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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

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

1933

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

1935

Albert E. Bailey, Macomb
Mrs. G. W. T. Reynolds, East St. Louis

1937

Harriet A. McIntire, Mendota
J. D. Dill, Carbondale
William R. Bach, Bloomington

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

STANDING COMMITTEES

Finance

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

Supplies and Equipment

Mr. Bailey
Mr. Bradley
Mr. Bach
Mr. Dill
Mrs. Northam
The Chairman
The Secretary

Faculty and Curricula

Mr. Bradley
Mrs. Reynolds
Mr. Bailey
Mr. Still
Miss McIntire
The Chairman
The Secretary

Buildings and Grounds

Mr. Still
Mr. Bradley
Mrs. Reynolds
Mr. Dill
Mr. McMorris
The Chairman
The Secretary

Dormitory

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

MINUTES OF THE MEETING OF THE NORMAL SCHOOL BOARD

The Normal School Board met in the College Building at Macomb, Illinois, at 9:00 A.M., Monday, September 28, 1931.

Present: Mrs. Northam, Mrs. Reynolds, Miss McIntire, Messrs. Bach, Bailey, Blair, Dill, McMorris and Walsh.

Absent: Mr. Still.

Mrs. Dean, who had been certified to the Secretary of the Board as a newly appointed member, stated that she had not accepted the appointment.

All the normal school presidents were present.

The minutes of the last meeting, as typed and sent to the members of the Board, were presented by the Secretary and were approved as presented.

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.

September 28, 1931.

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, Spring Term, 1931.

a. College	Men and Boys	Women and Girls	Total	Total 1 Yr. Ago
Post Graduates	1	5	6	8
Seniors	28	68	96	77
Juniors	36	65	101	65
Sophomores	60	103	163	154
Freshmen	104	253	357	269
Total	229	494	723	573
b. High School	52	84	136	168
c. Elementary Grades	110	126	236	244
Grand Total of all Students and Pupils.	391	704	1,095	985

2. Attendance Mid-Spring Term, 1931.

a. College	Men and Boys	Women and Girls	Total	Total 1 Yr. Ago
Post Graduates	1	1	2	0
Seniors	3	2	5	5
Juniors	10	21	31	18
Sophomores	15	77	92	95
Freshmen	5	30	35	47
Total.....	34	131	165	165

3. Attendance for College Year 1930-1931.

a. College	Men and Boys	Women and Girls	Total	Total 1 Yr. Ago
Post Graduates	33	39	72	43
Seniors	94	126	220	214
Juniors	114	421	535	378
Sophomores	139	556	695	747
Freshmen	200	543	743	767
Total.....	580	1,685	2,265	2,149

	Men and Boys	Women and Girls	Total	Total 1 Yr. Ago
b. Extension				
Post Graduates	20	27	47	21
Seniors	21	62	83	52
Juniors	26	241	267	206
Sophomores	31	160	191	317
Freshmen	13	107	120	199
Specials	1	17	18	48
Total.....	112	614	726	843
Total College.....	692	2,299	2,991	2,992
c. High School	69	133	202	240
d. Elementary Grades	110	126	236	244
Total Training Dept....	179	259	438	484
Grand Total of all Students and Pupils.	871	2,558	3,429	3,476

4. Per Capita Cost.

a. The total expenditures for the college year not including permanent improvements or interest on investment were \$320,774.04.

b. Attendance reduced to 36 weeks basis.

Term	Attendance	Equivalent for 36 Weeks
First Summer, 1930.....	909	152
Second Summer, 1930.....	361	60
Fall Term, 1930.....	751	250
Winter Term, 1930-31.....	749	250
Spring Term, 1931.....	723	241
Mid Spring Term, 1931.....	165	27
Extension, 1930-31	726	61
Total.....		1,041

Per capita cost = $\$320,774.04 \div 1,041 = \308.14 .

5. Attendance for First Summer Term, 1931.

	Men and Boys	Women and Girls	Total	Total 1 Yr. Ago
a. College				
Post Graduates	26	26	52	41
Seniors	43	101	144	101
Juniors	42	182	224	266
Sophomores	42	226	268	312
Freshmen	16	103	119	189
Total.....	169	638	807	909
b. High School	13	22	35	59
c. Elementary	110	126	236	244
Grand Total.....	292	786	1,078	1,212

You will observe that four counties furnished more than 200 students each; two counties between 100 students and 200 students each; and six counties between 50 students and 100 students. There were 36 students from an adjacent state.

9. The graduating lists submitted in my report of June 18, 1931, should be revised as follows:

Removed from four year graduates for July:

Samuel Boyle Walter L. Viar

Removed from two year or junior college list for July:

Vera K. Whittaker

Removed from four year or senior college list for August:

Edward Chamberlain Pearl Hessler Neureiter
Bernice Crabill M. Frances Reeder
Grace Hall Leland S. Stamm

Removed from two year or junior college list for August:

Mary Kathryn Andrews Francis B. Locke
Marian Fern Ausbury Helen Ida Smith
Margaret Habben George S. Stremmel
Margaret Hall Hildred Arlene White

Removed from two and one-half year special list for August:

Hildred Arlene White

Added to four year or senior college list for August:

Betty May Bauer Samuel Boyle

Added to two year or junior college list for August:

Harriett Crockett Maxine Marks Johns
Abbie Ruth Frey Marie Ponte
Elsie C. Hamilton Etta Mae Scott

Added to two and one-half year special list for August:

Elsie C. Hamilton Harold H. Scott

10. During the past college year, beginning July 1, 1930, and ending June 30, 1931, the college has graduated students as follows:

Curriculum	Length	July, 1930		August, '30		June, 1931		Total
		Men	Women	Men	Women	Men	Women	
All Grades	4 yr.	2	3	4	1	1	2	13
	2 yr.		13		6		8	27
Primary	4 yr.				1		2	3
	2 yr.		12		6		21	39
Upper and Jr. H. S.	4 yr.						1	1
	2 yr.	1	13		13	2	12	41
Sr. H. S.	4 yr.	7	11	6	12	11	18	65
Total		10	52	10	39	14	64	189

GRADUATES FOR THE YEAR 1931

Positions:	Two Year	Four Year
Lower Grades	19	10
Upper Grades	12	8
Rural	19	1
High School	2	30
Supervisor	0	4

Principal	0	5
In College	20	4
No Position	14	22
No Information	14	7
Total.....	100	91

II. FACULTY.

1. No recommendation was made for the position of one assistant librarian when the faculty list was presented. The name of Miss Margaret McCain is now presented and a salary of \$1,800 for 36 weeks is recommended. Miss McCain took the two year course at Miami University for which she received a diploma and taught seven years. She spent an additional year at Bowling Green State College, Ohio, and then entered the University of Michigan, where she remained three years and received her A.B. and A.M. in Library Science in 1928 and 1929 respectively. Since then she has been an assistant librarian in the University of Pittsburgh. She comes well recommended.

2. Since the last meeting of the Board, Miss Lois Browne has asked for a leave of absence for the regular school year of 1931-32, due to the loss of her mother. It is recommended that this request be granted.

For this position during this regular school year Mrs. Elizabeth Hart Bennett is recommended at a salary of \$2,025. Mrs. Bennett has had two years of college work at Iowa State Teachers College, two at Grinnell College, where she received an A. B. degree, and one at the University of Chicago, from which she secured an A. M. degree in Education. She has had six years of experience in supervision and teaching English.

3. After the last meeting, the budget committee kindly approved my request for a health advisor and I have interviewed several but have as yet not been able to employ the kind of person I want. I hope, however, to secure someone soon.

4. Mr. R. G. Linder of the Department of Education, who was granted a leave of absence to study in Teachers College, Columbia University, has arranged his note for part payment of salary during the year.

5. Since the salaries were approved by the Board, one faculty member, Mr. Ray Hanson, has received an additional degree, the work for which was reported as outstanding by the institution granting it, and it is recommended that his salary for next year be made \$2,925 for the regular year instead of \$2,835.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION.

1. All departments are now staffed with desirable members and the college has never had as high standing as now so far as the preparation of the faculty is concerned. Of the sixty-seven who teach classes everyone holds a master's degree or the equivalent, save one, and she teaches only part time and that teaching is in commercial subjects in the high school. Thirteen members of the faculty have doctor's degrees or the equivalent, and two or three more have finished their work for it except their theses, upon which they are now working. Eleven or twelve have completed all but the one year of work towards their doctor's degrees.

V. THE CURRICULUM.

1. No changes have been made in the curriculum for this year, but since the certificating law now requires two years of college work instead of one as the basis for the limited elementary certificate, some adjustments seem advisable and the matter will receive careful consideration during the year.

VI. BUILDINGS AND GROUNDS.

1. The usual repair work has been completed and the buildings are in good condition.

2. Requisitions for all special appropriations to cover an elevator in the arts building, the completion of the tool house, a new switchboard for the auditorium, a fence for the athletic field, and a new training school building have been made and approved, and the architect's office is taking care of the work as rapidly as possible. The large job is the training school building and plans for that have been studied very carefully for some time. No one can predict accurately when the contract will be let and the construction started.

VII. AUXILIARY ENTERPRISES.

1. Monroe Hall.

RECEIPTS

Cash Balance on Hand, July 1, 1930.....	\$32,739.90
Total Receipts for the Year.....	24,840.50
	<u>\$57,580.40</u>

DISBURSEMENTS

Groceries, Meats, Fruits and Vegetables.....	\$5,409.00
Bread, Rolls and Bakery Goods.....	606.34
Milk, Butter, Cream and Ice Cream.....	1,992.74
Gas	420.24
Office Supplies	128.21
Laundry and Household Supplies.....	930.81
Service	6,192.20
Repairs and Equipment.....	1,247.41
Refund on Board.....	98.00
Transfer for Light, Water and Heat.....	4,000.00
	<u>21,024.95</u>
Cash Balance, June 30, 1931.....	\$36,555.45

SUMMARY

Cash Balance at Beginning of Year.....	\$32,739.90
Inventory of Goods at Beginning of Year.....	1,682.21
	<u>\$34,422.11</u>
Bills Outstanding	1,380.65
	<u>\$33,041.46</u>
Unencumbered Balance	\$33,041.46
Cash Balance at Close of Year.....	\$36,555.45
Inventory of Goods at Close of Year.....	1,281.45
	<u>\$37,836.90</u>
Bills Outstanding	503.70
	<u>\$37,333.20</u>
Unencumbered Balance	\$37,333.20
Gain for the Year, \$37,333.20—\$33,041.46=\$4,291.74.	

2. Cafeteria.

RECEIPTS

Cash Balance on Hand, July 1, 1930.....	\$1,881.19
Total Receipts for the Year.....	6,318.56
	<u>\$8,199.75</u>

DISBURSEMENTS

Groceries, Meats, Fruits and Vegetables.....	\$3,029.69	
Bread and Bakery Goods.....	194.29	
Milk, Butter, Cream and Ice Cream.....	940.57	
Ice	144.75	
Laundry and Household Supplies.....	286.86	
Service	2,099.54	
Repairs and Equipment.....	35.25	6,730.95
Cash Balance, June 30, 1931.....		\$1,468.80

SUMMARY

Cash Balance at Beginning of Year.....	\$1,881.19
Inventory of Goods at Beginning of Year.....	708.28
Bills Outstanding	\$2,589.47
Unencumbered Balance	823.69
Cash Balance at Close of Year.....	\$1,765.78
Inventory of Goods at Close of Year.....	\$1,468.80
Bills Outstanding	708.27
Unencumbered Balance	\$2,177.07
Loss for the Year, \$1,765.78—\$1,647.75=	529.32
	\$1,647.75

3. A separate report for all student activities is sent with this report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

The approval of the Board in the following matters is requested:

1. Changes as reported in the graduating lists.
2. Appointment of Miss Margaret McCain at \$1,800 for 36 weeks as an assistant librarian.
3. A leave of absence for Miss Lois Browne.
4. The appointment of Mrs. Elizabeth Hart Bennett at \$2,025 for 36 weeks as a training school teacher in English.
5. The change in Ray Hanson's salary from \$2,835 to \$2,925 for 36 weeks.

Respectfully submitted,

W. P. MORGAN, *President.*

On the recommendation of an increase in the salary of Ray Hanson there was considerable discussion. It seemed to some of the new members of the Board that no increase in salaries should be made. After it was explained that the increase was simply to bring this one position in line with others and that the appropriation had already been made for it, the objection was removed and all of the following recommendations of President Morgan were approved:

1. Changes in the graduating lists as stated in paragraph No. 9 of this report.

2. Appointment of Margaret McCain as assistant librarian at \$1,800 for 36 weeks.

3. Leave of absence for Lois Browne for the year 1931-1932.

4. Appointment of Mrs. Elizabeth Hart Bennett to take the place of Lois Browne, at \$2,025 for 36 weeks, as training school teacher in English.

5. Change in the salary of Ray Hanson from \$2,835 to \$2,925 for 36 weeks.

SOUTHERN ILLINOIS STATE NORMAL UNIVERSITY.

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

Carbondale, Illinois.

September 28, 1931.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

1. Attendance:

FIRST SUMMER SESSION, 1931

	Men and Boys	Women and Girls	Total	Total 1 Yr. Ago
a. College				
Seniors	133	101	234	175
Juniors	166	175	341	314
Sophomores	136	419	555	515
Freshmen	85	208	293	475
Total Students Carrying College Subjects.....			1,423	1,479
b. High School			135	135
Total Students Above Eighth Grade.....			1,558	1,614
c. Elementary School			89	102
Grand Total			1,647	1,716

SECOND SUMMER SESSION, 1931

a. College				
Seniors	95	73	168	135
Juniors	90	115	205	177
Sophomores	68	133	201	271
Freshmen	51	105	156	213
Total Students Carrying College Courses.....			730	796
b. High School ..			78	81
Total Students Above Eighth Grade.....			808	877

2. We have today a total of 1,367 enrolled in college classes; eighteen of these, however, are mature unclassified students. This is a gain of 178 over last year's record enrollment of 1,189, and a gain of 338 over the fall term enrollment of 1929.

3. Graduation :

The following students, whose names were not reported to the Board at the spring meeting, completed their work within the summer quarter and are entitled to graduation :

DEGREE CANDIDATES

<i>Name</i>	<i>Town</i>	<i>County</i>
John A. Lewis	Raymond	Montgomery
Guy Harvey Neal	Benton	Franklin

TWO YEAR COURSE

Elisabeth Barnes	Paducah, Kentucky	Jackson
Stella Heern	Carbondale	Marion
Roxie Barker Robertson	Centralia	Marion
Clyde M. Smith	Centralia	Gallatin
Ruth Ellen Smith	Ridgway	

You will notice from the list following that only one candidate applying for the degree failed to qualify, but that thirty of those who applied for the two year diploma failed to complete their work. We have made a careful study of the situation involved, and we have found that eighteen of these thirty already held provisional certificates and practically all had secured contracts for the coming year. Two held limited elementary certificates, at least three had secured certificates by examination, and one of the thirty transferred from the two year course for elementary teachers to the regular four year course. Five had a sufficient number of credits for graduation but too many below the C rank. We were unable to get information concerning one of the thirty. I have cut from each of the diplomas, the name of the candidate and the signatures of the Chairman and of the Secretary of the Board. I had never signed these diplomas.

I think I should add that our requirements for graduation are more exacting than the legal requirements for certification. For example, we do not graduate a student unless three-fourths of his credits are C or better, but in an opinion handed down by the Attorney General, a D grade, for certification purposes, has as much value as an A grade. Furthermore, a student who asks for our two year diploma must have had Penmanship, Elementary Construction, Arithmetic, American History, Geography, English, Health Education, three terms of Practice Teaching, three terms of Education, and enough other credits to make up the twenty-four. The state law permits a student to receive the limited elementary certificate when he has made twenty-four credits, two of which must have been in Education and two in Practice Teaching.

The following is a list of students whose graduation was authorized but who failed to complete their work :

DEGREE CANDIDATE

<i>Name</i>	<i>Town</i>	<i>County</i>
Marion C. Lappin	Carbondale	Jackson

TWO YEAR COURSE

<i>Name</i>	<i>Town</i>	<i>County</i>
Ola Anderson	Marion	Williamson
Ila Ethelia Avery	St. Louis	St. Clair
Verla Frances Baird	Eldorado	Saline
Lena Faye Beasley	Cartersville	Williamson
Rosa Belle Carter	Carbondale	Jackson
Afton Yvone Chamness	Carbondale	Jackson
Grace Ione Fisher	Murphysboro	Jackson
Paul Verden French	Carbondale	Jackson
Harry V. Garnett	Harrisburg	Saline
Ruth Ann Gear	Jonesboro	Union
Elvin George Gum	Tamalco	Bond
Ruth Pearl Hails	Woodlawn	Jefferson
Loren Hardy	Carbondale	Jackson
Lillian Kick	DuQuoin	Perry
Lora Lowery	McLeansboro	Hamilton
Viola Evelyn Martin	West Frankfort	Franklin
Willie Mae Martin	Mound City	Pulaski
Edith Crimm May	Olmstead	Pulaski
Alene Metten	DuQuoin	Perry
Vivian Mitchell	DuQuoin	Perry
Mary Frances O'Brien	Metropolis	Massac
Florence Felix Orr	Enfield	White
William Bert Phillips	Benton	Franklin
Retha Raines	Irvington	Washington
James L. Reed	Galatia	Saline
Nellie Bowers Roth	Nashville	Washington
Ida Florence Sterling	New Athens	St. Clair
Auda Stone	Galatia	Saline
Osa B. Tygett	Cartersville	Williamson
Glady's Augusta Vencel	West Frankfort	Franklin

GRADUATES, 1931

BACHELOR OF EDUCATION DEGREE

<i>Name.</i>	<i>Town.</i>	<i>Name.</i>	<i>Town.</i>
Daymond J. Akin	Cobden	Malcolm E. Goforth	Willisville
Orville Alexander	Marion	Blanche A. Graff	Murphysboro
Clyde W. Anderson	Cartersville	Mary Annetta Gray	Salem
Vera Anderson	Anna	Noel V. Greathouse	West Frankfort
Ruby Riggs Arras	Carbondale	Hal O. Hall, Jr.	Carbondale
Paul Martin Baker	Cartersville	Helen Hamilton	Carbondale
Marie Baudison	Pinckneyville	Golda Drusilla Hankla	Jonesboro
Raymond B. Borger	Carbondale	Amelia Harreld	Alto Pass
Gail Boynton	Iuka	Clarence L. Harriss	West Frankfort
Vinita June Bridges	Carbondale	Elbert E. Harriss	Pinckneyville
Golda Mae Brooks	Carbondale	Ruel Duncan Hartwell	Johnston City
Norman Ward Caldwell	Thebes	Thelma Alene Hatch	Carbondale
Gilbert Carson	Cisne	Naomi Faye Hays	Caseyville
Raymond Power Carson	Oakdale	Omer Henry	Sumner
Opal Corbit	Carbondale	Alta Alene Hickam	Carbondale
Mary Lou Cox	Carbondale	J. Ed. Holt	Fairfield
Raiman W. Damron	Elkville	James Grover Hopkins	Villa Ridge
Clara Doty	Ewing	Leland L. Hubble	Rinard
Jeannette Ann Evans	Carbondale	Emilie Huck	Nashville
Clarence R. Fegley	Creal Springs	Carol Hughes	St. Charles
Homer Fields	Enfield	John Robert Ivers	Macedonia
Leslie Fishel	Cisne	William Archie Jones	Carrier Mills
Vinton Fishel	Cisne	Wayne Kennedy	Metropolis
Charles Thomas Gabbert	Metropolis	Katie May Kerstine	Carbondale
Lowell F. Galbreath	Mt. Erie	Marjorie G. Leacu	Marion
Chester Gillette	Brookport	Gilbert Lentz	Carbondale

<i>Name.</i>	<i>Town.</i>	<i>Name.</i>	<i>Town.</i>
John A. Lewis.....	Raymond	Charles Staley	Crossville
Marion McCall	Buncombe	Helen Edith Stiff.....	Carbondale
Harry C. McNeal.....	Des Plaines	Hal Stone	West Frankfort
Elsie Parrish McNeill.....	Carbondale	Gaffney Attila Taylor.....	Colp
John David Mees.....	Anna	Mildred H. Thomas...Paducah, Kentucky	
Jane Miller	Carbondale	Theodore B. Thompson.....	Carbondale
F. Glodine Moore.....	Carbondale	Robert Earl Trobaugh.....	Carbondale
Juliet Ellen Morgan.....	Mt. Vernon	Eva Arelene Van Horn.....	Vandalia
Gladys Morse	Vienna	Lela Marie Ward.....	McLeansboro
Guy Neal	Benton	Ralph L. Ward.....	McLeansboro
Arthur Nobles	Anna	John B. Wathen.....	Ridgway
Mildred Augusta Oakes.....	Joppa	Raymond A. Weingardt.....	DuQuoin
Anita Oberto	Christopher	Elizabeth Margaret Wells.....	West Frankfort
Floyd Otho Prout.....	Bridgeport	George R. Wells.....	Farina
George S. Queen.....	DuQuoin	William Byford Westbrook.....	Eldorado
Nell J. Robertson.....	Buncombe	Mildred Whiteside.....	Carbondale
George E. Sauerwein.....	New Athens	Leonard Paul Will.....	Murphysboro
Everett D. Savage.....	McLeansboro	James Poole Willis.....	West Frankfort
Fred W. Schlegel.....	Columbia	Rea Winchester	Springfield
Mae Schlichtman	Shattuc	Graydon Sherman Young.....	Carbondale
Madelyn Claire Scott.....	Carbondale		

GRADUATES OF THE TWO-YEAR COURSE

<i>Name.</i>	<i>Town.</i>	<i>Name.</i>	<i>Town.</i>
Mildred Louise Abbott.....	Golconda	Frances Fern Haney.....	Centralia
Helen Maude Alken.....	East St. Louis	Agnes V. Hankla.....	Cobden
Harry Anderson	Carbondale	Frances Harris	Vandalia
Dora Lee Armour.....	Carbondale	Arlyne Lenore Harris.....	Christopher
Eva Marie Ash.....	Centralia	Vernice L. Heap.....	Lenzburg
Clarice May Baldwin.....	East St. Louis	Stella Heern	Carbondale
Elizabeth Barnes.....	Paducah, Ky.	Mary Eleanor Helm.....	Benton
Ethel Jean Barrett.....	Sparta	Sadiemazelle Hepler.....	Creol Springs
Major Bell	Pulaski	Ruby Herrington.....	East St. Louis
Severen M. Bendrick.....	Belleville	Helen Halley Hogan.....	Mt. Vernon, Ind.
Louise Cover Boyd.....	East St. Louis	Henry Walton Holifield.....	Brookport
Beulah Braden	Cleveland, Ohio	Zenobia V. Hopkins.....	Villa Ridge
Blanche Bramlett	Detroit, Mich.	Flora Allean Howard.....	East St. Louis
Geneva Brewer	Carbondale	Ruth Hunt	East St. Louis
Alice Louise Brown.....	Anna	Laura Jacobs	Edwardsville
Mary Bruce	East St. Louis	Helen Catherine Jaeckel.....	Benton
Julia D. Bulmer.....	West Frankfort	Haskell Marie Jennings.....	Mt. Vernon
Lena Calza	Zeigler	Jessie Joplin	West Frankfort
Helen Margaret Carter.....	Carbondale	Harold George Kaiser.....	New Athens
Sarah Louise Casey.....	Creol Springs	Lucille Henrietta Kimme.....	East St. Louis
Vivian Cash	Marion	Violet Jane Lasater.....	Norris City
Emmett E. Cockrum.....	Christopher	Mary Jessie Lassister.....	Freemanspur
Alice Kate Coggins.....	East St. Louis	Ollie Isola Lawton.....	Cairo
Pattie I. Cole.....	Cairo	Wilma Leek	Valier
Glenna Mae Conant.....	Grand Chain	Pearl Marie Lindsay.....	Sparta
Muriel Cowling.....	Charlestown, Ind.	Lizziebelle Little.....	West Frankfort
V. Geraldine Crawford.....	Albion	Frances Catherine Logan.....	Ashley
Alonzo A. Crim.....	Carbondale	Joan E. Lougeay.....	Belleville
Alice Cummins	Murphysboro	Dorothy Genevieve Lynch.....	Elkville
Nellie Pearl Curtis.....	Royalton	Dora Ella Mann.....	Cobden
Harry Burhl Cutler.....	Carbondale	Frances Lillian Matthews.....	Carbondale
Margaret Daum	DuQuoin	Vivian Mattox	Marion
Virgil J. Davis.....	Swanwick	Georgia Marie McCormick.....	Collinsville
Harry Otto Dickerson.....	McLeansboro	Mildred Louise McCormick.....	Collinsville
Doyle Dillow	Tamms	Amy L. McDonald.....	McLeansboro
Geraldine R. Dorris.....	Carterville	Mabel Porter McGowan.....	Carbondale
Helen Louise Dunn.....	Waterloo	A. Donald McKenzie.....	Vienna
William Wayne Etherton.....	Makanda	Wilburn McMurray.....	Carmi
Jane Federer	Carbondale	Harold Francis Menke.....	McLeansboro
Don I. Floyd.....	Tamalco	Hazel Marie Mofield.....	Pittsburg
Celesta H. Fox.....	Nashville	Barbara Mohlenbrock.....	Murphysboro
Hilbert Francis Gale.....	Carbondale	Virginia L. Morris.....	East St. Louis
Vernie Garrison	Marion	Vivian M. Natier.....	Patoka
Edna Clementine Glenn.....	DuQuoin	Maggie E. Nelson.....	Carbondale
May Chapman Glenn.....	Carbondale	Lucille F. Nicholson.....	West Frankfort
Virginia Goad	Centralia	Chloe Noonan.....	West Frankfort
Harold C. Godard.....	Anna	Pearl Norvell	Carbondale
Lyman W. Grant.....	Marion	Ella May Ohms.....	Evansville
Naoma Gray	Collinsville	Wilma Jewell Parker.....	Murphysboro
Virginia Griesmeyer	Belleville	Florence Kathryn Peacock.....	Carrier Mills
Don Haege	Carbondale	Elsie Voslow Phillips.....	Ozark
Selina Halter	Carbondale		

<i>Name.</i>	<i>Town.</i>	<i>Name.</i>	<i>Town.</i>
Marie Phillips	Carbondale	Ruth Pauline Smith.....	Pomona
Vera B. Pleitner.....	Irvington	Pauline Sorgen	Carbondale
Clara Louise Pratt.....	Springfield	Laura Adeline Stearns.....	Herrin
Almyra Estelle Randall.....	Tamms	Ray F. Stewart.....	Farina
Gladys Marie Randall.....	Tamms	Mary Chamness Stolar.....	Carterville
Pauline Randolph	Harrisburg	Marie C. Stricker.....	East St. Louis
Roxie Barker Robertson.....	Centralia	Cecile B. Tabor.....	West Frankfort
Kathryn Rollo	Herrin	Mary Alice Terrell.....	Carbondale
Helen Ruby Russell.....	Anna	Elma Trieb	Belleville
Lucille Ellen Savage.....	Mt. Vernon	Ruth Vancil	Goreville
Jewell Schlegel.....	Columbia	Reba C. Veatch.....	Harrisburg
Zella Scudamore.....	Wayne City	Bonnie Lea Veasart.....	East St. Louis
Welby E. Shafer.....	Texico	Russell S. Ward.....	Dongola
Esther Shavitz.....	Harrisburg	Arthur James Weaver.....	East St. Louis
Grace E. Shepherd.....	Benton	Eloise Fellenstein Webb.....	Grand Chain
Clyde M. Smith.....	Centralia	Maureen Webb	West Frankfort
Etaleda Smith.....	West Frankfort	Gladys L. Wheatley.....	De Soto
Minerva C. Smith.....	East St. Louis	Albert J. Wiman.....	McLeansboro
Ruth Ellen Smith.....	Ridgway	Ruth Woods	Louisville

II. FACULTY.

At the annual meeting June 19, I recommended that the salary of Mr. Leland Lingle, track man and assistant coach, be placed at \$2,200. Mr. Lingle asked for leave of absence for the summer quarter without salary in order to complete his work for the master's degree. For a number of years, I have, in the case of any outstanding young member of the faculty, offered to recommend a salary of \$2,400 for the regular academic year on completion of a year of graduate work. At the close of the summer quarter, at the University of Iowa, Mr. Lingle received his A. M. and following the rule, I should like to recommend him for a salary of \$2,400 for the coming year. He is one of the best track men, I think, in the middle west. He has a fine personality, and is, in my judgment, one of the coming men in our institution. He is worth a good deal more than \$2,400 but this is all we can afford to pay him at present.

The withdrawal of Dr. Holt and the leave of absence granted to Professor Lentz and also to Professor Nolan, left three vacancies in our History Department. I have transferred Miss May Hawkins from her position as critic teacher in the second grade and made her senior high school critic teacher in history; and transferred from that position to the college teaching group, Mr. John Wright, who has been our senior high school critic teacher in history for a good many years. The salaries of Miss Hawkins and Mr. Wright are to remain the same.

For the position in the second grade, left vacant by the transfer of Miss Hawkins, I recommend Miss Ruby Van Trump. Miss Van Trump received her A. M. at Peabody. She served for two years as critic teacher in our second grade, and was sent up to the junior high school to act as critic teacher in English. Things did not go so well here, and I did not recommend her for re-election. She thought at the time she would be able to secure an attractive place elsewhere. She did not secure any position, and in my judgment, she was the best material available for her old second grade position. Her work in this grade had been entirely satisfactory. I recommend that she be paid the same salary as that paid her last year, \$2,100.

After my report was made at the June meeting, we found it necessary to add a teacher of Mathematics for the first half of the summer quarter; Mr. Glenn Ayre was employed at \$300. For the second half of the summer quarter we paid Mrs. Mary Combs \$300 for six weeks. Miss Mary Goddard, \$275 and Miss Grace Burket \$300. This additional help had been provided for in the June report, but without being assigned. These were places simply left open to take care of overloads that could not be easily foreseen.

I beg to submit for correction two errors that occurred in the June report. My only defense is that these errors were made by the Business Department. In some way a mistake was made in the salary of Mrs. Malone, chief cook, at Anthony Hall. Her salary was given as \$780 when it should have been \$840. We planned to pay each member of our faculty who taught in the summer, one-sixth of his annual salary for six weeks of service. This would have given to Mr. Scott \$466.66 but somehow Mr. Miles wrote into the report \$415. On presentation of proper evidence, the Director of Finance permitted subsequent payrolls, the June portion excepted, to be made out according to the regular schedule. I shall, in the summary of my report, ask that all these changes or corrections be validated.

Since the June meeting, Dr. Edgar A. Holt has withdrawn from our services to take up his duties in the University of Omaha. I have made Dr. Richard E. Beyer Head of the History Department, and I recommend that we add \$200 to his annual salary raising it to \$3300.

Mr. E. G. Lentz has been with us for seventeen years. He was, at the June meeting, granted a leave of absence to work out his A. M. at the University of Illinois. Mr. R. A. Scott has been with us for nine years. He was given permission last year to remain out until his work for the Ph. D. was completed. Each of these men has signed a note, the form of which was prepared by the Attorney General, and those notes are at present in our vault. Mr. Lentz will be entitled to \$1500 for the nine months, and Mr. Scott \$1400. I recommend that the Board authorize me to place their names on the payroll for these amounts.

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. See special report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS. No report.

X. Summary:

Action of the Board is asked on the following:

1. The authority to graduate students whose names are listed in section three, division one, of this report.

2. That the thirty-one names submitted in this report be stricken from the list of those whose graduation was authorized at the June meeting.

3. Authority to change Mr. Lingle's salary to \$2400.

4. Additional faculty appointment for the coming year:

Miss Ruby Van Trump.....\$2100

5. To confirm the additional appointments for the summer quarter:

Mr. Glenn Ayre.....\$300

Mrs. Mary Combs..... 300

Miss Mary Goddard..... 275

Miss Grace Burket..... 300

6. To validate the correction in the case of Mrs. Malone's salary from \$780 to \$840, and Mr. Scott's salary from \$415 to \$466.66.

7. Authority to raise Dr. Richard E. Beyer's salary to \$3300, an increase of \$200 over the amount fixed at the June meeting.

8. That Mr. Scott be placed on the payroll at \$1400 and Mr. Lentz at \$1500, these amounts to be distributed in nine monthly payments.

PER CAPITA COST OF OPERATION, COLLEGE STUDENTS

For the Year July 1, 1930, to June 30, 1931

ENROLLMENT

First Summer Session	1930	1479 ÷ 6	246.5
Second Summer Session	1930	796 ÷ 6	132.6
Fall Quarter	1930	1189 ÷ 3	396.3
Winter Quarter	1931	1170 ÷ 3	390.0
Spring Quarter	1931	1112 ÷ 3	370.6
Mid-Spring Term	1931	285 ÷ 6	47.5
Extension	1930-31	755 ÷ 12	63.0
Total			1,646.5

COST OF OPERATION

Salaries and Wages	\$308,750
Office Expenses	1,600
Postage	400
Printing	3,250
Travel	1,200
Operation	25,475
Repairs and Equipment	31,700
Revolving	35,979
	<hr/>
	\$408,354

Per Capita Cost

$$\$408.354 \div 1,646.5 = \$241.33$$

Respectfully submitted,

H. W. SHRYOCK, *President.*

President Shryock explained in some detail why it was impossible for him at the June meeting to be certain of the exact list of people who would graduate. In all cases where the list graduated differs from the list approved in June, the Secretary is to correct the former list to conform to the later recommendation.

The following recommendations were approved in President Shryock's report:

1. Authority to graduate students whose names are listed under the heading "Graduation" in this report.
2. That the 31 names submitted in this report be stricken from the list of those whose graduation was authorized at the June 1931 meeting.
3. Increase in the salary of Mr. Leland Lingle, track man and assistant coach, from \$2200 to \$2400.

4. Appointment of Ruby Van Trump, critic teacher in second grade, at a salary of \$2100 for the regular school year.

5. Appointment of the following teachers:

Glenn Ayre	\$300	first half summer quarter
Mrs. Mary Combs.....	300	second half summer quarter
Mary Goddard	275	second half summer quarter
Grace Burket	300	second half summer quarter

6. Correction in the salary of the following persons:

	Changed from	to
Mrs. Florence Malone, Chief Cook, Anthony Hall.....	\$780.00	\$840.00
R. A. Scott, Chemistry, 1st summer session.....	415.00	466.66

7. Increase in the salary of Richard Beyer, Head of the History Department, from \$3100 to \$3300 for 36 weeks.

8. Permission to pay R. A. Scott \$1400 and E. G. Lentz \$1500 during this year's leave of absence which was granted them at the June 1931 meeting.

EASTERN ILLINOIS STATE TEACHERS COLLEGE

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

Charleston, Illinois,
September 28, 1931.

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.

	Men	Women	Total	One Yr. Ago
1. Attendance—First Half Summer Quarter, 1931				
College	209	551	760	747
Elementary Grades	97	100	197	215
Second Half Summer Quarter, 1931				
College	142	172	314	295
Total in Summer Quarter				
College	351	723	1074	1042
Elementary Grades	97	100	197	215
Enrollment for the year 1930-1931				
a. College, regular school year of 36 weeks				
Senior Class	40	30	70	48
Junior Class	38	35	73	62
Sophomore Class	71	128	199	230
Freshman Class	152	275	427	324
Total	301	468	769	664
Six Weeks Terms				
First Half Summer Quarter, 1930..	175	572	747	873
Second Half Summer Quarter, 1930..	97	198	295	261
Total in Six Weeks Terms....	272	770	1042	1134
b. High School, regular year, 1930-1931...	81	143	224	235
c. Non-Residents				
d. Elementary Grades, regular year,				
1930-1931	127	137	264	272
Total above the eighth grade, regular year, 1930-1931...	382	611	993	899
Total for the regular year, 1930-1931	509	748	1257	1171
Total for the twelve months ending				
June 1, 1931.....	781	1518	2299	2305
Counted twice			373	302
Grand total			1926	2003

Per capita cost of students for the year July 1, 1930, to June 30, 1931 (counting attendance of college students only).

		Equiv. for 36 Weeks
Attendance—First half summer quarter, 1930.....	747	125
Attendance—Second half summer quarter, 1930.....	295	49
Attendance—Fall quarter, 1930-1931.....	670	223
Attendance—Winter quarter, 1930-1931.....	680	227
Attendance—Spring quarter, 1930-1931.....	641	214
		<hr/>
		838

Total expenditures from appropriations made by the 56th General Assembly, including appropriation for Repairs and Equipment, \$276,327.19

Expenditures from the Normal School Revolving Fund, not including the dormitory (Pemberton Hall) and the Textbook Library and School Store..... 33,746.75

Total expenditures July 1, 1930, to June 30, 1931.....\$310,073.94
Per capita cost, 1930-1931..... 370.01

Per capita cost of students for the year July 1, 1930, to June 30, 1931 (counting attendance of college students and high school students).

	College	High School	College and H. S. Equiv. for 36 Weeks
Attendance—1st half summer quarter, 1930	747	0	125
Attendance—2nd half summer quarter, 1930	295	0	49
Attendance—Fall quarter, 1930-1931.....	670	216	295
Attendance—Winter quarter, 1930-1931.....	680	202	294
Attendance—Spring quarter, 1930-1931.....	641	192	278
			<hr/>
			1041

Per capita cost, 1930-1931.....\$297.86

2. Graduates

I reported at the meeting of the Board June 18, 1931, the actual list of graduates from the college on June 1, 1931. I wish to submit the following lists of students who completed their work for graduation at the close of the first and second half summer terms, together with a summary of the number of graduates for 1931:

Graduates with Degree—Bachelor of Education, July 17, 1931

1. William Nathan Atteberry, Social Science, Geography
2. Marguerite Holaday Bainbridge, Primary, English
3. Emma Pauline Ball, Biological Science, French
4. Luther Joseph Black, Social Science, Physics
5. Cecile Mae Clegg, English, History
6. Leslie Leroy Cowger, Industrial Arts, Manual Arts
7. Theodosia Elizabeth Newman, Art, Manual Arts
8. James Russell Peters, English, History
9. Alfreda Marie Augusta Schuetz, Primary Education, Art
10. Russell Richard Tripp, Social Science, Geography
11. Martha Alita Waltrip, Art, English
12. Henrietta Emelia Westrup, Mathematics, Physics

Graduates with Junior College Diploma, July 17, 1931

- | | |
|----------------------------------|--|
| 1. Dolores Valcenia Barthelemy | 12. Hollys Esther Rhodes |
| 2. Gertrude Baxter | 13. Hollis Raymond Sallee |
| 3. Carolyn Alta Brown, English | 14. Christine Swearingen |
| 4. Edna Virginia Culbreth | 15. Arthur Dale Swinford,
Manual Arts |
| 5. Nina Mae Durning | 16. Maurine Audrey Tate |
| 6. Lettie Evelyn Frazee | 17. Dorothy Carma Thornton |
| 7. Estel Amelia Hopper | 18. Kathryn Agnes Trefz |
| 8. Amy Ruth Jordan | 19. Elsie Doretta Waterford |
| 9. Martha Pauline Baril Juvinall | 20. Esther Belle Wetzel |
| 10. William Charles Magner | 21. Mabel Naomi Wilson |
| 11. Nettie Hazel Redden | |

Graduates with Degree—Bachelor of Education, August 28, 1931

1. Leslie George Aikman, Industrial Arts, Manual Arts
2. Cecil Leota Sims Butler, Biological Science, Chemistry
3. Ralph Easton Clabaugh, Social Science, English
4. Wendell Keith Davis, Industrial Arts, Manual Arts
5. Fern Geneva Dunham, Art, Manual Arts
6. Thomas Mack Gilbert, Industrial Arts, Manual Arts
7. Samuel Joseph Gray, Mathematics, History
8. William Logan Huffman, Mathematics, Physics
9. Florence Mathilda Kohlbecker, Botany, Zoology
10. Mildred Irene Mayes, Art, Manual Arts
11. John Paul Stitt Pennington, Chemistry, Physics
12. Ivory Paul Rennels, Chemistry, Physics
13. Dean Francis Smith, Industrial Arts, Manual Arts

Graduates with Junior College Diploma, August 28, 1931

1. Mary Marguerite Hudspeth, English
2. Margaret Vivian McNees
3. Edith May Price
4. Clayton Noble Slifer, Manual Arts
5. Gertrude Hermine Wentz

Final Report on Number of Graduates, 1931

	Men	Women	Total
Degree, Bachelor of Education.....	33	26	59
Junior College Diploma.....	7	51	58
Total Graduates in 1931.....	40	77	117

II. THE FACULTY

I recommend leave of absence for the year for Miss May Smith, Assistant Librarian, on account of illness. Appointment recommended to fill vacancy caused by the absence of Miss Smith:

Esther Duggleby, Assistant Librarian.....\$1,700.00 for 42 weeks

Appointments recommended to fill vacancies in my last report. These salaries total \$800.00 less than the amounts approved by the Board on June 18, 1931, for these positions:

Payable from The Normal School Revolving Fund

Hobart F. Heller, Instructor, Mathematics.....\$2,500.00 for 36 weeks
 Clement H. Sievers, Instructor, Education..... 2,000.00 for 36 weeks
 Ruth H. Mooers, Instructor, Art..... 1,500.00 for 36 weeks

- 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.

I wish to present reports for the year ending June 30, 1931, for the following accounts which are carried in our office; also reports for our various student organizations, which are in charge of a Student Treasurer of Student Accounts and supervised by the office:

Normal School Revolving Fund:
 Dormitory—Pemberton Hall
 Textbook Library and School Store
 General Revenue

Students Loan Fund

The Adelia Carothers Fund

Student Activity Funds:
 Athletic Association
 Students Recreation Fund
 The Teachers College News

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

Curriculum making and the philosophy of education are highly important, but the constant and absorbing problem is training in the art of teaching and all the involved skills.

X. SUMMARY.

Approval of the Board is requested on the following:

1. Lists of graduates for the first and second half summer quarters, 1931.
2. Leave of absence for Miss Smith and appointment to fill vacancy caused by her absence.
3. New appointments to fill vacancies in last report.

Respectfully submitted,

I. C. LORD, *President.*

President Shryock and President Lord, in the light of the discussion which occurred on the increase of salaries, brought pointedly before the Board the difficulties that the five teachers' colleges in Illinois had had in securing sufficient salaries to attract and hold the highest type of teachers who are to train the teachers of the children of Illinois, and that there should be no backward step until the teachers in our teachers' colleges are paid a salary at least on a level with that paid to the superintendents, principals and teachers in our public schools.

The following recommendations made by President Lord were approved :

1. List of students who completed their work for graduation at the close of the first and second half summer terms, as stated under the heading "Graduates" in this report.

2. Leave of absence for May Smith, Assistant Librarian.

3. Appointment of Esther Duggleby, Assistant Librarian, at a salary of \$1700 for 42 weeks.

4. Appointment of the following persons for 36 weeks to fill vacancies in last report :

Hobart F. Holler, Mathematics.....	\$2,500.00
Clement H. Sievers, Education.....	2,000.00
Ruth H. Mooers, Art.....	1,500.00

ILLINOIS STATE NORMAL UNIVERSITY

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

Normal, Illinois,
September 28, 1931.

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.

I have given in previous reports the attendance for the school year 1930-1931. I am giving you below a report on the attendance for the summer quarter of 1931.

Term	Men	Women	Total
First Summer Term, 1931.....	421	1596	2017
Second Summer Term, 1931.....	229	531	760
	<u>650</u>	<u>2127</u>	<u>2777</u>
Different Summer Term Students, 1931.....			2281

I am giving you below a preliminary statement of the registration for the fall quarter, 1931. I cannot report the number of freshmen, sophomores, juniors and seniors, for school has been in operation only two days and a half at the time of writing this report and the registrar has not been able to make the necessary compilations.

	Men and Boys	Women and Girls	Total This Term	Total One Year Ago
a. College	422	1076	1513	1416
b. Non-Resident Students			718	950
c. University High School.....	127	108	235	221
d. University Elementary School...	202	149	351	372
e. Cooperating Schools				
Illinois Soldiers' and Sailors'				
Children's School	354	245	599	617
Rural Schools	73	67	140	159
Total Pupils and Students.....	<u>1178</u>	<u>1645</u>	<u>3556</u>	<u>3735</u>

I am presenting below a statement of the computation of the per capita cost for the year 1930-1931.

The enrollment reduced to the equivalent of a certain number of students in attendance for thirty-six weeks is computed as follows:

First Summer Term, 1930.....	2154, reduced, equals 359.0
Second Summer Term, 1930.....	893, reduced, equals 148.8
Fall Quarter, 1930-1931.....	1416, reduced, equals 472.0
Winter Quarter, 1930-1931.....	1419, reduced, equals 473.0
Spring Quarter, 1930-1931.....	1373, reduced, equals 457.6
Mid-spring Term, 1930-1931.....	311, reduced, equals 51.8
Extension, 1930-1931	985, reduced, equals 82.1
Total	2044.3

The total expenditures for the college, not including permanent improvements, were \$466,660. If this sum is divided by 2044.3, which represents the equivalent number of students for thirty-six weeks, it gives \$228.30, as the per capita cost.

2. Comment on Attendance.

There seems to be an increase in the attendance of college students. A preliminary survey of the enrollment indicates that the freshman class is about the same as last year, but that the number of upper classmen is somewhat larger. There appears to have been a rather unusually large number of transfers from colleges to the junior and senior years here. A number of students who did not secure positions to teach have returned to take further work.

3. The names of the students who failed to receive degrees or diplomas, but who were recommended to the Board for graduation on June 11, July 23 and September 2, are reported below. All of these people who were due to graduate at the end of one of the summer terms were within four credits of graduation before the first summer term began, and each of them indicated his intention at that time to complete his work this summer. There was nothing to do under these conditions but report all of the names to the Board, for every one of these students might have graduated had he attended both summer terms. Probably the hard times prevented many from attending who intended to do so and complete their work.

The list of those who did not graduate follows:

Degree, June 11, 1931

Dickey, Ansel Wayne

Diploma, June 11, 1931

Beckwith, Dorothy F. M.
Corey, Anna Iona
Dennis, Margaret Louise
Little, Helen Gertrude

Rice, Eva Mae
Stables, James
Temple, Myron Cleo
Washburn, Eleanor Margaret

Degree, July 23, 1931

Heldt, Edward Carl

Diploma, July 23, 1931

Abell, Novel Curtis
Aspinwall, Winifred Leona
Bialescki, Wilhelmina
Braun, Morris Alexander

Dickson, Eunice Verdine
Dillon, Roy Richard
Fox, Vernon R.
Grant, Vernon Steve

Diploma, July 23, 1931 (Continued)

Jeffries, Harriet Rowe
 Lichtenwalter, Bessie Fern
 Malano, Minnie
 Michael, Mary Ellen
 Moore, Eleanor Monica
 Neptun, Annchen Hattie
 Paden, Martha June
 Richardson, Ella

St. John, Seth Talbot
 Sites, Mary Violet
 Snook, Dorothy Madeline
 Stillman, Dorothy Emma
 Thompson, Mildred Belle
 Walsh, Juel Elizabeth
 Williams, Marie Louise
 Wilson, Helen Elizabeth

Degree, September 2, 1931

Baldwin, Harry Earl
 Hallam, Byron Claybourne
 Hill, Arthur Albert

Potter, Janet
 Seeley, Vivian Leone
 Welsh, Katherine Hawthorne

Diploma, September 2, 1931

Barts, Valeria Alice
 Bibb, Edna Vivian
 Blake, Ella Blanche
 Blinn, Opal Craig
 Craggs, Elizabeth Jane
 Dalton, Opal Given
 Fuller, Ruth Mae
 Gibson, Sybley
 Glafka, Vera Henrietta
 Greer, John Arthur
 Grush, Izetta ViLena
 Hall, Maryo Phoebe
 Hasenyager, Berneil Maxine
 Henning, Grace Bonita
 Hill, Arthur Albert
 Hubbell, Calvin Glenn
 Huber, Mary Allene
 Johnson, Lucille Margaret
 Kaiser, Luella Belle
 Kinsinger, Edith Lillian
 Light, Mary Helen

Litwiller, Arthur J.
 McCammon, Earle Elbert
 McLaughlin, Loretta Grace
 Meredith, Maude
 Parish, Mary Lucile
 Pearson, Dorothy Mayoio
 Roth, Fern Bradley
 Ruebush, Walton Emery
 Shelton, Jake R.
 Shimmin, Ferne
 Sister M. Geraldine Usher
 Smith, Henry Holmes
 Stark, Wilbert Harold
 Swayne, Margaret Mae
 Tobnick, Dorothy Lorrain
 Tyler, Eloise Ellen
 Walker, Olive Amanda
 Walker, Ruby May
 Warner, Helen Irene
 Yenerich, Mary Adeline
 Youngberg, Dorothy Bernice

II. FACULTY.

There have been no resignations since the last meeting of the Board. Several members of the faculty whose plans were somewhat indefinite early in the summer have made arrangements to do graduate study toward advanced degrees during the coming year and I am reporting below definite leaves of absence for confirmation, giving the name of the person to whom leave is to be granted, his rank in the faculty, the institution to which he will go, and the subject which he will study.

Professor Howard W. Adams	University of Illinois	Chemistry
Professor Clarence L. Cross	State University of Iowa	Physics
Asst. Prof. Jennie A. Whitten	University of Wisconsin	German
Asst. Prof. Anna M. Blake	Columbia University	Physiology
Assoc. Prof. Linder W. Hacker	Columbia University	Education

2. I am presenting below a list of appointments to the faculty made since the last report, all in conformity with authorization of positions approved by the Board in the last report. The list of appointments with salaries for thirty-six weeks, is as follows (paid from the appropriation for Salaries and Wages) :

Frank S. Salisbury, Dean, Training School.....	\$4,500.00
Ralph U. Gooding, Instructor, Chemistry.....	2,295.00
Marion A. Taylor, Instructor, English.....	1,800.00
Gerda M. Okerlund, Assistant Professor, English.....	2,295.00
John R. Patty, Instructor, Physics.....	2,295.00
Howard J. Hancock, Associate Professor, Physical Education.....	3,285.00
Edward L. Cole, Associate Professor, Education.....	3,060.00
Lela A. Ewers, Instructor, Physiology.....	1,980.00
Rose E. Parker, Supervisor, Intermediate Grades.....	3,105.00
Janet E. Smith, Supervisor, Art.....	2,070.00
Florence E. Teager, Instructor, English.....	2,295.00
Thelma Nelson, Instructor, German.....	1,800.00
(Part time; also director of Fell Hall with maintenance.)	
Dewey F. Fristoe, Instructor.....	540.00
(Part time at Houghton School.)	
Lois A. Fristoe.....	360.00
(Part time at Houghton School.)	

Three additional positions have been found to be necessary. (a) The work in art has expanded beyond the possibility of carrying the load by present members of the faculty. There are now four members of the art faculty who must give all of the instruction in the special curriculum in art, teach all of the art work in all of the other curricula and supervise the art instruction in the University High School and the University Elementary School. It was thought that perhaps Miss Clara E. Ela, who was placed on the emeritus list last June, might remain as a part time teacher of art, but she did not wish to do so. Therefore, I have found it necessary to appoint an instructor in art, whose name appears below. (b) The enrollment in chemistry this year increased from about a hundred students to 185. I do not know how to explain the increase, but the students are here. This imposes a very much heavier load upon the chemistry staff and I have found it necessary to appoint a laboratory assistant. (c) Due to the need for supervision of student teachers in physical education, I need to appoint an instructor in that division. Student teachers are now working in the University High School, University Elementary School, the elementary school at the Illinois Soldiers and Sailors Children's School and a number are teaching in one of the local high schools. These students are wholly without supervision. I need to relieve Associate Professor Clifford E. Horton from a good part of his teaching, in order that he may direct and supervise this student teaching. An instructor in men's physical education is needed to carry the necessary classes. I have not made this appointment, but I need to make it, effective October 1. I recommend the following people for the three positions described above, with salaries as indicated, for thirty-six weeks:

Lucina M. Keane, Instructor, Art.....	\$1,800.00
(Paid from Revolving Fund)	
Fred D. Barber, Assistant, Chemistry.....	800.00
(Paid from Revolving Fund)	
Harold E. Frye, Instructor, Physical Education.....	1,800.00
(Paid from Revolving Fund)	

In all of the foregoing I think two salaries slightly differ from the list presented in June. In order to get an especially desirable teacher of English for the position vacated by Dr. J. Rose Colby, I had to pay \$2295 instead of \$1800; in the case of another English teacher who seemed to be especially desirable I was obliged to pay \$2295 instead of \$1980. The original salaries were rather low to get competent people with doctor's degrees.

Training and Experience of New Members of the Faculty.—Presented below are statements describing the academic and professional training and the experience of each new member of the faculty.

Frank S. Salisbury, *Dean of the Training Schools.*

Diploma, Michigan State Normal College, Ypsilanti; A. B. and A. M., University of Washington; Ph. D., Stanford University; additional graduate study and research in the field of the professional education of teachers, Teachers College, Columbia University.

Dean Salisbury was a teacher in high schools in Washington and South Dakota. He was superintendent of schools from 1910 to 1912 at Lemon, South Dakota; county superintendent of schools from 1912 to 1915 in South Dakota; superintendent of schools at Clarkston, Washington, and in Renton, Washington; director of the Bureau of Research and Professor of Education in the State Normal School at Bellingham, Washington; director of teacher training at Ohio University.

Ralph U. Gooding, *Instructor in Chemistry.*

B. S. and Ph. D., University of Wisconsin, in chemistry.

For the last three years Dr. Gooding has been instructor in chemistry at the University of Wisconsin. Previous to that he had a great deal of experience in industrial chemistry and rose to the position of plant supervisor in the Dupont Dye Works, Deepwater, New Jersey.

Marion A. Taylor, *Instructor in English.*

A. B., A. M., Ph. D., State University of Iowa.

Dr. Taylor has taught English in the high schools of Greer and Burlington, Iowa, and served as research assistant in English at State University of Iowa. She has made some original discoveries in Shakespeare, incorporating them in her doctor's dissertation. Two of her papers on Shakespeare are being published in London.

Gerda M. Okerlund, *Assistant Professor of English.*

A. B. and A. M. and Ph. D., University of Washington.

Dr. Okerlund has had extended experience in high schools and junior colleges in California; she has been instructor in English in the University of Washington for the last two years. She served for two years as teaching fellow in English at the same university several years earlier.

John R. Patty, *Instructor in Physics.*

A. B. Wittenberg College; M. S. and Ph. D., Ohio State University.

Dr. Patty has taught physics for several years in the high schools of Ohio. For the last five years he has been a member of the instructional staff of Ohio State University in the department of physics.

Howard J. Hancock, *Associate Professor of Physical Education.*

B. S. and A. M., University of Wisconsin.

Mr. Hancock has been director of physical education at the State Teachers College at Oshkosh, Wisconsin, for ten years and has served as a member of the staff in the department of physical education of the

University of Wisconsin. His master's degree is in education and physical education and he holds the newer conception of physical education as a recreational and health program for all students.

Lela A. Ewers, *Instructor in Physiology.*

B. S. and A. B., Ohio University; M. S. and Ph. D., Ohio State University.

Dr. Ewers taught for several years in the high schools of Ohio and in the high school at Huntington, West Virginia.

Edward L. Cole, *Associate Professor of Education.*

Diploma, Michigan State Normal College; A. B. and A. M., University of Michigan; Ed. D., University of California.

Dr. Cole taught for four years in the rural schools of Michigan, served as superintendent of schools at Dexter, Michigan, and as elementary school principal at Jackson, Michigan. He was a teacher in the high schools of Esparto and Modesto, California, as well as high school principal at Los Banos. For eleven years he was a member of the faculty of the State Teachers College at Chico, California, serving as head of the department of education for a number of years. During the summer of 1930 and 1931 he was a member of the faculty of the Illinois State Normal University.

Janet E. Smith, *Supervisor of Art.*

Diploma, Chicago Academy of Fine Arts; A. B. and A. M. in art education, University of Chicago.

Miss Smith has been supervisor of art in one of the training schools of the State Teachers College at Kalamazoo, Michigan; has taught art in the Lincolnwood School at Evanston, Illinois; and has served as professor of art in the Michigan State College. Last summer she was a member of the faculty of the University of Chicago in the department of art education.

Rose E. Parker, *Supervisor in the Intermediate Grades.*

A. B., University of North Dakota; A. M., University of Chicago in elementary education; Ph. D., in elementary education, University of Wisconsin.

Dr. Parker began as teacher of rural schools in North Dakota and later served as principal of village schools in that state. She was then superintendent of schools in two small cities in North Dakota. Dr. Parker served for five years as assistant director of the training school and supervisor of the intermediate grades at the State Teachers College at St. Cloud, Minnesota. For the last two years she has been teaching elementary education at the University of Wisconsin. Last summer she gave courses in education at the State Teachers College at Marquette, Michigan.

Florence E. Teager, *Instructor in English.*

A. B., A. M., and Ph. D., State University of Iowa.

Dr. Teager taught for five years in the schools of Iowa. She served as instructor in English in the high school at Lincoln, Nebraska, and followed this experience by periods of teaching in McPherson College, Kansas, and Des Moines University, Iowa. She taught for two years as instructor in English in the University of Chicago and also taught in the State Teachers College at Wayne, Nebraska.

Thelma Nelson, *Instructor in German.*

A. B., Des Moines University; A. M., Teachers College, Columbia University.

Miss Nelson served for four years as secretary to the president and assistant registrar at Des Moines University and for another period of four years as Deputy State Superintendent of Public Instruction of Iowa. She has also served as registrar of Long Island University.

Dewey F. Fristoe, *Principal, Houghton School, Grades V-VIII.*

Ed. B., Illinois State Normal University.

Mr. Fristoe has had experience as teacher in rural schools and consolidated schools in Illinois and had held a rather important principalship in Illinois before discontinuing his teaching to finish the work for his degree.

Lois A. Fristoe, *Assistant, Houghton School, Grades I-IV.*
Diploma, Illinois State Normal University.

Mrs. Fristoe has had several years of very successful experience in the rural elementary schools of Illinois and served very successfully as a student teacher in the Illinois State Normal University.

Lucina M. Keane, *Instructor in Art.*

B. S. in Art Education, Ohio State University; A. M. in Art Education, Teachers College, Columbia University.

Miss Keane gained her early experience in the rural schools of Fresno, Ohio, and was a member of the faculty of the University of North Dakota for three years, serving as graduate assistant in art, acting head of the art department in the summer school, and instructor in art and design.

Harold E. Frye, *Instructor in Physical Education.*

Ed. B., Teachers College, University of Akron, Ohio.

Fred D. Barber, *Assistant in Chemistry.*

Ed. B., Illinois State Normal University.

3. There are several additions and corrections to be made in the list of faculty appointments presented at the June meeting and these are listed below:

(a) I found it necessary to continue Associate Professor Clyde W. Hudelson through the second summer term at a salary of \$300.

(b) The salary of Miss Edna I. Kelley, assistant librarian, should be \$600 instead of \$1200, for she desires to devote only a half of her time to her work, giving the remainder of her time to study toward her degree.

(c) The name of Alta M. Morris should be restored to the list of teachers at the Illinois Soldiers' and Sailors' Children's School. Miss Morris planned to take leave of absence for study, but later found it impossible to do so.

(d) I found it necessary to add Dr. Blanche McAvoy to the staff in geography for the second summer term at a salary of \$200.

(e) It was necessary to add Miss Margaret K. Peters to the staff of physical education in the second summer term at a salary of \$300.

(f) The following corrections in salaries should be made:

Assoc. Professor John A. Kinneman.....	\$3,060.00	instead of	\$2,925.00
Asst. Professor K. S. Fletcher.....	2,610.00	instead of	2,520.00
Asst. Professor C. M. Hammerlund.....	2,610.00	instead of	2,520.00
Asst. Professor Josephine Ross.....	2,340.00	instead of	2,390.00
Instructor Cleo B. McKown.....	2,070.00	instead of	2,205.00
Ruth Henline, Textbook Librarian.....	1,800.00	instead of	1,710.00

I am greatly pleased at the amount of advanced study which the members of our faculty are doing. I find that thirty-four members of our faculty, including teachers at the Illinois Soldiers' and Sailors' Children's School, studied from six to twelve weeks in higher institutions during the past summer. I am reporting their names below, together with the institutions in which they studied and the amount of time spent in such study. The list follows:

*H. F. Admire, Illinois State Normal University.....	12 weeks
William A. L. Beyer, University of Chicago.....	6 weeks
Juanita A. Brown, University of California.....	6 weeks
R. G. Browne, University of Chicago.....	6 weeks
Jame Church, Colorado State Teachers College.....	10 weeks
H. Josephine Colby, Northwestern University.....	8 weeks
Anneta B. Cooper, Iowa State College.....	6 weeks

Mabel I. Crompton, University of Chicago.....	6 weeks
Alta J. Day, Columbia University.....	6 weeks
T. J. Douglass, University of Illinois.....	8 weeks
Bernice G. Frey, University of California.....	6 weeks
Elinor B. Flagg, University of Chicago.....	12 weeks
John E. Fraley, University of Colorado.....	12 weeks
K. S. Fletcher, Colorado Agricultural College.....	6 weeks
Ebba Hammerlund, University of Illinois.....	8 weeks
A. Wezette Hayden, Teachers College, Columbia University.....	6 weeks
Eugene L. Hill, State University of Iowa.....	11 weeks
Edna I. Kelley, Illinois State Normal University.....	6 weeks
Emma Lakin, University of Wisconsin.....	6 weeks
Clarence Orr, State University of Iowa.....	11 weeks
Mrs. Laura Pricer, University of Chicago.....	6 weeks
Grace R. Shea, Illinois State Normal University.....	6 weeks
Clara Kepner, Illinois State Normal University.....	12 weeks
Fred J. Knuppel, Illinois State Normal University.....	12 weeks
Edith Mapes, Illinois State Normal University.....	12 weeks
Grace F. Anderson, Illinois State Normal University.....	6 weeks
Alta M. Morris, Illinois State Normal University.....	6 weeks
Mildred O'Malia, Illinois State Normal University.....	12 weeks
Pauline Powell, Illinois State Normal University.....	6 weeks
Mable A. Pumphrey, Illinois State Normal University.....	6 weeks
Josephine Shea, Columbia University.....	6 weeks
Louise Spafford, State University of Iowa.....	6 weeks
Dorothy Stillman, Illinois State Normal University.....	6 weeks
**Grace L. Tucker, Illinois State Normal University.....	12 weeks

*Taught twelve weeks here and carried one class additional.

**Taught six weeks here and carried one class; studied full time for six weeks.

A number of people on our faculty have made definite plans to take late afternoon, evening or Saturday work at the University of Illinois this year. This does not interfere in any way with their class work here. Each member of the faculty teaches sixteen periods per week, but it is also possible on account of the nearness, for a member of the faculty to take a graduate seminar two hours in length at the University of Illinois in the evening or on Saturday. In some cases teachers' programs are arranged so that on a given afternoon no classes occur. This sometimes makes possible attendance upon a late afternoon seminar. I believe the spirit of the faculty in improving their preparation by doing this work is very commendable. The list follows:

T. J. Douglass	C. W. Hudelson
K. S. Fletcher	A. C. Newell
J. E. Fraley	Bertha M. Royce
C. M. Hammerlund	A. R. Williams
C. A. Harper	W. A. L. Beyer
C. E. Harpster	

Two members of our own faculty are on half-time service and half-time salary this year, in order to enable them to carry on study toward their degrees here at this institution. These are Grace R. Shea, nurse, and Edna I. Kelley, assistant librarian.

III. OTHER SCHOOL EMPLOYEES.

No resignations have taken place among the other school employees, and I have no new appointments to recommend. The name of Mr. John Jontz, laborer on the farm, was omitted from this list in the last report. His name should be added with a salary of \$1020.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES.

Annual Report of Cafeteria

Summer Session 1930

RECEIPTS\$3,631.84

EXPENDITURES

Foods	\$ 543.76
Salaries and Wages.....	2,409.90
Ice	19.45
Telephone Rental	9.77
Cash Register Rental.....	31.95

June 30, 1930, Mdse. on Hand.....	\$3,014.83	
	<u>1,043.50</u>	4,058.33

Deficit\$ 426.49

Annual Report of University Book Store

1930-1931

RECEIPTS\$26,856.77

EXPENDITURES

Pay Roll	\$ 2,957.70
Textbooks	21,191.71
Notebooks	2,210.93
General Supplies	669.93
Manual and Art Supplies.....	1,496.70
Special Supplies	1,241.80
Freight and Express	21.39

29,790.16

Deficit\$ 2,933.39

1931, July 1, Inventory.....	\$24,266.70
1930, July 1, Inventory.....	<u>20,511.62</u>

Gain	\$ 3,755.08
Less Cash Deficit.....	<u>2,933.39</u>

Net Gain\$ 821.69

Annual Report of University Farm

1930-1931

RECEIPTS\$ 5,901.91

EXPENDITURES

Labor	\$3,908.76
Stock Feed	3,337.80
Veterinary	92.40
Motor Truck Expense.....	211.43
Repairs to Machinery.....	242.14
Repairs to Buildings.....	149.75
Fuel	10.92
Office and Freight.....	45.00
Light and Power.....	56.11
Machinery and Equipment.....	6.00
Seeds	24.96
Live Stock	226.25
Dairy Expense	154.60
Horse Expense	37.95
Laundry	54.30
Miscellaneous	129.73

8,688.10

Deficit\$2,786.19

Annual Report of Fell Hall

1930-1931

RECEIPTS\$31,875.08

EXPENDITURES

Foods	\$ 6,890.38
Salaries and Wages.....	10,211.20
Electricity	588.50
Gas	33.59
Repairs and Equipment.....	525.94
Laundry and Household, Etc.....	348.37

18,597.98

Gain\$13,277.10

Annual Report of Revolving Fund
 Summary of Remittances to State Treasurer
 1930-1931

July 9, 1930	\$ 873.85
July 19, 1930	3,220.64
July 31, 1930	6,468.10
August 9, 1930	810.02
August 19, 1930	763.65
August 30, 1930	653.97
September 19, 1930	18,272.99
September 30, 1930	3,557.09
October 9, 1930	1,102.99
October 20, 1930	1,712.49
October 31, 1930	5,450.46
November 10, 1930	698.29
November 19, 1930	297.88
November 29, 1930	727.90
December 9, 1930	11,057.04
December 19, 1930	5,096.03
January 9, 1931	2,180.50
January 19, 1931	780.28
January 31, 1931	1,432.39
February 9, 1931	3,286.35
February 19, 1931	724.03
February 28, 1931	554.11
March 9, 1931	181.54
March 19, 1931	12,803.40
March 31, 1931	2,113.41
April 9, 1931	401.13
April 20, 1931	261.99
April 30, 1931	574.80
May 9, 1931	6,302.62
May 19, 1931	733.65
May 29, 1931	351.34
June 9, 1931	152.76
June 11, 1931	5,000.00
June 19, 1931	9,041.02
June 30, 1931	1,496.37
\$109,135.08	

General Summary of Receipts and Expenditures

RECEIPTS

Balance on Hand, July 1, 1930	\$ 13,177.41
Term Fees and Tuition	26,631.05
Laboratory Fees	1,269.00
Domestic Science Lunches	203.50
Cafeteria	3,631.84
Miscellaneous	
Art Department	\$ 83.81
Baled Paper	49.28
Chemistry Breakage	414.93
Library Fines	214.00
Locker Rental	78.00
Manual Training Materials	837.00
Sundry	381.46
Smith-Hughes Fund	1,672.16
Towel Fees	2,539.50
Transcript Fees	221.00
Typewriting Fees	569.00
Change of Program Fees	11.00
Library Fees	5,642.50
I. S. N. U. Press	48.29
Stenotype Fees	4.00
12,765.93	
Bookstore	\$26,856.77
Farm	5,901.91
Fell Hall	31,875.08
109,135.08	
\$122,312.49	

EXPENDITURES

Salaries and Wages.....	\$68,277.96	
Office	511.25	
Travel	925.49	
Operation	24,370.37	
Repairs and Equipment.....	28,124.24	122,209.31
	<u> </u>	<u> </u>
July 1, 1931, Balance on Hand.....	\$	103.18

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

Summary of funds for salaries and wages for the biennium is presented below:

Appropriation for Salaries and Wages, 1931-1933...		\$789,724.00
Faculty, Librarians, President and Clerical Staff... 1931-1932	\$316,050.00	
Faculty, Librarians, President and Clerical Staff... 1932-1933	325,450.00	
Summer Quarters for 1931, 1932 and 1933.....	120,000.00	761,500.00
	<u> </u>	<u> </u>
Free Balance in Appropriation for..... Salaries and Wages.....		\$28,224.00

Summary of funds to be expended from the Revolving Fund for Salaries and Wages:

Salaries of Service and Domestic Employees	
1931-1932	\$39,794.00
Salaries of Faculty for 1931-1932.....	4,400.00
	<u> </u>
Total Salaries from Revolving Fund.....	\$44,194.00
Expended from Revolving Fund for Salaries and Wages, Including Transient and Student Labor, in 1930-1931.....	68,277.96
On the same basis as last year, this leaves a balance for Transient and Student Labor amounting to....	24,083.96

The foregoing shows an entirely adequate margin of safety. All of the positions authorized by the Board have not been filled. I have had two ideas in mind in filling newly created positions. In the first place I wish to add members to the faculty only as fast as they can be absorbed into the organization. In the second place I need to be assured that funds are available to carry through the biennium all new additions to the staff. I am maintaining a somewhat larger margin of safety than probably is necessary and it will probably be possible later in the present year and surely in the second year of the biennium to fill all of the positions authorized. I prefer to proceed, however, somewhat conservatively.

The positions not as yet filled are two assistant teachers at the Illinois Soldiers' and Sailors' Children's School, an assistant librarian, an assistant professor and three supervisors. The position of one supervisor which was first placed on the revolving fund is recommended under salaries and wages for the reason that there are ample funds there to carry the position and it seems better to build up a margin in the revolving fund at the present time.

I should like to grant Dean H. H. Schroeder three weeks' leave of absence in the fall, partly to visit other teacher training institutions. He has been on duty through both summer terms and after school is completely organized this fall, he can be absent three weeks without detriment to the work of the institution.

X. SUMMARY.

Action of the Board is requested as follows:

1. Confirmation of appointments to the faculty as reported, and leaves of absence as recommended.

2. Approval of additions and corrections in the faculty list as recommended.

3. Confirmation of the employment of Mr. John Jontz, laborer on the university farm, whose name was omitted from the list presented in the last report.

4. Approval of leave of absence for three weeks for Dean H. H. Schroeder.

Respectfully submitted,

H. A. BROWN, *President.*

President Brown spoke in detail concerning the appointment of a Dean of the training school, describing the wide and careful search made to find the right man, and expressing his confidence that he had secured a man fitted by training and experience for this important position. He also spoke in detail of the qualifications of certain other persons whom he had appointed as authorized by the Board at its June meeting.

The following recommendations made by President Brown were approved:

1. The following faculty appointments for 36 weeks, made since the last meeting, payable from the appropriation for salaries and wages:

Frank S. Salisbury, Dean, Training School.....	\$4,500.00
Ralph U. Gooding, Instructor, Chemistry.....	2,295.00
Marion A. Taylor, Instructor, English.....	1,800.00
Gerda M. Okerlund, Assistant Professor, English.....	2,295.00
John R. Patty, Instructor, Physics.....	2,295.00
Howard J. Hancock, Associate Professor, Physical Education.....	3,285.00
Edward L. Cole, Associate Professor, Education.....	3,060.00
Lela A. Ewers, Instructor, Physiology.....	1,980.00
Rose E. Parker, Supervisor, Intermediate Grades.....	3,105.00
Janet E. Smith, Supervisor, Art.....	2,070.00
Florence E. Teager, Instructor, English.....	2,295.00
Thelma Nelson, Instructor (part time), German.....	1,800.00
Dewey F. Fristoe, Instructor, (part time), Houghton School.....	540.00
Lois A. Fristoe, Instructor (part time), Houghton School.....	360.00

2. The following additional positions and appointments due to the increase in work, to be paid from revolving fund:

Lucina M. Keane, Instructor, Art.....	\$1,800.00
Fred D. Barber, Assistant, Chemistry.....	800.00
Harold E. Frye, Instructor, Physical Education.....	1,800.00

3. The following leaves of absence:

Howard W. Adams
Clarence L. Cross
Jennie A. Whitten
Anna M. Blake
Linder W. Hacker

4. The following additions and corrections made in list of faculty appointments at the June, 1931 meeting:

Clyde W. Hudelson, Associate Professor, second summer term, \$300.

Change in the salary of Edna I. Kelly, Assistant Librarian, from \$1,200 to \$600.

Name of Alta M. Morris restored to list of teachers at the Illinois Soldiers' and Sailors' Children's School.

Appointment of Dr. Blanche McAvoy, geography, second summer term, at a salary of \$200.

Appointment of Margaret K. Peters, physical education, second summer term, at a salary of \$300.

5. The following corrections in salary:

John A. Kinneman.....	\$3,060.00 instead of \$2,925.00
K. S. Fletcher.....	2,610.00 instead of 2,520.00
C. M. Hammerlund.....	2,610.00 instead of 2,520.00
Josephine Ross.....	2,340.00 instead of 2,390.00
Cleo B. McKown.....	2,070.00 instead of 2,205.00
Ruth Henline.....	1,800.00 instead of 1,710.00

6. Appointment of John Jontz, laborer on farm, whose name was omitted from last report, at a salary of \$1 020.

7. Leave of absence for three weeks to Dean H. H. Schroeder.

NORTHERN ILLINOIS STATE TEACHERS COLLEGE

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

DeKalb, Illinois.

September 28, 1931.

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. Enrollment for the year of 1930-31 (36 weeks) counting no names twice, and not including high school students.

	Men	Women	Total	Total One Year Ago
Seniors	15	11	26	27
Juniors	38	39	76	34
Sophomores	51	159	210	223
Freshmen	140	375	514	471
Unclassified	14	9	23	6
Extension	4	39	43	—
TOTAL	262	631	892	761

2. Per capita cost of students in the college for the year beginning July 1, 1930, and ending June 30, 1931.

		Equivalent for 36 Weeks
Attendance, First Summer Term, 1930.....	701	117
Attendance, Second Summer Term, 1930.....	250	42
Attendance, Fall Term, 1931.....	760	253
Attendance, Winter Term, 1931.....	736	245
Attendance, Spring Term, 1931.....	725	242
Extension, 1930-1931	42	4
		903
Total expenditures from appropriations made by the 56th General Assembly, not including permanent improvements, but including appropriation for Repairs and Equipment.....		\$285,973.14
Expenditures from the Normal School Revolving Fund, not including the dormitory (Williston Hall), and not including permanent improvements.....		30,465.04
The total cost of operating the college for the year, not including permanent improvements was.....		316,438.18
Per capita cost for 36 weeks— $\$316,438.18 \div 903 =$		\$350.43.

3. Attendance, Summer Quarter, 1931.

	Men and Boys	Women and Girls	Total	Total One Year Ago
College				
First Term	116	547	663	701
Second Term	56	160	216	250
High School	0	0	0	0
Elementary Grades	127	58	185	120
TOTAL	299	765	1064	1071

4. The present fall enrollment at the close of registration on September 21 was 720. This represents an increase in the number of students above the freshman year, but a decrease in the total number of students enrolled in the college of about 5%. The number of freshmen that enrolled during Freshman Week this year was 8% less than it was during the same period last year.

5. The students whose names appear below were graduated from the Junior College at the close of the First Summer Term, July 17, 1931, but the names were not reported at the last Board meeting.

Lona Murphy

Laura Mills Nicholson

Walter J. Smith

The students whose names appear below were reported for graduation at the close of the First Summer Term, July 17, 1931, but they did not complete the graduation requirements at that time and were not graduated.

SENIOR COLLEGE

Forrest Clarence Hotchkiss

Marguerite O'Brien

JUNIOR COLLEGE

William C. Gould, Jr.
Catherine Haavind
Carol H. Kenyon

Coletta T. Milroy
Bernadine Utz
Mary Ruth Williford

6. The students whose names appear below were graduated at the close of the Second Summer Term, August 27, 1931, but the names were not reported at the last Board meeting.

SENIOR COLLEGE

Forrest Clarence Hotchkiss
Marguerite O'Brien

Bert Male

JUNIOR COLLEGE

Margaret Louise Ballou
Catherine Haavind

Effie G. Francisco
Bernadine Utz

7. The students whose names appear below were reported for graduation at the close of the Second Summer Term, August 27, 1931, but they did not complete the graduation requirements at that time and were not graduated.

JUNIOR COLLEGE

Myron D. Barnes
Theo Bristol

Viola C. Folkers
Dorothy M. Samsel

8. Final report on number of graduates, 1931.

Graduates, Degree Course.....	34
Graduates, Diploma Course.....	163

Total Graduates, 1930-1931.....	197
---------------------------------	-----

II. FACULTY.

1. I wish to comment orally on the failure of Miss Karola Geiger to report for work this fall after signing a contract to do so last summer. I wish to recommend the appointment of Miss Mary Prissinger of Cleveland, Ohio, as a member of the foreign language department at a salary of \$2,000 for thirty-six weeks, to be paid from Salaries and Wages. Miss Prissinger has her bachelor's degree and her master's degree from Ohio State University at Columbus, Ohio. She made an unusual record at Ohio State; she was graduated "cum laude," and was elected to Phi Beta Kappa. She has had teaching experience at Ohio State University and in high schools near Columbus, Ohio.

2. I wish to recommend the appointment of Mr. Gus W. Campbell as Debate Coach at a salary of \$700 for 36 weeks, to be paid from Salaries and Wages. Mr. Campbell has been granted a leave of absence for next year but he will continue to have charge of Debating.

3. I wish to recommend the reappointment of Mrs. Carrie Duffey as Rural Critic teacher at a salary of \$500 for thirty-six weeks, to be paid from the Revolving Fund.

4. I wish to recommend the appointment of Miss Maude Uhland of Ithaca, New York, to fill the vacancy in the Department of English caused by the leave of absence granted to Mr. Campbell, at a salary of \$2,400 for thirty-six weeks, to be paid from Salaries and Wages. Miss Uhland has her bachelor's degree and master's degree from the University of Missouri. She

has done graduate work in the University of Chicago and at Washington University in St. Louis. This year she completed the requirements for her doctor's degree at Cornell University. Miss Uhland has had teaching experience in the Kansas State Teachers College at Pittsburg, Kansas, and the State Teachers College at Dickson, North Dakota.

5. I wish to recommend the appointment of Miss Inez Taylor as a teacher in the Home Economics Department at a salary of \$1,150 for thirty-six weeks, to be paid from Salaries and Wages. Miss Taylor will teach part-time in the Home Economics Department of the College, and part-time will supervise seventh and eighth grade girls in the Home Economics Department in our training school. She will receive \$650 from the DeKalb City Schools. Miss Taylor has her B. S. degree from Southwestern College at Winfield, Kansas. She has her M. S. degree in home economics from the University of Wisconsin. She has had teaching experience in the high school at Madison, Wisconsin.

6. I wish to recommend the appointment of Miss Elsie Wiggert as a part time teacher in the Fine Arts Department at a salary of \$650, for thirty-six weeks, to be paid from Salaries and Wages. Miss Wiggert will supervise the art work in the training schools and in the city schools. She will receive \$1,150 from the DeKalb City Schools. Miss Wiggert has her bachelor's degree from the University of Minnesota and has done graduate work at the University of Chicago and at the Chicago Academy of Fine Arts. She has had experience as a teacher in the public schools of Hollywood, Florida, and as art supervisor in Austin, Minnesota; Mankato, Minnesota; and in the University High School in Minneapolis.

7. I wish to recommend the appointment of Miss Clare Ohlson as seventh grade training teacher in the McMurry Training School at a salary of \$1,800 for thirty-six weeks, to be paid from Salaries and Wages. Miss Ohlson has her B.E., B.A., and M.A. degrees from the University of Colorado. Miss Ohlson has had fifteen years of experience as seventh and eighth grade teacher in the public schools of Iowa.

III. OTHER SCHOOL EMPLOYEES.

1. I wish to recommend a change in the salary of the maids at the dormitory, who are now paid \$10 per week, to \$12.50 per week. We have found it advisable to ask these young women to secure rooms outside the dormitory in private homes. These rooms will cost them \$2.50 a week. This change will make it possible for the dormitory to more nearly fill the needs of the young women students desiring accommodations there, and it will at the end of the year produce more revenue than it cost. These increases will all be charged to the Revolving Fund.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES.

The Revolving Fund shows the following report from April 1 to June 30, 1931.

RECEIPTS

Surplus from Last Biennium.....		\$ 30,611.85
Cash Received, April 1 to June 30, 1931		
Board and Room, Williston Hall.....	\$ 12,686.15	
Meals, Williston Hall.....	788.41	
Registration Fees	4,550.00	
Library Fines	32.00	
Miscellaneous Sales	70.67	
		<hr/>
		\$ 18,127.23
Previously Remitted, July 1, 1929 to		
March 31, 1931.....		124,265.11
		<hr/>
Total Available, Revolving Fund, June 30, 1931.....		\$173,004.19

EXPENDITURES

Salaries, Williston Hall and Employees.....	\$ 7,446.41	
Salaries, Faculty	2,700.01	
Food, Williston Hall.....	2,679.90	
Fuel for Cooking.....	16.32	
Laundry and Household Supplies.....	526.08	
Grounds Supplies	4.00	
Travel	285.72	
Repairs to Building.....	2,101.95	
Furniture and Fixtures	703.80	
Office Supplies and Telephone.....	179.29	
Permanent Improvements (Power Plant).....	5,053.85	
		<hr/>
		\$ 21,697.33
Expenditures Previously Reported, July 1, 1929,		
to March 31, 1931.....	\$134,585.84	
		<hr/>
Total Expenditures, July 1, 1929, to June 30, 1931		156,283.17
		<hr/>
Balance on Hand, Revolving Fund, June 30, 1931		\$ 16,721.02

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

1. I am presenting for your consideration a financial report of all school organizations.

2. I wish to call your attention to the following statement concerning placement of graduates.

To President Karl L. Adams:

I wish to submit a summary of placement of graduates for the college year 1930-31.

Graduates of Degree Course.....	34
Graduates of Degree Course placed.....	21
Percentage of Degree graduates placed.....	61.7%
Graduates of Diploma Course.....	163
Graduates of Diploma Course placed.....	137
Percentage of Diploma graduates placed.....	84%
Total number of graduates.....	197
Total number of graduates placed.....	158
Percentage of graduates placed.....	80%

(Signed) O. E. PETERSON,
Director of Placement.

X. SUMMARY. Action is requested on the following:

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

2. The appointment of Miss Mary Prissinger, Mr. Gus W. Campbell, Mrs. Carrie Duffey, Miss Maude Uhland, Miss Inez Taylor, Miss Elsie Wiggert, and Miss Clare Ohlson, at the salaries indicated.

3. The change in the salaries of the maids at Williston Hall.

Respectfully submitted,

KARL L. ADAMS, *President.*

The following recommendations in this report were approved by the Board:

1. Additional lists of graduates whose names have not been previously given, as stated in this report under the general heading "Students."

2. Appointment of the following persons for 36 weeks, to be paid from salaries and wages:

Mary Prissinger, Foreign Language.....	\$2,000
Gus W. Campbell, Debate Coach.....	700
Maude Uhland, English	2,400
Inez Taylor, Home Economics	1,150
Elsie Wiggert, Fine Arts (part time).....	650
Clare Ohlson, Training Teacher.....	1,800

3. Appointment of Mrs. Carrie Duffey, rural critic teacher, at a salary of \$500 for 36 weeks, to be paid from the Revolving Fund.

4. Change in the salaries of the maids at Williston Hall from \$10 per week to \$12.50 per week, to be paid from the Revolving Fund.

Mrs. Northam raised the question as to whether any of the teachers colleges gave special instruction to teachers who were preparing to teach physically and mentally handicapped children. The matter was referred to the Presidents Council for their consideration.

At this point the Board recessed for luncheon with the understanding that it would meet in executive session later.

2:00 P. M. The Board reconvened with the same members present as at the morning session.

On motion the Chairman of the Board was requested to recast the standing committees of the Board, filling the vacancies created by the retirement of certain members from the Board.

Mr. Bach raised the question of the right of the Normal University to maintain a bookstore and also certain practices of certain organizations to buy athletic goods and sell them direct to the pupils. He presented the following resolution for the consideration of the Board, but requested that action upon it should be deferred until a later meeting:

"Be it resolved, that in all cases where no monopoly exists in the near communities serving the students of the various normal schools under our supervision and control, and where school supplies for students attending such schools can be procured at moderate prices, and where suitable and reasonably ample supplies are maintained by the local tradespeople available at all reasonable hours to the students, that stores operated or maintained by any such school be discontinued within six months from this date and thereafter prohibited, and not again be established until such a time as it shall appear to this Board that all conditions hereinabove specified to be maintained by the respective local tradespeople have not been maintained by such tradespeople. That only in cases where all of the profit from the sale of merchandise shall inure and go to the student body for expenditure in the athletic and social activities of all the students of the particular school, shall the handling of goods useful to the athletic and social life of the particular school be permitted.

That in no event shall any person, teacher, instructor, or official of any normal school be permitted to accept or receive any profit, gift or consideration of any kind from any source whatever for the handling of any particular line or make of goods or property used in any normal school, or for recommending the use of such goods or property; nor shall he or/and she have charge of the sale, handling or disposition of such goods, wares, merchandise or property.

That in the matter of selection of supplies for any school or for the use of the students therein, full, free and fair competition shall be permitted to all tradesmen supplying the respective schools or the students therein."

The discussion which followed showed clearly that what was needed before any action could be taken was a thorough knowledge of the facts in the case.

Mr. Bailey called the attention of the Board to the fact that Mr. Beekman, who had attended the meetings of the Board several times, had not attended recently because he had not been invited. Mr. Bailey thought that it would be a good thing to invite Mr. Beekman to be present when the Chairman of the Board could not be present and when the Chairman desired him to be present. The Board was divided in its opinion on this matter because there was a serious doubt as to whether the Board should extend an invitation to any particular individual to come and represent any member of the Board as no member of the Board can be represented except by his own presence. On this motion there were five ayes—Bach, Bailey, Dill, Walsh, and Miss McIntire, and four nays—Blair, McMorris, Mrs. Northam and Mrs. Reynolds. The motion was carried.

There was some discussion of the time and place of the next meeting. The matter was left with the Chairman of the Board to determine.

The Board adjourned.

M. F. WALSH, *Chairman.*

F. G. BLAIR, *Secretary.*

Approved November 9, 1931.

STATE OF ILLINOIS
DEPARTMENT OF REGISTRATION AND EDUCATION

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

1933

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

1935

Albert E. Bailey, Macomb
Preston Bradley, Chicago
Mrs. G. W. T. Reynolds, East St. Louis

1937

Harriet A. McIntire, Mendota
J. D. Dill, Carbondale
William R. Bach, Bloomington

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

STANDING COMMITTEES

Finance

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

Supplies and Equipment

Mr. Bailey
 Mr. Bradley
 Mr. Bach
 Mr. Dill
 Mrs. Northam
 The Chairman
 The Secretary

Faculty and Curricula

Mr. Bradley
 Miss McIntire
 Mr. Bailey
 Mr. Still
 Mrs. Reynolds
 The Chairman
 The Secretary

Buildings and Grounds

Mr. Still
 Mr. Bradley
 Mr. McMorris
 Mr. Dill
 Mrs. Reynolds
 The Chairman
 The Secretary

Dormitory

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

MINUTES OF THE MEETING OF THE NORMAL SCHOOL BOARD

The Normal School Board met in the College Building at DeKalb, Illinois, at 9:30 A. M., Monday, November 9, 1931.

Present: Mrs. Northam, Mrs. Reynolds, Miss McIntire, and Messrs. Bach, Bailey, Blair, Dill, McMorris, Still, and Walsh.

Absent: Mr. Bradley.

All of the normal school presidents were present.

The minutes of the previous meeting were presented. Upon motion of Mr. Bach, the next to the last paragraph in the minutes was amended to read as follows:

"Mr. Bailey called the attention of the Board to the fact that Mr. Beekman, who had attended the meetings of the Board several times, had not attended recently because he had not been invited. Mr. Bailey thought that it would be a good thing to invite Mr. Beekman to be present when the Chairman of the Board could not be present and when the Chairman desired him to be present. The Board was divided in its opinion on this matter because there was a serious doubt as to whether the Board should extend an invitation to any particular individual to come and represent any member of the Board as no member of the Board can be represented except by his own presence. On this motion there were five ayes—Bach, Bailey, Dill, Walsh, and Miss McIntire, and four nays—Blair, McMorris, Mrs. Northam, and Mrs. Reynolds. The motion was carried."

With these corrections the minutes were then approved.

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 9, 1931.

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. I wish to call the attention of the Board members to some very interesting features in our Fall Term enrollment. Although the total enrollment for the college decreased over what it was during the Fall Term last year, the enrollment in the senior college increased 27% and the enrollment of young men in the college increased 8%.

2. I recommend that the students whose names are listed below be graduated from the Junior College at the close of the Fall Quarter, December 4, 1931, provided each has completed the graduation requirements for the curriculum on which he is enrolled.

Myron D. Barnes
Mary Booth

William C. Gould, Jr.
Cynthia Sims

II. FACULTY. No report.

III. OTHER SCHOOL EMPLOYEES.

I wish to recommend the appointment of Miss Louise Dunbar of Mt. Sterling, Illinois, who was sent to us by Civil Service in answer to our requisition for a junior stenographer to work in the Business Office. Miss Dunbar's appointment was made necessary due to the fact that Miss Lehtonen, who was working in the Business Office, was not qualified under the Civil Service rules and her continuance in this position was not possible. Miss Dunbar started work on October 21 and will receive \$75 a month on the twelve-month payroll. She will be paid from the Revolving Fund.

IV. THE ORGANIZATION.

There is a very insistent demand on the part of several of the districts and cities in our territory for extension courses of senior-college grade to be conducted by the members of our faculty. Since the Board saw fit at the meeting of the budget committee to eliminate all new positions in keeping with the programs of economy advocated by the administration it is impossible for us to adequately handle this demand.

We are endeavoring, however, to meet the most urgent cases by having regular faculty members assume such assignments as an extra assignment for which no adequate remuneration will be paid at the present time. Whenever classes of this type are organized the arrangements follow very definitely the standards set up for regular extension work.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS.

I wish to call attention to the fact that certain improvements are being made in an attempt to more adequately take care of our library and laboratory work. It is hoped that enough of this work will be completed by the time the Board meets so that the members of the Board may inspect the work and judge the value of these improvements.

VII. AUXILIARY ENTERPRISES.

The Revolving Fund shows the following report from July 1, 1931, to September 30, 1931.

RECEIPTS

Surplus from last biennium.....		\$16,235.58
Cash Received, July 1 to Sept. 30, 1931:		
Board and Room, Williston Hall.....	\$ 8,823.50	
Meals, Williston Hall	218.41	
Registration Fees	10,010.00	
Miscellaneous Sales	43.91	
Library Fines	6.00	
		<u>19,101.82</u>
Total Available Revolving Fund, Sept. 30, 1931.....		\$35,337.40

EXPENDITURES

Salaries, Williston Hall and Employees.....	\$ 6,371.94	
Salaries, Faculty	1,160.01	
Food, Williston Hall.....	1,598.88	
Laundry and Household Supplies.....	729.97	
Medical Supplies	8.70	
Miscellaneous Supplies	17.40	
Office Supplies and Telephone.....	58.15	
Repairs to Building.....	988.65	
Furniture and Fixtures.....	1,535.57	
		<u>12,469.27</u>
Total Expenditures, July 1 to Sept. 30, 1931.....		12,469.27
Balance on hand, Revolving Fund, Sept. 30, 1931.....		\$22,868.13

VIII. STUDENT LIFE. No report.

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 curriculum.
2. The appointment of Miss Louise Dunbar at the salary indicated.

Respectfully submitted,

KARL L. ADAMS, *President.*

President Adams called attention to the fact that while there had been a loss in the freshman enrollment for this year, there had been a gain in the upper classes.

He also called attention to the changes which had been made in the library accommodations and asked the members of the Board to inspect these changes.

The Board approved the following recommendations in this report:

1. The awarding of diplomas to the following graduates of the Junior College:

Myron D. Barnes
Mary Booth

William C. Gould, Jr.
Cynthia Sims

2. The appointment of Louise Dunbar as stenographer at \$75.00 per month, to be paid from the Revolving Fund.

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 9, 1931.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS. No report.

II. FACULTY.

A very serious situation exists at the cooperating elementary school at the Illinois Soldiers' and Sailors' Children's School, which is used as one of the training schools of our institution. There is very great overcrowding this year, both in number of children and in the number of practice teachers who must be supervised. In one first grade with only one teacher in charge there are 72 children. In one second grade with only one teacher in charge there are 78 children. Somewhat similar overcrowded conditions occur in other places, but these two grades are the worst.

The teacher training situation which exists at the Children's School on account of these conditions is such that effective work in preparing teachers through student teaching can not be done and whatever plan of teacher preparation the University maintains will break down on account of the impossibility of doing effective student teaching.

I therefore recommend the following:

a. The addition of a critic teacher in the first grade, beginning at the opening of the second quarter on December 7, with salary at the rate of \$1800 for nine months. (Paid from the appropriation for salaries and wages.)

b. The addition of a critic teacher in the second grade, beginning at the opening of the second quarter on December 7, with salary at the rate of \$1800 for nine months. (Paid from the appropriation for salaries and wages.)

c. The employment of two additional critic teachers, beginning at the opening of the second quarter on December 7, with salaries at the rate of \$1350 for nine months. (Paid from funds of the Department of Welfare.)

There are several problems in connection with the use of the Illinois Soldiers' and Sailors' Children's School for a training school which I should like to discuss orally when I present my report.

III. OTHER SCHOOL EMPLOYEES.

I wish to report on one condition at Fell Hall, our dormitory. I have had more or less difficulty with the organization there and after studying it for a year and a half, I think that the organization is top-heavy. There is

a head of the Hall who teaches on the faculty half-time and devotes the remainder of her time to the Hall. The number of girls who room there is very small and the problem is not great as far as the handling of the girls is concerned. The head of the Hall handles certain business aspects of the enterprise. There is then another person who has had the title of dietitian, but who is really head of the kitchen. There is also a head cook in the kitchen, who has some jurisdiction over the employees. There is also a second cook, so-called. This is the organization which existed on July 1, 1930. I believe it is an unwieldy organization and I desire to dispense with the person who has the title of dietitian

This does not mean that the work of the dietitian will be discontinued. There are others who are equally capable of doing that work and it will be assigned to them with no loss of efficiency. I think there will be decided advantages. I shall discuss this question further in my oral report.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM.

Faculty groups are in process of studying our curricula with reference to some readjustment. The curricula have not been revised at this institution for quite a number of years and are in need of some improvement. This statement implies no criticism of the previous curricula. It is a fact, however, that teacher training is making considerable progress at the present time and the curricula of any teachers' college need to be brought into line with the general development which is going on throughout the country. Teachers' college curricula also need to take account of improvements in the public school system in order that teachers may go out prepared to do the work which is expected of them.

It seems desirable to suggest at the present time one addition to our curricula. According to a recent report, Illinois schools are developing quite rapidly along the line of equal opportunity for every child. A report has recently come from Washington indicating the extent to which Illinois is making provision in its public school system for certain non-typical groups of children. It is stated that most of the larger cities of Illinois now have open-air schools and classes. Several cities have special classes or schools for crippled children. A number of cities give special instruction for children with defective vision or who are blind and also for children who have defective hearing or are deaf. A number of cities maintain small schools or special classes for so-called subnormal children. One city has installed special instruction for truants and delinquents and another city has established special classes for gifted children.

The foregoing is a summary of the report which was made a few months ago and it indicates that provision for groups of non-typical children has gone far enough to justify a teachers' college in establishing some courses for teachers of such children.

I am interested in this problem and I should like to introduce at the Illinois State Normal University a curriculum designed to prepare teachers of atypical children of different kinds. It will not be possible to offer a complete curriculum at this time, but the University can offer several courses in the near future which will represent the beginnings of a definite curriculum. Possibly such a curriculum may be outlined soon and put into operation as soon as funds are available and a sufficient enrollment is assured. In the meantime several courses offered as electives in other curricula will give teachers some preparation to do this special work in the schools of Illinois. I believe that the further development of work with non-typical children in the public schools of the state will depend very

largely upon the availability of teachers especially trained in those fields. If teachers are available, this work will probably go forward quite rapidly. If trained teachers are not furnished, plans are likely to be retarded.

It seems likely that there will be eventually the following groups: (a) especially gifted children; (b) mentally deficient children; (c) incorrigibles and truants; (d) children with speech defects; (e) children with defective hearing, including the deaf; (f) children with defective vision, including the blind; (g) crippled children.

The foregoing classification does not include feeble-minded children, for the reason that all authorities agree that they should be colonized. Children are included in the above classification who are sufficiently unusual to require differentiation in their instruction. They are potentially self-supporting citizens and are therefore included in the group of those who are to be educated by public school systems. There are, of course, other children who are anemic, tubercular, under-nourished and generally below par. They are problems for the school but they are not problems for special education in the sense that these other groups are. They represent problems of physical welfare. They may be restored by proper treatment to the typical group.

I recommend that the Illinois State Normal University be authorized to offer courses for teachers of non-typical children as needed and to establish eventually a curriculum for teachers of such children.

VI. BUILDINGS AND GROUNDS.

The buildings and equipment of the Illinois State Normal University have had my attention for nearly a year and a half and it seems to me that some careful planning needs to be done. The University needs several buildings in the next decade if it is to function properly as a teacher training institution. It also needs additions to its equipment. Some improvements in the grounds are desirable. The Board and the legislature, however, should not proceed in a haphazard manner in developing the physical properties of the institution. It seems to me that a long time plan needs to be made, so that whatever is done each biennium may fit into an approved and well considered plan.

I therefore recommend that the president of the Illinois State Normal University be directed to recommend to the Board on or before the July meeting, 1932, a program of development to extend over ten or fifteen years, including new buildings, additions to the equipment and improvement of the grounds, an estimate of the total cost of such a building program and the cost of each major item. I further recommend that the president be authorized to request the services of the State Department of Engineering in planning such a program.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE.

It seems to me that this year the student life and spirit of the institution leave little to be desired. A splendid spirit of cooperation seems to exist among the students. The recent homecoming, largely under student management, was without exception the best planned and best executed event of its kind which I have ever seen. Most of the committees which carry on much of the work of the institution are joint committees of students and faculty and students seem to accept their responsibilities for the proper conduct of the institution equally as seriously as do members of the faculty.

IX. MISCELLANEOUS.

At earlier meetings of the Board certain positions were authorized which I have not yet filled. I have held back in filling these positions for two reasons. First, I do not want to make additions to the faculty any faster than new members can be absorbed. In the second place, I wish to hold back in the expenditure of funds sufficiently to be assured that the appropriation will carry the institution through the biennium. I should like to have the authorizations which have already been made held open with the understanding that I am authorized to fill each of these positions whenever I am assured that funds are available to carry all obligations through the biennium. I should like to have the following authorizations continued:

Position	Annual Salary
a. Assistant Librarian	\$2,295.00
b. Assistant Professor of Secondary Education.....	3,195.00
c. Training School Supervisor.....	3,105.00
d. Training School Supervisor.....	3,105.00
e. Training School Supervisor.....	3,105.00

X. SUMMARY.

Action of the Board is desired on the following matters:

1. (a) Authorization of the employment of two critic teachers in the cooperating elementary school at the Illinois Soldiers' and Sailors' Children's School with salary at the rate of \$1800 for nine months, paid from the appropriation for salaries and wages; (b) the employment of two additional critic teachers beginning at the opening of the second quarter on December 7, with salaries at the rate of \$1350 each for nine months, paid from funds of the Department of Welfare.

2. Authorization of the discontinuance on December 1, of the position of dietitian at Fell Hall, with the understanding that the work is to be distributed to other people who are competent to do it.

3. Authorization of the introduction of courses for the preparation of teachers of non-typical children as needed to provide trained teachers for the public school systems of the state, and the establishment of a curriculum to prepare teachers for these fields of work.

4. Authorization of a study of the building needs of the Illinois State Normal University, with such assistance from the State Department of Engineering as is needed, in order to lay before the Board a comprehensive plan for construction of necessary new buildings, additions to equipment and improvement of grounds as may seem desirable, for a ten or fifteen year building program.

5. Continuance of the authorization to fill the following positions: (a) assistant librarian, \$2295; (b) assistant professor of secondary education, \$3195; (c) training school supervisor, \$3105; (d) training school supervisor, \$3105; (e) training school supervisor, \$3105.

Respectfully submitted,

H. A. BROWN, *President.*

He called special attention to the situation which obtains in the Illinois Soldiers' and Sailors' Children's School, where such crowded enrollments in the classes make effective teaching and supervision impossible.

He also called attention to the fact that the organization in Fell Hall was top-heavy and that at least one of the supervising officials could be dispensed with and the work improved.

He made the further suggestion that a study be made of the building needs of the Normal University extending over a period of years.

The Board approved the following recommendations:

1. The employment of two critic teachers for the Illinois Soldiers' and Sailors' Children's School, at the rate of \$1800 each for nine months, paid from the appropriation of salaries and wages, and the employment of two additional critic teachers beginning at the opening of the second quarter on December 7, with salaries at the rate of \$1350 each for nine months, to be paid from the funds of the Department of Public Welfare.

2. The discontinuance on December 1 of the position of dietitian in Fell Hall with the understanding that the work is to be distributed to other people who are competent to do it.

3. Continuance of the authorization to fill the following positions: Assistant Librarian at an annual salary of \$2295, Assistant Professor of Secondary Education at an annual salary of \$3195, and three training school supervisors at an annual salary each of \$3105.

The recommendation that classes and courses be introduced to take care of non-typical children was referred to the Normal School Council for consideration and report.

His recommendation on the authorization of a study of the building needs of the State Normal University led to a discussion. Out of this discussion it appeared that the recommendation of President Brown should apply to all the schools and that a committee of the Board should be appointed to study these building plans as presented by the five schools. Mr. Bailey suggested that it would be a good plan to have all of the colleges present building plans by July 1. Action on this suggestion was deferred until later.

President Brown was asked if he had any report to make on the matters set forth in a resolution presented to the Board at its last meeting on the matter of the sale of athletic goods and the University bookstore. Mr. Brown replied that a satisfactory adjustment had been made respecting the sale of athletic goods and that further study would be necessary before a definite recommendation could be made by him on the matter of the bookstore. Mr. Bach, the presenter of the resolution, stated that he had no objection to the resolution being laid over.

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 9, 1931.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

Mr. Wham, Chairman-Secretary, Appointments Committee, has filed in my office a placement report which is herewith reproduced.

Two-Year Course

Positions

Elementary Grades	49
Rural	26
High School	2
Principalship	1
Total number teaching.....	
	78 (55.3% of class)
In College	24
Unplaced or Unreported.....	28
In Other Occupations.....	11
Total Number of Graduates.....	
	141

Four-Year Course

Positions

Elementary Grades	7
Rural	2
High School	52 (7 H. S. Principals)
Elementary Principalship	9
Total number teaching.....	
	70 (74.4% of class)
In College	8
Unplaced or Unreported.....	14
In Other Occupations.....	2
Total Number of Graduates.....	
	94

I thought the Board might be interested in a page summarized from our regular working set-up, so you will find below a condensed report presented by Mr. Bruce Merwin, Supervisor of Student Teaching. You will notice that the report shows 203 sophomores and 112 seniors, each with his winter term practice teaching class already assigned, although the winter term does not open until Monday, November 30. There is a likelihood, of course, that there will have to be a few changes, but not many. I also invite your attention to the statement showing costs of maintenance of our practice school system for the year September, 1930-June, 1931.

Name of School	No. of Critics	No. of Supervisors	Cost	Cost of Credit	
				No. of Student-Teacher Credits	of Student-Teaching
Rural Schools	5	1¼	\$13,114.00	201	\$65.00
Brush	10	2¼	14,017.00	188	75.00
Allyn	9	2½	28,136.00	204½	137.50
High School	7	½	15,707.00	132½	118.50
	<u>31</u>	<u>6½</u>	<u>\$70,974.00</u>	<u>726</u>	<u>\$97.50</u>

The enrollment for the Winter Term 1930-31 compared with the tentative assignments for the Winter Term 1931-32 is shown below:

	Winter 1930-31	Winter 1931-32	Increase
Sr. College	64	112	48
Sophomores	132	203	71
Freshmen	87	No	-
Total	<u>283</u>	<u>315</u>	<u>32</u>

The assignments for the Winter Term 1931-32 are distributed as follows: (expressed in credits)

Senior College		Junior College	
Sr. H. S.	60	Allyn Gr. I-VI.	55
Jr. H. S.	31	Brush	76
Elem. Art		Rural	72
Supervisors	4		
Elem. Supervisors	7	Total	203
Sci. Lab. Asst.	10		
Total	<u>112</u>		

II. THE FACULTY.

Professor W. O. Brown, Superintendent of Rural Education, has found it necessary to employ a part time assistant in one of the schools. We are asked to pay \$25 per month, and mileage for the use of the assistant's car; the mileage should not amount to more than \$5 per month. Mrs. Elsie Parrish McNeill has been helping him. She served, I think, three years as a part time student helper with Mr. Brown. She was last year graduated from our four-year course. I recommend that we pay her \$25 per month and mileage, the mileage not to exceed \$5 per month.

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.

Because this report is so brief, I feel disposed to use a little space by way of comment as to the conditions and outlook for the present school year. As this is written, we are within the ninth week of our fall term, and the school year well under way. As noted in my September report we have by far the largest college attendance ever recorded for a corresponding part of the year. The faculty, or at least most of the members I am sure, feel that the student personnel is better than ever before. We have had very little sickness, consequently a high percentage attendance record.

In the past our freshmen enrollment has usually been out of all proportion to that of the senior class, but at present we have what seems to me a very reasonable ratio of enrollment. Our freshman class numbers 673, and our senior class 110. I think perhaps the Board members understand that our graduating class always exceeds in number the size of our senior class for the year. This is due to the fact that in all the teachers' colleges many of the students after the third year are never in residence for the fall and winter terms. They complete their work in mid-spring and summer sessions. Our four-year graduating class usually exceeds our regular senior class by forty per cent. If the proportion holds we should next June confer degrees upon about 150 candidates. Both the sophomore and junior classes show increased enrollments over that of any previous fall term.

Respectfully submitted,

H. W. SHRYOCK, *President.*

The Board was greatly interested in the report on the placement of the teachers who graduated from the Junior and Senior College last spring. There was also interest in the tables presented showing the cost of maintaining the various teacher training schools.

The Board approved the recommendation for employing Mrs. Elsie Parrish McNeill at \$25.00 a month and the mileage of the car as a part time assistant in the rural practice schools.

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 9, 1931.

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.

1. Attendance. No report.
2. We have a slight increase in college attendance, and it seems to us that we have a higher average of talent and preparation than ever before. We are trying to make requirements a little higher and improve the preparation of our graduates.
3. Graduates. No report.

II. THE FACULTY.

1. The resignation of Miss Carrie Woodford, fifth grade training teacher, is offered and I recommend that it be accepted.
2. New appointments recommended. No report.
3. New salaries and salary changes recommended. No report.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS.

1. The needs of this institution are very great.
Another legislature should provide for two buildings, a library and a gymnasium. The main building should be re-wired, and the driveways should be made hard roads. We are getting along as well as we can with our crowded conditions.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

Since the last meeting of the Board I have thought over carefully the amounts paid in salaries.

All that was said about retrenchment, unemployment, lower cost of living must without a doubt receive serious consideration. The great waste in this country is not in kitchens nor even in bad municipal government, but in the class rooms of the colleges and schools.

Not only is time wasted, but as precious as time is, that which is more precious than time is wasted. Zest, interest, and intellectual life are all dulled and sometimes killed in the class rooms of poor teachers. The life giving, inspiring touch is absent in many a class room.

There is a kind of hewing of wood and drawing of water—drill and memory work that must be done, and while this is not the highest work of the class room, only a live and industrious teacher can do this work. To get the best teachers for our teachers' colleges we must compete with high schools and other colleges, and the sums we now pay are not sufficient.

While great business enterprises and some schools are reducing wages, I feel no little hesitation in presenting this subject, but I would fail in my duty if I did not.

X. SUMMARY.

Approval of the Board is requested on the following :

1. The acceptance of Miss Carrie Woodford's resignation.
2. To establish terms, Director of Health and Dean of Pemberton Hall.

Respectfully submitted,

L. C. LORD, *President.*

His statement on the greatest source of waste, namely, poor teaching in the class rooms and the necessity of training teachers who can effect economy by skilful teaching, was commented upon by the Board. If the teachers' colleges can train teachers to use effectively the time at their disposal in instructing the children of the state, the proper maintenance by the state of these colleges can be easily justified.

His recommendation that the resignation of Miss Carrie Woodford be accepted was approved by the Board.

His recommendation that the terms Director of Health and Dean of Pemberton Hall be officially established by the Board was approved by the Board with the understanding that the action would not become effective until approved by the Civil Service Commission.

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 9, 1931.

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. No report on this topic is due at this time.

II. FACULTY.

1. New appointments recommended.

It was reported to the Board at its last meeting that efforts were being made to secure a health advisor, but that no applicant had been found who was satisfactory. Shortly after that meeting arrangements were made with Dr. Amy Jones, of Dallas, Texas, to act as health advisor during the first half of the year and to continue throughout the year if satisfactory to the college and to her. She came to take up her work on October 19, at a salary of \$200 per month for part or all of the college year as the case may be. Dr. Jones began her college work in the Normal School at Louisville, Kentucky, later graduated from the Baylor University College of Medicine, served an internship in the University Hospital at Dallas, Texas, for one year, and for the past seven years engaged in hospital work and general practice and special work in various clinics, in Philadelphia, Nebraska, Texas, and California. She has also taught in the Baylor University College of Medicine, and pursued a six weeks' course at New York Polyclinic. She comes well recommended.

In the report on faculty members for the year, one item included emergency teachers. We have found it necessary to employ a teacher of violin on one-fourth time. Miss Berniece Winchester is meeting twelve students in violin on Monday of each week. The rest of her time is spent at Knox College. She comes to us for \$50 per month for the time she spends, and pays her own traveling expenses.

III. OTHER SCHOOL EMPLOYEES. Nothing to report.

IV. THE ORGANIZATION. Nothing to report.

V. THE CURRICULUM. Nothing to report.

VI. BUILDING AND GROUNDS.

1. We are experiencing the usual crowded condition this year, but of course will get great relief as soon as the training school building is completed.

2. Most of the preliminary work on floor plans and elevations has been completed for the new training school, but the specifications and detail sheets are yet to be done. The schedule in the office of the State Architect provides that these shall be completed by the 5th of February, in order that bids may be taken and the contract let at that time. If no delay is experienced in letting the contract on that date, work can be started very early in the spring. This is probably as good an arrangement as could have been made unless work could have been started early in September, for not much can be done in the way of laying foundations and outside walls in winter weather.

3. The finding by the Supreme Court that the recent wage law was unconstitutional permitted the State Architect's Office to take up minor projects, and it is now the plan to let contracts for the new switchboard in the auditorium, the completion of the tool house, installation of the elevator in the arts building, and the building of the athletic field fence, about November 10. Most of this work may be started and some of it may be completed this winter.

VII. AUXILIARY ENTERPRISES.

1. Report for Monroe Hall for Quarter ending September 30, 1931.

RECEIPTS

Total receipts from July 1 to Sept. 30, 1931.....	\$ 3,876.50
Cash balance July 1, 1931.....	36,555.45

\$40,431.95

DISBURSEMENTS

Groceries, meats, fruits and vegetables.....	\$ 568.99
Bread and bakery goods.....	91.58
Milk, butter, cream and ice cream.....	320.09
Gas	55.81
Office supplies	35.35
Laundry and household supplies.....	61.37
Repairs and equipment.....	447.03
Refund on board.....	58.00
Service	1,540.00
Transfer for heat, water and light.....	1,000.00

4,178.22

Cash balance on hand September 30, 1931.....	\$36,253.73
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SUMMARY

Cash balance at beginning of quarter.....	\$36,555.45
Inventory of goods at beginning of quarter.....	1,281.45

\$37,836.90

Bills outstanding	503.70
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\$37,333.20

Unencumbered balance	\$36,253.73
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Cash balance at close of quarter.....	\$36,253.73
Inventory of goods at close of quarter.....	1,075.35

\$37,329.08

Bills outstanding	469.31
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\$36,859.77

Unencumbered balance	\$36,859.77
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Loss for Quarter, \$37,333.20 — \$36,859.77 = \$473.49.

2. Report of the Cafeteria for quarter ending September 30, 1931.

RECEIPTS

Total receipts from July 1 to September 30, 1931.....	\$ 942.78
Balance on hand July 1, 1931.....	1,468.80

\$2,411.58

DISBURSEMENTS

Groceries, meats, fruits and vegetables.....	\$479.60
Bread and bakery goods.....	55.45
Milk, butter, cream and ice cream.....	191.18
Laundry and household supplies.....	12.91
Service	424.30
Repairs	7.12

1,170.56

Balance on hand September 30, 1931.....	\$1,241.02
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SUMMARY

Cash balance at beginning of quarter.....	\$1,468.80
Inventory of goods at beginning of quarter.....	708.27

\$2,177.07

Bills outstanding	529.32
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\$1,647.75

Unencumbered balance	\$1,647.75
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Cash balance at close of quarter.....	\$1,241.02
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Inventory of goods at close of quarter.....	531.55
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\$1,772.57

Bills outstanding	170.53
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\$1,602.04

Unencumbered balance	\$1,602.04
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Loss for Quarter, \$1,647.75 — \$1,602.04 = \$45.71.

We are having some difficulty to conduct our cafeteria on a paying basis, especially during nice weather. We have made a careful study of the problem, however, and hope to make some changes which will not only make the service more satisfactory but reduce the losses.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

Two faculty committees, one for men and the other for women, have been appointed in an attempt to work out some plan whereby deserving students who cannot find funds with which to pay for room and board this term, or to enter school during the winter term, may have work found for them from which they may get some assistance.

X. SUMMARY.

Your approval is requested for the following items:

1. Appointment of Dr. Amy Jones as health advisor at \$200 per month.
2. Appointment of Miss Berniece Winchester as violin instructor at \$50 per month for one-fourth time.

Respectfully submitted,

W. P. MORGAN, *President.*

He called attention to the progress that was being made in preparing plans and specifications for the new training school building. It appeared that the state architect, on account of the press of business, had suggested that an outside architect be employed to draw these plans. The services of this outside architect would, of course, be paid out of the funds for building the building. On motion the Board voted unanimously to request the state architect to draw the plans for the new building.

The Board approved the following recommendations in this report:

1. The appointment of Dr. Amy Jones as health advisor at a salary of \$200 a month.
2. The appointment of Berniece Winchester as violin instructor, at \$50.00 a month for one-fourth time.

Chairman Walsh presented the standing committees as appointed by him at the request of the Board. These committees are as follows:

Finance

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

Faculty and Curricula

Mr. Bradley
Mrs. Reynolds
Mr. Bailey
Mr. Still
Miss McIntire
The Chairman
The Secretary

Supplies and Equipment

Mr. Bailey
Mr. Bradley
Mr. Bach
Mr. Dill
Mrs. Northam
The Chairman
The Secretary

Buildings and Grounds

Mr. Still
Mr. Bradley
Mrs. Reynolds
Mr. Dill
Mr. McMorris
The Chairman
The Secretary

Dormitory

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

Mr. Bailey moved that a special committee be appointed to receive and study the building plans presented by the presidents of the five teachers' colleges. It was pointed out that there was a standing committee on buildings and grounds which would be the proper committee to make such study. It appeared, however, that a special committee might be selected which would better represent each of the five schools in the study of these building plans. The motion was carried.

The members of the Board attended the general assembly from 9:00 to 9:30 and listened to an address by Mrs. Northam on a Century of Progress. The members of the Board were so interested in the preparation being made to celebrate this one-hundredth anniversary of the founding of Chicago that they decided to hold their next meeting in the Administration Building of a Century of Progress, in Burnham Park, Chicago, at nine o'clock, Monday morning, December 21, 1931.

The Board makes record of its appreciation of the luncheon served in Williston Hall.

The Board adjourned.

M. F. WALSH, *Chairman.*

F. G. BLAIR, *Secretary.*

Approved December 21, 1931.