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Board of Directors
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Minutes of the First Meeting of the Executive Committee of the Hua Chung College Board of Directors in Kweilin held on October 21st, 1938. 57

Present: Dr. Wei (Chairman), Dr. Hu, Dr. Kwei, Dr. Taylor, Mr. Anderson.

Mr. Anderson was elected Secretary of the Committee.

- Ex. 1 Voted that the financial plans of the College be made in accordance with the recommendations of the Standing Committee of the Board for the Supplementary Budget.
- Ex. 2 Voted that the President accept the authorization of the Standing Committee to draw upon the gold reserve in Hong Kong.
- Ex. 3 Voted that the action of the President in asking for a reserve fund of C\$15,000 to be sent from Hankow to be kept in Kweilin be confirmed.
- Ex. 4 Voted that the \$2400 budgeted for science laboratories include both equipment, alterations and any other expenses involved in setting up the laboratories.
- Ex. 5 Voted that the business manager be permitted to make such adjustments as may be necessary within amounts already budgeted.
- Ex. 6 Voted that the business manager be authorised to proceed with the construction of temporary residences to house Mr. and Mrs. Anderson and Miss Bleakley, provided that the total cost does not exceed \$1000.
- Ex. 7 Voted that the assistant treasurer be authorised to make a loan of \$500 to Mr. E.P. Miller Jr. and to take in exchange a lien on his salary for that amount.

The meeting adjourned.

Frederic C. Miller
Chairman.

D. F. A.
Secretary.

Minutes of the Second Meeting of the Executive Committee of the Hua
Chung College Board of Directors in Kweilin held on November 24th, 1938

Present: Dr. Wei (Chairman), Dr. Hu, Dr. Kwei, Dr. Taylor,
Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

Ex. 8 Voted that the action of the Senate in deciding to purchase a truck
to cost not more than C\$2,000 be approved.

The President reported that the Ministry of Education had paid the
grants due to the College for May and June of last fiscal year and
for July of this fiscal year, the total amounting to C\$4,200. The
British Boxer Indemnity Fund has paid the second half of last year's
grant, amounting to \$10,000 and the grant will be continued during
the current academic year.

Dr. F.S. Hutchins has sent checks for the Yale appropriation amount-
ing to C\$7,000 up to February 28th, 1939.

Ex. 9 Voted that the President's report be received.

Ex.10 Voted that the Administration of the College be authorized to explore
possibilities and to take whatever preliminary steps may be necessary
for moving the College in case a state of emergency should arise, in
order to secure the safety of the College community and the integrity
of the institution for the future.

Ex.11 Voted that Rev. J. Leach and Dr. C.T. Kwei be added to the Senate as
representatives of the Board of Directors.

Ex.12 Voted that Miss M. Bleakley be nominated to the Board of Directors
to take the place of Mr. D.F. Anderson on the Executive Committee in
Kweilin.

Ex.13 Voted that the President's appointment of Mr. D.F. Anderson as his
representative in Hong Kong be approved.

The meeting adjourned.

Francis C. Wei
Chairman.

J. J. A.
Secretary.

Minutes of the Third Meeting of the Executive Committee of the Hua Chung College Board of Directors in Kweilin held on December 6th, 1938.

Present: Dr. Wei (Chairman), Dr. Hu, Dr. Kwei, Dr. Taylor, Miss Bleakley, and by invitation, Dr. David Hsiung.

Dr. P.V. Taylor was elected secretary, to fill the vacancy caused by the departure of Mr. D. F. Anderson, from Kweilin.

- Ex.14 Voted that the business manager of the College be authorised to exchange US\$5000.00, of the checks sent by Dr. F.S. Hutchins, of the Yale-in-China unit, at the rate of NC\$6.30 for US\$1.00, and that the money thus secured in Chinese National Currency be deposited in not less than two banks and in postal savings.
- Ex.15 Voted that wives and smaller children of faculty members and staff be moved to a safer place as soon as possible, and that in case a more serious emergency appears imminent, women students be moved next.
- Ex.16 Voted that NC\$10,000.00 be put at the disposal of the President to make necessary arrangements for this first emergency move.
- Ex.17 Voted that the President and the business manager of the College be authorised to work out details of loans to, and of refunds by, members of the faculty and staff, for such emergency moves as may be authorised by this committee.

The meeting adjourned.

Francis C. Wei
Chairman.

D. F. A.
Secretary.

minutes of the Fourth Meeting of the Executive Committee of the Board of Directors of Hua Chung College, in Hsichow, held on June 15th, 1939.

Present: Dr. Wei (Chairman), Dr. Taylor, Dr. Hu, Dr. Bien, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

Ex.18 Voted that Mr. Constantine and Mr. Higgins be appointed as members of the Senate representing the Board of Directors.

Ex.19 Whereas circumstances render it impossible for the Board of Directors to act according to normal procedure, and whereas the Executive Committee of the Board in Hsichow has been appointed with limited powers which are insufficient to provide for the normal running of the College, it was Voted that the Board of Founders be petitioned to assume the responsibilities of the Board of Directors until the latter body is able to resume its normal functions, and that the Executive Committee of the Board in Hsichow be granted extended powers, such as preparing and presenting the annual budget, and nominating the President of the College.

Ex.20 Voted that the actions of the Hsichow committee appointed by the Senate be approved, as follows:

"In pursuance of Senate action in Kweilin, resolved that hostels come directly under College management, and that all hostel finances be centralised in the College Office.

Whereas a rental budget for hostels and Faculty residences was adopted in Kweilin, and whereas the rentals in Hsichow are much lower than in Kweilin, resolved that \$2,200.00 National Currency from the balance of the rentals as approved in Kweilin be appropriated for repairs and alterations in houses rented for hostels and staff and Faculty residences in Hsichow. The following budget for setting up the College was adopted for recommendation to the Executive Committee of the Board:

a) Science Buildings	\$5,000.00	National Currency	
b) Repairs to Temple group	\$3,000.00	"	"
c) Power Lines	\$2,000.00	"	"
d) Power Plant and setting up	\$1,000.00	"	"
e) Classroom and Office			
	Furniture	\$1,500.00	" "
f) Partitions and furniture in			
	Science laboratory block	\$1,200.00	" "
g) Sundries		\$ 300.00	" "
	Total	\$14,000.00	" "

Ex.21 Voted that the item in the Senate Minutes of May 31st re provision of a rest room be approved, and recommend that the \$240.00 N.C. required be taken from the Emergency Fund outside the normal budget.

Ex.22 Voted that during the period of the present war in China, no person receiving a salary of \$120.00 per month or more shall receive any salary increase unless there is a promotion in rank, and in that case the increase may not exceed \$15 per month for lecturers and \$25 for assistant professors and professors, and that no grants beyond salary and rent be paid.

Ex.23 Voted that the Chapel Committee be appointed as follows: Dr. Taylor, Dr. Zee, Mr. Anderson, Mr. Higgins, Mr. Wu Hsin-fu.

Ex.24 Voted that no cuts at present in force shall apply to wages or salaries of \$50 per month or less.

Ex.25 Voted that the Senate be asked to recommend a salary scale for staff members who do not come under the ranking system.

Ex.26 The annual budget presented by the Senate was considered and amended. Voted that the annual budget be passed for recommendation to the Board of Directors or the Board of Founders.

Ex.27 Voted that the Executive express its gratitude to the donors of the following generous grants which have enabled the College to remove from Kweilin to Hsichow:

From the Associated Board in the U.S.A.	G\$7,500.00
From the London Missionary Society	£250
From the United Committee for Christian Universities in China	£100

A letter was received from Dr. Francis C.M. Wei intimating the expiration of his term of appointment as President of the College in July.

Ex.28 Voted that Dr. Wei's letter be received for transmission to the Board of Directors and the Board of Founders.

Ex.29 Voted that the Executive Committee recommend the re-appointment of Dr. Francis C.M. Wei as President of Hua Chung College.

The meeting adjourned.

Francis C.M. Wei
Chairman.

S. Y. A.
Secretary.

Minutes of the Fifth Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held on August 17th, 1939.

Present: Dr. Wei (Chairman), Dr. Taylor, Dr. Bien, Dr. Hu, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

The minutes of the previous meeting were read and approved.

Dr. Wei presented a report on his recent visit to Hongkong. The report was received.

- Ex.30 Voted that the Executive Committee approves the President's action in transferring all the gold reserve to the savings account in the National City Bank of New York in Hongkong, and the Hongkong dollar reserve to current account.
- Ex.31 Voted that in the event of the President being absent from the College or in any way being disabled from writing cheques, the Acting Treasurer be authorised to write orders and/or cheques on College funds in Hongkong, after proper notice is given to the Bank by the Executive Committee.
- Ex.32 Voted that Mr. Anderson be asked to investigate banking facilities for American dollars in Rangoon.
- Ex.33 Voted that the arrangement with the Red Cross for transporting College equipment from Kweiyang to Kunning be approved.
- Ex.34 Voted that the College truck be sold and that Mr. Shipman's truck be bought when it comes on the market.
- Ex.35 Voted that the College bus be sold at the best possible price.
- Ex.36 Voted that Rev. G.F. Allen be appointed a member of the Chapel Committee in place of Rev. Charles Higgins as a representative of the Anglican Church.
- Ex.37 Voted that as long as the College receives sufficient funds for its emergency needs from the Associated Boards no special requests be made to the co-operating units for medical care.
- Ex.38 Voted that \$500 N.C. be budgeted for an office clerk for the Dean's office for the year 1939-40.
- Ex.39 Voted that \$900 N.C. be budgeted for an assistant in the Treasurer's office for the year 1939-40.
- Ex.40 Voted that out of the total cost of one Dodge truck and one Studebaker bus and spare parts amounting to G\$4,475.85, G\$4,000 be charged against the gift of G\$4,000 from the Rockefeller Fund, and that the balance of G\$475.85 be charged against the emergency fund received from the Associated Boards for removing the College.
- Ex.41 Voted that the amounts realized from the sale of the present College bus and truck (after removal of equipment is completed) be reinvested in a light truck for emergency use.
- Ex.42 Voted that the Summer School budget of \$200 N.C. be taken from the emergency fund for 1938-39.

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Ex.43 Voted that the Rev. S.W. Whitener be appointed auditor of the College accounts and that \$200 N.C. be appropriated for his travelling expenses.

Ex.44 Letters from the Board of Founders were read.
Voted that the following statement of Emergency Items of Expenditure for 1939-40 be approved:

A. Items from the proposed budget for 1939-40 causing a Deficit:

Extra Postage and Telegrams	Chinese National	\$600.00
Salary of Acting Treasurer (two-thirds)		1254.00
Physician		3000.00
Medicine		2000.00
Rents		3200.00
Light (war price oil)		1000.00
Maintenance of Wuchang Campus		1000.00
Scholarships and Student Aids over & above 1938-39		4300.00
To supplement tuition income owing to small enrolment		10000.00
Total	C. N.	\$26354.00

B. Other emergency needs not already provided for in the proposed Budget:

Infirmary - nurses' room and equipment	Chinese National	\$1400.00
Rent and equipment of extra hostel		2000.00
Assistant to Treasurer		900.00
Clerk for Dean's office		500.00
Extra medicines and preventive serums, and replacement of stock at new high rate of exchange		4000.00
Extra cost of light due to rise in price after imposition of government restrictions		1000.00
College share (two-thirds) of land for chapel and chapel building		6000.00
An outboard motor for running a boat on the lake between Hsi Chow and Hsiakwan		2000.00
Total	N. C.	\$17800.00

in list B

Ex.45 Voted that in case extra emergency funds for all the above items are not forthcoming from the Associated Boards, the items for infirmary, extra medicines and serums, and assistant to the Treasurer and clerk for the Dean's office must be found in some other way.

The President reported receipt of notice of a grant of U.S.\$2,500 from the Harvard-Yenching Board for chairs and research in Chinese literature and history for the year 1939-40. Intimation was also made that notice had been received of a gift of \$184-10-6 through Rev. H.B. Rattenbury from the United Committee for Christian Universities in China, London, towards the expense of removing the College.

Ex.46 Voted that an amount up to C.N.\$4,000 be budgeted for 1939-40 for the salary of a teacher of professorial rank for Geography, for which the money shall be taken from the Johnston Fund for the School of Arts salaries.

The meeting adjourned.

Francis C. Mui
Chairman.

S. L. A.
Secretary.

Minutes of Second Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held on August 17th, 1939. 117

Present: President Wei (Chairman), Dr. Taylor, Dr. Bien, Dr. Hu, Mr. Anderson

- I. Mr. Anderson opened the meeting with prayer.
2. The minutes of the previous meeting were read and approved.
3. Dr. Wei presented a report on his recent visit to Hong Kong. The report was received.
4. Resolved that the Executive Committee approves the President's action in transferring all the gold reserve to the savings account in the National City Bank of New York in Hong Kong, and the Hong Kong dollar reserve to current account.
5. Resolved that in the event of the President being absent from the College in any way being disabled from writing cheques, the Acting Treasurer be authorised to write orders and/or cheques on College funds in Hong Kong, after proper notice is given to the Bank by the Executive Committee.
6. Resolved that Mr. Anderson be asked to investigate banking facilities for American dollars in Rangoon.
7. Resolved that the arrangement ~~for~~ with the Red Cross for transporting College equipment from Kweiyang to Kunming be approved.
8. Resolved that the College truck be sold and that Mr. Shipman's truck be bought when it comes on the market.
9. Resolved that the College bus be sold at the best possible price.
10. Resolved that Rev. G.F. Allen be appointed a member of the Chapel Committee in place of Rev. Charles Higgins as a representative of the Anglican Church.
- II. Resolved that as long as the College receives sufficient funds for its emergency needs from the Associated Boards no special requests be made to the co-operating units for medical care.
- I2. Resolved that \$500 N.C. be budgeted for an office clerk for the Dean's office for the year 1939-40.
- I3. Resolved that \$900 N.C. be budgeted for an assistant in the Treasurer's office for the year 1939-40.
- I4. Resolved that out of the total cost of one Dodge truck and one Studebaker bus and spare parts amounting to G\$4,475.85, G\$4,000 be charged against the gift of G\$4000 from the Rockefeller Fund, and that the balance of G\$475.85 be charged against the emergency fund received from the Associated Boards for removing the College.
- I5. Resolved that the amounts realised from the sale of the present College bus and truck (after removal of equipment is completed) be reinvested in a light truck for emergency use.
- I6. Resolved that the Summer School budget of \$200 N.C. be taken from the emergency fund for 1938-39.
- I7. Resolved that the Rev. S.W. Whitener be appointed auditor of the College accounts and that \$200 N.C. be appropriated for his travelling expenses.

Minutes of Second Meeting of the Executive Committee in Hsichow (concl.)

18. Letters from the Board of Founders were read and the following statement of Emergency Items of Expenditure for 1939-40 was approved:

A. Items from the proposed budget for 1939-40 causing a Deficit:

Extra Postage and Telegrams.	Chinese National	\$600.00
Salary of Acting Treasurer (two thirds)	" "	\$1254.00
Physician	" "	\$3000.00
Medicine	" "	\$2000.00
Rents	" "	\$3200.00
Light (war price of oil)	" "	\$1000.00
Maintenance of Wuchang Campus	" "	\$1000.00
Scholarships and Student Aids over 1938-39	" "	\$4300.00
To supplement tuition income owing to small enrolment	" "	\$10000.00
Total	" "	\$26354.00

B. Other emergency needs not already provided for in the Budget.

Infirmery - nurses' room and equipment	Chinese National	\$1400.00
Rent and equipment of extra hostel	" "	\$2000.00
Assistant to Treasurer	" "	\$900.00
Clerk for Dean's office	" "	\$500.00
Extra medicines and preventive serums, and replacement of stock at new high rate of exchange	" "	\$4000.00
Extra cost of light due to rise in price after imposition of government restrictions	" "	\$1000.00
College share (two thirds) of land for chapel and chapel building	" "	\$6000.00
An outboard motor for running a boat on the lake between Hsichow and Hsiakwan	" "	\$2000.00
Total	" "	\$17800.00

19. Resolved that in case extra emergency funds for the above items in List B are not forthcoming from the Associated Boards, the items for infirmery, hostel, extra medicines and serums, and assistant to the Treasurer, and clerk for the Dean's office must be found in some other way.
20. The President reported receipt of notice of a grant of U.S.\$2,500 from the Harvard-Yenching Board for chairs and research in Chinese literature and history for the year 1939-40. Intimation was also made that notice had been received of a gift of £164-10-6 through the Rev. H.P. Rattenbury from the United Committee for Christian Universities of China, London, for removing the College.
21. Resolved that an amount up to C.N.\$4,000 be budgeted for 1939-40 for the salary of a teacher of professorial rank for Geography, for which the money shall be taken from the Johnston Fund for the School of Arts salaries.
22. The meeting adjourned.

Chairman.

26,354
17,800
44,154
11,038

David F. Anderson.
Secretary.

0258

minutes of the Sixth Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held on Sept. 23rd, 1939.

Present: Dr. Hwang (Chairman), Dr. Bien, Dr. Hu, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

The minutes of the previous meeting were read and confirmed.

- Ex.47 Voted that the Committee place on record its deep sympathy with Dr. Sherman, Chairman of the Board of Founders in his recent tragic bereavement, and that the Secretary be instructed to write a letter expressing our sympathy.
- Ex.48 Voted that the cut in income from the Yale-in-China Trustees be met from the increased rate of exchange, and in case of the exchange becoming favourable, that the deficit be made up for the current year by drawing upon the Reserve Fund of the Yale School of Science, provided that this is in accord with the general policy adopted by the College in such an eventuality.
- Ex.49 The following recommendations of the Senate were approved as actions of the Executive Committee.
- (a) Voted that departments which had appropriations in the proposed budget for next academic year for equipment and books may have permission to make purchases up to the half of that amount.
 - (b) Voted that the College bus be sold to the College power plant at a price of \$6000 N. C.
 - (c) Voted that the College purchase the bus at \$6000 N. C. for the power plant.
 - (d) Voted that the salary of Mr. Doc Gin-tang, assistant to the Registrar, be raised to \$80.00 with a 5% cut.

The meeting adjourned.

Francis C. H. Hsi
Chairman.

W. J. A.
Secretary.

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Seventh

Minutes of the ~~Fourth~~ Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held on November 10th and 14th, 1939.

Later appears as of Nov 14 as part of a renumbered series of actions.

Present: Dr. Wei (Chairman), Dr. Taylor, Dr. Bien, Dr. Hu, Mr. Anderson.

- I. Mr. Anderson opened the meeting with prayer.
2. The report of the President regarding the transfer of the College account in U.S.\$ from Hong Kong to New York was received and approved.
3. A report was received from Mr. Oliver S. Lyford, Treasurer of the Board of Founders with special reference to Emergency Funds sent during the financial year 1938-39 in compliance with the request sent by the President by radiogram from Kunming and followed by a letter dated March 23rd, 1939, giving details.
Letter of June 1, 1939
Ex 50 Resolved that the items listed in the radiogram and letter shall not be drawn upon until the accounts for moving the College are closed.
4. Resolved that in reply to the request from the Yale in China School of Science, the Executive Committee regrets that it is unable to present the budget as revised by the School of Science, but it has undertaken to recast the budget as originally presented to the Board of Founders so as to meet the needs of the School as far as possible.
Ex 51
5. Resolved that in view of the reduction in the appropriation from the Yale in China Association from U.S.\$14,000 to \$10,000 (U.S. currency), and in view of the persistence of the high rate of exchange in favour of U.S. currency, the proposed budget for the Yale In China School of Science be recast at the rate of \$6 (Chinese national currency) to \$1 (U.S. currency), and the following items be revised:
Ex 52
 - a) Chemistry store keeper's salary shall be raised from \$600 to \$684.
 - b) The new figures for maintenance given in U.S.\$ shall include each department's share of the subsidy for purchases abroad and subsidy for war prices in China (listed under 5 in the proposed budget) and shall be recast to be \$466.223 (U.S.currency) per department.
 - c) Owing to the great increase of costs for paper and printing of the "NewsLetter", the item "Dean's Administration" shall be increased from \$125 to \$250 (Chinese currency).
 - d) The subsidy for Power Plant shall be reduced from U.S.\$600 to U.S.\$300.
 - e) The subsidy for research shall be reduced from U.S.\$230 to U.S.\$200.
 - f) In view of individual Faculty members' book subsidy having been withdrawn, and therefore the departments having been deprived of the benefit of these books and magazines, the item for books and magazines shall be increased from U.S.\$180 (total for three departments \$540) to U.S.\$ 250 per department (total \$750) and the item for general science books and magazines shall be increased from U.S.\$60 to \$100.
 - g) In view of the higher costs of printing, the item for publication of of science reports shall be increased from U.S.\$70 to U.S.~~200~~ \$200.
6. Resolved to approve the request from the Assistant Treasurer for an increase in servants' wages - from \$13 to \$15 for locally appointed men and \$ from \$18 to \$21 for Liu shih fu, the increases to be effective from October 1st.
Ex 53
7. Resolved to approve the following salary increases of staff members:
Ex 54

President's stenographer - Mr. George Wang - from \$70 to \$75
Nurse Ling from \$60 to \$65.
Library Assistant - Mr. Li - from \$45 to \$60.
The usual 5% cut applies to all these increased salaries.

0260

8. Resolved ~~that~~ the Executive Committee approve the request from the College Physician, Dr. Mainzer, to have U.S.\$100 advanced from his salary, the amount to be refunded according to the promise given in his letter of November 8th, 1939. E+55
9. Resolved that it be communicated to the Senate of Hua Chung College that the Executive Committee of the Board of Directors is greatly distressed to have discovered that items of expenditure have been incurred amounting to some thousands of dollars without proper approval and authorisation by this Committee. It is clearly stipulated in the constitution of the College that the Senate must refer every action involving finance outside of the approved budget to the Board of Directors or its representatives. E+56
10. Resolved that the Senate recommendation that Mr. Edouard Taylor be paid an honorarium of \$1,000 (Chinese currency) for his services as superintendent of transport from July 1939 until transport is completed probably at the end of this semester shall be approved. E+57
11. Resolved that Mr. D.F. Anderson be appointed as a representative of the Board of Directors on the College Senate in place of Rev. Charles Higgins.
12. Resolved that a safe be purchased for the Treasurer's Office at a cost not exceeding \$1,000 (Chinese currency), and that this item be presented to the Board of Founders as an emergency item for the current financial year. E+58
13. Resolved that as soon as the Executive Committee has ascertained the total expense of moving and preliminary reconstruction in Hsichow, the Senate Committee on Housing and Remodelling shall be informed of the amount available for its purposes, and that until then the Committee shall incur no more expenditure. E+59
14. It was reported that the London Missionary Society had appropriated \$200 (~~max~~ Chinese currency) towards the expense of the medical care of its members on the Faculty by the College Physician. Resolved that the President make proper acknowledgment of the new appropriation. E+60
15. Resolved that an appropriation for the initial expenses of the College garden amounting to \$200 (Chinese currency) be made, and that an item of \$30 per month be budgeted for maintenance. E+61
16. Resolved that the budget of \$310 (Chinese currency) for the Founders' Day and Tenth Anniversary of the Reorganisation of the College be approved and that the Board of Founders be requested to appropriate this amount. E+62
17. Resolved that Mr. Eugene Hsu's travelling expenses to Haiphong to meet new students be charged to the Emergency Fund. E+63
18. Resolved that ~~U.S.\$1,000~~ it be recommended to the Board of Founders that U.S.\$1,000 from the balance of the Practice School Fund be allocated for the building up of the new major department of Music. E+64
19. The meeting adjourned.

Chairman.

David L. Anderson.
Secretary.

Budget of the Yale-in-China School of Science for the year 1939-40
as recast at the rate of C.\$6.00 to U.S.\$1.00 together with items
increased and decreased according to resolutions of the Executive
Committee of the Board of Directors meeting on November 14th, 1939.

<u>INCOME:</u>	Chinese \$	U.S.\$
Reformed Church	3,240	
Laboratory fees	1,000	
Yale-in-China Association	42,300 (U.S. \$7,050)	2,950
	<u>46,540</u>	<u>\$2,950</u>
 <u>EXPENDITURE:</u>		
1) Personnel		
Biology	11,799	
Chemistry	12,763	
Physics	12,711	
Mathematics	3,249	
2) Technicians and Maintenance		
Biology: Collector	420	
Maintenance		466.66
Chemistry: Storekeeper	684	
Maintenance		466.66
Physics: Machinist	798	
Maintenance		466.66
Maths: Books		33.33
3) Staff Expenses		
Medical Care	300	
Rentals	1,800	
4) Miscellaneous		
Dean's Administration	250	
Jeme House Repairs	250	
Mr. Reynolds' House Repairs	250	
Mrs. " " "	250	
Hankow & Wuchang safe-keeping	1,000	
5) Magazines and Books		250.00
Biology		250.00
Chemistry		250.00
Physics		100.00
School		300.00
6) Power Plant		200.00
7) Research Subsidy		200.00
8) Publications		
9) Balance	(credit) 11	
	<u>\$46,540</u>	<u>\$2,983.31</u>
	Debit Balance	<u>33.31</u>
		<u>\$2,950.00</u>

Minutes of the Eighth Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held on November 24th, 1939.

Present: Dr. Wei (Chairman) Dr. Taylor, Dr. Hu, Dr. Bien, Mr. Anderson.

The meeting was opened with prayer by Dr. Wei.

It was decided that the Executive Committee shall hold a regular meeting on the Friday following the monthly meeting of the Senate.

Ex.65 Voted that the capital cost of the power plant be paid by the School of Science and the College in the proportions of 2:1.

Ex.66 Voted that the original cost of the generators subject to depreciation be charged to the capital cost of the power plant.

Ex.67 Voted that it be pointed out to the Board of Founders that the cost of buying the bus and truck was not originally included in the ~~estimated~~ cost of moving (U.S.\$6,000), and that according to our understanding, this cost could largely be met by the special gift from the Rockefeller Foundation of U.S.\$4,000 (See Ex.67 - Minutes of Meeting held on August 17th, 1939).

Ex.68 Voted to recommend to the Board of Founders that the gifts from the London Missionary Society of £250 and from the United Committee in London of £164-10-6 be applied to the deficit on moving which amounts to U.S.\$~~5,369.15~~ \$4,769.15. D.F.A.

Ex.69 Voted that it be recommended to the Board of Founders that the remainder of the deficit on moving, which is due to the unexpected rise in costs of transport be met from Emergency Funds asked for in the President's letter of March 23rd, 1939 to Mr. Robert A. Smith, if the Board of Founders can find no other source of income to meet this deficit.

Ex.70 Voted that the money from the various College funds which was borrowed for purposes of moving be reimbursed in the currency in which it was borrowed.

Ex.71 Voted that whatever funds are reimbursed in Chinese currency shall be converted into U.S. currency for safe-keeping at the present rate of exchange.

The Executive Committee received the report of the action of the Board of Founders, confirming the status of this Committee as enclosed in Mr. Lyford's letter of October 26th, 1939.

Ex.72 Voted that the Committee thank the Board of Founders for their thoughtful action in making provision for the proper functioning of the College under the present circumstances which have made it impossible for the Board of Directors to meet.

Report of letters from Mr. Joseph Parker and Minutes of Meetings of the Associated Board of September 22nd and October 4th were received.

The meeting adjourned.

David F. Anderson.
Secretary.

Francis C. Miller
Chairman.

- C O P Y -

Minutes of the Ninth Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held 16th December, 1939.

Present: Dr. Wei (Chairman) Dr. Bien, Dr. Hu, Mr. Anderson.

The meeting was opened with prayer by Dr. Wei.

Ex.73 Voted that Ch.\$10,000 be advanced to the College for the purchase of rice for the use of Faculty families, students' hostels and servants, in view of the rapid increase in price. The loan shall be secured on hostel fees and salaries and is to be repaid on or before July 31st, 1940.

Ex.74 Voted that the Executive Committee place on record its deep appreciation of the generous loan made by Mr. R. D. Shipman of his truck for moving the College from Kweilin to Hsichow. Now that the transportation of all equipment has been completed, the Secretary is instructed to write Mr. Shipman thanking him for his generous loan.

Ex.75 Voted to confirm the actions of the President in instructing Mr. E. H. Taylor to buy 300 gallons of gasoline for emergency use in the College truck, and in engaging a chauffeur from January to July 31st at a salary of Ch.\$60 per month plus an allowance of \$1.50 per day while on the road. The expenses involved in these two actions shall be charged to Emergency Funds.

The meeting adjourned.

Chairman.

D.F.A.
Secretary

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- c o p y -

Minutes of the Tenth Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow, held on December 22nd, 1939.

Present: President Wei (Chairman), Dr. Taylor, Dr. Bien, Dr. Hu,
David F. Mr. Anderson. *Seated - Hope is available*

The meeting was opened with prayer by Dr. Taylor.

The Minutes of the previous two meetings were read and confirmed.

Ex.76 Mr. Lyford's letter of November 13th was presented to the Committee which noted his analysis of the College Budget for 1939-40.

Voted that the Executive Committee notes that Mr. Lyford's analysis is based on an exchange rate of Ch.\$6.3 to U.S.I, but wishes it to be understood that the Executive Committee is free to budget whatever balances may accrue from more favourable rates of exchange to meet other needs of the College during the year.

Ex.77 Voted that enough U.S. dollars be changed into national currency now to meet all budgeted needs up to the end of April, in addition to the ordinary working reserve in national Chinese currency.

Ex.78 Voted that the scheme for subsidizing salaries of members of the Faculty and staff on account of increased war prices, as reported by the President, be approved in principle.

Ex.79 Voted that the increase of salary of \$1.50 per day for Mr. Wan Hsien-Fa on account of higher living expenses in Kunming as from November 1st be confirmed.

Ex.80 Voted that the salary scale for all staff members presented by the Senate be approved.

Ex.81 Voted that Ch.\$2,000 be appropriated for travel expenses of Dr. Hwang and Dr. Hu to Chungking, as recommended by the Senate, and that the permission of the Board of Founders be asked to use the balance of the Practice School appropriation in the School of Education Budget for this purpose. (For remainder of Practice School appropriation see Ex.64)

The meeting adjourned.

Chairman.

David F. Anderson
Secretary

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Minutes of the Eleventh Meeting of the Executive Committee of the Hua Chung College Board of Directors in Hsichow, held on January 15th, 1940.

Present: President Wei (Chairman), Dr. Taylor, Dr. Hu & Dr. Bien.

Dr. Taylor opened the meeting with prayer.

Minutes of the two last meetings were read and passed.

President's report: Felt need to use up all H.K. currency. H.K.\$19,000 were all to be changed, by Dr. Hsiung in Kunming. In addition, US\$1,500 is to be changed also. (vide Ex.77)

Ex.82 Voted that the Senate scheme of emergency allowance for war prices be approved and reported to the Board of Founders (vide Ex.78).

Ex.83 Voted that the recommendation from the Senate for an appropriation of NC\$1,500 for repair work for the Power Plant be approved, and that this item be charged against the Emergency Fund.

Ex.84 Voted that while this committee sympathizes with the Yale-in-China School of Science in its needs for replacing lost books and magazines, and for securing additional literature for instruction and research, it feels also the uncertainties of the future in this time of war, when more serious emergency needs may have to be met in the School, be it resolved that the second Thorne Gift be held until the next academic year.

The President's report on Dr. Lobenstine's visit to Hua Chung, January 11-12, 1940 was received.

Chairman

David L. Anderson.
Secretary

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Actions from Executive Committee Pro Tem Hua Chung College

From 12th Meeting of Executive Committee Pro Tem, February 27, 1940.

Ex.86 The President shared with the Committee part of a private letter from Mr. Lyford.

VOTED that the Executive Committee place on record its deep appreciation of the devoted service which Mr. Oliver S. Lyford is rendering to the College in the capacity of Honorary Treasurer of Board of Founders.

From 13th Meeting of Executive Committee Pro Tem, March 19, 1940.

Ex.91 VOTED that U.S.\$100 be appropriated yearly from the Johnston Fund for the purchase of periodicals in the School of Arts, beginning from 1940.

Ex.92 VOTED that owing to the urgent need for more books for instruction and for reference in the School of Arts, U.S.\$1,500 be appropriated from the Johnston Fund for the current year, and that this sum be divided among the departments as follows:

Economics-Commerce \$500; English \$400; Western History and Sociology \$200; Geography \$200; Philosophy and Religion \$200.

Enrollment of Hua Chung College

Spring Term '39-40

	Men	Women	Total	Christian Students	Non-Christian Students	Graduates Christian Middle Schools	Graduates Non-Christian Schools
Seniors	12	13	25				
Juniors	8	6	14				
Sophomores	17	8	25	63	27	78	12
Freshmen	9	17	26				
Total	46	44	90	Total:	90		

Geographical Distribution

Anhwei	3
Chekiang	2
Fukien	1
Hunan	16
Hupeh	29
Kiangsi	2
Kiangsu	6
Kwangtung	28
Shangtung	1
Shensi	1
Yunnan	1
Total:	90

	Seniors	Juniors	Sophomores	Freshmen	Total
Chinese	1	0	1	2	4
English	2	5	3	2	12
Econ.-Comm.	3	0	2	3	8
Hist.-Soc.	0	1	0	5	6
	6	6	6	12	30
Biology	1	1	6	3	11
Chemistry	4	0	4	3	11
Physics	8	1	4	2	15
	13	2	14	8	37
Education	6	6	3	3	18
Music	0	0	2	3	5
	6	6	5	6	23

Minutes of the Fourteenth Meeting of the Executive Committee of the Board of Directors of Hua Chung College in Hsichow held on April 12th 1940, in the President's Office, continued on April 13th and 16th.

Present: President Wei (Chairman), Dr. Taylor, Dr. Bien, Dr. Hu, Mr. Coe (Secretary of the Board of Directors), Mr. Anderson.

Mr. Coe opened the meeting with prayer.

The Minutes of the previous meeting were read and approved.

The President's report on grants received from the Ministry of Education and the British Boxer Indemnity Fund was received.

- Ex.93 The statement of Mr. Coe's travel expenses from Shanghai was received and it was ordered that it be paid from surplus on favourable exchange.
Voted that the Secretary write to Bishop Gilman expressing the Committee's appreciation of the help Mr. Coe has been able to give on his visit to Hsichow, and thanking the Bishop for paying his return expenses to Shanghai.
- Ex.94 In view of the large increase in the cost of living in Hsichow during the past year, it was
Voted that the five per cent cut in salaries be restored as from the beginning of the academic year 1940-41.
- Ex.95 For the same reason it was Voted that beginning with August 1st, 1940, salary increases shall become effective according to scale. (c.f. Ex.22) In reckoning the time at which salary increases are due according to scale, the year 1939-40, during which increases were suspended, shall be reckoned as if the increases had been effected.
- Ex.96 Voted that the Budget for the year 1940-41, as prepared by the Treasurer be adopted with adjustments which may be necessary for any promotions in rank.
- Ex.97 Voted that the Treasurer be asked to re-cast the Budget so as to show items which are extra expenditure called for by the special conditions of the College in Hsichow.
- Ex.98 Voted that the funeral expenses of Miss Wang Shu-Hui be paid, amounting to N.C.\$92.95.
- Ex.99 Voted that all loans made to students for fees which have been due but not paid during the last two years be covered up to the amount of N.C.\$5,000 from the credit balance accruing from favourable exchange on the Emergency Fund for the current year. As the loans are repaid, they shall be credited to the Sustaining Fund for future years.
- Ex.100 In pursuance of Action Ex.71, of this Committee, funds ear-marked for various purposes were converted in U.S. currency for safe-keeping at the rate of exchange at the date of the action.
Voted that if there should be any loss or gain from exchange at the time when the money is re-converted into Chinese national currency, the various funds shall sustain it.

Ex.I01 Voted that the Treasurer be instructed to inform the various departments affected by the above action (Ex.I00) and that he consult with them as to which currency those funds shall be kept in.

Ex.I02 With reference to the President's letter to Mr. Smith dated March 23rd. 1939 following his radiogram of March 15th, 1939, and in light of the excessive expenditure involved in moving (U.S.\$10,000 instead of the U.S.\$6,000 estimated) and further, in light of the changes in the needs listed in the said letter,
Voted that the following items be deleted as having already been met:
Item 2 Students' Aids (covered by Ex.99)
Item 4 Reference Books in Economics and English Literature (covered by Ex.92)
Item 7 Power Plant and operation (covered by Ex.83, Ex.65, Ex.66, Ex.49)
Item 8 Exchange - now considered unnecessary.
Voted that the actual needs of items which are still uncovered, and balance of the last year's Emergency Fund of N.C.\$27,582.16 be presented by the Treasurer in person to the Board of Founders for adjudication and decision.

Ex.I03 Voted that the Executive Committee record its appreciation of the great help which Mr. Coe has been able to give by his visit to Hsichow.

Ex.I04 Voted to approve the President's appointment of Mr. Coe as his personal representative in the U.S.A. and
Voted that Mr. Coe be appointed to represent this Committee and to present the financial needs and other conditions of the College to the Board of Founders and to the ~~Contributing~~ co-operating Missions in the U.S.A.

Ex.I05 Voted ^{that} Mr. Coe's report be received of his appointment of Dr. Hsiung as his representative in the College with duties as listed in his letter of April 16th, 1940.

Ex.I06 The Committee received Mr. Coe's report that he has thoroughly examined the accounts for 1938-39 and prepared a revised statement for the Board of Founders.
Voted that, the Committee having tried and failed to secure the services of an authorised auditor for the accounts for 1938-39, Mr. Coe be authorised to report to the Board of Founders the financial conditions in the accounts for the year 1938-39.

The meeting adjourned.

Francis C. M. Wei
Chairman.

David L. Anderson
Secretary.

Minutes of the Fifteenth Meeting of the Executive Committee pro tem. of the Board of Directors of Yung Chung College, held on May 14th, 1940 in the President's Office.

Present: Dr. Wei (Chairman), r. Taylor, Dr. Bien, Dr. Hu, Mr. Anderson.

Dr. Wei opened the meeting with prayer.

The Minutes of the previous meeting were read and approved.

Mr. Lyford's letter of April 14th and Dr. Wei's reply of May 3rd were read.

Ex. 107 Voted that the recommendation of the Senate to appropriate N.C. \$600.00 to the local fund for relief of the poor in the present food shortage be approved, and the money taken from favourable balance on exchange.

Ex. 108 Voted that the recommendation of the Senate to appropriate N.C. \$150.00 as our share in the expense of entertaining provincial officials be approved and the money taken from balance on favourable exchange.

Ex. 109 Voted that whereas an emergency situation arose more than a week ago due to serious shortage of rice, the Committee approves the executive action of the President in ordering the advance of N.C. \$10,000 to a committee sent to purchase rice for the use of the College community, including Canton Theological College. Voted that a letter be sent to the units concerned, viz. families and students' hostels, asking them to guarantee to purchase at cost to the College, regardless of the price of local rice at the time of delivery, the amount of rice needed by such units. No unit which does not so guarantee the purchase shall be supplied from the rice purchased. If the supply does not meet the demand, the distribution shall be proportionate to the needs based on an estimate to be made by a special committee which may be appointed by the Senate.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Twenty-Third Meeting of the Executive Committee Pro-tem of the Board of Directors of Hua Chung College, held on April 29th and 30th, 1941, in the President's Office, Hsichow.

Present: Dr. Wei, Dr. Hwang, Dr. Zee, Mr. Coe, Dr. Bien, Mr. Anderson.

Mr. Coe opened the meeting with prayer.

The Minutes of the previous meeting were read and approved.

- Ex.140 Mr. Coe reported upon the loss of the new College truck by fire. Voted, that the Executive Committee Pro-tem report in detail the accident to the new truck in Burma on April 13th, which led to the destruction and loss of property as itemized in the Treasurer's report, and that the Board of Founders be asked to apportion the charges, in consultation with the co-operating missions.
- Ex.141 The action of the Board of Founders on permanent appointments and sabbatical leave was received. Voted, that the Executive Committee interprets the granting of six months' salary to any Faculty member whose formerly permanent appointment is not renewed in the next academic year to mean that the salary will be continued month by month until the teacher accepts another salaried appointment, but not beyond six months from August 1st, 1941.
- Ex.142 Voted, that when any member of the Faculty or staff leaves the service of the College at the end of the academic year, he shall vacate his College rented house before August 1st.
- Ex.143 Voted, that the following scheme of war time allowances and subsidies be recommended to the Board of Founders to be applied during the academic year August 1st, 1941 to July 31st, 1942.
- 1) A war time living allowance of \$35 per month shall be given to every member of the Faculty and staff who receives a salary of \$150 per month or less. A similar allowance of \$30 per month shall be given to those with salaries of \$151 to \$250 per month (inclusive). A similar allowance of \$25 per month shall be given to those with salaries over \$250 per month.
 - 2) For every member of the family of a Faculty or staff member, a war price subsidy of \$13 per month shall be given, the family being defined as, the earner, wife, dependent parents and dependent children.
 - 3) For every child of a Faculty or staff member attending primary school, he shall receive a war time education allowance of \$50 per year, and for every child attending middle school or college an allowance of \$100 per year.
 - 4) The above scheme shall supersede all the former schemes of subsidy already put into effect.
 - 5) The scheme does not apply to servants or to locally employed staff members.
- Ex.144 Voted, to recommend to the Board of Founders that in cases where a man is asked to become Dean of the Faculty or Dean of one of the Schools, he shall receive the maximum salary for his rank during his incumbency.

The meeting adjourned.

(s) Francis C. M. Wei
Chairman

(s) David F. Anderson
Secretary

Minutes of the Twenty-Fourth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on May 2nd, 1941 in the President's Office, Hsichow.

Present: Dr. Wei, Dr. Hwang, Dr. Zee, Mr. Coe, Dr. Bien, Mr. Anderson.

The Treasurer presented the Budget for the year 1941-42.
Ex. I45 Voted that the Budget for the year 1941-42 as presented by the Treasurer be approved and recommended to the Board of Founders acting as Board of Directors.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

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Minutes of the Twenty-Fifth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on July 12th, 1941 in the President's Office, Hsichow.

Present: Dr. Wei (Chairman), Dr. Hwang, Dr. Zee, Mr. Coe, Dr. Bien, Mr. Anderson.

Mr. Coe opened the meeting with prayer.

The Minutes of the two previous meetings were read and approved.

- Ex.I46 Voted that the College employ one servant for each hostel and pay the wages, the servant to be under the sole control of the warden. The Executive Committee recommends this addition to the Budget to the Board of Founders.
- Ex.I47 Voted that the minimum wage for locally employed servants be \$55 per month, and that increases for length of service be decided by the President, Treasurer and Business Manager.
- Ex.I48 Voted that the salary for locally employed clerks of the first class be \$80 per month, and those of the second class \$65 per month, and increases for length of service be decided by the President, Treasurer and the responsible head concerned.
- Ex.I49 ~~Voted~~ The Treasurer reported on the capital and running expenses of the power plant and it was Voted that the question be referred to a sub-committee consisting of Messrs. Coe, Zee and Bien for study and report to the next meeting.
- Ex.I50 Whereas the prices of scientific supplies and transportation are continually increasing, and Whereas circumstances make it advisable to plan for a further three years' stay in Hsichow, and Whereas future supplies may be entirely cut off, Voted to recommend to the Board of Founders that the School of Science be authorized to draw from the School of Science Reserve Fund sufficient money for advanced purchases for three years, the total not to exceed U.S.\$1,800, the amount to be refunded from the annual appropriations for maintenance for the said School in the years 1941-2, 1942-3, 1943-4.
- Ex.I51 Voted that the salary of Miss Hsia Fu-Hsien be added to the School of Education Budget and be charged to the Practice School appropriation.

The Treasurer reported receipt of ~~an~~ appropriations of £20/19/9 and £124/18/5 from the United Committee for the China Christian Universities London. The Treasurer was instructed to report this appropriation to the Board of Founders, and the Secretary was instructed to write a letter of appreciation to Rev. A.G. Eastleton, Secretary of the United Committee.

The President reported a gift of H.C.\$2,000 from Mr. Li Jui for the Scholarship Fund.

The Meeting adjourned.

Chairman.

David J. Anderson.
Secretary.

Minutes of the Twenty-ninth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on February 23rd, 1942 in the President's Office, Hsichow.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.
The Minutes of the previous meeting were read and approved.

The following report from the President was received:-

1) The Ministry of Education has sent NC\$5,000 for administrative expenses and for Faculty and staff needs. By action of the Senate, the money is being used to buy salt for free distribution to Faculty and staff families.

2) Mr. Li Jui has sent a gift of \$6,000 for students' scholarships and aids.

Ex.I58 Voted that one half of Mr. Li Jui's gift of NC\$6000 be turned over to the Scholarship Committee to increase scholarships and student aids for the Spring Term 1942.

Ex.I59 Voted that ~~unanimously~~ the Executive Committee heartily approve the President's appeal to the alumni of the College for gifts to help needy undergraduate students.

Ex.I60 Voted that the piano left in Kweilin which had been seriously damaged during an air raid be sold, and the proceeds credited to the Music Department.

The Treasurer reported that the increase in war time subsidy, including special provision for hard cases, as voted in December 1941 is costing the College approximately NC\$21,000 for the seven months of the fiscal year in which it is in operation.
The Treasurer also reported details of the purchase of salt at the government controlled price with the Ministry of Education subsidy of \$5000.

The reports were received.

The meeting adjourned.

Chairman.

David L. Anderson.
Secretary.

Minutes of the Thirtieth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on March 16th, 1942 at Mr. Anderson's home.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Mr. Anderson.

Dr. Bien opened the meeting with prayer.
The Minutes of the previous meeting were amended and approved.

The President reported the receipt of the cable sent by the Board of Founders on March 9th and the reply sent.

Ex.I61 ~~May~~ Voted that 1) because of the unexpected delays in San Francisco, Singapore, Rangoon and Lashio due to war conditions, which affected his journey, Dr. Sidney Hsiao be granted the sum of U.S.\$150.00. 2) That Dr. Hsiao be granted the sum of Rs.450/- for travel from Rangoon to Hsichow. 3) That the sum of U.S.\$150 mentioned above, plus whatever is due to Dr. Hsiao after settling with the Treasurer the account of Rs.800/- and the charges for bringing College goods from the U.S.A. be deducted from the U.S.\$630 which was advanced to him by Mr. Lyford, Treasurer of the Board of Founders. 4) That the balance left over, after the deductions have been made from the U.S.\$630 (the balance being approx. U.S.\$415.50) be counted against the allowance for Dr. Hsiao's sabbatical year when and if it becomes due and is granted by the proper authorities of the College under the conditions set for sabbatical leave at that time. If Dr. Hsiao should leave the College before the sabbatical leave is granted, the above U.S.\$ balance should be repaid to the College in inverse proportion to the length of time he has served in the College.

Ex.I62 Whereas the Yale-in-China School of Science Finance Committee has considered the recommendation of the Faculty of the School of Science concerning the launching of a project to survey the Erh Hai under the auspices of the Biology Department,
Voted that either a) the Biology Department submit the whole project with a detailed itemized budget including a liberal estimate for probable increase in costs, to the British Boxer Indemnity Commission for the financing of the whole project by them; or
b) that the Biology Department start the project in a modest way, in order to make a preliminary study for results which may interest scientific bodies for further financial help to continue the project. If the second proposal be accepted and an itemized budget be submitted by the Biology Department, this Committee recommends the appropriation of N.C.\$4,000 from the money on hand from the British Boxer Indemnity Fund earmarked for research in the Biology Department.

Ex.I63 Voted that the College war-time price subsidy be increased as from March by ten dollars (N.C.\$10) per month for each member of the family from \$28 to \$38.

Ex.I64 Until this Committee has decided upon the long range financial policy to be recommended to the Board of Founders,
Voted that it be accepted as a guiding principle in the preparation of the Budget for the fiscal year 1942-3 that a maximum staff of three full time members be set for each major department with the exceptions of Chinese and English which should not exceed double this strength.

Chairman.

David J. Anderson.
Secretary.

0275

Minutes of the Thirty-first Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on March 30th, and April 1st and 6th ~~at~~ 1942, at Mr. Coe's home and the President's Office, Hsichow.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Mr. Anderson, and (co-opted for the meeting) Dr. Hsiao.

Mr. Constantine opened the meeting with prayer.

The President read a letter from Dr. E.H. Cressey dated March 17th 1942. The Treasurer gave a general report on the proposed budget for 1942-43, and his report was received.

The budgets for Administration, School of Arts and School of Education for the year 1942-43 were revised and approved.

The Dean of the School of Science, Dr. Hsiao, presented the estimates for maintenance in the School of Science, and also probable deficits in the Departments of Biology, Chemistry and Physics at the end of the current financial year. Part of these deficits have been incurred under action Ex.I50 of the Executive Committee, permitting advanced purchases to be made. The report was received and the Committee proceeded to frame the budget for the School of Science for 1942-43, leaving over the question of the deficits for later action.

Whereas the wages of technicians are normally included in the maintenance item of the departmental budgets of the School of Science,

Ex.I65 Voted that the technicians' salaries and subsidies at the present rate be included in the budget for 1942-43, but any additional subsidies which may be required during the year to meet increased cost of living, shall be met from sources outside the funds budgeted for the School of Science.

Ex.I66 The following amounts were voted for maintenance for the Biology, Chemistry and Physics Departments, in each case the amount being exclusive of electric power.

Biology: N.C.\$13,500; Chemistry N.C.\$14,400; Physics N.C.\$15,300.

Ex.I67 Voted that the power plant be operated during 1942-43 only during the evening. Extra power, where needed shall be petitioned for by the Department concerned. The Physics department petitioned for extra power for advanced laboratory work for ten weeks per term on Fridays morning and afternoon. The petition was received and referred to a committee consisting of the heads of the Science departments and the Treasurer for report to the Executive Committee.

The Treasurer reported that probable deficits in the School of Science will amount by July 31st, 1942 to approximately the following: Biology Department U.S.\$600; Chemistry U.S.\$1,300; Physics U.S.\$1,100, totaling U.S.\$3,000. Part of this deficit is due to extra expenses of operating the power plant, the part chargeable to the School of Science amounting to U.S.\$600. Another U.S.\$300 is accounted for by increased subsidies paid to the technicians in the School. The balance is due to increased costs of locally purchased supplies and heavy transportation charges on imported supplies.

The report was received.

Ex.I68 Voted that the Board of Founders be asked to make a special appropriation to cover the U.S.\$900 due to increased cost of power and technicians' subsidies.

To meet the remainder of the deficit it was

Ex.I69 Voted that the departmental balances under magazines and School balances on publication, research and magazines, amounting altogether to U.S.\$1,100 be applied to the deficit.

Ex.I70 Voted that the Board of Founders be asked to make a special appropriation to cover the remainder of the deficit, amounting to U.S.\$1,000.

The budget for the Yale School of Science for 1942-43 ~~was~~ was approved.
The budget for the College as a whole for 1942-43 was approved.

Ex.I71 Voted that a special grant of N.C.\$1,500 be paid to Mr. Wu Hsin-Fu for the travelling expenses of his family from Chungking.

Ex.I72 Voted that a committee consisting of Dr. Hsiao, Dr. Wan and Dr. Hsiung be appointed to report on the use or disposal of the College truck.

Ex.I73 Voted that the amount appropriated under ~~Ex.I62~~ Ex.I62 be increased from N.C.\$4,000 to N.C.\$6,000, this amount being in hand from the British Boxer Indemnity Fund, earmarked for research in Biology.

Ex.I74 Voted that the question of increasing the enrolment over the present level be presented to the Board of Founders, and if approved by them that an extra appropriation of N.C.\$15,000 be asked for to cover hostel equipment and expenses involved in the increased enrolment.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson,
Secretary.

The following action was also passed with the proviso that it be kept only in the Secretary's file and in the copy of Minutes sent to the Board of Founders.

Ex.I75 Voted that the Board of Founders be asked to place at the disposal of the Executive Committee pro tem. an extra amount over and above the regular budget for 1942-43 of N.C.\$125,000 to be used for increasing Faculty and staff subsidies if and when the rise of prices should so warrant.

Francis C. Wei
Chairman.

David F. Anderson,
Secretary.

Minutes of the Thirty-third Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on June 25th, 1942 at the home of Mr. Coe.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Constantine, Mr. Coe, ~~Dr. B. I. Chen~~, Dr. Hsiao and Mr. Anderson.

Dr. Hwang opened the meeting with prayer.

The Minutes of the previous meeting were read, amended and approved.

The President reported that it had proved impossible to send students for refugee work. (Ex. I77). The actions taken in Ex. I78 had been reported to the Senate which had concurred, and then they had been reported to a meeting of the Faculty and staff.

A cable from Mr. Lyford of May 27th was received on June 1st, approving the budget figure previously cabled. Mr. Lyford's letter of April 24th was also reported. The President's report was received.

The President reported a suggested revision of the present subsidy scheme, and after discussion the following action was taken:

Ex. I81 Voted that all previous schemes of subsidy be rescinded as from the end of the current financial year.

The salary as increased in Ex. I52 (September 29th, 1941) shall be considered as the basic salary.

Beginning from August 1st, 1942 the war time living subsidy shall be 50% of the basic salary; the war price subsidy shall be \$65 per month for each recognised member of the family; the educational subsidy shall be \$200 per annum for each child in middle school or college, and \$100 for each child in primary school.

Ex. I82 ~~in~~ Voted that in case of new appointments the President shall inform the new appointee that the government regulation, that war price subsidy apply to a maximum of only five members of the family, shall be adhered to, unless a larger number of members of the family are actually resident in Hsichow.

The meeting adjourned.

Francis C. Anderson
Chairman.

David L. Anderson
Secretary.

Minutes of the Thirty-fourth meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, combined with the College Senate, held on July 30th at Dr. Bien's home, on July 31st at Mr. McCoe's home, and on August 3rd at Mr. Anderson's home.

Present:- Dr. Wei (Chairman), Mr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson, and Miss Bleakley and Dr. Do representing the Senate. *Dr. Wen.*

Dr. Wei opened the meeting with prayer.

The question of moving the College to another site was fully discussed at the three meetings. The following desiderata were drawn up as pre-condition for the Executive Committee to entertain the proposition of moving the College from Hsichow:

- 1) That a suitable site for setting up and operating the College could be found. This includes the following necessary factors:
 - a) Offering sufficient accommodation for classrooms, laboratories, library, students' dormitories, and faculty residences.
 - b) Likely to be safer than Hsichow.
 - c) More accessible to new students.
 - d) More accessible for getting new members of Faculty.
- 2) That the total cost of transportation should not exceed \$500,000, this to include transportation of faculty and staff families and students, with library books, equipment and personal effects, which will require at least 50 three ton trucks.
- 3) That the cost of setting up the College for operation at the new site does not cost more than \$250,000 all told.

The whole question was then discussed at a meeting of the Faculty and staff held on August 1st. That discussion may be summarised under three heads:

- 1) Facts: a) The Rev. Carl Liu has no assurance of transportation by military trucks. His estimated cost for moving the College had varied from \$150,000 to \$500,000. b) Mr. Liu mentioned possible sites around Kweiyang but could give no assurance on this point either.
- 2) Opinions: a) One member admitted a widespread fear of danger in this place. b) The possibility of suspending the College work may be more in Hsichow than in some other places such as Kweiyang. c) It would be possible to charge tuition and other fees if the College moved to a larger centre. d) It is likely that by remaining in this place the College may be able to admit only a small number of Yunnan students whose main purpose is to make up their English.
- 3) Suggestions: a) That a part of the College equipment be moved to another site for safe-keeping and future use, considering the fact that such equipment is at present priceless. b) That a middle school be established at a suitable location to become in future a feeder for the College and also a station on the way back to Wuchang.

At the last of the three meetings of the Executive Committee and Senate the following action was taken:

Whereas the total resources of the College, even if permission were obtained from the Board of Founders to use them, for moving the College and setting it up for operation with its own equipment at some safer and more suitable site beyond Kunming, are in our judgment inadequate in view of the present excessive costs of transportation and setting up, be it

Ex.I83 Voted that the Executive Committee and Senate re-affirm the action already taken on May 21st, 1942 (Ex.I78, 2) and later confirmed by the Senate, not to move the College again and set it up for operation in some other locality with its own equipment.

This action was passed by unanimous vote of the Executive Committee and Senate.

Ex.I84 Voted that the plans for evacuation ~~be reviewed~~ in case of emergency be

- revised in the light of changed circumstances by
- 1) investigating possible routes for evacuation,
 - 2) providing means of transportation, particularly for young children and old people,
 - 3) establishing way-side stations,
 - 4) calculating the probable total cost, and making arrangement with the Board of Founders to have the necessary amount immediately available in China.

In pursuance of 1), Mr. Wang Jen-Tsai and Mr. Doe Gin-Tang be asked to scout out routes for evacuation towards the north-east and investigate routes beyond into Szechuan and facilities for transportation, and the ~~Expenditure Committee~~

President and Treasurer be authorised to advance money for the trip.

Ex.I85 Voted that the Business Office be authorised to dispose of a drum of caustic soda, property of the Chemistry Department.

Ex.I86 Voted that Dr. C.F. Lo, Dean of the School of Arts, be appointed a member of the Harvard-Yenching ~~Administration~~ Fund, (Administration) Committee.

The meeting adjourned.

Chairman.

David F. Anderson
Secretary.

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Minutes of the Thirty-fifth meeting of the Executive Committee pro tem of the Board of Directors of Hua Chung College, held on September 7th 1942 in the Education Department Office.

Present: Dr. Wei (Chairman), Mr. Coe, Mr. Constantine, Dr. Hsiao, Dr. Bien, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

The Minutes of the last two meetings were read and approved.

The President reported 1) on his visit to Ta Li and conversations with officials there; 2) that he had received an anonymous gift from a Chinese friend of \$30,000 N.C. for student relief; 3) a telegram had been received from the Alumni Association in Yuan Ling urging the College to move; 4) that the Protestant Episcopal Church in the U.S.A. had increased its appropriation to the College from January 1st, 1942 by U.S.\$5,000 for the development of theological studies in Hua Chung and had appointed Mr. Starratt for this work.

The report was received and the following actions taken:

Ex.I87 Voted that the gift of \$30,000 N.C. be received and the President asked to express the thanks and appreciation of this body to the anonymous donor. The money was disposed as follows:
One third (\$10,000) be credited to the President's Discretionary Fund;
One third (\$10,000) be credited to the Students' Scholarships, Aids and Travel Account, as already budgeted ~~by the~~ and approved by the Board;
One third (\$10,000) be credited to the Students' Scholarships, Aids and Travel Account as an additional grant for the current year.

Ex.I88 Voted that the Secretary reply to the telegram from the Alumni Association in Yuan Ling through Principal C.C. Lao, and that \$6,000 be appropriated from the Students' Scholarships, Aids and Travel Account for students' travel from Yuan Ling, provided that at least six students come - the amount to be reduced proportionately if fewer come to Hsichow.

The Treasurer reported on funds available in China. The report was received.

Ex.I89 The Secretary reported that the London Missionary Society had increased its grant for general administration in the College from \$1,000 N.C. per annum to £50 sterling per annum.
Voted that the increase in the London Missionary Society grant from \$1,000 to £50 sterling be received with appreciation.

Ex.I90 Voted that the increased appropriation of U.S.\$5,000 from the Protestant Episcopal Church in the U.S.A. for theological studies be received with appreciation.

Mr. O.S. Lyford's letters nos. 30 and 31 (May 28 and July 14) and the Minutes of the Executive Committee of the Board of Founders of June 14th along with the Treasurer's report, and Mr. Lobenstine's letter of November 8, 1941 were read.

Ex.I91 Voted that the Executive Committee place on record its deep appreciation of Miss Johnston's generosity in renewing her gift of U.S.\$5,000 per annum for the School of Arts.

The meeting adjourned.

Chairman.

David L. Anderson.
Secretary.

Minutes of the Thirty-sixth meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on September 14th and 21st, ¹⁹⁴⁴at the homes of Mr. Coe and Mr. Constantine.

Present: Dr. Wei (Chairman) Mr. Coe, Mr. Constantine, Dr. Hwang, Dr. Bien Dr. Hsiao, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

The Minutes of the last ~~two~~ meetings were read and approved.

A letter was read from the Yuan Ling branch of the Alumni Association, following their telegram. The President was instructed to answer.

The President reported a gift of N.C.\$10,000 from Mr. Li Jui for students' relief.

Ex.I92 Voted that the gift be received, that the President be asked to write and thank Mr. Li for his generous gift, and that the \$10,000 be credited to the Students' Scholarships, Aids and Travel Account as an extra appropriation for student relief.

The Treasurer reported that \$1,865.44 had been contributed to date by the Alumni Association for student relief.

Ex.I93 Voted that this amount be received and held for later action.

The Treasurer reported receipt of \$4,000 from the Ministry of Education for Faculty relief.

Ex.I94 Voted that this amount be received and held pending further instructions from the Ministry.

The Treasurer reported receipt of \$5,469.51 from the United Committee for Christian Universities in China (London).

Ex.I95 Voted that this contribution be reported to the Board of Founders and held pending instructions for its use from London.

Ex.I96 Voted that Dr. Hwang and Mr. Doe in consultation with the Treasurer be asked to purchase ten horses within a budget of N.C.\$22,000; and further that before making the actual purchase, they be asked to present a budget for the monthly expense of keeping the horses and that they work out arrangements for the stabling and care of the animals before the purchase is made.

Ex.I97 Voted that a special subsidy in the form of a lump sum be given to members of the Faculty and staff: \$1,200 to each member who has served the College for three years or more; \$1,000 for each member who has served for two years; \$800 for each member who has served for one year; \$400 for new appointees. Years ~~shall~~ of service shall be counted ~~in~~ whether continuous or not.

Ex.I98 Voted that in calculating the war time price subsidy, every member of the Faculty and staff shall receive subsidy equivalent to that given to those claiming for three members of the family including the salary earner. Members already receiving subsidy for three members or more shall continue under the present regulations. The new minimum shall be retroactive to August.

The meeting adjourned.

Francis C. Anderson
Chairman.

David F. Anderson
Secretary.

Minutes of the Thirty-seventh meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on October 26th, 1942 in the President's Office.

Present: Dr. Wei (Chairman), Mr. Coe, Mr. Constantine, Dr. Hwang, Dr. Bien, Dr. Hsiao, Mr. Anderson.

Mr. Coe opened the meeting with prayer.

The Minutes of the last meeting were read and approved.

The following appointments were made:

To the Senate, representing the Board of Directors: Miss Zenk, Dr. Wan;

The Chapel Committee: Mr. Anderson, Mr. Constantine, Rev. Carl Liu, Dr. Hsiung, Dr. Hsiao, Dr. Wei (ex officio)

Ex.I99 Voted that Mr. Coe, Dr. Bien and Mr. Anderson be appointed a committee to advise the President in the disbursement of the government grant of \$4,000 for the relief of professors and assistant professors.

Ex.200 Voted that the Senate's recommendation to provide electricity for an extra six hours per week for not more than twelve weeks per term be approved, and that a maximum of \$5,000 be appropriated for the purpose one half of which shall come from the Yale in China grant, and one half from profits made by the machine shop.

Ex.201 Voted that a College servant be assigned to service in the President's residence.

Ex.202 Voted that the question of purchasing horses be tabled (Ex.I96) and that Dr. Hwang's resignation from the sub-committee appointed to buy horses be accepted.
The meeting adjourned.

Minutes of a special meeting of the Executive Committee pro tem. held on November 13th in the President's Office.

All members present.

Mr. Constantine opened the meeting with prayer.

Ex.203 Voted that in answer to Dr. Cressey's letter, the College shall ask the Associated Board for a fifty per cent increase on the current year's budget, and that in addition a further twenty per cent be ear-marked for the use of Hua Chung in case of a further sudden increase in the rate of inflation in the Chinese currency.

Ex.204 Voted that the government grant of \$4,000 (Ex.I99) be applied to three families of professors and assistant professors who meet the conditions laid down at the rate of \$90 per head, thus using \$2,000 of the total grant, and that an additional amount be granted from College funds for the assistance of lecturers and junior lecturers with large families at the rate of \$70 per family head; the amounts in each case being given to the nearest hundred, this will cost the College \$2,700.

The meeting adjourned.

Francis C. M. Wei
Chairman.

David L. Anderson
Secretary.

Minutes of the Thirty-eighth meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on December 11th, 1942, at the home of Mr. Anderson.

Present: Dr. Wei (Chairman), Mr. Coe, Dr. Hwang, Dr. Bien, Dr. Hsiao, Mr. Anderson.

Dr. Hsiao opened the meeting with prayer.

The Minutes of the last two meetings were read and approved.

The President reported that another grant of \$4,000 had been received from the Ministry of Education to give rewards to special research done by members of the Faculty, and that £1,000 had been sent by Madame Chiang to the College out of the British Aid to China Fund.

Ex.205 Voted that the gift of £1,000 from the British Aid to China Fund be received, and that the President be instructed to write to thank Madame Chiang and the organisers of the Fund in Britain.

Ex.206 Voted that the gift be used in the following ways:-
a) Double salary and subsidy be given to all members of the Faculty and staff for the month of January, 1943.
b) For the months February to July (inclusive) 1943, the war time living subsidy shall be increased from 50% of the basic salary to 100% of the basic salary, and the war price subsidy be increased from \$65 for each member of the family to \$85 for each member of the family.
c) If the gift of £1,000 should prove insufficient to cover the cost of these increases, the balance shall be taken from College funds.

The meeting adjourned.

Francis C. M. Wei
Chairman.

David F. Anderson
Secretary.

0285

Minutes of the Thirty-ninth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on January 9th, 1943 at the home of Mr. Coe.

Present: Dr. Wei (Chairman), Mr. Coe, Dr. Hwang, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

The Minutes of the previous meeting were read and approved.

Mr. Lyford's letter no.34 of November 5, and Mr. Smith's of November 13 were read.

The Committee considered the question raised by Mr. Smith of the advisability of conducting publicity for the Yale in China Association in the name of Hua Chung College as a whole instead of only in the name of the Yale School of Science.

Ex.207 Voted that, since the Yale School of Science is an integral part of Hua Chung College and not a separate institution, the Executive Committee pro tem. sees no objection to the proposed procedure.

Ex.208 Voted that the appropriation for publicity be increased from \$1,500 to \$5,000 for the current year.

Ex.209 Voted that this Committee recommend to the Board of Founders that an item be included in the 1943-44 budget to provide travel abroad for younger members of the Faculty after the war for post-graduate study.

Ex.210 Voted that Dr. Hwang get in touch with the principals of the affiliated middle schools to find out the possibilities of arranging a conference between the College and principals in the summer of 1943.

Dr. Wei presented a memorandum on the post-war policy of the College, which was referred for further consideration at a later meeting. Mr. Anderson was asked to draft a memorandum on relations between the College and the middle schools for consideration at the same time.

The meeting adjourned.

Chairman.

David L. Anderson
Secretary.

Minutes of the Fortieth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on March 12th and 19th at the homes of Dr. Hsiao and Mr. Coe.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Mr. Anderson.

The Minutes of the previous meeting were read and approved.

Dr. Hwang reported re. Ex 210 that he had written to the principals of twelve affiliated senior middle schools. The report was received.

The President reported on the proposed meeting of the Council of Higher Education of the C.C.E.A. to be held in Chengtu in May.

Ex.211 Voted that the President and Treasurer represent the College at this meeting, and that the College appropriate any part of the travelling expenses not covered by the amount given by the Council for this purpose.

The Treasurer reported on the estimated losses of College property in Wuchang. The report was received, amended and approved. (Copy appended herewith.)

Ex.212 Voted that in view of the further increase in the cost of living,
a) ~~the~~ beginning with the March 1948 salary, the war time living subsidy shall be reckoned as 125% of the basic salary;
b) beginning with the March salary, the war time price subsidy be increased from \$85 to \$120 per recognised member of each family.

Ex.213 Voted that in view of the special difficulties of Faculty and staff members with large families, a special subsidy be given to families having more than five members dependent on the salary earner. By special action of this Committee in each case, a lump sum of \$250 shall be given in April for each member of the family beyond the fifth. In reckoning the size of the family for this purpose, the Executive Committee shall include members of the family resident in Hsichow, dependent parents wherever they may be, and other members of the family recognised by the College even if not now in Hsichow, provided that these members have at one time been with the College in Wuchang or Kweilin or Hsichow. After individual consideration of each case, the following list was approved:-

Mr. Bao - two members; Mr. Tang - one member; Mr. Ch'en - two members; Mr. D.B. Hu - three members; Dr. Hwang - four members; Mr. Li - four members; Mr. Wang - four members; Mr. T'ang Fu-Chu - three members; Mr. Liu - four members.

Ex.214 Voted that a sub-committee, consisting of the President, Treasurer, and Secretary of this Committee, be appointed to consider the revision of the salary scale for full professors and to report at the next meeting.

Ex.215 Voted that Messrs. Coe, Constantine and Anderson prepare a general statement on the financial conditions of the missionary members of the Faculty in view of the rising cost of living.

The meeting adjourned.

Francis P. White
Chairman.

David L. Anderson
Secretary.

Minutes of the Forty-first Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on March 26th 1943, at the home of Mr. Anderson.

Present: Dr. Wei (Chairman), Mr. Coe, Dr. Hwang, Mr. Constantine, Dr. Hsiao, Mr. Anderson.

Mr. Coe opened the meeting with prayer.

The Minutes of the previous meeting were read and approved.

- Ex.216 The following report of the sub-committee on revision of the ^{professors'} salary scale was received. approved and is recommended for adoption to the Board of Founders acting concurrently as Board of Directors:-
1. Assistant professors shall begin with a salary of \$325 per month, rising after two years to \$350, and after two more years to \$375, and after a further three years to a maximum of \$400.
 2. The initial salary for professors shall be \$400 per month, rising after periods of two years to \$425, \$450 and \$475, then at three year intervals to \$500, \$550 and the maximum of \$600.
 3. Heads of major departments shall be given the third grade in their rank, and deans the fourth grade in their rank, further increases being given according to length of service. The President of the College shall receive the maximum salary provided in the above scale, namely, \$600. Note: Dr. Wei intimated that he personally would refuse to accept any higher salary as President than he would receive as a full professor.
 4. In special cases, the President may make recommendations to the Board of Directors for special increases other than those provided for in the scale.

The missionary members of the Committee reported (Ex.215) that their supporting Boards had already taken steps to meet their financial difficulties and were keeping in touch with the situation, so that no action by the Executive Committee was necessary at present. The report was received.

- Ex.217 Voted that in calculating the war time price subsidy, junior lecturers and assistants shall receive subsidy equivalent to that given to those claiming for three members of the family including the salary earner as a minimum (Ex.198), that lecturers shall receive the equivalent of four members, and assistant professors and professors the equivalent of five members.

- Ex.218 After detailed consideration, the budget for the financial year 1943-44 was approved for recommendation to the Board of Founders acting concurrently as Board of Directors.

~~Voted that~~ The following Supplementary action was also taken:-

Whereas the budget recommended by this Committee for 1943-44 involves a considerable deficit, and whereas, there are provided in this budget a number of appointments which are necessary for the efficient running of the College, Voted that in case any of these appointments cannot be made owing to war conditions, the College shall deduct from the budget the equivalent of the salaries of these appointees in U.S. currency at the rate of Chinese N.C.\$20 to U.S.\$1 on which this budget has been drawn up.

The meeting adjourned.

Chairman.

David F. Anderson.
Secretary.

0288

Executive Committee meeting of June 8th, 1943 (cont.)

Ex.226 Voted that the above listed appropriations be received and that the Chinese friend and the Chungking Alumni be thanked for their generous gifts.

Whereas a special anonymous gift of \$15,000 a month (\$120,000 already in hand) has been made by a Chinese friend for giving a rice subsidy to the Faculty and staff,

Ex.227 Voted that a special rice subsidy of \$80 for each recognized member of the family be given, beginning with May 1943, and that this subsidy be reckoned on the same basis as the war time price subsidy.

Ex.228 Voted that a further payment of the special subsidy for members of large families be paid in June on the same basis as the payments authorized in Ex.213 after making adjustments as required by changes in the size of families.

Ex.229 Voted that in view of the request for a local middle school principals' conference in Yuanling, Hunan, and in view of the necessity of renewing personal contacts with affiliated schools in Hunan, ~~that~~ Dr. Hwang be asked to go to Yuanling for the conference and to renew contacts with the Christian middle schools there.

Ex.230 Voted that Dr. Bien, Dr. Hsiao and Mr. Wang Jen-Tsai be appointed as a committee to draft a scheme for co-operative buying and storing of rice, vegetable oil and charcoal.

Francis C. W. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Forty-third meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on June 8, 1943 at the home of Mr. Anderson.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Hwang.
The Minutes of the previous two meetings were read and approved.

Dr. Wei reported on the meeting of the Council of Higher Education in Chengtu. The report was received.

Ex.222 Voted that the President be authorized to draft an application for an annual grant of U.S.\$5,000 to the Nanking Theological Seminary for the Hua Chung theological training project.

Mr. Lyford's letter W.37 dated April 21, 1943 and his cable of May 24 were read to the meeting.

Mr. Coe reported on the new official exchange rate for money received by missions and educational and charitable institutions in China. The report was received.

The President reported on the application that had been drafted and sent to the China Foundation for additional subsidy for the School of Science.

A letter from Mr. B.B. Chapman enclosing a gift of N.C.\$127,000 from Mr. Holmes was read. The three proposals submitted for the use of his money two years ago were re-considered, and it was decided what the first was not now practicable, the second unnecessary, and the third was the best use for the money. It was

Ex.223 Voted that the gift of N.C.\$127,000 from Mr. Holmes be received and the money be turned into U.S. currency for investment by the Board of Founders in the U.S.A. as an endowment fund to establish the Holmes Scholarship Fund in Hua Chung College.

Dr. A.V.Casselman's letter of March 30th, 1943 re development of the Music Department in Hua Chung and authorizing the use of Dr. Hsiung's salary for other purposes was read.

Ex.224 Voted that Dr. Hwang, Mrs. Allen, Mr. Anderson and Mrs. Anderson be appointed a sub-committee to draw up a detailed plan for the development of the Music Department in Hua Chung, which plan the Evangelical and Reformed Church Mission should then be requested to sponsor.

Ex.225 The Treasurer reported a gift of N.C. \$5,000 from Dr. P.V. Taylor to be used for scholarships and student aids, where possible for students of the Reformed Church Mission.
Voted that the gift be received and that Dr. Taylor be thanked for his generosity.

The following appropriations of money were reported:-

\$59,381 from the British Aid to China Fund for faculty relief.

\$26,281.73 from the Ministry of Education for teaching equipment and for improving teachers' livelihood.

\$5,000 from the Chungking Alumni Association for the Faculty.

\$7,000 from the Ministry of Education as aids for research and for needy members of the Faculty.

\$15,000 from the Ministry, being a half year's grant for equipment, chairs and Faculty subsidy.

\$120,000 gift from a Chinese friend of the College as a rice subsidy for Faculty and staff from May to December 1943 (inclusive).

Please return to the Treasurer

Minutes of the Forty-second Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on 11th April, 1943 in the Education Department Office.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Hsiao.

Mr. Lyford's cable of April 6th in reply to Dr. Wei's of April 1st was read and discussed.

Ex.219 Voted that the following cable be sent in reply:-
"Exchange conditions uncertain needed to cover rising prices. No emergency item in budget. Harvard Yen-ching renewal and increase pending!"

Ex.220 Inasmuch as the President expects to be absent from the College for a period until late in May,
Voted that the Executive Committee approve the recommendation of the Academic Committee and the Senate that re-appointments be made forthwith.

Ex.221 Voted that Dr. Hwang, Dr. Bien and Mr. Anderson be constituted a temporary Finance Committee to deal with questions of Faculty loans and any other financial questions that may arise during the absence of the President and Treasurer.

A cable from the Associated Board concerning Bible readings and prayer during the season of Lent was referred to the Chapel Committee.

The meeting adjourned.

Francis C. Wei
Chairman.

David L. Anderson.
Secretary.

Minutes of the Forty-fourth meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on June 24th in the Education Office.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Bien.

The President reported the following donations which were received and are to be reported to the Board of Founders.

- 1) A gift of N.C.\$60,000 from Mr. Li Tzu-Hou of Kunming.
- 2) Mr. Tung Ch'en-Lung, a member of the local gentry, now resident in Kunming, has sent a letter dated June 4th confirming his gift ~~as made~~ verbally to the President of \$15,000 per month from 1st May 1943 for a rice subsidy to members of the faculty and staff. The gift was made entirely of his own accord after hearing of the hardships caused by the rise of prices in Hsichow, and in appreciation of the contribution of the College to education, medical work and public health in Hsichow.

Ex.231 The report of the Committee appointed in Ex. 230 to draw up a scheme for co-operative buying and storing of rice, vegetable oil and charcoal was received. After detailed discussion it was Voted that up to N.C.\$150,000 be advanced by the College to the Co-operative Purchasing Committee for the bulk purchase of rice and oil, on condition that the supplies purchased are to be liquidated before December 31, 1943. This money will be advanced from the British Relief Fund, the gift from Mr. Li Tzu-Hou reported above, and the gift through the British United Committee for Christian Universities in China. It was also Voted that the College underwrite up to ten per cent of the money advanced for oil and rice in case of loss, the money to be charged to the funds above mentioned which are ear-marked for Faculty and staff subsidies. Voted that Dr. Bien and Dr. Hsiao be representatives of the Executive Committee on the Co-operative Purchasing Committee, and that they devise ways and means of finding two other representatives of the Faculty and staff who are interested in the scheme, and that these four appoint a fifth member of the Committee.

Ex.232 The report of the committee on the development of the Music Department (Ex.224) was received, and the committee with the addition of Dr. Wei was asked to work out a detailed schedule of the finance needed for the development suggested.

The meeting adjourned.

Francis C. Miller
Chairman.

David F. Anderson
Secretary.

Minutes of the Forty-fifth meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on September 2nd, 1943 at the home of Mr. Coe.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Hwang.

The Minutes of the previous two meetings were read and approved.

The President reported 1) that the China Foundation had refused the application for additional help to Hua Chung, 2) that the Holmes gift (Ex.223) had realised U.S. \$4,340, 3) that the final report of the sub-committee on development of the Music Department had been sent to Dr. Casselman and Mr. Lyford, 4) that the Yuanling principals' conference had been abandoned as the principals were to be away at the time when Dr. Hwang could go. The report was received.

Excerpts from the following letters and Minutes were read:-
Mr. Lyford-W.38(May 27), W.39(July 9), Minutes of the Meeting of the Associated Board of May 3 and 4, Minutes of the Executive Committee of the Associated Board of June 23, Dr. Fern's letters of August 16, July 28 and wire of August 11 with Dr. Wei's reply to the telegram.

The Rev. Noel B. Slater, Secretary of the United Committee for Christian Universities in China, has reported a special anonymous gift received through Dr. Paton of £3,000 to be divided equally between Cheeloo, West China and Hua Chung, also a contribution of £125 raised by the United Committee.

Letters from Rev. H.B. Rattenbury, Dr. Dwight Rugh (August 11), Mrs. Helen Taylor, Secretary of the Reformed Church Mission (August 11), Dr. Frank Price (August 3) and Bishop Gilman (August 25) were reported on. The President's annual report has been sent and has been circulated round members of the Committee. The reports were received.

Ex.233

Owing to the further increase in the cost of living the following actions were taken revising the subsidies:-
Voted that the war time living subsidy be increased from 150% to 200% of the basic salary; that the war time price subsidy be increased from \$150 to \$250 per recognised member of each family; that the special subsidy for large families be increased from \$100 to \$250 for each member beyond the fifth as defined in Ex. 213; that the educational subsidy be increased from \$200 to \$600 for each child attending middle school; that all these increases be effective as from August 1st, 1943.

The meeting adjourned.

Francis O. M. Wei
Chairman.

David L. Anderson
Secretary.

Minutes of a special meeting of the Executive Committee pro tem of the Board of Directors of Hua Chung College, held on September 23rd, 1943 at the home of Mr. Anderson.

The meeting was specially called to give the Executive Committee an opportunity of talking informally with Bishop Gilman, a member of the Board of Directors recently returned from the U.S.A.

Present: Dr. Wei (Chairman) Bishop Gilman, Dr. Hwang, Mr. Constantine, Mr. Coe, Dr. Bien, Dr. Hsiao, Mr. Anderson.

Bishop Gilman opened the meeting with prayer. After Bishop Gilman had been welcomed by the chairman and had made a short statement, an informal discussion of the prospects for the College took place.

The Treasurer reported that the Methodist Mission has increased its grant to the College to \$34,000 (a ten times increase on the original grant) for the year 1942-43, and for the first six months of 1943-44 the grant has been still further increased to \$25,500 for the half year (an increase of fifteen times). It was also reported that the £1,000 from the British Aid to China Fund and the £125 from the London United Committee for Christian Universities in China had actually been received. The report was received.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Forty-sixth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on October 18th, 1943 in the College.

Present: Dr. Wei (Chairman) Mr. Coe, Dr. Hwang, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Bien.

The Minutes of the previous meeting were read and approved.

Dr. Hsiao and Mr. Bao were appointed members of the Senate.
The Chapel Committee was appointed as follows:
Mrs. Allen, Dr. Taai, Miss Tai, Rev. Carl Liu, Rev. L. Constantine, Mr. Ling, Mr. Anderson.

The President reported that application had been made to the Committee on Faculty Subsidies in Universities and that \$40,000 had been promised, of which \$13,000 had already been received. A telegram from Dr. Fenn dated September 22nd was read announcing a special Faculty commodity grant of U.S. \$2,000. Mr. Lyford's letter W.40 of July 29th and Dr. Casselman's of July 29th were read.
The President's report was received.

Ex.234 Dr. Bien reported on behalf of the Co-operative Buying Committee. The report was received, and it was voted that the accounts be audited by the Treasurer, that the loss of \$1,400 be charged to faculty subsidy funds (Ex.231), that the Executive Committee express its appreciation to the members of the committee for the work they have done, and that Dr. Bien investigate the possibilities of continuing the work of Co-operative Buying Committee in the future.

Ex.235 Voted that the request for an increase in the number of days when electricity is provided during the day be referred to a sub-committee consisting of Dr. Bien (convener), Mr. Coe, Dr. Hsiao.

Ex.236 Voted that since the two College trucks are no longer usable for purposes of transportation, parts of the trucks which are not required for the power plant be sold at the earliest opportunity, the sale to be carried out by a sub-committee consisting of Mr. Coe (convener), Dr. Bien and Dr. Hsiao.

Ex.237 Voted that the special Faculty commodity grant of U.S.\$2,000 referred to in the President's report be received and be used to provide a lump sum of \$1,600 to each salary earner in the faculty and staff, to be paid on November 8th.

The meeting adjourned.

Francis C. M. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Forty-seventh meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on November 11th, 1943 in the College.

Present: Dr. Wei (Chairman), Mr. Coe, Dr. Hwang, Mr. Constantine, Dr. Hsiao, Dr. Bien, Mr. Anderson.

The meeting was opened with prayer by Mr. Coe.
The Minutes of the previous meeting were read and approved.

The President reported receipt of a further gift from Mr. Holmes through the Rev. B.B. Chapman in a letter dated August 24th, 1943.. The gift will amount to over N.C.\$11,000.

The President also reported receipt of a gift of N.C.\$2,000 from Mr. Tu Yeh-K'ao, one of the College alumni.

Ex.238 Voted that both gifts be received with thanks to the donors, and that the \$11,000 be turned into U.S. dollars and added to the Holmes Scholarship Fund. Action on Mr. Tu's gift was deferred.

Ex.239 Voted that the Executive Committee authorize the President and Treasurer to purchase sixty tan of rice grain to be later sold at cost to members of the faculty and staff and students, with preference given to faculty and staff members.

Ex.240 Voted that a sub-committee, consisting of the President, Treasurer and the Dean of the Faculty, be appointed to devise a scheme for giving special recognition to teachers who give extra services to meet the present emergencies in the College.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Forty-Eighth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on December 20th, 1943 in the College.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Constantine, Mr. Coe, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Hsiao.
The Minutes of the previous meeting were read and approved.

The Treasurer reported a gift of \$2,400 from the Alumni Association in Yuanling and a gift of N.C.\$300 from Dr. C.Y. Wang. The gifts were received with thanks.

The report of the sub-committee appointed (Ex.240) to devise a scheme for giving special recognition to teachers who give extra service was presented, amended and approved.

The Treasurer reported that the Co-operative Buying Committee had made the following purchases:- twenty-six and one-third tan of rice, costing N.C.\$244,000, and 300 cattles of walnut oil, costing \$18,000. (Ex.239)
Dr. Bien reported the new personnel of the Co-operative Buying Committee consisted of Dr. Bien, Mr. Wang Jen-Tsai and the Rev. Carl Lin.

Ex.241 Voted that the reports be received and the actions approved and that the Co-operative Buying Committee in consultation with the Treasurer be authorised to dispose of the rice and oil purchased.

The Treasurer reported that two truck tyres with inner tubes had been sold (Ex.236) for N.C.\$22,000.

Ex.242 Voted that two B batteries be loaned for use in a stand-by radio set for receiving radio news, and that the cost of the batteries be charged to the power plant.

Ex.243 Voted that the war time price subsidy and the rice subsidy be combined, and increased from \$330 to \$430 per recognised member of each family, and that a special subsidy be given according to the following scale:-
\$500 per month for professors and assistant professors;
\$400 per month for lecturers; and
\$300 per month for junior lecturers and assistants.
This scheme shall take effect from January 1st, 1944.

Ex.244 Voted that since a further disbursement can now be made of the government grant to professors and assistant professors with large families, a proportionate amount be again given (as in Ex.204) to members of other ranks with large families.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of joint meetings of the of the Executive Committee pro tem. of the Board of Directors and the Senate of Hua Chung College, held on February 8th and 10th, 1944 at the homes of Mr. Coe and Mr. Anderson.

Present: Dr. Wei (Chairman), Miss Bleakley, Dr. Hwang, Mr. Constantine, Dr. Lo, Mr. Coe, Dr. Bien, Mr. Bao, Mr. Anderson.

The meeting was opened with prayer by Mr. Anderson.

At the first afternoon's meeting Dr. Wei read a draft of his proposed plan for the future development of the College after the war. Copies of the plan were distributed for detailed study by the members of the group. The remainder of the meeting was devoted to informal discussion of some of the immediate problems facing the College, such as, the primary school for faculty and staff members' children, the difficulty of getting new teachers, the financial difficulties and future prospects of junior members of the faculty, and the possibility of opening a freshman class at some other centre than Hsichow, such as Yuanling, Kweiling or Linling. The following actions were taken:-

- Ex.245 Voted that recognising that the duties of Miss Hwang Hsien-Yuin in the primary school are heavier than was at first anticipated and that they amount to full-time service, Miss Hwang shall be paid full-time salary from February 1st, 1944.
- Ex.246 Voted that when vacancies occur in the primary school up to a total of eighteen pupils, outside pupils may be admitted to take the vacancies at a charge of six sheng of rice per pupil.
- Ex.247 Voted that the President appoint a sub-committee to investigate the possibilities of opening a freshman class in Yuanling in September 1944.

A sub-committee consisting of Dr. Bien, Dr. Hwang and Dr. Lo was appointed to draw up a statement regarding the granting of fellowships for study abroad to junior members of the faculty. At the second afternoon's meeting the report of the committee was presented, amended and adopted as follows:-

1. An annual appropriation of U.S.\$1,200 shall be made to establish a Hua Chung Fellowship for advanced study abroad.
2. Lecturers and junior lecturers who have taught in Hua Chung College for not less than four years are eligible to apply for Hua Chung Fellowships with the recommendation of the head of the department and the dean of the school concerned.
3. In awarding Fellowships, consideration shall be given not only to length of service, but also to merits of teaching and promise of achievement in some special field of study, and in considering applications, preference will be given to candidates who have not previously held the Fellowship.
4. The first Fellowship shall be awarded within one year after the declaration of peace. Announcement of Fellows may be made before the end of the war to facilitate adequate preparation for going abroad.
5. Hua Chung Fellowships shall be granted with the expectation that the recipient will render service in the College after his return.
6. A Committee for the administration of Hua Chung Fellowships shall be appointed immediately by the President and shall report its actions to the Senate for approval.

Most of the second meeting was spent in detailed discussion of the President's draft plan for the development of the College after the war.

Ex.248 Voted that the plan be adopted in principle for submission to the Board of Founders and be signed by the President and the Secretaries of the Executive Committee pro tem. and the Senate.

~~Ex.249~~ Voted that the educational subsidy for children in middle school be increased from \$300 to \$600 for this term.

Ex.250 Voted that the special subsidy for large families be increased from \$250 to \$325 for each member of the family beyond the fifth as defined in Ex.213.

The meeting adjourned.

Francis C. Miller
Chairman.

David F. Anderson
Secretary.

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Minutes of the Fiftieth meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on February 28th, 1944 at the home of Mr. Coe.

Present: Dr. Wei (Chairman), Mr. Coe, Dr. Hwang, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Mr. Coe.

The Minutes of the two previous meetings were read and approved.

The President reported that the London Missionary had increased its grant to the College from £50 to £100 for the year 1944-45; that a gift of U.S.\$400 had been received from the estate of the late Bishop Herman Page of Michigan; and that the gift of Mr. Tung Ch'eng-Nung of Mr. Kunming had been increased from N.C.\$15,000 per month to \$20,000 per month.

Ex.251 Voted that these ~~these~~ gifts and increases be received and acknowledged with thanks, and that the gift from the estate of the late Bishop Page be used as a nucleus for a Bishop Page scholarship.

Ex.252 Voted that the gift of N.C.\$1,600 received from the alumni be handed over to the Scholarship Committee to be used for helping needy students now in college.

The rest of the meeting was devoted to consideration of the budget presented by the Treasurer for the year 1944-45. The budget for each school and for administration was passed separately, and it was

Ex.253 Voted that the budget for the year 1944-45 be approved.

The meeting adjourned.

Francis C. W. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Fifty-first Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on March 26th, 1944, at the home of Mr. Constantine.

Present: Dr. Wei (Chairman), Mr. Coe, Dr. Hwang, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Mr. Constantine. The Minutes of the previous meeting were read, amended and approved.

The President reported that a gift of N.C.\$10,000 had been received from the Rev. Paul Seng, former warden of Ingle Hall.

Ex.254 Voted that this gift be added to the Alumni Fund.

The President reported that a grant of 2800 (equal to N.C.\$126,680) had been received from the British China Relief Fund. The gift was received. The plan for the post-war development of the College had been sent to Mr. Lyford for circulation among members of the Board of Founders. The cable to Mr. Lyford re the budget and Mr. Lyford's cable in reply were reported. A letter from Professor Elisseeff reporting the action of the Harvard-Yenching Board was reported. The President's report was received.

Ex.255 Voted that in view of the decision of the Harvard-Yenching Board to ~~continue~~ their appropriation of U.S.\$5,000 for the next three years (1943-46), the budget for the Chinese department for 1944-45 be referred back to the Harvard-Yenching Fund Administration Committee for reconsideration.

The report of the sub-committee on prospects of opening a freshman class in some other centre than Hsichow was presented and received. (Ex.247)
Ex.256 Voted that in view of the uncertainty of the present military situation, no action be taken at the present time to start a freshman class elsewhere and that meanwhile the sub-committee continue exploration of the possibilities of co-operation with the affiliated middle schools in Hunan.

The report of the sub-committee on transporting the College back to Wuchang was presented and received.

Ex.257 Voted that the report be referred to the Treasurer for study and for calculation of the total costs, including college equipment and personal possessions at three possible levels of 80, 110, and 140 kilograms per person respectively.

Ex.258 Voted that it be recommended to the Board of Founders that N.C.\$10,000 be paid to Dr. Sidney Hsiao as recognition of his special service in carrying an extra teaching load last term, and that this amount be charged to the School of Science salary account.

Ex.259 Voted that a special grant of \$200 be made from subsidy funds to every member of the faculty and staff to meet the contributions required for membership in the government co-operative buying scheme.

Ex.260 Voted that in view of rising prices a special grant for faculty and staff members be made from the British China Relief Fund grant of 2800 to members of the faculty and staff who receive their income directly from the College Treasurer; that the initial grant for members of professorial ranks be \$2,500 each, and for members of other ranks \$2,500 each; that for every full year of service previous to the present year, an additional grant of \$100 be made, up to a maximum of \$1,000 in each; that payment of this special grant be made before Easter.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

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Minutes of a special meeting of the Executive Committee pro tem of the Board of Directors of Hua Chung College held on May 8th, 1944.

Present: Dr. Wei (Chairman) Dr. Hwang, Dr. Bien, Mr. Constantine, Mr. Coe, Mr. Anderson.

The President reported a special gift of N.C.\$50,000 received from Mr. Li Jui for the relief of members of the Faculty and Staff. Voted that Mr. Li's gift be received with thanks, and that it be equally divided among faculty and staff members who receive their salaries through the Treasurer's Office.

Ex.261

The meeting adjourned.

Francis C. White
Chairman.

David F. Anderson
Secretary.

Minutes of the Fifty-second Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College held on May 25th 1944 at the home of Dr. Hsiao.

Present: Dr. Wei (Chairman) Dr. Hwang, Mr. Coe, Mr. Constantine, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Mr. Constantine.

The President reported a letter from Bishop Page saying that he was unable to found a scholarship in memory of his father.

Ex. 262

Voted that the U.S. \$400 previously received (Ex. 251) be put into the College reserve fund to be drawn upon for emergency needs or alternatively as a beginning for a Bishop Page Scholarship.

The President reported a gift of six tan of rice in grain from Mr. Yen Hsieh-Ch'eng as a gift from his family.

Ex. 263

Voted that the gift be received with thanks and be turned over to the Faculty Co-operative Purchasing Committee to be sold to the Faculty and the proceeds credited to the Faculty subsidy account.

The President reported a cable from the Board of Founders dated May 2 approving the plan for the post-war development of the College in principle, and also a cable from the Harvard Yenching Fund announcing that their appropriation to Hua Chung will be U.S.\$5,000 for each of the next three years. The report was received.

Ex. 264

Voted that the sale of the College operating table and two microscopes @ U.S.\$300 and U.S.\$500 to the C.I.M. Hospital in Ta Li be approved.

Ex. 265

After careful discussion a new scheme of subsidies was adopted cancelling all previous schemes, except the educational subsidy, and taking effect as from June 1st, 1944. Each professor and assistant professor shall receive as subsidy nine times his basic salary plus \$5000 per month. Each member staff or faculty member of lower rank shall receive as subsidy nine times his basic salary plus \$4000 per month. In addition \$1000 per month shall be paid for every member of the family in Hsichow beyond five as previously defined in Ex.213.

The meeting adjourned.

Francis C. White
Chairman.

David F. Anderson
Secretary.

0303

Minutes of a special meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on June 8th, 1944, at the home of Mr. Anderson.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Constantine, Mr. Coe, Dr. Bien, Dr. Hsiao, Mr. Anderson; also Miss Bleakley, Dr. Lo, Mr. Bao, members of the Senate, and Dr. R.B. Fulton, the Representative of the Yale-in-China Association.

The meeting was opened with prayer by Mr. Anderson.

Dr. Wei reported on letters from Bishop Gilman of March 8th, Dr. E.C. Lobenstine of April 18th, and Mr. Lyford of April 19th. The report was received.

Dr. Wei reported on the plans formed under the auspices of the Wunan Students' Club for a publicity and endowment raising campaign in Kunning and locally during the summer vacation.

Ex.266 Voted that the Treasurer be authorized to advance N.C.\$165,000 towards launching the campaign, with the proviso that the total amount raised shall be converted into U.S. currency and the expenses incurred in the campaign be deducted.

Dr. Wei reported that arrangements had been completed with the Hsichow Hospital for the medical care of the College community during Dr. Roots' absence. The report was received.

The rest of the meeting was spent in conference with Dr. Fulton on questions involved in the future relations of Hua Chung, the Yale-in-China Association, and Yale University.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

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Minutes of the conferences held between Dr. R. B. Fulton, Representative of the Yale-in-China Association, and the Executive Committee pro tem. of the Board of Directors, and the Senate, of Hua Chung College in Hsichow.

The conferences were held on the afternoons of June 8, 11, and 16, 1944 at the homes of Mr. Anderson, Miss Bleakley, and Mr. Coe, respectively.

Present: Dr. Wei (Chairman), Miss Bleakley, Dr. Hwang, Mr. Constantine, Dr. Lo, Mr. Coe, Dr. Bien, Dr. Hsiao, Mr. Bao, and Mr. Anderson.

The meetings were opened with prayer by Mr. Anderson, Dr. Fulton, and Mr. Constantine.

At the first meeting, Dr. Wei cordially welcomed Dr. Fulton as the Representative of the Yale-in-China Association, and Dr. Fulton in response presented the greetings of the Trustees of the Yale-in-China Association. He briefly introduced the members of the Board of Trustees of the Yale-in-China Association, and sketched the history of the work carried on by the Association in China. Dr. Fulton then described in some detail the suggestions made by the Association for the future development of its relations with Hua Chung College, and raised five important questions which were fully discussed and acted upon at the two later meetings. Dr. Fulton assured the Executive Committee and Senate that the Yale-in-China Association desires not only to continue as a responsible partner in the Hua Chung enterprise but to expand and develop its participation in such ways as to endeavor to make a more effective contribution to the cause of Christian education in Central China.

Voted that the Executive Committee and Senate cordially welcome this assurance from Dr. Fulton on behalf of the Trustees of the Yale-in-China Association.

First question raised by Dr. Fulton: "Do you favor the Yale-in-China Association endeavoring to build up a pattern of cooperation between Yale University and Hua Chung College on a sister-college basis, both between each institution as a whole and between their respective departments, in such ways as, the undertaking of common study projects and the exchange of professors, students, and publications?"

Several members of the group warmly welcomed the idea of such cooperation and the following action was unanimously passed:-

Whereas Hua Chung College deeply appreciates the contribution made by the Yale-in-China Association during the past fifteen years in building up the School of Science in Hua Chung, which work will continue in the future,

Voted that the Executive Committee pro tem and Senate recommend that the Board of Founders should cordially welcome the development of the fullest possible cooperation between Yale University and Hua Chung College through the Yale-in-China Association, recognizing the special opportunities latent in the relations between the two universities on intellectual and professional bases for mutual stimulation and advance-

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ment. The adoption of such a pattern of cooperation would, in our view, be perfectly in harmony with the possibility of any of the cooperating units in the College taking a special interest in and responsibility for any particular department or piece of work in the College.

Second question raised by Dr. Fulton: "Would Hua Chung favor finding some name which would symbolize the proposed cooperative relationship between Yale University and Hua Chung? If so, what name or names can be suggested?"

The Executive Committee pro tem. and Senate fully recognized the advantages of having some name to symbolize the proposed cooperative relationship between Yale and Hua Chung. Though in view of the registration with the Ministry of Education and the twenty years' history of the present name in Chinese, it would not seem advisable to change the present name of the College in Chinese, yet in order to symbolize the proposed pattern of cooperation the following names are suggested:

Yale-Huachung Association,
Yale-Huachung Institute,
Yale-Huachung Board.

The Chinese equivalent of any of these names would be Hua Ya Hsueh Hui.

Voted that the possibility of changing the name of the Central China College Foundation in the U.S.A. to include the Yale name be suggested to the Board of Founders, subject to approval by the other cooperating units.

Third question raised by Dr. Fulton: "Do you favor Yale-in-China's endeavor to find the right pattern for full cooperative relations between Hua Chung, Hsiang Ya, and Yali Middle School? If so, what suggestions do you have to make with regard to relations with Yali Middle School and Hsiang Ya?"

Voted that Hua Chung Executive Committee pro tem. and Senate would welcome any efforts by the Yale-in-China Association to promote cooperation between the various institutions in which the Association is a partner. Relations with Yali Middle School are on the same basis as the other middle schools affiliated with Hua Chung College. Hua Chung would welcome any suggestions as to methods by which it could serve the interests of Yali Middle School more fully both now and after the war. Before the war when Hsiang Ya Medical College had a pre-medical course, some students proceeding for medical training in Hsiang Ya took the required pre-medical work in Hua Chung College. If it should be in harmony with the present policy of Hsiang Ya, Hua Chung would welcome opportunities of cooperation with Hsiang Ya Medical College along such lines as pre-medical education and medical research.

Fourth question raised by Dr. Fulton: "Are you in sympathy with the idea that in view of the need for reconstruction of plants, the present is a suitable time to review the whole question of the future location and site of Hua Chung College?"

Dr. Fulton informally presented some of the arguments in favor of Changsha as a location for Hua Chung, and after some discussion the matter was referred to a sub-committee consisting of Dr. Lo, Dr. Hwang,

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Dr. Coe, and Mr. Anderson. At the next meeting Mr. Coe presented the sub-committee's report which was received, amended, and adopted for transmission to the Board of Founders as a part of these Minutes. (Attached herewith.) The following actions were then taken:-

Voted that in view of the arguments presented by the sub-committee, the Executive Committee pro tem. and Senate reaffirm the choice of Wuhan as the future location for Hua Chung College, and recommend this action to the Board of Founders for confirmation.

Voted that it be recommended to the Board of Founders to defer a final decision on the question of the future site for the College in Wuhan until after the return to Wuchang when the question can be decided in full consultation with representatives of all the cooperating units.

Fifth question raised by Dr. Fulton: "Would Hua Chung support any efforts made by the Yale-in-China Association at the present time and in the future to make and carry out plans for financially undergirding the reconstruction and permanent support of the College through appeals to new sources of income, such as, foundations and individuals, both in China and abroad?"

Voted that the Executive Committee pro tem. and Senate welcomes every effort that can be made immediately for reconstruction and/or permanent support for Yale-in-China work in Hua Chung and other branches of the Association's work, both by appeals in the U.S.A. and in China. This body would give every possible support to such efforts and would welcome suggestions of ways in which it might cooperate in them. Hua Chung has already initiated similar efforts in the way of raising additional income in China.

After full discussion and answering of Dr. Fulton's questions, several questions were raised by the members of the group with regard to the Yale-in-China Association's share in the work of Hua Chung College. The following actions were passed which Dr. Fulton was asked to transmit to the Trustees in New Haven.

The Executive Committee and Senate wish to call the attention of the Yale-in-China Association to the fact that Professor Williams bequeathed his valuable collection of books on China to the College of Yale-in-China, of which Hua Chung College is the legal successor. Dr. Wei in 1935 had an interview with Mrs. Williams on the subject of having the books transported to China, but owing to conditions obtaining at the time, it proved impracticable.

Voted that the Trustees of the Yale-in-China Association be requested through Dr. Fulton to inquire further into the matter and to make proper arrangements for the safe-keeping of the books until they can be shipped to China.

Voted that the Executive Committee pro tem. and Senate place on record their appreciation of the gift of micro-films and reading desk which has been made by Yale University Library and Dean Furniss of the Graduate School.

The Executive Committee heard with pleasure of the appointment of

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Dr. Fulton as a member of the Hua Chung Faculty to give whatever time he can to teaching in the College after fulfilling his duties as Representative of the Yale-in-China Association.

Voted that in view of the urgent need for additional appointments on the teaching staff of Hua Chung College, the Yale-in-China Association be asked to appoint as soon as possible one or more full-time missionary teachers to the College in addition to whatever time Dr. Fulton may be able to give to teaching work in Hua Chung.

Voted that to promote cooperation between Hua Chung and Yale-in-China, the Yale-in-China Association be requested to allocate some short term bachelor teachers to teach English in the College, in addition to those appointed to Yali Middle School. In view of the desperate need in the English Department, it is requested that such appointments be made with the least possible delay.

Voted that the Executive Committee and Senate place on record their deep appreciation of Dr. Fulton's visit to Hsichow, of the time and effort which he has expended to reach a thorough understanding of all the conditions in the College, and of the encouragement which he has brought through his reports of the planning and concern of the Trustees of the Yale-in-China Association for the future development of Hua Chung College.

The meeting adjourned.

(Signed) Francis C. M. Wei
Chairman

(Signed) David F. Anderson
Secretary
Executive Committee pro tem.

(Signed) L. Constantine
Secretary
Senate.

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Report of the Committee consisting of Dr. Hwang, Dr. Lo, Mr. Anderson, and Mr. Coe, on Location and site of the college.

It is the opinion of the committee that in the region of Central China there is no other city which offers the advantages of either Wuhan or Changsha and therefore the committee has confined its attention to the two. These two cities are compared below in a number of points.

CHANGHSA

WUHAN

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| 1. Chosen by Yale-in-China early in the century as a good center for educational work after a careful consideration of many possibilities. | Chosen by a committee of British Universities in 1911 for a University in China. |
| 2. An old educational center, several prominent philosophers have come from Hunan. | An old educational center, where Chang-Tse-tung started modern education in China. |
| 3. Near but not too near central and south China, a center primarily for southern Hupheh, Hunan, northern Kwangsi, and northern Kwangtung. | Near the center for Hupeh, Hunan, Kiangsi, Anhui, and southern Honan. |
| 4. Historic home of Yale-in-China, with Presbyterian work nearby. | Center of work for American Church Mission, London Mission, Methodist Mission. |
| Reformed Church Mission between the two centers. | |
| 5. Railway junction between east-west, north-south lines. | River junction, north-south rail, east-west rail, air junction. |
| 6. On the main routes to the Southwest. | On the main routes north-south, east-west. |
| 7. Near Hunan University which has been nationalized. | Near Wuhan University which has been nationalized for a number of years and is still growing. |
| 8. 2 senior affiliated middle schools in city and several near. Hsiangya in the city. | 6 senior affiliated middle schools in Wuhan, others in Anhui, Kiangsi, Ichang, Honan. |
| 9. Might seem to facilitate work of Yale-in-China in becoming more integrated. | 3 other units more interested in Wuhan. |
| 10. In a region which has been called the real China. | A center which is bound to become more important and which Christian education should not neglect. |

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| 11. A cultural city. | More of a commercial city and therefore better for commercial students and possibly science students. |
| 12. Towards the edge of the sphere usually assumed as that of Hua Chung's by the Council of Higher Education, and nearer sphere of Lingan in northern Kwangtung and Kwangsi. | Near the center of the sphere of Hua Chung as assumed by the CHE, and not likely to overlap that of others. |
| 13. An international missionary community in the city. | An international business and missionary community in the city. |
| 14. Not subject to prolonged floods. | Large sections of the Wuhan area may be subject to longer floods, but of relatively infrequent occurrence (1931 was the first since 1871) and this can be largely avoided by care about the site. |

The committee does not feel competent to make definite recommendations in regard to site but wishes to point out that the proposed site in or near the northeastern corner of Wuchang may not be adequate for 800 students without extending it considerably and would also like to point out that the larger part of the land on the proposed site was not actually flooded in 1931, and the most desirable extension of the site (if it should become available) would be on land which would not be subject to flood.

Minutes of the Fifty-third Meeting of the Executive Committee pro-tem. of the Board of Directors of Hua Chung College held on August 7th and 11th, 1944 at the homes of Mr. Anderson and Mr. Coe.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Dr. Bien, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Hwang.

The President reported on his trip to Kunming touching on the exchange situation, the campaign to raise an endowment fund in Kunming, Ta Li and Hsiakwan, meeting with the alumni in Kunming. He reported that an appropriation of N.C.\$160,000 had been promised by the National Student Relief Committee for scholarships for students in the School of Arts and the School of Education, and that an outright gift of N.C.\$200,000 had been made by Mr. Stacy Wei.

Ex.267

Voted that the gift of \$200,000 from Mr. Stacy Wei be received with thanks, and that a sum of N.C.\$4,600 be appropriated for Dr. Wei's travel expenses to Kunming.

Dr. Wei then reported on the following letters received:- Dr. Thayer Addison of June 21 and 28; Dr. Frank T. Cartwright of June 28; Dr. Frank Price of June 28 intimating that no grant from Nanking Seminary can be made at present; Rev. Noel Slater of May 22 and June 8 announcing a gift of £1,000 from an anonymous donor (not yet received in China); Rev. H.B. Rattenbury of May 26; Mr. Lyford of June 12; Dr. H.B. Whittington of July 15; Rev. Martin Albrecht of July 10.

At the adjourned meeting a statement was presented from Mr. T.A. Richardson giving the travelling expenses of the seventeen students who had arrived with him from Wesley Middle School at Wan Hsien.

Ex.268

Voted that the following appropriations be made:- N.C.\$20,000 towards Mr. Richardson's own travel expenses from Wanhshien; N.C.\$6,000 for each of the six recommended students from Wesley Middle School: \$4000 to be placed at Mr. Richardson's disposal to assist any of the remaining students with their travel expenses: \$2000 to cover the cost of the first meal of the whole party in Hsichow.

The remainder of the meeting was spent in discussion of the proposed plan for a United Board for the Christian Colleges in China, all the members of the Committee having studied Mr. Lyford's memorandum on the subject. After a full expression of opinion, Mr. Anderson and Dr. Wei were instructed to draw up a memorandum giving the gist of the discussion for transmission to the Board of Founders. (A copy of the memorandum attached herewith.)

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of a Special Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College held on August 30th, 1944.

All present. The meeting was opened with prayer by Mr. Coe.

Ex.269 Voted that the educational subsidy for the first term of the year 1944-5 shall be \$5,000 for each child attending ~~middle~~ middle school in Hsichow, and \$2,500 if attending middle school elsewhere. If in any case, no tuition is paid, the parent may return half of the subsidy to the College. Parents shall be requested to produce evidence of the child's attendance at a middle school this year. Middle school educational subsidies shall be paid for children up to the age of nineteen or younger.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of the Fifty-fourth Meeting of the Executive Committee pro tem. held on September 2nd, 1944 at the home of Mr. Coe.

Present: Dr. Wei (Chairman), Dr. Hwang, Mr. Coe, Dr. Hsiao, Mr. Anderson.

The meeting was opened with prayer by Dr. Hwang.

The President reported the following gifts:- N.C.\$63,340 being the equivalent of £400 from the British Aid to China Fund. N.C.\$50,000 from Mr. T.K. Hwang of Kuning.

Ex.270 Voted that these two gifts be received and the donors be thanked.

The Treasurer reported receipt of \$3,000 from the Hsichow Hospital for the part-time service of Mr. Liang Chieh-Chen, the College nurse.

Ex.271 Voted that \$4,000 be paid Miss Liang towards her travelling expenses from Kweiyang to Hsichow.

Ex.272 Voted that the Yen gift of rice (Ex.263) be sold to the members of the Faculty and staff at \$180 per sheng.

The meeting adjourned.

Francis C. Wei
Chairman.

David F. Anderson
Secretary.

Minutes of a Special Meeting of the Executive Committee pro tem. held on January 8th, 1945.

Present: Dr. Hwang (Chairman) Mr. Coe. Dr. Bien, Dr. Hsiao, Mr. Anderson.
The meeting was opened with prayer by Mr. Anderson.

The Treasurer reported the receipt of a further \$70,000 from the Yunnan Students Club for the endowment fund.

Ex. 286 Voted that from January 1st salaries and subsidies shall be paid at 160% of the basic scale of salaries as adopted in Ex. 265.

The meeting adjourned.

/signed/ Pu Hwang

Chairman.

/signed/ David F. Anderson

Secretary.

Minutes of the Fifty-eighth Meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College held on January 29th, 1945 at the home of Dr. Hsiao.

Present (Dr. Hwang (Chairman), Dr. Wei, Mr. Coe. Dr. Bien, Dr. Hsiao, Mr. Anderson.
The meeting was opened with prayer by Dr. Hsiao.

Dr. Wei reported the receipt of three cables from America regarding his health, and urging a trip to India for complete recuperation. In view of medical opinion advising against such a trip, the Executive Committee approved Dr. Wei's decision to remain on sick leave in Hsichow until the end of February.

Dr. Wei reported receipt of an invitation to attend the biennial meeting of the Council of Higher Education to be held in Chungking early in April, and that he was making arrangements to go, but that if his health did not permit his going, he nominated Mr. Anderson as his alternate. The report was approved.

Ex. 287 Whereas the very sharp rise in prices during November and December 1944 was not covered by the increases in salary and subsidy made by this Committee during these months owing to lack of information as to the current rates of exchange,

Voted, that from February 1st, 1945 the salary and subsidy shall be 200% of the scale adopted in Ex. 265. (May 1944), with the understanding that no further increases shall be made unless warranted by the rate of exchange actually received, or by receipt of unexpected income, or after having received permission from the Board of Founders.

Ex. 288 Voted that the Treasurer be instructed to send a telegram to the representatives of the Associated Board in Chengtu asking for timely information regarding methods of allocation of funds to this College, and the nature of remittances sent.

Ex. 289 Voted that the second recommendation of the sub-committee regarding a special grant to the family of the late Prof. Bao be approved. (Copy attached.)

Ex. 290 Voted that the Senate recommendation of Mr. Wu Tsai-Hsing as the first Hua Chung Fellow be approved, and that the Senate be asked to draw up detailed recommendations regarding the administration of the Fellowship.

The meeting adjourned.

/signed/ Pu Hwang

Chairman

David F. Anderson

Secretary

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Whereas in paying Mr. Pao's widow full salary and subsidies for the academic year 1944-45 and in making a grant of \$75,00 for funeral expenses, the college has already done more than is either provided for in the proposed government scheme for pensions in national universities, or is being done by any of the Christian Universities in China, and in spite of the fact that Mr. Pao served the college for 15 years, which is two years less than the minimum number of years required by the government before a pension is granted in national universities, and whereas it is necessary to face the fact that the family is faced with difficult circumstances on account of the war, therefore be it recommended that a monthly payment equivalent to 30% of Mr. Pao's average basic salary for the last three years of his service be paid to Mrs. Pao till 12 months after an armistice is signed between China and Japan; further during the period of these payments, as long as wartime subsidies are in effect for members of the faculty and staff that these be paid in the same way to Mrs. Pao (at the present time this would mean multiplying the special grant mentioned above by ten and then adding \$5,000 to it which would form the basis for Mrs. Pao as defined in May 1944, and paying this basis at the rate fixed by the college), when and if the method of paying wartime subsidies should be changed, the same should apply in Mrs. Pao's case. Mrs. Pao is not to have any claim to a residence, educational, medical, and other special privileges granted to the faculty but these may be granted annually by the Executive Committee pro-tem of the board of directors if they deem it wise.

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Minutes of a Special Meeting of the Executive
Committee Pro-tem of the Board of Directors
held on February 17, 1945

Present: Dr. Wei (Chairman), Dr. Hwang, Dr. Bien, Dr. Hsiao,
Mr. Coe, Mr. Anderson

Dr. Bien opened the meeting with prayer.

- Ex.291 Voted that the educational subsidy for the spring term for children of faculty and staff members studying in Hsichow be increased to \$8,000 per child from \$5,000 per child, and that the College Treasurer may upon request advance the breakfasts fees, the money to be deducted from salaries in equal bi-monthly instalments spread over four months. For children receiving free tuition in the Hsichow middle school, one half of the educational subsidy shall be granted.

The meeting adjourned.

(Sig.) Francis C.M. Wei
Chairman

(Sig.) David L. Anderson
Secretary

Minutes of a Meeting of the Executive Committee Pro-tem
of the Board of Directors held on March 26 and 27, 1945
at the home of Mr. Anderson and in the college.

Present: Dr. Wei (Chairman), Dr. Hwang, Dr. Bien, Dr. Hsiao,
Mr. Coe, Dr. Lo, Mr. Anderson.

Mr. Anderson opened the meeting with prayer.

Dr. Lo was welcomed as a new member of the Committee.
Dr. Wei reported that the meeting of the Council of Higher Education had been postponed to October; that a letter had been received from Dr. Addison of February 9th intimating that an additional U.S. \$5,000. for Hua Chung had been included in the budget of the Protestant Episcopal Church in the U. S. A. for the year 1945; that a letter had been received from Father Wood intimating his intention to stay with the College until its return to Wuchang; that he had been invited by cable to give a course of lectures in the U. S. A. in the academic year 1945-46. The report was received.

- Ex.292 Voted that it be recommended by cable to the Board of Founders that salaries and subsidies be increased as from 1st May to 250% of the scale adopted in May 1944.

Most of the time in the two sessions was spent on a detailed consideration of the proposed budget for 1945-46.

- Ex.293 Voted that the second teacher for the primary school be a charge upon the Practice School fund only for the duration of the war.

- Ex. 294 Whereas the faculty provided in the budget for the School of Science is not fully adequate for the proper operation of the school, and Whereas it is very difficult at present to get additional professors to come to Hsichow,
Voted that the budget for the School of Science be adopted with the understanding that if a professor of organic chemistry and/or a professor of botany should be available, extra appropriations will be asked to cover the new appointment or appointments.
- Ext. 295 Whereas it has been found impossible for two years to secure the services of a Physical Director,
Voted that the salary of the Physic Director be deleted from the budget, with the understanding that if a suitable man should become available, an extra appropriation will be asked to cover his salary.
- Ext. 296 Voted that the budget for 1945-46 be adopted as a whole.
The motion was passed with Mr. Coe dissenting.
The meeting adjourned.

(Sig.) Francis C.M. Wei
Chairman

(Sig.) David F. Anderson
Secretary

Received with Coe letter L-29
Not recorded

sixty-first

Minutes of the ~~sixty-first~~ meeting of the Executive Committee pro tem. of the Board of Directors of Hua Chung College, held on May 21st, 1945 in classroom No. 5.

Present: Drs. ^{Wei} Huang, Bien, Lo, Messrs Anderson, Coe and Hsiao

Mr. Anderson opened the meeting with prayer.

Election: Dr. Hsiao was elected secretary of the Committee in place of Mr. Anderson who is going home on furlough.

Dr. Wei reported on the receipt of a letter from Dr. W. F. Fenn forwarding a cablegram from Edison McCaughy expressing the U.C.R. Directors' appreciation of the devotion and effective efforts of our faculty and students and assuring their constant desire to give maximum cooperation and support. Dr. Wei also reported on the receipt of a letter from Mr. Slater, dated March 14th., informing him of a remittance of \$200 as a part of a special gift from A.P.C., I.C.I. and B.T.C. to this college, and intimating that a further \$350 might be coming to the college and requesting suggestions on plans for the use of this special gift and on projects for future work which might be supported by these three companies.

Ex.304 Voted that this gift be received and reported to the Board of Founders and that the President be asked to write a letter to the proper person or persons expressing the appreciation of this Committee.

Ex.305 Voted that this \$200 which was remitted to the college be applied to the purchase of chemicals in the Department of Chemistry.

Ex.306 Voted that Drs. R.P.Bien, G.S.Bien and C.F.Lo be asked to form a committee, with Dr. R.P.Bien as Convener, to draw up plans for the use of the forthcoming \$350, and propose a project for future work to which these three British firms might be invited to give their support, and to report their proposals to the Executive Committee pro tem. in its next meeting, and that Dr. Wei be asked to write ~~to~~ to Mr. Slater advising him of the formation of this planning committee.

Ex.307 Voted that in view of the recent rise in prices that salaries and subsidies be increased as from June 1st., 1945, to 350% of the scale adopted in May, 1944 (v.Ex.265).

Ex.308 Voted that starting from August 1st. salaries and subsidies be increased to 500% of the scale adopted in May, 1944, (Ex. 265), and that for families of 5 months or more, the 5th. month be granted by action of the Executive Committee pro tem., \$1,000 per month in addition to the usual subsidies

The meeting adjourned.

Richard P. Bien
Chairman

Sidney C. Hsiao
Secretary

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Minutes of the 32nd meeting of the Executive Committee Pro-
tem of Hua Chung held on June 28 at 4 P.M. in Classroom 12
Present: President Wei, Mr. Coe, Drs. Sien, Huang, Lo and
Hsiao

Mr. Coe opened the meeting with prayer.

The Treasurer of Hua Chung, Mr. Coe, reported on the financial
state of the college ending this July.

Ex. 309 Voted whereas according to the Treasurer's report this col-
lege will be able to close its general account books with in-
comes equal to expenditures, or with a slight deficit, and
whereas there will be a special faculty aid from the U.C.R.
amounting to \$250,000 and one-quarter of the 4th. term faculty
aid from the same source, amounting to about \$56,000, and a
balance of \$50,000 from last May's Faculty aid account, making
a total of a little over \$356,000, be it resolved that a spe-
cial faculty aid grant amounting to 105% of the basis salaries
and subsidies be distributed around the 10th. of July among
the faculty and staff members of this college.

Mr. Coe reported on the family size of Hua Chung faculty and
staff with reference to the granting of extra mouths subsidies

Ex. 310 Voted that the following list of extra mouths subsidies and
special grant to the fifth month be approved. List appended:

Mr. Li Chou Shu: 3 extra mouth subsidies, 1 5th. month special
grant

Dr. Huang Pu : 4 " " " " 1 " " "

Mr. Paul Wu : 1 " " " " 1 " " "

Mr. Daniel Chen : 1 " " "

Mr. Chao Yo Kuen: 1 " " "

Mr. Wang Jen Tsai: 4 " " " " 1 " " "

The extra mouth subsidies obtain through January, 1946.

Mr. Tang Jen I : 1 extra mouth subsidies, if he can produce
evidence that his eldest son, who is now 20 years old, is
attending a university.

Ex. 311 Voted that the sale of 1lb. of trinitrophenol from the Bio-
logy Department to Hien Ta at Kunming be approved and that the
details of the transaction be worked out by the Biology Depart-
ment and the Treasurer's Office.

Mr. Coe, the Treasurer, reported that the Yunnan Students Club
of this college has turned in to his office \$50,000 (v. Ex. 297)

The meeting adjourned at 5 P. M.

Richard P. Coe

Chairman

Sidney C. Hsiao

Secretary

Mr. Fung

Meeting of the Executive Committee of the Board of Directors,
Huachung University, March 15, 1947

The meeting was opened with prayer at 10:20 a.m.

Present: Mr. C.C. Lao (Yale-in-China), chairman; Rev. Stephen Chang (Episcopal), Rev. G.R. Snyder (Evangelical & Reformed), and Rev. F. C. Cram (Methodist), members; and President Wei, Dr. P. V. Taylor, and acting Treasurer Ward. Dr. Wei read a letter from Rev. J. F. White (London Mission) regretting his inability to be present, due to illness.

Mr. Ward was elected acting secretary.

The minutes of the meeting on September 7, 1946 were read and approved.

The President reported that the Board of Founders (acting as the Board of Directors) had approved the action taken on September 7 with respect to the Chinese Government's grant of C\$100,000,000, but had ruled that that grant should be considered within the rehabilitation budget adopted last spring.

Further matters reported by the President were covered by the following actions:

Voted: to send to the Board of International Missions of the Evangelical and Reformed Church a letter of sympathy for the loss suffered by that Board in the death of Dr. F. A. Goetsch, and of appreciation for the contribution to Huachung University made by Dr. Goetsch as an active member of the University's Board of Founders.

Voted: to send to Dr. J. T. Addison a letter of appreciation for the assistance given by him to Huachung University as member of its Board of Founders, up to his recent resignation of the position of Director of the Overseas Department of the National Council of the Protestant Episcopal Church in the U.S.A.

Voted: to register with the municipal government of Wuchang, in accordance with its recent announcement, the title deeds for land held in the name of the Board of Directors.

Voted: to ask the Board of Founders (1) to reconsider the representation accorded to the several cooperating units on the Board of Directors, (2) to add to the latter Board a representative of the Evangelical United Brethren Church, and (3) to secure as soon as possible the formal nominations and confirmations of the various representatives, so that that Board of Directors may be duly reconstituted here.

Voted: to accept a grant of \$4,000 offered by the American Council on Education and authorize its use within the terms of the grant.

The President reported that this term the full-time teaching faculty numbered 54, the full-time staff 12, men students 263, and women students 121.

The President reported on three phases of the university's extension work, under the supervision of an extension committee appointed by the Senate: (1) the Language School with 42 students at present, directed by Dr. P. V. Taylor but supported financially by the Missouri synod of the Lutheran Church, (2) the annual conference (recently held) of principals, and the biennial conference (planned for next year) of teachers of Christian middle schools in Central China as before the war, and (3) refresher courses in theological subjects now being planned for ministers.

The President reported that applicants for admission from Christian middle schools would be offered entrance examinations in May, well before the open examinations in July; that morale among faculty and students had noticeably improved; and that Christian students were 41½% of the student body (with 20 more preparing for baptism at Easter), as against 36% in September 1946.

The President reported on the problem of faculty subsidies (currently in the government's third category, 750 times basic plus \$110,000) saying that at Wuhan University subsidies were already shifted to the government's second category.

Voted: to authorize shifting the basis for university subsidies immediately to the government's second category (950 times basic plus \$140,000), and further into the first category (1100 times basic plus \$170,000) if and when the national university in this area takes this step.

The President reported on the urgent need for houses for faculty members, and on the practical advantages of building as against renting.

Voted: to recommend to the Board of Founders that it appropriate from the university's operating reserves a sum not over US\$15,000 for building twelve semi-permanent dwelling units according to plans already submitted by Dr. P. V. Taylor, with the understanding that the details of these plans will remain open to modification in consultation with faculty members who will be asked to live in the units.

Dr. P. V. Taylor explained the need for a building for the Language School.

Voted: to approve the Senate's request to the Board of Trustees of the Central China Christian Teachers' College (now closed) for a loan, to Huachung University, of the use of its property for a term of five years.

Meeting adjourned at 12:30 p.m.

Respectfully submitted,

Paul R. Ward
acting secretary

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HUACHUNG UNIVERSITY - PROVISIONAL BOARD OF DIRECTORS

Executive Committee Meeting

October 11, 1947.

President's House, 10 a.m. - 4 p.m.

*Received in
Referred to Mr. W.
Chair letter 10-14
of Oct 18*

Present: The Rev. F.C.Cram (Methodist), the Rev. J.F.White (London Mission), R.B.Fulton (substituting for Mr. C.C.Lao of Yale-in-China) and President Wei and acting Treasurer Ward.

The meeting was opened with prayer at 10 a.m. (Standard Time).

The Rev. Stephen Chang was elected Chairman and the Rev. F. C. Cram elected to act for him as Chairman protem.

Acting Secretary Ward read the minutes of the Executive Committee Meeting of March 15th and of the Provisional Board of Directors Meeting of June 28, the former being accepted and approved and the latter being received for circulation. He also read a letter from Mr. Hartman of the Evangelical and Reformed Mission expressing his regrets at not being able to attend because of a previously arranged retreat of his Mission (of which he is President). Likewise read was a letter from Dr. J. T. Addison in reply to one sent to him by the Secretary on behalf on the Board in June; Dr. Addison expressed hearty appreciation of the Board's resolution and letter and confidence in Huachung's "assured progress".

Dr. Ward asked to be relieved of the job of Acting Secretary, and his resignation was accepted with regret and appreciation. R.B.Fulton was requested to take his place, and agreed to do so.

The Treasurer's Report was given before the President's inasmuch as Dr. Ward had to leave the meeting early on urgent College business. The matters dealt with were briefly as follows -

a. The closing of the spring term with only a small deficit - about US\$500 as compared with US\$5000 the previous term.

b. The operating "in black" of the University so far this year.

c. The contribution by Mr. Slater of the China Christian Universities Association of 300 pounds for some special need, with the acceptance (and letter of appreciation) by Dr. Wei for the purpose of providing extra assistance for the work of cataloguing recently received books for the Library.

d. The receipt from the National Govt. of CN\$20,000,000 of which \$16,000,000 was earmarked for equipment and \$4,000,000 was for any other university use.

e. The sending by the President and Treasurer of letter to Mr. Lyford; requesting permission from the Board of Founders to pay an "arbitrary bonus" to each member of the faculty and staff of 1/3 of his salary and subsidies this month and for permission to grant other bonuses if and when needed and possible within the limits of the assured operating income. The reasons given for this request were the very great recent rise in prices, the fact that Huachung is the only local educational institution of higher learning not permitting its faculty members to engage in outside work for pay, and the rises in the rate of exchange.

f. The recently announced (subsequent to the sending of the above mentioned letter) plan by the government to adopt a new salary schedule for the payment of all government employees, including teachers at Wuhan and other government universities. The plan calls for flexible stipend arrived at by multiplying the periodically announced cost of living index by the full amount of the first 30 of basic salary plus

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20% of the next \$270 (or less), plus 10% of any amount above \$300. If adopted by Huachung, it would just about double the amount received at present by a full professor, while providing a somewhat greater proportionate increase for those of lower academic ranks; but the result would still be less than the 40% of prewar salary (in terms of actual purchasing power) set up as a desirable goal for this year by the Associated Boards. At present exchange rates, the new plan would cost Huachung a total of US\$32,700 for salary payments as against a budgeted \$38,210 of which \$26,810 seems assured. It is hoped that the additional \$5,890 needed above the assured figure can be secured through United Board efforts; but if this should prove impossible the needed amount could be secured from the still remaining reserve accumulated in the early war years in Hsichow as a result of relatively low prices and favourable exchange rates.

g. The need to draw on the US\$ balances earmarked for individual department needs, which were accumulated during the war years because of the impossibility of securing books and other commodities from abroad.

In view of the information given in the Treasurer's Report it was Voted: #1 - a) to approve the letter sent to Mr. Lyford;

b) to send another letter recommending the adoption of the new Government Salary Plan by Huachung instead of giving the previously proposed bonus - the new salary payments to begin this month (October); repeating the request for permission from the Board of Founders to grant one or more bonuses if and when considered necessary by the Executive Committee and regarded as financially feasible (within the budget).

Voted: #2 - to support the Treasurer in recommending to Mr. Lyford and the Board of Founders the "unfreezing" of funds previously accumulated and earmarked for various departments so that they can be drawn on without further waiting, for the purpose of filling departmental needs.

The President's Report included the following matters of interest:

a. A check has just arrived from Mr. Li Jui - CNC\$20,000,000 for construction purposes.

b. The university reopened on schedule on Sept. 10. 3488 students had taken the entrance examinations and 342 qualified for entrance; about 60% of this latter number finally came as new students. Old students numbered 316 and new students 220, totalling 536 who registered. Of this number 344 were men and 192 women. By October 11th, the number had dropped to 523, 13 students having withdrawn for various reasons - 6 old students and 7 new, 11 men and 2 women. By colleges and department the figures are as follows:

Arts	307	Chinese	30	
		English	80	
		History	29	
		Econ. & Comm.	168	
	307		307	307
Science	119	Biology	24	
		Chemistry	40	
		Physics	55	
	119		119	119
Education			27	27
				97
				523
		Total:		523

With regard to the percentage of Christians among the student body it is estimated that it will about 40% this term, as compared with 31% last February, 29% in Sept, 1946 and 15% in Sept. 1945; before the war there were 65-70%. There are around 84 student members of the Sheng Kung Hui and about the same number of Church of Christ in China members; there are some 40 Methodists and 20 members of Lutheran and other denominations.

c. As to faculty and staff members, there are 72 in all - 54 teachers and 18 staff-members. Of these 52 are Chinese and 20 Westerners. Breaking these numbers down, we have the following figures:

Arts Faculty	Full-time		Part-time		Total
	Chin.	West.	Chin.	West.	
Chinese lit.	8	-	-	-	8
English lit.	3	4	1 1/2	1 1/2	8
Hist. & Geog.	3	-	-	1 1/2, 1 1/2, 1 1/2	4 1/2
Econ. & Comm.	2	1	1 1/4	1 1/2	4 1/4
Phil. & Psyc.	1	-	1 1/4	1 1/2	1 1/2
Reli. & Theo.	1	2	-	1 1/2	3 3/4
Arts Total:	18	7	1 1/2	3 1/2	30
Chinese - 19 1/2, Westerners - 10 1/2; =					30
30					
Science Faculty					
Biology	4	-	-	-	4
Chemistry	4	1	-	-	5
Physics	4	-	-	-	4
Mathematics	1	1	-	-	2
Science total:	13	2	-	0	15
Chinese - 13, Westerners - 2; =					15
Education Faculty					
Education	2	2	-	1 1/2	4 1/2
Music	-	3	1 1/4	1 1/2	3 3/4
Education total:	2	5	1 1/4	3 1/4	8
Chinese 2 1/4; Westerners 5 3/4; =					8
Administration: Chinese 18 1/2, Western. 4, 22 1/2					
Grand total: Chinese 53 1/2, Westerners 22 1/4, 75 3/4					

("Part-time" means part of the time of a staff members given to the department, no one gives to the university only a part of the time.)

d. With regard to construction needs, action by the Senate was reported calling attention to the need for 6 new faculty residences and 2 new hostels before next September and favoring the earliest possible arrival of the architect for overall campus planning and construction.

e. The availability for Huachung of CMC 460,000,000 as its share of the recent Government grant to Christian Universities of 6,000,000,000 was reported and also the plan of the China Side of the United Board to try to raise an additional 9,000,000,000 in China as soon as possible totalling 15,000,000,000 as China's goal in the overall reconstruction fund raising campaign; of the 9,000,000 the Shanghai committee plans to raise 1,500,000,000 from general sources, the hope being that the

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remaining \$7,500,000,000 can be raised as soon as possible by the various universities in all parts of the country. The recommendation of the President was that the \$460,000,000 should be turned into US\$ at the best possible rate for use as needed in the building of the needed residences and/or hostels.

f. The library now has about 40,000 volumes, about half Chinese and half English, as compared with about 50,000 before the war; there is very little "dead" material among the present collection.

g. Science equipment is gradually being increased, but there is at present only about half the amount in use before the war, of which some 70% was lost.

h. It is hoped that final arrangements for Huachung's joining of the United Board can be completed this month, after which the Board of Founders will become the Huachung Committee of the United Board.

i. It is hoped that the Cooperating Institutions will all send in their nominations for the China Board of Directors as soon as possible so that this body can begin to function in China.

As to extension course program,

j. the Huachung Language School is about to open for the year under Dr. Taylor's leadership with about 20 students, a series of lectures is being planned of the nature and meaning of Christianity for teachers in Christian Middle Schools of the Wuhan area, and a Christian study group for pastors is to begin soon.

k. The registration with the City Government of title deeds for the entire University Campus - old and new portions - is progressing satisfactorily.

As a result of the information and recommendations in the President's Report, the following decisions were reached by the Executive Committee:

Voted: #3 - That in view of a) the urgent need of the University for at least 6 new faculty residences and 2 new hostels, and b) the fact that construction to meet these needs does seem financially feasible in terms of US\$ purchasing power, as a result of recent exchange developments, and c) the fact that there are construction funds to the extent of over US\$330,000 on deposit in the States, the Executive Committee recommends the taking of immediate steps toward the securing of the needed buildings for the use during the next academic year, such steps including the arrangement for the earliest possible visit to the campus of the official architect for extended consultation with Huachung authorities and the drawing up of a complete up-to-date plan of construction; and the Committee hopes that Mr. Bergamini can be released from other responsibilities for this purpose and that he can visit Huachung before the end of this calendar year (1947).

Voted: #4 - that the President's recommendation that the Government grant be turned into US\$ for use in the needed construction program be approved.

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Voted: #5 - that the University Administration be authorized to embark on the raising of funds in the Wuhan area for the general Christian Colleges campaign whenever the time seems opportune, with the hope that at least \$1,000,000,000 can be secured.

As a result of further recommendations from the President and Committee discussion, the following decisions were reached with regard to Committee Appointments:

Voted: #6 - that Miss Bleakley, Dr. Taylor and R. B. Fulton be invited to serve on the Senate as representatives of London Missionary Society, the Evangelical and Reformed Church Mission and the Yale-in-China Association respectively - the other cooperating missions already having representation among present Senate members.

Voted: #7 - that Mrs. H. J. Hsu of Hankow, Principal Chou of I-Hsun Middle School in Hankow, Principal Seng of St. Hilda's Girl

s' School in Wuchang and Principal Tao of Hsun-Nu Middle School for Girls in Hanyang be invited to serve as members of the Yen Hostel Committee, with power to coopt two more members.

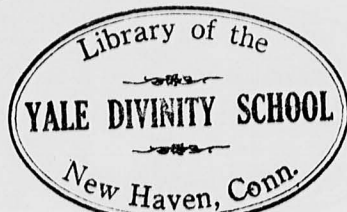
Voted: #8 - that with a view to making another effort to secure student participation in the planning of University Church activities a larger number of students than faculty members be appointed to serve on this year's Chapel Committee. Accordingly five from the faculty and nine from the student body should be invited to serve - Wei and Professors Taai, Anderson, Constantine and Starratt (as President, Professor of Religious Education and representatives of the three major denominational fellowships) and the President and two other student representatives from each of three Christian fellowships, with Mr. Anderson as Convener.

Before the close of the meeting, President Wei invited the members of the Executive Committee to give as much time as they could spare to inquiring into and giving counsel about the conduct of university affairs.

The meeting adjourned at 4 p.m.

Respectfully submitted,

Robert Brank Fulton
Acting Secretary.



HUACHUNG UNIVERSITY - PROVISIONAL BOARD
OF DIRECTORS: Executive Committee Meeting

January 3, 1948
President's House, 10 a.m. - 3 p.m.

Present: The Rev. Stephen Chang (Episcopal), Chairman; the Rev. Ward Hartman (Reformed and Evangelical); Dean K. S. Ying (Yale-in-China, substituting for Mr. C. C. Lao); Prof. David Anderson (London Mission, substituting for the Rev. J. F. White); Prof. Thomas Tregear (Methodist, substituting for the Rev. F. C. Cram); President Wei, and Acting Treasurer Ward, ex officio; and R. B. Fulton, Coopted secretary.

I. The meeting was opened with prayer at 10 a.m.

II. The Minutes of the previous meeting (held on October 11) were read and approved, following which the President introduced and welcomed those attending for the first time. Letters from those unable to be present were also read.

III. At Chairman Chang's request, the President first reported on matters arising from the Minutes:

a. The campaign to raise funds in this area for the Christian Colleges is still in process of being planned; but it is hoped that it can be launched soon.

b. There has been some increase in equipment since the last meeting, as the library steel stacks have arrived from America, and also shipments including an X-Ray machine, chemicals, and three microscopes from England.

c. Mr. Shaw's visit in November during his survey trip in China to study the conditions and needs of the libraries of the various Christian Colleges served as a real stimulus to our thinking about this part of our university work. A good many conferences were held with various people especially concerned with the development of our library work, and it is hoped that there will be valuable results.

d. The proposed buying of US dollars with the CNC\$460,000,000 grant from the government was approved by the U.S. cooperating committee, and the transaction was made, pending the use of the funds for the proposed construction of certain residences and/or hostels.

e. The former Huachung Board of Founders has finally completed arrangements for joining the United Board for Christian Colleges in China, and the Board is now the Huachung Committee of the United Board.

f. The University's property deeds are still being registered, but the process is taking a rather longer time than expected. The authorities seem, however, to be very friendly, and no difficulty is anticipated.

g. The Chapel Committee was organized as directed, with one new development - namely, the inclusion of a representative of the newly formed Lutheran Fellowship. There are regular University Services every Sunday evening and also shorter Chapel Services, Tuesday through Saturday each week; and in the latter emphasis has been put this term

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on informative series of addresses. which seem to have been genuinely appreciated. Also there were five Friday evenings forums on subjects having to do with the nature and contemporary significance of Christianity, designed especially for non-Christians, but of course open to all. The following subjects were chosen on the basis of some 200-300 questions received from students and with the opening talks being given by President Wei, Dr. Lo, Principal Li, Mr. Starratt, and Dean Constantine respectively: "Why Religion?" "How can we know God?" "If God is good, why is there evil on the world?" "How can we understand the Bible?" and "Why is the Church divided?"

h. With regard to general religious interest, it is reported that at present 43 students either have been baptized this term or are in classes for prospective Church members - 19 in the Sheng Kung Hui, 12 in the Hsin I Hui, 9 in the Hsun Tao Kung Hui, and 5 in the Chung Hua Chi-tu Chiao Hui. At present 45% of the student body are professing Christians, and it is expected that 50% or more will be by the end of the next term. With some 70% of the faculty also being members of various branches of the Christian Church, Huachung stands very high among the Christian Colleges with regard to percentage of Christian teachers and students.

IV. The President continued with his regular report by first distributing copies of his Annual Report and then mentioning the following matters:

a. The offering of three fellowships annually for Huachung students by the Lancaster Seminary. Because theology is not one of the approved subjects by the government for students to be permitted to go abroad for study, the question had been raised as to whether students interested and qualified might be appointed as Church workers by the Reformed and Evangelical Church; the matter is still under consideration.

b. The setting up of a Board of Directors in China. The process is continuing, a special committee having been appointed by the Huachung Committee of the United Board to speed things up.

c. The situation regarding construction needs:

(1) The Huachung Committee of the United Board in New York City has approved the expenditure of the Government grant for the construction of three faculty residences and authorized the drawing on U.S. funds for this purpose up to a total (including the Chinese Govt. grant) of US\$18,000.

(2) The Huachung Committee members have grave doubts re: the wisdom of any further construction in view of present political conditions in China. They feel that available funds should be kept in hand for fear of what seems to be the possibility of another evacuation of the Wuhan area.

(3) The New York Committee agrees as to the urgent need of an architect to make the general plans prior to any further construction.

(4) A letter was received on January 2 from Mr. Bergamini in the Philippines which indicated his continuing interest in Huachung reconstruction and his apparent willingness to come to Wuchang if the

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Episcopal Mission Board will release him from his present assignment.

d. The Christmas bonus to the faculty. This was made possible by a special grant for the purpose from the United Board and amounted to 265% of each person's December salary - the U.S. figure being \$2,500.

e. The receiving of a Christmas greeting cable from Yale-in-China.

f. Correspondence with the British Cooperating Committee through Mr. Slater. This has included the President's request that the pledge funds of 1,310 pounds sterling be sent at the earliest convenience of the Committee and also the sending of an estimate as to the probable cost of erecting new library facilities. A committee working with Mr. Shaw prepared a tentative estimate for erecting a fireproof structure to include stacks, reading rooms, offices and study and seminar rooms - a total floor space of 45,000 square feet - of £ 81,000 with £ 45,000 being needed for the central part of the entire scheme, which as proposed would be in the form of a quadrangle. Mr. Slater has written that the estimate is a "staggering" one and that the whole matter must be given further study.

g. The heartening spiritual condition of the University contrasted with the serious inadequacy of physical facilities. The faculty and students are showing a fine spirit of cooperation; number of students seeking enrollment is steadily increasing; and the university's reputation in the community, with government officials and others, seems to be very good. We seem to be at stage aimed at for the fifth year of the proposed ten-year plan. In contrast, our facilities are very much worse than in the prewar period as a result not only of the general deterioration of buildings but of the increased student and faculty congestion, especially in view of the fact that it is not now possible (as it was previously) to rent living space in this area at anything other than prohibitive rates.

In view of the above report, the following actions were taken:

Voted #1: That the granting of the Christmas bonus to the faculty be approved, with appreciation to the United Board for making it possible.

Voted #2: That the Executive Committee, after giving the most careful and detailed consideration to the question raised in Dr. Sherman's letter of December 19, 1947 to the President and the resultant advice that the building plans recommended in the last meeting of this committee be postponed except for the erecting of three residences, take the following action:

"Whereas failure to implement the building recommendations previously made would amount to a retrenchment which would seriously cripple the present normal program of the university and nullify many of the efforts which are at present being made to maintain a balanced institution, and,

"Whereas this Executive Committee is in close touch with the economic and political conditions in the field of University operation and has given them the most careful consideration with both the present and future in view,

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Resolved that this Executive Committee reaffirm its previous action (Vote #3 in the Minutes of the October 11th meeting) and request the Huachung Committee of the United Board to authorize the commencement this spring of the building of two hostels and six residences, as the Committee can see no other possible course of action that would not jeopardize the future of Huachung.

Voted #3: That a cable be sent to the Huachung Committee requesting that Bishop Bentley of the Overseas Department of the Episcopal National Council release Mr. Bergamini for work at Huachung before April 1, in line with the recommendation made in President Wei's letter to Dr. Sherman of December 31; and

That a cable be sent to Mr. Bergamini informing him of the above cable to New York and asking him to take appropriate action from Manila.

V. The Treasurer reported at the President's request, on the present salary situation, and indicated that in view of the exchange situation a substantial increase in faculty and staff salaries would be possible without exceeding the budget. He also recommended such an increase in view of the recent sharp rise in prices and in view also of the fact that there had been a delay in putting into effect the government salary plan envisaged in the previous meeting as that to be followed at Huachung. He also mentioned the fact that Huachung is not only the only university in this area, but reportedly one of only two in the whole of China, at present requiring its full-time teachers to refrain from doing any outside work for remuneration. On receipt of the above information and recommendation, it was

Voted #4: That the salaries from January on be 200% of the December figure, with the understanding that should any government plan be adopted which would lead to a higher figure that it should be followed by Huachung.

VI. Representing the Department of Education, Mr. Anderson presented, at the request of the President, a report on the conditions and needs of the Huachung Practice School. A copy is attached to these minutes. After hearing this report with its recommendation that a special request be made through the Huachung Committee to the United Board for aid in providing much needed facilities, it was

Voted #5: That this report and its recommendations be accepted and approved for transmission to the Huachung Committee and the United Board in America.

VII. With regard to the Boone Library School, the President reported briefly on the background of the relationships between this school and Huachung integrated cooperation from 1921 to 1930 followed by a procedural disagreement and separation. Recently there has been fresh consideration of the possibility of renewed cooperation, especially since the visit of Mr. Shaw and the receipt of a memorandum from him recommending the resumption of such cooperation. A committee representing the Senate has been appointed to talk with Mr. Samuel S. Y. Seng, Director of the School, with the purpose of ascertaining his

views on the subject; and it is hoped that progress towards a renewal of cooperative relationships can soon be reported. The Executive Committee received this news with interest and approval, and it was

Voted #6: That the Executive Committee welcomes the possibility of renewed cooperation with the Boone Library School.

VIII. On hearing of the imminent departure of the Rev. Stephen Chang for the States, the Committee

Voted #7: That the Committee wishes its Chairman, the Rev. Stephen Chang, Godspeed on his trip and an interesting and valuable visit in America, and with renewed expressions of appreciation of his leadership desires him to represent the Committee officially, especially with a view to interpreting Huachung's situation and needs in any meeting of the Huachung Committee and the United Board which he may attend.

It was also

Voted #8: That in the absence of Mr. Chang, Dean K. S. Ying of Yali Middle School be the Acting Chairman of the Executive Committee.

IX. The meeting adjourned at 3 p.m.

Respectfully submitted

ROBERT BRANK FULTON

Secretary

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May 3, 1948

A Digest

of

the

Minutes of Meeting of Executive Committee of the
Provisional Board of Directors of Huachung
University held on March 18, 1948.

These minutes cover four double-length pages. The validity of some of the official actions reported in these minutes is questionable until a regularly constituted Board of Directors shall be established and shall adopt these actions as their own. However, there is no reason for concern at present.

The important paragraphs in these Minutes are as follows:

Present: Mr. K. S. Ying (Yale-in-China), Acting Chairman; Bishop Alfred Gilman (Episcopal); the Rev. F. C. Cram (Methodist); the Rev. J. F. White (London Mission), the Rev. Sterling Whitener (Reformed and Evangelical, as alternate for the Rev. Ward Hartman); President Wei and Treasurer Coe and former Acting Treasurer Ward, ex officio; and R. B. Fulton, coopted secretary.

Registration of
Property Deeds:

With regard to the registration of the property deeds, there has developed a difference of opinion with the authorities of the Provincial Middle School just across the street from the front gate regarding the ownership of one small piece of land, and this has caused a delay in the process of registration. It is hoped that the matter can be cleared up very shortly.

Christian
College
Fund:

The Huachung part in the Christian College joint Fund-Raising Campaign has resulted in the raising to date of N.C. \$398,500,000, which is being kept in such a way as to avoid serious depreciation. Around N.C. \$800,000,000 more has been pledged, so that total receipts of some N.C. \$1,200,000,000 seem likely in the near future -- about the equivalent in purchasing power of the \$270,000,000 figure set as Huachung's share some months ago. Mr. Ying at this point reported that he had brought N.C. \$7,000,000 from a few friends in Changsha -- a general campaign not having seemed feasible at this time.

Plans for Closer Cooperation
with Boone Library School:

There was given a report of conferences with Principal Seng of the Library School. The following vote was cast:

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(27)

"WHEREAS, the Boone Library School has shown distinguished leadership in this field,

BE IT RESOLVED, that an official invitation be extended from this Committee to the Boone Library School to consider plans for cooperation between the two institutions for the training of librarians."

Construction Plans

The Minutes express appreciation of letters from Dr. Sherman and Dr. MacMullen reporting favorable action by the Huachung Committee and by the United Board relative to release of building funds held by the National Council of the Episcopal Church.

The minutes discuss the advantage to be gained by securing the advice of Mr. May, the architect, for the English Mission and Mr. Wu King-lui, architect of Yale-in-China, as consultant.

Also the Committee suggested endeavoring to find a competent architect to investigate local markets with a view to securing suitable building materials and to set up a proposed priority list.

Regarding date of commencing construction the minutes state as follows:

"The President and others of the Administration are keeping in touch both with the Chinese officials and with the English and American consular officers with regard to the general situation, and the thought is to go ahead with general campus planning while waiting till later in the spring to make the definite decision as to the feasibility of proceeding with the needed reconstruction."

Grant for New Library:

The gift of £45,000 by the Trustees of a British Fund was reported with expressions of appreciation to the donors as recommended by the Senate of the University.

Additions to Buildings:

Miscellaneous additions to buildings have been recommended by the Senate. These are termed as "non-budgeted items". The minutes do not state definitely that these additions have been approved or the expenditures authorized. However, the inference is that the Executive Committee gave its consent.

New Land:

The Committee voted to authorize the purchase of the Chekiang Guild land and to expend the necessary funds up to U.S. \$25,000.

Revision of Salary
Scales:

The following is quoted from the minutes:

"A revision upwards of the salary scale in terms of CNC dollars is greatly needed and is possible within the budget in view of the increase in the exchange rate since the last meeting of this Committee; and it is recommended by the Administration that the March salary figure be double that of the February one, that a bonus of 100% of the revised March figure be paid before the middle of April, and that there be appointed a committee with power to make other adjustments as needed before the next meeting of the Executive Committee, provided that such adjustments are within the budgeted US dollar figure for salaries."

The Reserve
Fund:

Paragraphs under this head propose that the University Administration reexamine "the so-called Reserve Fund" and prepare a memorandum for consideration at the June Meeting with recommendations as to handling of these funds. (Other correspondence indicates that this relates to a suggestion that financial procedures for the future follow the practice before the Japanese Invasion).

The Complete
Minutes:

A full copy of the minutes is available at the office of the Associate Secretary and another will be sent to any member of the Huachung University Committee on request.

Digest prepared by:
Oliver S. Lyford

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MINUTES OF THE EXECUTIVE COMMITTEE OF THE HUACHUNG BOARD OF
DIRECTORS, HELD IN PRESIDENT WEI'S HOUSE, 3 p.m., Wednesday,
April 12, 1950

Present: Bishop Stephen Tsang; Dr. H.C. Chiang; the Rev. Stuart Craig; Principal C.C. Lao; Dr. Hartmann of the Evangelical and Reformed Church Mission was absent in Hongkong; President Wei and Professor John L. Coe were present to report.

The meeting began with prayer led by Dr. Chiang, and Bishop Tsang was in the chair.

The Committee decided that beginning with this meeting, all Minutes should be kept in Chinese as the original and in English as the supplement. Dr. Wei was elected as secretary although he was not a member of the Committee.

It was reported that Dr. Chiang was to be no longer a member of the Huachung Board of Directors, as his church had already replaced him by the appointment of the Rev. Hsiao Kuo-huei at their last Synod, and that the Rev. Stuart Craig was to leave China on furlough for England very soon. The Rev. Hsiao Kuo-kuei was nominated to take the place of Dr. Chiang, and Mr. Baguley of Griffith John Middle School to take the place of Mr. Craig; and these nominations were to be approved by members of the Board of Directors by post. Since Dr. Hartmann, a member of the Executive Committee, has been away in Hongkong so long, with his return somewhat uncertain, it was suggested by the Executive Committee to the Directors that the Rev. Sterling Whitner be appointed by the Directors by post as his alternate.

After the Executive Committee considered the Proposed budget for Huachung University for the academic year 1950-51 as prepared by the three colleges in the University and the administrative officers, and as preliminarily approved for recommendation by the University Senate, it was resolved:

- 1) That the proposed budget be submitted to the United Board for Christian Colleges in China for approval;
- 2) That a cablegram be at once sent to the United Board for Christian Colleges in China, reporting the deficit to be covered in the budget for the next year.

Special items outside the current budget to be covered from the balance of rehabilitation funds were considered, and the following recommendations were made to the United Board for Christian Colleges in China, after serious cuts of those items by the Executive Committee:

- 1) That only \$1,000 be recommended for the Library, plus \$1,600 to be covered by the Harvard-Yenching Reserve, making a total of \$2,600 (the items being in the Appendix to the budget).
- 2) That the rehabilitation item for the Physics department be cut down to \$1,000;
- 3) That the rehabilitation repairs items be limited to \$6,500, and that the Committee on Grounds and Buildings and the Superintendent of Grounds and Buildings be warned that by no means should their expenditure exceed this figure.

The Senate of the University submitted the plan for the reuniting of the Boone Library School with the University, as prepared by the Senate Committee on this matter, and after careful consideration the following recommendation was approved to be sent to the United Board for Christian Colleges in China for final approval:

That this Committee recommends to the United Board for Christian Colleges in China the plan for the re-uniting of the Boone Library School with Huachung University, according to the agreement previously approved by the Board of Directors, and the proposed budget for the Boone Library School after its re-uniting with the University as prepared by the Senate Committee, both documents

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April 12, 1950

being attached herewith, provided

- 1) that this re-uniting of the Boone Library School with Huachung University will not affect the present operating budget of Huachung University;
- 2) that the standard of the Boone Library School after this re-uniting with Huachung University be kept strictly to the Huachung standards, particularly in its teaching staff;
- 3) that the matter of discontinuing any of its staff at the time of re-uniting could be successfully handled by the present Director of the Boone Library School, and
- 4) that at the retirement of any member of the Boone Library School faculty of staff after the re-uniting of the School with Huachung University, the question of pension, and whether his or her services in the Boone Library School before re-uniting with the University should count or not in the awarding of the pension, is to be decided by the United Board for Christian Colleges in China.

Dr. Paul Taylor and Mr. David F. Anderson were appointed members of the Senate as representatives of the Board of Directors on the Senate.

The President reported on the conditions of the University since the beginning of the autumn term, emphasizing particularly the following points:

- 1) The enrollment of the second term of the year was 351 (201 men and 150 women) against 372 in the autumn term, the drop being smaller than the usual second term in the year, which was in previous years 15%.
- 2) That owing to the present situation, the University had to award 250 tan of rice for scholarships, and 100 tan for work relief, for students during the second term, the total being far in excess of the budget figures.
- 3) That three appointments had to be made with the approval of the Senate, to fill vacancies; viz.: Professor Ku Ching-ting, B.S., Wuhan University 1931, M. Sc. Imperial College, London University, 1938; Mr. James Hsu, B.A. Huachung 1926, M.S. in Library Science, Columbia, 1940, Librarian; and Mr. Tseng Tze-cheng, Physical Director.

After having heard the President's Report on the general conditions in the University, the following resolution was adopted:

The Executive Committee congratulated the President on the steadiness of the institution, and the continuance of strong Christian work, and recorded its appreciation of the leadership which was being given by Dr. Wei and members of the faculty.

(Signed) Stephen H.S. Tsang
Chairman

(Signed) Francis C.M. Wei
Secretary

Present: Mr. K. S. Ying (Yale-in-China), Acting Chairman; Bishop Alfred Gilman (Episcopal); the Rev. F.C. Gram (Methodist); the Rev. J. F. White (London Mission), the Rev. Sterling Whitener (Reformed and Evangelical, alternate for the Rev. Werd Hartman); President Wei and Treasurer Coe and former Acting Treasurer Ward, ex officio; and R. B. Fulton, coopted secretary.

I The meeting was opened with prayer by Bishop Gilman at 10:30 a.m.

II The Minutes of the previous meeting (held on January 3rd) were read and approved, after which the President welcomed Bishop Gilman and Mr. Whitener as attendants for the first time this year and Mr. Coe as the regular Treasurer, just back from furlough.

III The President first reported, at Chairman Ying's request, on the following matters arising from the Minutes:

A. The Minutes of the previous meeting were sent both to the U.S. and to England.

B. With regard to the registration of the property deeds, there has developed a difference of opinion with the authorities of the Provincial Middle School just across the street from the front gate regarding the ownership of one small piece of land, and this has caused a delay in the process of registration. It is hoped that the matter can be cleared up very shortly.

C. An additional grant -- CMC \$100,000,000 -- has come from the Provincial Government, ear-marked for building purposes.

D. The Huachung part in the Christian College Fund-Raising Campaign has resulted in the raising to date of \$398,500,000, which is being kept in such a way as to avoid serious depreciation. Around \$800,000,000 more has been pledged, so that total receipts of some \$1,200,000,000 seem likely in the near future -- about the equivalent in purchasing power of the \$270,000,000 figure set as Huachung's share some months ago. Mr. Ying at this point reported that he had brought \$7,000,000 from a few friends in Chengsha -- a general campaign not having seemed feasible at this time.

E. Mr. Bergamini was cabled an invitation to come to Wuchang at our expense for consultation on reconstruction plans, and he replied that he was referring the matter to New York. No further word has been received on the matter.

F. Principal Seng of the Boone Library School has been conferred with both by the President and by a special Senate Committee with regard to the possibility of renewed cooperation between the School and Huachung. At this point the secretary reported that as a result of these meetings with Mr. Seng it had seemed advisable to write a letter which he might submit to his School's Board of Trustees; and for this purpose it had seemed well to expand the action recorded in the Minutes of the January meeting (vote #6 under item #3). Accordingly, a proposed new wording was sent to all who attended the January meeting and was unanimously approved in letter-replies, whereupon the following action, replacing the previous one, was communicated to Mr. Seng by letter:

"Whereas the recent visit of Mr. Shaw has stimulated new interest in librarian-training work in this center, and

Whereas the Boone Library School and Huachung have had a common interest in such a program in the past, and

Whereas the Boone Library School has shown distinguished leadership in this field,

Be it resolved that an official invitation be extended from this Committee to the Boone Library School to consider plans for cooperation between the two institutions for the training of librarians."

A recent conversation with Mr. Seng revealed that he has written of Huachung's action to all the members of the Library School's Board of Directors, but to date he has had replies from only a few of them -- less than the majority whose opinions are required before any further steps can be taken.

IV The President continued with his regular report as follows:

A. Spring term data:

1. Registration began on Feb. 22nd and lectures on the 26th.
2. The present enrollment is 469, which is something under a 15% drop from the fall term figure -- 15% being about the normal decrease.

The break-down is as follows:

	Men	Women	Total (2)		
Seniors	19	25	24	Arts-----	279
Juniors	32	16	48	Chinese	28
Sophomores	121	84	205	English	77
Freshmen	124	68	192	Economics	43
	296	173	469	Commerce	4
				History	27
Christian Middle School Grads. -	277	196			279
From other Middle Schools -----	278	273	469	Science -----	103
				Biology -	21
Christian Students --	211			Chemistry	42
Other students -----	258			Physics	40
			469		103
By Provinces:				Education -----	87
Hunan -----	145	Chekiang --	15		469
Hupoh -----	138	Anhui -----	8		
Yunnan -----	47	Szechuan --	7	Honan ---	2
Kwangtung -	45	Yukien -----	4	Shansi -----	2
Kiangsi'1 ---	25	Hopoh -----	3	Shantung --	1
Kiangsu ---	23	Kwangsh ---	3	Sinkiang --	1
	423		40		6
					Total
					469

B. With regard to construction plans:

1. A letter (dated March 1st) has been received from Dr. Sherman, the Chairman of the Huachung Committee of the United Board, in reply to a letter enclosing the last Minutes of this Executive Committee. Dr. Sherman expresses in this letter great appreciation of the work of the University and of the zeal to press ahead with the construction of facilities regarded as necessary for the maintenance of a sound program, and he reports that the Huachung Committee has voted to request the National Council of the Episcopal Church to release US\$100,000.00 of the funds held by them for construction purposes, to be used for any or all of the following projects: the erection of 4-6 permanent faculty residences; the erection of a permanent men's hostel; the completion of Yen Hostel; the expansion of Practice School facilities.

In addition, the Committee has voted to authorize the purchase of the Chekiang Guild land with the expenditure of necessary funds up to US\$25,000.00.

It likewise has approved the erection of the temporary Language School building with outside funds as proposed.

The Committee also suggested endeavoring to find a competent architect in the Wuhan area to go over Mr. Bergamini's plans (copies having been brought by Mr. Joe, who had conversations with Mr. Bergamini in Manila), to investigate local markets with a view to securing suitable building materials, and to set up a proposed priority list. Revised plans should then be sent to Mr. Bergamini in the Philippines and to the Huachung Committee. In the States, the plans could also be gone over in consultation with the Yale-in-China architect, Mr. Wu King-lui, with whom the Huachung Committee is already in touch.

2. The architect for the English Methodist Mission, Mr. May, has recently been in Wuchang and has generously given considerable time to going over the campus and drawing up sketches of possible arrangement and location of buildings. It is a very happy coincidence that his ideas and those of Mr. Bergamini, as recently revised, and reported by Mr. Joe, are substantially the same as regards general lay-out of the campus. Mr. May has kindly promised to go over Mr. Bergamini's latest sketches carefully and to make whatever suggestions he has -- including a priority list -- to Dr. Tregear, who is working with him on the matter, before leaving the Wuhan area. At this point, Dr. Tregear joined the Committee and displayed and discussed the plans with the members.

3. A letter (dated Feb. 24th) has also been received from the Executive Secretary of the United Board, Mr. McMullen, reporting that the Board has endorsed the action of the Huachung Committee outlined above (B. 1.)

4. A letter (dated March 5th) has also come from Bishop Bentley of the National Council of the Episcopal Church which mentions having received word of the above two actions but says that action by the Council cannot be taken until the April 27th meeting.

5. The President and others of the Administration are keeping in touch both with the Chinese officials and with the English and American consular officers with regard to the general situation, and the thought is to go ahead with general campus planning while waiting till later in the spring to make the definite decision as to the feasibility of proceeding with the needed reconstruction.

C. Grant from England for a new library:

A letter (dated Feb. 25th) from Mr. Slater of the China Christian Universities Association has been received, announcing a gift of £ 45,000 for the construction of a library building -- the donors being the Trustees of the Joseph Rank Memorial Fund and the only condition being that the name of Mr. Rank be "associated with the building". The letter stresses the fact that the gift is the result of the friendship of Mr. Rank and Prof. Soothill, at one time President-Elect of the projected British Central China University of which Huachung can be considered the realization. The funds can be made available at any time that the beginning of construction of the library seems feasible.

In view of the above report, the following actions were taken:

Voted #1: That the following action of the Huachung Senate be accepted and that the appropriate letters be written by the secretary to express the deep appreciation of the Committee on behalf of the whole Board of Directors for this very generous gift.

"The Senate has heard with great satisfaction of the offer of £45,000 from the Joseph Rank Benevolent Trusts for the erection of the essential part of a library at Huachung University on condition that the name of Mr. Joseph Rank be associated with the building. The Senate recommends to the Executive Committee of the Board of Directors that this magnificent gift be accepted with the condition attached, and that the deep appreciation of the Senate and Board of Directors be expressed to the donors."

Voted #2: That hearty thanks be expressed to the Huachung Committee and the United Board for their actions confirming our request for the appropriation now of \$100,000.00 (US dollars one-hundred thousand) for construction purposes and for their requests to the National Council of the Episcopal Board that this amount of money be released now from the construction funds in the Council's hands, and also for their authorization of expenditures up to US\$25,000.00 (twenty-five thousand) for purchase of much desired land.

Voted #3: That a sub-committee consisting of the members of the Executive Committee living in the Wuhan area be authorized to approve plans for construction to be submitted to the States and England.

Voted #4: That word be sent to the States that this Committee has heard with satisfaction that Mr. Wu King-lui has been asked to be a consultant on the planning of new buildings for Huachung -- making the architectural planning process most appropriately a "tri-national" one in line with the international character of Huachung.

IV The Treasurer's Report:

A. Mr. Coe first expressed appreciation for the excellent job done during his absence by Dr. Paul Ward, Acting Treasurer; and it was made clear that this appreciation was shared by all members of the Committee.

B. There have been several Senate actions involving desired expenditure of funds which seem to require this Committee's approval, as non-budgeted items: a) the construction of 150 classroom-style chairs for use in Stokes Hall, at the estimated cost of US\$600; b) the providing of additional space (one room) for the Music Dept., at the estimated costs of US\$1200-1500; c) the building of an additional room, plus the making of some alterations, in connection with Mr. Mark Tsen's house, at an estimated cost of US\$600; and d) the possible building of an additional wing on one of the wall houses at an estimated cost of US\$1200-1500.

C. A revision upwards of the salary scale in terms of CMC dollars is greatly needed and is possible within the budget in view of the increase in the exchange rate since the last meeting of this Committee; and it is recommended by the Administration that the March salary figure be double that of the February one, that a bonus of 100% of the revised March figure be paid before the middle of April, and that there be appointed a committee with power to make other adjustments as needed before the next meeting of the Executive Committee, provided that such adjustments are within the budgeted US dollar figure for salaries.

D. There has been some misunderstanding as to the nature and amount of Huachung's so-called "reserve-fund". It is actually made up of three categories: a) funds specifically earmarked for special purposes which are for the most part simply deposits with the Huachung Committee Treasurer in New York (including certain personal savings of various members of the faculty, for example); b) funds

budgeted in previous years for various departments which could not, at that time be spent because of the war-time lack of communications ~~and~~ (funds for buying books and apparatus, etc.) and which are now in process of being used up by the respective departments; and c) general funds accumulated during the first years of refugeeing in Hsichow, due to relatively high exchange rates and relatively low prices -- the sum in Fe. 1947 having been US\$59,700, with approximately \$15,000 less last summer.

In the ensuing discussion there was general agreement that the "on-deposit" funds should not appear at all on financial statements, as they do not belong to Huachung. It was likewise agreed that the as yet unspent department funds should be clearly separated from the general unearmarked money, and certainly not be lumped together with the latter as a "Reserve Fund". Some strong opinions were also expressed that the amount of the third category of "free" funds should not continue to be carried as "reserve", but should be spent for some genuine need of the University -- for example, the construction program.

In view of the above report the following actions were taken:

Voted #5: That the administration be authorized to have 150 classroom-style chairs built for use in Stokes Hall, at an estimated cost of US\$600, with the understanding that this amount can be secured from current funds.

Voted #6: That the Campus Planning Committee be authorized to build an additional room for the music dept. at an estimated cost of US\$1200-1500 to be taken from the Govt. grant earmarked for construction purposes, with the understanding that the room will be so located as to fit into the general permanent reconstruction plan.

Voted #7: That the Planning Committee be authorized to construct an additional room for the little house next to the library (occupied by Mr. Tsen) and to make certain other needed changes, at an estimated cost of US\$600 to be secured from the Govt. grant (above).

Voted #8: That the Planning Committee be given permission to build an addition on the north side of the southernmost double-house on the old wall site if it should seem desirable in the light of general construction plans -- the cost of US\$1200-1500 to be taken care of from the above-mentioned Government grant for construction.

Voted #9: That whereas this Executive Committee understands that it has the authority to revise, when considered necessary, the scheme of faculty subsidies in relationship to the changes in the value of CNY dollars, so long as this can be done within the US dollar limits set by the budget, and whereas the Huachung Committee in New York has expressed its strong concern that the purchasing power of faculty salaries be maintained at least at a level adequate for ~~the~~ subsistence and health, the Executive Committee approves the following plan: a. The payment of March salaries on the basis of 200% of the February figures; b) the ~~present~~ payment of a bonus, before the middle of April, equal to the revised salaries for March; and c) the empowering of a subcommittee consisting of the members of the Executive Committee living in the Wuhan area to make further salary adjustments as needed -- in collaboration with the University Administration -- before the next meeting of this Executive Committee, provided that such adjustments are possible within the US dollar budget.

Voted #10: That the Treasurer and former Acting Treasurer be asked to re-examine the whole salary and subsidy scheme and circularize the members of the Executive Committee with regard to the findings, and that any suggested actions may be decided upon in this way by mail.

Voted #11: That the University Administration re-examine the so-called "Reserve Fund" and prepare for consideration by this Committee at the June meeting a memorandum which will include recommendations as to the handling of the three categories of funds reported on by the Treasurer and discussed (above IV, D), including the following:

- a) the possible dropping of any reference to non-University funds which are simply on deposit with the Huachung Committee treasurer
- b) the clarification of the question of as yet unspent funds belonging to the respective departments and on hand because of the impossibility till recently to order needed books, apparatus, etc.
- c) the possible spending for reconstruction purposes or other University needs of ~~the~~ the undesignated or "free" funds.

Respectfully submitted,

Robert Brank Fulton
Secretary

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A Digest

of

the

Minutes of Meeting of Executive Committee of the
Provisional Board of Directors of Huachung
University held on March 18, 1948.

These minutes cover four double-length pages and are signed by Robert Brank Fulton, Secretary. The validity of some of the official actions reported in these minutes is questionable until a regularly constituted Board of Directors shall be established and shall adopt these actions as their own. However, there is no reason for concern at present.

The important paragraphs in these Minutes are as follows:

Present: Mr. K. S. Ying (Yale-in-China), Acting Chairman; Bishop Alfred Gilman (Episcopal); the Rev. F. C. Cram (Methodist); the Rev. J. F. White (London Mission), the Rev. Sterling Whitener (Reformed and Evangelical, as alternate for the Rev. Ward Hartman); President Wei and Treasurer Coe and former Acting Treasurer Ward, ex officio; and R. B. Fulton, coopted secretary.

Registration of
Property Deeds:

With regard to the registration of the property deeds, there has developed a difference of opinion with the authorities of the Provincial Middle School just across the street from the front gate regarding the ownership of one small piece of land, and this has caused a delay in the process of registration. It is hoped that the matter can be cleared up very shortly.

Christian
College
Fund:

The Huachung part in the Christian College Fund-Raising Campaign has resulted in the raising to date of \$398,500,000, which is being kept in such a way as to avoid serious depreciation. Around \$800,000,000 more has been pledged, so that total receipts of some \$1,200,000,000 seem likely in the near future -- about the equivalent in purchasing power of the \$270,000,000 figure set as Huachung's share some months ago. Mr. Ying at this point reported that he had brought \$7,000,000 from a few friends in Changsha -- a general campaign not having seemed feasible at this time.

Plans for Closer Cooperation
with Boone Library School:

There is given a report of conferences with Principal Seng of the Library School. The following vote was cast:

0340

"WHEREAS, the Boone Library School has shown distinguished leadership in this field,

BE IT RESOLVED, that an official invitation be extended from this Committee to the Boone Library School to consider plans for cooperation between the two institutions for the training of librarians."

Construction Plans

The Minutes express appreciation of letters from Dr. Sherman and Dr. MacMullen reporting favorable action by the Huachung Committee and by the United Board relative to release of building funds held by the National Council of the Episcopal Church.

The minutes discuss the advantage to be gained by securing the advice of Mr. May, the architect, for the English Mission and Mr. Wu King-lui, architect of Yale-in-China, as consultant.

Also the Committee suggests endeavoring to find a competent architect to investigate local markets with a view to securing suitable building materials and to set up a proposed priority list.

Regarding date of commencing construction the minutes state as follows:

The President and others of the Administration are keeping in touch both with the Chinese officials and with the English and American consular officers with regard to the general situation, and the thought is to go ahead with general campus planning while waiting till later in the spring to make the definite decision as to the feasibility of proceeding with the needed reconstruction.

Grant for
New Library:

The gift of \$45,000 by the Trustees of Joseph Brank Memorial Fund is reported with expressions of appreciation to the donors as recommended by the Senate of the University.

Additions to
Buildings:

Miscellaneous additions to buildings have been recommended by the Senate. These are termed as "non-budgeted items". The minutes do not state definitely that these additions have been approved or the expenditures authorized. However, the inference is that the Executive Committee gave its consent.

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New Land:

The Committee voted to authorize the purchase of the Chekiang Guild land and to expend the necessary funds up to U.S. \$25,000.

Revision of Salary Scales:

The following is quoted from the minutes:

A revision upwards of the salary scale in terms of CMC dollars is greatly needed and is possible within the budget in view of the increase in the exchange rate since the last meeting of this Committee; and it is recommended by the Administration that the March salary figure be double that of the February one, that a bonus of 100% of the revised March figure be paid before the middle of April, and that there be appointed a committee with power to make other adjustments as needed before the next meeting of the Executive Committee, provided that such adjustments are within the budgeted US dollar figure for salaries.

The Reserve Fund:

Paragraphs under this head can be straightened out between the Wuchang and the New York Offices. The nature of the comments suggest that close control by the New York Office is desired and should continue on all expenditures which have not been budgeted or specifically approved. This is substantially the same procedure as before the Japanese invasion. Specific recommendations by Mr. Coe should be received before we take any action.

Digested by:
Oliver S. Lyford

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MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE
HUACHUNG BOARD OF DIRECTORS HELD ON TUESDAY, SEPTEMBER 14,
1948, at 3 PM, in the house of DR. WEI

Present: The Rev. George Osborn (for Dr. H.T. Chiang), the Very Rev. Stephen Tsang, and the Rev. C. Stuart Craig. Apology for absence was received from Principal C.C. Lao. Dr. Francis Wei and Professor John L. Coe were also present.

Chairman: In the absence of Principal Lao, Mr. Craig was elected to the Chair.

The meeting then opened with prayer offered by the Very Rev. Stephen Tsang.

The President's Report: Dr. Wei reported on University affairs since the June meeting of the Board. The Executive heard with regret of the death of Mr. Shih Sheng-ho who had been a member of the Faculty since his graduation in 1944: first as Instructor and then as Lecturer. Funeral expenses to the amount of CN\$320,200,000 had been paid by the University, and the July Faculty Bonus, paid at a date subsequent to Mr. Shih's death, was sent to Mr. Shih's family. It had been an uneventful summer. In Mid-August the Government had conducted a round-up of "professional" students. After a first statement that ten Huachung students were required, and a subsequent reduction to four or five, it was found that none were involved. Dr. Wei, reporting on prospects for the coming Term, said that a full faculty had been engaged, and that the student body was likely to number 570. Of 2,000 candidates for admission, it was possible to accept only 120. The five double-houses for faculty, in spite of many difficulties encountered, would be ready by the end of October, and accommodation then vacated would make housing of students slightly less crowded than last year. The Report was adopted with thanks, and the payment of Mr. Shih's funeral expenses confirmed.

Faculty and Staff Salaries for the 1948-49 University Year. Mr. Coe reported that a provisional payment for August - at a figure equal to the bonus payment in July - had been made to the faculty and staff. This had been done so as not to prejudice any scale that might be adopted. There was submitted for the information of the Executive a draft memorandum of the Government scale for Salaries, showing the amounts payable on the different basic salaries. After lengthy discussion it was resolved that a modification of the Government Scale should be adopted as follows:-

- a. That the first 40 dollars basic salary should count in full, and of the remainder 20% should be counted.
- b. That the actual salaries paid should be $2\frac{1}{2}$ times the amount so determined, at a total cost of US\$41,650 for the year.
- c. That all subsidies should be discontinued.
- d. That Dr. Wei should, on behalf of the Board, make clear to the Faculty and Staff members that this was the scale of salaries which was to operate for the whole University year.

It was also resolved that the Treasurer should take up with the Huachung Committee in America the unsatisfactory position whereby certain payments which should be debited to some other account, such as operational expenses, are in fact debited to the Salary Account. Gift from Mr. Li Jui: Dr. Wei reported a further generous gift from Mr. Li Jui, of the sum of \$2,000 Gold Yuan towards the Building Fund, to be earmarked for Faculty Houses. The Executive asked Dr. Wei to express the Board's deep gratitude to Mr. Li Jui.

Additional Members of the Senate: The Executive, on behalf of the Board, exercised the Board's constitutional right to elect up to three members to the Senate by electing Dr. Paul Taylor and Dr. Frank Fulton, of the Evangelical and Reformed Church and of Yale-in-China respectively, so as to complete the representation of the cooperating bodies on the Senate: and Dr. Shen Lai Ch'iu, Dean of Men Students. The matter of making the Senate-membership of the Dean of Men constitutionally ex-officio, as is the case with the Dean of Women, was referred to the June 1949 meeting of the Board.

Dr. Wei expressed appreciation of what the Very Rev. Stephen Tsang had done for the University on his visit to America, and offered him warm congratulations and good wishes on his becoming on the morrow the first Chinese Bishop of the Hankow Diocese of the Chung Hua Sheng Kung Hwei. The Executive in its own behalf and on behalf of the Board warmly endorsed the appreciation and good wishes to Mr. Tsang.

The meeting closed with the Benediction at 4:35 PM.

Respectfully submitted,

C. Stuart Craig
Secretary

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MINUTES OF THE EXECUTIVE COMMITTEE OF THE HUACHUNG BOARD OF
DIRECTORS, HELD IN PRESIDENT WEI'S HOUSE, 3 p.m., Wednesday,
April 12, 1950

Present: Bishop Stephen Tsang; Dr. H.C. Chiang; the Rev. Stuart Craig; Principal C.C. Lao; Dr. Hartmann of the Evangelical and Reformed Church Mission was absent in Hongkong; President Wei and Professor John L. Coe were present to report.

The meeting began with prayer led by Dr. Chiang, and Bishop Tsang was in the chair.

The Committee decided that beginning with this meeting, all Minutes should be kept in Chinese as the original and in English as the supplement. Dr. Wei was elected as secretary although he was not a member of the Committee.

It was reported that Dr. Chiang was to be no longer a member of the Huachung Board of Directors, as his church had already replaced him by the appointment of the Rev. Hsiao Kuo-huei at their last Synod, and that the Rev. Stuart Craig was to leave China on furlough for England very soon. The Rev. Hsiao Kuo-kuei was nominated to take the place of Dr. Chiang, and Mr. Baguley of Griffith John Middle School to take the place of Mr. Craig; and these nominations were to be approved by members of the Board of Directors by post. Since Dr. Hartmann, a member of the Executive Committee, has been away in Hongkong so long, with his return somewhat uncertain, it was suggested by the Executive Committee to the Directors that the Rev. Sterling Whitner be appointed by the Directors by post as his alternate.

After the Executive Committee considered the Proposed budget for Huachung University for the academic year 1950-51 as prepared by the three colleges in the University and the administrative officers, and as preliminarily approved for recommendation by the University Senate, it was resolved:

- 1) That the proposed budget be submitted to the United Board for Christian Colleges in China for approval;
- 2) That a cablegram be at once sent to the United Board for Christian Colleges in China, reporting the deficit to be covered in the budget for the next year.

Special items outside the current budget to be covered from the balance of rehabilitation funds were considered, and the following recommendations were made to the United Board for Christian Colleges in China, after serious cuts of those items by the Executive Committee:

- 1) That only \$1,000 be recommended for the Library, plus \$1,600 to be covered by the Harvard-Yenching Reserve, making a total of \$2,600 (the items being in the Appendix to the budget).
- 2) That the rehabilitation item for the Physics department be cut down to \$1,000;
- 3) That the rehabilitation repairs items be limited to \$6,500, and that the Committee on Grounds and Buildings and the Superintendent of Grounds and Buildings be warned that by no means should their expenditure exceed this figure.

The Senate of the University submitted the plan for the reuniting of the Boone Library School with the University, as prepared by the Senate Committee on this matter, and after careful consideration the following recommendation was approved to be sent to the United Board for Christian Colleges in China for final approval:

That this Committee recommends to the United Board for Christian Colleges in China the plan for the re-uniting of the Boone Library School with Huachung University, according to the agreement previously approved by the Board of Directors, and the proposed budget for the Boone Library School after its re-uniting with the University as prepared by the Senate Committee, both documents

April 12, 1950

being attached herewith, provided

- 1) that this re-uniting of the Boone Library School with Huachung University will not affect the present operating budget of Huachung University;
- 2) that the standard of the Boone Library School after this re-uniting with Huachung University be kept strictly to the Huachung standards, particularly in its teaching staff;
- 3) that the matter of discontinuing any of its staff at the time of re-uniting could be successfully handled by the present Director of the Boone Library School, and
- 4) that at the retirement of any member of the Boone Library School faculty of staff after the re-uniting of the School with Huachung University, the question of pension, and whether his or her services in the Boone Library School before re-uniting with the University should count or not in the awarding of the pension, is to be decided by the United Board for Christian Colleges in China.

Dr. Paul Taylor and Mr. David F. Anderson were appointed members of the Senate as representatives of the Board of Directors on the Senate.

The President reported on the conditions of the University since the beginning of the autumn term, emphasizing particularly the following points:

- 1) The enrollment of the second term of the year was 351 (201 men and 150 women) against 372 in the autumn term, the drop being smaller than the usual second term in the year, which was in previous years 15%.
- 2) That owing to the present situation, the University had to award 250 tan of rice for scholarships, and 100 tan for work relief, for students during the second term, the total being far in excess of the budget figures.
- 3) That three appointments had to be made with the approval of the Senate, to fill vacancies; viz.: Professor Ku Ching-ting, B.S., Wuhan University 1931, M. Sc. Imperial College, London University, 1938; Mr. James Hsu, B.A. Huachung 1926, M.S. in Library Science, Columbia, 1940, Librarian; and Mr. Tseng Tze-cheng, Physical Director.

After having heard the President's Report on the general conditions in the University, the following resolution was adopted:

The Executive Committee congratulated the President on the steadiness of the institution, and the continuance of strong Christian work, and recorded its appreciation of the leadership which was being given by Dr. Wei and members of the faculty.

(Signed) Stephen H.S. Tsang
Chairman

(Signed) Francis C.M. Wei
Secretary

The MINUTES of the ANNUAL MEETING of the
BOARD OF DIRECTORS of HUACHUNG UNIVERSITY
Wuchang, held in President Wei's house,
July 6, 1950, from 10:00 a.m. to 4:30 p.m.

PRESENT: Mr. Arthur J. Allen (American Church Mission)
Mr. Frederick E. Baguley (London Missionary Society)
Mr. Y. C. Hu " " "
Mr. Yin Kai-shih (Alternate for Dr. Dwight Rugh)
(Yale-in-China)
Miss Teng Wen-shan (Evangelical and Reformed Church)
Rev. Sterling Whitener (Alternate for Dr. Ward Hartmann)
(Evangelical and Reformed Church)
Dr. Eugene Hsu, alumnus
Mr. Lao Chi-ch'iang (Yale-in-China)
Rev. Ronald Pillow (Methodist Missionary Society)
Rev. Hsiao Kuo-kuei (Methodist Missionary Society)
President Wei and Prof. John L. Coe were present to report.

The Rt. Rev. Stephen H. S. Tsang, Chairman, being absent, the Vice-Chairman, Mr. Lao Chi-ch'iang, took the chair. The Rev. Hsiao Kuo-Kuei was elected secretary.

The meeting was opened with prayer by the Rev. Hsiao Kuo-kuei.

The minutes of the last meeting of the Board of Directors, held on February 5, 1950, and the Minutes of the Executive Committee of the Board of Directors, held on April 12, 1950 having been circulated, it was

RESOLVED: That these two sets of Minutes be regarded as approved.

I. Matters for Discussion

1. Financial questions.

- a. With regard to the amalgamation of the Boone Library School with Huachung University, it was,

RESOLVED: That the Board of Directors accepted the opinion of the United Board for Christian Colleges in China that this matter be tabled.

- b. With regard to the construction of the new University Library, it was

RESOLVED: That the construction of the Library be postponed and that the plans prepared by Mr. May, the Methodist Missionary Society architect in London, be kept on file; and that letters of thanks be sent to the Methodist Missionary Society in London and to Mr. May.

2. Since a letter, had been received with regard to Dr. H. J. Shu's wanting to resign as director, owing to his being in Hongkong and, therefore, unable to attend meetings, it was

RESOLVED: That Dr. H. J. Shu's resignation as Director be accepted; and that Dr. H. J. Shu's vacancy be filled on the recommendation of the Executive Committee of the Board.

3. The Directors having heard of the long service to Huachung University by the Rev. Arthur M. Sherman, S.T.D., it was

RESOLVED: that a letter of thanks be sent to Dr. Sherman for his long years of valuable service, first as chairman of the Central China College Foundation, and later as chairman of the Huachung Committee of the United Board.

4. It was further

RESOLVED: That a letter of welcome be sent to Mr. J. Earl Fowler, the new chairman of the Huachung Committee of the United Board.

II. President's Report

5. Regarding the donation of Professor Ch'ien Chi-po's collection of Chinese books to the University, it was

RESOLVED: That the University Administration be instructed to receive the donation.

III. The President's Annual Report

6. After the President had read his written Annual Report for the year 1949-50, it was

RESOLVED: That the President's written report be accepted; and the Directors expressed their thanks to the President for his leadership during the last year, and for all that he had done in carrying on the University during the year.

7. At the President's request, it was

RESOLVED: That 240 or more new students, if necessary be admitted at the beginning of the next term.

8. In view of the fact that so many vacancies on the faculty and staff are being created by the departure of western members, it was

RESOLVED: That requests be made to the cooperating missions abroad to increase their appropriations to Huachung University, so that properly qualified Chinese teachers and staff members be appointed to fill these vacancies.

9. At the request of the President, it was

RESOLVED: That the University have the office of Vice-president.

10. It was further

RESOLVED: That Dr. P'u Huang, Dean of the College of Education in the University be elected Vice-President.

11. In view of the fact that the organization of the University Senate should be revised according to the new government regulations, it was

RESOLVED: That the organization of the Senate be revised according to

Government regulations. - 3 -

12. Regarding the Constitution of the Board of Directors, it was

RESOLVED: That the matter be referred to the Executive Committee of the Board of Directors have been promulgated by the Government.

13. After Professor John L. Coe, Treasurer of the University, had made his preliminary report on college finances, it was

RESOLVED: That the Treasurer's Report be received.

14. It was

RESOLVED: That Dr. Eugene Hsu and the Rev. Sterling Whitener be appointed auditors of the Treasurer's Accounts.

15. With regard to the deficit for the current year 1949-50, it was

RESOLVED: That the deficit be reported to the United Board for Christian Colleges in China, with the request that the United Board may find ways and means to meet this deficit.

16. With regard to salary scale in the University, it was after careful consideration.

RESOLVED: That the salary scale be reduced on account of the expected deficit during the next year, and that the President's plan of revising the salary scale be approved.

17. The proposed budget for the year 1950-51 was considered, and it was

RESOLVED: That it be approved for recommendation to the United Board with the revision of the salary scale.

18. With regard to the proper salary for the Vice-President, the Dean of the General Faculty, and the Director of Business Administration, it was

RESOLVED: That they should receive 100 catty of rice each per month in addition to the regular salaries due them as professors, on account of the additional duties of their new offices.

19. The following Directors were appointed members of the Executive Committee of the Board:

The Rt. Rev. Stephen H. S. Tsang (alternate Committee of the Board)

The Rt. Rev. Stephen H. S. Tsang (alternate, Mr. Arthur J. Allen)

Rev. Hsiao Kuo-kuei (alternate Mr. T. K. Richardson)

Mr. Frederick E. Baguley (alternate, Mr. Y. C. Hu)

Miss Teng Wen-san (alternate, Rev. Sterling Whitener)

Mr. Lao Chi-ch'iang (alternate, Mr. Yin Kai-shih)

Dr. Eugene Hsu

20. It was

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RESOLVED: That the present Yen Hostel Committee be asked to nominate names for the new committee.

21. It was

RESOLVED: That the present Chapel Committee be asked to nominate names for the new Chapel Committee.

22. The President made a report on his trip to Peking early in June to attend the National Council on Higher Education. It was

RESOLVED: That the President's report be received.

23. The meeting was adjourned at 4:30 p.m.

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MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE
OF THE HUACHUNG BOARD OF DIRECTORS, NOVEMBER 17, 1950

Place: President Wei's house, 3:00-5:30 P.M.

Present: The Rt. Rev. Stephen H.S. Tsang, Chairman; the Rev. K.K. Hsiao, Secretary, with Mr. Liu Chin-hsien as Proxy; Mr. Y.C. Hu; Miss Ten Wen-san; Mr. Yin K'ai-sz as Mr. Lao Ch'i-ch'iang's Proxy; and Dr. Hsu Chung-yoh. President Wei, Vice-president Huang-P'u, and Professor John L. Coe, Treasurer, were present to report.

After the opening prayer, the President reported:

- (1) The revision of the organization of the University Senate, according to the new requirements of the Government, has already been submitted to the Central Ministry of Education through the Regional Ministry of Education, but no reply has yet been received;
- (2) Statistics of Faculty and Staff, as attached;*
- (3) Statistics of the Student Body, as attached;*
- (4) Number of students from each of the main denominational churches, as attached;*
- (5) Donation by Professor Ch'ien Chi-po of the department of Chinese Literature, consisting of 25,000 volumes, mainly Chinese books, estimated at a value of US\$5,000. All the books had already been received by the Library; and it was resolved that it be recommended to the United Board and the Harvard-Yenching Board, according to a previous letter from Professor Elisseoff of the Harvard-Yenching Board that US\$2,000. from the Harvard-Yenching Reserve be held for Huachung by the United Board as a scholarship investment in the United States, the interest of which is to be used annually as scholarships for direct descendants of Professor Ch'ien's for study in Huachung University, not to last however more than a period of thirty years.

It was resolved that the University administration be asked:

- (1) To submit the number of vacancies to be filled, owing to the departure of missionaries, and the estimated amount for the salary of each;
- (2) That a list of the faculty and staff members, as well as a list of the students, be sent to the cooperating missions in China;
- (3) That the cooperating missions be requested to give financial assistance to their own students to come to Huachung after graduation from the middle schools;
- (4) To request the cooperating missions to get in touch with their own students now in Huachung;
- (5) To report to the cooperating missions the religious activities in the University.

* In Chinese sent with minutes in Chinese to Directors & Churches in China.

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A letter from Professor David Anderson, Secretary of the District Committee of the London Missionary Society, was presented, and it was resolved that the London Mission be requested to continue their cooperation in Huachung University; and before missionaries are permitted to return to teach in Huachung, that the Mission be requested to do everything possible to find sufficient funds for the salaries of two Chinese professors in Huachung University; and it was further resolved that for the nomination of representatives of the London Mission on the Huachung Board of Directors, the Hupeh Assembly of the Church of Christ in China be regarded as the legal successor to the District Committee of the London Mission.

The following appropriations out of the US\$5,000. grant from the Yale-in-China Association were approved:

Dr. Li Tsung-sz, head of the Biology department.....	US\$805.20
Mr. Ku Ch'ing-ting, professor of Chemistry.....	752.40
Dr. John P.N. Wei, Assistant Professor of Physics.....	567.60
Dr. L.C. Shen, professor of Economics.....	858.00
Mr. T.T. Hsu, assistant professor of Economics.....	567.60
Rev. Carl H.F. Liu, part-time Lecturer in English Literature	236.50
10 Research Students.....	740.00
Renovation of the Athletic Field.....	500.00
Total	<u>\$5,027.30</u>

Because of the extra receipts of funds after the submission of the budget for the year in July, amounting to US\$8,970., which together with the heavy reduction of salaries to take effect with August 1, 1950, for the whole year, the expected deficit for the year would probably be only US\$920.77. It was resolved that for the rest of the term until the end of January, the action of the Board of Directors at the Annual Meeting in July to reduce further the salaries of the faculty and staff members if rice should go beyond US\$5. per tan be not put into effect, although the present price of rice is approximately US\$5.60 per tan; and that whether this further reduction of salaries should be put into effect or not should be decided by the Executive Committee at the end of the term, according to the financial situation of the University.

It was also resolved that 2% of the total payroll be paid to the Teachers Union in the University, according to the Union regulations of the Government, but only on the salaries of those members of the faculty and staff who have joined the Union and who have actually paid their 1% membership fee, and that the payment should begin only from August 1, 1950.

On hearing the report from the President that Professor and Mrs. John L. Coe of the American Church Mission are willing to stay on to serve in Huachung University and that many other western members of the faculty and staff have returned or have been waiting to return to their homelands only for their regular furloughs, the Executive Committee, on behalf of the Board of Directors, wishes to express their appreciation and gratitude for the self-sacrificing spirit of these western members of the faculty and staff.

The meeting adjourned at half past five.

/s/ K.K. Hsiao, Secretary
per
Liu Chin-hsien