Wellesley College
Wellesley, Massachusetts

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To the President and the Faculty

The University of Chicago,
Chicago, Illinois,

Gentlemen:—

It is proposed to hold the exercises of the inauguration of Miss Ellen Fitz Pendleton, Litt. D., as President of Wellesley College, on the nineteenth of October, nineteen hundred and eleven.

Formal invitations will be sent out in a few weeks. Our Trustees hope that you will be represented on this occasion by your President and a delegate.

It would aid our committee if you would kindly indicate, before September twenty-fifth, your willingness to share in these exercises, and if you would also send us the name of your delegate.

Very truly yours,

Martha Hale Shackford

Secretary of the Inauguration Committee.

July 20, 1911.

Chicago, August 9, 1911.

My dear Miss Talbot:-

Wellesley College has been notified of your appointment by the University of Chicago to represent the University at the inauguration of President Pendleton. Should you strenuously desire the substitution of Miss Breckinridge, there will still be time to take up the matter with President Judson after his return.

With reference to the changes in Lexington Hall, I am sorry to have had to disturb your vacation. You ought to be free from such worries in the summer time. I have to-day gone over the matter carefully with Miss Breckinridge in Lexington Hall itself and she has expressed her satisfaction with a plan which, it seems to me, will also conserve all the interests which you have at heart and rightly desire to conserve. Miss Breckinridge will write you at once the details.

Very sincerely yours,

Ernest D. Burton

Acting President.

Miss Marion Talbot,
Pine Eyrie,
Holderness, N. H.

Burton, E. D.

Chicago, August 9, 1911.

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Very sincerely yours,

Acting President.

Miss Marion Talbot,
Pine Eyrie,
Holderness, N. H.

Dec. 13 E.D.

Chicago, July 25, 1911

My dear Miss Talbot:-

In response to the invitation of Wellesley College that the University should participate in the inauguration of President Pendleton the President has instructed me to notify the College that you will represent the University on that occasion, with probably one other delegate. The celebration is to take place on the 19th of October. I assume that the President has spoken with you personally with reference to this matter, but write this letter that there may be no possible misunderstanding. May I ask whether the President conferred with you with reference to the appointment of another delegate, and if not whether you have any suggestion to make in that matter?

Very truly yours,

Acting President

Dean Marion Talbot,
The University of Chicago.

Chicago, July 25, 1911

My dear Miss Talbot:-

In response to the invitation of Wellesley College that the University should participate in the inauguration of President Pendleton the President has instructed me to notify the College that you will represent the University on that occasion, with probably one other delegate. The celebration is to take place on the 19th of October. I assume that the President has spoken with you personally with reference to this matter, but write this letter that there may be no possible misunderstanding. May I ask whether the President conferred with you with reference to the appointment of another delegate, and if not whether you have any suggestion to make in that matter?

Very truly yours,

Acting President

Dean Marion Talbot,
The University of Chicago.

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In the case of the election of another delegate
the name will be sent to you later.

Very truly yours,

Acting President

Chicago, July 25, 1911

Dear Madam:-

In the absence of President Judson in Europe I beg leave to acknowledge the receipt of your invitation to the University of Chicago to participate in the exercises of the inauguration of Miss Ellen Fitz Pendleton, Litt.D., as President of Wellesley College. I regret to say it will be impossible for President Judson to attend these exercises in person. Professor Marion Talbot, Dean of Women, will represent the University, and it is hoped that it will be

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Very truly yours,

E.D.B.

Acting President

Miss Martha Hale Shackford,
Wellesley College,
Wellesley, Mass.

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Very truly yours,

E.P.B.

Acting President

Miss Bertha Nale Shacklord,
Wellesley College,
Wellesley, Mass.

OFFICE OF THE PRESIDENT
WELLESLEY COLLEGE
WELLESLEY MASSACHUSETTS

March 8, 1917.

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

My dear President Judson:-

I understand from our Treasurer that you have at the University of Chicago a budget committee composed of members of the faculty. While I realize that the budget of a college is far less complicated than that of a large university, nevertheless I should be very glad to have your advice as to the working out of your method of making up your budget. Any information which you can give me I should appreciate very highly. I understand, of course, that you would probably direct some one else to give the information which I am seeking.

Thanking you, I am,

Most truly yours,

Ellen F. Pendleton

OFFICE OF THE PRESIDENT
Wellesley College
Wellesley Massachusetts

March 8, 1917.

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

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Chicago, March 12, 1917

Dear President Pendleton:

Your favor of the 8th inst. is received. We have no budget committee composed of members of the faculty. Our process of budget making is as follows:

Each Dean in charge of one of the great branches of the University secures from the Heads of Departments recommendations for the coming budget year. These recommendations the Dean then lays before the President. They are examined, compared with the existing budget, and compared with the probable University income for the coming year. Meanwhile some estimates and recommendations are made by the business department of the University under the head of the Business Manager. The recommendations of the President and of the Business Manager are then laid before the Budget Committee of the Board of Trustees. This

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the head of the Business Manager. The recommendations of
the President and of the Business Manager are then laid
before the Budget Committee of the Board of Trustees. This

committee consists of the President of the Board, the President of the University, and the Chairmen of the standing committees. The budget as approved by this Committee is then laid before the Board of Trustees for action. It includes an estimate of income from all sources and detailed recommendations for expenditure. I may say that the budget for the fiscal year beginning July 1st is usually adopted in the preceding January or February by the Board of Trustees.

Very truly yours,

M.P.J. - L.

President Ellen J. Pendleton
Wellesley College
Wellesley, Massachusetts

President
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Very truly yours,

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President Allen J. Pendleton
Wellesley College
Wellesley, Massachusetts