

MEETING OF DECEMBER 10, 1895.

The Board of Trustees of the University of Illinois met in the University Parlor, in Urbana, Illinois, at 3 o'clock p. m. Tuesday, December 10, 1895.

The members present were Messrs. Armstrong, Bullard, Graham, Inglis, McLean, Morgan, Morrison, and Raymond, and Dr. Smith and Mrs. Flower, those absent were Gov. Altgeld and Mr. Judy.

The minutes of the last meeting were approved as presented by the Secretary.

President Draper, being called upon for his report, made an informal statement, verbally, with regard to the condition of affairs in the University since the last meeting of the Board.

He then made recommendations as follows:

I recommend that the fourth paragraph in the rules with regard to the employment of instructors in the University and their duties (see page 175, report of meeting of September 4, 1895,) be amended to read as follows:

INSTRUCTORS' TERM OF EMPLOYMENT AND DUTIES.

It is the desire and intention of the Board that all competent and effective teachers shall feel secure in their positions and remain permanently in the service of the University, but experience shows that it is necessary to reserve the legal right to terminate service at any time for any reason which in the judgment of the Board may be sufficient, and all employment must be accepted upon this condition. No summary dismissal will be made except for conduct prejudicial to the University, nor without opportunity for a hearing, if the facts are disputed. When service is terminated by the Board for other cause than misconduct, notice will be given at the earliest time practicable; and, in case a member of the corps of instruction intends to leave the service of the University, it is but fair that the President of the University should be advised, at least as soon as such purpose has been determined upon. In case a resignation is presented to take effect at some future time the Board will exercise its right to terminate the service at that time, or at some earlier date, as may seem just to all the interests involved. In case a member of the corps of instruction enters upon regular employment elsewhere before the termination of service here, that fact will work a termination of service and cessation of salary here. Absence from ordinary service in the University, for any other cause than sickness, must be with the approval of the President, if for less than ten days; and if for a longer time, with the approval of the Board of Trustees. And for any failure to comply with all the conditions of loyal and interested service, which are an honorable obligation upon all members of the corps of instruction, the Board of Trustees will feel free to withhold salary so far as the interests of the University and justice to others may seem to demand.

A. S. DRAPER,
President.

This recommendation was adopted.

DEPARTMENTS OF PHYSICS AND ELECTRICAL ENGINEERING.

Touching the instructional force, I recommend;

1. That for the rest of the year, at least, the work in the department of physics, be divided into two departments, to be known as (a) physics, and (b) electrical engineering.

2. That Mr. Fred A. Sager, instructor in physics, be promoted to the rank of assistant professor of physics, with a salary of \$1,100 per year, and that for the rest of the year, or until otherwise ordered, he be placed in charge of the department of physics.

3. That Mr. Burton E. Moore be appointed instructor in physics at a salary of \$80 per month until the first of July next.

4. That assistant professor Bernard V. Swenson be placed in charge of the department of electrical engineering for the rest of the year.

5. That William Esty, instructor in electrical engineering, be promoted to the rank of assistant professor in electrical engineering at a salary of \$1,100 per year.

6. That the foregoing action take effect from November 1, 1895.

7. That authority be given the president to employ an instructor in electrical engineering through the winter and spring terms at not to exceed \$80 per month.

A. S. DRAPER, *President*.

These recommendations, with regard to the departments of physics and electrical engineering, were referred to the Committee on Instruction, and later, upon approval of this Committee, were adopted by the Board.

LIBRARY POLICY.

For the purpose of determining the library policy of the University, it is recommended—

1. That all books, pamphlets, maps, etc. (other than account books), purchased with university moneys, shall be deemed to belong to the University library.

2. That all parts of the library shall be in the custody of the Librarian and he shall be responsible for the condition of the same.

3. That all reference books and all periodicals, magazines, and newspapers shall be made as easy of access as practicable to all patrons of the library, and that no limitations not necessary to their preservation shall be placed upon their free use.

4. That all other books, except such as are referred to in the next paragraph, shall be delivered for use by the Librarian or assistant only, upon a proper call.

5. That books which are purely technical and relate only to the work of a single department may be taken to that department under such regulations and for such time as the Librarian may determine; but he shall not thereby cease to be responsible for their safe keeping and proper use.

6. The Librarian may make and enforce such rules for the government of the library as are approved by the President.

A. S. DRAPER, *President*.

These recommendations were referred to the Committee on Library and later during the session of the Board were returned with the approval of the Committee, and were then adopted by the Board.

APPROPRIATIONS NEEDED.

Touching the necessity of appropriations for the different University departments, I have this to say:

At the June meeting of the Board there was appropriated, from the special appropriation of \$30,000 for extending the engineering equipment, the sum of \$15,000 for the purpose of building a new shop. I am not advised as to whether this sum will complete the building. The report of the Committee on Buildings and grounds will doubtless show this. At the same time there was appropriated from the same special appropriation the sum of \$10,000 to be expended this year in extending the engineering equipment. The chiefs of the engineering departments allotted this sum between themselves. They then prepared a schedule of articles the purchase of which they recommended. This schedule was examined by the chairman of the Committee on Buildings and Grounds and myself, and was partially approved and partially disapproved. So far as the articles were approved they have generally been purchased. The fact that so many were disapproved has left a considerable balance to the credit of this fund. The different departments now file applications for additional purchases. I am glad to be able to say that I think they are more conservatively made than heretofore. I presume that the balances remaining unexpended, to which I have referred, will be reappropriated, if necessary, for the same purposes to which they were originally appropriated.

I submit a communication from Professor Ricker earnestly recommending the purchase of reference books for the College of Engineering, at a cost of \$212.50. There is a balance of \$250 which was set aside for this purpose. This purchase was not approved last summer, pending the settlement of general library policy in the University. The larger number of books in the list are already in the library, but they are generally mathematical works and are constantly referred to by others than engineers, so they cannot properly be removed from the library. It is doubtless true, also that they are of special importance to engineers, being needed for almost daily reference. All of the engineering chiefs are intensely interested in this matter and I think their opinions touching it are entitled to great respect. I am therefore led to recommend that the appropriation be made, as requested. Probably no action is necessary.

The department of architecture requests leave to expend \$397 for apparatus. Under the arrangement to which I have alluded there is a balance of \$873 to their credit, so no action is necessary.

The department of theoretical and applied mechanics requests an appropriation of \$1,500. There is a balance of \$1,600 to the credit of this department, so no special action is necessary.

The department of physics and electrical engineering combined requests appropriations amounting to \$1,135. There is a balance to the credit of this department of \$1,009.45. I recommend the appropriation of \$125 more, if necessary, and that the same be paid from the special appropriation for engineering equipment.

The department of mechanical engineering requests appropriations aggregating \$1,652.70. There is a balance to the credit of this department of \$656. The purpose for which this appropriation is asked covers the entire reorganization of the new shop, extending to the purchase of new machinery, the transmission of power from the old shop to the new, the installation of old machinery, the construction of lockers, the purchase of tools, of office and lecture room furniture, etc. I see no alternative to this, and recommend the appropriation of \$1,000 for the purpose.

I had hoped that we might be able to hold the remaining \$5,000 of the special appropriation of \$30,000 intact for the next year, but if we are obliged to make this extra appropriation, as I think we are, it seems to me that it should be charged against that fund.

There is a balance of \$750 to the credit of the special appropriation for materials for shop practice for the current year. I recommend that the sum of \$500 thereof be appropriated for the coming quarter.

The civil engineering department requests an appropriation of \$12 for additional window shades. I recommend that it be granted and charged against the special appropriation for furnishing engineering hall.

Applications are herewith submitted from the junior class for the appropriation of \$200 to aid in the publication of the *Illio*, and also from the board of the *Technograph* for a like sum to aid that publication. It has been customary, I think, to appropriate \$100 to each of these purposes. I recommend that that course be pursued now.

I transmit an application from the professor of physical training for an appropriation of \$220 for additional apparatus in that department. There was no apparatus in this department at the beginning of the year. An appropriation of \$600 was made last summer for this purpose. It had to cover apparatus in both the men's and women's departments of physical training, although the women's department had had the benefit of a balance of \$100 from a former appropriation. I am glad to be able to say that I think the work in both the men's and women's departments has fallen into excellent hands. There is manifest intelligence, energy, and new interest about it. The equipment for these departments is nothing compared with that of other similar institutions. It can hardly be said that they are respectably housed. In view of all the circumstances I respectfully recommend the appropriation of the sum asked for by Professor Everett.

I respectfully recommend the appropriation of \$170 to defray the expenses of inspecting high schools.

I transmit a request from the professor of military science asking for an appropriation of \$65 for the purchase of a silk flag (national colors) for the University Battalion. The colors now on hand are entirely worn out. I recommend that the request be granted.

I transmit also a request from the professor of applied chemistry, asking for an appropriation of \$150. Fifty dollars of this is for heating a room which has been arranged for the photographic work, and the other \$100 for expenditures made at my instance for perfecting a photographic outfit for University purposes. I recommend that the appropriation be granted.

Professor S. A. Forbes requests an appropriation of \$200 for furnishing a room in Natural History Hall. This room was until recently occupied by Professor Krohn. He has vacated it and the furniture which he used has been moved to the room he now occupies. It is necessary to do more than furnish the room in the ordinary meaning of the term. It is to be used for entomological purposes, and some special fixtures and necessary plumbing are requisite. I respectfully recommend that the appropriation be made.

I have received several very urgent requests for books in the different departments of the College of Literature and Arts. I have sifted these requests to the point of ascertaining what books are "imperatively necessary to the proper carrying on of the work in this college during the next term and are not owned by the University." With this very severe treatment the list has been reduced to a cost of \$184.40. I respectfully recommend the appropriation of \$200 for this purpose.

I make the foregoing recommendation upon the condition and understanding that no specific purchases shall be made without my special approval. In the discharge of this duty I should of course be glad to be associated with any members of the Board who can give it their attention, for I think all purchases should be scrutinized by some general University authority and the more the better. Experience shows that heads of departments will make recommendations and purchases without regard to other interests. They unduly magnify the importance of the interests under their own charge. This is very naturally so and perhaps they ought not to be criticized for it. There has unquestionably been too much haste in making purchases here, and there has also been frequent duplication of the same material. I am sure great advantage resulted to the University last summer through the operation of the principles to which I allude.

From the foregoing I do not wish to be understood as saying that we have more than the needed equipment in our several departments. We have more than we need in some lines and far less in others. There is no duty connected with University administration which calls for more deliberation and sound judgment; for more of expert knowledge on the one hand and of general knowledge on the other, for more of both department enthusiasm and general University conservatism, than the duty of purchasing materials for equipment.

A. S. DRAPER,

President.

This statement with regard to appropriations was referred to the Committee on Finance, and later during the session of the Board was reported back with the approval of the Committee, and thereupon the recommendations were adopted, and the appropriations asked for were made.

The Board then adjourned to meet at 7:30 o'clock p. m.

EVENING SESSION.

When the Board met pursuant to adjournment, the Committee on Buildings and Grounds presented the following report:

THE NEW LIBRARY BUILDING.

URBANA, ILL., December 10, 1895.

To the Board of Trustees of the University of Illinois.

GENTLEMEN: The Committee on Buildings and Grounds makes the following report in regard to the proposed library building in compliance with the following resolution, adopted by the Board of Trustees on the 19th of September last:

“Resolved, That the design submitted by Edward G. Bolles for a library building be referred to the Committee on Buildings and Grounds with directions to secure the coöperation of Governor Altgeld, and then advise with Mr. Bolles touching some modifications of the design, and that such Committee have authority to contract with said architect for plans and specifications and for supervision of the construction of the building, if in their opinion he has judgment and experience to justify his employment in that capacity, and if not, to make such other arrangements for architectural assistance and for the erection of the building as they may think proper; and that the Committee shall then proceed to secure bids for the construction and make a contract therefor, which shall be as favorable to the University as possible, and report all proceedings to this Board whenever practicable.”

The Committee went to Springfield for the purpose of securing the coöperation of Governor Altgeld and also to advise with Mr. Bolles, as instructed.

The interview with Mr. Bolles, which first took place, resulted in his declaring that he was inexperienced in the construction of buildings, and that without assistance he would be unable to carry into execution the design for the library building which he had presented, and which received the approval of the Trustees as to the choice of the premiated designs that had been submitted under the call; whereupon it was stated to Mr. Bolles by the Committee that his design, specification, and estimated cost being as complete as he could make them the interview might be terminated. But Mr. Bolles then introduced a gentleman as a partner who had been a practical constructor, and thereupon claimed that with his assistance he would be quite able to construct the building satisfactorily.

The Committee not deeming it advisable to allow Mr. Bolles to select for them a constructor, and because of their further instructions from the Trustees to consult with Governor Altgeld, declined to consider Mr. Bolles' suggestion and terminated the interview.

On the evening of the same day, September 25th, the Committee called upon Governor Altgeld at the Mansion, and thoroughly considered the situation and the designs which had been most approved; whereupon Governor Altgeld presented the following resolution, which was seconded by Mr. Morrison:

Resolved, That all of the plans for the library building presented to the Board be and are hereby rejected.

The resolution was unanimously adopted.

The following resolution was presented by Governor Altgeld, and on motion was unanimously adopted.

Resolved, That the Committee do at once employ an architect to draw plans and specifications for the new library and museum building, embodying in such plans any feature that may be thought desirable in any of the sketches that the Board now has, and embodying in such plans such other features as the Committee may suggest, and that when plans and specifications have been presented that are entirely satisfactory, then the Committee do at once proceed to take bids and let the contracts.

On motion, Mr. Morgan and Mr. Morrison were appointed a sub-committee to confer with one or more architects relative to plans and specifications and to report to the Committee at the earliest practicable moment with their recommendation as to who should be engaged to make out new plans and take charge of the construction of the library building.

On motion, the Committee adjourned, subject to call of sub-committee.

On the 30th of September the sub-committee met at Chicago and had an interview with prominent architects, and on the 1st of October, after a second interview with D. H. Burnham & Co., an understanding was reached and a formal proposition was made by Burnham & Co. to the sub-committee as follows, the understanding being that if satisfactory to the Buildings and Grounds Committee it would be formally accepted:

October 1, 1895.

Mr. Richard Price Morgan and Mr. N. B. Morrison, Sub-committee of the Buildings and Grounds Committee of the University of Illinois,

GENTLEMEN: For five per cent. of its actual cost and our traveling expenses, we will design and supervise the library building proposed to be erected by you, and we agree that our traveling expenses shall not exceed three hundred dollars.

We will proceed at once with plans, and will prepare and perfect a design satisfactory to the Trustees at the earliest practicable moment.

Yours very truly,

D. H. BURNHAM & Co.

After receiving the approval of Messrs. McLean and Raymond the proposition was formally accepted in the following letter:

October 4, 1895.

D. H. Burnham & Co., Architects, The Rookery Building, Chicago, Illinois,

GENTLEMEN: I am pleased to inform you that your proposition to this Committee to design and supervise the construction of the library building, proposed to be erected at Urbana for the University of Illinois, is accepted.

As considerable delay has already occurred through the effort of the Trustees to obtain a satisfactory design by inviting competitive plans, the Committee respectfully urges as prompt action on your part as feasible.

Although not a member of this Committee, Governor Altgeld is *ex officio* one of the Trustees of the University. He has manifested a decided interest in regard to the character of this building, viz., that it shall be fire-proof, thoroughly well adapted to the purposes for which the appropriation was made, and also he has a preference in regard to the exterior lines of the building.

Ever since the incumbency of Governor Altgeld he has been a warm friend of the University of Illinois, and has in every way practicable exercised his

influence and authority to promote its welfare. For these reasons, briefly stated, I feel safe in saying that the Board of Trustees would be pleased to have you consult with him as soon as you may have made preliminary examination of the grounds of the University and made one or more sketches of the building.

If, when you are ready to see the Governor, as suggested, you will kindly give me two or three days' notice, I will call a meeting of this Committee at Chicago or Springfield, as you may elect, to meet with the Governor and yourself.

In making acknowledgement of this letter please state when you expect to be at the University, as I desire, if I can do so, to meet with you there.

Yours very truly,

RICHARD P. MORGAN,

Chairman Buildings and Grounds Committee, University of Illinois.

On the 4th of October the Committee received the following telegram from Mr. Burnham:

"Governor Altgeld sent for me yesterday. He urges quick action. Can you send to-day general instructions to enable me to commence preliminary study. Have wired President Draper also."

In reply to this telegram the Committee responded as indicated in the following letter:

OCTOBER 4, 1895.

D. H. Burnham & Co., The Rookery Building, Chicago, Ill.,

GENTLEMEN: Just as I finished a letter to you to-day I received your telegram, and immediately telegraphed to you as follows:

"For reply to your telegram, please see letters by first mail."

You asked in your telegram for "general instructions to enable you to commence preliminary study."

I enclose herewith a copy of the invitation which was sent out to the architects who were invited to present designs for the library building in competition, which will give you a general idea of the character of the building contemplated. This, with what I have stated in my first letter to-day, embraces, together with the map of the University grounds giving the contour lines, which I have directed to be sent to you, all of the data I feel prepared to present at this time for your consideration, and I trust they will be sufficient for your purposes until you have made examination of the site adopted by the Board for the building, and also the site to which preference was given by some members of the Board, as it is possible you may prefer a different location to that selected, and should you do so, I believe the Board of Trustees would concur with you, and especially so, as any location you might select would have reference of course to the plan for landscaping the University grounds, which you have kindly proffered to make.

It seems essential that a conference in person should be had as soon as possible between Dr. Draper, yourself, and the sub-committee of the Buildings and Grounds Committee, and it seems to me that the best place for the conference would be at the University.

Should this suggestion meet with your approval, I will arrange for any date agreeable to you.

Yours very truly,

RICHARD P. MORGAN,

Chairman Buildings and Grounds Committee, University of Illinois.

On the 12th of October the Buildings and Grounds Committee met with Mr. Burnham and President Draper at the University and took into consideration the preliminary sketches which Mr. Burnham had to present, after which for some days the Committee waited the further action of Mr. Burnham in the preparation of a design.

Being unofficially informed that the appropriation for the library building would not be available until spring, our Committee addressed a letter of inquiry to the State Treasurer, and received the following reply from the Auditor:

OCTOBER 19, 1895.

Richard P. Morgan, Esq., Dwight, Ill.,

DEAR SIR: Your favor of 17th instant addressed to the State Treasurer has been referred to this office. In reply to same will say:

I am of opinion that no funds for the payment of appropriation for library building of the state University will be available until about the 1st of May next.

Yours truly,

DAVID GORE,

Auditor Public Accounts.

After receiving this letter the Committee wrote to Mr. Burnham, as follows, on the 23d of October:

"Hitherto we have endeavored to press forward rapidly in the selection of a design for the library building, but while that is desirable, it should not be done at the expense of thorough consideration, and we think such an error would be inexcusable now that we know that our funds will not be available until about the 1st of May next."

Upon notice from Mr. Burnham, on the 25th of October, that he had the plans ready for the Committee to examine, the sub-committee went to Chicago on the 28th of October to examine the same, from which place the sub-committee repaired to Springfield, and on the 30th instant again consulted Governor Altgeld as stated in the following letter:

OCTOBER 31, 1895.

Hon. Alexander McLean, Macomb, Ill.,

DEAR SIR: I have just returned from Springfield, where I met Mr. Morrison, and last evening we had a conference with the Governor with reference to the sketches that Mr. Burnham has furnished for the ground plan of the library building. Our consideration of the matter was protracted to a late hour, and the principal result that I am now able to report to you, is that it was substantially concluded that instead of having a full basement story to the building, and a main and a second floor, as hitherto contemplated, it would be better, if feasible, to have no more than a sub-basement to the building sufficient for the steam pipes, etc., and establish the elevation of the first floor at about five feet above the natural surface of the ground. The first floor to have sufficient area to contain the reading room, the stack room, and executive offices with details. The ceilings to be about seventeen feet high. The second or upper floor, to be used for the museum, art gallery, etc. The considerations were, that in this way the cubic capacity of the building, which measures its cost, could be reduced, and the facility with which the students could reach the library, and also the executive officers and their offices, would be greatly enhanced over any other plan yet considered.

Unfortunately for us, Mr. Burnham was called to Philadelphia and could not meet with us, but I telegraphed last night to the firm to send some qualified person to Springfield to-day to see the Governor and review with him our work of last night as to feasibility, etc.

Knowing you would be interested to know briefly what is taking place, I take pleasure in sending you this account of it.

Yours truly,

RICHARD P. MORGAN,

Chairman Building and Grounds Committee, University of Illinois.

In compliance with this letter, Mr. Weber, of Burnham & Co., went to Springfield and had further conference with Governor Altgeld, after which the work of preparing designs continued.

On the 18th of November the following letter was addressed by the Committee to Messrs. Burnham & Co., it being advised that two designs were being prepared:

NOVEMBER 18, 1895.

Mr. D. H. Burnham, Rookery Building, Chicago.

MY DEAR SIR: There will be a meeting of the Trustees at the University about the 10th or 12th of December, of which you will be given due notice.

In conformity with your agreement to design and supervise the construction of the library building for the University, the Board will doubtless expect you to be present at that meeting, having with you perfected plans, together with specifications and estimates of cost—briefly I may say, all of the data necessary to enable an immediate call for proposals for the construction of the building, should the Trustees be satisfied to do so.

Whatever may have been said to you by this Committee in regard to any plan for the library building since your services were engaged, you will kindly accept as suggestive only, because the design is to be yours, and as stated in your letter of October 1st, "satisfactory to the Trustees." While this is true, and perhaps you may not be able to concur with the suggestions which have been made as the result of a recent conference between Governor Altgeld and the sub-committee, still it is expected that the design last suggested to you by the Governor will be as completely and carefully perfected in every respect for presentation to the Trustees as your own design, should you present an alternative.

Whenever you are prepared, and if convenient to you to do so, this committee would be pleased to have you afford opportunity to the Trustees who live in Chicago to see the plans, viz.: Governor Altgeld, Dr. Julia Holmes Smith, 499 Dearborn avenue; Mrs. Lucy L. Flower, 361 Superior street, Hon. J. E. Armstrong, Englewood.

The Committee would also like to have you consult freely with President Andrew S. Draper in regard to the sub-divisions of the building, because the Trustees would without doubt readily confirm any disposition of the space that you and President Draper might agree upon.

This Committee and also the Trustees as a Board are extremely desirous that at the December meeting a design shall be decided upon and a call made for proposals to construct the building.

Yours truly,‡

RICHARD P. MORGAN,

Chairman of Committee on Buildings and Grounds.

Your Committee is informed that Mr. Burnham will be at the University on Wednesday morning, the 11th inst., with perfect designs.‡

Respectfully submitted,

RICHARD P. MORGAN,
N. B. MORRISON,
ALEXANDER McLEAN,
ISAAC S. RAYMOND,

Committee on Buildings and Grounds.

The action of the Committee as set forth in this report was approved.

President Draper made a statement with regard to the purchase of a storage battery from The Ford-Washburn Co., of Cleveland, Ohio, and was authorized to receive the goods purchased from afore-said firm upon its giving an indemnifying bond in terms and amount sufficient to protect the interests of the University and satisfactory to him.

A committee from the Chicago College of Pharmacy presented the following communication:

THE CHICAGO COLLEGE OF PHARMACY,
CHICAGO, December, 10, 1895.

At an adjourned semi-annual meeting of the members of the Chicago College of Pharmacy on Tuesday, November 12, 1895, a majority of the members of the College being represented, the following motion was offered and carried unanimously. That a committee of five, consisting of the President, Secretary, Actuary, Chairman of the Business Committee, and Senator Thiele be appointed and instructed to wait upon the Trustees of the University of Illinois and tender to them the title and property of the Chicago College of Pharmacy upon such conditions as may be approved at the adjourned meeting of the College to be held January 14, 1896.

W. B. DAY,
Actuary.

After a somewhat lengthy interview with this committee and discussion the President was directed to appoint a Committee to investigate the proposition, and report to the Board at its next meeting. Messrs. Draper and Armstrong, and Dr. Smith were appointed such committee.

It was voted to request Governor Altgeld to issue to Charles Wesley Groves, a graduate from the University in the class of 1880, a commission as brevet captain in the Illinois National Guard.

It was voted that proposed changes in the catalogue should be referred to the Committee on Instruction, with power to act.

A communication from Professor Breckenridge, asking that he be relieved from his duty as Superintendent of Heating, but without reduction of salary, was referred to the Committee on Buildings and Grounds, with power to act.

The claim of the Garvin Machine Company for damages to a milling machine loaned the University was referred to the Finance Committee for investigation.

A communication was received from Professor Breckenridge, asking that the Board authorize the purchase of twelve car loads of coal from such mines of the state as might be determined by the Business Agent and the professor of mechanical engineering, and the purchase of the coal was authorized.

A communication was received from Professor Breckenridge concerning the manufacture of the "Technical School Wood Lathe," a machine which had been designed and perfected in the University machine shops. This communication was referred to the Committee on Instruction. Subsequently this committee reported recommending that the designer of the lathe be permitted to make such disposition of the design (by patenting it or otherwise) and for its manufacture as he should deem desirable, but that the University should have no concern or interest therein; and the recommendation of the Committee was approved.

President Draper presented the following report from the Agricultural Experiment Station:

UNIVERSITY OF ILLINOIS, December 10, 1895.

Dr. A. S. Draper, President of the University of Illinois.

SIR: I beg leave to submit from the Board of Direction of the Agricultural Experiment Station the following:

Paper A is a statement of expenditures for the quarter ending September 30, 1895.

Paper B is a statement of expenditures for the current quarter, ending December 31, 1895.

Paper C is a list of warrants drawn, Nos. 1 to 83, inclusive, for the quarter ending September 30, 1895, and is accompanied with vouchers for the same for audit.

Paper D is a statement of appropriations asked for the current and next quarters.

PAPER A—STATEMENT OF EXPENDITURES, QUARTER ENDING SEPTEMBER 30, 1895.

Board expense	\$12 00
Books and publications	49 99
Botanical apparatus	44 38
Buildings and repairs	15 45
Bulletins and reports	40 00
Chemical apparatus	253 81
Fuel and lights	11 85
Incidentals	77 50
Printing, stationery, and postage	25 95
Salaries	1,660 00
Seeds and trees	14 29
Tools and supplies	166 80
Wages	1,247 01
Total	\$3,619 03

PAPER B—STATEMENT OF APPROPRIATIONS, EXPENDITURES, AND BALANCES FOR THE QUARTER ENDING DECEMBER 30, 1895.

	Appropriated.	Expended.	Balances.
Board expense.....	\$40 00	\$40 00
Books and publications.....	225 00	\$155 50	69 50
Botanical apparatus.....	25 00	25 00
Buildings and repairs.....	25 00	3 10	21 90
Bulletins	300 00	300 00
Chemical apparatus	50 00	50 00
Fuel and lights	100 00	100 00
Incidentals	25 00	3 85	21 15
Meteorological apparatus	9 35
Printing, stationery, and postage	25 00	1 60	23 40
Salaries	1,660 00	1,106 65	553 35
Seeds and trees	25 00	25 00
Tools and supplies	200 00	8 25	191 75
Wages	1,000 00	686 62	313 38
Wood durability experiment.....	50 00	25 00	25 00
Total.....	\$3,750 00	\$1,999 92	\$1,750 08

PAPER D—ESTIMATES.

<i>Quarter ending December 31, 1895.</i>	
From general fund—	
Meteorological apparatus	\$10 00
Wages	50 00
Total	\$60 00
<i>Quarter ending March 31, 1896.</i>	
From general fund—	
Board expense	\$40 00
Books and publications	50 00
Botanical apparatus	50 00
Buildings and repairs	25 00
Bulletins	800 00
Chemical apparatus and supplies	40 00
Fuel and lights	100 00
Incidentals	25 00
Printing, stationery, and postage	25 00
Salaries	1,910 00
Seeds and trees	50 00
Tools and supplies	100 00
Wages	800 00
Southern Illinois experiments	100 00
Total	\$4,115 00
From farm fund—	
Buildings and repairs	\$300 00
Dairy stock and fittings	275 00
Tools and supplies	250 00
Wages	250 00
Total	\$1,075 00

The Board of Direction asks that the Trustees appropriate Experiment Station funds to meet these estimates. The Trustees are also requested to authorize the Board of Direction of the Experiment Station to order upon satisfactory bids, chemical apparatus and supplies to be imported, not exceeding in amount \$300.00, and botanical apparatus and supplies not exceeding in amount \$75.00.

The Board of Direction has been considering the advisability of conducting some field experiments in southern Illinois with a view to determining in what way the peculiar clay soil of a considerable portion of that country may be cultivated to best advantage. In October last a committee, consisting of Professors Burrill and Davenport, and Mr. Hopkins, chemist of the Station, was sent on a tour of inspection to select a tract of land where such work might best be undertaken. This committee reported in favor of selecting two tracts of land, each of about three acres in extent, one at Edgewood, and the other at Odin, and beginning the experiments in the coming spring.

The Board is asked to authorize this new line of work.

Respectfully submitted, T. J. BURRILL,
President Board of Direction.

The report was received and recorded. The vouchers were referred to the Finance Committee for auditing, and the requests of the Board of Direction of the Experiment Station for appropriations of Station funds, and for authority to undertake new experiments were granted.

President Draper stated that the parents of Mr. Edwin Warren Stocker, a graduate from the University in the class of 1894, who had since died, were desirous of receiving from the University their son's graduation thesis.

On motion of Mr. Morgan, it was voted that a copy be made of Mr. Stocker's thesis, in order that the file of theses might be kept

complete, and that the original be sent to his parents, together with a letter from the Faculty expressive of the regard in which Mr. Stocker had been held as a student of the University.

On motion of Mr. Raymond, President Draper was made a member of the Board of Direction of the Agricultural Experiment Station.

The Board then adjourned to meet at 8 o'clock Wednesday morning.

SESSION OF WEDNESDAY.

The Board met pursuant to adjournment, the same members being present as on Tuesday.

President Draper stated that some difficulty had arisen with the water analysis work which the University had undertaken, chiefly because private parties, without first disclosing their purpose, endeavored to use the University to subserve personal interests. On motion of Mr. Morgan, he was requested to prepare rules for the control of this work.

President Draper's bill of \$116.60 for traveling expenses during the preceding six months was referred to the Committee on Finance, and, subsequently, upon the approval of this Committee, was ordered paid.

Appropriations for the State Laboratory of Natural History were made as follows:

From the state appropriation for that department—	
For field work, office, and incidental expenses.....	\$750 00
For library.....	500 00
For salaries and assistants.....	1,825 00
For bulletins.....	125 00
For illustration of State Entomologist's report.....	125 00
For investigation of contagious diseases of insects.....	750 00
For expenses of Biological Station.....	750 00
And from a state appropriation to the University—	
For expenses of the Biological Station.....	750 00

Mr. Raymond presented a request from the tenant on the south farm that his payment of rent be deferred from January 1st next to April 1. This request was referred to the Finance Committee, and later, upon recommendation of that committee, an extension of time was allowed on consideration that interest at the rate of 6 per cent. per annum be paid upon the deferred payment.

The following letter and telegram received from Governor Altgeld were presented to the Board, and it was ordered that they be entered upon the records:

STATE OF ILLINOIS, EXECUTIVE OFFICE,
SPRINGFIELD, December 9, 1895.

Dr. A. S. Draper, President University of Illinois, Champaign, Ill.

DEAR DOCTOR: It now looks as if it would not be possible for me to meet you to-morrow. Should I not come, then I beg to suggest the following to the Board:

Mr. Burnham will present plan for library in Tudor-Gothic style with towers, etc., and the exterior to be made of terra cotta; also the same plan with the exterior to be made of stone. I think the right thing to do will be for the Board to just take bids on both styles of construction, and when it gets the bids it can then decide whether it will adopt stone or terra cotta.

Mr. Burnham will present another plan of a low building, with no towers, for a library. While I do not wish to influence the Board on this question, I do feel very strongly that this is not the style of building we want and need at the University at present.

Should the question of location again come up, then you may say that, in my judgment, it would be a serious mistake to locate this new building south of, and in the rear of the present administration building. I think it should be west of, and just a trifle north of that building.

I have been told that questions of business management will come up and an effort will be made to introduce some reforms. I think that no matter how honest or how capable the men may be who look after the affairs of the institution, there should be a first-class business method adopted which would provide thorough checks on everybody.

Very truly yours,

JOHN P. ALTGELD.

STATE HOUSE, SPRINGFIELD, December 10, 1895.

President A. S. Draper.

Impossible for me to come there to-day. Did you get my letter of yesterday? Please answer.

J. P. ALTGELD.

Mr. D. H. Burnham then presented the plans which he had prepared for the new library building. After a careful explanation of these plans by Mr. Burnham, on motion of Mr. Morgan, the Board went into committee of the whole and discussed the plans, Mr. Morrison being in the chair.

When the Board had resumed its session, on motion of Mr. Armstrong, it was voted to adopt as the design for the library the classic design presented by Mr. Burnham.

The Board then adjourned to meet at 2 o'clock p. m.

SESSION OF WEDNESDAY AFTERNOON.

Upon the Board's convening pursuant to adjournment, the Finance Committee made the following report:

URBANA, ILLINOIS, December 11, 1895.

To the Board of Trustees of the University of Illinois.

GENTLEMEN:—Your Finance Committee begs leave to recommend the adoption of the following resolution:

Resolved, That Charles W. Spalding, Treasurer, be, and hereby is directed to transfer ten thousand dollars from the state fund for salaries, etc., to the general fund.

Respectfully submitted,

N. B. MORRISON,
S. A. BULLARD,
J. E. ARMSTRONG,

Committee on Finance.

The resolution offered by the Committee was adopted on motion of Mr. Morgan.

The following resolution was adopted:

Resolved, That the following be adopted as the expression of the sentiments of the Board to Governor Altgeld, touching the selection of designs for the new library building.

The Board at first invited a competition among architects and thereby received thirty-eight designs. Having selected the one which seemed most meritorious, and finding it not pleasing to the Governor, and that the author lacked the experience necessary for its execution, it was very willingly determined to abandon the same and, with the approval of the Governor, give the commission for the building to an architect of much experience and wide reputation in the person of Mr. D. H. Burnham, of Chicago. Having entered into a contract of the usual character with Mr. Burnham, he was instructed to prepare designs, with the special injunction that one should be in the Tudor-Gothic style of architecture, to which the Governor was favorable. Mr. Burnham was also told that if he himself should think some other style better adapted to the circumstances of the case he should prepare a design in that style, but that he should exert every effort to bring out the Tudor-Gothic style successfully. He was advised as to the rooms and space for which provision must be made, and that the building must be completed for a sum not greater than the appropriation, \$150,000.00.

Under these circumstances the architect has presented to the Board two designs, one in the Tudor-Gothic style and the other in the Classic Grecian style. They are alike in the interior except that it seems easier to include a basement in the Grecian style than in the Gothic style, and accordingly one has been included in the Grecian design. The Gothic building, if constructed of stone, is estimated by the architect to cost \$220,000.00, and it seems impossible, as stated by the architect, to reduce the cost below \$190,000 by any changes in material or any permissible modifications of the design. The appropriate treatment of the Gothic building apparently requires that it be constructed of stone. The Grecian building, we are advised, may be appropriately constructed entirely of terra cotta, or of terra cotta and brick, even more appropriately than of stone, and we are assured that it can be erected within the limits of the legislative appropriation for the construction of the building.

After the fullest consideration and discussion of the whole matter, eight members of the Board (ten being present) expressed a preference for the Grecian design, on the ground that it was more attractive and appropriate to modern educational uses, and particularly to library purposes, than the Tudor design, and by a vote of eight to two it was selected and approved as the design for the new building.

All of the members were strong in the conviction that it was imperative to adopt a design which could be executed within the appropriation, to the end that faith might be kept with the members of the legislature and the people.

It was also the judgment of the members of the Board that it was highly desirable to include a basement story in the building, as it is provided in the Grecian design.

It is with regret that the Board finds itself unable to approve the design in the style of architecture most admired by Governor Altgeld, who has shown so much interest in and given so much aid to the development of the University, and it is also very much regretted that the Governor was unable to be present personally at this meeting of the Board, for it is believed that in that event he would have seen the advisability, if not the necessity, of the course which has been pursued.

On motion of Mr. Raymond it was voted that the President of the Board communicate the foregoing resolution to Governor Altgeld.

Mrs. Flower moved that the Business Agent be authorized to expend, not to exceed \$250, in putting into better condition the toilet rooms in University Hall and Machinery Hall. This motion was re-

ferred to the Committee on Buildings and Grounds, and subsequently upon the approval of that Committee was passed by the Board.

The Business Agent, Professor S. W. Shattuck, presented his report.

THE BUSINESS AGENT'S REPORT.

UNIVERSITY OF ILLINOIS, December 10, 1895.

Nelson W. Graham, President of the Board of Trustees, University of Illinois,

SIR: I have the honor to hand you herewith the following financial statement and reports:

Payer A, a statement of the current appropriations for the three months ending November 30, 1895.

Paper B gives a showing of the state appropriations November 30, 1895.

Paper C gives a similar one of the United States fund.

PAPER B—STATE APPROPRIATIONS.

	Received.	Expended.	Balance.	Assigned.
<i>For the Years 1893-95.</i>				
Closed out	\$121,646 14	\$121,646 14		
Cabinets	1,000 00	953 01	\$46 99	\$46 99
Furnishing and heating Natural History Hall ..	6,000 00	5,936 16	63 84	63 84
Engineering building	160,000 00	160,000 00		
Applied mechanics	472 00	345 36	126 64	126 64
Civil engineering	233 00	233 00		
Botany	450 00	384 99	65 01	65 01
Zoölogy	1,200 00	1,178 89	21 11	21 11
Geology	500 00	500 00		
Mechanical engineering	4,000 00	3,888 04	111 96	111 96
Geology cases	300 00	300 00		
Pedagogy	150 00	127 16	22 84	22 84
Greek	150 00	108 98	41 02	41 02
Woman's gymnasium	300 00	151 61	148 39	148 39
	\$296,401 14	\$295,753 34	\$647 80	\$647 80
<i>For the Years 1895-97.</i>				
<i>Operating Biological Experiment Station—</i>				
Expenses	\$750 00	\$765 87		
Unassigned	750 00		\$750 00	
	\$1,500 00	\$765 87	\$750 00	
<i>Finishing and Furnishing Engineering Hall—</i>				
Electric wiring	\$1,194 03	\$1,191 77	\$2 26	\$2 26
Furniture	2,288 64	1,166 84	1,121 80	1,121 80
Unassigned	1,517 33		1,517 33	
	\$5,000 00	\$2,358 61	\$2,641 39	\$1,124 06
<i>College of Engineering—</i>				
Machine shops	\$15,000 00	\$9,540 36	\$5,459 64	\$5,456 64
Equipment	10,000 00	2,840 90	7,159 10	7,159 10
	\$25,000 00	\$12,381 26	\$12,618 74	\$12,618 74
<i>Astronomical observatory</i>	\$5,000 00	\$26 00	\$4,974 00	\$4,974 00
<i>Paving streets, etc.</i>	\$9,300 00	\$8,266 71	\$1,033 29	\$1,033 29
<i>Fire protection</i>	\$2,000 00	\$296 49	\$1,703 51	\$1,703 51
<i>Taxes on Minnesota lands</i>	\$1,600 00	\$1,600 00		

PAPER B—STATE APPROPRIATIONS—*Continued.*

	Received.	Expended.	Balance.	Assigned.
<i>Illinois State Laboratory of Natural History—</i>				
Expenses.....	\$5,075 00	\$4,692 33	\$382 67	\$382 67
Unassigned.....	4,825 00	4,825 00
	<u>\$9,900 00</u>	<u>\$4,692 33</u>	<u>\$5,207 67</u>	<u>\$382 67</u>
<i>Apparatus and Material—</i>				
Psychology.....	\$300 00	\$75 45	\$224 55	\$224 55
Zoology.....	500 00	500 00	500 00
Chemistry.....	500 00	440 43	59 57	59 57
Applied Chemistry.....	500 00	160 94	339 06	339 06
Geology.....	400 00	211 97	188 03	188 03
Physiology.....	500 00	23 87	476 13	476 13
Botany and horticulture.....	300 00	107 81	192 19	192 19
	<u>\$3,000 00</u>	<u>\$1,020 47</u>	<u>\$1,979 53</u>	<u>\$1,979 53</u>
<i>Cabinets—</i>				
Geology.....	\$400 00	\$102 62	\$297 38	\$297 38
Unassigned.....	600 00	600 00
	<u>\$1,000 00</u>	<u>\$102 62</u>	<u>\$897 38</u>	<u>\$297 38</u>
<i>Library.....</i>	<u>\$3,000 00</u>	<u>\$906 27</u>	<u>\$2,093 73</u>	<u>\$2,093 73</u>
<i>Shop Practice—</i>				
Machine shop.....	\$750 00	\$473 61	\$276 39	\$276 39
Unassigned.....	750 00	750 00
	<u>\$1,500 00</u>	<u>\$473 61</u>	<u>\$1,026 39</u>	<u>\$276 39</u>
<i>Chemical Laboratory.....</i>	<u>\$3,750 00</u>	<u>\$2,136 29</u>	<u>\$1,613 71</u>	<u>\$1,613 71</u>
Unassigned.....	1,250 00	1,250 00
	<u>\$5,000 00</u>	<u>\$2,136 29</u>	<u>\$2,863 71</u>	<u>\$1,613 71</u>
<i>Laboratory of Vegetable Physiology.....</i>	<u>\$2,000 00</u>	<u>\$396 98</u>	<u>\$1,603 02</u>	<u>\$1,603 02</u>
<i>Biological Experiment Station, equipment.....</i>	<u>\$2,500 00</u>	<u>\$772 23</u>	<u>\$1,727 77</u>	<u>\$1,727 77</u>
<i>Salaries, etc.—</i>				
Salaries for instruction.....	\$12,303 03	\$12,303 03
Salaries for services.....	3,111 22	3,111 22
Heating apparatus.....	500 00	378 34	\$121 66	\$121 66
Library catalogue.....	400 00	210 48	189 52	189 52
Buildings and grounds.....	1,374 94	1,258 81	116 13	116 13
Art and design.....	250 00	177 08	72 92	72 92
Physical culture.....	600 00	320 71	279 29	279 29
School of music.....	1,050 00	864 29	185 71	185 71
Lectures.....	1,000 00	285 10	714 90	714 90
Agriculture.....	3,000 00	203 68	2,796 32	2,796 32
Farm house.....	175 00	153 13	21 87	21 87
Fuel and lights.....	2,000 00	1,240 00	760 00	760 00
Preparatory school.....	30 00	14 30	75 70	75 70
Advertising and catalogue.....	1,900 00	146 27	1,753 73	1,753 73
University magazine.....	800 00	800 00	800 00
<i>Illini</i>	500 00	250 00	250 00	250 00
Oratorical contest.....	100 00	100 00	100 00
Gas fixtures.....	100 00	75 75	24 25	24 25
Accredited schools.....	75 00	20 00	55 00	55 00
Unassigned.....	60,670 81	60,670 81
	<u>\$90,000 00</u>	<u>\$21,012 19</u>	<u>\$68,987 81</u>	<u>\$8,317 00</u>

PAPER C—UNITED STATES FUND,

	Received.	Expended.	Balance.	Assigned.
<i>Year ending June 30, 1894.</i>				
Before reported on.....	\$18,500 00	\$18,500 00
Architecture.....	500 00	477 93	\$22 07	\$22 07
Total.....	\$19,000 00	\$18,977 93	\$22 07	\$22 07
<i>Year ending June 30, 1895.</i>				
Before reported on.....	\$20,000 00	\$20,000 00
<i>Year ending June 30, 1896.</i>				
Salaries for instruction.....	\$17,476 36	\$17,476 36
Unassigned.....	3,523 64	\$3,523 64
Total.....	\$21,000 00	\$17,476 36	\$3,523 64

Paper D is a list of vouchers presented for audit, being 1,651 to 2,150.

Paper E is an estimate of receipts and expenses for the nine months ending September 1, 1896.

Paper F is a list of appropriations the Board is requested to make for the three months ending February 29, 1896.

I have asked that \$8,000.00 be appropriated on account of President's House.

The architect's estimates in favor of the contractors to this time amount to to \$6,800.00; \$1,800.00 of this has been met out of the \$2,000.00 received as part payment on the Griggs farm, leaving \$5,000.00 to be met out of the \$8,000.00. Other accounts are also to be met out of it, and it may be best to increase the amount.

Under the orders of the Board I have purchased—

Nine Babcock fire extinguishers at an expense of.....	\$202 19
One Miller extinguisher for.....	7 50
Five long ladders for.....	50 40
Four dozen fire buckets.....	24 00

I have also contracted for a fire-escape ladder and stand-pipe to extend to the top of University Hall at an expense of \$275.00.

Additional hose will be purchased, and it seems desirable that several more of the Miller extinguishers should be had.

I inclose a communication in regard to the Kirker-Bendir fire-escape for the consideration of the Board—*Paper G*.

Respectfully submitted,

S. W. SHATTUCK,

Business Agent.

The following assignments for the three months ending February 29, 1896, were made, as asked for by the Business Agent:

APPROPRIATIONS.

Board expenses.....	\$500 00
Salaries for instruction and President.....	25,730 00
Salaries for services.....	3,590 00
Buildings and grounds.....	500 00
Fuel and lights.....	3,000 00
Stationery, printing, and postage.....	500 00
Mechanical, agricultural, architectural, and horticultural departments.....	600 00
Military department.....	50 00
Laboratories.....	1,000 00
Library and apparatus.....	50 00
Incidentals.....	400 00
Heating apparatus.....	500 00
Furniture and fixtures.....	300 00
Water supply.....	125 00
Gymnasium.....	50 00
Repair shop.....	300 00
Senator Morrill's bust, balance.....	30 00
President's House.....	8,000 00
Sewer in the Arboretum.....	400 00
Total.....	\$45,535 00

The report of the Business Agent was referred to the Finance Committee.

The Finance Committee made the following report:

URBANA, ILL., December 11, 1895.

To the Board of Trustees of the University of Illinois:

GENTLEMEN:—Your Committee on Finance begs leave to report that it has examined the vouchers submitted by the Board of Direction of the Agricultural Experiment Station, covering the expenditures of the Station for the quarter ending September 30, 1895, being Nos. 1 to 83 inclusive, and has found them correct and duly receipted.

Respectfully submitted,

N. B. MORRISON,
J. E. ARMSTRONG,
S. A. BULLARD,

Finance Committee.

Mr. Armstrong, who had been directed (see page 184 of the proceedings of the Board in September, 1895,) to investigate the method of heating and lighting adopted by the United States Heating and Lighting Co., of Chicago, and to invite a proposition for heating and lighting the University, presented the following report:

URBANA, December 11, 1895.

To the Honorable President of the Board of Trustees, University of Illinois.

SIR:—Your special committee on gas plant would respectfully report that I have given some time to the investigation of individual gas plants, with respect to cost of construction, maintaining, and usefulness of the same. It is my belief that the gas made from low grade gasoline by the process used by the United States Heat and Light Co., of Chicago, can be manufactured for 25 cents per thousand cubic feet, as claimed by them, and that for fuel purposes it is superior to other gas. The machinery occupies but little space and can be operated without extra expense to us by locating it in our boiler house or machine shop, under the charge of engineers and firemen already employed. The gas is, in my opinion, less desirable for illuminating purposes, from the fact that it requires a special burner, which is somewhat expensive, but even then, this expense is compensated for in the small amount of gas consumed by these burners, as well as the exceedingly strong and steady light produced.

We consumed gas amounting to over \$1,600 last year, and two-thirds of this was for chemical purposes. The pressure of gas is so poor at the present time that frequently some of the burners have to be shut down in order to get sufficient gas to run a part of the laboratory. The muffles are frequently abandoned for the want of sufficient gas, and the assay furnaces must be heated by some other way than by that recognized generally as the best. Besides, this gas should be supplied to the new shops for one or more forges. This will be out of the question at the present rates of \$1.75 per M. In view of these facts, I would recommend that we contract with the United States Heat and Light Co., for a plant large enough for the use of the entire Chemical Laboratory, and that provisions be made for further extension of the service to the new shops as soon as needed there.

I submit herewith a proposition from the above named company for installing a complete plant as above named.

Respectfully submitted,

J. E. ARMSTRONG,

Special Committee on Gas Plant.

This report was referred to the Committee on Buildings and Grounds.

The Finance Committee also presented bills for legal services from J. O. Cunningham and from Cunningham & Boggs, aggregating \$55, and recommended that they be paid. The recommendation was adopted.

On motion of Mr. Raymond, \$60 was appropriated for repairing the floor of the barn at the south farm, and for making a pantry in the house on that farm, the expenditures to be under the direction of the Business Agent.

Mr. Morrison presented a letter from the Treasurer, asking that two of his bondsmen be released. Mr. Morrison was instructed to answer the letter, saying that the Board declined to comply with the request, since it could not be done without running the risk of impairing the validity of the bond.

The committee appointed at the last meeting of the board (see proceedings of Sept. 19, 1895, page 183,) to consider the business methods followed at the University, and to report what changes, if any, were desirable, presented the following communication as a report of progress.

PROPOSED FINANCIAL SYSTEM.

The financial system now followed by the University is good. It has been thoroughly tested and by it all the funds of the University have been satisfactorily accounted for during all the years of its history. This, however, we believe has been due not so much to the system as to the integrity and painstaking faithfulness of the officers of the Board charged with the accounting for the finances of the University.

Any system adopted by a corporation for the management of its finances must of necessity rest largely in the trust reposed in the officers who conduct it.

Both for the safety of the corporation and the honor of its servants there should be in the financial system methods of checking accounts, so that the facts shown by the books of one officer may be confirmed by the books of one or more other officers. In this way only can the honorable conduct of any officer be demonstrated and the funds of the institution be perfectly guarded.

We believe that some additional means of checking accounts incorporated into the system now in vogue in the University are all that is necessary to make our system entirely satisfactory and equal to or better than that used in any other public or private corporation in this state.

To arrive more easily and accurately at the changes necessary and desirable we divided the subject into the following captions:

(a) *Receipts*—

(1) Receiving funds. (2) Holding funds. (3) Investing funds.

(b) *Expenditures*—

(1) Authorization. (2) By whom and in what manner expended.
(3) How paid.

As the duties of each officer of the Board are affected by several of these subdivisions, rather than submit to you for adoption an entire revision of the by-laws of the Board, changing the duties there given for each officer, we have thought it better to submit a list of requirements governing the financial business of the University for your consideration, deferring the revision of the by-laws till your action be taken on these requirements.

Your committee therefore recommends that the following requirements be adopted for the conduct of the financial business of the University and that your committee be instructed to report a revision of the by-laws embodying these requirements at the next meeting of the Board:

RECEIPTS, INVESTMENTS, AND ACCOUNTING.

1. The Treasurer shall be the custodian of the funds and securities belonging to the University.

2. The Treasurer shall collect as it becomes due the interest accruing on the money and securities of the University and shall collect the principal of said securities as it becomes due. He shall collect all general and special appropriations made to the University by the state and the United States.

3. The Treasurer shall keep the accounts of the money in his custody in such separate funds as are desirable and necessary for the proper and systematic accounting for the moneys coming into the treasury.

4. At each regular meeting of the Board, the Treasurer shall report in detail the transactions of his office for the quarter preceding the meeting and shall report the condition of the treasury at any time the Board may require.

5. The Treasurer shall report to the Secretary for record a complete description of each of the securities the Finance Committee may place in his custody within ten days after said action of the Finance Committee.

6. The Treasurer shall pay out money on warrants signed by the Secretary and the President of the Board and shall not otherwise do so; and he shall submit his receipted warrants to the Board for audit by the Finance Committee.

7. The investment of the endowment fund shall be made by the Finance Committee of the Board which shall place the securities thus obtained in the custody of the Treasurer, taking his receipts therefor, and shall at once file the said receipts with the Secretary. The Committee shall report its actions concerning investment of funds at each regular meeting of the Board.

8. The Secretary shall keep an accurate account of each of the securities reported by the Treasurer in a bond register and shall report maturing securities to the Board at least one quarter before maturity. He shall report the amount of interest accrued on the securities of the University during the previous quarter.

9. The Assistant Treasurer shall be the general Business Agent and financial accountant of the University. He shall collect and account for all money from dues, fees, tuitions, and all other sources not required to be collected by the Treasurer.

10. The Assistant Treasurer shall report monthly to the Treasurer the moneys received by him turning over to him all money except such as he and the Treasurer may agree to be necessary for the proper conduct of his office.

11. It shall be the duty of the Assistant Treasurer to pay all warrants for small sums drawn against the Treasurer, provided there is sufficient money in his hands to do so. He shall report the receipted warrants to the Treasurer monthly as cash and the Treasurer shall account for them as such.

12. The Assistant Treasurer shall report to the Board at its regular meetings the financial condition of the University with such recommendations for appropriations as may be necessary, and the transactions of his office for the quarter preceding and oftener if required by the Board. His report shall include a detailed statement of all moneys received, and from what sources, and the amounts paid to the Treasurer.

13. The Registrar shall report in detail to the Board at each regular meeting the number of students who, during the quarter preceding, were indebted to the University for term incidental fees, matriculation, and graduation fees, tuition, deposits in the chemical and physical laboratories, and all other obligations imposed by their attendance upon the University.

14. The reports of the Treasurer, Assistant Treasurer, Secretary, and Registrar shall be audited by the Finance Committee of the Board, the Committee to report its findings and recommendations to the Board for approval.

EXPENDITURES, CONTRACTS, AND OBLIGATIONS.

1. No expenditures shall be made except on a formal order of the Board and an appropriation of the money therefor.

2. All appropriations shall lapse at the end of the fiscal year. By a vote of the Board an appropriation may be made to lapse at any time.

3. Articles or materials for the University shall be purchased only by persons or committees designated by order of the Board. When none are designated the Assistant Treasurer shall act as purchasing agent.

4. The Assistant Treasurer shall issue an order of purchase to all persons authorized by the Board to make purchases, but shall not do so unless he has the certificate of the Secretary that the purchase has been ordered by the Board and the money for payment therefor has been appropriated. The order shall clearly set forth the articles or materials ordered and shall state the fund from which the cost is to be paid. The order of the Assistant Treasurer shall accompany all bills of account for purchases on presentation for audit and payment.

5. The persons composing the force of instruction, the administration officers, and the clerks of the department offices shall be employed and salaries fixed by the Board. The monthly payroll of such persons shall be approved by the President of the University, but he shall not approve the name of any person who has not rendered prescribed service during the month unless such service shall have been previously formally excused by the Board or by the President of the University. The secretary shall prepare the payroll for the approval of the President on the first day of each month, setting forth for each person the amount of salary for the month as fixed by the Board.

6. All men and help employed exclusive of members of instructional force, administration officers, and clerks of department offices, shall be engaged by the Superintendent of Buildings and Grounds, provided that before doing so he shall secure the certificate of the Secretary that the employment has been authorized and the money therefor appropriated by the Board. At the time of the employment of each person by him he shall determine the price to be paid, except in cases where the Board has determined that, and he shall keep the time of the service in a proper book and report the payroll to the Secretary on the first day of each month or at the termination of the employment, certifying to the rate of pay, time of service, kind of service, and amount due.

7. The payroll of the employes in the State Laboratory of Natural History shall be made out and certified to by the Director and it shall be filed by him with the Secretary on the first day of each month.

8. Purchases to an amount exceeding one hundred dollars shall be let by contract in open competition unless the character of the materials or articles, technical or otherwise, render a competition impossible. Contracts shall be let by the Board or a committee designated by the Board and shall be signed for the University by the President and Secretary of the Board unless other persons or committees are authorized by the Board to perform that service.

9. Contracts shall be filed with the Secretary by the officers of the Board authorized to enter into the contract and payment in full or in part shall be made on contracts only, on the certificate of some person authorized by the Board that the contract or a part thereof has been acceptably fulfilled and that under the terms of the contract a certain stated amount is due and payable.

10. The Secretary shall act as Auditor of the Board and shall audit all accounts against the University. All bills of accounts shall be rendered to the Secretary for audit. The Secretary shall have regular business hours each day in which to audit and discharge bills of accounts against the University and shall have such hours bulletined for the information of the public.

11. Bills for purchases when rendered to the Secretary must be accompanied by the order of the Assistant Treasurer, and, if for materials or articles delivered, the receipt of the officer, member of Faculty, or employé who received them that the same was received by him in good condition, and that they were of the quality and kind prescribed.

12. When an account against the University is just and due, the obligation having been created by the authority of the Board, and appropriation has been made for the payment of the same, and if is presented in conformity to the requirements of the Board, the Secretary shall stamp on the face thereof "Approved for payment, A. B., Secretary," and shall enter the bill, fully described, in a book of audit, and shall issue a warrant against the Treasurer for the amount of the account. Said warrant he shall lay before the President of the Board for signature. The President shall sign it if he be satisfied that it is correct and return it to the Secretary. The Secretary shall then deliver the said warrant, taking acknowledgment therefor, in the audit book, in exchange for the audited bill, properly receipted, provided that in cases where the money is paid from special state and United States funds he shall require duplicate receipted bills. Each payroll shall be stamped but once, but each item shall be entered separately in the audit book and a warrant issued for each separate amount, and both the payroll and the audit book shall be receipted.

13. The Secretary shall report to the Board, at its regular meetings, the financial transactions of his office during the previous quarter, with a detailed lists of warrants issued, the receipted bills taken therefor, and the audit book receipted for warrants, which report shall be audited by the Finance Committee.

The following resolution, offered by Mr. McLean, was adopted:

Resolved, That the Committee on Buildings and Grounds be, and hereby is, authorized and instructed to have the necessary working plans and specifications for the library building made by D. H. Burnham & Co., and when such specifications and plans have been prepared to publish a call, in its discretion, for the erection and completion of said building by March 1, 1897, and to make report from time to time of its acts.

Resolved, That said Committee be further instructed to inform said D. H. Burnham & Co. that the entire cost of said building must not exceed the sum of money appropriated therefor by the General Assembly of the State of Illinois.

The Board then adjourned to meet at 9 o'clock Thursday morning.

SESSION OF THURSDAY MORNING.

The Board convened pursuant to adjournment.

With regard to the proposition made by President Draper, that the avenue running south from Military Hall through our grounds be named Burrill avenue, Mr. Morgan, from the Committee on Buildings and Grounds, presented the following resolution and moved its adoption:

WHEREAS, Dr. Thomas. J. Burrill has been continuously Professor of Botany and Horticulture in the University of Illinois since it was inaugurated in 1868, and latterly for several years Regent *pro tem.*, steadily declining permanent appointment to that high office, and also now is Dean of the General Faculty.

WHEREAS, While successfully discharging his formal duties he has, throughout the entire period of his association with the University, supervised and constantly directed the tree culture and work of beautifying the grounds of the University with a zeal and good taste which have resulted in the charming conditions now existing. Therefore, in consideration of these facts, and of the official merit and personal worth of Dr. Burrill, be it

Resolved, That the carriage drive extending from Military Hall south through the University grounds be named in his honor Burrill Avenue.

President Draper presented a request from Professor Palmer that authority be given to order, upon satisfactory bids, apparatus and material for the chemical laboratory to the amount of \$1,500.00.

It was ordered that premiums awarded for designs for the library building be paid from the state fund for salaries and expenses, and an appropriation of \$1,100.00 was made therefor.

It was ordered that the assessment for the Green Street sewer be paid from the fund for street paving, etc.

The Buildings and Grounds Committee was instructed to make repairs and improvements in the toilet room of the gymnasium, at an expense not exceeding \$125.00.

The Committee on Buildings and Grounds reported that it had obtained plans for the Observatory, and had also received bids for its construction, but was not prepared to report action at this time.

On motion of Mr. Morrison, it was voted that the Committee on Buildings and Grounds make a contract, on the best terms obtainable, with the Urbana and Champaign Electric Street Railway Co., for electric light and power, and with the Champaign and Urbana Gas Light and Fuel Co., for gas for the current year, bills to be payable monthly.

The following resolution offered by Mr. McLean, was adopted:

WHEREAS, It is the true policy of this University to own and control its heating, and lighting, and power plant, therefore be it

Resolved, That the matter be referred to the legislative committee next hereafter appointed, and that it be directed, in its discretion, to present to the legislature, along with the usual askings, a request for an appropriation sufficient to install such a plant.

The Finance Committee presented the report of the Treasurer, Mr. Charles W. Spalding, with the recommendation that it be filed for record. Approved.

TREASURER'S REPORT.

CHARLES W. SPALDING, TREASURER, IN ACCOUNT WITH THE UNIVERSITY OF ILLINOIS,
NOVEMBER 30, 1895.

		<i>Dr.</i>	
1895.			
August	31	To balance	\$188,137 02
September	13	From State Treasurer, appropriation for Laboratory of of Natural History	\$9,900 00
"	26	From S. W. Shattuck on account general fund, check	2,000 00
October	2	From State Treasurer for Jasper Co. coupons, due Oct. 1, 1895	750 00
"	7	From S. W. Shattuck paid warrants on account general fund	3,678 04
"	9	From U. S. Treasurer, Experiment Station warrant, due October 1, 1895	3,750 00
"	15	From W. L. Pillsbury on farm account	887 17
November	8	From Pete fish, Skies & Co., Cass Co. coupons, due Nov. 1, 1895	325 00
"	11	From S. W. Shattuck, paid warrants on account of gen- eral fund	3,213 18
"	13	From State Treasurer for Douglas Co. bonds, due Nov. 10, 1895	5,000 00
"	13	From State Treasurer for Douglas Co. coupons, due Nov. 10, 1895	300 00
"	27	From Eilert W. Harris, assignee, on account of interest on land contract No. 62	200 00
"	30	From S. W. Shattuck, paid warrants on account of gen- eral fund	1,593 31
"	30	Interest for September, October, and November on en- dowment fund, at 4 per cent	214 76
"	30	Interest for September, October, and November on all other funds, at 2½ per cent	899 71
			<u>220,848 19</u>
		<i>Cr.</i>	
November	30	By amount paid out of general fund as per list of war- rants attached thereto	\$13,873 59
"	30	By amount paid out of U. S. Experiment Station fund, as per list of warrants attached hereto	3,337 27
"	30	By amount paid out of Experiment Station farm account, as per list of warrants attached hereto	771 61
"	30	By amount paid out of state appropriation for salaries, as per list of warrants attached hereto	13,305 91
"	30	By amount paid out of state appropriations for Engi- neering Hall, as per list of warrants attached hereto	420 12
"	30	By amount paid out of state appropriation for furnish- ing and heating Natural History Hall, as per list of warrants attached hereto	100 06
"	30	By amount paid out of state appropriation for library, as per list of warrants attached hereto	752 38
"	30	By amount paid out of state appropriation for Labora- tory of Natural History, as per list of warrants attach- ed hereto	2,483 30
"	30	By amount paid out U. S. fund, as per list of warrants attached hereto	10,835 22
"	30	By amount paid out of state appropriation for Engineer- ing College, as per list of warrants attached hereto	8,542 29
"	30	By amount paid out of state appropriation for fitting and furnishing Engineering Hall, as per list of warrants attached hereto	2,281 42
"	30	By amount paid out of state appropriation for building and equipping Biological Experiment Station, as per list of warrants attached hereto	137 23
"	30	By amount paid out of state appropriation for Biological Experiment Station, as per list of warrants attached hereto	648 33
"	30	By amount paid out of state appropriation for apparatus and material, as per list of warrants attached hereto	573 01
"	30	By amount paid out of state appropriation for shop prac- tice, as per list of warrants attached hereto	254 05
"	30	By amount paid out of state appropriation for chemical laboratories, as per list of warrants attached hereto	1,404 91
"	30	By amount paid out of state appropriation for laboratory of vegetable physiology, as per list of warrants attach- ed hereto	232 70
"	30	By amount paid out of state appropriation for fire pro- tection, as per list of warrants attached hereto	202 19
"	30	By amount paid out of state appropriation for paving streets and walks, as per list of warrants attached hereto	8,221 99
			<u>\$68,377 58</u>

Treasurer's Report—Concluded.

Balances—			
Endowment fund.....	\$26,244	90	
U. S. Experiment Station fund.....	3,101	34	
U. S. Experiment Station farm fund.....	204	66	
U. S. fund.....	7,539	83	
State appropriations—			
For salaries, etc.....	76,672	03	
Furnishing and heating Natural History Hall.....	315	33	
Library.....	2,247	62	
Laboratory of Natural History.....	6,024	16	
Cabinets.....	1,002	74	
Engineering College.....	14,027	12	
Astronomical Observatory.....	5,000	00	
Fitting and furnishing Engineering Hall.....	2,693	93	
Building and equipping Biological Experiment Station.....	1,727	77	
Biological Experiment Station.....	734	13	
Apparatus and material.....	2,424	14	
Shop practice.....	1,245	95	
Chemical laboratory.....	3,553	98	
Laboratory of Vegetable physiology.....	1,767	30	
Fire protection.....	1,797	81	
Paving streets and walks.....	1,078	01	
	\$159,402	75	
Less general fund overdraft.....	6,932	14	
			152,470 61
			<u>\$220,848 19</u>

The Finance Committee also recommended payment of the Treasurer's bill of \$235.11, and the recommendation was adopted.

On motion of Mr. McLean, the sum of \$5,000 was appropriated for the erection of the President's House.

The Board adjourned.

W. L. PILLSBURY,
Secretary.

N. W. GRAHAM,
President.