

12-4-1923

# 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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These proceedings were originally in the same volume as the proceedings of September 25, 1923 but are uploaded as a separate file. Therefore, the proceedings of December 4, 1923 begin on page 31.

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STATE OF ILLINOIS  
DEPARTMENT OF REGISTRATION AND EDUCATION

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**THE NORMAL SCHOOL BOARD**

EX-OFFICIO MEMBERS

A. M. SHELTON, Director of Registration and Education, Springfield,  
*Chairman*

FRANCIS G. BLAIR, Superintendent of Public Instruction, Springfield,  
*Secretary*

APPOINTED MEMBERS

Term Expires :

1925

JOHN C. ALLEN, *Monmouth*

ROLAND BRIDGES, *Carbondale*

CHAS. L. CAPEN, *Bloomington*

1927

STERLING P. CURTIS, *Oakland*

EDGAR B. STILL, *DeKalb*

MRS. MARTIN K. NORTHAM, *Evanston*

1929

ERNEST E. COLE, *Chicago*

ELMER T. WALKER, *Macomb*

MRS. GRACE S. WYKES, *Benton*

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PRESIDENTS OF NORMAL SCHOOLS

DAVID FELMLEY, A. B., LL.D., L. H. D.,  
Illinois 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 Teachers' College, DeKalb

LIVINGSTON C. LORD, A. M., LL. D.,  
Eastern Illinois State Teachers' College, Charleston

WALTER P. MORGAN, A. B., A. M.,  
Western Illinois State Teachers' College, Macomb

MINUTES OF THE MEETING  
OF THE  
NORMAL SCHOOL BOARD

December 4, 1923.

The Normal School Board met at Carbondale, Illinois, at nine o'clock, Tuesday, December 4, 1923.

Present: Messrs. Bridges, Capen, Cole, Shelton, Blair, and Mrs. Northam.

Absent: Messrs. Allen, Curtis, Still, Walker, and Mrs. Wykes.

The Presidents of all the Normal Schools were present.

The minutes of the previous meeting were presented and approved.

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

Charleston, Illinois,  
December 4, 1923.

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

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

I. STUDENTS—No report in attendance due at this meeting.

II. THE FACULTY

I wish to recommend for appointment Miss Ruby M. Harris, Training Teacher in Eighth Grade, 6¾ months at \$220.00 a month, December to June, 1924, inclusive, to take the place of Miss Margaret A. Cant, whose resignation was reported at the last meeting of the Board.

III. OTHER SCHOOL EMPLOYES—No report.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS.

Plans for our power plant at the new location approved by the committee of the Board on Buildings and Grounds are now being revised by the State Architect.

Our Requisition No. 15 is now on its way for the addition to our Training School Building.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY—Action of the Board is requested to cover:—

1. Appointment of Miss Ruby M. Harris.

Respectfully submitted,

L. C. LORD, *President*.

The Board approved the appointment of Miss Ruby M. Harris as training teacher in the eighth grade, for 6¾ months, at \$220 a month.

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

Normal, Illinois,  
December 4, 1923.

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

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

#### I. STUDENTS.

No formal report of our attendance is due at this time.

Our attendance in the fall term includes over one thousand students in the college department, 240 pupils in the University High School, over 400 pupils in the elementary school on the campus, and nearly the same number in the elementary school at the Soldiers' Orphans' Home.

The increase in the number of teachers' college students is about 25 per cent over last year's attendance.

The chief causes of the increase in attendance are:

1. The greater difficulty of securing a certificate through examination.
2. The general demand in our better school systems for elementary teachers with two years of normal-school training.

#### II. TEACHERS.

Miss Elsie Wendling, who has served us the past two years as training teacher of the 7th grade, has resigned. Her mother's condition, following a paralytic stroke, is so precarious that Miss Wendling finds it necessary to give her constant personal attention.

Miss Alice J. Patterson, our teacher of Nature Study, has asked for leave of absence during the winter term of three months in order that she may complete some work for publication.

Miss Bess M. Hayden has been appointed Training Teacher of 7th Grade at a salary of \$1200 for 24 weeks.

#### III. OTHER EMPLOYEES.

Mrs. Edna Sluder, who has served us for eighteen months as stenographer and clerk in the Training School, has resigned. Miss Flora P. Dodge, who has served the institution since 1888, has been transferred to the vacant position.

To replace Miss Dodge as Audit Clerk we have employed Miss Ruth E. Murphey, a young woman with some college training and extensive business experience. We believe that Miss Murphey will be able to meet the requirements of this difficult position.

#### IV. THE ORGANIZATION.

Although over 1000 pupils are enrolled in the different divisions of our Training School we find that we are unable, with our large attendance, to carry out adequately our plans for the training of teachers. We have assigned 311 students for practice teaching in the Training School during the

winter term. This means that we have divided our pupils into as many classes as our classrooms will permit, and that in many cases we have assigned two teachers to the same class, each to be present every day, but to alternate more or less regularly in the actual teaching.

If the Normal University is to continue to grow in numbers there must be a corresponding increase in our training-school facilities. The teacher-training schools maintained by school boards in our largest American cities provide for practice teaching throughout the city school systems. In some of our largest state teachers' colleges the practice teaching afforded in the training school on the campus is supplemented by extensive use of city school systems. If we are to maintain the efficiency of our practice teaching it will be necessary for us to secure, if it can be done, the cooperation of the school boards of Normal and Bloomington so as to provide for practice teaching in the public-school systems of these cities.

All of the various special departments show a healthy growth. The Commercial Department, with its 110 students, is the largest. The popularity of this Department with our students is largely due to the fact that a young high-school graduate with two years of special preparation for commercial teaching has been able to command a better salary than could be attained by like effort in any other curriculum at the Normal University. With the development of our high schools many new commercial departments have been opened. There are few institutions in the state that undertake to give adequate preparation for commercial teachers; but the market for this type of teachers begins to show signs of saturation. Better preparation will be demanded by the better schools. To that end we have offered a three-year curriculum for the training of commercial teachers in addition to the two-year curriculums hitherto followed.

It is interesting to note that in the special departments for the training of teachers of public-school music and teachers of the fine arts there has been a gratifying growth. These departments have languished since the beginning of the War.

We have been successful also in inducing a large number of students to prepare definitely for country-school teaching. Young high-school graduates who come to the normal schools tend to fix their goal high. They want to be high-school teachers or superintendents, and desire to enter upon a course of study that will fit them for these ultimate goals, although in most cases the student knows that he must, after a year or two of schooling, for financial reasons, lay aside his studies to teach in rural or elementary schools.

## V. THE CURRICULUM.

We expect to revise our requirements for graduation in such a way that only such students will be recommended for elementary certificates as have taken courses that equip them for elementary teaching.

The State Examining Board has defined the equivalent of the junior year's work in a recognized normal school as—

- 6 semester hours of English
- 6 semester hours of Mathematics or Natural Science
- 6 semester hours of History or Social Science
- 6 semester hours of Education, and
- 6 semester hours of electives.

It thus is possible for anyone who completes the ordinary freshman year in college (provided he includes Psychology and Principles of Teaching within these thirty semester hours) to obtain a first-grade elementary certificate. Such a student may undertake to teach a primary school, although his year's work, apart from his two courses in Education, has not contained anything that bears directly upon the problem of the primary school.

A survey of the Indiana schools made last year revealed that pupils in the Indiana schools were from one-half to one and one-half years behind pupils of the same age in the schools of the country at large. In the opinion

of the Survey Commission the cause was to be found in the fact that the elementary teachers of Indiana had not been trained for elementary teaching. They had taken "advanced studies" in college to satisfy the requirements of the certificating law, but the certificating law had not required them to take studies that would prepare them for teaching elementary subjects. In Illinois also we have allowed college work to count as preparation for elementary teaching. We have overemphasized so-called liberal education and have underestimated the value of special preparation for the particular work which the teacher is to do. The teacher's college is in danger of forgetting the first word in its name.

## VI. BUILDINGS AND GROUNDS.

1. So far as I know, nothing has yet been done with the new gymnasium. I have made formal requisition for the same, have visited the State Architect and have written to him repeatedly. I do not know that the Governor has yet authorized him to proceed with the plans.

2. During the summer we repaired the main driveway through our grounds (built twenty years ago) and had it put in good condition at a cost of \$1.15 a square yard. Although a special appropriation was made by the Legislature for much-needed repairs upon the driveway extending past Fell Hall we have thus far been unable to get any action by the Department of Public Works and Buildings.

3. The crowded conditions of our laboratories and science recitation rooms emphasize the need of a building program which will provide for us, as soon as possible, the buildings needed for our work. We need a new science hall to house our Departments of Physics, Chemistry, and Biology, and to release much needed space for other departments.

## VII. AUXILIARY ENTERPRISES.

At the close of this report will be found the reports of receipts and expenditures for our Residence Hall, Farm, and Book Exchange. Our Student Loan Fund Account shows Loans Outstanding \$4,340; Cash \$2.65. We have up to this date deposited in the Revolving Fund \$58,950.77, and have expended from it \$28,022.26.

We maintain no cafeteria in this institution except in the first summer term when the large attendance makes it necessary to supplement the boarding facilities of the town. Our summer cafeteria serves about one thousand meals a day. Classes in Domestic Science during the fall term serve noon lunches to about fifty students and teachers for several weeks.

## VIII. STUDENT LIFE.

As stated in my last report, the increased attendance at the Normal University has resulted in higher prices for rooms. We still are able to find in the homes of Normal fairly good rooms to accommodate the great body of our students, but as soon as it may be done we should add the remaining wing to the present residence hall, and later build a second residence hall for women to relieve the pressure upon the rooming facilities of Normal.

The presence of a school physician on the campus has led to an appreciable falling off in the number of absences due to illness as compared with other fall terms. Although scarlet fever was prevalent in this community and the Soldiers' Orphans' Home was quarantined for three weeks because of an outbreak there, the disease at no time obtained a footing in the Normal University.

We have been somewhat handicapped, however, in the development of this health service for our students because of the difficulty in securing needed furniture, equipment, and supplies. Our requisitions for this much needed material have not been honored by the authorities at Springfield.

Three years ago we established in the Normal University a Student Council consisting of the presidents of all the various student organizations. The purpose of this Council is to discuss measures which improve the charac-

ter and conditions of student life and to make recommendations to the faculty. The Council has been very helpful in securing the cooperation of the leading students and their interest in the problems of school administration. Largely through its influence we have secured what seem to be ideal relations between the faculty and the student body in all matters pertaining to the order and discipline of the school.

#### IX. MISCELLANEOUS.

The suit of Frank Fitzsimmons against the members of the State Normal School Board begun nearly five years ago is marching steadily forward. Since the last meeting of this Board an execution has been issued against the Board of Education of the State of Illinois represented by W. H. H. Miller as Chairman, Francis G. Blair as Secretary, and various named members constituting the Normal School Board of the State of Illinois exercising the rights, powers, and duties of the Board of Education of the State of Illinois.

The next step will be to levy upon the property of the Normal University, and to sell a portion of it unless the levy is enjoined. The title to this property is vested in the Board of Education of the State of Illinois.

The Attorney General has represented the State Normal School Board in defending the suit. But he states that he did not represent the State Board of Education and should not represent it in enjoining a levy under the execution as it IS a private corporation. He does not state "as it WAS a private corporation."

I earnestly appeal to you to give due consideration to this state of affairs and take such action as will protect the State Normal University against interruption of its work.

#### SUMMARY

Action of the Board is requested upon—

1. The leave of absence requested by Miss Patterson.
2. The appointments of Miss Hayden and Miss Murphey.
3. The formulation of a building program as requested in my last report.
4. The necessary steps to enjoin the impending levy upon our property at Normal.

Respectfully submitted,

DAVID FELMLEY, *President.*

#### Quarterly Report of FARM

July 1 to September 30, 1923.

##### RECEIPTS

1923	July 1, Cash on hand.....	\$ 1,614.95
	Sales of Milk.....	1,918.95
	"    Hogs.....	157.59
	"    Cattle.....	30.00
	"    Eggs.....	13.00
	"    Wheat.....	56.50
	"    Coal.....	150.46
	Rent of horse and dump wagon, \$6.80 and \$3.00.....	9.80
	Coal hauling \$130.48; labor \$7.....	137.48
		<hr/>
		\$ 4,088.73

##### DISBURSEMENTS

Labor.....	\$ 1,814.84
Feeds.....	461.07
Binder twine \$6.00; Egg carriers \$3.75.....	9.75
Bottle caps \$5.78; Veterinary services \$15.15.....	20.93
Gasoline \$28.37; truck repairs \$12.90.....	41.27
Repairs on Machinery and Equipment.....	10.30
Coal.....	6.00
Repairs to Buildings.....	32.15
Telephone.....	5.63
Ice \$26.40; laundering dairy suits \$9.....	35.40
Lime \$3.60; Express \$1.09.....	4.69
Electricity.....	29.08
	<hr/>
	\$ 2,471.11
1923 Balance.....	\$ 1,617.62

## Quarterly Report of BOOK EXCHANGE

July 1 to September 30, 1923.

## RECEIPTS

1923	July 1, Cash on hand.....	\$ 433.77
	Sales of textbooks and supplies.....	10,219.55
		<u>\$ 10,653.32</u>

## DISBURSEMENTS

Service .....	\$ 527.57
Textbooks .....	5,323.41
Notebooks .....	9.45
General Supplies .....	30.14
Manual training and Art Supplies.....	36.88
Freight and Drayage.....	36.48
Toll—telephone .....	1.00
	<u>\$ 5,964.88</u>
September 30, Balance on hand.....	\$ 4,688.44

## Quarterly Report of FELL HALL

July 1 to September 30, 1923.

## RECEIPTS

Balance, last report.....	\$17,367.09
Students' Room Rent.....	1,996.50
Board for roomers.....	5,026.20
Board for outsiders.....	2,485.00
Guest Fees .....	140.30
Banquets .....	33.00
Laundry Fees .....	112.23
Interest on Time Deposits.....	357.89
Miscellaneous Sales Account.....	71.08
	<u>\$27,589.20</u>

## DISBURSEMENTS

Salaries and Wages.....	\$ 2,158.63
Food Supplies .....	1,089.76
Gas .....	158.30
Ice .....	1.80
Repairs to Building.....	38.60
Repairs to Equipment.....	196.13
Telephone Rent and Tolls.....	11.50
General Office Supplies.....	4.65
New Furniture and Equipment.....	408.95
Freight and Drayage.....	8.70
Miscellaneous Household Supplies.....	121.60
Refund of Board.....	136.00
Insurance .....	50.29
Resurfacing drive .....	780.73
Lumber for stage platform.....	41.88
	<u>\$ 5,207.52</u>
Balance on hand.....	\$22,381.77

The Board approved the following recommendations in his report:

1. The request of Miss Alice J. Patterson for a leave of absence during the winter term of three months.

2. The appointment of Miss Bessie M. Hayden as training teacher of the seventh grade, at a salary of \$1200 for twenty-four weeks.

3. The appointment of Miss Flora P. Dodge as stenographer and clerk in the training school, the place made vacant by the resignation of Mrs. Edna Sluder.

4. The appointment of Miss Ruth E. Murphey to take the place made vacant by the transfer of Miss Dodge, at a salary of \$125 a



month for three months, with the understanding that this amount shall be increased to \$150 if her work is satisfactory.

The discussion of a building program was deferred.

The Board considered seriously the status of the case brought by Fitzsimmons for damages against the members of the Normal School Board. At the conclusion of the discussion, the following resolutions were presented by Mr. Chas. L. Capen and were adopted:

“RESOLVED, that this Board call upon the Attorney General to continue to take charge of the Fitzsimmons case for the defendant, and to attend to all legal matters in any way pertaining thereto until its final conclusion.

“RESOLVED further that a committee of three of this Board be appointed, in case the Attorney General declines to engage in the suit in the future, in whole or in part, to employ attorneys or solicitors to defend the said cause and to protect the interests of the defendant herein. And that said committee have a conference with the Attorney General as soon as practicable.”

The committee appointed pursuant to the second resolution consists of Francis G. Blair, Chairman, Charles L. Capen, and A. M. Shelton.

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

DeKalb, Illinois,  
December 4, 1923.

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

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

#### I. STUDENTS.

Students recommended for graduation November 28, 1923: Elsie Daleen, Alice Jackson, Huldah Johnson, Emma Leonard, Mayme McGrath, Marian Partridge, Anna Tobyne, Inez De Lhorbe.

#### II. THE FACULTY.

In keeping with the recommendation made at the last board meeting, we recommend the appointment of Miss Hazel B. Strahan as teacher in Domestic Science at a salary of \$1133.33 for the remainder of this school year. Miss Strahan has had her preparation in the University of Chicago and has had three years of experience in teaching, and gives evidence of success.

III. OTHER SCHOOL EMPLOYEES—No report.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS.

Surveys made by the Department of Public Works and Buildings have shown the need for extended repairs and improvements on the main building of the normal training school and the woman's dormitory. Contracts for changes in the roadways have been let and are in the process of completion. Contracts for very urgent repairs on the roof and skylights of the main building and the training school are in the process of completion. Contracts are soon to be made including masonry work, the relaying of the brick in the

porches and porticos of the south entrance to Williston Hall, the pointing up of the main building and the training school, the painting in the main building and the training school, the calking about the buildings and skylights, and the painting of all exterior woodwork.

The grounds are being improved and put in repair after a plan discussed with the representative of the Department of Public Works and Buildings and the Chairman of the Committee on Buildings and Grounds. It is possible that part of the relaying of the walks will not be completed immediately on account of weather conditions.

#### VII. AUXILIARY ENTERPRISES.

With all bills paid to date, there is a balance in the Williston Hall Fund accredited to the Revolving Fund of \$2500.

#### VIII. STUDENT LIFE.

In addition to the normal activities of the student body and faculty during the quarter, we have had such rather unusual programs as the concert by Cyrena Van Gordan, the Du Moulin Concert Company and the Impresario Company. We have also had a program of negro spirituals rendered by the Melodie Klub and the Treble Clef, accompanied by the college orchestra. Almost all of the churches in the city gave up their Sunday evening programs for this program given in our own assembly hall last Sunday evening. The program was extremely well received.

#### IX. MISCELLANEOUS. No report.

#### X. SUMMARY.

Subjects for action by this board: approval of the graduating list as presented and the approval of the employment of Miss Hazel B. Strahan, teacher in Domestic Science.

Respectfully submitted,

J. STANLEY BROWN, *President.*

The Board approved the recommendation for graduation of the following persons: Elsie Daleen, Alice Jackson, Huldah Johnson, Emma Leonard, Mayme McGrath, Marian Partridge, Anna Tobyne, and Inez De Lhorbe.

The Board approved the appointment of Miss Hazel B. Strahan as teacher in Domestic Science, at a salary of \$1133.33 for the remainder of the school year, the salary to be paid out of the Revolving Fund.

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

Carbondale, Illinois,  
December 4, 1923.

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

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

#### I. ENROLLMENT.

Students of college rank.....	438
Students below college rank.....	450
Total .....	<u>888</u>

Our enrollment in the college group is 113 in excess of the number for the same date last year, but there has been a big falling off in the number

of students of secondary rank. The Carbondale Community High School at the beginning of the present school year opened a beautiful new building, and practically a house to house canvass was made throughout the entire community to secure students for the new high school. I think the Carbondale City Superintendent's report shows an increase of more than one hundred in the high school enrollment over last year. We, of course, do not compete for this kind of enrollment, but most of the one hundred would under previous conditions have been registered in our secondary group. There is a further falling off due to the fact that southern Illinois is at last adequately supplied with high schools, and their claims are being pushed in every locality.

We have approximately 190 junior college seniors in residence and nearly sixty others, each lacking only a few credits, have applied for graduation. Some of these will enter at the beginning of the Winter Term, another group at the beginning of the Spring Term. The largest group of all will enter at the Mid-Spring Term. These sixty are, of course, not included in the 438 college students given above.

## II. FACULTY.

Since the fall meeting of the Board Dr. D. B. Parkinson, President Emeritus, passed away. The members of the Board were notified at the time.

## III. OTHER SCHOOL EMPLOYEES

Nothing to report.

## IV. ORGANIZATION

Nothing to report.

## V. CURRICULUM

Nothing to report.

## VI. BUILDINGS AND GROUNDS

We expect soon to have plans so that with the beginning of settled weather next spring we may start work on our driveway, on the addition to the power plant, the new reservoir for our reserve water supply, and our new gymnasium. The Board is hereby asked to pass upon all of these matters at its meeting on December 4.

## VII. AUXILIARY ENTERPRISES

Nothing to report.

## VIII. STUDENT LIFE

Nothing to report.

## IX. MISCELLANEOUS.

I should like to be authorized by the Board to use \$2,000.00 of our revolving fund for the purchase of sets of books for classroom use; these books to be rented to the students at the usual rental, with the understanding that the income will be devoted to the purchase of other books. With this plan it seems to me that we can in a few years reduce the students' necessary expense considerably.

Respectfully submitted,

H. W. SHRYOCK, *President.*

The Board by vote authorized the taking of \$2000 out of the Revolving Fund for the purchase of sets of books for classroom use; these books to be rented to the students at the usual rental, with the understanding that the income will be devoted to the purchase of other books.

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

Macomb, Illinois,  
December 4, 1923.

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

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

I. STUDENTS

1. Attendance. Nothing to report at this time.

II. THE FACULTY

No report.

III. OTHER SCHOOL EMPLOYES

No report.

IV. THE ORGANIZATION

No report.

V. THE CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

1. All of the repair work which was started last summer has been completed, accepted and the invoices vouchered. There is still some repair work as provided in a recent requisition to be done soon. The tin decks, gutters, valleys, ridges, ventilators and cupola on the main building need painting. Within a year the brickwork on the main building as well as the outside woodwork will need painting.

The school does not have enough room for sufficient training school classes to furnish teaching facilities for all of our practice teachers.

2. Mr. Kozeny from the State Architect's office visited the school a few weeks ago to get data to begin work on the drawings and specifications for the new heating plant. Mr. Walker was called in conference and the location which was suggested to Mr. Still and his committee was examined. Mr. Kozeny expressed himself as favorable to this location. He has asked for a topographical survey of the campus at this point and is now preparing sketches and rough drawings.

Under November 20, I received the following letter from him:

"Working with what available information I now have in regard to the new heating plant, we are estimating that it will take boilers of approximately 600 horse power. We are figuring on putting in four high pressure boilers with a rated capacity of 150 HP each, and leaving room for two additional boilers to be installed in the future in the event that they are needed. The four boilers would be in batteries of two each. These boilers would be hand fired owing to the fact that in a plant of less than 1000 HP it is not economical to put in automatic stokers; also the appropriation makes it necessary that we keep the cost down as low as possible.

We intend to make a coal storage containing approximately 300 tons.

Ashes would be handled by wheelbarrow to a bucket type elevator which would be arranged to deposit them in a wagon or truck just outside of the boiler room.

We are now prepared to start on preliminary drawings and will send you copies as soon as they are ready."

On November 21 I sent the following reply:

"I have your letter of November 20 and note what you say concerning our heating plant. I shall be thoroughly disappointed if you find it necessary to arrange to have these boilers hand fired. I much prefer automatic stokers, for two very good reasons it seems to me: (1) The regularity of heat, and (2) the reduction of the number of laborers which are difficult to find with the proper training. Please bear in mind also that the \$130,000 directly

appropriated for the heating plant can be increased by \$40,000 which was also appropriated and placed in the hands of the Governor for available funds in case more money is needed. We want the most modern heating plant that is possible and also to arrange to have the ashes handled with as little manual labor as possible. Personally, I think it would be a grave mistake to erect a heating plant that is in any way inadequate or out-of-date."

3. Some inquiry has been made by the architect's office about the terrazzo floors in the main building which are to be resurfaced but nothing further has been heard since the desired information was sent.

## VII. AUXILIARY ENTERPRISES

### 1. Monroe Hall report for quarter ending September 30, 1923:

Receipts for Quarter..... \$3,125.75

#### EXPENDITURES

Salaries and Wages.....	\$ 945.94	
Food Supplies; Meat, Groceries, Fruit, Vegetables...	257.93	
Bread .....	64.69	
Ice Cream .....	29.40	
Milk, Butter, Cream.....	142.75	
Gas, Electricity, Ice.....	146.39	
Miscellaneous .....	2.62	1,589.72

Balance on hand, October 1..... \$1,536.03

#### SUMMARY AND EXPLANATION

Cash balance at beginning of quarter.....	\$5,000.00	
Inventory at beginning of quarter.....	1,386.53	
		\$6,386.53
Bills Outstanding .....		325.43
		<u>6,061.10</u>
Unencumbered Balance .....		\$6,061.10
Cash balance at close of quarter.....	6,536.03	
Inventory at close of quarter.....	1,423.55	
		7,959.58
Contracts Outstanding .....		00.00
		<u>7,959.58</u>
Unencumbered Balance .....		7,959.58
Gain .....		\$1,898.48

### 2. Cafeteria report for quarter ending September 30, 1923:

Total Receipts from July 1, 1923, to Oct. 1, 1923.....	\$3,330.97
Balance on hand July 1, 1923.....	00.00
	<u>\$3,330.97</u>
Total .....	\$3,330.97

#### DISBURSEMENTS

Groceries, meat and vegetables.....	\$1,112.74
Milk, butter and cream.....	338.91
Bread and rolls.....	88.12
Ice Cream .....	339.99
Service .....	996.38
	<u>\$2,876.14</u>
Total .....	\$2,876.14
Inventory of goods on hand October 1, 1923.....	\$1,037.02
Cash balance .....	454.83
	<u>\$1,491.85</u>
Bills outstanding .....	646.42
	<u>\$ 845.43</u>

#### SUMMARY:

Cash balance at beginning of quarter.....	\$ 00.00
Inventory of goods.....	1,188.35
Bills outstanding .....	00.00
	<u>\$1,188.35</u>
Unencumbered balance .....	\$1,188.35
Cash balance at end of quarter.....	454.83
Inventory of goods.....	1,037.02
Bills outstanding .....	646.00
	<u>\$ 845.43</u>
Unencumbered balance at end of quarter.....	\$ 845.43
\$845.43 - 1188.35 = - \$342.92.	

## VIII. STUDENT LIFE.

1. The "Home Coming" which was held on November 9-10 was much more largely attended than was expected. 236 alumni and former students returned as shown by the register. Several came for some of the events but did not register.

The following program was carried out in full:

FRIDAY, 8 p. m.

The Boomerang, presented by the Green Door Dramatic Club

SATURDAY, 10 a. m.

Assembly in the Auditorium

Greetings from Mr. Morgan

Greetings from Mr. Hursh

Response from Alfred Clem, President of College Alumni Association

Response from Jennette Terrill, President of Normal Alumni Association.

Responses from others

Class roll call by years

College Views

College Songs

11:30 a. m. Class reunions

12:30 p. m. Cafeteria luncheon

1:15 p. m. Band Concert

1:30 p. m. Stunt program      Football Field

2:45 p. m. Football Game      Western vs. Normal University

7:45 p. m. Faculty reception to Alumni and former students

8:45 p. m. Dance      Gymnasium

## IX. MISCELLANEOUS.

1. Definite times for the five regular meetings of the Normal School Board would help us greatly in arranging our work and in accepting other engagements.

It should be understood that the dates agreed upon would prevail unless by special request a date was changed temporarily.

## X. SUMMARY.

1. A decision on the kind of heating plant for which drawings and specifications should be made is requested.

2. The location should be determined approximately or referred to a committee with power to act.

3. A discussion of the time for the five regular meetings of the Normal School Board would be appreciated.

Respectfully submitted,

W. P. MORGAN, *President.*

The Board unanimously approved President Morgan's position in urging that the new heating plant should be constructed along modern lines, and that the boilers and furnaces should be of the very latest construction. Attention was called to the fact that the architect's office had not included in its estimate of funds available the additional amount voted by the last General Assembly. The Committee on Buildings and Grounds was instructed to visit Macomb and select the site for the heating plant. The Secretary was instructed to notify the members of the Committee.

President Lord made a report for the Normal School Council. Two recommendations were offered which were approved by the Board:

1. That the presidents of the schools be authorized to collect an extra fee of \$1.00 from all students who enter after the day set for registration.

2. That definite dates be set for the Board meetings so that the presidents of the various schools might adjust their yearly program accordingly. After some discussion, the dates of the remaining meetings were set as follows:

Tuesday, January 8, at Charleston.

Tuesday, April 8, at Normal.

Tuesday, May 27, at Macomb.

Tuesday, October 14, Carbondale.

The date of the final meeting for DeKalb was left to the call of the Chairman of the Board after consulting all the interests involved.

The Board made record of its appreciation of the luncheon served in Anthony Hall.

The Board adjourned.

A. M. SHELTON, *Chairman.*

F. G. BLAIR, *Secretary.*

Approved January 8, 1924.





