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Proceedings of the Teachers College Board

Illinois Teachers College Board

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Proceedings
of the
TEACHERS COLLEGE BOARD
of the
STATE OF ILLINOIS



Dwight H. Green, *Governor*



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Issued by

Teachers College Board

Frank G. Thompson, *Chairman*

Vernon L. Nickell, *Secretary*



October 15, 1945, At Springfield

[Printed by the authority of the State of Illinois.]

STATE OF ILLINOIS
DEPARTMENT OF REGISTRATION AND EDUCATION

TEACHERS COLLEGE BOARD

Ex-officio Members

FRANK G. THOMPSON, Director of Registration and Education
Springfield, Chairman

VERNON L. NICKELL, Superintendent of Public Instruction
Springfield, Secretary

Appointed Members

DR. PRESTON BRADLEY, Chicago

JOHN D. DILL, Carbondale

RICHARD F. DUNN, Bloomington

RUSSELL L. GUIN, Danville

HARRIET A. MCINTIRE, Mendota

CHARLES E. MCMORRIS, Marshall

HELEN R. PEGELOW, Mattoon

LINDELL W. STURGIS, Metropolis

ELMER P. HITTER, Co-ordinator

Presidents of Teachers Colleges and Normal Universities

R. W. FAIRCHILD, A. B., A. M., Ph. D.
Illinois State Normal University, Normal

CHESTER F. LAY, Ed. B., A. M., C.P.A., Ph. D.
Southern Illinois 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

FRANK A. BEU, A. B., M. A., Ph. D.
Western Illinois State Teachers College, Macomb

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD

October 15, 1945

The regular meeting of the Teachers College Board and the college presidents was held at 10:00 A. M. on Monday, October 15, 1945, in the Abraham Lincoln Hotel, Springfield, Illinois. Mr. Frank G. Thompson, Director of the Department of Registration and Education and Chairman of the board, presided at the meeting.

The following members were present:

MR. FRANK G. THOMPSON, Chairman
MR. VERNON L. NICKELL, Secretary
MR. JOHN D. DILL
MR. RICHARD F. DUNN
MR. RUSSELL L. GUIN
MISS HARRIETT A. MCINTIRE
MR. CHARLES E. McMORRIS
MRS. HELEN R. PEGELOW
MR. LINDELL W. STURGIS

Members absent:

DR. PRESTON BRADLEY

Also present were:

MR. ELMER P. HITTER, Co-ordinator
Department of Registration and Education
DR. ROBERT G. BUZZARD, President
Eastern Illinois State Teachers College
DR. R. W. FAIRCHILD, President
Illinois State Normal University
DR. KARL L. ADAMS, President
MR. EMIL A. ANDERSON, Business Manager
Northern Illinois State Teachers College
DR. FRANK A. BEU, President
Western Illinois State Teachers College
DR. CHESTER F. LAY, President
MR. EDWARD V. MILES, Business Manager
Southern Illinois Normal University

Chairman Thompson introduced Dr. DeForest O'Dell, State Supervisor, Division of Rehabilitation, who spoke briefly but informatively concerning the services of his division. He requested an opportunity to confer with the presidents of the Teachers Colleges and Normal Universities relative to using the facilities available at the colleges for testing and counseling. The several presidents expressed their desire to cooperate with the Division of Rehabilitation, and invited Dr. O'Dell to call at their respective campuses at an early date.

After Dr. O'Dell had retired Chairman Thompson called the meeting to order. All members having previously read the minutes of the May meeting Mr. Guin moved that they be approved as printed with the following correction: On page 7, under "Report for Southern Illinois Normal University," the name "Dr. Van Lente" be inserted in place of "Emerson Van Cleave." The motion was seconded by Mrs. Pegelow and carried unanimously.

Chairman Thompson then reminded the presidents that a report of progress on assistance to veterans, in the guidance centers operated by the colleges, should be filed monthly. The report should indicate those who come from the Division of Rehabilitation and list separately those who are war veterans and those who are not. Mention was made of the fact that the contract for Northern Illinois State Teachers College, with the Veterans Administration, allows payment of \$15.00 to the college, whereas contracts with the other colleges and universities specify payment of \$18.00 for each veteran tested. It was agreed that an attempt should be made to increase the amount to \$18.00 for Northern.

Chairman Thompson appointed Elmer P. Hitter, Edward V. Miles, Jr., and Emil A. Anderson to ascertain how funds for financing the guidance centers in all the colleges and normal universities might best be handled. Also, he stressed the fact that rehabilitation work is highly important.

Mr. Dunn, Chairman of the Board Committee on Housing, was then requested to present his report. He apologized to the other members of the committee, Mr. Sturgis and Miss McIntire, for not having called a meeting at any of the colleges and explained that he had been too busy. Mr. Dunn reported, however, that he had conferred with President Lay who suggested that houses in Carbondale, located on land to be acquired with the appropriations for post-war public works, be purchased immediately and used for school purposes. This idea was considered inadvisable because of the general ill feeling which would result if the occupants of the houses were forced to vacate. It appeared that nothing could be done except to find a method of financing new dormitories on the campus. It was pointed out that no appropriation from the state would be needed unless, possibly, for plans and specifications in connection with the program. It was suggested that a finance house finance the program with bonds on a self-liquidating basis as has been done on other college campuses. Mr. Dunn distributed to all present plans for housing units for married students that had been used by the State of Oklahoma, these units having been financed by the method previously mentioned.

Dr. Adams reported that at Northern Illinois State Teachers College there are no housing facilities for married students, and that the housing situation is very bad.

Dr. Buzzard stated that at Eastern Illinois State Teachers College eight automobile trailers had been acquired for the use of married war veteran students, which had eased the housing situation to some extent, but that the housing conditions remained poor.

Dr. Fairchild said that Normal had enrolled thirty-three married

men and did not know where they had found living quarters, and that the housing situation is bad.

Dr. Lay reported that more than three hundred prospective students had been turned away from Southern Illinois Normal because of the lack of housing facilities, and that it had been found necessary to cease adding faculty members to the staff because of the housing shortage.

Dr. Beu of Western expressed a lack of enthusiasm for the type of housing units used by the State of Oklahoma for the reason that in four or five years they may not be needed. He also said that students had been lost because of the lack of housing facilities, and that there was a definite need for housing for faculty members and the president.

There followed a discussion regarding "enabling legislation" which would permit use of state property by a foundation for building housing units. Mrs. Pegelow suggested the buying of a ready built house for the president rather than waiting until suitable building materials are available. A discussion followed her suggestion.

The next subject on the agenda was that of post-war expansion. It was determined that all money for planned projects must be used for the purpose for which it was appropriated.

During the short absence of Chairman Thompson, Secretary Vernon L. Nickell presided. Mr. Hitter then read a letter written by Ernest J. Hochfelder of Ernest J. Hochfelder and Company, Certified Public Accountants. He also read excerpts from auditors' reports on the Teachers Colleges for the period July 1, 1944 to June 30, 1945, which urged that certain recommendations outlined in their reports be followed. Mr. Dunn moved that the college presidents and business managers work out the necessary arrangements to comply with the auditors' recommendations. The motion was seconded by Mr. Dill and carried unanimously.

With regard to personnel and payroll changes Mr. Hitter reminded the presidents that before a change could be effected, it was necessary that the Department receive the signed copy of the written consent of members of the Advisory Committee.

President Adams offered his views on the position, "faculty assistant," in the colleges and requested clarification of the law so that these employees may be properly classified. Students were in some cases being listed under this classification which is not the proper designation for students. The payment of these part time student workers was considered and it was decided that Mr. Hitter and Mr. Anderson should communicate with Mr. Leonard Belt, Chief Classification Officer, to work out a satisfactory method of listing on the payroll the amounts earned.

A request was made by Mr. Hitter to the presidents that classification questionnaires for new employees be submitted promptly in order to avoid delaying payrolls.

Mr. Hitter called attention to the fact that all permanent employees should be certified to the University Retirement System of Illinois, and that any new employee whose position is permanent should be certified to the system immediately. It was suggested that a prospective employee be requested to submit to a physical examination before certifica-

tion to the University Retirement System. After a discussion as to which employees are to be certified Mr. Hitter was requested to obtain a ruling on this point from the University Retirement System of Illinois.

Chairman Thompson informed the presidents and the board that he had the assurance of Governor Green that funds for post-war expansion would be released as soon as possible for construction of buildings at the colleges. He said the Governor had also approved the plan to have appraisers value land to be acquired by the colleges, and suggested the possibility of securing appraisers who would volunteer their services. This method was considered not so much for the saving of money but for the spirit of good will which would result. The fact was brought out that the state did not intend to pay attorney or real estate broker fees; also, that in selecting appraisers it was desired that there be no personal interest in the property to be valued. It was agreed that titles to property to be purchased should be checked to ascertain any parties in interest whether holding titles in fee or by mortgage, judgment or other liens so that no appraiser might be selected who has any direct or indirect interest in said property.

The following Committee on the Relation of the Teachers Colleges to Religious Foundations was appointed by Chairman Thompson:

Richard F. Dunn, Chairman
Lindell W. Sturgis
Helen R. Pegelow

There was mention of the case concerning religion in public schools pending in the courts in Champaign, and it was agreed that no definite conclusion on the subject could be reached until the case had been decided. The committee was directed to make an investigation and report to the board.

A request was made of the presidents for suggestions on a form to be used in submitting reports to the board, in order that they might be uniform. A motion was made by Mr. Sturgis, seconded by Mr. Dill, and carried, that President Adams arrange a conference of the presidents to formulate a new form of report. The form agreed upon is to be submitted to the board in writing.

Mr. Guin advised the board that he had no formal report to make with regard to a revised salary schedule; that additional time would be necessary to work out a schedule on which he could report.

REPORT FOR NORTHERN ILLINOIS STATE TEACHERS COLLEGE

President Adams presented the report for Northern and requested that the following corrections be made: In the heading, Chicago changed to Springfield; under III, 5, the title of Arthur F. Johnson is to be shown as Plant Maintenance Engineer I.

Miss McIntire moved that the report be approved with the foregoing corrections. The motion was seconded by Mr. Dill, carried, and the report for Northern Illinois State Teachers College was approved.

REPORT FOR EASTERN ILLINOIS STATE TEACHERS COLLEGE

President R. G. Buzzard presented the report for Eastern in which the following corrections were to be made: Under II, Faculty, add item "h" "Rex V. Darling, Substitute Instructor Men's Physical Education, at a salary of \$2,250 for nine months." In the Addenda, under E, add item "g" "Ruth Wright, Domestic, 1044, 87." Under X, Summary, add item "10a" "Rex V. Darling," and item "13a" "Employment of classified employees for 1945-1946;" also add item "19" "Permission to contract for the rental of eight house trailers and one utility trailer from the Federal Government."

Mr. Guin made a motion, seconded by Miss McIntire, to approve the report presented by Dr. Buzzard with the above corrections. The motion carried and the report for Eastern Illinois State Teachers College was approved. Mr. Nickell cast a dissenting vote on item 19 under Summary explaining that he had opposed the use of trailers on the campus of the university of Illinois because of sanitary conditions; that in his opinion the returning veterans should be provided with the best facilities available, and that the housing standards for veterans should be comparable to those of other students on the campus of Eastern.

REPORT FOR ILLINOIS STATE NORMAL UNIVERSITY

President R. W. Fairchild of Illinois State Normal University presented the report for the university and requested that the following correction be made: Under X, Summary, item 34, the name "Archer" changed to "Acher."

A discussion concerning classification of employees ensued, specific attention being given to Faculty Assistants. Chairman Thompson again reminded the presidents that the employment of all faculty members must be approved by two members of the Advisory Committee of the college or university.

Dr. Fairchild brought to the attention of the board the fact that the university is assisting war veterans to complete their high school education so that it will not be necessary for them to re-enter high school. He said it was possible for these veterans to be graduated from their own local high schools, if desired, or from Illinois State Normal High School. Chairman Thompson suggested that for publicity purposes it would be well to have a report on this particular activity at Normal.

Mr. Dunn moved that the report for Normal be approved with the foregoing correction with the exception of approval of Faculty Assistants who are to be approved temporarily until the next board meeting. The motion was seconded by Mr. Sturgis, carried unanimously, and the report for Illinois State Normal University was approved.

REPORT FOR WESTERN ILLINOIS STATE TEACHERS COLLEGE

The report for Western was given by Dr. Frank A. Beu, President, with the following corrections: Under II, Faculty, item B changed to

read as follows: "Leave of Absence because of Physical Disability. 1. Dr. Irving G. Garwood, Head of the English Department, was granted a leave of absence as of September 30, 1945, due to physical disability. Dr. Garwood is sixty-two years of age and has served the Western Illinois State Teachers College for twenty-two years. During the entire time he was Head of the English Department. He will receive the disability benefits accorded him by the University Retirement System of Illinois." Under X, Summary, item J changed to read as follows: "The leave of absence of Dr. Irving G. Garwood as of September 30, 1945, due to physical disability."

Mr. Sturgis made a motion, seconded by Mrs. Pegelow, that the report for Western, with the above corrections, be approved. The motion carried and the report for Western Illinois State Teachers College was approved.

REPORT FOR SOUTHERN ILLINOIS NORMAL UNIVERSITY

President Chester F. Lay presented the report for Southern Illinois Normal University.

After a brief discussion concerning the retention of Mr. Lillian R. Coffey it was agreed to change III, Other School Employees, item E (1), by inserting the following wording at the end of the sentence in lieu of "by the administration before the end of the year if deemed necessary": "as soon as a suitable replacement can be found." Under X, Summary, item TTTT was changed to read: "The retaining of Mr. Lillian R. Coffey until a suitable replacement can be found."

Mr. Dill moved that the report for Southern be approved with the above corrections. The motion was seconded by Mr. Dunn, carried, and the report for Southern Illinois Normal University was approved.

A motion made by Mr. Dill to adjourn was seconded by Mrs. Pegelow and carried.

Respectfully submitted,

FRANK G. THOMPSON, Chairman
Teachers College Board

ATTEST:

VERNON L. NICKELL, Secretary
Teachers College Board

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE

To be presented at the meeting of the Teachers College Board
at Springfield, October 15, 1945

To the Chairman and Members of the Teachers College Board:

LADIES AND GENTLEMEN: I have the honor to submit the following report:

I. STUDENTS

1. Enrollment for the year 1944-1945 (36 weeks) counting no names twice:

	Men	Women	Total	Total one year ago
Post Graduates	3	5	8	2
Seniors	8	71	79	79
Juniors	7	64	71	88
Sophomores	14	96	110	99
Freshmen	73	214	287	215
TOTAL.....	105	450	555	483

2. Enrollment, summer session, 1945:

	Men and boys	Women and girls	Total	Total one year ago
College	44	267	311	296
Elementary Grades	80	47	127	102
TOTAL.....	124	314	438	398

3. Per capita cost of students in the college for the year beginning July 1, 1944 and ending June 30, 1945:

		Equivalent for 36 weeks
Enrollment, summer session, 1944.....	296	66
Enrollment, fall quarter, 1944.....	498	166
Enrollment, winter quarter, 1944-5.....	470	157
Enrollment, spring quarter, 1945.....	457	157
Enrollment, extension, 1944-1945.....	578	48
		594

Total expenditures from appropriations made by the General Assembly, not including permanent improvements but including appropriations for Repairs and Equipment. \$467,958.07

Expenditures from the Teachers College Income Fund, not including the dormitory (Williston Hall) and not including permanent improvements..... 8,319.93

The total cost of operating the college for one year, not including permanent improvements was..... 476,278.00

Per capita cost based on 36 weeks—\$476,278.00—594..... 801.81

4. The enrollment at the college this fall is 572. This totals 74 students above the number that were enrolled at approximately this same time a year ago. We had hoped that our fall enrollment would go over 600. There were several

factors that prevented this, the largest factor being the present economic pay of school teachers compared with other persons. There is strong pressure being brought to bear upon this college by the superintendents and principals in this area for more trained teachers for their schools. They seem to hold us responsible for the fact that the number is low. We are making every effort to interest competent, responsible high school graduates in taking up teaching as a profession. I want to suggest to the members of the board that they read "Teachers Pay—A National Disgrace" in the current number of the Readers Digest. We are facing a serious problem in this reconstruction period—the problem of adequate teaching staffs for the schools of the state.

5. The students whose names are listed below completed the requirements for graduation at the close of the spring quarter, June 13, 1945.

SENIOR COLLEGE

Degree of Bachelor of Science in Education

Name	Curriculum	Address
Mary Almburg	Home Economics	Malta
Marilyn Anderson	Zoology	Chicago
Noble Arnold, Jr.	Zoology	DeKalb
Margaret Benson	Home Economics	DeKalb
Mary Ellen Bolattino	Early Elementary	Rockford
Nellie Antionette Busey	Social Science	South Beloit
Grace Busjahn	Home Economics	Orangeville
Rosemary Buttell	Home Economics	Chicago
Ernest Carder	Social Science	Paw Paw
Suzanne Cowan	Later Elementary	Elburn
Marilyn Daniels	Later Elementary	Elgin
Irene DeLaby	Physical Education	Lake Villa
Alice A. Eaton	Social Science	DeKalb
Florence Ferry	Home Economics	Caledonia
Dorothy Blaha Garramone	Early Elementary	DeKalb
Lois Gielow	Mathematics	Chicago
Elizabeth Gilbert	English	Waukegan
Lois Glasser	Early Elementary	Freeport
Sol T. Goldstein	General Science	Chicago
Barbara Grant	Physical Education	DeKalb
Mary Sue Grennan	Early Elementary	Rock Falls
Priscilla Hallam	Home Economics	Shabbona
Lois C. Harms	English	Rochelle
Geraldine L. Hauge	Chemistry	Morris
Gladys Hecketsweiler	Early Elementary	Mundelein
Maria Hyniuk	Mathematics	Chicago
Virginia Mae Jacobs	Early Elementary	Malta
Esther M. Johnson	Home Economics	DeKalb
Virginia Johnson	Later Elementary	Chicago
Martha Jean Kain	Home Economics	Oak Park
Patricia A. Kraft	Early Elementary	Freeport
Joan Ruth Kurth	Early Elementary	Park Ridge
Laurence C. Laviolette	Social Science	Berkley, Michigan
Stanley Ledwon	Industrial Arts	Chicago
M. Louise Lemmon	Home Economics	Brookfield
Frances McElroy	Later Elementary	Aurora
Charlotta Louise Molin	Music	Byron
Lois Ann Nelson	Home Economics	Westchester

Name	Curriculum	Address
Doris J. Olson	Industrial Arts	Leland
Audrey F. Patton	Home Economics	Chicago Heights
Betty Catherine Peterson	English	Princeton
Rita Petrone	Early Elementary	Chicago
Betty Pike	Physical Education	Fox Lake
Beatrice Pinter	Home Economics	Beloit, Wisconsin
Frances E. Poole	English	Sandwich
Marie M. Riedy	Early Elementary	Naperville
Shirley J. Ritta	Early Elementary	Mundelein
Mary Frances Rogers	Early Elementary	Lombard
William Paul Schmidt, Jr.	Social Science	Rockford
Georgia Schneider	Later Elementary	DeKalb
Antoinette Serge	Home Economics	Chicago
Elaine Virginia Shiner	Home Economics	Prairie View
Donald N. Siegfried	Industrial Arts	St. Louis, Missouri
Ervin Skaar	Zoology	DeKalb
Dorothy Sloniker	Home Economics	Pecatonica
Carol Smith	Music	DeKalb
Dorothy Smith	Mathematics	Aurora
Ora Spadafora	French	Chicago
Edith Sperling	English	Danville
Elizabeth Jane Stevenson	Early Elementary	Chicago
Helen Tindall	Home Economics	Kirkland
Helen Twombly	Home Economics	Clare
Lorraine Volstorff	Early Elementary	Chicago
Eleanor Weaver	English	Batavia
Barbara Welch	Home Economics	Malta
Betty Wengierski	Later Elementary	Oak Park
Agnes Ann White	Later Elementary	Chicago
Emma White	Later Elementary	Waterman
Doris Young	Home Economics	Evanston
Doris Lou Zimmerman	Home Economics	Oak Park

Degree of Bachelor of Science in Education

August 10, 1945

Name	Curriculum	Address
Mary Lewis Bolton	Later Elementary	Joliet
Mary Helen Borman	Physical Education	LaGrange
Delores Mary Bowen	English	Chicago
Marguerite Desmond	Later Elementary	Woodstock
Beryl Virginia Fedder	Later Elementary	Elgin
Eileen Mary Fitzgerald	Later Elementary	McHenry
Nancy Jane Garman	Early Elementary	Freeport
Ruth Isabelle Goldthorpe	Home Economics	Sheboygan, Wisconsin
Dorothe Jane Griffin	General Science	Downers Grove
Ruth Arlene Hardekopf	Later Elementary	Yorkville
Clara Belle Hubbard	Early Elementary	DeKalb
Geraldine E. Kueck	Early Elementary	Oak Park
Helen L. Laney	Later Elementary	Chicago Heights
Henry Leskovec	Later Elementary	North Chicago
Ruth Kelley Misunas	Early Elementary	Elgin
Miriam Parriott	Early Elementary	Freeport
Dora Marie Rasmussen	Early Elementary	Waukegan
Rebecca Robbins	Speech	Lockport
Etta Mae Rosene	Early Elementary	Tampico
Louise Schmidlap	Later Elementary	DeKalb
Bernice Marie Seaborg	Early Elementary	Joliet
Marie Elizabeth Shippert	Later Elementary	Dixon
Helen Louise Vasey	Later Elementary	Grays Lake
Edna A. Welander	Early Elementary	Sycamore
Paula M. Woods	Later Elementary	Ottawa

II. FACULTY

1. Advanced Degrees

I wish to report for the information of the Board that it is now "Dr." William V. O'Connell, head of the Department of Speech. Dr. O'Connell completed his work and was awarded his degree by the Colorado State College of Education at Greeley, Colorado on August 9, 1945. He completed his residence requirement for his doctorate by attending the full summer session at Greeley for five consecutive summers. His thesis study was completed while he was in residence at the college. It was entitled "The Relationship of Speech Education and Student Personnel Services."

2. Request for Leave of Absence

I wish to report the request of Miss Miriam Anderson, head of the Department of Physical Education for Women, for leave of absence to complete her residence requirement for her doctorate at New York University. Miss Anderson asked to be relieved of her teaching assignment at the close of the first semester. She will register for her work at New York University early in February, 1946. This leave is to be granted at one-half pay. I should like to recommend that this request be granted. We do not anticipate that it will be necessary to hire another staff member during her leave.

3. Returned From Leaves of Absence

a. Advanced Study

1. Miss E. Ruth Taylor, Department of English, has returned from a leave of absence at Northwestern University. She has passed her final examination and is now working on her thesis which is entitled "Mutual Criticism in the Modern Irish School." Miss Taylor's leave was without pay.
2. Mr. Paul Crawford, Department of Speech, has returned from a leave of absence at Northwestern University where he completed his residence requirement for his doctorate. Mr. Crawford's leave was on half pay.
3. Mr. George Terwilliger, Department of Biological Sciences, has returned from a leave of absence at Columbia University where he completed his residence requirement for his doctorate. Mr. Terwilliger's leave was on half pay.
4. Miss Esther Williams, McMurry Training School, has returned from a leave of absence at Columbia University where she completed additional work toward her doctorate. Miss Williams' leave was on half pay.

5. Mr. George Evans, head of the Department of Physical Education for Men, was granted a special leave by the board in December, 1944, to conduct a special research study in the history and development of the Duroc Jersey breed of hogs. This research continued until September 1, 1945, and has resulted in the preparation of a book which will be off the press some time this year. Mr. Evans' leave was without pay.

Miss Taylor, Mr. Crawford, and Miss Williams returned to the college to teach during the summer session. Mr. Terwilliger and Mr. Evans returned for the fall quarter.

b. Military

1. Mr. Oscar M. Chute, director of training, and Mr. Paul Harrison, Department of Industrial Arts, who were released from their duties at the college to enter the armed services as expert educational analysts with the Second Air Force, have returned to the college. Mr. Chute began work on September 1 and Mr. Harrison, at the opening of college on September 15. While both these men were on civilian status, they were technically and officially classed as members of the armed services, and as such were granted military leaves. Mr. Chute will receive a salary of \$4,940 for twelve months and Mr. Harrison, \$3,270 for nine months.
2. Major J. Hal Connor, head of the English Department, who was granted a leave for army service on February 26, 1943, is still in the armed services, at present stationed in the Philippine Islands, awaiting transfer to Tokyo. Major Connor plans to return to his work as head of the English Department as soon as he is discharged. As a matter of record for future payroll purposes when Major Connor returns, I should like the approval of the board to place him on the payroll immediately upon his return to service at the college. The amount of his salary will be figured at that time and will be based upon the salary he would have received had he remained on the campus.
3. Captain E. C. O. Beatty, Department of Social Sciences, who was granted a leave for army service on January 25, 1943, is still in the armed services at Pearl Harbor. He has not as yet been notified of the date of his separation from the armed services but he plans to return to the college to take up his work in the Department of Social Sciences as soon

as he is discharged. I should like the same permission for Captain Beatty as I have requested for Major Connor.

4. Resignations

Miss Katherine Neptune, associate librarian at the college since 1926, resigned her position on June 13, 1945, stating that she was planning to do some advanced study in library work. I talked with Miss Neptune and found that her plans were quite definitely made. I accepted her resignation with some regret since she had been a very competent staff member for many years. Miss Neptune spent the summer in the library school at the University of Michigan, Ann Arbor, and during the regular year she is carrying on some special work in that library. I should like the approval of the board to the acceptance of her resignation.

5. Retirement

Mr. William C. Gould, associate professor in the Department of Social Sciences, under date of September 18, has requested retirement. He would like his retirement to take effect on December 7, 1945 and offers the following reasons for his desire to have this take effect so quickly after his request. He has suffered two very serious setbacks during the last year. First, he had a very serious illness during the early part of the year that gave him grave concern about his ability to continue living in a climate such as we have in the Great Lakes region. Almost immediately after his recovery and return to work, his wife died very suddenly and this again disrupted his entire family living. Mr. Gould, who is the senior member of our staff in terms of age, had planned to continue teaching for the balance of this biennium when he would have completed 25 years of service. However, he now feels this would be a mistake and is asking for retirement before the beginning of this winter. In appreciation of the years of fine teaching service that we have had from Mr. Gould, I should like to recommend to the board and to the University Retirement System, upon approval of this board, that this retirement be granted. It may interest the board to know that Mr. Gould has spent more than 40 years in teaching and I feel he is entitled to retire as it seems necessary. Mr. Gould was 65 years of age on September 1, 1945 and comes within the provisions of the law.

6. The Case of Dr. Akin

As a means of clearing some payroll irregularities, I should like the approval of the board to the re-employment of Dr. Johnnye Akin, associate in the Department of Speech. When Dr. Doris Twichell resigned on January 1, 1945, I engaged Dr. Akin to take her place and to fill out the balance

of the college year. This appointment was temporary in nature because Dr. Akin's specialty does not deal with the area of speech correction. She is thoroughly competent to do the work as we require it on this campus, but she does not want to make that her life work as her special interest and her advanced degree are in another speech field. However, she consented to come to us for the balance of the year to complete this appointment. This action was approved by the board at its February 19, 1945 meeting. After the close of the regular year, I made repeated efforts to get a competently trained person to accept this special assignment. I found the shortage in this area the worst with which we have had to contend. On two occasions I had a person who was interested but we could not compete with Stanford University which took the one, nor with the State of Illinois which took the other. Two weeks before the beginning of college, we still had no speech correction teacher. We called Dr. Akin in Louisiana and asked if she would be willing to return to the campus for another year. The understanding was that she would return at exactly the same salary and under the same conditions under which she worked last year. She finally agreed to do that and reported for work at the beginning of the fall quarter. I should like the approval of the board to restore her on the payroll at the salary she received last year. Dr. Akin is the only member of our college staff that will receive the same salary she received last year.

7. New Appointments

1. I wish to report for approval the appointment of Miss Ruth H. Ramsey as librarian. Miss Ramsey earned her bachelor's degree at the University of Wisconsin and her master's degree at Teachers College, Columbia University. She has a diploma from the Library School at the University of Wisconsin. She has had experience at the library at the State Teachers College, Bemidji, Minnesota and at Western College at Oxford, Ohio. Miss Ramsey began work at the opening of college in September at a salary of \$2,400 for nine months. Miss Ramsey takes the position made vacant by the resignation of Miss Neptune.
2. I wish to report for approval the appointment of Miss Alice Dunlap as librarian. Miss Dunlap has her bachelor of arts in library science degree from the University of Oklahoma. She has had experience at the University of Oklahoma library in the circulation department and in the office of the director of the library school. From 1935 to 1939 she served in various capacities in industrial organizations, transferring to library work in 1939. Miss Dunlap began work at the opening of col-

lege at a salary of \$2,250 for nine months. This position was formerly held by Mrs. Bertha Pratt.

3. I wish to report for approval the appointment of Miss Clara Schillace in the Department of Physical Education for Women with a special assignment in charge of the physical education activities at the MacMurry Training school. Miss Schillace earned her bachelor's degree at the Northern Illinois State Teachers College and her master's degree at New York University. She has had teaching experience in the public schools of St. Charles, Illinois. She began work at the opening of college this fall at a salary of \$2,400 for nine months. This position was formerly held by Miss Lucile Cain.

III. OTHER SCHOOL EMPLOYEES

The material listed in this section is the essential information concerning our new employees. While it is given in considerable detail, I think these details should be a matter of record. I am listing as new employees all persons who have appeared on our payroll since the May board report even though they are not now listed as employees of the college. Some of the names listed as new employees will appear under resignations or will appear under changes in classification, showing they are still employed but now employed under a different classification. I believe a careful perusal of these items will make the status of each employee clear.

1. New Employees

June Larson—faculty assistant as of May 16, 1945 at \$100 month as a member of the business office staff, operating the switchboard and mimeograph machine.

Kathryn Kelly—domestic as of May 17, 1945 at \$115 a month, for whom a leave of absence was granted as of April 1, 1945 due to illness.

Marguerite Hayhurst—faculty assistant as of June 1, 1945 at \$125 a month, filling vacancy in business office.

Wendell Crofoot—laborer as of June 1, 1945 at \$135 a month, filling vacancy in power plant.

Elmi Maki—faculty assistant as of June 15, 1945 at \$100 a month, filling vacancy in the office of the dean of women.

Mike Kohler—laborer June 11, 1945 at \$135 a month, filling vacancy.

Edwin Panttila—laborer, June 11, 1945 at \$135 a month, filling vacancy.

Helen Bjelk—clerk-typist I at \$115 a month as of August 1, 1945, filling vacancy in office of the registrar.

Louise Carstedt—faculty assistant as of August 1, 1945 at \$117 a month, to fill a temporary vacancy in placement office. She became final as of August 31, 1945.

Pauline Kalasmiki—faculty assistant as of August 13, 1945

at \$115 a month, to fill a vacancy in the office of the registrar.

Theresa Campbell—domestic, new as of September 1, 1945 at \$133 a month, having previously been granted a leave because of illness.

Frank Jarvi—janitor I at a salary of \$125 a month as of September 11, 1945. This is a new position.

Joyce Hale—clerk-stenographer I at a salary of \$130 a month as of September 14, 1945 to serve as secretary to the director of training.

Walfrid Wallberg—janitor I at a salary of \$135 a month as of September 13, 1945. This is a new position.

2. Resignations

Roy F. Paxton—laborer as of May 31, 1945.

Helen Bjelk—clerk typist I in office of the registrar, as of August 27, 1945.

Marjory Eaton—faculty assistant as of August 10, 1945.

Posey Martz—faculty assistant as of August 16, 1945.

Kathryn Kelly—domestic, as of August 31, 1945.

3. Retirement

Retirement for Mr. William Swinbank, superintendent of grounds, became mandatory on August 31, 1945 because of his age. He was 80 years old the latter part of January and since the teachers colleges had to go on the mandatory provision for retiring personnel at 68 on September 1, 1945, it was necessary that he be retired as of that date. The college at DeKalb has suffered a serious loss. Much of the beauty and careful planning on the grounds, the flowers, and the trees, have been the work of Mr. Swinbank. He has been in the employment of the college for the last 20 years and has made a contribution that will be difficult to equal. I wish to express my personal appreciation for service of this type and I have expressed that to Mr. Swinbank personally in a letter. The notice of his retirement is presented to the board as a matter of information.

4. Change in rates other than those authorized by H. B. 620 granting increases of 10% and 15%.

Adele Carstedt—faculty assistant, from \$110 to \$126.50 as of July 1.

Marjorie Eaton—faculty assistant, from \$125 to \$143.75 as of July 1.

Marguerite Hayhurst—faculty assistant, from \$125 to \$143.75 as of July 1.

June Larson—faculty assistant, from \$100 to \$110 as of July 1.

Josephine Lech—faculty assistant, from \$60 to \$69 as of July 1.

Posey Martz—faculty assistant, from \$110 to \$126.50 as of July 1.

Jessie Viner—faculty assistant, from \$115 to \$132.25 as of July 1.

Wendell Crofoot—laborer, from \$135 to \$150 as of September 1.

Edwin Panttila—laborer, from \$135 to \$150 as of September 1.

Emma Biers—domestic, from \$115 to \$125 as of September 1.

Helen Bjorn—domestic, from \$115 to \$125 as of September 1.

5. Changes in Classification

Nels Bjelk, from Janitor II to Janitor III, at an increase from \$173 to \$175 as of August 1, 1945. Will serve as foreman of janitors.

Adele Carstedt, from Faculty Assistant to Clerk Typist I, with an increase of salary from \$126.50 to \$127 as of September 1, 1945.

Jessie Viner, from Faculty Assistant to Clerk Stenographer I, at a salary increase of from \$132.25 to \$133 as of September 1, 1945.

Arthur F. Johnson, from Maintenance Carpenter to Plant Maintenance Engineer I, at a salary increase of from \$242 to \$280, this change being made at the request of Position Classification.

6. New Positions

I should like the approval of the board for the employment of an additional Cook I at \$133 a month and additional domestic, full time, at \$125 a month, as well as an additional domestic, part-time, to be employed two days a week to assist the housekeeper at the college dormitory. The salary of this part time domestic will be at the rate of \$4.50 per day. These three positions are at present difficult to fill but they are necessitated by the increasing work at the college dormitory. These amounts would be payable from that part of the Income Fund chargeable as auxiliary enterprises.

I should like the approval of the board for the employment of a maintenance worker to help our repair maintenance staff. This employment would be at the rate of \$135 a month. This position was listed in the salary list, passed at the May 10 meeting and it is reported here by classification to facilitate its placement on the payroll.

IV. THE ORGANIZATION

1. Veterans Administration

A Veterans Administration Guidance Center was opened at the Northern Illinois State Teachers College on June 6, 1945. This center was opened to provide counseling and guidance services to veterans in sixteen of the counties in northern

Illinois. Mr. Fred Hartman of the Veterans Administration has been assigned as the Acting Assistant Vocational Rehabilitation and Education Officer.

At the present time, four members of the college staff are working in cooperation with the Veterans Administration in the testing, interviewing, and counseling of the veterans. These members are:

Dr. O. J. Gabel, Mr. O. E. Peterson, Mr. Paul Harrison, and Dean Ernest E. Hanson.

For the period June 6 through September 22, 1945, advisement was initiated on 204 cases under the provisions of Public Law 16. The college is supplying the office facilities for the staff and classroom facilities for testing. This program is conducted under a contract which the college has with the Veterans Administration.

2. The Nursery School

The nursery recently approved by action of the board under a grant from the federal government through the provisions of the Lanham Act, was discontinued by the withdrawal of that grant on the part of the same authorities on August 31. Since this nursery school was organized and financed as an aid to working mothers, its discontinuance at this time was entirely justified. However, the college regrets to see this fine educational tool discontinued and we hope at some time in the near future to present to the board a budget for the organization and development of a nursery school as an integral part of our teacher education program.

V. THE CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

The administration at this college is making every effort, in cooperation with Mr. Thompson and with the personnel in the Department of Architecture and Engineering, to secure immediate release of our postwar funds. At the present time these results have not been too gratifying. Perhaps by the time this board meets, President Thompson will have additional information to report.

It seems to me very important that funds allocated to these colleges be made available for the purposes for which they were appropriated at the earliest possible moment. They are all to be spent under careful state supervision. The entire program for the acquisition of land is basic to almost all of the other postwar plans. The arguments used for delay in certain types of building do not apply to making these funds available for the purchase of land and for the planning of buildings. The state teachers colleges have more effective planning already under way for the first part of this building program than almost

any other division in the state government and they should be allowed to move into production at the earliest possible moment. I want to commend the vigorous action of the president of our board and to suggest that it be continued until we accomplish the purposes we desire.

VII. AUXILIARY ENTERPRISES

Teachers College Income Fund, April 1, 1945-June 30, 1945:

RECEIPTS	
Surplus, 62nd Biennium.....	\$ 2.21
Board and room, Williston Hall.....	\$13,239.25
Meals, Williston Hall.....	1,868.75
Library fines.....	30.00
Miscellaneous collections.....	33.08
Registration fees—college.....	1,892.00
Registration fees—extension.....	707.00
Transcript fees.....	106.00
Sales and service.....	52.25
Transfer of funds for scholarships.....	4,290.00
	22,218.33
Previously reported—July 1, 1943 to March 31, 1945.....	123,410.04
Total receipts—63rd Biennium.....	\$145,630.58
EXPENDITURES	
Personal services (salaries).....	\$3,332.31
Extra expense on catalog.....	420.29
Office expense and supplies.....	266.58
Travel.....	1,750.42
Elevator inspection.....	85.50
Repairs to floors.....	2,655.00
Miscellaneous building repairs.....	190.00
Food.....	7,393.80
Dishes.....	386.92
Household supplies.....	892.20
Furniture and equipment.....	354.68
Laundry—cleaning—waste removal.....	414.04
Miscellaneous.....	63.93
	\$18,205.67
Previously reported—July 1, 1943-March 31, 1945.....	65,817.61
	84,023.28
Balance—June 30, 1945.....	\$61,607.30

VIII. STUDENT LIFE

I wish to report for the information of the board some changes we are making in our plant which I feel are important as they contribute to the welfare of our students. Hence, I am reporting them under the heading "Student Life."

We have been faced with a serious housing shortage at DeKalb which has remained critical through the entire summer and fall. In the early part of the summer we were between 30 and 50 beds short of being able to meet the estimated needs for the current fall quarter. It became apparent that some drastic change would need to be made. Our entire personnel staff made a study of the situation, advertising was placed in the local paper calling the attention of the citizens to our needs. A committee of the faculty visited all the houses in this area individually, explaining the situation to our people. Finally, the only thing to do was to change our present dormitory plan so that we might include 50 additional students there. These changes have been made at a limited expense. They will, in

some respects, cause inconvenience to some of the students already enrolled in the dormitory but in the main, they do not interfere seriously with the quality of service we have been giving. Nearly all the students who have met this new situation are willing to cooperate and they seem to be enjoying it. The addition of 50 women students to the membership of the dormitory has made it necessary that we discontinue serving meals to all outside persons.

At the same time we were faced with the closing of two restaurants in DeKalb. The college planned to take over one of these places and to serve food for the off campus students. There were many difficulties to iron out in financing such a program. The administration met with the president of the board, the Department of Finance, and a procedure was worked out that could be used as an emergency. However, I wish to report to the board that we have succeeded in overcoming this difficulty with eating houses under private enterprise. We feel it will be much better that way. I want to commend the cooperation that we received from all quarters in trying to meet these difficult situations.

IX. MISCELLANEOUS

I am enclosing in the envelope with the board report the most recent bulletin of this college, dealing with the in-service training of teachers. I should like to have the members of the board read this bulletin. If you do not have time to read the entire bulletin, the perusal of the foreword and the letter of transmittal from the chairman of the committee, will give you an idea of what the college is attempting in providing this service. We have met a most favorable report from both within the state and from other teacher training agencies outside the state.

We are reporting today the names of the persons who received military scholarships up to and including the summer session of 1945. These are listed under the old rate and they should be certified for payment to our Income Fund.

X. SUMMARY. Action is requested on the following:

1. Approval of the granting of degrees to the June and August graduates of 1945.
2. Approval of the granting of a leave of absence at one-half pay to Miss Miriam Anderson from February, 1946 for the balance of the college year.
3. Approval of the re-employment of Miss E. Ruth Taylor, Mr. Paul Crawford, Mr. George Terwilliger, Miss Esther Williams, and Mr. George Evans who have returned from their leaves of absence for advanced study.
4. Approval of the re-employment of Mr. Oscar M. Chute and Mr. Paul Harrison who have returned from their leaves of absence for military service.

5. Approval of the re-employment of Major J. Hall Connor and Captain E. C. O. Beatty when they return to the college from military service.
6. Acceptance of the resignation of Miss Katherine Neptune.
7. Approval of the retirement of Mr. William C. Gould.
8. Approval of the re-employment of Dr. Johnnye Akin at the same salary she received last year.
9. Approval of the appointments of Miss Ruth H. Ramsey, Miss Alice Dunlap, and Miss Clara Schillace under the conditions stated.
10. Approval of the appointments of the new employees as indicated.
11. Approval of the resignation of the employees as indicated.
12. Approval of the retirement of Mr. William Swinbank.
13. Approval of the changes in rates for employees in accordance with H. B. 620.
14. Approval of the changes in classification for employees as indicated.
15. Approval of the new positions for employees when they are available as indicated.
16. Approval of the list of military scholarships presented for payment.

Respectfully submitted,

KARL L. ADAMS, *President.*

**REPORT OF THE
EASTERN ILLINOIS STATE TEACHERS COLLEGE,
CHARLESTON**

For the Meeting in Springfield

October 15, 1945

To the Chairman, Secretary and Members of the State Teachers College Board:

LADIES AND GENTLEMEN: The following report concerning the Eastern Illinois State Teachers College is presented for your consideration:

I. STUDENTS

1. The report for the Spring Quarter, totalling 291 college students, a gain of 15.5 per cent over the previous Spring Quarter, 634 high school students, 312 elementary school students, and 257 college extension students, was a part of the May 10th report.
2. Summer School 1945

	Men	Women	Total	Total one year ago
a. Six-week term	3	62	65	73
b. Eight-week term	36	149	185	208
c. Reading clinic (3 weeks).....	0	16	16	0
d. Refresher group (3 weeks).....	2	20	22	48
e. Workshop (Fairfield) (3 weeks).....	4	58	62	103
	45	305	350	432

Equivalent enrollment, eight-week term 271.25.

3. Enrollment for the current Fall Quarter totals 402 college students, divided into 48 seniors, 55 juniors, 96 sophomores and 203 freshmen. One hundred and nine men are in attendance, 74 of whom are freshmen. A detailed report will be made in the next report.

4. Graduates:

The following students completed curriculum requirements on June 1, 1945, and are recommended for graduation:

- a. For the Degree of Bachelor of Science in Education—

Biggs, Fred Ervin.....	Danville
Social Science: Geography, English	
Bishop, LaVon Ruth.....	Decatur
English: Social Science, Speech	
Borders, Virginia Florence.....	Charleston
Commerce: Social Science	

Bowman, Mary Ellen.....	Mattoon
Home Economics: Art	
Boyd, Catherine Eloise.....	Sullivan
Home Economics: Physical Education, Chemistry	
Christian, Virginia Berniece.....	Mattoon
Zoology: Botany, Mathematics, English	
Criag, Elizabeth Magdalena.....	West Union
Music: English	
Daily, Wilma Jean.....	Sumner
Music: Art	
Daugherty, Daisy Ruth.....	Hammond
Elementary Education: Art, Geography	
Dennis, Norma Eileen.....	Robinson
Home Economics: Social Science	
Diel, Nellie Leannah.....	Noble
Commerce: Social Science	
Eagleton, Alberta Trousdale.....	Milton, Florida
Elementary Education: English, Social Science	
Engel, Betty Jean.....	Stewardson
Home Economics: Physical Education	
Finley, Esther Elaine.....	Bridgeport
Home Economics: Commerce	
Fisher, Merna Dean.....	Urbana
Home Economics: Art, Chemistry	
Gossett, Marian Elizabeth.....	Charleston
Home Economics: Chemistry	
Greenwood, Bartley Jay, Jr.....	Champaign
Social Science: Physical Education, Geography	
Grossman, Mary Eleanor.....	Robinson
Elementary Education: Social Science	
Hanneken, Clemens Bernard.....	Ramsey
Mathematics: Physics	
Henry, Helen Louise.....	Georgetown
Elementary Education: English	
Homann, Eva Emmaline.....	Charleston
Home Economics: Chemistry	
Homann, Louise Mae.....	Charleston
Home Economics: Chemistry	
Jenkins, Betty June.....	Tower Hill
Home Economics: Art, Chemistry	
Kannmacher, Virginia Rose.....	Martinsville
Home Economics: Chemistry, Art	
Kennard, Marilyn Joan King.....	Charleston
Latin: German	
Knezik, Evelyn Mae.....	Livingston
Home Economics: Botany	
Lane, Willa Frances.....	Potomac
Commerce: Social Science	
Magars, George Albert.....	Charleston
Social Science: English	
Manuell, Anna Louise.....	Taylorville
Latin: English, Spanish	
Mayberry, Leslie.....	Hoopeston
Latin: Spanish	
Mead, Donald Terrence.....	Mattoon
Commerce: Social Science	
O'Neal, Charles Baker.....	Mattoon
Chemistry: Mathematics, Botany	
Pabst, Loraine Beatrice.....	Hamilton, Ohio
Social Science: English	
Perfetti, Mary Madeline Sluder.....	Carmi
Home Economics: Chemistry, English	

Ruhmann, Theodora Rae.....	Chicago
English: Social Science	
Shumaker, Arrah Jean Workman.....	Chatham
Geography: Zoology, Social Science	
Sterchi, Veda Anita.....	Olney
English: Social Science, Art	
Strotman, Willa Mae.....	Keensburg
Home Economics: Social Science	
Thomann, Elizabeth Ann.....	Ingraham
Home Economics: Speech	
Turner, Vivian Maris.....	Hammond
Geography: Art, Social Science	
Whiteleather, Thelma Elouise.....	Effingham
Music: Art	
Williams, Lois Jean.....	Charleston
Latin: French, Spanish	

b. For the Junior College diploma—

Buzzard, Henry Lewis.....	Charleston
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The following students completed curriculum requirements on August 3, 1945, and are recommended for graduation:

a. For the Degree of Bachelor of Science in Education—

Atkins, Delbert Ferrel.....	West York
Mathematics: Physics	
Barcroft, Fannie Ella.....	Centralia
Elementary Education: English	
Beattie, Mary Agnes.....	Evansville
Elementary Education: Social Science	
Blackford, Rebecca Moore.....	Charleston
Geography: Spanish, Social Science	
Fritz, Ora Edna.....	Stewardson
Elementary Education: English, Social Science	
Gaertner, Ruth Henderson.....	Charleston
Home Economics: Chemistry	
Hubbard, Margaret Etta.....	Pana
Home Economics: Physical Education	
McFarland, Violet Deborah.....	Chrisman
Elementary Education: Geography	
Mowrer, Zada Iona.....	Claremont
Elementary Education: Geography, Physical Education	
Phillips, Ross Wilbur.....	Effingham
Industrial Arts: Social Science	
Smith, Dorothy Charletta.....	Sullivan
Elementary Education: Social Science, Geography	
Sparks, Earl Christie.....	Charleston
Industrial Arts: Social Science	
Sumner, Retha Elizabeth.....	Flora
Elementary Education: English	
Thomas, Amelia Blanche.....	Danville
Elementary Education: Geography	

b. For the Junior College diploma—

Craig, Jo Anna.....	Charleston
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RECAPITULATION, CLASS OF 1945

	Men	Women	Total
Bachelor of Science in Education.....	10	46	56
Junior College Diploma.....	1	1	2

5. Per Capita Cost, 1944-45:

	Students	Courses	Quarter hours
Summer term, 1944 (6 weeks).....	73	151	604
Summer term, 1944 (8 weeks).....	208	649	2,596
Refresher course, 1944 (3 weeks).....	48	48	192
Workshop, 1944 (3 weeks).....	103	103	412
Fall Quarter, 1944.....	331	1,354	5,416
Winter Quarter, 1944-45.....	313	1,276	5,104
Spring Quarter, 1945.....	291	1,194	4,776
Extension, 1944-45 (1st half).....	461	461	1,844
Extension, 1944-45 (2nd half).....	257	257	1,028
	<hr/> 2,085	<hr/> 5,393	<hr/> 21,572

Equivalent student factor (36 weeks) equals 21,572 quarter hours divided by 48 quarter hours, equalling 449.41.

EXPENDITURES

From Appropriations	\$420,653.44
From Income Fund	3,243.17
	<hr/> \$423,896.61

Per Capita Cost for 1944-45 equals \$423,896.61 divided by 449.41, or \$943.22. The per capita cost for the preceding year, 1943-44, was \$939.67, indicating an increase of \$3.55 per capita expenditure.

5. Teachers College Scholarship account for holders of Scholarships granted before July 1, 1945, and for whom a quarterly bill, payable to the Income Fund of the college, is hereby presented:

Delbert Ferrel Atkins.....	\$7.25*
Lois Jean Bartley.....	7.25*
Josephine Dysert.....	7.25*
Emma Jane English.....	7.25*
Mary Ellen Neikirk.....	7.25*
Charlotte June Simmonds.....	7.25*
Retha Elizabeth Sumner.....	7.25*
Virginia Rose Walker.....	7.25*
Wilma Ethel Winters.....	7.25*
	<hr/> \$65.25

* \$7.25 registration fee only.

Teachers College Scholarship account under the revised statute, covering scholarships awarded as of July 1, 1945, to be refunded each student.

Marilyn Joan Lowe, Hammond.....	\$9.00*
Mona Jean Roby, Bone Gap.....	9.00*
Bernerd Ross Stevens, Parkersburg.....	9.00*
	<hr/> \$27.00

*\$7.25 registration fee and \$1.75 book rental fee.

II. FACULTY

1. Summer school changes:

a. Winnie Davis Neely, Assistant Professor of English, in place of Isabel McKinney, retired, at a salary of \$265 per month.

b. Elsie J. Hampton, as Substitute Instructor and Sixth Grade Critic, in place of Lois Johnson on leave for study, at a salary of \$260 per month.

c. Dr. Walter A. Klehm, Professor Industrial Arts as a substitute for Dr. Mildred R. Whiting, in the Workshop at Fairfield, at the same salary, \$285.

d. Cancellation of John Eaton, Charles Haggard and Wayne Aiken as affiliated teachers in the summer session of the Charleston High School, due to lack of registration.

2. Leaves of absence changes:

a. Gertrude Hendrix, Assistant Professor and Critic Teacher of High School Mathematics, from sabbatical leave for study to leave for physical disability, due to being thrown from a horse and severely injured, with transfer of sabbatical privilege to 1945-46.

b. Donald E. Johnson, Assistant Professor of Music, from sabbatical leave for study to Acting Head, Department of Music for 1945-46, salary \$2,970 for nine months, at the request of the college and with permission from Columbia University to extend his matriculation period for the doctorate one year. The college recommends transfer of Mr. Johnson's sabbatical privilege from 1945-46 to 1946-47.

c. Dr. Charles H. Coleman, Professor and Head of the Department of Social Science, an extension of leave through the Fall Quarter, 1945, in order to complete research work in Washington.

3. Resignations

a. Lois Johnson, Instructor and Critic Teacher for the Sixth Grade, to accept a faculty position in the College of Education, University of Illinois.

b. Esther I. Duggleby, Instructor and Assistant Librarian, to accept a position as Head Librarian, State Teachers College, Farmington, Maine.

c. Wilbur I. Rosenkranz, Assistant Professor and Critic Teacher in High School Chemistry, at the end of his probationary period, to accept a position in the Alton High School.

d. John R. King, Jr., Substitute Instructor and Critic Teacher in High School Music, to do further graduate study in the Eastman School of Music, University of Rochester.

e. John Owen Harlan, Substitute Instructor and Critic Teacher in High School Industrial Arts, to do graduate study at the University of Missouri.

f. Helen E. L. Taylor, Instructor and Critic Teacher in High School English, to accept a position in Pittsburg, California, where she can live with a sister.

4. Voiding of contract due to return of faculty member from military service.

a. Dr. Ora L. Railsback, Professor and Head of the Department of Physics, was discharged as a Captain, Army Air Forces, in late August and reported for duty at the opening of college on September 8th. Consequently, since the college needs but one instructor in Physics, the provisional contract extended Dr. William M. Pierce as of May 10, 1945, is voided. The college is sorry not to be able to continue Dr. Pierce as a staff member since his teaching has been well done.

5. Return to duty from leave for military service

a. Dr. Ora L. Railsback, Professor and Head of the Department of Physics, was discharged with the rank of Captain, Army Air Forces, and returns to duty at the opening of the college year, at a salary of \$3,960 for nine months.

b. Dr. Rudolph D. Anfinson, Associate Professor of Music, was discharged with the rank of Sergeant, Army Air Forces, and returns to duty at a salary of \$3,150 for nine months.

c. Ewell W. Fowler, Assistant Professor and Critic Teacher in Industrial Arts, was discharged with the rank of Private, first class, Army Air Forces, in early October, and returns to duty at a salary of \$2,700 for nine months.

6. New faculty members

a. Calvin Countryman, Ph.B., University of Chicago, 1934; A.M., Colorado State College of Education, 1941, as Instructor in Art, filling a position left vacant for two years, at a salary of \$2,430 for nine months.

b. Arnold J Hoffman, B.S., Eureka College, 1930; M.S., University of Illinois, 1932, as Instructor and Critic Teacher in High School Science, vice Wilbur I. Rosenkranz, resigned, at a salary of \$2,430 for nine months.

c. Dorothy M. Lee, B.Ed., Illinois State Normal University, 1932; A.M., University of Illinois, 1940, as Instructor and Critic Teacher in High School English, vice Helen E. L. Taylor, resigned, at a salary of \$2,430 for nine months.

d. Gladys W. Ekeberg, diploma, Northern Illinois State Teachers College, 1925; B.S., 1927; A.M., Northwestern University, 1930; Ph.D., University of Wisconsin, 1942, as Associate Professor of English, vice Isabel McKinney, retired, at a salary of \$3,015 for nine months.

e. Francis W. Palmer, A.B., 1934; A.M., 1936; Ph.D., The State University of Iowa, 1939, as Associate Professor of English, vice Franklyn L. Andrews, deceased, at a salary of \$3,060 for nine months.

f. Roscoe F. Schaupp, A.B., University of Nebraska, 1926; A.M., 1929; Ph.D., Ohio State University, 1934; A.B., in L.S., University of Michigan, 1939, as Professor and Head Librarian, vice Mary J. Booth, retired, at a salary of \$3,600 for nine month.

7. Substitutue faculty members

a. William W. Arbuckle, B.M., 1932; A.M., Indiana Uni-

versity, 1934; Graduate study, Munich, 1934-35, as substitute Instructor and Critic Teacher in High School Music, vice Allen P. Britton on leave and John R. King, Jr., resigned, at a salary of \$2,430 for nine months.

b. Elizabeth Buell, B.Ed., Southern Illinois State Normal University, 1939; A.M., Oberlin College, 1943, as substitute Instructor and Critic Teacher in High School Science, vice Ica Marks, on disability leave, at a salary of \$2,430 for nine months.

c. Nina M. Crawford, B.S., 1937; M.S., The Pennsylvania State College, 1940, as substitute Instructor and Fourth Grade Critic Teacher, vice Myrtle Arnold on sabbatical leave for study, at a salary of \$2,340 for nine months.

d. Elsie J. Hampton, B.A., 1933; M.A., University of Texas, 1939, as substitute Instructor and Sixth Grade Critic Teacher, vice Lois Johnson, resigned, at a salary of \$2,340 for nine months.

e. Willie Louise Stevens, B.S., 1928; M.A., George Peabody College for Teachers, 1932; additional two years of graduate study, Peabody, as substitute Assistant Professor and Fifth Grade Critic Teacher, vice Bernice Bankson on sabbatical leave for study, at a salary of \$2,700 for nine months.

f. Frances Hanks, B.S., 1943; A.M., Teachers College, Columbia University, 1944, as substitute Instructor in Music (stringed instruments), vice Robert A. Warner in military service, at a salary of \$2,385 for nine months.

g. Edna G. Rice, B.S., Michigan State Normal College (Ypsilanti), 1942; A.M., The University of Chicago, 1944, as substitute Instructor and Critic Teacher in High School Mathematics, vice Gertrude Hendrix on disability leave, at a salary of \$2,340 for nine months.

h. Rex V. Darling, substitute instructor Men's Physical Education, at a salary of \$2,250 for nine months.

8. Affiliated teachers for 1945-46 are reported as follows:

a. Humboldt High School

Kenneth J. Frasure.....	\$1,080
William R. Mcguire.....	531
Anna Mae Marble.....	495
Mary-Elizabeth Poorman.....	495
Jeanne Cress Tingley.....	360

b. Humboldt Elementary School

E. Elizabeth Frasure.....	495
Rosalie Smith.....	450
Jessie Pearl Stanhope.....	495

c. Kansas High School

John C. Roberts.....	315
Helen E. Smith.....	315
Ruth H. Gaertner.....	315

Total..... \$5,346

9. Temporary Substitute Instructors

a. Roberta L. Poos, Instructor and Critic Teacher in High School English, submitted to an unexpected major operation in

late August, and is as yet unable to resume duty. As a substitute for as long as needed, we have secured Mrs. Edith S. Alter (A.M., University of Illinois) at a salary of \$250 per month.

b. To handle one over-flow class in 7th-8th grade Industrial Arts, Robert Thrall (A.M., University of Illinois), has been employed at one-fourth time rate of \$60.00 per month.

c. Earl C. Sparks, B.S., in Education, 1945, as substitute for Ewell W. Fowler in High School Industrial Arts, until he is released from military duty, at a salary of \$200 per month.

III. OTHER EMPLOYEES

1. Resignation

a. Jennie L. Goldsmith, Clerk Stenographer I, as of August 31, 1945, to accept a high school teaching position.

2. Leave of absence

a. Al Hardin, Janitor I, for six months beginning September 15, 1945, to recuperate from chronic sinus infection.

3. Employment

a. Dorothy R. Cherry, Faculty Assistant, to act as secretary to the Dean of Women, vice Jennie L. Goldsmith, resigned, at a salary of \$125 per month.

b. Lois Andres, Faculty Assistant, to duty in the Business Office, vice Grace Guthrie resigned, at a salary of \$115 per month.

c. Mildred D. Hardin, substitute Janitor I, for six months beginning September 15, 1945, during Al Hardin's leave of absence, at a salary of \$125 per month.

4. Change of salary

a. Granville Shafer, Superintendent of Buildings, classified as Field Investigator II, from \$230 to \$244 per month, beginning November 1, 1945. This is Mr. Shafer's thirty-fifth and last year of employment with the college.

5. Since the conference for 1945-47 with the Position Classification Survey was held on July 3, after the Report to the Board on May 10, the following list of Employees is presented as the current official classification and salary schedule:

	Annual salary	Monthly salary
1. <i>Janitorial Service</i>		
a. Charles N. Baird—Janitor II.....	\$1,932	\$161
b. Frank Gwin—Janitor II.....	1,932	161
c. John O. Harlan—Janitor II.....	1,932	161
d. Eugene Nixon—Janitor II.....	1,932	161
e. John Wrenn—Janitor II.....	1,932	161
f. Al Hardin—Janitor I.....	1,728	144
g. Mitchell C. Moffett—Janitor I.....	1,728	144
h. Thelma Moody—Janitor I.....	1,728	144
i. Charles Myers—Janitor I.....	1,728	144
j. Charles A. York—Janitor I.....	1,728	144

	Annual salary	Monthly salary
k. Blanche Hallowell—Domestic	1,656	138
l. Frank J. Wood—Watchman I.....	1,860	155
m. Granville Shafer—Field Investigator II.....	2,760*	230*
(*to \$2,872 total and \$244 monthly beginning Nov. 1)		
2. <i>Grounds Service</i>		
a. Camille F. Monier—Field Investigator II.....	2,640	220
b. Harry White—Maintenance Equipment Operator.....	1,980	165
c. Oscar N. Rains—Florist I.....	1,932	161
d. Rex M. Sims—Maintenance Laborer.....	1,728	144
3. <i>Maintenance Service</i>		
a. Fred Featherstun—Carpenter	2,610	217.50
b. Roscoe Miller—Painter	2,610	217.50
4. <i>Heating Service</i>		
a. Edson Clodfelter—Stationary Engineer.....	3,000	250
b. John Livingston—Stationary Fireman.....	2,220	185
c. Charles McKee—Stationary Fireman.....	2,220	185
d. C. Donald Metcalf—Stationary Fireman.....	2,220	185
e. Ben Meyer—Stationary Fireman.....	2,220	185
f. Levi Stirewalt—Stationary Fireman.....	2,220	185
5. <i>Office Service</i>		
a. Dorothy Davis—Clerk Stenog. I.....	1,728	144
b. Florence L. Fair, A.B.—Clerk Stenog. I.....	1,800	150
c. Jennie Goldsmith, B.S.—Clerk Stenog. I.....	1,728	144
d. Jane Lionberger, B.E.—Clerk Stenog. I.....	1,728	144
e. (Guthrie vacancy)—Clerk Stenog. I.....	1,620	135
f. Helen J. Whalen—Clerk Stenog. I.....	1,728	144
g. Violet B. Taylor, A.B.—Clerk III.....	2,400	200
h. Mary E. Thompson, R.N.—Nurse I.....	2,400	200
i. Blanche C. Thomas—College Registrar.....	3,300	275
j. Raymond R. Gregg, A.M.—Executive I.....	4,320	360

E. Classified Employees on duty in Auxiliary Enterprises, with salaries paid from the Income Fund:

	Annual salary	Monthly salary
1. <i>Textbook Library Service</i>		
a. Henry J. Arnold, A.M.—Clerk III.....	2,640	220
2. <i>Pemberton Hall (Women's Dormitory)</i> (Plus maintenance \$30 per month)		
a. Elizabeth Reami—Cook I.....	1,524	127
b. Alice Cotter—College Dormitory Manager.....	2,508	209
c. Lulu Moore—Domestic	1,044	87
d. Frances Weber—Domestic	1,044	87
e. Gertrude Phipps—Domestic	1,164	97
f. Esta Taylor—Pastry Cook.....	1,044	87
g. Ruth Wright—Domestic	1,044	87

IV. ORGANIZATION: No report.

V. CURRICULUM: No report.

VI. BUILDINGS AND GROUNDS

1. Plats showing proposed land additions to the campus, with legal description and ownership, have been furnished the Department of Registration and Education as requested. Included is the block of land adjacent to the campus, on the east, between Grant and Hayes Streets, for use as an Elementary School Physical Education field, as recommended by Mr. Chance S. Hill, Landscape Architect, in his final plan for campus development. The value of this land has also been appraised, and it is hoped the Board will see fit to recommend its purchase along with the formerly planned parcels of land.

2. On September 20th, a letter was received from the Division of Architecture and Engineering stating that they were "in a position to do some work on your Laboratory School." The college is now working on preliminary plans and hopes to submit them in late October.
3. The general repair program was advanced during the summer. New asphalt tile floors have been laid in the Music rooms and in the administrative offices. Two bedrooms for employees have been constructed in the attic of the women's dormitory. The two refrigerator rooms in the basement of the dormitory are nearing completion. Much painting on building exteriors has been accomplished. Contracts for installing sound absorbing ceilings are being processed.
4. A contract was let for drilling test holes for the foundation of the proposed Library Building, early in the spring of 1945. To date no work has been done on this contract; however, a check was drawn for payment before September 30th, and is being held subject to release by the Division of Architecture and Engineering.

VII. AUXILIARY ENTERPRISES

FISCAL YEAR REPORT—AUXILIARY ENTERPRISES

(1) TEXT-BOOK LIBRARY July, 1944-June, 1945

Item	Receipts	Expenditures
Book rentals	\$5,171.50	
Book sales	177.80	
Supply sales	1,699.23	
Personal services		\$2,638.10
Commodities		3,288.75
	<hr/>	
	\$7,048.53	\$5,926.85
Balance		<hr/> 1,111.68
	<hr/>	
	\$7,048.53	<hr/> \$7,048.53

(2) PEMBERTON HALL July, 1944-June, 1945

Item	Receipts	Expenditures
Board and room	\$31,481.67	
Guest fees	284.10	
Miscellaneous	52.50	
Personal services		\$ 8,494.84
Contractual services		3,033.01
Office expenses		6.00
Commodities		11,630.69
	<hr/>	
	\$31,818.27	\$23,630.69
Balance		<hr/> 8,317.13
	<hr/>	
	\$31,818.27	<hr/> \$31,818.27

RECAPITULATION

Text-book Library—Balance	\$1,111.68
Pemberton Hall—Balance	8,317.13
	<hr/>
Total balance	\$9,428.81

VIII. STUDENT LIFE

The housing problem for married students, particularly ex-service men, is so acute in Charleston that application has been made to the Federal Housing Authority for the rental of eight

house-trailers and two utility-trailers, to be moved from Decatur, Illinois, and established on the site of our former men's co-operative house. Favorable action is expected daily from Washington.

IX. MISCELLANEOUS

a. The annual audit report for the fiscal year 1944-45 was received from the Auditor of Public Accounts on September 4, 1945, the work being done by Ernest J. Hochfelder and Company, certified public accountants of Chicago in the latter part of July. The audit was found correct in every detail.

X. SUMMARY

Consideration of the Teachers College Board is requested on the following items:

1. Graduation of persons listed as having completed curricula on June 1, 1945 and August 3, 1945.
2. Certifying to State Treasurer, for transfer to the College Income Fund, \$65.25 for nine scholarships for the summer quarter.
3. Certifying to State Auditor for payment on scholarships for the summer of 1945, of

Marilyn Joan Love, Hammond, Ill.....	\$9.00
Mona Jean Roby, Bone Gap, Ill.....	9.00
Bernerd R. Stevens, Parkersburg, Ill.....	9.00

4. Changes in summer school faculty as listed.
5. Changes in leave of absence for Gertrude Hendrix, Donald E. Johnson and Charles H. Coleman.
6. Resignations of Lois Johnson, Esther I. Duggleby, Wilbur I. Rosenkranz, John R. King, Jr., John Owen Harlan and Helen E. L. Taylor.
7. Voiding of contract of William M. Pierce.
8. Return from military leave of Ora L. Railsback, Rudolph D. Anfinson and Ewell W. Fowler.
9. Employment of Calvin Countryman, Arnold J. Hoffman, Dorothy M. Lee, Gladys W. Ekeberg (reported May 10), Francis W. Palmer, and Roscoe F. Schaupp (reported May 10), as new faculty members.
10. Employment of William W. Arbuckle, Elizabeth Buell, Nina M. Crawford, Elsie J. Hampton, Willie Louise Stevens, Frances Hanks and Edna G. Rice as substitute faculty members.
- 10a. Rex V. Darling, substitute instructor Men's Physical Education, at a salary of \$2,250 for nine months.
11. Employment of the list of affiliated teachers submitted.
12. Employment of Edith S. Alter, Robert Thrall and Earl C. Sparks as temporary substitute instructors.

13. Resignation of Jennie I. Goldsmith, Clerk Stenographer I.
- 13a. Employ of classified employees, 1945-46.
14. Leave of absence for six months for Al Hardin, Janitor I.
15. Employment of Dorothy R. Cherry and Lois Andres as Faculty Assistants.
16. Change in salary of Granville Shafer, Field Investigator II, to \$244 per month, beginning November 1, 1945.
17. Employment of Mildred D. Hardin as Substitute Janitor I, for six months, beginning September 16, 1945.
18. Endorsement to the Post-War Planning Commission for funds sufficient to purchase the block of land adjacent to the campus on the east, between Grant and Hayes Streets, as recommended by the Landscape Architect.
19. Permission to contract house trailers and 1 utility trailer from U. S. Govt.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

ILLINOIS STATE NORMAL UNIVERSITY
NORMAL, ILLINOIS
PRESIDENT'S REPORT TO THE STATE TEACHERS
COLLEGE BOARD

For the Meeting in Springfield

October 15, 1945

To the Chairman and Members of the Teachers College Board:

The following report is submitted from the Illinois State Normal University:

I. STUDENTS

1. Attendance for the Year 1944-1945, including the Summer of 1944.

	Men and Boys	Women and Girls	Total
a. University	502	1,330	1,832
b. Extension	33	454	487
c. High School	213	235	448
d. Elementary Grades	383	310	693
Total.....	1,131	2,329	3,460

2. Per Capita Cost for University Year, 1944-1945

- a. Following the plan of computation agreed upon by the the presidents and registrars of the five state teachers colleges on February 2, 1941, the per capita cost as computed is here presented on such a basis.

	Semester Hours Earned
Summer session, 1944.....	5,023.0
First semester, 1944-1945.....	11,795.5
First semester extension.....	772.5
Second semester, 1944-1945.....	11,243.5
Second semester extension.....	420.0
Three weeks session, 1945.....	1,164.0
Three weeks session extension.....	95.0
	30,513.5

30,513.5 semester hours divided by 32 semester hours (average annual student load) gives 953.5 students as the basic figure for computing per capita cost.

- b. Cost of operating the University for the year beginning July 1, 1944, and ending June 30, 1945, including all items except Permanent Improvements and expenditures for Fell Hall, Smith Hall, and University Farm. Beginning with July 1, 1943 and ending June 30, 1945, both Fell Hall and Smith Hall were in use by the United States Navy.

PER CAPITA COST (Civilian Enrollment Only)
Expenditures—July 1, 1944-June 30, 1945

General Administration and General Office.....	\$123,310.80
Instruction	480,590.26
Extension	3,841.56
Library	52,379.91
Physical Plant	123,600.81
Postage, Printing and Stationery.....	9,604.64
Total Expenditures	\$793,327.98

c. Computation of Per Capita Cost

Total Expenditures \$793,327.98 ÷ 953.5 = \$832.02

PER CAPITA COST (Including Navy)

State expenditures	\$793,327.98	
Navy expenditures	162,270.92	
	<hr/>	\$955,598.90
Civilian enrollment	953.5	
Navy enrollment	351.5	
	<hr/>	1305
Per capita cost.....		\$732.26

The per capita cost of \$832.02 for the past fiscal year is very close to that of \$826.67 reported last year for the fiscal year ending June 30, 1944. We are again indicating a per capita cost, including the Navy enrollment, since considerable of our teaching power was used in connection with the Navy program. Computed with all students, including those of Navy V-12, the per capita cost is \$732.26 as compared with \$694.86 a year ago. This increase is accounted for by the fact that we had a smaller Navy enrollment quota for the year ending June 30, 1945 as compared with the previous year.

3. Attendance for the Summer Sessions, 1945

The plan to have an intersession preceding the regular summer session has been warranted in view of the increase in enrollment from 294 in the summer session of 1944 as compared with 404 for the 1945 session. Attention is called to the regular summer session total of 740 for 1945 as compared with an apparent 956 for 1944, this latter figure including 257 men of the Navy V-12 Unit. Without this group, the comparable figure would be 699 civilian students for 1944 as compared with 740 in the 1945 session. The entire summer session did show an increase over a year ago, if the Navy V-12 Unit is omitted from consideration.

ATTENDANCE FOR THE SUMMER SESSIONS, 1945

	Men	Women	Total	Total one year ago
a. University				
Intersession (3 weeks)				
Graduates	11	3	14	6
Seniors	13	100	113	94
Juniors	9	77	86	76
Sophomores	5	54	59	38
Freshmen	8	33	41	18
Unclassified	7	37	44	46
Special	2	13	15	1
Post Graduates	18	14	32	15
	<hr/>	<hr/>	<hr/>	<hr/>
Total College students on Campus for Intersession	73	331	404	294

	Men	Women	Total	Total one year ago
Regular Summer Session (8 weeks)				
Graduates	17	26	43	16
Seniors	21	195	216	224
Juniors	13	139	152	148
Sophomores	4	70	74	88
Freshmen	9	66	75	63
Unclassified	4	100	104	108
Special	5	19	24	7
Post Graduates	12	40	52	45
Navy V-12	257
Total College Students on Campus for Regular Session.....	85	655	740	956
Total College Students on Campus for Intersession and Regular Summer Session				
158	986	1,144	1,250	
b. University High School.....	77	90	167	187
c. University Elementary School.....	105	92	197	146
d. Auxiliary Training Schools Illinois Soldiers and Sailors Childrens School	136	88	224	288
Total Pupils, Elementary and Sec- ondary	318	270	588	621
Total	476	1,256	1,732	1,871
Extension (Intersession)	35	35	75
Grand Total	476	1,291	1,767	1,946

4. Attendance for the First Semester, 1945-1946

Although final and official registration figures are not available for the present semester and since the complete report on enrollment is not due at this time, the general comments here presented are for the information of the Board as to the trend in enrollment for this fall.

As of October 8, the total enrollment is 995, composed of 191 men and 804 women. Of this total enrollment there are 400 freshmen, 51 veterans, and 34 graduate students. These figures include only University campus classes and are entirely separate from enrollment in any off-campus extension classes. In common with most other institutions of higher education, we are expecting a marked increase in enrollment the second semester, due to returning veterans and many students who will find that their present employment will not be available. If the economic situation becomes increasingly complicated through unemployment, enrollments in colleges and universities will increase. However, it is not believed that the peak of a return to colleges will be reached before the fall of 1946 at which time colleges and universities will need to be prepared for the heavy load that may possibly approximate pre-war normal enrollments.

5. Extension

There continues to be considerable demand for extension courses, this demand being greater than we have been able to meet in certain departments where there is a shortage of excess teaching power. At the present time there are 13 classes in 10 centers with 265 students enrolled. A com-

plete report on extension work for the current semester will be presented in the next Board Report.

6. 1945 Graduates (Regular Year and Summer Session)
 - a. The students whose names are listed below completed the requirements for graduation from their various courses at the close of the second semester, June 4, 1945. I recommend that these students be approved as graduates.

MASTER OF SCIENCE IN EDUCATION DEGREE

Charlotte Elizabeth Wilcox.....	Minonk
B. Ed., Illinois State Normal University, 1940	
Secondary Education—Biological Science	
Title of Thesis: Rapid Methods for Health Teachers and Health Educators to Use in Spotting Stream Pollution.	

BACHELOR OF SCIENCE IN EDUCATION DEGREE

INDUSTRIAL ARTS EDUCATION

Glenn Joseph Roberts.....	Bloomington
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SPEECH EDUCATION

Leta Maxine Miller.....	Carlock
Lorraine Virginia Sandeen.....	Rockford
Patricia Rose Weldon.....	Normal

ART EDUCATION

Barbara Frances Kraft.....	Normal
Eva Van Winkle Oetting.....	Bloomington
Esther Lucille Otte.....	Lincoln
May Perry Robertson.....	Bloomington

MUSIC EDUCATION

Betty Jean Bremer.....	Royal Oak, Michigan
Patricia Ann Chesebro.....	Saunemin
Ruth Spalding Dennis.....	Collinsville
Shirley Jean Mader.....	Waverly

HEALTH AND PHYSICAL EDUCATION

Virgil Charles Bachman.....	Lowpoint
Betty Louise Bergstrom.....	Hoopeston
Mary Jane Caviezel.....	Pontiac
Marilyn Ruth Coles.....	Chicago
Florence Patricia Cullen.....	Springfield
Ellen Elaine Dawson.....	Lovington
Marcia Agnes Garihee.....	Merrill, Wisconsin
Kathleen Elaine Wheeler.....	Canton

BUSINESS EDUCATION

Eleanor Mae Allen.....	Carlock
Constance Lillian Drinhaus.....	Chicago
Alicejane Froland.....	Mundelein
Ethel Mae Galvin.....	Bloomington
Vernice LaValadeane Garner.....	E. St. Louis
Donna Jo Hunt.....	Prophetstown
Patricia Anne Parrot.....	Normal
Jessie Rowe.....	Seneca
Rosemary Thomas Schulz.....	Macon City
Nelle Yvette Taylor.....	Atlanta
Lois Evelyn West.....	Elmwood
Mary Ellen Winings.....	Assumption

HOME ECONOMICS EDUCATION

Virginia Fae Brenkmann.....	Heyworth
Helen Bundy Brown.....	Owaneco
Emma Mae Chandler.....	Medora
Edna Margaret Foley.....	Venice
Mary Alice Glenn.....	Yorkville
Marjorie Ann Holmes.....	Perrysville, Indiana
Eleanor Louise Horn.....	Lincoln
Mary Louise Kelly.....	San Jose
Virginia Lockhart.....	Hoopeston
Margaret Louise McArthy.....	Champaign
Patricia Jane Moore.....	Pekin
Helen Louise Nortrup.....	Chapin
Mary Catherine Olson.....	DeLand
Jean Lucille Patterson.....	Plainfield
Bonnie Lea Rich.....	Graymont
Catherine Verneil Ring.....	Normal
Virginia Frances Skaggs.....	Streator
Margaret Ann Tombaugh.....	Streator

ELEMENTARY EDUCATION

Mary Drew Adamson.....	Gary, Indiana
Ruth Elna Alverson.....	Moweaqua
Sabra Jeanne Ambrose.....	Normal
Eleanor June Anderson.....	Tiskilwa
Mary Ellen Anglin.....	Springfield
Dorothy Ruff Baird.....	Hoopeston
Margaret Ballard.....	Manlius
Effie Gladys Breckenridge.....	Taylorville
Helen Grace Brigham.....	Normal
Howard Paul Curry.....	Normal
Ruth Hannah Defell.....	Lovejoy
Doris Irene Foley.....	Roodhouse
Mae Pearl Gillis.....	Spring Valley
Vera Corrine Rigg.....	Decatur
Mary Armede Rozum.....	Bloomington
Iva Jean Schmidt.....	Cissna Park
Phyllis Gertrude Smith.....	Arcola
Henriette Marie Voigt.....	Mt. Olive

SECONDARY EDUCATION

Ruth Slown Barnes.....	Deerfield
Junella Baxter.....	LaMoille
Ethel Grace Bigelow.....	Brookfield
Aldo Ceresa.....	Benld
Marjory Helen Davis.....	Taylorville
Olive Rae Enfejian.....	Herscher
Alice Francis Grover.....	Bloomington
Jane Elizabeth Hansleben.....	Belleville
Frances Durham Henderson.....	Lexington
Williamette Carney Herrick.....	Gurnee
Dorothy Dean Marsh.....	Normal
Kathryn Helen Martens.....	Peoria
Ruth Pence.....	Idaho Falls, Idaho
James William Prange.....	Hardin
Mary Frances Pschirrer.....	Canton
Ralph Edwin Rittenhouse.....	Seymour
Gertrude Edith Robinson.....	Normal
Dorothy Mae Ropers.....	Lincoln
Shirley Elaine Shipley.....	Bloomington
Vanita Jean Sunderland.....	Tremont
Della Florence Talbot.....	Roberts
Doris Jane Tillmann.....	Ingleside

June Elizabeth Vick.....	Walnut
Anna Nadine Wood.....	Manteno
Marjorie Lolita Yepsen.....	LaMoille

SUMMARY OF DIVISION GROUPS
June 1945

Industrial Arts	1
Speech	3
Art	4
Music	4
Health and Physical Education.....	8
Business Education	12
Home Economics	18
Elementary Education	18
Secondary Education	25
Total June Bachelors Graduates.....	93
Total June Masters Graduates.....	1
<hr style="width: 10%; margin-left: 0;"/>	
Total June Graduates.....	94

- b. The students whose names are listed below completed the requirements for graduation from their various courses at the close of the 1945 summer session, August 24, 1945. I recommend that these students be approved as graduates.

MASTER OF SCIENCE IN EDUCATION DEGREE

Isabel Katherine Billings.....	LaSalle
B. Ed., Illinois State Normal University, 1937	
Secondary Education—Geography	
Title of Thesis: The LaSalle-Peru-Oglesby Industrial Area as a Type Unit Study in Geography	

BACHELOR OF SCIENCE IN EDUCATION DEGREE

INDUSTRIAL ARTS EDUCATION

Arthur Lynn Zwanzig.....	Normal
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SPEECH EDUCATION

Genelle Llewellyn	Pontiac
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SPECIAL EDUCATION

Vivian Conrad Arbogast.....	Bloomington
Rue Marie Rhymer.....	Normal

ART EDUCATION

Dorothy Wanita McKee.....	Pana
Dorothy Louise Sherrard.....	Normal

MUSIC EDUCATION

Ruth Pike	St. Jacob
Marjorie Ann Reeves.....	Cisco

HOME ECONOMICS EDUCATION

Anna Marguriete Gorman.....	Raymond
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HEALTH AND PHYSICAL EDUCATION

Mary Margarette Dunklin.....	Chicago
Alice Marie Frank.....	Terre Haute, Indiana
Peggy Marshall	Clinton
Bertram Eugene Nafziger.....	Danvers
Saralea Storts	Peoria

BUSINESS EDUCATION

Mary Alice Goode.....	Modesto
Sarah Jane Hood.....	Neponset
Harriette Louise Horn.....	LaGrange
Garland Martha Lind.....	Rochelle
Warren Pavay Polley.....	Bloomington
Norma Paisley Rowland.....	Rushville

SECONDARY EDUCATION

Alvera Renee Beatty.....	Buckingham
Galene Mattie Bertsche.....	Flanagan
Leland Franklin Coffman.....	Weldon
Ruth Dorothy Hardin.....	Normal
Bertha Harper.....	Fithian
Helen Marie Jones.....	Symerton
Laura Hazel Kaario.....	Waukegan
Mary E. McGraw.....	Peoria
Frances Elizabeth Rolley.....	Magnolia
Jeanne Frutchey Sherwood.....	Normal
Mariam Foiles Sowers.....	Pearl
Othello Costella Wesley.....	Chicago

ELEMENTARY EDUCATION

Dorothy Pauline Anderson.....	Ludlow
Minnie Louise Bane.....	Ellsworth
Erma Lee Barnes.....	Danville
Esther Louise Butler.....	Girard
Maxine Mae Clendenen.....	Lincoln
Maude Lucille Cooper.....	Decatur
Rose Ann Dauber.....	Henry
Mildred Viola Dunlope.....	Grafton
Mildred Morine Elam.....	Washington
Marion Wilson Esmond.....	Ottawa
Iona Mae Fidler.....	St. Louis, Missouri
Jean Miriam Fitz Henry.....	Peoria
Margaret Geddes.....	Auburn
Mary Jane George.....	Litchfield
Charlotte Edna Gumbrell.....	Springfield
Bernice Quaka Hilton.....	Grand Ridge
Gladys Lind Horney.....	Colfax
Helen Catherine Huff.....	Homer
Carrie Mae Irwin.....	Tallula
Ulricka M. Janssen.....	Pekin
Marjorie M. Johnson.....	Champaign
Irene Luella Johnson.....	Cornland
Mabel Ellen LaFaber.....	St. Anne
Elsie Marie Lemenager.....	Ashkum
Roneith Lois Lorenz.....	Mt. Olive
Elsie Leah Mayall.....	Clinton
Mildred Mae Menard.....	Peoria
Berneice Edna Nafziger.....	Bloomington
Anna Eugenia O'Rourke.....	Bloomington
Helen Ida Perry.....	East St. Louis
Barbara Josephine Petz.....	LaSalle
Vera Mae Quigley.....	Bloomington
Yuelletta Fay Ralston.....	Roodhouse
Norma Thady Reid.....	Jacksonville
Lucile M. Rodgers.....	Virden
Miriam Saylor.....	Milford
Ruth May Schneider.....	Bellflower
Beverly Jean Smith.....	Potomac
Lenna Smith.....	Mt. Vernon

Emma Frances Soeldner	Ellsworth
Mary Van Voorst.....	Union Hill
Jennie Adras Worthington.....	Washington

SUMMARY OF DIVISION GROUPS

August 1945

Industrial Arts	1
Speech Education	1
Home Economics	1
Special Education	2
Art	2
Music	2
Health and Physical Education.....	5
Business Education	6
Secondary Education	12
Elementary Education	42
Total August Bachelors Graduates.....	74
Total August Masters Graduates.....	1
Total August Graduates.....	<u>75</u>

II. FACULTY

1. Resignations

a. Miss Laura Schroeder, Instructor in Special Education, in order to accept a position on the staff of Ball State Teachers College at Muncie, Indiana.

b. Miss Gladys Baird, Instructor and Supervising Teacher in Home Economics at the Illinois Soldiers and Sailors Children School, because of home conditions.

c. Mr. Roy Guttchow, Instructor and Supervising Teacher in Health and Physical Education at the Children's School, in order to accept a position on the staff of the Bloomington Public Schools.

d. Mrs. Alice Ralston, Instructor and Supervising Teacher in the First Grade at the Children's School, in order to accept a position in the Public Schools at Moline, Illinois.

e. Miss Rosemary Suranovic, Instructor and Supervising Teacher in Social Science in the Junior High School at the Children's School. Miss Suranovic found it necessary to remain at home for the present school year.

f. Mr. Barney Thompson, Instructor and Supervising Teacher in Vocal Music at the Children's School, in order to accept a position on the staff of the State Teachers College at Commerce, Texas.

All of the above resignations from positions at the Illinois Soldiers' and Sailors' Children's School are reported as a matter of record since salaries are paid by the Department of Public Welfare.

2. Leaves of Absence

a. Mr. Arley Gillett, Instructor in Health and Physical Education, effective July 1, 1945, due to being called into military service.

b. Mr. L. W. Hacker, due to ill health, requests that his leave of the past year be extended until January 28, 1946.

c. Dr. Margaret Cooper, Associate Professor of Education, effective August 24, 1945, due to an accident and resultant illness.

3. Transfers and Changes in Status of Staff and in Nature of Positions

a. In the Board Report of May 10, 1945, C. M. Hammerlund was indicated as an Associate Professor at a salary rate of \$3,015. Due to unexpected inability to complete certain work that would entitle him to this rank and salary rate, he is to be continued as an Assistant Professor at a salary of \$2,970.

b. For at least a portion of the present school year, Miss Emma R. Knudson, indicated in the May 10 report as Professor at a salary of \$3,690, will be continued as an Associate Professor at the salary rate of \$3,600. It is possible that a recommendation for a change in status for Miss Knudson may be made effective at the opening of the second semester.

c. In order to be of assistance in the University Cafeteria, the work of Mr. John Green, Assistant Professor of Agriculture, is recommended to be changed from a nine months plus summer session status to that of twelve months, with the same monthly salary of \$315.

d. Director of Food Services. This is part of the position that was originally listed as Director of Fell Hall. When it was impossible to get a person qualified to serve as Director of Fell Hall and take charge of the food services there and at Smith Hall and in the cafeteria, the position was separated and one entirely concerned with food services was established. This position also carries with it part time teaching in the Home Economics Department.

e. Assistant Dean of Women and Director of Fell Hall. In this position the previously approved positions of Assistant Dean of Women and that of Director of Fell Hall have been combined. This is the other portion of the position above listed as Director of Food Services.

f. Faculty Assistant and Nurse in the University Health Service. Mrs. Gyneth Weber must of necessity assume the responsibility of the University Health Service in the absence of a regular physician. She will continue to do only the work of a nurse, but will be responsible for referring cases to local doctors. Because of this and other added responsibilities, it is recommended that her salary be changed from \$160 per month to \$185 per month, effective September 1, 1945.

g. The transfer of Miss Mary Frances Ford, Secretary to the Head Librarian, to the position as full time Faculty Assistant to Mr. Floyd T. Goodier, Director of Veterans Services, is requested, effective November 1, 1945. She will replace Mrs. Mary Ruth Turner, who has served as part time secretary and

who will continue temporarily with her work as part time assistant to Miss Ferne Roseman, University Cashier, until such time as Lieutenant Turner is discharged from the Navy.

4. New Positions Recommended

a. Speech, Correction. As indicated at the time the budget was being prepared, the new Division of Special Education has reached a point where there is a demand for certain specialists. The first of these specialists calls for a position in speech correction and this should be that of Assistant Professor and at an initial salary of not to exceed \$2,700.

b. Social Science. Due to increased demand for work in social science in the University High School, it is recommended that an additional position of Instructor at an initial salary rate of \$2,340 be created.

c. Foreign Language (Spanish-French). Due to the increased demand for Spanish and inability to meet that demand and that of additional work in French, it is recommended that a position with the rank of Assistant Professor, and at a salary not to exceed \$2,700, be established.

d. Director of Personal and Social Counseling. This is the position authorized at the May 10 meeting of the Teachers College Board and referred to originally as being concerned with personal grooming. It is now recommended that this position be that of the rank of Assistant Professor and at an initial annual salary (twelve months) of not to exceed \$3,600.

e. Faculty Assistant in Health and Physical Education. To assist the Director of this Division in connection with office and other activities at an initial salary of \$1,620 for twelve months.

5. New Appointments Recommended

a. Miss Mildred King of Valley, Nebraska, Director of Food Services, effective October 8, 1945, at an annual (twelve months) salary rate of \$3,000 in addition to room and board at Fell Hall. Miss King will direct the food services of Fell Hall (women's residence), Smith Hall (men's residence) and the new University Cafeteria. She will also handle a one-third teaching load in home economics in the area of institutional management. Miss King is a graduate of Iowa State College at Ames, Iowa, where she received the B.S. degree. Her M.S. degree is from the University of Nebraska. Part of her undergraduate work was taken at the State Teachers College at Peru, Nebraska. She has had teaching experience in high schools in Nebraska and experience as Director of Food Services in the Y. W. C. A. at Portland, Oregon, the Y. M. C. A. at Omaha, Nebraska, the Student Union at the University of Nebraska, the cafeteria at the University of Minnesota, and the Illini Student Union at the University of Illinois, where she had charge of feeding 1,200 Navy V-12 men. She comes to us from the Y. M. C. A. at Omaha, Nebraska.

b. Miss Helen M. Flynn of Aurora, Illinois, Assistant Dean of Women and Director of Fell Hall, at a salary of \$3,300 for twelve months, in addition to living quarters and meals at Fell Hall, effective September 1, 1945. Miss Flynn has her bachelor's degree from Cornell College in Iowa, master's from the University of Iowa, and has been doing work on her doctor's degree at the University of Chicago. Her teaching experience has been in high schools in Minnesota and Iowa and at the University High School of the University of Chicago.

c. Dr. Elden A. Lichty of Sweet Springs, Missouri, Principal of the Metcalf Elementary School, at a salary of \$3,600 for twelve months, effective September 1, 1945. Dr. Lichty has his bachelor's degree from Northeast Missouri State Teachers College at Kirksville and his master's and doctor's degrees from the University of Missouri. He takes the place as eighth grade teacher made vacant by the death of Miss Erma Imboden September 9, 1944, and filled last year by a substitute, and he also serves in the recently authorized position (May 10 Board meeting) as Principal of the Metcalf Elementary School. His teaching experience has been in Missouri and Iowa high schools and also head of the Department of Education and Psychology in the Junior College at Muscatine, Iowa.

d. Dr. Bjarne R. Ullsvik of Eau Claire, Wisconsin, Associate Professor of Mathematics at a salary of \$3,375 for nine months, effective September 1, 1945, to fill a position authorized at the May 10 meeting of the Board, taking the work formerly handled by Mr. I. J. Laws and Dr. W. C. McDaniel, on loan from Carbondale. Dr. Ullsvik has his bachelor's, master's, and doctor's degrees from the University of Wisconsin and has had successful teaching experience in public schools in Wisconsin. He comes to us from the State Teachers College at Eau Claire where he has been Head of the Department of Mathematics.

e. Miss Dorothy Eckelmann of Cape Girardeau, Missouri, Assistant Professor of Speech, to fill a newly created position in the Division of Special Education, at a salary rate of \$2,700 for nine months, effective September 1, 1945. Miss Eckelmann has her bachelor's degree from the Southeast Missouri State Teachers College at Cape Girardeau and her master's degree from the University of Missouri. She has practically completed all work for her doctor's degree at the University of Iowa. Her teaching experience has been in Missouri, Iowa, and Illinois, coming to I. S. N. U. from the staff of the Peoria Public Schools.

f. Mr. Neal Glenn of Racine, Wisconsin, Assistant Professor of Music, to take the place of Mr. Leslie M. Isted, on leave, at a salary of \$2,700 for nine months, effective September 1, 1945. Mr. Glenn has his bachelor's and master's degrees from Northwestern University and has completed about half of the work for his doctor's degree. He has had successful teaching

experience in Wisconsin and comes to us after serving eight years as Director of Instrumental Music in the Racine Public Schools. This is a leave of absence position.

g. Miss Gertrude Dubats of Chicago, Assistant Professor of Business Education, to take the place of Miss Margaret Peters, on leave, at a salary of \$2,475, effective September 1, 1945. Miss Dubats has her bachelor's degree from Whitewater, Wisconsin, State Teachers College and her master's degree from Northwestern University. She has taught in high schools in several states and in the State Teachers College at Tempe, Arizona. She comes to us following two years of overseas service with the American Red Cross. This is a leave of absence position.

h. Miss Ella C. Leppert of Sarles, North Dakota, Assistant Professor of Social Science in the University High School, to take the place of Dr. Robert S. Ellwood, resigned, at a salary rate of \$2,475, effective September 1, 1945. Miss Leppert has her bachelor's degree from Carleton College and her master's degree from the University of Wisconsin, with additional work at Teachers College, Columbia University. Her teaching experience has been in Wisconsin and North Dakota, her last regular teaching experience being at West High School in Green Bay, aside from a summer assignment at the State Teachers College at Dickinson, North Dakota.

i. Miss Frances M. Alexander of Mattoon, Illinois, Instructor in Social Science in the University High School, to fill the newly created position in that department, at a salary rate of \$2,340, effective September 1, 1945. Miss Alexander has her bachelor's degree from Eastern Illinois State Teachers College and her master's degree from the University of Illinois. Her teaching experience has been in Illinois high schools and she comes to us after several years of successful teaching experience in the Mattoon Public Schools.

j. Miss Winifred Farlow of Woodhull, Illinois, Instructor in Special Education, at a salary of \$2,430, to take the place of Miss Laura Schroeder, resigned, effective September 1, 1945. Miss Farlow has her bachelor's degree from Illinois State Normal University and her master's from the University of Iowa. For the past seven years she has been teaching and supervising special education work in the Rock Island Public Schools.

k. Miss Roene Stanley of Peoria, Illinois, Instructor in Health and Physical Education, to take the place of Miss Bernice Frey, on leave, at a salary of \$2,340, effective September 1, 1945. Miss Stanley has her bachelor's degree from Illinois State Normal University, her master's from the University of Wisconsin, and is working on her doctor's degree at Indiana University. Her last teaching experience was in the Public Schools of Peru, Illinois. This is a leave of absence position.

l. Miss Blossom Johnson of Groveland, Florida, Instructor in Home Economics, to take the place of Miss Josephine Ross,

on leave, at a salary rate of \$2,430, effective September 1, 1945. Miss Johnson has her bachelor's degree from Stout Institute in Wisconsin and her master's from the University of Louisiana, with teaching experience in the State of Michigan. She comes to us from a teaching position at Vulcan, Michigan. This is a leave of absence position.

m. Miss Cecilia H. Peikert of Saginaw, Michigan, as Director of Museums, to fill the newly created position authorized at the May 10 meeting of the Teachers College Board, at a salary rate of \$3,000 for twelve months, effective September 1, 1945. Miss Peikert has her bachelor's degree from Central Michigan College of Education and her master's degree from the University of Michigan, with additional work at the University of Colorado. She has had teaching experience in Michigan high schools and comes to us from Detroit, where she has been Director of the Children's Museum, under municipal and Board of Education control.

n. Miss Lorle Dean of Woodstock, Illinois, Instructor and Supervising Teacher in the Sixth Grade at the Soldiers' and Sailors' Children's School, for a period of eleven months at a salary of \$2,310, effective September 1, 1945, to take the place of Mrs. Mildred O. Kelly, resigned. Miss Dean has her bachelor's degree from Western Illinois State Teachers College and her master's from the University of Chicago, and has had successful teaching experience at Woodstock, Hinsdale, and Oak Park, Illinois, coming to us from Oak Park. This position is on the payroll of the Department of Public Welfare and is reported here only as a matter of record.

o. Miss June R. Martin of Charleston, West Virginia, Instructor and Supervising Teacher in the Soldiers' and Sailors' Children's School, to take the place of Miss Rosemary Suranovic, resigned, at a salary rate of \$2,310 for eleven months, effective September 1, 1945. Miss Martin has her bachelor's degree from West Virginia University and her master's from the University of Wisconsin, and has completed about half of her requirements for the doctor's degree at the University of Chicago. Her teaching experience has been that of an instructor at the University of Wisconsin and the University of Chicago. She comes to us from the University of Chicago. This position is on the payroll of the Department of Public Welfare and is reported here only as a matter of record.

p. Miss Jean Carey, Faculty Assistant in the office of the Director of Publicity and Director of Alumni Relations, to fill the position approved covering this work in the May 10 Board Report.

q. Mrs. Jean L. Howard, Faculty Assistant in Chemistry, at a salary rate of \$960 for twelve months, to take the place of Miss Eva Dell Mauer, resigned because of ill health. Miss Mauer served only one-half month, taking the place of Miss Edith Robinson who graduated during the summer. This is a

student assistantship and does not call for previous teaching experience.

r. Miss Elaine Morris, Faculty Assistant in the office of the Dean of the University, to take the place of Mrs. Virginia Childress, resigned, at a salary rate of \$1,620 for twelve months, effective September 10, 1945. Miss Morris has had about two years of work in Illinois State Normal University and for the past few years has been working at the State Farm Insurance Companies in Bloomington.

s. Miss Eileen Morris, Faculty Assistant in the office of the Director of the Division of Health and Physical Education, to fill a newly created position at a salary of \$1,620 for twelve months, effective September 10, 1945. Miss Morris has had about two years of work at Illinois State Normal University and has been working for the past few years at the State Farm Insurance Companies in Bloomington.

t. Mrs. Oressa McQueen, Faculty Assistant to the Director of the Training Schools, to fill a position authorized by the Teachers College Board on May 10, at a salary of \$1,620 for twelve months, effective September 1, 1945. Mrs. McQueen has been a teacher in three Illinois public schools. Her teaching and office experience combined make her a valuable person for the position in the office of the Director of the Training Schools.

u. Miss Dorothy L. Schaffer, Faculty Assistant in the office of the Dean of Men, to take the place of Mrs. Helen McClernon Frandsen, resigned, at a salary rate of \$1,620 for twelve months, effective September 1, 1945. Miss Schaffer is a former student of Illinois State Normal University and has had office experience that qualifies her for the duties required by the Dean of Men.

v. Mrs. Evelyn Acker, Faculty Assistant in the office of the Head Librarian, to take the place of Miss Mary Frances Ford, transferred to another position, at a salary rate of \$1,620, effective November 1, 1945. Mrs. Acker comes from the campus of the University of Michigan where she has served as faculty assistant in several offices.

w. Supervisors of Smith-Hughes Home Economics. As last year, Illinois State Normal University will operate its student teaching program in home economics through four off-campus centers as required by the Federal Office of Education and the Illinois State Board for Vocational Education. There will be two student teachers at each of our off-campus centers and the part time employment of the services of four teachers, all of whom served in this same capacity last year, is requested at the rate of \$25 per month during such time as student teachers are in these centers. The teachers and the centers involved are:

Miss Marian Clinch, Farmington.

Miss Marie Ganzert, Lexington.

Miss Louisa McClure, Metamora.

Miss Nancy Neeley, Morton.

6. Positions Unfilled

There are still several positions on the campus to be filled just as soon as available persons are located. At the present time we have had to eliminate certain courses that were in demand and some members of the faculty are carrying an extra load in order to tide over this temporary emergency. The positions yet to be filled are:

a. Professor of Business Education and Head of the Department, which calls for a person with a doctor's degree and carries an initial salary of \$3,645. This is to fill the position caused by the retirement of Mr. Arthur R. Williams.

b. Assistant Professor of Biological Science, to take the place of Dr. Opal Hartline, resigned.

c. Assistant Professor of Health and Physical Education, to take the place of Miss Elsie Bergland, on leave.

d. Assistant Professor of Health and Physical Education, to take the place of Miss Katherine Thielen, on leave.

e. Director of the University Health Service (school physician), which calls for a person with an M.D. degree who can coordinate all of the health services on the campus. This is a twelve months position with an initial salary of \$5,400.

f. Personal and Social Counseling, which it is hoped may be filled just as soon as the proper person can be located.

At the affiliated Illinois Soldiers' and Sailors' Children's School, there are several vacancies that have not been filled, although substitute teachers are handling part of this program. The positions unfilled are:

a. Health and Physical Education for Girls.

b. Health and Physical Education for Boys.

c. Home Economics.

d. Instructor and Supervising Teacher in the First Grade.

e. Instrumental and Vocal Music.

f. Instructor and Supervising Teacher in Special Education.

7. Returning from Leaves

a. Sabbatical

The following returned to the campus September 1, 1945.

(1) Mrs. Rose Buehler, Assistant Professor of Education.

(2) Dr. Nina Gray, Associate Professor of Biological Science.

(3) Mr. C. M. Hammerlund, Assistant Professor of Industrial Arts.

(4) Miss Ruth Huggins, Assistant Professor of the Teaching of English.

(5) Miss Marion Miller, Assistant Professor of Art.

- (6) Miss Gladys G. Tipton, Assistant Professor of Music.
- (7) Miss Ruth V. Yates, Assistant Professor of Speech.

b. Military

At the present time only one person has returned who has been on military leave:

- (1) Captain Edwin G. Struck, Assistant Professor of Health and Physical Education, returned as of September 1, 1945.

Those who are now out of service or will be by January 1, 1946, and ready to resume work the second semester are:

- (1) Lieutenant Alice Ebel, Assistant Professor of the Teaching of English, of the Waves.
- (2) Lieutenant Harold Frye, Assistant Professor of Health and Physical Education, of the United States Navy.
- (3) Lieutenant Donald Weismann, Assistant Professor of Art, of the United States Navy.
- (4) Sergeant William V. White, Faculty Assistant in Printing, of the United States Navy.
- (5) Private Firstclass Arley Gillett, Instructor in Health and Physical Education, of the United States Army.
- (6) Mr. John E. Fraley, Assistant Professor of Biological Science, of the American Red Cross.
- (7) Mr. Eugene Hill, Assistant Professor of Health and Physical Education, of the American Red Cross.

c. Illness

- (1) Miss Blaine Boicourt, Assistant Professor of Music, following leave of absence during the second semester and summer session of 1945.

8. Retirement

The retirement of the following members of the faculty became effective August 31, 1945. The years of service to Illinois State Normal University are indicated after each name.

- a. Mr. Howard W. Adams, Head of the Department of Physical Science (36).
- b. Dr. Rachel M. Cooper, Director of University Health Service (18).
- c. Miss Gertrude Stephens, Assistant Professor of the Teaching of Social Science (26).
- d. Mr. Arthur R. Williams, Head of the Department of Business Education (31).

9. Summer Session Changes

a. Changes in Positions

- (1) Miss Mabel Clare Allen, who was not originally scheduled for summer session, took the place of Miss Ruth Yates in speech at the same salary of \$550 for the eight weeks period. Miss Yates was scheduled to teach but due to illness was unable to handle her summer assignment.
- (2) Mr. Wayne F. Sherrard, to take the place of Miss Blaine Boicourt in music at a salary of \$342 for eight weeks, representing three-fifths work and salary.

b. Eliminations from Payroll

- (1) Mr. L. W. Hacker in education due to illness. His work was absorbed by the other members of the department.
- (2) Dr. Robert S. Ellwood in social science, due to resignation to take a position in Nebraska. His work was absorbed by other members of the department.
- (3) Mr. Harry F. Admire, listed for one-half time work in business education, with the understanding that he would not be employed if his services were not needed. There was not sufficient demand to warrant the employment of Mr. Admire.

c. Persons Recommended to Fill Positions Approved for Summer Session but not Designated at the Time of Reporting the Summer Session Faculty List February 19, 1945, or at the time of the May 10 meeting of the Board.

- (1) Miss Catherine Patterson in health and physical education at a salary of \$520 for the eight weeks period, as listed in the February 19 Board Report.

d. Additional Positions and Personnel Due to Unexpected Needs

- (1) Mrs. Dorothy Beldon, Faculty Assistant in the Health Center Workshop, at \$165 per month. Mrs. Beldon worked for the month of July and resigned in order to be with her husband who was returning from overseas military service.
- (2) Miss Marie Jessa, Faculty Assistant in the Health Center Workshop, at the rate of \$165 per month for the month of August and one week in September. Miss Jessa took the place of Mrs. Beldon as reported above.
- (3) Miss Margaret Parret, Instructor in Speech, at \$225 for each of two months or \$450 for the summer session of eight weeks.

- (4) Mr. Joseph T. Cogdal, Associate Professor of Health and Physical Education, at \$335 for one month of the eight weeks summer session.
 - (5) Mr. Edwin G. Struck, Assistant Professor of Health and Physical Education, at \$315 for one month of the summer session.
 - (6) Miss Effie Munson, Principal of one of the Bloomington Elementary Schools, to serve as Instructor in Special Education at the affiliated Soldiers' and Sailors' Children's School, at a per month salary rate of \$210 or \$420 for the eight weeks. This is one of three positions in the Children's School for which Illinois State Normal University is financially responsible.
- e. Changes in Amount of Work or Rate of Pay
- (1) Mrs. Mae Clark Warren, Assistant Professor of Home Economics and former Director of Fell Hall, to serve as Acting Director of Fell Hall and teacher of home economics in the summer session for the months of July and August at \$300 per month or a total of \$600 for the eight weeks session. Mrs. Warren was asked to resume her former duties until a new Director of Fell Hall could be employed.

10. Affiliated Schools

During the war, due to reduced need for student teaching facilities, several off-campus affiliated school relationships were suspended, including four rural schools and the elementary and high schools of Towanda, Illinois. At the present time affiliations continue as follows:

a. Bloomington

- (1) Trinity High School, where student teaching is done in business education. Illinois State Normal University provides the supervisor of this work who spends the afternoon of each school day in that high school. The part time of this supervisor is the only expense to the University.
- (2) Public Elementary Schools, where student teaching is done in special education with Illinois State Normal University providing the teacher of one of these special rooms working with mentally retarded children and supervising other rooms of the same type, as well as directing student teaching activities for the University.

b. Normal

- (1) Public Schools, both high school and elementary, where student teaching is done in agriculture, business education, and health and physical edu-

cation in the high school, and art, music, and health and physical education in the elementary school. This affiliation is without expense to Illinois State Normal University other than the small portion of time given by some of our supervisors in working with the teachers in the Normal school system charged directly with supervising student teachers.

c. Rural

- (1) Walker School, located seven miles south of Bloomington. This school with twenty-five pupils is the only rural school retained through the war period. The teacher of this school receives a salary of \$250 per month of which \$90 is paid by Illinois State Normal University.

d. Illinois Soldiers' and Sailors' Children's School

- (1) This is the largest affiliation of the University with twenty-three of the twenty-six teachers serving as critics or supervising teachers being paid by the Department of Public Welfare. Illinois State Normal University pays the salaries of the principal and two other teachers. This school, which normally has a population of approximately 700 children (about 300 at the present time but due to increase in the very near future), operates with kindergarten, grades one to six, and junior high school, grades seven and eight. The faculty at the Children's School and salaries received other than those employed by Illinois State Normal University and previously listed with our regular staff, are here presented as a matter of record, since, as indicated above, all salaries are paid by the Department of Public Welfare.

ILLINOIS SOLDIERS AND SAILORS CHILDRENS SCHOOL FACULTY
SCHEDULE 1945-1946

ELEVEN MONTHS POSITIONS			
Name	Position	Monthly Salary	Annual Salary
Anderson, Grace	Kindergarten	\$210.00	\$2,310.00
Bauer, Veda	Junior High School Mathematics	220.00	2,420.00
Dean, Lorle	Sixth Grade	210.00	2,310.00
Gleisner, Roland	Junior High School English	220.00	2,420.00
Goodwin, May	Junior High School Science	255.00	2,805.00
	Assistant Principal		
Kepner, Clara	Fourth Grade	220.00	2,420.00
Martin, June	Junior High School Social Science	210.00	2,310.00
Pumphrey, Mable	Fifth Grade	220.00	2,420.00
Shea, Josephine	Sixth Grade	220.00	2,420.00
Tarrant, Thalia	Fifth Grade	220.00	2,420.00
Tucker, Grace	Kindergarten	210.00	2,310.00
	First Grade	210.00	2,310.00
	Home Economics	210.00	2,310.00
	Ungraded	210.00	2,310.00

TWELVE MONTHS POSITIONS

Gamer, Carl W.....	Religious Education	\$220.00	\$2,640.00
Gray, Rolland	Sheet Metal Shops.....	220.00	2,640.00
Houghton, Edgar	General Wood Shops.....	220.00	2,640.00
Knuppel, Fred	Arts and Crafts.....	220.00	2,640.00
Wheeler, Roberta E.....	Girls Physical Education.....	200.00	2,400.00
.....	Agriculture	210.00	2,520.00
.....	Print Shop	210.00	2,520.00
.....	Boys Physical Education.....	210.00	2,520.00
.....	Music (Vocal)	210.00	2,520.00
.....	Music (Instrumental)	210.00	2,520.00

III. OTHER SCHOOL EMPLOYEES

1. Resignations

a. Remus Pickering, Janitor I, effective May 31, 1945, to accept another position.

2. Leaves of Absence

a. Anna Akin, Cook I at Fell Hall, effective September 1, 1945, due to illness.

3. New Appointments Recommended

The following new appointments to fill positions existing, created, or approved by the Teachers College Board at the meeting May 10, 1945. All appointments have been cleared through regular and designated channels and have been approved by the chairman of the Teachers College Board and the members of the Advisory Committee. These positions are all for twelve months and effective from July 1, 1945, except as otherwise indicated.

a. Edna Hull, Domestic at Fell Hall, at a salary of \$1,380.

b. Dorothy Johnson, Domestic at Fell Hall, at a salary of \$1,380.

c. Zola Hale, Domestic at Fell Hall, at a salary of \$1,380.

d. Gordon D. Karr, Maintenance Painter, at a salary of \$2,700.

e. Darrell C. McCleary, Maintenance Painter, at a salary of \$2,700.

f. Russell Hodge, Stationary Fireman, at a salary of \$2,400, effective September 1, 1945.

4. Reinstated

a. William C. Wilder, who returned from military service and resumed his work at the University Farm on May 14, at a salary of \$155.00 per month or \$1,860 on a twelve months basis.

b. Ernest H. Sanders, who had left the employ of the University but was reinstated through regular channels as of June 25, 1945, at a salary rate of \$150 per month, or \$1,800 for twelve months.

5. Change in Status or Salary

a. Harold Webster from Farmhand to Swineherd with alteration in salary from \$155 per month to \$185, effective September 1, 1945.

b. Frank Foulk from Maintenance Worker to Maintenance Electrician with change in salary from \$160 per month to \$210 per month, effective September 1, 1945.

c. Etta Moberly from Domestic at Fell Hall to Cook I, with change in salary from \$120 per month to \$130, effective September 1, 1945.

d. Paul Graves from General Farmer to Dairy Farmer at the same per month rate of \$185 which he now receives. This action is to become effective November 1.

6. Positions Unfilled

At the present time the following authorized positions have not been filled but since all such help is very much needed, these will be filled through regular channels at the earliest possible moment.

a. Watchman I, \$1,680.

b. Laborer, \$1,680.

c. Laborer, \$1,680.

d. Cook I at Fell Hall, \$1,680.

e. Domestic at Fell Hall, \$1,380.

IV. THE ORGANIZATION

1. Health Education Workshop

a. This project, authorized by and under the general direction of the United States Public Health Service, operated for the entire eight weeks of the 1945 summer session. In addition to five members of our own staff responsible for organization or part time teaching, the federal government provided the full time services of Dr. Ruth Sumner and brought in as consultants and lecturers twenty-two specialists holding state and national positions in health and physical education. Of the 61 students from 35 counties in Illinois and two outside states, 58 received scholarship grants of \$100 for the summer session paid directly to them by the federal government. They were housed in dormitories at Illinois Wesleyan University and had their headquarters for their work in the South Reserve Room of Milner Library. This work was considered a decided success by all persons concerned and it is hoped it will be resumed in some form next year. The recipients of the scholarships were nominated by city and county superintendents, approved by Illinois State Normal University, the Illinois Department of Public Health, and the United States Public Health Service.

2. Veterans Testing Center

a. Since July 1, 1945, the Veterans Testing Center has been operating on a very active basis. This center is housed in the building that was used until July 1 as the infirmary for the Navy V-12 Unit. This building is a two-story house of eight rooms that provides excellent facilities for this work, the lower floor of four rooms being used directly for veterans testing

and counseling purposes. During the period of operation, including September 30, 117 cases have been handled. The supervisor in charge, employed by the Veterans Administration, Mr. William Mulvey, and one full time office assistant, likewise paid by the federal government, are in direct charge of this testing center. Faculty members from the Department of Education and Psychology who are devoting time to testing are Dr. Arthur H. Larsen, Professor of Education and Head of the Department of Education and Psychology; Dr. S. S. Marzolf, Associate Professor of Psychology; Dr. C. M. Dillinger, Associate Professor of Psychology; Dr. Rose Parker, Professor of Education and Psychology and Director of Special Education; Dr. C. F. Malmberg, Associate Professor of Psychology; and Dr. W. R. Lueck, Assistant Professor of Education and Psychology.

From information received from the Veterans Administration at Hines, it now appears that we may expect 75 to 100 cases per month referred to our testing center.

3. Graduate Work

a. The degree of Master of Science in Education was granted to two persons during the summer of 1945. On June 4, 1945, the first master's degree to be granted by any Illinois teachers college was awarded to Miss Charlotte Elizabeth Wilcox of Minonk, Illinois, and on August 24, a second degree was awarded to Isabel Katherine Billings of LaSalle.

The total number of persons taking graduate work for credit since June 1944 is 92 with 60 of these definitely working toward the degree of Master of Science in Education. The same high standards as originally established are being maintained and we have no hesitancy in placing persons who complete the master's degree along side of persons doing graduate work on this same level in other institutions of higher education.

There have not been any courses added to the graduate program since those approved by the Graduate Committee of the Board and the entire Board on May 10, 1945 and listed in the report of that date.

Interest continues in graduate work and it is expected that this will grow, though it is hoped that the growth may be controlled in such manner as to make it possible to absorb this program and maintain the high quality of work now being done.

V. THE CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

1. Repairs and Rehabilitation

a. Smith Hall. The work on the rehabilitation of Smith Hall (men's residence) following occupancy by the United

States Navy is still under way and will not be completed until some time during November. The speed of completion of this contract for approximately \$38,000 has been very disappointing and has made it necessary to open the school here under a handicap that will be mentioned under Student Life. This work is being paid for from the balance in available funds from the Navy V-12 contract.

b. Fell Hall. The rehabilitation work at Fell Hall is still in progress, especially that having to do with the construction of the new cafeteria in the basement. It is hoped this cafeteria will be ready shortly after November 1, 1945. The lack of completion of these facilities and the delayed arrival of furniture and furnishings has been a decided handicap.

2. New Building Construction

a. The first complete draft of preliminary drawings for the auditorium, music, speech, and administration buildings estimated to cost \$1,600,000 has been received from the Division of Architecture and Engineering. These drawings are being studied at the present time looking toward making recommendations for the final drawings.

Nothing has been attempted to date on the new special education building, the addition to the heating plant, or the reconstruction of Capen Auditorium into enlarged quarters for the Art and Home Economics departments.

3. Land Acquisition

a. Word has just been received that we are to take definite steps looking toward the acquisition of land adjacent to the present campus for use in connection with the new building program, both present and future. Steps are being taken to acquire this land at an early date in order that some of the structures may be used in connection with our student housing program.

VII. AUXILIARY ENTERPRISES

1. Residence Halls

a. Fell Hall, women's residence, was used by the United States Navy from July 1, 1943 to June 30, 1945. Aside from the unfortunate fire of November 9, 1943, which resulted in damage to the extent of approximately \$75,000 and made necessary a new roof on the structure, the use of this building for Navy V-12 purposes was highly satisfactory. Aside from rendering a service in connection with the war emergency and utilizing the teaching power of our faculty, it can be frankly stated that the structure was left by Navy V-12 in a much better condition than it was prior to July 1943. The asphalt tile floors have been laid in all corridors and rooms, the entire interior has been redecorated, the dining room and kitchen reconstructed for more efficient handling of food, a cafeteria built in the basement, new beds, springs, mattresses, dining room tables and

chairs, and other equipment lost in the fire provided,—all of this without one cent of expense to the State of Illinois. Due to the fact that Fell Hall was not operating under state control during the past year, no report of this auxiliary enterprise is made at this time. Beginning with July 1, 1945, the Hall was used as a cafeteria, although not for rooming purposes due to the need of getting it ready for fall occupancy.

b. Smith Hall, men's residence, likewise was in use by the United States Navy from July 1, 1943, to November 1, 1944. Since January 1, 1945, an attempt has been made to get the Hall reconditioned and ready for occupancy this fall but, because of many aggravating delays, the repair work is still in progress and the Hall will not be completely opened until after November 1, 1945. The reconstruction work in this Hall will total approximately \$38,000 but will place the Hall in much better condition than it ever has been in the past, due to new plumbing and new wiring which were requested several years ago and for which money was provided and later lapsed at the time of the beginning of the war. The completion of this Hall entirely from Navy funds and without any expense to the State of Illinois will provide excellent dormitory facilities, both room and board, for 43 men. Since this Hall has not been operating under the State since July 1, 1943, no report is made of it at this time as an auxiliary enterprise.

2. Cafeteria

a. The first attempt of Illinois State Normal University to enter actively and on an organized basis into the feeding of students began on July 1, 1945, when the Fell Hall dining room was opened as a cafeteria for summer school students. This venture proved highly successful from the standpoint of financial operation and meeting the need of many students who would absolutely have been without any other place to eat in Normal. With the opening of the regular year, September 10, 1945, it became necessary to use the Fell Hall dining room to feed the regular residents of Fell Hall and Smith Hall and then to open the dining room at a later hour for each meal as a cafeteria for other students. This double shift plan will continue until the new cafeteria is completed in the basement of Fell Hall about November 1, 1945. This cafeteria, completed at a cost of approximately \$14,000, will take care of the feeding of students until such time as the new cafeteria to be erected under the auditorium one of the first of the new buildings being planned, is completed. The work in the cafeteria has been done in accordance with plans previously drawn that will make possible the use of this same space for recreation and other quarters in Fell Hall.

3. University Farm

a. The report on the University Farm as our only auxiliary enterprise operating during the past year is here submitted.

It will be noted that, as in past years, there is a deficit in the operation of this phase of the University program but, since this must be considered as a laboratory activity and since all such programs operate at expense covered only through general revenue and income not credited to any particular enterprise, there is nothing unusual in the farm situation. With the acquisition of additional land, it is expected that the farm will become more of a self-supporting project, since at the present time, it is entirely of a demonstration and experimental nature.

UNIVERSITY FARM, REPORT FOR YEAR ENDING JUNE 30, 1945

RECEIPTS	
Sales, livestock	\$5,620.09
Sales, produce	3,433.79
Miscellaneous	1,271.46
Total receipts	\$10,325.34
EXPENDITURES	
Personal services—regular	\$ 7,381.79
Administrative expense	161.55
Livestock, veterinary expense, etc.....	214.31
Motor expense	138.98
Power and light	212.69
Stock food	13,723.66
Farm and garden supplies.....	1,165.42
Water	90.12
Repairs and replacements.....	64.72
Equipment	1,012.40
Total expenditures	\$24,165.64
Excess of expenditure over income.....	\$13,840.30

VIII. STUDENT LIFE

1. Housing

a. The major problem at Illinois State Normal University, in common with that of the other teachers colleges and most institutions of higher education throughout the country, is the provision of facilities for the housing of students. Fell Hall at the present time will care for a maximum of 105 women students and Smith Hall will handle 43 men students. Rooming facilities in the community have decidedly decreased due to families who formerly took students moving out the community and being replaced by others who do not care to rent rooms. During the time that the enrollment of the University decreased, such large organizations as the State Farm Insurance Companies of Bloomington, employing approximately 2,000 persons, sent their employees out to Normal to get rooms and these persons are still occupying quarters that formerly were available for students of the University. At the present time it would be very difficult to accommodate any additional students, especially men, for rooms in Normal or Bloomington.

A campus Committee on Housing, composed of Dr. R. M. Stombaugh, Director of the Division of Industrial Arts, as chairman; Dr. Henrietta Fleck, Director of the Division of Home Economics; Dr. Anna L. Keaton, Dean of Women; Mr. R. H. Linkins, Dean of Men; Mr. John W. Green, Assistant Professor of Agriculture and temporarily working with food services of the University, has prepared a survey of the local situation and will

cooperate with Mr. Dunn and the committee from the Teachers College Board in an attempt to remedy the housing situation. It is encouraging to have word from Mr. Dunn that there are possibilities that housing in the nature of apartments or equivalent for married couples and dormitories for students may be possible in the not-too-distant future. Details of the report to Mr. Dunn will indicate just how difficult and almost tragic these housing conditions are at the present time.

IX. MISCELLANEOUS

1. Annual Audit

This audit was completed on August 31 by the firm of Ernest J. Hochfelder and Company, Certified Public Accountants, who have handled this work for the past several years. Their audit indicated all financial activities of the University in excellent shape.

2. Affiliated Relationship

On Thursday, October 11, a group of faculty members from the campus will make a trip to Lincoln, Illinois, to discuss some type of working relationship for our Division of Special Education with the institution there that is concerned with mentally handicapped children, not directly a part of the Lincoln Colony for Feeble Minded. The relatively short distance to Lincoln makes possible excellent laboratory facilities in connection with some phases of our special education program. The report of the conference of Thursday, October 11, will be presented to the Board at a later date and prior to entering into any relationship with this state institution at Lincoln.

3. Outline for Board Reports

There appears to be an increasingly greater need for a new outline to be followed by the presidents in making reports for meetings of the Teachers College Board. The old outline under which we have been operating is outmoded and there are an increasing number of instances where one president will report certain items at one meeting and the other presidents at other meetings. This has the effect of being somewhat confusing in checking back on certain Board meetings as to when items were presented such as summer session faculty, regular faculty, calendar, attendance figures, etc. Perhaps consideration might be given to a new outline to be worked out in conjunction with a committee from the Teachers College Board and the presidents.

4. Salary Schedule

After one of the most trying experiences of twenty-five years of administration involving the employment of teachers, there seems to be little doubt but what there are cer-

tain weaknesses in the present salary schedule. It is hoped that the activity of the committee appointed from the Teachers College Board to work in conjunction with committees from each of the five teachers colleges will make possible certain alterations in the present salary schedule that will improve conditions of employment. The outstanding weakness appears to be the maximum salary paid for instructors or the beginning salary paid for assistant professors. It has been absolutely and totally impossible to employ persons in such special fields as art, music, health and physical education, home economics, industrial arts, etc., at the maximum of \$2,430 permissible for an instructor, since people in these special fields are receiving higher salaries in high schools. They generally possess only a master's degree and since there is a requirement of one year beyond the master's degree before persons can be employed as assistant professors, at a minimum salary of \$2,475, positions of this type and in this range of salary have gone unfilled. It will be noted from the presentation in the early part of this report under Faculty that at the present time there are twelve positions unfilled, most of them falling into the range above mentioned.

5. Special Bulletin

About August 15 there came from the press a pictorial bulletin which we had hoped to have last May, a copy of which has been sent to each Board member and to each of the presidents. We believe that this was a good investment in the quality of photography and printing done and there undoubtedly should be more of this high quality type of work possible in all of our teachers colleges in order to compete favorably with liberal arts and other types of colleges and universities who are interested in obtaining high quality students.

6. Navy V-12

The Navy V-12 Unit, which began operating July 1, 1943, was closed as of June 30, 1945, although it was August 1 before the Commanding Officer cleared all matters pertaining to the Unit and left the campus. We were very fortunate in having the same Commanding Officer for the twenty-five months that the Navy had any working relationship with the University. Lieutenant Burrill, a school man himself, was an excellent officer for the Navy and an excellent representative for the University. The total amount of money paid to the University by the United States Navy was \$380,049.08 and at the time that the Navy left, although considerable money had already been used for rehabilitation purposes prior to July 1, the balance, with all amounts received that were due the University, was \$69,000, which was available for the reconditioning of

Smith and Fell Halls and other things pertaining to work on the campus that had a relationship to the Navy.

7. Funds in Good Condition

At the end of the biennium June 30, 1945, the balances in the regular accounts of the University were as follows:

Personal services	\$10,794.48
Travel	386.05
Office	38.66
Commodities	2.56
Contractual	342.85
Equipment	402.46
Total of funds lapsed.....	\$11,967.06

It was difficult, due to uncertain market conditions, to know just the extent to which balances could be used, which accounts for our not having used funds in some of the accounts that would certainly have been of great help to us in closing the year or looking forward to the present biennium. The large single account, the balance in Personal Services, resulted from the absorbing of some positions, unexpected illness, leaves of absence, etc., and does not represent a lack of need of such funds for the current biennium.

8. Veterans School

It will be recalled by members of the Teachers College Board that plans were discussed at a previous meeting whereby Illinois State Normal University was setting up procedures to render a service to men and women discharged from military service who might wish to complete their high school education but who did not wish to return to their own high school and take work with students much younger than they were. Plans have now been developed and sufficient interest displayed so that it was possible to communicate with the high school principals of Illinois on September 28 giving them the rather definite information and indicating that the University had the following accomplishments in mind.

- a. Accept veterans for this school at any time they may wish to enter.
- b. Provide educational opportunities in line with their needs, interests, abilities and maturity.
- c. Give them individual or small group instruction to permit them to progress at *their own rate*.
- d. When near the completion of sufficient high school units to graduate, permit them, if desired, to take college work as part of their load. If they have as many as thirteen high school units they are eligible for college admission by the use of the two additional units allowed for military experience.
- e. Return the credits, earned under our instructors on high standards maintained, to their home high school so that a diploma might be issued from there, if desired, or grant a diploma from our University High School.

f. Enable these veterans to use their GI Bill privileges for such education if desired, although for those going on to college we suggest holding these rights in reserve for the more expensive higher education.

By using some graduate students who have had successful teaching experience as faculty assistants and by making use of any extra time on the part of some of our regular faculty members, we will be able to meet this demand for the courses for these veterans at the present time. However, the interest displayed, which would seem to indicate that we may soon have 75 to 100 veterans taking this type of work, would make it necessary to employ some additional teachers. These should not exceed three in number and it may be considerable time before such help will be needed. I would like to recommend to the Teachers College Board that the Advisory Committee of Illinois State Normal University be given the authority to approve the employment, if absolutely necessary, of help to meet the demand in being of assistance to these veterans who are not qualified for college work and will not return to their own high schools.

X. SUMMARY

The approval of the Teachers College Board of the following recommendations is requested.

1. The awarding of bachelors and masters degrees to the graduates listed as completing their work on June 4, 1945.
2. The awarding of bachelors and masters degrees to the graduates listed as completing their work on August 24, 1945.
3. The acceptance of the resignations of Laura Schroeder, Gladys Baird, Roy Guttschow, Alice Ralston, Rosemary Suranovic, and Barney Thompson.
4. The granting of leaves of absence for Arley Gillett, L. W. Hacker, Margaret Cooper.
5. Changing of the status of C. M. Hammerlund, Emma R. Knudson, John W. Green, and Gyneth Weber.
6. The transferring of Mary Frances Ford from the library to the office of the Director of Veterans Service.
7. The alteration of the nature and title of positions to be known as "Director of Food Services" and "Assistant Dean of Women and Director of Fell Hall."
8. Creating of the position as Assistant Professor of Speech Correction in the Division of Special Education.
9. Creating of an additional position as Instructor in Social Science in the University High School.
10. The creating of a position in foreign language (Spanish-French) with the rank of Assistant Professor.
11. Creating of the position of Faculty Assistant in Health and Physical Education.
12. The authorizing of the employment of a Director of Personal and Social Counseling with the rank of Assistant Pro-

- fessor, to fill the position authorized at the May 10 meeting of the Board.
13. The appointment of Miss Mildred King as Director of Food Services, on a twelve months basis.
 14. The appointment of Miss Helen Flynn as Assistant Dean of Women and Director of Fell Hall, on a twelve months basis.
 15. The employment of Dr. E. A. Lichty as Principal of the Metcalf Elementary School, on a twelve months basis.
 16. The employment of Dr. Bjarne R. Ullsvik as Associate Professor of Mathematics.
 17. The employment of Miss Dorathy Eckelmann as Assistant Professor of Speech in the special field of speech correction.
 18. The employment of Mr. Neal Glenn as Assistant Professor of Music to fill a leave of absence position.
 19. The employment of Miss Gertrude Dubats as Assistant Professor of Business Education to fill a leave of absence position.
 20. The employment of Miss Ella C. Leppert as Assistant Professor of Social Science in the University High School.
 21. The employment of Miss Frances M. Alexander as Instructor in Social Science in the University High School.
 22. The employment of Miss Winifred Farlow as Instructor in Special Education.
 23. The employment of Miss Roene Stanley as Instructor in Health and Physical Education to fill a leave of absence position.
 24. The employment of Miss Blossom Johnson as Instructor in Home Economics to fill a leave of absence position.
 25. The employment of Miss Cecilia H. Peikert as Director of Museums to fill a recently created position, on a twelve months basis.
 26. The employment of Miss Lorle Dean as Instructor and Supervising Teacher in the affiliated Soldiers' and Sailors' Children's School.
 27. The employment of Miss June R. Martin as Instructor and Supervising Teacher in the Soldiers' and Sailors' Children's School.
 28. The employment of Miss Jean Carey as Faculty Assistant in the office of the Director of Publicity and Alumni Relations, on a twelve months basis.
 29. The employment of Mrs. Jean L. Howard as Faculty Assistant in Chemistry, on a twelve months basis.
 30. The employment of Miss Elaine Morris as Faculty Assistant in the office of the Dean of the University, on a twelve months basis.
 31. The employment of Miss Eileen Morris as Faculty Assistant in the office of the Director of the Division of Health and Physical Education, on a twelve months basis.
 32. The employment of Mrs. Oressa McQueen as Faculty Assistant to the Director of the Training Schools, on a twelve months basis.

33. The employment of Miss Dorothy L. Schaffer as Faculty Assistant in the office of the Dean of Men, on a twelve months basis.
34. The employment of Mrs. Evelyn Acher as Faculty Assistant in the office of the Head Librarian, on a twelve months basis.
35. The employment of Miss Marian Clinch, Miss Marie Ganzert, Miss Louisa McClure, and Miss Nancy Neeley as part time supervisors of off-campus home economics education.
36. Changes in positions in the 1945 summer session for Miss Mabel Clare Allen and Mr. Wayne F. Sherrard.
37. The elimination from the 1945 summer session payroll of Mr. L. W. Hacker, Dr. Robert S. Ellwood, and Mr. Harry F. Admire.
38. The employment of Miss Catherine Patterson in Health and Physical Education for the 1945 summer session.
39. The employment of Mrs. Dorothy Belden and Miss Marie Jessa as Faculty Assistants in the Health Center Workshop for the 1945 summer session.
40. The employment of Miss Margaret Parret as Instructor in Speech in the 1945 summer session.
41. The employment of Mr. Joseph T. Cogdal and Mr. Edwin G. Struck for one month each of the two months of the 1945 summer session.
42. The employment of Miss Effie Munson as Instructor in Special Education for the 1945 summer session.
43. The employment of Mrs. Mae Clark Warren as Assistant Professor of Home Economics and Acting Director of Fell Hall for the months of July and August.
44. The establishment of affiliated school relationships with Trinity High School, Bloomington Public Schools, Normal Public Schools, Walker School, and the Illinois Soldiers' and Sailors' Children's School.
45. The acceptance as a matter of record of the payroll of the faculty at the Soldiers' and Sailors' Children's School, these positions being paid by the Department of Public Welfare.
46. The acceptance of the resignation of Mr. Remus Pickering as Janitor I.
47. The granting of a leave of absence to Miss Anna Akin as Cook I.
48. The employment of Edna Hull, Dorothy Johnson, Zola Hale, as domestics at Fell Hall.
49. The employment of Gordon G. Karr and Darrell C. McCleary as Maintenance Painters.
50. The employment of Russell Hodge as Stationary Fireman.
51. The reinstatement of William C. Wilder and Ernest H. Sanders as farm hands at the University Farm.
52. The change in status and salary of Harold Webster at the University Farm, Frank Foulk at the heating plant, and Etta Moberly at Fell Hall.

53. The change in title of position of Paul Graves.
54. The authorization of employment through the Advisory Committee of necessary additional staff for the Veterans' School.

Respectfully submitted,

R. W. FAIRCHILD.

**REPORT OF THE
WESTERN ILLINOIS STATE TEACHERS COLLEGE
MACOMB, ILLINOIS
Meeting in Springfield, Illinois
October 15, 1945**

To the Members of the State Teachers College Board of Illinois:

The following report is submitted for the Western Illinois State Teachers College:

I. STUDENTS

A. Attendance, Fall Quarter, 1945

	Men and boys	Women and girls	Total	Total one year ago
1. College				
Graduates (Saturday and Evening Classes)	17	19	36	25
Seniors	5	43	48	60
Juniors	18	73	91	72
Sophomores	17	86	103	97
Freshmen	81	178	259	199
Extension	41	433	474	472
Total	179	832	1,011	925
2. Secondary Schools				
Western High School.....	66	56	122	130
Bardolph	23	27	50	53
Galva	129	106	235	229
Total	218	189	407	412
3. Elementary Schools				
Western Training School.....	110	106	216	239
Rural	14	21	35	59
Adair	23	22	45	40
Bardolph	32	30	62	65
Macomb Jr. High School.....	0	0	0	185
Macomb Sr. High School.....	174	183	357	0
Total	353	362	715	588
Grand Total	750	1,383	2,133	1,925

4. As indicated by the foregoing figures, we have an increase at Western of approximately 18.5% in enrollment on campus this fall as compared with the fall of 1944. This increase is slightly less than we had anticipated, but we had not taken into account two factors which are restricting students from attending college: (1) Selective Service is still drafting boys between the ages of eighteen and twenty-six at the rate of fifty thousand a month; (2) G.I. veterans are not being discharged at the rate we had anticipated. At the present time we have thirty G.I. men of World War II and one woman, a total of thirty-one veterans. We had anticipated a total of at least fifty World War II veterans in the fall of 1945.

We are very proud of our Freshman Class this fall. Out of a total of 259 Freshman students, we have 81 State Teachers College Scholarship students and 33 Western Foundation Scholarship students, a total of 114 scholarship students which is 44% of the entire Freshman Class. This is the highest percentage of scholarship students in any Freshman Class which has ever been enrolled at the Western Illinois State Teachers College.

B. Attendance, First and Second Summer Terms, 1945

	Men and boys	Women and girls	Total	Total one year ago
1. College	120	477	597	631
2. Secondary	24	30	54	40
3. Elementary	135	132	267	251
Total	279	639	918	922

4. We had a big increase in the summer school sessions of 1945 in the graduate student group in which we had 65 students who were doing graduate work as compared with 51 students the previous summer.

C. Cost of operating the college for the year beginning July 1, 1944, and ending June 30, 1945, not counting permanent improvements or Monroe Hall (women's dormitory):

1. Spent from State Funds	\$420,255.59
Spent from Income Funds	9,629.47
	<u>\$429,885.06</u>

2. Per Capita Cost

	Quarter Hour Enrollments	Equivalent in 48 Quarter Hour Enrollments
First Summer Term, 1944	3,476	72
Second Summer Term, 1944	1,836	38
Fall Quarter, 1944	6,856	143
Winter Quarter, 1944-45	6,444	134
Spring Quarter, 1945	6,104	129
Mid-Spring Term, 1945	244	5
Extension, 1944-45	2,972	62
Total	27,932	583
To State	\$420,255.59	÷ 583 = \$720.85
To Income Fund	9,629.47	÷ 583 = 16.51
Total	429,885.06	÷ 583 = 737.36

This is the plan of figuring the per capita cost agreed upon by the presidents and registrars of the five state teacher-education institutions on February 2, 1941.

a. This per capita cost of \$737.36 is a slight increase over last year when the per capita cost was \$722.92. This was to be expected in view of the fact that the last year of the biennium slightly more than one-half of the biennial appropriation was expended. During the next biennium we can look forward to a decrease in the per capita cost as our enrollments all increased this fall and no doubt will increase more the fall of 1946.

D. Graduates, June 1945

Allen, Marian
 Althoff, Nell Harshman
 Banks, Margaret J.
 Binder, Dorothy Margaret
 Boyd, Marianne
 Campbell, Marjorie
 Carlson, Joyce Anita
 Clauson, Betty Jeanne
 Conover, Alice Evelyn
 Duncan, Elizabeth
 Edlen, Betty Lee
 Elliott, Norma Jean
 Ellison, Elmer Lee
 Fritz, Iva Jean
 Garland, Mary Oma
 Garst, Phyllis
 Hoener, Virginia Ruth
 Hunt, Gwendolyn Leigh
 Jones, Alice Evelyn
 Karmenzind, Marjorie Lillian
 Kline, Margaret E.
 Kosanovich, Violet

Lawless, Betty Jo
 Lee, Martha Jean
 Lindsey, Vivian Lucille
 Long, Bettie J.
 Loring, Dorothy Ann
 Maynard, Norma
 Miller, Elsie M.
 Montgomery, Erva Mae
 Patia, Nina Beaird
 Perkins, Gertrude
 Pukys, Mari Ann
 Quirsfeld, Marian
 Ryner, Dolores Madaline
 Schultz, Shirley M.
 Seiver, Doris Jean
 Shinkevich, Louise
 Smith, Betty Jean
 Staples, Joyce Lee
 Stein, Virginia
 Viar, Betty B.
 Webb, Ruby Marilyn

IN ABSENTIA

Bunting, A. Pauline
 Minniear, Mary Farlow
 Pletkovich, Stella L.

Schroeder, Mary Catherine
 Hamilton
 Tolbert, Carl Brooks, Jr.

E. Degree Graduates, July 1945

Bandle, Ethel Jane
 Blank, Mildred Marie
 Feldman, Dorothy A.
 Garretson, Edith
 Gates, Leah Jackson
 Grimm, Charlotte
 Horn, Dorothy Jean
 Jern, Lynn Eloise
 Lanterman, Margaret Earline

Lynch, Mary Jane
 Magee, Mildred A.
 Mueller, Doris Pauline
 Murbach, Alvena T.
 Reed, Barbara Jeanne
 Ruggles, Orta Lee
 Sallee, Ina Lucile
 Swanson, Edith E.
 Wasson, Ella Marie

F. Degree Graduates, August 1945

DePauw, Marie Henrietta
 Dooley, Robert LaVierne
 Evans, Myra Maxine
 Farr, William N.
 Hankins, Virginia Lee
 Herbert, Erma Louise
 Hofer, Ruth E.
 Hulet, Mary Cooper
 Ingram, Ilene Thomas
 Jahn, Robert William
 Ketner, Paul Francis

LaKamp, Marion Anderson
 Miller, Raymond L.
 Murphey, Eva Alberta
 O'Neil, Mary Ann
 Orr, Alberta Lucille
 Plate, Jonquil Joanne
 Speer, B. Leota
 Thomas, Helen Jane
 Thompson, Mary Ruth
 Viar, Don L.

G. Western's Veterans' Bureau

Western's Veterans' Administration Guidance and Testing Bureau has been in operation since July 1, 1945. We have provided facilities on campus for a representative from the Veterans' Administration at Hines, Illinois. He has been on campus since August 1. We are testing one or two veterans each day. We are providing this service through

use of our regular faculty without employing special faculty members to do this testing. This information is given for the benefit of the Board members and other presidents to show that at Western we are absorbing this work as part of the regular faculty members' class loads in the Department of Education and Psychology.

II. FACULTY

A. Resignations

1. Dr. Clifford Pearce, Assistant Professor in the Department of Education, resigned effective August 24, 1945, to accept a position at the Rhode Island State Teachers College at an increased salary.
2. Dr. DeForest O'Dell resigned on July 1, 1945, to accept a position with the Division of Rehabilitation, State of Illinois. Dr. O'Dell was Associate Professor of English and Director of Public Relations at Western.
3. Dr. Minna Hansen, who was Assistant Professor of Education and Dean of Women, resigned effective August 1, 1945, to become a Y. W. C. A. Secretary for a territory including California, Nevada, Arizona, and Hawaii.
4. Mr. James Shultz, Assistant Professor of Physical Education, resigned effective July 20, 1945, to accept a position at Northwestern Louisiana State College, Natchitoches, Louisiana.
5. Miss Hanna E. Krueger of the Library staff resigned effective July 20, 1945, to accept a position at the Wayne County Library, Detroit, Michigan.
6. Miss Ritta Whitesel, Instructor in the Department of Home Economics, resigned effective July 20, 1945, to accept a position at the University of Illinois.

B. Leave of absence because of physical disability

1. Dr. Irving G. Garwood, Head of the English Department, was granted leave of absence as of September 30, 1945, due to physical disability. Dr. Garwood is sixty-two years of age and has served the Western Illinois State Teachers College for twenty-two years. During the entire time he was Head of the English Department. He will receive the disability benefits accorded him by the University Retirement System of Illinois.

C. Leave of Absence

1. Miss Juna Reynolds, Instructor in the Department of English, was granted a leave of absence for the college year 1945-46 on one-half salary to study toward her doctorate. Miss Reynolds meets the requirements for such a leave as specified by the salary schedule.

D. Changes for Summer Term 1945

1. Mr. Kimbrough Shake of the Visual Education Department was employed for the period August 15, to August 31, 1945, to assist with work in the Department of Physical Education which was originally assigned to Mr. James Shultz, who resigned effective July 20, 1945. Mr. Shake received his regular salary of \$215 per month, or \$107.50 for the two weeks.
2. Dr. Mary Bennett, Associate Professor of Biology, was employed to act as Dean of Women during the month of August 1945. Dean Minna Hansen resigned effective August 1, and her replacement, Mrs. Ruth L. Zimmerman, began work September 1, 1945. Dr. Bennett received \$280 for the month, the same salary as Dean Hansen and Dean Zimmerman.
3. Dr. Louis M. Schleier, Professor of Education, was employed to teach two courses in Education during the second summer term at a salary of \$385 per month, or a total of \$577.50 for the six weeks. These two courses were necessary due to increased enrollment in the graduate school.
4. Miss Jennette Terrill, Assistant Professor in the Training School, was employed to teach two college classes in chemistry during the second summer term at a salary of \$250 per month, or a total of \$375 for the six weeks. These two classes were added to the second summer term schedule due to increased enrollment and demand for chemistry courses.
5. Dr. Clifford Pearce was employed during the second summer term for three-fourths time at a salary of \$265 per month, or \$298.12 for the six weeks. Dr. Pearce taught classes originally assigned to Dr. Arthur TerKeurst.
6. Mr. P. F. Shafer, Superintendent of Macomb Public Schools, was employed one-half time for the first summer term at \$150 per month, or \$225 for the six weeks, to teach a course in Education which was originally assigned to Dr. Arthur TerKeurst.

E. Adjustments in Salaries

1. The salary of Dr. M. N. Thisted, Dean of Men and Associate Professor in Education, was increased from \$335 per month to \$365 per month, effective July 1, 1945. In addition to his regular work, Dr. Thisted has assumed the duties of Dr. Arthur TerKeurst, Assistant Dean of Men, who resigned June 7, 1945.
2. The salary of Mr. Floyd Ohlson, Instructor in the Department of Music, was increased from \$245 to \$265 per month effective September 1, 1945. Rather than employ a band director as indicated in the Board re-

port of May 10, 1945, the band work will be assigned to Mr. Ohlson for 1945-46.

3. The salary of Miss Amanda Langemo, Instructor in the Department of English, was increased from \$240 to \$255 per month effective September 1, 1945. Miss Langemo will fill a permanent position on the staff of the Western Illinois State Teachers College rather than being a substitute as indicated in the Board report of May 10, 1945.

F. New Appointments

- Dr. Alfred S. Clayton was employed effective September 1, 1945, as Associate Professor in the Department of Education to replace Dr. Clifford Pearce. His salary is \$310 per month or \$2,790 for the college year 1945-46. Dr. Clayton obtained his B.A. degree from Wesleyan University, Middleton, Connecticut, and his M.A. and Ph.D. degrees from Teachers College, Columbia University. For the past three years he taught at Talladega College in Alabama.
2. Mrs. Ruth Larson Zimmerman was employed effective September 1, 1945, as Assistant Professor of Education and Dean of Women at a salary of \$280 per month, or a total of \$2,800 for the period September 1, 1945, to June 30, 1946. Mrs. Zimmerman has the Ph.B. degree from the University of Chicago; Ph.M. from the University of Wisconsin; M.A. from Columbia University; and has completed all work for the Ph.D. at the University of Wisconsin except her thesis. Mrs. Zimmerman replaced Minna Hansen who resigned.
3. Mr. Allan Laffin, Assistant Professor in the Department of Commerce, became Director of Public Relations effective September 1, 1945, to replace Dr. DeForest O'Dell. His salary will remain at \$285 per month as listed in the May 10, 1945, Board report, and teaching load has been reduced.
4. Mr. Joseph W. Kenny was employed effective September 1, 1945, as Assistant Professor in the Department of Geography to replace Mr. Courtney C. Aldrich. Mr. Kenny received his B.S. degree from State Teachers College, Clarion, Pennsylvania; M.A. from University of Nebraska; and has all work for the Ph.D. completed at the University of Wisconsin with the exception of his thesis, which he expects to complete within the year. His salary is \$290 per month, or a total of \$2,610 for the college year.
5. Miss Amanda Rosenquist was employed effective September 1, 1945, as Instructor in the Department of Home Economics to replace Miss Ritta Whitesel at a salary of \$250 per month plus maintenance. Miss Rosenquist received her B.S. degree from Kansas State

- College; M.A. at Teachers College, Columbia University; and has done graduate work at Kansas State College, University of Chicago, University of Southern California, and Colorado State College.
6. Miss Lucile Neu was employed effective September 1, 1945, as Instructor in the Library Department to replace Miss Hannah Krueger at a salary of \$225 per month, or a total of \$2,025 for the college year. Miss Neu received her B.A. and M.A. degrees from the University of Texas and has the B.S. in Library Science from the University of Illinois. She came to Western from Texas State College for Women, Denton, Texas.
 7. Dr. Harriet C. Stull was employed effective September 1, 1945, as Assistant Professor in the Department of Social Science to replace Mr. Harvey C. Seal who retired. Dr. Stull's salary is \$300 per month, or \$2,700 for the nine months. She has the B.A. degree from the University of Iowa, M.A. from Colorado College of Education, and Ph.D. from Cornell University. For the past three years, Dr. Stull has been a critic teacher at University High School, Indiana University.
 8. Dr. Frances Whitehead was employed effective September 1, 1945, as Assistant Professor in the Department of Commerce at a salary of \$310 per month, or a total of \$2,790 for the college year 1945-46. Dr. Whitehead received the B.A., M.A., and Ph.D. degrees from the University of Illinois. She has been employed at MacMurray College, Jacksonville, Illinois, during the past two years. She replaced Mr. Lafin, who is doing public relations work, and Mr. Robinson, who is on leave of absence.
 9. Mr. Ernest L. Kraemer was employed effective September 1, 1945, as Instructor in the Department of Physical Education at a salary of \$260 per month, or a total of \$2,340 for the college year 1945-46. Mr. Kraemer received his A.B. and M.A. degrees from Colorado State College of Education. Mr. Kraemer was the high school coach at Wray, Colorado, from 1939 to 1942, and served in the U.S. Army from 1942 to December 1944. He replaced Mr. Schutz who resigned.
 10. Mr. Fred Oathout was employed effective September 1, 1945, as faculty assistant in the Office of the Registrar at a salary of \$180 per month or a total of \$1,620 for for the college year. Mr. Oathout received his B.S. degree from the University of Illinois in 1933. His most recent position was in a war plant of the Bendix Mfg. Co. Prior to that he served in the U. S. Army. Mr. Oathout is replacing Miss Sollars who is on leave of absence.
 11. Mrs. Alma H. Ferrill was employed effective September, 1, 1945, as Instructor in Kindergarten at a salary of

\$235 per month, or a total of \$2,115 for the thirty-six weeks. Mrs. Ferrill has her B.S. degree from the University of Missouri and her M.A. from the University of Chicago. She taught at Rensselaer, Missouri, in 1944-45. Mrs. Ferrill replaced Miss Burke who is studying at Indiana University.

12. Miss H. Margaret Hardin was employed effective September 1, 1945, as Instructor in the Library Department at \$225 per month for nine months, or a total \$2,025 for the college year. Miss Hardin's degrees are: B.A. and B.L.S., University of Washington; M.A., University of Chicago. She was librarian at Frances Shimer Junior College for the past two years. Miss Hardin replaced Miss Jackson who retired.
13. Mr. Leo G. Bent was employed effective September 1, 1945, as Assistant Professor in the Department of Education at a salary of \$300 per month, or a total of \$2,700 for the college year. Mr. Bent obtained his B.Ed. degree at State Teachers College, Whitewater, Wisconsin; Ph.M. at the University of Wisconsin; and expects to complete his thesis for the Ph.D. at the University of Wisconsin by January 1946. Mr. Bent was Director of Personnel Research at Oscar Mayer & Co., Madison, Wisconsin, in 1944-45, and prior to that served three years on the faculty of the University of Wisconsin High School. He replaced Dr. Arthur TerKeurst who resigned June 7, 1945.
14. Frances Ohlson was employed effective September 1, 1945, as student assistant in the training school to assist Miss Bessie Cooper at a salary of \$75.00 per month, or a total of \$675. She replaced Miss Ruth Hofer who graduated in August 1945.
15. Miss Helen Seastedt was employed effective September 1, 1945, as student assistant in the training school to assist Mr. Rupert Simpkins at a salary of \$75.00 per month, or a total of \$675 for the college year. Miss Seastedt replaced Miss Charlotte Grimm who graduated in July 1945.

III. OTHER COLLEGE EMPLOYEES

- A. Changes in Salaries of Employees according to Mr. Thompson's instructions of June 29, 1945:
 1. Harold Allen, Janitor II, increased from \$175 to \$185.
 2. Ray Stookey, Trades Helper, increased from \$170 to \$173.
 3. Thomas Cromer, Laborer (Maintenance), increased from \$137.50 to \$138.
 4. William Elam, Janitor I, increased from \$137.50 to \$138.

5. Robert Grimm, Laborer (Maintenance), increased from \$137.50 to \$138.
6. Earl Stewart, Janitor I, increased from \$137.50 to \$138.
7. Dean Thompson, Janitor I, increased from \$137.50 to \$138.

B. Resignation

1. Mr. Ralph Kessling, Janitor I, resigned effective October 6, 1945, due to the fact that he was unable to find housing facilities in Macomb.

IV. ORGANIZATION

No report.

V. CURRICULUM

A. Graduate Work

The graduate work at Western is being very well received by the teachers in the Military Tract. Nearly one-half of the people working toward the Master of Science in Education degree are taking courses for such a degree in the elementary field. This fall we have 36 students enrolled in graduate courses on campus, which are held in the evenings and on Saturdays, which is a decided increase over last year.

The following courses were approved by the Graduate Committee to be offered during the college year 1945-1946. We are presenting these at this time for the formal approval of the entire Board and to place them on record:

- Biology 500—Biological Methods and Materials in Elementary Science for the Elementary Curriculum
- Biology 510—Thesis in Biological Science
- Botany 552—Plant Ecology
- Chemistry 510—Original Work Leading to a Thesis
- Chemistry 531—Advanced Organic Chemistry
- Education 510—Occupational Information and Guidance
- English 500—Children's Literature
- English 574—Creative Writing
- Geography 504—Geographic Factors in World Problems
- Geography 507—Earth Science
- Mathematics 565—Advanced Calculus
- Social Science 500—Teaching and Supervision of the Social Studies in the Elementary Grades
- History 568—Recent American History

VI. BUILDINGS AND GROUNDS

We wish to express our appreciation to the members of the Teachers College Board—especially Mr. Frank G. Thompson, Chairman, and Mr. Elmer P. Hitter, Co-ordinator, the members of the Illinois Post-War Planning Commission, Governor Green, and the members of the Sixty-Fourth General Assembly for their assistance in obtaining the passage of Senate Bill No. 417 through which the Western Illinois State Teachers College was granted \$2,542,772 for buildings and land.

For the information of the Board, we wish to report that the members of the Division of Architecture and Engineering have been exceedingly cooperative and helpful in the preparation of blueprints and plans for Western. Thus far we have blueprints and specifications ready for bids for the superstructure of the swimming pool; blueprints are now in the final stages of preparation for the additions to the training school and the women's dormitory. None of these projects requires the purchase of land provided for in Senate Bill No. 417.

All the preliminary steps in regard to the purchase of land to the extent of \$76,200 have been completed. We are now waiting for members of the State Department of Finance to instruct us in regard to what further service we can be in respect to buying this land.

The detailed reports of projects effected by Senate Bill No. 417 were submitted to all Board members and presidents the first week in September in the President's Third Annual Report for the Western Illinois State Teachers College and will not be repeated here.

At this time I again wish to call the attention of the Board to the matter of lack of housing in Macomb, and if it is at all possible that any of the \$2,542,772 can be used for the building of a president's house, such action will be greatly appreciated.

VII. AUXILIARY ENTERPRISES

A. Report of Monroe Hall for the year ending June 30, 1945

RECEIPTS

Cash balance on hand July 1, 1944.....	\$19,641.76
Receipts for the year 1944-45.....	32,194.37
	\$51,836.13

EXPENDITURES

Groceries, meats, fruits, and vegetables.....	9,751.61
Bread and bakery goods.....	882.54
Milk, cream, butter and ice cream.....	2,157.30
Household supplies	2,108.93
Telephone	112.42
Gas	178.42
Services	9,074.94
Repairs	1,211.70
Estimated amount for heat, water and light.....	4,000.00
	29,477.86
Balance on hand June 30, 1945.....	\$22,358.27

SUMMARY

Cash on hand July 1, 1944.....	\$19,641.76
Inventory of goods July 1, 1944.....	1,915.90
	<u>\$21,557.66</u>
Bills outstanding	995.41
Unencumbered balance	\$20,562.25
Cash on hand June 30, 1945.....	\$22,358.27
Inventory of goods June 30, 1945.....	1,285.70
	<u>\$23,643.97</u>
Bills outstanding	1,427.05
Unencumbered balance	\$22,216.92
Gain for the year.....	\$22,216.92 — \$20,562.25 = \$1,654.67

B. Report of Cafeteria for the year ending June 30, 1945

RECEIPTS

Cash balance on hand July 1, 1944.....	\$ 777.58
Receipts for year 1944-1945.....	6,943.94
Transfer from General Income Fund.....	150.00
	<u>\$7,871.52</u>

EXPENDITURES

Groceries, meats, fruits, and vegetables.....	\$3,395.55
Bread and bakery goods.....	83.39
Milk, cream, butter and ice cream.....	1,100.16
Household supplies	222.07
Services	1,404.22
	<u>6,205.39</u>
Balance on hand June 30, 1945.....	\$1,666.13

SUMMARY

Cash balance July 1, 1944.....	\$ 777.58
Inventory of goods July 1, 1944.....	811.78
	<u>\$1,589.36</u>
Bills outstanding	240.21
Unencumbered balance	\$1,349.15
Cash balance June 30, 1945.....	\$1,666.13
Inventory of goods June 30, 1945.....	462.66
	<u>\$2,128.79</u>
Bills outstanding June 30, 1945.....	331.13
Unencumbered balance	\$1,797.66
Gain for year.....	\$1,797.66 — \$1,349.15 = \$448.51

C. Report of Home Management House for the year ending June 30, 1945

RECEIPTS

Balance on hand June 30, 1944.....	.00
Receipts June 30, 1944 to June 30, 1945.....	1,247.00
	<u>\$1,247.00</u>

EXPENDITURES

Food	\$888.31
Fuel	318.12
Light and gas.....	287.08
Household supplies	3.50
Telephone and telegraph	35.50
	<u>\$1,532.51</u>
Deficit	\$285.51

VIII. STUDENT LIFE

- A. Houses and rooms are a very scarce commodity in Macomb even with the closing of Camp Ellis which it is reported to have taken place on October 1, 1945. The industrial

plants in Macomb have increased their personnel approximately fifty per cent since 1942. Many of these factory employees are renting rooms which were formerly rented to students. It is hoped that all possible speed will be used to obtain the use of the funds which have been appropriated to build an addition to the girl's dormitory.

- B. There is a decided change in the attitude and atmosphere on the college campus this fall relative to student life and activities. They have a great deal more enthusiasm, optimism, and general long range planning in regard to their curriculums than has been true for the past three year. They started planning for Homecoming activities as early as the first week of college although our Homecoming is not until this week Saturday, October 20.

- C. Courier wins First Place in College Press Contest, 1944-45 First place in the division of weekly college newspapers from schools with an enrollment under 400 was awarded the Western Courier in the annual Illinois Press Association contest. There were twenty-four papers entered in the contest, thirteen winning places. The Courier was also awarded third place for the best general news department and for the most constructive piece of work done for the college.

Students winning honors were: Second place in the best news story class, Marie Thompson; third place in sports writing, Wayne McCormick; honorable mention in feature writing, Margaret Banks; honorable mention in editorial class, Marie Thompson.

The Courier was complimented on its typographical and make-up excellence and broad news coverage.

- D. Y. M. C. A. Continues Through the War Western is one of the few colleges or universities in Illinois that has continued their Young Men's Christian Association throughout the war. Not only have they kept up the organization, but they have been a leader in area and regional work. Dr. C. W. Bennett, who is faculty sponsor for the organization, has served as the faculty adviser to the area of the Y. M. C. A. which includes all the colleges of southern Illinois. There are ten areas that make up the Central Region with a center at Chicago and extending over nine states.

Joseph Van Dyke, Western student, has served as a co-chairman of the Southern Area through the year 1944-45. The Area co-chairman works with a chairman from the Y. W. C. A. to plan and preside at intercollegiate conferences and meetings.

IX. College Calendar, 1945-46

Fall Quarter opens.....	September 10, 1945
Fall Quarter closes.....	November 30, 1945

Winter Quarter opens.....	December 3, 1945
Winter Quarter closes.....	March 8, 1946
Spring Quarter opens.....	March 11, 1946
Spring Quarter closes.....	June 6, 1946
Mid-Spring Term opens.....	April 29, 1946
Mid-Spring Term closes.....	June 6, 1946
First Summer Term opens.....	June 10, 1946
First Summer Term closes.....	July 19, 1946
Second Summer Term opens.....	July 19, 1946
Second Summer Term closes.....	August 23, 1946
Forty-fourth Annual Commencement.....	June 6, 1946
Homecoming	October 19 and 20, 1945
Thanksgiving Recess	November 22 to 25, 1945, Inc.
Christmas Holiday	December 22, 1945, to January 1, 1946, Inc.
Spring Recess	April 20, to April 28, 1946, Inc.
Fall Quarter opens.....	September 9, 1946
Fall Quarter closes.....	November 29, 1946

X. SUMMARY

The approval of the State Teachers College Board is requested for the following recommendations:

- A. The list of graduates for June 1945.
- B. The list of graduates for July 1945.
- C. The list of graduates for August 1945.
- D. The resignation of Dr. Clifford Pearce effective August 24, 1945.
- E. The resignation of Dr. DeForrest O'Dell effective July 1, 1945.
- F. The resignation of Dr. Minna Hansen effective August 1, 1945.
- G. The resignation of Mr. James Shultz effective July 20, 1945.
- H. The resignation of Miss Hannah Krueger effective July 20, 1945.
- I. The resignation of Miss Ritta Whitesel effective July 20, 1945.
- J. The leave of absence of Dr. Irving G. Garwood as of September 30, 1945, due to physical disability.
- K. The leave of absence on one-half salary for Miss Juna Reynolds for the college year 1945-46 to study toward her doctorate.
- L. The employment of Mr. Kimbrough Shake for the period August 15, to August 31, 1945, to assist with work in the Physical Education Department at a salary of \$107.50.
- M. The employment of Dr. Mary Bennett to act as Dean of Women during the month of August 1945 at a salary of \$280.00
- N. The employment of Dr. Louis M. Schleier for the second summer term at a salary of \$577.50.
- O. The employment of Miss Jeannette Terrill for the second summer term at a salary of \$375.00.
- P. The employment of Dr. Clifford Pearce for the second summer term at a salary of \$298.12 (three-fourths time).

Q. The employment of Mr. P. F. Shafer during the first summer term at a salary of \$225.00 (one-half time).

R. The increase in salary for Dr M. N. Thisted from \$335 to \$365 per month effective July 1, 1945.

S. The increase in salary for Mr. Floyd Ohlson from \$245 to \$265 per month effective September 1, 1945.

T. The increase in salary for Miss Amanda Langemo from \$240 to \$255 per month effective September 1, 1945.

U. The appointment of Dr. Alfred S. Clayton as Associate Professor in the Department of Education, effective September 1, 1945, at a salary of \$310 per month.

V. The appointment of Mrs. Ruth Larson Zimmerman as Assistant Professor of Education and Dean of Women, effective September 1, 1945, at a salary of \$280 per month.

W. The appointment of Mr. Allan Laffin as Director of Public Relations effective September 1, 1945.

X. The appointment of Mr. Joseph W. Kenny as Assistant Professor in the Department of Geography, effective September 1, 1945, at a salary of \$290 per month.

Y. The appointment of Miss Amanda Rosenquist as Instructor in the Department of Home Economics, effective September 1, 1945, at a salary of \$250 per month plus maintenance.

Z. The appointment of Miss Lucile Neu as Instructor in the Library Department, effective September 1, 1945, at a salary of \$225 per month.

AA. The appointment of Dr. Harriet C. Stull as Assistant Professor in the Department of Social Science, effective September 1, 1945, at a salary of \$300 per month.

BB. The appointment of Dr. Frances Whitehead as Assistant Professor in the Department of Commerce, effective September 1, 1945, at \$310 per month.

CC. The appointment of Mr. Ernest L. Kraemer as Instructor in the Department of Physical Education, effective September 1, 1945, at a salary of \$260 per month.

DD. The appointment of Mr. Fred Oathout as faculty assistant in the Office of the Registrar, effective September 1, 1945, at a salary of \$180 per month.

EE. The appointment of Mrs. Alma H. Ferrill as Instructor in Kindergarten, effective September 1, 1945, at a salary of \$235 per month.

FF. The appointment of Miss H. Margaret Hardin as Instructor in the Library Department, effective September 1, 1945, at a salary of \$225 per month.

GG. The appointment of Mr. Leo G. Bent as Assistant Professor in the Department of Education, effective September 1, 1945, at a salary of \$300 per month.

HH. The appointment of Frances Ohlson as student assistant in the training school, effective September 1, 1945, at a salary of \$75 per month.

II. The appointment of Miss Helen Seastedt as student assistant in the training school, effective September 1, 1945, at a salary of \$75 per month.

JJ. The increase in salary for Mr. Harold Allen from \$175 to \$185.

KK. The increase in salary for Mr. Ray Stookey from \$170 to \$173.

LL. The increase in salary for Mr. Thomas Cromer from \$137.50 to \$138.

MM. The increase in salary for Mr. William Elam from \$137.50 to \$138.

NN. The increase in salary for Mr. Robert Grimm from \$137.50 to \$138.

OO. The increase in salary for Mr. Earl Stewart from \$137.50 to \$138.

PP. The increase in salary for Mr. Dean Thompson from \$137.50 to \$138.

QQ. The resignation of Mr. Ralph Kessling, Janitor I, effective October 6, 1945.

RR. The graduate courses to be offered in the evenings and on Saturdays during the college year 1945-46.

Respectfully submitted,

F. A. BEU, *President.*

SOUTHERN ILLINOIS NORMAL UNIVERSITY
CARBONDALE, ILLINOIS

PRESIDENT'S REPORT TO THE TEACHERS COLLEGE BOARD

For the Meeting at Springfield

October 15, 1945

To the Chairman and Members of the State Teachers College Board:

The following report is submitted for Southern Illinois Normal University:

I. STUDENTS

1. Attendance, First Summer Session, 1945 (8 weeks)

	Men	Women	1945 Total	1944 Total	1945 Increase or (Decrease)
a. University					
Graduates	13	17	30	21	9
Post-Graduates	6	7	13	16	(3)
Total, College Graduates	19	24	43	37	6
Seniors	26	120	146	132	14
Juniors	28	147	175	184	(9)
Sophomores	19	123	142	130	12
Freshmen	48	111	159	155	4
Unclassified	4	15	19	34	(15)
Totals	144	540	684	672	12
b. Training Schools					
University High School (8 weeks).....			146	135	11
Allyn Training School (6 weeks).....			114	75	39
Rural Training Schools.....			0	22	(22)
Totals			260	232	28
Grand Total			944	904	40

2. Attendance, Second Summer Session, 1945 (4 weeks)

	Men	Women	1945 Total	1944 Total	1945 Increase or (Decrease)
a. University					
b. Training Schools					
Graduates	6	5	11	13	(2)
Post-Graduates	3	5	8	14	(6)
Total, College Graduates	9	10	19	27	(8)
Seniors	11	38	49	88	(39)
Juniors	16	25	41	90	(49)
Sophomores	10	26	36	75	(39)
Freshmen	18	21	39	68	(29)
Unclassified	0	3	3	6	(3)
Totals	64	123	187	354	(167)
University High School.....			48	75	(27)
Grand Total			235	429	(194)

3. Enrollment, Summer Session, 1945 (Individual)

	Men	Women	1945 Total	1944 Total	1945 Increase or (Decrease)
University	158	583	741	735	6
University High School.....			152	150	2
Allyn Training School.....			114	75	39
Rural Training Schools.....			0	22	(22)
Grand Total			1,007	982	25

4. Enrollment for year 1944-45 (36 weeks) counting no names twice:

	Men	Women	1945 Total	1944 Total	1945 Increase or (Decrease)
Graduates	10	17	27		27
Post-Graduates	2	6	8	8	0
Total, College Graduates	12	23	35	8	27
Seniors	32	75	107	111	(4)
Juniors	31	117	148	118	30
Sophomores	41	159	200	206	(6)
Freshmen	192	358	550	451	99
Totals	308	732	1,040	894*	146

* Not including 667 military.

5. Per Capita Cost of Operation, College Students

Below is presented the statement of Per Capita Cost of Operation for College Students for the year July 1, 1944, to June 30, 1945:

EQUIVALENT ENROLLMENT (reduced to 36-week basis)

First Summer, 1944.....	\$108.08
Second Summer, 1944.....	54.87
Fall Quarter, 1944.....	268.33
Winter Quarter, 1945.....	243.40
Spring Quarter, 1945.....	222.43
Extension, 1944-45	82.92
	<hr/>
Total equivalent full-year students—\$980.03 ¹	

COST OF OPERATION²

Total Actual Expenditures to June 30, 1945.....	\$667,953.40
(State Appropriations and Income Fund)	
PER CAPITA COST (based on 36 weeks)	
\$667,953.40 ÷ \$980.03 = \$681.56	

¹ Not including Religious Education—\$13.43 Students.

² Excluding expenditures for Auxiliary Enterprises.

6. The Fall Quarter opened on Monday, September 10, and at the present time 1,067 students are enrolled, an increase of 159 or 17½ per cent. Of these, 330 are men and 737 are women. One-fourth or 85 of the men are veterans, compared with 23 last year. Of the 1,067 students enrolled, 30 are taking training beyond the bachelor's degree. One hundred seventy-six students holding Normal School Scholarships are registered, compared with 155 last year.
7. Graduates

SUMMARY OF DEGREES, SCHOOL YEAR, 1944-45
(Including Summer, 1945)

GRADUATE SCHOOL			Men	Women	Total	
M. S. in Ed.						
	June 8	1	0	1	
	August 3	0	0	0	
	August 31	1	0	1	
			2	0	2	2
COLLEGE OF EDUCATION						
B. S. in Ed.						
	June 8	6	32	38	
	August 3	5	32	37	
	August 31	7	19	26	
			18	83	101	101
COLLEGE OF LIBERAL ARTS AND SCIENCES						
B. A.						
	June 8	7	2	9	
	August 3	4	0	4	
	August 31	1	2	3	
			12	4	16	16
B. S.						
	June 8	1	1	2	
	August 3	3	0	3	
	August 31	0	0	0	
			4	1	5	5
COLLEGE OF VOCATIONS AND PROFESSIONS						
B. S.						
	June 8	3	0	3	
	August 3	0	1	1	
	August 31	0	0	0	
			3	1	4	
	Total	39	89	128	128

The following students have completed their work at the end of the spring, first summer, and second summer terms, 1945, on the dates indicated, and I recommend that their graduation be approved:

Spring Term: June 8, 1945

MASTER OF SCIENCE IN EDUCATION DEGREE

Students	Town	County
Arthur Madison Smith (Administration).....	Carbondale	Jackson

BACHELOR OF SCIENCE IN EDUCATION DEGREE

Darcy Elsie Ackerman (Commerce-English)...	Carmi	White
Wilma Dean Benedict (Latin-H. Ec., Soc. Sci.)	Pinckneyville	Perry
Ralph Franklin Bishop (P. Ed.-Math. Physiol.)	Hoopeston	Vermillion
Esther H. Bramstedt (H. Ec.-Art).....	Mascoutah	St. Clair
Ellen Anderson Brown (Math.-Eng., Sociology)	Benton	Franklin
Wayne Carlisle (Botany-Zoo., Soc., Sci.).....	West Frankfort	Franklin
Frances Elizabeth Clark (Sociology-Com., Eng.)	Marion	Williamson
Euline Dallas (Eng.-French, Com.).....	Carrier Mills	Saline
Esther Juanita Davis (Elementary Education)	Harrisburg	Saline
Lola Anderson Davis (Sociology-Com., Soc. Sci.)	Carbondale	Jackson
Margaret Dunn (Elementary Education).....	Pinckneyville	Perry
Nola McElroy Free (H. Ec.-Eng.).....	DuQuoin	Perry
Mary Marvel Heatherly (Soc. Sci.-Eng.).....	Elkville	Jackson
Snyder Howell (Sociology-Com.).....	Johnston City	Williamson
Vivian Vetolia Hyte (Art-Com.).....	Mound City	Pulaski
Theresa Ivanuck (P. Ed.-Com., Soc. Sci.).....	Royalton	Franklin
Florence E. Jack (Elementary Education).....	Kinmundy	Marion
Eunice Johnson (Commerce-English).....	Galatia	Saline
Anna Laura Kennedy (English-Sociology).....	Mounds	Pulaski

Students	Town	County
Lela Lamb (Elementary Education).....	Golconda	Pope
Lois Lorraine Ledbetter (History-English)...	Murphysboro	Jackson
Selma Caroline Lemmerman (Elementary Edu- cation)	Evansville	Randolph
Ruth Lee Marlow (Elementary Education)...	Centralia	Marion
Chloo McNeill (Elementary Education).....	Carbondale	Jackson
Emilyn Snow Morris (Zool.-Hist., Eng., Gen. Sci.)	Carbondale	Jackson
Mary June Otrich (Elementary Education)...	Dongola	Union
Mildred Farrar Page (History-Music).....	Colp	Williamson
Geneva Patterson (Kindergarten-Primary)...	Baldwin	Randolph
Evelyn Justine Rex (Elementary Education)...	Marion	Williamson
Jean Spriggs (H. Ed.-Soc. Sci.).....	Geff	Wayne
Roy Clifton Vernon (English-Hist., Gen. Sci.)..	Carbondale	Jackson
Ocean Weaver (H. Ec.-Soc. Sci.).....	Pulaski	Pulaski
Elmer Vincent Webb (Sociology-Eng.).....	Pulaski	Pulaski
Mary Jane Whitlock (Elementary Education)...	West Frankfort	Franklin
Henry W. Wichman (Sociology-Eng., Phys. Sci.)...	Murphysboro	Jackson
Marguriete Ardis Wilson (H. Ed. Chem.)....	Carbondale	Jackson
Kathryn Winkler (H. Ec.-Chem.).....	Madison	Madison
Bertha Allynn Wright (Commerce-P. Ed.)....	Norris City	White
Victor LeRoy Frand (Sociology-History).....	Raymond	Montgomery
Buford Garrison (Sociology-Govt.).....	Benton	Franklin
Robert J. Hastings (English-History).....	Marion	Williamson
Edward Lawrence Hoffman (English-History)...	Makanda	Jackson
Howard Rudolph Peters (Chemistry-Zoology)...	West Frankfort	Franklin
June Ann Poe (Sociology-Psych.).....	Marion	Williamson
Margaret Elizabeth Powell (Sociology-English)...	Flora	Clay
George William Schroeder (History-Sociology)...	Carbondale	Jackson
Russell William Simpson (Sociology-Geog.)...	Belknap	Massac

BACHELOR OF SCIENCE DEGREE

Hattie Emma Koons (Zoology-Art, P. & H.)...	West Frankfort	Franklin
Thomas Edgar Stephenson (Physics-Chem., Math.)	Mt. Vernon	Jefferson

BACHELOR OF SCIENCE DEGREE (VOCATIONS AND PROFESSIONS)

Kenneth Poole (Ind. Educ.-Agric., So. Sci.)....	Buncombe	Johnson
Harold Wayne Taylor (Commerce-Ind. Educ.)...	Carbondale	Jackson
Robert L. Varnum (Commerce-Math., Geog.)..	DuQuoin	Perry

First Summer Term: August 3, 1945

BACHELOR OF SCIENCE IN EDUCATION DEGREE

Mary John Baldwin (English-Spanish).....	Equality	Gallatin
Thurlow Harton Bannister (Math.-History)...	Vandalia	Fayette
Marion Phyllis Barron (Music-Mathematics)...	Granite City	Madison
Vincent A. Birchler (Elementary Education)...	Chester	Randolph
Jessie Ruth Blankenship (English-History)...	Kell	Marion
Ruth Taggart Borchelt (Elementary Educ.)...	Chester	Randolph
Catherine Schumaker Cash (Com.-Eng., Math.)...	Carmi	White
Doris Jeanette Crador (Eng.-Spanish, Com.)...	East St. Louis	St. Clair
Lucille Marie Crain (Elementary Education)...	Cartersville	Williamson
Mary A. Darrrough (Elementary Education)...	Coulterville	Randolph
Nadine Whitesides Dungan (Botany,Zoo., Eng.)...	Grantsburg	Johnson
Linda Fullmer (Elementary Education).....	New Athens	St. Clair
Jessie Virginia Garrett (Soc. Sci. English)....	Broughton	Hamilton
Lester Souther Gill (Agri.-Soc., History).....	Galatia	Saline

Students	Town	County
Patricia Ann Greathouse (Sociology-English)...	Carbondale	Jackson
Anna Wilson Hoskins (Elementary Education)...	Enfield	White
Lorraine Louise Huck (Elementary Education)...	Centralia	Clinton
Helen Catherine Jaeckel (Elementary Educ.)...	New Athens	St. Clair
Elizabeth Lucille Johnson (Eng.-Art, Soc. Stud.)	Carbondale	Jackson
Kathryn Armenta Jones (Sociology-English)...	Murphysboro	Jackson
Jennie Stewart Kershaw (Elementary Educ.)...	Albion	Edwards
Hilda Marlow (English-History).....	Centralia	Marion
Catherine Marie Martin (Kindergarten-Pri.)...	Collinsville	Madison
Kate McClanahan (Elementary Education)....	Marion	Williamson
Doris Jean Miller (Geog.-Math., Soc. Sci.)....	Eldorado	Saline
Shirley Hope Miller (Art-English).....	Scott Field	St. Clair
Zidania Frances Ogden (Home Ec.-Math.)....	Carbondale	Jackson
Louise O'Neil (Physiology & H. Ed.-Soc.).....	Marion	Williamson
Donald R. Parker (Zoology-Chemistry).....	Thompsonville	Franklin
Bethel May Silva (English-Art).....	Collinsville	Madison
Arlene Smith (Elementary Education).....	Vienna	Johnson
Mary Carolyn Smith (Home Ec.-English)....	Norris City	White
LaVerna Tuttle (Elementary Education).....	Mt. Vernon	Jefferson
Hewey E. Tweedy (Physical Educ.-Physiology, Soc. Sci.)	East St. Louis	St. Clair
Frances A. Williams (Mathematics-English)...	Salem	Marion
Verline Witcher (Kindergarten-Primary)....	Carbondale	Jackson
Rosalio Young (Elementary Education).....	Odin	Marion

BACHELOR OF ARTS DEGREE

Charles Francis Montgomery (Eng.-Soc., Phil.)	Energy	Williamson
Paul Townes (Geography-Economics).....	Carbondale	Jackson
Robert St. Clair Vance (History-Sociology)...	Carbondale	Jackson
Francis Edward Watson (History-Psychology)	DeSoto	Jackson

BACHELOR OF SCIENCE DEGREE

Raymond Arthur Alexander (Zoology-Chem.)...	Carterville	Williamson
George William Glascock (Chemistry-Zool., Phys. and H. Ed.).....	Raleigh	Saline
Donald Ray Parker (Zoology-Chemistry).....	Thompsonville	Franklin

BACHELOR OF SCIENCE DEGREE (VOCATIONS AND PROFESSIONS)

Catherine Wilson (Commerce-English).....	Harrisburg	Saline
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Second Summer Term: August 31, 1945

MASTER OF SCIENCE IN EDUCATION DEGREE

Lewis Elbert Etherton (Admin. & Supervision)	Murphysboro	Jackson
Louie Edward Beltz (History-English).....	Harrisburg	Saline
Lenora Mae Carr (Geog.-English, Phy. Ed.)...	Belleville	St. Clair
Dorothy Lyons Clark (Elementary Education)	Sparta	Randolph
Myron L. Cochran (Ind. Educ.-Art, Soc. Sci.)...	Murphysboro	Jackson
Mildred R. Friedline (History-English).....	Carbondale	Jackson
James W. Fuller (Social Studies-English)....	Pomona	Jackson
Margaret Evalyn Garrett (Social Studies-Eng.)	Broughton	Hamilton
Mary Dee Haynes (Phys. Ed.-Art, Soc. Sci.)...	Anna	Union
Tommie Lee Jackson (Music-Sociology, Eng.)	Chester	Randolph
Lorelei Baker Jennings (Com.-Eng., Math.)...	Johnston City	Williamson
Alberta Pauline Johnson (Elementary Educ.)	Mt. Vernon	Jefferson
Ada E. Kraemer (History-English, Soc. Sci.)...	Trenton	Clinton
Elijah Langford (Math.-Physics, Soc. Sci.)....	East St. Louis	St. Clair

Students	Town	County
Dorothy M. McCarnes (Elementary Education)	Sparta	Randolph
Louise A. Melcher (Elementary Education)	Vienna	Johnson
Maryann Peek (Phys. Educ.-English)	West Frankfort	Franklin
Wanda Conrad Pirtle (Art-English)	Grand Tower	Jackson
Kenneth Poole (Ind. Educ.-Agriculture)	Buncombe	Johnson
Edith Lloyd Rice (English-Art, Commerce)	Collinsville	Madison
Pauline Rose Sabella (Commerce-Phys. Educ.)	Murphysboro	Jackson
Edwin E. Saunders (History-Mathematics)	Sandoval	Marion
Jewell Simpson (Elementary Education)	Barnhill	Wayne
Gertrude O. Snodsmith (Elementary Educ.)	Mt. Vernon	Jefferson
Patricia Grace Stahlheber (Fr.-Eng., Spanish)	Belleville	St. Clair
John W. Stansfield (History-English)	San Francisco, California	San Francisco
Dora B. Young (Elementary Education)	Elizabethtown	Hardin

BACHELOR OF ARTS DEGREE

Margaret Konya (Sociology-Government)	Valier	Franklin
Margaret E. Logan (English-Government)	Evansville, Ind.	Vanderburgh
John W. Russell (Art-Geography)	Alto Pass	Union

II. FACULTY

A. Deaths and Resignations

(1) With regret we report the death of Mr. W. O. Brown, Emeritus Professor, who came to the University in 1914, and was retired in 1936. He was Superintendent of Rural Training Schools and played a major role in the development of the rural schools in the State. He was socially and professionally active until the last and a Memorial Service has been held in the Student Assembly.

(2) Dr. William Dallmann resigned his position as Associate Professor of Foreign Languages effective August 3, 1945. Following acute personal difficulties he is leaving the country.

(3) Miss Rachael Road resigned her position as cataloger at Wheeler Library effective August 1, 1945, to accept a much better paid position on the library staff at Purdue University.

(4) Dr. Judson T. Landis, Associate Professor of Sociology, resigned his position effective July 23, 1945. He is now at Michigan State College, East Lansing, Michigan, on a higher salary scale.

(5) Dr. Hal Hall, Superintendent of the Campus Training Schools, resigned his position effective July 1, 1945, to become Principal of the Belleville, Illinois, Township High School at a \$5,000.00 salary.

(6) Dr. Wanda Newsum Gum, Assistant Professor of Sociology, resigned her position effective July 20, 1945, to accept a position as Illinois State Director of the Society for Planned Parenthood.

(7) Dr. Richard L. Beyer, Professor and Chairman of the Department of History, resigned his position effective June 8, 1945, in order to devote his full time to the family jewelry business which he recently inherited at Erie, Pennsylvania. He

served Southern ably and faithfully for many years. His absence is widely felt over our campus.

(8) Mr. Emerson S. Van Cleave, Instructor in the University, resigned his position effective August 31, 1945, to accept a graduate-student position at George Peabody College for Teachers, Nashville, Tennessee, where he will work on his doctor's degree. He was barred by our salary scale from further increases which he required.

(9) Mr. Tracy L. Bryant resigned his position as Assistant Professor of Commerce and Head of the Department effective September 1, 1945. Presumably he will devote his time to his rather extensive business interests.

(10) Dr. Sherman B. Barnes, Associate Professor of History, resigned his position effective September 1, 1945, to accept a position on the faculty of the Carnegie Institute of Technology, Pittsburg. Dr. Barnes strongly desired to be assigned administrative work for which his cloistered habits and temperament did not seem suitable preparation.

(11) Dr. Melvin Segal, Assistant Professor of Economics, resigned his position effective August 31, 1945, to accept a position at Michigan State College, East Lansing, Michigan. Although a salary increase had been approved for him, an accumulative differential remained which made the Michigan salary scale especially attractive.

(12) Lt. Douglas F. Parry, now serving in the United States Army, has written that he wished to resign his position at Southern Illinois Normal University. He is planning to accept a position at the University of Wisconsin when he is discharged from the Army.

(13) Mr. Robert Fries, Instructor in Music, resigned his position effective September 20, 1945, primarily because of illness. (See below, New Appointments.)

(14) Mr. Lloyd J. Phipps resigned his position as Instructor in the University High School on September 14, 1945, to accept a graduate-student position at the University of Illinois where he will work on his doctor's degree. Under the Board's official salary scale he could not receive further increases as he desired.

B. New Appointments

(1) Dr. Eugene R. Fair has been appointed Dean of the College of Education and assumed the duties of that position at the beginning of the summer session, June 11, 1945, with the rank of Professor at a salary of \$5,500.00 on a 12-month basis. He has degrees from Northeast Missouri State Teachers College at Kirksville, Columbia University, and the University of Iowa, and comes to us from Mankato, Minnesota, State Teachers College.

(2) Mrs. Dorothea Swan was appointed as an Assistant Professor of Art effective June, 1945, at a monthly salary of \$273.00. Mrs. Swan has degrees from the Art Institute of Chi-

cago and the University of Chicago and has done additional work at a number of other colleges and universities. Her most recent was at Eureka College, Illinois.

(3) Dr. Monroe S. Carroll was appointed as Professor and Consultant in the College of Vocations and Professions for the twelve weeks of the summer session, 1945, at a monthly salary of \$450.00. He is Dean of the School of Business at Baylor University and was of great assistance to us this summer in helping us with plans for the College of Vocations and Professions. Also, he was a popular professor in graduate work in Business and Economics.

(4) Dr. Rothwell Stephens was appointed as Professor of Mathematics during the first eight weeks of the summer, June 11-August 3, 1945, at a monthly salary of \$360.00, replacing Dr. J. R. Purdy. (See below, Adjustments in Summer Session Payroll.) Dr. Stephens is Chairman of the Department of Mathematics at Knox College, Galesburg, Illinois. In personality and scholarship he made a distinct contribution.

(5) Mrs. Lois Hickok Nelson was appointed as faculty assistant in the Office of the President for June and July, 1945, at a monthly salary of \$150.00. Usually student assistants for clerical work are not all available during the summer. Mrs. Nelson was graduated from the University in 1944 with a major in commerce.

(6) Mr. Robert Allen of Carbondale was appointed as Instructor in History at a monthly salary of \$200.00 for the first eight weeks of the summer, 1945. Mr. Allen, who received his master's degree from Yale University in June, 1945, taught only half time, receiving \$100.00 per month. He taught two of the classes originally scheduled for Dr. Beyer.

(7) Miss Mary Belle Craver of Johnston City, Illinois, was appointed as Faculty Assistant in the Wheeler Library at a monthly salary of \$160.00 for the period June 6-August 7, 1945, to replace Mrs. Marjorie Stull (see below, Leaves of Absence). Miss Craver holds the Bachelor of Education degree from Southern Illinois Normal University and the Bachelor of Science in Library Science from the University of Illinois.

(8) Dr. Robert Campbell was appointed as Professor of English during the four-week session of the summer term, 1945, at a salary of \$425.00 because of the illness of Miss J. Minnette Barber (see below, Adjustments in Summer Session Payroll). Dr. Campbell is Head of the English Department and Vice-President of Hendrix College, Conway, Arkansas. He was an able and wholesome consultant upon problems of initiating our College of Liberal Arts and Sciences.

(9) Miss Helen Louise Narber was appointed Assistant Professor and critic teacher in the first grade of the Allyn Training School effective at the opening of the fall term, 1945, at a monthly salary of \$310.00. Miss Narber received the bachelor's and master's degrees from the State University of

Iowa and has done a year and one-third of work beyond the master's at the University of Chicago.

(10) Miss Anna Klassen Neufeld of Chicago was appointed as an Instructor in Foreign Languages, effective at the opening of the fall term, 1945, at a monthly salary of \$200.00 for three-fourths time work. She received the bachelor's degree at Bethel College in Kansas and the master's degree at the University of Kansas. At the present time she is working on her doctorate from the University of Chicago. Miss Neufeld is teaching German and Russian and is replacing Dr. William Dallmann.

(11) Dr. Harold E. Briggs was appointed Professor and Chairman of the Department of History effective at the opening of the fall term, 1945, at a monthly salary of \$400.00. He has his bachelor's and master's degrees from the University of South Dakota and his doctor's from the University of Iowa, in the same class at Dr. R. L. Beyer. For the past ten years he has been Professor and Head of the Department of History at the University of Miami, Coral Gables, Florida. He is well known as an author and is an authority on American history, especially frontier life.

(12) Dr. William A. Pitkin was appointed Associate Professor of Social Sciences effective at the beginning of the fall term, 1945, at a monthly salary of \$365.00. Dr. Pitkin, a native son of Southern Illinois, has degrees from DePauw University, the University of Colorado, and the University of Texas, and comes to us from Superior, Wisconsin, State Teachers College. He is replacing, in part, Dr. Sherman Barnes and in part Dr. Melvin Segal, having broad training in various social sciences.

(13) Miss Lorena Drummond was appointed Director of Publicity and Counselor on Public Relations effective September 1, 1945, at a monthly salary of \$325.00 on a twelve-month basis. Miss Drummond has the bachelor's degree from the University of Texas and has served on the staffs of many newspapers and periodicals. For the past seventeen years she has been engaged in public relations work at the University of Texas, having served for the past two years as Acting Director of the Information Service.

(14) Dr. Lawrence Clark, a native of Illinois, was appointed as Associate Professor of Sociology at a monthly salary of \$350.00 effective September 1, 1945, on a twelve-month basis. He has been assigned as half-time Appraiser at the United States Veterans Guidance Center located on the campus and half-time Professor of sociology. Dr. Clark has degrees from Drake University, Ohio State University and Columbia University, having received his doctor's at the latter. He is replacing, in part, Mrs. Wanda Gum.

(15) Dr. Laird T. Hites of Chicago was appointed as Associate Professor at a monthly salary of \$340.00 effective Sep-

tember 10, 1945, the opening of fall term. At the present time he is serving full time as an Appraiser in the Veterans Guidance Center located on the campus, but later will do some classroom teaching in education and psychology. Dr. Hites has the bachelor's degree from William Jewell College and the master's and doctor's degrees from the University of Chicago. He has traveled widely and is well known as Editor of the National Journal, *Religious Education*.

(16) Miss Mary Jane Hantz was appointed as an Instructor in Music at a monthly salary of \$262.00 effective September 10, 1945. She has both the bachelor's and master's degrees in music from the Eastman School of Music, Rochester, New York, and comes to us from Stephens College.

(17) Mr. Robert Fries was appointed as an Instructor in Music at a monthly salary of \$260.00 effective September 10, 1945. Mr. Fries was graduated from the Sherwood Music School, Chicago, and received the master's degree from the University of Iowa.

(18) Mr. John Wharton of Chicago was appointed as an Instructor in Music at a monthly salary of \$250.00 effective September 21, 1945, for the remainder of the school year 1945-46 to replace Mr. Fries. Mr. Wharton, who was discharged from the Army Air Forces in September, 1945, after three years of service, has a bachelor's degree from Oberlin Conservatory and a master's degree from the American Conservatory of Music, Chicago.

(19) Miss Thelma Lynn was appointed as Instructor responsible for Direction of General Library Service and Reference Librarian at the Wheeler Library at a monthly salary of \$260.00 effective, September 17, 1945. Miss Lynn received her training at the University of Texas and Columbia University, and comes to us from a position as Assistant Librarian for the United States Chamber of Commerce, Washington, D. C.

(20) Mr. Glenn J. McGowan of Carbondale was appointed as Faculty Assistant at a monthly salary of \$200.00 effective September 8, 1945. Mr. McGowan, who has received his final discharge from the Army last month at the rank of Lieutenant Colonel, is serving as counselor to veterans and other assignments from the President's Office. He is a graduate of Southern.

(21) Mrs. Bonnie Lockwood of Carbondale was appointed as Faculty Assistant at a monthly salary of \$175.00 effective September 10, 1945. She is teaching commerce courses in the University High School and serving as secretary for the Dean of the College of Education. Mrs. Lockwood received her Bachelor of Education Degree from Southern.

(22) Mrs. Lora Bosley of Carbondale has been appointed as Critic at the Buncombe Rural School under the agreement as reported below under IV, The Organization. As explained there, she is an employee of the Buncombe Board of Education,

and the University pays only a portion of her salary, \$190.00 per month for nine months, for services rendered to the University. Mrs. Bosley has been a substitute teacher in the rural schools for several years.

(23) Mrs. Anne Placko Hedges of Carbondale has been appointed as Assistant Critic at the Buncombe Rural School under the agreement as reported below under IV, The Organization. As explained there, she is an employee of the Buncombe Board of Education, and the University pays only a portion of her salary, \$60.00 per month for nine months, in return for services rendered to the University. Mrs. Hedges received the Bachelor of Education Degree from the University.

(24) Dr. Henry J. Rehn has been appointed Dean of the College of Vocations and Professions at an annual salary of \$6,000.00 on a twelve-month basis. He is to begin his services upon his release from his present position, that of Professor of Business Management at Temple University, Philadelphia. Dr. Rehn holds degrees from Oregon State College, University of Oregon, and University of Chicago, his doctor's having been taken at Chicago. His rank here will be that of Professor.

(25) Miss Anna McCann of Murphysboro was appointed as a Faculty Assistant at a monthly salary of \$200.00 for the school year 1945-46 to serve as critic teacher in the fifth grade, Allyn Training School.

(26) Miss Irene Liebig, Home Economics Instructor in the Dupo Community High School, has been appointed to supervise off-campus practice teaching at Dupo of students majoring in Home Economics, for the last six weeks of the fall term and for the remainder of the school year of 1945-46 at a monthly salary of \$25.00.

(27) Mrs. Lucy Rushing Smythe, Home Economics Instructor in the Johnson City Township High School, has been appointed to supervise off-campus practice teaching of students majoring in Home Economics, for the winter and spring terms, 1945-46, at the monthly salary of \$25.00.

C. Adjustments in Payroll for Summer Session, 1945

(1) Dr. T. W. Abbott was on the payroll for twelve weeks of the summer session, 1945, instead of eight as originally scheduled in the April 9, 1945, report to the Board. The additional four weeks' employment was for the purpose of setting up an extension program for the coming school year.

(2) Miss Julia Minnette Barber was released from duty during the summer, 1945, because of her health. She received the usual sick leave pay as provided for in the Salary Schedule—full salary for the first two weeks and half salary for the next six weeks.

(3) Miss Lulu Clark, who was retired from the faculty in 1940, but who returned to teach the first grade in the Allyn Training School last year, 1944-45, continued in that position

for the first six weeks of the summer session, 1945, at the same salary as she had received during the year, \$250.00 per month.

(4) Through inadvertence, the amounts to be paid Dr. William P. Dallmann in July and August, 1945, were interchanged on the Summer Session, 1945, Payroll as submitted to the Board, April 9, 1945. The correct figure for July, 1945, is \$325.00; and that for August, 1945, is \$81.25.

(5) Mrs. Wanda N. Gum, who was scheduled originally for four weeks' employment in August, 1945, served instead during the period June 10-July 20, 1945, at her regular salary as Appraiser at the Veterans Guidance Center located on the campus. As indicated above, she resigned her position at the University effective July 20, 1945.

(6) Mr. Dilla Hall, whose employment for eight weeks had been approved by the Board, was on duty an additional four weeks in August, 1945, serving as Acting Principal of the Campus Laboratory Schools. He was paid for three weeks of the additional four on the August, 1945, payroll, and will be paid for the fourth week in June, 1946. Legal restrictions prevent his being paid before that time.

(7) Dr. Jesse W. Harris, originally scheduled for four weeks' employment in August, 1945, taught instead on a half-time basis during the first eight weeks of the summer because of Miss J. Minnette Barber's illness. There was no change in the amount paid him.

(8) Miss Annemarie Krause, originally scheduled for four weeks' employment in August, 1945, served as Director of Anthony Hall for the entire twelve weeks of the summer. For her work in connection with the Hall, she was paid at the monthly rate of \$300.00 plus \$30.00 maintenance, the salary received by Miss Barber, receiving three-fourths salary during June and July and one-half during August. During August she also taught one-half time at her usual salary rate.

(9) Mrs. Audry Hill Lindsey, originally scheduled for eight weeks' employment in the summer, 1945, was relieved of her duties for that period at her request.

(10) Dr. William Neal Phelps, originally scheduled for eight weeks' employment in the summer, 1945, served an additional four weeks as Appraiser at the Veterans Guidance Center. As in Mr. Dilla Hall's case, he will be paid for the fourth week next June, 1946.

(11) Mr. Lloyd J. Phipps, whose employment for the first eight weeks of the summer, 1945, had been approved by the Board, asked to be relieved of his duties for that period in order that he might begin work on his doctor's degree and that he be permitted instead to work during the last four weeks of the summer, August 6-31, 1945. Since part of his time in August was spent in supervising the cannery, a portion of his salary (\$40.00 of the \$260.00) for that month was paid from that agency fund.

(12) Dr. J. R. Purdy, who was approved for eight weeks' employment in the summer, 1945, was relieved of his duties for that period so he could attend to family affairs in Ohio. He was replaced during the summer by Dr. Rothwell Stephens, as reported above.

(13) Miss Rachel Road's salary for her eight weeks' employment in the summer, 1945, was paid during June and July instead of during three months as originally requested and approved.

(14) Dr. Melvin J. Segal was placed on duty for four weeks additional in the summer session, completing a research project on social studies in the last four weeks of the summer.

(15) Through inadvertence, the amounts to be paid Mr. Shelby Shake in July and August, 1945, were interchanged on the Summer Session, 1945, Payroll as submitted to the Board April 9, 1945. The correct figure for July, 1945, is \$75.00, and that for August, 1945, is \$300.00.

(16) Mrs. Mae T. Smith was employed to teach four-fifths time at her regular salary during the four-week session in August, 1945, in order to take care of the larger enrollment than had been anticipated in the English classes.

(17) Miss Helen Starck was relieved of her duties in the University High School during the summer, 1945, at her request to undertake further graduate study.

(18) Dr. Wellington A. Thalman, who went on sick leave as of May 4, 1945, was unable to return to the campus before August, 1945. He taught during the four-week session, August 6-31, at his regular salary.

(19) Mr. John I. Wright, who receives two-thirds of his salary as Supervisor of Buildings and Grounds, received a full month's salary in both June and August, 1945, since he is employed on a twelve-month basis.

(20) Miss Charlotte Zimmerschied, whose employment for eight weeks in the summer had been approved by the Board, was employed an additional four weeks in August, 1945, teaching physics in the University High School. As in the case of Mr. Dilla Hall, she will be paid for the fourth week next June, 1946.

D. Adjustments in Annual Payroll, 1945-46

(1) The monthly salary for Mrs. Evelyn Rieke should be \$130.00 for September, 1945, to May, 1946. The Board granted her request for a sabbatical leave of absence at the meeting on May 10, 1945.

(2) Mrs. Lucy Fligor is serving as Faculty Assistant in the Kindergarten-Nursery at a monthly salary of \$90.00 for half-time work.

(3) Mrs. Mabel Howell asked to be relieved of her duties as Assistant to the Director of Anthony Hall, women's dormitory, August 1, 1945. Accordingly, she will not receive the \$30.00 maintenance per month as shown on the annual payroll, 1944-45, as approved by the Board.

(4) Miss Louise O'Neil, who has served as a student assistant in the Health Service for the past two years, is serving as a full-time Faculty Assistant in that office for the first six weeks of the fall term, 1945, at a monthly salary of \$175.00 instead of part-time at a monthly salary of \$75.00. Miss O'Neil will leave in October to do graduate work in public health at the University of Michigan.

(5) Miss Jean Stehr has replaced Mrs. Mabel Howell as Assistant to the Director of Anthony Hall. Miss Stehr's monthly salary for 1944-45 as approved by the Board was \$250.00. However, since she will receive maintenance of \$30.00 per month, it is necessary to fix the cash salary at \$240.00 in order not to exceed the maximum provided for in the Salary Schedule for her rank, which is that of Instructor.

E. Leaves of Absence

(1) Mrs. Marjorie Stull, Instructor, serving as librarian in Wheeler Library, requested a maternity leave beginning June 11, 1945, and continuing until some time in the fall.

F. Retirement

(1) Mr. Renzo E. Muckelroy, Professor and Chairman of the Department of Agriculture, who became 68 years of age on November 10, 1944, retired from the faculty September 1, 1945, having served 44 years at S. I. N. U.

(2) Mr. Flemin W. Cox, Associate Professor of Geography who became 69 years of age on November 18, 1944, retired from the faculty September 1, 1945.

(3) Mr. Willis G. Cisne, Director of Placements, who became 70 years of age on February 13, 1945, retired from the faculty September 1, 1945.

A dinner and program is soon to be given in recognition of the long service and contributions to the life of Southern given by Messrs. Muckelroy, Cox, and Cisne; and by Miss Helen A. Baldwin and Miss Lulu Clark, whose retirement has already been reported.

G. Change in Duties

(1) Dr. T. W. Abbott, Professor of Chemistry and Director of Extension, has been asked to assume temporarily the duties of the Director of Placements and the Dean of the College of Liberal Arts and Sciences. He began his work in Placements on September 1, 1945, at no change in salary. He assumed the duties of the Dean on October 1, 1945, at an annual salary of \$5,500.00 on a twelve-months basis.

(2) Dr. Ted R. Ragsdale, Professor of Education, is serving as Acting Principal of the Allyn Training School for the school year 1945-46 at no change in salary.

(3) Mr. Dilla Hall, Assistant Professor and Dean of Boys in the University High School, served as Acting Principal of the Campus Schools in the summer, 1945, during the time Dr. Hal Hall, former Principal, was on vacation and after his resig-

nation. Mr. Hall is serving as Acting Principal of the University High School for the school year 1945-46 at no change in salary.

(4) Miss Lulu Clark has returned to emeritus status after teaching in the Allyn Training School during the year 1944-45. The salary is that which she formerly received as an emeritus member of the faculty, \$137.77 per month.

(5) Miss Helen Baldwin, whose retirement as of June 8, 1945, was approved by the Board at the May 10, 1945, meeting, is temporarily teaching a few advanced Latin students without pay at her own request.

(6) Dr. Charles Tenney, Professor of English and Philosophy, has been acting as Chairman of the Art Department since the beginning of the summer, 1945, at no change in salary.

(7) Mrs. Elsie Parrish McNeill, who has continuously been listed as Instructor in Rural Education, but who has been teaching physics pursuant to authorization of the Board in September, 1942, is being re-assigned to the College of Education (Rural Education) conforming to the said action of the Board which "transferred (her) to the Physics Department for the duration of the war." In fact, during this period she has also given part time to University High School, and this is being continued.

H. Promotions in Rank

(1) I recommend the promotion of Mrs. Mabel Sickman Lane, critic in one of the rural schools, from the rank of Faculty Assistant to that of Instructor effective September 1, 1945, with an accompanying increase in monthly salary from \$200.00 to \$240.00. As reported below Mrs. Lane received her master's degree this past summer.

(2) I recommend the promotion of Mrs. Elizabeth Meehan, critic teacher in the fourth grade at Allyn Training School, from the rank of Faculty Assistant to that of Instructor effective September 1, 1945, at no change in salary. Mrs. Meehan received the master's degree from the University of Illinois several years ago.

I. Returned from Leaves of Absence

(1) Mrs. Dorothy Muzzey, Assistant Professor of Physical Education for Women, returned to the campus at the beginning of the fall term after being on sabbatical leave during the school year 1944-45, when she studied at Columbia University.

(2) Mr. George Bracewell returned to the campus at the beginning of the summer term, 1945, after being on sabbatical leave during the second half of the school year, 1944-45, when he studied at the University of Michigan.

(3) Mrs. Mary Louise Barnes returned to the campus at the beginning of the summer term, 1945, after being on sabbatical leave during the second half of the school year, 1944-45, when she studied at the University of Illinois.

J. Advanced Degrees Received

(1) Miss Jean Stehr of the Department of Physical Education for Women, received the Master of Arts degree this past summer at Texas State College for Women, Denton, Texas.

(2) Mrs. Mabel Sickman Lane of the Rural Education Department, received the M.S. in Education degree this past summer at the University of Illinois.

(3) Mr. William Freeberg of the Department of Physical Education for Men received the M.S. (Physical Education) degree this past summer at the University of Illinois.

III. OTHER SCHOOL EMPLOYEES

A. Replacements

(1) Mr. Willis Bowers, Carbondale, Illinois, was employed June 1, 1945, to replace Mr. Enoch Betts, Laborer-Maintenance, who resigned effective April 30, 1945. Mr. Bowers was employed at a salary of \$110.00 per month; however, he worked only thirteen days in June since he failed to pass his physical examination, and his services were terminated as of June 13, 1945.

(2) Mr. Noah E. Flowers was appointed August 14, 1945, as a replacement for Vern Stearns who resigned April 30, 1945. Mr. Flowers was employed at a salary of \$120.00 per month.

(3) Mr. L. V. Wilson was appointed July 16, 1945, as a replacement for Mr. Willis Bowers whose services were terminated June 13, 1945, upon his failure to pass the physical examination. Mr. Wilson, Laborer-Maintenance, was employed at \$127.00 per month. Mr. Wilson resigned on August 1, 1945, to accept a better position.

(4) Mr. Raymond B. Alexander, Carbondale, Illinois, was employed September 5, 1945, to replace Mr. L. V. Wilson, Laborer-Maintenance. Mr. Alexander was employed at a salary of \$127.00 per month.

B. New Appointments

(1) Mr. Jesse Allen, Janitor I, was employed June 11, 1945, at a salary of \$110.00 per month. Mr. Allen was hired to work in the Residence Hall.

(2) Mr. Paul Eaton, Janitor I, was temporarily employed as a janitor and fireman at our cannery on August 20, 1945. Mr. Eaton was employed at a salary of \$127.00 per month, however, he worked only one day and resigned from his position.

(3) Mr. Virgil J. Schwegman was appointed as a Carpenter at a salary of \$217.50 per month. Mr. Schwegman began work September 1, 1945.

C. Classification and Salary Adjustments

(1) In order to comply with the minimum rate for maintenance carpenters, the salary of Mr. Rollie Heiple, Mainte-

nance-Carpenter, was changed from \$184.00 per month to \$185.00 per month effective July 1, 1945.

(2) Mr. John W. Thornton's salary was increased from \$155.00 to \$172.50 per month since it was mandatory that Mr. Thornton be given a 15% increase although his salary exceeds the maximum rate for his classification of Watchman I.

(3) Mr. Gus Trobaugh's classification has been changed from Janitor II to Storekeeper I as requested by Position Classification Service.

(4) Mr. Howard A. Wiggin's classification was changed from Janitor II to Janitor III as requested by Position Classification Service.

(5) Frances Bowers' salary has been changed from \$127.00 per month to \$130.00 per month, the minimum salary for Cook I.

(6) Mrs. Bertha Rentfro's salary has been changed from \$127.00 to \$130.00 per month, the minimum salary for Cook I.

(7) Mrs. Lyda Windate's classification has been changed from Clerk III to Food Service Supervisor as requested by Position Classification Service.

(8) In accordance with the trade agreement, with the State Building and Construction Trades, the following skilled employees are paid on the basis of 174 hours per month at the prevailing rate for their craft:

Charles M. Hagler, Carpenter, 174 hours at \$1.25.....	\$217.50
Carl B. Kinsey, Carpenter, 174 hours at \$1.25.....	217.50
Harry A. Michael, Plumber, 174 hours at \$1.50.....	261.00
Rudolph Weber, Electrician, 174 hours at \$1.65.....	287.10

Mr. Hagler and Mr. Kinsey's classification was changed from Maintenance Carpenter to Carpenter. Mr. Michael's classification was changed from Maintenance Plumber to Plumber. And Mr. Weber's classification was changed from Maintenance Electrician to Electrician.

D. Resignations

(1) Mrs. Fern Gruber Harbison, resigned August 31, 1945, in order to join her husband who has been discharged from the Army.

E. Retirement

(1) Mr. Lillian R. Coffey, who became seventy-one years of age on October 21, 1944, is now past the normal age for retirement. In view of the fact that it would be difficult to replace him at the present time, the Board is asked to consider retaining him for the year 1945-46, subject to release as soon as a suitable replacement can be found.

IV. ORGANIZATION

A. Appointment of Deans

Since the last report to the Board on May 10, the deans of the three colleges have been appointed. Dr. Eugene R. Fair,

Dean of the College of Education, at the beginning of the summer session; and as the fall term opens Dr. T. W. Abbott, Dean of the College of Liberal Arts and Sciences, and Dr. Henry Rehn, Dean of the College of Vocations and Professions.

Dr. Fair received his Bachelor of Science degree at State Teachers College in Kirksville, Missouri, and was awarded his master's degree at Teachers College at Columbia University, New York, in 1938, and Iowa State University conferred upon him the Doctor of Philosophy degree in history. Dr. Fair comes to Southern with wide teaching and administrative experience.

Dr. Abbott has been on the Chemistry Department faculty since 1927, and has directed our extension work since 1937. He is widely known throughout Southern Illinois in both educational and lay circles, and he has rendered continuous and distinguished service within the University family, in the community, and in the whole region which Southern serves.

Dr. Rehn has a fine record of teaching, research, and business and industrial experience which should prove extremely valuable in developing Southern's new College of Vocations and Professions. A farm boy, with agricultural college training, he has pushed on to the doctoral degree in business. He spent a number of years in the Orient, five of them as controller and general manager for the American Far Eastern Match Company, and has done extensive research in cooperation with business and industry. Backing up his academic degrees, he holds the professional rating of Certified Public Accountant. He is expected on our campus by October 15.

Through these three appointments the plans for progress of Southern have been implemented and a long dreamed-of goal for the Southern Illinois Normal University is being realized.

B. Director of Public Information Service.

The coming of Miss Lorena Drummond to our campus as Director of the University's Information Service and Counselor on Public Relations fills a real need for the centralization and organization of publicity releases, the supervision of alumni and other promotional activities, and the direction of student publications. Miss Drummond has for the past seventeen years been engaged at the University of Texas in publicity and public relations, and served there as editor of their News Service, executive assistant in public relations, and for the past two years she has been Acting Director of Public Relations. In addition, Miss Drummond has served as correspondent for many national newspapers as well as a wide range of business, trade, and professional journals.

You may know that last year Dr. Richard Beyer gave a portion of his time to directing Southern's publicity, an assignment which hitherto had been handled mostly by students. Then with Dr. Beyer's sudden resignation caused by the death of his mother and the necessity of his returning to Pennsylvania,

Southern was left with its publicity unplanned for. Although Miss Louise Bach of the High School, new to her duties, did a better job than could reasonably be expected, her assignment was only temporary, and during the second summer term, there was no publicity whatever. Consequently Miss Drummond's coming in September is most timely and welcomed at Southern. Not only is she proving herself a popular person, but she is recognized as an expert in journalism.

C. Campus Laboratory School Changes

(1) The organization of the Campus Laboratory Schools has been altered somewhat to augment their service and effectiveness. Instead of a single Superintendent, Dr. T. R. Ragsdale devotes the larger part of his time and interest to the improvement of the Allyn Training School as Acting Principal; Mr. Dilla Hall serves separately as Acting Principal of University High School.

(2) A nursery school has been started under the direction of Dr. Sina Mott, Assistant Professor of Pre-School Education, as an addition to our Kindergarten. She is assisted by Mrs. Jean Fligor. The kindergarten has an enrollment of twenty children; the nursery school, fourteen children. Last year the number of pre-school children was twenty-five.

Through the use of paint and carpentry repair the kindergarten cottage is now attractive in appearance. Also a booklet has been prepared in a very personalized manner by Dr. Mott's students under her supervision. This publication is to be distributed among the seniors in the high schools of Southern Illinois. A copy of this publication has been sent to each member of the Board.

D. Agreements with Affiliated Schools

New agreements have been negotiated with the boards of the affiliated schools, Brush School of Carbondale, and Buckles and Buncombe Rural Schools, so that the relationships of the Southern Illinois Normal University may be properly established by contract, and the services of these schools be available to us on a stand-by basis for teacher-training purposes. This has been particularly difficult because of lack of students for practice teaching during the past year, and financial arrangements expected of us.

E. Summer Session Recreation Program

The summer session was broadened by a well-planned recreational program; including for the first term, swimming classes at Crab Orchard Lake. Also four week-end music camps were initiated at Giant City Park with these attractions: (1) recitals by John Jacob Niles, (2) local folk-lore and folk games, (3) orchestra clinic; and (4) choral festival. They pleased not only students but also visitors from a wide territory.

F. Veterans Administration Guidance Center

Services to veterans was extended through the location of a Veterans Administration Guidance Center on May 14, 1945. The University supplies the Center, directed by Mr. W. R. Pinkerton of the United States Veterans Administration, with the full-time of one faculty member and the half-time of another. A third appraiser will be appointed as soon as a person with acceptable qualifications can be located. Lieutenant-Colonel Glenn McGowan, a faculty assistant and graduate student, has, as one of his assignments, the welfare of veterans on the campus of Southern.

G. Graduate Assistantships

The Southern Illinois Normal University has offered for the first time this Fall Term, 1945, graduate assistantships. These are open to graduates of any college and are awarded according to the scholarship of the applicant and to the type of work that interests him. The applicant may receive as much as \$75 per month. Increasing interest is being shown in them.

V. CURRICULUM

A. The Summer Session

The summer session offerings were enriched by two distinguished visiting professor's courses, Dean M. S. Carroll's new courses in Economics and Business Administration, and Vice-President Robert Campbell's course, *The Poet as Artist*.

B. Music and Language Courses

Increased opportunities for lessons in piano, and the beginning of instruction in organ, have been provided through the addition of another member to the music faculty. Also the new necessity for dealing with that country is recognized by offering a beginning course in Russian.

C. Shortages

Some departments are not yet adequately staffed and as a result the course offerings are temporarily curtailed. This situation is due primarily to the policy of keeping open the positions of faculty members engaged in the war effort, and the uncertainty as to which of them will wish to return to Southern.

D. Scholarship Grants by Kellogg Foundation

The Kellogg Foundation has made a grant of \$718.00, to be used by the Southern Illinois Normal University for scholarships to provide in-service training of teachers and others interested in public health education. Dr. Marie Hinrichs, College Physician and Department Head, is completing details of the training program, which will include both a campus health conference for "Egypt", and training in an especially needy community.

E. Extension, fall term, 1945-1946

Southern is offering 18 extension courses: 8 in education; 1 in art; 3 in English; 2 in geography; 1 in music; 1 in health; 1 in philosophy; 1 in economic biology. The extension courses are to be held in the following centers: Anna, Cairo, Carmi, East St Louis, Fairfield, Golconda, Marion, Harrisburg, McLeansboro, Mt. Vernon, Nashville, Pickneyville, Sparta, Waterloo, West Frankfort, Vienna, Alton, Centralia. In the last two centers the courses given are on the graduate level and offered by request and full cooperation.

F. Graduate Work

(1) In the first summer term, 1945, there were fourteen graduate courses: 8 in education; 1 in commerce; 1 in mathematics; 1 in sociology; in the second term, four courses: 2 in education; 1 in English; 1 in mathematics.

(2) This fall, 1945, there are eleven graduate courses: 4 in education; 2 in English; 1 in government; 1 in history; 1 in mathematics; 1 in Spanish; and 1 in Special Research. This is nearly double the courses given in the fall of 1944. Comparing the class registrations of the fall terms the number has increased from 17 to 45.

(3) The graduate courses approved by the Board's Graduate Studies Committee for the fall term, 1945, are as follows:

EDUCATION

Education 426. *Procedures in Individual Guidance*. Four hours.

Education 437 or 537. *Problems in Reading*. Four hours.

Education 515. *Seminar in Advanced Educational Psychology*. Four hours.

Education 545. *Contrasting Philosophies of Education*. Four hours.

Education 561. *Curriculum Adjustment*. Four hours.

BIOLOGICAL SCIENCES

Botany 406. *Fungi*. Five hours.

Zoology 422. *Problems in Histology*. Five hours.

Zoology 500. *Parasitology*. Five hours.

HUMANITIES

English 402. *Chaucer*. Two-four hours.

English 560. *English Drama to 1550*. Four hours.

French 440. *French Literature of the Sixteenth Century*. Two hours.

Spanish 500. *Seminar in Latin American Literature*. Three hours.

MATHEMATICS AND PHYSICAL SCIENCES

Math. 451. *Infinite Series*. Three hours.

- Math. 505. *Topics in Modern Mathematics*. Two hours.
 Chemistry 401. *Physical Chemistry*. Four hours.
 Chemistry 451. *Biological Chemistry*. Four hours.
 Physics 405. *Magnetism and Electricity*. Four hours.

SOCIAL SCIENCES

- Commerce and Business Administration 475. *Budgeting and System in Business Operations*. Four hours.
 Geography 424. *Methods and Problems in Conservation*. Three or four hours.
 Government 507. *Seminar in Post-war Problems*. Three hours.
 History 411. *Readings in 19th Century American Cultural History*. Three hours.
 History 500. *Seminar in Regional History*. Three hours.

VI. BUILDINGS AND GROUNDS

Two major repairs, wiring affecting the heating of the Gymnasium and steam lines affecting three other buildings are urgently needed, and procedures to effect them have been carried out and one contract let to the Petersburg Plumbing and Heating Company, Petersburg, Illinois. We are apprehensive as to the ability of our antiquated heating plant to take care of our buildings this winter.

The Post-war Planning Commission and legislative provisions for the securing of land (including many residences) for Southern's needs give us much satisfaction. There is an acute shortage of space for classroom and other necessary work. Three residences previously secured are in use for classroom teaching and the health service; and several others could be used to great advantage if they could be secured immediately. We are encouraged by the Director's report that an organization is rapidly being effected for securing properties necessary for the erection of new buildings, as well as other properties the need for which may be approved by our Advisory Committee.

Two new faculty members have left after beginning their work, giving as their reason the inability to secure suitable housing. An official residence for the President would have enabled one of them to take over his present rented residence. One or more of a group of four attractive residences, eventually to be surrounded by the University's property, and therefore, properly to be acquired in the University's expansion program, seem to be presently available for purchase, which is recommended.

The campus Committee on Long-Term Planning has been created, and conferences have been held and others arranged with the Department of Architecture and Engineering for preparation of plans for our new buildings.

In order to have more complete facilities, particularly for training war veterans in the College of Vocations and Professions, we have initiated a request for properties of the Illinois Ordnance Plant located a few miles from Carbondale. Having received the powerful assistance of the Director and personal encouragement from representatives of the RFC and the United States War Department, we have hopes of being able to secure part of these properties.

VII. AUXILIARY ENTERPRISES

The statement of profit and loss for the Bookstore, the Cafeteria, and the Residence Hall are given below.

BOOKSTORE

Statement of Profit and Loss July 1, 1944 to June 30, 1945

RECEIPTS:

Sales:			
Supplies	\$4,966.67		
Books	1,468.55		
		\$6,435.22	
Transfers to Departments (Non-cash)		1,130.40	
Penalties		106.50	
Rental fees		8,835.15	
Total receipts			\$16,507.27

EXPENDITURES:

Personal Services:			
Regular	\$2,160.00		
Student	866.33		
		\$3,026.33	
Printing		579.02	
Commodities:			
Stationery, printing and office supplies....	\$1,381.88		
Wearing apparel	1,179.28		
Household, laundry and cleaning supplies....	1.25		
Commodities not otherwise classified....	6,605.79		
		9,168.20	
Total expenditures			\$12,773.55
Excess of receipts over expenditures.....			\$ 3,733.72
Adjustments for Changes in Inventory			
Add: Inventory June 30, 1945 (supplies only).....			58,693.80
			\$62,427.52
Deduct: Inventory July 1, 1944 (supplies only).....			65,069.13
Net Loss			\$2,641.61

CAFETERIA

Statement of Profit and Loss July 1, 1944 to June 30, 1945

RECEIPTS:

Sales—regular	\$30,781.25		
Sales—banquets	1,112.90		
Transfers—(non-cash)	73.69		
Total receipts			\$31,967.84

EXPENDITURES:

Personal Services:			
Regular	\$9,440.40		
Student	5,411.34		
		\$14,851.74	
Contractual Services:			
Repair and maintenance of office furniture and equipment	10.90		
Repair and maintenance of motor vehicles	4.35		
Waste removal, cleaning and exterminat- ing services	907.88		
		923.13	
Travel		24.25	

Commodities:			
Stationery, printing and office supplies...	\$	6.30	
Food supplies		19,274.39	
Wearing apparel		71.28	
Household, laundry and cleaning supplies.		528.57	
Forage, farm and garden supplies.....		3.50	
			19,884.04
Equipment:			
Office furniture and equipment.....			35.64
			<u>*35,718.80</u>
Excess of expenditures over receipts.....			\$3,750.96
Adjustments			
ADDITIONS:			
Bills Holding:			
Bills holding, 6/30/45.....	\$	3,808.85	
Bills holding, 7/1/44.....		2,291.49	
			<u>1,517.36</u>
			\$5,268.32
DEDUCTIONS:			
Inventory:			
Inventory, 6/30/45	\$	1,924.38	
Inventory, 7/1/44		634.62	
			<u>\$1,289.76</u>
Capital Expenditures:			
Equipment:			
Office furniture and equipment.....			35.64
			<u>1,325.40</u>
Net loss			\$3,942.92

* Does not include allocation for water, electricity, heat and rent.

RESIDENCE HALL
Statement of Profit and Loss
July 1, 1944 to June 30, 1945

RECEIPTS:			
Room and board.....	\$	22,714.35	
Extra meals and lodging.....		170.35	
Transfers—(non-cash)		140.00	
			<u>\$23,024.70</u>
EXPENDITURES:			
Personal Services:			
Regular	\$	4,340.02	
Contractual Services:			
Repair and maintenance of office furni- ture and equipment.....	\$	2.05	
Repair and maintenance of motor ve- hicles		2.96	
Repair and maintenance of machinery and mechanical equipment		140.10	
Repair and maintenance services not otherwise classified		29.89	
Waste removal, cleaning and exterminat- ing services		685.70	
			<u>860.70</u>
Office Expenses:			
Subscriptions, information services and Association dues			76.45
Commodities:			
Stationery, printing and office supplies...	\$	1.60	
Structural and maintenance materials and fixtures		7.08	
Medical, scientific and laboratory supplies.		75.50	
Food supplies		7,267.27	
Household, laundry and cleaning supplies.		502.62	
Forage, farm and garden supplies.....		2.50	
Commodities not otherwise classified.....		13.74	
			<u>7,870.31</u>
Equipment:			
Household equipment and furnishings....		220.60	
Machinery, implements and major tools...		95.00	
Library books, maps, paintings and speci- mens		3.88	
Equipment not otherwise classified.....		136.00	
			<u>455.48</u>
Total expenditures			<u>*13,602.96</u>
Excess of receipts over expenditures.....			\$9,421.74

* Does not include allocation of expenditures for water, electricity and heat charged to physical plant.

Adjustments

ADDITIONS:

Inventory:			
Inventory, 6/30/45	\$3,965.54	
Inventory, 7/1/44	3,365.83	
		<hr/>	\$599.71
Capital Expenditures:			
Equipment:			
Household equipment and furnishings.		220.60	
Machinery, implements and major tools	95.00	
Library books, maps, paintings and specimens	3.88	
Equipment not otherwise classified...	136.00	
		<hr/>	455.48
			<hr/>
			\$1,055.19
			<hr/>
			\$10,476.93
DEDUCTIONS:			
Bills holding, 6/30/45	1,223.61	
		<hr/>	
Net profit		\$9,253.32

VIII. STUDENT LIFE

A. Student Employment

Since a special policy is to encourage student self help, the money allotted for the employment of students during the year has been increased from \$55,000.00 to \$75,800.00. The number of students now employed is 197. To reward ability and experience, beginning September 10, we are inaugurating a classified system of student-employment. Student employees are now classified into: (1) instructional assistance, (2) sub-technical and sub-managerial service, (3) clerical service, and (4) buildings, grounds, and auxiliary enterprise services. The base pay is \$.30 an hour. The range for the various classifications varies from \$.30 to \$.75 an hour. A five cent an hour increase is recommended for each year of successful experience.

B. Revival of Interest in Fraternities

With the return of 83 veterans to the campus and the total enrollment of men passing the three hundred mark, four of the fraternities which were closed for the war period are renewing their activities and are now in the process of reorganization. One strong group is Gamma Iota Alpha, for veterans only. There will also need to be a revival of an Interfraternity Council.

C. Student Housing

Housing of students is becoming increasingly difficult. Fourteen men recently organized a cooperative house, but this of course is only a start in meeting the serious housing problem confronting Southern. Some of the data included in a letter to the Chairman of the Housing Committee of the Board, pictures the situation at Carbondale, as follows:

"The present facilities are:

1. One girls' dormitory, capacity, eighty-one students. This dormitory houses about 12 per cent of the women students. The actual waiting list is 200. There were actually 350 requests for rooms at Anthony Hall. We

lose many women students because Southern cannot provide supervised dormitories.

2. Private homes, three sororities, three women's and one boy's cooperative house. Mrs. Pulliam, Director of Housing, from a recent and careful survey of Carbondale's capacity to house students submits these figures:
 - a. The available room capacity for men in Carbondale is 320. The number of men occupying rooms is 300. The enrollment of men is 330.
 - b. The available room capacity for women in Carbondale is 622. The number of women occupying room space is 636. The total enrollment of women is 737. (There are a number of men and women commuters.)
 - c. The Veterans Administration reports that housing is the greatest problem facing the returned married veterans wishing to make their homes in Carbondale and attend the University."

IX. MISCELLANEOUS

A. Publications

(1) Besides the "Letters to High School Seniors" prepared by the students in Pre-School Education, a second publication is now being distributed by Southern to the high schools in Southern Illinois. The twenty-three page booklet, "Chemistry at Southern", is fully illustrated and will serve to acquaint interested persons with the opportunities for studying chemistry at Carbondale.

(2) In addition to the above, a "Graduate Bulletin", an "Alumni Directory", the "Inauguration Bulletin", and "Samples of Writing by Freshmen Students" are now "in press". Southern will be pleased to send out copies of these publications in the near future.

B. Equalization of Teachers' Loads

During the summer and fall it has been necessary to equalize teaching loads of the members of the faculty, assuring full duty for all without overloading any, thereby conforming to our rating associations' standards. There has also been an effort to equalize committee assignments.

C. Student Publications Council

Student publications at Southern are now operating under a plan evolved gradually and put into working form during the opening of school this fall. It is believed that this council and the formulation of policies therein will be a factor in improving the quality and character of student publications at Southern.

D. Radio Programs Expanded

Effective October 1, 1945, Southern's two radio programs will be broadcast over both WJPF, Herrin, and WEBQ, Harris-

burg. Heretofore, one program has gone over each network, but last week arrangements were concluded with both stations to carry both programs simultaneously, thus doubling our radio outlets. Moreover, for the first time, Southern's athletic events will be broadcast over WJPF.

E. Community and Regional Cooperation and Service

Southern has been serving as host to many and various groups. Some of the conferences, exhibits and meetings held on the campus in recent months have been these:

- May 28, 1945—Illinois Welfare Association
- June 7—Southern Alumni Association
- July 10, 11, 12—Annual Exhibit of Books and School Equipment
- July 11—Schoolmen's Conference on School Legislation, Federal and State
- July 11—Farmers Field Day
- July 18, 19—Annual Conference of Parent Teachers Association
- August 1—Peach Inspection School
- August 1—Southern Illinois Delegations on Airport Facilities
- August 4—U. S. Army Air Forces Surplus Equipment Demonstration
- August 7, 8, 9—County Superintendents Conference
- August 22—Vocational Agriculture Teachers
- August 23—Public School Administrators Conference
- October 2—Southern Illinois Schoolmasters' Club

X. SUMMARY

- A. The list of graduates for June 8, 1945.
- B. The list of graduates for August 3, 1945.
- C. The list of graduates for August 31, 1945.
- D. The resignation of Dr. William Dallmann effective August 3, 1945.
- E. The resignation of Miss Rachel Road effective August 1, 1945.
- F. The resignation of Dr. Judson T. Landis effective July 23, 1945.
- G. The resignation of Dr. Hal Hall effective July 1, 1945.
- H. The resignation of Dr. Wanda Newsum Gum effective July 20, 1945.
- I. The resignation of Dr. Richard L. Beyer effective June 8, 1945.
- J. The resignation of Mr. Emerson S. VanCleave effective August 31, 1945.
- K. The resignation of Mr. Tracy L. Bryant effective September 1, 1945.
- L. The resignation of Dr. Sherman B. Barnes effective September 1, 1945.

M. The resignation of Dr. Melvin Segal effective August 31, 1945.

N. The resignation of Lt. Douglas F. Parry effective September 1, 1945.

O. The resignation of Mr. Robert Fries effective September 20, 1945.

P. The resignation of Mr. Lloyd J. Phipps effective September 14, 1945.

Q. The appointment of Dr. Eugene R. Fair as Dean of the College of Education, effective June 11, 1945, at a salary of \$5,500.00 on a 12-month basis.

R. The appointment of Mrs. Dorothea Swan as Assistant Professor of Art effective June, 1945, at a monthly salary of \$273.00.

S. The temporary appointment of Dr. Monroe S. Carroll as Professor and Consultant in the College of Vocations and Professions, at a monthly salary of \$450.00 for the twelve weeks of the summer, 1945.

T. The temporary appointment of Dr. Rothwell Stephens as Professor of Mathematics at a monthly salary of \$360.00 for eight weeks in the summer, 1945.

U. The temporary appointment of Mrs. Lois Hickok Nelson as Faculty Assistant in the office of the President at a monthly salary of \$150.00 for June and July, 1945.

V. The temporary appointment of Mr. Robert Allen as Instructor in History at a monthly salary of \$100.00 to teach half time for eight weeks in the summer, 1945.

W. The temporary appointment of Miss Mary Belle Cravor as Faculty Assistant in the Library at a monthly salary of \$160.00 for the period June 6-August 7, 1945.

X. The temporary appointment of Dr. Robert Campbell as Professor of English and Consultant at a salary of \$325.00 for the second summer session, 1945, of four weeks.

Y. The appointment of Miss Helen Louise Narber as Assistant Professor at a monthly salary of \$210.00 effective September 10, 1945.

Z. The appointment of Miss Anna Klasson Neufeld as Instructor in Foreign Languages at a monthly salary of \$200.00 for three-fourths time work effective September 10, 1945.

AA. The appointment of Dr. Harold E. Briggs as Professor and Chairman of the Department of History at a monthly salary of \$400.00 effective September 10, 1945.

BB. The appointment of Dr. William A. Pitkin as Associate Professor of Social Sciences at a monthly salary of \$365.00 effective September 10, 1945.

CC. The appointment of Miss Lorena Drummond as Director of Publicity and Counselor on Public Relations at a monthly salary of \$325.00 on a 12-month basis effective September 10, 1945.

DD. The appointment of Dr. Lawrence Clark as Associate

Professor of Sociology at a monthly salary of \$350.00 on a 12-month basis effective September 10, 1945.

EE. The appointment of Dr. Laird T. Hites as Associate Professor at a monthly salary of \$340.00 effective September 10, 1945.

FF. The appointment of Miss Mary Jane Hantz as Instructor in Music at a monthly salary of \$262.00 effective September 10, 1945.

GG. The appointment of Mr. Robert Fries as Instructor of Music at a monthly salary of \$260.00 effective September 10, 1945.

HH. The appointment of Mr. John Wharton as Instructor in Music at a monthly salary of \$250.00 to replace Mr. Fries effective September 21, 1945.

II. The appointment of Miss Thelma Lynn as Instructor and Reference Librarian at a monthly salary of \$260.00 effective September 17, 1945.

JJ. The appointment of Mr. Glenn J. McGowan as Faculty Assistant at a monthly salary of \$200.00 effective September 8, 1945.

KK. The appointment of Mrs. Bonnie Lockwood as Faculty Assistant, University High School, at a monthly salary of \$175.00 effective September 10, 1945.

LL. The appointment of Mrs. Lora Bosley as critic at the Buncombe Rural School at a salary of \$190.00 for nine months effective September 10, 1945.

MM. The appointment of Mrs. Anne Placke Hodges as Assistant Critic at the Buncombe Rural School at a monthly salary of \$60.00, effective September 10, 1945.

NN. The appointment of Dr. Henry J. Rehn as Dean of College of Vocations and Professions and Professor at an annual salary of \$6,000.00 on a 12-month basis effective this fall as soon as he can secure his release from his present position.

OO. The appointment of Miss Anna McCann as a Faculty Assistant at a monthly salary of \$200.00 effective September 10, 1945.

PP. The appointment of Miss Irene Liebig as supervisor of off-campus practice in Home Economics in the Dupo Community High School for the last six weeks of fall term and for the remainder of the school year of 1945-46 at a monthly salary of \$25.00.

QQ. The appointment of Mrs. Lucy Rushing Smythe as supervisor of off-campus practice teaching in Home Economics in the Johnston City Township High School for the winter and spring terms, 1945-46, at a monthly salary of \$25.00.

RR. The employment of Dr. T. W. Abbott for an additional four weeks in August, 1945, at the same salary as received in the first eight weeks.

SS. The release of Miss Julia Minnette Barber from duty during the summer of 1945 because of her health.

TT. The employment of Miss Lulu Clark during the summer of 1945 at \$250.00 per month.

UU. The interchanging on the summer session, 1945, payroll of the amounts to be paid Dr. William P. Dallmann for July and August, 1945.

VV. The employment of Mrs. Wanda Gum at her regular salary as Appraiser of the Guidance Center during the period June 10-July 20, 1945.

WW. The employment of Mr. Dilla Hall as Acting Principal of the Campus Laboratory Schools for an additional four weeks in August, 1945, at his regular salary.

XX. The employment of Dr. Jesse W. Harris on a half-time basis for the first eight weeks of summer session instead of four weeks in August, 1945, at his regular salary.

YY. The employment of Miss Annamarie Krause as part-time Director of Anthony Hall for twelve weeks at a salary rate of \$300.00 plus \$30.00 maintenance and as part-time Assistant Professor of Geography during four weeks in August, 1945, at a salary rate of \$280.00.

ZZ. The release of Mrs. Audry Hill Lindsey from duty for eight weeks of the summer session, 1945.

AAA. The employment of Dr. William Neal Phelps as Appraiser at the Veterans' Guidance Center for an additional four weeks in August, 1945, at his regular salary.

BBB. The release of Mr. Lloyd J. Phipps from duty for the first eight weeks of the summer, 1945, and subsequent employment during the four weeks in August, 1945.

CCC. The release of Dr. J. R. Purdy from duty for the first eight weeks of the summer, 1945.

DDD. The payment of Miss Rachel Road's salary for eight weeks' employment in the summer, 1945, during June and July instead of during three months as originally requested and approved.

EEE. The employment of Dr. Melvin J. Segal for four weeks additional in the summer session, 1945.

FFF. The interchanging on the summer session, 1945, payroll of the amounts to be paid Mr. Shelby Shake for July and August.

GGG. The employment of Mrs. Mae T. Smith to teach four-fifths time at her regular salary during the four-week session in August, 1945.

HHH. The release of Miss Helen Starck from her duties in the University High School during the summer, 1945.

III. The release of Dr. Wellington A. Thalman from duties from May 4, 1945 to August, 1945.

JJJ. The payment of salary at his regular rate to Mr. John I. Wright for August, 1945.

KKK. The employment of Miss Charlotte Zimmerschied for an additional four weeks in August, 1945, at her regular salary.

LLL. The payment of \$130.00 per month for September, 1945, to May, 1945, to Mrs. Evelyn Rieke, who is on sabbatical leave.

MMM. The payment of Mrs. Lucy Fligor a monthly salary of \$90.00 for half-time work as Faculty Assistant in the Kindergarten-Nursery effective September 10, 1945.

NNN. The relieving of Mrs. Mabel Howell of her duties as Assistant to the Director at Anthony Hall effective August 1, 1945, and discontinuance of maintenance.

OOO. The appointment of Miss Louise O'Neil as Faculty Assistant in the Health Service for the first six weeks of the fall term, 1945, at a monthly salary of \$175.00.

PPP. The appointment of Miss Jean Stehr as Assistant to the Director of Anthony Hall effective September 1, 1945, and the accompanying adjustment in salary of adding \$30.00 maintenance per month and changing the cash salary from \$250.00 to \$240.00.

QQQ. The granting of a maternity leave to Mrs. Marjorie Stull beginning June 11, 1945, and continuing until some time in the fall of 1945.

RRR. The retirement of Mr. Renzo E. Muckelroy effective September 1, 1945.

SSS. The retirement of Mr. Flemin W. Cox effective September 1, 1945.

TTT. The retirement of Mr. Willis G. Cisne effective September 1, 1945.

UUU. The addition in Dr. T. W. Abbott's duties of those of Director of Placements effective September 1, 1945, and those of the Dean of the College of Liberal Arts and Sciences effective October 1, 1945, the latter at an annual salary of \$5,500.00.

VVV. The assigning of Dr. Ted R. Ragsdale as Acting Principal of the Allyn Training School for the school year, 1945-46.

WWW. The assigning of Dr. Dilla Hall as Acting Principal of the Campus Laboratory Schools for the summer, 1945, and as Acting Principal of the University High School for the school year, 1945-46, at no change in salary.

XXX. The return of Miss Lulu Clark to emeritus status at her former emeritus salary of \$137.77 per month after teaching in the Allyn Training School during the school year 1944-45.

YYY. Miss Helen Baldwin's teaching a few advanced Latin students without pay at her request.

ZZZ. The assignment of Dr. Charles Tenney as Acting Head of the Department of Art effective at the beginning of the summer, 1945, without change in salary.

AAAA. The return of Mrs. Elsie Parrish McNeill to the College of Education conforming to the action of the Board at its meeting in September, 1942.

BBBB. The promotion in rank of Mrs. Mabel Sickman Lane from Faculty Assistant to Instructor effective September

1, 1945, with an accompanying increase in salary from \$200.00 to \$240.00.

CCCC. The promotion in rank of Mrs. Elizabeth Meehan from Faculty Assistant to Instructor effective September 1, 1945, at no change in salary.

DDDD. The employment of Mr. Willis Bowers, Laborer-Maintenance, June 1, 1945, at a monthly salary of \$110.00 to replace Mr. Enoch Betts, and the termination of Mr. Bowers' services on June 13, 1945.

EEEE. The employment of Mr. Noah E. Flowers, August 14, 1945, at a monthly salary of \$120.00 and acceptance of the resignation of Mr. Vern Stearns whom he replaces.

FFFF. The employment of Mr. L. V. Wilson, Laborer-Maintenance, July 16, 1945, at a monthly salary of \$127.00 to replace Mr. Willis Bowers, and Mr. Wilson's subsequent resignation on August 1, 1945.

GGGG. The employment of Mr. Raymond B. Alexander, Laborer-Maintenance, September 5, 1945, at a salary of \$127.00 per month to replace Mr. L. V. Wilson.

HHHH. The appointment of Mr. Jesse Allen, Janitor I, June 11, 1945, at a salary of \$110.00 per month for work in the Residence Hall.

IIII. The temporary employment of Mr. Paul Eaton, Janitor I, August 20, 1945, as janitor and fireman at the cannery at a salary of \$127.00 per month, and Mr. Eaton's resignation after one day of work.

JJJJ. The appointment of Mr. Virgil J. Schwegman as Carpenter at a salary of \$217.50 per month effective September 1, 1945.

KKKK. The change in Mr. Rollie Heiple's salary effective July 1, 1945, from \$184.00 to \$185.00 to comply with the minimum rate of maintenance carpenters.

LLLL. The change in Mr. John W. Thornton's salary from \$155.00 to \$175.00 per month effective July 1, 1945, to conform to the legal requirements of 15% raise.

MMMM. The change in Mr. Gus Trobaugh's classification from Janitor II to Storekeeper I as requested by Position Classification Service.

NNNN. The change in Mr. Howard A. Wiggins' classification from Janitor II to Janitor III as requested by Position Classification Service.

OOOO. The change in Francis Bower's salary from \$127.00 to \$130.00 per month, the minimum salary of Cook I.

PPPP. The change in Mrs. Bertha Rentfro's salary from \$127.00 to \$130.00 per month, the minimum salary for Cook I.

QQQQ. The change in Mrs. Lyda Windate's classification from Clerk III to Food Service Supervisor as requested by Position Classification Service.

RRRR. The payment of the following skilled employees at the rates indicated in accordance with the Board's trade agreement:

Charles M. Hagler, Carpenter, 174 hours at \$1.25.....	\$217.50
Carl B. Kinsey, Carpenter, 174 hours at \$1.25.....	217.50
Harry A. Michael, Plumber, 174 hours at \$1.50.....	261.00
Rudolph Weber, Electrician, 174 hours at \$1.65.....	287.10

The change in the classification of Mr. Hagler and Mr. Kinsey from Maintenance Carpenter to Carpenter; the change in Mr. Michael's classification from Maintenance Plumber to Plumber; and the change in Mr. Weber's classification from Maintenance Electrician to Electrician.

SSSS. The resignation of Mrs. Fern Gruber effective August 31, 1945.

TTTT. The retaining of Mr. Lillian R. Coffey until a suitable replacement can be found.

Respectfully submitted,

CHESTER F. LAY, *President.*