

11-17-1930

# Proceedings of the Normal School Board of the State of Illinois

Illinois Department of Registration and Education

Illinois Normal School Board

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STATE OF ILLINOIS

DEPARTMENT OF REGISTRATION AND EDUCATION

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**THE NORMAL SCHOOL BOARD**

**Ex-officio Members**

M. F. Walsh, Director of Registration and Education.  
Springfield, Chairman

Francis G. Blair, Superintendent of Public Instruction  
Springfield, Secretary

**Appointed Members**

Term Expires

1931

Harriet A. McIntire, Mendota  
Frank M. Hewitt, Carbondale  
N. M. Mason, Oglesby

1933

Edgar B. Still, DeKalb  
Mrs. Martin K. Northam, Evanston  
Charles E. McMorris, Marshall

1935

Albert E. Bailey, Macomb  
\*Ernest E. Cole, Chicago  
Mrs. G. W. T. Reynolds, East St. Louis

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**Presidents of Normal Schools**

Harry A. Brown, A. B., A. M., Ed. D.  
Illinois State Normal University, Normal

Henry W. Shryock, Ph. B.  
Southern Illinois State Normal University, Carbondale

Karl L. Adams, B. S., A. M.  
Northern Illinois State Teachers College, DeKalb

Livingston C. Lord, A. M., LL. D.  
Eastern Illinois State Teachers College, Charleston

Walter P. Morgan, A. B., Ph. M.  
Western Illinois State Teachers College, Macomb

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\* Term expired 1929.



STANDING COMMITTEES

*Finance*

Mr. Bailey  
Miss McIntire  
Mr. McMorris  
Mr. Mason  
Mrs. Northam  
The Chairman  
The Secretary

*Supplies and Equipment*

Mr. Bailey  
Mr. Cole  
Mr. Mason  
Mr. Hewitt  
Mrs. Northam  
The Chairman  
The Secretary

*Faculty and Curricula*

Mr. Cole  
Mrs. Reynolds  
Mr. Still  
Miss McIntire  
The Chairman  
The Secretary

*Buildings and Grounds*

Mr. Still  
Mr. Cole  
Mrs. Reynolds  
Mr. Hewitt  
Mr. McMorris  
The Chairman  
The Secretary

*Dormitory*

Mrs. Northam  
Mr. Mason  
Mrs. Reynolds  
The Chairman  
The Secretary

MINUTES OF THE MEETING OF THE NORMAL  
SCHOOL BOARD.

The Normal School Board met in DeKalb, Illinois, November 17, 1930, at 9:00 A. M., in the office of the president of the college.

All members of the Board and all of the presidents of the schools were present.

The minutes of the meeting of October 20 were presented and approved.

EASTERN ILLINOIS STATE TEACHERS COLLEGE.

President Lord presented his report, which was received, placed on file, and is made a part of these minutes. The report follows:

Charleston, Illinois,

November 17, 1930.

*To the Chairman and Members of the Normal School Board:*

Gentlemen: I submit the following report for the Eastern Illinois State Teachers College:

I. STUDENTS. No report.

II. THE FACULTY.

I wish to recommend the appointment of Miss Myra B. O'Brien as Assistant Librarian at a salary of \$222.22 a month for  $3\frac{3}{4}$  months, from September 6, 1930, to December 21, 1930. Miss O'Brien is taking the place of Miss May Smith, who is ill, at the same salary.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

Action of the Board is requested on:

1. The appointment of Miss Myra B. O'Brien as assistant librarian.

Respectfully submitted,

L. C. LORD, *President.*

The Board approved his appointment of Miss Myra B. O'Brien as assistant librarian at a salary of \$222.22 a month for  $3\frac{3}{4}$  months, from September 6, 1930, to December 21, 1930.

**WESTERN ILLINOIS STATE TEACHERS COLLEGE.**

President Morgan presented his report, which was received, placed on file, and is made a part of these minutes. This report follows:

Macomb, Illinois,  
November 17, 1930.

*To the Chairman and Members of the Normal School Board:*

Gentlemen: I submit the following report for the Western Illinois State Teachers College:

I. STUDENTS.

1. Attendance.

This is not the time for the statistical report of the attendance during the Fall quarter this school year, but the totals may be of interest as they show some growth in the college work of the institution. Last year the college enrollment for the Fall quarter was 654. This year there are 751 enrolled in the college department, which shows an increase of slightly less than 15%. The enrollment in our elementary schools is approximately the same as last year, due to the fact that we have added one rural school, which offsets the slight decrease in the enrollment in the campus training school. There is a decrease in the enrollment in the high school department of about 20 students.

The extension work has started with the usual interest, and is cared for by two faculty members who give all of their time, a third member who gives one-half of his time, and a fourth member who has one class in addition to his regular work at the college. The number of course enrollments at the present date is between 1000 and 1100, and therefore is equivalent in subjects carried to that of about 90 students for a term of 36 weeks.

II. THE FACULTY. No report.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION.

1. Condition of regular departments.

The work of the regular departments in the college is being carried on as usual, with possibly a little better organization than in former years because of the addition of several teachers to the faculty last year and one or two this year. Each department is headed by a competent, well trained teacher with extended experience. These departments are also supplemented with additional teachers of somewhat less preparation and experience on the average. At present the 68 members of our faculty, including the president, have preparation as follows: doctor's degree or the equivalent, 15; two or more years of graduate work, 16; Master's degree or equivalent, 31; Bachelor's degree, 6; less than Bachelor's degree, 0. Of this group, 18 have taught 20 years or more; 29 have taught between 10 and 20 years; 11 have taught between 5 and 10 years; and 10 have taught less than 5 years.

## V. THE CURRICULUM.

The curriculums offered by the institution have not been changed much in the last three or four years. There are three four-year curriculums, one for elementary teachers known as Curriculum A; one for superintendents and elementary principals and supervisors known as Curriculum B; and one for high school teachers and principals and special teachers known as Curriculum C. Curriculum A provides for three different groups of students, —one which is preparing to teach in all grades or in the rural schools; one which is preparing to teach in the lower four grades; and the third which is preparing to teach in the upper four grades or junior high school. Each of these curriculums is so arranged that by special care a student may at the end of two years have met the requirements for a limited certificate. A student who transfers, however, from one to the other, must needs make some sacrifice in credit. Completion of any one of the four year curriculums gives a student the standing which comes to graduates of all accredited four year colleges.

Curriculum C, by the selection of majors, double minors and single minors, allows a student to specialize in one of several college subjects which he may desire to teach in high school, and likewise to be able to teach one or two additional high school subjects. This curriculum thereby allows students to prepare for Home Economics teaching positions in high schools which receive federal aid. Students may also prepare for responsible positions in the teaching of agriculture, but due to the fact that no four year agricultural course in Illinois is approved for the preparation of high school teachers in schools which receive federal aid except the course at the University of Illinois, graduates of this curriculum have some difficulty in securing positions in such schools. This, I think, is an unfair distinction against the teachers colleges which offer four year curriculums in agriculture.

## VI. BUILDINGS AND GROUNDS.

The last General Assembly made appropriations for an elevator in the Arts Building, and likewise for a tool and implement house. \$3500 was included in the budget for the first under repairs and equipment, and \$5000 was included under Permanent Improvements for the latter. Bids have recently been made on each of these projects, but the one on the elevator amounted to over \$5400, and the one on the tool house to \$8300. Just at present no decision has been made as to the way in which these matters will be handled, although an additional requisition against the Repair and Equipment fund has been drawn to cover the balance on the elevator, and the administrative auditor has suggested that an additional \$3500 be requested from the next General Assembly to complete the tool and implement house.

The athletic field has been completed so far as the grading is concerned, but the entire appropriation of \$10,000 has been expended with the exception of between \$600 and \$700, and the fencing bids which were taken exceeded \$6,000. Hence that work has had to be abandoned, but a portion of it is provided in the next budget.

## VII. AUXILIARY ENTERPRISES. No report.

## VIII. STUDENT LIFE.

Formerly the institution had an assembly room which was arranged after the fashion of the high school assembly where students who were not in classes might go for study. In the remodeling, however, of the old gymnasium for library purposes, this study hall was also converted into a reserve library, and the study hall which had served somewhat as a student



room was no longer usable for that purpose. This brought many students into the corridors for conversation, and presented a somewhat disorganizing effect. At the beginning of this school year the old library room which was abandoned when the new library quarters were arranged was converted into a student room and properly furnished for that purpose. In the eyes of the deans and other faculty members and especially in the opinion of the students this room meets a very definite need, is much appreciated by the students, is being very properly used, and is removing much confusion from the corridors in general. Your inspection of the room is requested upon your first visit to the institution. This room serves the student body somewhat as the faculty rooms which most of you have visited serve faculty members.

#### IX. MISCELLANEOUS.

Four or five years ago the northwest section of the City of Macomb was organized into a sanitary district and a sanitary sewer and disposal plant was built for that section of the city. The main sewer across the college campus and that part of it on the campus was paid for by state appropriation. There has been some difficulty, however, in having all secondary sanitary sewers and cess pools attached to this new sewer, and some of them still empty into a storm sewer which flows in an open ditch across the campus. The college authorities finally succeeded in having a proper ordinance passed by the City of Macomb under which property owners in Macomb could be compelled to make necessary connections with the sanitary sewer, but the city has operated rather slowly under this provision and it was necessary to call to the assistance of the college the help of the State Sanitary and Health Departments. Indications are now, however, that the matter will soon be cleared up, and in addition sanitary sewer seepage which has been getting into the small lake on the campus and which has thereby destroyed all of the fish which it contained, will be taken care of by a sealed sewer without additional expense to the state.

#### X. SUMMARY.

There is nothing in this report that requires formal action by the Normal School Board, but things have been included above which are thought to be of interest to Board members.

Respectfully submitted,

W. P. MORGAN, *President.*

He called attention to the appropriations made by the last General Assembly to provide an elevator in the Arts Building and a tool and implement house. The appropriation for the tool and implement house was made under the head of permanent improvements, but the appropriation for the elevator was included as a budget item under repairs and equipment. But the Attorney General ruled that the elevator was a permanent improvement and that money for such an improvement could not be taken out of the item of repairs and equipment.

There were no specific recommendations in his report which required the approval of the Board.

## SOUTHERN ILLINOIS STATE NORMAL UNIVERSITY.

President Shryock presented his report, which was received, placed on file, and is made a part of these minutes. The report follows:

Carbondale, Illinois,

November 17, 1930.

*To the Chairman and Members of the Normal School Board:*

Gentlemen: I submit the following report for the Southern Illinois State Normal University:

We have, I think, only one matter requiring the action of the Board. For nine years Miss Hazel Ervin has been secretary to the president, and for the past seven years she has also been serving as registrar. At the annual meeting last June, Miss Marjorie Shank was made registrar to begin work January 1st, but no provision was made for a secretary. Miss Ervin wishes to withdraw from our service about December 4th. Miss Louise Durham will look after the work of the registrar until Miss Shank's return, and I recommend that Miss Katheryn Cavelia be made secretary. Miss Cavelia is a member of our junior class and has been part-time stenographer in the office for the past two years and a half. She is not only a capable stenographer, but she is already familiar with our records and with the work of the office. I recommend her appointment at twelve hundred dollars per year.

Respectfully submitted,

H. W. SHRYOCK, *President.*

The Board approved his recommendation that Miss Katheryn Cavelia be made secretary to take the place of Miss Hazel Ervin who is retiring on December 4. Miss Cavelia's salary to be at the rate of \$1200 per year.

## ILLINOIS STATE NORMAL UNIVERSITY.

President Brown presented his report, which was received, placed on file, and is made a part of these minutes. The report follows:

Normal, Illinois,

November 17, 1930.

*To the Chairman and Members of the Normal School Board:*

Gentlemen: I submit the following report for the Illinois State Normal University:

I. STUDENTS.

1. Attendance.

The report of attendance for the fall quarter is not due at the present time, but I am reporting that the total enrollment for the fall term is 1,407 as compared with 1,271 at the same time last year. The enrollment in the extension classes is 780 and the enrollment a year ago in these classes was 669.

II. FACULTY. No report.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION.

1. Condition of Regular Departments.

I am in process of studying our organization and the arrangement of departments. I do not want to make suggestions for changes until I am somewhat more familiar with the institution. There is a growing tendency among teachers colleges, however, to seek an organization which is a functional one. Sometimes a teachers college becomes over-departmentalized. Some people now think that the organization of a teachers college into a relatively small number of "Divisions" is more functional than to have a very large number of very small academic departments. There would be in a teachers college such as the Illinois State Normal University a Division of Elementary Education, in which primary and intermediate grade teachers would be trained, in separate curricula; a Division of Secondary Education; a Division of Commercial Education, and so on; with as many divisions as the institution has major functions in the preparation of teachers. I am inclined to agree that this is a better organization than that which magnifies many small academic departments. A Division of Elementary Education in a teachers college, for example, would include a functional cross section of the entire institution, including some teachers of the various academic subjects, some critic teachers in the training school, and that portion of the training school which falls within the particular function. Thus, when the members of the Division meet with the president or with the director, the point of discussion is that of the training of a single type of teacher, while on the other hand, when the members of an academic department meet, the subject is more likely to be the object of discussion. This is not likely to be as functional. In presenting my report, I may want to take a little time to elaborate this idea.

## V. THE CURRICULUM.

An impression is growing upon me that our curricula at the Illinois State Normal University need to be revised somewhat and I am beginning to hold group conferences with members of the faculty with regard to this problem. One reason for the dropping of this institution by the North Central Association a year ago was the condition of the curricula, according to the report which I have. Dean Schroeder had already taken some steps to correct these alleged deficiencies before my arrival, and he and I have been studying that problem during the fall. We are both convinced that considerable revision is desirable. I shall report upon this more in detail at a later time.

I am impressed with the need of revision of our entrance requirements. At the time of our recent inspection by one of the accrediting associations, it was pointed out by the inspector that the entrance requirements at this institution in some particulars are more excessive than those of any other similar institution in the United States. Last year, of 698 new students admitted to the institution, 491 entered with conditions due to these unusual entrance requirements. This is believed to be unreasonable. Parents complain greatly that their sons and daughters who come here are required to spend extra time and money to make up deficiencies, while they could go to the state university or to another teachers college in the state, at which collegiate entrance requirements of the usual sort prevail, and be able to graduate in the usual length of time. I do not want to proceed too hastily in revising these entrance requirements, but I want to report that we are making a study of this problem.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

Under this head I want to report on three problems:

1. One of the first matters which came to my attention after taking charge of the Illinois State Normal University was the large amount of money we were spending for water, and I immediately took the matter up with the mayor and through him with the city council of Normal. As you know, I recommended a new well in the recent budget. I have had several conferences with the mayor and as a result I have secured a substantial deduction in the water rate.

During the year ending September 30, 1930, we purchased from the city 14,449,245 gallons of water at the then prevailing rate of 45c per 1000 gallons for the first 20,000 gallons and 40c per 1000 gallons for all over that quantity. We paid for this water the sum of \$5,783.30. According to the new rate which I have been promised, this quantity of water would cost \$3,277.83, thus effecting a saving each year of \$2,505.47.

It may be that under these conditions the Board will wish to remove from the budget the item of \$25,000 for a new well.

2. The situation at the University farm has caused me considerable concern during the fall. When a detailed report on our financial operations for the past year was made some time ago, I was afforded the opportunity to become familiar with some details which I had not known before. I find that for the year 1929-1930 our farm had a deficit of \$8,356.61. I noted that labor

cost \$6,137.42 and stock feed \$8,592.48. I then inquired into the situation somewhat, and I found that on the date of the last inventory, we had the following stock: cattle, 53; hens, 38; hogs, 121; horses, 6.

It appears that the farm is stocked far beyond the needs for demonstration purposes in connection with our courses in agriculture. The business manager, the farm manager, the head of our course in agriculture and I have made a very thorough study of the situation and we estimate that we can reduce the amount of stock on the farm considerably with no loss of efficiency whatever in the value of the farm in connection with instructional purposes. Our business manager thinks that we can reduce the cost of operating the farm \$6,000 a year and at the same time make the farm equally as valuable as it is now as a means of instruction. The head of our course in agriculture is entirely agreeable to this proposal. I should like to have authority, therefore, to sell so much of the stock on the farm as will not interfere in any way with the use of the farm for the purposes for which it is maintained, and thus reduce the large annual deficit which we have had in the past years. That money could be spent to greater advantage in employing additional teachers which the institution badly needs.

3. I am confronted at the present time with the problem of making the annual reports to the two accrediting associations, namely: The American Association of Teachers Colleges and The North Central Association of Colleges and Secondary Schools. I find that a rather difficult situation prevails in our training school. The American Association of Teachers Colleges maintains a requirement with reference to the amount of supervision of student teaching which may be done by a critic teacher. This standard permits a critic teacher to supervise, as the total load for a year, nine student teachers each doing an hour a day of student teaching throughout the year, or an equivalent load of supervision. This standard supervisory load may be expressed in terms of student hours of practice teaching. One student doing an hour a day of student teaching throughout a year does 180 hours of student teaching. Nine such student teachers do 1620 student hours of practice teaching. Thus, the standard load for a critic teacher is the supervision of 1620 student hours of practice teaching in a year. I find that last year critic teachers in our training school had loads like the following: 1914, 1872, 2580, 2880, 3000, 1860, 3870, 4080. Such loads as these render effective training of teachers impossible. One of my problems which assumes very large proportions is to organize our work so that a reduction in these excessive loads may be made. The Board authorized, at an earlier meeting this year, the employment of a primary supervisor, who will help considerably in reducing the load. Other additions to the staff of the training school in the form of supervisors and directors are imperative in the near future if our training school is to be brought up to the standard of good training schools throughout the country. Our large enrollment gives us a very heavy load of supervision of student teaching to be carried. There is no doubt that practice teaching is the most important element in the training of a teacher. Unless there is a sufficient force of supervisors so that supervision may be effective, the whole process of teacher training will not be as efficient as it might be. As soon as money can be made available, the staff of our training school ought to be increased considerably and somewhat of a reorganization made in the general plan of the training school.

#### X. SUMMARY.

I believe none of the foregoing matters need any specific action by the Board, except a general approval of the report.

Respectfully submitted,

H. A. BROWN, *President.*

President Brown called attention to the fact that an item of \$25,000 had been put in his budget with a view to providing a water supply for the University; but since that time the city authorities had reduced their water rates so that he felt it was unnecessary to go forward with the plan he had recommended. Upon motion the Board ruled that in view of the fact that the city of Normal has reduced its water rate to what seems to be a reasonable price, the \$25,000 placed in the budget to provide a water supply for the University should be stricken out.

President Brown reported that he had followed out the orders of the Board in securing an architect to look over the condition of the tower on the main building. This report in essence agreed with the examination made by the State Architect in that one of two things must be done, either the tower be removed or the supports be strengthened. On motion a committee, consisting of Mr. Bailey, Mr. Mason and Mrs. McIntire, was appointed to confer with the State Architect to present the view of the Board that if it is possible and free from danger the tower should be preserved, but that the Architect's judgment as to which one of the two plans should be followed would be final.

He asked authority to sell such live stock on the Experimental Farm as he should consider advisable. Such authority was granted.

President Brown presented the request of a local organization outside of the school for permission to hold a dance in the school building, they being permitted to sell tickets to the same. After some discussion, the Board refused to grant the permission.

President Brown also presented the matter of a re-leasing of the ground on which the street railway station and concession stands. The question arose as to who were the proper authorities to sign this lease. The matter was referred to Mr. Walsh, the chairman of the Board, with the understanding that when he discovered the proper authorities to inform them that it was the will of the Board that the lease should be signed.

NORTHERN ILLINOIS STATE TEACHERS COLLEGE.

President Adams presented his report, which was received, placed on file, and is made a part of these minutes. The report follows:

DeKalb, Illinois,  
November 17, 1930.

*To the Chairman and Members of the Normal School Board:*

Gentlemen: I submit the following report for the Northern Illinois State Teachers College:

I. STUDENTS.

1. The attendance for this Fall Quarter shows a healthy growth. The entire college enrollment represents an increase of 8%. The enrollment of young men in the college shows an increase of 30% over the Fall Quarter of last year.

2. I recommend that the students whose names are listed below be graduated at the close of the Fall Quarter, November 26, 1930, provided each has completed the graduation requirements for the curriculum on which he is enrolled.

SENIOR COLLEGE.

Degree of Bachelor of Education.  
Sidney A. Nelson

JUNIOR COLLEGE

Alta L. Anfinson	Virginia Keefe
Eleanor Carolyn Backus	Gladys M. Pearson
Louretta A. Bourrie	Estelle Marie Ryan
Ruth Gottschalk	John Zupcich
Frances M. Hain	

II. FACULTY. No report.

III. OTHER SCHOOL EMPLOYEES.

1. I wish to recommend the appointment of Mr. Theodore Swanson of DeKalb as night watchman at a salary of \$100 a month on the twelve months basis. Mr. Swanson started work November 1. We now have night watchmen on the grounds from 5:30 P. M. to 6:30 A. M. From 9:30 P. M. until 2:30 A. M. we have both watchmen patrolling the grounds.

2. I wish to recommend a change in the salary of Mrs. Mollie McClelland, Head Maid at Williston Hall, from \$10 to \$15 a week.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

## VI. BUILDINGS AND GROUNDS.

We wish to call the attention of the Board members to the condition of the college in respect to library and laboratory facilities as well as the condition in our college assembly. These are the matters concerning which we are asking special attention in our next budget. I shall be glad to explain these conditions to the Board members individually or to the Board as a group.

## VII. AUXILIARY ENTERPRISES.

The Revolving Fund shows the following report from July 1, 1930, to September 30, 1930.

## RECEIPTS.

Surplus from last biennium.....		\$ 30,611.85
Cash received, July 1, to September 30, 1930:		
Board and room, Williston Hall.....	\$7,833.50	
Meals, Williston Hall .....	266.80	
Registration fees .....	7,031.00	
Library fines .....	56.00	
Miscellaneous collections .....	18.00	
		<hr/>
Previously remitted, July 1, 1929-June 30, 1930.....		\$ 15,205.30
		71,090.04
		<hr/>
Total available, Revolving Fund, September 30, 1930.....		\$116,907.19

## EXPENDITURES.

Salaries, Williston Hall and employees.....	\$6,141.97	
Salaries, Faculty .....	2,033.33	
Food, Williston Hall .....	3,815.11	
Fuel for Cooking.....	65.21	
Electricity .....	16.50	
Laundry and Household Supplies.....	737.35	
Travel .....	56.15	
Repairs to Building .....	1,148.16	
Furniture and Fixtures .....	429.47	
Office Supplies .....	6.50	
		<hr/>
		\$14,449.75
Expenditures previously reported July 1, 1929 to June 30, 1930 .....		81,468.12
		<hr/>
Total Expenditures, July 1, 1929, to Sept. 30, 1930.....		\$ 95,917.87
		<hr/>
Balance on hand, Revolving Fund, September 30, 1930.....		\$ 20,989.32

## VIII. STUDENT LIFE.

1. The personnel work organized this year under the leadership of Miss Davidson, Dean of Women, Mr. Annas, Dean of Men, Miss Nix, Director of Williston Hall, and Miss Morrison, our College Nurse, is functioning most effectively. We believe that this service is vital and worthwhile.

2. Homecoming on November 8 was better than ever—more alumni were back, more activities of a worthwhile nature were put on, and the football game turned out in accordance with the wishes of the crowd.

## IX. MISCELLANEOUS. No report.

## X. SUMMARY. Action is requested on the following:

1. Approval of the awarding of the diplomas to the students when they have completed the requirements for graduation from the prescribed curriculums.



2. The appointment of Mr. Theodore Swanson as night watchman at the salary indicated.
3. The change in salary of Mrs. Mollie McClelland.

Respectfully submitted,

KARL L. ADAMS, *President.*

The Board approved the following recommendations in this report:

1. The appointment of Theodore Swanson as night watchman at a salary of \$100 a month on the 12 months basis; work to begin November 1, 1930.
2. Increase in the salary of Mrs. Mollie McClelland, head maid at Williston Hall, from \$10 to \$15 a week.
3. The awarding of degrees and diplomas to the persons whose names are presented in the report.

The Board decided to hold the next meeting at Carbondale on Monday, January 19, 1931, at 9:00 A. M.

The Board adjourned to allow the members to inspect the buildings and grounds and to assemble at 11:45 in Williston Hall for luncheon.

M. F. WALSH, *Chairman.*

F. G. BLAIR, *Secretary.*

Approved January 19, 1931.