

10-8-1934

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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PROCEEDINGS
OF THE
Normal School Board

OF THE
STATE OF ILLINOIS



Issued by
THE NORMAL SCHOOL BOARD
JOHN J. HALLIHAN, *President*
FRANCIS G. BLAIR, *Secretary*

At Chicago, July 16, 1934
At Normal, October 8, 1934

[Printed by authority of the State of Illinois]



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(39198)

STATE OF ILLINOIS
DEPARTMENT OF REGISTRATION AND EDUCATION

THE NORMAL SCHOOL BOARD

Ex-officio Members

John J. Hallihan, Director of Registration and Education
Springfield, Chairman

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

Appointed Members

Term Expires

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

1939

*Mrs. Martin K. Northam, Evanston
*Charles E. McMorris, Marshall
William E. Sunderman, Charleston

Presidents of Normal Schools

R. W. Fairchild, A. B., A. M., Ph. 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

Robert G. Buzzard, B. S., Ph. D.
Eastern Illinois State Teachers College, Charleston

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

* Holdover.

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. Sunderman
Mrs. Reynolds
The Chairman
The Secretary

Buildings and Grounds

Mr. Sunderman
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 Director Hallihan, Room 1711, 360 North Michigan Boulevard, Chicago, Illinois, on Monday, July 16, 1934, at 10:00 a. m.

The following members were present: Mr. Hallihan, Mr. Bach, Mr. McMorris, Dr. Sunderman, Mrs. Reynolds, Miss McIntire, Mrs. Northam, and Mr. Dill.

Absent: Dr. Bradley, Mr. Bailey, and Secretary Blair.

It was moved and seconded that Mr. Dill be named temporary secretary. The motion was carried.

Miss McIntire moved that the minutes of the last meeting, June 18, 1934, be approved with corrections in President Buzzard's report, which include the striking out of paragraph 11 and the changing of paragraph 10 to read as follows:

"After much discussion the list of persons recommended for twelve months was deferred to a later meeting without approval."

Reports of committees were called for. Mrs. Reynolds, Chairman of the Committee on Retirement, reported that the committee was not ready to make further report at that time, but was giving the subject study and would report at a later date.

The Advisory Committee for the Eastern Illinois State Teachers College presented the following report, which was read by Mr. Dill who moved its adoption. The motion was seconded by Dr. Sunderman, and after a full discussion, the motion was carried by the Board:

Chicago, Illinois,
July 16, 1934.

To the Illinois State Normal School Board:

The Advisory Committee for the Eastern Illinois State Teachers College, recommends to the Board in executive session:

1. The transfer of Ellen A. Ford from Dean of the College to the status of Dean of the College, *emerita*, effective at the end of the 1934 summer school, with retirement salary \$2,160 for 12 months, beginning September 1, 1934.

2. The former leave of absence granted Lawrence F. Ashley for study for 1934-35 be revoked, and that he be granted leave of absence without obligation.

Advisory Committee,
(Signed) JOHN D. DILL,
CHARLES E. McMORRIS,
WILLIAM E. SUNDERMAN.

A communication addressed to the Board from certain members of the Alumni Association of the Charleston Normal was read, and Mr. Bach was authorized by the Board to draft a reply, which reads as follows:

Bloomington, Illinois,
July 18, 1934.

Flora E. Balch,
Pres. Alumni Ass'n, Chicago Branch,
Evanston, Illinois.

Antha Endsley,
Vice-Pres., General Alumni Ass'n,
Charleston, Illinois.

Ciney Rich, M. D.,
Executive Committee,
Decatur, Illinois.

F. F. Homann,
Executive Committee,
Mattoon, Illinois.

Bruce H. Corzine,
Executive Committee,
Chicago, Illinois.

Dear Mesdames and Sirs:

The members of the Board of Trustees of the Normal schools of Illinois beg to acknowledge receipt of your communication delivered to

the Board at its meeting in Chicago on July 16, 1934, and have delegated to me the privilege of replying thereto.

We are satisfied that there has been an entire misunderstanding on your part of the facts and that when you understand all the facts you will cooperate with this Board in our efforts to make Charleston Normal the equal of the other Normal schools of our State as to faculty requirements.

You realize that our Board have no control over the recommendations of the North Central Association of Colleges as to requirements at Charleston. It was unfortunate that following our almost unanimous selection of President Buzzard, that the Charleston school was very shortly thereafter conditioned and certain demands were made upon the President regarding qualifications of the faculty. An examination of the record will disclose that there has been no wholesale dismissal of members of the faculty by the new President. The Board have in every instance carefully weighed the facts when changes have been recommended in the faculty and in no instance have the Board acted in a manner other than for the best interests of the Charleston school.

We cannot understand how any rumors should be circulated to the effect that there is contemplated by the Board a wholesale dismissal of the old faculty members at Charleston, regardless of their qualifications, as no past action on the part of the Board or the President warrants any such rumor. We most respectfully urge that your committee meet with the Advisory Committee of this school, selected by this Board, to the end that you may be able to render us your valuable assistance in harmonizing the requirements of the North Central Association with the action that our Board of Trustees are compelled to take to comply with the same.

However, we want it distinctly understood that our Board are standing back of Dr. Buzzard in his trying position, and that nothing herein shall be taken or understood as an admission that his work so far has not met with our approval, nor as limiting him in his work of reorganization of his faculty in compliance with the requirements of the North Central Association.

We do wish to assure you, and through you the faculty of the school, that every effort will be made to protect the loyal faculty members and to assist them in meeting all the requirements that are placed upon the school. The best assurances for the future of the faculty should be the past action of our Board.

We deplore the circulation of such unfounded rumors as you mention as being detrimental to the school, and we feel that you will cooperate with our Board and with President Buzzard in stamping them out.

We must insist on loyal cooperation of all faculty members with the new President. Insubordination on the part of any faculty member will be punished by immediate dismissal from service. However, you may rest assured that neither President Buzzard nor the members of the Board contemplate any wholesale dismissal of the faculty of Charleston Normal. We also wish to assure you that the Board are grateful for the interest taken by you in your Alma Mater, and trust that you may see your way clear to render further help. If there is any way other than the methods already employed by us by which we can comply with the North Central Association requirements and still retain the most of the old faculty or those who show a proper spirit of loyalty and cooperation, the Board will be glad to learn the same.

Respectfully yours,

WILLIAM R. BACH.

This reply was read to the Board and met with unanimous approval.

The Presidents were called in. Those present were Presidents Morgan, Buzzard, Adams, and Fairchild.

Absent: President Shryock.

WESTERN ILLINOIS STATE TEACHERS COLLEGE

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

Macomb, Illinois,
July 16, 1934.

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 for the Spring Quarter, 1934.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|----------------------------|---------------------|------------------------|--------|---------------------------|
| a. College: | | | | |
| Post Graduates | 5 | 10 | 15 | 22 |
| Seniors | 52 | 48 | 100 | 111 |
| Juniors | 52 | 55 | 107 | 127 |
| Sophomores | 117 | 203 | 320 | 238 |
| Freshmen | 137 | 215 | 352 | 327 |
| Total | 363 | 531 | 894 | 825 |
| b. High School | 51 | 79 | 130 | 142 |
| c. Elementary Grades | 151 | 147 | 298 | 255 |
| Grand total | 565 | 757 | 1,322 | 1,222 |

2. Attendance for Mid-Spring Term, 1934.

| | Men. | Women. | Total. | Total one year ago. |
|----------------------|------|--------|--------|---------------------------|
| a. College: | | | | |
| Post Graduates | 0 | 1 | 1 | 2 |
| Seniors | 7 | 9 | 16 | 19 |
| Juniors | 11 | 29 | 40 | 31 |
| Sophomores | 10 | 29 | 39 | 55 |
| Freshmen | 3 | 9 | 12 | 26 |
| Total | 31 | 77 | 108 | 133 |

3. Attendance for the college year beginning July 1, 1933, and ending June 30, 1934.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|---|---------------------|------------------------|--------|---------------------------|
| a. College: | | | | |
| Post Graduates | 28 | 53 | 81 | 111 |
| Seniors | 115 | 153 | 268 | 368 |
| Juniors | 130 | 234 | 364 | 496 |
| Sophomores | 157 | 393 | 550 | 604 |
| Freshmen | 240 | 335 | 575 | 587 |
| Total | 670 | 1,168 | 1,838 | 2,166 |
| b. High School | 72 | 106 | 178 | 185 |
| c. Non-Residents (Exten.) | 89 | 414 | 503 | 675 |
| d. Elementary Grades | 206 | 212 | *418 | **393 |
| Grand total | 1,037 | 1,900 | 2,937 | 3,419 |
| Counted twice | 118 | 186 | 304 | 762 |
| Total Number of Individuals Enrolled | 919 | 1,714 | 2,633 | 2,657 |

* 120 of these pupils attended the city summer school in 1933.

** 138 of these pupils attended the city summer school in 1932.

4. Per capita cost.

a. College attendance by terms and quarters, July 1, 1933, to June 30, 1934.

| | Men. | Women. | Total. | Equiva- lent for 36 weeks. |
|---------------------------------|------|--------|--------|-------------------------------------|
| Summer Term, 1933..... | 184 | 479 | 663 | 111 |
| Fall Quarter, 1933..... | 415 | 581 | 996 | 332 |
| Winter Quarter, 1933-34..... | 393 | 560 | 953 | 318 |
| Spring Quarter, 1934..... | 363 | 531 | 894 | 298 |
| Mid-Spring Term, 1934..... | 31 | 77 | 108 | 18 |
| Extension Credits, 1933-34..... | 111 | 520 | 631 | 53 |

Total 1,130

b. Cost of operating the college for the year beginning July 31, 1933 and ending June 30, 1934, not counting permanent improvements nor interest on the investment—

| | |
|----------------------------|--------------|
| State appropriations | \$255,040.98 |
| Revolving Fund | 21,016.93 |

Total \$276,057.91

c. Per capita cost:

| | |
|--|----------|
| To State, \$255,040.98 ÷ 1,130 = | \$225.70 |
| To Revolving Fund, \$21,016.93 ÷ 1,130 = | 18.60 |

Total, \$276,057.91 ÷ 1,130 = \$244.30

d. During the year ending June 30, 1933, the per capita cost was as follows:

| | |
|--|----------|
| To State, \$296,838.62 ÷ 1,139 = | \$260.61 |
| To Revolving Fund, \$12,905.63 ÷ 1,139 = | 11.33 |

Total, \$309,744.25 ÷ 1,139 = \$271.94

e. Two things are of interest in the above tables. First, the attendance for the year just closed reduced to a 36 weeks basis is only 9 less than the attendance on the same basis for the preceding year, although the second summer term was not conducted during the year just closed. The main reason for this lies in the fact that the three regular terms of the year 1933-34 show a combined enrollment of 2,843, while the same terms for the preceding year show a combined enrollment of 2,598. There was an average attendance, therefore, for the three terms of the regular year just closed of 948, while the average attendance for the corresponding terms of the preceding year was 866.

In the second place, the total per capita cost from all funds for the year just closed was \$244.30, while the per capita cost for the preceding year on the same basis was \$271.94. Thus the per capita cost is reduced almost \$30.00 for the year just closed over that of the preceding year. This does not mean, however, that there is anything of which we ought to be proud in connection with the per capita cost for the year 1933-34, for all concerned with the operation of the college have reduced every request in the form of a requisition to the minimum amount, and many things which the college needs almost to the point of an emergency have been omitted from these requisitions. Even then, various items have been stricken from the requisitions by the State Department, and several of the departments of the college are severely handicapped by the lack of apparatus and equipment, as well as operating materials. Almost without doubt the per capita cost for the present year will considerably exceed that of the year just closed if those who are handling the requisitions and allotments are willing for the college to have what it needs, even though on a most conservative basis. Again let it be emphasized that the reduction in per capita cost has greatly reduced the efficiency of the college.

5. Graduates. None to report until after the close of the summer term on July 20.

II. THE FACULTY.

1. No resignations.

2. New appointments recommended:

- a. Miss Loretta J. Robinson is recommended for the training school position in English which is vacant. Miss Robinson holds her life certificate and Bachelor's degree from the State Teachers College at Greeley, Colorado. She holds her Master's degree from Teachers College, Columbia University. She has had experience as a supervisor of English in junior high school and in the upper grades of the elementary school. During the past year she has been a training school teacher at Normal University, and is highly recommended by President Fairchild, as well as by a number of the faculty with whom she has worked both at Greeley and Columbia University.

The salary in connection with her position will be \$1,800 for thirty-six weeks for the coming year, and is to be paid out of the State appropriation for salaries and wages.

- b. Dr. Ernest G. Hildner, Jr., is recommended for the position which is vacant in the History Department. He has had two years of training in the Northern State Teachers College of Michigan, and holds his A. B. degree, his A. M. degree, and his Ph. D. degree from the University of Michigan. He traveled and studied abroad on a fellowship from the University of Michigan during the college year of 1930-31. He has had experience as a public school teacher and superintendent, and taught last year at the Alfred Holbrook College in Ohio, where he acted as Dean of Men. This summer he is teaching at Fisk University. Mr. Hildner is highly recommended by members of the faculty from the Northern State Teachers College of Marquette, Michigan, by many members of the History Department of the University of Michigan, and by a number of public school officials under whom he has worked. He is likewise strongly recommended by President H. E. Cunningham, of Alfred Holbrook College. The salary for this position for which he is recommended will be \$1,980.00 for thirty-six weeks, and is to be paid from the appropriation for salaries and wages.
- c. It is probable that one additional faculty member will be recommended at the next meeting of the Board. If so, this recommendation will be in connection with the Departments of Biology and Physical Education, where there is much need for additional help.

III. OTHER SCHOOL EMPLOYEES.

1. Some student help is needed in the recorder's office during the summer vacation. Not to exceed \$100.00 should be set apart for this purpose.

IV. ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES.

1. The Cafeteria report for the year ending June 30, 1934.

RECEIPTS.

| | |
|---|-------------------|
| Total receipts from July 1, 1933, to June 30, 1934..... | \$2,396.64 |
| Balance on hand July 1, 1933..... | 1,059.77 |
| Total | <u>\$3,456.41</u> |

DISBURSEMENTS.

| | |
|--|-----------------|
| Groceries, meats, fruits and vegetables..... | \$1,364.08 |
| Bread and bakery goods..... | 82.56 |
| Milk, cream, butter and ice cream..... | 445.28 |
| Household supplies | 208.44 |
| Repairs | 28.00 |
| Service | 684.55 |
| | <u>2,812.91</u> |
| Balance on hand June 30, 1934..... | \$643.50 |

SUMMARY.

| | |
|--|-------------------|
| Cash balance at the beginning of the year..... | \$1,059.77 |
| Inventory of goods at the beginning of the year..... | 488.44 |
| | <u>\$1,548.21</u> |
| Bills outstanding | 262.79 |
| Unencumbered balance | \$1,285.42 |
| Cash balance at the close of the year..... | \$ 643.50 |
| Inventory of goods at close of the year..... | 456.06 |
| | <u>\$1,099.56</u> |
| Bills outstanding | 149.44 |
| Unencumbered balance | \$950.12 |
| Loss for the year, \$1,285.42 — \$950.12 = \$335.30. | |

2. The Dormitory report for the year ending June 30, 1934.

RECEIPTS.

| | |
|--|-------------|
| Total receipts from July 1, 1933 to June 30, 1934..... | \$12,815.15 |
| Balance on hand July 1, 1933..... | 37,599.66 |
| | \$50,414.81 |

DISBURSEMENTS.

| | |
|--|-------------|
| Groceries, meats, fruits and vegetables..... | \$3,056.82 |
| Bread and bakery goods..... | 291.11 |
| Milk, cream, butter and ice cream..... | 1,081.97 |
| Gas..... | 163.67 |
| Office supplies and telephone..... | 96.31 |
| Laundry and household supplies..... | 95.69 |
| Repair and equipment..... | 439.05 |
| New equipment (laundry)..... | 2,341.22 |
| Refund on Board..... | 25.00 |
| Service..... | 5,790.35 |
| Transfer for heat, water and light..... | 4,000.00 |
| | 17,381.19 |
| Balance on hand June 30, 1934..... | \$33,033.62 |

SUMMARY.

| | |
|--|-------------|
| Cash balance at beginning of year..... | \$37,599.66 |
| Inventory of goods at beginning of year..... | 869.15 |
| | \$38,468.81 |
| Bills outstanding..... | 505.40 |
| Unencumbered balance..... | \$37,963.41 |
| Cash balance at close of year..... | \$33,033.62 |
| Inventory of goods at close of year..... | 766.63 |
| | \$33,800.25 |
| Bills outstanding..... | 333.87 |
| Unencumbered balance..... | \$33,466.38 |
| \$37,963.41 — \$2,341.22 (New Equipment) = \$35,622.19. | |
| Loss for the year, \$35,622.19 — \$33,466.38 = \$2,155.81. | |

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

The preparation of the next budget will need to begin next October, probably.

X. SUMMARY.

1. The Normal School Board is asked to approve the following:
 - a. Appointment of Miss Loretta Robinson as training school teacher at a salary of \$1,800 for thirty-six weeks.
 - b. Appointment of Dr. Ernest G. Hildner as teacher in the Department of History at a salary of \$1,980 for thirty-six weeks.
 - c. A sum of \$100 for student help in the Recorder's office during vacation.

Respectfully submitted,

W. P. MORGAN, *President.*

The Board approved the following recommendations:

1. Appointment of Miss Loretta Robinson as Training School teacher at a salary of \$1,800 for thirty-six weeks.
2. Appointment of Dr. Ernest G. Hildner as teacher in the Department of History at a salary of \$1,980 for thirty-six weeks.
3. A sum of \$100 for student help in the Recorder's office during vacation.

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,
July 16, 1934.

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, 1934.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|-------------------------------|---------------------|------------------------|--------|---------------------------|
| a. College: | | | | |
| Post Graduates | 5 | 3 | 8 | 15 |
| Seniors | 47 | 30 | 77 | 79 |
| Juniors | 45 | 60 | 105 | 100 |
| Sophomores | 62 | 180 | 242 | 272 |
| Freshmen | 96 | 183 | 279 | 299 |
| Unclassified | 6 | 0 | 6 | 10 |
| Total College | 261 | 456 | 717 | 775 |
| b. DeKalb High School..... | 282 | 310 | 592 | 542 |
| Total Above Eighth Grade... | 543 | 766 | 1,309 | 1,317 |
| c. Elementary Grades: | | | | |
| McMurry Training School..... | 124 | 137 | 261 | 233 |
| Glidden Training School..... | 121 | 114 | 235 | 233 |
| Affiliated Rural Schools..... | 30 | 26 | 56 | 57 |
| Grand total | 818 | 1,043 | 1,861 | 1,840 |

2. Enrollment for the year 1933-34 (36 weeks) counting no names twice.

| | Men. | Women. | Total. | Total one year ago. |
|-----------------------|------|--------|--------|---------------------------|
| Post Graduates | 6 | 4 | 10 | 17 |
| Seniors | 34 | 23 | 57 | 49 |
| Juniors | 51 | 60 | 111 | 90 |
| Sophomores | 70 | 175 | 245 | 250 |
| Freshmen | 145 | 272 | 417 | 489 |
| Unclassified | 9 | 4 | 13 | 11 |
| Evening Courses | 6 | 4 | 10 | 17 |
| Total | 321 | 542 | 863 | 923 |

3. Per capita cost of students in the college for the year beginning July 1, 1933, and ending June 30, 1934.

| | Equivalent for 36 weeks. |
|---------------------------------------|--------------------------------|
| Attendance, summer session, 1933..... | 474 79 |
| Attendance, fall term, 1933..... | 792 264 |
| Attendance, winter term, 1934..... | 754 251 |
| Attendance, spring term, 1934..... | 717 239 |
| Evening Courses, 1933-34..... | 10 1 |

834

Total expenditures from appropriations made by the General Assembly, not including permanent improvements, but including appropriation for Repairs and Equipment.....\$244,337.00

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

The total cost of operating the college for the year, not including permanent improvements was.....272,252.00

Per capita cost based on 36 weeks — \$272,252 ÷ 834 = \$326.44.

This is a decrease of \$10.84 over the per capita cost of the last fiscal year. Last year there was a decrease of \$15.34 over the per capita cost of the previous year.

II. FACULTY.

1. I wish to recommend the appointment of Miss Frances Harris as Assistant Professor in the Department of Education for the first eighteen

weeks of the college year 1934-35 to fill the vacancy caused by the leave of absence granted to Mrs. Helen R. Messenger. She will receive a salary of \$1,350 for the eighteen weeks. Miss Harris has her bachelor's degree from the University of Chicago, and her master's degree from Teachers College, Columbia University. She has had experience in the grade schools of Illinois and Missouri and as training teacher in the State Teachers College, Mt. Pleasant, Michigan.

2. I wish to recommend the appointment of Mr. G. Gordon Granberg as Head of the Department of Industrial Arts for the year 1934-35 to fill the vacancy caused by the leave of absence granted to Mr. Milo Oakland. He will receive a salary of \$2,835 for thirty-six weeks. Mr. Granberg has his bachelor's degree from State Teachers College, Oshkosh, Wisconsin, and his master's degree from State Teachers College, Greeley, Colorado. He has had experience in vocational schools and high schools of Wisconsin, Ohio, and Michigan.

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.

The Revolving Fund shows the following report from April 1, 1934 to June 30, 1934:

RECEIPTS.

| | | |
|--|-------------|--------------|
| Surplus from 57th Biennium..... | | \$42,933.99 |
| Cash received, April 1, 1934 to June 30, 1934— | | |
| Board and Room, Williston Hall..... | \$10,548.80 | |
| Meals, Williston Hall..... | 188.15 | |
| Registration Fees | 2,981.00 | |
| Library Fines | 36.00 | |
| Miscellaneous Collections | 27.00 | |
| | | 13,780.95 |
| Previously remitted, July 1, 1933 to March 31, 1934..... | | 46,247.58 |
| Total available in Revolving Fund, June 30, 1934..... | | \$102,962.52 |

EXPENDITURES.

| | | |
|--|------------|-------------|
| Salaries— | | |
| Williston Hall and Employees..... | \$6,819.42 | |
| Faculty | 1,183.00 | |
| High School | 1,620.00 | |
| Carpenter | 345.60 | |
| Student Help | 491.48 | |
| Commencement and Baccalaureate Speakers..... | 200.00 | |
| Lecturer | 200.00 | |
| Campus Project | 1,218.00 | |
| Rent on Piano..... | 30.00 | |
| Telephone and Telegraph..... | 35.90 | |
| Travel Expenses | 458.15 | |
| Garden Supplies | 12.50 | |
| Food | 3,627.92 | |
| Fuel | 35.31 | |
| Household Supplies | 1,304.68 | |
| Library and Amusements..... | 201.65 | |
| Medical Supplies | 8.63 | |
| Miscellaneous Operating Expenses..... | 121.61 | |
| Building Repairs | 95.75 | |
| Furniture and Fixtures..... | 8.75 | |
| Walks, Roads and Paving, Campus Project— | | |
| Crushed Stone | 152.89 | |
| Repair to Steam Roller..... | 27.50 | |
| Pipe | 38.40 | |
| Rent of Truck..... | 263.63 | |
| Sewers and Drainage..... | 28.25 | |
| Grading and Landscaping..... | 170.35 | |
| | | \$18,699.37 |
| Expenditures previously reported, July 1, 1933 to March 31, 1934 | 40,050.89 | |
| | | 58,750.26 |
| Balance on Hand, Revolving Fund, June 30, 1934..... | | \$44,212.26 |

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY. Action is requested on the following:

1. The appointment of Miss Frances Harris at the salary indicated.
 2. The appointment of Mr. G. Gordon Granberg at the salary indicated.
- Respectfully submitted,

KARL L. ADAMS, *President.*

The Board approved the following recommendations:

1. The appointment of Miss Frances Harris at the salary indicated.
2. The appointment of Mr. G. Gordon Granberg at the salary indicated.

ILLINOIS STATE NORMAL UNIVERSITY

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

Normal, Illinois,
July 16, 1934.

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. The attendance in the various units of the University for the spring quarter of the 1933-1934 school year was:

| | Men and boys. | Women and girls. | Total spring quarter. | One year ago. |
|---|---------------|------------------|-----------------------|---------------|
| a. College: | | | | |
| Post Graduate | 7 | 18 | 25 | 42 |
| Seniors | 83 | 122 | 205 | 168 |
| Juniors | 138 | 136 | 274 | 211 |
| Sophomores | 125 | 318 | 443 | 540 |
| Freshmen | 155 | 338 | 493 | 563 |
| Unclassified | 1 | 2 | 3 | 3 |
| Total College Students on | | | | |
| Campus | 509 | 934 | 1,443 | 1,527 |
| b. University High School..... | 118 | 101 | 219 | 229 |
| d. University Elementary School..... | 165 | 133 | 298 | *306 |
| e. Cooperating Elementary School (Illinois Soldiers and Sailors Children's School) | 404 | 255 | 659 | 673 |
| Cooperating Rural Schools..... | 74 | 71 | 145 | *256 |
| Total Pupils, Elementary and Secondary | | | | |
| | 761 | 560 | 1,321 | 1,464 |
| Grand total | 1,270 | 1,494 | 2,764 | 2,991 |

2. Per capita cost.

a. University attendance by terms and quarters, July 1, 1933 to June 30, 1934:

| | Men. | Women. | Total. | Equivalent for 36 weeks. |
|--------------------------------|------|--------|--------|--------------------------|
| Summer, 1933 | 366 | 1,128 | 1,494 | 249 |
| Fall Quarter, 1933..... | 557 | 980 | 1,537 | 512 |
| Winter Quarter, 1933-1934..... | 554 | 971 | 1,525 | 508 |
| Spring Quarter, 1934..... | 509 | 934 | 1,443 | 481 |

b. Cost of operating the University for the year beginning July 1, 1933 and ending June 30, 1934, not counting permanent improvements nor interest on the investment:

| | |
|----------------------------|---------------------|
| State appropriations | \$385,516.94 |
| Revolving Fund | 73,831.46 |
| | <u>\$459,348.40</u> |

c. Per capita cost:

| | |
|--|-----------------|
| To State, \$385,516.94 ÷ 1,750 = | \$220.29 |
| To Revolving Fund, \$73,831.46 ÷ 1,750 = | 42.19 |
| Total, \$459,348.40 ÷ 1,750 = | <u>\$262.48</u> |

3. Graduates.

Graduates will be reported at the next Board meeting following the close of summer school July 20.

* Figures are for winter quarter last year and are similar to spring quarter for which no figures were available.

II. FACULTY.

1. Resignations.

I wish to report the resignation of Miss Thelma Shomler, Instructor in Physical Education for Women. Miss Shomler has been forced to give up her work due to ill health.

2. New appointments.

I do not have anyone to recommend at this time for Miss Shomler's position or the several other vacancies on the faculty existing at the present time.

3. Conditions and needs.

It may be necessary to add one and possibly two teachers to the staff of our University High School to care for an apparent increase in enrollment and I recommend such needed extension of the faculty list.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION.

1. Extension.

It is hoped to meet the demand for a few extension classes in the immediate vicinity of our school by assigning certain faculty members to this work as a part of their teaching load. This will not involve any additional expense not covered by present appropriations.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS. No report.

VII. AUXILIARY ENTERPRISES.

1. Due to the fiscal year having just closed it has been impossible to prepare complete reports on Fell Hall, the University Farm, and Book Store for this meeting. These reports will be included in the report for the next Board meeting.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

Action, if necessary, is requested on the following:

1. Resignation of Miss Thelma Shomler.

2. Authorization to add one or possibly two faculty members to the staff of the University High School if enrollment demands it.

Respectfully submitted,

R. W. FAIRCHILD, *President.*

The Board approved the following recommendations:

1. Resignation of Miss Thelma Shomler.

2. Authorization to add one or possibly two faculty members to the staff of the University High School if enrollment demands it.

SOUTHERN ILLINOIS STATE NORMAL UNIVERSITY

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

Carbondale, Illinois,
July 16, 1934.

To the Chairman and Members of the Normal School Board:

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

At the meeting of the Board held at Springfield May 15, 1934, the pay roll for the summer session was approved by the Board. Following our usual custom, my report provided for three unassigned salaries, in this case two hundred twenty-five dollars each for the entire six weeks. On the opening day of the term we found it necessary to employ a senior high school critic in the Mathematics Department. Mr. Elbert Fulkerson, principal of our Carterville High School Practice Department, was put in charge of the Mathematics work.

We shall close the term with two of the unassigned salaries still unassigned. In other words, the term is costing us four hundred fifty dollars less than our estimate of the cost.

I am asking the Board at this time to confirm the appointment of Mr. Elbert Fulkerson at two hundred twenty-five dollars.

Respectfully submitted,

H. W. SHRYOCK, *President.*

The Board approved the appointment of Mr. Elbert Fulkerson, Principal of the Carterville High School Practice Department, to have charge of the high school mathematics work as critic at a salary of \$225 for six weeks.

A motion was made by Mr. Bach that the summer term be increased from six weeks to eight weeks, one single term. The motion was seconded by Miss McIntire, and after a full discussion by the Board, the motion was unanimously carried.

EASTERN ILLINOIS STATE TEACHERS COLLEGE

President Buzzard presented his report, which was received, placed on file, and is made a part of these minutes. The report follows:
 Charleston, Illinois,
 July 16, 1934.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

1. Attendance, Spring Quarter, 1933-34.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|---|---------------------|------------------------|--------|---------------------------|
| a. College: | | | | |
| Seniors | 42 | 38 | 80* | 75 |
| Juniors | 48 | 49 | 97 | 99 |
| Sophomores | 121 | 208 | 329 | 246 |
| Freshmen | 124 | 174 | 298 | 391 |
| Total | 335 | 469 | 804 | 811 |
| b. High School | 69 | 92 | 161 | 160 |
| Total in residence above eighth grade | 404 | 561 | 965 | 971 |
| c. Non-residents. | | | | |
| d. Elementary grades | 117 | 132 | 249 | 257 |
| Grand total of all students and pupils | 521 | 693 | 1,214 | 1,228 |

Per capita cost of students for the year July 1, 1933, to June 30, 1934 (counting attendance of college students only):

| | | Equivalent for 36 weeks. |
|--|-----|--------------------------------|
| Attendance, Summer, 1933..... | 578 | 96 1/3 |
| Attendance, Fall Quarter, 1933-34..... | 885 | 295 |
| Attendance, Winter Quarter, 1933-34..... | 858 | 286 |
| Attendance, Spring Quarter, 1933-34..... | 804 | 268 |

| | | |
|--|-------|--------------|
| | 3,125 | 945 1/3 |
| Total expenditures from appropriations made by the 58th General Assembly, including appropriation for Repairs and Equipment.... | | \$228,801.08 |
| Expenditures from the Normal School Revolving Fund, not including the dormitory (Pemberton Hall) and the Textbook Library and School Store | | 20,045.02 |
| Total expenditures July 1, 1933, to June 30, 1934..... | | \$248,846.10 |
| Per capita cost, 1933-34..... | | 263.23 |

II. FACULTY.

1. Miss Mabel J. Hupprich, B.S., 1926, M.S., 1930, University of Wisconsin, is recommended for Instructor in Physical Education for Women, vice Anne B. Chase, resigned, at the same salary, \$1,620 for nine months. Miss Hupprich is now an Instructor in the State Teachers College at Dickinson, South Dakota.

2. Dr. Wilhelmina E. Jacobson, A.B., University of Washington, 1916; M.A., Teachers College, Columbia University, 1923; Ph.D., University of Iowa, 1931, is recommended as Head of the Department of Home Economics, and Instructor in Clothing, vice Irene Braun, resigned, at the same salary,

* Of these 5 are degree graduates but were here to get work not included in their curriculum.

\$2,160 for nine months. Dr. Jacobson is now an Instructor in the State Teachers College at Chadron, Nebraska.

3. Miss Winnie Davis Neely, B.S., 1924, M.A., 1928, George Peabody College for Teachers, is recommended for Instructor in English, vice Winifred Beatty, resigned, at a salary of \$1,800 for nine months. Miss Neely expects to complete the work for the doctorate in English at the University of Wisconsin, during the summer school of 1935.

4. Dr. Donald A. Rothschild, A.B., 1924, A.M., 1927, University of Illinois; Ph.D., University of Iowa, 1932, is recommended as Principal of the Teachers College High School, vice Miss Emily Orcutt, resigned, at a salary of \$2,430 for nine months. This is a saving of \$405.

5. Dr. Wesley C. Eastman, B.S., Pennsylvania State College, 1924; A.M., Teachers College, Columbia University, 1927; Ph.D., Cornell University, 1934, is recommended as the additional Instructor in Education (Rural), authorized at the meeting of May 15, 1934, at the stated salary of \$1,980 for nine months.

6. Dr. J. Glenn Ross, A.B., 1925; A.M., 1928; Ph.D., 1933, Ohio State University, is recommended as the additional Instructor in English, (Public Speaking), authorized at the meeting of May 15, 1934, at the stated salary of \$1,980 for nine months. Dr. Ross has been Instructor in Speech in Edinburg College, Edinburg, Texas.

III. OTHER SCHOOL EMPLOYEES.

1. I recommend the dismissal of Miss Ruth B. Dunn as Business Manager on grounds of insubordination, effective at once, with vacation on pay until the end of July, 1934.

2. Following is the list of employees for the fiscal year of twelve months, July 1, 1934, to June 30, 1935, inclusive. Payable from the appropriation for Salaries and Wages:

ADMINISTRATION.

| | |
|---|------------|
| 1. Robert G. Buzzard...President | \$6,750.00 |
| 2.Business Manager | 2,700.00 |
| 3. Blanche C. Thomas...Register | 2,610.00 |
| 4. Lola A. Eberly....Secretary to President..... | 1,350.00 |
| 5. Anita M. Rohr.....Secretary to Business Manager..... | 1,200.00 |
| 6. Clara E. Willson....Secretary, Training Schools..... | 1,200.00 |
| 7.Stenographer | 1,200.00 |
| 8. Mary E. Thompson...School Nurse (11 months)..... | 1,200.00 |

JANITORIAL SERVICE.

| | |
|---|------------|
| 9. Granvil ShaferHead Janitor | \$1,800.00 |
| 10. Frank AdamsJanitor | 1,200.00 |
| (Until Sept. 1, 1934) | |
| 11. Charles BairdLaborer | 1,200.00 |
| 12. John HarlanLaborer | 1,200.00 |
| 13. Mrs. Rilla J. Lanman.Laborer (11 months)..... | 1,100.00 |
| 14. J. Elmer Neal.....Janitor | 1,200.00 |
| 15. I. Newton Walker....Janitor | 1,200.00 |
| 16. Frank J. Wood.....Laborer | 1,215.00 |
| 17.(Additional Janitor) | 1,200.00 |

GROUNDS SERVICE.

| | |
|---|------------|
| 18. F. E. Boucher.....Supt. of Grounds..... | \$1,800.00 |
| 19. W. N. McFadden....Laborer | 1,200.00 |
| (Until Sept. 1, 1934) | |
| 20. Oscar N. Rains.....Laborer | 1,200.00 |
| 21. Harry L. White.....Laborer | 1,215.00 |

HEATING PLANT SERVICE.

| | |
|---|------------|
| 22. Edson ClodfelterEngineer | \$2,160.00 |
| 23. Levi StirewaltFireman | 1,200.00 |
| 24. Ben MeyerLaborer | 1,200.00 |

Total payable from Salaries and Wages..... \$39,500.00

DORMITORY SERVICE.

Payable from the Normal School Revolving Fund.
(11 months' service.)

| | | |
|---|---|------------|
| 25. Nathile McKay | Head of Pemberton Hall and Dean of Women. | \$1,925.00 |
| 26. Mary Baker | Domestic | 385.00 |
| 27. Margaret Brown | Assistant Cook | 550.00 |
| 28. Mary E. Lundy | Cook | 825.00 |
| 29. Gertrude C. Phipps | Domestic | 385.00 |
| 30. John Livingston | Fireman | 1,296.00 |
| 31. Charles McKee | Laborer | 1,200.00 |
| 32. | (Additional fireman) | 1,200.00 |
| 33. Student help (12 months) | | 1,000.00 |
| Total payable from Normal School Revolving Fund | | \$8,766.00 |

SUMMARY, BUDGET 1934-35.

| | | |
|--|--|--------------|
| Payable from appropriation for Salaries and Wages: | | |
| Regular 12 months pay roll | | \$ 39,500.00 |
| Teachers 36 weeks pay roll | | 150,520.50 |
| July ½ summer school, 1934 | | 10,161.12 |
| June ½ summer school, 1935 | | 10,500.00 |
| Lectures, student labor | | 567.40 |
| | | <hr/> |
| | | \$211,249.02 |
| Total payable, 1934-35, appropriation for Salaries and Wages | | \$211,249.02 |
| Total available, 1934-35, appropriation for Salaries and Wages | | \$211,249.02 |
| Teachers 36 weeks payroll for Normal School Revolving Fund | | \$18,180.00 |
| Student help, payable from Normal School Revolving Fund | | 5,000.00 |
| Dormitory payroll, from Normal School Revolving Fund | | 8,766.00 |
| Operation Textbook Library and Book Store | | 1,200.00 |
| | | <hr/> |
| Total payable from Normal School Revolving Fund | | \$33,146.00 |

RECAPITULATION.

| | |
|-------------------------------------|--------------|
| Total, Salaries and Wages | \$211,249.02 |
| Total, Revolving Fund | 33,146.00 |
| | <hr/> |
| | \$244,395.02 |

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDING AND GROUNDS.

1. Roads.

Work is again in progress on our campus drives, under the supervision of the State Highway Department. Parking spaces are being provided in this construction work.

2. Old Heating Plant.

The work of wrecking the old heating plant is continuing with relief labor being used.

3. Building Repair.

At the time of his visit to our campus on July 6, Governor Horner asked the local relief authorities to furnish us additional labor to complete the painting, roof repair, etc., begun and planned by the C. W. A. We have the materials for this work on hand, and hope it will be completed during the summer.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE. No report.

IX. MISCELLANEOUS.

The institution was represented by a decorated float in the Coles County Day parade during the celebration of Mattoon's 80th anniversary.

X. SUMMARY.

Approval of the State Normal School Board is respectfully asked on the following items:

1. Employment of Mabel J. Hupprich in Physical Education for Women at a salary of \$1,620 for nine months.

2. Employment of Dr. Wilhelmina E. Jacobson as Head of the Department of Home Economics at a salary of \$2,160 for nine months.

3. Employment of Winnie Davis Neely in English at a salary of \$1,800 for nine months.

4. Employment of Dr. Donald A. Rothschild as Principal of the Teachers College High School at a salary of \$2,430 for nine months.

5. Employment of Dr. Wesley C. Eastman in Education at a salary of \$1,980 for nine months.

6. Employment of Dr. J. Glenn Ross in English at a salary of \$1,980 for nine months.

7. Dismissal of Miss Ruth B. Dunn as Business Manager for insubordination, effective at once, with vacation on pay until the end of July, 1934, and permission to employ a successor at a salary not to exceed \$2,700 for 12 months, to begin duties as soon as possible.

8. Employment of the list of employees for the fiscal year of twelve months, July 1, 1934, to June 30, 1935, as listed in this report.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

The Board approved the following recommendations:

1. Employment of Mabel J. Hupprich in Physical Education for Women, at a salary of \$1,620 for nine months.

2. Employment of Dr. Wilhelmina E. Jacobson as Head of the Department of Home Economics, at a salary of \$2,160 for nine months.

3. Employment of Winnie Davis Neely in English at a salary of \$1,800 for nine months.

4. Employment of Dr. Donald A. Rothschild as Principal of the Teachers College High School, at a salary of \$2,430 for nine months.

5. Employment of Dr. Wesley C. Eastman in Education at a salary of \$1,980 for nine months.

6. Employment of Dr. J. Glenn Ross in English at a salary of \$1,980 for nine months.

7. Dismissal of Miss Ruth B. Dunn as Business Manager for insubordination, effective at once, with vacation on pay until the end of July, 1934, and permission to employ a successor at a salary not to exceed \$2,700 for twelve months, to begin duties as soon as possible.

8. Employment of the list of employees for the fiscal year of twelve months, July 1, 1934, to June 30, 1935, as listed in this report.

The next meeting of the Board is to be held at Normal, Illinois, Monday, October 8, 1934, at 9:00 A. M.

The Board adjourned.

JOHN J. HALLIHAN, *Chairman;*
J. D. DILL, *Temporary Secretary.*

Approved October 8, 1934.

STATE OF ILLINOIS
DEPARTMENT OF REGISTRATION AND EDUCATION

THE NORMAL SCHOOL BOARD

Ex-officio Members

John J. Hallihan, Director of Registration and Education
Springfield, Chairman

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

Appointed Members

Term Expires

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

1939

*Mrs. Martin K. Northam, Evanston
*Charles E. McMorris, Marshall
William E. Sunderman, Charleston

Presidents of Normal Schools

R. W. Fairchild, A. B., A. M., Ph. 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

Robert G. Buzzard, B. S., Ph. D.
Eastern Illinois State Teachers College, Charleston

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

* Holdover.

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. Sunderman
 Mrs. Reynolds
 The Chairman
 The Secretary

Buildings and Grounds

Mr. Sunderman
 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 Illinois State Normal University, Normal, Illinois, at 9:00 A. M., on Monday, October 8, 1934.

The following members were present: Mr. Bach, Mr. Blair, Mr. Dill, Mr. Hallihan, Miss McIntire, Mr. McMorris, Mrs. Northam, Mrs. Reynolds, and Dr. Sunderman.

Absent: Mr. Bailey and Dr. Bradley.

The Board went immediately into executive session.

When the minutes of the meeting of July 16, 1934, were presented, Mr. Blair raised the point of a possible conflict between an item in the report of the Advisory Committee for the Charleston Teachers College and a record in the minutes of a previous meeting of the Board which had already been printed. After some discussion it was decided to approve the minutes as presented, and to make a change in the report of the committee as presented.

Mrs. Reynolds for the Special Committee on Retirements made a partial report. She presented a number of conclusions which the committee had reached, and desired to know how the Board reacted to these suggestions. There was a very general discussion and an apparent agreement with the suggestions. The Board requested the committee to type its report when complete, and send a copy to each member of the Board. It was understood that any expense incurred in such matters should be included in the expense account of each member of the committee.

At this time Mr. Bruce H. Corzine and Dr. Ciney Rich, representing the Executive Committee of the Alumni Association of the Eastern Illinois State Teachers College, appeared before the Board to present certain matters which they felt concerned the welfare of the college.

Mr. Corzine presented to each member of the Board a report which had been prepared by five members of the Executive Committee. At the conclusion of Mr. Corzine's report and brief remarks by Dr. Rich, the Board was so impressed with their fairness and with their genuine desire to cooperate in every way to make the school a success that the Board expressed their appreciation by a unanimous vote of thanks.

At this point the Presidents of the five Teachers Colleges appeared before the Board.

SOUTHERN ILLINOIS STATE NORMAL UNIVERSITY

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

Carbondale, Illinois,
October 8, 1934.

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, Summer Session, 1934.

| | Men. | Women. | Total. | Total one year ago. |
|---|------|--------|--------|---------------------------|
| (a) College: | | | | |
| Seniors | 145 | 92 | 237 | 242 |
| Juniors | 133 | 166 | 299 | 327 |
| Sophomores | 106 | 185 | 291 | 440 |
| Freshmen | 58 | 91 | 149 | 235 |
| Total Students Carrying College Subjects..... | | | 976 | 1,244 |
| (b) High School | | | 81 | 124 |
| Total Students Above Eighth Grade..... | | | 1,057 | 1,368 |
| (c) Elementary School | | | 63 | 76 |
| Grand total | | | 1,120 | 1,444 |
| The enrollment in college classes up to date is..... | | | | 1,482 |
| Last year, 1933, the total Fall enrollment was..... | | | | 1,489 |
| Two years ago, 1932, was our peak Fall record..... | | | | 1,696 |
| Three years ago, 1931, the total Fall enrollment was..... | | | | 1,372 |
| Four years ago, 1930, the total Fall enrollment was..... | | | | 1,189 |

For more than five years we have not paid one dollar for any kind of advertising, printed matter, or personal visits to high schools; our annual catalogue is distributed only to those students whose names are in the catalogue and to others only in answer to requests for the publication; we have not written a letter to any student suggesting that he attend this institution except in answer to inquiry. In view of all these facts we feel reasonably well satisfied with the present attendance in this institution.

2. Graduation.

The following students have completed their work since the previous list was submitted June 18, and are recommended for graduation:

BACHELOR OF EDUCATION DEGREE.

| Name. | Town. | County. |
|--|--------------------|------------|
| Elizabeth Alford, Botany, Zoology..... | McComb, Miss. | Pike |
| Richard T. Arnold, Chemistry, Mathematics..... | Collinsville | Madison |
| Rhoda Mae Baker, English, History..... | Carbondale | Jackson |
| Wilbur Kenneth Bingman, Zoology, Botany..... | Carmi | White |
| John H. Boyd, Mathematics, History..... | Baldwin | Randolph |
| Herbert Bricker, Physics, Mathematics..... | Carbondale | Jackson |
| Marlin Dennis Clinton, Zoology, History..... | Whittington | Franklin |
| Justin Ralph Coleman, English, Music..... | Carterville | Williamson |
| Glenna Mae Conant, History, Geography..... | Grand Chain | Pulaski |
| Ray Cruse Crowell, History, Sociology..... | Marion | Williamson |
| Hazen A. Curtis, Mathematics, History..... | Staunton | Macoupin |
| William Robert Finley, Geography, English..... | Carterville | Williamson |
| Mary E. Flowers, History, English..... | Pulaski | Pulaski |
| Helen Virginia Gardner, Music, History..... | Murphysboro | Jackson |
| Rachel V. Graves, French, History..... | Carbondale | Jackson |
| Maurine Gum, Art, History..... | Odin | Marion |
| Richard Samuel Hampleman, History, Pol. Science | Carbondale | Jackson |

| Name. | Town. | County. |
|---|---------------------|------------|
| George Vernon Harry, Zoology, Geography.. | Benld | Macoupin |
| Helen Frances Hauss, Art, History..... | East St. Louis.... | St. Clair |
| Robert Worth Healy, History, Mathematics.. | East St. Louis.... | St. Clair |
| Irene Hickam, English, History..... | Carbondale | Jackson |
| Roland Keene, English, History..... | Pinckneyville | Perry |
| Nell Todd Kerr, History, Geography..... | Tamms | Alexander |
| Thomas Nelson Kias, Zoology, History..... | Coulterville | Randolph |
| John Lyman Knight, Mathematics, History.. | McLeansboro | Hamilton |
| Lola J. Lesar, Household Arts, History.... | Thebes | Alexander |
| Mike Makuh, French, English..... | Benld | Macoupin |
| John D. Marteeny, History, Pol. Science.... | Dix | Jefferson |
| Robert Edwin McKinney, History, English.. | Herrin | Williamson |
| Rudolph V. Minton, History, Geography.... | Thebes | Alexander |
| Hershel Paul Monical, Physics, Geography.. | Kinmundy | Marion |
| L. Raymus Murphy, History, English..... | Kell | Jefferson |
| Russell A. Neal, Mathematics, French..... | Mulkeytown | Franklin |
| J. Wesley Neville, Jr., English, Industrial Arts | Makanda | Jackson |
| Arline O. Perrine, English, History..... | Johnston City | Williamson |
| William S. Petersen, History, Industrial Arts | Carbondale | Jackson |
| Sevah Rendleman Phemister, Geography, History | Carbondale | Jackson |
| Rose Leocadia Piosik, History, Geography.. | Murphysboro | Jackson |
| Ella Powell, English, History..... | Junction | Gallatin |
| William L. Randle, History, Political Sci- ence | Centralia | Marion |
| Damon D. Reach, History, English..... | Herrin | Williamson |
| Kenneth F. Robinson, History, Geography.. | Mounds | Pulaski |
| Leona Schmisser, History, Art..... | Belleville | St. Clair |
| Delmar Shackleton, History, Geography.... | Carbondale | Jackson |
| Anton J. Slechticky, History, Mathematics.. | Ava | Jackson |
| Frank Allen Smith, Music, Art..... | Carbondale | Jackson |
| Victor Wayne South, Mathematics, Physics. | Carbondale | Jackson |
| Laura A. Stearns, English, History..... | Peoria | Peoria |
| Archie Strop, Physics, Mathematics..... | Carbondale | Jackson |
| Marian E. Thraillkill, English, Geography.. | Carbondale | Jackson |
| Hazel Louise Towery, Commerce, History.. | Marion | Williamson |
| Halleck E. Webb, History, English..... | Grand Chain | Pulaski |
| Wayne F. Williams, History, English..... | Buncombe | Johnson |
| Freeman N. Wise, English, History..... | Raleigh | Saline |

TWO-YEAR COURSE.

| Name. | Town. | County. |
|---------------------------------|---------------------|------------|
| Ruby Perrie Brantley..... | Marissa | St. Clair |
| Florence Pauline Cates..... | Johnston City | Williamson |
| Maude Marie Eller..... | Grand Chain | Massac |
| Ross Jean Fligor..... | Carbondale | Jackson |
| Vera Lucille Galloway..... | Sesser | Franklin |
| Eldena Elisabeth Gillespie..... | Marissa | Washington |
| Ruth Gunter | DuQuoin | Perry |
| Beryl A. Hankla..... | Cobden | Union |
| Winona A. Hubbs..... | Royalton | Franklin |
| Bessie Scarborough Kerley..... | Ozark | Johnson |
| Arthur F. Lambert..... | McLeansboro | Hamilton |
| Margaret Irene McConachie..... | Sparta | Randolph |
| Margaret Clemens Moore..... | Johnston City | Williamson |
| Chester F. Moss..... | Christopher | Franklin |
| Edith Ann Murphy..... | Eldorado | Saline |
| Earl W. Murray..... | Carbondale | Jackson |
| Lillian Ellen Nesbitt..... | Pulaski | Pulaski |
| Walter Lawrence Puckett..... | Mill Shoals | White |
| Alice E. Rippelmeyer..... | Valmeyer | Monroe |
| Dee Ina A. Schlueter..... | Centralia | Marion |
| Ozello Schmisser | Carbondale | Jackson |
| Effie Sharp | New Burnside | Johnson |
| Etta Henson Sinks..... | West Frankfort .. | Franklin |
| Esta Louise Thomas..... | Vienna | Johnson |
| Dora Alice B. Travelstead..... | Marion | Williamson |
| Mildred J. Whitaker..... | Pinckneyville | Perry |

1934 GRADUATION SUMMARY.

| | |
|---|------------|
| Students approved for the Bachelor of Education Degree in June..... | 86 |
| Students now being recommended for the Bachelor of Education Degree.... | 54 |
| Total | 140 |
| Students approved for the Two Year Diploma in June..... | 124 |
| Students now being recommended for the Two Year Diploma..... | 26 |
| Total | 150 |

- 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.

The following report is submitted by Captain William McAndrew, Head of our Athletic Department, and Supervisor of our C. W. A. project (athletic field), and Chairman of our C. W. E. S. Committee:

The Federal government has spent the following amounts on the new athletic field:

| | |
|-----------------|--------------------|
| C. W. A..... | \$15,694.87 |
| F. E. R. A..... | 4,210.85 |
| C. W. E. S..... | 2,611.95 |
| Total | <u>\$22,517.67</u> |

The football field was finished in June and sown in lespedezia, and ten days ago was re-seeded in red top and blue grass.

This area, entailing the moving of about 20,000 yards of dirt, is surrounded with a concrete curbing which is flanked by a cinder track, all but completed. A few tons of screened cinders are to be added on the straight-away. It is possible that in order to secure a thoroughly hard surface, some clay may have to be worked into the top.

Work is now being done on an auxiliary field which will be used for football practice, intra-murals, and tennis courts. Something like forty-five hundred yards of dirt are to be moved to complete this project.

This latter grading is being done with work relief and C. W. E. S. labor.

SOUTHERN ILLINOIS STATE NORMAL UNIVERSITY.

THE NORMAL SCHOOL REVOLVING FUND.

STATEMENT OF RECEIPTS AND DISBURSEMENTS JULY 1, 1933 TO JUNE 30, 1934.

Balance June 30, 1933, after disbursements applicable to 57th G. A. are deducted \$32,162.11

RECEIPTS.

| | |
|----------------------------------|------------------|
| Farm Sales | \$ 605.86 |
| Tuition and Incidental Fees..... | 21,101.48 |
| Miscellaneous Student Fees..... | 804.29 |
| Sewer Rentals | 57.00 |
| Miscellaneous Sales | 29.39 |
| Miscellaneous | 44.85 |
| Dormitory | 9,118.66 |
| Rental | 245.00 |
| | <u>32,006.53</u> |

32,006.53

\$64,168.64

DISBURSEMENTS.

| | |
|---|------------------|
| Salaries and Wages: | |
| Dormitory Employees | \$2,291.17 |
| Faculty, C'ville H. S..... | 1,349.46 |
| Faculty Head Dormitory..... | 1,125.00 |
| Regular and Extra Employees..... | 3,332.00 |
| Student Faculty | 2,565.00 |
| Student Help | 10,267.30 |
| | <u>20,929.93</u> |
| Office Expense (Dormitory)..... | 71.50 |
| Travel (Rural Schools)..... | 332.62 |
| Operation: | |
| Dormitory | \$5,594.38 |
| Rental C'ville H. S. and Trans. of Prac- tice Teachers | 1,440.00 |
| Other | 632.72 |
| | <u>7,667.10</u> |
| Repairs and Equipment..... | 96.90 |
| Permanent Improvements (C. W. A.)..... | 1,424.90 |
| | <u>30,522.95</u> |

Balance June 30, 1934..... \$33,645.69

VIII. STUDENT ENTERPRISES. No report.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

I recommend that the Board approve the graduation of the students whose names are listed on the preceding pages.

Respectfully submitted,

H. W. SHRYOCK, *President.*

The Board approved the list of graduates as submitted in the report.

WESTERN ILLINOIS STATE TEACHERS COLLEGE

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

Macomb, Illinois,
October 8, 1934.

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 for the Summer Term, 1934.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|----------------------------|---------------------|------------------------|--------|---------------------------|
| a. College: | | | | |
| Post Graduates | 19 | 38 | 57 | 56 |
| Seniors | 40 | 132 | 172 | 162 |
| Juniors | 40 | 132 | 172 | 198 |
| Sophomores | 28 | 135 | 163 | 175 |
| Freshmen | 10 | 46 | 56 | 72 |
| Total | 137 | 483 | 620 | 663 |
| b. High School | 21 | 20 | 41 | 39 |
| c. Elementary Grades | 175 | 157 | 332 | 325 |
| Grand total | 333 | 660 | 993 | 1,027 |

2. The summer school has decreased in numbers because of at least three things. First, the discontinuance of the second summer term lessened the opportunity to make credit so that many students have either given up summer school or they have gone elsewhere so that more credit could be made. The time for graduation cannot be reduced much by making only two credits per year when forty-eight such credits are required for graduation. In the second place, there is little inducement for freshmen to attend since they will not be able to teach until they have finished the work of the sophomore year. In the third place, teachers are not encouraged to attend summer terms as they once were by school officials through salary increases and higher success grades.

3. Graduates.

- a. Below is a list of those students who finished the work required for graduation at the end of the summer term, July 20, 1934, and who are recommended for graduation with proper diplomas.

FOUR YEAR OR DEGREE GRADUATES.

Anders, Dorothy
Baughman, Mattie
Blentlinger, Harry E.
Brown, Carol Houston
Browning, Clio
Bruninga, Harold J.
*Burgess, Lera Z.
Callahan, G. Edward
Clapper, Carl C.
Darner, Dora Bernice
Dennis, Dorothea
Dodds, Gertrude
Doyle, Cecil R.
Eichelsdoerfer, Gretchen E.
Eshom, Myreta

Everett, Florence
Eyman, Sterling R.
Fiebig, Alta
Foster, James H., Jr.
Fox, Leah
Fries, Raymond F.
Gilmore, Stella G.
Grigsby, James M.
Hamilton, Holmes
Hermetet, Susan Jean
Holden, Mary Patricia
Jackson, James B.
Kennedy, Earle L.
Kleinlein, Freda
*Lawless, Ethel Roberta

Leftridge, Treva Marie
 Lundeen, Alma
 McCarl, Alyce L.
 McDill, George Hamilton
 Metzger, Donald A.
 Morris, Gertrude Edwards
 Mullen, Annabelle
 Murphy, Max W.
 Nessel, Isabel
 Pickrel, Leon F.
 Pittman, Caroline
 Rainey, Margaret E.
 Reeder, Mary E.
 Rothgeb, Helen L.

Rush, Marguerite Dorothy
 Sargent, Elvira
 Schoemaker, Dorothy Haller
 Scott, Clarence Orion
 Senger, Paul E.
 Shaver, S. Robert
 Shields, Randall P.
 Speer, Ruth
 Steinhauer, Gladys Marie
 Tuttle, Leona C.
 Vincent, Lena Naomi
 Warner, Wilma
 *Watson, Willard

* Honor students.

TWO YEAR GRADUATES.

Bertelsen, Edith
 Campbell, Marguerite
 Crawford, Frances E.
 Davis, Barbara Ann
 Devinney, Velma
 Forrester, Pearle Tulpin
 Headlund, Ruth N.
 Herron, R. Imogene
 Hoff, Charlotte Lucille
 Huffman, Benny
 Huffman, Marguerite T.
 Icenogle, Elizabeth D.
 Kemper, Ada Wilmetta

Kinser, Dorothy
 Lange, LaVera
 Lashbrook, Orrin M.
 Martin, Doris
 McLaughlin, Alice B.
 McLaughlin, Marjorie Ann
 Oitker, Edna Lucile
 Owens, Marion
 Ritchey, Mary Ruth
 Schmidt, Gloryl E.
 Smith, Sara Etta
 Watson, Eleanor
 Westfall, Phyllis K.

TWO AND ONE-HALF YEAR SPECIALS.

| | | | |
|-------------------------|-------|----------|-----------|
| Hickman, Suzanna | | Primary | Education |
| Huffman, Benny | | Physical | Education |
| Huffman, Marguerite T. | | History | |
| Icenogle, Elizabeth D. | | Primary | Education |
| Van Antwerp, Eleanor I. | | Primary | Education |
| Watson, Eleanor | | Primary | Education |

II. THE FACULTY.

1. There are no resignations.
2. The person to assist in the health program of the college has not been found.
3. Several members of the faculty attended higher institutions this summer. Others traveled.

III. OTHER SCHOOL EMPLOYEES.

1. Mr. William Scott, who has been a fireman at the college since it opened, and who is now seventy-five years old, has resigned. His successor will be certified by the Civil Service Commission from the Civil Service list.
2. The resignation of Mr. Scott will mean some shifting of the employees, possibly.

IV. THE ORGANIZATION.

1. Complete financial reports of all organizations have been prepared by the business manager and furnished members of the Advisory Committee.

V. THE CURRICULUM.

1. No marked changes have been made recently, but an extended study of the curriculums at the college has been made during the last three years by Mr. Linder, who was at Columbia University during the years 1931-1932 and 1932-1933. His work is to be published as a doctor's thesis and will furnish interesting material in connection with any revision that may be made.

VI. BUILDINGS AND GROUNDS.

1. Finally the contracts have been let for rewiring the main building, for completing the tool house and garage, and for the athletic field fence. These are P. W. A. contracts, amounting to about \$25,000.00.
2. The dormitory sewer is being rebuilt with "unemployment relief" and material is being used which was purchased under C. W. A.

VII. AUXILIARY ENTERPRISES.

No report due.

VIII. STUDENT LIFE.

1. Under F. E. R. A., the college has been allotted \$1,750.00 per month. About 175 students have been assigned work, but nearly 100 students who applied for work could not be given work because the funds were exhausted. Still others who wanted work did not enroll due to the uncertainty of relief. No estimate of the number who will be compelled to drop out because of lack of funds can be made at this time.

IX. MISCELLANEOUS.

1. The budget for the next biennium has been considered roughly and a tentative budget is ready to submit at this meeting.

X. SUMMARY.

1. The Board is asked to approve:
 - a. The list of graduates submitted.
 - b. The resignation of William Scott, fireman.
Respectfully submitted,

W. P. MORGAN, *President*.

The Board approved the list of graduates as submitted, and also the resignation of Mr. William Scott as fireman.

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 8, 1934.

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, Summer Quarter, 1934.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|-------------------------|---------------------|------------------------|--------|---------------------------|
| College | 102 | 364 | 466 | 474 |
| Elementary Grades | 104 | 84 | 188 | 181 |
| Total | 206 | 448 | 654 | 655 |

2. The students whose names are listed below completed the requirements for graduation at the close of the summer quarter, July 20, 1934. I recommend that these students be graduated.

SENIOR COLLEGE.

DEGREE OF BACHELOR OF EDUCATION.

| | |
|----------------------|----------------------|
| Merritt C. Ackland | Mildred Leinbach |
| Robert S. Berg | John J. McGary |
| Ramona M. Gross | Charles E. McGee |
| Stanley L. Hallaron | Irene A. McNamara |
| Leone Hinze | Claude P. Middleton |
| Vernon Jahns | John H. Rolfe |
| Josephine M. Johnson | Miles L. Thompson |
| Imogene Killey | Catherine E. Thomsen |
| Elizabeth H. Lawler | Manley Whitford |

JUNIOR COLLEGE.

| | |
|------------------------|--------------------------|
| Berniece Aldene Ashley | Elizabeth E. Kain |
| Clyde D. Aurand | Lydia M. Keller |
| Eunice Beecher | Kathryn L. Kerns |
| Barbara I. M. Benson | Lucy Lembecke |
| Kathryn M. Boucher | Bernita Luckett |
| Theo. Bristol | Margaret E. McGowan |
| Mary Jane Collier | Eleanore G. Montavon |
| Lucy Devine | Marie C. Nelsen |
| Mary Almeda Eveland | Lavina Petrie |
| Pearl Grabbe | Beulah Marie Salmons |
| Howard E. Griner | Leriece H. Shaheen |
| Martha M. Gutenkauf | Virginia Thorsen |
| N. Doris Harrington | Mercedes I. Thurlby |
| Martha M. Hills | Elsie Rosalie Trowbridge |
| Vivian M. Hines | Hillene J. Westerveld |
| Anne M. Jeans | |

II. FACULTY.

I wish to recommend the appointment of Miss Wilma DeLassus as part time assistant professor in the Department of Home Economics to take the place of Miss Inez Taylor who resigned to be married. Miss DeLassus has her bachelor's degree from James Millikin University and her master's degree from Columbia University. She has had experience as a home economics teacher in the high schools of Buda, Sullivan, and Hinsdale, Illinois. Miss DeLassus will receive a salary of \$1,080 for thirty-six weeks.

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS.

The improvements on the campus started about a year ago as a CWA project are now partially completed. The road work is entirely completed and open to the public. The new sidewalks and fountain in the east court will be finished within a month. Governor Horner, who visited the campus this last month as a guest of the college, was favorably impressed with the way in which this work has improved the campus. Students and faculty alike are now enthusiastic about it. We still have a clean-up project through the Federal Emergency Relief program for completing the dredging of our south lake. This is the only part of the project that has been left in bad shape.

VII. AUXILIARY ENTERPRISES.

Revolving Fund shows the following report from July 1, 1934, to September 30, 1934:

RECEIPTS.

| | | |
|--|------------|---------------------|
| Surplus from 57th Biennium..... | | \$42,933.99 |
| Cash received, July 1, 1934, to September 30, 1934— | | |
| Board and Room, Williston Hall..... | \$4,399.50 | |
| Meals, Williston Hall | 129.95 | |
| Registration Fees | 7,583.00 | |
| Library Fines | 14.50 | |
| Miscellaneous Collections | 23.86 | |
| | | <u>12,150.81</u> |
| Previously Remitted, July 1, 1933, to June 30, 1934..... | | 60,028.53 |
| | | <u>\$115,113.33</u> |

EXPENDITURES.

| | | |
|---|------------|--------------------|
| Salaries— | | |
| Williston Hall and Employees..... | \$6,060.63 | |
| Faculty | 591.50 | |
| Campus Project | 520.00 | |
| Telephone and Telegraph..... | 36.20 | |
| Food | 2,486.10 | |
| Household Supplies | 834.59 | |
| Library and Amusements..... | 473.95 | |
| Miscellaneous Operating Expenses..... | 39.55 | |
| Building Repairs | 114.15 | |
| Machinery Repairs | 4.71 | |
| Furniture and Fixtures Repairs..... | 359.58 | |
| Miscellaneous Repairs | 53.15 | |
| Walks, Roads, Paving..... | 3,080.60 | |
| | | <u>\$14,654.71</u> |
| Expenditures previously reported, July 1, 1933, to June 30, | | |
| 1934 | 58,750.28 | |
| | | <u>73,404.99</u> |
| Balance on Hand, Revolving Fund, September 30, 1934..... | | \$41,708.34 |

VIII. STUDENT LIFE.

The Emergency Educational Program has allotted \$1,425 per month to this college which is now giving help to thirty-five young men and sixty young women. This work is under the direct supervision of the Offices of the Dean of Men and Dean of Women.

IX. MISCELLANEOUS.

1. I wish to call your attention to the following statement concerning the placement of graduates for the college year of 1933-34:

| | |
|---|------|
| Graduates of Degree Course..... | 69 |
| Graduates of Degree Course placed..... | 45 |
| Percentage of Degree graduates placed..... | 65.2 |
| Graduates of Diploma Course..... | 149 |
| Graduates of Diploma Course placed..... | 138 |
| Percentage of Diploma graduates placed..... | 92.6 |
| Total graduates | 218 |
| Total graduates placed..... | 183 |
| Percentage of graduates placed..... | 83.9 |

2. I am presenting for your consideration a financial report of the Student Activity Fund.

X. SUMMARY.

Action is requested on the following:

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

2. The appointment of Miss Wilma DeLassus at the salary indicated.

Respectfully submitted,

KARL L. ADAMS, *President.*

The Board approved his recommendation of persons for graduation as submitted in the report.

The Board also approved the appointment of Miss Wilma DeLassus as part time assistant professor in the Department of Home Economics, to take the place of Miss Inez Taylor, resigned, at a salary of \$1,080 for 36 weeks.

EASTERN ILLINOIS STATE TEACHERS COLLEGE

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

Charleston, Illinois,
October 8, 1934.

To the Chairman and Members of the Normal School Board:

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

I. STUDENTS.

1. Attendance, Six Weeks Summer Term, 1934.

| | Men. | Women. | Total. | Total one year ago. |
|-----------------------------|------|--------|--------|---------------------------|
| College | 196 | 435 | 631 | 578 |
| Elementary Grades | 110 | 121 | 231 | 223 |
| - Total in Summer Term..... | 306 | 556 | 862 | 801 |

The enrollment in the summer term of 1934 (631) shows a gain of 53 college students over that of 1933 (578).

2. Preliminary enrollment for the fall term of 1934 is 886. Eleven students who have cancelled registration are not included in this number. Below is the final enrollment of the fall term for the last five years for comparison:

| | | |
|------------|-----|----------|
| 1934 | 886 | 1 gain |
| 1933 | 885 | 12 gain |
| 1932 | 873 | 172 gain |
| 1931 | 701 | 30 gain |
| 1930 | 671 | 84 gain |
| 1929 | 587 | 108 loss |

The most noticeable increase is a freshman class of 411 compared with that of 344 a year ago, a gain of 67.

3. Graduates.

The following students completed the requirements for graduation on July 20, 1934:

1. a. DEGREE, BACHELOR OF EDUCATION, JULY 20, 1934.

| | Name. | Major-Minor Subjects. | Home Address. |
|-----|-----------------------------|-------------------------------|---------------|
| 1. | Paul Philip Barrick, | Math., Physics..... | Danville |
| 2. | Paul Lee Birthisel, | Math., Physics..... | Charleston |
| 3. | Ernestine King Branaman, | English, History..... | Charleston |
| 4. | Maxine Lucille Cook, | Home Economics..... | Charleston |
| 5. | Jerry Lowell Craven, | Chem., Math., Physics..... | Charleston |
| 6. | Donald Keith Dorris, | Ind. Arts, Man. Arts..... | Taylorville |
| 7. | Elbert Edison Field, | Ind. Arts, Eng., History..... | Charleston |
| 8. | Edgar Neal Gwin, | Ind. Arts., Soc. Science..... | Charleston |
| 9. | Beulah Gertrude Haslitt, | English, French..... | Maywood |
| 10. | Clarence Edward Jackson, | Ind. Arts, Soc. Sci..... | Shelbyville |
| 11. | Gail Buzzard Leonard, | El. Educ., Eng., History..... | Batavia |
| 12. | Harry Charles Morgan, | Ind. Arts, Soc. Sci..... | Mattoon |
| 13. | Delbert Pearl Nave, | Ind. Arts, Physics..... | Martinsville |
| 14. | Havillah Ezra Reckling, | Ind. Arts, Man. Arts..... | Parkersburg |
| 15. | Walter Langley Reid, | Math., Physics..... | Grayville |
| 16. | Ida Marie Schraut, | Math., History..... | Coffeen |
| 17. | Frank Raymond Siefferman, | Ind. Arts, History..... | Springfield |
| 18. | Vivian Arlene Thompson, | History, English..... | Bridgeport |
| 19. | Ralph Lewanda Wickiser, | Art, History..... | Greenup |
| | Total receiving degree..... | Men. 13 Women. 6 | Total. 19 |

2. a. JUNIOR COLLEGE DIPLOMA, JULY 20, 1934.

| | | |
|-----|----------------------------------|--------------|
| 1. | Mary Christine Brinkerhoff..... | Paris |
| 2. | Hope Rebecca Brown..... | Mattoon |
| 3. | Margaret Collignon..... | Danville |
| 4. | Margaret LaFern Cork..... | Marshall |
| 5. | Eleanor Louise Devore..... | Effingham |
| 6. | Leora Gertrude Field..... | Mattoon |
| 7. | Katherine Giffin..... | Casey |
| 8. | Blanche Isabelle Hankins..... | Springfield |
| 9. | Edith Henrietta Harris..... | Danville |
| 10. | Julia Louise Hendricks..... | Fithian |
| 11. | Evelyn Hazel Henthorn..... | Danville |
| 12. | Frances Elizabeth Holterman..... | Arcola |
| 13. | Margaret Marie Hosch..... | Danville |
| 14. | Frances Lee Johnston..... | Birds |
| 15. | Mabel Florence Kresin..... | Tuscola |
| 16. | Elizabeth Mahaney..... | Newton |
| 17. | Pauline Jane McDonald..... | Danville |
| 18. | Edna Pearl Morgan..... | Danville |
| 19. | Fern Elizabeth Olive..... | New Douglas |
| 20. | Kathryn Ann Pierce..... | Collinsville |
| 21. | Alice Estella Rutherford..... | Newton |
| 22. | Iris Augusta Smith..... | Sumner |
| 23. | Mary Blanche Traylor..... | Coffeen |
| 24. | Alberta Trousdale..... | Charleston |
| 25. | Martha Emaline Turner..... | Charleston |
| 26. | Anna Alta Vandiver..... | Arcola |
| 27. | Lillian Corrine Voelm..... | Oblong |

| | Men. | Women. | Total. |
|---|------|--------|--------|
| Total receiving the Junior College Diploma..... | 0 | 27 | 27 |
| Total receiving Degree or Junior College Diploma. | 13 | 33 | 46 |

II. FACULTY.

The following resignations are presented:

1. Elizabeth Howell, Training Teacher in History, in order to marry.
2. Kenneth L. Sloan, appointed substitute Instructor in English on May 15, 1934, due to inability to meet degree agreement.

The following persons are presented for faculty appointment:

3. Ralph W. Cordier, Ph. D., Ohio State University, 1933, as Training Teacher in History, vice Elizabeth Howell, resigned, at a salary of \$1,980 for nine months.

4. Florence Litchfield, A. M., University of Minnesota, 1931, vice Kenneth L. Sloan, resigned, at a salary of \$1,800 for nine months. Miss Litchfield has completed all requirements for the doctor's degree except the final examination, which she expects to take in late December.

5. Paul W. Sloan, Ph. D., Ohio State University, 1933, as instructor in Education, taking over the classroom duties of Assistant Dean Frank A. Beu, at a salary of \$1,980 for nine months.

6. Ernest Pricco, B. Ed., Eastern Illinois State Teachers College, 1934, as part time assistant in Physical Education, handling the Teachers College High School football squad, at a salary of \$50 per month for three months, payable from salaries and wages.

7. Mary Louise Cameron, A. M., University of Illinois, 1934, as half time instructor in freshman English, for the fall term, at a total salary of \$225, payable from the revolving fund. The unexpected enrollment in the freshman class necessitates this additional service.

The following change in faculty organization is presented:

8. Frank A. Beu, Assistant Dean of the College and Associate Professor of Education, to Dean of the College and Associate Professor of Education, vice Ellen A. Ford, retired, at the same salary.

III. OTHER SCHOOL EMPLOYEES.

The following positions on the twelve-month payroll, authorized on July 16, 1934, have been filled:

1. Raymond R. Gregg, business manager, at a salary of \$225 per month, payable from salaries and wages. Mr. Gregg is a diploma graduate of the Southern Illinois State Normal University, holds the Ph. B. and A. M. degrees from the College of Business Administration in the University of Chicago, and has just completed a second year of graduate study in this same

institution. Mr. Gregg has taught commercial work in the West Frankfort and in the Waukegan high schools. For the last four years he has been connected with the Dakota Wesleyan University at Mitchell, South Dakota, as business manager and head of the commerce department. Mr. Gregg began his duties September 1, 1934.

2. Lucile Mills, university graduate stenographer, at a salary of \$100 per month, payable from salaries and wages. Miss Mills is a graduate of the University of Illinois, and began her duties on August 6, 1934.

3. Frank Gwin, laborer, at a salary of \$100 per month, payable from salaries and wages, vice W. N. McFadden. Mr. Gwin began his duties September 1, 1934.

4. Fred Strodbeck, laborer, at a salary of \$100 per month, payable from salaries and wages, vice Frank Adams. Mr. Strodbeck began his duties September 1, 1934.

5. Samuel A. Merker, janitor, at a salary of \$100 per month, payable from salaries and wages. Mr. Merker is the additional janitor authorized on July 16, and began his duties September 9, 1934. He serves as night janitor and night watchman.

6. The services of the F. E. R. A. students have made it possible not to need for the present, at least, the additional fireman authorized at the July 16th meeting of the Board, hence no requisition for this employee has been made of the State Civil Service.

IV. THE ORGANIZATION. No report.

V. THE CURRICULUM.

We have already begun a definitely planned study of our departmental work and our curricula. The middle of the school year should see the completion of this appraisal and thus permit the building of plans for the coming year.

VI. BUILDINGS AND GROUNDS.

1. Roads.

The surfacing of the campus roads begun by the C. W. A. has been completed at institutional expense, except for the concrete curbing. This will be done later in the year, possibly as an Emergency Relief Project.

2. Geography Department—Library Move.

We have moved our Department of Geography from the west to the east end of the main building with markedly pleasant results, since an adjacent lavatory for grade children used as a storeroom has been converted into a geography office with space enough for a desk for each of the three instructors. We have expanded our library across the hall into the space vacated by geography, thus giving double amount of reading room space and a private office for the head librarian. The reserve books, newspapers, and periodicals are housed in this new addition. New shelving and light fixtures have been installed, but we are forced to use a heterogeneous collection of tables and chairs for the present. This expansion in library space is far from a solution of our library problem.

3. Pemberton Hall.

Inability to secure the furnishing of Pemberton Hall, our women's dormitory, on the plan used by the Western State Teachers College, the desire not to duplicate the furnishings of the dormitory at the Illinois State Normal University, and the request of the State Purchasing Agent to secure additional bids, has delayed the securing of our much needed carpets, draperies, and furniture.

Our dormitory kitchen is in wretched condition, and according to the State Architect's staff, needs complete rebuilding and refurnishing. The need for a new stove is imperative. We hope to finance this improvement late in the fiscal year if our revolving fund permits.

4. The "Lair."

The condition of the farm house on the recently purchased addition to the campus was such that if it is to be used as a men's club room and rooming house, considerable repair and equipping needed to be done. We have

papered and painted the interior, and sufficient furniture, carpets, dishes, and cooking utensils have been requisitioned. These furnishings are mainly from the Prison Industries and are secured through the Department of Public Welfare.

VII. AUXILIARY ENTERPRISES. No report.

VIII. STUDENT LIFE.

The annual financial report on all student enterprises for the past fiscal year, July 1, 1933–June 30, 1934, is completed and is ready for distribution at this meeting of the Board.

The F. E. R. A. student aid allotted us for the current year is on a basis of 106 students, and provides \$1,590 per calendar month. More than three times as many applications were received as could be granted. We now have 112 students working on (1) maintenance, (2) library, (3) clerical, and (4) research projects.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

Approval of the Illinois State Normal School Board is respectfully asked on the following items:

1. List of graduates for July 20, 1934.
2. Resignations of Elizabeth Howell and Kenneth L. Sloan.
3. Appointments of Ralph W. Cordier, Florence Litchfield, Paul W. Sloan, Ernest Pricco, and Mary Louise Cameron, as described in this report.
4. Change in the status of Frank A. Beu, as described in this report.
5. Employment of Raymond R. Gregg, Lucile Mills, Frank Gwin, Fred Strodbeck, and Samuel A. Merker, on the twelve-month payroll, as described in this report.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

The Board approved the following recommendations in this report:

1. The persons recommended for graduation as given in the report.
2. Appointment of the following persons:
 - (a) Ralph W. Cordier, training teacher in History, to take the place of Elizabeth Howell, resigned, at a salary of \$1,980 for nine months.
 - (b) Florence Litchfield, English, to take the place of Kenneth L. Sloan, resigned, at a salary of \$1,800 for nine months.
 - (c) Paul W. Sloan, to take over the class room duties of Frank A. Beu, at a salary of \$1,980 for nine months.
 - (d) Ernest Pricco, part time assistant in physical education, handling the Teachers College high school football squad, at a salary of \$50.00 for three months, payable from salaries and wages.
 - (e) Mary Louise Cameron, half time instructor in freshman English, for the fall term, at a total salary of \$225, payable from the revolving fund.
3. Frank A. Beu, Assistant Dean of the College of Education and Associate Professor of Education, changed to Dean of the College and Associate Professor of Education, to take the place of Ellen A. Ford, resigned, at a salary of \$2,970 for nine months.
4. Employment of the following persons on the twelve-month pay roll, payable from salaries and wages:
 - (a) Raymond R. Gregg, business manager, at a salary of \$225 per month.
 - (b) Lucile Mills, stenographer, at a salary of \$100 per month.
 - (c) Frank Gwin, laborer, at a salary of \$100 per month, to take the place of W. N. McFadden.
 - (d) Fred Strodbeck, laborer at a salary of \$100 per month, to take the place of Frank Adams.
 - (e) Samuel A. Merker, janitor, at a salary of \$100 per month.

ILLINOIS STATE NORMAL UNIVERSITY

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

Normal, Illinois,
October 8, 1934.

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 for the Summer Term, 1934.

| | Men and boys. | Women and girls. | Total. | Total one year ago. |
|--------------------------------------|---------------------|------------------------|--------|---------------------------|
| a. University: | | | | |
| Post Graduates | 53 | 75 | 128 | 82 |
| Seniors | 95 | 167 | 262 | 209 |
| Juniors | 112 | 352 | 464 | 374 |
| Sophomores | 89 | 374 | 463 | 486 |
| Freshmen | 36 | 176 | 212 | 255 |
| Unclassified | | 1 | 1 | 4 |
| Total | 385 | 1,145 | 1,530 | 1,410 |
| b. University High School..... | 79 | 80 | 159 | |
| c. Elementary School | 112 | 91 | 203 | 121 |
| d. Auxiliary Training Schools | | | | |
| (Illinois Soldiers and Sailors Chil- | | | | |
| drens School) | 235 | 145 | 380 | 319 |
| Grand total | 811 | 1,461 | 2,272 | 1,850 |

Although there was no regular summer session after July 20 the Illinois Soldiers and Sailors Childrens School was open with an enrollment of 284 children and providing practice teaching facilities for 30 regularly registered student teachers. To this number of students should be added 21 who registered for the geography course offered as a geography tour.

It will be noted there was an increase of 120 students in the University proper and 143 in the two elementary schools. Work was offered for the first time in the University High School with an excellent response in both pupil enrollment and attitude and providing much needed student teaching on the secondary school level.

2. Although no report on the enrollment for the fall quarter is due at this time it may be of interest to know that our enrollment in the University is 1,642 as compared with the final figure of 1,536 last year--an increase of 106. This is the highest enrollment in the 77 years history of I. S. N. U. exceeding the previous high figure of 1,621 in 1932 by 21 students.

3. Graduates.

- a. The students here listed finished the work required for graduation at the close of the summer session ending July 20, 1934, and are recommended for the Board sanction as to graduation and the awarding of diplomas appropriated to their various attainments.

DEGREE GRADUATES.

BACHELOR OF EDUCATION DEGREE.

| | |
|------------------------------------|-----------------------------------|
| Allen, Virginia Cora.....Home Ec. | Creager, Angelina Jane.....Music |
| Beatty, Emma Mildred.....Secon. | DeSart, Minnie Estella.....Secon. |
| Casteel, Virgil Clayton.....Secon. | Ferro, Mary |
| Clarke, Hortense Marie.....Com. | Gerber, Joe Newton.....Secon. |
| Connell, Lucia Josephine.....Com. | Girard, Elise |
| Cook, Maurice DeLap.....Secon. | Goff, Walter Earl.....Ind. Arts |

| | |
|--------------------------------|------------|
| Grant, Lester James..... | Secon. |
| Gronemeier, Norma Sue..... | Secon. |
| Haycox, Dora Dexter..... | Music |
| Haynes, Eileen Weber..... | Com. |
| Hilligoss, Eileen Edna..... | Secon. |
| Hoke, Ellison Harvey..... | Secon. |
| Hubbell, Owen Orris..... | Secon. |
| Hutton, James Lyle..... | Ind. Arts |
| Johnson, Frieda A..... | Com. |
| Johnson, Ward C..... | Secon. |
| Keirn, Margaret Bernadine..... | Secon. |
| Koos, Nelda Gertrude..... | Secon. |
| Langford, Marshall Eugene.... | H. & Spts. |
| Lewis, LaVerne Fred..... | Secon. |
| Marriott, Marjorie Mae..... | Secon. |
| Moore, Martha Belle..... | Com. |
| Moyle, Dorothy Louise..... | Elem. |
| Nees, Sara Lena..... | Elem. |
| Newtson, Mildred E..... | Secon. |
| North, Mildred Ruth..... | Secon. |
| Oesch, Raymond Willis..... | Secon. |
| O'Malia, Muriel Helen..... | Elem. |
| Powell, Pauline Vernetta..... | Secon. |
| Poynter, Dorothy Emily..... | Com. |

| | |
|---------------------------------|-----------|
| Quinlan, Raymond Arnold..... | Com. |
| Rashke, Edward Robert..... | Ind. Arts |
| Rossetter, Jack Charles..... | Secon. |
| Rousch, Frances Margarette.... | Home Ec. |
| Sabine, Frank Archer..... | Secon. |
| Sage, Lillian Frances..... | Home Ec. |
| Saner, Ralph Solle..... | Secon. |
| Schertz, Grace Louise..... | Elem. |
| Slusser, Gerald A..... | Secon. |
| Snell, William Dale..... | Secon. |
| Spencer, Kathleen Virginia..... | Secon. |
| Stoner, Virginia Evelyn..... | Secon. |
| Sweet, Lillian Belle..... | Secon. |
| Tegard, Dorothy Elizabeth..... | Secon. |
| Thomas, Harold William..... | Secon. |
| Thompson, Charles A..... | Ind. Arts |
| Washeslesky, Orville Samuel.... | Secon. |
| Webber, Anna..... | Secon. |
| Webber, Maxine Elizabeth..... | Com. |
| Wene, William Perry..... | Secon. |
| Wenger, Lillian..... | Secon. |
| Wilson, William Wilcox..... | Secon. |
| Younger, Donald Austin..... | Secon. |

SUMMARY OF DIVISION GROUPS.

| | | | |
|---------------------------------|---|-----------------------------|----|
| Physical Education for Men..... | 1 | Commerce | 8 |
| Music | 2 | Secondary | 37 |
| Home Economics | 3 | | |
| Elementary | 4 | Total Degree Graduates..... | 59 |
| Industrial Arts | 4 | | |

TWO-YEAR COURSE GRADUATES.

| | | | |
|---------------------------------|-----------|------------------------------------|------------|
| Barber, Flora Emma..... | Jun. High | Lawrence, Lorene Margaret.... | K.-Prim. |
| Bear, Leona Esther..... | Rural | Lawson, Dorothy Loretta..... | K.-Prim. |
| Bertsche, Linda Fern..... | Inter. | Level, Lucille Blanche..... | Com. |
| Bower, Mildred Helen..... | Rural | MacFarlane, Ina Mildred..... | Inter. |
| Brentlinger, Madge Marie..... | Rural | McLean, Ann Loretta..... | Inter. |
| Caldwell, Ida Marjorie..... | K.-Prim. | Mills, Mary Catherine..... | Jun. High. |
| Campbell, Mary Agnes..... | Inter. | Monge, James Joseph..... | Secon. |
| Campbell, Mary Ida..... | Jun. High | Moore, Amy Wilburta..... | K.-Prim. |
| Carwell, Virginia..... | Inter. | Moore, Coen..... | H. & Spts. |
| Christensen, Ruth Alphield.... | Inter. | Moore, Ella Teresa..... | Inter. |
| Conlin, Josephine Dorothy..... | Inter. | Morgan, Lola Grace..... | Inter. |
| Coveny, Rita Geraldine..... | Inter. | Pattengale, Margaret Anna.... | Secon. |
| Curtis, Ora Leona..... | Inter. | Rush, Ruby Callahan..... | Jun. High |
| Dierking, Henry Junior..... | Rural | Schafer, Esther Sarah..... | Inter. |
| Dolan, Edna Louise..... | Jun. High | Sister M. Basil Govern..... | Secon. |
| Enke, Adele Christina..... | Rural | Sister M. Lamberta Simonson.... | Inter. |
| Fritchley, Venus Irene..... | Jun. High | Sister M. Georgetta Staddan.... | Art. |
| Galletto, Anne Washington.... | Inter. | Sister M. Fides Volker..... | Com. |
| Gant, Jessie Florence..... | K.-Prim. | Sister M. Alexius Wagner..... | Com. |
| Gherardini, Rose Lucille..... | Inter. | Smith, Dorris Elizabeth..... | Inter. |
| Greer, Beulah Schroepfel..... | Inter. | Smith, Ella Ray..... | Inter. |
| Hamilton, Helen B..... | Inter. | Smock, Oneta Marie..... | Secon. |
| Hayes, Angela Marie..... | Jun. High | Stevens, John Michael..... | Secon. |
| Henrickson, Harold Eli..... | Secon. | Stuck, Luella Fern..... | Rural |
| Holt, Marvin Warner..... | Rural | Totten, Iona Margaret..... | Jun. High |
| Hoobler, Aldene Elizabeth..... | Inter. | Tuttle, Richard Campbell..... | Rural |
| Horn, Louise Margaret..... | Inter. | Ulrich, Elfriede Sylvia Carmen.... | |
| Irwin, James Lyle..... | Rural | | Jun. High |
| Jones, Lois Mae..... | Jun. High | Vance, Jean Dorothy..... | K.-Prim. |
| Judy, Edward Eldon..... | Jun. High | Voltmer, Helen Bernice..... | Secon. |
| King, Lorraine Grace..... | Inter. | Weckesser, Arvah Lucille..... | Secon. |
| Knobloch, Lucille Josephine.... | Inter. | Wiegman, Catherine Estella.... | Secon. |
| Knudson, Evelyn Lucile..... | Jun. High | Wiggers, Emma Rosa..... | Inter. |
| Kostadin, Dorothy Charlotte.... | Inter. | Wilson, Doris Emoline..... | Jun. High |
| LaBantschnig, Louise Marie.... | Inter. | Wright, Anna Lucile..... | Jun. High |
| Lamb, Ferne Jeannette..... | Jun. High | | |

SUMMARY OF DIVISION GROUPS.

| | | | |
|----------------------------------|---|---------------------------------|----|
| Art | 1 | Secondary | 9 |
| Health and Physical Education... | 1 | Junior High | 15 |
| Commerce | 3 | Intermediate | 26 |
| Kindergarten-Primary | 6 | | |
| Rural | 9 | Total Two-Year Course Graduates | 70 |

SUMMARY OF 1934 GRADUATES.

| | | |
|-----------------------|-------|-----------|
| June Degrees | 133 | |
| July Degrees | 59 | |
| | <hr/> | |
| Total Degrees | | 192 |
| June Diplomas | 176 | |
| July Diplomas | 70 | |
| | <hr/> | |
| Total Diplomas | | 246 |
| Total Graduates | | <hr/> 438 |

II. FACULTY.

1. Resignations not previously reported are:
 - a. Fred H. Miller from affiliated Towanda High School in order to accept an administrative position elsewhere.
 - b. Clark J. Eads as teacher of grades 7-8 in the affiliated Towanda Elementary School in order to go into business.
 - c. Marjorie Walker (on our payroll) from affiliated Soldiers and Sailors Childrens School in order to accept a position on the faculty of Drake University.
 - d. Jane Church from our Commerce Department in order to accept a position in the University of Toledo.
2. A leave of absence for one year to continue graduate study is requested by J. M. O'Rourke, Instructor of Mathematics and Science in the University High School, who is now studying at the University of Chicago.
3. New Appointments made and for which approval is requested:
 - a. Henry A. Poppen, B. S. Kansas Wesleyan University, M. S. Northwestern University, with teaching experience at Woodston, Kansas, as teacher of Mathematics and Science in the affiliated Towanda High School, in place of Fred H. Miller resigned, at a salary of \$360.00 for nine months in addition to salary paid by the Towanda School Board.
 - b. Vera G. Harris, B. E. Eastern Illinois State Teachers College with teaching experience at Nokomis and Champaign, Illinois, as teacher of grades 7-8 in the affiliated Towanda Elementary School, in place of Clark J. Eads resigned, at a salary of \$180.00 for nine months in addition to the salary paid by the Towanda School Board.
 - c. Ruth M. Cleveland, A. B. University of Nebraska, M. A. Teachers College, Columbia University, with teaching experience in several public schools and most recently in the State Teachers College at Minot, North Dakota, as critic teacher in the affiliated Soldiers and Sailors Childrens School in place of Marjorie Walker resigned, at a salary of \$1,620.00 for nine months.
 - d. Harold F. Koepke, B. Ed. Whitewater (Wisconsin) State Teachers College, M. A. University of Iowa, with teaching experience in several Wisconsin and Illinois high schools, as Instructor in Commerce in place of Jane Church resigned, at a salary of \$1,980.00 for nine months.
 - e. O. R. Bontrager, B. A., M. A., Ph. D., University of Iowa with teaching experience in several Iowa public schools and most recently in Cornell College (Iowa), as Associate Professor of Education and Principal of the Soldiers and Sailors Childrens School, a position recently authorized by the Normal School Board, at a salary of \$3,000.00 for twelve months.
 - f. B. Elizabeth Dean, A. B., Ottawa University, M. S., University of Iowa, with additional work at University of Michigan and teaching experience in Kansas and Oklahoma school systems, as Assistant Professor of Hygiene and Biology, a position recently created by action of the Normal School Board, at a salary of \$2,025.00 for nine months.
 - g. Esther A. Richard, A. B., Albion College, M. A., Teachers College, Columbia University, with much of her work completed at this same school for her Ph. D. degree and with teaching ex-

perience at Petoskey, Michigan, State Teachers College, Bemidji, Minnesota, and Lock Haven, Pennsylvania, as Assistant Professor of English, a position newly created by action of the Normal School Board, at a salary of \$2,025.00 for nine months.

- h. Alice J. King, A. B., Northwestern University, M. A., Columbia University, with teaching experience in Illinois and New York high schools, as Instructor in Physical Education to take the place of Juanita Brown whose resignation was previously reported, the employment of Miss King to be for \$1,620.00 for nine months.
- i. Alma Wingeier, A. B., Western Teachers College, Kalamazoo, M. S. University of Michigan, with teaching experience in several Michigan school systems and Central State Teachers College, Mt. Pleasant, Michigan, as Instructor in Physical Education in place of Thelma Shomler whose resignation was previously reported, the employment of Miss Wingeier to be for \$1,800.00 for nine months.
- j. Howard J. Ivens, A. B., Northern State Teachers College, Marquette, Michigan, M. S. in Ed., University of Michigan, with several years teaching and administrative experience at Ypsilanti, Michigan, as Instructor in Mathematics and Science in the University High School for the 1934-35 school year during the leave of absence of J. M. O'Rourke, the salary of Mr. Ivens to be \$1,890.00 for nine months.
- k. Margaret Rees, B. S., Ball State Teachers College, Muncie, Indiana, with teaching experience in two Indiana school systems, as teacher of Art, Music, and Physical Education in the affiliated Towanda Schools at a salary of \$360.00 for nine months in addition to the salary paid by the Towanda School Board, this being a newly created position.

4. Positions filled at the affiliated Soldiers and Sailors Childrens School with salaries entirely paid by the Department of Public Welfare and here reported are:

- a. Eunice Fetterly, A. B., M. S., and much of work on Ph. D. completed at University of Michigan and experience in several Michigan school systems and in North Carolina College for Women, as teacher in Special Help Room, a newly created position, at a salary of \$1,530.00 for nine months.
- b. Henry O. Hebert, B. M., Butler University, with teaching experience in Indiana and Colorado, as instructor in instrumental music and band director to fill an existing vacancy at a salary of \$1,800 for twelve months.
- c. Inez Whittenberg Christen, B. Ed., Illinois State Normal University with graduate work at Northwestern University and successful teaching experience in Illinois school systems, including Springfield, as critic teacher in place of Dorothy Brosi, resigned, at a salary of \$1,350.00 for nine months.

5. The following revised and corrected list of teachers and salaries of the staff at the Soldiers and Sailors Childrens School is reported as a matter of record as follows:

SALARIES OF TEACHERS—SOLDIERS AND SAILORS CHILDRENS SCHOOL.

| | |
|--|------------|
| May Goodwin (Assistant Principal)..... | \$1,980.00 |
| Grace F. Anderson..... | 1,620.00 |
| Winifred Bally (12 months)..... | 1,620.00 |
| Veda B. Bauer..... | 1,620.00 |
| Inez W. Christen (Vice Dorothy Brosi)..... | 1,350.00 |
| Mabel A. Pumphrey..... | 1,620.00 |
| Josephine Shea..... | 1,701.00 |
| Louise Spafford..... | 1,620.00 |
| Grace L. Tucker..... | 1,620.00 |
| Hazel T. Wright..... | 1,620.00 |
| Edson White (12 months)..... | 1,620.00 |
| Clara Kepner..... | 1,215.00 |

| | |
|---|----------|
| F. J. Knuppel..... | 1,539.00 |
| Edith M. Serkes..... | 1,296.00 |
| Alta M. Morris..... | 1,215.00 |
| Mildred G. Kelly..... | 1,215.00 |
| Pauline Powell..... | 1,296.00 |
| Henry O. Hebert (12 months) (Vice Mrs. McCowan and Mr. Merry).... | 1,800.00 |
| Dorothy Stillman..... | 1,539.00 |
| Max Honn (12 months)..... | 1,530.00 |
| William E. Hogan (12 months)..... | 1,530.00 |
| Eunice Fetterly (New position)..... | 1,530.00 |

SALARIES PAID BY ILLINOIS STATE NORMAL UNIVERSITY THROUGH
DEPARTMENT OF REGISTRATION AND EDUCATION.

| | |
|--|------------|
| O. R. Bontrager, Principal (12 months) (New position)..... | \$3,000.00 |
| Leila Armstrong..... | 1,620.00 |
| Ruth M. Cleveland (Vice Marjorie Walker)..... | 1,620.00 |

III. OTHER SCHOOL EMPLOYEES. No report.

IV. THE ORGANIZATION.

1. Steps are now being taken by the various departments toward the reorganization of work on the semester basis upon which we shall operate after September, 1935.

V. THE CURRICULUM. No report.

VI. BUILDINGS AND GROUNDS.

1. Members of the Normal School Board in attendance at this meeting at Normal will notice the results of much painting of several buildings, especially the exterior of Old Main with its brightened appearance. The exterior of Fell Hall and the Old Castle also show marked changes and much interior decorating has been done in these buildings as well as Metcalf and Industrial Arts buildings. The extensive program of much needed painting is now nearing completion.

New partitions, laying of new floors and numerous other alterations have been made during the summer in order to provide more and improved classrooms.

The grading work and construction of a new cinder track continues on the athletic field. It is hoped to complete this work before January 1st.

VII. AUXILIARY ENTERPRISES.

1. Resident Hall.

Fell Hall has not only been entirely repainted both inside and out but new furniture and rugs are now provided in all girls rooms and in the reception room. Board members are invited to inspect this marked improvement while meeting in Fell Hall. The new electric refrigerator installed at a cost of less than \$600.00 and guaranteed to save \$850.00 in current annually over the old refrigeration plant will also be of interest.

2. Reports of auxiliary enterprise funds.

These reports, not available at the time of the last Board meeting, are here respectfully submitted.

RECEIPTS FOR THE REVOLVING FUND, YEAR ENDING JUNE 30, 1934.

| | | |
|---------------------------------|-------------|-------------|
| Fell Hall..... | \$25,981.29 | |
| Farm..... | 1,195.51 | |
| Bookstore..... | 17,642.12 | |
| Tuition and Term Fees..... | 19,264.68 | |
| Locker and Towel Fees..... | 3,078.50 | |
| Library Fees and Fines..... | 4,916.50 | |
| Transcript and Typing Fees..... | 476.00 | |
| Vocational Education..... | 1,590.57 | |
| Miscellaneous..... | 183.84 | |
| Manual Training Fees..... | 152.09 | |
| | | \$74,481.10 |

REMITTED TO STATE TREASURER.

| | | | |
|------|-----------------|-----------|-------------|
| 1933 | July | \$ 953.17 | |
| | August | 42.14 | |
| | September | 16,988.90 | |
| | October | 7,209.18 | |
| | November | 1,302.67 | |
| | December | 13,943.15 | |
| 1934 | January | 3,168.64 | |
| | February | 2,059.08 | |
| | March | 12,233.75 | |
| | April | 1,861.33 | |
| | May | 3,643.47 | |
| | June | 11,075.62 | |
| | | | \$74,481.10 |

REPORT OF FELL HALL, YEAR ENDING JUNE 30, 1934.

| | | |
|-------------------------------|------------|-------------|
| Receipts for year | | \$25,981.29 |
| Expenditures: | | |
| Administration | \$1,770.25 | |
| Household Supplies | 536.31 | |
| Food | 9,380.24 | |
| Laundry | 1,509.45 | |
| Salaries and Wages | 5,179.25 | |
| Heat | 2,350.00 | |
| Gas and Water | 950.00 | |
| Light and Power | 1,460.00 | |
| Surplus | 2,845.79 | |
| | | \$25,981.29 |
| Inventory June 30, 1933 | | 27,193.27 |
| Inventory June 30, 1934 | | 27,207.22 |

REPORT OF FARM, YEAR ENDING JUNE 30, 1934.

| | | |
|--|------------|-------------|
| Receipts | | \$1,195.51 |
| Expenditures: | | |
| Administration | \$2,570.97 | |
| Live Stock | 61.90 | |
| Motor Expense | 211.37 | |
| Stock Food | 383.17 | |
| Operation | 200.90 | |
| Household | 29.25 | |
| Equipment | 111.47 | |
| Repairs | 139.12 | |
| | \$3,708.15 | |
| Farm to have credit for motor expense | | 211.37 |
| Farm to have credit for milk furnished Fell Hall | | 520.15 |
| Deficit | | 1,781.12 |
| | | \$ 3,708.15 |
| Inventory June 30, 1933 | | 72,257.90 |
| Inventory June 30, 1934 | | 72,559.69 |

REPORT OF BOOKSTORE, YEAR ENDING JUNE 30, 1934.

| | | |
|-------------------------------|-------------|-------------|
| Receipts | | \$17,642.12 |
| Expenditures: | | |
| Administration | \$ 2,454.40 | |
| Books | 13,077.77 | |
| Express | 18.41 | |
| Surplus | 2,091.54 | |
| | | \$17,642.12 |
| Inventory June 30, 1933 | | 22,004.52 |
| Inventory June 30, 1934 | | 20,360.75 |

DISTRIBUTION OF REVOLVING FUND EXPENDITURES, YEAR ENDING
JUNE 30, 1934.

| | | |
|----------------|-----------|-------------|
| Salaries: | | |
| Fees | \$ 20.50 | |
| Regular | 39,622.05 | |
| Students | 8,370.74 | |
| | | \$48,013.29 |
| Office | | 33.29 |

| | | | |
|-------------------------------|----|-----------|-------------|
| Operation: | | | |
| Farm and garden supplies..... | \$ | 195.68 | |
| Food | | 9,321.47 | |
| Household supplies | | 630.31 | |
| Power plant supplies..... | | 33.47 | |
| Stock food | | 340.95 | |
| Motor supplies | | 173.46 | |
| Miscellaneous | | 184.62 | |
| School supplies | | 24.47 | |
| | | | 10,904.23 |
| Repairs and Equipment: | | | |
| Buildings | \$ | 11.94 | |
| Machinery | | 1.00 | |
| Tools | | 102.69 | |
| Farm implements | | 56.34 | |
| Motor vehicles | | 34.82 | |
| Laboratory apparatus | | 6.00 | |
| Walks, paving, fences..... | | 56.59 | |
| Miscellaneous | | 1.50 | |
| Books and maps..... | | 13,589.12 | |
| New tools | | 7.65 | |
| | | | 13,867.65 |
| | | | \$72,818.46 |

VIII. STUDENT LIFE.

1. Smith Hall, a residence for men students, has just been opened. This beautiful and highly adaptable residence, former home of Col. D. C. Smith, houses 30 men students and has been taken over as a school enterprise and without cost or obligation by the State or Normal School Board. The beautiful grounds and excellent housing facilities will be of interest to Board members. This hall, located just across University Avenue from the Athletic Field, will serve as a social center for the men of the school.

2. F. E. R. A. jobs to the extent of 183 and involving \$2,745.00 each month have been assigned to needy men and women students. Even this large number of places in addition to many additional places for work locally failed to meet the needs of over 600 persons applying for such work.

3. A complete financial report of all of the many organizations of the school has been prepared under the direction of our Faculty Auditing Committee and a copy will be made available for each Board member at the time of this meeting.

4. All physical examinations for men and women students new to the school have been completed and findings used to more advantageously handle the activities of these students.

IX. MISCELLANEOUS. No report.

X. SUMMARY.

1. Board action is requested on the following matters:

a. Approval of list of graduates as submitted.

b. Acceptance of resignations of Fred H. Miller, Clark J. Eads, Marjorie Walker and Jane Church.

c. Leave of absence without pay for J. M. O'Rourke until September, 1935.

d. Sanction of the employment of Henry A. Poppen, Vera G. Harris, Ruth M. Cleveland, Harold F. Koepke, O. R. Bontrager, B. Elizabeth Dean, Esther A. Richard, Alice J. King, Alma Wingeier, Howard J. Ivens and Margaret Rees.

Respectfully submitted,

R. W. FAIRCHILD, *President.*

The Board approved the following recommendations in this report:

1. List of graduates as submitted in the report.

2. Acceptance of resignations of Fred H. Miller, Clark J. Eads, Marjorie Walker, and Jane Church.

3. Leave of absence without pay for J. M. O'Rourke until September, 1935.

4. Appointment of the following persons:

- (a) Henry A. Poppen, mathematics and science in affiliated Towanda high school, to take the place of Fred H. Miller, resigned, at a salary of \$360 for nine months, in addition to salary paid by Towanda School Board.
- (b) Vera G. Harris, grades 7 and 8 in affiliated Towanda elementary school, in place of Clark J. Eads, resigned, at a salary of \$180 for nine months in addition to salary paid by Towanda School Board.
- (c) Ruth M. Cleveland, critic teacher in affiliated Soldiers and Sailors Children's School, in place of Marjorie Walker, resigned, at a salary of \$1,620 for nine months.
- (d) Harold F. Koepka, instructor in Commerce, in place of Jane Church, resigned, at a salary of \$1,980.
- (e) O. R. Bontrager, Associate Professor of Education and Principal of Soldiers and Sailors Children's School, at a salary of \$3,000 for 12 months.
- (f) B. Elizabeth Dean, Assistant Professor of Hygiene and Biology, at a salary of \$2,025 for nine months.
- (g) Esther J. Richard, Assistant Professor of English, at a salary of \$2,025 for nine months.
- (h) Alice J. King, physical education, in place of Juanita Brown, resigned, at a salary of \$1,620 for nine months.
- (i) Alma Wingeier, physical education, in place of Thelma Shomler, resigned, at a salary of \$1,800 for nine months.
- (j) Howard J. Ivens, mathematics and science in University High School for 1934-35, during leave of absence of J. M. O'Rourke, at a salary of \$1,890 for nine months.
- (k) Margaret Rees, art, music, and physical education in Towanda schools, at a salary of \$360 for nine months in addition to the salary paid by the Towanda School Board.

Upon motion of Mr. Dill, the report of the advisory committee relating to the change of status of Miss Ellen A. Ford was amended to read: "Upon the recommendation of President R. G. Buzzard, the committee recommends to the Board the following:"

Mr. Bach presented the following resolution, and moved its adoption:

Be It Resolved, That in view of the fact that the time is rapidly approaching when the matter of the preparation of the budgets for the next biennium must be undertaken, we declare a policy that may be followed that may lead to better things in connection with the administration of the fiscal affairs of the normal schools of Illinois.

That the following fundamental principles shall govern our coming budgets:

1st. That adequate salaries be paid. This will no doubt require the restoration of the ten per cent that was cut off in the budgets of the last biennium. The mounting costs of living already amount to more than the 10 per cent that was cut off. So that a restoration of this 10 per cent will not in fact operate as an increase.

2nd. That in view of the rapid fluctuation of prices of all commodities, no satisfactory budget can be constructed that does not provide for a sizeable contingent fund. That sufficient appropriation may be made in the standard accounts so that the revolving fund may be reserved as the contingent fund.

3rd. That provision for a building program should be restored. This was taken out of the budget for the present biennium because of this Board's desire to cooperate in a retrenchment program. But since the present programs on the part of state and national administrations seem to be to spend, and much money has been spent on projects that are not to be compared in

worthiness with the building of necessary buildings for the normal schools, we insist that the modest building program adopted by this Board several years ago again be restored and prosecuted vigorously by this Board."

On motion of the Board this resolution was approved.

The Chairman of the Board appointed as the budget committee the chairman of the five advisory committees, as follows: Miss McIntire, Mr. Bailey, Dr. Sunderman, Mr. Dill, and Mr. Bach.

The Board adjourned to meet in Carbondale on Monday, November 19, at 9:00 A. M.

JOHN J. HALLIHAN, *Chairman*;
F. G. BLAIR, *Secretary*.

Approved November 19, 1934.

