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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

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



JOURNAL PRINTING COMPANY, Springfield, Illinois.
1933

6466—1M

STANDING COMMITTEES

Finance

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

Faculty and Curricula

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

Supplies and Equipment

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

Buildings and Grounds

Mr. 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 9:00 A. M., January 16, 1933.

Members present: Mrs. Reynolds, Miss McIntire, Mr. Bach, Mr. Bailey, Mr. Blair, Mr. McMorris, and Mr. Walsh.

Members absent: Dr. Bradley, Mr. Dill, and Mrs. Northam.

All of the five presidents were present.

The minutes of the previous meeting were presented and approved.

The Secretary of the Board stated that many letters were coming to his desk asking if it would be possible for some of the Teachers Colleges to offer a first summer term and for certain others to offer a second summer term so that these people could get their twelve weeks of training in the summer schools. This led to considerable discussion and a number of different suggestions. It was decided, however, to leave the matter just as it was settled by the Board at a former meeting, with the understanding that if any one of the five schools desired to give its single summer term at the time when the second summer term usually comes, that that school could do it.

The Chairman of the Board then called upon Mr. Bailey, the Chairman of the Budget Committee, to present his report. Mr. Bailey stated that the committee had not been able to get together since the last meeting of the Board, but that he had called upon the one in charge of the State budget and discussed the recommendations of the Board and that from this conversation, as well as from other considerations, he had decided it was best to leave the budget just as it had been approved by the Board. Upon motion, the Budget Committee was authorized to represent the Board in such action as seemed appropriate and necessary when the Normal School askings were before the legislature. The committee was authorized to call in the Presidents of the schools and any other person whose assistance they desired.

EASTERN ILLINOIS STATE TEACHERS COLLEGE.

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

Charleston, Illinois, January 16, 1933.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

1. Attendance, Fall Quarter, 1932-33:

	G 11				Total one
$\mathbf{a}.$	College.	Men.	Women.	Total.	year ago.
	Seniors	39	33	72	75
	Juniors	51	53	104	71
	Sophomores	91	168	259	240
	Freshmen	187	251	438	315
	r resimien	101	201	100	910
	MODELT THE MILE COTT DON	368	505	873	7.01
1-	TOTAL IN THE COLLEGE	308	. 909	873	701
b.	High School.				
	Twelfth year	14	26	40	58
	Eleventh year	18	29	47	38
	Tenth year	13	20	33	54
	Ninth year	$\tilde{23}$	$\overline{23}$	46	$3\overline{7}$
	TOTAL IN THE HIGH SCHOOL	68	98	166	187
_					265
c.	Elementary Grades	133	131	264	400
	-				
	GRAND TOTAL OF ALL STUDENTS AND PUPILS	569	734	1,303	1,153

2. Our college attendance in the fall quarter this year shows an increase of 172 students—almost 25%—as compared with the fall quarter a year ago.

Marked improvement in quality due partly to the incoming of students from the Liberal Arts Colleges where expense is greater than it is here, where perhaps equal advantages are offered.

II. THE FACULTY.

2. I wish to recommend the appointment of Samuel Mitchell as assistant in the Physics Department at a salary of \$50.00 a month beginning February 1, 1933.

Note: Lengthy comment is not in order here, but the unusually excellent work done by most of the faculty is gratifying.

III. OTHER SCHOOL EMPLOYEES.

4. May I comment at some length on the work of our head janitor, Granvil Shafer, and our head engineer, Edson Clodfelter. In sixty-one years of experience with janitors, Mr. Shafer is the best I have ever come into contact with. There is not a lazy cell in his body. He has unusual skill with tools and saves us much money by doing things that outsiders in the trades are often and perhaps usually called upon to do. Not only is money saved, but the jobs are done promptly and by this much inconvenience is avoided.

May I take a minute to state in a little detail his work:

I have had nearly forty-five years' experience with engineers and Mr. Clodfelter is decidedly the best of them all. Industrious, capable, willing,

he does his work with a high degree of efficiency and saves us much money and inconvenience. When he came here, fourteen years ago, he found the west half of our heating system nearly out of commission because of broken pipes and valves. Some 6,000 feet of pipes were involved. The engineer, with the help of two firemen, did this repair work.

Later the heating systems in the main building and training school were changed over from a single pipe gravity rate system to a double pipe system, resulting in greatly increased heating efficiency as well as to greater comfort to the occupants of the buildings. I could cite at least five more items of major importance, the whole amounting to, so far as I can judge, a saving of about \$7,500.00.

The other janitors and helpers are all men of fair ability. There are janitors and janitors; and engineers and engineers.

- IV. THE ORGANIZATIONS. No report.
- V. THE CURRICULUM. No report.
- VI. BUILDINGS AND GROUNDS.
- 1. Our library conditions, with our largely increased attendance, are so bad that I would be unfaithful to my trust, did I not mention the fact.
- 2. A recent examination of our wiring and lighting system by the State Architect reveals not only a wasteful but a dangerous situation. The system has been in thirty-four years, and is quite out of date. We have one well lighted room. As to the danger, I think our engineer has reduced that to an almost negligible risk, although the Architect recommends that about \$2,000 should be spent on this. We have asked for the last four or six years for \$10,000 for rewiring in order that our rooms may be properly lighted, and at a minimum of cost. The Architect says, "It is my recommendation that the entire building be rewired; but in order to determine the cost of this, it would run into several thousands of dollars. It would take several days to make such an estimate."

I wish to recommend to the Board that this estimate be made and that it be added to the budget.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE.

- 1. Student conditions are good, susceptible, of course, to improvement.
- 2. Our various organizations are prosperous, and some of them very much so.

IX. MISCELLANEOUS.

1. Considering the surplus of teachers, one may quote the proverb—"There is always room at the top." It seems to me that there is a growing discrimination between superior and inferior teachers, and if that discrimination were sufficiently great today, there would be no unemployment among good teachers. Boards and superintendents have not taken the advantage that might have been taken in securing from good to excellent teachers.

X. SUMMARY.

- 1. Action of the Board is requested on the appointment of Samuel Mitchell as assistant in the Physics Department at a salary of \$50.00 a month for the school year 1932-1933, beginning February 1, 1933.
 - 2. May I ask the Board to consider the matter of our rewiring?
 - 3. Employment of gardener at a salary not to exceed \$1,800 a year.

 Respectfully submitted,

L. C. LORD, President.

His commendation of the work of the engineer and of the head janitor was listened to with interest and approval by the Board. It served to emphasize that these men who take care of the physical plant are in a way as essential to the success of the school as are the teachers, and that a spirit of appreciation and cooperation respecting them and their work can not fail to add much to the efficiency and success of the college itself.

The following recommendations in this report were approved by the

Board:

- 1. Appointment of Samuel Mitchell, assistant in Physics Department, at a salary of \$50.00 a month for the school year 1932-1933, beginning February 1, 1933.
- 2. Authority to secure an estimate of the cost of rewiring some of the rooms and to place the estimated amount in the budget.
 - 3. Employment of a gardener, at a salary not to exceed \$1,800 a year.

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, January 16, 1933.

Men Women

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, Fall Term, 1932:

a.	College. Seniors Juniors Sophomores Freshmen	and and Boys. Girls. 61 70 112 89 233 280 444 407	Total. 131 201 513 851	Total one year ago. 130 167 380 695
b.	TOTAL STUDENTS CARRYING COLLEGE COURSES Practice Department. University High School		1,696 108 284	1,372 117
c.	TOTAL HIGH SCHOOL ENROLLMENT. Elementary Schools. Brush Allyn Rural		392 284 163 222	117 271 174 203
	TOTAL ELEMENTARY SCHOOL ENROLLMENT TOTAL ENROLLMENT IN PRACTICE DEPARTME. GRAND TOTAL, COLLEGE STUDENTS AND PR PUPILS, INCLUDING HIGH SCHOOL	NT	669 1,061	648 765 2,137
I winter	e President: herewith submit a report of the attendaterms, 1932-1933, and a scholarship recots with a 5.0 or A averagets with a 4.0 or B average, or better	rd for the fall	quarte	er:
Nu Student Nu	DELINQUENT STUDE ts with averages below the required 2.25 lev imber of these registered winter quarter ts having a 1.0 average, no credit imber of these remaining to end of quarter.	/el		177 33 13
Lack o		siderably below	v gradı	ua-
Gradua Fo Tw	tion and Certification— Transfer ur-year course	rredwww too early for rmation	record	$\begin{array}{ccc} & & & 6 \\ & \ddots & & 29 \\ & \ddots & & 13 \end{array}$
Poor h	ealth 9 Student: 1	als in winter, not ual decrease .	in fall	87
Enrolln De	low readmission level 59 nent, Fall, 1932		 	1,568
	t enrollment, Winter, 1933 nent one year ago, Winter, 1932 crease over one year ago			

GRADING SYSTEM.

A. 92-100	5 points
B. 85-91	
C. 75-84	3 points
D. 70-74, passing	
E, below 70, failure	
Fld. Did not complete course—Failing at time of with-	-
drawal	1 point
	Registrar.

II. THE FACULTY.

Mr. Wham was not on the regular payroll for the second half of the last summer quarter. He did, however, make all the assignments for the sophomore class, putting in at least three days, I suppose, as examiner. He was in his office, too, from time to time, possibly fifteen or twenty days between the beginning of the second half and the opening of the fall term, looking after the matter of securing positions for our graduates. I recommend that the Board pay him \$125 to be charged against the Revolving Fund.

- 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.

Respectfully submitted,

H. W. Shryock, President.

He explained somewhat in detail the plan used in measuring the scholastic achievement of the students and made a strong defense of the general plan of admitting all students who have completed a four-year high school education and giving them an opportunity to show whether they had the capacity to finish the courses. He believed in liberal entrance requirements, but in strict requirements for graduation.

His recommendation that Dean Wham be paid \$125 for services he rendered during the last summer was also approved by the Board.

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, January 16, 1933.

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, Fall Quarter, 1932:

		Men	Women		
		and	and		Total one
a.	College.	Boys.	Girls.	Total.	year ago.
	Post Graduates	4	2	6	
	Seniors	21	25	46	42
	Juniors	43	41	84	69
	Sophomores	63	177	240	192
	Freshmen	140	314	454	415
	Unclassified	5	2	7	11
	TOTAL COLLEGE	276	561	837	729
b.	DeKalb High School	209	137	346	447
	TOTAL ABOVE EIGHTH GRADE	485	698	1,183	1,176
c.	Elementary Grades.				
	McMurry Training School	108	125	233	247
	Glidden Training School	132	115	247	260
	Affiliated Rural Schools	30	27	57	79
	GRAND TOTAL	755	965	1,720	1,762

2. The enrollment for the Fall Quarter was the largest enrollment in the history of the college. There was an increase of 15% over the enrollment of the corresponding quarter last year. The enrollment for the Winter Quarter shows an increase of 8% over the enrollment for the same quarter last year. There were sixty-seven students who left school during or at the close of the Fall Quarter, some of whom were dropped for poor scholarship. Five were graduated and did not return. Seventeen new students registered at the beginning of the Winter Quarter and fifteen re-entered the college at that time. The enrollment at the present time is 797, the largest Winter Quarter enrollment in the history of the college.

3. The students whose names are listed below completed the requirements for graduation at the close of the Fall Quarter, December 9, 1932. I recommend that these students be graduated.

SENIOR COLLEGE. Warren William Patterson.

JUNIOR COLLEGE.

Edna M. Anderson Eva E. Brunemeyer Jeanette Caplan Malinda Malico Cook Alene M. O'Holleran Guinevere E. Saunders

- II. FACULTY. No report.
- 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.

The Revolving Fund shows the following report from October 1, 1932, to December 31, 1932:

·		
RECEIPTS.		
Surplus from 56th Biennium. Cash received, October 1, 1932, to December 31, 1932: Board and room, Williston Hall. Meals, Williston Hall. Registration fees Library fines Sale of lesson plans Transcript fees	\$10,857.15 1,189.25 8,270.00 24.00 7.00 5.00	\$16,235.58 20.352.40
Previously remitted, July 1, 1931 to September 30, 1932		93,123.84
Total available in Revolving Fund, December 31, 1932		\$129,711.82
EXPENDITURES.		
Salaries Telephone Garden supplies	\$6,893.34 34.50 850.00	
Food	4,208.27 14.18	
Household supplies	1,118.77	
Athletic supplies	$ \begin{array}{r} 289.89 \\ 21.28 \end{array} $	
Miscellaneous Building repairs Furniture and fixtures.	$\begin{array}{c} \textbf{680.75} \\ \textbf{135.90} \\ 285.20 \end{array}$	
-	\$14,532.08	
Expenditures previously reported July 1, 1931 to September 30, 1932	76,453.54	
Total expenditures		90,985.62
Balance on hand, Revolving Fund, December 31, 1932		\$38,726.20

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

- 1. I wish to make an oral statement about the budget.
- 2. The Committee on the Revision of Standards of the North Central Association of Colleges and Secondary Schools has selected twelve institutions for an intensive study in connection with these standards. Our college was one of the twelve selected. We have been glad to cooperate in this survey, believing that it will be beneficial to the institution as well as satisfy the requirements for inspection by the North Central Association. We are also being surveyed by a committee from the University of Illinois that plans to be at the college sometime this month. We believe that these visits are all beneficial to the institution and that continued accrediting from these agencies is necessary if this college is to maintain its position among the colleges of this State. President Kent of the University of Louisville and President Rainey of Bucknell University will make the survey for the North Central Association. The Committee on Admissions from Higher Institutions from the University of Illinois will conduct the survey for that institution.

X. SUMMARY. Action is requested on the following:

Approval of the awarding of the diplomas to the students who completed the requirements for graduation at the close of the fall quarter, December 9, 1932.

Respectfully submitted.

KARL L. ADAMS, President.

He called special attention to the enrollment. The number of students in the first quarter of this academic year was the largest enrollment in the history of the college.

He spoke of the two examining groups which are to visit the college within the next few weeks, one from the North Central Association of Colleges and Secondary Schools, and the other from the Illinois University.

His recommendation that the following persons should be graduated by the Board at the end of the fall semester was approved:

Senior College: Warren William Patterson.

Junior College: Edna M. Anderson, Eva E. Brunemeyer, Jeanette Caplan, Malinda Malico Cook, Alene M. O'Halloran and Guinevere E. Saunders.

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, January 16, 1933.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

The last meeting was held at a sufficiently late date beyond the opening of school in the fall that it was possible to report the attendance for the fall quarter. A table covering the details for that period will be found in the

report for October 10, 1932.

The attendance for the winter quarter will be reported in detail later. I may say that the total enrollment in the teachers college at this date is 1,594. The total enrollment for the winter quarter one year ago was 1,489. This is an increase of 105 students. I have noted on several occasions that for the last two years every quarter has shown an enrollment just a little larger than the enrollment for the corresponding period a year earlier. There is always a decrease in enrollment in the winter quarter as compared with the fall quarter. This decrease this year amounts to 26 students. The enrollment in the fall quarter was 1,620.

II. FACULTY.

- 1. At the last meeting of the Board authority was granted me to make two appointments of critic teachers in the University High School. I have made those appointments and I am herewith reporting them for confirmation as follows:
- a. For a critic teacher in science and mathematics I have chosen Mr. J. M. O'Rourke. He holds the degree of A. B. from Yankton College and the degree of A. M. from the School of Education of the University of Chicago. He has taken considerable work beyond this master's degree and is not far from the completion of the work for the degree of Ph. D. I think he is within one year of completion of the course work for that degree. Mr. O'Rourke taught for five years in the high schools of South Dakota. He was then for two years instructor in mathematics in Marquette University High School at Milwaukee. For the past four years he has been instructor in general science and mathematics and supervisor of practice teaching in the University High School at the University of Chicago. He has taught educational psychology for two summers in Notre Dame University.
- b. For critic teacher in English and history I have chosen Mr. Robert S. Ellwood. Mr. Ellwood holds the degree of B. S. from the State Teachers College at Kirksville, Missouri, and he took his degree of A. M. at the University of Alabama. During his student days he did some teaching as assistant in psychology in the University of Alabama. He then served for a number of years in the high schools of Wyanet, Illinois, Grand Pass, Missouri, and Jerseyville, Illinois. Since 1930 he has been a teacher of English in the J. Sterling Morton High School at Cicero, Illinois.

These two critic teachers are to have salaries of \$2,100 each for nine

months, to be paid from the appropriation for salaries and wages.

- III. OTHER SCHOOL EMPLOYEES. No report.
- IV. THE ORGANIZATION. No report.
 - V. THE CURRICULUM. No report.
- VI. BUILDING AND GROUNDS. No report.
- VII. AUXILIARY ENTERPRISES. No report.
- VIII. STUDENT LIFE. No report.
 - IX. MISCELLANEOUS. No report.
 - X. SUMMARY.
- 1. Confirmation of the appointment of two critic teachers in the University High School as recommended.

Respectfully submitted,

H. A. Brown, President.

He referred to the fact that the enrollment for the winter quarter was 105 greater than the enrollment for the winter quarter of last year.

The following recommendations were approved in this report:

- 1. Employment of J. M. O'Rourke as critic teacher in science and mathematics, at a salary of \$2,100 for nine months.
- 2. Employment of Robert S. Ellwood as critic teacher in English and history, at a salary of \$2,100 for nine months.

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 shows that there was an increase of 135 college students enrolled over the enrollment for the same period a year ago. The report follows:

Macomb, Illinois, January 16, 1933.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

1. Attendance Fall Term, 1932:

a.	College. Post Graduate Seniors Juniors Sophomores Freshmen	Men and Boys. 13 42 70 72 164	Women and Girls. 11 41 61 178 240	Total. 24 83 131 250 404	Total one year ago. 9 68 108 213 359
b. c. d.	TOTAL High School Extension Elementary GRAND TOTAL	361 64 108 122 547	531 81 558 133 745	892 145 666 255 1,292	757 130 689 244 1,131

2. The above table shows an increase of 135 college students over one year ago. This is an increase of 17.83%. Each of the four college classes shows an increase. In fact all departments of the institution except the Extension Department show growth. The enrollment in Extension may change slightly when the final check is made. One interesting thing about the enrollment of resident college students is that 40.47% of them are men. This is the highest percentage of men that has ever been in the college.

During and at the close of the Fall Quarter, 29 women and 28 men, or a total of 57 college students withdrew. At the beginning of the winter quarter and to date, 22 women and 21 men or a total of 43 college students enrolled. The college has therefore suffered a net loss of 14 students for the winter term. A full report for the winter quarter will be presented at the

first meeting of the Board following April 1, 1933.

3. No graduates are reported at this time.

II. THE FACULTY.

- 1. No resignations.
- 2. Miss Mabel Corbin of the English Department suffered an attack of influenza late in November, which left her with a weakened heart. She is not able to resume her full duties and her physician doubts whether she can do so before the beginning of the Spring Term. Other teachers in the department carried her work until Christmas, but it was not best for them to do so longer, so Dr. Clarence R. Decker was employed at \$500 for two and one-half months to assist her in caring for this work. This amount is to be taken from Miss Corbin's salary. She has served the institution for twenty-three years.

- III. OTHER SCHOOL EMPLOYEES. No report.
- IV. THE ORGANIZATION. No report.
- V. THE CURRICULUM. No report.

VI. The buildings have not been kept up to standard in repairs, due to requests from the State departments that no expense be incurred which can be deferred. A contract for some painting on the buildings amounting to approximately \$1,200 has been let recently, but this covers only a small part of the needed repairs.

The plans and specifications for the new training school are completed but the contract cannot be let until the money is available and the permis-

sion of the Governor is given to go ahead.

No work except the care of the grass, plants, and shrubs has been done

on the campus this year.

The second story of the tool house and the fence for the athletic field have been deferred for a while, although they are very much needed.

VII. AUXILIARY ENTERPRISES.

1. Monroe Hall report.

1. Monroe Han report.	
RECEIPTS.	
Total receipts from Oct. 1, 1932 to Dec. 31, 1932	\$ 4,314.04 37,485.56
-	\$41,799.60
DIGDID GDATDAING	ψ11,100.00
DISBURSEMENTS. Groceries, meats, fruits and vegetables	
Groceries, meats, fruits and vegetables	
Milk, cream, butter and ice cream	
Gas 83.19 Refund on Board 22.50	
Office supplies and telephone	
Laundry and household supplies	
Service	
Transfer for heat, water and light	5,267.82
Balance on hand December 31, 1932	\$36,531.78
SUMMARY. Cash balance at beginning of Quarter	\$37,485.56
Inventory of goods at beginning of Quarter	897.57
Bills outstanding	\$38,383.13 204.18
	000 170 05
Unencumbered balance Cash balance at close of Quarter	\$38,178.95 \$36,531.78
Inventory of goods at close of Quarter	1,127.14
-	\$37,658.92
Bills outstanding	294.55
Unencumbered balance	\$37,364.37
2. Cafeteria report.	
RECEIPTS.	
Total receipts from Oct. 1, 1932 to Dec. 31, 1932	\$792.33 834.70
•	\$1,627.03
DISBURSEMENTS.	
Groceries, meats, fruits and vegetables	
Bread and bakery goods	
Ice	
Service	
	797.68
Balance on hand December 31, 1932	\$829.35

SHMMARY.

SUMMARI.	
Cash balance at beginning of Quarter Inventory of goods at beginning of Quarter	$\begin{array}{r} \$834.70 \\ 665.19 \end{array}$
Bills outstanding	\$1,499.89 196.68
Unencumbered balance Cash balance at close of Quarter. Inventory of goods at close of Quarter.	\$1,303.21 \$829.35 565.43
Bills outstanding	\$1,394.78 101.96
Unencumbered balance	\$1,292.82

VIII. STUDENT LIFE.

There have been more students this year, both men and women, who have applied to the employment committee than we have had in any previous college year. On the contrary, fewer business men and householders have had work for students to do than formerly. This has made the situation very difficult and several students have been unable to enter the college. At the same time, some who did enter had to drop out, due to lack of funds or places to work.

Student interest in the work of the glee clubs, athletics, and other extra curricular activities has been excellent. The standard of work done by the students in their college classes during the Fall Quarter was high. The college is moving along nicely but many students are finding more difficulty than usual in paying their fees, board, and room rent.

IX. MISCELLANEOUS.

Governor Emmerson has decided to collect no unemployment fund, but the faculty in cooperation with the local relief committee has given one day's salary to help out, and will no doubt give more from month to month.

The budgets must be supported and the work of the State legislature must be watched constantly to see that proper legislation is had for the teachers college.

X. SUMMARY.

1. The approval of the temporary appointment of Dr. Decker at the salary specified is requested.

Respectfully submitted,

W. P. Morgan, President.

President Morgan spoke of the continued illness of Miss Mabel Corbin, teacher in the English department, and the necessity of employing someone to assist in carrying on her work.

He called attention to the fact that the usual and needed repairs had not

been made upon the buildings.

His recommendation that Mr. Clarence R. Decker be employed at \$500 for two and one-half months to assist Miss Corbin, the \$500 to be taken out of Miss Corbin's salary, was approved.

President Morgan raised the question of the time of the next meeting of the Board. On motion the Board decided to meet in Macomb on Monday,

April 24, at 9:00 o'clock.

To assist in getting the needs of the Teachers Colleges before the members of the legislature, the Board approved the suggestion that the members of the legislature in the territory about each one of the Teachers Colleges might be called together and the askings of that particular institution placed before them.

Mrs. Reynolds raised the question concerning the money that had been appropriated for a building at Macomb and which had not been used. It seemed to be the opinion of the Board that this money should be reappropriated.

Mr. Bach presented a resolution setting forth certain considerations and recommendations with regard to the possible need of limiting attendance at the Teachers Colleges, and of fixing a definite tuition fee. On motion of Mr. Bailey, the Secretary of the Board was requested to type these resolutions and send them to the members of the Board and the Presidents of the

schools, and that action on them be deferred until the next meeting.

President Lord brought before the Board the question of the annual meeting of the members of the faculty of the five Teachers Colleges. At the previous meeting of the Board the fact that one or two of the schools had indicated their desire that this meeting should be discontinued was presented, and the Board was asked to decide whether the meeting should be continued or not. The Board had referred the matter to the Council of Presidents with power to act. President Lord stated that three of the colleges were for continuing it, and asked if the Board desired to take any further action. The matter was again referred to the Council of the Presidents for their determination.

President Adams called the attention of the Board to the death of Mr. Still who had served for ten years. On motion the Chairman of the Board appointed the committee, consisting of President Adams, Mr. Blair, and Miss McIntire, to prepare a statement on the death of Mr. Still for record in the minutes of the Board. The resolution as prepared by the committee is as

follows:

RESOLUTION BY THE STATE NORMAL SCHOOL BOARD ON THE DEATH OF MR. EDGAR B. STILL.

The members of the Normal School Board hereby record their deep sense of regret and loss over the death of Mr. Edgar B. Still who has been a loyal and efficient member of this Board for almost ten years. Through the most critical period of its existence he was the member of the Board most directly interested in the development and progress of the Northern Illinois Teachers College. Quiet and undemonstrative, there was a compelling power in his singleness of purpose and his untiring efforts to equip not only the College at DeKalb, but all the other Teachers Colleges with such physical plants and instructional forces as would enable them to render the most efficient service to the State of Illinois.

The members of this Board who have served with him feel the loss of a

friend and a worthy public servant.

F. G. BLAIR, HARRIET A. McIntire. Signed KARL L. ADAMS.

The Board adjourned.

M. F. Walsh, Chairman. F. G. Blair, Secretary.

Approved April 24, 1933.

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

C. M. Bardwell, Aurora 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

Faculty and Curricula

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

Supplies and Equipment

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

Buildings and Grounds

Mr. Bardwell 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 SPECIAL MEETING OF THE NORMAL SCHOOL BOARD.

A special meeting of the Normal School Board was held in the office of the Superintendent of Public Instruction, April 5, 1933, at 9:00 a.m.

Members present: Mr. Bailey, Mr. Bardwell, Mr. Blair, Mr. Dill, Miss McIntire, Mr. McMorris, Mrs. Northam, Mrs. Reynolds and Mr. Walsh.

Members absent: Mr. Bach and Mr. Bradley.

All of the presidents were present.

The Secretary read the call of the special meeting, which was as follows: "Upon the request of Governor Horner, the Chairman and Secretary of the Normal School Board are calling a meeting of that Board on next Wednesday morning, April 5th, at nine o'clock, in the office of the Superintendent of Public Instruction. The forenoon will be given to consideration of the budget. At 1:30 the Director of Finance and representatives of the Illinois Federation of Colleges are invited to come before the Board."

The Chairman of the Board announced that the discussion of the forenoon would relate to any proposed changes in the budgets of the five teachers colleges which had been formerly passed upon by the Board and presented

to the State budget committee.

The Chairman announced that he would call upon each one of the presidents to make a statement of any recommended changes he desired to make in the budgets previously offered. Each one of the presidents read a letter which has been written to Mr. Walsh on certain phases of the budgets. After Presidents Lord, Morgan, and Adams had spoken, Mr. Blair read the letter which he had written to Rev. J. W. R. Maguire, President of St. Viator College, which is made a part of these minutes. The letter follows:

February 2, 1933.

Very Rev. John W. R. Maguire, President, St. Viator College, Bourbonnais,

DEAR FATHER MAGUIRE: Pursuant to our conversation, I am writing you a detailed statement concerning what seem to be the definite purposes and objectives of teachers colleges, as expressed in law and by the rules of the controlling board.

The constitution of the State of Illinois says, "The legislature shall provide a thorough and efficient system of free schools whereby all the children of the State may secure a good common school education." In obedience to this constitutional mandate, the legislature established a system of common schools which, in the earlier days, rarely reached beyond the elementary grades. The private academy and here and there a public high school, often called an academy, were the only representatives of the modern high school.

However, along about 1890 or 1885 the urge for high schools began to appear. By 1917 it had become widespread and the enrollment in the high schools was more than doubling every ten years. It was during this period of rapid development of public high schools that the question was raised whether in the contemplation of the makers of the constitution it was intended that people should be taxed to maintain a secondary school. The Supreme Court held that the high school is as much a part of a common school education as the elementary grades. This opinion immediately became the law of the State.

In 1855 the code of laws covering the common schools of Illinois was thoroughly studied and greatly extended. In fact it is often called the first law establishing a State-wide system of schools. In the plan as formulated there was to be a normal school to train the teachers for teaching in the common schools established by the State.

You may be interested to know that at about the same time there was an agitation to found a State university, and the proponents of these two different types of institution appeared before the legislature in 1855 and 1857. But those who believed that the State should train its teachers prevailed, and instead of founding a university at that time, they founded the State Normal School at Normal, Illinois. In doing so, they played a verbal trick which was not altogether creditable to their sincerity. There was a State fund called the college and seminary fund, which had for its original object the founding of a State college or university. In order that this school might benefit from the proceeds of this fund, they called it "The Illinois State Normal University."

With the rather rapid expanse of the common school system there were demands for the establishing of other normal schools. The one at Carbondale was established in 1872, and the same verbal trick was played by giving it the title of "The Southern Illinois Normal University" and dividing the proceeds of the funds between these two institutions. Then within the next thirty years came the schools at Charleston, Macomb, and DeKalb. These three were called frankly normal schools, with the avowed intention, as expressed in law and under the rules of the board, to train teachers for the common schools of Illinois.

And as two years of training in subject matter and method of instruction was considered adequate training for those who were to teach in the elementary schools, these two normal universities and three normal schools offered only two years of work beyond a high school education. But with the most unusual growth of the high school came the demand for high school teachers, which resulted in the demand upon the legislature that the normal schools should be transformed into teachers colleges so that they could prepare teachers for all the common schools, including the high schools.

These laws were passed in 1907, and the language contained in them was as follows: "And the said board shall have the further power, on recommendation of the faculty of said Northern Illinois State Normal School, to issue diplomas to such persons as shall have satisfactorily completed the required studies, and to confer such professional degrees as are usually conferred by other institutions of like character for similar or equivalent courses of study."

You will note that at this time there was a board in charge of each one of the teacher training institutions. I have taken the language from the law as it related to the Northern Illinois State Normal School.

At the time this law was passed I was not friendly to it. I felt that the schools should continue to devote their entire time to the preparation of elementary school teachers. I had just come out of the Eastern Illinois Normal School into the position of State Superintendent of Public Instruction, and the feeling in that school from the president down through the faculty was that we should give our attention to the preparation of elementary school teachers. But the great high school flood did not break in its full volume until several years after this law had passed. The rapid increase in the high school attendance and the creation of new high schools had begun earlier in northern Illinois and, therefore, we had the demand for this change come from that section first.

However, the legislature in extending the course of these normal schools to four years and designating them as colleges did it with the avowed purpose of preparing teachers. The State University of Illinois, which had become a powerful organization by that time, would not have looked with kindness nor friendliness upon any effect to build up five other liberal arts colleges or potential universities. The discussion in the legislature and by the two leading presidents of the normal schools who favored this change, namely, John W. Cook and David Felmley, all stressed the one point, that the normal school must be enlarged so that it could train teachers for the high schools as well as the elementary schools. The fact that the law estab-

lishing them gave them the power to confer only "professional degrees" was the expression of the legislative intent that these schools should not be liberal arts colleges. In carrying out more definitely this point of view, the board in charge of these schools passed a rule that the degree conferred should be the Bachelor of Education degree, and that is the only degree that has ever been conferred by any of these teacher-training institutions in Illinois.

Further to emphasize the rather narrow professional and vocational status of these schools as determined by the legislature, the law requires that every one entering these schools, to be trained at the expense of the State, must sign a statement that he intends to teach in the State of Illinois for at least three years. If he teaches in another state before he has discharged his obligation, he must pay tuition to the school. Or if the person gets married or decides to go into law or some other profession, and does

not teach the three years, he is to pay his tuition.

These schools could not, under any circumstances, give a pre-medical course or a pre-law course as many of our liberal arts colleges are doing to-day. It is true that these teachers colleges, under the new plan, have had a new birth in the sense that they have become more devoted to the place of subject matter in preparation of a teacher. They have come to see clearly that it is as professional to know the subject matter as it is to know the method of teaching it. Therefore, in training a Latin teacher for the high school they must offer courses in Latin beyond the high school level, and so with all other subjects,—science and history and economics, etc. But the distinguishing characteristic of its work is that all this is done with a definite objective of preparing teachers.

No doubt here and there local pride or ambition has betrayed individuals into statements such as were referred to in our conversations, but the Board in charge of these institutions representing the State have no such ambitions or illusions, and I do not believe that the presidents of the schools have any other objective than to make their institutions teacher training institutions.

The fine spirit of friendliness and good will which has grown up between the State institutions and the privately endowed institutions in Illinois has been a source of great satisfaction to me. I should regret exceedingly if anything should occur to disturb that fine spirit of professional respect and cooperation. In normal times the field is so large and the demands of the State so great that with all the State and privately endowed institutions working at full capacity, the demand for educated men and women, generally and especially trained, is greater than the supply. It is only in such a dire disaster as envelops us at present, when the field is so narrowed by financial conditions, that appearances of conflict in objectives will appear. But as a person who had two years of training in one of the Illinois State teachers colleges, and who taught for seven years there, and as a present member of the Normal School Board and Superintendent of Public Instruction, I assure you and the members of the College Federation that there is no intention that the teachers college shall invade the distinctive field of the liberal arts college, and that every effort will be made by those in official control of these schools to maintain that cordial and helpful relationship and cooperation between these State maintained schools and the privately endowed colleges and universities of Illinois.

Yours sincerely, F. G. Blair, Superintendent.

After Presidents Brown and Shryock had spoken, there seemed to be a very general agreement to the effect that the budgets under consideration should be modified by a 10 per cent cut on the salary schedule which, added to the discontinuance of the second summer term, which was in essence a salary reduction, could not be considered otherwise than a radical reduction in salaries, especially when viewed in the light of the fact that the teachers colleges had increased in enrollment something like 20 per cent.

The matter of the new form of diplomas which had been authorized by a previous meeting was raised by the Chairman of the Board. It seemed that the cost of the new forms previously approved was considerably greater than the old forms. After a full discussion of the matter, Mr. Blair moved that the presidents be authorized to purchase the new design of leather covered diplomas for all graduates with a degree, but that the diplomas for those graduating from the second year be presented without covers. The motion carried.

The Board recessed until 1:30 p. m.

In accordance with the call of the meeting a committee representing the Illinois Federation of Colleges came before the Board. They were, President C. P. McClelland of MacMurray College, President Albert Britt of Knox College, President Thomas H. McMichael of Monmouth College, and President

H. W. McPherson of Illinois Wesleyan University.

After these presidents were introduced, President McClelland spoke somewhat in detail on the friendly and cooperative relations which should exist between the privately endowed colleges and the State maintained teachers colleges. He showed the difficulties that the privately endowed liberal arts colleges were facing in this great depression, and stated that there were some friends of the private colleges who felt that they were facing unfair competition with the teachers colleges because the private colleges had to charge high tuition in order to maintain themselves, while the teachers colleges charged practically no tuition.

President Britt, President McPherson, and President McMichael followed President McClelland. In all these discussions there appeared the most kindly spirit of respect and cooperation, but the following suggestions ap-

peared:

- 1. That it would be a good thing to have a more complete picture of the whole school system of the State, including the publicly maintained and the privately endowed institutions.
- 2. That if these private schools were forced to close their doors, the State would be compelled to assume the additional expense and burden of educating the 20,000 pupils enrolled in the small liberal arts colleges of Illinois.
- 3. It was suggested that the whole State system of public education should be reviewed to ascertain whether it had not grown "top-heavy." $\,$

The Chairman of the Board then called upon the five presidents of the teachers colleges to speak. Out of these statements it was made clear—

- 1. That while the teachers colleges, in order to train teachers, principals, and supervisors for the twelve grades of the common schools, must offer subject matter and provide instructors of the college level, that there was no intention on the part of the State or on the part of the presidents of these schools to make them liberal arts colleges.
- 2. While it was admitted that the pledge to teach made by everyone entering these institutions was not completely effective, that in a very general way it was; that it indicated clearly the professional character of the school; anyone attending a teachers college must acclaim himself as a teacher in preparation.
- 3. It appeared that fees were being charged in teachers colleges, in one instance amounting to \$45.00 for the three terms.
- 4. It was made very clear by those who spoke that there was no attempt on the part of the teachers colleges to take away from the liberal arts colleges any of the students who desired to attend the liberal arts college. In fact it appeared that some of these presidents had even recommended to prospective students that they attend a private liberal arts college.

All of the teachers college presidents joined in expressing their hope that not a single privately endowed institution would be compelled to close

its doors, for there was work for all of these higher institutions.

The Chairman of the Board called upon the Secretary of the Board to make a statement on behalf of the Board. He pointed out—

- 1. The mandate which the constitution lays upon the legislature to provide a thorough and efficient system of common schools.
- 2. That no thorough and efficient system of common schools was possible without thoroughly and efficiently trained teachers.
- 3. That the legislature, realizing that thorough and efficient teachers could not be had without organized effort, established the State Normal School in 1857, and later on the five other normal schools.
- 4. That while in the beginning the teacher training institutions confined themselves to the training of teachers for the elementary and rural schools, the great enlargement of the high school system which began somewhere in the 1890's created a demand for trained high school teachers.
- 5. As the Supreme Court had ruled that the high school is as much a part of the common school system which the legislature is required to establish as is the elementary school, the teachers colleges, founded to provide teachers for the common school system, naturally felt the need of lengthening their course and providing ample facilities for training these high school teachers.

6. In view of this changed situation, the legislature authorized the boards in charge of these five teacher training institutions to extend their

courses and to grant professional degrees.

Mr. Blair declared that it was not the object of the State to create a monopoly in education or in the training of teachers. That the policy of the State was clearly shown in the laws relating to the certificating of teachers wherein the private colleges were given the same standing and the same credit in the preparation of these teachers as was accorded to the State teacher training institutions. He felt that it would be unfortunate for the public school system to have all of its teachers trained in publicly maintained institutions. The variety which poured into the school system by having teachers coming from many different types of colleges prevented that scholastic inbreeding which might lead to standardized stagnation. He expressed on behalf of the Board the desire to cooperate in every way with the privately endowed institutions, and that if at any time causes of friction or misunderstanding should appear, that these matters should be immediately brought before the Board.

The Chairman of the Board asked for expression of other members.

It was the unanimous opinion of the Board that the conference had been very helpful and a suggestion was made that some kind of a State council might be established where the private schools and the State schools might meet together and discuss their differing problems and differing points of view, as well as the many things which they hold in common in objectives and purposes.

After the presidents of the private colleges had gone, Mr. McLain representing the Finance Department appeared. The matter of the budgets to be presented to the General Assembly was taken up again. The details were gone over with great care, the presidents of the teachers colleges advancing certain suggested and proposed changes in the former submitted budgets. After a serious discussion, Mr. Bailey offered the following motion, which

was unanimously adopted by the Board:

"Moved that the presidents be instructed to re-write their budgets reflecting the elimination of the second summer school and a ten per cent deduction on all salaries in excess of \$100 per month. Also that all requests for permanent improvements other than those necessary for the maintenance of the present buildings be eliminated."

The Board appointed the following budget committee to work with the presidents and the finance committee in the further consideration of the legislative budgets: Mr. Bardwell, Mr. McMorris, and Mrs. Reynolds.

The Board adjourned.

M. F. Walsh, Chairman. F. G. Blair, Secretary.

