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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
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 office of the Superintendent of Public Instruction, Springfield, Illinois, at 9:15 A. M., June 23, 1932.

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

Absent: Mr. Bradley, Mrs. Northam, and Mr. Still.

All of the presidents of the colleges were present.

The minutes of the previous meeting were presented and approved.

The reports of the normal school presidents were called for.

EASTERN ILLINOIS STATE TEACHERS COLLEGE.

President Lord presented a supplementary report to the one offered on May 23, 1932, which was received, placed on file, and is made a part of these minutes. The report follows:

Charleston, Illinois,
June 23, 1932.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS. No report.

II. THE FACULTY.

I wish to recommend the following new appointments:

FIRST HALF SUMMER QUARTER:

Bernice I. Bankson, in place of Myrtle Arnold, 4th Grade Training Teacher, at a salary of \$300.00 for six weeks. (A saving of \$50.00)

Velma Kitchell, in place of Kathryn More, Music, at a salary of \$350.00 for six weeks.

SECOND HALF SUMMER QUARTER:

Bertha M. Albert, in place of Helen Fern Daringer, English, at a salary of \$350.00 for six weeks. (A saving of \$150.00)

Robert Thrall, Chapel Music, at a salary of \$25.00 for six weeks. (A saving of \$25.00)

REGULAR YEAR 1932-1933:

For positions scheduled in the Board Report of May 23, 1932.

W. S. Angus, in place of M. H. Sogolow, Physical Education (Men), at a salary of \$1700.00 for 36 weeks as scheduled.

Harriet Love, Child's Librarian, at a salary of \$1500.00 for 36 weeks as scheduled.

Margaret King, 3rd Grade Training Teacher, at a salary of \$1800.00 for 36 weeks. (A saving of \$200.00)

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

Approval of the Board is requested on the above appointments.

Respectfully submitted,

L. C. LORD, *President.*

There was an agreement on the part of the Board that any action taken on additional recommendations to the reports respecting salaries, presented on May 23, would be subject to further consideration when the entire salary list was considered.

With this point in view the following recommendations of President Lord were approved:

First half summer quarter:

Bernice I. Bankson, in place of Myrtle Arnold, 4th grade training teacher, at a salary of \$300 for six weeks. (A saving of \$50.00)

Velma Kitchell, in place of Kathryn More, music teacher, at a salary of \$350 for six weeks.

Second half summer quarter:

Bertha M. Albert, in place of Helen Fern Daringer, teacher of English, at a salary of \$350 for six weeks. (A saving of \$150.00)

Robert Thrall, chapel music, at a salary of \$25.00 for six weeks. (A saving of \$25.00)

For the regular school year of 1932-1933:

Margaret King, third grade training teacher, at a salary of \$1800 for 36 weeks. (A saving of \$200.00)

Of the three new positions recommended in the report of May 23rd, the Board approved the appointment of Ica Marks, instructor in botany, at \$1500 for the regular term. It did not approve of the recommendations of the creation of the position of physical education for men or for a librarian for the children's library, solely on the ground that in the present financial crisis only such new positions should be created as were necessary to the present efficiency of the schools.

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,
June 23, 1932.

To the Chairman and Members of the Normal School Board:

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

I. GRADUATES.

2. In addition to the graduates listed at the meetings of the Board on April 4 and May 23, I recommend the following persons for graduation:

June 9, 1932

a. Two Year Course for Diploma.

Asbury, Ferne	King, Bernice
---------------	---------------

July 22, 1932

a. Four Year Course for Bachelor of Education Degree

Anderson, Amy B.	Clark, Ina Clarissa
Baumgardner, Myrtle Barnes	Corbin, W. E.
Bowers, Ivel	Helms, Virgil Rundle
Brooks, Margaret E.	Peters, Maud L.

b. Two and one-half year course for Special Diploma

Baumgardner, Myrtle Barnes	Public School Music
Chambers, Doris L.	Primary Education
Clark, Ina Clarissa	Primary Education
Kumpf, Anna A.	Primary Education
Voss, Evelyn	Primary Education
Whitefield, Nellie	Public School Music

c. Two Year Course for Diploma

Baldner, Marie Ellen	Horney, Harriett Elizabeth
Barkley, Mary E.	Johnson, Florence M.
Doner, Blanche	Kalbrick, Florence E.
Fudge, Nellie F.	Steinhauer, Gladys Marie
Hall, Margaret E.	Whitefield, Nellie
Henrie, Josephine C.	Wich, Marguerite

August 26, 1932

a. Four Year Course for Bachelor of Education Degree

Burgard, Albert L.	Landis, Galen LaVera
Cale, Mary Grace	Stone, Mary Jewell
Fullmer, Merrill F.	Thompson, Glenna Mae
Hall, Grace	Wear, Faye

b. Two and one-half year course for Special Diploma

Burgard, Albert L.	Rural Education
Hall, Grace	Primary Education

c. Two Year Course for Diploma

Dalton, Bertha	Winters, Mary F.
Hills, Edna Earl	

and ask that the chairman and Secretary of the Board be authorized to sign the diplomas for the persons named in the list with the understanding that if any one on such list as approved by the Board should fail to complete the work by the time set for presenting the diplomas, I shall inform the secretary of the Board of that fact.

II. FACULTY.

1. Faculty changes for the first summer term, 1932.

It was found possible to condense the English work so that the English teacher which was provided but not appointed was dispensed with.

Mrs. Elizabeth Bennett resigned to be at home, due to the death of her mother. Her salary was to have been \$337.50. Miss Jenette Terrill was appointed in her place at a salary of \$300.00.

Miss Vivian Huston decided to attend the University of Chicago for the entire summer. She had been allotted a salary of \$315.00. Miss Ruth Shriver, who has been on leave for the year, was appointed in her place at \$336.50.

Mr. Ralph Barclay decided not to teach during the first summer term. He had been allotted a salary of \$322.50. For his place, Mr. Raymond Plato, who had been teaching during the regular year, was employed at \$300.00.

Miss Edna Barnes, who had been allotted a salary of \$300.00, asked to be released to accept a position at \$500.00. Mr. T. A. Reynolds was appointed at a salary of \$300 to fill her place.

Miss Blanche Breed, who had been employed for half time at \$120, had to be put on for full time at \$240. This additional amount was taken out of the fund provided for emergency teachers.

Miss Bernice Winchester was also employed for one-fourth time at \$75.00. This, too, was taken out of the fund for emergency teachers.

These changes represent a saving of \$842.00 over the faculty list formerly reported for the first summer term. It is also probable that we shall make a slight saving on the second summer term.

2. Resignations and Leaves.

Mrs. Elizabeth Bennett, training school teacher, has tendered her resignation for the coming year, and her successor will be reported in the regular faculty list which is submitted later in this report.

Mr. D. A. Podoll requests a leave of absence for the coming year to do graduate study at the University of Chicago.

3. Faculty and faculty salaries for the regular school year of 1932-33.

In making a recommendation for faculty members and salaries for the regular school year, certain things, most of which have been presented to the Board, seem necessary to be taken into account.

a. In a list of 22 representative teachers colleges in 13 states, the University of Illinois, and the Teachers College at Macomb, the one at Macomb ranks fifteenth in the average salaries paid its full time teachers, and the University of Illinois, if the 174 graduate students doing teaching are included on the faculty, has an average salary approximately \$700 above that at Macomb, while if these students were not counted, its average salary is over \$1100 greater than that at Macomb.

b. Some reductions have been made in salaries in some of the institutions considered, but these reductions in most cases have not been sufficient to reduce the average salaries in these institutions to the present average salary of faculty members at Macomb.

c. In the 13 states above mentioned, if we divide the total amount of money spent annually for teacher training in each state by the total number of teaching positions in that state, Illinois ranks eleventh in the group of thirteen, and spends less than one-half as much as is spent by Pennsylvania or Wisconsin, while only Ohio and Iowa spend less.

d. The sixty-seven members of the faculty at the Teachers College at Macomb represent 65½ years of college preparation in excess of what the faculty in these same positions had five years ago. At a conservative estimate of \$1500 for the cost of a year of college training, this represents an outlay of \$98,250.00 by faculty members during the last five years.

At the same time, this also represents the loss of one year's salary by absence from the institution for study during the same five years. This would average at least \$2,000.00 for each year of absence, or \$131,000.00 for the 65½ years of absence. The amount spent and the amount lost for additional study therefore during the past five years exceeds \$225,000 for faculty members.

e. In all of the states I know of in which the salaries of faculty members in the teachers colleges have been reduced, this reduction has accompanied a state-wide reduction in the salaries of all faculty members in all state institutions and in the salaries of all state employees, both elective and appointive.

f. The special session of the General Assembly of the State of Illinois had before it the reduction of salaries in the state for several weeks, and just prior to the close of the session, passed a bill providing for the reduction of salaries of certain state officers not provided under the constitution. They did not decrease their own salaries, nor provide any general reduction of the salaries of the employees of all state institutions, nor of others both elective and appointive whose salaries are paid from state funds.

g. A committee of the faculty, appointed by the faculty at the Western Illinois State Teachers College, made a rather careful study of matters which have been presented to the Normal School Board, and of the discussion entered into by the Normal School Board as shown in the minutes of the last Board meeting, and made the following recommendation to the faculty, which was unanimously approved:

REPORT OF COMMITTEE

"The special Committee of the Faculty of the Western Illinois State Teachers College recommends that the salaries for 1932-33 be the same as the salaries for the year 1931-32.

"In case the finances of the State make it necessary to reduce all state salaries, we recommend that a reduction be made in the salaries of the faculty members and employees in the Western Illinois State Teachers College on the same percentage basis as that imposed on other state salaries.

"By state salaries above is meant the salaries of all state officers and employees, both elective and appointive, the salaries of faculty members and employees of the state university, and the salaries of all other persons paid from state funds".

h. The Western Illinois State Teachers College, during the first year of the present biennium, has saved approximately \$16,000 in its standard accounts of Salaries and Wages, Office Expense, Travel, Operation, and Repairs and Equipment, and under the same conditions and with the same salaries for the second year of the biennium, would save an additional \$6,000, or approximately \$22,000 for the second year of the biennium or \$38,000 for the two years. Besides, the total appropriation for Permanent Improvements amounted to \$369,800, and during the first year, less than \$10,000 has been contracted for in these permanent improvements, and on this alone \$3,300 has been saved for the state. This then makes an assured saving for the biennium of over \$40,000 in money appropriated. Besides, there is no evidence now that the remaining \$360,000 appropriated for Permanent Improvements will be spent at all. Furthermore, the institution has saved from its Revolving Fund for the year approximately \$2,500, and in view of the fact that all money appropriated both for operating expenses and for permanent improvements could be used with great profit to the institution, it seems that an assured saving for the biennium of over \$40,000 and a possible additional saving of \$360,000, besides the increased balance in the Revolving Fund which has been allowed to accumulate, is about all that one institution could justly be expected to sacrifice even in these trying times.

i. It is believed that members of the Normal School Board, in fixing salaries for faculty members and employees within the amount appropriated for this purpose by the General Assembly, are in no way responsible individually for any such salaries in case the State Treasury becomes depleted and its funds are not available.

j. Since the faculty of an institution is the heart of the institution, and in view of the foregoing facts as presented, I am recommending the following faculty members and employees, with the salaries attached. These are the salaries, except in cases which are starred, for the present year. In addition, it is to be understood that these salaries are to be revised in

keeping with any general reduction of salaries paid to faculty members and employees in the State University and to all other employees in the state, both elective and appointive, which are paid from state funds, when such reduction shall be made.

Recommendations for faculty and salary schedule for thirty-six weeks, beginning September, 1932, to be paid from "Salaries and Wages".

Name	Classification.	Salary Recommended.
F. H. Currens.....	Professor and Dean.....	\$ 4,185.00
R. R. Simpkins.....	Professor.....	4,050.00
Caroline Grote.....	Professor and Dean.....	3,195.00
H. D. Waggoner.....	Professor.....	3,870.00
Irving Garwood.....	Professor.....	3,690.00
A. G. Tillman.....	Assoc. Professor.....	3,285.00
W. L. Schuppert.....	Assoc. Professor.....	3,510.00
R. M. Ginnings.....	Assoc. Professor.....	3,510.00
C. H. Oathout.....	Assoc. Professor.....	3,195.00
Wayne Wetzel.....	Assoc. Professor.....	3,195.00
D. L. Bailey.....	Assoc. Professor.....	3,195.00
D. C. Beighey.....	Assoc. Professor.....	3,195.00
H. C. Seal.....	Assoc. Professor.....	2,745.00
Ruth Carson.....	Assoc. Professor.....	2,925.00
Paul Neureiter.....	Assoc. Professor.....	2,520.00
E. W. Schreiber.....	Assoc. Professor.....	2,835.00
.....	Assoc. Professor.....	2,835.00
W. H. Eller.....	Assoc. Professor.....	2,835.00
Eva Colby.....	Assoc. Professor.....	2,745.00
E. E. Van Cleve.....	Assist. Professor.....	3,465.00
G. W. Gayler.....	Assist. Professor.....	3,195.00
Ray Hanson.....	Assist. Professor.....	2,925.00
H. F. Schory.....	Assist. Professor.....	2,745.00
Dora Sharp.....	Assist. Professor.....	2,610.00
Theodora Pottle.....	Assist. Professor.....	2,610.00
Theresa Wild.....	Assist. Professor.....	2,610.00
Blenda Olson.....	Assist. Professor.....	2,520.00
Mabel Corbin.....	Assist. Professor.....	2,520.00
Bessie Myers.....	Assist. Professor.....	2,430.00
Gladys Vawter.....	Assist. Professor.....	2,340.00
Roy M. Sallee.....	Assist. Professor.....	2,340.00
Ethel Ray.....	Assist. Professor.....	2,340.00
Isabel Hoover.....	Assist. Professor.....	2,340.00
Clel T. Silvey.....	Assist. Professor.....	2,430.00
Fanny Jackson.....	Assist. Professor.....	2,520.00
Kathryn Thompson.....	Assist. Professor.....	2,700.00
Bessie Cooper.....	Assist. Professor.....	2,700.00
Margaret Schannenk.....	Assist. Professor.....	2,340.00
Beulah Mitchell.....	Assist. Professor.....	2,340.00
Helen M. Pence.....	Assist. Professor.....	2,340.00
Olive E. Potter.....	Assist. Professor.....	2,340.00
Mary Bennett.....	Assist. Professor.....	2,340.00
Myrtle Duncan.....	Assist. Professor.....	2,340.00
.....	Assist. Professor.....	2,520.00
Tressie Bonham.....	Assist. Professor.....	2,340.00
Alberta Strome.....	Instructor.....	2,250.00
Karl Crilly.....	Instructor.....	2,205.00
Marie Porter.....	Instructor.....	2,295.00
Rayman Miller.....	Instructor.....	2,250.00
Frances Davis.....	Instructor.....	2,115.00
Erma Foster.....	Instructor.....	2,250.00
Vivian Huston.....	Instructor.....	1,890.00
*Ruth Shriver.....	Instructor.....	2,160.00
Claude Hesh.....	Instructor.....	2,250.00
*Hertha Voss.....	Instructor.....	2,115.00
*Ralph Barclay.....	Instructor.....	2,025.00
*Waldo Horrabin.....	Instructor.....	2,025.00
Julian Archer.....	Unclassified.....	2,925.00
Louis Schleier.....	Unclassified.....	3,000.00
Ethel Richards.....	Unclassified.....	2,025.00
C. W. Bennett.....	Unclassified.....	2,250.00
Cecile Evans.....	Unclassified.....	2,340.00
Elna Scott.....	Unclassified.....	2,205.00
Ruth Zenor.....	Unclassified.....	1,980.00
Sarah Howard.....	Unclassified.....	2,250.00
Sara Kramer.....	Unclassified.....	1,935.00
†Amy Jones.....	Unclassified.....	1,890.00
Edith Crabb.....	Unclassified.....	1,260.00
Margaret McCain.....	Unclassified.....	1,800.00
Velna Sollars.....	Unclassified.....	1,485.00
Albert Burgard.....	Rural Teacher.....	320.00

Name	Classification.	Salary Recom- mended.
Abby Frey.....	Rural Teacher.....	320.00
Mary Chandler.....	Rural Teacher.....	400.00
Ruth Reuss.....	St. Lib. ½ time.....	720.00
Dorothy Howd.....	St. Lib. ½ time.....	720.00
Sara Lloyd.....	St. Lib. ½ time.....	360.00
Dorothy Hunt.....	St. Lib. ½ time.....	360.00
Bernice Winchester.....	Unclassified ¼ time.....	450.00
Emergency Teachers.....		2,160.00
Lecturers.....		500.00
Student Help.....		3,500.00
Labor.....		1,000.00
		<hr/>
		\$191,740.00

* On leave last year.

† Was not here full year last year.

Recommendations for employees and salaries for the year of twelve months beginning July 1, 1932.

Name	Position	Salary Recom- mended.
W. P. Morgan.....	President.....	\$ 7,500.00
O. L. Champion.....	Business Manager.....	3,600.00
Donna Draper.....	Sec. to President.....	1,980.00
Hildreth Lovell.....	Student Stenographer.....	1,080.00
Roscoe Wear.....	St. Engineer.....	1,980.00
William Scott.....	Fireman.....	1,500.00
George Bugg.....	Fireman.....	1,380.00
Roy Carson.....	St. Engineer.....	1,380.00
W. E. DeCamp.....	Supt. of Buildings.....	1,980.00
Creighton Bateson.....	Janitor.....	1,380.00
Chester Kirkbride.....	Janitor.....	1,380.00
Charles Shifley.....	Janitor.....	1,380.00
M. K. Straight.....	Janitor.....	1,380.00
Elbert Leighty.....	Janitor.....	1,320.00
Ray Gallaher.....	Janitor.....	1,320.00
Marion Moon.....	Groundman.....	1,380.00
Guy Lemmer.....	Watchman.....	1,380.00
Luther Jackson.....	Janitor.....	1,320.00
Ellis Locke.....	Laborer.....	1,320.00
		<hr/>
Total.....		\$35,940.00

Recommendations for employees and salaries for the Cafeteria for 12 months, to be paid from the Revolving Fund, for the year beginning July 1, 1932.

Name	Position	Salary Recom- mended.
Bessie Crain.....	Asst. Cook.....	\$ 600.00
Bessie Calvert.....	Domestic.....	400.00
Student Help.....		400.00
Extra Help.....		200.00
		<hr/>
Total.....		\$1,600.00

Recommendations for employees and salaries for Monroe Hall for 12 months, beginning July 1, 1932, to be paid from Revolving Fund.

Name	Position	Salary Recom- mended.
Laura Donohoe.....	Matron.....	\$1,500.00
Adolph Draegert.....	Laborer.....	960.00
Rose Yeager.....	Cook.....	720.00
Margaret Henry.....	Laundress.....	576.00
M. C. Brazil.....	Domestic.....	540.00
Mary E. Miner.....	Domestic.....	480.00
Fanny Dinsmore.....	Domestic.....	480.00
Helen Graham.....	Student Stenographer.....	1,200.00
Extra Help.....		250.00
		<hr/>
Total.....		\$6,706.00

No other items need be reported at this meeting.

X. SUMMARY.

The approval of the Normal School Board is asked on the following:

1. Graduation of students in June who were not reported at former Board meetings.
2. Graduation of such additional students in the lists here submitted as will complete their work on July 22 or August 26.
3. Faculty changes made for the first summer term.
4. The resignation of Mrs. Elizabeth Bennett.
5. Leave of absence for Mr. D. A. Podoll.
6. Faculty schedule for the regular college year 1932-33.
7. College employees schedule for the calendar year beginning July 1, 1932.
8. Cafeteria employees schedule for the year beginning July 1, 1932.
9. Monroe Hall employees schedule for the year beginning July 1, 1932.
10. Permission to fill vacancies in faculty positions for the regular college year.

Respectfully submitted,

W. P. MORGAN, *President.*

He called attention to the fact that in four instances where teachers had been away on a leave of absence without pay that he had given the customary increase for such effort on the part of these teachers to prepare themselves for more efficient service in the schools. After some discussion, on motion of Mr. Bailey, seconded by Mr. Bach, these increases were granted, subject to the later action of the Board.

Upon motion of Mr. Bach, seconded by Mr. Bailey, the following recommendations in Mr. Morgan's report were approved:

1. Graduation of students in June who were not reported at former Board meetings, as stated in the report.
2. Graduation of such additional students in the lists submitted in the report, as will complete their work on July 22nd or August 26th.
3. Faculty changes for the first summer term, as stated in the report.
4. Resignation of Mrs. Elizabeth Bennett.
5. Leave of absence of Mr. D. A. Podoll.
6. Permission to fill vacancies in faculty positions for the regular school year.

President Morgan referred to the action of the faculty respecting the two proposals on the salary question which were brought to his attention, and included in his report the definite resolution agreed upon by the faculty.

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,

June 23, 1932.

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. Attendance, Spring Quarter, 1932

a. College:

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
Post Graduates	7	5	12	—
Seniors	44	24	68	31
Juniors	42	41	83	77
Sophomores	67	190	257	237
Freshmen	76	212	288	369
Special	2	3	5	11
Total College.....	238	475	713	725
b. DeKalb High School.....	254	293	547	193
Total Above Eighth Grade	492	768	1260	918
c. Elementary Grades:				
McMurry Training School.	115	132	247	228
Glidden Training School...	137	120	257	222
Affiliated Rural Schools....	43	39	82	82
Grand Total.....	787	1059	1846	1450

2. The enrollment for the first summer term is 565 at the present time. This is nearly 100 less than the enrollment for the corresponding term last year.

3. I recommend that the students whose names are listed below be graduated at the close of the first summer term, July 22, 1932, provided each has completed the graduation requirements for the curriculum on which he is enrolled.

SENIOR COLLEGE.

Degree of Bachelor of Education.

Stanley L. Alams
Grant A. Bellendorf
Hedwig E. Carlson
Marlin Barrows Culver
Robert A. Dennis
Arnot W. Dodds
Ray K. Grant
Edith Biggs Holzinger

Gladys Mae Ilgen
Stanley Walter Ohlson
Gertrude Lillian Russell
Elmer A. Soderberg
Mervin Herbert Thorsen
W. Paul Street
Frank Edward Wagley
Roe Walker

JUNIOR COLLEGE.

Elizabeth E. Adams
Florence A. Backer
Helen Winifred Brenaman
Wilma M. Brown
Gladys E. Concidine
Alice P. Connie
Rena M. DaRin
Dawn M. DeWolf

Viola C. Folkers
Katharine L. Goodyear
Evelyn Elizabeth Graf
Kathryn Gray
Lula Groezinger
Elmer L. Guio
Margaret Mildred Haller
Anna Haug

JUNIOR COLLEGE—Concluded.

Vera G. Hays
 Hallie Louise Hiatt
 Helen M. King
 Catherine E. Klocke
 E. Bernard Lantz
 Harriet L. McGuire
 Margaret Madeline McWade
 Irene M. Marshall
 Coletta T. Milroy
 Elta Moore
 Charity E. Moulton

Ruth E. Russell
 Bernice Virginia Smith
 Jessica D. Smith
 Lillie Belle Sons
 Matilda T. Stoler
 Joan Stuit
 Louise Suydam
 Marie J. Thompson
 Ellen C. Walsh
 Stella A. Walsh
 Nancy C. Zart

4. I recommend that the students whose names are listed below be graduated at the close of the second summer term, August 31, 1932, provided each has completed the graduation requirements for the curriculum on which he is enrolled.

SENIOR COLLEGE.

Degree of Bachelor of Education.

J. Barryman Barrow
 Lura Alice Bullard
 John M. Chesnutt
 Beatrice E. Dean
 Clara E. Klapprodt
 Gertis Everett Larson

Benjamin Charles Mohrmann
 Anna Ruth Nash
 Franklyn L. Robbins
 A. E. Rosier
 Robert M. Varty
 Leslie L. Gee

JUNIOR COLLEGE.

George C. Bloom
 Jeanette Adeline Chulock
 Robert A. Cooney
 Ella F. Frey
 Keith Gray
 Helene Letkin Kuehne

Grace Marie Nelson
 Alene M. O'Holleran
 Phyllis Eileen Rich
 Lillian Van Deusen
 Florence C. Ventler

II. FACULTY.

1. Due to increased enrollment in the training school, Miss Winifred Maley, an additional training teacher, was employed at a salary of \$50 a week for five weeks.

2. I am resubmitting to the Board a schedule of salaries set up as indicated. I am doing this in conformity with the suggestion of the Board and the action of the Northern Illinois State Teachers College Faculty requesting the President to express to the Board this statement: "If the time should come when there is not enough money in the State Treasury to pay the appropriations made by the General Assembly and it becomes necessary to reduce all State salaries, we will be willing to accept as our share the same percentage of reduction as that imposed on all other persons paid from State funds." In other words, these salaries are contingent upon there being money in the State Treasury to pay them.

FACULTY PAY ROLL FOR 1932-33—THIRTY-SIX WEEKS.

Salaries and Wages.

Name	Title	1931-32 Present	1932-33 Proposed
Peterson, O. E.	Professor	\$4,250	\$4,250
Parson, S. F.	Professor	4,000	4,000
Montgomery, C. E.	Professor	3,650	3,650
Annas, A. Neil	Asst. Prof. and Dean	3,650	3,650
Hayes, M. C.	Professor	3,400	3,400
Whittaker, M. L.	Assoc. Professor	3,400	3,400
Gould, William C.	Asst. Professor	3,400	3,400
Connor, J. Hal.	Assoc. Professor	3,300	3,300
Campbell, G. W.	Assoc. Professor	3,250	3,250
Williams, Mary	Asst. Professor	3,200	3,200
Storm, William B.	Assoc. Professor	3,190	3,190
Oakland, Milo T.	Instructor	3,150	3,150
Simonson, Ida S.	Professor	3,150	3,150
Messenger, Helen R.	Assoc. Professor	3,140	3,140
Evans, George	Instructor	3,100	3,100
Gould, Howard	Professor	3,100	3,100
Jameson, Hugh	Professor	3,100	3,100
Merritt, L. Eveline	Asst. Professor	3,100	3,100
Woolhiser, Ethel	Assoc. Professor	3,100	3,100
Zulauf, R. M.	Asst. Professor	2,990	2,990

FACULTY PAY ROLL FOR 1932-33—THIRTY-SIX WEEKS—Concluded.
Salaries and Wages.

Name	Title	1931-32 Present	1932-33 Proposed
Neptune, Celine.....	Asst. Professor.....	2,900	2,900
Phillips, Marina.....	Asst. Professor.....	2,800	2,800
Hall, Homer.....	Asst. Professor.....	2,690	2,690
Jenks, I. J.....	Asst. Professor.....	2,690	2,690
Harrison, Paul.....	Asst. Professor.....	2,650	2,650
Anderson, Miriam.....	Asst. Professor.....	2,600	2,600
Cobb, Lillian.....	Professor.....	2,600	2,600
Appell, Carl.....	Asst. Professor.....	2,590	2,590
Edel, E. F.....	Asst. Professor.....	2,440	2,440
Anderson, Alma.....	Asst. Professor.....	2,400	2,400
Fouser, Charles.....	Asst. Professor.....	2,400	2,400
Mann, Jessie R.....	Asst. Professor.....	2,400	2,400
Stelford, Norma.....	Asst. Professor.....	2,400	2,400
Terwilliger, George.....	Asst. Professor.....	2,340	2,340
McKee, Eva.....	Asst. Professor.....	2,290	2,290
McMahon, Eva I.....	Instructor and Head Lib.....	2,290	2,290
*Phillips, Frank.....	Asst. Prof. and Tr. Sch. Dir.....	2,250	2,250
Wiswall, Vera.....	Asst. Professor.....	2,200	2,200
Taylor, Ruth.....	Asst. Professor.....	2,190	2,190
Small, B. Mae.....	Asst. Professor.....	2,190	2,190
Abernathy, Ruth.....	Asst. Professor.....	2,100	2,100
Neptune, Katherine.....	Instructor and Asst. Lib.....	2,000	2,000
Prissinger, Mary.....	Asst. Professor.....	2,000	2,000
*Taylor, Inez Jay.....	Asst. Professor.....	1,150	1,150
*Wiggert, Elsie.....	Instructor.....	650	650

* Part of Salary paid by the City of DeKalb.

\$123,830

\$123,830

McMURRY TRAINING SCHOOL.

Gabel, Otto.....	Asst. Prof. and Prin.....	\$2,900	\$2,900
Bellis, Bertha.....	Asst. Prof. and Prin.....	2,400	2,400
Peterson, Bena.....	Instructor.....	2,240	2,240
Barker, Jeanette.....	Asst. Professor.....	2,150	2,150
Burton, Emily.....	Asst. Professor.....	2,150	2,150
King, Annie E.....	Asst. Professor.....	2,150	2,150
Burrell, Blanche.....	Asst. Professor.....	2,100	2,100
Neff, Gladys.....	Asst. Professor.....	2,100	2,100
Adams, E. Louise.....	Instructor.....	2,075	2,075
Ohlson, Clara.....	Asst. Professor.....	1,800	1,800

GLIDDEN TRAINING SCHOOL.

*Tipton, John B.....	Asst. Prof. and Prin.....	1,700	1,700
*Duffy, Mollie.....	Instructor.....	1,100	1,100
*McKean, Eva.....	Instructor.....	1,100	1,100
*Montgomery, John.....	Instructor.....	1,100	1,100
*Bristow, Louise.....	Instructor.....	1,000	1,000
*Houghland, Myral.....	Instructor.....	1,000	1,000
*Pro rata Critics (\$40 per quarter per student teacher)....		1,500	1,500

* Part of salary paid by the City of DeKalb.

\$30,565

\$30,565

TWELVE MONTHS PAY ROLL—SALARIES AND WAGES.

Adams, Karl L.....	President.....	\$7,500	\$7,500
Pearson, Norma.....	Secretary and Registrar.....	2,700	2,700
Whitman, Mary R.....	Assoc. Prof. Emeritus.....	2,400	2,400
Morrison, Donald.....	Dir. of Health and Col. Nurse.....	2,400	2,400
Clark, James A.....	Engineer.....	2,320	2,320
Swinbank, William.....	Supt. of Grounds.....	2,100	2,100
Johnson, Arthur F.....	Supt. of Buildings.....	2,050	2,050
Johnson, Olive S.....	Bookkeeper.....	1,950	1,950
Turnbloom, Elmer.....	Fireman.....	1,600	1,600
Campbell, Alexander.....	Fireman.....	1,500	1,500
Davy, Charles.....	Janitor.....	1,500	1,500
Ebbesen, Andrew.....	Fireman.....	1,500	1,500
Harden, Halstead.....	Fireman.....	1,500	1,500
Oberg, Otto.....	Janitor.....	1,500	1,500
Eychaner, P. J.....	Janitor.....	1,370	1,370
Mobeck, Andrew.....	Laborer (Transient).....	1,200	1,200
Pooler, William.....	Watchman.....	1,200	1,200
Swanson, Theodore.....	Watchman.....	1,200	1,200
Willrett, Joseph.....	Laborer.....	1,200	1,200
Ward, Tranquil.....	Janitress.....	900	900
Wiltberger, Margaret.....	Clerk (Part time).....	420	420
Extra Labor.....	Vacations.....	900	900
Student Help and Miscellaneous.....		4,500	4,500

\$45,410

\$45,410

REVOLVING FUND SALARIES.
Monthly Pay Roll—Twelve Months

Name	Title	1931-32 Present	1932-33 Proposed
Livingstone, James B....	Business Manager	\$3,500	\$3,500
Davidson, Blanche	Asst. Prof. and Dean of Women— (42 weeks)	3,400	3,400
Nix, Grace E. (with maintenance)	Asst. Prof. and Dir. of W. Hall..	2,200	2,200
Bjelk, Nels	Janitor	1,500	1,500
Jacox, George	Fireman	1,500	1,500
Mathaly, Walter	Fireman	1,500	1,500
Weightman, Hugh	Janitor, Williston Hall.....	1,500	1,500
Marvin, A. W.....	Janitor	1,320	1,320
Long, Taylor	Laborer	1,200	1,200
Luhtala, Lina	Stenographer and Placement Sect.	1,200	1,200
Hakala, Elma	Stenographer	1,020	1,020
Kestila, Linda	Student Secretary	960	960
Dunbar, Louise	Stenographer	900	900
Dougherty, Charlotte ..	Cook, Williston Hall.....	1,030	1,030
\$75 per month, plus \$2.50 per week for room.			
McClelland, Mollie	Dining Room, Williston Hall....	780	780
\$15 per week.			
Johnson, Mildred	Bakery, Williston Hall.....	730	730
\$50 per month plus \$2.50 per week room.			
Four Maids	Helpers, Williston Hall (\$650 each)	2,600	2,600
\$12.50 per week and live outside.			
Anderson, Vanda	Cleaning, Williston Hall.....	520	520
\$10 per week with maintenance.			
		\$27,360	\$27,360

FACULTY PAY ROLL—NINE MONTHS.

Caldwell, Loren T.....	Associate Professor	\$2,290	\$2,290
Cramer, Carl	Instructor	2,000	2,000
Pratt, Bertha	Assistant Librarian	1,050	1,050
*Valentine, Bessie	Rural Critic Teacher.....	500	500
*Grace Vincent	Rural Critic Teacher.....	500	500
		\$6,340	\$6,340
Twelve Months Pay Roll, Total.....		\$27,360	\$27,360
Faculty Pay Roll—Nine Months.....		6,340	6,340
Total of Revolving Fund Pay Rolls.....		\$33,700	\$33,700

* Part of Salary paid by the School District.

- III. OTHER SCHOOL EMPLOYEES. No report.
- IV. THE ORGANIZATION. No report.
- V. THE CURRICULUM. No report.
- VI. BUILDINGS AND GROUNDS. No report.
- VII. AUXILIARY ENTERPRISES. No report.
- VIII. STUDENT LIFE. No report.
- IX. MISCELLANEOUS. No report.

X. SUMMARY. Action 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 Winifred Maley at the salary indicated.
3. Approval of the salary schedules for the year 1932-33.

Respectfully submitted,

KARL L. ADAMS, *President*.

He explained why in his report he had not recommended an increase in salary for several members of the faculty who were returning from a year's leave of absence, stating that their salaries were already above those provided for their classification in the schedule.

The Board approved the following recommendations in his report:

1. Awarding of degrees and diplomas to the students when they have completed the requirements for graduation from the prescribed curriculum, as stated in the report.

2. Appointment of Miss Winifred Maley, training teacher, at a salary of \$50 a week for five weeks.

The recommendations for the regular faculty members and employees were deferred, as in all other cases, for later consideration and action.

President Adams also spoke of the action of the faculty on the two plans for handling the salary question which had been presented to them. The action of the faculty was set forth in his report.

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,
June 23, 1932.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

1. Attendance.

The enrollment of college students in the first term of the summer quarter is now 1823.

In addition there are 150 pupils in the University Elementary School, on the campus.

In the Cooperating Elementary School at the Illinois Soldiers and Sailors Childrens School there are 288 children in the grades taking regular work and 650 pupils including the activities such as swimming, music, and similar activities.

2. I have presented in earlier reports statements covering the attendance for the three quarters of the regular school year, separately, and at the first meeting of the board after July 1, I shall present the summary of attendance for the entire year and the per capita cost based upon that statement.

At the meetings of the Board on April 4 and May 23, 1932, I presented a list of probable graduates at the end of the first summer term and also the names of those who seem likely at the present time to complete their curricula at the end of the second summer term.

I recommend for graduation the following persons, whose names appear below, and I ask that the chairman and secretary of the Board be authorized to sign the diplomas for the persons named in the following lists with the understanding that if anyone on such lists as approved by the Board should fail to complete the work by the time set for presenting the diplomas, I shall inform the secretary of the Board of that fact.

(1) JUNIOR COLLEGE—TWO YEAR DIPLOMA.

July 22, 1932

Crosbie, Elizabeth Ruth.....K
Meredith, MaudeB
Smith, Zona Zae.....B

August 31, 1932

Winchell, Dorothy Helen.....C

(2) SENIOR COLLEGE—DEGREE OF BACHELOR OF EDUCATION.

July 22, 1932

Hostetler, James Calvin.....E
Spalding, Ross Edward.....K

August 31, 1932

Ives, Almon Bingham.....K

II. FACULTY.

1. There are a few adjustments in the faculty list for the summer quarter which need to be presented for approval and I am explaining these changes below:

a. Assistant Professor A. J. Hollowell, who was listed as a member of the faculty for the first summer term, resigned in the spring after the faculty list for the summer quarter was approved. He was to receive \$390 for the first summer term.

I have employed in his place, Dr. Ralph U. Gooding, who has been on the faculty as a substitute during the past year, at a salary of \$382.50, which is one-sixth of the salary which he received last year.

b. Miss Marjorie J. Walker, a teacher in the training school at the Illinois Soldiers and Sailors Childrens School, whose name was approved as a teacher in the first summer term at a salary of \$300, asked to be released for graduate study during the summer and I have appointed Miss Dorothy M. Wood in her place at the same salary.

c. The name of Miss Lucina M. Keane was approved as a member of the faculty for the second summer term at a salary of \$270. Later she resigned and her resignation will take effect at the end of the first summer term. I have employed Miss Janet K. Smith, a regular member of our faculty, who originally did not plan to teach at all in the summer, to take her place. Miss Smith's regular full term salary for thirty-six weeks is \$2070 and her salary for the second summer term, based upon one-sixth of her regular salary for thirty-six weeks would be \$345.00.

d. Miss Helen L. Spafford, supervising teacher in the seventh grade at the Illinois Soldiers and Sailors Childrens School, now receiving a salary of \$1800 for thirty-six weeks, has asked for leave of absence for next year for study and I recommend that her request be granted and that I be authorized to fill the position at the same salary. (The salaries at the Illinois Soldiers and Sailors Children's School are paid by the Welfare Department and are presented only as a matter of record.)

e. I am not ready yet to recommend persons for the positions which are vacant on the faculty, on account of leaves of absence, resignations and other causes, as given in the previous report. I recommend that I be authorized to fill all such positions, as approved by the Board, between this date and the next meeting of the Board.

f. I am not recommending any additional teachers at the present time, although the University is suffering greatly on account of the need of several additions to the faculty and funds appropriated by the legislature are available for this purpose. I should like to make record here, however, of several needs which I hope may be recognized at a later time when financial conditions justify adding several people to our staff. The Illinois State Normal University was accredited last spring by the American Association of Teachers Colleges, but with a deficiency on account of the insufficiency of the supervisory staff. The positions which are needed at the present time are as follows:

(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

I presented to the faculty the minutes of the last meeting of the Board, so far as they related to the question of salaries. The faculty voted unanimously to suggest that the Board continue the present salaries on a monthly basis until a general state-wide policy is adopted with reference to the reduction of the salaries of all state employees. I concur in their view of the matter.

The thought of the faculty and president in making this suggestion was that if a reduction in their salaries is made now, while no general reduction has been made in state salaries applying to all state employees, the faculties of the teachers colleges would be thus unfairly singled out for salary reductions. We think that it would be fairer to allow us to bear our proportionate part of a general salary reduction applying to all state employees, rather than to be singled out as the only group to receive reduction of salaries at this time. We feel, also, that the legislature which will meet in a few months is sure to make a general salary reduction in all state salaries. The president and faculty feel that if our salaries are reduced now,

they will be reduced a second time when the general salary reduction comes next winter, and that, thus, our salaries would be cut out of proportion to other state employees, which would be unjust to the teachers and other employees in the teachers colleges.

The faculty and president, therefore, suggest to the Board that it approve the salary lists as presented by the presidents and postpone any action to reduce salaries for the immediate present, thus allowing the faculties to share proportionately and fairly in any general reduction of salaries which is made on a schedule applying to all state employees.

III. OTHER SCHOOL EMPLOYEES.

I report the resignation of George W. Rowley, janitor, in the Industrial Arts Building, to take effect July 1, whose salary is now \$1380 for twelve months. I recommend that his resignation be accepted and that I be authorized to appoint a successor at \$1200 for twelve months.

At the last meeting of the Board the position of Mr. John Jontz, assistant farmer at the University Farm, was discontinued. I have investigated the matter quite thoroughly and I have conferred with Professor Clyde W. Hudelson, Associate Professor of Agriculture, who has charge of the farm, and it is my opinion that this position should be restored. The farm is used as a demonstration farm in connection with our curriculum in agriculture. Its cost at the present time is not great and it is justified as a laboratory for the classes in agriculture. I believe that the farm ought to be continued as a demonstration farm and that the position of Mr. Jontz should be restored. I recommend that it be restored.

IV. ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES.

In the minutes of the last meeting of the Board the opinion of the Attorney General concerning the Textbook Library and Supply Store is referred to in one paragraph in the following words: "The secretary of the Board was instructed to send President Brown a copy of this opinion and to ask him to reorganize the bookstore in accordance with this opinion." The opinion appears to say that the University may not legally maintain a store for the purpose of selling supplies used in classroom work, which are the only kind of supplies which have been sold during the last year.

When the question of the bookstore was raised for the first time under my administration, I issued a ruling that only necessary school supplies should be carried in the store and that after all other supplies had been sold, nothing more except articles used in regular classroom work should be ordered. This order has been complied with quite literally.

I have one problem in connection with the opinion of the Attorney General. There is now on hand in the supply store, quite a stock of supplies representing an investment of about \$6000. I should like to have instructions from the Board on the question of whether I shall continue to sell supplies until the present stock is exhausted. I have given instructions that no more supplies shall be ordered and the only problem is that of the disposal of the present stock. The sale of school supplies in decreasing amount may continue through quite a part of next year if the plan of selling out to students the stock on hand is adopted. On the other hand, if I am obliged to scrap this stock or sell it for whatever I can get, there will be a large loss. I shall be very glad to do whatever the Board instructs me to do in this particular.

VIII. SCHOOL LIFE. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

Action of the Board is requested on the following matters, all of which are discussed and explained in the foregoing pages:

1. Approval of the appointment of Dr. Ralph U. Gooding as a member of the summer school faculty for the first summer term, as recommended.
2. Approval of the request of Miss Marjorie J. Walker for leave of absence for study for the first summer term, and the appointment of Miss Dorothy M. Wood in her place, as recommended.
3. Approval of the appointment of Miss Janet K. Smith for the second summer term in place of Miss Lucina M. Keane resigned, as recommended.
4. Approval of leave of absence for Miss Helen Louise Spafford for 1932-1933 and authorization of the appointment of a successor at the same salary, to serve on the faculty of the Illinois Soldiers and Sailors Childrens School, and to be paid by the Department of Public Welfare.
5. Granting of authority to fill all vacant positions as established by the Board at the approved salaries.
6. Acceptance of the resignation of George W. Rowley, janitor, effective July 1, and authorization of the filling of the position at the salary recommended.
7. Action concerning the sale of the existing stock of school supplies in the University Bookstore.
8. Action concerning the restoration of the position of assistant farmer at the University Farm.

Respectfully submitted,

H. A. BROWN, *President.*

He first called the attention of the Board to the fact that at the previous meeting the employment of an assistant farmer had been discontinued. He stated that with the taking care of the crops there would be need of an assistant farmer, and suggested that the Board should reconsider its action. Upon motion of Mr. Bach, the Board authorized President Brown to secure extra help to take care of the maturing crops.

President Brown called attention also to the action of the Board at its last meeting calling upon him to discontinue the sale of anything except textbooks through the book store. He stated that they had already on hand a considerable supply of these materials, and asked the Board to direct him as to what should be done with these supplies. On motion of Mr. Bach it was ordered that the supplies be offered to book dealers at a cash market price which should be determined by a committee of appraisers, one named by the president of the school, another by the purchaser, and the third by these two. It was made definite that the sale should be only upon a cash basis, and that the president of the Normal University should have the right to reject any appraisal if the amount agreed upon by the appraisers did not appear to him to be satisfactory.

Mr. Brown also made a statement covering the action of the faculty on the two proposals relating to the salaries for the next year.

The Board approved the following specific recommendations in the report:

1. Appointment of Dr. Ralph U. Gooding as a member of the summer school faculty for the first summer term, at a salary of \$382.50.
2. Leave of absence of Miss Marjorie J. Walker for the first summer term, and appointment of Miss Dorothy M. Wood in her place, at a salary of \$300.
3. Appointment of Miss Janet K. Smith for second summer term in place of Miss Lucina M. Keane, resigned, at a salary of \$345.
4. Leave of absence of Miss Helen Louise Spafford for 1932-1933, and authorization of appointment of a successor at the same salary, to serve on the faculty of the Illinois Soldiers and Sailors Children's School, to be paid by Department of Public Welfare.
5. Authority to fill all vacant positions as established by the Board at the approved salaries.
6. Resignation of George W. Rowley, janitor, and authorization to fill the position at the salary recommended.

The other two recommendations in this report had been covered by specific motions.

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,
June 23, 1932.

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, Spring Term 1932

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
(a) College:				
Seniors	93	97	190	95
Juniors	78	89	167	155
Sophomores	163	213	376	325
Freshmen	235	250	485	537
			1218	1112
Additional College Students in Attendance				
Mid-Spring Term, 1932.				
Seniors	12	7	19	21
Juniors	19	21	40	47
Sophomores	50	83	133	148
Freshmen	30	23	53	69
			245	285
Total Number of Col- lege Students in Spring - Midspring Term, 1932			1463	1397
(b) High School, Spring - Mid- spring Term, 1932			100	109
(c) Practice Schools, Spring-Mid- spring Term, 1932			719	661
Grand Total			2282	2167

2. For the first half of the present summer quarter we have a total of 1369 students enrolled in college classes, and 184 in senior high school classes; total above the eighth grade, 1553.

Since the meeting of the Board at Bloomington, Miss Emma Francis, Senior High School Critic Teacher in Commercial subjects, has married and tendered her resignation. I am not ready to make any recommendations as to her successor. It is possible that we shall be able with our office force to take care of the shorthand and typewriting for the present. Miss Francis was booked for work as a critic teacher for the first six weeks of the summer quarter at \$300. We are, however, taking care of the situation without additional expenditure.

We have a course in Methods, and Children's Literature required of all junior college graduates and accepted for graduation from the candidates for our degree. Although the work is offered nearly every term, we found at the beginning of the summer session that there was a demand for a class. Miss Elizabeth Cox who had had a similar line of work at Berkeley, California, and had been in charge of the work here for several years, was to be away on a year's leave of absence. Miss Ruby Van Trump had had a similar course at Peabody and had been in charge of classes in the subject here,

but was booked for the second half of the summer quarter; and I was the only person on the campus who had ever been in charge of the required work. We expected forty or fifty students, but through what Dr. Samuel Johnson would undoubtedly have called a "concatenation of fortuitous circumstances" I found myself by the third day of the term, facing more than one hundred forty students. Through the summer session each of our classes meets twice a day. Miss Lulu Clark, one of our second grade critic teachers who had had a nearly identical course at Columbia, kindly offered to help with half of the work. I brought in one of our second grade critic teachers from the Brush school to take charge of Miss Clark's second grade, and I also employed Miss Vinita Bridges and Miss Helen Stiff, both of whom are graduates of the degree course of this school, and both of whom had had this course with me three or four years ago. Miss Bridges and Miss Stiff serve as readers for both Miss Clark and myself. I take the entire one hundred forty each morning for a fifty-five minute lecture. The quiz papers are read for me by Miss Stiff and Miss Bridges. Later in the forenoon the class meets Miss Clark in a study of "Children's Literature" by Curry and Clippinger. Miss Clark frequently divides her section and Miss Bridges and Miss Stiff help her with oral quiz work. I have reason for believing that we are collectively doing a rather satisfactory piece of work. I am reporting the matter because I am asking the Board to authorize additional expenditure as follows:

Miss Myrtle Lingle, second grade critics.....	6 weeks	\$200
Miss Vinita Bridges, reader.....	6 weeks	90
Miss Helen Stiff, reader.....	6 weeks	90

It will be seen that I am asking for additional help to the amount of \$330, but it should be remembered that the original schedule as presented but not adopted for the first half of the summer quarter carried the name of Mrs. Burk at \$416 and Miss Emma Francis at \$300 so that we are still making a net saving of \$336.

Respectfully submitted,

H. W. SHRYOCK, *President*

Certain members of the Board had asked the other presidents about their attendance. There seemed to be a falling off in the freshman class in most of the institutions, but increases in the upper classes. President Shryock felt that while their freshman class had dropped off slightly, he was not sure whether it was due to the depression as only one request had come to him for financial aid.

The Board approved the following appointments recommended in this report:

Myrtle Lingle, second grade critic.....	\$200	6 weeks
Vinita Bridges, reader.....	90	6 weeks
Helen Stiff, reader.....	90	6 weeks

These positions were made necessary in order to assist in taking care of a class which President Shryock was to teach in the summer term. While these recommendations appeared as additions to previous recommendations, they were really to perform work that had been previously done by other persons and effected a net saving of \$336.

Mr. Shryock also spoke concerning the action of the faculty on the question of the salary situation and assured the Board that the faculty would be disposed to accommodate themselves to any plan made necessary by the financial conditions.

President Lord made a statement with respect to the action of the faculty on the same question.

The matter then before the Board was the consideration of the list of faculty members and employees with their annual salaries as presented to the Board for consideration at the meeting on May 23, and amended by subsequent action during this meeting. Mr. Bailey proposed that before taking up the salary question for the regular school year that definite action should be taken by the Board on the question of the elimination of one sum-

mer term in the summer of 1933. He made the motion that the five teachers colleges limit their summer work to one term of six weeks in the summer of 1933. In the discussion of this motion it was suggested that it might be well to have the one summer term consist of eight weeks. But the Board decided that it would be well to cut the summer work to one term of six weeks for that year, and then consider subsequent to that time the recommendations of the presidents as to future action. Thereupon Mr. Bailey's motion was passed.

Mr. Bailey then presented the following motion, which was seconded by Mr. Blair:

Moved that the salaries of all faculty and employees of the five teachers colleges be approved as submitted, with the understanding that the employment is made on a monthly basis only. Such salaries and employment to be subject to adjustment at any time at the discretion of the Board. In making this motion I am mindful of the fact that rigid economy in the administration of all public functions is necessary and it is the desire of the Board to be able to cooperate with other state departments at such time as reductions in salaries become effective. In taking this action the Board asks that all possible economies be made by the administrative heads of the various schools. This action is also pursuant to action abolishing one summer term which automatically effects a reduction in salaries and other expenses of administration.

Mr. Blair, in seconding this motion, read a statement of facts and conditions which, in his opinion, justified the action contemplated in this motion, of which statement the following is a summary:

"1. The long fight which it has required to place the salaries of the teachers in the teachers colleges where they would command the right quality and quantity of character, preparation and training;

2. That with all these recent increases the salaries in the teachers colleges of Illinois are still below the salaries in similar institutions in some of the other leading states;

3. That in this crisis there has been no general reduction in the salaries of teachers in teachers colleges reported from the other states for the year in question;

4. The fact that the salaries for both years of this biennium were budgeted by the presidents and the faculties of the schools, considered by a budget committee of the Board and the state budgeting committee, approved by the Governor, and appropriated by the state legislature, furnishes a basis for the teachers in these colleges to feel that their salary schedules were fixed for both years of the biennium;

5. That the legislature, subsequent to making the appropriation, was called in special session by the Governor to take action on matters relating to the financial crisis and taxation, and although bills were presented providing for general salary reductions for all state employees, no such bills were passed;

6. That no other state appointing officer or appointing board for the State University or for other state institutions or departments have made any cut in the salaries of the state employees under their appointment for the last year of the biennium;

7. That any cut which the Normal School Board might make in the salaries of the teachers colleges would, therefore, be a discrimination against this one group of state employees and the money saved would go to pay the salaries of other employees whose salaries have not been cut;

8. That the teachers colleges have already given up their building and large repair appropriations and the presidents have reported economies which they have effected in their teaching force which amount to a sum four or five times larger than that which would be saved by this proposed salary cut;

9. That the Board can effect such reductions in the cost of maintaining these institutions as it deems necessary when the budgets are prepared next fall to present to the next regular session of the General Assembly;

10. That the second plan offered will be evidence to the tax payers that the Board and the faculties of the teachers colleges have shown their willingness to adjust the salaries to the actual funds in the state treasury for the last year of the biennium.

In the light of these facts and these conditions, I believe that the very most that this Board can ask of the teachers in the teachers colleges is to accept a monthly contract on the basis of the annual salary recommended by the presidents with the understanding that the Board may alter the contract at the end of any month when it is authoritatively informed that there has been a general salary reduction on all state employees."

Mr. Bach asked that a roll call be taken on the motion.

On roll call Mr. Bach presented the following written statement explaining his vote in opposition to the motion:

"I wish to commend all economies that the Board and the presidents have thus far accomplished. I am, however, constrained, in view of the conditions of distress that exist, to be against the motion. There should be immediately put into effect a schedule of salaries, reduced in amount to bring the salaries to a level commensurate with the increased buying power of such salaries, thereby assisting in reducing the expenses of the government."

Upon roll call Mr. Dill stated that he had spent much time in earnest study to find out what was the best thing to do under the circumstances, that originally he had felt that nothing but a direct cut in the salaries of the teachers and employees of the teachers colleges would satisfy his judgment of what ought to be done. However, after looking at the matter from every angle he had reached the conclusion that the Board could not ask the persons employed under it to take a cut in their salaries unless there was a uniform cut upon all the employees of the state whose salaries were to be paid out of the state treasury. He had, therefore, reached the conclusion to support the motion presented by Mr. Bailey.

Miss McIntire, when called upon, said that Mr. Dill had expressed exactly her thought on the matter.

Upon roll call the following members voted aye on the motion: Mr. Bailey, Mr. Blair, Mr. Dill, Miss McIntire, Mr. McMorris, Mrs. Reynolds, and Mr. Walsh.

Mr. Bach voted no on the motion. Mr. Bradley, Mrs. Northam, and Mr. Still were absent.

Mrs. Northam, who was not present, sent a telegram which showed that she was in favor of the essential elements embodied in the motion adopted by the Board.

It was then moved and seconded that any recommendations contained in the reports of the presidents of May 23, 1932, which had not been acted upon in particular or by Mr. Bailey's general motion, should be declared approved by the Board.

After deciding to hold the next meeting at Carbondale on October 10th, at 9:00 A. M., the Board adjourned.

M. F. WALSH, *Chairman.*

F. G. BLAIR, *Secretary.*

Approved October 10, 1932.

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 at the Teachers College, Carbondale, Illinois, at 9:00 A. M., Monday, October 10, 1932.

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

Absent: Dr. Bradley and Mr. Still.

All the presidents of the teachers colleges were present.

The minutes of the previous meeting were presented and approved.

SOUTHERN ILLINOIS STATE NORMAL UNIVERSITY.

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

Carbondale, Illinois,
October 10, 1932.

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, 1932):

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
(a) College:				
Seniors	151	116	267	234
Juniors	140	192	332	341
Sophomores	138	322	460	555
Freshmen	110	203	313	293
Total students carrying college subjects.....			1372	1423
(b) High School			183	135
Total students above eighth grade.....			1555	1558
(c) Elementary School.....			65	89
Grand Total			1620	1647

(Second Summer Session, 1932):

(a) College:				
Seniors	98	76	166	168
Juniors	102	107	209	205
Sophomores	82	129	211	201
Freshmen	62	90	152	156
Total students carrying college courses.....			738	730

2. We have today a total of 1695 students enrolled in college classes, a gain of 506 over the fall term enrollment of 1930, and a gain of 323 over the record enrollment for the fall term of 1931.

3. Graduation:

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

DEGREE CANDIDATES.

Name	Town	County
Lewis J. Massey.....	Galatia	Saline
James Lyle Sisk.....	Equality	Gallatin
Olive Veach.....	Vienna	Johnson
John Kay White.....	Des Plaines	Cook

TWO-YEAR GRADUATES.

Name	Town	County
Anita Barcroft.....	Keyesport	Clinton
Rosa Belle Carter.....	Carbondale	Jackson
Maurine Elder.....	Raleigh	Saline
Margaret Gahan.....	Xenia	Clay
Frances Hart.....	West Frankfort	Franklin

TWO-YEAR GRADUATES—Concluded.

Name	Town	County
Bertha Lena Malzahn.....	DuQuoin	Perry
Nell Bowers Roth.....	Vienna	Johnson
Ida Florence Sterling.....	New Athens	St. Clair
Osa B. Tygett.....	Carterville	Williamson
Cecile M. Kuhnert Valentine.....	Pinckneyville	Perry

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

DEGREE CANDIDATES.

Name	Town	County
Ethan Barrow.....	Campbell Hill	Jackson
Ralph M. Foley.....	East St. Louis	St. Clair
John L. Knight.....	McLeansboro	Hamilton
Elmer C. March.....	Carrollton	Greene
Archie Stroup.....	Carbondale	Jackson

TWO-YEAR COURSE.

Name	Town	County
Mary Ann Abercrombie.....	Tamms	Alexander
Clara Anderson.....	Marion	Williamson
Dorothy Vernon Avis.....	Marion	Williamson
Willie Emma Curtis.....	East St. Louis	St. Clair
Frank E. Davis.....	Anna	Union
Esther Mae Doolin.....	Hurst	Williamson
Juanita Lucille Edgar.....	Sparta	Randolph
Fay Gambill.....	West Frankfort	Franklin
Darethey Eva Looney.....	Granite City	Madison
Woodrow Lovelace.....	Herrin	Williamson
Helen Louise Mangis.....	Equality	Gallatin
Edra Vermelia May.....	Joppa	Massac
Nora Ellen McCain.....	Ezra	Franklin
Marian R. McKibben.....	East St. Louis	St. Clair
Courtney H. Miles.....	Carbondale	Jackson
H. Don Otrich.....	Dongola	Union
Pauline M. Plotts.....	Carlyle	Clinton
Lester L. Romack.....	Rose Hill	Jasper
Blanche A. Stoafer.....	Centralia	Marion
Ethel M. Trout.....	Carbondale	Jackson

II. FACULTY. See budget.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION.

In a way, it is always an unpleasant task to have to ask the Board for permission to plan for additional expenditures, and at this time when we are all thinking of retrenchment and planning new economies, it is a particularly ungracious thing to approach the Board and ask for a considerable appropriation for a new enterprise. The Board members have already been informed that we have nearly a 25% increase in enrollment over last year, and more than a 42% increase over the enrollment at the time our 1931-33 budget was planned. The increased enrollment has spread itself somewhat uniformly over all four of the classes; and we find the demand for high school practice teaching for our senior class beyond the possibilities offered by our small high school. Dr. Merwin, Head of the Practice Teaching Department, has investigated the matter and recommends that we enter into an agreement with the Township High School at Carterville, Illinois. The following two paragraphs are taken from a report made to me recently by Dr. Merwin.

"The most inexpensive and at the same time most efficient means for providing additional practice facilities seems to be through the use of the Carterville High School, located on the hard road ten miles from this institution. With a student body of 285 and a faculty of nine, it could provide as many as fifty credits of practice teaching per term. To finance this there would be required for each quarter about one thousand dollars apportioned about as follows:

Salary for present teachers, \$450; mileage for supervision, \$40.
Transportation of student-teachers, \$480; supplies, \$30.

"All of the Carterville High School teachers are prepared to carry on the work of supervising student-teachers. None has less than three years of high school teaching experience. All have taken their undergraduate work in this institution. One holds an A. M. degree, two have completed two-thirds of the work required for that degree, and three others have taken from six to eighteen weeks of college work since graduating here. The teachers and members of the school board are sympathetic with the work of the college, and seem anxious and willing to do as much as possible to become associated with this school. It is planned that our own better trained critics and supervisors of student-teaching spend some time in the Carterville school in order that the work may be efficiently carried on."

I am recommending the Carterville High School because its entire teaching force is made up of people who have had basic training in a teacher training institution. I recommend that Dr. Merwin's plan be adopted, to become effective at the beginning of our winter term. The \$2000 required under Dr. Merwin's plan will be charged to the Revolving Fund.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. See budget.

VII. AUXILIARY ENTERPRISES. No 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 twenty-five names submitted in section three, division two, of this report, be stricken from the list of those whose graduation was authorized at the June meeting.
3. To authorize an additional appropriation of \$2000, chargeable against the Revolving Fund, for expansion of our high school practice teaching facilities.

Respectfully submitted,

H. W. SHRYOCK, *President.*

PER CAPITA COST OF OPERATION, COLLEGE STUDENTS.

For the Year July 1, 1931 to June 30, 1932.

ENROLLMENT.

First Summer Session.....	1931	1,423	÷	6	237.1
Second Summer Session.....	1931	730	÷	6	121.6
Fall Quarter.....	1931	1,372	÷	3	457.3
Winter Quarter.....	1932	1,316	÷	3	438.6
Spring Quarter.....	1932	1,218	÷	3	406.0
Mid-Spring Term.....	1932	245	÷	6	40.8
Extension.....	1931-32	382	÷	12	31.8
Total.....					1,733.2

COST OF OPERATION (Actual Expenditures).

Salaries and Wages.....	320,746
Office Expense.....	1,193
Postage.....	418
Printing.....	1,790
Travel.....	1,048
Operation.....	20,018
Repairs and Equipment.....	21,082
Revolving.....	38,334
	<hr/>
	404,629

PER CAPITA COST.

404,629	+	1,733.2	=	233.46
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President Shryock's report called attention to an increase of 323 in enrollment over the fall term of 1931.

He set forth in considerable detail the arrangement which has been made by the Carterville high school to furnish training opportunities for students who are preparing to be high school teachers. After listening to the explanation of the plan and the additional cost entailed in salaries, supervision and transportation, which would in all probability not exceed \$2000, the Board approved the plan.

The Board also approved the following list of names recommended for graduation:

DEGREE CANDIDATES.

Lewis J. Massey
James Lyle Sisk

Olive Veach
John Kay White

TWO YEAR GRADUATES.

Anita Barcroft
Rosa Belle Carter
Maurine Elder
Margaret Gahan
Frances Hart

Bertha Lena Malzahn
Nell Bowers Roth
Ida Florence Sterling
Osa B. Tygett
Cecile M. Kuhnert Valentine

The Board approved the appropriation of \$2000 for carrying out the arrangement with the Carterville high school.

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,
October 10, 1932.

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 (Spring Quarter, 1932; Year 1931-32; Summer Quarter, 1932)

1. Attendance—Spring Quarter, 1932

	Men.	Women.	Total.	Total one year ago.
a. College:				
Seniors	44	30	74	63
Juniors	32	35	67	66
Sophomores	77	131	208	161
Freshmen	105	166	271	351
Total	258	362	620	641
b. High School:				
Twelfth Year	22	33	55	40
Eleventh Year	9	27	36	54
Tenth Year	19	31	50	45
Ninth Year	12	21	33	53
Total	62	112	174	192
c. Non-Residents.				
d. Elementary Grades.....	118	130	248	257
Grand Total of all stu- dents and pupils.....	438	604	1042	1090

Enrollment for the year 1931-32

a. College (regular school year of 36 weeks):				
Senior Class.....	53	34	87	70
Junior Class.....	36	45	81	73
Sophomore Class.....	97	164	261	199
Freshman Class.....	156	201	357	427
Total	342	444	786	769
Six Weeks Terms:				
First Half Summer Quarter 1931	209	551	760	747
Second Half Summer Quar- ter 1931	142	172	314	295
Total in Six Weeks' Terms	351	723	1074	1042
b. High School (regular year, 1931- 32)	71	117	188	224
c. Non-Residents.				
d. Elementary Grades (regular year, 1931-32).....	131	136	267	264
Total above the eighth grade (regular year, 1931- 32)	413	561	974	993
Total for the regular year, 1931-32	544	697	1241	1257
Total for the twelve months ending June 6, 1932.....	895	1420	2315	2299
Counted twice.....			413	373
Grand Total.....			1902	1926

Per capita cost of students for the year July 1, 1931, to June 30, 1932 (counting attendance of college students only)

Attendance—First half summer quarter, 1931.....	760	Equiv. for 36 weeks	126 $\frac{2}{3}$
Attendance—Second half summer quarter, 1931.....	314		52 $\frac{1}{2}$
Attendance—Fall quarter, 1931-1932	701		233 $\frac{2}{3}$
Attendance—Winter quarter, 1931-1932.....	665		221 $\frac{2}{3}$
Attendance—Spring quarter, 1931-1932.....	620		206 $\frac{2}{3}$
	3,060		841
Total expenditures from appropriations made by the 57th General Assembly, including appropriation for Repairs and Equipment..			\$269,327.25
Expenditures from the Normal School Revolving Fund, not including the dormitory (Pemberton Hall) and the Textbook Library and School Store			25,335.71
Total expenditures July 1, 1931, to June 30, 1932.....			294,662.96
Per capita cost 1931-1932.....			350.37
Per capita cost of students for the year July 1, 1931, to June 30, 1932 (counting attendance of college and high school students)			

		College	High School	Coll. and H. S. equiv. for 36 weeks
Attendance—1st half summer quarter, 1931....	760	0	0	126 $\frac{2}{3}$
Attendance—2nd half summer quarter, 1931....	314	0	0	52 $\frac{1}{2}$
Attendance—Fall quarter, 1931-1932.....	701	187	514	296
Attendance—Winter quarter, 1931-1932.....	665	178	487	281
Attendance—Spring quarter, 1931-1932.....	620	174	446	264 $\frac{2}{3}$
	3,060	539	2,521	1,020 $\frac{2}{3}$
Per capita cost 1931-1932.....				\$288.63

Attendance—First Quarter, 1932:	Men.	Women.	Total.	Total one year ago.
College	219	522	741	760
Elementary Grades	103	101	204	197
Attendance—Second Half Summer Quarter, 1932:				
College	122	137	259	314
Total in Summer Quarter:				
College	341	659	1000	1074
Elementary Grades	103	101	204	197

2. This fall we have 872 enrolled in the college as compared with 699 on the corresponding date last year, an increase of 25%. This increase is nearly double what we expected. A small part of the increase is from liberal arts colleges because expenses in the teachers colleges are less. I think that another small part is due to the increased respect for the teachers colleges. The quality of our students was never better.

3. Graduates.

I wish to submit the following lists of students who completed their work for graduation in 1932:

DEGREE, BACHELOR OF EDUCATION, JUNE 6, 1932.

1. Adkins, Neal Ashley, Industrial Arts, Manual Arts.
2. Albers, Glenna Juanita Sprout, Mathematics, Physics.
3. Anderson, Lora E., Smith-Hughes Home Economics.
4. Baird, Charles Harland, Industrial Arts, Manual Arts.
5. Bankson, Bernice Irene, Elementary Education, Geography.
6. Betebenner, Charles Donald, Social Science, Geography.
7. Coltenberger, Delmar James, Social Science, English.
8. Cooper, Madge Lena, Smith-Hughes Home Economics.
9. Covert, Esther Adelia, English, German.
10. Curry, Earl Donald, Industrial Arts, Manual Arts.
11. Cutler, Carlos Dale, Social Science, Geography.
12. Cutshall, Alden Denzel, Chemistry, Mathematics.
13. Deverick, Ralph Newton, Industrial Arts, Manual Arts.
14. Edwards, Joseph Allen, Social Science, Geography.
15. Evans, Ralph Francis, Mathematics, Physics.
16. Funkhouser, Orval Wendell, Social Science, Manual Arts.
17. Gelsinger, Leo Marion, Industrial Arts, Manual Arts.
18. Goldsmith, Norman Albert, Mathematics, English.
19. Gray, Agnes Kathryn, Mathematics, Physics.
20. Hamer, Alice Elizabeth, English, French.

DEGREE, BACHELOR OF EDUCATION, JUNE 6, 1932—Concluded.

21. Holmes, Mary Emeline, Smith-Hughes Home Economics.
22. Hulbert, Vance, Industrial Arts, Manual Arts.
23. Kirk, Joseph Stephen, Mathematics, Physics.
24. Kite, John Leon, Industrial Arts, Manual Arts.
25. Koertge, Katherine Sarah, Social Science, Mathematics.
26. Loving, Howard Hayden, Social Science, English.
27. Muchmore, Clarence Edward, Industrial Arts, Manual Arts.
28. Muchmore, Nora Ellen, Primary Education, English.
29. Phipps, Helen Glendora, Latin, French.
30. Powers, John Gerold, Industrial Arts, Manual Arts.
31. Slinn, Helen Edna, Latin-French.
32. Smith, Ida Eliza, Social Science, French.
33. Smith, Wilbur Holmes, Industrial Arts, Man. Arts.
34. Thompson, Margaret Ruth, Latin-French.
35. Thrall, Robert Bates, Industrial Arts, Manual Arts.
36. Turney, Willard Edgar, Social Science, Geography.
37. Zimmerly, Vesta Eileen, Smith-Hughes Home Economics.

DEGREE, BACHELOR OF EDUCATION, JULY 22, 1932.

1. Askew, Charles Glenn, Chemistry, Mathematics.
2. Buckler, William Forest, Mathematics, Physics.
3. Chesser, Gene, Social Science, Geography.
4. Corley, Ruth, English, Art.
5. Ferguson, Hazel Alma, Zoology, Botany.
6. Foltz, Haldon Verne, Social Science, English.
7. Fromme, Frank Fred, Physics, Mathematics.
8. Goble, Anna, Mathematics, Botany.
9. Hopkins, Frances Louise, English, History.
10. Lantz, Natalie Virginia, English, French.
11. McMorris, Rex Merrill, English, History.
12. Montgomery, Forest Eugene, Mathematics, Physics.
13. Riegle, Grace Ethelyn, English, History.
14. St. John, Paul, Physics, Mathematics.
15. Singler, Irvin Victor, Social Science, French.
16. Strader, Norman Audrey, Physics, Mathematics.
17. Westrup, Helen Louise, Latin, Mathematics.

DEGREE, BACHELOR OF EDUCATION, SEPTEMBER 2, 1932.

1. Cherry, James Harrison, Social Science, English.
2. Dooly, Daniel Paul, Botany, Mathematics.
3. Hall, Carl Marvin, Botany, Zoology.
4. Haverstock, Wesley, Industrial Arts, Manual Arts.
5. Hill, Laurence Alvin, Industrial Arts, Manual Arts.
6. Kelsey, Harry Edwards, Social Science, English.
7. King, Margaret Adline, Primary Education, English.
8. McMorris, Paul Vernon, Industrial Arts, Manual Arts.
9. Milone, Walter, Social Science, Geography.
10. Parkison, Ralph Austin, Industrial Arts, Manual Arts.
11. Wilson, Kenneth Bernard, Industrial Arts, Manual Arts.
12. Young, Delbert Loren, Industrial Arts, Manual Arts.

JUNIOR COLLEGE DIPLOMA, JUNE 6, 1932.

- | | |
|---|----------------------------------|
| 1. Adkins, Goldie Kathleen. | 27. Major, Thelma Ruth. |
| 2. Artz, Kathleen Elizabeth. | 28. Massie, Evelyn Gloria. |
| 3. Bennett, Pauline. | 29. McClain, Rubye Elsie. |
| 4. Bingaman, Edna Ruth. | 30. Milnes, Dorothy Eleanor. |
| 5. Birch, Ethel Mary. | 31. Morgan, Lilly Murtle. |
| 6. Blackburn, Juanda Glenn. | 32. Quick, Neva Lenora. |
| 7. Broom, Elizabeth Catherine. | 33. Ragsdale, Gladys Lucile. |
| 8. Carruthers, Iva Gertrude. | 34. Reidel, Wilmina. |
| 9. C l a y b a u g h, Robert Holloway,
(Man. Arts). | 35. Reynolds, Nelda Marie. |
| 10. C l a y b a u g h, William Stanley,
(Man. Arts). | 36. Rodebaugh, Velma John Etta. |
| 11. Dalton, Dorothy Margery. | 37. Sherrick, Lena Inez. |
| 12. Dowling, Harriett Nott. | 38. Siegel, Lida Isabel. |
| 13. Gibbs, Mayzolla Lee. | 39. Simmons, Nellie Emiline. |
| 14. Gumm, Florence Marguerite. | 40. Smith, Viola Elizabeth. |
| 15. Guthrie, Rachel Elizabeth. | 41. Stout, Mabel Oteal. |
| 16. Henry, Irma Agnes. | 42. Stulgin, Josephine Anna. |
| 17. Huckaba, Berdina Frances. | 43. Thomas, Omer Virgil. |
| 18. Hugo, Effie. | 44. Vaughn, Olive Alice King. |
| 19. Isgrigg, Juanita Haney. | 45. Vaupel, Edna Ida. |
| 20. Johns, Ruth Irene. | 46. Vaupel, Helen Augusta. |
| 21. Jordan, Mary Rebecca. | 47. Waller, Eileen Bernadine. |
| 22. Koltz, Ruby Beatrice. | 48. Weber, Helen Sayre. |
| 23. Kersey, Mildred Leotta. | 49. Wigner, Marguerite. |
| 24. Kiger, Esther Louise. | 50. Wilson, Sylvia Mae. |
| 25. Leasure, Harriet Louise. | 51. Winkleblack, Dorothy Maxine. |
| 26. Lyons, Margaret Grant. | 52. Winkleblack, Irma Mae. |
| | 53. Wood, Bernice Jeannette. |

JUNIOR COLLEGE DIPLOMA, JULY 22, 1932.

- | | |
|----------------------------|----------------------------|
| 1. Casna, Mamie Emma. | 6. Miller, Phyllis Vivian. |
| 2. Courtright, Lily Belle. | 7. Nicholson, Ora Mildred. |
| 3. Eveland, Luthera Ellen. | 8. Seip, Mary Evelyn. |
| 4. Furr, Mary Ann. | 9. Thomas, Amelia Blanche. |
| 5. Griffin, Wauneta Inez. | |

JUNIOR COLLEGE DIPLOMA, SEPTEMBER 2, 1932.

- | | |
|---------------------------------|----------------------------|
| 1. Blue, Helen Marie. | 4. Petty, Loren Herman. |
| 2. Fritsch, Margaret Elizabeth. | 5. Stephens, Twila Alerta. |
| 3. Moorhead, Thelma Boyd. | |

FINAL REPORT ON NUMBER OF GRADUATES, 1932.

	Men.	Women.	Total.
Degree, Bachelor of Education.....	43	23	66
Junior College Diploma.....	4	63	67
	<hr/>	<hr/>	<hr/>
Total graduates in 1932.....	47	86	133

II. THE FACULTY.

Nathile McKay, Dean of Pemberton Hall, \$1,900, 11 months and maintenance.

Miss Ica Marks was approved to teach Botany during the Spring Quarter at the rate of \$1575 for 36 weeks at the April 21st Board Meeting. At the May 23rd Board Meeting she was included in the teachers salary schedule for 1932-1933 at the rate of \$1500 for 36 weeks. I recommend that this be amended to read \$1575, the rate at which Miss Marks was engaged originally.

III. OTHER SCHOOL EMPLOYEES.

I recommend that the monthly salary of Mrs. Mary E. Lundy, cook, be changed from \$50.00 to \$75.00, payable from the Normal School Revolving Fund, Pemberton Hall account.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS.

I must again report the dire need for a library building and great need for a gymnasium.

VII. AUXILIARY ENTERPRISES.

I wish to present reports for the year ending June 30, 1932, 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.

Walter H. Nohrling, our gardener for nearly a third of a century, died in July. We can get along until spring with the help we have when a gardener should be employed.

X. SUMMARY.

Approval of the Board is requested on the following:

1. Appointment of Miss Nathile McKay as Dean of Pemberton Hall.

Respectfully submitted,

L. C. LORD, *President*.

He reported a 25 per cent increase in enrollment over the fall term of 1931.

His report included a complete list of all the persons who graduated from the Eastern Illinois State Teachers College during the last scholastic year.

The Board approved the following recommendations in his report:

1. Appointment of Miss Nathile McKay, Dean of Pemberton Hall, at a salary of \$1900 for 11 months and maintenance.

2. That the salary for Miss Ica Marks, which was approved at the May meeting of the Board for \$1500, as teacher of botany, be changed to \$1575 for 36 weeks, which was the salary originally agreed upon.

3. That the salary of Mrs. Mary E. Lundy, cook, be changed from \$50.00 to \$75.00 a month, payable from the revolving fund.

On account of the increased enrollment, President Lord was authorized to secure two new teachers, as follows: Physical Director, at not to exceed \$2000, and children's librarian at not to exceed \$1500.

He stressed again the dire need of a library building at Charleston.

WESTERN ILLINOIS STATE TEACHERS COLLEGE.

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

Macomb, Illinois,
October 10, 1932.

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. Spring Term, 1932

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
a. College:				
Post Graduates	1	6	7	6
Seniors	39	74	113	96
Juniors	57	64	121	101
Sophomores	84	118	202	163
Freshmen	93	168	261	357
Total	274	430	704	723
b. High School	51	77	128	136
c. Elementary Grades	122	122	244	236

2. Mid Spring Term, 1932

	Men.	Women.	Total.	Total one year ago.
a. College:				
Post Graduates	1	3	4	2
Seniors	6	3	9	5
Juniors	12	16	28	31
Sophomores	13	73	86	92
Freshmen	7	22	29	35
Total	39	117	156	165

3. College Year—July 1, 1931 to June 30, 1932

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
a. College:				
Post Graduates	42	51	93	72
Seniors	103	209	312	220
Juniors	129	327	456	535
Sophomores	160	425	585	695
Freshmen	170	356	526	743
Total	604	1368	1972	2265
b. High School	68	101	169	202
c. Non-Residents Extension	119	570	689	726
d. Elementary Grades	122	122	244	236
Grand Total	913	2161	3074	3429
Counted Twice	276	530	806	773
Total Number Individ- uals Enrolled	637	1631	2268	2656

4. College Attendance by Terms and Quarters July 1, 1931 to June 30, 1932

	Men.	Women.	Total.	Equiv. for 36 wks.
1st summer term, 1931.....	169	638	807	139
2nd summer term, 1931.....	111	212	323	54
Fall Quarter, 1931.....	285	472	757	252
Winter Quarter, 1932.....	275	453	728	243
Spring Quarter, 1932.....	274	430	704	235
Mid-Spring term, 1932.....	39	117	156	...
Extension, 1931-32.....	119	570	689	...
Extension Credits, 1932.....			883	74
Total				997

Cost of operating the college for the year beginning July 1, 1931, and ending June 30, 1932, not counting permanent improvements nor interest on investment \$317,372.95.

The per capita cost is $\$317,372.95 \div 997, = \318.32 .

The per capita cost exceeds last year by \$10.18, but the total amount expended is \$3,401.09 less than last year.

5. Attendance First Summer Term, 1932

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
a. College:				
Post Graduates	24	32	56	52
Seniors	43	109	152	144
Juniors	57	177	234	224
Sophomores	44	176	220	268
Freshmen	14	75	89	119
Total	182	569	751	807
b. High School	18	19	37	35
c. Elementary Grades	122	122	244	236
Grand Total	322	710	1032	1078

6. Attendance Second Summer Term, 1932

	Men.	Women.	Total.	Total one year ago.
a. College:				
Post Graduates	13	9	22	26
Seniors	35	70	105	78
Juniors	34	55	89	114
Sophomores	24	44	68	78
Freshmen	11	22	33	27
Total	117	200	317	323

7. The attendance reduced to a 36 weeks basis for the college year just closed shows a decrease from that of the former college year of 44. The senior college shows a growth of 34, but the freshman enrollment showed a greater drop. The quality of work which was done by the student body was excellent.

8. Graduates for the past five college years

College year	B. Ed. Degree.	Special.	2 Yr. Diploma.
1927-1928	69	35	140
1928-1929	87	38	119
1929-1930	89	31	105
1930-1931	82	23	107
1931-1932	126	32	95

Since the college began granting degrees, they have been conferred on 679 students, not including those who graduated in July and August of this year.

9. College enrollment, Fall Quarter, for past 8 years

Year	1925	1926	1927	1928	1929	1930	1931	1932
Enrollment	683	758	666	722	654	751	757	880

The above table shows that the Fall Quarter enrollment has fluctuated considerably, having its high and low points, and yet with the exception of two years it shows a constant growth and an unusual increase since 1929 amounting to 34.5%. This year's increase over last year is 16%. This year's increases have been cared for by increasing class sizes except in four or five cases, where classes became excessively large. These were divided and one new teacher was added for the first term.

Since there has been a continued growth over eight years covering inflation and deflation periods, this increase must be provided for in some way in making plans for the next biennium.

10. During the past fiscal year, students have enrolled from 62 counties in Illinois and 13 other states, as follows:

County.	Resi- dence.	Exten- sion.	County.	Resi- dence.	Exten- sion.
Adams	162	56	Morgan	4	1
Boone	1	0	Ogle	1	0
Brown	30	18	Peoria	23	28
Bureau	10	13	Pike	140	52
Calhoun	2	0	Pulaski	1	0
Carroll	4	1	Randolph	1	0
Cass	14	1	Rock Island	34	44
Clark	2	0	Saline	0	1
Cole	1	0	Sangamon	12	1
Cook	12	0	Schuyler	70	34
DeKalb	2	0	Scott	20	1
DeWitt	1	0	Shelby	1	0
Fayette	0	1	Stark	5	0
Ford	0	1	St. Clair	4	0
Franklin	1	0	Stephenson	2	0
Fulton	237	94	Tazewell	6	18
Greene	10	27	Vermillion	4	0
Hancock	133	28	Warren	63	25
Henderson	56	30	White	0	1
Henry	72	37	Whiteside	3	1
Jackson	0	2	Will	2	0
Jersey	1	0	Winnebago	2	0
Kane	12	1	Woodford	3	0
Kankakee	1	1			
Knox	113	70	Other States.		
Lake	2	0	Alabama	1	0
LaSalle	1	0	Arkansas	2	0
Lee	1	0	Georgia	2	0
Livingston	3	3	Indiana	0	1
Logan	1	0	Iowa	24	14
Macoupin	1	0	Minnesota	2	0
Madison	1	1	Missouri	10	1
Marshall	8	0	Montana	3	0
Mason	16	0	Ohio	3	0
McDonough	872	50	Oklahoma	1	0
McHenry	2	0	New York	3	0
Menard	3	0	West Virginia	1	0
Mercer	51	30	Wisconsin	3	1
			Total	2295	689

11. Graduates

a. To be added to the two year list for July:

Mautino, Mamie

b. To be added to the four year list for August:

Ewing, Neil Lusk, Lois

c. To be added to the two year list for August:

Callahan, Mary Catherine Schmitz, Mary
Holmes, Grace D.

d. To be added to the two and one-half year course for special diploma:

Callahan, Mary C. History
Schenk, Hilma Elizabeth Art
Thompson, Glenna Mae Art

e. During the three graduations the following who were reported to the Board did not graduate as proposed:

June 9, 1932

Four Year Degree course

Bowers, Ivel

Lusk, Lois

Two and one-half year special diploma:

Voss, Evelyn.....Primary Education

July 22, 1932

Two and one half year special diploma:

Butterfield, Clarice E.....Physical Education
 Chambers, Doris L.....Primary Education
 Herring, Wilma.....Primary Education
 Mason, Joe.....English
 Parker, Elizabeth.....Geography
 Risinger, Max D.....Music

Two Year Diploma

Farnsworth, Dorothy Mary	Kabric, Florence M.
Hills, Edna Earl	Parry, Keith W.
Hulvey, Faith	Ryner, Marguerite

August 26, 1932

Four Year Degree Course:

Amen, Ila Marie	Stone, Mary Jewell
Gloyd, Helen	Trotter, Jay D.

Two and one half year special:

Hadley, Ruth.....Biology
 Hall Grace.....Primary Education
 Metcalf, Marie Hortense.....Music
 Spicer, Beulah.....Music

Two Year Diploma:

Kalb, Edith P.	Smith, Pansy Mae
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II. FACULTY.

1. There are no additional resignations or requests for leave.

2. Miss Hilda Watters is recommended for the position in History which Mr. McAllister has had, at a salary of \$2140 for 36 weeks. Miss Watters has the following degrees from the University of Iowa: Bachelor's degree in political science, 1927; Master's degree in political science and history, 1930; and Doctor's degree in political science and history, August, 1932. She has taught in one of the public high schools of Iowa for two years, was in charge of the practice teaching in the University High School at the University of Iowa for one year, and acted as a graduate assistant in American Government at the University of Iowa for two years. She comes highly recommended for the position of supervisor of practice teaching in History in our Academy. Her Master's thesis was on the topic of "American Diplomacy during the Administration of President Taft," and her Doctor's dissertation was on "The Policy of the United States with regard to the Arbitration of Disputes Involving National Honor, Vital Interests, Independence, and Third Parties". Both of these were prepared under Dr. Briggs, who recommends her very highly.

3. Mr. M. N. Thisted is recommended for the position in Education which Mr. Podoll has had at a salary of \$2,520 for 36 weeks. Mr. Thisted holds his Bachelor's degree from the State Teachers College at Milwaukee, Wisconsin, where he majored in mathematics and minored in physics. He holds his Master's degree and Doctor's degree from the University of Iowa, where he majored in Education and Psychology. He has had experience in teaching in the high schools of Wisconsin, and was a member of the faculty of Purdue University for two years, during which time he taught elementary and educational psychology. His Master's thesis was on the topic, "The Personal Information Blank as an Instrument of Student Guidance," and his Doctor's dissertation was on the topic, "A Study of the Relationship Between Participation in College Athletics and Vocational Success." He has published some magazine articles, one of which was entitled, "A critical analysis of the personal information blank in use at the State University of Iowa." He takes up the work as principal of our college high school and dean of men. He teaches two classes in the Department of Education. His prepara-

tion fits him for this work, and he is highly recommended by the professors with whom he has had his college training.

4. Due to the unusually large enrollment it was necessary to add one member to the faculty to care for overflows in English and History, although it was possible in other departments by careful distribution and somewhat larger classes than usual to absorb the increase in classes already provided. Mr. Frederick R. Dunn was appointed for this work at \$215.00 per month, or \$1827.50 for the remainder of the regular year. Mr. Dunn holds his Bachelor's degree from Carleton College, and took his Master's degree from the University of Chicago. Since that time he spent one year at Ohio State University, and during the college year of 1931-32 was a student at the University of Wisconsin, where he completed all of the work for his Ph. D. degree except his thesis and his final examinations. During one year he was instructor of English in Syracuse University, and during his year at Ohio State University he was an assistant in History. He comes well recommended, and is to take charge of our over-flow classes in History and English.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS.

1. The usual repairs to the buildings have been kept down as much as possible at the request of the Business Manager. Emergency repairs which should be made before winter have been requested but some of these are not yet authorized and completed.

The repairs which have been deferred are necessary and will soon become emergencies. Therefore it must not be concluded much will be saved in expenditures finally.

2. The fence for the athletic field, the second story of the tool house, and the training school building have not been started. If these improvements are not made this biennium, they should be included in the budget for the next biennium.

3. The elevator for the Arts Building and the switch board for the auditorium are in place and satisfactory with the exception of a few minor adjustments.

VII. AUXILIARY ENTERPRISES.

1. Annual Report of Revolving Fund:

RECEIPTS.

Balance on hand July 1, 1931.....		\$54,391.18
Tuition	\$15,269.49	
Refund	50.00	
Breakage	109.10	
Rent	43.00	
Smith-Hughes Fund	1,651.82	
Towel and Locker Fee.....	2,720.75	
Piano Rental	388.20	
Cafeteria	3,359.78	
Monroe Hall	21,563.75	
		<u>45,155.89</u>
		\$99,547.07

EXPENDITURES.

Salaries and Wages.....	\$23,249.12	
Office Expense	212.53	
Traveling Expense	1,347.40	
Operation	11,026.63	
Repairs and Equipment.....	5,513.69	
		<u>41,349.37</u>
Balance on hand July 1, 1932.....		\$58,197.70

2. Annual Report for Dormitory:

RECEIPTS.

Cash balance on hand July 1, 1931.....	\$36,555.45
Total receipts for the year.....	21,568.75

 \$58,124.20

DISBURSEMENTS.

Groceries, meats, fruits and vegetables.....	\$4,336.71
Bread, rolls and bakery goods.....	412.98
Milk, butter, cream and ice cream.....	1,592.66
Gas.....	391.18
Office supplies.....	192.01
Laundry and household supplies.....	650.06
Service.....	6,411.40
Repairs and equipment.....	1,384.66
Refund on board.....	192.50
Transfer for light, water and heat.....	3,987.00

 19,551.16

Cash balance July 1, 1932.....	\$38,573.04
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SUMMARY.

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

 \$37,836.90

Bills outstanding.....	503.70
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Unencumbered balance.....	\$37,333.20
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Cash balance at close of year.....	38,573.04
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Inventory of goods at close of year.....	1,100.56
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 \$39,673.60

Bills outstanding.....	506.05
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Unencumbered balance.....	\$39,167.55
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Gain for the year $\$39,167.55 - 37,333.20 = \$1,834.35$.

3. Annual Report for the Cafeteria:

RECEIPTS.

Cash balance on hand July 1, 1931.....	\$1,468.80
Total receipts for the year.....	3,359.78

 \$4,828.58

DISBURSEMENTS.

Groceries, meat, fruits and vegetables.....	\$1,817.12
Bread and bakery goods.....	122.05
Milk, butter, cream and ice cream.....	539.57
Ice.....	39.00
Laundry and household supplies.....	56.02
Service.....	1,293.08
Repairs and equipment.....	7.12

 \$3,873.96

Balance on hand July 1, 1932.....	\$954.62
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SUMMARY.

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

 \$2,177.07

Bills outstanding.....	529.32
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Unencumbered balance.....	\$1,647.75
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Cash balance at close of year.....	954.62
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Inventory of goods at close of year.....	779.64
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 \$1,734.26

Bills outstanding.....	216.27
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Unencumbered balance.....	\$1,517.99
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Loss for the year $\$1,647.75 - 1,517.99 = \129.76 .

4. The reports for the above and for all student organizations are submitted under separate copy. All show good management. Only one organization shows a deficit. Its funds will be replenished during the coming year.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

1. The budget for the next biennium is going to be a difficult matter to handle for the tendency to economize is confronted with the increased enrollment, which calls for a larger budget. As indicated earlier in this report, the growth fluctuates, but over a period of years it shows a steadily growing enrollment.

X. SUMMARY.

Your approval is asked on the following points:

1. Additional graduates for July.
2. Additional graduates for August.
3. Appointment of three new faculty members at salaries stated.

Respectfully submitted,

W. P. MORGAN, *President.*

In his discussion of the per capita cost, upon being asked, he gave the prices of some of the commodities which they were securing through the Purchasing Department as compared with current local prices. This led to a general discussion which was followed by the appointment of a committee consisting of Mr. Bach, Mr. Dill, and Mr. Bailey, to take the matter up with the Purchasing Department.

President Morgan reported an increase in enrollment of 16 per cent over the enrollment of the fall term of 1931.

The Board approved the following recommendations in this report:

1. Additional lists of names for graduation for July, August, and also for the two and one-half year course for special diploma.
2. The appointment of the following new faculty members:
 - (a) Hilda Watters, History, at a salary of \$2140 for 36 weeks.
 - (b) M. N. Thisted, Education, at a salary of \$2520 for 36 weeks.
 - (c) Frederick R. Dunn, English and History, at a salary of \$215 a month for the remainder of the regular year.

It was called to the attention of the president that any new teacher employed was subject to the resolution of the Board previously passed, namely, that any teacher employed for the current year was upon the monthly basis.

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,
October 10, 1932

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 1931-32 (36 weeks) counting no names twice.

	Men.	Women.	Total.	Total one year ago.
Post Graduates	8	6	14	...
Seniors	24	19	43	26
Juniors	46	35	81	76
Sophomores	54	164	218	210
Freshmen	141	319	460	514
Unclassified	5	2	7	23
Extension	8	19	27	43
Total	286	564	850	892

2. Per capita cost of students in the college for the year beginning July 1, 1931, and ending June 30, 1932.

				Equivalent for 36 weeks.
Attendance, first summer term.....	1931	663		111
Attendance, second summer term.....	1931	216		36
Attendance, fall term	1932	729		243
Attendance, winter term	1932	741		247
Attendance, spring term	1932	713		237
Extension	1931-32	32		3
				877

Total expenditures from appropriations made by the 56th General Assembly, not including permanent improvements, but including appropriation for Repairs and Equipment..... \$280,418.03

Expenditures from the Normal School Revolving Fund, not including the dormitory (Williston Hall), and not including permanent improvements

28,836.53

The total cost of operating the college for the year, not including permanent improvements was

309,254.56

Per capita cost for 36 weeks—\$309,254.56 ÷ 877=\$352.62.

This is an increase of \$2.19 over the per capita cost of the last fiscal year but the total amount expended is \$7,183.62 less than the total amount expended a year ago.

3. Attendance, Summer Quarter, 1932.

	Men and Boys.	Women and Girls.	Total.	Total one year ago.
College:				
First Term	158	411	569	663
Second Term	90	137	227	216
High School	0	0	0	0
Elementary Grades	138	85	223	185
Total	386	633	1019	1064

4. In the report below are listed the enrollments for the five college sessions each college year since this school became a teachers college. There are a number of intensely interesting fluctuations, some of which can be easily explained; others present somewhat of a challenge to the administration of the college and probably to the Board. The enrollment for this fall is up nearly 15% with a large increase in our senior college. If this represents a general trend, the State will have to make special effort to take care of it as we are now operating at practically full capacity in terms of faculty, classrooms, library, and laboratory facilities.

Year.	Fall.	Winter.	Spring.	Summer Terms.	
				1st.	2nd.
1920-21	338	339	322	565	265
1921-22	402	398	384	752	346
1922-23	501	467	459	747	399
1923-24	551	531	494	923	444
1924-25	648	613	569	919	387
1925-26	692	655	636	867	358
1926-27	557	539	535	650	250
1927-28	514	489	482	758	246
1928-29	654	640	624	782	298
1929-30	701	692	684	701	250
1930-31	760	737	725	657	216
1931-32	729	741	713	569	244
1932-33	837				

5. The students whose names appear below were graduated at the close of the Second Summer Term, August 31, 1932, but the names were not reported at the last Board meeting.

SENIOR COLLEGE.

Leslie L. Gee.

JUNIOR COLLEGE.

LaNea C. Bergstrom.
George E. Bloom.
L. Manie Broshous.

Ella F. Frey.
Helene Zetkin Kuehne.
Leone McGowan.

6. The students whose names appear below were reported for graduation at the close of the Second Summer Term, August 31, 1932, but they did not complete the graduation requirements at that time and were not graduated.

SENIOR COLLEGE.

John M. Chesnutt.

JUNIOR COLLEGE.

Alene M. O'Holleran.

7. A statement of the number of graduates for the last five years is included below. This statement is divided into degree graduates and diploma graduates. It shows a very interesting trend.

Year.	Four-year degree.	Two-year diploma.	Total.
1927-28	18	176	194
1928-29	14	191	205
1929-30	34	219	253
1930-31	34	163	197
1931-32	64	149	213

II. FACULTY.

1. In my report for the Board meeting of May 23, I called the attention of the Board to the fact that I expected to employ a man on full time to handle the instrumental music work and to take charge of band and orchestra. For this position I wish to recommend the appointment of Mr. Birchard Coar at a salary of \$2500 for thirty-six weeks to be paid from Salaries and Wages. Mr. Coar has his bachelor's degree from DePauw University and his master's degree from the University of Edinburgh, Scotland. Mr. Coar has had teaching experience and charge of band and orchestra work in high

schools. He served for one year as Acting Head of the Music Department at the Ball State Teachers College, Muncie, Indiana. Mr. Coar started work at the beginning of the fall quarter.

2. I wish to recommend the appointment of Miss Minnie Stensland as Music Supervisor in the training schools at a salary of \$725 for thirty-six weeks to be paid from Salaries and Wages. The City of DeKalb pays the remainder of her salary, \$1275. Miss Stensland has her bachelor's and master's degrees from Teachers College, Columbia University. She has had teaching experience in the public schools of Wisconsin, and Tennessee, and as teacher of music in the State Teachers College, Bowling Green, Ohio. Miss Stensland began work at the beginning of the fall quarter. The Music Department is now composed of three men and two women, all of whom have college training equivalent to the master's degree and most of them possess masters' degrees in music. Dean Annas, Head of the Department, devotes one-half of his time to the Music Department. Miss Stensland is employed in co-operation with the city schools to handle the music work in the training schools.

3. I wish to recommend the appointment of Miss Flora M. Staple as sixth-grade training teacher in the McMurry Training School at a salary of \$2000 for thirty-six weeks to be paid from Salaries and Wages. Miss Staple has her bachelor's degree from the University of Chicago and her master's degree from Teachers College, Columbia University. She has had teaching experience in the public schools of Nebraska and has acted as critic teacher in the State Teacher's College, Wayne, Nebraska. Miss Staple started work at the beginning of the fall quarter.

4. I wish to recommend the appointment of Mr. Roscoe G. Beals as a part-time member of the Department of Education in charge of student teaching in the high school at a salary of \$500 for thirty-six weeks to be paid from Salaries and Wages. Mr. Beals is superintendent of the DeKalb Township High School and has his bachelor's degree from Earlham College and his master's degree from Indiana University. Mr. Beals started work under this new arrangement at the beginning of the fall quarter understanding that this arrangement is contingent upon the favorable action of the Normal School Board.

STUDENT ASSISTANTS.

5. The increased enrollment this fall made it necessary to employ additional help to handle the non-credit course in freshman English. The students taking this non-credit course are students who failed to attain a certain grade on entrance examinations in English. Since this is a non-credit course, I have endeavored to economize by employing one of our graduates. I wish to recommend the appointment of Mr. Paul Street at a salary of \$900 for thirty-six weeks to be paid from Salaries and Wages. Mr. Street has his bachelor's degree from the Northern Illinois State Teachers College with a major in English. He will assist with routine work in the department and handle this non-credit course. Mr. Street began work at the beginning of the fall quarter.

6. There has been a tremendous increase in the enrollment in the courses offered by the Foreign Language Department. We have two full-time faculty members in this department and last year we started the practice of offering French to certain groups in the campus training school who showed special ability in that field and wish to take that work. This developed into a very interesting experiment. If this practice is to continue, it will be necessary that I be authorized to employ at half-time one of our former graduates who majored in French to teach these courses in the training school. I can employ such a person, Miss Ruth Barr, at a salary of \$50 a month for nine months. I do not make this as a recommendation but would like the judgment of the Board on this.

III. OTHER SCHOOL EMPLOYEES.

1. It became necessary during the second week of school to employ a special policeman to police the college grounds and especially the dor-

itory grounds from eight in the evening until three in the morning. This became necessary due to the fact that hoodlums were making themselves obnoxious around the campus and a man broke into one of the dormitory rooms, rifled the drawers, and scared the inmates considerably. The money lost was negligible. I wish to recommend for this position Mr. Alva Maves at a salary of \$75 for one month to be re-employed on a monthly basis if conditions warrant. Mr. Maves started work Wednesday, September 21.

2. It became necessary to dismiss for incompetence Mrs. Tranquil Ward, a woman laborer, doing the work as janitress in the Department of Physical Education for Women in connection with the women's lavatories. I wish to recommend Mrs. Anna Panttela for this position at the same salary to be paid from Salaries and Wages. Her classification will be laborer under Civil Service.

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, 1932, to June 30, 1932.

RECEIPTS.

Surplus from the 56th Biennium.....		\$16,235.58
Cash Received, April 1 to June 30, 1932:		
Board and Room, Williston Hall.....	\$9,199.90	
Meals, Williston Hall.....	634.40	
Registration Fees	3,898.00	
Library Fines	15.10	
Sale of Lesson Plans.....	5.00	
Transcript Fees	5.00	
Miscellaneous Collections	22.95	
		13,780.35
Previously remitted, July 1, 1931, to March 31, 1932.....		63,046.11
Total Available in Revolving Fund, June 30, 1932.....		\$93,062.04

EXPENDITURES.

Salaries, Williston Hall and Employees.....	6,831.09	
Salaries, Faculty	2,319.98	
Telephone	36.60	
Premiums	114.99	
Food	4,643.14	
Fuel	884.99	
Household Supplies	941.61	
Building Repairs	38.50	
Furniture and fixtures.....	131.70	
Athletic Supplies	710.91	
Miscellaneous	665.57	
		\$17,319.08
Expenditures previously reported July 1, 1931 to March 31, 1932	48,472.28	
		65,791.36
Balance on hand, Revolving Fund, June 30, 1932.....		\$27,270.68

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

1. Due to the fact that we do not have in this college any high school pupils, we need to make an arrangement with the DeKalb Township High School Board to allow our students to do supervised teaching in their high school. The arrangement made by former President J. C. Brown, involving the payment to the High School Board of \$1500 per year, was never entered into in writing and our attempt to control it in any way was frowned upon by the high school authorities. It has been thoroughly unsatisfactory. Since this arrangement was entered into our senior college has been growing rapidly until, at the present time, we have between three and four times as many

students doing practice teaching in the high school as we had before. After repeated conferences with the high school superintendent and with the members of the High School Board individually and the Board collectively, I wish to offer this recommendation to the Board: That we employ the high school superintendent as Supervisor of High School Teaching for our student teachers at a salary of \$500 a year, he to be a part time member of the Education Department in the college and subject in the performance of his duty to the jurisdiction of the college; that we pay to the High School Board \$100 per semester for each student teacher who completes a semester of high school teaching. Our senior college students will do one semester of supervised high school teaching during their fourth year. The High School Board agrees to accept this arrangement and agrees further to pay the teachers handling the student teachers extra compensation for their work. I am recommending elsewhere in this report the employment of Mr. Beals and I am asking the Board's approval to make this arrangement with the DeKalb Township High School Board.

2. I wish to call your attention to the following statement concerning the placement of graduates for the college year 1931-32.

Graduates of Degree Course.....	64
Graduates of Degree course placed.....	17
Percentage of Degree graduates placed.....	26.5%
Graduates of Diploma Course.....	149
Graduates of Diploma Course placed.....	85
Percentage of Diploma graduates placed.....	56.3%

There are four members of the degree course now enrolled in the college and seventeen members of the diploma course have returned to the college and enrolled in the degree course.

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

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 Mr. Birchard Coar, Miss Minnie Stensland, Miss Flora M. Staple, Mr. Roscoe G. Beals, Mr. Paul Street, at the salaries indicated.

3. The appointment of Mr. Alva Maves and Mrs. Anna Panttela at the salaries indicated.

4. Approval of the proposed arrangement for supervised high school teaching with the DeKalb Township High School Board.

Respectfully submitted,

KARL L. ADAMS, *President.*

His recommendation with regard to the employment of a teacher for a non-credit class in English led to an extended discussion. He changed his recommendation to a request for a new teacher in the English department.

He spoke in detail about the plan for using the DeKalb township high school for training school purposes. The Board approved this plan.

The Board approved the following recommendations in his report:

1. List of persons recommended for graduation.

2. Appointment of the following faculty members:

(a) Berchard Coar, instrumental music, at a salary of \$2500 for 36 weeks.

(b) Minnie Stensland, music supervisor in training school, at a salary of \$725 for 36 weeks, to be paid out of salaries and wages. The remainder of her salary, \$1275, to be paid by the city of DeKalb.

(c) Flora M. Staples, 6th grade training teacher, \$2000 for 36 weeks.

(d) Roscoe G. Beals, part time member of the Department of Education, at a salary of \$500 for 36 weeks.

(e) Authorization to secure a new teacher in the department of English.

3. Appointment of the following other school employees:

- (a) Alva Maves, special policeman, at a salary of \$75.00 a month.
- (b) Mrs. Anna Panttela, janitress, at the salary formerly paid.

The Board did not favor the suggestion of offering French in the elementary schools.

As the Secretary of the Board had again called attention to the fact that at least 175 persons recommended for graduation, for whom diplomas had been filled out and signed, had not really finished the work and had therefore not received their diplomas, the question of how this matter could be better taken care of was discussed. Mr. Bailey made the following motion:

"Moved that in the future the chairman and the secretary of the Normal School Board be authorized to sign all diplomas of persons recommended for graduation by the presidents of the Teachers Colleges, with the understanding and agreement that such action must be approved at the subsequent meeting of the Board."

President Adams presented a general plan of the campus to each member of the Board.

At this point Mr. McMorris called attention to the fact that the action of the Board respecting the head of Pemberton Hall in the Eastern Illinois Teachers College had not been understood by him. He had thought that the services of Miss Besteland should terminate at the end of her year, which would be at the end of the school year. Other members of the Board had the thought that her eleven month year would end the first of June. He stated that President Lord, acting upon the understanding that Miss Besteland would serve through the summer school, had continued her until that time. After considerable discussion, on motion of Mr. McMorris, the Board approved the payment of Miss Besteland for the months of June and July.

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,
October 10, 1932.

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 am giving you below a statement of the attendance for the autumn quarter of 1932-1933.

	Men and Boys.	Women and Girls.	Total Autumn Quarter.	One Year Ago.
a. College:				
Post Graduate	12	14	26	20
Seniors	46	49	95	92
Juniors	76	120	196	181
Sophomores	148	362	510	427
Freshmen	289	500	789	784
Unclassified	1	3	4	10
Total College Students on Campus	571	1049	1620	1514
c. University High School.....	132	109	241	241
d. University Elementary School..	173	144	317	350
e. Cooperating Elementary School (Illinois Soldiers and Sailors Children's School).....	377	263	640	618
Cooperating Rural Schools.....	143	120	263	146
Total Pupils—Elementary and Secondary	825	636	1461	1355
Grand Total	1396	1685	3081	2869

SUMMARY OF ATTENDANCE.

Twelve months ending June 9, 1932.

A. Enrollment by Curricula, Fall, Winter and Spring Quarters.

Curriculum.	Freshmen.	Sophomores.	Juniors.	Seniors.	Total.
A	47	54	15	3	119
B	85	60	9	1	155
C	52	39	3	2	96
D	20	14	0	0	34
E	31	19	8	8	66
F	15	8	5	2	30
GM	31	9	10	8	58
GW	29	18	11	8	66
H	36	20	15	9	80
I	18	8	4	1	31
J	102	69	25	5	201
K	226	152	90	95	563
KS	35	17	8	3	63
L	2	3	2	2	9
M	1	1	1	1	4
N	40	20	3	0	63
O	13	1	0	0	14
Unclassified					9
Post Graduates...					27
	783	512	209	148	1688

SUMMARY OF ATTENDANCE—Concluded.
Twelve months ending June 9, 1932.

	Men.	Women.	Total.
B. Senior College Graduates—Degrees.....	69	78	147
Junior College Graduates—Diplomas.....	34	328	362
C. First Summer Term, 1931.....	421	1596	2017
Second Summer Term, 1931.....	229	531	760
Different summer term students, 1931.....	480	1804	2284
Students enrolled only in summer terms, 1931	350	1540	1890
Mid-Spring Term, 1932.....	38	195	233
Different resident college students for year....			3724
D. University High School.....	123	120	243
University Elementary School.....	372	298	670
Total for Campus Training School.....	495	418	913
E. Extension classes, college students.....	101	759	950
F. Cooperating Elementary School at the Soldiers and Sailors Children's School.....	372	298	670
Cooperating Rural Schools.....	81	72	153
Total for Off-Campus Training Schools....	453	370	823
G. Total Students and Pupils in Attendance for Twelve Month Period.....			6410

I am presenting below a statement of the computation of the per capita cost for this institution for the year 1931-1932.

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, 1931....	2017	÷	6	=	336
Second Summer Term, 1931..	760	÷	6	=	127
Fall Quarter, 1931-1932.....	1514	÷	3	=	505
Winter Quarter, 1931-1932....	1489	÷	3	=	496
Spring Quarter, 1931-1932....	1458	÷	3	=	486
Mid-Spring Term, 1932.....	233	÷	6	=	39
Extension, 1931-1932	950	÷	12	=	80
Total					2069

Expenditures from the appropriation made by the Fifth-Sixth General Assembly, including appropriations for repairs and equipment, postage and printing, but not including appropriation for permanent improvements.....	\$463,572.38
Expenditures from Normal School Revolving Fund not including Fell Hall, University Farm, Textbook Library or permanent improve- ments	30,745.01
Total Expenditures.....	\$494,317.39
Per Capita Cost.....	\$ 238.91

2. Comment on Attendance.

There seems to be an increase in the attendance of college students this year. The attendance as reported for the autumn quarter last year was 1514 and the attendance at the present time is 1620, which indicates an increase of 106 students. This is not a large increase, but it will be recalled that a steady increase has been taking place at this institution for several years, with the result that the accumulated increase in attendance over this period is quite substantial. The total number of college students enrolled at the beginning of the autumn quarter in 1929 as reported officially at a meeting of the Normal School Board on November 4, 1929, was 1272 students. The enrollment of college students, as reported above is 1620, which indicates an increase of 348 students for the period.

I should like to give at this point a brief sketch of our enrollment from the fall of 1927 to the present time. This shows a constantly increasing enrollment in the regular year, although the increments are small. In the year 1929-1930 a low point of attendance was reached, but in the past three years the enrollment has been slowly increasing. I am presenting below a table which shows the enrollment for the last six years, including the present year, and in it I have estimated very conservatively the enrollment for the winter and spring quarters of the current year and the total for the year. It seems certain to me that the total enrollment here will reach 1800 students this year. The table follows:

Year.	Fall Quarter.	Winter Quarter.	Spring Quarter.	Total.
1927-1928	1354	1297	1283	1467
1928-1929	1313	1273	1227	1438
1929-1930	1272	1249	1193	1404
1930-1931	1416	1419	1373	1567
1931-1932	1514	1489	1459	1687
1932-1933	1620	1575*	1545*	1770*

* Estimated.

3. The names of the students who failed to receive degrees or diplomas but who were recommended to the Board for graduation on June 9, July 22 and August 31 are reported below. All of these people who were due to graduate either at commencement or 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 to report all of the names to the Board with the necessary recommendation for graduation, for every one of these students might have graduated before the end of the second summer term, had he attended both terms and completed all of his courses.

The list of those who did not graduate follows:

DEGREE, JUNE 9, 1932.

Myers, Glen Isenhour

DIPLOMA, JUNE 9, 1932.

Alberts, Evalyn Ann	Lee, Helen Mae
Arnold, Hooper	Meyer, Frances Antoinette
Barclay, Owen Filmore	Pierce, Marjorie Elizabeth
Beckenholdt, Helen Wilhelmina	Pleines, Margaret Elizabeth
Boyer, Homer Melvin	Reeser, Mildred Leona
Caldwell, Harry Eugene	Schreib, Alma Marie
Clarke, Hortense Marie	Shelton, Jake R.
Cora, Norma Marie	Smith, Barbara Louise
Cox, Gladys Louise	Smith, Clara Marie
Etnyre, Margaret Augusta	Stephens, Cleona Lucille
Hanson, Milford Curtis	Sutton, Clifford Donald
Hirst, Louis Frederick	Thomas, Harold William
Houston, Henrietta	Urban, Elzora Kathryn
Johnson, James Alexander	Voelkel, Thurlay Grace
Kern, Lucille Harriet	Wallace, James Murray
LaDow, Lee Scott	Fox, Vernon R.
Lange, Laura Ella	Lichtenwalter, Bessie Fern
Langford, Marshall Eugene	Reinbolt, Robert Arthur

DEGREE, JULY 22, 1932.

Barber, Robert Barton

Wallace, Ida Lizzie

DIPLOMA, JULY 22, 1932.

Bloomington, Gladys Marie	Raber, Beulah Ione
Briggs, Loveta Mildred	Reinhard, William Arthur
Burritt, Elizabeth Reed	Rice, Eva May
Edwards, Lois Corinne	Rockendorf, Esther Sophia
Forsythe, Frances Helene	Rosan, Norton John
Grant, Vernon Steve	Smith, Dorris Elizabeth
Hubbell, Clavin Glenn	Smith, Verdie C.
Jones, Mary Alice	Stanton, Virgil Perry
Kaiser, Luella Belle	Stevens, John Michael
Langston, Beulah Marie	Swayne, Margaret Mae
Little, Helen Gertrude	Tobnick, Dorothy Lorraine
Martin, Willis Jason	Viland, Inga Maye
Michael, Mary Ellen	Ward, Lucille Hyril
Morris, John Harrison	Warner, Helen Irene
Noe, Rachel June	Westerman, Ralph Boneham
Poland, Leslie Byron	Wilson, Dorothy Jane

DEGREE, AUGUST 31, 1932.

Clark, Nancy Annis

Schwarz, Rudolph William

DIPLOMA, AUGUST 31, 1932.

Baker, Maude	Holliday, Lucille Roberta
Beaty, Una Rowena	Huber, Mary Alline
Byers, Earl	Jones, Dorothy Maye
Chick, Caroline Etta	Kahlke, Ethel Marie
Crouse, Mildred Viola	Kissinger, Evelyn June
Dalton, Opal Gwen	Kramer, Eunice Evelyn
DeBow, John Wells	Lingle, Dorcas Josephine
Bright, Ruth Emily	Mitchell, Reba Claire
Dowland, Edna Frances	Moore, Coen
Emons, Ralph William	Neptun, Annchen Hattie
Fanselow, Emma Wilma	Nohren, Pauline Evangeline
Farber, Raymond Lawrence	NuDelman, Dora Lutz
Farrell, Marian Edna	Perks, Paul
Franklin, Meyer Mayor	Rachow, Tipmer
Fuller, Ruth Mae	Schwab, Eva Virginia
Goff, Walter Earl	Skadden, Mary Anne
Gray, Zora Marie	Skinner, Edith Idelle
Greene, John Hardin	Vannatta, Fern Bartello
Griffin, Virgil Gale	Walker, Luella Augusta

II. FACULTY.

1. I have one request for leave of absence and one death in the faculty to report, which have occurred since the last report.

a. Associate Professor L. W. Hacker, who was on leave of absence all of last year studying toward his doctor's degree, decided this fall to continue his graduate study for another year in order to secure his degree next June. During the past year Dr. E. L. Cole has been substituting for Professor Hacker at a salary of \$3060 for nine months. I should like to continue Dr. Cole in this position for 1932-1933 and I recommend that he be so continued at a salary of \$3060 for nine months, to be paid from salaries and wages.

b. During the past summer the death of Miss Annetta B. Cooper occurred very unexpectedly. I recommend for her successor Miss Bernice A. Tucker, who will serve as instructor in home economics at a salary of \$1800 for thirty-six weeks. Miss Cooper was receiving \$2160.

c. At the last meeting of the Board I was authorized to fill certain positions which were vacant on the faculty at certain designated salaries. In accordance with this authorization I recommend the following people:

Miss Dorothy McIlvain as instructor in art at a salary of \$1800 for thirty-six weeks, in place of Miss Marion C. Allen, who was granted leave of absence for graduate study. Miss Allen's salary was \$2250.

Miss Margaret Cooper, instructor in English, in place of Miss Dorothy Hinman who is on leave of absence for graduate study this year, at a salary of \$1900 for thirty-six weeks. Miss Hinman's salary was \$2205.

Miss Esther Hume in place of Miss A. Marguerite Field, who resigned, at a salary of \$1800 for thirty-six weeks. Miss Field was receiving \$2115.

Miss Sara J. Jones, instructor in education, at a salary of \$1800, in place of Miss H. Josephine Colby whose salary was \$1980.

Miss Alice R. Ogle, instructor in art, in place of Miss Lucina M. Keane at a salary of \$1700 for thirty-six weeks. Miss Keane received \$1800.

Dr. F. W. Bachmann instructor in German at a salary of \$1800.

Miss Rowena F. Noe instructor and supervising teacher in the kindergarten at a salary of \$2400 for thirty-six weeks, in place of Miss Margaret E. Lee, who was granted emeritus status. Miss Lee received \$2610.

Edward Graham instructor at \$270, Clark J. Eads, assistant at \$180, and Annie L. Webster, assistant at \$180, all for thirty-six weeks, in affiliated rural schools in place of the Houghton School which was used last year for student teaching purposes. This leaves \$270 of the appropriation for this purpose to be used later this year.

Miss Clara Guthrie as assistant librarian at a salary of \$1700 for thirty-six weeks in place of Miss Ebba E. Hammarlund, who resigned to be married. Miss Hammarlund received \$1800 for thirty-six weeks.

Miss May P. Potter at the Illinois Soldiers and Sailors Childrens School at a salary of \$1800 for thirty-six weeks in place of Miss H. Louise Spafford who is on leave of absence for study toward her degree.

d. During the second summer term Dr. Blanche McAvoy served as instructor in geography in the field course in geography which has been given annually at this institution for a number of years. By an oversight the position was not called to my attention at the time of the last Board meeting. Dr. McAvoy served with Dr. R. G. Buzzard in this course and thirty-nine students received credit for a quarter's work in geography. I think Dr. McAvoy should be paid \$360 for this service during the second summer term.

e. Associate Professor Clyde Hudelson has always served during the second summer term in connection with work on the University farm. I did not present his name for approval in the summer school list, thinking that perhaps this work could be discontinued. It proved that Mr. Hudelson's services were necessary on the farm and he served, as he has done in past years, throughout the second summer term, devoting his time wholly to the farm. His work was of a supervisory nature: building fences, making hay, harvesting oats, selecting herd-animals, eradicating weeds, vaccinating herds. Mr. Hudelson also supervised the moving of the agriculture department into new quarters.

f. On account of the death of Miss Annetta B. Cooper just at the opening of school I employed temporarily a graduate student to teach some of her work in the training school, at the student rate of thirty-five cents an hour. I should like to continue this for two or three weeks. The cost will not be over twenty-five or fifty dollars, I judge, and it will be paid from the Revolving Fund and the student's name will appear on the student payroll.

g. There appears to be need of some assistance in the physics laboratory and I should like to appoint Mr. J. C. Wunderlich, a graduate student, to do this work at the regular student rate of thirty-five cents an hour. He will be paid from the Revolving Fund and his name will appear on the student help payroll.

h. On account of especially large classes in the work in speech, I should like to employ Miss Marian Dean, a graduate student here, to assist in that work at the regular student rate of thirty-five cents an hour. She will be paid from the Revolving Fund and her name will appear on the student help payroll.

2. Presented below are statements describing the academic and professional preparation and experience of each new member of the faculty.

Rowena F. Noe, Instructor and Supervising Teacher in the Kindergarten.

A. B. in Education, University of Kentucky, 1928; Diploma, National Kindergarten and Elementary College, 1926; A. M., Teachers College, Columbia University, 1932.

Miss Noe did some nursery school work at Hull House, Chicago, and served in the kindergarten at Evanston, Illinois, and in the second grade at Winnetka. She also had experience as a primary critic teacher at the State Teachers College at Murray, Kentucky, and served as professor of primary methods and kindergarten critic at James Millikin University, Decatur Illinois.

Margaret Cooper, Instructor in English (Children's Literature).

A. B., 1911, Carlton College; Advanced diploma, State Teachers College, Mankato, Minnesota, 1912; A. M., Teachers College, Columbia University, 1917.

Miss Cooper is the daughter of President Emeritus Cooper of the State Teachers College at Mankato, Minnesota. Her early experience was gained in the grades in the public schools of Minnesota and Iowa. She was a supervisor in the training school at the State Normal College at Ypsilanti, Michigan, and also served as a supervisor of the grades in the Summitt School, St. Paul. She has had five years experience as principal of the primary department at the State Teachers College at Mankato and her last experience was gained as director of the elementary school and college instructor at the Chicago Teachers College.

F. W. Bachmann, Instructor in German.

A. B., Stanford University in 1922; A. M., 1924; Ph. D., University of Chicago, 1931 (Secondary Education gained in German Schools, 1908-1914).

Dr. Bachmann has had experience in teaching both German and French in Reed College, University of Wyoming, Stanford University, Hamilton Col-

lege, and the University of Chicago. During the past summer, he taught French in the College of Mines at El Paso, Texas. He speaks both German and French perfectly.

Esther Hume, Instructor in Physical Education.

A. B. in physical education, University of Missouri; Ed. M. Harvard University; additional graduate work at Teachers College, Columbia University.

Miss Hume's experience has been gained as director of physical education at Holland Hall, Tulsa, Oklahoma, as instructor in health and physical education and supervisor in the training school at the State Teachers College at La Crosse, Wisconsin, and as instructor in health and physical education and supervisor of practice teaching in health education at the University of Minnesota.

Sara J. Jones, Instructor in Education.

A. B. Oberlin College, 1928; A. M., Teachers College, Columbia University, 1931.

Miss Jones served as playground director in Cleveland, Ohio, in her earliest experience and has been more recently a supervisor in the public schools of Muskegon, Michigan.

Bernice A. Tucker, Instructor and Supervisor of Student Teaching in Home Economics.

Diploma in home economics, State Teachers College, Kearney, Nebraska; B. S. in home economics, University of Nebraska, 1921; A. M. in home economics education, University of Chicago, 1930.

Miss Tucker gained her early experience in the rural schools of Nebraska. She then served in two different high schools in Nebraska as teacher of home economics. She then became head of the department of home economics in the State Teachers College at Peru, Nebraska. She has also served in the State University of Wyoming and in the University of Nebraska having been head of the department of high school home economics and supervisor of student teaching in connection with the University of Nebraska. For the past three years she has been instructor in home economics in the University High School of the University of Chicago.

Alice R. Ogle, Instructor and Supervisor of Student Teaching in Art.

A. B., Colorado State Teachers College, 1928; graduate student in art education Teachers College, Columbia University, lacking a little of having attained the degree of A. M., which will probably be secured next summer at Teachers College.

Miss Ogle has had experience in rural schools in Iowa and in high schools in Colorado. She has been instructor in methods in art in the Colorado State Teachers College and supervisor of art in the grades and high school in the training school at that institution. She resigned that position to accept the offer here.

May Pauline Potter, Instructor and Supervisor of Student Teaching.

B. S., State Teachers College, Pittsburgh, Kansas, 1927; M. S., 1931.

Miss Potter had three years of experience in the rural schools of Kansas, and three years of experience as a grade teacher in Kansas City. She was critic teacher at the State Teachers College, Pittsburg, Kansas, for two years and resigned that position to accept the offer here.

Clara Guthrie, Assistant Librarian.

A. B. Hastings College, Nebraska, 1929; B. S., Library School, University of Illinois, 1932.

Miss Guthrie has had two years of experience in the Omaha Public Library and approximately two years of experience in the Hastings, Nebraska, Public Library.

3. The Illinois State Normal University is suffering considerably on account of insufficient staff for instruction. The faculty has not grown as fast as the school has in the last decade, although additions have been made to the faculty. Classes are too large in several departments and there has been an insufficient staff in the training school for a number of years. At the last meeting of the American Association of Teachers Colleges the Illinois State Normal University was the only one of the Illinois teachers col-

leges which did not have a clear record. This institution was reported as deficient in size of staff for supervision of student teaching. The standards of that Association are not especially high and the fact that the University failed to meet this rather low standard indicates the insufficiency of faculty is considerable. Classes are too large in English, social science and women's physical education.

The Illinois State Normal University has the lowest per capita cost among the teachers colleges of Illinois. Its per capita cost last year was \$238.91 and this means that it had \$238.91 per student with which to carry on all of its work. The largest item entering into the cost of the institution is salaries. Its per capita cost for salaries is considerably below the standard of teachers colleges throughout the country.

The needs for additional faculty are as follows:

2 training school supervisors @ \$2400.....	\$ 4,800
1 assistant professor of secondary education.....	2,400
1 instructor in social science.....	1,800
1 instructor in English.....	1,800
1 instructor in women's physical education.....	1,600
Total	<u>\$12,400</u>

These additional members of the faculty can probably be carried through the year on the Revolving Fund, with perhaps a little help out of the regular appropriation for salaries and wages. The accumulation in the Revolving Fund comes largely from students' fees. There was a balance of \$14,121.53 in the Revolving Fund on June 30, and the balance as of October 1 is \$19,383.84.

III. OTHER SCHOOL EMPLOYEES.

1. I have only one resignation to report.

At the last meeting of the Board I reported orally the resignation of George W. Rowley, janitor, and recommended that this position be filled at \$1200 for twelve months. I have appointed on recommendation of the Civil Service Commission Mr. George W. Pratt. Mr. Rowley was receiving \$1380.

2. Mr. O. E. Dunn, Ben Nelson and Elmer Ummell, laborers, have been transferred to the regular civil service list. I reported at the last meeting that this would probably be done, since they are regular employees. They receive the same salaries and are paid out of the same fund, namely the Revolving Fund.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERRISES.

ANNUAL REPORT OF REVOLVING FUND.

SUMMARY OF REMITTANCES TO STATE TREASURER.

Year Ending June 30, 1932.

July 9, 1931.....	\$ 239.27
July 20, 1931.....	188.47
July 31, 1931.....	3,391.15
August 10, 1931.....	2,280.37
August 19, 1931.....	296.68
August 31, 1931.....	26.25
September 15, 1931.....	6,000.00
September 19, 1931.....	13,549.23
September 30, 1931.....	3,515.99
October 9, 1931.....	1,543.77
October 19, 1931.....	1,766.06
October 30, 1931.....	5,537.42
November 9, 1931.....	473.92
November 19, 1931.....	840.42
November 30, 1931.....	88.70
December 11, 1931.....	8,844.66

ANNUAL REPORT OF REVOLVING FUND—Concluded.

SUMMARY OF REMITTANCES TO STATE TREASURER.
Year Ending June 30, 1932.

December 19, 1931.....	5,293.31
January 9, 1932.....	474.43
January 19, 1932.....	730.75
January 22, 1932.....	229.67
January 30, 1932.....	630.70
February 3, 1932.....	1,170.01
February 9, 1932.....	2,118.26
February 19, 1932.....	597.81
February 29, 1932.....	515.96
March 9, 1932.....	324.21
March 19, 1932.....	12,819.32
March 31, 1932.....	958.42
April 9, 1932.....	758.26
April 19, 1932.....	411.86
April 29, 1932.....	187.11
May 9, 1932.....	4,515.85
May 19, 1932.....	758.88
May 21, 1932.....	198.21
June 9, 1932.....	417.77
June 20, 1932.....	11,120.58
June 30, 1932.....	1,374.24
Total Remittances.....	\$94,187.97

RECEIPTS FOR THE REVOLVING FUND.

Year Ending June 30, 1932.

Tuition and Term fees.....	\$25,316.67
Laboratory fees:	
Domestic Science.....	260.00
Chemistry.....	1,154.00
Lunches, Domestic Science Department.....	128.00
Miscellaneous.....	144.16
Pottery and Art Metal fees.....	46.11
Chemistry breakage.....	456.37
Library fines.....	231.00
Locker rental.....	114.50
Manual Training materials.....	657.54
Smith-Hughes Fund.....	1,776.10
Towel fees.....	2,157.30
Transcript fees.....	188.00
Typewriting fees.....	442.00
Library fees.....	5,621.00
Teacher Placement Bureau.....	342.03
Bookstore.....	24,576.07
Farm.....	1,606.21
Fell Hall.....	28,970.91
Total.....	\$94,187.97

DETAIL OF REVOLVING FUND EXPENDITURES.

Year Ending June 30, 1932.

Salaries and Wages:		
Regular.....	\$41,882.66	
Transient.....	3,010.90	
Student.....	6,482.75	
Fees.....	2.50	\$51,378.81
Office Expense:		
Freight, etc.....	9.76	
Supplies.....	28.15	
Telephone.....	65.45	
Miscellaneous.....	2.75	106.11
Travel:		
Officers.....	9.84	
Miscellaneous Employees.....	200.04	
Student Teachers.....	705.00	914.88
Operation:		
Farm and Garden.....	85.62	
Food.....	8,115.30	
Fuel.....	31.75	
Household.....	600.46	
Medicine and Hospital.....	19.20	
Power Plant.....	24.43	
Motor Supplies.....	55.52	

DETAIL OF REVOLVING FUND EXPENDITURES—Concluded.

Year Ending June 30, 1932.

Operation:			
Stock Food	35.70		
Miscellaneous	129.35		
Power	8.25		
School Supplies	2,304.91	11,410.49	
Repairs:			
Buildings	6.35		
Machinery	17.00		
Office Equipment.....	2.50		
Furniture	75.00		
Farm Implements	16.41		
Motor Vehicles.....	12.05		
Walks, etc.	65.73	195.04	
Equipment:			
Farm Implements	16.00		
Furniture	80.50		
Live Stock.....	120.00		
Books and Maps.....	15,947.79	16,164.29	
Total			\$80,169.62

SUMMARY OF RECEIPTS AND EXPENDITURES.

Year Ending June 30, 1932.

Balance, June 30, 1931.....	\$ 103.18
Receipts during year.....	94,187.97
	<u>94,291.15</u>
Expenditures during period.....	80,169.62
Balance as of June 30, 1932.....	\$14,121.53

ANNUAL REPORT OF UNIVERSITY FARM.

Year Ending June 30, 1932.

Receipts		\$ 1,606.21
Expenditures:		
Payrolls	\$2,740.14	
Stock feed.....	115.32	
Veterinary	24.30	
Motor truck expense	76.93	
Repairs to machinery.....	111.50	
Seeds	14.00	
Live stock.....	120.00	
Miscellaneous	52.45	3,254.64
Loss		\$ 1,648.43
Credit—Milk to Fell Hall.....	600.00	
Credit—Team and truck on campus and hauling.....	450.00	1,050.00
Net Loss		\$ 598.43

ANNUAL REPORT OF FELL HALL.

Year Ending June 30, 1932.

Receipts		\$28,970.91
Expenditures:		
Food	\$9,791.70	
Salaries and wages.....	9,510.30	
Household and laundry supplies.....	750.00	
Gas	480.00	
Water	400.00	
Equipment	500.00	
Electricity	875.00	
General Repairs.....	275.00	
Heat	948.00	23,530.00
Net gain.....		\$ 5,440.91

ANNUAL REPORT OF THE TEXT BOOK LIBRARY.
Year Ending June 30, 1932.

Receipts		\$24,576.07	
Expenditures:			
Payrolls	\$ 3,459.35		
Text books	15,947.79		
Note books	1,283.59		
General supplies	397.67		
Manual and Art supplies	1,141.50		
Special supplies	45.12		
Miscellaneous	6.09	22,281.11	
Gain—receipts over expenditures....			\$2,294.96
Inventory June 30, 1931.....		\$23,901.40	
Inventory June 30, 1932.....		21,713.88	
Loss in inventory.....			2,187.52
Net gain.....			\$ 107.44

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

The present situation presents great difficulties to any educational institution. It is imperative to economize in every possible way. At the same time, it is equally imperative to maintain the integrity and the quality of work of educational institutions. It is believed that proper education of the youth of the land is the very foundation of civilization. The quality of American citizenship must be maintained on an ever higher level. Spiritual values in education must be retained. Character is the foundation of good citizenship. In the administration of the Illinois State Normal University every effort is being made to introduce the strictest economy, but to do it in such a way as not to impair the efficiency of instruction. If the quality of public education is dependent upon the quality of teacher-education, it is very important to maintain teachers colleges, so far as instruction is concerned, on the highest possible level. To allow the character of the citizenship of the nation to deteriorate through the weakening of our educational foundations would be disastrous, for it would tend to destroy the foundations of civilization. The problem, then, has been to economize to the largest degree possible and at the same time to maintain the instruction in the classrooms at its highest level of efficiency.

Below is a summary of expenditures and economies at the end of the year on June 30, 1932. During that year the amount actually expended in standard appropriations was \$24,018 less than the amount assigned to that period. In the appropriation for repairs and equipment \$15,279 were saved. In thus curtailing expenditures the institution has, of course, suffered, for with the exceedingly low per capita cost upon which this institution is operating any reduction in expenditures is at the expense of the institution in some particular. If repairs are not made, buildings will, of course, deteriorate to some extent. If necessary equipment is not purchased, instruction will not be as efficient. This is pointed out here in order that it may be clear that at some later time, when economic conditions are better, these postponed appropriations should be reinstated or subsequent appropriations increased. The problem has been a particularly difficult one, not only on account of the present low per capita cost, but also on account of an increasing attendance.

Below is a summary of appropriations and expenditures:

SUMMARY OF APPROPRIATIONS AND EXPENDITURES.
As of June 30, 1932.

Classification.	Appropriation.	Expended.	Balance.
Salaries and Wages.....	\$388,559.00	\$384,502.87	\$ 4,056.13
Office Expenses	3,950.00	3,143.80	806.20
Travel	5,000.00	4,676.56	323.44
Operation	37,550.00	33,996.29	3,553.71
Repairs and Equipment.....	48,500.00	33,220.80	15,279.20
Total—Standard Accounts	\$483,559.00	\$459,540.32	\$24,018.68

SUMMARY OF APPROPRIATIONS AND EXPENDITURES—Concluded.
As of June 30, 1932.

Classification.	Appropriation.	Expended.	Balance.
Revolving Fund	92,916.91	80,169.62	12,747.29
Permanent Improvements	30,500.00	11,238.47	19,261.53
Grand Total	\$606,975.91	\$550,948.41	\$56,027.50

The foregoing summary shows a balance of \$24,018.68 in the standard accounts. On checking at the time of writing this report, it was found that the surplus in the allotment to standard accounts now amounts to \$57,827; in permanent improvements, \$17,992; and in the revolving fund, \$19,023, making a total surplus at this time of \$84,842. It is understood, of course, that this is all carried forward and it may be necessary to spend some part of it before the year is over. It is planned and confidently hoped, however, to continue to carry forward an increasing balance to the end of the year.

X. SUMMARY.

Action of the Board is requested as follows:

1. Approval of leave of absence for Associate Professor L. W. Hacker for at least the first and second quarters of the school year, 1932-1933.

2. Confirmation of appointments as recommended in this report, all to be paid from the appropriation for salaries and wages, except that of May Potter, whose salary is to be paid by the Department of Welfare.

3. Approval of salary of Dr. Blanche McAvoyn and that of Professor C. W. Hudelson for the second summer term at \$360 each, to be paid from the appropriation for salaries and wages.

4. Approval of the appointments of student assistants, to be paid from the Revolving Fund, as follows: Helen M. Winslow, home economics; J. C. Wunderlich, physics; Marian H. Dean, speech.

5. Approval of the appointment of additional members of the faculty as recommended in this report, to be paid from the Revolving Fund, as follows:

2 training school supervisors @ \$2,400.....	\$4,800
1 instructor in women's physical education.....	1,600

6. Confirmation of the appointment of George W. Pratt as janitor, at the salary indicated, to be paid from the Revolving Fund.

Respectfully submitted,

H. A. BROWN, *President.*

He called attention to the fact that the Illinois State Normal University was suffering from a lack of adequate teaching force; that its classes had for several years been too large for the teachers to do effective work. The fact that the Illinois State Normal University had the lowest per capita cost was partly due to the fact that the student body did not have a sufficient number of competent instructors. He presented a statement showing the economies that had been effected during the present biennium.

The Board approved the following recommendations in his report:

1. Leave of absence without pay for L. W. Hacker for at least the first and second quarters of the school year 1932-1933.

2. Authorization to continue Dr. E. L. Cole in the place of L. W. Hacker at a salary of \$3,060 for nine months.

3. Appointment of the following persons:

(a) Bernice A. Tucker, home economics, at a salary of \$1800 for 36 weeks, to take the place of Annetta B. Cooper.

(b) Dorothy McIlvain, art, at a salary of \$1800 for 36 weeks, to take the place of Marion C. Allen.

(c) Margaret Cooper, English, at a salary of \$1900 for 36 weeks, to take the place of Dorothy Hinman.

(d) Esther Hume, at a salary of \$1800 for 36 weeks, to take the place of A. Marguerite Field.

(e) Sara J. Jones, instructor in education, at a salary of \$1800 for 36 weeks, to take the place of H. Josephine Colby.

(f) Alice R. Ogle, art, at a salary of \$1700 for 36 weeks, to take the place of Lucina M. Keane.

(g) Dr. F. W. Bachmann, German, at a salary of \$1800 for 36 weeks.

(h) Rowena F. Noe, instructor and supervising teacher in kindergarten, at a salary of \$2400 for 36 weeks, in place of Margaret E. Lee.

(i) The following teachers in the affiliated rural schools:

Edward Graham	\$270	36 weeks
Clark J. Eads.....	180	36 weeks
Annie L. Webster.....	180	36 weeks

(j) Clara Guthrie, assistant librarian, at a salary of \$1700 for 36 weeks, in place of Ebba E. Hammarlund.

(k) May P. Potter in the Illinois Soldiers and Sailors Children's School at a salary of \$1800 for 36 weeks.

(l) Blanche McAvoy, instructor in geography, \$360 for the second summer term.

(m) C. W. Hudelson, \$360 for supervising work on the farm during the summer months of 1932. (In approving this recommendation the Board ordered that this work should be discontinued in the future.)

4. Appointment of the following graduate students at the rate of 35 cents an hour:

Helen M. Winslow, home economics; J. C. Wunderlich, physics; Marian Dean, speech.

5. Authorization to secure two training school supervisors at \$2,400 each, and one instructor in women's physical education at \$1600.

6. Appointment of George W. Pratt, janitor, at a salary of \$1200 for 12 months.

The following tables were compiled by President Morgan from the five reports presented at this meeting and are, therefore, made a part of these minutes:

TABLE I.

Attendance and per capita costs at the five state teachers colleges in Illinois for the fiscal year beginning July 1, 1931, and ending June 30, 1932.

College.	Expenditures		†Total expended.	*Attend-ance.	Per capita cost.
	Expenditures from State funds.	Expenditures from revolving fund.			
Normal	\$463,572	\$30,745	\$494,317	2,069	\$238.91
Carbondale	366,295	38,334	404,629	1,733	233.46
Charleston	269,327	25,336	294,663	841	350.37
DeKalb	280,418	28,837	309,255	877	352.62
Macomb	297,013	20,360	317,373	997	318.32
Total	\$1,676,625	\$143,612	\$1,820,237	6,517	\$279.00

Per capita cost from state funds, \$257.

† This does not include permanent improvements nor interest on the investment.

* This is the attendance for all terms reduced to a thirty-six weeks basis.

TABLE II.

Graduates of the five institutions during the past college year, with enrollment for the new college year.

	Four year graduates.	Two year graduates.	Fall (1932) enrollments.
Normal	147	362	1,620
Carbondale	142	152	1,695
Charleston	66	67	872
DeKalb	64	149	877
Macomb	126	95	*891
Total	545	825	5,955

* This does not include the enrollment in extension classes. Approximately 600 are enrolled in that department.

Upon motion the following budget committee was appointed by the Chairman of the Board: Mr. Bailey, Mrs. Northam, Mr. Dill, Mr. McMorris, and Mrs. Reynolds.

It was understood that the presidents of the schools should present their budgets to the budget committee and that these budgets should be presented by the committee with its recommendations to the Board at its meeting on November 21st.

It was decided to hold the next Normal School Board meeting in Director Walsh's office, Room 1711, 360 North Michigan Avenue, Chicago, on November 21st, 1932, at nine o'clock.

The members of the Board wish to make record of the splendid trip and entertainment given by Mr. and Mrs. Dill and President Shryock. They will hold a long and pleasant memory of the dinner in the Roberts Hotel and the trip through the Ozark Mountains.

The Board adjourned.

M. F. WALSH, *Chairman.*

F. G. BLAIR, *Secretary.*

Approved November 21, 1932.

