

## MEETING OF OCTOBER 14, 1915.

A special meeting of the Board of Trustees of the University of Illinois was held at the Blackstone Hotel, in Chicago, on Thursday, October 14, 1915, at 12 o'clock noon, pursuant to the following notice which was sent out by the Secretary on October 5, 1915:

On the call of the President, Mr. W. L. Abbott, there will be a special meeting of the Board of Trustees of the University of Illinois, at the Blackstone Hotel, in Chicago, on Thursday, October 14, 1915, at 12 o'clock noon, to consider such matters as the committees of the board and the President of the University may submit, and such other matters as may be duly presented.

When the board convened, the following members were present: Mr. Abbott, Mrs. Busey, Mr. Carr, Mrs. Evans, Mrs. Henrotin, Mr. Small, Miss Watson.

President James was present.

### APPROVAL OF MINUTES.

The Secretary presented the minutes of the meetings of August 4, 1915, and September 14, 1915, and of the adjourned sessions of September 23 and 27, 1915. On motion of Mr. Carr the minutes were approved as printed above on pages 782 to 844 inclusive.

### MATTERS PRESENTED BY PRESIDENT JAMES.

The board proceeded to the consideration of the following matters presented by the President of the University.

#### FINAL PLANS FOR THE WOMEN'S RESIDENCE HALL.

(1) For the Supervising Architect I submit the final plans for the Women's Residence Hall. Of course minor changes such as the location of the range in the kitchen and the location of the dishwashers' sites may be made from time to time, but aside from these the plans represent the final views of the Supervising Architect.

They have been submitted to everyone who might be supposed to have an interest or an expert judgment in the matter and have met their approval.

The only other important matter connected with the location and erection of the Women's Residence Hall is the exact placing of the building upon the site.

The deeds to lots Nos. 24, 25, and 26 in the Forestry Heights Addition show these lots to be 147.4 feet deep. The atlas of Champaign County shows these same lots to be 146.9 feet deep. The fence on the south line, as at present established, is 146.7 feet from the property line and 147.7 feet from the sidewalk.

A covenant in the warranty deed conveying the property to the owners from whom the University acquired it is as follows:

"As a part of the consideration of the conveyance, the grantee agrees that no residence house shall be built upon either lot for a less value than twenty-five hundred dollars (\$2,500); said house shall not be located nearer than forty feet from the front of the lots."

If the University desires to locate the Women's Residence Hall in conformity with this covenant and to place the very front line of the building on this "forty foot building line," then the Residence Hall will overlap the south end of this lot by 4 feet 8 inches, this location being based on the assumption that the deeds are correct. If, however, the atlas of Champaign County is correct and the deeds are not, in so far as the dimension of the depth of the lot is concerned, then the building, if placed on the forty-foot building line, will overlap the south end of these lots by 5 feet 4 inches. Assuming that the building will be placed on this forty-foot building line, then the south line of the building will be approximately 22 feet from the north line of the agricultural plots. The north line of the agricultural plots is approximately 174 feet from the north line of the property and the building from its north line to its south line is 112 feet 1 inch.

As the University has no funds for the erection of this building during the present year it will be necessary in letting the bids to make the condition that no bills will be due and payable until after July 1, 1916.

It is believed that there will be no difficulty in securing bids from responsible contractors based on that condition, provided the Trustees would be willing to pay one-half of one per cent a month interest on certificates issued prior to July 1, 1916, and it is possible that they will be willing to carry the contract without interest. It will probably not be possible to have plans ready for bidders before January 1 or February 1, but if the bids could be let at that time it would enable the contractors to get their material all together so that as soon as the frost is out of the ground they might proceed with the erection of the new building.

On motion of Mrs. Evans the plans were approved and the Supervising Architect was instructed to proceed with the preparation of detailed drawings, with the idea of calling for bids as soon as possible, to secure the erection of the building at the earliest possible date.

#### REGISTRATION FIGURES.

(2) A report of the Registrar on the registration in the University, as of October 1, 1915, in the Colleges and Schools at Urbana and in the School of Pharmacy, and of October 9, 1915, in the Colleges of Medicine and Dentistry.

#### COMPARATIVE REGISTRATION.

Colleges and schools.	October 1, 1914.			October 1, 1915.			Increase.
	Men.	Women.	Total.	Men.	Women.	Total.	
Liberal Arts and Sciences.	667	634	*1,301	680	719	1,399	98
Commerce and Business Administration	393	8	*401	470	12	482	81
Engineering	1,177	2	1,179	1,136	4	1,140	-39
Agriculture	917	148	1,065	1,004	148	1,152	87
Music	2	57	59	3	49	52	-7
Total, undergraduates..	3,156	849	4,005	3,293	932	4,225	220
Law	109		109	77		77	-32
Library	3	41	44	2	33	35	-9
Graduate	214	52	266	264	51	315	49
Total in Urbana Oct. 1.	3,482	942	4,424	3,636	1,016	4,652	228
Summer Session (net).....	234	213	447	363	276	639	192
Total Urbana	3,716	1,155	4,871	3,999	1,292	5,291	420
Medicine (Oct. 9, 1915).....			277	204	16	220	-57
Dentistry (Oct. 9, 1915).....			83	117	5	122	39
Pharmacy			197	179	9	188	-9
Total, Chicago.....			557	500	30	530	-27
Total.....			5,428	4,499	1,322	5,821	393
Percentage of increase.....							7.2

\* Business courses were administered in 1914 by the College of Liberal Arts and Sciences, but, for purposes of comparison they are given separately in this table.

#### REGISTRATION BY COLLEGES, OCT. 1, 1915.

Colleges and courses.	Men.	Women.	Total.
Liberal Arts and Sciences—			
General Literature and Arts.....	407	485	892
General Science.....	57	17	74
Medical Preparatory.....	83	3	86
Household Science.....		212	212
Chemistry.....	57	2	59
Chemical Engineering.....	76		76
Total, Liberal Arts and Sciences.....	680	719	1,399
Commerce and Business Administration.....	470	12	482
Engineering—			
Architecture.....	158	3	161
Architectural Engineering.....	152	1	153
Ceramic Engineering.....	66		66
Civil Engineering.....	185		185
Electrical Engineering.....	251		251
Mechanical Engineering.....	230		230
Mining Engineering.....	30		30
Municipal and Sanitary Engineering.....	26		26
Railway Civil Engineering.....	14		14
Railway Electrical Engineering.....	13		13
Railway Mechanical Engineering.....	11		11
Total, Engineering.....	1,136	4	1,140

## REGISTRATION BY COLLEGES—Concluded.

Colleges and courses.	Men.	Women.	Total.
Agriculture—			
General Agriculture.....	1,004	23	1,027
Household Science.....		125	125
Total, Agriculture.....	1,004	148	1,152
Music.....	3	49	52
Total, undergraduates.....	3,293	932	4,225
Law.....	77		77
Library.....	2	33	35
Graduate.....	264	51	315
Total (net) Oct. 1, 1915, colleges and schools at Urbana.....	3,636	1,016	4,652
Pharmacy (Chicago)—			
Ph. G. Course.....	170	7	177
Ph. C. Course.....	9	2	11
Total, Pharmacy.....	179	9	188

## COLLEGE OF MEDICINE, OCT. 9, 1914 TO OCT. 9, 1915.

Classes.	1914	1915		
		Men.	Women.	Total.
Freshman Class.....	9	37	4	41
Sophomore Class.....	54	17	2	19
Junior Class.....	110	44	3	47
Senior Class.....	104	106	7	113
Total.....	277	204	16	220

## COLLEGE OF DENTISTRY, OCT. 9, 1914 TO OCT. 9, 1915.

Classes.	1914	1915		
		Men.	Women.	Total.
Freshman Class.....	25	59	4	63
Junior Class.....	39	24		24
Senior Class.....	19	34	1	35
Total.....	83	117	5	122

This report was received for record.

## LOCATION OF GENETICS LABORATORY.

(3) A letter from the Supervising Architect concerning the location of the Genetics Laboratory:

October 11, 1915.

President Edmund J. James.

SIR: It is proposed to locate the south line of the Genetics Building approximately 137 feet north of the north line of the Farm Mechanics Building and the east line of the Genetics Building 33 feet west of the west line of the Farm Mechanics Building. The long axis of this new building will be parallel with the axis of Mathews Avenue and the north building line will be on the line of the stables which now face the road, running east and west at the south end of Mathews Avenue prolonged.

We are enclosing a sketch which will doubtless make the matter more clear.

Yours very truly,

JAMES M. WHITE, *Supervising Architect.*

The plans for this building were approved at the meeting of the Executive Committee held September 23, 1915 [page 828]. At the same meeting the Executive Committee selected a site south of the present driveway in front and east of the Horse Barns on the south Campus, the exact location to be selected by the Supervising Architect, subject to the approval of the President of the University. The proposed site is a good one and I therefore approve it.

This report was received for record.

#### EXTENSION OF MORTGAGE AND NOTE.

(4) A statement concerning the extension of the note for fifty-six thousand dollars held by the board of education of the city of Chicago from the College of Physicians and Surgeons, and secured by a mortgage upon the medical property of the University of Illinois in the city of Chicago.

The balance of fifty-six thousand dollars upon this note falls due on July 1, 1916. As the Trustees will have no money which can be conveniently used for paying this note at that time, I recommend that it be extended for the period of five years, namely to July 1, 1921, at which time certain bonds also secured by mortgage upon the College of Medicine property fall due.

I recommend that the Board of Trustees of the University of Illinois accept the proposition of the board of education of the city of Chicago, as stated in the following agreement, and that the President and Secretary of the board be authorized to append their signatures to the same on behalf of the Trustees of the University of Illinois:

#### AGREEMENT.

"WHEREAS, On July 1, in the year of our Lord, one thousand nine hundred and one (A. D. 1901), The College of Physicians and Surgeons of Chicago, a corporation organized and doing business under the laws of the State of Illinois, of the city of Chicago, county of Cook and State of Illinois, being indebted to the board of education of the city of Chicago in the sum of eighty-six thousand dollars (\$86,000) for part of the purchase money for the premises hereinafter described, as evidence of its said indebtedness executed its promissory note, bearing date July 1, A. D. 1901, payable to the order of the board of Education of the city of Chicago, and due five (5) years after its date, with interest at the rate of five (5) per cent per annum, payable semi-annually, to wit, on the first day of January and July in each year, the several installments of interest being evidenced by ten (10) interest notes, dated July 1, A. D. 1901, all of said principal and interest notes being without grace and bearing interest after maturity at the highest rate which it was then lawful to contract for, and all of said principal and interest payments being made payable in gold coin of the United States, of the present standard of weight and fineness, all at the office of the said board of education of the city of Chicago, in the city of Chicago, Ill.

AND To secure the payment of said notes, the said the college of physicians and surgeons of Chicago executed a certain purchase money trust deed, of even date with said notes, to wit, July 1, A. D. 1901, under and by virtue of which it, the said the college of physicians and surgeons of Chicago, conveyed to Lewis E. Larson of the city of Chicago, county of Cook and State of Illinois, as trustee, the following described property situated in the city of Chicago, county of Cook and State of Illinois, to wit:

Lots one (1) to seven (7), inclusive, in block twenty-three (23); also, sub-lots one (1) to seven (7), inclusive, of lots nineteen (19) to twenty-five (25), inclusive, in block twenty-three (23); and the vacated alley running north and south through said block twenty-three (23), in Ashland Second Addition to Chicago, in the west half of the northeast quarter of section eighteen (18), township thirty-nine (39), north, range fourteen (14), east of the Third Principal Meridian, together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or appertaining, and the rents, issues and profits thereof; and all gas and electric light fixtures, engines, boilers, furnaces, ranges, heating apparatus, and all fixtures in, or that shall be placed in, any building now or hereafter standing on said land; and also, all the estate, right, title and interest of the said party of the first part of, in and to said premises.

SAID trust deed was recorded in the recorder's office of Cook County, Illinois, on the first day of July, A. D. 1901, at two o'clock p. m., in book 7185 of records, at page 517, as Document No. 3121149; and

WHEREAS, The said principal note became due and payable, according to its tenor and effect, on the 1st day of July, A. D. 1906; and

WHEREAS, At the request of the college of physicians and surgeons of Chicago, the said board of education of the city of Chicago, by agreement duly executed June 20, A. D. 1906, duly extended the time of payment of said note until July 1, A. D. 1911; and

WHEREAS, The said promissory note and the extension thereof duly became due, according to the tenor and effect of said promissory note and extension, on, to wit, the 1st day of July, A. D. 1911, and the said the college of physicians and surgeons of Chicago having requested the board of education of the city of Chicago to make a further extension of time of payment of said principal note for a period of five (5) years, said board of education of the city of Chicago at its regular meeting held on, to wit, June 28, A. D. 1911, agreed to extend the said time of payment for a period of five (5) years from July 1, A. D. 1911, and by its written agreement with said the college of physicians and surgeons of Chicago, dated July 19, A. D. 1911, did extend said time until July 1, A. D. 1916, upon the conditions, promises and agreements contained and specified in said written agreement; and

WHEREAS, The Board of Trustees of the University of Illinois, a corporation organized and existing under the laws of Illinois, having acquired title to said premises above described, through conveyance from the college of physicians and

surgeons of Chicago, subject to the lien of said trust deed and indebtedness, and the sum of thirty thousand dollars (\$30,000) on the principal of said debt having been paid, and all interest that has accrued on said debt up to July 1, A. D. 1915, having been fully paid, and the Trustees of said University of Illinois having requested the board of education of the city of Chicago, as legal holder of said notes and indebtedness, to extend the time for payment of the remaining sum of fifty-six thousand dollars (\$56,000) of the principal thereof until July 1, A. D. 1921; said board of education of the city of Chicago now proposes and agrees to grant said request and extend the time of payment of said principal sum of fifty-six thousand dollars (\$56,000) to July 1, A. D. 1921, upon the express condition that said Board of Trustees of the University of Illinois shall agree and does agree by its acceptance of this proposal through its executive officers to pay said principal sum of fifty-six thousand dollars (\$56,000) on July 1, A. D. 1921, and to pay all interest accruing thereon semi-annually as provided by said principal note for eighty-six thousand dollars (\$86,000) and said trust deed at the rate of five per cent (5%) per annum on said principal sum until maturity thereof as hereby extended, and seven per cent (7%) per annum after such maturity until paid, and on each of said semi-annual interest installments after maturity thereof at the rate of seven per cent (7%) per annum until paid; and to keep, observe and perform all of the covenants, provisions and terms of said trust deed therein specified to be kept, observed and performed by said the college of physicians and surgeons of Chicago: *Provided, however*, that the entire amount of said debt with accrued interest thereon may be prepaid at any time by said Board of Trustees of the University of Illinois after giving thirty (30) days' notice in writing of its intention so to do to the said board of education of the city of Chicago.

This proposal is upon the express understanding and with the agreement to be confirmed by the acceptance of this proposal by said Board of Trustees of the University of Illinois that all of the provisions, stipulations, powers and covenants in said principal note and in said trust deed and in said written agreement of July 19, A. D. 1911, contained shall stand and remain unchanged and in full force and effect for and during the extended period of five (5) years herein contemplated, and thereafter until said indebtedness is fully paid, excepting the provision therein as to the time of payment of said principal debt, which is to be considered as changed in accordance with this proposal upon the acceptance thereof by said Board of Trustees of the University of Illinois.

IN WITNESS WHEREOF, The said board of education of the city of Chicago has caused to be affixed hereto at Chicago, Ill., the signature of its president, attested by its secretary, on the .....day of....., A. D. 1915; and the Board of Trustees of the University of Illinois, has caused to be affixed hereto at Urbana, Ill., its corporate seal, and the signature of its President attested by its Secretary, in evidence of its acceptance of this proposal, on the .....day of....., A. D. 1915.

BOARD OF EDUCATION OF THE CITY OF CHICAGO,

By ..... , *President.*

Attest ..... , *Secretary.*

BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS,

By ..... , *President.*

Attest ..... , *Secretary.*

Approved as to legal form.

.....  
*Attorney.*

Approved as to legal form.

O. A. HARKER,

*Counsel for the Board of Trustees of the University of Illinois."*

On motion of Mr. Small, this extension of the loan was authorized, and the President and Secretary of the board were authorized to append their signatures on behalf of the Board of Trustees to the above agreement.

#### SITE FOR THE SCHOOL OF PHARMACY.

(5) A statement concerning the purchase of a site for the School of Pharmacy. Alexander Prussing, for McKey and Poague, real-estate agents, in a communication to the President of the board on September 29, 1915, states that he thinks that the property which has been under consideration as a possible site for the School of Pharmacy might be obtained for the sum of fifteen thousand dollars, with the addition of six hundred twelve dollars and fifty cents to pay the cost of guaranteeing the title, attorney's fees, and commissions. He states further that if it would be possible to leave the offer open for another week he might get a definite reply.

No action was taken concerning this matter.

#### SITE FOR CLINICAL BUILDING.

(6) The following statement:

The matter of selecting a site for the Clinical Building was referred to the Committee on Buildings and Grounds [page 778]. In order to assist the committee in its deliberations I appointed the following committee of the Faculty of the College of Medicine to make preliminary studies on the site and plans of the Clinical Building: C. S. Bacon, Chairman; D. A. K. Steele; C. S. Williamson; Charles Davison; D. J. Davis; W. H. Browne. I have received from this committee a report recommending unanimously the purchase of the Marquette School site, a lot approximately 289 feet long by 126 feet wide, bounded by Wood, Congress and Harrison Streets, and an alley on the west. This property is owned by the

board of education of the city of Chicago and that board is desirous of changing the location of the school.

I recommend that this site be acquired if possible and as soon as possible by the University for the use of the Medical Departments of the University which are located in Chicago. I wish to take this occasion again to emphasize the necessity of acquiring a site for a Clinical Building at the earliest possible moment.

On motion of Mrs. Henrotin, the President of the Board of Trustees was authorized to secure an option on this property if possible.

#### BOARD OF EXAMINERS IN ACCOUNTANCY.

(7) The University Committee on Accountancy recommends that Mr. Nathan William MacChesney of Chicago be appointed a member of the Board of Examiners in Accountancy for a term of three years ending July 1, 1918, in place of Mr. Marquis Eaton, whose term has expired.

On motion of Mr. Carr, this recommendation was approved.

#### PROTECTION OF GAME.

(8) A request from the American Game Protective and Propagation Association that the University join it in furtherance of the work for the protection of game birds. On the recommendation of Dean Eugene Davenport of the College of Agriculture and Prof. Stephen A. Forbes, Director of the State Laboratory of Natural History, I recommend that this association be permitted to add the name of the Board of Trustees of the University of Illinois to the list of organizations which are in favor of sustaining the Federal Migratory Bird Law.

On motion of Mr. Carr, this recommendation was approved.

#### PROPOSED BATTERY OF ARTILLERY.

(9) A statement in regard to the proposed battery of field artillery.

The Professor of Military Science, Maj. F. D. Webster, is very anxious that the University should organize a battery of field artillery as a part of the University military organization. Such a battery would be a part of the National Guard and would go into camp each year with the batteries of the regular army. The equipment, valued at \$125,000, would be the same as that of the regular army, and would be furnished by the Federal Government and the State. Thirty-two horses are furnished each battery of organized militia, and complete equipment is provided for each enlisted man and forage and expense for the care of the horses by the State.

Maj. Webster, in a letter dated September 14, 1915, estimates that it would be necessary for the University to provide one gun shed with store-rooms, etc., 50 by 100 feet, estimated cost fifteen thousand dollars, one stable for thirty-two horses, estimated cost five thousand dollars, heating and lighting equipment and maintenance, estimated cost five thousand dollars; total, twenty-five thousand dollars. The annual expense for heating and lighting would be about twenty-five hundred dollars.

It is proposed to admit certain members of the Faculty to membership in this battery. This seems to be a very desirable arrangement indeed. There is one such battery organized at Purdue, where an arrangement has been made with the Governor of the State by which the battery shall not be called into actual service as a part of the National Guard except in extreme cases.

No action was taken on this subject.

#### LABORATORY FEES.

(10) The Council of Administration at its meeting of September 14, 1915, voted to recommend to the board that the laboratory fee in the new six-hour course in qualitative analysis (Chemistry 3a) be fixed at eight dollars; and that the fee in Chemistry 111 be made two dollars a credit hour up to a maximum of ten dollars.

On motion of Mr. Carr, this recommendation was approved.

#### AUTHORITY FOR TRANSFER OF FUNDS.

(11) A letter from the Comptroller of the University in regard to the transfer of moneys in the hands of the University Treasurer:

October 11, 1915.

*President Edmund J. James, University of Illinois.*

DEAR SIR: In my opinion, the Board of Trustees should give authority to the Comptroller to transfer moneys from one fund to another fund in the hands of the University Treasurer, as demanded by the exigencies which constantly arise in the business office.

Such authority in no way interferes with the liability of the University Treasurer to the Board of Trustees or the University. The transfers in no way interfere with the stipulations covered in the bond he has given the University as a matter of good faith and protection.

The power to order transfers of moneys from one fund to another should be given the Comptroller because in most instances in which such transfers must be made board action could not be waited for. To illustrate:

At the beginning of the present fiscal year, expenses chargeable to the Smith-Lever Funds arose at once. At the same time there were no funds out of which to pay these expenses since the proceeds from the United States Government were not received. Such expenses, of course, include certain salaries and other items that must be paid, and could not be held up for board action; funds must at once

be provided for the proper disbursements of such items. The Smith-Lever receipts may not reach the University Treasurer until possibly a month or two after the beginning of our fiscal year. Under such conditions, it was, of course, imperative that immediate action be taken to provide funds for expenses chargeable to the Smith-Lever income. Such action was taken at the beginning of this fiscal year.

We recently requested the Treasurer to transfer \$5,000 from general funds to trust funds. This was on account of military suits. Fees collected on account of military suits are held as a trust fund, inasmuch as the money is paid directly to the firm furnishing the suits, or, in some instances, refunded to the student if he is excused from military drill. In any event, the total amount collected is paid out and the money, therefore, is in the nature of a trust fund. Now, fees on account of military suits are collected at the same time as other fees, these collections being made at various stations about the Campus. On registration days, the collections vary from \$35,000 to \$45,000 per day, or \$90,000 for the two days. It is not advisable to keep this amount of money on hand, and deposits are, therefore, made on registration days at frequent intervals. The stubs evidencing the items for which the cash has been received are not returned into the business office from the various stations nor checked up for a couple of days. These stubs contain both general as well as military fees, that is to say, money received on account of general fund and on account of trust fund. It would be impossible at the time such deposit is made to state how much of the deposit is for general fund and how much for trust fund. The information giving this separation is not available until after the deposits have been made. This office could not afford to retain the collections during registration days in the vaults at our disposal. That would be absolutely unsafe. Consequently, there is no recourse for us except in asking transfers from the general fund to a trust fund on account of fees collected for military suits.

The above two instances will probably show you the necessity for quick action in the matter of transfers. In fact, no transfers can be anticipated and all transfers must be made on short notice. This condition really makes it almost necessary to empower the Comptroller to authorize the transfers referred to.

Yours truly,

W. B. CASTENHOLZ, *Comptroller*.

On motion of Mr. Carr, authority was granted to the Comptroller to direct the Treasurer to transfer moneys from one fund to another, provided that no change be made in the trust funds without permission of the Board of Trustees nor in other funds without the approval of the President of the board.

#### EMPLOYMENT OF AUDIT COMPANY.

(12) A request from the Comptroller for the appointment of a firm of certified public accountants to audit the books of the University:

*September 29, 1915.*

*President Edmund J. James, University of Illinois.*

DEAR SIR: Will you kindly advise me whether the firm of certified public accountants that is to audit the books of the University has been selected by the Finance Committee. The by-laws provide that an audit shall be made at the end of each quarter; the period of audit now contracted for ends March 31, 1916.

I should like to submit the names of the following firms to the Finance Committee. I am quite sure that any of them would give the University the very highest class of service and, in fact, service which might be of actual benefit to our office in the way of accounting organization and suggestions. The firms that I have especially in mind are: Lybrand, Ross Brothers, and Montgomery, Chicago, Ill.; Clinton H. Scovell and Company, Chicago, Ill.; Anderson, DeLany, and Company, Chicago, Ill.

I think the University should secure certified public accountants who stand for the highest kind of professional ethics and whose reputations are absolutely without blemish. Any of the above concerns can measure up to such a standard.

Very truly yours,

W. B. CASTENHOLZ, *Comptroller*.

This request was referred to the Finance Committee with power to act.

#### CASES FOR COLLECTIONS IN ENTOMOLOGY.

(13) A request from Prof. Stephen A. Forbes for an appropriation of five thousand dollars to provide fire-proof and dust-proof cases for the collections in entomology:

*October 6, 1915.*

*President Edmund J. James.*

DEAR DR. JAMES: The proposed transfer this semester of the State collection of insects from a room in the old and combustible part of the Natural History Building to one in the new fireproof part naturally brings up the subject of the accommodation, improvement, and utilization of these collections, with special reference to the University interest. The product of forty years' work of the State Entomologist's Office and the Natural History Survey, they have become very large—probably the most valuable State collection in America. They are unusually useful for scientific purposes because I have from the beginning preserved and put on permanent record data of time, place, and precise condition for each collection. Much of the material is, indeed, the product of breeding-cage work, and valuable, consequently, for life-history studies.

We have now in round numbers about 337,000 pinned specimens of insects, 22,200 bottle and vials of alcoholic specimens, and 5,000 microscope slides. From five to ten per cent of these specimens belong to economic species, and are useful in the work of the State Entomologist's Office, but the remainder is of value chiefly

to the specialist and the advanced student of entomology. The collections as they stand are the basis of practically all the high-grade and graduate work of our University Department of Entomology but they could be made very much more useful for this purpose if properly housed and completely classified. There is no other large collection within the reach of our students—a point in which the University of Illinois is at a disadvantage as compared with most eastern institutions, which have large museum and other public as well as private collections accessible to them.

It is my wish to make all this material as available and useful to the University work as is the State Laboratory Library, of which all concerned have the same use as if it belonged to the University proper. To this end it has seemed to me that I should ask that the University would, if practicable, provide the new room with first-class modern insect drawers and cases for the protection of this delicate material, so disposed as to make it easily accessible to those interested; and I have obtained from the United States National Museums, in Washington, descriptions, structural drawings, and prices of the most approved and modern forms of drawers and cases used in that Museum.

I find that for our present collections, with some reasonable allowance for the accessions of the next few years, we should need one thousand drawers at three dollars each, and twenty cases to contain them, at fifty dollars each, a total of four thousand dollars. Additional shelved cases for the alcoholics, tables for assistants, students and the like, would probably bring the cost of furnishing the room to five thousand dollars, and I venture to hope that the Trustees may find it proper and possible to make an appropriation of this amount for this purpose. It is important that this be done at once, if practicable; and I am writing the manufacturers of the National Museum drawers and cases to learn how much time would be needed to make this furniture after an order is placed.

Respectfully yours,

STEPHEN A. FORBES.

On motion of Mr. Small, the sum of five thousand dollars, or so much thereof as may be necessary, was appropriated for the purposes outlined above. The vote was as follows: Ayes, Mr. Abbott, Mrs. Busey, Mr. Carr, Mrs. Evans, Mrs. Henrotin, Mr. Small, Miss Watson; noes, none; absent, Mr. Blair, Mr. Dunne, Mr. Hoit, Mr. Trevett, Mr. Ward.

#### ADDITIONAL WATER SUPPLY.

(14) The following statement:

Among the items that it was intended to provide for in the budget under the head of physical plant extension was the sinking of two wells to provide an additional water supply. The following letter from the Supervising Architect explains itself:

October 12, 1915.

*President James.*

DEAR SIR: We have two propositions for additional deep wells, one from the Layne & Bowler Co., and the other a general proposition from several concerns for wells similar to those which we now have in use.

The Layne & Bowler proposition is one based on a charge of \$19 per gallon for each gallon of water pumped per minute, based on measurements taken at the end of a thirty-day pumping period. This system is a new and untried one for this part of the country, and in view of this, we asked the company if they would agree to give us bond for satisfactory operation of the well and pump. This bond is to hold for one year, and the final payment is to be based on the operation of the well at the end of that period. The whole proposition has been taken up in detail with Prof. Talbot, and he concurs in the following:

It is recommended that the contract for additional water supply be let to the Layne & Bowler Company, on the terms such as would be outlined in a contract at a rate of \$19 per gallon with a minimum of fifty gallons per minute, provided this contract includes all the stipulations that seem necessary to the Supervising Architect. It is further recommended that, if this company will not comply with the recommendations, the University sink two deep wells of the type now in use.

Yours very truly,

JAMES M. WHITE, *Supervising Architect.*

By H. D. OBERDORFER.

On motion of Mrs. Henrotin, the recommendation contained in the above letter was approved.

#### EQUIPMENT FOR PHYSIOLOGY LABORATORY.

(15) A request from Prof. W. E. Burge of the Department of Physiology for an appropriation of sixteen hundred and seventy-five dollars, or as much thereof as may be necessary, for additional equipment in the Department of Physiology, required by the large increase in registration in this department during the last two years.

On motion of Mr. Carr, the President of the University was authorized to order the purchase of equipment for this purpose, at a cost of not more than sixteen hundred and seventy-five dollars. The vote was as follows: Ayes, Mr. Abbott, Mrs. Busey, Mr. Carr, Mrs. Evans, Mrs. Henrotin, Mr. Small, Miss Watson; noes, none; absent, Mr. Blair, Mr. Dunne, Mr. Hoit, Mr. Trevett, Mr. Ward.



### USE OF ARMORY FOR PHYSICAL TRAINING.

(16) A request from Mr. George A. Huff, Director of Physical Training, for permission to use a portion of the New Armory for basketball games and practise:

October 11, 1915.

*President Edmund J. James, University of Illinois.*

MY DEAR SIR: I respectfully ask for permission for the use of a portion of the New Armory for basketball games and practise. If this permission is granted, some changes in the building would be required.

It would be necessary to have a wood floor across one end of the Armory extending eighty feet from the end wall. A portion of the permanent balcony, which is designed for the Armory, should be built on each side of the Armory extending from between eighty and one hundred feet from the end of the Armory. The remainder of the seating would be taken care of by movable bleacher seats. This permanent balcony would really be a great help at Commencement time and as a reviewing stand for military functions, or similar affairs.

It would also be necessary to make some changes in the concrete floors which are now in the Armory in order that we could still have the sixth of a mile running track.

Enclosed please find a plan showing the Armory as it is now and one showing it as it would be if these changes are made.

It would be necessary for us to have the use of this 80-foot strip each afternoon in the week during the drill hour for four months of the year, viz., December, January, February, and March. There would be nothing, however, to interfere with the use of the entire building on special occasions, as all stands could be removed, if necessary.

Yours very truly,

GEO. A. HUFF, *Director of Physical Training.*

This matter was fully discussed in its various aspects but no action was taken.

### STORES FUND.

(17) A letter from the Comptroller asking for the creation of a stores fund of twenty-five thousand dollars in the hands of the University Treasurer:

October 12, 1915.

*President Edmund J. James, University of Illinois.*

DEAR SIR: I wish hereby to respectfully request board action creating out of general funds in the hands of the University Treasurer a stores fund of \$25,000.

The business office now buys supplies in large quantities at wholesale prices and keeps these on hand subject to departmental requisitions. The present arrangements of funds at Springfield makes it impossible to pay the original purchase bill out of State appropriations, because we cannot know in advance what departments will use the supplies, in what amounts they will be used or for what purpose. Consequently, the original purchase bills cannot be certified to the Auditor of Public Accounts against any of the State funds. And again, even if such certification were possible, it would not be desirable because the delay on the part of the State in paying such bills would deny us the right of earning the cash discounts.

We have, however, made arrangements with the State Auditor whereby he has agreed to reimburse the University out of State funds for withdrawals out of funds in the hands of the University Treasurer. These reimbursements are made as the departmental requisitions for stores are submitted to the State Auditor. Only under such conditions, can he charge the proper State funds.

Under present conditions, our books present the inventory of all supplies in the extremely ridiculous status of an overdraft. This status is induced by the following entries that must now be made. All purchases are charged as disbursements to the various supply accounts, for which there are no appropriations. As the supplies are furnished to the departments, the stores requisitions are sent to Springfield and a warrant is made out there for the amount of departmental stores withdrawn. These warrants when received by the business office, are then credited in the nature of an appropriation account to the stores account. The result is, naturally, an overdraft, since the volume of purchases exceeds the amounts received from Springfield for departmental purchases.

This whole defect can be solved by the creation of a stores fund to be set up in the accounts of the University Treasurer. This stores fund should be approximately equal to the amount of stock on hand. In other words, we are requesting the creation of a trust fund for supply purposes. This amount, which should be \$25,000 will, of course, be inflexible and will be ample to meet at all times the needs of the University for its purchases of storeroom supplies. The fund would be operated practically like a petty cash fund on the imprest system. By this I mean that either the entire amount of the fund would have to be on hand or the sum of the cash in the fund plus any un-reimbursed items would equal the total of the fund. Out of this fund, all purchases would be made and the warrants from the State Auditor for the supplies as used would be the reimbursing agencies.

The present duplication in records would be eliminated by the adoption of the above outlined method. There is now, of course, a double showing of disbursements; first, the purchase of the material for the stores room; and second, the disbursement charged to the department for the stores used. We also must show the reimbursements for stores used under receipts.

The entire present plan runs counter to every approved idea in accounting procedure. It makes impossible the carrying on our general ledger of a perpetual inventory account, which is extremely desirable as a means of control over the actual inventories in the various supply rooms. If a fund of this kind is created, we can run the inventory and stores system in a logical manner, setting up the inventory as a regular asset in our general ledger and charging departments on the basis of the stores requisitions monthly, crediting, of course, the inventory

account. In this way, all duplication will be avoided, the embarrassment of stating an asset as an overdraft will be eliminated and our general scheme of double entry bookkeeping and general ledger control will be fostered.

I sincerely trust the board will authorize the creation of a trust fund for stores purposes, so that our records may appear less absurd and absolutely accurate.

Yours truly,

W. B. CASTENHOLZ, *Comptroller.*

On motion of Mrs. Evans, the recommendation of the Comptroller was referred to the Finance Committee with power to act.

At this point, Mr. Small withdrew.

#### EXPERIMENTAL GAS PLANT IN OLD BOILER HOUSE.

(18) A letter from Dean W. F. M. Goss enclosing one from Prof. S. W. Parr concerning investigations involving the low temperature distillation of coal, and further provision for prosecuting these investigations.

October 13, 1915.

*President Edmund J. James, University of Illinois.*

MY DEAR PRESIDENT JAMES: Prof. S. W. Parr has for a number of years been engaged under the auspices of the Engineering Experiment Station to the extent of investigations involving the low temperature distillation of coal. His work in this field has attracted wide attention and has been generally commended. The progress of his work has now brought him to a point where the next step must involve apparatus of such size as will permit the handling of considerable quantities of fuel. The design and construction of this apparatus and the cost of attendants incident to its operation are matters which the Engineering Experiment Station is not prepared to meet.

In this emergency an outside agency, the American Tar Products Company, has proposed to cooperate with the Engineering Experiment Station to the extent of supplying such funds and materials as are necessary to extend the scale of Prof. Parr's work. They propose doing this without abridging in the least the station's control over the results obtained; their interest, as I understand it, being solely that of parties who will benefit by such progress in the art as the station may be instrumental in bringing about.

Prof. Parr's letter to me with reference to the subject, constituting a much more elaborate statement of facts, is hereunto attached.

I would ask:

1. That I be authorized to approve the proposed plan of cooperation upon the receipt of documentary evidence which will serve to confirm my present understanding of the matter as above set forth.

2. That the Supervising Architect be authorized to cooperate with the Director of the Engineering Experiment Station and with Prof. Parr in making available for this work such floor space as may be necessary in the old boiler plant or elsewhere as conditions may suggest.

It is understood that the approval of these proposals will not involve the University in expenditures in excess of those which are covered by existing budgets.

Respectfully submitted,

W. F. M. Goss.

October 13, 1915.

*Dean W. F. M. Goss, 300 Engineering Building.*

DEAR SIR: The work on low temperature distillation of coal which has been carried on under my supervision for something over ten years has reached the status which is fairly indicated in bulletins Nos. 24, 60, and 79 of the Engineering Experiment Station.

During the last academic year with the more elaborate apparatus furnished by the station, and with the diligent and effective work of Mr. Layng in connection therewith, there were developed additional facts of more than ordinary significance.

The chief item in these later experiments indicates the possibility of the control to a large extent of the yield of creosoles or tar acids which are of fundamental importance in the wood-preservation industry. The importance of this phase of the work could easily be shown equal to the main interest involved in the earlier investigations; namely, the production of a smokeless fuel. However, the demonstration at the present time and with the apparatus at hand is more nearly that of a laboratory process, and in order to prove up its possibilities, it is necessary to continue these experiments on a sufficiently enlarged scale to establish the practicability of this method of increasing the yield of creosoting material for wood preservation purposes.

From my own standpoint, I thoroughly believe in the importance of continuing this work to the extent that I would urge the establishment of the semi-commercial plant indicated, even though the expense involved may be considerable. However, during the last year these experiments have appealed to the American Tar Products Company of Chicago to the extent that they are willing to cooperate with us in such a way as to insure the continuance of these experiments. Their relation to this work as I understand it may be briefly outlined as follows:

The main purpose on the part of the American Tar Products Company is to promote the establishment of an industry which will supply to them the tar products required in their business, which calls for large quantities of creosote oils.

They do not claim any prerogative in the matter of publication of the results obtained. It is their purpose to meet the expenses involved in preparation of detail drawings, construction and erection of the equipment, cost of materials, coal used and city gas so far as that may be needed, cost of labor and the salary of a man to supervise the construction and operation of the plant.

All the work of designing, construction and operation will be under my general supervision.

The housing of the plant and the supplying of steam, water, air, and power, would be presumably supplied by the University.

The plans so far considered have had in mind the operation of such a plant for a year, but it should be possible, if circumstances make it desirable, to continue the work for two years in order to secure the greatest possible illustrative data from the experiment.

I would ask for such formal approval as you may deem necessary in the way of endorsement of this general plan of cooperation on the part of the American Tar Products Company, and the providing of suitable location and accessories for carrying on the work as outlined.

Very truly yours,

S. W. PARR,  
*Professor of Applied Chemistry.*

On motion of Mr. Carr, the recommendation of Dean Goss was approved.

#### USE OF THE WOMAN'S BUILDING FOR STUDENT PARTIES.

(19) The following statement:

The Council of Administration at its meeting of October 12, 1915, passed the following resolution:

That the Council of Administration recommend to the Board of Trustees that the use of the Woman's Building be granted for annual parties given by recognized groups of women students under regulations to be formulated by the Dean of Women and approved by the Council of Administration, subject to the following provisions:

1. That a reasonable fee be paid for the use of the building in each case.
2. That such parties are to give way to any general University function on twenty-four hours' notice.
3. That no decorations shall be used at such parties except those furnished by the Supervising Architect with the approval of the Dean of Women.

After considerable discussion, and on motion of Mrs. Henrotin, this matter was referred to the Committee on Students' Welfare for consideration and report.

#### COURSE IN CHEMICAL ENGINEERING.

(20) A statement that Dean W. F. M. Goss considers that the course in chemical engineering now administered by the College of Liberal Arts and Sciences should be transferred to the College of Engineering and that students pursuing courses leading to the degree of bachelor of science in chemical engineering should be registered in the College of Engineering.

No action was taken in this matter.

#### HAMMER'S ATELIERS FOR SCIENTIFIC MODELS.

(21) The following statement:

The firm founded by Joseph Hammer for the preparation of scientific models has organized a plastic studio at the University of Munich in Germany. It has also organized a similar studio in Chicago and has asked for the use of a room in one of the Medical Buildings as a work shop. In return for the use of the room, with heat and light, it undertakes to permit the Professors of the University to utilize any of its scientific models for instruction purposes in the College.

It is recommended by the Junior Faculty of the College of Medicine that the small room in the north end of the top floor of the Annex to the Dentistry Building be assigned for this purpose without rent to Hammer's Ateliers until further notice.

On motion of Mrs. Evans, this recommendation was approved.

#### REPORT ON SUMMER SESSION.

(22) A report on the summer session by Director W. C. Bagley. The Director recommends that a larger sum be appropriated for the support of the summer session. He is also in favor of making more adequate provision for systematic work and more ample provision for graduate courses.

No action was taken on this matter.

#### FURNITURE AND FIXTURES FUND.

(23) A recommendation that the sum appropriated for the erection and equipment of the new Chemistry Laboratory in the budget adopted for the present year be reduced from two hundred and fifteen thousand dollars to two hundred and eight thousand dollars, and that the difference of seven thousand dollars be assigned to the furniture and fixtures fund for the present year.

On motion of Mr. Carr, this recommendation was approved.

#### SMITH MEMORIAL BUILDING.

(24) A request from the Supervising Architect for authority to employ Mr. C. H. Blackall as consulting architect in preparing the plans for the Smith Memorial Building. According to a letter to Prof. White dated September 17, 1915, Mr. Blackall is willing to undertake this work of preparing drawings for the Music Hall part of the building and its approaches. He thinks, however, he should have the responsibility for preparing these plans entire. His charge for this service

would be estimated at four times the draftsman's wages; in addition to which, however, he would put in a bill for traveling expenses for such times as he should come to Champaign for conference and study, plus a charge of ten dollars a day for the time he was absent on such trips from his Boston office.

No action was taken on this request.

#### BIDS ON FURNITURE FOR CHEMISTRY BUILDING.

(25) A list of bids on furniture for the Chemistry Building, submitted by the Supervising Architect:

Firm.	A	B	C	D	E	Total.
Walrus Manufacturing Co.....	\$3,915 12	\$16,815 18	\$26,149 23	\$23,166 12	\$2,692 40	*\$ 72,738 05
Leonard Peterson .....	5,758 65	26,057 70	40,874 65	36,298 45	4,843 75	113,833 20
Kewanee Manufacturing Co.....	4,666 00	26,693 00	39,731 00	38,707 00	6,433 00	116,230 00
Grand Rapids Hand Screw Co .....	9,269 40	30,983 45	47,707 35	49,212 35	4,617 80	141,790 85

\* Accepted figures, \$72,740 95.

No action was taken in this matter.

#### REPORT, COMMITTEE ON STUDENTS' WELFARE.

Mrs. Henrotin presented a report from the Committee on Students' Welfare. This report was received and placed on file.

#### APPOINTMENTS TO FILL VACANCIES.

The Secretary presented for record the following list of appointments made by President James:

Bell, Norma, Clerk in the Catalog Department of the Library, on one-half time, for eleven months, beginning October 1, 1915, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (October 7, 1915.)\*

Bollman, Minnie J., Cataloger in the Library, at a salary of seventy dollars (\$70) a month, beginning September 1, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 6, 1915.)

Carroll, W. F., Beneficiary of the Rea Scholarship Fund in the College of Medicine for the academic year 1915-16, with a stipendium of sixty dollars (\$60) payable in two installments, one at the end of each semester. (October 13, 1915.)

Culver, H. B., Instructor in Experimental Medicine, for twelve months, beginning October 1, 1915, at a salary of twelve hundred dollars (\$1,200) a year. (October 5, 1915.)

D'Vorak, A. C., Student Assistant in Chemistry in the College of Medicine, on one-half time, for ten months beginning October 1, 1915, at a salary of five hundred dollars (\$500) for the year. (October 13, 1915.)

Falls, F. H., Instructor in Obstetrics and Pathology for twelve months beginning October 1, 1915, at a salary of twelve hundred dollars (\$1,200) a year. (October 6, 1915.)

Hill, Fanny W., Reviser and Assistant in the Library School, for nine months beginning September 20, 1915, at a salary of seventy-five dollars (\$75) a month. (October 7, 1915.)

Jones, Orah, Stenographer in the State Water Survey, at a salary of fifty-five dollars (\$55) a month, beginning October 1, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 28, 1915.)

Kile, Laura L., Stenographer in the President's Office, at a salary of seventy dollars (\$70) a month for three-fourths time, beginning October 1, 1915. (October 12, 1915.)

Laguardia, C. J. B., Assistant in Romance Languages, for nine months beginning October 1, 1915, at a salary of one hundred dollars (\$100) a month. (October 6, 1915.)

Lampert, Max, Beneficiary of the Rea Scholarship Fund in the College of Medicine for the academic year 1915-16, with a stipendium of sixty dollars (\$60) payable in two installments, one at the end of each semester. (October 13, 1915.)

McElroy, Mildred, Library Assistant, at a salary of sixty-five dollars (\$65) a month, beginning September 14, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 6, 1915.)

McGraw, Katherine L., Library Assistant, at a salary of sixty-five dollars (\$65) a month, beginning September 8, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 6, 1915.)

Nadeau, O. E., Instructor in Surgery, for one year beginning October 1, 1915, at a salary of six hundred dollars (\$600) a year. (October 6, 1915.)

Nickoley, Edward F., Assistant in Accountancy, on one-half time, for nine months beginning September 20, 1915, at a salary of sixty-six and two-thirds dollars (\$66.66 2/3) a month. (October 13, 1915.)

Norwood, L. H., Beneficiary of the Rea Scholarship Fund in the College of Medicine for the academic year 1915-16, with a stipendium of sixty dollars (\$60) payable in two installments, one at the end of each semester. (October 13, 1915.)

\* The date in parenthesis is the date on which the appointment was made by the President of the University.

Paul, Katherine H., Scientific Artist in the Department of Zoology, for eight and one-third months beginning October 1, 1915, at a salary of one hundred twenty dollars (\$120) a month; this appointment subject to revocation for unsatisfactory work. (October 4, 1915.)

Roberts, Nellie R., Library Assistant in English, at a salary of seventy-five dollars (\$75) a month, beginning September 1, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 6, 1915.)

Romero, Newman, Catalog Typist in the Library, for nine months beginning October 1, 1915, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (October 7, 1915.)

Runyan, C. E., Clerk in the Library, for eleven months, beginning October 1, 1915, at a salary of thirty dollars (\$30) a month. (October 7, 1915.)

Schmidt, Robert, Storekeeper and Technician in the Department of Zoology, at a salary of seventy-five dollars (\$75) a month, for the term of nine months beginning October 1, 1915, or as soon as he may report for duty; this appointment subject to revocation for unsatisfactory work. (September 29, 1915.)

Seletz, Abraham, Beneficiary of the Rea Scholarship Fund in the College of Medicine for the academic year 1915-16, with a stipendium of sixty dollars (\$60) payable in two installments, one at the end of each semester. (October 13, 1915.)

Shelton, Wilma L., Library Assistant, at a salary of sixty-five dollars (\$65) a month, beginning September 20, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 6, 1915.)

Stevenson, F. L., Clerk in the Catalog Department of the Library, on one-half time, for eleven months beginning October 1, 1915, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (October 7, 1915.)

Stokes, J. H., Instructor in the Dispensary, in the Department of Dermatology, for the year beginning October 1, 1915, without salary. (October 12, 1915.)

Voss, Esther K., Technician in Pathology, at a salary of forty dollars (\$40) a month, beginning October 1, 1915, and continuing until further notice, but in no case beyond September 30, 1916; this appointment subject to revocation for unsatisfactory work. (October 4, 1915.)

Weston, Jessie B., General Assistant in the Library, at a salary of seventy-five dollars (\$75) a month, beginning September 1, 1915, and continuing until further notice, subject to the rules of the Civil Service Commission. (September 6, 1915.)

The board adjourned.

W. L. ABBOTT, *President.*

H. E. CUNNINGHAM, *Secretary.*