

MEETING OF THE BOARD OF TRUSTEES
OF THE
UNIVERSITY OF ILLINOIS

September 9, 1919

with adjourned session of

October 4, 1919

The quarterly meeting of the Board of Trustees of the University of Illinois was held in Urbana on Tuesday, September 9, 1919.

The Board adjourned to meet on call of the President.

ADJOURNED SESSION, OCTOBER 4, 1919.

When the Board met at the University, in Urbana, at 10 o'clock a. m. on Saturday, October 4, 1919, the following members were present: President Carr, Mr. Abbott, Mrs. Blake, Mrs. Busey, Mrs. Evans.

Acting President Kinley was present.

As there was no quorum, a recess was taken until 8 o'clock p. m.

EXECUTIVE COMMITTEE MEETING, OCTOBER 4, 1919

A meeting of the Executive Committee of the Board of Trustees of the University of Illinois was held at the University, in Urbana, on Saturday, October 4, 1919, during the recess in the meeting of the Board on the same day.

Mr. R. F. Carr, chairman, and Mr. W. L. Abbott, member of the Committee, were present; also, Mrs. Margaret D. Blake, Mrs. Mary E. Busey, and Mrs. Laura B. Evans, members of the Board, were present.

Acting President Kinley was present.

The Executive Committee considered the following matters submitted by Acting President Kinley.

ENROLLMENT, OCTOBER 1, 1919

(1) A report from Mr. C. M. McConn, Registrar, showing the registration of students on October 1, 1919, with comparative figures for the corresponding date in the first quarter last year and for 1916, the last normal, pre-war year.

| | <i>October 1, 1916</i> | <i>October 10, 1918</i> | <i>October 1, 1919</i> |
|--|----------------------------|-----------------------------|----------------------------|
| Liberal Arts and Sciences | 1679 | 1941 | 2314 |
| Commerce and Business Administration | 697 | 829 | 1481 |
| Education* | | | 79* |
| Engineering | 1143 | 1506 | 1673 |
| Agriculture | 1106 | 502 | 1075 |
| Music | 87 | 81 | 97 |
| Law | 69 | 19 | 100 |
| Library | 44 | 29 | 32 |
| Graduate School | 390 | 169 | 251 |
| Total (Urbana) | 5214 | 5076 | 7102 |
| Men | 3978 | 3786 | 5420 |
| Women | 1236 | 1290 | 1682 |
| Total (Urbana) | 5214 | 5076 | 7102 |

This report was received for record.

**PUBLICATION OF HISTORY OF THE UNIVERSITY
FOR THE PAST FOURTEEN YEARS, BY
PRESIDENT E. J. JAMES**

(2) A statement that there was in the budget of last year an appropriation of \$3,000 for a statistical history of the University. As I had no information about this at the time the budget was made up for the present year, the item was omitted from the current budget. I have since learned that this item was intended to print a statistical study by the President. The manuscript is now ready, and I recommend that the sum of \$3,000 or so much thereof as may be necessary, be appropriated for this history.

On motion of Mr. Abbott, this appropriation was made.

INTERCHANGE OF COUNTIES FOR CERAMICS SCHOLARSHIPS

(3) A recommendation for the establishment of a regulation concerning Ceramic scholarships similar to that governing those of the *Agricultural* and *Home Economics* scholarships, namely that—"In case there should be additional acceptable candidates for such scholarships recommended after the first for any county, such additional candidates, not exceeding five from any one county, may be assigned to other counties from which there are no acceptable candidates."

This regulation was adopted.

OVERSEAS STUDENT SCHOLARSHIP FUND

(4) A report that Dean Clark has received from Mr. F. B. Stitt, El Paso, Illinois, a check for \$1,000 from the anonymous donor of the previous \$1,000 given us to establish an Over Seas Student Scholarship Fund; with the recommendation that this sum be accepted and added to the previous gift and handled according to the rules already approved by the Board.

*Included heretofore in Liberal Arts and Sciences.

This gift was accepted with thanks and the money was ordered applied to the purpose indicated.

FEES IN THE COLLEGE OF DENTISTRY

(5) I report for record the following list of laboratory fees in the College of Dentistry, recommended by Dean Moorehead and the Council of Administration and approved by President Carr.

FIRST YEAR

| | |
|-------------------------|---------|
| Zoology | \$ 8.00 |
| <i>Chemistry</i> | |
| Inorganic | 8.00 |
| Qualitative | 5.00 |
| General Histology | 4.00 |
| Technical drawing | 2.00 |
| <i>Total</i> | \$27.00 |

SECOND YEAR

| | |
|------------------------|---------|
| Anatomy (gross) | \$ 5.00 |
| Bacteriology | 5.00 |
| <i>Chemistry</i> | |
| Organic | 8.00 |
| Physiological | 8.00 |
| Dental histology | 4.00 |
| <i>Total</i> | \$30.00 |

THIRD YEAR

| | |
|------------------------|---------|
| Pathology | \$ 5.00 |
| Metallurgy | 5.00 |
| Physiology | 6.00 |
| Dental pathology | 3.00 |
| <i>Total</i> | \$19.00 |

The action of President Carr in authorizing these fees was approved and the report was received for record.

LEASE OF FIRST FLOOR Y.M.C.A. BUILDING TO ILLINOIS UNION

(6) The following letter from the Comptroller:

October 2, 1919

President David Kinley, University of Illinois

MY DEAR PRESIDENT KINLEY:

In the matter of a lease with the Illinois Union for the first floor of the YMCA Building, Professor White and Dean Clark have recommended that a lease be made for twelve months from July 1, 1919, for the first floor with the exception of the southwest corner room and the room and private bath immediately northwest of the office, at a rental of \$1800, for the year, payable in ten installments, beginning September 1.

On this basis the University will assume the responsibility for the janitor service and will furnish heat, light, and water.

The Union will agree to pay the sum of \$25 per month toward the salary of the clerk in charge of the office and the dormitory.

The Union will also agree not to sublet any of the premises except with the approval of the University.

These terms will be acceptable to the Illinois Union, and I would recommend that the legal counsel of the University be instructed to draw up a lease in proper

form embodying these terms, and that when such a lease is prepared, I be authorized to execute it for the Board of Trustees.

Cordially yours,
LLOYD MOREY

I recommend the approval of these proposals.

This recommendation was adopted.

**REPORT OF COMPTROLLER ON FINANCIAL SETTLEMENT OF
THE CONTRACTS FOR MILITARY UNIFORMS—1918**

(7) The report of the Comptroller on financial settlement of contracts for military uniforms, 1918, completing the report of March 15, 1919 (p. 275).

May 26, 1919

Dr. David Kinley, Vice-President, University of Illinois

MY DEAR DR. KINLEY:

I am pleased to advise you that the matter of military uniforms for students in the R. O. T. C. for the year 1918-19, which has been so long in abeyance, has finally been concluded, all money due from the United States Government as well as from students on this account, having been paid in full.

I give below a summary of all transactions relating thereto:

| | | | |
|---|-------------|-------------|-------------------|
| <i>Disbursements</i> | | | |
| To Jacob Reed's Sons | \$31,440.00 | | |
| To J. M. Kaufman and Company | 11,903.49 | \$43,343.49 | |
| <i>Receipts</i> | | | |
| From U. S. Government | \$30,324.00 | | |
| From individual students | 5,412.00 | | 35,736.00 |
| Balance paid for unclaimed commutations for 1917-1918 | | | <u>\$7,607.49</u> |

Cordially yours,
LLOYD MOREY

This report was received for record.

BIDS FOR MCKINLEY HOSPITAL

(8) A letter from the supervising architect and an estimate of the total cost of the McKinley Hospital at present rates and prices.

October 3, 1919

Acting President David Kinley, 335 Administration Building

DEAR SIR:

I enclose a schedule of the bids and estimates for the cost of the McKinley Hospital which is \$175,400.

I believe we ought either to go ahead with the building as we have it, or re-draw the plans for a smaller building.

We could reduce the cost fifteen to twenty thousand dollars by leaving off the sun porches, omitting the temperature regulation, substituting cement for tile wainscot, etc., but I do not favor this plan. I would rather have a smaller unit and have it the way we want it.

We could award contracts within the appropriation of \$120,000.00 and then award the contracts necessary for the completion of the building. In that way the University, and not the contractors, would be taking the chances on rise or fall in cost of material and labor. I should be perfectly willing to proceed on this basis.

Yours truly,

JAMES M. WHITE,
Supervising Architect

Cost of McKinley Hospital Based on Bids Received

| | |
|--|------------------|
| General Work (English Bros.) | \$113,000 |
| Cement (Est.) | 3,600 |
| Arch. Exp. and Superintendences | 3,750 |
| Grounds and walks | 900 |
| Outside light, power and water connections | 1,800 |
| Heating (Dailey & O'Brien) | 13,000 |
| Wiring, lighting & Signal Systems (Ideal Electric Co.) | 5,718 |
| Plumbing (Dailey & O'Brien) | 16,000 |
| Elevator | 7,000 |
| Hardware | 1,200 |
| Extras—3% of contract | 4,500 |
| Incidentals | 1,032 |
| Painting by owner | 3,000 |
| Linoleum floors—1200 at .75 by owner | 900 |
| <i>Total</i> | <u>\$175,400</u> |

This matter was referred back to the Supervising Architect for further consideration.

REFUND OF FEES ON ACCOUNT OF MILITARY SCHOLARSHIPS

(9) A statement that on account of the difficulty of verifying service and other papers presented by claimants for military scholarships under the act of the last General Assembly during the pressure of registration, the Registrar directed all applicants to pay their fees and informed them that these fees would be refunded as soon as their cases were reached and verified.

The Comptroller now requests that he be authorized to refund to students, found to be entitled to military scholarships, the amount due them on certificates from the Registrar's office, such refunds to be paid out of the fees collected for the first semester, 1919-1920.

I recommend approval of this request.

This request was approved.

LEAVE OF ABSENCE FOR PROFESSOR DECKER

(10) A recommendation that the request of Professor E. H. Decker of the College of Law, that his resignation be accepted to take effect September 1, 1920, and that he be given leave of absence without pay in the interim, be granted.

This recommendation was approved.

**APPOINTMENT OF MR. J. F. WRIGHT AS PRIVATE
SECRETARY TO THE PRESIDENT**

(11) A request for approval of the appointment of Mr. Josef F. Wright as private secretary to the Acting President for one year beginning October 1, 1919, at a salary of \$1,800 a year.

This appointment was approved.

SALARY OF PROFESSOR ROGER ADAMS

(12) A recommendation that the salary of Professor Roger Adams of the department of Chemistry be increased to \$4,500 from September 1, 1919.

This recommendation was approved.

SALARY AND RANK OF MR. C. E. BRADBURY

(13) A report that Mr. C. E. Bradbury, appointed Associate in Art and Design at a salary of \$1,900, has been promoted to be Assistant Professor of Art and Design at a salary of \$2,500 a year.

This action was approved.

SALARY OF DIRECTOR P. L. WINDSOR

(14) A recommendation that the salary of Director P. L. Windsor be raised to \$4,500 a year and that the change be made effective as of September 1, 1919.

This recommendation was approved.

REPORT ON CASES OF DR. BOUGHTON AND MR. WOOLBERT

(15) A report that, acting on the authority given by the Board at its last meeting (page 512), the Acting President had directed the Comptroller to pay Dr. Boughton one-half his salary from May 10 to August 31, inclusive, being the sum of \$244.50; and to pay Professor Woolbert the sum of \$325.00 as a proper proportion of his salary for the summer months.

This report was received for record.

**APPOINTMENT OF MISS MARIAN DYNIEWICZ AND
MISS MARGARET BARTO**

(16) A report that, owing to the difficulty of getting sufficient number of teachers, the Acting President had authorized the employment of Miss Dyniewicz in the School of Pharmacy altho she has a sister already on the faculty; and a similar report in the case of Miss Margaret Barto, in the department of Physical Education for women, whose father is a member of the faculty.

These appointments were confirmed.

**DR. A. H. DANIELS MADE ACTING DEAN OF THE
GRADUATE SCHOOL**

(17) A recommendation that Professor A. H. Daniels, now under appointment as Assistant Dean of the Graduate School until November 1, be appointed Acting Dean of the Graduate School until September 1, 1920, at the present additional compensation at the rate of \$500 for twelve months.

This appointment was made.

REPORT ON PUBLICITY

(18) A report on the means and agencies of publicity now employed by the University (see page 503).

The means and agencies of publicity now utilized by the University, are as follows:

Publications issued by the University, or under its auspices, including the bulletins, circulars, and reports of the Agricultural Experiment Station, the Engineering Experiment Station, etc., and the various colleges. For the last University year, these may be listed as follows, excepting the last mentioned one, "The Health Adviser," which is new.

REPORT ON PUBLICITY—UNIVERSITY OF ILLINOIS

I. Publications

| A. University | | | |
|---------------------------------------|--|---------------|----------------|
| 1. Departmental | | <i>Number</i> | <i>Edition</i> |
| a. Agriculture | | | |
| | Bulletins, Agr. Exp. Sta. | *13 | 251,000 |
| | Circulars, Agr. Exp. Sta. | *17 | 541,000 |
| | Soil Reports, Agr. Exp. Sta. | 1 | 36,000 |
| | Extension Circulars | *14 | 405,000 |
| | | | 1,233,000 |
| b. Engineering | | | |
| | Bulletins, Eng. Exp. Sta. | 5 | 45,500 |
| | Circulars, Eng. Exp. Sta. | 1 | 33,000 |
| | Pictorial Description, Coll. & Sta. | 1 | 30,000 |
| | | | 128,000 |
| c. Scientific Bureaus | | | |
| | Natural History Bulletin | 8 | 9,600 |
| d. Education | | | |
| | College of Education Announcement. | 1 | 6,000 |
| | Bulletins, Bureau of Edu. Res. | 1 | 5,000 |
| | | | 11,000 |
| e. English | | | |
| | Ill. Assn. of Teachers of English Bulletin published ten times a year (each time)..... | | 1,800 |
| f. Law | | | |
| | Law Bulletin, 4 issues (each time) .. | | 1,800 |
| g. Graduate School | | | |
| | Annual Report. | | 500 |
| | Journal of English & Germanic Philology, 4 issues. | | 600 |
| | Studies in the Social Sciences, 4 issues. | | 500 |
| | Studies in Language and Literature, 4 issues. | | 500 |
| | Biological Monographs, 4 issues | | 1,000 |
| | | | 6,700 |
| h. Dept. of Hygiene and Public Health | | | |
| | The Health Adviser, a Weekly news service sent out to leading state papers..... | | |
| 2. General University | | | |
| a. University catalog | | | |
| | Edition of..... | | 15,000 |
| | Sent to high schools and to prospective students everywhere upon request. | | |
| b. General | | | |
| | "A Four Years Course in Athletic Coaching" (Huff) | | 20,000 |
| | School For Athletic Coaches, Circular of, .. | | 5,000 |
| | Summer Course in Library Science. | | 4,000 |
| | Summer Session Circular. | | 7,500 |
| | Proceedings of High School Conference. | | 3,500 |
| | High School Manual. | | 2,500 |
| | Report of High School Visitor (Goes to High Schools)..... | | 1 500 |

*Includes reprints.

- c. Miscellaneous
 - a. News Bulletin (Harrington)
 - (1) 1286 copies published weekly, distributed as follows:
 - (a) 374 to the administrative corps
 - 87 to out-of-state papers
 - 625 to Illinois newspapers
 - 96 to leaders of Boys' and Girls' clubs
 - 102 to county agricultural advisers.
 - b. Alumni Quarterly & Fortnightly Notes, Edition of... 3,000
- 3. Student
 - a. Illini—edition 3,100; copies sent newspaper and high schools
 - b. Illinois Magazine—edition 1,000
 - c. Agriculturist—edition 1,250
 - d. Technograph.
- 4. Faculty (other than bulletins, circulars, etc.)
 - a. Book notices—52
 - (1) Total edition of 48 (4 not given)..... 25,565
 - b. Book reviews—45
 - (1) Total edition of 39 (6 not given)..... 54,318
 - c. Articles—534
 - (1) Total edition of 420 (114 not given)..... 1,525,752
 - d. Books—36
- B. Newspapers using University material
 - (a) Local
 - 1. Champaign News
 - a. Features University News
 - b. Circulation 7,000
 - 2. Champaign Gazette
 - a. Features University News
 - b. Circulation 5,500
 - 3. Urbana Courier
 - a. Uses University News Matter
 - b. Circulation 1,800
 - (b) State
 - 1. Daily Papers
 - a. A good news article will reach approximately 1,500,000 readers through the daily papers of the state.
 - 2. Weekly papers
 - a. Use a great deal of agricultural news matter
 - b. Also feature news articles of unusual nature
 - 3. Farm and Technical magazines
 - a. Use well written, non-technical matter, appealing to their respective readers
 - (1) Faculty members most generally the authors of such material
 - (2) When such articles do appear, the circulation is tremendous
 - (c) Press Association.
 - 1. Associated Press
 - a. Gives both state and national publicity
 - b. Local correspondents:
 - Howe Brown, Champaign Gazette (Day)
 - Daily Illini (Night)
 - 2. United Press Association
 - a. State and National publicity
 - (1) Especially strong on state news
 - b. Local correspondent—none

3. International News Service (Hearst)
 - a. Inferior state service; fair national
 - b. Local correspondent:
C. E. Davis, Champaign News

II. Activities

A Educational

1. Short Courses
 - a. Agriculture—Two weeks during winter
 - b. Highway engineering
2. Extension
 - a. Farm institutes
 - (1) Faculty men attend, speak, and act as judges
 - b. Home Economics
 - (1) Number of people reached

| | |
|---|--------|
| (a) Attendance at movable schools..... | 36,100 |
| (b) Attendance at separate lectures and demonstrations..... | 17,946 |
| (c) Personal interview by city advisers..... | 4,925 |
| (d) Personal interview by county advisers..... | 2,228 |
| (e) Personal interview by demonstrators..... | 1,689 |
| (f) Personal interview by organizers..... | 16,141 |
| (g) Attendance at city adviser's lectures..... | 57,284 |
| (h) Attendance at county adviser's lectures..... | 76,982 |
| (i) Attendance at demonstrators lectures..... | 24,946 |
| (j) Attendance at organizers lectures..... | 77,462 |

Total..... 315,703

- (2) Assisted with 54 food shows last year
- (3) Sent out conservation material to 1,035 state papers
- (4) Demonstration car
- (5) Held two schools for housekeepers
- (6) 79 weeks of movable, or demonstration, school
 - (a) Attendance 36,100
- (7) War Work
 - (a) Ten permanent county advisers
Organization work going on in 9 other counties
 - (b) Five city agents appointed:—Chicago, Rockford, Peoria,
Springfield, East St. Louis
- c. Exhibits
 - (1) Engineer's test car
 - (2) Home economics car
 - (3) Stock show
 - (4) Chrysanthemum show
3. Community Advisor
 - a. Better community conference held at University
 - (1) Attendance usually about 500
 - (a) 400 of these from out of town
4. Visitors
 - a. High School Visitor
 - (1) Visited 240 schools last year; usually gives talk
 - b. Faculty members deliver addresses at
 - (1) High school commencements
 - (2) Society meetings
 - (3) Conventions

III. Publicity Through Social and Miscellaneous Channels

A. Athletics

1. Travel of teams and resulting publicity

- 2. Interscholastic activities
 - a. Bringing hundred of interscholastic pupils to the University each year
 - b. University brought to the attention of every high school in the state
- 3. Homecoming
 - a. Revives "mouth-to-mouth" publicity
 - b. Item of news value to state papers
- B. Alumni Association
 - 1. Illini clubs throughout country
 - a. Active in various ways in respective communities
 - 2. Alumni association's moving picture film
- C. Debating Teams
- D. Band Concert Tour
- E. Glee Club Tour

IV Evidence of Publicity

- A. Analysis of newspaper clippings (appended)
- B. Analysis of News Bulletin circulation and results (above)
- C. Success of "The Health Adviser"

| Analysis of Clippings From August 26, to Oct 1. | | | |
|---|--|-----|-----|
| Total clippings | | | 128 |
| In state papers..... | | 109 | |
| In out-of-town papers..... | | 19 | 128 |
| <hr style="width: 100%;"/> | | | |
| Total papers in which publicity appeared: | | | |
| Number of state papers | | 48 | |
| Number of out-of-state papers..... | | 18 | 66 |
| <hr style="width: 100%;"/> | | | |

Securing publicity is a more difficult thing than at first thought appears. Our desire to give out information is not the only factor. The people to whom we want to give it, must desire it and be ready to receive it. It is easy to say: "Write stories about the University," but it is more difficult to get daily and weekly journals and monthly periodicals to accept them. It is in this kind of publicity that the University has been weakest in the past. I believe that the right kind of a publicity man can find a great many stories—to use the newspaper phrase—in our ordinary University life, which, if well written up, would find ready acceptance by the journals.

In appointing a young man to take the place formerly occupied by Dr. Filbey as private secretary, I have selected one with some newspaper experience in order to have him try to get up stories of the kind I have in mind and get them not only into the weeklies, but into the newspapers of the state.

It seems to me important to make up our minds concerning the aim of our publicity. It is to make the name of the University known to the largest possible number of people in the state, or is it to furnish the largest possible number of people in the state with information about the University, which will lead them to appreciate its needs and will therefore lay a foundation for our legislative program? In my opinion the latter is the purpose we should have in mind, and the advertising we do should be of a character to accomplish that purpose. I mean that this is our greatest need in the way of advertising just now. The two kinds of information about the University are not mutually exclusive, to be sure, but I feel very sure that we cannot win much in the way of support for securing necessary additional appropriations at the next legislature if we confine our advertising efforts to pleasant information or views of student life and activities. It is for that reason that I want to make an effort to inform the people of the state about our work, its results and advantages, our expenditures, our income, our financial condition, our difficulties, our need for more money. I believe that topics of that character can be made acceptable for some news article, and that we should send out the largest mailing list we can make, leaflets giving information that the newspapers and journals will not take.

There is a place for moving pictures in a complete scheme of advertising the University. The possibilities of this kind of advertising have been well and fully

set forth in the report of your committee on the subject, brought in at the last meeting of your Board. If we can find money to go into this work this year, I think that pictures should be made showing not only the everyday life of the student here, but University activities in various important departments. The great difficulty will be to get film-maker to make pictures of which the University would not be ashamed. The pictures they will want will be in the main sensational. The information which such pictures will give those who see them, will be simply the name and some unimportant activity of the University. The character of our real University work, of contributions to the life of our people, our financial and other difficulties, will not be presented in this way. Nevertheless, as I have remarked, I believe there is a field for this work. If some film-making firm is willing to take up the matter and make a reel or two at its own expense, under our supervision, a beginning might be made.

Another cause of difficulty in disseminating information about the University has been the choice of representatives by the associated and united press and other news agencies.

In this connection I believe that it would be a good thing to interest commercial and other organizations throughout the state with a view to securing an inspection of the University, and a report of its needs, similar in a general way to that made by the Chicago Association of Commerce several years ago. It is my intention to undertake this unless, in the opinion of the Board, there is objection to it.

I have also suggested to several members of the legislature that it would be desirable if a number of them could come over here for a few days this winter or next spring, and examine carefully into the condition of the University and its needs. I believe that this also can be accomplished, and it might be a good thing to unite the two groups.

These things cannot be done without money. It will take several thousand dollars to carry out a proper campaign of publicity.

It has been my intention to have a conference of all members of the faculty interested in publicity, but the time between the opening of the University and this meeting of the Board has been too short for the purpose.

The plan submitted by the committee of the Board is, in my judgment, an excellent one. Parts of it I myself have been urging for several years, particularly the employment of a skilled and able man who would devote all his time to University publicity. One man could do much, but the plan of the committee would require a staff. It is impossible for members of the faculty to give many lectures to clubs or other organizations during the year. Their time is filled with teaching duties. Even if they could spare the time and strength, there is no way to take care of their classes in their absence, and the classes cannot be neglected. These are the reasons why we need a separate staff. Such a staff is ordinarily called a University extension staff. The results in Wisconsin make it doubtful whether such work necessarily makes friends for the University who are able to make its path easier.

To carry out the plan of your committee we would need one first class newspaper and literary man who would command a salary of approximately \$5,000. He should have, to begin with, at least two assistants who could travel about the state, going to press meetings which he himself did not attend, visiting newspaper offices, and making addresses whenever possible. If each of these men received \$3,000, we would need \$6,000 for them.

I think that there is more done in getting information about the University through the high schools and the county teachers institutes than your committee appears to think, yet there is room for improvement. It is my hope and expectation that the College of Education, when more completely organized, will care for much of this work. Probably no additional man would be needed here at present.

For the moving picture part of the proposed program, we should have at least one man who would be in touch with makers of reels and exhibitors of moving pictures. We could not get the proper kind of a man for less than \$4,000, and probably not for that.

If, in addition to salaries, adequate provision is made for expenses, we should set aside a minimum of \$5,000 per year. Here we have a total of \$20,000.

Undoubtedly a great deal can be done for less, and it is my hope that we shall be able to do something more this year.

I think it would be well to follow out the recommendation of your committee to establish a permanent publicity committee to consist of the President of the Board and two other members to be appointed by him, with power to organize and get into action the bureau of publicity recommended in the report.

If the Board does not see its way clear to adopt the whole program, it would be feasible perhaps to set aside \$6,000 or \$7,000 to employ a publicity man and try out some of these schemes for the present academic year. Personally I think it would be a mistake to try to drum up more students just now. We simply cannot take care of them. We should direct our publicity, or part of it, towards securing the co-operation of powerful organizations and individuals in the state for an immediate increase in the University's resources.

On motion of Mr. Abbott, this report was approved, and the sum of \$5,000 was appropriated to be used in the work of publicity under the direction of Acting President Kinley.

President Carr appointed the following standing committee on publicity: Mr. C. A. Trimble, Mr. W. L. Abbott, Mr. R. F. Carr.

VETERINARY COMMISSION

(19) A recommendation from President Carr that the following Commission on Plans for a College of Veterinary Science (see page 508) be appointed:

Mr. L. A. Merillat, of Chicago
 Mr. John Imboden, President of the Illinois Live Stock Association, Decatur
 Professor H. W. Mumford, Urbana
 Senator S. E. Lantz, Congerville
 Acting President Kinley, Urbana
 Dean Eugene Davenport, Urbana
 Mr. F. Edson White, Vice-President, Armour & Co., Chicago
 President Robert F. Carr, Chicago

On motion of Mr. Abbott, this Commission was appointed to consider this matter and to report its recommendations to the Board of Trustees.

REIMBURSEMENT OF DR. D. A. K. STEELE

(20) A statement that in connection with the transfer of the stock of the College of Physicians and Surgeons to the University, a suit was instituted against Dr. D. A. K. Steele, who was active in collecting this stock as a gift to the University, for the recovery of the value of some stock which had been donated, the donor afterwards changing her mind. Dr. Steele asks that he be reimbursed for this expenditure which amounts in all, according to the bill submitted, to \$1,790.13.

Action on this matter was deferred.

ADVERTISEMENTS IN FINE ARTS JOURNAL

(21) A request from Secretary W. H. Browne of the College of Medicine for authority to insert an advertisement of the Chicago colleges in the "Fine Arts Journal".

No action was taken in this matter.

BRONZE TABLETS FOR CERTAIN BUILDINGS

(22) Letters from the Supervising Architect concerning bronze tablets for the Education Building, Music Building, and Woman's Residence Hall.

October 1, 1919

Acting President David Kinley, 355 Administration Building

DEAR SIR:

We have not as yet ordered the usual bronze tablets for the Residence Hall, the Education Building, and the Music School. The former two building were nominally under the supervision of James B. Dibelka, state architect, though he had nothing to do with the design of either one of them. I feel that we can ignore him in deciding upon the lettering for the tablets.

I should like, however, to give credit on these tablets to others who rendered real service in the design of the buildings, and therefore propose that my name appear as architect in all three cases, inasmuch as the plans were all prepared in my office and under my direct supervision; that in the case of the Women's Residence Hall Mr. C. L. Gustafson's name appear as associate architect; on the Education building, that the names of Holabird and Roche appear as associated architects; and that on the Music School, the name of George E. Wright appear as associate architect.

Mr. A. W. Stoolman's name would appear on the tablet for the Residence Hall, and that of English Bros. on the Education Building, but on the Music School I would leave off all contractors' names because no one contractor has had a contract covering as much as half of the work on the building.

Yours truly,

JAMES M. WHITE
Supervising Architect

October 1, 1919

Acting President David Kinley, 355 Administration Building

DEAR SIR:

The erection of the Music School has been continued under the direction of successive Boards of Trustees so that it is hardly feasible to put on the tablet in that building the name of any one Board of Trustees. I, therefore, suggest that the names of the trustees on that tablet appear as follows:

BOARD OF TRUSTEES

(Term 1913-1919)

John R. Trevett
Ellen M. Henrotin
Florence Eleanor Watson

(Term 1915-1921)

Robert F. Carr
Laura B. Evans
Robert R. Ward

(Term 1917-1923)

Williams L. Abbott
Mary E. Busey
Otis W. Hoit

(Term 1919-1925)

John M. Herbert
Cairo A. Trimble
Margaret Day Blake

Ex-Officio Members

Governor Edward F. Dunne
Governor Frank O. Lowden
Superintendent Francis G. Blair
James E. Taggart
Len Small

The names of the President of the University and of the architect will probably appear as usual.

Yours truly,
JAMES M. WHITE
Supervising Architect

The Supervising Architect was authorized to proceed with the design and installation of the tablets according to his plans.

PROPOSED AGREEMENT WITH THE NATIONAL RESEARCH COUNCIL AND THE ENGINEERING FOUNDATION FOR AN INVESTIGATION ON THE FATIGUE PHENOMENA OF METALS

(23) Letters from the Director of the Engineering Experiment Station:

October 2, 1919

President David Kinley, University of Illinois

MY DEAR PRESIDENT KINLEY:

I am transmitting herewith three copies of the proposed contract between the National Research Council, the Engineering Foundation, and the University of Illinois for an investigation on the fatigue phenomena of metals, which has been amended to meet your suggestions and criticisms.

Since your suggestions deal chiefly in slight changes in phraseology, which do not change the meaning of the proposed contract, I assume that the other interested parties will find no objections to the changes, unless perhaps to the elimination of the clause in Article 5 (a) providing that "a contributor of funds, materials, or equipment for the experimental work shall, upon his written request, approved by the Advisory Committee, be given, for his own use but not for publication, information developed in the progress of the investigation." This clause was inserted by the officers of the Engineering Foundation and the National Research Council, and they may be reluctant to agree to its elimination. From my point of view, the matter is of rather trivial importance, since I can not anticipate that the University and the Station would be embarrassed by this provision.

In your presentation of this matter to the Board of Trustees, I feel that it is important that the Board be advised of the fact that this investigation is one of first importance in the field of engineering science, and that its successful completion will reflect great credit upon the Engineering Experiment Station. On the other hand, if the University enters into this contract and fails to carry it through in an acceptable manner, it might easily reflect great discredit upon the institution.

If we find it possible to secure the services of a sufficient number of competent special investigators to work on this investigation under our general direction, I have no fear that there will be any difficulty in carrying the work through to a successful

conclusion. However, we shall doubtless have difficulty in finding competent men to perform the experiments and to assist us in the interpretation of the results. I do not anticipate that we can find such men who will be willing to come into the organization under this temporary arrangement at salaries which will be comparable with those paid to the members of our teaching and scientific staffs, who have had about the same period of experience since graduation. If we enter into this contract, it should be with the understanding that we must make it a success, even though we may need to deviate somewhat from academic conditions and traditions.

I have investigated your suggestion for the use of the space on the second floor of the old Boiler House for this investigation. I find that this space possesses some advantages and a number of disadvantages over the space in the Engine Annex, to the Old Armory, which was tentatively allotted by the Board of Trustees for this work. I have asked Professor Moore to prepare a report for Professor White, indicating the changes in the old Boiler House, which will be necessary to render this location habitable and desirable. Among the chief conditions to be considered, I may mention those of convenience and comfort for the research staff and the general appearance of the laboratory, which should be such as to impress favorably the large number of visitors who will probably come to the University to watch the progress of the investigation. Since the funds to be provided are so generous, I should dislike to have the other parties to the contract feel we have considered the investigation of too little consequence to justify the assignment of decent quarters for the work. I think, however, that the space over the old Boiler House may be made very satisfactory, provided that it is reconstructed to meet our requirements.

Very cordially yours,
C. R. RICHARDS

October 2, 1919

President David Kinley, University of Illinois

MY DEAR PRESIDENT KINLEY:

In response to your suggestion concerning the possible use of the space above the old Boiler House as laboratory for the Investigation of the Fatigue Phenomena of Metals, I beg to say that I have inspected this space with Professor J. M. White and Professor H. F. Moore, and, as I have indicated in another letter to you, I find that the space has possibilities, provided that it can be put in a satisfactory condition. At my request Professor Moore has prepared a report outlining the changes which which would need to be made to make this space habitable. I am enclosing a copy of this report for your information, and I am also sending a copy to Professor White.

I wish to emphasize the fact that this investigation will doubtless attract a large number of visitors, and consequently we should make every effort to make attractive whatever laboratory space is assigned for the work. I think that it will be distinctly unfortunate if the University fails to provide suitable accommodations for this investigation. The chief objection to the old Boiler House is in the fact that the steam header which runs through the room is likely to make it intolerably hot during a portion of the year. Perhaps the cutting of more windows and, if necessary, the installation of a ventilating fan, as suggested by Professor White, will remedy this condition sufficiently to make the room habitable.

Very cordially yours,
C. R. RICHARDS

*SUGGESTED ALTERATIONS IN THE UPPER ROOM OF THE NORTH
PART OF THE OLD BOILER HOUSE TO MAKE IT SUITABLE FOR
A LABORATORY FOR FATIGUE TESTS OF METALS*

1. *General Appearance.* As the proposed investigation of the fatigue resistance of metals may be expected to attract visitors to the laboratory the general appearance, both of the room used, and of the approach to the building is of some moment, the outside door and the walls of the stairway leading up to the room

should be painted and the grounds in the vicinity of the entrance tidied up as thoroughly as is feasible.

The low partition which now divides the room from the south part of the boiler house should be extended up to the roof trusses, and made dust proof. The walls of the room should be painted, preferably with a gray color, like the walls of the Steam laboratory. It would be desirable, though not absolutely necessary, to have the soft wood floor painted.

2. *Heating and Ventilation.* The large steam header which extends north and south through the room makes the room very hot in all but the coldest weather.

Some ventilation can be secured by the use of the windows in the monitor. Windows should be cut in the walls to help in ventilating the room. A window in the west side of the room, two or three in the north side, and one in the east side would probably give satisfactory ventilation, in connection with the windows in the monitor. If, in very hot weather, the ventilation should then prove inadequate a ventilating fan might be necessary.

Probably the steam header will furnish heat enough even in the coldest weather. There is a bare possibility that if an office were partitioned off in one corner there might be necessary a radiator for heating it in the very coldest weather.

Lighting. The natural lighting is satisfactory, and will be even better with the proposed windows. For artificial lighting there should be six large overhead lights (similar to the lights in the Laboratory of Applied Mechanics), there should be one overhead light in the office (see paragraph to follow on "Office"), and eight plugs for portable lights distributed around the walls, including one in the office.

Power Circuit. There should be a 110-volt a. c. circuit for small motors. This circuit should have a capacity of 25 amperes. There should be a 440-volt, two-phase circuit with a capacity of 25 kilowatts, this is for larger motors, and for an electric heat-treating furnace. Most of the power will be required for the heat-treating furnace, and this power will be required intermittently for periods of a few hours at a time.

Water. Water connection should be provided. A small sink and a wash basin will be needed. A toilet would be a great convenience, but not an absolute necessity.

Office. There should be partitioned off a space about 15 feet by 25 feet for an office. This would be most convenient if placed in the Northwestern corner of the room. Two windows in this office would be desirable, though one would serve (these windows would not be in addition to the windows mentioned under "Heating and Ventilation").

Respectively submitted,

H. F. MOORE

ARTICLES OF AGREEMENT between the Engineering Foundation and the National Research Council and the Board of Trustees of the University of Illinois for a co-operative investigation of the Fatigue Phenomena of Metals by the University through its Engineering Experiment Station, a division of said University, under the following terms and conditions:

1. This agreement is executed for a period of two years beginning November 1, 1919, with the understanding that it may be extended for additional periods under the same terms of such other terms as may be mutually agreed upon.

2. The University of Illinois will delegate Professor H. F. Moore (or some other competent person should his connection with the University cease) to supervise and direct all experimental work and the computation and reduction of all results obtained, together with the placing of these data into form for presentation; an he will be authorized to give such portion of his time to this investigation as may be necessary for the effective promotion of the work. (See also paragraph 4.)

3. The University will furnish the necessary room for this investigation, together with heat, light, power, and water. In addition, it will permit the use of such labora-

tory apparatus as it may possess, which is not in use for other purposes. It is agreed, however, that all special apparatus necessary for this investigation and not available in the laboratories of the Engineering Experiment Station of the University shall be purchased from, and charged against, the funds provided by the Engineering Foundation for this purpose. Equipment purchased with funds provided by the Engineering Foundation shall remain its property until disposed of by its direction.

4. The Committee on the Fatigue Phenomena of Metals of the National Research Council shall constitute an Advisory Committee to advise with the officers of the Engineering Experiment Station of the University, concerning the test program and the conduct of the investigation, and to co-operate in the preparation of the summaries and reports. The conduct of the tests shall be under the control of the University through the Engineering Experiment Station, which is necessarily responsible for the results secured. (See also paragraph 2.)

5. (a) The records of the investigation are to be kept on file by the Engineering Experiment Station of the University of Illinois.

(b) The University, through the Engineering Experiment Station, shall have the right to publish the results of the investigation as a bulletin of the Station. The bulletin shall contain a detailed description of the investigation and a full report of the results and conclusions. In addition, the University agrees that the Engineering Experiment Station shall prepare a brief, comprehensive statement regarding the investigation, suitable for publication in the journals of the Engineering Societies. No publicity shall be given to any of the results of the investigation prior to the publication of these results by the Engineering Experiment Station, except upon the recommendation of the Advisory Committee and by agreement with the Executive Staff of the Station. In every publication, proper credit shall be given the Advisory Committee and to every one who has made a significant contribution to the results obtained.

(c) If, for any reason, the University is unable or unwilling to proceed with the publication of the results of this investigation within a reasonable time after the approval of the manuscript, as herein provided, the Engineering Foundation and the National Research Council shall have the right to direct that the results of the investigation be published elsewhere with only such mention of the University as it shall consent to.

(d) The manuscript prepared for publication by the Engineering Experiment Station shall be approved by the Advisory Committee, the Engineering Foundation, and the National Research Council before publication; provided, however, that if, for any reason these bodies fail to take action within a reasonable time, regarding the approval of the manuscript submitted to them the University shall have the right to proceed with the publication of the manuscript without their approval.

6. The Advisory Committee and authorized representatives of the Engineering Foundation and the National Research Council shall at all times have access to the data secured and the computed results of the tests, subject, however, to the restrictions named in Article 5. The Engineering Experiment Station will submit such reports of progress to the officers of the Engineering Foundation and the National Research Council as may seem desirable to the Advisory Committee.

7. All research assistants, mechanics, clerks, and other help necessary for the effective prosecution of this investigation will be employed by the University through the Engineering Experiment Station and paid from the fund provided by the Engineering Foundation and the National Research Council. No person shall be permanently employed for this investigation, who is not acceptable to a majority of the members of the Advisory Committee. The members of the special staff for this investigation are to be regarded as members of the Research Corps of the Engineering Experiment Station of the University during their connection therewith.

8. On or before November 15, 1919, the Engineering Foundation shall pay to the Board of Trustees of the University of Illinois the sum of \$9,000 and thereafter the sum of \$3,000 on or about each of the following dates:

| | |
|-------------------|-------------------|
| February 15, 1920 | February 15, 1921 |
| May 15, 1920 | May 15, 1921 |
| August 15, 1920 | August 15, 1921 |
| November 15, 1920 | |

It is understood and agreed that the payment of the above sums, at the dates stipulated, is conditioned upon the conduct of the investigation by the University of Illinois with due diligence so as to secure the greatest practicable progress consistent with the nature of the work. If it should appear that, because the rate of expenditure is not so rapid as the rate of payment scheduled above, funds are unduly accumulating in the hands of the University of Illinois, payments may be correspondingly deferred.

The money contributed for this investigation shall be held as a special fund and shall be so carried on the books of the Comptroller of the University. Payments from this fund shall be made only on vouchers approved by the Director of the Engineering Experiment Station for this work. At the close of each year covered by this agreement, the Comptroller will render an accounting to the Engineering Foundation and the National Research Council.

BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

By *Comptroller*

ENGINEERING FOUNDATION

By *Secretary*

NATIONAL RESEARCH COUNCIL

By *Secretary*

The contract was approved as submitted, subject to approval as to form by the Legal Counsel of the University, the contract to be signed and put into effect when such approval has been obtained by the Acting President.

SWITCH TRACK EAST OF AGRICULTURE BUILDING

(24) A request of the Illinois Traction Company for a switch track on University property along Mathews Avenue; between California and Oregon Streets.

September 30, 1919

Dr. David Kinley, Vice President, University of Illinois

DEAR DR. KINLEY:

In prior years we have operated the so-called Oregon Street line between the business part of Champaign and the Court House in Urbana with three cars, giving fifteen minute service. Owing to the large increase in attendance at the University it is necessary, in order to give reasonable service and to prevent over-crowding of the street cars, to put another car on this line and give ten minutes service. We have been trying to do this for the past two or three weeks but have not been able to keep the cars on time because of the lack of a proper passing track.

We have gone into the matter very carefully and it seems that if we could have a passing track on Mathews Avenue between California and Oregon Streets that cars could be kept on time and the service probably would be satisfactory to the University people and other patrons who ride this line of street cars.

During the last week some of the cars have lost as much as an hour and a half from the time they left the barn in the morning until they went back at night. We, of

course, realize that if the service is to be satisfactory the cars must be kept on time so that the people may know at what time to expect a car at a certain point along the line.

I talked with Professor White about this matter and he suggested that I have a drawing made and write a letter to you so you could act on the matter or refer it to the Board of Trustees who, I understand, have a meeting next Saturday.

If you are agreeable to our putting in this track we should like to have permission just as soon as possible as we have the material on hand and if we can get the track in at once we think we can make the service satisfactory.

I am enclosing you a blue print. In addition to being used as a passing track could be used to store three of four extra cars when entertainments are being given in the evening at the Auditorium.

Very truly yours,

GEO. M. MATTIS
Vice President

October 1, 1919

Acting President David Kinley, 355 Administration Building
DEAR SIR:

I have examined the plan submitted by the Illinois Traction System for a switch track on the University property along Mathews Avenue between California and Oregon streets, and approve granting them the right to construct this switch under the same provisions that they were granted the original right of way, which this switch will parallel.

Yours truly,

JAMES M. WHITE
Supervising Architect

This matter was referred to the Committee on Buildings and Grounds with power to act.

SUMMARY OF INJURIES TO U. OF I. EMPLOYEES

(25) A report by the Supervising Architect giving an analysis of injuries to employees in the operating department.

| | Year 1917-18 | Year 1918-19 |
|--|-----------------|-----------------|
| Total number of injuries..... | 21 | 40 |
| Number involving no loss of time..... | 14 | 28 |
| Number involving loss not to exceed one week..... | 6 | 7 |
| Over one week, not exceeding two weeks loss of time..... | 0 | 3 |
| Over two weeks, not exceeding four weeks loss of time..... | 0 | 1 |
| Over four weeks loss of time..... | 1 | 1 |
| Number resulting in permanent partial disability..... | 0 | 2 |
| Number of injuries resulting in permanent disability..... | 0 | 0 |
| Number of fatal injuries..... | 0 | 0 |
| | 36 | 82 |

This report was received for record.

FINANCIAL STATEMENT, WOMAN'S RESIDENCE HALL

(26) A report from the Comptroller showing the income and expense of operating the dining room of the Woman's Residence Hall during its first week.

| | Actual week of Sept. 22 | Allowance on basis of original budget | Original budget |
|--------------------------|-------------------------------|--|--------------------|
| Income | | | |
| 112 girls at \$6.00..... | \$672.00 | \$672.00 | \$600.00 |

| | | | |
|-------------------------------------|----------|----------|----------|
| <i>Expense</i> | | | |
| Supervision..... | 13.75 | 13.75 | 13.75 |
| Labor..... | 82.00 | 73.00 | 73.00 |
| Food..... | 425.91 | 411.00 | 351.00 |
| Laundry..... | 38.07 | 4.75 | 4.75 |
| Miscellaneous..... | | | |
| Sub-total..... | (559.73) | (516.00) | (456.00) |
| Heat, light, etc. (estimated) | 44.00 | 44.00 | 44.00 |
| <hr/> | | | |
| <i>Total expense.</i> | \$603.73 | \$560.00 | \$500.00 |
| Surplus..... | 68.27 | 112.00 | 100.00 |

This report was received for record.

**REIMBURSEMENT TO PROFESSOR WHITE FOR
AUTOMOBILE DESTROYED IN OLD
BOILER HOUSE FIRE**

(27) The following letter from Professor White.

October 1, 1919

Acting President David Kinley, 355 Administration Building

DEAR SIR:

There is one phrase of the automobile situation which you can settle now as you see fit.

I sold the wreck of my Stoddard-Dayton for \$50.00. I had offered the machine for sale before it was damaged, for \$200.00. I therefore consider my loss on account of the fire in the old Boiler House to be \$150.00.

Yours truly,
JAMES M. WHITE,
Supervising Architect

The Comptroller has been instructed to issue a check to Professor White for \$150.00 in settlement of the full loss.

This report was received for record.

REPORT OF PROFESSOR JOEL STEBBINS

(28) A report from Professor Stebbins concerning his trip as delegate to the conference of the International Research Council and International Astronomical Union.

The report of Professor Stebbins is too long to print here. It covers the subjects of

1. Opportunities for American Students in English Universities.
2. The exchange of professors.
3. Report to the Library on purchases which Dr. Stebbins was authorized to make, and
4. A report on arrangements for exchange of publications with societies in England and Belgium.

The report seems to justify the wisdom of sending Professor Stebbins to these meetings. His expenses were within the appropriation made.

This report was received for record.

REMISSION OF INCIDENTAL FEES TO MR. JEAN LEGALL

(29) A recommendation that fees in the case of Mr. Jean LeGall be remitted, as requested by Professor McKenzie in the following letter, which is approved by Dean Daniels.

September 29, 1919

Acting President Kinley

MY DEAR DEAN KINLEY:

I spoke to you a few days ago about the possibility of remitting the incidental fees of Jean LeGall, a graduate student in chemistry, sent to this University on one of the fellowships raised by the American Army students in France in gratitude to the French government for having opened the French Universities to our men. Owing to the present rate of exchange, the actual amount received by Mr. LeGall is much less than was anticipated when the money was raised; and for this reason, as well as for the purpose of showing our appreciation of the act of international courtesy performed by the American Army students, I very much hope that this fee may be remitted. Professor Noyes, for the Chemistry Department, joins me in suggesting this, and in asking that the matter be taken up with Mr. McConn in order that Mr. LeGall's position may be defined. I understood you to say that this would be possible, and I send this memorandum to recall the circumstances to your mind.

Very truly yours,
KENNETH MCKENZIE

This recommendation was approved.

LOAN OF PICTURE BY FRED C. LANDEFELD

(30) A statement that Mr. Fred C. Landefeld of Erie, Pennsylvania, had on exhibit in the Albright Gallery in Buffalo last summer, a picture representing the graves of American soldiers in France. This picture was painted on the inspiration of a poem written by Ray Gauger, a student of this University. Mr. Landefeld offered the loan of the picture here, and his offer was accepted.

The Secretary was instructed to express the thanks of the Board to Mr. Landefeld.

REPORT ON FIELD ARTILLEY STABLE

(31) A report from the Supervising Architect.

October 2, 1919

Acting President David Kinley, 355 Administration Bldg.

DEAR SIR:

We are progressing very well with our Field Artillery stable, and will be able to make it a habitable unit within the appropriation of \$25,000.00 including the large amount of grading involved.

The expense of grading, sewers, and water main extension is so heavy that we will not be able to finish the building as we would like to do at this time.

We shall omit the stucco on the walls, and omit the tile roof, using a composition roof over which the tile will be laid at some future date, and heavy paper on the walls over which the stuccoing will be done, as funds can be made available. This work should be done as soon as possible but can be deferred six years.

Very truly yours,
JAMES M. WHITE
Supervising Architect

This report was received for record.

STATEMENT OF INCOME AND EXPENSES, ILLINI HALL

(32) A statement from the Comptroller showing the income and expenses of Illini Hall (the Y. M. C. A.) from July 1 to August 31, 1919.

| | | |
|--|-----------|------------------------|
| <i>Income</i> | | |
| Received from room rent. | \$ 501.87 | |
| Received from cafeteria and lunch room | 5,339.42 | |
| Received from cigar stand. | 94.80 | |
| Miscellaneous. | 269.69 | \$7,205.78 |
| <i>Expenses</i> | | |
| Rent—July and August. | 833.32 | |
| Heat, light, water and power. | 219.50 | |
| Gas (paid in Sept. 1919). | 70.16 | |
| Salaries and wages. | 2,015.77 | |
| Food. | 3,407.43 | |
| Laundry. | 70.88 | |
| Repairs. | 175.92 | |
| Office Expense. | 48.29 | |
| Operating expense and miscellaneous. | 54.22 | \$6,895.49 |
| <i>Profit</i> | | \$310.29 \$7,205.78 |

This report was received for record.

HORTICULTURE BUILDING

(33) A letter from Dean Davenport:

October 2, 1919

Acting President David Kinley, University of Illinois

MY DEAR MR. PRESIDENT:

At the risk of seeming importunate, I am writing to express the earnest hope that nothing will prevent the beginning of the Horticultural building this fall. I understand that the funds are appropriated and the detailed plans are finished except for the heating plant, and I am wondering if the two contracts cannot be let separately so that the body of the building may be begun early and the foundation put in while the weather is good.

I know you will understand and appreciate my position in this matter. It is now about a dozen years since we began to transfer the Horticultural interests from their old campus location. We have even had funds for cold storage installation lying idle since 1910 because we were "on the move", and the result has been that our cold storage investigations have been suspended at the very time when most needed.

All this has been natural, but it is difficult to understand by those whose interest are most directly affected, and that is why I am especially anxious that no further delay may occur than is absolutely necessary.

Very truly yours,
EUGENE DAVENPORT

In view of the restudy of the campus plan, no action was taken.

SPECIAL SCHOLARSHIP IN PHARMACEUTICAL CHEMISTRY

(34) A letter from Professor G. D. Beal, offering a scholarship in Pharmaceutical Chemistry:

October 2, 1919

President David Kinley, University of Illinois

MY DEAR PRESIDENT KINLEY:

I have been granted a stipend of \$240.00 by the American Pharmaceutical Association for use in the promotion of pharmaceutical research. I believe that the best use which I can make of this grant is to donate it to the University of Illinois for use in the payment of a scholarship stipend to Mr. Vernon L. Harnack. Mr.

Harnack is engaged with me in the study of a problem of both pharmaceutical and chemical importance. Since the total amount available from the association research fund this year is only \$240, I shall be glad to add the amount equal to the stipend usually paid to University scholars. This offer is made with one provision, which has been set by the American Pharmaceutical Association, viz.—that the results of this investigation shall be published in the Journal of the American Pharmaceutical Association, and credit given to the Research Fund of the Association.

Trusting that you will see fit to recommend the acceptance of this donation by the Board of Trustees and that they will concur with you, I remain,

Very truly yours,

GEO. D. BEAL

Asst. Professor of Chemistry

Approved:

W. A. NOYES

The Acting President recommended the acceptance of this money for the purpose indicated and also that the appointee to this scholarship be given the privilege of holders of other scholarships in the matter of the remission of fees.

These recommendations were approved.

BUDGET STATEMENT

(35) A statement from the Comptroller.

October 2, 1919

President David Kinley, University of Illinois

MY DEAR PRESIDENT KINLEY:

I beg to enclose herewith summary statements of the University budget for 1919-20 as at September 30, 1919, as follows:

I. General Summary

From this summary it will appear that after all appropriation made to date are allowed for, and on the basis of the estimated total available funds for the year, there is at the present date a balance for reserve and contingencies amounting to \$131,587.93. This balance is subject to a charge of approximately \$16,570.00, representing the deficit on account of the S. A. T. C. as referred to in a separate communication.

II. Statement of Estimated Income for the Year 1919-20

Items under federal funds and state appropriations are definite actual sums which will be realized. Items under student fees and departmental sales are estimated. Items under departmental sales are believed to be accurate and any variation will not materially affect the total available revenue. Items under student fees are estimated in the most accurate manner possible, but are subject to a considerable variation on account of military and professional scholarships. At the present writing it appears that as a result of the large enrollment, the estimate here shown will be fully realized, even after allowing for such scholarships. However, it is impossible to say positively that this will be true.

III. Summary of Appropriations as made to the various colleges, schools and departments as at September 30, 1919.

The total amount of these appropriations is \$3,836,260.27. The total of the original requests of the various departments for appropriations was \$4,245,257.51.

Respectfully submitted,

LLOYD MOREY

Comptroller

I. GENERAL SUMMARY

| | | |
|--|---------------|--|
| (a) Free Balance of Unappropriated Income July 1, 1919, including balances in Agricultural Revolving Funds subject to reappropriations, \$68,448.43..... | \$ 244,102.02 | |
| (b) Estimated Income for the year 1919-1920 (II) | 3,723,746.18 | |
| (c) Estimated Total Available Funds..... | 3,967,848.20 | |
| (d) Appropriations for the year 1919-20 (III)..... | 3,836,260.27 | |
| (e) Balance for Reserve and Contingencies..... | 131,587.93 | |

II. ESTIMATED INCOME

Federal Funds

| | | |
|---|--------------|--------------|
| Interest on Endowment Fund (Land Grant Act 1862) (Paid by the State)..... | \$ 32,450.66 | |
| Morrill Fund..... | 25,000.00 | |
| Nelson Fund..... | 25,000.00 | |
| Hatch Fund..... | 15,000.00 | |
| Adams Fund..... | 15,000.00 | |
| Smith-Lever Fund..... | 123,889.52 | |
| Smith-Hughes Fund..... | 14,265.00 | \$250,605.18 |

State Appropriations (Mill Tax)

| | | |
|-----------------------------|----------------|----------------|
| Salaries and Wages..... | \$1,650,000.00 | |
| Office Expense..... | 75,000.00 | |
| Travel..... | 25,000.00 | |
| Operating..... | 300,000.00 | |
| Repairs..... | 100,000.00 | |
| Equipment..... | 150,000.00 | |
| Permanent Improvements..... | 100,000.00 | |
| Contingent..... | 100,000.00 | \$2,500,000.00 |

State Appropriations (Special)

| | | |
|---------------------------------------|-------------|------------|
| Military Barns and Barracks..... | \$25,000.00 | |
| Clinical Building..... | 300,000.00 | |
| Live Stock Biological Laboratory..... | 11,500.00 | 336,500.00 |

Student Fees

| | | |
|-----------------------|------------|------------|
| Urbana-Champaign..... | 240,000.00 | |
| Chicago..... | 75,000.00 | 315,000.00 |

Departmental Sales

| | | |
|------------------|------------|--------------|
| Agriculture..... | 249,541.00 | |
| Other..... | 72,100.00 | \$321,641.00 |

Total..... \$3,723,746.18

III. SUMMARY OF APPROPRIATIONS

General

| | |
|--|----------------|
| Administrative Offices..... | 152,605.00 |
| General Departments..... | 211,900.00 |
| Publications..... | 16,300.00 |
| General Expenses..... | 16,000.00 |
| Physical Plant (Urbana-Champaign)..... | 425,400.00 |
| Land and Buildings..... | 525,000.00 |
| <i>Total General</i> | (1,347,205.00) |

Colleges and Schools

Urbana-Champaign:

| | |
|---|-----------------------|
| Liberal Arts and Sciences..... | \$540,512.00 |
| Agricultural College and Experiment Station | 950,869.27 |
| Engineering College and Experiment Station | 383,680.00 |
| College of Commerce..... | 65,000.00 |
| College of Education..... | 81,275.00 |
| College of Law..... | 33,333.00 |
| Graduate School..... | 53,250.00 |
| School of Music..... | 23,930.00 |
| School of Library Science..... | 10,500.00 |
| Summer Session..... | 35,000.00 |
| <i>Total Urbana-Champaign.....</i> | <i>(2,177,339.27)</i> |

Chicago:

| | |
|---|--------------|
| General Administration and Physical Plant... \$ | 78,862.00 |
| College of Medicine..... | 140,364.00 |
| College of Dentistry..... | 64,020.00 |
| School of Pharmacy..... | 28,470.00 |
| Total Chicago..... | (311,716.00) |
| Totals Colleges and Schools..... | 2,489,055.27 |

Grand Total..... \$3,836,260.27

This statement was received for record.

SETTLEMENT FOR THE NAVAL UNIT OF THE S.A.T.C.

(36) The following letter from the Comptroller:

September 30, 1919

President David Kinley, 355 Administration Building

MY DEAR PRESIDENT KINLEY:

I have received from the Navy Department a check for \$28,838.14, sent in final settlement of the claim of the University on account of the Naval section of the S.A.T.C. The original amount of this claim was \$31,057.72, but the Navy Department has declined to make payments for amounts due on account of tuition and fees of naval students to the amount of \$2,219.58. The receipt of this remittance therefore concludes the amounts which the United States Government has accepted to pay on account of the S. A. T. C.

On May 16, 1919, page 331 of the Board Minutes, I report an estimated net deficit on account of the S. A. T. C. of \$11,987.83. This estimate included allowance for the sale of certain equipment which has not been sold but has been taken over by the Physical Plant or retained for general University uses, including Dodge automobile, truck, kitchen annex to the Armory and latrine building. The salvage estimates on these items were \$2,366.00, thus increasing the deficit to approximately \$14,350.00. To this must be added the amount deducted by the Navy Department in its settlement of \$2,219.58, making a total of approximately \$16,570.00 deficit at the present time.

The reduction in the settlement made by the Navy Department constitutes a charge against the free balance of income at June 30, 1919, inasmuch as the original full amount of this claim was set up as an asset on that date. The remaining amount of deficit in the S. A. T. C. was carried forward at June 30, 1919, without being charged against the free balance of income at the date against which it properly belongs. The total net present deficit of the S. A. T. C. therefore, approximately \$16,570.00, stands as a charge against the free balance of income as of June 30, 1919, and therefore against the Reserve and Contingent Fund for 1919-20.

In this connection, I call your attention to my statement on page 328 of the Board Minutes of May 16, 1919, in which it is shown that the increase in revenue from fees resulting from S. A. T. C. was \$23,472.00.

We have also retained for permanent University use certain items of equipment including 200 mattresses, 100 blankets and some articles of furniture. There is a small amount of equipment and supplies remaining to be disposed of, but the amount of realization on these items will not be large.

Cordially yours,
LLOYD MOREY

This statement was received for record.

THE WOMAN'S RESIDENCE HALL

(37) A report that the Acting President has given instructions as to the lines of division between the duties and responsibilities of the officers in charge of the Residence Hall.

This report was received for record.

LAND BOUGHT BY CHAMPAIGN CHAMBER OF COMMERCE

(38) A letter from President J. M. White of the Champaign Chamber of Commerce.

October 4, 1919

Acting President David Kinley, 355 Administration Building

DEAR SIR:

The Champaign Chamber of Commerce has purchased lots 3, 4, 5 and 6, facing Armory Avenue just west of Fifth St., and lots 8, 9 and 10, facing Armory Avenue just east of Fifth St., believing that the University will some day want this property

One of the corner lots had been purchased with the view of putting a store upon it.

It will be impossible to handle the large crowds which will ultimately go to the Armory on the ordinary width streets, and provision should be made for a large open area at the south end of Fifth Street. The improving of this property would have postponed the possibility of this development, and the Chamber of Commerce has therefore taken the chance of buying it and will be glad to hold it until such time as the University can take title to it, but in the meantime would like to have sufficient returns to pay the carrying charges.

The total frontage is 402.85 feet, and the cost to the Chamber of Commerce has been \$18,539.16 which is \$46.00 a front foot. To hold this property without cost the Chamber of Commerce should receive 6% on the investment plus taxes.

The lots are available for tennis courts and it would be possible to put in eight courts as shown on the accompanying plan. To construct these and build suitable back stops will cost about \$1,500.00. If the Chamber of Commerce should do this their investment in the property would be practically \$20,000.00.

If we build these courts can we rent the property to you, for 6% on our investment plus the taxes?

If you desire the co-operation of the Chamber of Commerce in acquiring other property the University needs, we shall be very glad to discuss the matter with you.

Yours very truly,
JAMES M. WHITE
President

On motion of Mr. Abbott, this proposal was accepted with thanks, and the Comptroller was authorized to sign a long-term lease with privilege of purchase on the terms indicated.

PROPOSAL TO PURCHASE AND HOLD LAND

(39) A request from the Champaign Chamber of Commerce for a statement of the intention of the University concerning the purchase of certain land in Champaign, with an offer to purchase and to hold for the University such land as the Trustees should declare to be necessary to provide for the growth of the campus.

Action on this matter was deferred.

The Executive Committee adjourned.

H. E. CUNNINGHAM
Clerk

R. F. CARR
Chairman

EVENING SESSION, OCTOBER 4, 1919

When the Board convened for the evening session on October 4, 1919, the same persons were present as at the morning session.

CLINICAL FACULTY, COLLEGE OF MEDICINE

The Secretary presented for record the list of the clinical faculty of the College of Medicine, appointed August 30, 1919, by Acting President Kinley.

Department of Medicine

Charles Spencer Williamson, Professor of Medicine and head of the Department

Division of Internal Medicine

Charles Spencer Williamson, Professor of Medicine
 Frederick Tice, Professor of Medicine
 Maurice Louis Goodkind, Professor of Medicine
 Joseph McIntyre Patton, Professor of Medicine
 Frank Smithies, Associate Professor of Medicine
 Edward Louis Heintz, Associate Professor of Medicine and Clinical Medicine
 Maurice Lewison, Associate Professor of Physical Diagnosis
 Arthur Richard Elliott, Associate Professor of Medicine
 Robert Mosser, Assistant Professor of Clinical Medicine
 Ernest Sisson Moore, Assistant Professor of Clinical Medicine
 Frank Chauvet, Assistant Professor of Physical Diagnosis
 George John Lorch, Associate in Medicine
 John Charles Mathew Krasa, Associate in Medicine
 Laurence Hampton Myers, Associate in Medicine
 Walter Bradford Metcalf, Associate in Clinical Medicine
 Fred Raymond Crooks, Associate in Medicine
 Franklin S. Wilson, Associate in Clinical Medicine
 Stephen Roman Pietrowicz, Associate in Medicine
 Max Biesenthal, Associate in Medicine
 Robert Ludwig Furby, Instructor in Medicine
 Clarence James McMullen, Instructor in Medicine
 James H. Moran, Instructor in Medicine
 Allan Joseph Hruby, Assistant in Medicine
 Benjamin Goldberg, Assistant in Medicine
 Leo Jacob Jacobson, Assistant in Medicine
 James Stevenson, Assistant in Medicine
 Yale N. Levinson, Assistant in Medicine

Robert G. Savage, Assistant in Medicine
 William Joseph Quigley, Assistant in Medicine
 Elmer W. Mosley, Assistant in Medicine
 Sidney A. Portis, Assistant in Medicine
 William T. Rogers, Assistant in Medicine
 James Craig Small, Assistant in Medicine

Division of Pediatrics

Julius Hayes Hess, Professor of Pediatrics and head of the Division
 Henry Eugene Irish, Assistant Professor of Pediatrics
 Maurice Lamm Blatt, Assistant Professor of Pediatrics
 Lester Edward Bower, Associate in Pediatrics
 Solomon Maxwell Goldberger, Instructor in Pediatrics
 Ladislav Stofa, Assistant in Pediatrics
 James Joseph Leach, Assistant in Pediatrics
 Isador Michael Levin, Assistant in Pediatrics
 Craig D. Butler, Assistant in Pediatrics
 Joseph K. Calvin, Assistant in Pediatrics

Division of Neurology

H. Douglas Singer, Acting head of the Division
 Edward Franklin Leonard, Assistant Professor of Neurology
 Samuel N. Clark, Instructor in Neurology and Psychiatry

Division of Psychiatry

H. Douglas Singer, Professor of Psychiatry and head of the Division
 Charles F. Read, Assistant Professor of Psychiatry

Division of Roentgenology

To be recommended later.

Division of History of Medicine

Bernard John Cigrand, Lecturer in the History of Medicine

Department of Obstetrics and Gynecology

Charles Sumner Bacon, Professor of Obstetrics and head of the Department

Division of Obstetrics

Charles Sumner Bacon, Professor of Obstetrics and Clinical Obstetrics
 Rachelle S. Yarros, Associate Professor of Obstetrics and Clinical Obstetrics
 Cecil V. Bachele, Associate Professor
 Otto Herman Rohrlack, Associate Professor of Obstetrics and Clinical Obstetrics
 Richard Charles Steffan, Associate
 Frederick Howard Falls, Associate
 Walter Charles Hammond, Associate
 Annie Esther Barron-Harrison, Instructor
 Edward Morton Heacock, Instructor
 Julius E. Lackner, Instructor
 Warren F. Bernstorff, Assistant

Division of Gynecology

Channing Whitney Barrett, Professor of Gynecology and Clinical Gynecology and head of the Division

John Michael Lang, Assistant Professor of Clinical Gynecology
 Edgan Walter Fischmann, Assistant Professor of Gynecology
 Albert John Schoenberg, Associate in Clinical Gynecology
 Frank Lee Stone, Associate in Gynecology
 Mathilda Osborne Lichner, Instructor in Clinical Gynecology
 Leo Antony Juhnke, Instructor in Clinical Gynecology
 Goldye Hoffman, Assistant in Gynecology

Department of Surgery

Charles Davison, Professor of Surgery and head of the Department

Division of General Surgery

Charles Davison, Professor of Surgery and Clinical Surgery
 Albert John Ochsner, Professor of Surgery and Clinical Surgery
 Albert Edward Halstead, Professor of Surgery and Clinical Surgery
 Charles Edward Humiston, Professor of Clinical Surgery
 Nelson Mortimer Percy, Associate Professor of Clinical Surgery
 George Farnsworth Thompson, Associate Professor of Clinical Surgery
 Frederick George Dyas, Assistant Professor of Surgery and Clinical Surgery
 Frank Donald Moore, Assistant Professor of Surgery and Clinical Surgery
 John Ross Harger, Assistant Professor of Surgery
 Karl Albert Meyer, Assistant Professor of Surgery and Clinical Surgery
 Cassius Clay Rogers, Assistant Professor of Surgery
 Charles Herbert Phifer, Assistant Professor of Surgery
 Arrie Bamberger, Associate in Surgery
 Raymond Williams McNealy, Associate in Surgery
 Oscar Eugene Nadeau, Associate in Surgery
 Henry Lester Baker, Associate in Surgery
 George Washington Post, Jr., Associate in Clinical Surgery
 George Luther Davenport, Instructor in Surgery
 Max Meyerovitz, Instructor in Clinical Surgery
 Lyndon Harris, Assistant in Clinical Surgery
 Clara Grace Gottschalk, Assistant in Clinical Surgery
 Williams Franklin Moncreiff, Instructor in Surgery
 Edwin Christian Schmitt, Instructor in Surgery

Division of Orthopedic Surgery

Charles Meyer Jacobs, Associate Professor of Clinical Orthopedic Surgery
 Henry Bascom Thomas, Assistant Professor of Orthopedic Surgery
 Marcus Hatfield Hobart, Instructor in Orthopedic Surgery
 Robert Jay Cook, Instructor in Orthopedic Surgery

Division of Genito-Urinary Surgery

Charles Morgan McKenna, Assistant Professor of Genito-Urinary Surgery
 William Nicholas Senn, Associate in Genito-Urinary Surgery
 Harry Jerome Smejkal, Instructor in Genito-Urinary Surgery
 Harry Culver, Associate in Genito-Urinary
 Maurice Seymour Mazel, Instructor in Genito-Urinary Surgery

Division of Operative Surgery

Benjamin Franklin Lounsbury, Assistant Professor of Operative Surgery
 Archie James Graham, Instructor in Operative Surgery
 James Huber Skiles, Assistant in Operative Surgery
 Arthur R. Metz, Assistant in Operative Surgery
 Charles Edward Watts, Assistant in Operative Surgery

Department of Laryngology, Rhinology, and Otology

Norval Harvey Pierce, Professor of Laryngology, Rhinology, and Otology and head of the Department

Joseph Carl Beck, Associate Professor of Laryngology, Rhinology, and Otology
 John Algernon Cavanaugh, Associate Professor of Laryngology, Rhinology, and Otology
 Walter H. Theobald, Associate in Laryngology, Rhinology and Otology
 Edward Francis Garraghan, Associate in Laryngology, Rhinology, and Otology
 Jacques Holinger, Associate in Laryngology, Rhinology, and Otology

Charles Francis Yerger, Instructor in Laryngology, Rhinology, and Otology
 William Clyde Comee, Instructor in Laryngology, Rhinology, and Otology
 Hiram Jason Smith, Instructor in Laryngology, Rhinology, and Otology

Department of Ophthalmology

Edward Vail Lapham Brown, Professor of Ophthalmology and head of the Department
 Andy M. Carr, Instructor in Ophthalmology
 Lyman Alden Coppes, Instructor in Ophthalmology
 Charles Alford Maghy, Instructor in Ophthalmology
 Williams Franklin Moncreiff, Assistant in Ophthalmology
 Margaret Amerton Heath, Refractionist

Department of Dermatology

Francis Eugene Senear, Associate in Dermatology
 Julian B. Marks, Assistant in Dermatology

Department of Social Hygiene, Criminology, and Medical Jurisprudence

Herman M. Adler, Professor of Criminology and Head of the Department
 Elmer DeWitt Brothers, Lecturer in Medical Jurisprudence
 Matthew Mills, Alternate Lecturer in Medical Jurisprudence

APPOINTMENTS TO FILL VACANCIES

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

Adler, H. M., Professor of Criminology and Head of the Department of Social Hygiene, Criminology, and Medical Jurisprudence in the College of Medicine, for one year, beginning September 1, 1919, without salary. (*August 20, 1919.)

Allen, L., Assistant in Romance Languages, for ten months, beginning September 1, 1919, at a salary of fourteen hundred dollars (\$1,400) for the period. (August 20, 1919)

Alley, W. E., Mechanician on one-half time in the Mechanical Engineering Laboratory and one-half time in the University Power Plant, from September 1, 1919, to August 31, 1920, at a salary of eighteen hundred dollars (\$1,800) for the period. This appointment superseding his previous appointment (September 24, 1919).

Alseth, Hilda J., Librarian in the Engineering Library, at a salary of twelve hundred dollars (\$1,200) a year, beginning September 1, 1919. This appointment superseding her previous appointment. (September 22, 1919).

Baker, J. A., Graduate Assistant in Chemistry, for ten months, beginning September 1, 1919, at a salary of three hundred fifty dollars (\$350) for the period. (September 5, 1919).

Barto, Margaret, Instructor in Physical Education for Women, for the ten months beginning September 1, 1919, at a salary of eleven hundred dollars (\$1,100) for the period. (September 15, 1919).

Bauer, E. E., Assistant in Highway Engineering in the department of Civil Engineering, for nine months, beginning October 1, 1919, at a salary of one hundred thirty-three and one-third dollars (\$133.33) a month. (September 30, 1919).

Bauer, R. S., Instructor in Business Law in the department of Business Organization and Operation in the College of Commerce and Business Administration, for ten months, beginning September 1, 1919, at a salary of two thousand dollars (\$2,000) for the period. (August 19, 1919).

Beggs, C. N., Mailing Clerk in the Engineering Experiment Station, from September 22, 1919, to June 15, 1920, on one-half time, at a salary of thirty dollars (\$30) a month. (September 22, 1919).

Bolduc, Mary, Nurse in the Dispensary in the College of Medicine, at a salary of one thousand twenty dollars (\$1,020) a year, beginning September 1, 1919 and

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

continuing until further notice; subject to the rules of the Civil Service Commission. (August 30, 1919).

Boughton, I. B., Assistant in Animal Pathology in the department of Animal Husbandry in the College of Agriculture and the Agricultural Experiment Station, for one year, beginning September 1, 1919, at a salary of eighteen hundred dollars (\$1,800) for the year. (September 15, 1919).

Bourgeois, Alma, Nurse in the Infirmary in the College of Dentistry, at a salary of nine hundred sixty dollars (\$960) a year, beginning September 15, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 13, 1919).

Bowman, Emilie R., Instructor in Physical Education for Women, for ten months, beginning September 1, 1919, at a salary of fourteen hundred dollars (\$1,400) for the period. (September 11, 1919).

Bradbury, C. E., Assistant Professor of Art and Design, for three years, beginning September 1, 1919, at a salary of twenty-five hundred dollars (\$2,500) a year. This appointment superseding his previous appointment. (September 13, 1919).

Brown, B. K., Graduate Assistant in Chemistry, for ten months, beginning September 1, 1919, at a salary of thirty dollars (\$30) a month. (August 19, 1919).

Brown, J. B., Assistant in Chemistry, for ten months, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the period. This appointment superseding his previous appointment. (August 30, 1919).

Butler, W. G., Instructor in Agriculture (in charge of returned soldiers) for one year, beginning September 1, 1919, at a salary of eighteen hundred dollars (\$1,800) for the period. (August 19, 1919).

Cameron, E. H., Professor of Education, on indefinite tenure, beginning September 1, 1919, at a salary of four thousand dollars (\$4,000) a year. (August 22, 1919).

Cannon, W. D., Research Graduate Assistant in Electrical Engineering in the Engineering Experiment Station, for two years of ten months each, beginning September 1, 1919, at a salary of five hundred dollars (\$500) a year. (September 13, 1919).

Cavanaugh, Marie E., Clerk in the Periodical and Mail Department of the Library, for one year, on one-half time, beginning September 15, 1919, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (September 16, 1919).

Chetwin, J., Laboratory Assistant and Potter in the department of Ceramic Engineering, from August 5, 1919, to August 31, 1920, at a salary of one hundred twenty-five dollars (\$125) a month. This appointment superseding his previous appointment. (September 11, 1919).

Clay, Miriam E., Library Assistant in the department of Mathematics and General Library, for one year, on two-thirds time, beginning September 1, 1919, at a salary of fifty dollars (\$50) a month. (August 30, 1919).

Coats, Nellie M., Library Assistant in the Catalog Department of the Library, at a salary of seventy-five dollars (\$75) a month, beginning September 15, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 18, 1919).

Cobb, W. H., Assistant Auditor in the Business Office, at a salary of thirteen hundred dollars (\$1,300) a year, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. This appointment superseding his previous appointment. (August 30, 1919).

Curry, A. R., Cataloger in the Catalog Department of the Library, for one year, on one-third time, beginning September 1, 1919, at a salary of twenty-one dollars and sixty-six cents (\$21.66) a month. (August 30, 1919).

Davis, Anna L., House Manager of Woman's Residence Hall, for one year, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the year, with living quarters and board. (August 21, 1919).

Dobyns, Marie, Clerk in the Periodical Department of the Library, for twelve months, on one-third time, beginning September 1, 1919, at a salary of twenty dollars (\$20) a month. This appointment superseding her previous appointment. (September 25, 1919).

Dodd, Mary M., Stenographer, Rank II, in the office of the Supervising Architect at a salary of eighty dollars (\$80) a month, beginning September 22, 1919, and

continuing until further notice; subject to the rules of the Civil Service Commission. (September 26, 1919).

Donald, H. S., Instructor in General Engineering Drawing, for ten months, beginning September 1, 1919, at a salary of fourteen hundred dollars (\$1,400) for the period. (September 15, 1919).

Doner, R. D., Graduate Assistant in Physics in the College of Engineering for ten months, beginning September 1, 1919, at a salary of three hundred fifty dollars (\$350) for the period. (September 22, 1919).

Dyniewicz, Josephine M., Assistant in Chemistry, in the College of Pharmacy, for one year, beginning September 1, 1919, at a salary of eight hundred dollars (\$800) for the year. (September 15, 1919).

Edmonds, R. H. G., Scholar in Physics, for the ten months, beginning September 1, 1919, at a stipendium of twenty-five dollars (\$25) a month. (August 16, 1919).

Fazel, C. S., Assistant in Physics, for ten months, beginning September 1, 1919, at a salary of fifteen hundred dollars (\$1,500) for the period. (August 18, 1919)

Forsythe, A., Carpenter in the College of Medicine, for ten months, beginning September 1, 1919, at a salary of one hundred fifty dollars (\$150) a month. (September 15, 1919).

Fritsch, E. A., Instructor in teacher-training classes in Industrial Education, for twenty weeks, beginning September 24, 1919, at a salary of four hundred dollars (\$400) for the period. (September 22, 1919).

Fry, Edna, House Manager of Woman's Residence Hall, for one year, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the year; including board and room. (September 8, 1919).

Gjelsness, R. H., General Assistant in the Library, for one year, on one-half time, beginning September 22, 1919, at a salary of forty-one and two-thirds dollars (\$41.66) a month. (September 13, 1919).

Grennan, Elizabeth, Instructor in Mathematics, for five months, beginning September 1, 1919, at a salary of one hundred fifty dollars (\$150) a month. (September 22, 1919).

Griffith, Mabel F., Clerk and Stenographer in the department of English, at a salary of one thousand dollars (\$1,000) a year, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. This appointment superseding her previous appointment. (August 18, 1919).

Groot, J. T., Assistant in Physiology in the department of Physiology and Physiological Chemistry in the College of Medicine, for eleven months, beginning October 1, 1919, at a salary at the rate of twelve hundred dollars (\$1,200) a year. (September 22, 1919).

Groot, J. T., Instructor in Physiology in the department of Physiology in the College of Pharmacy, for one semester beginning October 1, 1919, at a salary of two hundred fifty dollars (\$250) for the semester. (September 26, 1919).

Hackley, Elizabeth P., Scholar in English, for the ten months, beginning September 1, 1919, at a stipendium of twenty-five dollars (\$25) a month. (August 21, 1919).

Heinekamp, W. J. R., Assistant in Pharmacology in the Department of Pharmacology, Materia Medica and Therapeutics, in the College of Medicine, for nine months, beginning October 1, 1919, at a salary of three hundred dollars (\$300) for the period. (September 22, 1919).

Henry, Mary A., Assistant in Psychology, for ten months, on one-half time, beginning September 1, 1919, at a salary of six hundred dollars (\$600) for the period. (September 5, 1919).

Hickok, Frances L., Assistant in Public Speaking, for ten months, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the period. (September 9, 1919).

Hiltabrand, W. P., Assistant in Soil Physics in the department of Agronomy in the Agricultural Experiment Station, for one year, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the year. (August 22, 1919).

Hoffman, C. A., Instructor in teacher-training classes in the department of Industrial Education, for twenty weeks, beginning September 24, 1919, at a salary of four hundred dollars (\$400) for the period. (September 22, 1919).

Hoffman, Lillie W., Stenographer and Technical Secretary (Chemistry) in the Department of Physiology and Physiological Chemistry, in the College of Medicine, at a salary of sixty-five dollars (\$65) a month, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 22, 1919).

Huber, Marie, Chief Stenographer in the Office of the Dean of the College of Engineering, at a salary of seventy-five dollars (\$75) a month, beginning September 17, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 13, 1919).

Hufferd, R. W., Assistant in Chemistry, for ten months, on one-half time, beginning September 1, 1919, at a salary of seven hundred dollars (\$700) for the period. (September 22, 1919).

Hyatt, E. G., Assistant in Pharmacology in the department of Pharmacology and Therapeutics in the College of Medicine, for nine months, beginning October 1, 1919, at a salary of sixty dollars (\$60) a month. (September 22, 1919).

Hyde, H. W., Research Graduate Assistant in Gas Engineering in the Engineering Experiment Station, for two years of ten months each, beginning September 1, 1919, at a salary of five hundred dollars (\$500) a year. This appointment superseding his previous appointment. (August 30, 1919).

Johnson, Nora C., Laborer in the College of Medicine at a salary of fifty-five dollars (\$55) a month, beginning August 20, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 5, 1919).

Josi, E., Instructor in teacher-training classes in the department of Industrial Education for twenty weeks, beginning September 24, 1919, at a salary of four hundred dollars (\$400) for the period. (September 22, 1919).

Karraker, A. H., Assistant in Soil Physics in the department of Agronomy in the College of Agriculture and the Agricultural Experiment Station, for one year, beginning September 1, 1919, at a salary of fourteen hundred dollars (\$1,400) for the year. (September 13, 1919).

Kiefer, P. J., Assistant Professor of Steam Engineering in the Department of Mechanical Engineering in the College of Engineering, for three years, beginning September 1, 1919, at a salary of twenty-five hundred dollars (\$2,500) a year. (August 20, 1919).

Kitner, Wm. W., Scholar in History, for ten months, beginning September 1, 1919, at a stipendium of twenty-five dollars (\$25) a month. (September 16, 1919).

Koupal, Elsa, Clerk in the Loan Department of the Library, for twelve months, on one-half time, beginning September 15, 1919, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (September 13, 1919).

Koupal, Helen M., Clerk in the Periodical Division of the Library, for one year, on one-half time, beginning September 15, 1919, at a salary of thirty dollars (\$30) a month. (September 13, 1919).

Kurt, Mary A., Record Clerk in the Office of the Dean of the College of Liberal Arts and Sciences, at a salary of sixty-five dollars (\$65) a month, beginning September 8, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (August 22, 1919).

Lake, Ethel, Tabulating Machine Operator in the Bureau of Educational Research at a salary of one hundred dollars (\$100) a month, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (August 21, 1919).

Lampert, M., Assistant to the Health Officer in the University Health Service, for twelve months, on one-half time, beginning September 1, 1919, at a salary of fifteen hundred dollars (\$1,500) for the period. (September 22, 1919).

Lawson, Sarah, Reviser and Assistant in the Library School, for nine months, beginning September 15, 1919, at a salary of one hundred dollars (\$100) a month. (September 22, 1919).

Lowe, Lucretia, Assistant in English, for ten months, on two-thirds time, beginning September 1, 1919, at a salary of eight hundred dollars (\$800) for the period. (September 22, 1919).

McCaughtry, Ruth C., Reviser and Assistant in the Library School, for nine months, beginning September 15, 1919, at a salary of one hundred dollars (\$100) a month. (August 20, 1919).

McCollum, Jean, Stenographer, Rank III, in the Library Office of the Library, at a salary of ninety dollars (\$90) a month, beginning September 15, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 27, 1919).

McDougle, V. R., Assistant in Accounting in the Department of Business Organization and Operation in the College of Commerce, for ten months, beginning September 1, 1919, at salary of twelve hundred dollars (\$1,200) for the period. This appointment superseding his previous appointment. (September 26, 1919).

Mallow, Gladys, Clerk in the Department of Architect, at a salary of sixty dollars (\$60) a month, beginning September 17, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 15, 1919).

Marvel, C. S., Dupont fellow in Chemistry, for ten months, beginning September 1, 1919, with a stipendium of seventy-five dollars (\$75) a month. (September 16, 1919).

Meents, W. H., Assistant Professor of Surgery in the College of Medicine, for one year, beginning September 1, 1919, without salary. (September 13, 1919).

Muncie, W. S., Clerk in the Catalog Department of the Library, for ten months, on one-half time, beginning September 1, 1919, at a salary of thirty dollars (\$30) a month. (August 30, 1919).

Nearpass, E. E., Instructor in Art and Design, for ten months, beginning September 1, 1919, at a salary of sixteen hundred dollars (\$1,600) for the period. (September 5, 1919).

Newberger, C., Instructor in Obstetrics in the Department of Obstetrics and Gynecology in the College of Medicine, for one year, beginning September 1, 1919, without salary. (September 25, 1919).

Nuzum, J. W., Associate in Anatomy in the Department of Anatomy in the College of Medicine, for nine months, on one-half time, beginning October 1, 1919, at a salary of one hundred dollars (\$100) a month. (September 22, 1919).

Oberndorfer, Beulah, Graduate Assistant in Zoology, for ten months, beginning September 1, 1919, at a salary of three hundred dollars (\$300) for the period. (September 5, 1919).

Payton, P. L., Shelf Assistant in the Library, for twelve months, on one-half time, beginning September 1, 1919, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (August 30, 1919).

Powers, J. O., Assistant in Education, for ten months, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the period. This appointment superseding his previous appointment. (September 25, 1919).

Price, F. E., Instructor in teacher-training classes, in the Department of Industrial Education, for twenty weeks, beginning September 24, 1919, at a salary of four hundred dollars (\$400) for the period. (September 22, 1919).

Pursell, W., Stenographer in the department of Chemistry, at a salary of seventy-five dollars (\$75) a month, beginning September 17, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 17, 1919).

Rennie, R. M., Superintendent of the Machine Shop, from October 1, 1919, to August 31, 1920, at a salary at the rate of twenty-two hundred dollars (\$2,200) a year. (September 23, 1919).

Rhoads, R. L., Instructor in Mechanical Engineering, for ten months, beginning September 1, 1919, at a salary of eighteen hundred dollars (\$1,800) for the period. (August 20, 1919).

Rhode, C. S., Instructor in Dairy Husbandry in the College of Agriculture and the Agricultural Extension Service, for one year, beginning September 1, 1919, at a salary of eighteen hundred dollars (\$1,800) for the year. This appointment superseding his previous appointment. (August 22, 1919).

Rowland, Elizabeth A., Stenographer in the Office of the Dean of the College of Liberal Arts and Sciences, at a salary of seventy-five dollars (\$75) a month, beginning September 15, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (August 21, 1919).

Ruehe, H. A., Acting Head of the Department of Dairy Husbandry, Assistant Professor and Assistant Chief in Dairy Manufacturers in the College of Agriculture and the Agricultural Experiment Station, for one year, beginning August 1, 1919, at a salary of thirty-five hundred dollars (\$3,500) for the year. (August 15, 1919).

Schaus, Eunice, Clerk in the Order Department of the Library, for eleven and one-fourth months, on one-half time, beginning September 23, 1919, at a salary of thirty dollars (\$30) a month. (September 25, 1919).

Schmidt, C. C., Assistant in Physics, for ten months, on part-time, beginning September 1, 1919, at a salary of six hundred dollars (\$600) for the period. (September 26, 1919).

Sharp, Edith C., Order Assistant in the Order department of the Library for ten months, on two-thirds time, beginning September 15, 1919, at a salary of fifty dollars (\$50) a month. (August 30, 1919).

Sharpless, Helen, Library Assistant in the Order Department of the Library, for four months, beginning September 27, 1919, at a salary of eighty-three and one-third dollars (\$83.33) a month. (September 27, 1919).

Shattuck, Rolla E., Shelf Assistant in the Library, for twelve months, on one-half time, beginning September 1, 1919, at a salary of twenty-seven and one-half dollars (\$27.50) a month. (August 30, 1919).

Shattuck, Rolla E., Shelf Assistant in the Library, for twelve months, on one-third time, beginning September 15, 1919, at a salary of twenty dollars (\$20) a month. This appointment superseding her previous appointment. (September 22, 1919).

Smith, Alta B., Dispensary Nurse in the College of Medicine, at a salary of eighty-five dollars (\$85) a month, beginning September 22, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 24, 1919).

Snapp, R. R., Assistant Professor of Animal Husbandry, Assistant Chief in Beef Cattle Husbandry in the College of Agriculture and the Agricultural Experiment Station, for one year, beginning September 1, 1919, at a salary of twenty-five hundred dollars (\$2,500) for the year. (August 30, 1919).

Stallard, H., Instructor in Anatomy in the department of Anatomy in the College of Medicine, for ten months, on one-half time, beginning October 1, 1919, at a salary of one hundred dollars (\$100) a month. (September 25, 1919).

Stimson, Charlotte E., Librarian and Assistant in the department of Pharmacognosy in the School of Pharmacy, for twelve months, beginning September 1, 1919, at a salary of nine hundred dollars (\$900) for the period. (September 8, 1919).

Stone, C. W., Acting Professor of Education in the department of Educational Psychology, for one semester beginning September 1, 1919, at a salary of seventeen hundred fifty dollars (\$1,750) for the semester. (September 24, 1919).

Stormzand, M. J., Instructor in the College of Education, for one year, beginning September 1, 1919, at a salary of two thousand dollars (\$2,000) for the year. (September 13, 1919).

Stuart, C. W., Assistant in Oral Surgery (extracting) in the department of Oral Surgery in the College of Dentistry, for twelve months, beginning September 1, 1919, at a salary of six hundred dollars (\$600) for the period. (August 30, 1919).

Taft, L., Non-resident Professor of Art in the department of Art and Design, for three years, beginning September 1, 1919, without salary. (August 15, 1919).

Tauber, Erna C., Nurse in the Dispensary in the College of Medicine at a salary of one thousand twenty dollars (\$1,020) a year, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission (August 30, 1919).

Thomas, N. G., Professor of Histology (\$2,500) and Secretary (\$1,500) of the College in the Department of Administration and Histology in the College of Dentis-

try, for one year, beginning September 1, 1919, at a total salary of four thousand dollars (\$4,000) for the year. (August 15, 1919).

Thornsburch, Thelma T., Clerk in the Catalog Department of the Library, for twelve months, on one-third time, beginning September 1, 1919, at a salary of twenty dollars (\$20) a month. (August 30, 1919).

Townsend, M. T., Assistant in Zoology, for ten months, on one-half time, beginning September 1, 1919, at a salary of six hundred dollars (\$600) for the period. (September 9, 1919).

Valentine, R. W., Assistant in Economics in the College of Commerce, for ten months, beginning September 1, 1919, at a salary of twelve hundred dollars (\$1,200) for the period. This appointment superseding his previous appointment. (September 26, 1919).

Wasserman, M. J., Assistant in Economics in the College of Commerce, for ten months, beginning September 1, 1919, at a salary of twelve hundred (\$1,200) for the period. This appointment superseding his previous appointment. (September 26, 1919).

Waterson, J. R., Technician in Physiology in the department of Physiology and Physiological Chemistry, in the College of Medicine, from September 15, 1919, to September 1, 1920, at a salary of fifty dollars (\$50) a month. (September 22, 1919).

Weisman, S., Student Assistant in Chemistry, for ten months, beginning September 1, 1919, at a salary of ten dollars (\$10) a month. (August 19, 1919).

Wells, Eunice, Clerk in the Order department of the Library, for twelve months, on one-third time, beginning September 15, 1919, at a salary of twenty-two and one-half dollars (\$22.50) a month. (September 13, 1919).

Wittman, Julia, Stenographer at Chicago center in the Department of Industrial Education, at a salary of one thousand eighty dollars (\$1,080) a year, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. (September 26, 1919).

Wright, A. D., Assistant Superintendent of the Pattern Shop, for ten months, beginning September 1, 1919, at a salary of thirteen hundred dollars (\$1,300) for the period. (August 30, 1919).

Wyninger, H. T., Storekeeper in the Department of Physics, at a salary of twelve hundred dollars (\$1,200) a year, beginning September 1, 1919, and continuing until further notice; subject to the rules of the Civil Service Commission. This appointment superseding his previous appointment. (August 22, 1919).

The Board adjourned to meet at the Blackstone Hotel, in Chicago, at 11 o'clock a. m. on Thursday, October 16, 1919.

URBANA, ILLINOIS, October 17, 1919

I certify that in the foregoing pages, numbered 559 to 594, inclusive, is contained the record of the transactions of the Board of Trustees of the University of Illinois, and of the Executive Committee, at the meetings held on September 9 and October 4, 1919, as approved and received for record by the Board on October 16, 1919.

Secretary of the Board of Trustees