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MINUTES OF THE MEETING OF THE
COMMITTEE ON SUGGESTING WAYS OF RAISING FUNDS
February 10, 1934

A meeting of the Committee on Suggesting Ways of Raising Funds for the University was held in the afternoon of February 10, 1934, at the home of President Chen in Nanking. The following were present:- Dr. Wei Wen-han, Chairman; President Y. G. Chen, Rev. C. Stanley Smith, Dr. R. A. Ward, and Mr. W. R. Wheeler, Secretary. Miss Priest was invited to meet with the Committee.

The minutes of the meeting of the Committee held in Shanghai on January 20, 1934, were read and after some minor corrections, were approved.

After discussion, it was voted to recommend to the Committee on Promotion that a financial campaign for endowment funds be started in the fall of 1934 and extend through the next four years, until the year of the fiftieth anniversary of the University in 1938. The main objective of the campaign should be to raise endowment funds in China for current use. It was suggested that the following items be sought in any such campaign:

1. General endowment for arts and science \$500,000
2. Books, capital fund 50,000
3. Science equipment, capital fund 50,000
4. Infirmary and upkeep 10,000
5. Projects - small scale industries; industrial and social service; and hsien studies (amounts not yet determined)

It was voted to recommend to the Committee on Promotion that the University attempt also to secure gifts from the alumni, faculty, students and friends of the University toward the current budget, a total of 10,000 yuan or more to be sought annually.

It was voted to recommend to the Committee on Promotion that immediate steps be taken to make a study of the possible resources of the constituency of the University, this survey to be made by President Chen, the Alumni Secretary and the Director of Publicity.

It was voted to recommend to the Committee on Promotion that class secretaries should be elected or selected by the Alumni Association who would be responsible for solicitations of funds from their respective classes, and that representatives of regional associations and a representative of the faculty should also be selected.

It was voted to recommend that the preliminary arrangements for any promotional campaign be arranged by a committee of three members, the President to act as Chairman and the Director of Publicity to serve as Secretary, the third member to be chosen by the President.

Dr. Ward was asked to put into writing certain suggestions he had made in regard to organization of the campaign; a copy of his statement accompanies these minutes.

It was understood that the actions of the Committee were recommendations to the Promotional Committee of the University. Therefore, having fulfilled its functions in accordance with instructions from the Board of Directors approved at the meeting of the Board of Directors on November 24, 1933, the Committee voted that at the close of its meeting it should be dissolved.

The Committee met at 2:15 and adjourned at 4 p. m.

W. R. Wheeler, Secretary.

Memorandum of Suggestions Made in the Meeting of the
Committee on Suggesting Ways of Raising Funds for
the University of Nanking, February 10, 1934, by Dr. R. A. Ward

1. We recommend that separate committees be organized for specialized enlistment of the alumni, student body and other sections of the constituency of the University; that a large measure of initiative rest with each of these committees and their work be correlated and promoted under supervision of the Board of Directors and the President of the University.

The outline of these responsibilities would be somewhat as follows:

- (1) The Board of Directors and the President of the University in general charge.
- (2) Enlistment Committee (or Campaign Committee) in immediate charge.
- (3) Director of Enlistment (or Campaign) responsible to the Enlistment Committee and serving as the active executive for the whole campaign.
- (4) Executive Committee for enlistment of Alumni.
- (5) Executive Committee for enlistment of student body.
- (6) Committee for enlistment of members of the faculty.
- (7) Executive Committee for enlistment of other friends of education in general and of the University.

2. We suggest the following steps to be taken during the immediate future in preparation for the active campaign to begin in October, 1934:

- (1) The choice of personnel and the organization of the major committees.
- (2) The appointment of an acting director pending a more permanent arrangement. Pending such appointment the Enlistment Committee through its chairman and secretary might do the work of the director. The permanent director should be a Chinese. There might be such a associate directors as seem necessary.
- (3) Current announcements and supplementary articles in the University publications preparing the thought of people for consideration of the needs and work of the University.
- (4) Similar announcements at Commencement and in other regular meetings.
- (5) Preliminary meetings of groups in various sections of the constituency which is to be enlisted.
- (6) Building up classified lists of names and addresses.
- (7) Assembling of data for publicity.

All of this preliminary work will be found very useful when the public campaign actually begins. No time should be lost in doing this work of quiet preparation.

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MINUTES OF THE SPECIAL SUB-COMMITTEE APPOINTED
BY THE BOARD OF DIRECTORS OF THE UNIVERSITY OF NANKING
TO ARRANGE FOR VARIOUS PROBLEMS CONNECTED WITH
THE OFFICE OF THE TREASURER.

The sub-committee appointed to arrange for problems connected with the office of the treasurer met on Saturday, February 10, 1934 at the home of Dr. Y. G. Chen. The following members were present: Messrs. E. H. Cressy, W. H. Wei, and C. S. Smith, with Dr. Y. G. Chen and Miss Priest ex officio.

Mr. Cressy was appointed chairman of the committee.

The meeting was opened with prayer led by Mr. Smith.

The following actions were taken:

1. VOTED to recommend to the Board of Directors that Miss Elsie M. Priest, Treasurer, be given a furlough of nine months, including travel, to be dated from the end of April or first of May of this year.
2. VOTED to recommend to the Board of Directors to ask Mrs. Esther P. Slocum to serve as acting treasurer during the absence of the treasurer on furlough.
3. VOTED to recommend to the Board of Directors that a small committee be appointed to assist the acting treasurer and assistant treasurer during the period of the absence of the treasurer, and to ask the administration to bring in recommendations concerning the personnel of this committee.
4. VOTED to recommend that the policy of double signatures on all checks be put into force immediately and that the signatures shall be those of the treasurer and the assistant treasurer. The exception to this rule shall be the gold account held in the Central Hanover Bank and Trust Company, New York City, where only the signature of the treasurer will be required.
5. VOTED to recommend that there shall be an audit of all the accounts as of April 1, 1934, just prior to the time that the treasurer is planning to leave for furlough.
6. VOTED to take steps to effect the bonding of the treasurer of the University and the treasurer's staff with the First Fidelity Insurance Company of Shanghai. It was decided to bond the treasurer and two assistant treasurers for the amount of \$15,000 each, the chief cashier for \$10,000, and all other staff members for \$5,000 each. The treasurer was requested to arrange for the details of the bonding.

There being no further business, the meeting adjourned.

MINUTES OF THE HOSPITAL COMMITTEE OF THE BOARD OF DIRECTORS,
UNIVERSITY OF NANKING -- February 13, 1934.

The eleventh meeting of the Hospital Committee was held at the home of Miss Priest on Tuesday afternoon, February 13, 1934, at four o'clock. The members whose names are starred were present:

Mrs. Edward James
*Mrs. C. Stanley Smith
*Y. L. Mei
*Z. T. Ing
H. R. Wei

*Edwin Marx
S. F. Chao
T. C. Woo, ex officio
*Y. G. Chen " "
*J. H. Daniels " "
*E. M. Priest " "

The meeting was opened with prayer by Mr. Marx.

The Treasurer presented the financial report to February 1, 1934. It was

H-58 VOTED to accept the report of the Treasurer as distributed.

The Superintendent made a brief report concerning the proposed salary increases due at this time, and in accordance with the action taken by the Board of Directors giving this committee authority to make decisions concerning salaries of staff in the Hospital, it was

H-59 VOTED to approve of the changes in salary for staff members to be effective as stated in the report presented by the Superintendent. The Superintendent was instructed to adjust all unusual cases in accordance with special circumstances and in line with the general policy adopted by this committee.

The Superintendent gave a brief report showing present conditions in the Hospital and giving a comparison of finances and statistics for the past few years.

H-60 VOTED to accept the report of the Superintendent and request that he be responsible for preparing the budget for the year 1934-1935 to be presented to the Board of Directors on March 24th.

H-61 VOTED to request the Superintendent to make inquiries concerning the possibilities and advisability of securing a plant Superintendent, and report at the next meeting of the committee.

Last year the Nanking Women's Club supported Miss Dju for social work in the Hospital and requested the Hospital to provide an assistant. Since the resignation of Miss Dju, the Nanking Women's Club has been unable to secure a trained social worker for the position, although Miss Pan has been appointed by the Hospital as the assistant, as requested last spring. In view of these circumstances, it was

H-62 VOTED to request the Nanking Women's Club to use the funds set aside for the support of the trained social worker for the support of Miss Pan until such time as the position may be filled. The Superintendent was requested to correspond with the Social Service Section of the Nanking Women's Club inquiring if this would be possible, to be retroactive from last July.

There being no further business, the meeting adjourned.

MEETING OF THE COMMITTEE ON PROMOTION OF THE BOARD OF DIRECTORS OF THE UNIVERSITY OF NANKING - March 23, 1934

The Committee on Promotion of the Board of Directors of the University of Nanking met at the home of President Chen on the evening of March 23, 1934, to consider the report of the committee appointed by the Board on November 23, 1933, to suggest ways of raising funds. The members whose names are starred below were present:

K. P. Chen, chairman	*W. H. Wei
*C. S. Chen, vice chairman	C. T. Wang
J. C. Ferguson	T. C. Woo, ex officio
*R. Y. Lo	*Y. G. Chen, ex officio
*E. C. Lobenstine	

Mr. Cressy, Miss Priest, Miss Purcell, and Mr. W. R. Wheeler, Secretary of the Committee on Suggesting Ways of Raising Funds, were also present, on invitation. In the absence of the chairman, the Vice Chairman presided.

The Committee on Suggesting Ways of Raising Funds reported and recommended that a financial campaign for endowment funds be started in the autumn of 1934 and extend through the next four years, until the year of the fiftieth anniversary of the University in 1938. The main objective should be the raising of funds for current use. The committee suggested that the following be raised in a campaign in China:

Yuan 500,000 for general endowment for arts and science
 50,000 for books - capital fund
 50,000 for science equipment - capital fund

The Committee also recommended that immediate steps be taken by the President, the Alumni Secretary and the Director of Publicity, to make a study of the possible resources of the constituency of the University.

In addition, the Committee recommended that an attempt be made to raise funds from the alumni, faculty, students and friends of the University, and that class secretaries be elected or selected by the Alumni Association, who would be responsible for solicitations of funds from their respective classes, and that representatives of regional associations and a representative of the faculty should also be selected.

The Committee on Suggesting Ways of Raising Funds further recommended that preliminary arrangements for any promotional campaign be made by a committee of three, consisting of the President, the Director of Publicity and one other to be chosen by the President.

After hearing the report of the Committee on Suggesting Ways of Raising Funds, the Committee on Promotion

VOTED, that we recommend that a committee, consisting of President Chen, Dr. W. H. Wei and Mr. W. R. Wheeler, make preliminary arrangements for carrying on a campaign with the object of securing endowment funds and funds to cover certain items of the budget for 1934-1935; that the committee have authority to spend up to Yuan 2,000 in setting up the campaign, including the engaging of a full time worker; and that this amount be made a first charge against any funds secured.

NINETEENTH MEETING OF THE EXECUTIVE-
FINANCE COMMITTEE OF THE BOARD OF DIRECTORS
OF THE UNIVERSITY OF NANKING
March 23, 1934

The Executive-Finance Committee of the Board of Directors of the University of Nanking met at the home of President Chen on March 23, 1934, at 9 a. m. The members whose names are starred below were present.

*E. H. Cressy	C. H. Plopper
*C. Y. Hsu	*W. H. Wei
Y. T. Li	T. C. Woo, ex officio
R. Y. Lo	*Y. G. Chen " "
*E. C. Lobenstine	*Miss Priest " "

Mr. C. Stanley Smith was invited to take the place of Dr. Plopper, who was unable to be present. There were also present Mr. W. R. Wheeler and the Secretary. In the afternoon the Deans of the three Colleges were invited to meet with the Committee for a time.

In the absence of the Chairman, Mr. T. C. Woo, the Vice Chairman of the Board, Dr. C. S. Chen, took the chair. Mr. E. C. Lobenstine led in prayer.

Report of the Treasurer and Budget
for 1934-1935

The Treasurer presented a report, together with the budget for 1934-1935. The report indicated that there would be a shortage of approximately Yuan 20,000 for the present fiscal year, while a sum of Yuan 55,972 is needed to balance the budget, not including proposed increases in salaries.

DEF-867 VOTED, that the matter of making a charge against the different special projects for general administrative expenses be postponed until the afternoon and that the President be requested to invite the Deans interested to be present to discuss the matter with the Committee.

After discussing the situation with the Deans, the Committee took the following action:

DEF-868 VOTED, that we reiterate the principle that the cost of all projects shall include such items as operation and maintenance, library service, services rendered by the Treasurer's office and by the other administrative offices, in addition to items for the services of staff members of the departments responsible for the projects, and that in accordance with actions taken by the Board on November 24, 1933 (D-825 and D-826), this principle be put into effect beginning with the present fiscal year.

Meeting of Exec. Fin. Com., March 23, 1934 - page 2

DEF-869 VOTED, that we request the President and the Treasurer to do everything in their power to balance the budget before the end of the present fiscal year.

DEF-870 VOTED, that we recommend that the budget be passed.

DEF-871 VOTED, that we recommend that in view of the high cost of living, the President be authorized to make such increases in the salaries of faculty and staff for 1934-1935 as he may find possible within the budget already approved, such increases not to exceed a total of Yuan 25,000 and no individual member of the faculty or staff to receive an increase of over Yuan 30.00 per month.

DEF-872 VOTED, that we recommend that the President be authorized to make such adjustments in the rentals charged staff members that the salaries of staff members residing off the campus will more nearly equal the salaries of those residing on the campus.

Provisions for the Treasurer's
Work while She is on Furlough

DEF-873 VOTED, that we recommend to the Board of Directors that Miss Elsie M. Priest, Treasurer, be given a furlough of nine months, including travel, to be dated from the end of April or first of May of this year.

DEF-874 VOTED, that we recommend to the Board of Directors that Mr. Sie Siang be elected to serve as Acting Treasurer during the absence of the Treasurer on furlough.

DEF-875 VOTED, that we recommend to the Board of Directors that they elect Mrs. Esther P. Slocum to serve as Acting Assistant Treasurer during the absence of the Treasurer on furlough.

DEF-876 VOTED that we recommend to the Board of Directors that a small committee, consisting of the President, Dr. C. S. Chen, Mr. C. Stanley Smith and Dr. J. C. Ferguson, be appointed to assist the Acting Treasurer during the absence of the Treasurer on furlough.

DEF-877 VOTED, that we recommend that the duties and responsibilities of the Acting Treasurer and the Acting Assistant Treasurer be as follows:

Acting Treasurer

1. that he be responsible for all accounting;
2. that he have oversight of the cashier's staff and work;
3. that he have control of the budget, which involves the signing of all orders for supplies, etc.;

Meeting of Exec. Fin. Com., March 23, 1934 - page 3

4. that he have control of the check register, which involves bank accounts and cash;
5. that he assist in committee work where the Treasurer is needed;
6. that he consult with the special finance committee on matters of judgment.

Acting Assistant Treasurer

1. that she have charge of the English correspondence;
2. that she assist in the preparation of statements and reports;
3. that she assist with committee work;
4. that she give general assistance as far as office routine is concerned.

DEF-878 VOTED, that we recommend that the policy of double signatures on all checks on banks in China be put in force immediately and that the signatures be those of the Treasurer and the Assistant Treasurer. With regard to checks against the gold account in the Central Hanover Bank and Trust Company, New York City, which require only the signature of the Treasurer, the President will sign such checks during the absence of the Treasurer on furlough.

DEF-879 VOTED, that we recommend that all accounts be audited as of April 1, 1934, just prior to the time when the Treasurer plans to leave for furlough.

Bonding of the Treasurers

DEF-880 VOTED, that we recommend that steps be taken to effect the bonding of the Treasurer of the University and the Treasurer's staff with the First Fidelity Insurance Company of Shanghai; that the Treasurer and two Assistant Treasurers be bonded for Yuan 15,000 each, the Chief Cashier for Yuan 10,000, and all other members of the staff for Yuan 5,000 each; and that the Treasurer be requested to arrange for the details of the bonding.

Unification of the Work of the Colleges

With further reference to the actions taken by the Committee on December 29, 1933, actions DEF-856, 857 and 858, regarding unification of the work of the Colleges, it was

DEF-881 VOTED, that the name of Dr. W. H. Wei be added to the Committee on Policy appointed by the Board on November 24, 1933, and that we request the Committee to make a study of the work of the University and bring in a further report to the Board of Directors.

Meeting of Exec. Fin. Com., March 23, 1934 - page 4

DEF-882 VOTED, that inasmuch as we have recommended a study of the University by the Committee on Policy, we think it inadvisable at the present time to take any action regarding the development of departments of engineering and recommend that this matter be held in abeyance till the committee reports.

Report of the Subcommittee of
the Building and Property Committee

With reference to action D-830 of the Board of Directors, requesting the Subcommittee of the Building and Property Committee to bring in full details of type and location of buildings it is proposed to rent to visiting professors engaged in projects, the Subcommittee voted on March 6, 1934, "to inform the Board of Directors that the need for houses for visiting professors is not urgent at this time and to recommend that this proposal be postponed for the present."

DEF-883 VOTED, that the four-unit apartment house estimated to cost Yuan 9,417.00, and the two two-unit cottages, estimated to cost Yuan 4,413.00 each, which the Subcommittee of the Building and Property Committee recommend be built to relieve the housing situation, be built as soon as funds are available and that they be included in the financial campaign to be started in China.

DEF-884 VOTED, that we recommend that the low land lying to the south of the Wheeler house (No. 31) and the pond between the Steward and Wheeler houses be filled in as soon as money is available.

Return After Furlough

DEF-885 VOTED that we recommend to the Board of Directors that Dr. Lewis S. C. Smythe be invited to return to the University after furlough.

Travel Fellowship

An application having been received from Professor Tai Fanglan for leave for study, and from Mr. Cheo Kwoh-hwa for a travel fellowship, in view of the difficulty in balancing the budget, it was

DEF-886 VOTED, that one travel fellowship not to exceed \$1,000 be granted to the College of Agriculture.

Request of the Rockefeller Foundation
for the Institute of Chinese Cultural Studies

DEF-887 VOTED, that we recommend the approval of the following request for funds from the Division of the Humanities of the Rockefeller Foundation to maintain the work of the Institute of Chinese Cultural Studies for a period of five years and to cover research in agricultural history:

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Items of First Importance		
Office of the director		Yuan 1,940.00
Administration and operation of building		4,100.00
Salaries of staff;		
Bibliography and library science	Y.5,520.00	
Survey of Chinese study in America and Europe	2,326.67	
Studies in Chinese history, etc.	5,040.00	
Studies in Chinese philosophy and ideals	1,860.00	
Chinese social thought and institutions	2,400.00	
Chinese literature	2,220.00	
Chinese relations	2,880.00	22,246.67
Current periodicals and books		1,600.00
Travel		500.00
Printing		625.00
Contingent		488.33
To maintain the present work		- Yuan 31,500.00

Items of Second Importance		
Funds to print results of studies		Yuan 10,000.00
Rare books and back journals		5,000.00
Definite projects in practical cultural subjects:		
History of economic organizations		
History of social organizations		
History of educational organizations		
History of political organizations		
History of agricultural organizations		
2 full-time research professors	Yuan 7,200.00	
2 assistants	2,400.00	
Expense and supplies.	1,000.00	10,600.00
Cost of administration for above		2,560.00
To enlarge and continue studies		- Yuan 28,160.00

Publicity Budget

DEF-888 VOTED that we recommend that the Publicity Committee take up the question of publishing in China a University quarterly or bulletin for use in the United States, provided it does not conflict with the bulletin of the Associated Boards in New York, and that the funds needed for this purpose be included in the financial campaign in China.

Cooperation with Hangchow Christian College

DEF-889 VOTED, that the Exec. Fin. Committee has learned with appreciation of the approach which has been made by President Lee of Hangchow Christian College to President Chen

looking for closer cooperation between the two institutions, as expressed in the action of the Executive Committee of the Field Board of Control of Hangchow Christian College of March 17, 1934, as follows:

"Voted: in view of the absolute necessity, first, of securing cooperation between the different Christian institutions of higher learning; second, of raising the standard of instruction to at least the same level as that of government institutions; and, third, of meeting the acute financial stringency under which the interested colleges are working, that we hereby authorize President Lee to enter upon negotiations with the President of Nanking University, with a view to the working out of a feasible plan, permitted by the financial resources of the two institutions respectively. It was further resolved that a committee consisting of Mr. B. Y. Hsu, Dr. Woo Ven-wei and Dr. R. J. McMullen - with President Lee as member ex officio, be appointed to consider any proposals which the Board of Nanking University may suggest, and to meet their committee when appointed."

and recommends that a committee consisting of Messrs. T. C. Woo, E. H. Cressy and W. R. Wheeler, with the President as member ex officio, meet with the committee appointed by Hangchow Christian College to consider possible steps that may be taken towards effecting closer correlation.

Askings in United Financial Campaign

Attention was called to the fact that a copy of the minutes of the meeting of the Executive Committee of the Board of Founders of January 3, 1934, had been received, together with a covering letter from Mr. Garside, dated January 6, 1934. The minutes contained a statement of current and capital financial objectives of the University which, it was understood, had already been forwarded to the Associated Boards to be included in the united financial campaign. Mr. Garside requested advice from the field in regard to the amounts quoted. As those for the capital requirements to be met in the next five years had been made out in 1930, it was found necessary to revise them, and since the Board of Founders will meet about April 26th, the following revised statement of askings has already been forwarded to Mr. Garside:

A. Immediate needs - emergency or to replace losses in assured income:

From mission board grants	U.S.\$ 7,500.00	
From mission personnel grants	6,500.00	
From endowment funds	10,000.00	
From special gifts	<u>610.00</u>	24,610.00

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B. Urgent capital requirements to be met during the next five years:

1. Plant:

Library building	U.S.\$100,000.00*	
Classroom building	75,000.00	
Residences	40,000.00	
Dormitories	92,500.00	
Student centre (including gymnasium and infirmary)	80,000.00	
Light and water	25,000.00	
Science equipment	60,000.00	
Land improvements	3,500.00	
Minor agricultural buildings	6,500.00	U.S.\$482,500.00

2. Endowment:

For general operation and to strengthen work in the arts and sciences	900,000.00	
For the College of Agriculture	500,000.00	
For operation and maintenance of the Library	80,000.00	
Student services	50,000.00	1,530,000.00

3. Ginling-University cooperation:

Classroom building	?
Transportation between colleges	?

Hospital U.S.\$ 7,500.00

*Should this amount be received in China, the
total should be reduced by U.S.\$100,000.00.

Adjournment

After an evening session lasting till after 9.30 p. m., the
committee adjourned.

Respectfully submitted,

Minnie H. Purcell

Secretary.

FIFTEENTH MEETING OF THE BOARD OF DIRECTORS
OF THE UNIVERSITY OF NANKING
March 24, 1934

The fifteenth meeting of the Board of Directors of the University of Nanking was held at the home of President Chen on March 24, 1934, beginning at 9 a. m. The members whose names are starred below were present.

<u>Members of the Board</u>			
<u>Elected by</u>	<u>1934</u>	<u>1935</u>	<u>1936</u>
Chekiang Shanghai Baptist Convention		T. C. Bau	*T. C. Wu
East China Mission of the American Baptist Foreign Mission Society	*J. W. Decker	*E. H. Cressy	
Central China Conference of the Mei I Mei Hwei	*R. Y. Lo	*Handel Lee	*R. A. Ward
Central China Mission of the Methodist Episcopal Church	J. C. Ferguson	*H. Welch	
East China Divisional Council of the Church of Christ in China: Nanking Presbytery Wang Peh Presbytery	*C. L. Irwin	*Y. H. Chen	*P. H. Hwa
Kiangnan Mission of the Presbyterian Church in the U. S. A.	*E. C. Lobenstine		*K. Campbell
Chung Hwa Chi Tuh Chiao Hwei (connected with the China Christian Mission)	Y. T. Li	*H. F. Li	*T. F. Tung
China Christian Mission	E. Marx		*Miss Vautrin
Alumni	Cha Chien *W. H. Wei	*C. Y. Hsu	*L. W. Han
Co-opted	*C. S. Chen	*T. C. Woo	K. P. Chen
		*Miss Y. F. Wu	C. T. Wang
Ex officio	*Y. G. Chen A. J. Bowen		

Dr. Edward James was alternate for Dr. J. C. Ferguson and Mr. C. Stanley Smith represented an absent member. There were also present Miss E. M. Priest, Treasurer, Mr. W. R. Wheeler, Director of Publicity, and the English Secretary. Letters were received from Dr. T. C. Bau, Mr. K. P. Chen, Dr. J. C. Ferguson and Dr. C. T. Wang expressing regret at not being able to be present at the meeting.

The Chairman of the Board, Mr. T. C. Woo, presided, and the meeting was opened with prayer by the Rev. T. C. Wu.

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Changes in Membership

Owing to the terms of members of the Class of 1933 having run out, the following changes in membership are recorded:

The Rev. T. C. Wu succeeds Mr. T. K. Van as one of the representatives of the Chekiang Shanghai Baptist Convention; Mr. Hwa Peh-hsiung succeeds Mr. Irving C. C. Chu as one of the representatives of the Nanking Presbytery of the East China Divisional Council of the Church of Christ in China; Mr. Kenneth Campbell succeeds himself as a representative of the Kiangan Mission of the Presbyterian Church in the U. S. A.; Mr. Tung Teh-fu succeeds Mr. Cheo Hsiao-chen as a representative of the Chung Hwa Chi Tuh Chiao Hwei; Miss Minnie Vautrin succeeds Dr. C. H. Plopper as a representative of the China Christian Mission; and Mr. Han Lih-wu succeeds Dr. Chao Si-fe as an alumni representative. Other members of the Class of 1933, whose names have already been recorded, are Dr. Ralph A. Ward, Mr. K. P. Chen, and Dr. C. T. Wang.

A welcome was extended to these members, whose terms run through 1936 up to the spring meeting of the Board in 1937.

Approval of Minutes

The Board took the following actions on minutes that had been circulated since the meeting of the Board in November 1933:

D-890 VOTED, that the minutes of the Board of Directors of November 24, 1933, be approved as circulated.

D-891 VOTED, that the minutes of the Executive-Finance Committee of December 29, 1933, be approved as circulated, subject to action DEF-854 being amended so that the words "for definite projects or" between "Gifts" and "involving" in the last sentence be deleted, to make the action read as follows:

VOTED, that in applying for special gifts either for endowment or for definite projects, or in accepting gifts offered freely to the institution, there should be a clear understanding between the donors and the University as to the uses to which the gifts are to be applied, and that in each case care should be taken to ensure that there is conformity with the general policy and purpose of the institution. Gifts involving recurring grants over a period of years shall first have the approval of the Board of Directors.

In addition, the following minutes have been circulated for information:- Executive-Finance Committee of November 23, 1933; Hospital Committee of February 13, 1934; and the Subcommittee appointed to arrange for various matters connected with the Treasurer's office, February 10, 1934. The minutes of the meeting of the Board on November 24, 1933, in Chinese, were circulated at the meeting. The minutes of the meeting of the Executive Committee of the Board of Founders of January 3, 1934, were mailed to the members previous to the meeting.

Vote by Correspondence

In a letter from the President, dated January 6, 1954, the Board was requested to vote by correspondence on the draft of an agreement it was proposed the University should enter into with the Ministry of Industries for the purpose of developing an experimental and training centre conducted directly or indirectly by the Ministry for the benefit of small scale industry for the sake of the rural and city or small town population, as a part of the general program of rural reconstruction. The immediate project under consideration was an experiment in doing the following for the rural or town handicraftsmen, to begin with wool weaving:

1. Experimentation to improve production methods.
2. Organizing marketing.
3. Use of a loan fund to aid in buying new equipment.
4. Training in methods of production.
5. Development of cooperative societies.
6. Credit for business operations.

This project would build upon the faculty project in wool weaving already started by the members of the Department of Sociology and the Rural Leaders' Training School. For the development of self-help in production, marketing, and credit, the cooperative society has been found to be the best method, so the development of a cooperative small scale wool industry in Central China would be the main objective.

It was suggested that a joint committee of five be formed, consisting of two members from the Ministry of Industries, two members from the University of Nanking, and a fifth person chosen by mutual consent. All actions would require a majority vote, and the committee would serve for a period of seven years.

The Ministry of Industries will give to this joint committee, in advance, a sum of Yuan 20,000, which will be accounted for by the Treasurer of the University of Nanking. No expenditures can be made except upon the approval of the joint committee. It is recognized that this is an experimental project and consequently the joint committee cannot be held responsible for the return of the Yuan 20,000 at the end of the seven-year period, but it will submit an account of the use of the funds. The budget of the Yuan 20,000 is to be apportioned as follows:

Equipment	Yuan 4,000.00
Building	1,500.00
Experimentation	1,500.00
Equipment loan fund	2,000.00
Operating capital	8,000.00
Salaries of technical manager and cooperative organizer for the first two years	3,000.00
	<u>Yuan 20,000.00</u>

The joint committee will submit to the Ministry of Industries an annual report showing the progress of the work and a final report at the end of the seven years. All reports are to be published in the

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name of both the Ministry of Industries and the University of Nanking. Any discoveries are to be published for the benefit of all who are interested in the industry.

So long as the joint committee conducts the project to meet the need for cooperative small scale industry, the project shall continue. At the end of the seven-year period, the method of continuance of the project shall be determined by unanimous agreement of the Ministry of Industries and the University. The proposed agreement may be revised with the approval of both parties.

D-892 VOTED, that the Board of Directors confirm the action taken by correspondence, approving of the University of Nanking entering into an agreement with the Ministry of Industries for the purpose of developing an experimental and training centre for the benefit of small scale industry for the sake of the rural and city or small town population as a part of the general program of rural reconstruction, it being understood that the Ministry will give a sum of Yuan 20,000 for this purpose and that the joint committee in charge of the project cannot be held responsible for the return of the Yuan 20,000 at the end of the seven-year period agreed upon but that it will submit an account of the use of the funds.

Report of the President

The President reported as follows:

"Since the meeting of the Board in November, there has been no matter of special importance to report. The work has been going forward steadily with a good enrolment, as follows:

	<u>Arts</u>		<u>Science</u>		<u>Agricul-</u>	<u>Total</u>
	Arts	Special Chinese	Science	Pre- medical	ture	
Freshmen	75	4	76	8	93	256
Sophomores	45	3	53	10	55	166
Juniors	33	-	18	1	41	93
Seniors	11	-	9	-	22	42
	<u>164</u>	<u>7</u>	<u>156</u>	<u>19</u>	<u>211</u>	<u>557</u>
		171		175	211	557
Ginling	27		16		-	43
On probation	1		2		2	5
Special	5		6		1	12
Graduate	-	33	1	25	3	1 61
		<u>204</u>		<u>200</u>	<u>214</u>	<u>618</u>
Rural Leaders' Training School						111
Sericulture course for girls						20
Junior Middle School 389; Senior Middle School 311						700
Nurses in training 40; laboratory technicians 7; pharmacists 2						49
						<u>1,498</u>

The increase in the enrolment in the Rural Leaders' Training School, 111 against 75 last spring, is due to the students sent to the school by the Provincial Government of Shensi for a three years' course in

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agriculture, which has been established for their special benefit. This mode of cooperation with the province is working satisfactorily and other provinces are thinking of following Shensi's lead.

"The following appointments to the faculty and staff have been made since I last reported:

General: Hsiung Li-nan, associate editor of the University Weekly.
Wang Peng-yuen, assistant in the Publications Office.
Wu Shui-pei, assistant in the Secretary's Office.

College of Arts:

Chao Lan-ping, M. A. (Teachers' College, Tokyo). Professor in the Department of Economics. Part time.
Hsu Choh-shi, Ph. D. (Berlin). Professor in the Department of Education. Part time.

College of Science:

Li Cho-hao, B. S. (Nanking). Associate in Chemistry.

College of Agriculture:

Hwang Hai-chin, M. A. Professor in the Department of Rural Education. Part time.
Maynard, L. A., Ph. D. (Cornell). Visiting Professor in food nutrition for animals, Department of Agricultural Economics.
Nan Ping-fan, B. A. (Park College), M. A. (Chicago). Professor in the Department of Agricultural Economics.
Also the following graduates of the College:
Department of Agronomy: Li Shih-tsai, Liu Kwan-chen, Mei Tsih-fang, Wan Teh-chao, and Tsing Tsi-chong, who is stationed at Kaifeng.
Department of Botany: Ling Chwan-kwang. (Plant Pathology.)
Department of Rural Education: Sing Rwen-tang (also Chinese Secretary to the Dean); Chu Tsiieh (Rural Leaders' Training School, part time).

Middle School:

Liu I-yong (Frank Liu). Business office.
Liu, Mrs. I-yong. Biology.
Ko Shen-ying. Biology. Part time.
Kong Hwang. Geography.
Wu Hwei-meng. Chinese.

"In connection with the College of Arts, for the past year Dean N. C. Liu has been in very poor health and for this reason has resigned several times, feeling unable to carry the work of the college forward on this account. Last term, he did not do any teaching, hoping in this way to recover his strength somewhat, but no apparent progress was made so he has gone home to rest and try to recuperate. In the meantime I have asked Dr. K. C. Liu to take over the Dean's work. Dr. Liu acted as Dean of the College of Arts and Science a few years ago so is familiar with the work and I am confident he will be a great help in carrying the College over this difficult period, in addition to continuing his duties as Librarian. His report will give a very clear idea of what he has in mind in order to make the College more effective.

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"Last year pre-registration was introduced in an effort to correlate the courses in the three colleges and as a preliminary step in the elimination of small classes. It has been successful and if Ginling College and the University can have pre-registration at the same time, better results will be obtained. I am glad to report that since the return of President Wu to Ginling College, efforts have been made towards closer cooperation by having a corresponding calendar and class schedule, and regular class periods. This term there are forty-three Ginling students taking 77 courses in the University, representing $231\frac{1}{2}$ credits, and seven University students taking 12 courses at Ginling, representing 26 credits. The joint committee proposed by the Board of Directors, consisting of three representatives of the Board of Directors of Ginling College, three from the Board of Managers of the Nanking Theological Seminary, and three from the Board of Directors of the University of Nanking, has not met as yet. This Board's representatives are Messrs. Cressy, Lo and Stanley Smith. The Ginling representatives have already been appointed and the Seminary will appoint its representatives when the Board of Managers meets in May.

"At the meeting of the Board in November, some members inquired about the possibility of developing the social sciences in the direction of practical service and cooperation with other organizations. While in Shanghai in January, I had a talk with Mr. Gunn and Dr. J. B. Tayler, both of whom were very much interested in having the University cooperate in the North China Industrial Service Union, which would give the University the benefit of the Union's technical experience in helping the social science departments of the University to promote small-scale industries. Dr. Tayler was in Nanking recently and realized the opportunities there were in Nanking for social service. The Ministry of Industries is interested in the wool-weaving project upon which you were requested to vote by correspondence. The Ministry has not yet paid over the Yuan 20,000 to carry out the project, however. The wool-weaving project which was started by faculty members of the Department of Sociology and the Rural Leaders' Training School is being continued in the meantime, as well as the ricksha cooperative, which was organized under the technical direction of members of the faculty of these departments. There are about 9,000 rickshas in Nanking, having on an average two pullers each, a total of about 18,000 pullers. Estimating that each puller supports an average family of three, it is probable that over 50,000 persons are being supported by this occupation. To help improve their lot, therefore, would be rendering a real service. Further studies in business standards in operation among the ricksha owners, the renting system, and the social and economic conditions of the pullers and how they are organized must be carried on before effective help can be given.

"The Departments of Sociology, Economics and Political Science are planning to cooperate with the Department of Agricultural Economics in a study of the economic and social relationship between the city and the country. Besides the data collected on the specific problem, there are attitudes of the people that affect the problem. A careful and systematic study of these attitudes themselves would help in initiating any efforts at improvement. Since it is better to have other objective data with which to correlate attitudes, it is proposed

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to study attitudes that affect the following problems: (1) marketing, credit and cooperatives, (2) population, family and migration, and (3) local government and organizations. The social science departments of the College of Arts will cooperate in the following phases of the project; local government, Department of Political Science; present methods of financing the farmer, the place of modern financing organizations in the system, taxation, transportation, etc., Department of Economics; social attitudes as they affect the problems of (1) marketing, credit and cooperative societies, (2) population, family and migration, and (3) local organizations, Department of Sociology.

"It is hoped that other projects not yet attempted elsewhere may be started in time. Inquiries concerning silk and cotton weaving in Nanking and other handicrafts have been made but a study of technique and ways of reorganizing these trades has not as yet been undertaken. Silk weaving was formerly one of the chief industries of Nanking and supported tens of thousands of people, but at present it is at a low ebb. Very few are engaged in it. The Social Bureau and other official agencies have attempted to help the trade but it is doubtful whether any scientific study was made before relief was given. The social science departments intend to approach the study more thoroughly and get in touch with other agencies interested in doing so.

"A year ago, while Dr. and Mrs. Buck were in America, a friend mentioned the possibility of a contribution being obtained for cultural work in China. Dr. Buck suggested that such a contribution might be used in research being done by the Institute of Chinese Cultural Studies of the University and for research in agricultural history. The matter was later referred to the Division of the Rockefeller Foundation which has taken over the activities of the former International Education Board. Because of a possible cut of two-thirds in the funds of the Harvard-Yenching Institute, the Institute faces great uncertainty in maintaining its program for another year. In view, however, of the possible help reported by Dr. Buck, a request has been presented to the Rockefeller Foundation.

"In January, there was a meeting in Shanghai of the Advisory Committee for Undergraduate Study of the Harvard-Yenching Institute. In view of the drastic drop in income reported for 1934-1935, the six institutions receiving funds from the Institute will be badly effected, so it was voted that a joint request be sent to the Trustees to assure a three per cent. income on the restricted funds for cultural purposes. If this can be guaranteed, the main work of the Institute of Chinese Cultural Studies can be continued without difficulty. For the present year, however, after making many adjustments, it will be possible to keep the Institute going on a minimum basis only.

"Last year a request was presented to The China Foundation for the renewal of a grant for research in sericulture and Yuan 15,000 was received for the year 1933-1934. A similar request has been presented this year, inasmuch as all experimental breeding work must be carried on over a period of several years and the projects which have been financed by the Foundation for the past four years should be

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carried further to secure more conclusive results. The following amounts have been requested:

Further studies in rice diseases:	Equipment Yuan	5,280.00
	Current exp.	10,000.00
Crop breeding experiments:	Equipment	3,000.00
	Current expense	6,000.00

"As many members of the Board know, the Middle School has been carrying on a financial campaign. So far the total cash receipts from the campaign and other sources amount to over Yuan 20,000. It is hoped that by the end of the term sufficient money can be realized for the building of a gymnasium. The Middle School has done away with monthly examinations and is now holding only final examinations at the end of each term, with a final yearly examination in addition. By this means the students will be obliged to constantly review the work of the year and the yearly test will indicate whether or not they should be promoted.

"Reports of other administrative units have been circulated so it is not necessary to repeat here the information contained in them. The reports of the College of Arts and the College of Science will show the care with which these two colleges have gone into the recommendations of the Executive-Finance Committee of December 29, 1933, for the unification of the work of these colleges.

D-893 VOTED, that the report of the President be received with appreciation.

Faculty Appointments

D-894 VOTED, that the appointments listed in the report of the President be confirmed.

Report of the Treasurer

The Treasurer presented a report showing the actual expenses up to March 1st, together with the amounts budgeted for the year. Due in large part to a reduction in income since the budget for the current year was made up, there is a possibility of there being a shortage of Yuan 20,000 at the end of the fiscal year.

D-895 VOTED, that the report of the Treasurer be received with appreciation.

Report of the Executive-Finance Committee

The minutes of the meeting of the Executive-Finance Committee of March 23, 1934, were presented. It was voted to amend action DEF-868 so that it would form two actions, namely, the two actions immediately following (D-896 and D-897):

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D-896 VOTED, that we reiterate the principle that the cost of all projects shall include such items as operation and maintenance, library service, services rendered by the Treasurer's office and by the other administrative offices, in addition to items for the services of staff members of the departments responsible for the projects.

D-897 VOTED, that in accordance with actions taken by the Board of Directors on November 24, 1933 (D-825 and D-826), this principle be put into effect beginning with the present fiscal year.

Budget for 1933-1934

D-898 VOTED, that we request the President and the Treasurer to do everything in their power to balance the budget for 1933-1934 before the end of the fiscal year. (DEF-869.)

Budget for 1934-1935

The budget for 1934-1935 was presented. It did not balance by approximately Yuan 40,000, but in view of the financial campaign that is contemplated in China, the following actions were taken:

D-899 VOTED, that the budget for 1934-1935 be adopted as presented, with the understanding that the Executive-Finance Committee have authority, in case of urgent need, to revise the budget downward in the course of the year.

D-900 VOTED, that in view of the high cost of living, the President be authorized to make such increases in the salaries of the faculty and staff for 1934-1935 as he may find possible within the budget already approved, such increases not to exceed a total of Yuan 25,000 and no individual member of the faculty or staff to receive an increase of over Yuan 30.00 per month. (DEF-871.)

D-901 VOTED, that the President be authorized to make such adjustments in the rentals charged staff members that the salaries of staff members residing off the campus will more nearly equal the salaries of those residing on the campus. (DEF-872.)

Provision for the Treasurer's Work while She is on Furlough

D-902 VOTED, that Miss Elsie M. Priest, Treasurer, be given a furlough of nine months, including travel, to date from the end of April or first of May of this year. (DEF-873.)

D-903 VOTED, that Mr. Sie Siang be elected to serve as Acting Treasurer during the absence of the Treasurer on furlough. (DEF-874.)

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D-904 VOTED, that Mrs. Esther P. Slocum be elected to serve as Acting Assistant Treasurer during the absence of the Treasurer on furlough. (DEF-875.)

D-905 VOTED, that a Special Finance Committee, consisting of the President, Dr. C. S. Chen, Mr. C. Stanley Smith and Dr. J. C. Thomson, be appointed to assist the Acting Treasurer during the absence of the Treasurer on furlough. (DEF-876.)

D-906 VOTED, that the duties and responsibilities of the Acting Treasurer and the Acting Assistant Treasurer be as follows:

Acting Treasurer;

1. that he be responsible for all accounting;
2. that he have oversight of the cashier's staff and work;
3. that he have control of the budget, which involves the signing of all orders for supplies, etc.;
4. that he have control of the check register, which involves bank accounts and cash;
5. that he assist in committee work where the Treasurer is needed;
6. that he consult with the Special Finance Committee on matters of judgment.

Acting Assistant Treasurer;

1. that she have charge of the English correspondence;
2. that she assist in the preparation of statements and reports;
3. that she assist with committee work;
4. that she give general assistance as far as office routine is concerned.

D-907 VOTED, that the policy of double signatures on all checks on banks in China be put in force immediately, the signatures to be those of the Treasurer and the Assistant Treasurer, but, during the absence of the Treasurer on furlough, those of the Acting Treasurer and the Acting Assistant Treasurer. (See DEF-878.)

D-908 VOTED, that checks against the gold account in the Central Hanover Bank and Trust Company, New York City, which require only the signature of the Treasurer, shall be signed by the President during the absence of the Treasurer on furlough. (See DEF-878.)

D-909 VOTED, that all accounts be audited as of April 1, 1934, just prior to the Treasurer's departure on furlough. (DEF-879.)

Bonding of the Treasurers

D-910 VOTED, that steps be taken to effect the bonding of the Treasurer of the University and the Treasurer's staff with the First Fidelity Insurance Company of Shanghai; that the Treasurer and two Assistant Treasurers be bonded for Yuan 15,000.

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each, the Chief Cashier for Yuan 10,000, and all other members of the staff for Yuan 5,000 each; and that the Treasurer be requested to arrange for the details of the bonding. (DEF-880.)

Unification of the
Work of the Colleges

D-911 VOTED, that the name of Dr. W. H. Wei be added to the Committee on Policy appointed by the Board on November 24, 1933 (consisting of Dr. C. S. Chen, convener, Mr. E. H. Cressy, Dr. Handel Lee, Dr. R. Y. Lo, Mr. C. Stanley Smith, with the President, member ex officio), and that the committee be requested to make a study of the work of the University and bring in a further report to the Board. (DEF-881.)

D-912 VOTED, that inasmuch as the Committee on Policy has been requested to make a study of the work of the University, the Board considers it inadvisable to take any action regarding the development of departments of engineering until the committee has reported. (DEF-886.)

Report of the Subcommittee
of the Building and Property
Committee

On November 24, 1933, the Board requested the Subcommittee of the Building and Property Committee "to bring in full details of type and location of buildings it is proposed to rent to visiting professors engaged in projects (the apartment type being recommended), also details for financing the buildings" (D-830). In view of the fact that three houses reserved for Western members of the faculty will be vacant in the near future, it did not seem wise or necessary to the Subcommittee to construct buildings of the type proposed at the present time and the Subcommittee voted on March 6, 1934, "To inform the Board of Directors that the need for houses for visiting professors is not urgent at this time and to recommend that this proposal be postponed for the present."

In view, however, of the urgent need of providing houses for Chinese members of the staff, more especially for those of the rank of instructor and associate, the Subcommittee recommended that one four-unit apartment house and two two-unit cottages be built in the Tao Yuan property (former Language School compound) at the following estimated cost:

For one four-unit apartment house:

Estimated cost of construction	Yuan 8,720.00
Installing electric lights	176.00
Deposit for four electric meters	76.00
Concrete walk (about 10 fang)	220.00
Fence	150.00
Drain	75.00
	<u>Yuan 9,417.00</u>

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For one two-unit cottage:

Estimated cost of construction	Yuan 3,800.00	
Installing electric lights	90.00	
Deposit for two meters	38.00	
Walk	90.00	
Fence	75.00	
Drain	200.00	
Cinder road to walk	120.00	Yuan 4,413.00

D-913 VOTED, that the four-unit apartment house estimated to cost Yuan 9,417.00, and the two two-unit cottages, estimated to cost Yuan 4,413.00 each, which the Subcommittee of the Building and Property Committee recommend be built to relieve the housing situation be constructed as soon as funds are available and that they be included in the financial campaign. (DEF-883.)

D-914 VOTED that the Subcommittee of the Building and Property Committee be requested to report to the Executive-Finance Committee concerning the possibility of borrowing funds to erect apartments for housing instructors and associates, the funds to be repaid from rentals.

The Subcommittee also recommended that the low land to the south of the University House No. 31 (Wheeler), covering an area of 2,000 fang (200 ft. x 117 ft.), be filled in at a cost of Yuan 2.20 per fang or a total of Yuan 4,400.00; also the pond (90 ft. x 170 ft., or 153 fang) between the Steward and Wheeler houses, together with the surrounding low land, an area of about 1,400 fang in all, be filled in at a cost of Yuan 2.20 per fang or a total of Yuan 3,080.00. It was

D-915 VOTED that the low land lying to the south of the Wheeler house (No. 31) and the pond between the Steward and Wheeler houses be filled in as soon as money is available.

Return after Furlough

D-916 VOTED, that the University request the United Christian Missionary Society for the return of Dr. Lewis S. C. Smythe to the University after his furlough. (DEF-884)

Travel Fellowship

The Dean of the College of Agriculture presented, through the President, an application for leave for study by Professor Tai Fang-lan and an application for a travel fellowship by Mr. Cheo Kwoh-hwa. Because of the difficulty in balancing the budget, it was

D-917 VOTED, that one travel fellowship not exceeding Yuan 1,000 be granted the College of Agriculture. (DEF-885.)

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Request for Funds for
the Institute of Chinese
Cultural Studies

D-918 VOTED, that the following amounts be requested of the Division of the Humanities of the Rockefeller Foundation to maintain the work of the Institute of Chinese Cultural Studies and to cover research in agricultural history for a period of five years:

Items of First Importance		
Office of the director		Yuan 1,940.00
Administration and operation of building		4,100.00
Salaries of staff:		
Bibliography and library science	Y.5,520.00	
Survey of Chinese study in		
America and Europe	2,326.67	
Studies in Chinese history, etc.	5,040.00	
Studies in Chinese philosophy		
and ideals	1,860.00	
Chinese social thought and		
institutions	2,400.00	
Chinese literature	2,220.00	
Chinese relations	2,880.00	22,246.67
Current periodicals and books		1,600.00
Travel		500.00
Printing		625.00
Contingent		488.33
To maintain the present work - Yuan		31,500.00

Items of Second Importance		
Funds to print results of studies		Yuan 10,000.00
Rare books and back journals		5,000.00
Definite projects in practical cultural subjects:		
History of economic organizations		
History of social organizations		
History of educational organizations		
History of political organizations		
History of agricultural organizations		
2 full-time research		
professors	Yuan 7,200.00	
2 assistants	2,400.00	
Expense and supplies	1,000.00	10,600.00
Cost of administration for above		2,560.00
To enlarge and continue studies - Yuan		28,160.00

Publicity Budget

D-919 VOTED, that the Publicity Committee take up the question of publishing in China a University quarterly or bulletin for use in the United States, provided it does not conflict with the bulletin of the Associated Boards in New York, and that the funds needed for this purpose be included in the financial campaign in China.

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Cooperation with Hangchow
Christian College

D-920 VOTED, that the Board of Directors has learned with appreciation of the approach which has been made by President Lee of Hangchow Christian College to President Chen looking for closer cooperation between the two institutions, as expressed in the action of the Executive Committee of the Field Board of Control of Hangchow Christian College of March 17, 1934, as follows:

"Voted: in view of the absolute necessity, first, of securing cooperation between the different Christian institutions of higher learning; second, of raising the standard of instruction to at least the same level as that of government institutions; and, third, of meeting the acute financial stringency under which the interested colleges are working, that we hereby authorize President Lee to enter upon negotiations with the President of Nanking University, with a view to the working out of a feasible plan, permitted by the financial resources of the two institutions respectively. It was further resolved that a committee consisting of Mr. B. Y. Hsu, Dr. Woo Ven-wei and Dr. R. J. McMullen - with President Lee as member ex officio - be appointed to consider any proposals which the Board of Nanking University may suggest, and to meet their committee when appointed." (DEF-889.)

D-921 VOTED, that a committee consisting of Messrs. C. S. Chen, E. H. Cressy and W. R. Wheeler, with President Chen as member ex officio, meet with the committee appointed by Hangchow Christian College to consider possible steps that may be taken towards effecting closer correlation between Hangchow Christian College and the University of Nanking and to report back to the Board. (See DEF-889.)

Revision of the
University's Needs in the
United Financial Campaign

The attention of the Board was called to the fact that a copy of the minutes of the meeting of the Executive Committee of the Board of Founders of January 3, 1934, had been received, together with a covering letter from Mr. Garside, dated January 6, 1934. The minutes contained a statement of current and capital financial objectives of the University which, it was understood, had already been forwarded to the Associated Boards to be included in the united financial campaign. Mr. Garside asked the advice of the field in regard to the amounts given. As those for the capital requirements to be met in the next five years had been made out in 1930, it was necessary to revise them, and since the Board of Founders will meet about April 26th, the following revised statement of needs has already been forwarded to Mr. Garside:

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A. Immediate needs - emergency or to replace losses in assured income:

From mission board grants	U.S.\$7,500.00	
From mission personnel grants	6,500.00	
From endowment funds	10,000.00	
From special gifts	610.00	U.S.\$24,610.00

B. Urgent capital requirements to be met during the next five years:

1. Plant:

Library building	U.S.\$100,000.00*	
Classroom building	75,000.00	
Residences	40,000.00	
Dormitories	92,500.00	
Student centre (including gymnasium and infirmary)	80,000.00	
Light and water	25,000.00	
Science equipment	60,000.00	
Land improvements	3,500.00	
Minor agricultural buildings	6,500.00	U.S.\$482,500.00

2. Endowment:

For general operation and to strengthen work in the arts and sciences	900,000.00	
For the College of Agriculture	500,000.00	
For operation and maintenance of the Library	80,000.00	
Student services	50,000.00	1,530,000.00

3. Ginling-University cooperation:

Classroom building	?
Transportation between colleges	?

Hospital

U.S.\$ 7,500.00

*Should this amount be received in China,
the total should be reduced by U.S.\$100,000.00.

Committee on Promotion

The Committee on Promotion met on March 23, 1934, to consider the report of the committee appointed by the Board of Directors on November 24, 1933, to suggest ways of raising funds. The Committee on Promotion approved of the suggestion that a financial campaign to raise endowment funds be started in the autumn of 1934, to extend through the next four years, until the year of the fiftieth anniversary of the University in 1938, the main objective to be the raising of endowment funds for current use. The suggestion was also made that attempts be made to secure annual gifts for the budget from the alumni, faculty, students and friends of the University; that class secretaries be elected or selected by the Alumni Association, who would be responsible for solicitations of funds from their respective classes, and that representatives of regional associations and a representative of the faculty also be selected.

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D-922 VOTED, that the report of the Committee on Promotion be received and that a committee, consisting of President Chen, Dr. W. H. Wei and Mr. W. R. Wheeler, make preliminary arrangements for carrying on a campaign with the object of securing endowment funds and funds to cover certain items of the budget for 1934-1935; that the committee have authority to spend up to Yuan 2,000 in setting up the campaign, including the engaging of a full-time worker; and that this amount be made a first charge against any funds secured. It is understood that the campaign will be carried on under the general direction of the Committee on Promotion.

Middle School Gymnasium

D-923 VOTED, that, subject to the site and plans being approved of by the Building and Property Committee, the Middle School administration be authorized to proceed with the construction of a gymnasium not to exceed a total cost of Yuan 30,000, as soon as that amount has materialized from the financial campaign that is being carried on by the Middle School.

Reports of Administrative Units

D-924 VOTED, that the reports of the administrative units of the University be received with appreciation.

Agreement with the Provincial Government of Hupeh and the Farmers' Bank of Four Provinces

The following proposition was received in Chinese from the Provincial Government of Hupeh and the Farmers' Bank of Four Provinces by Dean Sie of the College of Agriculture on March 23rd:

Agreement between the Provincial Government of Hupeh, the Farmers' Bank of Four Provinces and the University of Nanking.

The terms of the agreement between the Provincial Government of Hupeh, the Farmers' Bank of Four Provinces and the University of Nanking, hereinafter referred to as the Provincial Government, the Bank and the University, are stated below.

For the purpose of improving and increasing crops and other farm products in Hupeh, the Provincial Government and the Bank request the University to start an agricultural experiment farm at Wuchang, to be known as "The Main Agricultural Experiment Station of the Provincial Government of Hupeh, the Farmers' Bank of Four Provinces and the University of Nanking."

The following eleven points are included in this agreement:

1. The farm is to be named "The Main Agricultural Experiment Station of the Provincial Government of Hupeh, the Farmers' Bank of Four Provinces and the University of Nanking."

Meeting of Board of Directors, March 24, 1934 - page 17

2. The farm is to be located at Chi Chia Pen, Wuchang, Hupeh. This region is good for dry-land crops. If at a later date experiments in rice are desired, the Provincial Government and the Bank shall secure the needed land at some nearby place, such as South Lake, for this purpose.

3. All the funds needed for starting and running this experimental farm are to be supplied by the Hupeh Provincial Government and by the Bank. The University is to be responsible for the technical supervision and management of the station.

4. The Director and the officers of the station are to be suggested by the University to the Provincial Government and the Bank. If the Provincial Government and the Bank approve of the selections made, these two parties will make the formal appointment. Appointment should not be made unless all three cooperating parties approve of the candidates.

5. It has been decided that the size of the farm shall be 1,000 mow (Chinese unit). The work to be taken up first is experimental breeding for wheat and soybean, and the multiplication of improved varieties of cotton. If, in the future, the three parties agree to take up work in rice, the Provincial Government and the Bank will be responsible for the funds needed and the University will provide the technical supervision.

6. A statement of the funds required for the starting and running of the proposed farm shall be made out by the University, and must be approved annually by all parties concerned. Payment of funds to the University Treasurer shall be made twice a year, before January first and before July first.

7. A report on the progress of the work and the expenditures shall be made by the University every six months and sent to the Provincial Government and to the Bank in June and December.

8. Publications by the Station must be approved by the University, the Provincial Government and the Bank, and published under the names of these three organizations.

9. This contract is to be effective for a period of ten years, after which continuation depends on the approval of the three parties concerned. If any party wishes to terminate the contract before the end of the ten-year period, a formal statement to this effect shall be presented to the other two parties at least six months before the expiration of the contract.

10. At the termination of the contract, all products of the farm, seeds and experimental material shall be divided equally among the three organizations.

11. This contract will go into effect on the date on which it is formally approved by the three organizations.

The Provincial Government of Hupeh,
The Farmers' Bank of Four Provinces,
The University of Nanking.

Estimated initial expense - Yuan 16,700.

Estimated annual running expense - Yuan 19,000.

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D-925 VOTED, that the Board of Directors adopt in principle the proposed agreement between the Provincial Government of Hupeh, the Farmers' Bank of Four Provinces and the University of Nanking and request the administration to provide (1) for more flexibility in regard to the length of the agreement, (2) against recurring expenses, (3) for overhead costs, and (4) that the University have the authority to appoint the director and officers of the station.

Correlated Program

D-926 VOTED, that, with reference to the Correlated Program for Christian Higher Education in China for the period 1933-1938, as revised by the Council of Higher Education January 19-20, 1934, the Board of Directors of the University of Nanking approves of the program with two exceptions. The Board desires to point out that there are, and have been for some years, both a College of Arts and a College of Science, instead of a College of Arts and Sciences as indicated in the printed statement of the Council of Higher Education. The Board further desires to express its preference for the statement on agriculture adopted by the Associated Boards for Christian Colleges in China on April 10, 1933, as follows:

"There should be a unified program under Christian auspices for education in agriculture for all China, of which the University of Nanking should be the national centre. Regional or specialized work, including research and extension such as already begun in Lingnan, East China and other Colleges, should be conducted as a part of this unified program."

Election of Officers

D-927 VOTED, that a Nominating Committee of three, consisting of Messrs. Lobenstine, Lo and C. S. Chen, be appointed to bring in nominations for officers for the year.

Upon receiving the report of the Nominating Committee, a ballot was taken, the result of which is recorded in the action following.

D-928 VOTED, that the following serve as officers for the year 1934:

Chairman	T. C. Woo
Vice Chairman	C. S. Chen
Chinese Secretary	W. H. Wei
English Secretary	Miss M. H. Purcell
Treasurer	Miss E. M. Priest

Meeting of Board of Directors, March 24, 1934 - page 19

Standing Committees for 1934

In accordance with the by-laws of the Board, the following nominations for standing committees have been made by the Chairman in consultation with the President. If no objections are received from members of the Board after receipt of these minutes, the committees will be considered duly elected.

Executive-Finance: T. C. Woo, chairman, member ex officio; C. S. Chen, vice chairman; E. H. Cressy, L. W. Han, Handel Lee, E. C. Lobenstine, C. Stanley Smith, W. H. Wei, with the President and the Treasurer members ex officio.

Building and Property: Y. H. Chen, chairman; E. H. Cressy, C. Y. Hsu, R. A. Ward, T. C. Wu, with the Chairman of the Board and the President of the University members ex officio.

Faculty Subcommittee: C. T. Gee, chairman; Y. G. Chen, J. H. Daniels, Djang Fang, W. P. Fenn, K. C. Liu, K. S. Sie, Mrs. B. A. Slocum and H. R. Wei.

Arts: R. Y. Lo, chairman; C. S. Chen, E. H. Cressy, L. W. Han, W. H. Wei, with the Chairman of the Board, the President, and the Dean of the College of Arts members ex officio.

Science: Handel Lee, chairman; K. Campbell, Y. H. Chen, L. W. Han, H. F. Li, with the Chairman of the Board, the President, and the Dean of the College of Science members ex officio.

Agriculture: C. S. Chen, chairman; J. W. Decker, C. Y. Hsu, R. Y. Lo, E. C. Lobenstine, with the Chairman of the Board, the President, and the Dean of the College of Agriculture members ex officio.

Hospital: Y. G. Chen, chairman, member ex officio; Mrs. Edward James, Mrs. C. Stanley Smith, Dr. S. F. Chao, Z. T. Ing, E. Marx, Dr. Y. L. Mei and H. R. Wei, with the Chairman of the Board, the Acting Superintendent of the Hospital, and the Treasurer members ex officio.

Middle School: H. F. Li, chairman; Y. H. Chen, E. H. Cressy, Handel Lee, Miss M. Vautrin, with the Chairman of the Board, the President, and the Principal of the Middle School, members ex officio.

Promotion: K. P. Chen, chairman; C. S. Chen, J. C. Ferguson, R. Y. Lo, E. C. Lobenstine, C. T. Wang, W. H. Wei, with the Chairman of the Board and the President members ex officio.

Adjournment

The Board adjourned at 7 p. m.

Respectfully submitted,

Minnie H. Purcell,

English Secretary.

REPORT OF THE PUBLICITY SECRETARY

The work of the past four months has been along much the same lines as indicated in the preceding report.

1. News items have been supplied to the English papers and to The Weekly Review in Shanghai.

2. The motion pictures of the University are being used in the United States as well as in China. Reports have been received from New York City and from Ithaca, N. Y., telling of the interest of the audiences in these pictures. We expect the use of the pictures to increase and members of the faculty on furlough in America can help in this publicity service.

3. News items and calendars of the University have been sent to the members of the Board of Founders.

4. The Publicity Committee is working on an illustrated pamphlet of the University for use in a joint promotional effort now being made by the Associated Boards. The pictures and manuscript for the pamphlet are ready to go to press.

5. The Secretary of the Publicity Committee was appointed Secretary of the Committee to Suggest Ways of Raising Funds for the University and attended the two meetings of this committee. In accordance with the action of the Board of Directors taken November 24, 1933, the recommendations of the committee are being transmitted to the Committee on Promotion of the Board; which will make report to the Board of Directors.

6. The Secretary of the Board of Founders has written telling of the need of additional printed material for publicity purposes. Some of the other China universities have offices in America and publish a quarterly or a periodic bulletin. This need has been pointed out in previous reports, also the need of funds for such a publication. There is, apparently, no one in America to supervise such a publication; it might be printed in China, but this cannot be done and the mailing expenses met within the present budget of Yuan 500 a year assigned to the Publicity Committee.

Recommendation

That the Publicity Committee take up the question of publishing in China a University quarterly or bulletin for use in the United States, and that the question of the funds needed be given consideration by the administration in the assigning of next year's budget.

Respectfully submitted,

W. Reginald Wheeler,

Publicity Secretary.

University of Nanking,
March 10, 1934.

REPORT OF THE COLLEGE OF ARTS

March 24, 1934

Having been appointed to take charge of the Dean's work only a few days ago, the present writer does not feel that there is much for him to say. This report, instead of being an account of what is going on in the College, will simply indicate some outstanding facts and then proceed to outline in general terms how this College will be run hereafter.

First of all, thanks to the efforts of Dean N. C. Liu, the number of small classes for the current semester is only twelve, against twenty-four in the fall of 1932. Of these twelve classes, five have five students each, hence there are really only seven classes which have fewer than the recognized minimum number of students. Secondly, with the division of the elementary courses in English and Chinese into sections, the quality of student work has been improved. It is believed that thorough training in language is a most powerful tool for the students to acquire specialized knowledge later on. The tendency to encourage the social science students to get more intimate contact with actual social conditions in China may be seen in efforts to make studies in the Chinese district government system in the Political Science Department, in the experiments in small-scale industries and in the promotion of cooperatives in the Sociology Department, and in the interest of students in economics in agricultural economics. These facts will eventually help to place the College on a sounder basis and we shall be grateful to Dean Liu for his efforts.

Any gain in this direction, however, will be in the future, as we are facing a financial crisis at present. Reduction of courses and combination of departments have been suggested to meet the situation, but whether this will really be a help financially is a question; for, first of all, a reduction in departments will inevitably drive away a number of students, thus reducing income. In the second place, provisions for graduation must be made for the few whose departments have been eliminated or combined with other departments but who are willing to remain in the University, thus necessitating certain expenditures for additional small classes. Thirdly, though certain departments may be eliminated, the courses in those subjects cannot be done away with entirely. For example, we might do away with the Education Department but we cannot run a college of liberal arts without providing students with a knowledge of general psychology, general principles of education, or methods of teaching; in fact, many departments are even now offering no more than ~~three~~ required courses of general knowledge. A glance at the number of teachers in each department will reveal that, with the exception of Chinese and English, no department has a staff of more than three full-time teachers, including assistants. The University Treasurer knows very well what a reduction of staff would mean financially and she agrees with the writer's observations.

College of Arts - 2

The fault, if any, with the College is rather in the direction of loose organization and diversified interests in the departments. Let us, then, think of concentration and coordination rather than sheer reduction. Let us set up as the objectives of the College of Arts the following:

1. The training of teachers in Chinese, English, and History; and
2. The training of young men and women for public service and social work.

And behind these more or less practical, or vocational, objectives, let us not lose sight of the development of personality, which is the real aim of Christian education.

With these ideals before us, we shall ask our Chinese, English and History Departments, with necessary help from other departments, to devote themselves to the first objective; and the Political Science, Economics, and Sociology Departments, also with help from other departments, to devote themselves to the second objective. In other words, two faculties or divisions will be formed within the College: one to be along the line of a faculty of cultural studies; the other of a faculty of social studies. In addition to the general required courses for the whole college in the first ~~three~~ semesters of a student's work, there will be in each division a number of courses required of all the students in the division, and then certain courses which constitute the student's major. For instance, the faculty of cultural studies may at present undertake two major programmes, namely, the study of Chinese or Oriental culture, and the study of Western culture. The latter will consist of courses in English literature and Western history; the former of courses in Chinese literature and Chinese history. The emphasis may be either on literature or history, and this will be considered as the major, as required by government regulations. Likewise, the faculty of social studies will have as its major field the rehabilitation study of the of China in its economic, political and social aspects. The Economics, Political Science and Sociology Departments, and possibly the Education Department, will each approach the problem from its own point of view but within a correlated programme. The students will be brought into more direct contact with Chinese society by being given ^{as} much field work as possible. There will be more thorough cooperation with the College of Agriculture in this respect than formerly. We want to turn out students who have the ability and the personality to be good social workers, or to go into public life. In thus integrating and coordinating our departments, we shall be able to eliminate some unnecessary courses and avoid over-specialization on the part of the students. Such a scheme is favoured by several prominent members of the faculty, although the details must be worked out with care.

A further point, that should not be overlooked, is that we have not hitherto made adequate use of our strong points. With our staff in Chinese and in the Institute of Chinese Cultural Studies, and in view of the fact that our graduates, even from such departments as political science and economics, are often asked to teach Chinese, we

College of Arts - 3

should give more attention to this subject. For example, an advanced course in Chinese language, literature and history of two years may be offered by the College so that teachers in middle schools may have an opportunity for advanced study. Many of our own graduates now teaching Chinese or history in middle schools have explicitly expressed their desire for such a course. There will be no difficulty in getting enough students for such a class and the work can be easily managed by the present staff in the Chinese Department and the Institute, while expenses and supplies may be easily covered by tuition fees. There will not be any increase in the financial burden of the University, and yet the staff will be kept busy and the University will earn a reputation for its work in the training of teachers in Chinese subjects.

Another special course which the College might offer without necessarily increasing the budget is Library Science. For several years, the College has given courses in Library Science as a minor. Students who have graduated in this subject for a minor easily find positions. Indeed, more than a dozen graduates since 1927 are in the library profession. Last fall several requests were received by the President for a special course of one or two years in Library Science. The course, if offered, could, with certain adjustments, be taught by Mr. Li Siao-yuen and the Library staff, without much additional expense. This and the advanced special course in Chinese will eventually make an effective college of arts without additional expense, and it is the hope of the writer to see these courses materialize.

Respectfully submitted,

K. C. Liu.

Report of
THE INSTITUTE OF CHINESE CULTURAL STUDIES
to
THE BOARD OF DIRECTORS OF THE UNIVERSITY OF HANKING
For the Spring semester 1934

The Advisory Committee for Undergraduate Work, Harvard-Yenching Institute, held a meeting January 22, 1934, in Shanghai. Dr. Y. J. Chen and I were present at the meeting. The most important action taken is quoted below, together with an introductory paragraph from the minutes of the meeting.

"The Executive Secretary presented an extract from the Minutes of the Trustees Meeting of the Harvard-Yenching Institute on November 18th, 1933, covering the discussion leading to vote T-293. The committee was most concerned with this vote warning the institutions that the guarantee during the past two years cannot be maintained for 1934-35. After discussion it was

Voted
A.C.U.S.-7 That the Executive Secretary be instructed (1) to point out to the Trustees the irreparable loss to the work already begun in the Six Institutions if the income receivable is seriously reduced - since the personnel of the staff gathered at the several institutions could not all be maintained, while valuable publications already planned or undertaken would be cancelled;
and (2) to present to the Trustees the earnest request of this committee that dividends from the Restricted Fund at a minimum rate of 3% be guaranteed, as suggested in some of the correspondence from the Harvard office, in the hope that business conditions in the United States will have so improved within the year 1934-35 as to make it possible thereafter to maintain the work as now conducted out of the regular incomes of the Restricted Fund."

In view of the fact that, instead of a policy couched in general terms as stated in the Certificate of Incorporation for Harvard-Yenching Institute, the Educational Committee adopted on May 18, 1933, Mr. Garside's recommendations, sections I and II, which set up a definite policy in regard to the uses of the Restricted Fund, this University hereafter will observe this policy in letter and spirit. It is gratifying to report that the work which the Institute of Chinese Cultural Studies has been carrying on is in accord with this new policy, not to mention the general policy with which the Institute's work has been in perfect harmony.

One point which I wish to bring to the attention of the Board of Directors is that to use the fund entirely for Chinese literature and language to the exclusion of Chinese history is not

Institute of Chinese Cultural Studies - 2

in perfect accord with the new policy. Moreover, the development of the work in Chinese history at the University of Nanking should receive due emphasis, inasmuch as the work in this subject has not yet reached such a standard that graduates of the University are qualified to teach both Chinese and Chinese history successfully in middle schools.

Regarding the work of the Institute from November 1933 to the present time, there is not much to report. You will be interested in knowing that the work entitled "The Oracle Bones of Various Collectors," by Mr. Shan Chen-tsu, was published in January, and the second volume of "A Treatise on the Philosophy of Yen Sih-chai" by Mr. Chen Teng-yuen, will be published in a few days. "A Catalogue of Chinese Paintings," by Dr. J. C. Ferguson, is just off the press.

Respectfully submitted,

T. L. Tsu,
Chairman of the Governing Committee,
Institute of Chinese Cultural Studies.

NOTE:- The action referred to in the second paragraph, concerning the recommendations of Mr. Garside, will be found in the letter of Dean Chase, Chairman of the Educational Committee of the Board of Trustees of Harvard-Yenching Institute, a copy of which is attached. This letter is dated May 26, 1932.

REPORT OF THE COLLEGE OF SCIENCE
UNIVERSITY OF NANKING
March 24, 1934.

General Instruction. In the College of Science this semester there are 175 regular students, 2 unclassified, 6 special, 1 graduate, and 16 from Ginling College taking courses in the College. Fifty-nine courses are being offered, totaling 190 credits, distributed as follows:

Department	No. of Courses	No. of Credits
Chemistry	15	54
Geology	2	6
Mathematics	12	38
Physics	22	65
Science Education	1	2
Zoology	7	25
	<u>59</u>	<u>190</u>

The work of the students is carefully supervised by a group of advisers. There is in the Dean's office a chart for each student showing the progress he is making in his major and minor subjects and his general average. Thus the growth of each student can be traced and proper advice given when needed.

Arrangements have been completed for the students in the applied sciences to obtain practical experience in a number of the leading industrial and government concerns in Nanking and in Shanghai during the summer. Last summer the students in the College made a very good record at the city power company and the Central Radio Station. Last semester, two supervised trips were made at the expense of the students, to the cities along the Nanking-Shanghai Railway, to study manufacturing operating processes.

Teaching Load. The problem of teacher load is very complicated in the College of Science because of laboratory instruction. A committee of three, with Dr. A. P. Tai as chairman, has recently been appointed to study the problem. Valuable findings are being made and the results will be very useful to the administration of the College.

Need for Equipment. This need has been presented in previous reports, but it is becoming more urgent. More equipment is needed for the increased number of science and agricultural students in the elementary courses, for the larger enrolment in the upper classes, and for bringing some of the courses up to standard. More funds are needed to take care of depreciation in equipment. During the last few years, the depreciation has been very great because many of the instruments have been taxed to the limit; for some experiments at present there is only one set of apparatus for more than a hundred students to use, and if anything should happen to this set, the result can be imagined. As the entire item for equipment has been cut from the budget, the College has to depend on special gifts for equipment. For this reason the gift of the Rockefeller Foundation this year was very greatly appreciated, but how can the item be provided for next year? A fee of Yuan 10.00 for each new student is being considered, beginning next fall, for the purchase of much-needed equipment for the freshman courses, and an additional charge of Yuan 1.00 or Yuan 2.00 on all laboratory fees. This increase is not advisable and it is hoped that other funds will be forthcoming so there will be no need to make the additional charge.

Science Education. Though the summer conference held last year by the College meant much extra work and a shortened vacation for the staff, it was felt that the College had rendered a real service, so another conference is being planned for the coming summer. This year, owing to the shortage in funds, only a few studies in science education are being carried on and the Ministry of Education has promised to make a grant of Yuan 500 for one of these.

The Committee on Science Education is also preparing a magazine entitled "Science Education Quarterly," the first issue of which is now in press. The entire expense of this publication will be covered by advertisement charges.

The College science movie has aroused much interest in visual education in China. Last semester the service was extended to the lower Yangtze valley. This semester the College is cooperating with the city government in an extended program for visual education in the city, towards which the city government will contribute Yuan 200 per month.

Policy in Regard to Natural Science. According to the Correlated Program for Christian Higher Education in China (1933-38), "The College of Arts and Sciences (of the University of Nanking) should continue its emphasis on natural sciences," and "there should be thoroughgoing cooperation between Ginling College and the University of Nanking." In this connection, in considering the recommendations of the Executive-Finance Committee of the Board of Directors of December 29, 1933, it is gratifying to report that some saving can be made through cooperation with Ginling in biology so that it will not be necessary to reduce Zoology or Biology to a minor.

The physical sciences have always received a great deal of emphasis in the College. As Mathematics is fundamental to chemistry and physics and plays a very important part in the science education program, and as Mathematics in the College is given more emphasis than in many other Christian institutions, it is hoped that Mathematics will be allowed to remain one of the major departments of the College.

Policy in regard to Applied Science. The College learns with regret that engineering has not been given a proper place in the correlated program. Though several individual institutions have realized the need of, and offered, engineering courses, no adequate recognition has been given to it in the program. The College of Science feels that engineering should have a very important part in the program of Christian education in China and hopes that Nanking will take an important part in chemical, electrical and mechanical engineering education, for the following reasons, summed up briefly:

1. Vocational emphasis in Christian education in China is definitely recommended by the Laymen's Commission.
2. Vocational emphasis is the educational policy of China.
3. Applied science should be an important part in any vocational program, because of its relation to the development of natural resources and to opportunities of life and production.

College of Science - 3

4. Applied science should be an important part of the Chinese Christian educational program, because medicine, law, agriculture, commerce and journalism are all included in the correlated program.
5. Engineering courses should be offered if applied science is included in the Christian program, because the correlated program states clearly that quality is desired rather than quantity.
6. Further, engineering courses should be offered because they give the students a better opportunity to obtain work on leaving college. Vocational schools will require that teachers have a degree in engineering; factories over a certain size will be required to employ people not only with the necessary training but with the degree in engineering also; many provincial and public fellowships are open only to people with engineering degrees. These are but a few examples.
7. Above all, engineering should be included in the Christian educational program, because Christian leaders are needed not only in arts, science, medicine, agriculture, etc., but also in industry, which is beginning to play an important part in China's social as well as national life.

Besides, engineering will not be any more expensive than some other phases of education but will be one of the few phases that will draw funds for the support of the Christian movement in China. Recommendation is therefore made that engineering be an integral part of the Christian educational program in China and that the College of Science of the University of Nanking be equipped to teach chemical, electrical, and mechanical engineering. These three, when correlated with the physical sciences, will be economical and mutually beneficial.

This report presents briefly some points of general interest concerning instruction and science education; and for the place of the College of Science in the correlated program, it is recommended that, in addition to the emphasis on the natural sciences, the College be equipped to undertake chemical, electrical, and mechanical engineering.

Respectfully submitted,

H. R. Wei, Dean.

REPORT OF THE COLLEGE OF AGRICULTURE

March 24, 1954

It has already been reported that the College of Agriculture has reorganized the extension work so that specific projects are taken care of by the department primarily concerned, while the Extension Department will act as a coordinating agent. The Extension Committee consists of representatives from all departments and met and passed on the following projects, the extent of the project to be determined later according to the funds available. All the projects are to be carried on at the University extension centre at Wukiang or in the vicinity.

Department of Agricultural Economics: (1) Directing farm business. (2) Supervision and direction of cooperative credit societies and their cooperative union and a cooperative marketing society in the vicinity of Wukiang. (3) Supervision and direction of the farmers' association in Wukiang rural community. (4) The registration of births and deaths.

Department of Agronomy: (5) The multiplication of new and improved strains of seed at the pure seed farm. It is understood that every effort will be made to keep this seed from degenerating. (6) A study of the adaptability of the newly improved strains in comparison with the best of the farmers' varieties of rice, wheat, cotton, soybeans, etc. (7) The seed distribution of improved varieties.

Department of Botany, Division of Plant Pathology: (8) Demonstration plots to show the effectiveness of fungicides and the disease resistant crop varieties for smut control will be laid out at Yenching, Cheeloo and Kaifeng stations. (9) Spraying experiments will be conducted in Nanking and its vicinity for controlling fruit diseases of economic importance.

Department of Forestry: (10) Conducting a forest nursery near Wukiang, to promote reforestation in the Wukiang district.

Department of Horticulture: (11) Conducting a multiplication plot for growing fruit tree seedlings and vegetable seeds for distribution.

Department of Rural Education: (12) Conducting a community centre school.

Department of Extension: (13) Cooperation with Kuleo Hospital and other medical institutions in conducting preventative measures for rural people. (14) Organization of farm housewives to help them improve their home life and to promote handicrafts.

The Department of Agricultural Economics has published a bulletin entitled "Silver and the Chinese Price Level," by A. B. Lewis and Chang Lu-luan. This information is of special importance at the present time because of the problem caused by the rising purchasing power of silver in China. Dr. J. L. Buck, Dr. A. B. Lewis and Mr. L.L. Chang have been asked to serve on a Silver Committee recently organized by the Ministry of Industries in Nanking.

Messrs. Cheo Shuh-yuen and Cheo Hoh-chang of the Department of Botany returned early in November from Kwangsi, where they spent eight months in botanical field work.

College of Agriculture - 2

The Ministry of Education requested the College to draw up plans for curricula, course content and necessary equipment for senior and junior vocational agricultural schools. The government plans to have separate schools for each branch of agriculture, such as agronomy, animal husbandry, forestry and horticulture. The object of the request is to formulate a set of minimum requirements for use in agricultural vocational schools throughout China.

The Department of Rural Education undertook a survey of ten community centre schools in Kianglingsien, Kiangsu, covering ten political divisions. The elementary school system in this district is considered the best in China. Despite the fact that only about 11% of an entering class remains through the full course, the major part of the emphasis is put on the training of this small minority. In view of the fact that all of the schools covered by this survey are in rural districts, it is interesting to note that the teaching of vocational agriculture ranks sixteenth, or last, in importance. This may be due to the thought that students have enough contact with agriculture in their homes. However, a good opportunity is offered for teaching improved agricultural methods to children who will return to remote rural districts.

A winter institute of crop improvement was held under the auspices of the National Agricultural Research Bureau beginning the first week of December and lasting seven weeks. Several members of the faculty were invited to give courses or lectures.

Dr. L. J. Davis and Dean C. C. Lin of Cheeloo University visited the College in December to make plans for cooperation between Cheeloo University, the Kiao Tsi Railroad, and the College of Agriculture.

Respectfully submitted,

K. S. Sie, Dean.

REPORT OF THE UNIVERSITY LIBRARY

November 1933 to February 1934

The year 1933-1934 appears to be a singularly notable year in the history of the Library. On the one hand, we are seriously handicapped, not to say even menaced, by the shortage in book funds and lack of space for reading rooms, stacks and offices, which are detrimental to the efficiency of the staff and often invite severe criticism from the readers. On the other hand, many new connections have been made during the year with learned institutions in and outside of China through the exchange of publications, and a few important items in cataloguing and indexing have been brought to, or almost to, completion. The system of classification for Chinese books, devised by your Librarian, has been well received since its first appearance in 1929 and the demand for copies of the work explaining the system was so great last fall that the supply was exhausted and a revised edition is in preparation. In a year hungry for books, the organism appears to have become avaricious and active.

Contents of the Library. The contents of the Library at the end of February 1934 were as follows:

Chinese books	100,927 volumes
Foreign books	22,812 volumes
Pamphlets	56,636 volumes
Total	180,375 volumes

Acquisitions:	Purchase	Gift
Chinese books	1,773	101
Western books	96	107
Pamphlets	0	4,112
Total	1,869	4,320

Gifts and Exchanges. The number of gifts over purchases is a remarkable indication of how insufficient our book fund is and how much we owe to other people. Among notable donors must be mentioned President Wang Ching-wei, Dr. Wei Ting-san, Mr. Chang Kwoh-kan, former Minister of the Interior, Peking, and the Governor of Chosen, Seoul, as well as the many learned societies and institutions, such as the Carnegie Endowment for International Peace, the Carnegie Institution of Washington, The Science Society of China, and The League of Nations, which continue to send their new publications as soon as they are published. Mr. Harry Clemons continues to give us volumes of the Everyman's Library and President Chen gives us the copies of the University textbook series to which he, as an editor, is entitled. All these must be recorded with gratitude.

Mention has already been made (in our last report) of the results of our exchange service. In the fourth month covered by this report, the material, chiefly agricultural pamphlets, secured in this way has amounted to 4,000 volumes, which would have cost the University Yuan 2,000 had it had to pay for them. We are thankful to the sources of exchange material, the Nanking Journal and the College of Agriculture, and hope that their example will be followed by others, for in thus centralizing the work of exchange, the departments are saved trouble, the University gains wider publicity, and the Library collection is increased.

Library - 2

Use of the Library. As to the use made of the Library, the following figures will show:

	General loans	Reference use	Total
November 1933 to February 1934	17,139	14,744	31,883

In addition to the regular service to faculty and students, the Circulation Department has from time to time to hunt for material for outside people or organizations, such as the National Government, the National Defence Council, the Legislative Yuan, the National Economic Council, the Hwai River Conservancy Board, etc. Our collection of Chinese topography and gazetteers is frequently called for by outsiders and this means much additional work for the Circulation Department.

Extension. There is another kind of service which the Library renders to other institutions, which might be termed extension, and that is training people for them. Last fall, the Cooperative Society sent Mr. Cheng Chuan-chin to the University Library for two months' training. At the beginning of this semester, the Yu Chun Middle School sent two of their library assistants to study methods in the University Library for two weeks. In January, Mr. Cheo Keh-ying, of the Cataloguing Department, was sent, upon the request of the Library of Chekiang University, to help reorganize its cataloguing department. Mr. Cheo has done excellent work there, as evidenced by the official letter received from that institution. As a consequence, one of our student assistants, Mr. Tsai Wei-yuen, who graduated in the winter, has been appointed head of the cataloguing staff there. All this goes to show that the influence of the Library is felt outside of the University.

Publications. I am glad to report that the printing of the Agricultural Index is about finished and it will be published in May. The author Index to Tsung Shu will be sent to the press within the month and will be out probably before the end of the semester. A new edition of the brief account of the Library, revised and brought up to date, is in press, and probably will be off the press by the time the Board meets.

Drawbacks. Let us frankly acknowledge that there are drawbacks and shortcomings in our service. We welcome criticism and are willing to improve. Some of the drawbacks are evidently due to the lack of a proper building. The service and the content of the Library have long outgrown the size of the rooms it now occupies. Owing to the crowded conditions in the offices, the stacks and reading rooms, confusion, delay and mistakes are unavoidable. Moreover, the removal of the Library into a separate building would release the present library rooms for the use of the University and save others from the same inconvenience of overcrowding. In conclusion, therefore, we repeat the oft-repeated request: **THAT THE UNIVERSITY LIBRARY URGENTLY AND BADLY NEEDS A BUILDING!**

Respectfully submitted,

K. C. Liu, Librarian.

REPORT OF THE UNIVERSITY HOSPITAL
to the
BOARD OF DIRECTORS
March 23, 1934.

Since our last report there have been very few changes in the staff or work of the University Hospital.

Thru the leaving of Pastor H. I. Wang and the inability of the Womens' Club to find a trained case worker, the Religious and Social Department have been at low ebb but we hope soon to build it up again. Dr. Marion Li left the first of the year to go to Central Hospital. Radical increases will be necessitated soon by the resignation and furloughs of Miss Jeffrey, Dr. Brady and Miss Van Vliet. It is almost settled now that Miss Harmon, a foreign nurse on the field will join our staff soon, so that the request for a new nurse from home will apparently be unnecessary at this time.

Statistically we find in the first eight months of this year, as compared to the same period last year, an increase of 15% in in-patient days, but the increase is entirely in the third class patients. The upper class patients have stayed the same.

The policy of Christian benevolence to the poor is being carried out as far as we are able, and we are pleased to report most favorably on the advance of the Rural Health work at both Wukiang and Shunhwachen. This work is costing us about a thousand dollars a year. Gifts for benevolent purposes have increased slightly.

The budget for next year shows a difficult discrepancy of \$15,000 but we have faith that it will work out in some way as it has in the past. Increasing our standards to meet the demands of the people of the capital city will become increasingly difficult without an increase in non-professional receipts.

The new steam heating system for the dispensary and the connecting building between the dispensary and the hall will soon be completed. The next major desires are for a new service building to include a morgue away from the Chung Shan Road, and new staff residences or dormitory to avert the complications anticipated in the loss of the Peden Building.

A difficult situation with two court cases has involved a tremendous loss of time and energy. Tho not completely settled, the situation appears more hopeful, and we are very grateful to Dr. Y. G. Chen and other members of the Hospital Committee who worked so hard for us. We cannot feel there was any justice in the accusations made, but it shows us the dangers of similar problems in the future.

The staff as a whole work on with Christian faith and courage, and would express their gratitude to the Hospital Committee and to the Board of Directors for their guidance and help.

Respectfully yours,

J. Horton Daniels, M. D.,

Acting Superintendent.