

MEETING OF THE BOARD OF TRUSTEES

OF THE

UNIVERSITY OF ILLINOIS

May 17, 1929



The May meeting of the Board of Trustees of the University of Illinois was held at the University, in Urbana, at 9:30 a.m. on Friday, May 17, 1929.

When the Board convened, the following members were present: President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees.

President Kinley was present.

MINUTES APPROVED

The Secretary presented the minutes of the meeting of April 10, 1929.

On motion of Dr. Noble, the minutes were approved as printed on pages 155 to 168 above.

HONORS DAY CONVOCATION

On motion of Mrs. Evans, the Board voted to take a recess at 9:45 a.m. in order to attend the Honors Day Convocation in a body.

MATTERS PRESENTED BY PRESIDENT KINLEY

After the recess, the Board considered the following matters presented by the President of the University.

AUDITORS' REPORT

(1) The report of Arthur Young & Company of their audit of the accounts of the University for the quarter ending March 31, 1929, accompanied by a letter explaining a statement in the report.

May 10, 1929

Board of Trustees, University of Illinois, Urbana, Illinois

DEAR SIRs,

We have completed the audit of the accounts of the University of Illinois for the quarter ending March 31, 1929, and now submit our report thereon together with our Certificate of Audit and the following details:

Schedule I Income Realized for the quarter ending March 31, 1929

Schedule II Cash Receipts and Disbursements for the quarter ending March 31, 1929

Appendix A Details of Examination and Verification

Appendix B System of Internal Check in Force

Appendix C Tentative Program for Regular Quarterly Audits

In accordance with your request we have made a detailed examination of the books and records of the Business Offices in Urbana and in Chicago and of the various Departments. Details of the work done are given in Appendices A and B. Income Realized and Cash Receipts and Disbursements are summarized in Schedules I and II, respectively. In Appendix C we submit a Tentative Program for Regular Quarterly Audits, on which we comment later.

We find that during the period covered by our audit, all income has been properly recorded and that all cash receipts have been promptly deposited with the Treasurer of the University. All disbursements are supported by vouchers properly prepared and duly authorized. Cash and securities have been verified by inspection, actual count and confirmation received direct from the depositories. Purchases have been made after obtaining quotations and competitive bids wherever practicable.

The system of accounting is well adapted to give a proper control of detail records and an adequate survey of financial condition and of operations. The entries in the journals, cash books and ledgers have been correctly footed and posted throughout.

Supporting documents, such as warrants, vouchers, sales tickets, cash reports, etc., in the Business Offices and in the various Departments were found properly filed and easy of access.

We have carefully investigated the system of internal check safeguarding the University's funds. A description of the more important features noted is given in Appendix B.

The Comptroller's report to the Board of Trustees for the quarter ending March 31, 1929, a copy of which accompanies our report, has been checked with the books in the Business Office and has been found in agreement throughout. This report exhibits the Balance Sheet, Trust Accounts and Appropriation Accounts as at March 31, 1929, in full detail, together with statements of operation, and we submit no additional statements other than Schedules I and II which contain figures for the quarter under audit only.

While we have found the system of accounting and of internal check very satisfactory, we offer the following recommendations:

1. To extend the practice of numbering blank forms so as to include those now in use which are not numbered, to-wit—

Forms Bursar 11-24 and 2-29-5823-S used in the collection of students' loans and interest thereon

Form 10-27-344-S used for report of money received by the Home Economics Department

Form 2-28-4110-S used for cash receipts vouchers in the Business Office in Chicago

Report of cash sales in the Dairy Department—This report has been made out on numbered forms until March 4, 1929, and thereafter on forms not numbered

2. To take up, from time to time, the files of sales tickets, sales books and daily cash reports kept in the various Departments and to check portions of them, selected at random, into the books of account. This would furnish an independent test of the accuracy of the records in the Business Office and would assure the Comptroller that the department files are being maintained in their present condition, which we found to be complete and orderly.
3. In order to facilitate comparison with the Registrar's records, the account, Income from Students' Fees, may advantageously be subdivided according to sources and semesters, as follows—
 - Tuition and Laboratory Fees, Urbana, Summer Session
 - Tuition and Laboratory Fees, Urbana, First Semester
 - Tuition and Laboratory Fees, Urbana, Second Semester
 - Tuition and Laboratory Fees, Chicago, Summer Session
 - Tuition and Laboratory Fees, Chicago, First Semester
 - Tuition and Laboratory Fees, Chicago, Second Semester
 - Diploma Fees, Urbana, for Diplomas Issued October 19
 - Diploma Fees, Urbana, for Diplomas Issued February 19
 - Diploma Fees, Urbana, for Diplomas Issued June 19
 - Diploma Fees, Chicago
 - High School Fees, Urbana
 - Locker Fees, Urbana
 - Locker Fees, Chicago

In conclusion we would state that while the audit for the quarter ending March 31, 1929, has been made in detail, the time occupied by regular quarterly audits may be shortened materially by restricting part of the work to substantial tests. These tests would extend along the different lines of investigation without, however, making a complete check of all items. In Appendix C we submit a Tentative Program of Audit which we consider adequate in connection with the system of accounting and of internal check now prevailing in the Business Office of the University of Illinois, with the changes recommended. If no irregularities are discovered in the course of an audit as outlined, we would feel entirely justified in issuing an unqualified certificate.

Yours faithfully,

ARTHUR YOUNG & CO.

CERTIFICATE OF AUDIT

May 10, 1929

Board of Trustees, University of Illinois, Urbana, Illinois

DEAR SIRs,

We have audited the accounts of the University of Illinois for the quarter ending March 31, 1929, and we hereby certify that, so far as we have been able to ascertain by a detailed audit,

All Income which the University should have received during the period stated has been received and duly accounted for.

All Disbursements have been made for University purposes and have been properly authorized, and the expenditures have been correctly recorded in the books of account.

The Cash and Securities as shown by the books as at March 31, 1929, are correct in amount and have been verified by actual inspection, count or direct confirmation from the depositories.

The Quarterly Report of the Comptroller to the Board of Trustees as at March 31, 1929, showing the Balance Sheet and Detailed Accounts as at that date, together with Statements of Operation for the nine months ending March 31, 1929, is in accordance with the books and, in our opinion, is correct.

Yours faithfully,

ARTHUR YOUNG & CO.

SCHEDULE I
INCOME REALIZED FOR THE QUARTER ENDING MARCH 31, 1929

From State Funds:			
For Operation.....	\$1	163 101 76	
For Building.....		113 366 13	
For Other Purposes.....		4 252 39	
			\$1 280 720 28
From Federal Funds:			
Smith-Lever Fund.....	\$	119 812 17	
Hatch-Adams Fund.....		7 500 00	
Purnell Fund.....		12 500 00	
Interest on Endowment Fund from State Treasurer.....		16 225 33	
			156 037 50
From Students' Fees:			
Gross Fees.....	\$	365 140 57	
Less: Refunds.....		7 732 51	
			357 408 06
From Residence Halls, Hospital and Tenant Properties.....			48 255 31
From Sales and Miscellaneous Sources:			
Agricultural College and Experiment Station.....	\$	68 459 68	
Colleges of Liberal Arts, Engineering and Graduate School.....		2 039 47	
Medical Dispensary and Dental Infirmary.....		14 600 17	
Administrative—Directories, Library Fines, etc.....		3 590 39	
Interest on Daily Bank Balances.....		6 835 15	
Miscellaneous.....		1 746 74	
			97 271 60
Trust Income and Gifts:			
Interest on Students' Loans.....	\$	2 469 28	
Interest on Bonds, Net.....		3 270 86	
Loss on Sale of Bonds, Net.....		615 81	
Sales of Farm Products.....		1 843 26	
Rent on Farm Land and Co-Operative Houses.....		747 95	
Entrance Examination and Sundry Fees.....		2 459 00	
Forfeits of Deposits on Uniforms, etc.....		444 53	
Gifts.....		41 094 25	
			51 713 32
			\$1 991 406 07

SCHEDULE II
CASH RECEIPTS AND DISBURSEMENTS
FOR THE QUARTER ENDING MARCH 31, 1929

	State Funds	General Fund	University Trust Fund	Together	Total
BALANCE, JANUARY 1, 1929.....		\$898 019 53	\$165 939 74	\$1 063 959 27	\$1 063 959 27
RECEIPTS, JANUARY 1 TO MARCH 31, 1929:					
From State Funds.....	\$1 280 720 28				
From Federal Funds.....					
From United States Treasurer.....		139 812 17			
Interest on Endowment, from State Treasurer.....		16 225 33			
From Local Sources.....					
Students' Fees, Gross.....		365 140 57			
Dormitory.....		71 945 06			
Store Rooms.....		13 205 21			
Agricultural and Miscellaneous Cash Sales.....		56 213 13			
Collection of Accounts Receivable.....		71 305 01			
Refunds of Expenditures.....		6 384 55			
From Trust Funds.....					
Gifts.....			\$ 41 094 25		
Collection of Students' Loans.....			7 497 56		
Proceeds of Bond Sales, Net.....			5 581 88		
Deposits for Uniforms, etc.....			5 658 00		
Interest, Rent, etc.....			11 710 78		
Total Receipts.....	\$1 280 720 28	\$ 740 331 03	\$ 71 542 47	\$ 811 773 50	\$2 092 493 78
Total Debits.....	\$1 280 720 28	\$1 638 250 56	\$537 482 21	\$1 875 732 77	\$3 156 453 05
DISBURSEMENTS, JANUARY 1 TO MARCH 31, 1929:					
Appropriations.....					
Stores.....		\$ 106 321 38			
Resident Halls.....		281 334 49			
Trust Funds.....		32 711 38			
Loans to Students.....			\$ 19 240 00		
Interest Purchased, Attorneys' Fees, etc.....			1 546 46		
Expendable Funds, for Sundry Designated Purposes.....			48 278 91		
Adjustments to General Fund.....		265 00	265 00		
Total Disbursements.....	\$1 280 720 28	\$ 420 632 25	\$ 68 800 37	\$ 489 432 62	\$1 770 152 90
BALANCE, MARCH 31, 1929.....		\$1 217 618 31	\$168 681 84	\$1 386 300 15	\$1 386 300 15

APPENDIX A
*DETAILS OF EXAMINATION AND VERIFICATION FOR THE
QUARTER ENDING MARCH 31, 1929*

Sales tickets, sales books and daily cash reports kept in the various Departments have been checked into the cash receipts vouchers and the charge journals in the Business Office.

Students' fee cards on file in the office of the Registrar, of the Business Manager of the Chicago Departments and of the Principal of the University High School, together with the locker permits filed in the Bursar's Office have been totalled and agreed with the account of Income from Students' Fees.

Income from Trust Fund investments has been computed and agreed with the income shown by the Trust Fund accounts.

The Bursar's file of collections of students' loans and interest thereon has been checked into the cash receipts vouchers.

Purchase orders have been examined with respect to quotations and delivery of goods to the respective departments. In the case of competitive quotations, both the successful and the unsuccessful bids have been inspected. The records of the Purchase Department show that during the quarter under audit, eighty-four per cent of all purchases have been made after quotations had been obtained.

The Vouchers supporting all disbursements made through the State Auditor and the University Treasurer have been examined as to authorization, receipt of goods or services, agreement of prices with purchase orders, classification of expenditure and approval by the Comptroller and the Auditor. Pay roll vouchers have been checked against the file of Appointees certified by the Secretary of the Board of Trustees and the file of Employees certified by the State Civil Service Commission. In the case of temporary employees, the approval of the Head of the Department has been noted.

The lists of vouchers certified to the State Auditor and the warrants drawn on the University Treasurer have been checked into the cash disbursements book. The lists of vouchers paid and returned by the State Auditor have been checked against the lists of certified vouchers in the Business Office, and the State Auditor's statement of warrants paid has been agreed with the records of the Business Office, taking into account vouchers certified but not paid at March 31, 1929.

The signatures to the warrants drawn on the University Treasurer have been verified by presentation to the persons delegated by the Board of Trustees to sign warrants.

The cash receipts vouchers filed in the Bursar's Office have been examined as to supporting vouchers and have been checked into the cash receipts book. The cash receipts vouchers in the office of the Business Manager for the Chicago Departments have been checked against the deposits shown on the statements of the depository Bank.

The cash receipts book, cash disbursements book, the charge journals and the general journal have been footed and the postings to the general ledger have been checked.

The footings and balances of the general ledger accounts have been recalculated and proved correct.

The cash account with the University Treasurer has been checked against the statements rendered by the Treasurer, and the balance as at March 31, 1929, shown by the books has been reconciled with the balance shown by the statement of the Treasurer of the same date, taking into account warrants outstanding at March 31, 1929. Warrants outstanding at December 31, 1928, have been checked into the reconciliations prepared by us as at December 31, 1928, and as at March 31, 1929, respectively.

The amount shown to be in the hands of the University Treasurer at March 31, 1929, has been verified by confirmation received directly from the depository Bank and by inspection of certificates of deposit held by the Treasurer.

Petty cash funds have been verified by actual count and reconciliation with statements of depository Banks.

Trust fund investments have been verified by inspection and count of the securities.

Students' loans have been verified by inspection of the notes on file. The notes have been totalled and agreed with the controlling account in the general ledger.

Accounts Receivable.—The individual accounts in the accounts receivable ledger have been examined as to collectibility and have been totalled and agreed with the

controlling account in the general ledger. Of the total outstanding at March 31, 1929, 90 per cent were of March 1929 dating, 3 per cent December 1928 to February 1929, 7 per cent prior to December 1928.

Mortgage bonds payable have been verified by a certificate obtained from the Trustee.

Military deposits outstanding at March 31, 1929, have been verified by checking the file of duplicate deposit tickets against the register in the Bursar's office and agreeing the total of open items with the controlling ledger account.

The balances of the appropriation accounts have been totalled and agreed with the control accounts in the general ledger. The appropriation accounts kept in the office of the Business Manager of the Chicago Departments have been checked against the corresponding accounts at the Business Office in Urbana.

Stadium Fund.—Cash receipts and disbursements have been verified by inspecting the supporting vouchers and checking them into the cash book. The cash in Bank at March 31, 1929, has been confirmed to us by the depository Bank.

The bond of the University Treasurer, in the amount of \$1,500,000, and the bond of other Officers, Members of the Faculty and Employees, in a total of \$163,400 have been inspected.

Insurance in force at March 31, 1929, against losses by fire, windstorm, burglary, forgery and accidents, as shown by the insurance register, has been verified by inspection of the insurance policies.

The records of the meetings of the Board of Trustees on January 9, February 13 and March 12, 1929, have been examined. All actions affecting the finances of the period under audit have been given effect in the books of the Business Office.

The Comptroller's report to the Board of Trustees as at March 31, 1929, has been checked in detail into the books and has been found to be in agreement therewith.

The report of the Comptroller to the Governor of the State of Illinois, covering the state appropriations for the period from July 1, 1927, to March 31, 1929, and local funds receipts and disbursements for the quarter ending March 31, 1929, has been checked into the books and has been found to be in agreement therewith.

APPENDIX B

SYSTEM OF INTERNAL CHECK IN FORCE

MARCH 31, 1929

In all departments where the cash receipts are of sufficient volume, *cash registers* are in use. The keys are in the custody of a sub-cashier in the Bursar's office. The readings are taken by the sub-cashier and verified by the cashier of the department. The cash is then counted and taken up by the sub-cashier, and a duplicate cash receipts record is prepared, one copy of which remains in the department, the other being incorporated in the daily cash receipts vouchers prepared in the Bursar's office. Duplicate *cash sales tickets*, supporting the daily cash report, are made out by the Department, one copy going to the department files, the other to the cash receipts voucher in the Bursar's office. With a few exceptions, noted elsewhere in our report, all departmental cash records are made out on numbered stationery.

In the case of departments not receiving a sufficient amount of cash to warrant the use of a cash register, a numbered *bound book* containing duplicate sales tickets is issued to the department. A record is kept in the Bursar's office covering each sales book issued, with a space provided for each sales ticket, to be filled in as the tickets are sent in by the department. Each sales ticket is accounted for.

Charge sales tickets are likewise made out in duplicate on numbered forms, one copy being filed by the Department, the other being sent to the Bursar's office. Here it is posted to the accounts receivable ledger and listed on duplicate numbered *journal sheets*, separate sheets being prepared for each Department. One copy of the journal sheet is sent to the Department, the other is entered in an invoice register, the monthly totals of which are posted to the general ledger.

In the office of the Business Manager of the *Chicago Departments*, cash receipts vouchers are prepared in duplicate. The original is forwarded to the Bursar's office in Urbana; the duplicate, supported by sub-vouchers, is filed in the Chicago office. All cash received is deposited with the National Bank of the Republic, Chicago, for account of The Citizens State Bank, Champaign, Illinois, for credit of Arthur M. Burke, Treasurer.

A close control is exercised over the collection of *students' fees*. About 97 per cent of all fees are collected on registration days. The fee card originates in the office of the Registrar. Each card consists of a series of detachable coupons, all bearing the student's name, course of study, etc. The amount of each fee is filled in by the Registrar in accordance with a printed list showing the fee payable for each course. The fees charged are checked by the Auditor. On registration days, coupon 3 is detached and held by the Head Accountant, coupons 8 and 9 are handed to the Cashier. Coupon 9 is the student's receipt. From time to time, as the collection of fees proceeds, paid coupons 8, together with the cash received, are taken up by the Head Accountant; coupons 8 are then totalled and agreed with the total of the corresponding coupons 3. A receipt for the amount turned over is given to the Cashier and the cash is handed to a representative of the depository Bank, who issues a deposit ticket. Paid coupons 8 are filed in the Bursar's office; the corresponding coupons 3 are stamped Paid and sent to the Registrar's office. The Registrar now issues class cards for each student and forwards them to the Instructors in charge. No student is admitted to a class unless the Instructor has a card to that effect.

In exceptional cases, students who are not prepared to pay their fees are granted a short time allowance. This privilege is extended to them by the Comptroller in person. A *deferred fees list*, showing students' fees in arrears, is kept in the Bursar's office and collection is followed up closely.

Files of paid fee coupons, certified by the Bursar's office, are also maintained in the Chicago Business Office and in the office of the Principal of the University High School.

When the collection of each semester's fees has been completed, the Registrar renders a report to the Board of Trustees, showing the totals of all students' fees certified to him.

Collection of *students' loans* and interest thereon is made under the direction of the Bursar. A duplicate receipt is made out, the original for the student, the duplicate for the file of students' loan papers. A cash receipts record is then prepared in duplicate, showing all collections of principal and of interest for the day. One copy is placed in the Bursar's files, the other is filed with the general cash receipts voucher.

Bond interest coupons are clipped by the Treasurer, who has the custody of the securities. He forwards to the Bursar's office a deposit ticket for the amount, together with a detailed list of the coupons collected. This list is checked by the Bursar against the detailed securities ledger.

All cash received, both in Urbana and in Chicago, is deposited intact to the credit of the University Treasurer.

All disbursements are made by warrant, drawn either by the State Auditor, upon vouchers certified by the Business Office, or by local warrant drawn upon the Treasurer of the University. Petty expenditures are made from petty cash funds operated on the imprest plan.

Pay Rolls.—Prior to the issuance of warrants or certification to the State Auditor, all pay roll vouchers for Appointees and for Employees under the civil service system are checked against the certifications by the Secretary of the Board of Trustees and by the State Civil Service Commission, respectively. The pay of temporary employees is certified by the Head of the Department.

A valuable feature of the system of internal check is the rendering of *monthly statements* by the Business Office to the Heads of the various Departments. The detailed accounts of department income and of appropriations are typed in triplicate by the use of bookkeeping machines. The master sheet constitutes the ledger account; the duplicate, showing the transactions for the month, together with opening and closing balances, is sent to the Head of the Department, the triplicate to the Dean of the respective Colleges. This relieves the Departments of the burden of bookkeeping and furnishes them with current statements of income and expenditure, encumbrances and free balance. While the examination and detail checking of these reports is not obligatory upon the Heads of the Departments concerned, many, if not all of them are vitally interested in the status of their Departments and may be depended upon to detect and report any material errors committed.

APPENDIX C
TENTATIVE PROGRAM FOR REGULAR QUARTERLY AUDITS
MARCH 31, 1929

1. Examination of the general ledger accounts, proof of postings from books of original entry, proof of footings and balances.
2. Tracing into the cash books all cash receipts vouchers, vouchers certified to the State Auditor and warrants drawn on the University Treasurer; proof of footings of cash books and postings to the general ledger.
3. Comparison of totals of deposits, totals of warrants drawn and cash balance as shown by the records of the Business Office with the statements rendered by the Treasurer of the University.
4. Verification of cash balance by confirmation to be obtained direct from the depository bank and by inspection of certificates of deposit.
5. Verification of petty cash funds by actual count and by reconciling petty cashiers' bank balances with confirmations from the depository Banks. In the case of petty cash funds advanced to persons connected with the University but not located in Urbana, inspection of written acknowledgments in the hands of the Bursar.
6. Inspection of bonds, mortgages and other securities held by the Treasurer of the University and agreeing the securities seen with the securities ledger.
7. Inspection of trust fund notes receivable (students' loans) and totaling and agreeing them with the control account in the general ledger.
8. Checking the summaries of charge sales (journal sheets) into the invoice register; footing the invoice register and checking posting of totals to the general ledger.
9. Examination of accounts receivable ledger and agreeing total of balances with control account in the general ledger.
10. Balancing all general journal entries and checking posting to the general ledger.
11. Reconciling the State Auditor's statement of vouchers paid with the Business Office records of vouchers certified.
12. Detail examination of changes in non-expendable trust fund reserve.
13. Auditing the accounts of the Stadium Fund to the same extent as the accounts of the University.
14. Substantial tests of income, by comparing the original records of departments producing income, together with independent calculations, where applicable, with the records in the Business Office.
15. Examining a number of vouchers supporting the disbursements, as to authorization, receipt of goods and services, agreement with purchase orders, classification of expenditure and approval by the Comptroller and the Auditor. This examination should be more extensive with respect to local disbursements.
16. Examining the records of the meetings of the Board of Trustees with respect to all actions affecting the finances of the University, and noting the effect given them in the records of the Business Office.
17. Checking the Quarterly Report of the Comptroller to the Board of Trustees against the general and detail ledger accounts in the Business Office.
18. Auditing the books and records of the Business Office of the Chicago Departments to the same extent as those of the Business Office of the University at Urbana.

May 16, 1929

Board of Trustees, University of Illinois, Urbana, Illinois

DEAR SIRs,

In reference to the certificate which we have given concerning the audit of the accounts of the University for the quarter ending March 31, 1929, we wish to state that the expression "so far as we have been able to ascertain by a detailed audit" is not a qualification of our certificate.

We are perfectly satisfied that all of the income of the University has been received and accounted for. What we meant by the expression was that it is conceivable

that income should have been received from sources which are entirely unknown to the authorities of the University and which no amount of auditing would reveal.

So far as the records of the University are concerned all income to which the University is shown to be entitled has been received and accounted for.

Yours faithfully,

ARTHUR YOUNG & Co.

On motion of Dr. Noble, the report was received for record, the explanatory letter to be printed as a part of the report.

ASSISTANT PROFESSORSHIP IN SOCIOLOGY

(2) A request for authority to fill the position in Sociology made vacant by the withdrawal of Assistant Professor Theodore Abel, at a salary of \$3,500 a year.

On motion of Mrs. Busey, this authority was granted.

LICENSE FOR KUNZ PHOTO-ELECTRIC CELL

(3) A communication from the Committee on Patents, advisory to the President, concerning the license for use of the Kunz photo-electric cell.

On motion of Mr. Trees, this communication was referred to a special committee consisting of Mr. Fisher and Mr. Barr, for report to the Executive Committee for action.

MR. BARR TO SERVE ON EXECUTIVE COMMITTEE

On motion of Mrs. Evans, Mr. Barr was designated to serve as a member of the Executive Committee during the absence from the state of Mr. Trees this summer.

RETIREMENT OF PROFESSOR TOWNSEND

(4) Professor E. J. Townsend, Head of the Department of Mathematics, having reached the age of 65, asks to be retired as of August 31, 1929, under Section III, Paragraph (a) of the rules governing Retiring Allowances. He has been on the staff continuously since September 1, 1893. Dean Babcock recommends approval of his request and I concur.

On motion of Mrs. Busey, this request was granted.

HEAD OF DEPARTMENT OF PHYSICS

(5) A request for authority to appoint a successor to Professor A. P. Carman, Head of the Department of Physics, who retires on August 31, 1929.

On motion of Mr. Trees, this authority was granted.

APPOINTMENT OF DR. O. F. KAMPMEIER, HEAD OF DEPARTMENT OF ANATOMY

(6) On recommendation of Dean Davis, I recommend that Dr. O. F. Kampmeier, Professor of Anatomy, be appointed Head of the Department of Anatomy, beginning September 1, 1929, at an annual salary of \$6,000.

On motion of Dr. Noble, this appointment was made.

APPOINTMENT OF DR. FREDERIC E. LEE AS PROFESSOR OF ECONOMICS

(7) Dean Thompson and Professor Bogart recommend that Dr. Frederic E. Lee, at present American Trade Commissioner with the American Legation in London, be appointed Professor of Economics for two years from September 1, 1929, at an annual salary of \$6,000.

I concur.

On motion of Mrs. Evans, this appointment was made.

APPOINTMENT OF DR. JOHN THEODORE BUCHHOLZ AS PROFESSOR OF BOTANY

(8) On recommendation of Dean Babcock and Professor Hottes, I recommend that Dr. John Theodore Buchholz of the University of Texas be appointed Professor of Botany, beginning September 1, 1929, at an annual salary of \$6,000.

On motion of Mr. Barr, this appointment was made.

**APPOINTMENT OF DR. ARTHUR GIBSON VESTAL AS
ASSOCIATE PROFESSOR OF BOTANY**

(9) On recommendation of Dean Babcock and Professor Hottes, I recommend that Dr. Arthur Gibson Vestal of Stanford University be appointed Associate Professor of Botany, beginning September 1, 1929, at an annual salary of \$4,200.

On motion of Dr. Noble, this appointment was made.

APPOINTMENT OF DR. M. J. WASSERMAN

(10) On recommendation of Dean Thompson and Professor Bogart, I recommend that Dr. Max Judd Wasserman be appointed Assistant Professor of Economics for two years beginning September 1, 1929, at an annual salary of \$3,250.

On motion of Mr. Trees, this appointment was made.

**APPOINTMENT OF DR. HERBERT JOSEPH REICH, ASSISTANT
PROFESSOR OF ELECTRICAL ENGINEERING**

(11) On recommendation of Dean Ketchum, I recommend the appointment of Dr. Herbert Joseph Reich, Instructor of Physics at Cornell University, as Assistant Professor of Electrical Engineering, for one year beginning September 1, 1929, at a salary of \$3,000.

On motion of Mr. Fisher, this appointment was made.

**APPOINTMENT OF DR. M. H. HUNTER AS ACTING HEAD OF
THE DEPARTMENT OF ECONOMICS**

(12) Dean Thompson and Professor Bogart recommend that Dr. M. H. Hunter, Associate Professor of Economics, be appointed Acting Head of the Department for the year 1929-30.

I concur in this recommendation.

On motion of Mrs. Busey, this appointment was made.

**RESIGNATION OF PROFESSOR EDWARD A. BOYDEN,
PROFESSOR OF ANATOMY**

(13) I report the resignation of Professor Edward A. Boyden as Professor of Anatomy, to take effect at the end of the academic year. He has accepted a position at the University of Alabama.

This report was received for record.

**APPOINTMENT OF ANDREW J. CASNER AS
INSTRUCTOR IN LAW**

(14) Dean Harno recommends the appointment of Mr. Andrew J. Casner as Instructor in Law for ten months, beginning September 1, 1929, at a salary of \$2,500 for the period.

I concur in this recommendation.

On motion of Mrs. Grigsby, this appointment was made.

RESIGNATION OF ARTHUR G. ELDREDGE

(15) A report of the resignation of Arthur G. Eldredge as Director of Photographic Laboratory and Instructor in Photography, to take effect June 30, 1929.

This report was received for record.

RESIGNATION OF MISS CORA K. MILLER

(16) A report that Miss Cora K. Miller, Assistant to the Dean of Women since 1924-25, has announced that she will not be able to accept reappointment for next year because she has decided to go on with advanced studies.

This report was received for record.

APPOINTMENTS TO THE STAFF FOR 1929-30

(17) I request confirmation of my action in approving in advance of the budget the following appointments for 1929-30 in positions already existing and at salaries already provided, or less:

In Botany

Arthur Lee Shuck, Assistant, one-half time, \$600
 Luther Shaw, Assistant, one-half time, \$600
 Ruth Ellen Crabbe, Assistant, one-half time, \$600
 John William Mitchell, Assistant, one-half time, \$600
 Harold Ross McLarty, Assistant, one-quarter time, \$350
 Alton Anthony Lindsey, Assistant, one-half time, \$600
 Theodore Melrose Sperry, Assistant, one-half time, \$600

In Chemistry

Ulrich Heubaum, Research Assistant, one-half time, \$800

In Classics

Rozelle Parker Johnson, Assistant, one-half time, \$700

In English

James Paul Brawner, Assistant, full-time, \$1,600
 Jesse Raymond Hurley, Assistant, one-third time, \$500
 Margaret Haynes Gates, Assistant, full-time, \$1,500
 John Allen Hamilton, Assistant, full-time, \$1,500
 Earl William Davidson, Assistant, full-time, \$1,700
 Paul Everett Reynolds, Assistant, two-thirds time, \$1,000
 Joseph A. Giddings, Assistant, full-time, \$1,600

In Mathematics

Elizabeth M. Cooper, Assistant, two-thirds time, \$1,000
 Harold P. Rogers, Assistant, two-thirds time, \$1,000
 Marion T. Bird, Assistant, two-thirds time, \$935

In Political Science

Waldo Emerson Waltz, Assistant, full-time, \$1,600

In Romance Languages

James O. Swain, Assistant, full-time, \$1,600
 Isabel G. Balthazard, Assistant, full-time, \$1,500
 Edna Mae Goggin, Assistant, full-time, \$1,600
 John R. Young, Assistant, full-time, \$1,500

In Zoology

Harry E. Hart, Assistant, half-time, \$600
 Lyle Edward Bamber, Assistant, half-time, \$700
 Dorothea Ruth Dowd, Assistant, half-time, \$600
 Arthur Lorimer Hjortland, Assistant, full-time, \$1,800
 J. D. Combs, Assistant, half-time, \$600
 John G. Mackin, Assistant, half-time, \$600

In Civil Engineering

H. E. Schlenz, Instructor, full-time, \$2,250

In Physical Education (Physical Education and Athletic Coaching)

Kenneth Charles Gerard, Assistant, full-time, \$1,800
 Archie Eugene Mathis, Assistant, full-time, \$2,000
 Chester Oscar Jackson, Assistant, full-time, \$2,200

Athletic Coaching

Edgar Marvin Sain, Assistant, one-quarter time, \$500

In Mechanical Engineering

Ralph L. Scorch, Assistant (Forge Laboratory), full-time, \$2,400

In German

Gertrude H. Dunham, Assistant, half-time, \$750

On motion of Mr. Barr, this action was confirmed.

**MR. JOHN MEDLOCK APPOINTED TO BOARD OF EXAMINERS
 IN ACCOUNTANCY**

(18) On recommendation of the Committee on Accountancy, I recommend the appointment of Mr. John Medlock, a resident partner of the firm of Price-Waterhouse & Company, as a member of the Board of Examiners in Accountancy for three years, from July 1, 1929, to fill the place which will be vacated by the expiration of the term of Mr. Harold Benington on June 30.

On motion of Mr. Barr, this appointment was made.

APPOINTMENTS TO THE FRANCIS J. PLYM FELLOWSHIP IN ARCHITECTURE AND THE PLYM SCHOLARSHIP IN ARCHITECTURAL ENGINEERING

(19) On recommendation of the Plym Fellowship Committee and the Plym Foreign Scholarship Committee, concurred in by Dean Ketchum, I recommend the following appointments:

William Piers Crane, II, of the class of 1928, as the Sixteenth Plym Fellow in Architecture.

Eldon Louis DeCosted, of the class of 1928, to the Sixth Plym Foreign Scholarship in Architectural Engineering.

On motion of Mr. Fisher, these appointments were made.

DEGREES OF DOCTOR OF MEDICINE AND CERTIFICATES IN MEDICINE

(20) I submit a list of candidates recommended by the University Senate on April 15 for certificates in Medicine as of February, 1929, and for the degree of Doctor of Medicine as of the date indicated in each case, and request authority to confer the degrees and to issue certificates and diplomas accordingly.

Certificate in Medicine

(as of February, 1929)

EDWIN WALDEMAR EDAHL, B.S.

WILLARD EDWIN KRAMER, A.B., B.S.

Degree of Doctor of Medicine

JOHN RICHARDSON ALEXANDER—February 14, 1929

HAROLD D CLAYBERG—December 1, 1928

EDWARD ALBERT GRABARSKI—December 31, 1928

CORNELIUS EDWARD HEALY—December 31, 1928

PAUL FREDERICK KIONKA—April 1, 1929

HAROLD WILLIAM KISHPAUGH—December 31, 1928

ALFRED LARSON—December 31, 1928

FRANCIS WILLIAM LOGAN—October 3, 1928

LEE ROY MCDANIEL—October 3, 1928

GEORGE MILLES—January 31, 1929

HERBERT THOMAS NASH—December 31, 1928

LOUIS PARMACEK—December 31, 1928

RALPH OTIS PETERSON—November 1, 1928

NICHOLAS ERNEST SODARO—January 31, 1929

FREDERICK BURNHAM WESTERN—December 31, 1928

On motion of Mrs. Evans, this authority was granted.

LEAVE OF ABSENCE FOR PROFESSOR H. C. M. CASE

(21) Dean Mumford recommends that Professor H. C. M. Case, Head of the Department of Farm Organization and Management, be given two weeks' leave of absence with pay during the coming summer so that he may spend his vacation period and this additional two weeks in an inspection of the agriculture of England and Scotland and in attending a conference on Agricultural Economics and Farm Management.

I concur.

On motion of Mr. Trees, this leave was granted.

LEAVE OF ABSENCE FOR PROFESSOR W. L. GAINES

(22) Dean Mumford recommends that Professor W. L. Gaines of the Dairy Department be given leave of one month on pay during the summer to be devoted, with his month's vacation, to the study of work in his line being carried on in the various experiment stations in the West and Southwest. Professor Gaines intends to drive his own car at his own expense visiting the stations in Arkansas, California, Texas, Missouri, and probably other places.

I concur in the recommendation.

On motion of Mrs. Grigsby, this leave was granted.

LEAVE OF ABSENCE FOR MISS FANNIE M. BROOKS

(23) Dean Mumford recommends, and I concur, that Miss Fannie M. Brooks, Assistant Professor of Home Economics Extension, be given a leave of absence for one month from July 13 to August 13, without pay, for travel in Europe.

On motion of Mrs. Evans, this leave was granted.

LEAVE OF ABSENCE FOR MR. C. M. LINSLEY

(24) Dean Mumford recommends that Mr. C. M. Linsley, Assistant Professor of Soils Extension, be given a month's leave of absence, without pay, during which time and during his vacation month he will visit various experiment stations in Europe. I concur.

On motion of Mrs. Busey, this leave was granted.

SICK LEAVE FOR DR. ALICE H. SULLIVAN

(25) Dean Babcock reports that Dr. Alice H. Sullivan, Associate in Psychology, will be unable to resume her teaching duties before the end of the semester, on account of illness. In the meantime her work will be taken care of by her colleagues.

Dean Babcock recommends, and I concur, that she be given sick leave for one month, beginning May 11, without reduction of pay.

On motion of Mrs. Evans, this leave was granted.

ABSENCE OF MR. D. A. ALBRECHT

(26) Dean Mumford reports that Mr. D. A. Albrecht, Assistant in Farm Mechanics in the College of Agriculture and the Experiment Station, was absent from April 1 to May 15 on account of a serious operation. His work during the present semester has been entirely in the Station and was postponed temporarily, so that it was not necessary for the Department to incur any expense on account of his absence.

This report was received for record.

**EXTRA-HAZARDOUS CHARACTER OF EMPLOYMENT OF
H. M. NEWELL IN DEPARTMENT OF HORTICULTURE**

(27) On June 29, 1928 (page 751), the Board approved a policy of extending compensation for accidents to certain members of the faculty. Under this plan, work which is considered extra-hazardous must be previously approved as necessary for the work of the University, and specific recognition given by the Board of Trustees to the extra-hazardous character of the work before it is undertaken, if the University is to assume any responsibility in case of accident.

Under this provision, Dean Mumford requests authority for Mr. H. M. Newell, Assistant in Fruit and Vegetable Marketing in the Department of Horticulture, to go on with studies on certain fruit handling and shipping experiments, which work will require his riding on freight trains, being about railroad yards, and at times riding inside refrigerator cars for short distances, between May 6 and October 1, 1929.

I recommend that this work be recognized as being extra-hazardous, but necessary to the studies which are being carried on by the University, and that Mr. Newell be authorized to go on with it under the conditions mentioned.

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

**REQUEST OF ETA KAPPA NU, HONORARY ELECTRICAL
ENGINEERING FRATERNITY**

(28) The Eta Kappa Nu Honorary Electrical Engineering Fraternity, which will celebrate on October 28, 1929, the twenty-fifth anniversary of its founding at the University, at which time it will hold its annual convention at Urbana, requests permission to place an appropriate marker on the campus commemorating the founding of the Fraternity. Their officers have in mind a boulder with a plate attached, and wish permission to place this boulder on the campus near where the Association was founded, which was under a tree on what was then the south campus, or else on some spot near the Electrical Engineering Laboratory. The Supervising Architect recommends that the Fraternity be given permission to place such a marker. I concur, with the proviso that the size, character, and location of the marker be subject to the approval of the Supervising Architect.

On motion of Mr. Trees, this recommendation was adopted.

REPORT OF MR. VITALE

(29) A request that Mr. Ferruccio Vitale, Landscape Architect, be permitted to present his report on the landscaping of the campus.

This request was granted, and Mr. Vitale read the following report:

GENTLEMEN:

By a resolution of your Board of Trustees on June 29, 1928, we were retained as consulting Landscape Architects to study, in collaboration with Mr. Charles A. Platt, Architect, and with James M. White, Supervising Architect, a comprehensive scheme of planting for the University especially in regard to the South Campus, a new plan for which had been prepared by Mr. Platt and had been accepted by your Board. The planting design was to be in harmony with, and serve as a setting for the imposing buildings located on the Campus and if modifications of the general plan, in regard to roads and walks alignments, seemed advisable suitable recommendations were to be made.

The undersigned visited the University on September 10th for the first time in order to make himself familiar with the aspect of the grounds, with the nature of the buildings, of vegetation, etc., and received every assistance from Mr. White, from whom he obtained a very clear idea of the needs of the University and of the planting requirements.

The undersigned visited again the University on October 8th and 9th, 1928, in order to check on the ground, in consultation with Mr. White, a very rough preliminary study. He also received from the office of the Supervising Architect additional plans and data.

Definite preliminary plans were then prepared and made ready for discussion by March 15th of this year. On March 22nd Mr. White, Mr. Platt and the undersigned had a conference at our office when the entire project was gone over in detail.

The plans submitted with this report show a design representing the best thought of the three collaborators.

We take this opportunity to express our appreciation of the intelligent help given to us by Professor Stanley White of the School of Landscape Architecture of your University. Professor White, while on a leave of absence, was in our employ for a time and contributed not only his thorough knowledge of local conditions, but valuable ideas as well.

The Problem

The astounding popularity of college and university training throughout the country is compelling all institutions for higher learning to look forward to ever increasing numbers of students and to make for them ever larger provisions in land, buildings and equipment. The need of a comprehensive scheme of architectural development was readily recognized by your Board as the only means of avoiding haphazard growth, duplication of effort and expense, and disharmony of result. The Platt plan was obtained embodying a conception of great dignity and of majestic scale, based upon sound American architectural tradition. This plan brings into organic relationship the old Campus with the new, and endeavors to establish a sound method of physical expansion maintaining order, balance, unity and, therefore, beauty.

The landscape setting of such an architectural conception is of the greatest importance. Charles F. McKim used to say that architecture is best enjoyed through trees. In such a problem planting should not merely be an external decoration of buildings, but should emphasize the plan, in majesty, in scale, in serenity and comfort. The plan of Illinois upon which the University is built dictated to Charles Platt a formal plan, the grandeur of which will be realized more and more as additional structures are built. To contribute by planting to the enhancement of that grandeur and to the maintenance of the dignity, unity and effectiveness of the formal plan is, in our opinion, the achievement which the landscape architect must endeavor to obtain.

The Design

On the basis of the above stated principles we are submitting to you a set of plans which you will find to embody a very simple scheme of planting design.

We have endeavored, first of all, to set all present and future buildings on appropriate broad terraces, defined by parapet walls, hedges, posts, etc., so that a well

defined architectural line be established along the malls and the avenues. These terraces should be free from small scale planting, such as shrubs and herbaceous plants, and the new buildings should not be covered with clinging vines which, in a very short time, will hide completely their architectural beauty. Vines may be used as accents over the doorways and windows only if they are of a sketchy, open type, such as *Wisteria*, *Actinidia*, *Celastrus scandens*, etc. As accents to the main entrances, trees on either side may be used, if they are susceptible of control, such as *Juniperus virginiana* or *Thuja occidentalis* weareans or *Taxus cuspidata*. But in the main the terraces should be an expanse of green interrupted only by necessary walks with benches alongside of them and trees, such as *Malus floribunda*, for shade, flower and silhouette values. The open vistas, so carefully studied by Mr. Platt in their length and width, in relation to the mass of his buildings, are the great malls of our plan. The arteries of traffic are avenues of single or double lines of trees according to the width of the building lines. Malls and avenues should be planted with long lived native trees, sufficiently diversified to relieve monotony and insure protection in case of an attack by disease upon a species, but not exaggerated at the expense of continuity of form, color and texture, and of the feeling of restraint and of serenity which is the fundamental conception of our design. In the malls the broad space between multiple rows of trees should be carefully graded and maintained as a lawn.

As a contrast to the great malls which constitute the principal elements of the new plan, the interior courts have a use and a character entirely their own. The scale there is reduced to something intimate and personal. There is little connection between the courts and the great spaces outside and none between one court and another. Each functions in its relations to the buildings which give it existence. Its value depends on the contrast it presents to the severity of the great malls.

Each court being entirely independent there may be as many modes of development as there are courts. They can provide seats where students take their work outdoors. They may have space devoted specifically to gardening or to other purposes. The typical plan would include trees for shade, seats, walks, perhaps hedges and occasionally a feature carrying some memorial significance.

As no single court has been completed this work must be postponed until the future but a suggestive arrangement of the space between the new Commerce and Architecture buildings may give an idea of the possibilities afforded.

Boundaries

Owing to the casual growth of the old campus there has never been any adequate expression of the boundaries, which should receive appropriate recognition. The problem is a difficult one because of the entire lack of conformity of existing structures to alignment, set-backs, architectural style or color and kind of building material.

In some places the set-back is sufficient to permit new treatment without much difficulty. At other points the situation is decidedly cramped. Any uniform architectural expression is practically out of the question.

The problem resolves itself into determining a medium which will provide an impressive, though not a formidable barrier. A low hedge would be inadequate in scale for such a position. The solution suggested is a double line of small trees of such habit that they would present a strong mass of foliage at a height of from fifteen to thirty feet above the level of the ground, at the same time allowing perfectly free range of vision below the branches. This kind of a marker for the boundary would permit very easy adaptation to a variety of conditions, sometimes receiving the main sidewalk, sometimes changing to a single line to permit of more light for a building, sometimes breaking around a facade or across an important point of access.

The species indicated for this purpose is the *Carpinus caroliniana* or American hornbeam, a tree of good form and rugged constitution capable of withstanding difficult conditions of exposure. It will agree in general effect with the elms that are already established.

Gateways

At critical points where there are natural places for entrance and exit there should be provided, sooner or later, some dignified form of gateway in architecture suitable to the position. The Green Street approaches from the East and West should be given treatment comparable to their importance. The new points of access at Sixth Street, and at Goodwin Avenue should have suitable recognition and the approaches at Armory Avenue and at Mathews Avenue also.

Minor gateways are needed at many of the intermediate points centering on the various streets as occasion demands. Such gateways have been successfully provided in other universities through the interest of the alumni and friends and are particularly appropriate for memorials.

Plant Types

In a region so rich in plant materials as Illinois it would be easy to recommend a very large number of trees, both deciduous and evergreen, and to diversify so abundantly their selection for the avenues and the malls as to add a great deal of interest to the plan from a botanical point of view. But, as we have already remarked, such a tempting course would tend to minimize the impressiveness and the serenity of the planting design. We have, therefore, selected very few species or varieties and have shown them clearly on the plans, indicating also the number required. Great prominence has been given to the American elm as, thanks to the foresight of the university pioneers, it is already conspicuously established and has, therefore, great traditional value. No tree is more majestic nor better adapted in form and in scale to form the setting of the University's new buildings.

A new note has been introduced by the use of a few varieties of the Crabapple. This tree is a native of Illinois, is correct in size, form and scale for the purposes indicated in plan and elevation upon the terraces. The season of their bloom will eventually have an association value at a time of year when the academic program is drawing to a close.

For low hedges the *Taxus cuspidata* (Japanese yew) is recommended and for higher ones *Thuja occidentalis* *wareana* (Siberian arborvitae). The former is of slow growth, does not need trimming more than once a year, has proved its adaptability to local conditions and can easily be maintained at a uniform height of three to four feet. The latter is exceedingly hardy, and is easily obtainable at moderate cost. *Tsuga canadensis* or *caroliniana* (Canadian or Carolina hemlock) can also be used for the same purpose, if not exposed to wind or scorching sun.

Nursery

We recommend that at an early date a parcel of land of about twenty acres be selected and set aside for the purpose of maintaining a nursery. In this area all plants required for the ultimate development of the campus should be grown, not only as an efficient and economical method of production, but also to maintain uniformity of size and age among the trees required to carry out the plan at long intervals of time.

This recommendation is made especially in regard to the trees for the malls and for the avenues and for the hedge materials.

Planting Revisions

During the period of reconstruction of the older parts of the campus when existing buildings are serving out their terms of usefulness, it is wise to change the present layout as little as possible, merely taking care of current needs as occasion demands.

The complexity of the old development does not lend itself to a new scheme of improvement without a disproportionate and unreasonable expenditure. As the more ancient parts of the plan are revised into the new schedule, it is reasonable to retain wherever possible the nonconforming incidents, such as old trees simply for the sentimental interest that is attached to them. It is, therefore, strongly suggested that changes of the physiognomy of the old campus be avoided except for conspicuously valid improvements.

In the North campus, South of Green Street there is at present an area heavily planted. Our plan shows which portion of it should be retained, encouraged and added to and which portion should be cleared in time. In the new campus the forestry has been retained in the main, in spite of its incongruous medley of species and varieties of trees, as now that its original purpose is apparently fulfilled, it still retains a value as a background to the Women's area, as a separation between campus and town and as a terminal of an important cross axis. It is recommended, however, that the present policy of thinning out be continued and that, in connection with the new flower garden, the vistas indicated in the plan be cut through.

If the planting plan of the South campus is to be carried out, it may be necessary to make some readjustments in the alignment of the Memorial Elms on Gregory Drive, Sixth Street and South Drive. Our knowledge of their exact location is not

sufficient to determine this. But, if a readjustment is necessary, we recommend that it be done at an early date when the trees are still young, and, therefore, the cost of moving them and the danger of losses are small.

The new buildings are now being rapidly covered by clinging vines. These vines should, in our opinion be removed at an early date, and others such as *Actinidia*, *Celastrus*, etc., planted with a view of framing the doorways. Likewise the shrubbery and herbaceous materials placed at the entrances and at the corners should be taken out as they are incongruous and out of scale.

The Flower Garden

The adopted University plan contemplates the ultimate removal of the existing flower gardens. These gardens have had in the past an educational value not only for the students but also for a very large number of visitors from all parts of the State. Such an important educational element should, therefore, be provided for in the new plan.

We have indicated an area to be set aside for this purpose at the easterly end of the cross axis through the women's athletic field. If a water basin were designed and constructed at this point for the purpose of ending appropriately that important axis, a garden of charm and interest could be located around it. This is a subject which requires separate study. The point to be made now in this connection is that, if this garden is to have a beneficial educational value for the people of the State of Illinois, the design must be obtained by the best talent available and its execution and maintenance must be entrusted to men of a high degree of skill.

Plan Revisions

In accordance with instructions and suggestions received from your Supervising Architect and in collaboration with Mr. Platt, several revisions of the plan in matters of detailed alignment of streets and walks have been made and a new plan for the women's dormitory and athletic field area is submitted. In the future, undoubtedly, further revisions will be necessary. May we suggest that at the present time a comprehensive, accurate topographic survey be made of existing conditions and that upon this survey be recorded, from time to time, the changes brought about by the execution of the plan so that in the future studies can be made without the loss of time entailed by the piecing together of fragmentary data. Such a record survey will be useful also, in conjunction with the plans herewith submitted, in formulating a policy for the execution of the scheme of building and landscape development as a unit, and for the preparation of estimates for appropriation purposes.

Conclusion

An examination of the plans and of this report will make clear, we believe, that our endeavor throughout our studies, has been mainly directed to the devising of a planting design which will give, in the course of time, a maximum of impressiveness with utmost simplicity. For many years to come, undoubtedly, the South Campus will have a bare and uninviting appearance, even if the trees planted are of a fair nursery size, but in the eternal life of the University the day will come when the vision of the present builders will be fully realized. It is, therefore, very much worth while to adopt now the policy of making the present subordinate to the future and jealously to watch for and to prevent opportunistic endeavors to deviate from it. We feel confident that, ultimately, the planting scheme submitted will be found adequate, in majestic scale and in harmony with the serenity of an institution of learning.

Respectfully submitted,

FERRUCCIO VITALE

Plans Appended¹

Rendered General Plan

- U1-7 Key Plan
- U1-5 Planting Plan: North Campus—Section C
- U1-4 Planting Plan: South Campus—Section B
- U1-3 Planting Plan: Women's Athletic Area—Section A
- U1-6 Typical Section and Plan of Terraces
- U1-8 Suggested Development of an Interior Court

¹The plans mentioned were displayed to the Board and were taken in charge by the Supervising Architect.

On motion of Dr. Noble, this report was received for record, and the special committee on landscaping was discharged.

On motion of Mr. Fisher, the Board voted to extend to Mr. Vitale an expression of its appreciation of the valuable report presented by Mr. Vitale.

On motion of Dr. Noble, the President of the Board was requested to appoint a committee of three members of the Board, to consider the campus planting, to work as a sub-committee of the Committee on Buildings and Grounds. President Armstrong later appointed Mr. Trees, Chairman, Mrs. Grigsby, and Mr. Fisher.

On motion of Mr. Trees, Mr. Vitale's report was referred to this sub-committee for further study and report.

APPROPRIATION FOR BUILDING STUDIES

(30) On request of the Supervising Architect I recommend that an appropriation of \$5,000 be made from the Reserve and Contingent Fund as a revolving fund for expense of working drawings for new buildings, in the Supervising Architect's Office.

On motion of Dr. Noble, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

EXPERIMENTAL SPRAYING OF PEACH ORCHARDS

(31) A request for authority to approve proposed contracts with Mr. C. J. Thomas, of Carbondale, and Mr. F. L. Graves, of Villa Ridge, connected with an experiment in spraying peach orchards by the Department of Horticulture, when satisfied that the proposed contracts sufficiently protect the University, and are duly approved by the Legal Counsel.

On motion of Mrs. Grigsby, this authority was granted.

APPROPRIATION FOR INSECTARY

(32) On request of Professor C. L. Metcalf, Head of the Department of Entomology, endorsed by Dean Babcock and Professor White, I recommend that an appropriation of \$1,200, or so much thereof as may be necessary, be made from the Reserve and Contingent Fund for the erection of a small insectary adjoining the Entomology Building.

The insectary is needed for the following purposes:

(a) To permit the Department to rear insects for study and for use in the classroom.

(b) To keep a variety of insects alive on growing plants and in soil, and aquatic insects in water during the entire year.

(c) The room will be used by every member of the staff and by graduate students in connection with their research problems.

On motion of Dr. Noble, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson, Mr. Trees.

BOARD OF TRUSTEES APPROPRIATION

The President of the Board reported that he had authorized a detailed audit of the University accounts for the quarter ending March 31, 1929, after consultation with the members of the Executive Committee.

On recommendation of the Comptroller, approved by the President of the University, and on motion of Mrs. Grigsby, \$1,300 was appropriated to Board of Trustees expense, from the Reserve and

Contingent Fund, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mrs. Grigsby, Dr. Noble; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Fisher, Mr. Simpson, Mr. Trees.

APPROPRIATION FOR HEALTH SERVICE

(33) On request of Doctor Beard, approved by the Comptroller, I recommend that an appropriation of \$800 be made from the Reserve and Contingent Fund to the Health Service to supplement its expense and equipment budget.

On motion of Mr. Barr, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

PUBLICATION OF FEDERAL AND STATE LAWS CONCERNING THE UNIVERSITY

(34) The Director of the University Press reports that the supply of booklets containing the laws of the United States and the State of Illinois concerning the University is practically exhausted and raises the question whether a new set should not be published.

He estimates that it will cost not over \$750 for a booklet of from 120 to 160 pages.

I recommend that an appropriation of \$750, or so much thereof as may be necessary, be appropriated for the reprint of this booklet, and that there be included all of the opinions of the Attorney General and the Legal Counsel affecting the University.

On motion of Mrs. Grigsby, this recommendation was adopted. The appropriation was made by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

APPROPRIATION FOR "PUBLISHERS' TRADE LIST ANNUAL"

(35) On recommendation of the Director of the University Press, seconded by Librarian Windsor and approved by the Comptroller, I recommend that an appropriation of \$500, or so much thereof as may be necessary, be made from the Reserve and Contingent Fund to the University Press, for the publication in the "Publishers' Trade List Annual" of a catalog of the publications of the University, and for extra copies of this catalog.

On motion of Mrs. Evans, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

APPROPRIATION FOR MEETING OF FEDERATION OF ILLINOIS COLLEGES

(36) I request authority to invite the Federation of Illinois Colleges to hold their annual convention at the University in February, 1930, and recommend that an appropriation of \$500, or so much thereof as may be necessary, be made for the expenses of this convention.

On motion of Dr. Noble, this authority was granted. The appropriation was made by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mrs. Grigsby, Mr. Simpson.

APPROPRIATION FOR BENEFICIARY OF W. F. KAISER

(37) The Comptroller reports that in computing the death benefit in the case of Mr. W. F. Kaiser an error was made in his office as to the amount which was payable under

the rules. The correct amount is \$960 instead of \$864, which he recommended, and which was appropriated at the meeting on April 10.

Therefore I recommend that an additional appropriation of \$96 be made from the Reserve and Contingent Fund to make the full payment.

On motion of Mrs. Evans, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mrs. Grigsby, Mr. Simpson.

APPROPRIATION FOR DEPARTMENT OF ANIMAL HUSBANDRY

(38) Dean Mumford approves and recommends for your approval a request from Professor Rusk that \$6,300 of anticipated excess receipts of the Department of Animal Husbandry be appropriated to the Department, distributed as follows:

General and Farming (College).....	\$1 250
Meats (Station).....	600
Sheep (Station).....	200
Animal Pathology (Station).....	4 250

I concur.

On motion of Mrs. Busey, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mrs. Grigsby, Mr. Simpson.

APPROPRIATION OF PURNELL FUNDS

(39) Dean Mumford requests that the balance of \$3,144.45 in the Purnell Expense and Equipment Budget, which is subject to appropriation, and the sum of \$2,500, which was provided in the Purnell Administration Salaries Budget for a "Rural Sociologist," but which was not used because no suitable person could be secured for the position, be released and assigned for the following purposes:

For the publication of sundry agricultural bulletins.....	\$2 300 00
For the use of various departments on assignment by the Dean ..	3 344 45

I recommend approval.

On motion of Mr. Trees, this recommendation was adopted, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

CONTRACTS FOR REMODELING OF THE ELECTRICAL ENGINEERING LABORATORY

(40) The Supervising Architect submits the following schedule of bids received for the general work, heating, plumbing, ventilating, and wiring, for the remodeling of the Electrical Engineering Laboratory, for which an appropriation of \$50,000 was made at the Board Meeting on December 11, 1928:

May 14, 1929

President David Kinley, 355 Administration West

DEAR PRESIDENT KINLEY:

Bids were opened at 11:00 o'clock this morning in my office, as advertised, for the Remodeling of the Electrical Engineering Laboratory, with Mr. Cunningham present for the Board of Trustees.

The following bids were received:

General Work

A. W. Stoolman, Champaign.....	\$28 987 00
Sowers & Corkery, Urbana.....	29 172 00
English Bros., Champaign.....	31 000 00
J. H. Hunzinger & Co., Inc., Davenport, Ia.	33 425 00

Heating

Johnson Bros., Champaign.....	\$3 274 00
Square Deal Plumbing & Heating Co., Champaign.....	3 630 00

Reliable Plumbing & Heating Co., Champaign.....	3 700 00
Champaign Plumbing & Heating Co., Champaign.....	3 750 00
O. L. Kern, Urbana.....	3 770 00
Walsh & Clancy, Champaign.....	3 780 00
The Carson-Payson Co., Danville.....	3 997 00
Carstens Bros., Ackley, Ia.....	4 875 00

Plumbing

Johnson Bros., Champaign.....	\$1 251 00
Champaign Plumbing & Heating Co., Champaign.....	1 423 00
O. L. Kern, Urbana.....	1 519 00
Square Deal Plumbing & Heating Co., Champaign.....	1 538 00
Walsh & Clancy, Champaign.....	1 554 00
Reliable Plumbing & Heating Co., Champaign.....	1 584 00
The Carson-Payson Co., Danville.....	1 749 00

Ventilating

Harry Derrough, Champaign.....	\$1 670 00
The Carson-Payson Co., Danville.....	1 720 00
Henry Reuter & Sons, Kankakee.....	1 850 00
Carstens Bros., Ackley, Ia.....	2 766 00

Wiring

Hughes-Krabbe, Champaign.....	\$ 620 00
Marrs-Tanner Electric Co., Danville.....	938 00
Carstens Bros., Ackley, Ia.....	2 975 00
The deduction from each of the low bids for the omission of the surety bond is:	
General Work.....	\$340 00
Heating.....	49 00
Plumbing.....	19 00
Ventilating.....	25 00
Wiring.....	10 00
	<u>\$443 00</u>

I recommend that the contracts be awarded to the low bidder in each case, and as they are all local responsible contractors, I further recommend that we award these contracts without bond, as follows:

General Work—A. W. Stoolman.....	\$28 647 00
Heating—Johnson Bros.....	3 225 00
Plumbing—Johnson Bros.....	1 232 00
Ventilating—Harry Derrough.....	1 645 00
Wiring—Hughes-Krabbe.....	610 00

These contracts are chargeable to the appropriation of \$50,000 made by the Board of Trustees at their meeting of December 11, 1928.

Yours very truly,

JAMES M. WHITE,
Supervising Architect

He recommends that the contracts be awarded to the following low bidders in each case.

General Work—A. W. Stoolman.....	\$28 987 00
Heating—Johnson Bros.....	3 274 00
Plumbing—Johnson Bros.....	1 251 00
Ventilating—Harry Derrough.....	1 670 00
Wiring—Hughes-Krabbe.....	620 00

I concur in these recommendations.

On motion of Mrs. Busey, the contracts were awarded to the low bidders in each case, the contractors to furnish acceptable bonds.

BIDS ON LINOLEUM FOR NEW LIBRARY, LINCOLN HALL ADDITION, AND MATERIALS TESTING LABORATORY

(41) The Supervising Architect submits the following schedule of bids on linoleum for the third unit of the Library, for the addition to Lincoln Hall and for the Materials Testing Laboratory:

BIDS ON LINOLEUM
LIBRARY ADDITION NO. 3, LINCOLN HALL ADDITION, AND MATERIALS TESTING LABORATORY
April 20, 1929

Bidders	Library Addition No. 3	Lincoln Hall Addition	Materials Testing Laboratory	Brass Edging	Total	Deduction per sq. for omission of Library Addition No. 3 \$1.79
Bachmann Company, Inc., Decatur, Ill.	\$4 666 60	\$3 492 16	\$2 298 56		\$10 457 32*	
C. A. Kiler, Champaign, Ill.	3 436 58 (1548 yds.) ¹	4 204 68 (1894 yds.) ¹	2 624 04 (1182 yds.) ¹	\$262 50 300 ft.	10 527 78† (4624 yds.) ¹	2 22
Gus J. Dahl Co., Chicago, Ill.	4 921 56	3 802 68	2 700 81	Add 200 ft.	11 425 05‡	1 89
Certainfeed Products Corp., Rockford, Ill.	5 196 00	3 792 00	2 647 00		11 635 00‡	1 97
Illinois Printing Co., Danville, Ill.	5 488 00	4 095 00	2 757 00		12 340 00*	2 05
W. Lewis & Co., Champaign, Ill.					13 216 00‡	
Wm. Slater, Jr., Chicago, Ill.	5 770 50	4 377 00	3 110 00		13 257 50‡	2 13
Block & Kuhl, Peoria, Ill.	6 018 00	4 505 63	2 913 60		13 437 23*	

*Indicates Bonded Floors Co. Product.

†Indicates Gold Seal or W & J Sloane Linoleum.

‡Insufficient yardage figured.

§Indicates Congoleum-Nairn.

¶Indicates Certainfeed Battleship Linoleum.

*Indicates Armstrong Cork Co. Linoleum.

JAMES M. WHITE
Sponsoring Architect

He recommends that the contract be awarded to the Bachmann Company, Inc., of Decatur, the lowest bidders, on the basis of their bid as follows, but with the reservation that the quantity of linoleum for the Library may be reduced from the amount specified if there is a shortage of funds:

Third Unit—New Library.....	\$4 666 60
Lincoln Hall Addition.....	3 492 16
Materials Testing Laboratory.....	2 298 56

I concur in this recommendation.

On motion of Mrs. Evans, this contract was awarded to the lowest bidder as recommended.

CONTRACT FOR LIGHTING FIXTURES FOR LIBRARY UNIT, LINCOLN HALL ADDITION, AND MATERIALS TESTING LABORATORY

(42) The Supervising Architect submits the following schedule of bids received on lighting fixtures for the third unit of the new Library, the Lincoln Hall Addition, and the Materials Testing Laboratory:

BIDDERS FOR LIGHTING FIXTURES
LIBRARY ADDITION NO. 3, LINCOLN HALL ADDITION, MATERIALS TESTING LABORATORY

Bidders	Library Addition		Lincoln Hall		Materials Testing		Total	Total	Crane	Deducting	Remarks
	Per Spec- fications	Co-Alter- nate	Per Spec- fications	Alternate	Per Spec- fications	Alternate					
Gen'l Electric Supply Corp.....	\$1 006 91	\$1 942 43	\$1 195 89	\$2 600 40	\$1 953 80	\$2 314 18	\$4 199 70	\$5 857 00	Bay	\$2 247 90	Extra glass ware— \$43 10
Hughes-Krabbe Co.....	886 00	9	241 00	2	2 060 00	2	226 00		Only	2 166 00	Extra glass ware— \$39 00
Jackson Electrical Co.....	888 74		1 274 09		2 090 45		4 262 28			2 161 83	
Hardsten Chandler Mfg. Co....	950 00		1 400 00	1 300 00	2 230 00	2 100 00	4 600 00			2 350 00	
Illinois Electric Co.....	1 029 74		1 344 51		2 192 14		4 619 99			2 427 85	Extra glass ware— \$53 60
Illinois Fixture Co.....	1 064 41		1 460 26		2 335 80		4 860 47			2 524 67	Extra glass ware— \$47 50
Moran & Hastings Mfg. Co....	1 200 15		1 395 55		2 274 55		4 917 75			2 643 20	See letter for alternate Extra Type
Solar Illuminating Co. ¹	1 296 10	1 719 70	1 812 50	2 302 50	2 875 80	3 708 20	5 084 40			3 108 60	B-100-20-globes Extra Type
The Kayline Co. ¹	1 350 85		1 866 00		2 979 30		6 202 75			3 223 45	A-115-85-globes Holophane
Electric Appliance Co. ¹			1 829 30		3 616 75		7 158 91		\$408 08	3 550 50	Add for union wir- ing \$250 00
Lighting Specialties Co. ¹	1 721 20						7 167 25				Add for union wir- ing Mtls. Test. Lab. \$273 00

¹The last four bidders are bidding on their own glass ware and not in accordance with the specifications.

He recommends at this time only the award of the contract on the third unit of the new Library, and that it be awarded to Hughes-Krabbe of Champaign, the lowest bidders, at their bid of \$886.

I concur in this recommendation.

The contract was awarded to the lowest bidder as recommended.

CONTRACT FOR SCREENS FOR LIBRARY UNIT AND LINCOLN HALL ADDITION

(43) The Supervising Architect submits the following schedule of bids received on screens for the third unit of the new Library and the addition to Lincoln Hall:

BIDS ON SCREENS

LIBRARY ADDITION NO. 3 and LINCOLN HALL ADDITION

April 29, 1929

<i>Bidders</i>	<i>Library</i>		<i>Lincoln</i>		<i>Number of</i>		<i>Remarks</i>
	<i>Addition</i>	<i>No. 3</i>	<i>Hall</i>	<i>Addition</i>	<i>Lib.</i>	<i>L. H.</i>	
Carl J. Werner (Cin. Fly Screens)	\$1	980 00	\$4	13 00	\$2	393 00	308 68 2 coats baked enamel
Gandy & Earp (Watson Screens)	2	015 00	440 00	2	455 00	308 68	2 coats black paint
Gen. Bldrs. Sup. Co. (Higgins Screens)	2	250 00	450 00	2	700 00	308 68	2 coats black baked enamel
C. E. Smith (Robbins Screens)	2	371 26	356 05	2	727 31	308 68	baked enamel
McFerran Kane Co.	2	449 00	488 00	2	937 00	308 68	1 coat baked enamel 1 coat duco
Krebs & Co.	2	800 00	500 00	3	300 00	308 68	baked enamel

He recommends that the contract be awarded to Carl J. Werner of Danville, the lowest bidder, on the basis of his combined bid of \$2,393, divided as follows:

Third Unit of New Library \$1 980 00
Lincoln Hall Addition 413 00

I concur in this recommendation.

On motion of Mr. Trees this contract was awarded to the lowest bidder as recommended.

CONTRACT FOR SHADES FOR LIBRARY UNIT AND LINCOLN HALL ADDITION

(44) The Supervising Architect submits the following schedule of bids received on shades for the third unit of the Library and for the Lincoln Hall Addition:

BIDS ON SHADES, LIBRARY ADDITION NO. 3 AND LINCOLN HALL ADDITION

April 20, 1920							
Top Line—Library Addition No. 3. Second Line—Lincoln Hall Addition							
Bidders	Library No. 3	Lincoln Hall	Total	Rollers		Total	Kind of Rollers
				Single	Double		
G. C. Willis, Champaign, Ill.....	\$379 00	\$491 00	\$870 00	70 12	43 96	156 204	80 Tin Hart. 58 Tin Hart.
E. W. A. Rowles Co., Chicago, Ill.....	387 81	485 90	873 71	70 12	43 96	156 204	80 Metal 58 Metal
E. G. Yaeger, Peoria, Ill.....	475 33	514 26	989 59	73 18	40 190	153 208	No mention
B. B. & H. Shade Co., Edwardsville, Ill.	501 41	512 50	1 013 90	73 12	40 95	153 202	78 Metal 58 Metal
Forse Mfg. Co., Anderson, Ind.....	470 47*	601 72†	1 072 19‡	70 Total of	43	156 101	Wood and Metal Wood and Metal
F. K. Robeson, Champaign, Ill.....	499 00‡ 559 06‡	590 06‡ 593 94‡	1 089 00‡ 1 153 00‡			156 204	No mention No mention
Gandy & Earp, Decatur, Ill.....	1 250 00	1 411 00	2 661 00	Total of	Total of	113 113	Grades A and B Grades A and B Athey Athey

*Add \$37.00 for metal rollers.
 †Add \$20.00 for metal rollers.
 ‡Add \$57.00 for metal rollers.
 "A" grade of material.
 "B" grade of material.

He recommends that the contract be awarded to G. C. Willis of Champaign, the lowest bidder, on the basis of their combined bid of \$870, divided as follows:

\$379 for the Third Unit of the Library

\$491 for the Addition to Lincoln Hall.

I concur in this recommendation.

On motion of Mr. Fisher, this contract was awarded to the lowest bidder, as recommended.

CONTRACT FOR TABLES FOR NEW LIBRARY UNIT

(45) The Supervising Architect reports that the Purchasing Agent has secured the following bids on ten 4' x 8', ten 4' x 10', and eleven 4' x 13' oak tables to be used in the Commerce Reading Room and the north Bibliography Room, both in the New Library:

Walrus Manufacturing Company, Decatur.....	\$2 279 32
Newton & Hoyt Company, Chicago.....	2 344 50
Muetchler Bros., Nappanee, Indiana.....	2 532 00
Remington-Rand Company (Library Bureau), Chicago.....	3 218 60
Chittenden & Eastman Co., Burlington, Ia.....	3 579 50
Henry L. Guth Associates, Allentown, Pa.....	3 605 00
Bailey & Himes, Champaign, Illinois.....	5 231 00

He recommends that the contract for these thirty-one tables be awarded to the lowest bidder, the Walrus Manufacturing Company of Decatur, at their bid of \$2,279.32, payable from the State appropriation for the building.

I concur in this recommendation.

On motion of Mr. Barr, this contract was awarded to the lowest bidder as recommended.

CONTRACT WITH WESTERN FUEL COMPANY FOR COAL FOR THE CHICAGO DEPARTMENTS

(46) The Comptroller submits the following bids secured by the Purchasing Agent on coal, approximately 1,500 tons (Pocahontas Mine Run), for the Chicago Departments for the year beginning May 1, 1929:

Western Fuel Company (to Aug. 1, 1929).....	\$6.00 Net ton
(Aug. 1 to May 1, 1930).....	6.35
E. L. Hedstrom Coal Company.....	6.40
Consumers Company.....	6.50
Crerar Clinch Coal Company.....	6.65
Eastman Coal Company.....	6.70
Bunge Bros. Coal Company.....	6.75

They recommend, and the Supervising Architect concurs, that the contract be awarded to the Western Fuel Company of Chicago, the lowest bidder.

I concur in this recommendation.

On motion of Mrs. Evans, this contract was awarded to the lowest bidder as recommended.

OFFER OF FUNDS FROM THE TRUSTEE OF THE MUTUAL BENEFIT HOSPITAL FUND FOR THE MCKINLEY HOSPITAL OPERATING FUND

(47) At the suggestion of the Comptroller, the Trustee of the Mutual Benefit Hospital Fund, Dean Thomas Arkle Clark, offers \$1,500 from that fund for the expenses of the McKinley Hospital. This procedure is in accordance with the regulations of the Mutual Benefit Hospital Fund and I recommend that the offer be accepted.

On motion of Mrs. Grigsby, this gift was accepted.

COOPERATIVE INVESTIGATION OF CONCRETE

(48) The Dean of the College of Engineering requests approval of an agreement with the Western Brick Company of Danville for a cooperative investigation of concrete made with light aggregate, by the Engineering Experiment Station. The agreement has been drawn for a period of one year from June 1, 1929, and the Western Brick Company agrees to pay the University \$5,000 to cover the expenses of the investigation.

The agreement is of the form and character hitherto authorized by the Board for cooperative investigation. The Legal Counsel approves.
I concur.

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

**COOPERATIVE INVESTIGATION OF THE USE OF POTASH
SALTS AS FERTILIZERS**

(49) The Director of the Agricultural Experiment Station requests approval of an agreement with the Agricultural and Scientific Bureau N. V. Potash Export My. of Amsterdam, Holland, for a cooperative investigation by the Agricultural Experiment Station, of the factors which determine the extent to which the presence of nitrate nitrogen may affect the response of crops to fertilization with potash salts. This agreement has been drawn for a period of one year beginning April 1, 1929, with the understanding that it may be extended for additional periods, under the same terms or other terms as may be mutually agreed upon, and the contracting company agrees to pay the University \$1,500 to cover the expenses of the investigation.

The Legal Counsel approves and I concur.

On motion of Mr. Trees, this agreement was approved.

**DISPOSAL OF INCOME FROM BOOTH-ST. LOUIS COLD STORAGE
BONDS, A PART OF THE ORIGINAL GIFT OF THE
MCKINLEY HOSPITAL**

(50) The following letter from the Comptroller requesting instructions on the disposal of the income from the Booth-St. Louis Cold Storage Bonds:

President David Kinley, 355 Administration Building

DEAR PRESIDENT KINLEY:

On October 23, 1925, the Board of Trustees appropriated the sum of \$15,000 toward the completion of McKinley Hospital with the understanding that the income on the \$25,000 of Booth-St. Louis Cold Storage Bonds, which were part of the original gift of the Hospital, be used to liquidate this loan with interest at two per cent. This procedure was followed in 1925-26, reducing the indebtedness to \$14,450. In 1926-27 the income from the bonds was appropriated toward the deficit in operation of the Hospital for that year (June 10, 1927). On June 29, 1928, the Board voted that the income from these bonds should be added to the capital as long as funds of the Hospital Association are sufficient to meet the deficit of the Hospital.

The deficit of the Hospital for 1927-28 was met by a gift from the Trustee of the Mutual Benefit Hospital Fund (page 760, Minutes of June 29, 1928). This gift also provided a sufficient amount to take care of the expenses of the current year to date.

The sum of \$3,000 is now accumulated in the income account of the Booth bonds representing the income for 1927-28 and 1928-29. I am uncertain as to whether the action of June 29, 1928, above referred to is intended to indicate that the original plan to liquidate the loan to the Hospital, by applying this income, should be carried out and would appreciate an interpretation of this point before proceeding further.

Cordially yours,

LYOYD MOREY

On motion of Mr. Barr, the action of June 29, 1928, was reaffirmed, the earnings of these bonds to be applied to the reduction of the indebtedness to the University.

THE PURCHASE OF DENTAL BUILDING BONDS

(51) The Comptroller reports that, in accordance with the action of the Board on April 10, 1929 (page 163), he has purchased \$1,500 of bonds of the College of Physicians and Surgeons against the Dental Building, due 1932, at a price of 98, and recommends that these bonds be cancelled and retired as was done in the case of similar bonds formerly purchased in this manner (Minutes, November 16, 1928, p. 80).

I concur in this recommendation.

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

**RECOMMENDATION CONCERNING THE RESEARCH AND
EDUCATIONAL HOSPITAL**

(52) A recommendation that the University concur in the following suggested modifications to the existing agreement with the Department of Public Welfare:

**AMENDMENT TO THE PRESENT CONTRACT BETWEEN THE
DEPARTMENT OF PUBLIC WELFARE AND UNIVERSITY FOR THE
OPERATION OF THE RESEARCH AND EDUCATIONAL HOSPITAL**

It is agreed during the years of 1929 and 1930, the department and the University will continue to operate under the present contract with the following changes:

First. No recommendations will be made either by the University or the Department in the selection of the Managing Officer except by joint agreement, and the Governor will be requested to name someone mutually acceptable.

Second. The Director agrees that important questions of policy, allocations of space to departments, and divisions, and similar questions, will be submitted to a joint committee to the University and to the Department.

Third. During the years 1929 and 1930 a committee consisting of three (3) representatives of the University designated by the President and three (3) representatives of the Department designated by the Director shall work out for tender to the 56th General Assembly, a bill for the permanent operation and financing of the Research & Educational Hospitals, the Eye, Ear, and Nose Infirmary, Psychiatric Institute, the Institute for Juvenile Research, and the Surgical Institute for Crippled Children.

On motion of Mr. Barr, it was voted to concur in the modifications suggested, and the President of the University was authorized to appoint the necessary committees.

ROBERT LAUGHLIN REA SCHOLARSHIP FUND

(53) A recent inquiry into the matter shows that no formal procedure or regulations to govern appointments to the Rea Scholarships in the College of Medicine have ever been adopted. This Scholarship Fund was established by the Will of Dr. Robert Laughlin Rea, probated in Cook County, August 14, 1899, before the University took over the College of Physicians and Surgeons. The bequest reads as follows:

"I give and bequeath the sum of \$5,000 to the 'Chicago College of Physicians and Surgeons' (now located at the corner of West Harrison and Honore Street in said Chicago) to be invested by said College and the income thereof to be applied toward the payment of the tuition of worthy and indigent students in said College, such students to be selected by said College and not to be less than four students at a time. And I direct that all the above bequests be paid within three years after my decease."

When the property of the College of Physicians and Surgeons was turned over to the University in 1913, the sum of \$4,800 (the bequest having been reduced by inheritance tax and attorney's fees) of College of Physicians and Surgeons bonds, representing the investment of this fund, was included. Since then a portion of these Physicians and Surgeons bonds has matured and the matured portion included the Rea Scholarship investment. The proceeds were invested in other Physicians and Surgeons bonds of later maturity, and in \$50 of United States bonds, by the Board of Trustees. The present total principal of the fund amounts to \$4,800, the investments consisting of bonds having a par value of \$4,750, and costing \$4,706.80, the balance being in cash. The present income from the fund amounts to \$290 per year. If the principal had to be reinvested under present conditions, the income would probably not exceed \$230. Two ways are open to assign scholarships: (1) to place a permanent value on each scholarship and then award as many scholarships as the income will produce (not less than four); (2) award four scholarships each year, making the amount of each as much as the income makes possible.

The latter plan seems to carry out more closely the intention of the donor. I, therefore, recommend the adoption of the following regulations to govern this fund:

**REGULATIONS FOR THE ROBERT LAUGHLIN REA
SCHOLARSHIP FUND**

1. The scholarships are to be known as "The Robert Laughlin Rea Scholarships in the College of Medicine."
2. The purpose of the scholarships is "to help pay the tuition fees of needy students."
3. Four Scholarships are available each year, their value depending upon the income of the fund (for 1929 the value of each scholarship is \$75).
4. Applicants for the scholarships shall have completed one full year's work in the College of Medicine of the University of Illinois.
5. Applications in writing shall be made to the dean of the College of Medicine and the awards shall be made in September of each year by a committee of three appointed by the President of the University to be known as the "Committee on Robert Laughlin Rea Scholarships in Medicine."
6. Scholastic standing, character, and financial need, shall be considered in making the awards.

On motion of Mrs. Busey, these regulations were adopted.

**WINDSTORM AND LIGHTNING DAMAGE TO COOK COUNTY
EXPERIMENT STATION BUILDINGS**

(54) The Comptroller reports that on March 31, the buildings at the Cook County Experiment Station were damaged by windstorm and lightning. The buildings are fully covered by insurance and the estimate of the loss, which will be paid by the insurance company, has been made on such a basis that it will cover fully the costs of all necessary repairs. The amounts are:

Chimney and Service Building.....	\$325.00
Greenhouse.....	132.25

\$457.25

On request of the Comptroller, I recommend that this amount be appropriated on receipt of payment from the insurance company to meet the expense of repairs on these buildings.

On motion of Mrs. Evans, this appropriation was made, by the following vote: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

THEFT OF PLATINUM WARE

(55) The Comptroller reports the theft of platinum ware valued at \$850 from Room 115 of the Chemistry Building sometime between April 11 and 12. The stolen ware consisted of fifteen crucibles, two dishes, and a platinum cone filter—a combined weight of 329.59 grams. The platinum was kept in a case having a glass door, which was locked, entrance to the case being made by smashing the door. The theft was reported to the sheriff, local police, and pawn shop dealers.

This report was received for record.

GIFTS

(56) I report the gift from Mr. Allan B. Brown of Kansas City, a member of the Class of '17, of a set of war maps, a number of war time newspapers, and letters collected by him during his service in the World War.

Dr. J. Sterling Kingsley, Professor of Zoology, *Emeritus*, offers us his library, consisting of books and pamphlets on zoology, which he will send to the University in the summer. Professor Kingsley will leave on a trip around the world in August, and has offered to collect rare zoological specimens for shipment to the University. The only expense involved will be bottles, preserving chemicals, and shipping charges from New York to Urbana. I ask authority to accept his kind offers, the University to pay the expenses mentioned.

On motion of Mrs. Evans, this authority was granted.

COMPTROLLER'S REPORT OF CONTRACTS AND PURCHASE ORDERS

(57) The following report from the Comptroller on contracts and purchase orders executed since the last report:

CONTRACTS EXECUTED BY THE COMPTROLLER, APRIL 5, 1929, TO MAY 11, 1929

Lease contract executed under general regulations:

Leased to	Property	Rental	Date	Tenure
Louis Nahin Sam Edelman	Storeroom at 1758 W. Polk St., Chicago	\$540 00 per year	March 1, 1929	May 1, 1929, to April 30, 1930

PURCHASE ORDERS ISSUED IN APRIL AMOUNTING TO \$1000 OR MORE

Department	Firm	Description	Amount	Procedure
Physical Plant Supervising	Chicago Veneer Company	Veneer Panels	\$1 122 50	Competitive
Architect	Bailey and Himes	Chairs ¹	2 882 00	Quoted
Physical Plant	Field and Shorb	Pipe, Fittings	2 924 75	Competitive
Physical Plant	Electric Coal Company	Coal	1 650 00	Quoted ²
Supervising Architect	Southwark Foundry and Ma- chine Company	Hydraulic Testing Machine	40 000 00	Competitive ³
School of Pharmacy	W. M. Welch Manufacturing Company	Coor's Porcelain Ware	1 156 00	Placed at low- est standard discount for quantity or- dered.
Physical Plant	Electric Coal Company	Coal	1 650 00	Quoted ²

¹To match other chairs previously on competitive basis.

²Arranged by Mr. J. A. Morrow.

³Authorized by Board of Trustees, March 12, 1929.

H. M. EDWARDS
Purchasing Agent

This report was received for record.

COMPTROLLER'S QUARTERLY REPORT

(58) The report of the Comptroller for the quarter ending March 31, 1929.

April 12, 1929

To the Members of the Board of Trustees of the University of Illinois

I transmit herewith the Quarterly Report required of me covering the financial transactions of the University for the quarter ending March 31, 1929. The Report includes the following statements:

Schedule A. Statement of the Reserve and Contingent Fund, or working balance of general income, for the quarter.

Schedule B. Realization of Income for Operation. This statement shows the estimated income for all purposes other than for new buildings provided for by Special State Appropriations, for the current fiscal year, and the amount realized from each source to March 31. The amount realized from State Appropriations is the amount of vouchers certified to the State Auditor for payment from these appropriations. The amount realized from Student Fees is the net amount after allowing for all rebates. The amount realized from Sales is the total sales irrespective of whether collection has been made in cash.

Schedule C. Summary of Receipts and Disbursements. This statement shows the amount of cash receipts from all sources for the current fiscal year to March 31, deposited with the Treasurer of the University, also, the amount appropriated to the University by the State for the current fiscal year. It shows also the disbursements from funds in the hands of the University Treasurer and from State appropriations and the unexpended (not unencumbered) balance in each fund as at March 31.

Schedules D to M, inclusive, show the appropriations made by the Board of Trustees for the current fiscal year, the expenditures from these appropriations, the outstanding encumbrances in the form of orders and contracts, and the free balances on March 31. Included with appropriations under the heading "Total Credits" are reappropriations of balances from the previous year and sales credited to departments.

Schedule N shows operations of storerooms and service departments. Costs of materials and labor are first charged to these revolving accounts, and later are charged

to appropriation accounts when the service has been completed, the revolving accounts being credited.

Schedule O covers only the cash transactions of the residence halls, hospital, and tenant houses. The latter are houses which have not yet been removed from land purchased for future use. A complete statement, showing net income and surplus, is given in Appendix I.

Schedule P shows all trust endowments held by the University, and Schedule Q gives the operations of all expendable trust funds.

Schedule R is a balance sheet showing all assets for which the Board of Trustees is responsible and all commitments and obligations of those assets.

The figures contained in this Report are cumulative for the fiscal year to date and, therefore, represent the financial operation of the University for the nine months ending March 31, 1929, and the financial condition of the University at that date.

This report is subject to audit by the accounting firm employed by the Board for that purpose. The certificate of audit will be furnished as soon as the audit is complete.

Respectfully submitted,

LLOYD MOREY
Comptroller

SUMMARY

Reserve and Contingent Fund

The unappropriated balance of the Reserve and Contingent Fund (estimated excess of income of the year over appropriations) at the beginning of the quarter was \$128,541. Net deductions during the quarter totalled \$15,373, as per Schedule A, leaving a balance of \$113,168 in the Reserve and Contingent Fund at the close of the quarter. The balance at the corresponding date a year ago was \$164,736.

Budget Income

Realization of the budget income for nine months ending with the present quarter as per Schedule B, was as follows:

	<i>Estimate For Year</i>	<i>Per Cent of Year's Estimate Realized</i>	
		<i>This Year</i>	<i>Same Date Last Year</i>
State Appropriations for Operation (Per Cent realized represents portion expended to March 31, 1929).....	\$4 500 000	79.8	79.1
Federal Funds.....	438 075	87.2	91.1
Student Fees.....	850 000	93.6	92.7
Agricultural Sales			
Credited to Revolving Accounts.....	124 860	86.4	79.5
Credited to Agricultural Income.....	132 600	82.3	83.8
Miscellaneous Sales and Receipts.....	90 000	79.3	89.5

Treasurer's Balance

The cash balance in all funds in the hands of the University Treasurer at the close of the quarter, allowing for outstanding warrants, was \$1,386,300, Schedule C. On the corresponding date a year ago, the balance was \$1,294,820.

Budget Expenditures

Board appropriations to departments for the current fiscal year total \$6,003,102, including salaries \$3,931,008, expense and equipment \$2,072,094. These were 69.8 per cent expended at the end of the quarter, and 2.1 per cent encumbered. (Included in Schedule D). On the corresponding date a year ago these appropriations were 69.8 per cent expended and 2.3 per cent encumbered.

Building and Improvement Funds

Building and Improvement funds for the biennium were 49.6 per cent expended at the end of the quarter, and 30.8 per cent encumbered, as per Schedule D. On the corresponding date last biennium, they were 57.9 per cent expended and 32.3 per cent encumbered.

Trust Funds

Endowment funds from private gifts for special purposes (see Schedule P) are distributed as follows:

Professorial and Lectureship Endowments.....	\$119 686
Student Loan Endowments.....	177 040
(Of which \$164,959 was outstanding in student notes at the end of the quarter.)	
Scholarship and Prize Endowments.....	84 556
Other Endowments.....	80 031
<i>Total</i>	<u>\$461 313</u>

Indebtedness on Property

Outstanding indebtedness on University property at the end of the quarter consisted solely of 6% bonds totalling \$52,400 on the Dental Building in Chicago, due in 1932 (Schedule R).

Residence Halls

A summary of the operations of the residence halls for the year to March 15, 1929, is shown as Appendix I. The balance in the Residence Halls fund at the end of the quarter was \$133,454, and in the Davenport House fund \$9,827.

Stadium Fund

An Appendix is included giving the report of the Memorial Stadium Fund, of which the Board of Trustees is custodian. (See Appendix II.)

LLOYD MOREY
Comptroller

SCHEDULE A

STATEMENT OF RESERVE AND CONTINGENT FUND
QUARTER ENDING MARCH 31, 1929

Balance forward January 1, 1929.....		\$128 541 48	
<i>Add:</i>			
Estimated Additional Income from Agricultural Sales (New Greenhouses).....	\$ 900 00		
Lapsed Unused 1927-28 Balances (carried forward to cover encumbrances but not required)	1 936 35	2 836 35	\$131 377 83
<i>Deduct:</i>			
Appropriations made by the Board of Trustees			
January 9, 1929			
Archaeological Explorations (additional).....	\$ 500 00		
Medical Library Expense and Equipment.....	2 450 00		
Law Library Expense and Equipment.....	2 500 00		
February 13, 1929			
George Washington Bicentennial Expense.....	500 00		
Death Benefits (Miss Marion Sparks).....	1 000 00		
Library Expense and Equipment (additional).....	5 000 00		
Horticulture (Operation of New Greenhouses).....	2 400 00		
Medical Physiology Expense and Equipment (additional)	400 00		
March 12, 1929			
Visit of General Assembly.....	1 300 00		
Injuries to Employees.....	1 000 00		
Death Benefits (Robert J. Drake).....	100 00	17 150 00	
Adjustments in Salary Budget			
Architecture College.....	1 000 00		
Chicago General Administration.....	60 00	1 060 00	18 210 00
<i>Balance March 31, 1929 (Schedule R).....</i>			<u>\$113 167 83</u>

SCHEDULE B
REALIZATION OF INCOME FOR OPERATIONS
1928-29 TO MARCH 31, 1929

	Budget Estimate	Realized to Date	Unrealized Balance (See Sch. R)
<i>State Funds</i>			
From Mill Tax.....	\$2 625 000 00	\$2 620 889 34	\$ 4 110 66
From General Revenue.....	1 875 000 00	973 862 18	901 137 82
<i>Total, State.....</i>	<i>(4 500 000 00)</i>	<i>(3 594 751 52)</i>	<i>(905 248 48)</i>
<i>Federal Funds</i>			
From U. S. Treasurer			
Smith-Lever Fund.....	239 624 24	239 624 34	10*
Hatch-Adams Funds.....	30 000 00	22 500 00	7 500 00
Furnell Fund.....	50 000 00	37 500 00	12 500 00
Capper-Ketcham Fund.....	20 000 00		20 000 00
From State Treasurer			
Interest on Endowment Fund.....	32 450 66	32 450 66	
Morrill-Nelson Funds.....	50 000 00	50 000 00	
From State Board for Vocational Education (Smith-Hughes).....	16 000 00		16 000 00
<i>Total, Federal.....</i>	<i>(438 074 90)</i>	<i>(382 075 00)</i>	<i>(55 999 90)</i>
<i>Student Fees.....</i>	<i>850 000 00</i>	<i>796 494 09</i>	<i>53 505 91</i>
<i>Sales and Miscellaneous</i>			
Credited to Departments			
Agriculture.....	124 860 00	107 891 44	16 968 56 ²
Other Departments.....		2 808 31	2 808 31 ^{1,2}
Credited to Estimated Agricultural Sales.....	132 600 00	109 134 88	23 465 12
Credited to General Income.....	90 000 00	71 442 66	18 557 34
Credited to Estimated Income from Creamery Surplus.....	14 310 00		14 310 00 ³
<i>Total, Sales, etc.....</i>	<i>(361 770 00)</i>	<i>(291 277 29)</i>	<i>(70 492 71)</i>
<i>McKinley Endowment.....</i>	<i>7 000 00</i>		<i>7 000 00³</i>
<i>Grand Total.....</i>	<i>\$6 156 844 90</i>	<i>\$5 064 597 90</i>	<i>\$1 092 247 00</i>

*Deduct—Income exceeds estimate.

¹No budget estimate set up.²Credited direct to revolving accounts, not carried as separate items on Balance Sheet.³To be transferred from other accounts June 30, 1929.

SCHEDULE B-1
INCOME FROM SALES AND MISCELLANEOUS SOURCES
TO MARCH 31, 1929

	Total for Nine Months Ending March 31, 1929
Agricultural College and Experiment Station.....	\$217 864 03
<i>Administrative Offices and General Departments</i>	
Alumni Directory.....	\$ 3 959 71
Announcement of Courses.....	890 25
Student Faculty Directory.....	1 097 45
Library Fines and Charges.....	2 125 67
Miscellaneous.....	911 84
College of Liberal Arts and Sciences.....	8 984 92
Engineering College and Experiment Station.....	1 244 74
Graduate School.....	2 995 82
Chicago Departments	1 252 74
Medical Dispensary, Drug Room and X-Ray.....	17 152 78
Dental Infirmary, Oral Surgery and X-Ray.....	16 400 19
Booth Rentals in Dental Building.....	1 350 00
Miscellaneous.....	798 04
Rental of Rooms in University Buildings.....	35 701 01
Sale of Kindling, etc.....	778 00
Interest on Daily Bank Balances.....	1 005 59
Interest on Dental Building Bonds Held by University.....	17 729 51
Lapsed Men's Towel Deposits.....	456 00
Miscellaneous.....	1 903 11
<i>Grand Total (Schedule B).....</i>	<i>\$291 277 29</i>

SCHEDULE C
SUMMARY OF RECEIPTS AND DISBURSEMENTS
1928-29 TO MARCH 31, 1929

	Balance July 1, 1928 and Adjustments	Receipts and State Appropriations	Disburse- ments	Balance March 31, 1929
<i>Funds in Hands of University</i>				
<i>Treasurer</i>				
General Fund.....	\$ 686 664 53	\$1 756 414 54	\$1 225 460 76	\$1 217 618 31
Trust Fund.....	131 041 67	265 756 49	228 116 32	168 681 84
<i>Total</i>	(817 766 20)	(2 022 171 03)	(1 453 577 08)	(1 386 300 15)
<i>State Appropriations</i>				
<i>For Operation</i>				
Salaries and Wages.....		\$3 275 000 00	\$2 620 889 34	\$ 654 110 66
Office Expense.....		140 000 00	100 633 95	39 366 05
Travel.....		40 000 00	30 673 11	9 326 89
Operation.....		465 000 00	383 159 51	81 840 49
Repairs.....	\$ 4 584 88	160 000 00	126 078 17	38 506 71
Equipment.....		290 000 00	209 459 85	80 540 15
Improvements.....		130 000 00	128 442 47	1 557 53
<i>Total, Operation</i>	(4 584 88)	(4 500 000 00)	(3 599 336 40)	(905 248 48)
<i>For Buildings, 1927-29</i>				
Library Building Addition.....	205 961 02		164 305 50	41 655 52
Lincoln Hall Addition.....	486 787 67		140 299 26	346 488 41
Materials Testing Laboratory.....	481 820 32		227 179 68	254 640 64
<i>Total, Buildings</i>	(1 174 569 01)		(531 784 44)	(642 784 57)
<i>For Special Purposes</i>				
Agricultural Experiment Station, Cook County..		15 000 00	11 615 16	3 384 84
School of Journalism.....		15 000 00	15 000 00	
<i>Total, State</i>	(1 179 153 89)	(4 530 000 00)	(4 157 736 00)	(1 551 417 89)
<i>Grand Total</i>	\$1 996 860 09	\$6 552 171 03	\$5 611 313 08	\$2 937 718 04

SCHEDULE D
SUMMARY OF APPROPRIATIONS
AS AT MARCH 31, 1929

	Sched- ule	Total Credits	Disburse- ments	Encum- brances	Free Balance
Administration and General..	E	\$ 421 582 75	\$ 280 130 15	\$ 15 651 62	\$ 125 800 98
Library.....	E	226 533 02	168 655 37	16 698 20	41 179 45
Agriculture.....	F				
University Appropriation...		1 143 658 37	807 896 95	39 568 73	296 192 69
U. S. Extension.....		266 073 72	172 275 70	2 781 14	91 016 88
Liberal Arts and Sciences....	G	1 126 089 15	802 809 64	7 720 06	315 559 45
Engineering.....	H	607 168 72	484 695 82	13 278 32	199 194 58
Graduate School.....	I	82 270 04	44 278 81	6 619 38	31 371 85
Medicine, Dentistry, and Pharmacy.....	J	778 835 69	551 014 40	13 603 89	214 217 40
Journalism.....	K	28 250 01	20 135 63	28 10	8 086 28
Law.....	K	91 317 36	62 267 22	3 972 87	25 077 27
Library School.....	K	23 789 93	16 920 61	15 00	6 845 32
Military.....	K	21 544 16	10 141 70	20 90	11 381 56
Music.....	K	57 258 88	42 890 19	769 19	13 599 50
Education.....	K, K1	188 619 71	132 199 01	1 505 11	54 915 59
Summer Session, 1928.....	K, K2	39 035 82	38 626 31		409 51
Summer Session, 1929.....	K, K2	80 000 00	741 44	1 074 00	78 184 56
Commerce.....	K, K3	222 177 18	154 166 86	1 115 75	66 894 57
Physical Welfare.....	K, K4	124 873 66	90 012 43	2 069 90	32 791 33
Physical Plant Operation and Maintenance.....	L	651 231 87	469 172 83	1 910 52	180 148 52
<i>Sub-total</i>		\$6 271 210 04	\$4 349 040 07	\$ 128 402 68	\$1 793 767 29
Land, Buildings, and Improvements.....	M				
Special State Building Appropriations.....		1 175 482 11	531 531 08	428 905 22	215 045 81
Other Appropriations.....		400 969 62	250 709 46	58 155 68	92 104 48
<i>Grand Total</i>		\$7 847 661 77	\$5 131 280 61	\$ 615 463 58	\$2 100 917 58

SCHEDULE R
BALANCE SHEET
AS AT MARCH 31, 1929

ASSETS

I. General and Building Funds			
Cash in Hands of University Treasurer (Sch. C)	\$1	217 618 31	
Petty Cash Funds.....		30 600 00	
Balance in State Appropriations (Sch. C)			
For Operation.....	\$905	248 48	
For Buildings.....	642	784 57	
For Special Purposes.....	3	384 84	1 551 417 89
Stores (Sch. N)			
Inventories of Stock.....	105	404 20	
Jobs in Process.....	50	052 39	
Revolving Accounts.....	4	739 92*	150 716 67
Loan to McKinley Hospital (Trust Fund)....		14 450 00	
Accounts Receivable.....		27 077 72	
Estimated Income from:			
Smith-Lever, Hatch-Adams, Purnell, and			
Capper-Ketcham U. S. Appropriations...	39	999 90	
State Board of Vocational Education (Smith-			
Hughes).....	16	000 00	
Fees.....	53	505 91	
Agricultural Sales.....	23	465 12	
Creamery Surplus.....	14	310 00	
Trust Endowments.....	7	000 00	
Miscellaneous.....	18	557 34	172 838 27
			\$ 3 164 718 86
II. Trust Funds			
Cash in hands of University Treasurer (Sch. C)		168 681 84	
Notes Receivable.....		164 959 12	
Investments			
Savings Account.....	1	000 00	
Stock and Bonds.....	243	124 60	
Land.....	46	550 00	290 674 60
			624 315 56
III. Endowment Fund			
Endowment Fund (in hands of State Auditor)			
from Land Grant of 1862.....			649 012 91
IV. Plant and Property			
Plant and Property (July 1, 1928).....		22 226 540 48	
Total Assets.....		\$26 664 587 81	

LIABILITIES AND SURPLUS

I. General and Building Funds			
Appropriation Balances (Sch. D)			
Encumbered.....	\$	615 463 58	
Unencumbered.....	2	100 917 58	\$ 2 716 381 16
Reserve for Agricultural Extension Petty			
Cash Funds.....		1 200 00	
Reserve for Stores.....		122 360 64	
Reserve for Loan to Trust Fund.....		14 450 00	
Residence Hall and Hospital Balances (Sch. O)		188 088 16	
Unappropriated Agricultural Income.....		9 070 87	
Unappropriated Income (Reserve and Con-			
tingent Fund) (Sch. A).....		113 167 83	\$ 3 164 718 86
II. Trust Funds Balances			
Due General Funds for Repayment of Loan		14 450 00	
Expendable Funds (Sch. Q).....		163 002 27	
Non-Expendable Funds (Sch. P).....	461	313 29	
Less: Loans from General Funds.....	14	450 00	446 863 29
			624 315 56
III. Endowment Fund Balance.....			
			649 012 91
IV. Capital Liabilities and Surplus			
Dental Property Bonds.....		52 400 00	
Surplus Invested in Fixed Assets.....	22	174 140 48	22 226 540 48
Total Liabilities and Surplus.....			\$26 664 587 81

*Deduct—Credit Balance.

APPENDIX I
RESIDENCE HALLS
SUMMARY OF OPERATIONS
TO MARCH 31, 1929

	Woman's Residence Halls	Daven- port Residence Hall	Total
Summer Session Surplus.....	\$ 1 473 34		\$ 1 473 34
Winter Term Surplus:			
September 12 to October 15, 1928.....	5 983 80	\$ 937 08	6 920 88
October 15 to November 15, 1928.....	5 990 58	982 45	6 973 03
November 15 to December 15, 1928.....	5 991 82	968 08	6 959 90
December 15 to January 15, 1929.....	3 526 39	461 83	3 988 22
January 15 to February 15, 1929.....	6 786 75	1 071 38	7 858 13
February 15 to March 15, 1929.....	5 207 06	918 12	6 125 18
Total Surplus from Operations, 1928-29, to March 15, 1929.....	\$ 34 959 74	\$5 338 94	\$ 40 298 68
Add:			
Forfeited Deposits.....	670 00	90 00	760 00
	\$ 35 629 74	\$5 428 94	\$ 41 058 68
Deduct:			
Extraordinary Repairs, Equipment, Re- modeling and June 15-September 12, 1928, Miscellaneous Expense.....	17 061 16	5 506 22	22 567 38
Unused 1928-29 Surplus from Operations....	18 568 58	77 28*	18 491 30
Add:			
Balance forward, June 15, 1928.....	114 886 01	9 904 07	124 790 08
Surplus as at March 15, 1929.....	\$133 454 59	\$9 826 79	\$143 281 38

*Deficit.

APPENDIX II
STATEMENT OF MEMORIAL STADIUM FUND
AS AT MARCH 31, 1929

Receipts and Disbursements			
	Prior to July 1, 1928	July 1, 1928, to March 31, 1929	Total to Date
Receipts			
From Subscriptions.....	\$1 663 030 45	\$8 356 90	\$1 671 387 35
From Donations.....	5 008 12	63 80	5 071 92
From Interest.....	26 451 49	609 79	27 061 28
From Loans.....	44 000 00	9 500 00 ¹	34 500 00
Total Receipts.....	\$1 738 490 06	\$ 469 51 ¹	\$1 738 020 55
Disbursements			
Office Collection Expense.....		18 48 ²	18 48 ²
Construction.....	1 735 635 78		1 735 635 78
Total Disbursements.....	\$1 735 635 78	\$ 18 48	\$1 735 654 26
Cash Balance.....			\$ 2 366 29
Balance Sheet			
Assets			
Cash.....		\$ 2 366 29	
Due from Pledge Installments			
Past Due Installments.....	\$485 091 54		
Future Installments.....	3 781 50	488 873 04	
Due from Athletic Association for Office Expense		18 48	
Total Assets.....			\$491 257 81
Liabilities and Surplus			
Notes Payable.....			34 500 00
Excess of Assets (including Unpaid Pledges) over Liabilities.....			\$456 757 81

¹Deduction due to repayment of loan.

²To be refunded by Athletic Association.

This report was received for record.

SCHOLASTIC REQUIREMENTS IN COLLEGE OF MEDICINE

(59) The faculty of the College of Medicine recommends, and the Council of Administration, acting for the University Senate concurs, that the following scholastic requirements be adopted:

1. Grades of at least "C," or 75 per cent, or an equivalent grade from institutions using a different system of marking as determined by the University, in at least three-fourths of the work of the two years of pre-medical courses shall be required for admission to the freshman class of the College of Medicine (effective for students entering October 1, 1930).

2. Grades of at least "C," or 75 per cent, in at least three-fourths of the work of the first two years in the College of Medicine shall be required for the degree of Bachelor of Science in Medicine (effective for candidates for B.S. in June, 1931).

3. Grades of at least "C," or 75 per cent, in at least three-fourths of the work of the four years made up of the two pre-medical years and the first two years in the College of Medicine, shall be required of students before they may continue in the clinical, or third and fourth years of the College of Medicine (effective for students beginning third year in College of Medicine, October 1, 1931).

On motion of Mr. Trees, these requirements were adopted.

REPORT OF SPECIAL COMMITTEE ON ILLINOIS POWER AND LIGHT CORPORATION CONTRACT

President Armstrong presented the following report:

The special committee to which was referred a proposed agreement with the Illinois Power and Light Corporation to furnish the University with electrical power reports as follows:

Your Committee had this matter considered by the Electrical Engineering Department of the University and by Professor White for study and, after giving the matter full consideration, the committee is impressed with the advantages of having an arrangement with the Power Company which will enable the University to obtain electrical power if necessity should require at any time, and especially to obtain power during the summer months when the heating plant is not in operation.

A written agreement has been prepared which seems to comply with the requirements of the University for the furnishing of this electrical power by the Power Company.

Your committee, therefore, recommends that the agreement presented be submitted to the Legal Counsel of the University as to its legal aspects and, if approved by him, that the same be entered into by the Board of Trustees.

J. W. ARMSTRONG
MERLE J. TREES
GEORGE A. BARR

On motion of Dr. Noble, this report was adopted.

OPERATION OF MCKINLEY HOSPITAL

Dr. Noble, for the special committee on the operation of the McKinley Hospital, made a report of progress.

CARTER-PENNELL REPORT

Mrs. Busey, for the Committee on Agriculture, reported that the committee had considered the report, and recommended that it be approved.

*The Sixth Annual Report of the Carter-Pennell Farms
March 1, 1928, to February 28, 1929*

The net income to the University from the Carter-Pennell farms was \$2,302.21 for the year ending February 28, 1929. This is the best income received from the farms in any year that they have been under the control of the University except in 1923. In that year a slightly larger income was realized, due to the inclusion of some of the preceding year's income in the 1923 report. The larger income for the past year reflects directly the soil improvement work which has been done and the change in the type of farming.

While the quality of crops harvested was good for the past year, the yields were reduced because of dry weather in that locality, especially at the time when the corn crop needed more water. The severe winter of 1927 killed much of the clover and all of the alfalfa seeding. This handicapped the North Farm because of its dependence on the alfalfa as a hay crop for cattle and made it necessary to purchase some hay to carry through this winter. It is the estimate of the men on the farms that the yield of corn was reduced from 15 to 20 bushels per acre below what it might have been if weather conditions had been more favorable during July. While the type of soil in that locality is not one which stands drouth, the growing of legumes on the farms and the addition of humus to the soil should gradually make the land more resistant to dry weather.

The North Farm showed a net profit of \$1,253.65 and the South Farm a net profit of \$1,048.56, after allowing all current expenses except taxes (which remain an undetermined item) and a pro-rated share of the cost of permanent improvements. The income on these farms compares favorably with the income on other farms in this part of the state. The Department of Farm Organization and Management receives through its office records from all over the state from men who are electing to keep farm records as a part of the extension and research work of the University. For the most part these men are superior farmers. From the showing made during the past year it would appear that conditions on the Carter-Pennell farms have now been brought to a point where the income compares favorably with this group of selected farmers.

Mr. Leslie Irvin, who had been operating the South Farm, moved to the North Farm a year ago, and changed to a livestock system of farming. At the beginning of the year a number of young cattle were on hand, and at the present time the dairy herd has been built up to 17 producing cows. The present income from dairying exceeds \$125 a month, which is divided between the University and Mr. Irvin. However, it is only in recent months that the full plan for the operation of the North Farm has been realized. It is believed that the income on this farm should increase considerably under Mr. Irvin's operation, as he is a man who is willing to accept the best practices and to make the farm a better demonstration of good practice.

A new cow stable was built on the North Farm at a cost of \$1,250. This has made it possible to handle the cattle as they should be. It is apparent that an increased production per cow was realized and the improvement makes it possible to increase the size of the dairy enterprise. This increase should not only add to the income, but should also make possible the more rapid building up of the farm, since practically all crops produced will be fed on the farm.

Mr. Harry Irvin, a brother of the man on the North Farm, is operating the South Farm, and the returns from the farm indicate that he is doing a good grade of work. It is believed that the farm in years of favorable weather conditions will show a greater productivity.

No major improvements are contemplated on the farms for the coming year. Because of the necessity, however, of repairing the fence along the hard road on both farms, it will be necessary to expend some money for labor. On the North Farm a considerable retail trade in dairy and poultry products is developing with residents of Rankin. This trade adds both to the expense on the farm and to the income to the University and to Mr. Irvin. Considering this tendency it seems that the University will be justified in making some adjustment on labor so that all of the increased burden will not fall on Mr. Irvin. It is proposed to encourage this trade during the current year to determine whether or not it is desirable.

The schedules supplied by the Comptroller of the University show in detail the accounts of both the Carter-Pennell farms for the year 1928-29 and include the more significant items for the total of the preceding five-year period and the full six-year period. Schedule A indicates that in cash and accounts receivable there is \$2,020.04 on hand. However, \$1,271.80 of this amount must be held in reserve until it is determined in court whether or not the University will have to pay taxes for the years 1926 and 1927. If it is decided that these taxes do not have to be paid, the reserve for the purpose might be transferred to the Carter-Pennell Student Loan fund. With the current income from the farms, it is recommended that \$500 be transferred to the Carter-Pennell Student Loan fund.

SCHEDULE A
CARTER-PENNELL FARMS
BALANCE SHEET AS AT
FEBRUARY 28, 1929

<i>Assets</i>				
Operating				
Cash.....	\$	641 54		
Accounts Receivable.....		1 378 50		
Stock and Unsold Crops.....		2 400 00		
Deferred Charges to Future Operations.....		<u>241 17</u>	\$4 661 21	
Capital				
Estimated Present Value of Original Gift				
North Farm.....	\$24 149 57			
South Farm.....	<u>18 058 47</u>	42 208 04		
Improvements by University (Sch. C)				
North Farm.....	2 408 07			
South Farm.....	<u>1 941 53</u>	<u>4 349 60</u>	<u>46 557 64</u>	
Total Assets.....				\$51 218 85
<i>Liabilities</i>				<u>None</u>
<i>Reserves and Surplus</i>				
Reserve for Replacing Fencing along New Highway.....			\$	71 10
Reserve for 1926 and 1927 Taxes (being contested).....			1	271 80
Surplus				
Donated (arising from Gift)...	\$42 208 04			
Operating (arising from Profits, see below).....		<u>7 667 91</u>	<u>49 875 95</u>	
Total Reserves and Surplus				\$51 218 85

STATEMENT OF OPERATING SURPLUS
TO FEBRUARY 28, 1929

Net Income from Farms (See Sch. D)			\$10 927 44	
Less:				
Transferred to Student Loan Fund		\$1 250 00		
Expended and Reserved for Taxes				
Expended for 1925 Taxes and Expenses.....	\$	737 73		
Reserved for 1926 and 1927 Taxes.....	<u>1 271 80</u>	<u>2 009 53</u>	<u>3 259 53</u>	
Balance February 28, 1929 (above).....			\$7 667 91	
Consisting of:				
Liquid Assets.....	3 318 31			
Fixed Assets.....	<u>4 349 60</u>		<u>\$7 667 91</u>	

SCHEDULE B
CARTER-PENNEL FARM
INVENTORY OF STOCK AND UNSOLD CROPS OWNED BY THE
UNIVERSITY AS AT FEBRUARY 28, 1929
(All North Farm)

	Full Value	University Share
Horses		
1 Colt.....	\$50 00	\$25 00
Cattle		
7 Holstein Cows.....	\$700 00	
10 Grade Cows.....	820 00	
5 Heifer Calves.....	265 00	
3 Veal Calves.....	100 00	
1 Male.....	150 00	
	2 035 00	1 017 50
Hogs		
6 Brood Sows.....	240 00	
2 Market Hogs.....	40 00	
13 Fall Pigs.....	100 00	
1 Male.....	35 00	
	415 00	207 50
Poultry		
158 Hens.....	235 00	
8 Cockerals.....	15 00	
Market Chickens.....	60 00	
	310 00	155 00
Grain and Feed		
Corn—1150 bushels.....	920 00	
Oats—1000 bushels.....	430 00	
Soybeans—190 bushels.....	370 00	
Clover seed—1½ bushels.....	30 00	
Straw, Fodder and Hay.....	150 00	
Fall Plowing.....	90 00	
	1 990 00	995 00
<i>Total University Share (See Schedules A and F)</i>		\$2 400 00

SCHEDULE C
CARTER-PENNEL FARM
IMPROVEMENTS TO FEBRUARY 28, 1929
(TO BE PRO-RATED OVER LIFE)

	North Farm	South Farm	Years to which to be pro-rated	1928-29 Amorti- zation Charges
Improvements to February 29, 1928 (see February 29, 1928 Report).....	\$1 389 12	\$2 260 14		\$233 59
Improvements during 1928-29				
Fencing.....	113 36		1928-1937	11 32
New Cow Barn.....	1 250 00		1928-1958	11 86
Fencing.....	23 53		1928-1933	2 35
Fencing.....	3 00		1928-1931	35
Miscellaneous Improvements.....	45 25		1928-1931	5 93
Water Meter.....	12 50		1929-1938	
<i>Total February 28, 1929 (Sch. A).....</i>	\$2 836 76	\$2 260 14	(Sch. E.)	\$265 40
<i>Amortization Reserve to Date (Sch. A).....</i>	428 69	318 61		
<i>Unamortized Balance February 28, 1929 (Sch. A).....</i>	\$2 408 07	\$1 941 53		

SCHEDULE D
CARTER-PENNEL FARM
COMPARATIVE OPERATING STATEMENT FOR 6 CROP YEARS
1923 TO 1928 INCLUSIVE

	<i>Total for 5 Crop Years 1923 to 1927 Inclusive (See February 29, 1928 Report)</i>	<i>1928 Crop Year (See Sch. E)</i>	<i>Total 6 Years 1923 to 1928</i>
North Farm			
Income.....	\$4 756 18	\$1 536 40	\$6 292 58
Expense.....			
Seed.....	185 68	36 50	222 18
Repairs.....	360 59	9 38	369 97
Insurance.....	104 49	38 15	142 64
Limestone.....	84 90	37 89	122 79
Water.....	11 79		11 79
Miscellaneous.....	69 03	2 05	71 08
Topographical Survey.....	27 32		27 32
Permanent Improvements.....	274 11	158 78	432 89
Total Expense.....	(1 117 91)	(282 75)	(1 400 66)
Net Income.....	\$3 638 27	\$1 253 65	\$4 891 92
South Farm			
Income.....	5 725 42	1 313 73	7 039 15
Expense.....			
Seed.....	235 51	117 25	352 76
Repairs.....	130 67		130 67
Insurance.....	97 19	41 30	138 49
Miscellaneous.....	31 58		31 58
Topographical Survey.....	27 32		27 32
Permanent Improvements.....	216 19	106 62	322 81
Total Expense.....	(738 46)	(265 17)	(1 003 63)
Net Income.....	\$4 986 96	\$1 048 56	\$6 035 52
Both Farms			
Income.....	10 481 60	2 850 13	13 331 73
Expense.....	1 856 37	547 92	2 404 29
Net Income (Sch. A).....	\$8 625 23	\$2 302 21	\$10 927 44

SCHEDULE E
CARTER-PENNEL FARM
INCOME AND EXPENSE 1928 CROP YEAR

	<i>North Farm</i>	<i>South Farm</i>	<i>Total</i>
Income			
Rent.....		\$ 185 00	\$ 185 00
Sale of Produce.....			
Corn (less Inventory March 1, 1928).....		868 74	868 74
Oats.....		259 99	259 99
Net Income from Partnership Revolving Operations (See Sch. F).....	\$1 536 40		1 536 40
Total Income.....	\$1 536 40	\$1 313 73	\$2 850 13
Expense			
Seed (Clover, etc.).....	36 50	117 25	153 75
Repairs.....			
Barn, etc.....	9 38		9 38
Insurance.....	38 15	41 30	79 45
Limestone Fertilizer.....	37 89		37 89
Miscellaneous.....	2 05		2 05
Permanent Amortization of Improvements (Sch. C)....	158 78	106 62	265 40
Total Expense.....	\$ 282 75	\$ 265 17	\$ 547 92
Net Income (Sch. A).....	\$1 253 65	\$1 048 56	\$2 302 21

SCHEDULE F
CARTER-PENNNELL FARMS
NORTH FARM—PARTNERSHIP REVOLVING ACCOUNT
1928 CROP YEAR

<i>Income</i>		
Sale of Hogs.....	\$506 04	
Sale of Milk, Butterfat, Veal.....	602 19	
Sale of Poultry and Eggs.....	227 31	
Sale of Grain and Feed.....		
Hay.....	\$21 91	
Oats.....	55 81	
Estimated Value of Unsold Stock and Crops (Sch. B).....	2 400 00	
<i>Total Income</i>		\$3 813 26
<i>Expense</i>		
Inventory of 1927 Stock and Feed on Hand March 1, 1928 (See February 29, 1928 Report).....	1 062 00	
Stock Purchased.....	650 65	
Feed Purchased.....	450 16	
Seed Purchased.....	24 65	
Breeding Fees.....	20 00	
Hatching Fees.....	10 78	
Medicine and Professional Services.....	16 95	
Threshing.....	39 32	
Miscellaneous.....	2 35	
<i>Total Expense</i>		\$2 276 86
<i>Net Profit (to Operating Account, Sch. E)</i>		\$1 536 40

APPENDIX
CARTER-PENNNELL FARMS
FINANCIAL RESULTS TO BOTH UNIVERSITY AND OPERATORS
YEAR ENDING FEBRUARY 28, 1929

A brief financial statement of the total earnings on the Carter-Pennell Farms for the year ending February 28, 1929, including both the income to the men operating the farms and that of the University of Illinois, may be represented briefly as follows:

	<i>North Farm</i>	<i>Total Farm Record</i>	<i>Operator's Share</i>	<i>University Share</i>
Total Investments including land, buildings, livestock, and equipment.....	\$32 900 81		\$3 802 00	\$29 098 81
Income.....	\$ 3 303 61		\$1 767 21	\$ 1 536 40
Expense.....	701 25		418 50	282 75
Income less Expense.....	2 602 36		1 348 71	1 253 65
Value of Operator's Labor.....	720 00		720 00	
<i>Net Profit</i>	\$ 1 882 36		\$ 628 71	\$ 1 253 65
<i>South Farm</i>				
Total Investments including land, buildings, livestock, and equipment.....	\$21 950 00		\$1 850 00	\$20 100 00
Income.....	\$ 2 813 73		\$1 500 00	\$ 1 313 73
Expense.....	678 17		413 00	265 17
Income Less Expense.....	2 135 56		1 087 00	1 048 56
Value of Operator's Labor.....	720 00		720 00	
<i>Net Profit</i>	\$ 1 415 56		\$ 367 00	\$ 1 048 56

On motion of Mrs. Busey, this report was approved.

KEY TRANSIT SYSTEM BONDS

Mr. Trees, for the Finance Committee, made a report on the condition of the Key Transit System bonds (\$5,000), part of the principal of the Marcus Russell Loan Fund.

On motion of Dr. Noble, the Treasurer and the Comptroller were directed to sell these bonds at the best price obtainable. The vote was as follows: Aye, President Armstrong, Mr. Barr, Mrs. Busey, Mrs. Evans, Mr. Fisher, Mrs. Grigsby, Dr. Noble, Mr. Trees; no, none; absent, Mr. Blair, Mr. Emmerson, Mr. Simpson.

GRADUATE SCHOLARS AND FELLOWS

The Secretary presented for record the following supplementary list of scholars and fellows in the Graduate School, appointed by the President of the University:

English	FRED J. BERNER.....	Scholarship	\$300
	J. E. CHARLES.....	Scholarship	\$300
German	SADIE G. ROELOFS.....	Scholarship	\$300
History	RUTH E. PARSONS.....	Scholarship	\$300
Mathematics	R. MAURINE JOHNSON.....	Scholarship	\$300
Physics	D. A. FOGELSANGER.....	Scholarship	\$300

APPOINTMENTS MADE BY THE PRESIDENT

The Secretary presented also for record a list of appointments made by the President of the University.

Bartlett, R. W., Instructor in Agricultural Economics, in the Department of Economics, in the College of Commerce, for three months beginning April 1, 1929, at a cash compensation at the rate of two hundred fifty dollars (\$250) a month (this superseding his previous appointment). (April 22, 1929)¹

Goold, Robert Harold, Research Assistant in Agricultural Economics, in the Agricultural Experiment Station, on one-half time, beginning April 15, 1929, and continuing until August 31, 1929, at a cash compensation at the rate of sixty dollars (\$60) a month. (April 12, 1929)

Griffin, Judson Roy, Laboratory Assistant in Geology, beginning April 15, 1929, and continuing to June 30, 1929, at a cash compensation at the rate of one hundred thirty dollars (\$130) a month (this superseding his previous appointment). (April 16, 1929)

Grosz, Eugene, Assistant in Internal Medicine, in the College of Medicine, beginning May 6, 1929, and continuing until September 1, 1929, without salary. (May 7, 1929)

Guttman, Melvin Reese, Assistant in Otolaryngology, in the College of Medicine, beginning April 15, 1929, and continuing until September 1, 1929, without salary. (May 4, 1929)

Innis, Thelma, University Junior Clerk, in the Department of Dairy Husbandry, in the College of Agriculture, for five months beginning April 1, 1929, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of ninety dollars (\$90) a month. (April 13, 1929)

Kaufman, Samuel I., Assistant in Ophthalmology, in the College of Medicine, for four months beginning May 1, 1929, without salary. (April 25, 1929)

Kenny, Eleanor Margaret, Technician in Otolaryngology, in the College of Medicine, beginning April 15, 1929, and continuing until September 1, 1929, at a cash compensation at the rate of one hundred twenty-five dollars (\$125) a month. (April 18, 1929)

Mason, Marion L., Artist in Medical and Dental Illustration, in the College of Medicine, on one-half time, beginning May 10, 1929, and continuing until September 1, 1929, at a cash compensation at the rate of one hundred eight dollars thirty-three cents (\$108.33) a month. (April 12, 1929)

Michaels, Walter H., Research Assistant in Olericulture, in the Agricultural Experiment Station, for one year beginning July 1, 1929, at a cash compensation at the rate of one hundred sixty-six dollars sixty-six and two-thirds cents (\$166.66 $\frac{2}{3}$) a month. (April 26, 1929)

Raymond, Sidney Wallace, Assistant in Internal Medicine, in the College of Medicine, beginning April 8, 1929, and continuing until September 1, 1929, without salary. (April 12, 1929)

Richter, Oscar, Instructor in Internal Medicine, in the College of Medicine, for four months beginning May 1, 1929, without salary. (May 4, 1929)

¹The date in parenthesis is the date on which the appointment was made by the President of the University.

Smith, Vivian Thomas, Assistant in the Bureau of Educational Research, in the College of Education, for three months beginning June 1, 1929, at a cash compensation at the rate of one hundred sixteen dollars sixty-six cents (\$116.66) a month (this superseding his previous appointment). (May 9, 1929)

Weinfeld, Gustave F., Associate in Pediatrics, in the College of Medicine, on one-half time, for two months beginning July 1, 1929, at a cash compensation at the rate of one hundred dollars (\$100) a month. (May 4, 1929)

The Board adjourned.

H. E. CUNNINGHAM

Secretary

J. W. ARMSTRONG

President