

8-11-1919

# Proceedings of the Normal School Board of the State of Illinois

Illinois Department of Registration and Education

Illinois Normal School Board

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STATE OF ILLINOIS  
DEPARTMENT OF REGISTRATION AND EDUCATION

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THE NORMAL SCHOOL BOARD

EX-OFFICIO MEMBERS

FRANCIS W. SHEPARDSON, Director of Registration  
and Education, Springfield, *Chairman*

FRANCIS G. BLAIR, Superintendent of Public In-  
struction, Springfield, *Secretary*

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APPOINTED MEMBERS

1917-1919

ROLAND BRIDGES, Carbondale  
CHARLES L. CAPEN, Bloomington  
JOHN C. ALLEN, Monmouth

1917-1921

FRANK E. RICHEY, LaSalle  
HENRY A. NEAL, Charleston  
ELMER T. WALKER, Macomb

1917-1923

FRANK B. STITT, El Paso  
LEROY A. GODDARD, Chicago  
WILLIAM B. OWEN, Chicago

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PRESIDENTS OF NORMAL SCHOOLS

DAVID FELMLEY, A. B., LL.D., L. H. D.,  
State Normal University, Normal.

HENRY W. SHRYOCK, Ph. B.,  
Southern Illinois State Normal University, Carbondale.

J. STANLEY BROWN, A. B., LL. D.,  
Northern Illinois State Normal School, DeKalb.

LIVINGSTON C. LORD, A. M., LL. D.,  
Eastern Illinois State Normal School, Charleston.

WALTER P. MORGAN, A. B., A. M.,  
Western Illinois State Normal School, Macomb.

## NOTE

With the enactment of the Civil Administrative Code by the Fiftieth General Assembly, the five separate boards of trustees in charge of the State normal schools were succeeded by the State Normal School Board, consisting of nine members appointed by the Governor, and two ex-officio members—the Director of the Department of Registration and Education, who is designated as Chairman of the Board, and the Superintendent of Public Instruction, who is designated as Secretary of the Board.

This law became effective July 1st, 1917. Governor Frank O. Lowden appointed the following members who, together with the ex-officio members, constituted the first State Normal School Board. In June, 1919, Mr. Brown retired from the Board, being succeeded by Frank B. Stitt, of El Paso.

For term expiring 2d Monday, January, 1923.

J. Stanley Brown	Joliet
Leroy A. Goddard	Chicago
Wm. B. Owen	Chicago

For term expiring 2d Monday, January, 1921.

Frank E. Richey	LaSalle
Henry A. Neal	Charleston
Elmer T. Walker	Macomb

For term expiring January, 1919.

Roland Bridges	Carbondale
Charles L. Capen	Bloomington
John C. Allen	Monmouth

The law requires that the Board should hold at least five meetings each year, one at each of the five normal schools.

FRANCIS G. BLAIR, *Secretary*.

## STANDING COMMITTEES

### *Buildings and Grounds*

Mr. Richey  
Mr. Neal  
Mr. Allen  
The Chairman  
The Secretary

### *Rules and Regulations*

Mr. Goddard  
Mr. Capen  
Mr. Walker  
The Chairman  
The Secretary

### *Administration and Finance*

Mr. Stitt  
Mr. Owen  
Mr. Bridges  
The Chairman  
The Secretary

## MINUTES OF THE MEETING OF THE NORMAL SCHOOL BOARD.

Springfield, Illinois,  
August 11th, 1919.

The Normal School Board met in the office of the Chairman of the Board at nine o'clock, Monday morning, August 11th. The following members were present:

Messrs. Capen, Neal, Stitt, Walker, Shepardson, and Blair.  
Absent—Messrs. Allen, Bridges, Goddard, Owen, and Richey.

All of the presidents of the normal schools were present.

The minutes of the previous meeting were read and approved.

The Chairman gave formal notice to the Board of the resignation of J. Stanley Brown as a member of the Board and the appointment of Mr. Frank B. Stitt, of El Paso, to fill the vacancy.

He called the attention of the Board to the physical condition of President John W. Cook.

He also reported that following the discussion at the previous meeting of the minimum wage for normal school teachers, he had taken the matter up with the Governor and together they had secured a modification of the salaries in the normal school salary bill so as to provide a thousand dollars as the lowest salary for any teacher employed for a year in the normal schools.

He called attention to the fact that the auditor, in auditing the accounts of the farms, book stores, and dormitories in connection with the normal schools, had raised certain questions. These matters were discussed, but no action taken.

He reported that the special committee appointed by him to be present at the dedication of the building at Macomb in June, consisting of Messrs. Allen, Walker, and Shepardson, attended the exercises, but as there was not a quorum of the Board present, no business was transacted.

The Board ordered that the minutes of its meetings during the year beginning July 1, 1918, and ending June 30, 1919, should be assembled and published under the direction of the Secretary, and that hereafter the minutes of each meeting should be published after being approved at the subsequent meeting.

President Felmley offered the following report.

He suggested a uniform form for the reports which the presidents of the normal schools make to the Board. The suggestion was unanimously approved by the Board. A committee, consisting of the Chairman of the Board and the presidents of the five normal schools, was appointed to decide upon the form.

His recommendation of appointments of teachers and schedules of salaries for the year of 36 weeks was approved by the Board.

His recommendation with respect to the resignations and appointments to fill vacancies was approved by the Board. The Board approved the recommendation for a year's leave of absence to Miss Ann Bell without pay. The recommendations for graduation were approved.



Normal, Illinois,  
August 11, 1919.

*To the Chairman and Members of the State Normal School Board:*

GENTLEMEN: I have the honor to submit the following report of the condition and work of the State Normal University since your last meeting.

The table of attendance for the year ending June 8, 1919, as compared with the preceding year is as follows:

	Year 1917-18	Year 1918-19	Percent decrease or increase
Teachers' College—			
Senior College Graduates.....	11	12	+ 9
Junior College Graduates.....	60	41	-32
Total students.....	197	133	-32
Normal School—			
Graduates.....	112	83	-26
Total students.....	2,503	2,070	-17
High School—			
Graduates.....	60	39	-35
Other students.....	240	236	- 2
Elementary School.....	511	599	+17
School at S. O. Home.....	452	412	-10
Extension students.....	310	227	-27
Correspondence students.....	.....	225	.....
Grand total, no person counted twice.....	4,213	3,901	- 8

#### Normal Department and Teachers' College.

Fall Term.....	605	381	-37
Winter Term.....	591	351	-41
Spring Term.....	488	339	-31
Mid-Spring Term.....	140	83	-40
First Summer Term.....	1,823	1,579	-13
Second Summer Term.....	456	382	-16
Average daily attendance above 8th grade 36 weeks....	1,000	731	-27

Since June 8, the attendance has shown a healthy growth.

	1918-19	1919-20	Percent increase
First Summer Term.....	1,579	1,742	11
Second Summer Term.....	382	520	36

The second summer term is used most by people who wish to spend the entire summer in study or by teachers whose schools close late. We find that 193 are enrolled for both summer terms. The second term attracts students from a relatively wider area than the first, and always includes a considerable number who continue their studies in the fall term.

#### TEACHERS AND EMPLOYES FOR 1919-20.

The total per annum appropriation for salaries and wages for each year of the biennium is \$179,366, an increase over 1917-18 of 16% per cent.

The following table exhibits the proposed list of teachers and employees for 1919-20 with salary for nine months, for the summer school, the increase over last year, and the percent of increase. The variation in percents is due to a variety of reasons, but usually low percents of increase are found in the case of teachers lately employed or recently receiving a considerable increase.

	36 wks.	6 wks.	Increase	Increase %
Administration—DAVID FELMLEY, President .....	5,000	.....	0	0
Manchester, O. L. .... Economics—Dean .....	3,195	525	720	24
Turner, Edwin, .... Director Training School .....	3,195	525	720	24
Pringle, Ralph W. .... Principal High School .....	2,835	465	600	22
Professors—				
Schroeder, H. H. .... Education .....	2,655	435	590	24
Holmes, M. J. .... Education .....	2,655	435	590	24
Ridgley, D. C. .... Geography .....	2,655	435	590	24
Pricer, John L. .... Biology .....	2,610	390	500	20
Beyer, W. A. L. .... Polit. Science .....	2,610	390	500	20
Newell, A. C. .... Manual Training .....	2,520	390	410	16
Sanford, C. M. .... Public Speaking .....	2,520	390	410	16
Colby, J. Rose. .... Literature .....	2,430	390	320	13
Howe, George H. .... Mathematics .....	2,430	390	320	13
Westhoff, Frank W. .... Music .....	2,340	360	360	15
Williams, A. R. .... Accounting .....	2,340	360	500	23
Bone, Hugh A. .... History .....	2,340	360	400	17
Barber, Fred D. .... Physics .....	2,160	360	300	13
Adams, H. W. .... Chemistry .....	2,160	360	320	14
Peterson, H. A. .... Psychology .....	2,160	360	360	17
Eyman, Ralph. .... Agriculture .....	2,025	565	90	4
Assistant Professors—				
James, H. F. .... Art .....	2,070	330	360	18
Clark, Lydia. .... Physical Education for Women .....	2,070	130	580	36
Kuderna, J. G. .... Education .....	1,980	330	310	15
Linkins, Ralph H. .... Zoology .....	1,710	300	210	12
Barton, O. Lillian. .... Dean of Women .....	1,710	300	390	24
Patterson, Alice J. .... Nature Study .....	1,710	300	390	24
Parsons, Kiturah. .... Domestic Science .....	1,620	312	252	15
Atkin, Edith. .... Mathematics .....	1,620	270	390	26
Sheldon, Eleanor. .... Head of Fell Hall .....	1,530	270	200	12
Salter, Pearl. .... Domestic Art .....	1,530	210	120	7
Instructors—				
Barger, Thomas. .... High School Physics .....	1,800	300	400	24
Lalane, Vincent. .... French .....	1,800	.....	300	20
Cavins, Elmer. .... Orthography .....	1,620	270	90	5
Russell, H. H. .... Athletics .....	1,620	270	270	17
Dragoo, Alva W. .... Manual Training .....	1,620	270	290	18
Owen, Grace A. .... Reading .....	1,620	180	180	11
Ela, Clarissa E. .... Drawing .....	1,530	255	165	10
Blackburn, Eunice. .... Geography .....	1,485	240	325	23
Blake, Anna. .... Physiology .....	1,485	240	225	15
Benson, Edna G. .... Design .....	1,485	240	225	15
Cooper, Annetta B. .... Domestic Art .....	1,395	225	120	8
Scott, Ruby. .... Rhetoric .....	1,395	225	120	8
Maxey, Mina. .... Latin .....	1,395	225	300	23
Whitten, Jennie. .... Spanish .....	1,395	225	New	.....
Glasgow, Ruth. .... Physical Education for Women .....	1,395	225	220	16
Sorenson, Marie. .... English Grammar .....	1,395	225	120	8
Geussenhainer, Lilah. .... Domestic Science .....	1,260	240	100	7
Fay, Agnes E. .... Music .....	1,260	240	240	19
Fairchild, Caroline. .... Shorthand .....	1,260	240	300	25
Steele, Mae K. .... English .....	1,260	.....	360	40
Moberly, Grace. .... Gymnastics .....	1,000	180	New	.....
Training Teachers—				
Lee, Margaret E. .... Kindergarten .....	1,620	270	290	18
Lancaster, Thomas J. .... 8th Grade .....	1,620	180	300	20
Hamilton, Alma. .... High School .....	1,395	240	235	17
Thompson, Nellie C. .... 1st Grade .....	1,395	180	175	12
Eyestone, Lura M. .... 2nd Grade .....	1,350	225	175	12
Berry, Idella R. .... 3rd Grade .....	1,350	225	175	12
Dillon, Jessie M. .... 4th Grade .....	1,350	225	175	12
Thoene, Christine. .... 5th Grade .....	1,350	225	175	12
Dexheimer, Lora. .... 6th Grade .....	1,350	225	175	12
Imboden, Irma. .... 7th Grade .....	1,350	150	100	7
Stephens, Gertrude. .... High School .....	1,260	240	100	7
Latta, Georgia. .... Kindergarten .....	1,260	210	270	22
Soldiers' Orphans' Home—				
Boley, Arthur. .... Principal Soldiers' Orphans' Home .....	1,620	.....	.....	.....
Robinson, Mrs. Bessie S. .... 3rd Grade .....	1,000	.....	280	39
Davis, Roberta. .... 4th Grade .....	1,000	.....	280	39
Alexander, Portia. .... 4th Grade .....	1,000	.....	280	39
Litchfield, Ruth. .... 3rd Grade .....	1,000	.....	280	39
Larrick, Caroline. .... 2nd Grade .....	1,000	.....	280	39
Gates, Anne E. .... 2nd Grade .....	1,000	.....	210	27
Heller, Lottie. .... 1st and 2nd Grade .....	1,000	.....	280	39
Snyder, Florence. .... Kindergarten and 1st Grade .....	1,000	.....	250	33

		36 wks.	6 wks.	Increase	Increase %
The Library—					
Milner, Ange V.....	Librarian.....	1,170	260	110	8
Laidlaw, Elizabeth.....	Assistant Librarian.....	900	200	100	10
Kelley, Edna.....	Library Assistant.....	600	170	55	8
Frieda Dierssen.....	Cataloguer.....	Per yr.	.....	.....	.....
	Catalogue Clerk.....	935	.....	110	13
Employees—					
Dodge, Flora P.....	Secretary-President.....	1,200	.....	300	33
Morris, Vernie C.....	Stenographer.....	1,200	.....	300	33
Funk, Irene.....	Stenographer.....	720	.....	0	0
Carstairs, Katherine.....	Registration Clerk.....	1,000	.....	160	19
Turner, Jennie.....	Cashier.....	960	.....	240	33
Mead, Herman.....	Engineer.....	1,600	.....	400	33
Havens, J. Daniel.....	Fireman.....	960	.....	240	33
Hill, Roy.....	Fireman.....	960	.....	240	33
	Fireman (26 wks.).....	480	.....	New	.....
Poster, George.....	Superintendent Grounds.....	1,440	.....	240	20
Crutchley, Fred.....	Gardener.....	900	.....	180	25
Rice, W. A.....	Head Janitor.....	1,200	.....	300	33
Harris, Carter.....	Janitor.....	960	.....	180	22
Rowley, George W.....	Janitor.....	960	.....	180	22
Hise, William.....	Janitor.....	960	.....	180	22
Rogers, Ernest.....	Janitor.....	900	.....	180	25
Warlitz, Bruno.....	Janitor.....	900	.....	180	25
	Watchman.....	900	.....	180	25
Student Help.....	.....	750	.....	460	158
Laborers.....	.....	981	.....	.....	.....
Lecturers.....	.....	500	.....	.....	.....
Pianist.....	.....	200	.....	.....	.....
Garden Supervisor.....	.....	50	.....	.....	.....
Commencement.....	.....	75	.....	.....	.....

## THE FACULTY.

Messrs. Ridgley and Cavins and Miss Sheldon, recently engaged in Y. M. C. A. work in France, will take up their work in September. Mr. Ralph E. Linkins, Asst. Professor of Zoology resumed his work in April.

Austin E. Wilber, director of extension work, and Edgar Packard, director of the country school department, have left the institution because of the abolition of their positions.

Miss Kiturah Parsons, director of household science, absent during fifteen months because of ill-health, resumed her work during the first summer term.

Miss Lydia Clark, director of physical education for women, will return in September after a year's study in Columbia University.

Mr. Thomas J. Wilson, training teacher in the eighth grade, was made defendant in a divorce suit on May 12, 1919. The next day he resigned. Mr. Fred Hartin of Xenia, a returned soldier of our class of 1917, was secured to finish the term. I recommend as his successor Thomas J. Lancaster, of Staunton, a graduate of our Teachers' College, class of 1916, at a salary of \$1,620 for 36 weeks. Mr. Lancaster has served as superintendent of schools at Donovan and at Washburn.

Miss Mary Ann Bell, training teacher in the seventh grade, asks for a year's leave of absence because of ill-health. I recommend that it be granted, and that Miss Irma F. Imboden, of Decatur, class of 1918, be appointed to this position for the year. Miss Imboden served the past year as principal of the elementary schools of Arcola.

Miss Olive M. Eddy, instructor in Latin, has resigned. I recommend as her successor, Miss Mina Maxey, for the past seven years principal of the high school at Carlyle, at a salary of \$1,395 for 36 weeks.



Miss Maxey is a graduate of the University of Illinois and of the University of Chicago.

For the vacant positions in the school at the S. O. Home I recommend, each at a salary of \$1,000 for 36 weeks:

Roberta Lee Davis, of Carrollton, class of 1914.  
 Portia Alexander, of Bloomington.  
 Ruth Irene Litchfield, of Toluca, class of 1917.  
 Caroline Larrick, of Bloomington, class of 1917.

For instructor in French, I recommend Vincent Lalane of Chicago, at a salary of \$1,800. Mr. Lalane is a graduate of the College Condorset, of Paris. He is 34 years of age and has been in America four years.

For instructor in mechanical drawing, I recommend the appointment of Alva William Dragoo of our class of 1917, at a salary of \$1,620 for 36 weeks. Mr. Dragoo for the past two years has been superintendent of schools at Arthur, Illinois.

For instructor in shorthand and typewriting, I recommend the appointment of Caroline Fairchild, of Jackson, Michigan, at a salary of \$1,260 for 36 weeks.

When the Budget Commission completed its work in November, 1918, just after the signing of the armistice, it was believed by those having the determining voice that prices would recede rapidly from the war level. The scale adopted for our teachers and employees at that time seemed to them just and ample. Later events have shown their view of the probable course of prices to be erroneous, consequently our employees are being tempted to leave us. Since July 1, we have lost our library cataloguer, our assistant gardener, our night watchman and one janitor. Our scale is too low. The Alton shops near-by with a minimum wage of \$3.50 for 8 hours, and a prospect of substantial increase makes our \$2.89 for nine hours or more seem small.

During the past year we paid out of our Farm, Bookstore and Dormitory Funds \$1,146.15 to supplement the scanty salaries provided by the 50th General Assembly. It now looks as if we shall be obliged to resume this practise during the current biennium.

## THE SUMMER SCHOOL.

The attendance is as follows:

	Men	Women	Total
First Summer Term, ending July 18.....	149	1,593	1,742
Second Summer Term, ending August 27.....	83	439	522

Because of resignations and increased attendance some changes in the faculty were necessary. We employed, not previously reported:

<i>Mid-Spring Term—</i>			
Opal Jones, High School History.....			\$175
L. W. Hacker, Grammar and Arithmetic.....			225
<i>First Summer Term—</i>			
Clyde Bagleton, History.....			250
Grace Huffington, Domestic Science.....			225
Eulalia Tortat, Geography.....			50
<i>Second Summer Term—</i>			
Martha Hunt, Mathematics.....			300
Sarah L. Doubt, Biology.....			250
Frances Foote, Reading.....			250

I respectfully request the approval of this action.



In addition to the names submitted in April, the faculty recommends for graduation:

*From the Junior College*

Mildred Amelia Green  
Frederick Ferdinand Beckman  
Kenneth C. Jones

*From the Upper Grades Curriculum*

Sarah Jane McMillan

*In Art and Design*

Frances Adams Rentchler

*In Manual Training*

Hallie H. Gillis

REPORT OF THE NORMAL UNIVERSITY FARM  
YEAR ENDING JUNE 30, 1919

Balance June 30, 1918.....	\$ 1,306.80
Receipts June 30, 1918-June 30, 1919.....	17,146.86

	18,453.66
Expenditures June 30, 1918-June 30, 1919.....	16,950.14

Balance June 30, 1919.....	\$ 1,503.52
Bills receivable.....	1,016.00

Total Balance June 30, 1919.....	2,519.52
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<i>Receipts.</i>		<i>Expenditures.</i>	
Milk.....	\$ 9,555.28	Regular Labor.....	\$ 2,439.08
Calves.....	867.58	Student Labor.....	1,993.15
Pigs.....	5,220.89	Extra Labor.....	1,269.19
Eggs.....	228.22	Gas and Oil.....	112.15
Hens and Ducks.....	175.49	Tires.....	54.42
Horses.....	250.00	Ford Repair.....	208.91
Horse Labor.....	340.74	New Ford Motor.....	581.04
Potatoes.....	73.87	Building Repair.....	899.41
Machine rent.....	102.11	Machine Repair.....	473.31
Miscellaneous sales.....	332.68	Mill Feeds and Hay.....	6,950.80
	\$17,146.86	Dairy Supplies.....	576.95
Bills receivable—		Light, Water Power.....	298.55
Milk.....	816.00	Veterinary Services.....	267.57
Horses.....	200.00	Live Stock.....	295.86
This is in excess of bills payable.		Miscellaneous.....	529.75
Total.....	\$18,162.86		\$16,950.14

An accurate statement would include inventories of July 1, 1918, and July 1, 1919.

FINANCIAL REPORT OF THE NORMAL UNIVERSITY BOOK EXCHANGE

Cash in Bank on July 1, 1918.....	\$2,136.67	
Inventory.....	5,938.39	\$ 8,075.06
Cash in Bank on July 10, 1919.....	\$1,905.29	
Inventory.....	6,710.10	\$ 8,615.48
Net Gain.....		\$ 540.42

<i>Receipts</i>		
Cash on hand, July 1, 1918.....	\$ 2,136.67	
Deposited in Bank during year.....	9,719.12	\$11,855.79

<i>Disbursements.</i>		
Paid for books and stationery.....	\$ 9,503.35	
Paid for student labor in book store.....	22.48	
Paid for additional salaries of engineer, carpenter, etc.....	424.67	
Cash in Bank, June 30, 1919.....	1,905.29	\$11,855.79

REPORT OF THE RECEIPTS AND EXPENDITURES AT FELL HALL FROM ITS OPENING  
JUNE 15, 1918, TO JUNE 30, 1919.

Received for Room Rent.....	\$ 8,358.92
Received for Board.....	20,785.14
Received for Laundry.....	294.62
Received for Miscellaneous.....	552.23
	\$29,990.91

Paid for Salaries.....	\$ 4,882.92
Office.....	253.98
Food.....	12,339.62
Fuel, Lights, and Water.....	2,786.08
Household.....	341.06
Library and Amusements.....	70.85
Repairs.....	22.79
Extra Labor.....	601.48
Miscellaneous and Equipment.....	1,239.45
	<hr/>
	\$22,538.23
Receipts.....	\$29,990.91
Expenses.....	22,538.23
	<hr/>
	\$ 7,452.68

This large balance is partly due to the fact that 150 students had prepaid board, and 83 room rent for three weeks, about \$2,500.

We have bought a piano, \$700.

ILLINOIS STATE NORMAL UNIVERSITY  
CASH COLLECTIONS FROM ALL SOURCES

FOR THE YEAR ENDING JUNE 30, 1919

All transmitted to FRANCIS W. SHEPARDSON, Chairman.

Tuition and term fees, Resident Students.....	\$ 9,832.64
Extension and Correspondence fees.....	1,115.00
Laboratory fees.....	344.50
Smith-Hughes Federal Vocational Fund.....	3,335.00
Lunches served by Domestic Science Department.....	369.56
Alumni Register.....	28.81
S. O. Home, for instruction.....	6,613.85
Petty sales of vegetables, baled paper, and junk, laboratory breakage, locker rent, etc..	760.21
	<hr/>
	\$22,399.57

I am including in this report an account of the receipts and expenditures of the Farm, the Dormitory, and the Book Exchange, and also a report of the receipts transmitted to the State Treasury.

Respectfully submitted,

DAVID FELMLEY, *President.*

The following question was raised by a member of the Board: Should the published salary of a normal school teacher be the amount he is paid for the 36 weeks' service, or the total amount he is paid for the 36 weeks and the summer school? The answer was made that the annual salary of a normal school teacher is the salary which is paid for the 36 weeks' work which constitute the regular normal school year.

President Shryock presented the following report.

His recommendations for appointments of teachers for the year 1919-1920 were approved.

Carbondale, Illinois,

July 2, 1919.

To the Chairman and Members of the Normal School Board:

I herewith submit a report for your consideration:

We closed the spring term with a total enrollment as follows:

Normal department.....	677
High School department.....	130
	<hr/>
Total.....	807

Our commencement exercises were held Wednesday, June 18, the address being given by Dr. Edward Howard Griggs. The graduating class numbered ninety-seven:

Normal department.....	66
High School department.....	30
Degree course.....	1
Total.....	97

Attached will be found a list of the names.

The summer session opened Thursday, June 19. Our enrollment to date is 661. I am submitting the enrollment for the past five years, so that you may see the significance of the present attendance:

1915.....	633
1916.....	952
1917.....	554
1918.....	414
1919.....	661

Mr. F. G. Warren, of the mathematics department; Miss Mary M. Steagall, of the biology; Miss Emma L. Bowyer, of the English department; left at the beginning of commencement week to enter the University of Chicago to do advanced degree work. They will be in the University for the entire summer. Two members of the faculty assisted us for the first two weeks of the summer session, and their services were needed, but after the school was once organized and definitely on its way we found that they could be spared. The following names will not appear on the pay roll for the last four weeks of the summer session:

Miss Fadra R. Holmes, of the training school, has been excused to give a course of lectures at Valley City, North Dakota.

Mr. Renzo Muckelroy, of the department of agriculture, will enter the University of Wisconsin at the opening of its summer term to continue his advanced degree work.

## SENIORS 1919

### *Normal Department*

Ahl, Orville, Carbondale, Illinois.  
 Ballance, Irene Burton, Vienna, Illinois.  
 Barringer, Ruth, Jonesboro, Illinois.  
 Batson, Aileen, Carbondale, Illinois.  
 Bell, Dovia Muriel, Pulaski, Illinois.  
 Berg, Pearl I., Mt. Erie, Illinois.  
 Boyd, Grace Marie, Carbondale, Illinois.  
 Bremer, Mary, Round Knob, Illinois.  
 Brohm, Henry D., Carbondale, Illinois.  
 Browne, Richard, Carbondale, Illinois.  
 Bunting, Theresa Viola, Mt. Erie, Illinois.  
 Butcher, Edna, Carbondale, Illinois.  
 Cathcart, M. Evelyn, Marissa, Illinois.  
 Cathcart, Jennie, Marissa, Illinois.  
 Colp, Virginia Nelle, Carterville, Illinois.  
 Colyer, Mary Katherine, Carbondale, Illinois.  
 Creager, Clarence Otho, Carbondale, Illinois.  
 Craig, Agnes T., Marion Illinois.  
 Davis, Oma Loraine, Vienna, Illinois.  
 Du Comb, Ruth Edith, Keyesport, Illinois.  
 Forth, Nena, Wayne City, Illinois.  
 Frederick, Grace Alberta, Fairfield, Illinois.  
 Fulkerson, Elbert, Norris City, Illinois.  
 Gates, Villa Lee, Alto Pass, Illinois.  
 Gibbs, Ethel, Carbondale, Illinois.  
 Goings, Mildred, Carbondale, Illinois.  
 Gregg, Paul J., Carbondale, Illinois.



Halter, Ella, Carbondale, Illinois.  
 Hartley, Beula Fern, Centralia, Illinois.  
 Hayes, Blanche La Rue, Hillsboro, Illinois.  
 Hempler, Margaret M., Metropolis, Illinois.  
 Hees, Helen, Jonesboro, Illinois.  
 Hicks, Mary Iona, McLeansboro, Illinois.  
 Hodson, Mary Esther, Belleville, Illinois.  
 Huck, Mabel Luella, Nashville, Illinois.  
 Huck, Pearl, Nashville, Illinois.  
 Johnson, Bertha Alice, Eldorado, Illinois.  
 Jones, Anna B., Murphysboro, Illinois.  
 Jones, Lena C., Marion, Illinois.  
 Kelley, Fannie, Marion, Illinois.  
 Kerley, Ottie R., Simpson, Illinois.  
 Klosterman, Elsa, Irvington, Illinois.  
 Klosterman, Julia, Irvington, Illinois.  
 Kunze, Ernest J., Marissa, Illinois.  
 Lewis, Grace Phillips, Carbondale, Illinois.  
 Lollar, Theron A., Carbondale, Illinois.  
 Lyrley, Linnet Trainer, Wolf Lake, Illinois.  
 Mallrich, Julius H., Mascoutah, Illinois.  
 Malone, Lucy T., Pinckneyville, Illinois.  
 McLaughlin, Marguerite, Coulterville, Illinois.  
 McOmber, Anne, Glencoe, Illinois.  
 Miles, Edward Vieuxtemps, Carbondale, Illinois.  
 Miller, Alfred Frederick, Carbondale, Illinois.  
 Minner, Zota, Carbondale, Illinois.  
 Morgan, Muriel, Granite City, Illinois.  
 Moschenross, Clarence R., Vandalia, Illinois.  
 Peterson, Clara Amanda, Worcester, Massachusetts.  
 Phillips, Mary H., Burnt Prairie, Illinois.  
 Randle, Leroy, Caseyville, Illinois.  
 Rauch, Ruth, Carbondale, Illinois.  
 Rawlings, Opal, Murphysboro, Illinois.  
 Reed, Daisy, Herrin, Illinois.  
 Rife, William E., Villa Ridge, Illinois.  
 Schluter, Ira L., Dongola, Illinois.  
 Stroud, Ruth, Cobden, Illinois.  
 Vick, Kate, Carterville, Illinois.

*Degree Course*

McGinnis, Charles A., Metropolis, Illinois.

I recommend the employment of the following faculty for the coming year:

FACULTY LIST FOR 1919-1920.

President, Head English Department—

H. W. Shryock, Ph. B. . . . . \$5,000 52 weeks

Professors—

G. W. Smith, A. M., History and Civics. . . . . 3,000 36 weeks  
 G. D. Wham, Ed. B., Psychology and Pedagogy. . . . . 3,000 36 weeks  
 W. A. Furr, A. M., Superintendent Training School. . . . . 3,000 36 weeks  
 D. B. Parkinson, A. M., Ph. D., Physics. . . . . 1,500 36 weeks  
 W. T. Felts, Ed. B., Mathematics. . . . . 2,800 36 weeks  
 S. E. Boomer, A. M., Physics. . . . . 2,800 36 weeks  
 J. P. Gilbert, A. M., Biology. . . . . 2,800 36 weeks  
 F. H. Colyer, A. B., Geography and Geology. . . . . 3,600 36 weeks  
 R. E. Muckelroy, S. B., Agriculture. . . . . 2,600 36 weeks  
 G. M. Browne, Chemistry. . . . . 2,600 36 weeks

Assistant Professors—

J. M. Pierce, A. M., French and Spanish. . . . . 2,300 36 weeks  
 L. C. Peterson, S. B., Manual Arts. . . . . 2,300 36 weeks  
 F. G. Warren, A. B., Mathematics. . . . . 2,300 36 weeks  
 W. M. Bailey, S. M., Biology. . . . . 2,100 36 weeks  
 W. O. Brown, A. B., Rural School Work. . . . . 2,100 36 weeks  
 G. C. Bainum, A. B., Head Music Department. . . . . 2,100 36 weeks  
 E. G. Lantz, History and Civics. . . . . 2,000 36 weeks  
 William P. Lodge, Physical Training, Men. . . . . 2,000 36 weeks  
 Tracy L. Bryant, Commercial, Registrar and Business Agent. . . . . 1,800 36 weeks  
 Inez L. Hollenberger, Ph. B., Physical Training, Women. . . . . 1,800 36 weeks  
 Mary M. Steagall, Ph. B., Ed. B., Biology. . . . . 1,800 36 weeks

Emma L. Bowyer, A. B., English.....	\$1,800	36 weeks
Helen A. Baldwin, A. M., Latin.....	1,800	36 weeks
Elizabeth C. Hickson, A. M., English.....	1,800	36 weeks
Instructors—		
Grace E. Jones, Household Arts.....	1,700	36 weeks
Gladys P. Williams, Drawing and Design.....	1,700	36 weeks
Anne McOmber, Commercial.....	1,600	36 weeks
Mae Trovillion, A. M., English.....	1,600	36 weeks
Jennie Mitchell, A. B., English, Dramatic Art.....	1,500	36 weeks
Grace L. Burket, Drawing and Design.....	1,500	36 weeks
Lucy K. Woody, Household Arts.....	1,400	36 weeks
Wanda Newsum, Physical Training, Women.....	1,400	36 weeks
Edward Miles, Commercial Dept.....	1,350	36 weeks
May Hayes, Music.....	1,200	36 weeks
Ralph Swain, Music.....	1,000	36 weeks
Julia Chastains, Music.....	800	36 weeks
Critics—		
W. G. Cisne, Principal, Junior High School.....	1,900	36 weeks
Florence P. King, Grades 1 and 2.....	1,600	36 weeks
Fadra R. Holmes, Grades 5 and 6.....	1,600	36 weeks
Edith Bell, Junior High School.....	1,500	36 weeks
Lulu R. Clark, Grades 3 and 4.....	1,400	36 weeks
Alice Parkinson, Special, Grades 1—5.....	1,400	36 weeks
Sue Hutchison, A. M., Junior High School.....	1,400	36 weeks
Gertrude Fokhard, Librarian.....	1,100	36 weeks
*Kate W. Youngblood, Secretary to the President.....	.....	36 weeks
Lulu P. Cross, Acting Secretary to the President.....	1,800	36 weeks
Frank Lauder, Engineer.....	1,200	36 weeks
John Amon, Head Janitor.....	1,200	36 weeks
Frank Bowers, Fireman.....	1,100	36 weeks
J. L. Livingston, Fireman.....	1,000	36 weeks
W. H. Goddard, Janitor.....	1,000	36 weeks
Frank Mayhew, Janitor.....	900	36 weeks
George Cruze, Farmer.....	900	36 weeks
W. T. Nooner, Janitor.....	840	36 weeks
J. L. Rippetoe, Watchman.....	840	36 weeks
Roy E. Roach, Farm Laborer.....	720	36 weeks
Isom Jones, Laborer.....	240	36 weeks
Student and Transient Help.....	2,770	36 weeks
Total.....	\$102,860	

The only persons withdrawing from the faculty are Miss Mary B. Sheridan, who was serving in the place of Miss Sue Hutchison, who has returned to us; and Mr. F. A. Powers, who was acting head of the music department in the absence of Mr. Bainum.

In addition to the re-employment of the members of the faculty named in the list submitted, I recommend Miss Elizabeth Hickson, of the Madison, South Dakota, Normal School, as assistant in the department of English, at a salary of \$1,800 for the thirty-six weeks; head of the athletic department, Mr. William P. Lodge, Battle Creek, Michigan, salary \$2,000. Both of these to begin their work September 30, 1919.

Since the body of the above report was written we have lost our Mr. R. V. Black, head of the commercial department, and accountant for the school. Mr. Black has been with the school for seventeen years, and had placed his department among the big things of the school. He died very suddenly following an operation for appendicitis. I am recommending that his assistant, Mr. Tracy L. Bryant, be made the head of the department, ranking as assistant professor, with a salary of \$1,800 for the thirty-six weeks. Mr. Bryant had nearly five years of work as a student under Mr. Black, served for one year as an accountant in the army camp at Janesville, Ohio, and has had six months as Mr. Black's assistant in the office here.

For the assistant's place in the commercial department, made vacant by the promotion of Mr. Tracy L. Bryant, I recommend Mr. Edward V. Miles. Mr. Miles is a graduate of our commercial depart-

\*Leave of absence without salary.



ment. He was in military service five months. He has been serving as assistant in the commercial department since Mr. Black's death.

Respectfully submitted,

H. W. SHRYOCK, *President.*

President Lord presented the following report.

His recommendations for appointments of teachers for the summer session and for the school year 1919-1920 were approved.

Charleston, Illinois.

*To the Chairman and Members of the Normal School Board, Springfield, Ill.*

GENTLEMEN: I have the honor to report attendance as follows for the school years 1917-1918 and 1918-1919:

	Year 1917-1918		Year 1918-1919	
NORMAL SCHOOL—				
Regular year.....		425		300
Summer term.....	(1917)	722	(1918)	658
Summer term students counted in regular year.....		96		77
Total attending in summer term only.....		— 626	—	581
SENIOR HIGH SCHOOL.....				
				11
TRAINING SCHOOL—				
Junior High School:				
Ninth Grade.....		86		101
Seventh and eighth grades.....		84 170	64	165
The first six grades.....		— 228	—	219
GRAND TOTAL.....				
		1,449		1,276
SUMMER SCHOOLS				
	1916	1917	1918	1919
Men.....	162	78	38	60
Women.....	861	644	620	674
Total.....	1,023	722	658	734

I wish to report the following appointments for the six weeks' summer school—June 9 to July 18, 1919:

Catherine C. Creighton.....	Penmanship.....	\$175.00
Bert Hudgins.....	Geography.....	200.00
Bess Lowry.....	Librarian.....	175.00
Mabel Shaw.....	Physical Education.....	175.00
(To take the place of Katherine J. Farrer, who resigned)		
Ethel M. Stanley.....	Librarian.....	250.00
N. S. Vial.....	Agriculture.....	250.00

I wish to submit the following recommendations for the year 1919-1920:

L. C. Lord.....	President.....	\$5,000
E. H. Taylor.....	Mathematics.....	2,800 36 weeks
Ellen A. Ford.....	Latin.....	2,800 36 weeks
Lester M. Wilson.....	Psychology.....	2,800 36 weeks
Fiske Allen.....	Supervisor of Training School.....	2,700 36 weeks
S. E. Thomas.....	History.....	2,600 36 weeks
Florence V. Skeffington.....	English.....	2,600 36 weeks
Isabel McKinney.....	English.....	2,400 36 weeks
Albert B. Crowe.....	Physical Sciences.....	2,400 36 weeks
Thomas L. Hankinson.....	Biological Sciences.....	2,400 36 weeks
Howard DeF. Widger.....	English.....	2,350 36 weeks
N. S. Vial.....	Agriculture.....	2,100 36 weeks
Annie L. Weller.....	Geography.....	2,000 36 weeks
Arthur G. Vestal.....	Biological Sciences.....	2,000 36 weeks
L. F. Ashley.....	Manual Arts.....	2,000 36 weeks
Raymond L. Modesitt.....	Mathematics.....	2,000 36 weeks
Charles P. Lantz.....	Physical Education.....	2,000 36 weeks
Friederich Koch.....	Music.....	1,900 36 weeks
Marguerite Rooke.....	Home Economics.....	1,500 36 weeks
Beryl English.....	History.....	1,500 36 weeks
Earl R. K. Daniels.....	English.....	1,500 36 weeks
Ruth Major.....	Music.....	1,500 36 weeks



Edna M. Gifford.....	Drawing.....	\$1,500	36 weeks
Anabel Johnson.....	French.....	1,500	36 weeks
Madge Myers.....	Latin and Mathematics.....	1,500	36 weeks
Margaret C. Hammett.....	Physical Education.....	1,400	36 weeks
Helen Fern Daringer.....	English.....	1,300	36 weeks
Dorothy Hitchcock.....	Drawing.....	1,200	36 weeks
Edith E. Ragan.....	Training Teacher, 8th grade.....	1,700	36 weeks
Emma Newell.....	Training Teacher, 7th grade.....	1,500	36 weeks
Gilberta Coffman.....	Training Teacher, 6th grade.....	1,650	36 weeks
Jessie L. Forde.....	Training Teacher, 5th grade.....	1,350	36 weeks
Mellie E. Bishop.....	Training Teacher, 4th grade.....	1,450	36 weeks
Florence E. Gardiner.....	Training Teacher, 3rd grade.....	1,700	36 weeks
Grace Geddes.....	Training Teacher, 2nd grade.....	1,500	36 weeks
Anna H. Morse.....	Training Teacher, 1st grade.....	1,700	36 weeks
Edith C. Wood.....	Training Teacher, Primary grades.....	1,350	36 weeks
Olive Bucks.....	Training Teacher, History.....	1,500	36 weeks
Mercie E. Pierce.....	Instructor and Nurse.....	900	36 weeks
Mary J. Booth.....	Librarian.....	1,456	36 weeks
	Assistant Librarian.....	1,026	36 weeks
Lois F. Shortess.....	Assistant in Library.....	729	36 weeks
Grace Ewalt.....	Registrar and Secretary to President.....	2,500	36 weeks
Winifred D. Cooper.....	Clerk and Stenographer.....	1,400	36 weeks
Aly J. Alexander.....	Stenographer.....	1,000	36 weeks
Granvil Shafer.....	Head Janitor.....	1,260	36 weeks
Frank Adams.....	Janitor.....	840	36 weeks
H. G. Kerr.....	Janitor.....	840	36 weeks
J. Elmer Neal.....	Janitor.....	840	36 weeks
Newton Walker.....	Janitor.....	840	36 weeks
Edson Clodfelter.....	Engineer.....	1,740	36 weeks
John Livingston.....	Fireman.....	960	36 weeks
	Fireman.....	840	36 weeks
Walter H. Nehrling.....	Superintendent of Grounds.....	1,680	36 weeks
B. F. Waters.....	Night Watchman.....	900	36 weeks
William H. McFadden.....	Laborer.....	840	36 weeks
Lewis M. Pattison.....	Laborer.....	840	36 weeks
Harry L. White.....	Laborer.....	840	36 weeks
Otto I. Schmaelzle.....	Laborer (8 months).....	560	
Total.....		\$97,483	

Yours very truly,

L. C. LORD, *President.*

President Morgan presented the following report.

His recommendations for appointments of teachers for the year 1919-1920 were approved by the Board. His appointments of teachers for the summer school since the last meeting of the Board were approved.

His report on the extension work was discussed. Certain enlargements and additions were suggested and the report was ordered printed with the minutes of the meeting. (Report printed with minutes of meeting held October 27th, 1919, at Macomb).

His suggestion respecting scholarships in the normal schools of allied countries was discussed, but no action taken.

## WESTERN ILLINOIS STATE NORMAL SCHOOL.

Macomb, Illinois,

August 11, 1919.

*To the Chairman and Members of the Normal School Board:*

GENTLEMEN: I submit the following report:

1. During the school year just closed the attendance has been as follows:

	Men	Women*	Total
College Department.....	5	38	53
Normal Department.....	190	793	983
Extension Department.....	39	353	392
Training School.....	87	97	184
Total.....	321	1,281	1,612

Of this number 71 men and 568 women were in the summer school lately closed. This indicates a considerable decrease over last year except for the summer term, which shows an increase.

2. At the June commencement one was granted the Bachelor of Science degree in education; twenty-four were granted the general normal school diploma; one was granted a special diploma in mathematics and science; three were given certificates for the completion of the Country School curriculum and thirty-six had progressed far enough in one of the long courses to have credits equivalent to four years of high school work. These were granted academic diplomas. In addition to these one of the seniors who went into service in May, 1918, and requested that his diploma be held until he returned, was back and received a normal school diploma.

In July, one was granted the Bachelor of Science degree in education, thirty-four received general diplomas, seven received special diplomas, three were given certificates showing the completion of the Country School course and eleven were granted academic diplomas. The July list is submitted herewith as it was recommended by the faculty. I ask your approval of this list of graduates.

#### TWELFTH GRADE

Kate Adams  
Corrine Bolles  
Lucie Burnham  
Ruth G. Byrne  
Irene Jobe

Doris Leach  
Meda E. Lee  
Ruby McGants  
Alvah Pearsall  
Mary Jewel Stone  
Edward Wells

#### COUNTRY SCHOOL COURSE

Ethel Barrett  
Maie Tallant

Grace C. Walker

#### NORMAL

Effie Beal  
Ruth Beck  
Marjorie Binns  
Thomas V. Brooking  
Margaret Clark  
Ida Coulthard  
Mildred Fagan  
Oral D. Harrison  
Royal A. Harshbarger  
Hazel Hurlbutt  
Frederick W. Jobe  
Laura E. Kaempfen  
Frederica Keller  
J. Howard Knowles  
Georgia Lackens  
Alma Lundeen  
Jennie M. McAvoy

Adelaide H. McGee  
Bernadine McLernon  
Hazel Edna Medus  
Alice L. Mitchell  
Lawrence Mullen  
Ruby Mullen  
Alvah Pearsall  
Cecilio Putong  
Ethel Ray  
Edith Louise Richardson  
Esther Rowland  
Vera Rosalind Sellner  
Roy E. Simpson  
Dorothy Churchill Slater  
Etta Cordelia Stannus  
Mabel Waters  
Grace Weatherhead

#### SPECIAL

##### DRAWING AND DESIGN

Ruth McGill Rodgers

##### HOUSEHOLD ARTS

May E. Nance

Esther Rowland

##### LIBRARY ECONOMY

Ruby Mullen

##### MUSIC AND DRAWING

Marjorie Binns

##### MUSIC

Maude McGann

##### PRIMARY

Alma Lundeen

##### COLLEGE

Harold Knowles



3. At the end of the biennium, July 1, 1919, our expenditures and balances showed as follows:

	Appropriations	Expenditures	Balance
Salaries and Wages.....	\$160,954.00	\$160,949.00	\$ 5.00
*Office Expenses.....	9,600.00	8,435.00	1,165.00
Traveling Expenses.....	1,500.00	1,499.00	1.00
Operating Supplies and Expenses.....	11,000.00	11,000.00	0.00
Repairs.....	4,000.00	3,801.00	199.00
Equipment.....	12,500.00	12,500.00	0.00
†Permanent Improvements.....	70,970.00	70,952.00	18.00
Contingency and Reserve.....	56,080.00	25,464.00	30,616 00
Total.....	\$326,604.00	\$294,600.00	\$32,004.00

This contingent fund is the entire amount appropriated to cover the running expenses of the dormitory and all fees collected by the school and turned into the state treasury. The dormitory was not operated by the state. This is the reason for the large balance.

4. It has been necessary since your last meeting for me to employ teachers for the summer term just closed at the salaries stated for six weeks as follows:

Alice M. Murray, assistant in biology, \$210.  
T. L. Bouse, assistant in mathematics, \$225.  
Nina Vail, student assistant to training teacher, \$30.  
Grace Terrill, student assistant to training teacher, \$30.  
Miss Mabel Sweet, head of the Music Department, was called home on account of her mother's sickness and Miss Bertha Kelz was appointed at a salary of \$205. I ask your approval.

5. Two letters have come to me from President J. G. Grabbe, of Greeley, Colorado, who is secretary of the American Association of Teachers' Colleges. He suggests the offering of scholarships to students from allied countries. What is your pleasure in the matter?

6. I was very much interested in the one-half mill tax for the support of the normal schools and had weekly conferences with Mr. Pace to stimulate his enthusiasm for the bill. He seemed to give the bill which he introduced in the House every attention. He reported that it was passed in the House with a very comfortable majority, but that the Senate bill never got through. He and I do not know why. If we are to attempt to pass such a bill in two years we should begin soon, it seems to me. I raise this question at this time so that we may have the matter discussed.

7. As soon as the appropriations were approved we set about making the improvements and repairs provided for. Quite a good many of the rooms in the main building are to be redecorated and many of the wood floors are to be repainted, the cornice is to be repaired and painted, the outside woodwork is to be painted and the terrazzo floors are to be refinished. An estimate is being prepared for the painting of the walls in the Arts Building. The outside woodwork on Monroe Hall is to be painted and a few minor repairs made. The draft in the stack in the boiler room is to be improved so as to increase the capacity of the plant and enable it to meet the demands of the new building. The outside walls of the heating plant are to be painted. The roofs on all of the buildings are to have slight repairs. Besides the repair work, \$3,500 is to be put in walks and drives about the new building and fire escapes are to be put on Monroe Hall at a probable cost of \$2,000.

8. I have prepared a condensed report on our extension work for the past eight years which I wish to take time to make. It is as follows:

9. Mr. Herbert Bassett, who was granted a year's leave to do work for the War Trade Bureau, is ready to return. Therefore Mr. Otto Harris, who was assisting in the department of geography, will not return. Miss Fanny Jackson, who has been head librarian for seven years, wishes a year's leave of absence to rest. This should be granted. I have included another name instead of hers in the faculty list for the coming year. Mr. Edwin Foss, who has been assisting in the department of chemistry and physics and also directing the band, has resigned to accept a high school principalship in Minneapolis. I have recommended his successor in the faculty list. Miss Eloise Ramsey, teacher of public speaking and English, and Miss Livia Youngquist, training teacher in the fourth grade, have just resigned. Mr. Louis A. Tohill who has been an assistant in the history and civics department, has been advised by his doctor

\*Our annual catalog is to be paid for out of the balance in this fund. It will probably exhaust it.

†The unexpended balance to the amount of \$30,970.00 which was left from the appropriation for a New School of Arts at the close of the biennium June 30, 1917, was reappropriated by the 50th General Assembly and an additional \$40,000 was appropriated by them to finish and furnish it.



that he should take a year's rest. He is therefore asking for a year's leave of absence for that period. I recommend that it be granted. The successors for these three teachers have not yet been selected, but I will make arrangements for them at once and report at the next meeting.

10. The following is a list of teachers and other employees for the school for the present year beginning July 1st, rates as provided in the estimate submitted and appropriations as passed. The salaries for teachers are rated on the thirty-six weeks basis, and other employees, including the president, on the fifty-two weeks basis:—

#### SALARIES OF FACULTY FOR 36 WEEKS

S. B. Hursh, Professor and Dean (Head of English).....	\$2,727.00
Caroline Grote, Professor and Dean (Head of Country School).....	2,205.00
R. R. Simpkins, Professor (Education and Director of Training School).....	2,727.00
Wayne Wetzel, Professor (Head of Manual Training).....	2,070.00
E. E. Van Cleve, Professor (Extension Director).....	2,475.00
D. P. Hollis, Professor (Extension Director).....	2,475.00
R. M. Ginnings, Professor (Head of Mathematics).....	2,475.00
Herbert Bassett, Professor (Head of Geography).....	2,475.00
H. D. Waggoner, Professor (Head of Biology).....	2,475.00
F. H. Currens, Professor (Head of Chemistry and Physics).....	2,475.00
W. L. Schuppert, Professor, (Head of History).....	2,475.00
Blenda Olson, Assistant Professor (French).....	1,629.00
J. C. Burns, Assistant Professor (Latin).....	1,629.00
Mabel B. Sweet, Assistant Professor (Music).....	1,629.00
Maude Robinson, Assistant Professor (Physical Education) Women.....	1,629.00
Mabel Corbin, Assistant Professor (English).....	1,629.00
Assistant Professor (English).....	1,629.00
Eva Colby, Assistant Professor (Home Economics).....	1,675.00
Jessie Buckner, Assistant Professor (Drawing and Design).....	1,675.00
E. L. Jay, Assistant Professor (Geography).....	1,800.00
J. T. Kirk, Assistant Professor (Mathematics).....	1,800.00
C. W. Hudelson, Assistant Professor (Biology and Agriculture).....	1,656.00
Assistant Professor (History).....	1,656.00
Roscoe Linder, Assistant Professor (Chemistry and Physics).....	1,656.00
O. L. Champion, Assistant Professor (Commercial Subjects).....	1,719.00
Edith Dallam, Instructor (Piano).....	1,000.00
Nelle Simpson, Instructor (Home Economics).....	1,260.00
Marguerite Behrensmeyer, Student Assistant (Physical Training).....	337.50
Nelle Orwig, Student Assistant (Music).....	337.50
Paul Winchell, Instructor (Manual Training).....	1,500.00
Cora Hamilton, Training Teacher (Principal).....	1,675.00
Training Teacher (Seventh Grade).....	1,350.00
Katherine Thompson, Training Teacher (Sixth Grade).....	1,350.00
Bessie Cooper, Training Teacher (Third Grade).....	1,350.00
Training Teacher (Second Grade).....	1,215.00
Lola Hughes, Training Teacher (First Grade).....	1,215.00
Myrtle Duncan, Training Teacher (Fourth and Fifth Grades).....	1,080.00
Ethel Ray, Training Teacher, (Country School).....	1,000.00
Julia M. Moore, Librarian.....	1,566.00
Ruby Mullen, Assistant Librarian.....	675.00
Mildred Lantz, Assistant Librarian.....	360.00
Alberta Strome, Assistant Registrar and Instructor.....	1,026.00

#### Salaries of employees including the President for 52 weeks:

W. P. Morgan, President.....	\$5,000.00
Kate Adams, Registrar.....	1,150.00
Georgia Mullen, Stenographer.....	1,080.00
Roscoe Wear, Engineer.....	1,380.00
William Scott, Assistant Engineer and Fireman.....	1,000.00
Della Hainline, Fireman.....	828.00
Frank Culp, Fireman.....	828.00
Edward DeCamp, Head Janitor.....	1,200.00
Clifford Bateson, Janitor.....	1,000.00
Chester Kirkbride, Janitor.....	1,000.00
Charles Shifley, Janitor.....	897.00
Warren A. Gibson, Janitor.....	858.00
W. W. Culp, Watchman.....	828.00
Ira Post, Groundman.....	897.00

11. Mr. Van Cleve of our extension department visited almost all of the four-year high schools in our district. Often he spoke to the whole student body on the value of education and he always met the senior class and spoke to them about teaching as a profession. He then took the names of those who seemed interested in such work, consulted with the principal about their fitness for it and checked the ones he recommended. Special letters, school literature, and catalogs have been sent to them. The indications are that we shall have a large junior class this fall in addition to a large number who entered this summer. We hope for increased attendance next fall.

All of this year's graduates have been placed at salaries varying from \$75.00 per month to \$1,000 per year for those without experience and others in proportion. A number of our juniors have been importuned to take schools and many have agreed to do so. This no doubt will tend to make our senior class small next year.

Respectfully submitted,

W. P. MORGAN, *President.*

The discussion of a suggestion on the one-half mill tax was deferred to a later meeting.

President Brown, of DeKalb Normal School, presented the following report:

His recommendations for appointments of teachers for the year 1919-1920 was approved by the Board.

August 9, 1919.

*To the Chairman and Members of the Normal School Board:*

Owing to the illness of Dr. Cook since July 28th, we are reporting that the attendance at the summer school ending August 1st was: young women, 519; young men, 29; total 548. There were graduated August 1st, 1919: young men, 9; young women, 25; total 34. The summer faculty consisted of 13 men and 20 women; total 33.

Since the resignation of Miss Inez Boyce of the Domestic Science department has been accepted, we recommend as a member of that department, Miss Josephine Stewart, at a salary of \$1,200. Miss Stewart is a graduate of a good college, has had post-graduate work at the University of Chicago, and has had three years of successful experience in doing the kind of work for which she is recommended.

To fill the vacancies caused by the resignation of Mrs. Ione Wise and Miss Sadie Tow we recommend Miss Eva McKean at a salary of \$1,200. Miss McKean is a graduate of the Northern Illinois State Normal School, has had one and one-half years at the University of Chicago, and was an assistant to Mrs. Lida B. McMurry and has had twelve years successful experience in teaching, and Miss Annie King at a salary of \$1,200, a graduate of the Northern Illinois State Normal School, the University of Wisconsin, and for three years has been a critic teacher at the State Normal School at Superior, Wis.

We recommend the re-employment of Mr. E. F. Edel and Mr. Milo T. Oakland as Assistant Teachers, each at \$600 for the practice school year. Both these men have been in service and are now returning to us.

Miss Mabel Stark, Head of the Department of Geography, resigned her position about commencement time. As soon as a suitable successor can be secured that vacancy will be filled within the limits of the salary appropriated.

We recommend that the faculty list as presented by President Cook at DeKalb, shall be approved, subject to such changes as are made necessary by resignations and minimum salary of \$1,000, as arranged by the Director of Education.

Respectfully submitted,

J. STANLEY BROWN.



## GENERAL DISCUSSION AND ACTION BY THE BOARD.

President Felmley, Secretary of the committee of presidents of the normal schools appointed to consider certain desirable and possible uniformities which might be established in the administration of the five normal schools, made his report, which was received, placed on file and is made a part of these minutes.

## RECOMMENDATIONS OF NORMAL SCHOOL PRESIDENTS' COUNCIL TO THE ILLINOIS STATE NORMAL SCHOOL BOARD.

### A. UNIFORM ENTRANCE REQUIREMENTS.

#### I. *High School Work:*

1. Graduates of any recognized four-year high school or academy may be admitted to any standard two-year or other curriculum of college rank.
2. Fifteen units of entrance credit from a recognized high school shall be the minimum requirement for admission to such standard curriculums of college rank.
3. Fewer than fifteen units of entrance credit from recognized high schools may secure admission to the longer curriculums for non-high school graduates, or shall be counted for conditional admission to the curriculums of college rank.
4. Students from non-recognized high schools, academies, and the like may be admitted on the same terms as from recognized high schools, but no entrance credit shall be accepted from the non-recognized high schools until the student has completed successfully one year's work in the normal school and has thereby established a basis for his rating.

#### II. *Teachers' Certificates:*

1. A teacher who has taught eight months upon a first grade or a second grade certificate may receive as entrance credit:—  
 One-third of a unit of credit in each subject in which the grade on his certificate is 70-79 in his last examination.  
 Two-thirds of a unit if the grade is 80-89; one unit if the grade is 90-100.
2. No credit will be counted in penmanship or orthography.
3. Only one-third of a unit may be counted in Illinois history; two-thirds of a credit in civics.
4. If credit for high school work is allowed in any subject, no credit may be counted for a certificate grade in that subject.

### B. ADVANCED STANDING.

1. Credits for advanced standing may be obtained:
  - a. By transfer from recognized higher institutions.
  - b. By examination.
  - c. By earning the credit by work done in, or under the direction of the normal school.
2. Students coming from state normal schools in other states whose standards are the same as obtain in Illinois may receive full credit for the work accomplished in such schools.
3. Students from city teacher-training schools in Illinois shall receive credit only after the training school has been inspected by a member of the faculty of the normal school in whose supervision district the training school lies, and his recommendation confirmed by the action of the normal school presidents' council.
4. No credits shall be given for high school work in excess of the units required for graduation.



5. No credit except by examination shall be given for work done in business colleges or like unrecognized institutions unless such credit is recommended by the teacher in the normal school in whose class the student has done one term's work.

6. Graduates of recognized colleges and universities may be admitted to a one-year curriculum.

7. Undergraduates of recognized colleges and universities may enter the normal school and receive credit for such of their college work as will apply to the curriculum upon which they enter.

### C.

#### GRADUATION REQUIREMENTS.

1. The requirement for graduation in the standard two-year curriculums shall be 24 credits beyond the entrance requirements.

2. By a *credit*, or *term credit*, is meant the amount of work done in a term of twelve weeks in a subject requiring daily preparation by a typical student carrying four studies and reciting five times a week in each.

3. Recitation periods are 45 minutes in length, laboratory periods 90 or 95 minutes. Ninety minutes is assumed to be the average amount spent in preparing each daily recitation.

4. The terms *half-credit* and *quarter-credit* may be used with their obvious meaning for six weeks courses, or courses not requiring daily preparation.

5. Students may be allowed to make two credits in physical education.

6. Exceptional students may be permitted to take 25 hours of work per week. By exceptional students are meant mature students already familiar with the subjects to be taken, or other students whose previous standing is in the upper fourth of their classes.

7. No student shall be graduated from any Illinois state normal school unless he shall have done one year's resident work in that normal school.

These regulations shall take effect September 1, 1920.

The recommendations of the committee with regard to the entrance requirements for admission to the normal school after certain changes and amendments were adopted by the Board.

The recommendations of the committee with regard to the granting of credits for advanced students and graduation were adopted by the Board.

The recommendation of the committee respecting the number of credits required for graduation took the form of two reports—a majority report favored by three of the presidents of the normal schools, and a minority report favored by two of the presidents of the normal schools. The majority report favoring the requirement of 24 credits for graduation was approved by the Board. This means that the school year, beginning September 1st, 1920, will consist of 36 weeks and that from the beginning of that year every student will be eligible to graduate who has completed 24 credits as defined in the report. It is understood, however, that this action of the Board is not to interfere with engagements made by the normal schools or with individual students.

The question raised by President Morgan respecting the purchase of 10 acres of land adjoining the normal school campus was discussed. No action was taken.

The following letter from Mr. A. W. Nolan, State Supervisor of Vocational Agriculture, urging the normal schools to make larger preparation for the training of vocational agricultural teachers was presented by the Secretary of the Board. After some discussion it was

suggested that the Chairman of the Board might be able to secure from the contingent funds in the hands of the Governor an amount sufficient to match the federal funds in order to meet the suggestion made by Mr. Nolan.

“SUPT. F. G. BLAIR,  
Springfield, Illinois.

DEAR MR. BLAIR: I desire to bring before the State Normal School Board a few matters pertaining to teacher training in vocational agriculture. Under the plans of the Illinois Board for Vocational Education, a four-year course in agricultural education was set up for the training of teachers in vocational agriculture. The University of Illinois was approved to offer the four-year course outlined by the Board, and has given the course for the past two years. For the year ending June 30, 1918, the Board approved the Normal schools at Normal and at Carbondale to offer two of the years of the Vocational Board's course. The courses were given and financial aid to these normal schools granted by the State Board for Vocational Education.

For the fiscal year beginning July 1, 1919, the University of Illinois proposes to spend about \$6,000 for the training of teachers of agriculture. \$3,000 of this fund would be reimbursed to the University by the State Board. It is evident that this small sum can not guarantee the maintenance of a department of agricultural education to supply an adequate number of trained teachers of agriculture to meet the needs of the state. I therefore recommend that the two normal schools referred to above, make every possible effort to assist in this program of teacher training in agriculture. I specify these normal schools, because, having farms, they may prepare to train teachers of vocational agriculture to meet the requirements of the State and Federal Boards for Vocational Education.

My proposition for Normal and Carbondale is as follows:

Give the present agricultural teachers full time for college grade work with students who have finished the high school course. In addition to the two years of technical courses these men now teach, require two courses:

- (1) A course running through the year, based upon the processes and principles of the actual farm operations carried on.
- (2) Supervised practice teaching, using the college grade men as student teachers, in the high school agriculture, under the supervision of the director of agriculture.

As State Supervisor of Agricultural Education I shall be willing and glad to visit the normal schools as often and as long as is necessary in assisting in the organization of this work.

It is understood that when this course is adopted and approved, 50% of the salaries of these teachers of agriculture would be reimbursed to the Normals by the State Board. The whole plan would be greatly facilitated and much more efficient work done, if the teachers of agriculture in the normal schools could have an assistant to help with the secondary school agriculture.

I believe that such a program adopted by these normal schools would attract students who are preparing to teach vocational agriculture, especially when we can announce that they may qualify after such a course, up to 1921, to teach agriculture in Illinois, under the Vocational Education Act.

Assuring you of my personal interest in the work of teacher training in all our state institutions, I am,

Yours sincerely,

ARETAS W. NOLAN,  
*State Supervisor of Agricultural Education."*

The Chairman of the Board was requested to see what could be done in that direction.

The Secretary of the Board suggested the desirability of having the normal schools make an exhibit at the State Fair.

The Board adjourned to meet at Macomb at a time to be fixed by the Chairman of the Board.

FRANCIS W. SHEPARDSON,  
*Chairman.*

F. G. BLAIR,  
*Secretary.*

Approved October 27, 1919.



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