico
Albuquerque, New Mexico

The University of Chicago

The University Laboratories

May 9, 1921

President Judson
Faculty Exchange

Dear President Judson:

As reported to you in our conference this morning, Professor Coulter has modified his program for next year in such a way that all the members of the staff take their normal vacation of ~~two~~^{one} quarters, excepting Dr. ~~M C~~ Coulter. It is possible on this basis to go ahead with the program in accordance with this arrangement, ~~in~~ leaving to changes in proof any further modifications which you might wish to recommend.

You will recall that Professor Coulter now wishes to take his vacation in the summer whereas he was announced in the Summer Quarter Circular as being in residence at least for the first term. I told Dr. Coulter that you did not like to have changes in the Summer Quarter program and that you might wish to take up this question with him. As Mr. Plimpton has pointed out, Dr. Coulter has accumulated an extraordinarily large amount of vacation credit and it might be that the University would want him to use some of this vacation credit by taking his vacation in the second term of the Summer Quarter as originally planned by him and either the Autumn or Winter Quarter in addition. This would be feasible, I believe, although of course it is always difficult to replace a man of the type of Professor Coulter, and it could be done without increased expenditure, from my own conclusions in studying the program. However, this is so personal a question that I have left it entirely to you for discussion with Professor Coulter, and for decision.

In a few days I would like to send you a memorandum of the basis on which the discussion with Professor Coulter took place, because I believe the conditions indicated might serve as an explanation by the University to all departments concerning the amount of work required of members of the staff. The conditions, of course, are based in large part on my conferences with yourself.

Yours sincerely,

Julius Stieglitz

JS/ML

The changes in program already accomplished mean
a saving to the University of \$5000 to 7000. J.S.

The University of Chicago

Office of the Director

Office of the Director

May 9, 1931

President Johnson
Faculty Exchange

Dear President Johnson:

As reported to you in our conference this morning, Professor Goulet has modified his program for next year in such a way that all the members of the staff take their normal vacation of two quarters excepting Mr. W. A. Goulet. It is possible on this basis to go ahead with the program in accordance with this arrangement, as leaving no changes in your further modifications which you might wish to recommend.

You will recall that Professor Goulet has wished to take his vacation in the summer whereas he was announced in the summer Quarter Circular as being in residence at least for the first term. I told Mr. Goulet that you did not like to have changes in the Summer Quarter program and that you would want to keep the position with him. As Mr. Goulet has pointed out, Mr. Goulet has accumulated an extraordinarily large amount of vacation credit and it might be that the University would want him to use some of this vacation credit by taking his vacation in the second term of the Summer Quarter as originally planned by him and either the Autumn or Winter Quarter in addition. This would be feasible, I believe, although of course it is always difficult to replace a man of the type of Professor Goulet, and it could be done without increased expenditures from my own conclusions in studying the program. However, this is a personal question that I have left it entirely to you for discussion with Professor Goulet, and for decision.

In a few days I would like to send you a memorandum of the basis on which the discussion with Professor Goulet took place. Because I believe the conditions indicated might serve as an explanation by the University to all departments concerning the amount of work required of members of the staff. The conditions of course are based in large part on my conferences with yourself.

Yours sincerely,

John D. Thompson

John

The change in program already accomplished
to the benefit of the University

TENTATIVE STATEMENT

OF

EXTRA VACATION CREDIT AND IRREGULAR REGULAR VACATION CREDIT

JUNE 30, 1922

	<u>Regular</u>	<u>Extra</u>
Altrocchi, R. P	\$ 208.33	\$
Barnes, N. W.	727.77	1,000.00
Bartelmez, G. W.		533.33
Baskervill, C. R.		3,416.66
Bigelow, H. A.		2,354.16
Blanchard, F. M.		866.66
Breasted, J. H.		333.33
Carlson, A. J.		1,666.66
Castillo, C.		1,450.00
Castle, C. F.		2,141.66
Chamberlain, C. J.		3,033.27
Child, C. M.		1,500.00
Coleman, A.	416.66	2,166.67
Coulter, J. M.		8,083.33
David, H. C. E.		1,100.00
Dodd, W. E.		2,916.65
Dragstedt, L. R.		1,000.00
Dudley, Gertrude		933.32
Field, J. A.	250.00	
Flint, Edith	350.00	
Freund, E.		916.66
Gale, H. G.	291.66	3,333.34
Goetsch, C.		433.33
Goodspeed, E. J.	100.00	
Gould, C. N.		1,000.00
Hall, J. P.		2,500.00
Harvey, B. C. H.	583.33	
Hulbert, J. R.		1,500.00
Jones, W. D.	583.33	
Land, W. J. G.		2,733.33
Lingle, D. J.	450.00	
Linn, J. W.	83.34	
Loeb, Marion Hines	300.00	
Lovett, R. M.		1,066.66
Manly, J. M.		2,059.48
Marshall, L. C.	441.66	933.33
McLaughlin, A. C.		4,333.33
Merriam, C. E.		166.66
Merrill, E. T.		1,500.00
Moore, A. W.		1,333.33
Moulton, F. R.	458.33	
Carried forward	\$5,244.41	\$58,305.15

Brought forward	\$5,244.41	\$58,305.15
Parmenter, C. E.	166.66	
Platt, R. S.	375.00	
Price, I. M.		1,000.00
Reynolds, Myra		1,707.97
Rippy, J. F.		533.33
Salisbury, R. D.		3,500.00
Scott, A. P.		1,483.33
Shorey, P.		4,541.65
Slaught, H. E.		2,166.66
Sprengling, M.		1,416.67
Stieglitz, J.		1,708.27
Terry, B. S.		666.66
Wallace, Elizabeth	250.00	
Wells, H. Gideon		4,180.49
White, L. D.		666.66
Willett, H. L.		2,041.67
Wright, C. W.		416.66
Young, J. W. A.		1,000.00
Blunt, K.	100.00	666.66
Downing, E. R.		1,333.33
Edwards, I. N.	33.32	
Freeman, F. N.	75.00	
Judd, C. H.		1,833.33
Myers, G. W.		500.00
Roberts, Lydia J.	416.66	
Temple, Alice		566.66
Tryon, R. M.		666.66
Whitford, W. G.		916.66
Total	<u>\$6,661.05</u>	<u>\$91,818.47</u>

\$28,302.12

\$2,244.41

Brought forward

166.66
375.00

Parmenter, C. E.
Platt, R. B.
Price, I. W.
Reynolds, W. R.
Ripley, J. F.
Sullivan, R. F.
Scott, A. P.
Shore, J.
Slaughter, H. E.
Springfield, W.
Stearns, J.
Terry, E. B.
Wallace, Elizabeth
Wells, E. Gibson
White, J. E.
Willett, A. I.
Wright, C. W.
Young, J. W. A.

1,000.00
1,707.97
233.33
3,500.00
1,483.33
4,541.66
2,166.66
1,416.67
1,708.37
666.66

275.00

4,180.49
666.66
2,041.67
416.66
1,000.00

666.66
1,333.33

100.00

Blunt, K.
Downing, W. E.
Hewitt, I. W.
Hessman, J. H.
Judd, C. H.
Lyons, G. W.
Roberts, Lydia J.
Temple, Alice
Tyson, B. M.
Whitford, W. B.

1,633.33
200.00

416.66

566.66
666.66
916.66

691,818.47

66,661.05

Total

The University of Chicago

Office of the Auditor

01190

Coulter

June 29, 1923.

My dear Doctor Burton:

I am inclosing herewith carbon copy of a letter to Doctor Coulter with reference to the status of his extra vacation credit as of July 1, 1924, should he be absent from the University during the Autumn Quarter 1923 and the Winter Quarter 1924. You will recall that at the present time Doctor Coulter is on an annual appointment which expires on June 30, 1924.

Yours very truly,

W. D. Thompson

Dr. E. D. Burton,
Harper Library.

01130

The University of Chicago

Office of the Registrar

Collier

June 29, 1923.

My dear Doctor Burton:

I am enclosing herewith carbon copy of a letter to Doctor Coulter with reference to the status of his extra vacation credit as of July 1, 1924, should he be absent from the University during the Autumn Quarter 1923 and the Winter Quarter 1924. You will recall that at the present time Doctor Coulter is on an annual appointment which expires on June 30, 1924.

Yours very truly,

Dr. H. D. Burton.

Harper Library.

Botany.

June 27, 1923

My dear Mr. Coulter:

In view of our expectation, which I count upon as practical certainty, that you will go to Japan and China and be absent in the autumn quarter of 1923 and the winter quarter of 1924, I am led to inquire whether you would expect to teach the summer quarter of 1924? I raise the question now because your teaching year runs, I believe, from October 1 each year, and I am desirous of making a clear record as we go along.

Very truly yours,

Mr. J. M. Coulter
Faculty Exchange

EDB:P

Barney

June 27, 1923

My dear Mr. Goulier:

In view of our expectation, which I count upon as practical certainty, that you will go to Japan and China and be absent in the autumn quarter of 1923 and the winter quarter of 1924, I am led to inquire whether you would expect to teach the summer quarter of 1924? I raise the question now because your teaching year runs, I believe, from October 1 each year, and I am desirous of making a clear record as we go along.

Very truly yours,

Mr. J. M. Goulier
Faculty Exchange

EDB:P

June 29, 1923.

My dear Doctor Coulter:

I have been informed by Doctor Burton that you expect to be absent in Japan and China during the Autumn Quarter of 1923 and the Winter quarter of 1924, and he has asked me to indicate to you in advance, so that there may be no misunderstanding, how this absence will affect your record of vacation credit. Since you are out of residence during the current quarter, you will be square with the University on October 1, 1923, so far as regular vacation credit is concerned. I assume from a statement made to me by Doctor Burton that you will be in residence during the Spring Quarter of 1924. In that time you will earn four months' credit which will be paid to you during the months of March, April, May, and June, 1924. We shall then take from your extra vacation credit five months' salary at the rate of \$500. per month for the months of October, November, and December, 1923, and January and February, 1924. Your extra vacation credit on July 1, 1924, will then stand at nine months' at the rate of \$500. - - - - - \$4,500.00

and two months' at the rate of \$541.66 - - - 1,083.33

Total - eleven months - - - - - \$5,583.33

I should be glad if you would check the foregoing against your record and inform me of any variation.

Yours very truly,

Dr. J. M. Coulter,
Faculty Exchange.

N. C. PLIMPTON.

Faculty Exchange.
Dr. J. M. Coulter.

N. C. PLIMPTON.

Yours very truly,

Your record and inform me of any variation.

I should be glad if you would check the foregoing against

Total - eleven months - \$2,583.33
and two months, at the rate of \$241.66 - 1,083.33
of \$500. - - - - - \$4,500.00

on July 1, 1924, will then stand at nine months, at the rate
and January and February, 1924. Your extra vacation credit
month for the months of October, November, and December, 1923.

vacation credit five months' salary at the rate of \$500. per
May, and June, 1924. We shall then take from your extra
which will be paid to you during the months of March, April,

of 1924. In that time you will earn four months' credit
Burton that you will be in residence during the Spring Quarter

concerned. I assume from a statement made to me by Doctor
on October 1, 1923, so far as regular vacation credit is

the current quarter, you will be square with the University
of vacation credit. Since you are out of residence during
misunderstanding, how this absence will affect your record

to indicate to you in advance, so that there may be no
of 1923 and the Winter Quarter of 1924, and he has asked me

to be absent in Japan and China during the Autumn Quarter
I have been informed by Doctor Burton that you expect

My dear Doctor Coulter:

June 29, 1923.

Copy for Doctor Burton

The University of Chicago

Office of the Auditor

Botany

01130

June 23, 1923.

My dear Doctor Burton:

Replying to your letter of June 20 with reference to a trip by Doctor Coulter to Japan and China for certain courses of lectures:

Doctor Coulter's year begins on October 1, therefore by that time the University will have paid him in full for his regular vacation credit. I understand that he is to be out of residence during the Autumn Quarter 1923 and the Winter Quarter 1924. If he should be in residence in his year only during the Spring Quarter of 1924, then he would earn one-third of a year's salary or four months. If he should be in residence during the Spring and Summer Quarters of 1924, he would earn eight months' regular salary. In the former case the University would pay to him eight months' salary at the rate of \$6,000. from his accumulated extra vacation credit and four months' salary at the rate of \$7,000., his present salary. In the latter case the payments to him would be four months from his extra vacation credit at the rate of \$6,000. and eight months earned regularly.

In order that you may be informed as to the periods in which his extra vacation was earned, I submit the following:

Summer Quarter 1911	2 months	\$1,000.00
" " 1913	4 "	2,000.00
" " 1916	2 "	1,000.00
" " 1917	4 "	2,000.00
" " 1918	2 "	1,000.00
" " 1920	2 "	1,083.33
Total	16 months	<u>\$8,083.33</u>

The University of Chicago

Office of the Registrar

June 23, 1923.

My dear Doctor Burton:

Replying to your letter of June 20 with reference to a trip by Doctor Coulter to Japan and China for certain courses of lectures:

Doctor Coulter's year begins on October 1, therefore by first time the University will have paid him in full for his regular vacation credit. I understand that he is to be out of residence during the Autumn Quarter 1923 and the Winter Quarter 1924. If he should be in residence in his year only during the Spring Quarter of 1924, then he would earn one-third

of a year's salary or four months. If he should be in residence during the Spring and Summer Quarters of 1924, he would earn eight months' regular salary. In the former case the University would pay to him eight months' salary at the rate of \$6,000. from his accumulated extra vacation credit and four months' salary at the rate of \$7,000., his present salary. In the latter case the payments to him would be four months from his extra vacation credit at the rate of \$6,000. and eight months earned regularly.

In order that you may be informed as to the periods in which his extra vacation was earned, I submit the following:

Summer Quarter	1911	2 months	\$1,000.00
"	1913	4	2,000.00
"	1916	2	1,000.00
"	1917	4	2,000.00
"	1918	2	1,000.00
"	1920	2	1,083.33
Total		16 months	\$8,083.33

Will you please inform me whether Doctor Coulter expects to be in residence the Spring Quarter of 1924 only during his year, or the Spring and Summer Quarters of 1924, since your letter states that his plan is to teach but one quarter of the year 1923-24, which I assume is based on the University's fiscal year and not on Mr. Coulter's individual year.

Yours very truly,

A handwritten signature in blue ink, appearing to read "W. D. Hampton". The signature is written in a cursive style with a large, sweeping initial "W".

Dr. E. D. Burton,
Harper Library.

Will you please inform me whether Doctor Coulter expects
to be in residence the Spring Quarter of 1934 only during his
year, or the Spring and Summer Quarters of 1934, since your
letter states that his plan is to teach but one quarter of
the year 1933-34, which I assume is based on the University's
fiscal year and not on Mr. Coulter's individual year.
Yours very truly,

Dr. E. D. Burton,
Harvard Library.

ARTHUR P. SCOTT
FACULTY EXCHANGE
UNIVERSITY OF CHICAGO

F4a
335526

November 14, 1923

President E. D. Burton
Harper Library

Dear Mr. President:

I have told Mr. McLaughlin that I am planning to use my extra vacation credit beginning October, 1924. I expect to use it traveling in Africa, India, and China, to get a more concrete and visual background for my teaching in Colonial Expansion.

The summer of 1924 I shall be out of residence as the vacation for the current year's teaching. My extra credit is about three quarters, so that I shall resume teaching in June, 1925. I appreciate the attention given to my request for clarification of the statutes about vacation credit.

Before I go I should like to talk with you sometime to get some suggestions, particularly about China, and to get a letter from the University which I might use in introducing myself to various people from whom I might get information by the way.

APS:K

Very truly yours,

Arthur P. Scott.

ARTHUR R. SCOTT
NATURAL HISTORY MUSEUM
UNIVERSITY OF CHICAGO

November 14, 1933

President E. D. Burton
Harvard University

Dear Mr. President:

I have told Mr. McLaughlin that I am
planning to use my extra vacation credit
beginning October, 1934. I expect to use it
traveling in Africa, India, and China, to
get a more complete and varied background for
my teaching in Colonial Expansion.

The summer of 1934 I shall be out of
residence as the vacation for the current
year's teaching. My extra credit is about
three quarters, so that I shall resume teach-
ing in June, 1935. I appreciate the attention
given to my request for classification of the
statutes about vacation credit.

Before I go I should like to talk with
you sometime to get some suggestions, particu-
larly about China, and to get a letter from
the University which I might use in intro-
ducing myself to various people from whom I
might get information by the way.

Very truly yours,

ARS:K

Arthur R. Scott

F 4 a

October 22, 1923.

My dear Mr. Scott:

I am sorry to have delayed so long answering yours of August 9th. I take pleasure in stating now that at the last meeting of the Board of Trustees the statutes were so amended as to make it a matter of option on the part of the person whose accumulated vacation credit did not exceed nine months, whether in case of absence exceeding three months within any contract year such absence should be without pay, or on full pay; in the latter case operating to diminish his accumulated vacation credit.

If this decision comes too late to make possible the arrangement which you desired in connection with your recent absence I can only regret that time is required to restudy and enact revision of University statutes.

Very truly yours,

Mr. Arthur P. Scott,
The University of Chicago.

EDB:CB

October 22, 1923.

My dear Mr. Scott:

I am sorry to have delayed so long answering yours of August 29th. I take pleasure in stating now that at the last meeting of the Board of Trustees the statutes were so amended as to make it a matter of option on the part of the person whose accumulated vacation credit did not exceed nine months, whether in case of absence exceeding three months within any contract year such absence should be without pay, or on full pay; in the latter case operating to diminish his accumulated vacation credit.

If this decision comes too late to make possible the arrangement which you desired in connection with your recent absence I can only regret that time is required to ready and enact revision of University statutes.

Very truly yours,

Mr. Arthur P. Scott,
The University of Chicago.

RDB:CB

F4a

*annexed
new folder*

~~WILLIAM DONN~~
MICHILLINDA, MICHIGAN

August 9, 1923.

Dear Mr. President:

In my first letter to you in June, I mentioned my plans for a trip merely as an explanation of why I bothered you for a ruling on the other point involved. They may be left out of consideration. The point which puzzled me was one as it were of our local constitutional law. May I restate it?

1. I have a certain amount of extra vacation credit. The statutes, and the contract for giving extra instruction, provide in substance that this is to be taken at a time to be agreed upon with the President.

2. I taught only half-time the spring quarter, naturally for half-pay.

3. I have continued to receive monthly checks for full pay, and have now received all I have earned since Oct. 1, 1922.

4. But the auditor proposes to pay me \$150 in August and September, charging it to my extra vacation credit, on the theory that I had half of my regular three months vacation during the spring quarter. He says this is the custom of his office.

The question which occurred to me was the binding force of that custom, as against what seems to me the specific provision of the statute. Is there any vote of the Board, or Administrative Order on which it is based? If not, I do not see any irregularity involved in not sending me checks in August and September.

I realize that I should be gaining the interest on the money, and that if I should ever need to be away

BLANK BONNET
MICKELLINGA MICHIGAN

an extra month or two I could probably be given a
leave of absence without pay at that time. But
for my own satisfaction, I should like to know if
you think there is any merit in the point as to
the invariability of vacation credit except by
consent?

Very truly yours,

Arthur F. Scott

Smith - Kinn - - Mays - Linn.

SUGGESTED REVISION OF STATUTE 15

15. Service and vacation of members of the Faculties.

- a) Appointments under which service during three quarters of a year is required.

I. Regular Service.

Each member of a faculty appointed as above shall perform service in instruction or research as may be arranged by the President during three of the quarters of his appointive year. Compensation for such service is payable in twelve equal monthly instalments. Members of Faculties at the discretion of the President may be required to give instruction up to a total of three majors during each quarter of regular residence. ~~If approved by the Board of Trustees, a member of a Faculty may be appointed to serve less than three quarters during his appointive year.~~ The member of a Faculty is on vacation in any one of the four quarters of his year according as it may be arranged, or he may take two vacations of half a quarter each at different periods of the year.

II. Extra Instruction.

For instruction which the member of a Faculty may give in his appointive year in excess of the three quarters required he shall receive, according as it may be arranged by the President, either two-thirds pro rata salary, payable during the period of such extra instruction, provided that in the case of members of a Faculty of a rank below that of Assistant Professor, a somewhat higher rate of compensation may be paid, if approved by the President, or an extra pro rata vacation at a time which may be arranged, at the salary rate in force when the extra instruction was given. ~~This amount shall be payable monthly at two-thirds rate during the period of such extra vacation, the remainder payable at the~~

Vacation with outside pay - outside pay in demand.

F4A

33B

15. Service and vacation of members of the Faculties.

a) Appointments under which service during three quarters of a

year is required.

I. Regular Service.

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perform service in instruction or research as may be arranged by

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Compensation for such service is payable in twelve equal monthly

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approved by the Board of Trustees, a member of a faculty may be

appointed to serve less than three quarters during his appointive

year. The member of a faculty is on vacation in any one of the

four quarters of his year according as it may be arranged, or he

may take two vacations of half a quarter each at different periods

of the year.

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For instruction which the member of a faculty may give

in his appointive year in excess of the three quarters required

he shall receive, according as it may be arranged by the President,

either two-thirds pro rata salary, payable during the period of

such extra instruction, provided that in the case of members of a

faculty of a rank below that of Assistant Professor, a somewhat

higher rate of compensation may be paid, if approved by the Presi-

dent, or an extra pro rata vacation at a time which may be arranged,

at the salary rate in force when the extra instruction was given.

This amount shall be payable monthly at two-thirds rate during

the period of such extra vacation, the remainder payable at the

~~end of the first quarter after the member of the Faculty has returned to the service of the University.~~

With reference to extra vacation, the following limitations are to be observed:

(1) Authority for the accumulation of extra vacation by a member of a Faculty, up to a maximum of eight months, shall be vested in the President of the University.

(2) The accumulation of extra vacation in excess of eight months shall be permitted only by action of the Board of Trustees.

(3) No member of a Faculty lower in rank than Instructor shall be entitled to accumulate extra vacation credit.

b) Four-quarter appointments.

(It is understood no change is suggested in the statute covering four-quarter appointments.)

end of the first quarter after the member of the Faculty has

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(3) No member of a Faculty lower in rank than Instructor shall

be entitled to accumulate extra vacation credit.

b) Four-quarter appointments.

(It is understood no change is suggested in the statute

covering four-quarter appointments.)

Revision Statute 14, Vacation Credit.

This copy incorporate changes
approved at lunch on
Oct. 9, as noted by E.H.W.

F4a

Each resident member of a faculty gives instruction
thirty(six weeks of the year, ten hours a week or its equivalent.

Members of Faculties of a rank below that of Associate Professor,
at the discretion of the President, for two quarters within a year,
may be required to give instruction fifteen hours or the equivalent.

The member of a Faculty takes his vacation in any one of the four
quarters, according as it may be arranged, or he may take two vacations
of six weeks each at different periods of the year. For every quarter or

term in a year in which he may teach in addition to the required thirty-
six weeks, he receives, according as it may be arranged by the President,
either an extra full pro-rata vacation at a time that may be arranged,
with the salary in force when the extra instruction was given, payable
monthly in the period of such vacation, or an extra two-thirds pro-rata
salary, payable in the period of the extra teaching. In case of ~~resig-~~ ^{termination}

~~of service~~
~~nation~~ vacation credit thus earned is paid on the basis of two-thirds
pro rata salary. The acceptance of an appointment from another institution
shall be considered as a resignation from the University. ~~The University~~
~~reserves the right to commute for cash at two-thirds rate extra vacation~~
~~credit of five (?) years' standing.~~

With reference to extra vacation credit, the following
limitations are to be observed:

- 1) Authority for the accumulation of ~~extra~~ vacation credit by a member
of a faculty, up to a maximum of ~~eight~~ ^{twelve} months, shall be vested in the
President of the University.
- 2) The accumulation of ~~extra~~ vacation credit in excess of ~~eight~~ ^{twelve} months
shall be permitted only by action of the Board of Trustees.
- 3) ~~In case a member of a faculty has accumulated extra vacation credit in~~
~~excess of eight months, his subsequent absence in excess of one quarter~~
~~per year shall operate to diminish his extra vacation credit, unless a~~
~~different arrangement is authorized by the Board of Trustees.~~

Each resident member of a faculty gives instruction

thirty-six weeks of the year, ten hours a week or its equivalent.

Members of Faculties of a rank below that of Associate Professor, at the discretion of the President, for two quarters within a year,

may be required to give instruction fifteen hours or the equivalent.

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quarters, according as it may be arranged, or he may take two vacations

of six weeks each at different periods of the year. For every quarter or

term in a year in which he may teach in addition to the required thirty-

six weeks, he receives, according as it may be arranged by the President,

either an extra full pro-rata vacation at a time that may be arranged,

with the salary in force when the extra instruction was given, payable

monthly in the period of such vacation, or an extra two-thirds pro-rata

salary, payable in the period of the extra teaching. In case of resignation

vacation credit thus earned is paid on the basis of two-thirds

pro rata salary. The acceptance of an appointment from another institution

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reserves the right to commute for cash at two-thirds rate extra vacation

credit of five (?) years' standing.

With reference to extra vacation credit, the following

limitations are to be observed:

1) Authority for the accumulation of extra vacation credit by a member of a faculty, up to a maximum of eight months, shall be vested in the President of the University.

2) The accumulation of extra vacation credit in excess of eight months shall be permitted only by action of the Board of Trustees.

3) In case a member of a faculty has accumulated extra vacation credit in excess of eight months, his subsequent absence in excess of one quarter per year shall operate to diminish his extra vacation credit, unless a different arrangement is authorized by the Board of Trustees.

This copy incorporates changes
approved at lunch on
Oct 1944 noted by E.H.W.

F4a

ident member of a faculty gives instruction

3 4) In case a member of a faculty whose ~~extra~~ vacation credit amounts to ~~less than eight months~~ ^{more than twelve} is absent, in excess of three months during a year, it shall be at his option to have such absence operate to diminish his ~~extra~~ vacation credit or to have it counted as absence without pay.

5) No member of a faculty lower in rank than an Associate shall be entitled to obtain extra vacation credit.

The member of a faculty takes his vacation in any one of the four quarters, according as it may be arranged, or he may take two vacations of six weeks each at different periods of the year. For every quarter or

4) In case a member of a faculty whose vacation credit amounts to more than twelve months is absent on vacation either an extra full pro-rata vacation at a time that may be arranged, in excess of three months during a year, such absence shall operate to diminish his vacation credit, unless a different arrangement is authorized by the Board of Trustees.

vacation credit thus earned is paid on the basis of two-thirds pro rata salary. The acceptance of an appointment from another institution shall be considered as a resignation from the University. The University reserves the right to commute for cash at two-thirds rate extra vacation credit of five (?) years' standing.

With reference to extra vacation credit, the following

limitations are to be observed:

1) Authority for the accumulation of ~~extra~~ vacation credit by a member of a faculty, up to a maximum of ~~eight~~ months, shall be vested in the President of the University.

2) The accumulation of ~~extra~~ vacation credit in excess of ~~eight~~ months shall be permitted only by action of the Board of Trustees.

3) In case a member of a faculty has accumulated extra vacation credit in excess of eight months, his subsequent absence in excess of one quarter per year shall operate to diminish his extra vacation credit, unless a different arrangement is authorized by the Board of Trustees.

Each resident member of a faculty gives instruction

3 (1) In case a member of a faculty whose ~~extra~~ vacation credit amounts to ~~less than eight~~ months is absent in excess of three months during a year, it shall be at his option to have such absence operate to diminish his ~~extra~~ vacation credit or to have it counted as absence without pay.

5 (2) No member of a faculty lower in rank than an Associate shall be entitled to obtain extra vacation credit.

quarters, according as it may be arranged, or he may take two vacations of six weeks each at different periods of the year. For every quarter or

4 (3) In case a member of a faculty whose vacation credit amounts to more than three months, he receives, according as it may be arranged by the Trustees, either an extra full pro-rata vacation at a time that may be arranged, in excess of three months during a year, and shall, unless with the salary in force when the extra instruction was given, operate to diminish his vacation credit, unless

a different arrangement is authorized by the Board of Trustees, payable in the period of the extra teaching. In case of resignation, vacation credit thus earned is paid on the basis of two-thirds

pro rata salary. The acceptance of an appointment from another institution shall be considered as a resignation from the University. The University reserves the right to count for each at two-thirds rate extra vacation credit of five (5) years' standing.

With reference to extra vacation credit, the following

limitations are to be observed:

1) Authority for the accumulation of extra vacation credit by a member of a faculty, up to a maximum of ~~eight~~ months, shall be vested in the President of the University.

2) The accumulation of ~~extra~~ vacation credit in excess of ~~eight~~ months shall be permitted only by action of the Board of Trustees.

3) In case a member of a faculty has accumulated extra vacation credit in excess of eight months, his subsequent absence in excess of one quarter per year shall operate to diminish his extra vacation credit, unless a different arrangement is authorized by the Board of Trustees.

*Mr. Plimpton
Is this matter
now fully covered?*
*Cycle Jones
1/17/24*

The University of Chicago

Office of the Auditor

F4a
Sent from PRESIDENT'S OFFICE

JAN 14 1924

to *Mr. Plimpton*

March 21, 1923 return send to FILES

Received files JAN 14 1924

My dear President Burton:

You will recall that under the University statutes a person may teach a fourth quarter for extra vacation credit or for a cash payment on the two-thirds pro-rata basis. It has been customary for many of our instructors to teach for credit, which of course is a liability against the University. On June 30 last this liability stood at \$82,863.05.

The statutes provide that the instructor receives "according as it may be arranged by the President, either an extra full pro-rata vacation or an extra two-thirds pro-rata salary, payable monthly during such vacation period". If the President desires to arrange for the instruction to be given on the vacation basis, the approval of the Board is required, as indicated in paragraph numbered 1) of the statute.

Generally speaking, I think each instructor who has a definite plan with respect to the use of extra vacation credit in order better to fit himself for his work in the University, should be allowed to accumulate a reasonable amount of credit. If, on the other hand, there is no such intention, it would probably be better for the University to secure settlement of the extra instruction on the cash basis. As a matter of economy and discouragement to instructors from teaching continuously, we have been attempting to arrange for payment of such extra instruction on the two-thirds cash basis.

Yours very truly,

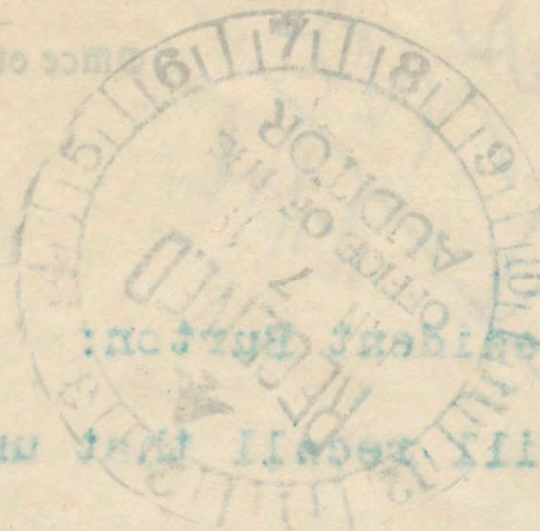
President E. D. Burton,

Harper Library.

McPlimpton

The University of Chicago

Office of the Auditor



My dear President Burton:

You will recall that under the University statutes a person may teach a fourth quarter for extra vacation credit or for a cash payment on the two-thirds pro-rate basis. It has been customary for many of our instructors to teach for credit, which of course is a liability against the University. On June 30 last this liability stood at \$82,863.02.

The statutes provide that the instructor receives "accrual" as it may be arranged by the President, either as extra full pro-rate vacation or an extra two-thirds pro-rate salary, payable monthly during such vacation period. If the President desires to arrange for the instructor to be given on the vacation basis, the approval of the Board is required, as indicated in paragraph numbered 1) of the statute.

Generally speaking, I think each instructor who has a definite plan with respect to the use of extra vacation credit is order better to let himself for his work in the University, should be allowed to accumulate a reasonable amount of credit. If, on the other hand, there is no such intention, it would probably be better for the University to secure settlement of the extra instruction on the cash basis. As a matter of economy and discouragement to instructors from teaching casually, we have been attempting to arrange for payment of each extra instruction on the two-thirds cash basis.

Yours very truly,

President H. D. Burton

Harper Library

Mr. Plimpton
Is this matter
fully covered?
174

The University of Chicago

Office of the Auditor

F4a
Sent from PRESIDENT'S OFFICE

JAN 14 1924

to Mr. Plimpton

Upon return send to FILES

Received files JAN 14 1924

March 21, 1923.

My dear President Burton:

I suggest for your consideration the following amendments to Statute 14 referring to the accumulation of extra vacation credit:

Amend the last sentence of the first paragraph of the statute to read: "In case of resignation or retirement, vacation credit thus earned is paid on the basis of two-thirds pro-rata salary".

Amend paragraph numbered 2) as follows: "As a rule, no member of the Faculty may acquire at a given time more than eight months' extra vacation credit. The University reserves the right to commute for cash on the two-thirds basis any credit not used in a vacation period within five years from the quarter in which the extra vacation credit was earned".

Possibly you may wish to discuss this matter with the Deans of the University, or bring it up for consideration before the Senate.

Yours very truly,

President E. D. Burton,
Harper Library.

W. Plimpton

The University of Chicago
Office of the Registrar



March 21, 1923.

My dear President Burton:

I suggest for your consideration the follow-

ing amendments to Statute 14 referring to the

accumulation of extra vacation credit:

Amend the last sentence of the first paragraph

of the statute to read: "In case of resignation or

retirement, vacation credit time earned is paid on

the basis of two-thirds pro-rata salary."

Amend paragraph numbered 2) as follows: "As a

rule, no member of the Faculty may acquire at a

given time more than eight months' extra vacation

credit. The University reserves the right to

commute for cash on the two-thirds basis any credit

not used in a vacation period within five years

from the quarter in which the extra vacation credit

was earned."

Possibly you may wish to discuss this matter

with the Deans of the University, or bring it up

for consideration before the Senate.

Yours very truly,

W. D. Burton

President W. D. Burton

Harper Library

F4 a

REVISION OF LIST OF INSTRUCTORS WHO
MAY TEACH IN EXCESS OF NORMAL THREE
QUARTERS DURING THE FISCAL YEAR 1924-25.

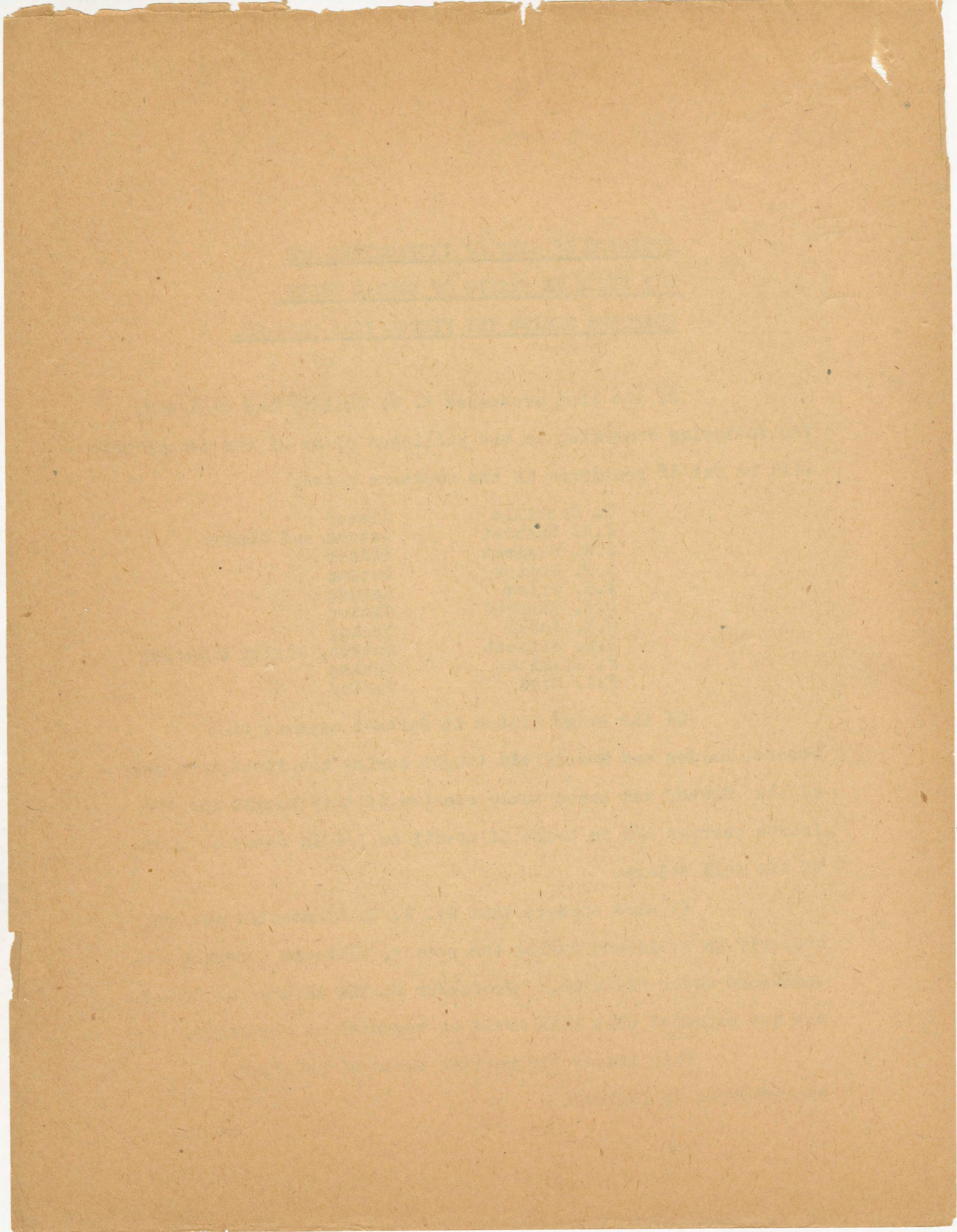
Of the list presented A. W. Bellamy has resigned.
The following according to the published plans of the departments
will be out of residence in the quarters named.

C. Castillo	Winter
J.R. Hulbert	Autumn and Winter
A.S. Maximow	Winter
C.O. Melick	Autumn
I.M. Price	Autumn
H.E. Slaughter	Winter
C.W. Votaw	Spring
H.L. Willett	Autumn, Winter & Spring
F. Williams	Spring
F.A. Wood	Spring

Of the names listed it further appears that
Messrs. Haydon and Merrifield taught during the first term only
of the Summer and hence would receive if they taught for the
fourth quarter $1/6$ in terms of credit or $1/9$ in terms of cash,
of the full salary.

It also appears that Mr. R. T. Chamberlin was not
properly in residence during the summer, although a course was
announced under his name. Professor Bastin informs me that it
was not expected that this would be regarded as residence.

This leaves the revised table of possible
expenditures as follows:



PERSONS WHO MAY POSSIBLY TEACH IN EXCESS OF THE
NORMAL THREE QUARTERS DURING THE FISCAL YEAR 1924-25.

	<u>Credit</u>	<u>Cash</u>	
4 Allen, P.S.	1,583.33	1,055.55	4
Bellamy, A. W.	933.33	622.22	Resigned
4 Burgess, E. W.	1,333.33	888.88	✓
3 Castillo, C.	1,000.00	666.66	win
4 Chamberlain, C. J.	1,500.00	1,000.00	✓
4 Chamberlin, R. T. (reasoned course)	1,500.00	1,000.00	
4 Compton, A. H.	2,000.00	1,333.33	
4 Gale, H.G.	2,500.00	1,666.66	
3 1/2 Haydon, A. E.	1,166.67	777.77	
2 Hulbert, J. R.	1,166.67	777.77	Aut. Win.
3 Maximow, A. A.	1,666.66	1,111.11	win.
3 Melick, C. O. Joint account	966.66	644.44	Aut.
3 1/2 Merrifield, F.	1,166.66	777.77	
4 Noyes, W. A.	900.00	600.00	
4 Prescott, H. W.	2,000.00	1,333.33	
3 Price, I. M.	1,500.00	1,000.00	Aut.
3 Slaught, H. E.	1,666.66	1,111.11	Win
4 * Tatum, A. L.	1,166.66	777.77	
3 1/2 Tufts, J. H.	1,416.66	944.44	
3 Votaw, C. W.	1,600.00	1066.66	spe.
1 Willett, H. L.	1,333.33	888.88	Aut. win spe.
Williams, Florence	800.00	533.33	spe.
3 Wood, F. A.	<u>1,500.00</u>	<u>1,000.00</u>	spe.
	<u>32,366.62</u>	<u>21,577.68</u>	

* Autumn is the fourth quarter.

PERSONS WHO MAY POSSIBLY TEACH IN EXCESS OF THE
NORMAL THREE QUARTERS DURING THE FISCAL YEAR 1924-25.

Credit	Cash
32,366.62	21,277.68
1,500.00	1,000.00
800.00	533.33
1,333.33	888.88
1,600.00	1066.66
1,416.66	944.44
1,166.66	777.77
1,666.66	1,111.11
1,500.00	1,000.00
2,000.00	1,333.33
900.00	600.00
1,166.66	777.77
966.66	644.44
1,666.66	1,111.11
1,166.66	777.77
1,166.66	777.77
1,583.33	1,055.55
32,366.62	21,277.68

Allen, P. S.
 Belamy, A. W.
 Burgess, E. W.
 Castillo, C.
 Chamberlain, C. J.
 Chamberlain, R. T.
 Compton, A. H.
 Gale, H. G.
 Haydon, A. E.
 Hulbert, J. R.
 Maximow, A. A.
 Melick, C. O.
 Merrifield, F.
 Noyes, W. A.
 Prescott, H. W.
 Price, I. M.
 Slaughter, H. E.
 Tatum, A. L.
 Tuttle, J. H.
 Votaw, C. W.
 Willett, H. L.
 Williams, Florence
 Wood, F. A.

* Autumn is the fourth quarter.

PERSONS TEACHING A FOURTH QUARTER DURING FISCAL YEAR 1924-25.

Allen, P. S.

Burgess, E. W.

Chamberlain, C. J.

Chamberlin, R. T.

Compton, A. H.

Gale, H. G.

*Haydon, A. E.

*Merrifield, F.

Noyes, W. A.

Prescott, H. W.

Tatum, A. L.

*Tufts

* In residence only one term of summer quarter

PERSONS TEACHING A FOURTH QUARTER DURING FISCAL YEAR 1924-25.

Allen, E. S.

Burgess, E. W.

Chamberlain, C. J.

Chamberlain, R. T.

Compton, A. H.

Cole, E. G.

*Haydon, A. E.

*Merrifield, F.

Noyes, W. A.

Prescott, E. W.

Tatum, A. L.

*Telford

* In residence only one term of summer quarter

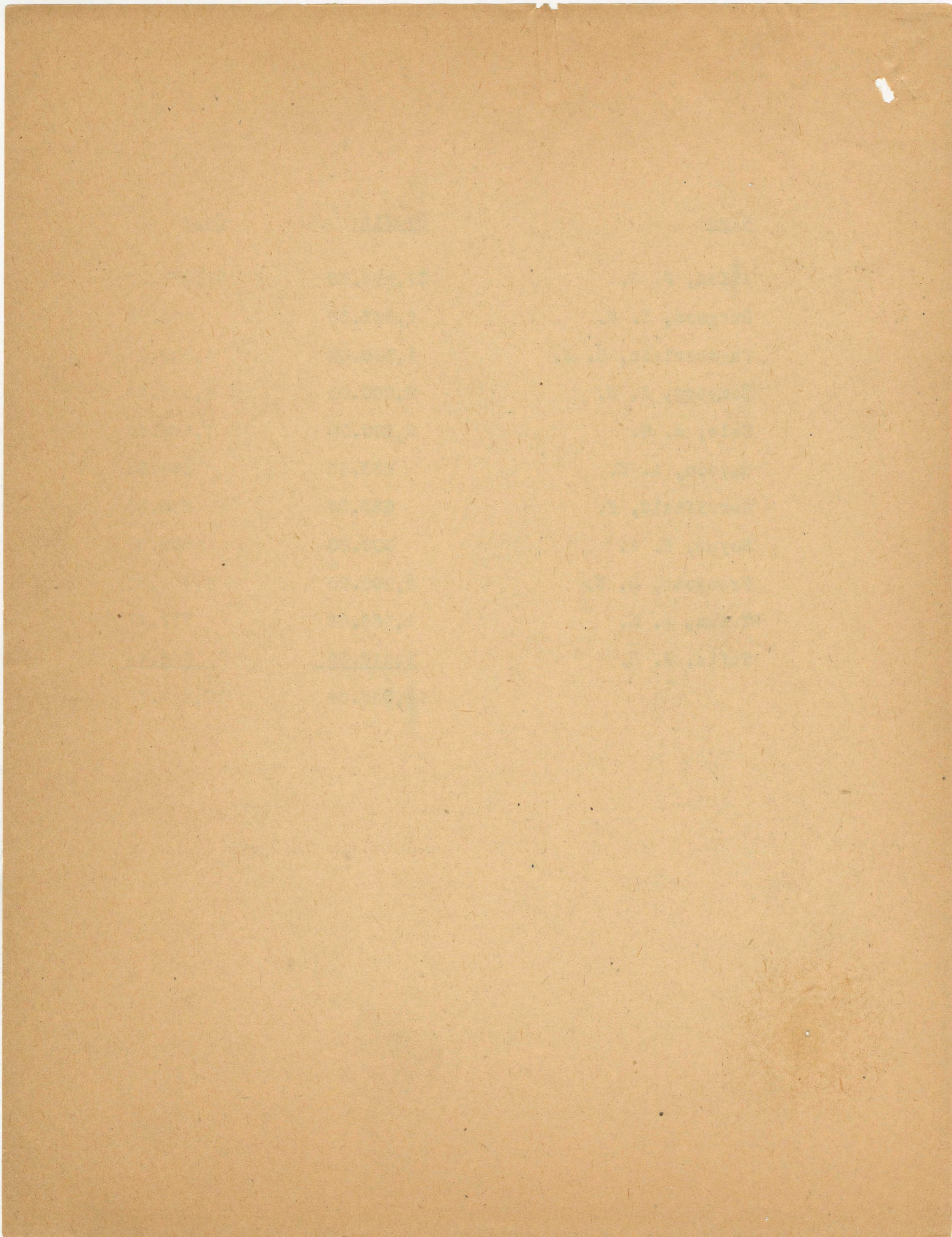
<u>Name</u>	<u>Credit</u>	<u>Cash</u>
Allen, P. S.	\$1,583.33	\$1,055.55
Burgess, E. W.	1,333.33	888.88
Chamberlain, C. J.	1,500.00	1,000.00
Compton, A. H.	2,000.00	1,333.33
Gale, H. G.	2,500.00	1,666.66
Haydon, A. E.	833.33	588.88
Merrifield, F.	833.33	388.88
Noyes, W. A.	900.00	600.00
Prescott, H. W.	2,000.00	1,333.33
*Tatum, A. L.	1,166.66	777.77
Tufts, J. H.	<u>1,416.66</u>	<u>944.44</u>
	16,066.64	10,377.72

Vacation Credit

March 30, 1920

Dear Mr. Baskerville:

In considering the matter which you had under discussion it seems hardly advisable to ask the Board for a special appropriation. I shall be glad if the University can aid you in this way, but of course I must face the fact that every such action is a precedent and that we must do the same in many cases if we do it in one. On the other hand as I understand the matter you would be away on a vacation you had earned until the 1st of October, 1921 from the end of the present spring quarter. Of course your pay would continue at the present rates until the 1st of October 1920. After that it would be at the rate of what you have earned on previous vacations. I am wondering whether it would not answer every purpose if you should be away a less time than the fifteen months you have earned, it being understood first, that the time you are away may be regarded as cancelling all the vacation credit you have earned; and second, that on the other hand during that period you may receive the full amount of money you have earned. I believe that arrangement would involve the cancelling of your entire vacation credit for the end of the spring quarter, 1921, and that during that period you would be paid at the same rate per month as you are receiving now.



20, 1920

Mr. Plimpton can check this over with you. If this meets your approval I shall be glad to lay the whole matter before the Board at their April meeting.

Very truly yours,

I am glad if the University can aid you in this matter. I must face the fact that every such action is a precedent and that we must do the same in many cases. Mr. Charles Read Baskervill, Faculty Exchange. On the other hand as I understand the matter you would be away on a vacation you had earned until the 1st of October, 1921 from the end of the present spring quarter. Of course your pay would continue at the present rates until the 1st of October 1920. After that it would be at the rate of what you have earned on previous vacations. I am wondering whether it would not answer every purpose if you should be away a less time than the fifteen months you have earned, it being understood first, that the time you are away may be regarded as cancelling all the vacation credit you have earned; and second, that on the other hand during that period you may receive the full amount of money you have earned. I believe that arrangement would involve the cancelling of your entire vacation credit for the end of the spring quarter, 1921, and that during that period you would be paid at the same rate per month as you are receiving now.

Mr. Plimpton can check this over with you. If this meets
your approval I shall be glad to lay the whole matter before
the Board at their April meeting. Very truly yours,
Mr. Charles Ross Baker
Faculty Exchange.
You would be away on a vacation you had earned until the 1st of
October, 1931 from the end of the present spring quarter. Of
course your pay would continue at the present rate until the
1st of October 1930. After that it would be at the rate of what
you have earned on previous vacations. I am wondering whether
it would not answer every purpose if you should be away a less
time than the fifteen months you have earned, it being understood
first, that the time you are away may be regarded as cancelling
all the vacation credit you have earned; and second, that on the
other hand during that period you may receive the full amount
of money you have earned. I believe that arrangement would
involve the cancelling of your entire vacation credit for the
end of the spring quarter, 1931, and that during that period
you would be paid at the same rate per month as you are receiving
now.

The University of Chicago

Office of the Auditor

March 30, 1920.

My dear President Judson:

I beg to make the following statement with regard to the vacation credit of Mr. C. R. Baskervill. His year dates from October 1st, and at the end of the Spring Quarter (having been in residence the three quarters) he will have regular vacation credit amounting to \$1,000.00

He has extra vacation credit earned as follows:

Summer 1916	4 mo.	\$ 833.34	
Summer 1917	2 mo.	416.66	
Summer 1918	2 mo.	500.00	
Summer 1919	4 mo.	<u>1,000.00</u>	<u>2,750.00</u>

Total of regular and extra vacation credit	\$3,750.00
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According to the practice of the University we should pay the regular credit during the Summer Quarter of 1920 and then begin paying the most remote extra vacation credit. On that basis he would be paid at the rate of \$208.33 per month for six months from October 1 next, and \$250.00 per month for six months from April 1, 1921, assuming that he would be out of residence that period of time.

Yours very truly,

President Harry Pratt Judson,
Harper Library.

W. D. Thompson

NCP:AW

March 30, 1920.

My dear President Johnson:

I beg to make the following statement with regard to the vacation credit of Mr. C. R. Baskerville. His year dates from October 1st, and at the end of the Spring Quarter (having been in residence the three quarters) he will have regular vacation credit amounting to \$1,000.00.

He has extra vacation credit earned as follows:

Summer 1916	4 mo.	\$ 333.34
Summer 1917	2 mo.	166.66
Summer 1918	2 mo.	500.00
Summer 1919	4 mo.	1,000.00
		<u>2,750.00</u>

Total of regular and extra vacation credit \$2,750.00

According to the practice of the University we should pay the regular credit during the Summer Quarter of 1920 and then begin paying the most remote extra vacation credit. On that basis he would be paid at the rate of \$208.33 per month for six months from October 1 next, and \$250.00 per month for six months from April 1, 1921, assuming that he would be out of residence that period of time.

Yours very truly,

W. Baskerville

President Harry Pratt Johnson,

Harvard Library.

MCP:AW

because I have not quite
done what I should prefer to do,
initially enough that is to ask
Mr. McLaughlin's approval.
I think however I should like to
take a long trip abroad beginning
in June of 1924.

Very truly yours,

Arthur P. Scott.

History

ARTHUR P. SCOTT
FACULTY EXCHANGE
UNIVERSITY OF CHICAGO

Scott

01578

Michellinda, Mich.

July 30, 1923.

President E. D. Burton,
Harper Library,

Dear Mr. President:

I wrote you
some time ago asking if
I might have leave of absence
without pay instead of having
my vacation credit cut on
account of half time work
this spring. You replied
asking when I wanted to take
the extended vacation for
travel. I have not written

ARTHUR F. BROWN
FACULTY EXCHANGE
UNIVERSITY OF CHICAGO

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May 18, 1923.

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00736

President D.D. Burton,
Harper Library,
University of Chicago,

Dear Mr. President:

For some years I have been accumulating vacation credit for the purpose of taking an extended trip in Africa and Asia in connection with my work in colonial expansion, the time of course to be arranged in the usual way. Complying with the desire of the University against too great an accumulation of credit, I used six months of my extra vacation last year, and I expect to be out of residence this summer. This would leave me about three quarters extra credit, which is no more than enough for the trip which I hope to take.

This quarter I am teaching only half time, since at Mr. Marshall's request I am also working at a book for his proposed high-school social science series. I had assumed without investigating all the details that I would receive only half salary for this quarter and the corresponding vacation month of September. When I found that instead of this the Auditor intended to pay me full salary for two months and charge August and September to my vacation credit, I wrote him asking if it would not be possible to pay me no salary at all for those months. The enclosed letter is his reply.

I dislike to intrude further on your time in the matter, and I hope you will not think me unduly exercised; but if, after working summers for years to accumulate vacation for a definite trip I find that I am to lose it through my ignorance of the custom of the Auditor's Office in dealing with payment for half time I should feel very much disappointed.

I understand perfectly that the total money payments to me will be the same. I do not view with especial alarm the possibility that the University will spend my \$300 between this autumn and next, and I am quite willing to run the risk. However in mentioning commutation for cash and the use of vacation credit to supplement part time payments, as "the only means the University has of liquidating this liability" the third very obvious possibility is overlooked of liquidating it when a member of the faculty, with the approval of his department and the president, uses the credit, - as apparently contemplated in the statute, and as specifically provided for in the contract signed for extra instruction.

Would it be in order as a solution if I applied for leave of absence without pay for the months of August and September of this year?

Very truly yours,

Arthur P. Lott.

00731

May 15, 1923.

President D. D. Burton,
Harper Library,
University of Chicago,
Dear Mr. President:

For some years I have been accumulating vacation credit for the purpose of taking an extended trip in Africa and Asia in connection with my work in colonial expansion. The time of course to be arranged in the usual way. Comparing with the desire of the University against too great an accumulation of credit, I used six months of my extra vacation last year, and I expect to be out of residence this summer. This would leave me about three quarters extra credit, which is no more than enough for the trip which I hope to take.

This summer I am lessening only half time, since at Mr. Marshall's request I am also working at a book for his proposed high-school social science series. I had assumed without investigating all the details that I would receive only half salary for this quarter and the corresponding vacation month of September. When I found that instead of this the Auditor intended to pay me full salary for two months and charge August and September to my vacation credit, I wrote him saying it would not be possible to pay me no salary at all for those months. The enclosed letter is

I dislike to intrude further on your time in the matter, and I hope you will not think me unduly exercised; but it, after working summers for years to accumulate vacation for a definite trip I find that I am to lose it through my ignorance of the custom of the Auditor's Office in dealing with payment for half time I should feel very much disappointed.

I understand perfectly that the total money payments to me will be the same. I do not view with especial alarm the possibility that the University will spend my \$200 between this autumn and next, and I am quite willing to run the risk. However in mentioning compensation for gas and the use of vacation credit to supplement part time payments, as "the only means the University has of liquidating this liability" the third very obvious possibility is overlooked of liquidating it when a member of the faculty, with the approval of his department and the president, uses the credit, as apparently contemplated in the statute, and as specifically provided for in the contract signed for extra instruction.

Would it be in order as a solution if I applied for leave of absence without pay for the months of August and September of this year?

Very truly yours,

Walter D. Burton

1 2 3 4 5 6 7 8 9 10

The University of Chicago

Office of the Auditor

May 23, 1923.

Mr. Arthur P. Scott,

May 12, 1923.

My dear Mr. Scott:
Faculty Exchange.

I have your letter of May 18th in reference to your vacation credit and contemplated absence. I am entirely in sympathy with your desire to make the trip you contemplate, and I hope we can find a satisfactory solution of the matter. Before answering your question definitely may I inquire whether you have set the time for your journey and if so when you have in mind to make it.

not earned regularly out of the extra credit at the rate

Very truly yours,

at which that credit was earned. Aside from the commutation of extra credit for cash on the two-thirds basis, this method of payment is the only means the University has of liquidating

Mr. Arthur P. Scott,

The University of Chicago.

has the cash with which to do it. It may be that at some later time it would not be possible to liquidate the indebted-

ness. Since the amount the University would pay out of the extra credit at the rate at which it was earned, during the two months of your current year, would in no way diminish the amount eventually to be received by you, I am suggesting that we make the payment in accordance with our regulations and that you place the amount in a savings account which will reserve it for your use at some future time. I have consulted with President Burton on the matter and he coincides with the point of view expressed above.

Yours very truly

W. D. Huntington

1. 2. 3. 4. 5. 6.

F4a

The University of Chicago

Office of the Auditor

Mr. Arthur P. Scott,
Faculty Exchange.

May 12, 1923.

My dear Mr. Scott:

In answer to your letter of May 1, may I say that it is customary for the University, whenever a person who has extra vacation credit accumulated teaches during the course of a year less than the normal three quarters, to continue the salary of the individual, paying the portion not earned regularly out of the extra credit at the rate at which that credit was earned. Aside from the commutation of extra credit for cash on the two-thirds basis, this method of payment is the only means the University has of liquidating this liability, which it is anxious to do, inasmuch as it has the cash with which to do it. It may be that at some later time it would not be possible to liquidate the indebtedness. Since the amount the University would pay out of the extra credit at the rate at which it was earned, during the two months of your current year, would in no way diminish the amount ^{eventually} to be received by you, I am suggesting that we make the payment in accordance with our regulations and that you place the amount in a savings account which will reserve it for your use at some future time. I have consulted with President Burton on the matter and he coincides with the point of view expressed above.

Yours very truly,

McPherson

The University of Chicago

Office of the Registrar

May 12, 1923.

Mr. Arthur P. Scott,

Faculty Exchange.

My dear Mr. Scott:

In answer to your letter of May 1, may I say that it is customary for the University, whenever a person who has extra vacation credit accumulated during the course of a year less than the normal twelve quarters, to continue the salary of the individual, paying the portion not earned regularly out of the extra credit at the rate at which that credit was earned. Aside from the commutation of extra credit for cash on the two-thirds basis, this method of payment is the only means the University has of liquidating this liability, which it is anxious to do, inasmuch as it has the cash with which to do it. It may be that at some later time it would not be possible to liquidate the indebtedness. Since the amount the University would pay out of the extra credit at the rate at which it was earned, during the two months of your current year, would in no way diminish the amount to be received by you, I am suggesting that we make the payment in accordance with our regulations and that you place the amount in a savings account which will reserve it for your use at some future time. I have consulted with President Burton on the matter and he coincides with the point of view expressed above.

Yours very truly,

FHa

235

August 9, 1923

My dear Mr. Scott:

If I understand your letter of July 30, the difference between your proposal and regular procedure would be that in the former case you would be absent on vacation credit this summer receiving salary, and when absent on your long trip take the last quarter of it as vacation with salary, while in the latter you would now be without pay, and then be on vacation credit.

The Board of Trustees is a bit averse to irregularities of procedure. May I inquire whether you could not as conveniently arrange to make a savings bank credit of the salary you do not wish now to receive against the time when you will need it, as to ask the University to hold it back against that time?

Very truly yours,

Mr. Arthur P. Scott
Michillinda,
Michigan

EDB:HP

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because I have not quite
what I should prefer to do,
enough to ask
Mr. McLaughlin
however I should
a long trip ahead beginning
me of 1924.

Very truly yours,
Arthur P. Scott

ARTHUR P. SCOTT
FACULTY EXCHANGE
UNIVERSITY OF CHICAGO

Scott

History

Mr. Killian
July 30, 1923

F40

August 9, 1933

My dear Mr. Scott:

If I understand your letter of July 30, the difference between your proposal and regular procedure would be that in the former case you would be absent on vacation credit this summer receiving salary, and when absent on your long trip take the last quarter of it as vacation with salary, while in the latter you would now be without pay, and then be on vacation credit.

The Board of Trustees is a bit averse to irregularities of procedure. May I inquire whether you could not as conveniently arrange to make a savings bank credit of the salary you do not wish now to receive against the time when you will need it, as to ask the University to hold it back against that time?

Very truly yours,

Mr. Arthur L. Scott
Michigan

RDB:HP