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COLLEGE FILES
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Giving
Administration
Board of Founders
1934-1935

{ 1935, }
n.d.

SUMMARY OF FIELD COMMUNICATIONS
GINLING COLLEGE

I. Government Grant:

In July 1934 owing to acute need a correspondence vote was taken authorizing Dr. Wu to apply for a government grant as follows:

	<u>Chinese Currency</u>
(1) Library Books (Science & Chinese)	\$10,000
(2) Science Equipment (Biology, Chemistry & Physics)	10,000
(3) Special Departments (Chinese Ethenics and Harmony)	9,600

The government made a grant of \$12,000.

II. The Budget:

Current account 1933-34 showed a balance of \$560.08, Chinese currency, where a deficit had been expected.

The first eight months of the current year showed that the expenditures were within the budget figures, but a shortage of over \$7,000 Chinese currency, was expected by the end of June.

Records indicate that the college is counting on the \$5,000, American currency, extra which the Committee expected to provide this current year.

The budget for 1935-36 was presented to the Board of Trustees, having been reduced by \$10,000, Chinese currency, with estimations of deficit of \$30,000, Chinese currency, recording that the extra \$5,000, American currency, promised by the Board of Founders for this year could not be counted on, nor could the interest from the remaining building fund be included. Exchange could not be counted at more than 2.10.

This made no provision for additional faculty or increased salaries.

This budget was approved with the recommendation that the Executive and Finance Committees revise it by the end of May 1935 so that if a deficit is unavoidable by June 1936, it shall not exceed \$20,000, Chinese currency.

President Wu was authorized to apply for a government grant at her discretion.

The Treasurer was authorized to arrange for an overdraft not to exceed \$20,000, Chinese currency, to carry salaries, etc. for the summer months.

Miss Djang Hsiang-lau was asked to present the needs of the college to the alumnae at their annual meeting on Founders Day and a Committee was appointed to make plans for a promotional campaign.

III. Faculty:

It was voted to ask the Candidate Committee in New York to look for:

- 1 teacher of English.
- 1 teacher of Music.
- 1 teacher of Sociology to take the place of Miss Mossman on furlough.
- 1 teacher of Geography, part time in order to make Geography a major.

IV. Building Program:

Much time has been spent on plans for the Faculty Residences which it was planned to build this year, but owing to the fact that the government road was projected through the location to be used for the faculty residences it was voted to postpone building in the immediate future but to request that the plans be completed and made ready.

A Priority list was prepared including the following:

Academic Buildings:	<u>Chinese Currency</u>
Still due to contractors	\$500.
Repair of Steam Main	2,000.
Additional Fee for Architect	2,500.

Purchase of Gwoh Land	7,000.
Infirmary	10,000.
Faculty Residences	85,000.

Voted to request the Board of Founders to make available funds for emergency items, if and when called for by the Administration, it being understood that every effort will be made to return such funds to the Building Fund for their original use.

Voted to authorize Building Committee to prepare plans for construction of the Infirmary.

V. The New Road:

There seems to be no way of stopping the construction of the New Road. It goes through the campus, cuts off the corner of one kitchen and directly through one faculty house. See Map.

For details see Minutes of Board of Directors for March 2, 1935.

VI. Equipment:

While government grant was used for this, last year, there is still great need.

Hwa Chung with 106 students has built up science equipment in the last five years to \$110,000, while Ginling has only \$36,400 in science equipment. This must be kept in mind in future planning for Ginling.

Miss Li Dze-djen

Funds for Miss Li's year of study in America were obtained as follows:
Miss Li carried her own travelling expenses:

Episcopal Board	-	\$500.
Mrs. Harper Sibley	-	500.
Columbia University	-	Scholarship

Dr. Wu is very anxious Miss Li should have a second year.
The Episcopal Board will renew its grant.
Mrs. Sibley's gift is not certain.
Columbia Scholarship is uncertain owing to change of rules governing.

The New Board of Founders

On the basis outlined the new board membership would be as follows: (the blanks representing appointments to be made)

(a) Methodist: Bender, McConnell, _____	3
Meth.South: McKinnon, _____, _____	3
Baptist: Laws, Sears, _____	3
Christian: Taylor, _____, _____	3
Presbyterian: Hodge, Roys, _____	3
(b) Episcopal: Lindley, _____	2
(c) Smith College: Harlow	1
Smith Alumnae: (Miss Mabel Mead)	1
(d) Mission Board Association: Carter, Tyler, _____	3
(e) Nanking University: Spees, Edwards	2
(f) At large: Allyn	1

The Executive Committee recommends the following as desirable for membership as space permits:

- Mrs. James S. Cushman
- Mrs. Edgerton Parsons
- Mrs. Helen Miller Davis

\$5,000 Pledge

In view of the fact that the Board of Founders pledged itself to find an extra \$5,000, American currency, for the current budget, the Executive Committee recommends to the Board of Founders:

That each of the five major cooperating Boards be asked to find or give its proportional share of this amount, distributed as follows:

Presbyterian	.322	\$1,610.
Methodist South	.241	1,205.
Baptist	.183	915.
Methodist	.173	865.
Christian	<u>.081</u>	<u>405.</u>
	1.000	\$5,000.

MINUTES OF MEETING
BOARD OF FOUNDERS, GINLING COLLEGE
10:00 A.M. Thursday, September 27th
1934
419 Fourth Avenue, New York.

List of Members:

Baptist Board	* Mrs. Curtis Lee Laws	*Mrs. Charles H. Sears
Uni. Char. Mis. Soc.	* Miss Lela E. Taylor	
Methodist Board	Miss Elizabeth Bender	*Mrs. Francis J. McConnell
Methodist, South	Miss Sallie L. Mackinnon	
Presbyterian Board	*Miss Margaret E. Hodge	Mrs. Charles K. Roys
Episcopal Board	Miss Grace Lindley	
Reformed Board	Mrs. Lewis L. Anewalt	
Smith College	*Miss Katharine Richards	
Coopted	Dr. Harriett M. Allyn	*Miss Rebecca W. Griest
	* Mrs. Henry S. Leiper	
Nanking Trustees	Dr. John R. Edwards	Dr. Robert E. Speer

Officers:

*Mr. Russell Carter, Treasurer
 *Miss Elsie M. Priest, Field Treasurer
 Miss Florence G. Tyler, Secretary

Guests:

*Mr. B. A. Garside
 *Mrs. T. D. Macmillan
 *Mrs. Sam Mills

Those whose names are starred above were present.

Miss Hodge, chairman, presided. The meeting was opened with prayer led by Mrs. Mills.

Mr. Garside was requested to serve as acting secretary for the meeting.

The Chairman presented apologies for absence on behalf of members who were unable to attend the meeting.

REORGANIZATION AS BOARD OF FOUNDERS OF GINLING COLLEGE

In view of the application being made to the Regents of the University of the State of New York for an absolute charter for Ginling College it was agreed that the Ginling College Committee should reorganize as the Board of Founders of Ginling College. To that end the following actions were taken.

BF-1 VOTED that the name of this organization be changed from "Ginling College Committee" to "Board of Founders of Ginling College."

BF-2 VOTED to adopt the following tentative by-laws governing the meetings of this Board of Founders:

Section 1. Stated Meetings. The stated meetings of the Board of Founders shall be held semi-annually in December and in April or May.

Section 2. Special Meetings. Special meetings of the Board may be called by the President or by the Secretary or upon the written request of two members of the Board or of the President of the College.

Section 3. Notices of Meetings. A notice of all meetings shall be mailed to each member of the Board at least five days prior to the date of such meetings.

Section 4. Quorum. Seven members of the Board shall constitute a quorum for the transaction of any and all business.

Section 5. Rules of Order. General parliamentary rules, as modified by the rules and regulations of the Board, shall be observed in conducting the business of the Board.

BF-3 VOTED that the seal of the Board of Founders of Ginling College shall be circular in form, containing in the center the design already adopted by Ginling College, surrounded by the name "Board of Founders, Ginling College", together with the date of the founding of the College, 1915.

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PETITION FOR ABSOLUTE CHARTER

Reports were presented of the progress already made toward preparing a petition to the Regents of the University of the State of New York for an absolute charter for Ginling College. It was

BF-4 VOTED that the Board of Founders of Ginling College, in accordance with the request of the Board of Directors of Ginling College, made on March 2nd, 1934, and in accordance with the unanimous approval of the Board of Trustees of the University of Nanking given on April 26th, 1934, make application to the Board of Regents of the University of the State of New York for an absolute charter to give separate corporate existence to Ginling College, which has heretofore carried on its work as a part of the University of Nanking under the provisional charter granted to that institution April 19th, 1911, and amended May 2nd, 1912, December 12, 1912 and October 18th, 1923; and that the proper officers of this Board be authorized to prepare and to execute all documents required in connection with this application."

BF-5 VOTED that in presenting this petition for an absolute charter a request be made for authorization to confer the degrees of Bachelor of Arts and Bachelor of Science.

APPROVAL OF MINUTES

There were presented for approval the minutes of the Annual Meeting of the Ginling College Committee held on April 25th, 1934, and of the joint meeting of the Executive and Finance Committees held on June 5th, 1934. Special attention was directed to the action on page 3 of the latter minutes whereby the Ginling College Committee undertook "to provide US \$5000.00 which it will seek, in co-operation with the Associated Boards for Christian Colleges in China, to secure during the coming year", in addition to the regular appropriations which the Committee made on the basis of assured income. The question was raised as to whether this appropriation of US \$5000.00 should be considered a part of the regular support for which the Board of Founders is responsible, or whether it should be considered a special grant to be transmitted as, when, and to the extent that, it is received. After discussion it was

BF-6 VOTED to approve, as distributed, the minutes of the Annual Meeting of the Ginling College Committee of April 25th, 1934, and of the joint meeting of the Executive and Finance Committees of June 5th, 1934; with the understanding that the additional appropriation of US \$5000.00 referred to on the third page of the June 5th minutes is to be considered a part of the regular appropriation of this Board of Founders for the year 1934-35.

TREASURER'S REPORT

Mr. Carter presented his report as treasurer of the Board of Founders for the last six months of the fiscal year 1933-34. This report is attached to these minutes. In presenting this report Mr. Carter summarized the most important factors in the financial situation, and pointed out the probable trends in income and expenditure during the next few months. Miss Priest also stressed the need of additional income if the College is to continue its progress.

THE PLACING OF GINLING'S CULTIVATION LIST IN THE
ASSOCIATED BOARDS
CLEARANCE BUREAU

Miss Hodge presented a communication received from the Associated Boards on May 28th, 1934, telling of the development of a Clearance Bureau for the cultivation lists of the Colleges participating in the Associated Boards, and inviting Ginling College to place its cultivation lists in this bureau. Mr. Garside explained that the purpose of the Clearance Bureau is to permit the combination of cultivation lists of the separate Colleges to avoid undesirable duplication of names, and also to make more convenient the sending out of informational material which the separate Colleges desire those on their mailing lists to receive. He stated that it was clearly understood that no direct promotional appeals will be sent by the Associated Boards to the lists of any institution except with the specific approval of the proper officers or committees of that institution. After discussion it was

BF-7 VOTED to approve the placing of the general cultivation lists of Ginling College in the Clearance Bureau of the Associated Boards, subject to the limitations as set forth above, with the understanding that the inclusion of any or all of the Smith College list be left to the decision of the Secretary of this Board of Founders in consultation with representatives of the Smith College Alumnae.

PROPOSED MEMORIAL TO PROFESSOR IRVING F. WOOD

The Board was reminded of the recent death of Professor Irving F. Wood, who rendered particularly fine service to Ginling College, both during a stay of a half year at the College and also as an advisory member of the Ginling College Committee. His daughter, Mrs. Edna Wood Turner also served as a member of the Ginling College staff from 1923 to 1927. After discussion it was

BF-8 VOTED that the President of the Board be requested to write a letter of sympathy to Mrs. Wood.

It was

BF-9 VOTED that the Board record its warm approval of the proposal that a suitable memorial fund in Professor Wood's honor be sought, and that the President and Secretary consult with Mrs. Macmillan as to the most suitable form of such a memorial.

BALANCE DUE ASSOCIATED BOARDS ON PROMOTIONAL ACCOUNT OF 1933-34

Mr. Carter presented a letter from the Associated Boards with regard to Ginling College's pro rata share in the expense of the united promotional efforts of the China Colleges for 1933-34. In May 1933, Ginling College advanced \$23.00 toward these expenses, leaving \$93.72 still due to complete Ginling's total share of \$116.72. Mr. Garside explained to the Committee the method by which this figure was computed. It was

9/27/34 [HJ]

Minutes of the Meeting,
Founders of Ginling College.

BF-10 VOTED to authorize the treasurer to pay to the Associated Boards for Christian Colleges in China the sum of \$93.72, to complete Ginling College's pro rata share of the promotional expense of the Associated Boards for the fiscal year 1933-34.

REPRESENTATIVES FROM BAPTIST BOARD

Miss Hodge presented a letter from the Woman's American Baptist Foreign Missionary Society under date of July 30th, 1934, reporting the reappointment of Mrs. Curtis Lee Laws and Mrs. Charles H. Sears as that Society's representatives on the Board of Founders of Ginling College.

SCHOLARSHIP FOR MISS LI DZE-DJEN

Miss Hodge reported that arrangements have now been made for a scholarship for Miss Li Dze-Djen. Appreciation was expressed of the generous interest of the Episcopal Board in making these arrangements.

LETTER FROM MRS. THURSTON

Miss Hodge reviewed a recent letter from Mrs. Thurston filled with interesting information as to recent happenings at Ginling. It was agreed that copies of this letter would be made and distributed to members of this Committee.

The meeting adjourned.

B.A. Garside
Acting Secretary

GINLING COLLEGE COMMITTEES AND OFFICERS, 1934

Chairman: Miss Margaret E. Hodge

Treasurer: Mr. Russell Carter

Secretary: Miss Florence G. Tyler.

Executive Committee

Miss Margaret E. Hodge, Chairman, G.C.C.
Mrs. L.L. Anewalt Chairman, Finance Chairman
Miss Sallie Lou MacKinnon, Candidate Chairman
Miss Elizabeth Bender
Mr. Russell Carter
Miss Grace Lindley
Mrs. Francis J. McConnell
Miss Florence G. Tyler ex-officio

Finance Committee

Mrs. L. L. Anewalt, Chairman
Miss Elizabeth Bender
Mr. Russell Carter
Miss Sallie Lou MacKinnon
Mrs. Charles Sears
Miss Florence G. Tyler, ex-officio

Candidates:

Miss Sallie Lou MacKinnon, Chairman
Miss Rebecca W. Griest
Mrs. Francis J. McConnell
Mrs. Charles Sears
Miss Lela E. Taylor
Miss Margaret E. Hodge, ex-officio

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REPORT OF THE TREASURER

GINLING COLLEGE COMMITTEE

January 1st, 1934 to June 30th, 1934

RECEIPTS

Balance Irving Trust Company January 1st, 1934	\$	987.50
<u>Woman's F.M.S. of the Methodist Episcopal Church</u>		
2nd qtr	\$437.50	
3rd qtr	437.50	875.00
<u>Board of Missions M.E.Church South</u>		
2nd qtr	\$550.00	
3rd qtr	550.00	1,100.00
<u>Board of Foreign Missions of the Presbyterian Church U.S.A.</u>		
1st qtr	\$843.75	
2nd qtr	750.00	1,593.75
<u>United Christian Missionary Society</u>		
1st qtr	\$187.50	
2nd qtr	187.50	375.00
<u>Woman's American Baptist Foreign Mission Society</u>		
1st qtr	\$450.00	
2nd qtr	450.00	
3rd qtr	425.00	1,325.00
<u>Board of Missions of the Reformed Church in U.S.</u>		
		1,500.00
<u>Smith College Alumnae (Budget Account)</u>		
		1,521.00
<u>Smith College Community Chest (Payment 2nd half 1933-34)</u>		
		2,000.00
Income - Special Endowment Fund		1.06
<u>Day of Prayer Receipts</u>		
		571.98
Rohrman Fund Income		17.11
Refund - a/c cancelled Bond for Mr. Carter from Messrs. Flynn, Harrison and Conroy		4.62
Payment by Committee of Reference and Counsel for Dr. Wu's Expenses		82.90
TOTAL RECEIPTS.....		\$11,954.92

Report of the Treasurer
Ginling College Committee
January 1, 1934 to June 30, 1934

RECEIPTS

TOTAL RECEIPTS BROUGHT FORWARD.....\$11,954.92

DISBURSEMENTS

Baptist Board Magazine Subscription Account \$ 68.01

PENSION PREMIUMS:

Ginling Staff (Jan-June)	\$303.00	
Mrs. Thurston-Ginling share	60.00	
Mrs. Thurston-personal share	30.00	393.00

MISCELLANEOUS EXPENSES:

Payment of Bond for Mr. Carter	\$	33.28	
Miss Tyler's salary			
4th qtr \$50.00			
1st qtr 50.00		100.00	
Travel Expenses to Ginling Mtg.		38.00	
Cable Charge		6.46	
Postage		.63	
Tax on Paid Checks			
Irving Bank .66			
Bankers Trust .16		.82	179.19
Audit, January 1st, 1934			35.00

INVOICES:

Baker & Taylor	11/17	6.28
Ginn & Co.	11/10	3.61
Univ. Calif. Book Store	11/18	1.61
Wms and Wilkins Co.	1/19	7.53
W. W. Norton	1/19	6.80
Am. Assoc. of Social Workers	1/22	2.10
American Library Ass'n	1/23	6.24
D. Appleton Century Co.	1/22	19.94
Baker & Taylor Co.	1/23	23.80
" " " "	2/9	2.49
" " " "	1/31	9.01
Bapt. S.S. Bd. Nashville	1/22	1.60
A. S. Barnes and Co	1/19	10.58
Chemical Catalog Col	1/19	11.09
Clark Univ. Press	1/19	4.75
C.C. Crawford	2/9	2.10
The John Day Co.	1/19	14.55
Dept. of Supt, Wash. D.C.	1/22	2.10
Dodd Mead & Co.	1/19	3.14
E. P. Dutton & Co	1/22	5.09
J. Fischer & Bros.	1/19	2.86
Ginn and Company	1/19	11.64
Harcourt Brace & Co.	1/19	2.58
Harper & Bros.	1/23	9.76
D. C. Heath & Co.	1/19	4.19

Invoices carried forward.....\$175.24

DISBURSEMENTS CARRIED FORWARD.....\$675.20

Report of the Treasurer
Ginling College Committee
January 1, 1934 to June 30, 1934

RECEIPTS

TOTAL RECEIPTS BROUGHT FORWARD.....\$11,954.92

DISBURSEMENTS

Disbursements Brought Forward.....\$ 675.20

INVOICES, cont'd:

Brought Forward		\$175.24
Henry Holt & Co	1/19	16.23
Houghton & Mifflin Co.	1/19	7.37
Alfred A. Knopf	1/20	8.74
Lea & Febiger	1/19	6.67
Library of Congress	1/23	.91
J. B. Lippincott Co.	1/19	4.49
McGraw-Hill Book Co.Inc.	1/19	31.04
" " " " "	2/8	3.72
The Palmer Co.	1/20	1.73
Radio Technical Pub/Co	2/9	3.73
Rand McNally & Co.	1/19	3.73
W. B. Saunders Co.	1/19	7.33
Simon and Schuster Co.	1/17	10.62
Stanford Univ. Press	1/24	11.78
Teachers College	1/19	7.09
" " " " "	"	3.14
Univ. of Chicago Press	1/25	3.53
Univ. Press. Columbus O.	1/23	.74
D. Van Nostrand Co.	1/19	5.55
John Wiley & Sons	2/9	3.32
" " " " "	1/19	15.07
Wisconsin College of Agric	2/1	.60
World Book Co.Yonkers	1/22	2.03
Yale Univ. Press.	1/20	6.10
MacMillan Co.	2/23	37.18
Appleton -C.Century Co.	3/19	3.32
MacMillan Co.	3/19	5.16
Public School Pub. Co.	3/19	8.38
Stechert & Co	3/19	4.90
H. H. Wilson Co.	3/19	4.25
Appleton Century Co.	5/21	9.79
Dodd Mead & Co	5/21	22.19
Harper & Bros.	5/21	6.55
Library of Congress	"	11.16
McGraw Hill Co	"	4.30
Bausch & Lomb Optical Co	1/26	4.85
The MacMillan Co.	3/1	5.22
F.M.Crittenden Co.	3/15	51.00
Express charges on above	3/15	1.50
Central Scientific Co.	3/15	131.18
Shipping charges on above	3/15	10.95

TOTAL INVOICES..... 662.38

DISBURSEMENTS CARRIED FORWARD.....\$ 1,337.58

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Report of the Treasurer
Ginling College Committee
January 1, 1934 to June 30, 1934

RECEIPTS

TOTAL RECEIPTS BROUGHT FORWARD.....\$11,954.92

DISBURSEMENTS

Disbursements Brought Forward.....\$1,337.58

DEPOSITED IN HANOVER BANK FOR CURRENT EXPENSES:

February 8th 1934	\$3,500.00		
April 6th, 1934	2,500.00		
May 23rd, 1934	2,000.00		
July 11, 1934	<u>1,204.84</u>	9,204.84	
Loan from Irving Trust Co. to Bankers Trust Co. a/c		515.65	
BALANCE IN IRVING BANK		896.85	
		<u>\$ 11,954.92</u>	<u>\$11,954.92</u>

GINLING COLLEGE
BOARD OF FOUNDERS
ANNUAL MEETING

156 Fifth Ave., New York City.

May 13, 1935

Present: Miss Hodge, Chairman; Miss Bender; Mr. Carter; Miss Griest; Dr. Harlow; Miss MacKinnon; Mrs. McConnell; Mrs. Roys; Miss Tyler; also Mr. Garside and Mrs. Macmillan of the Associated Boards; Miss Li, guest.

Excuses were received from: Dr. Allyn, Mrs. Laws, Miss Lindley, Mrs. Smith and Dr. Speer.

Prayers were offered by members of the Board.

The Secretary reviewed the minutes of the last annual meeting and of the Executive and Finance Committees, and the minutes were approved.

Dr. S. Ralph Harlow, the new representative of Smith College Association for Christian Work was then introduced and welcomed as a member of the Board.

Absolute Charter

The Secretary reported that on January 25, 1935 Ginling College was granted an absolute charter by the Board of Regents of the State of New York.

Charter

The Secretary reported that the minutes of the annual meeting of the Board of Directors March 2, 1935 had been received from China and sent out to the Committee. Attention was called to a number of items on these minutes requiring the attention of the Board. The Chairman shared Dr. Wu's accompanying letter with the members of the Board, thus bringing before them the many perplexing problems facing the college at this time.

The Board commended Dr. Wu for her wise handling of difficult situations and the Board of Directors for its keen insight and careful planning in these unsettled times.

Candidate Committee

The Chairman, Miss MacKinnon, reported:

1. That Miss Frances Roots, whom the Committee hoped to secure for the Music Department, is working in England with the Oxford groups and is not available for a position at Ginling this year, and probably not at all.
2. That though there are five possible candidates for the English position at Ginling, none of these candidates is wholly satisfactory.

The matter of further investigation and final appointment was left to the Candidate and Executive Committees with power.

English Department and Smith College

In the early days of Ginling Smith College had a vital connection with the English Department of the college. There was quite a bit of sentiment in Smith College Association at that time for the Association financing the English Department at Ginling. Dr. Harlow was asked to look into the possibilities of reviving that sentiment, and it seemed possible that Smith College and its Alumnae might be interested in this special project.

Land Title - Presbyterian Board

The Secretary reported the following action taken on September 28, 1934 by the Presbyterian Board of Foreign Missions, in response to the request of the Board of Directors in 1934:

"The Board voted to permit the use of its name as trustee in the title to certain pieces of land in connection with the property of Ginling College, Nanking, Kiangan Mission, described in the letter of Dr. Yi-fang Wu to the Rev. C. Stanley Smith of September 28, 1934 with the understanding that the Board will not be involved in any financial responsibility (CC 34577)."

Election of Officers

The Chair appointed Mrs. Sears, Mrs. Roys and Miss Bender to act as a Nominating Committee. After conference the Committee brought in the following list of officers for the year 1935-36.

Chairman of the Board: Miss Margaret E. Hodge
Secretary: Miss Florence G. Tyler
Treasurer: Mr. Russell Carter

These officers were duly elected.

Miss Dze-djen Li

Miss Dze-djen Li was then introduced to the Board.

When Miss Li came to America in September of 1934 it was Dr. Wu's hope that she might have two years of study here and then return to Ginling to be eventually dean of the college. Miss Li had a scholarship at Columbia and a grant of \$1,000, which came through the Episcopal Board. The Episcopal Board is ready to renew its grant of \$500, but grave doubt was expressed as to the scholarship from Columbia owing to change of scholarship rules there. The Committee expressed hope that the necessary help might be forthcoming. Miss Li asked advice about summer study if funds or scholarship for this could be found.

Later through the efforts of Mrs. Macmillan of the Associated Boards of China Colleges the \$185.00 necessary for summer study was obtained on condition that Ginling College Board approve her plans, and another Episcopal friend has agreed to underwrite \$500. The Chairman requested Dr. Harlow and Miss Griest to be the Committee with power in conference with Dean Starkevart of Teachers College Columbia to advise with Miss Li as to her course of study. Miss Li will go to Asheville early in June for the Presbyterian Women's Biennial meeting.

Death of Mrs. Leiper

The Board of Founders recorded with deep regret the death of Mrs. Henry Leiper on January 17, 1935. Mrs. Leiper was a member of Ginling College Committee for many years, representing Smith College Alumnae, and an ardent worker for the college among Smith College Alumnae in the New York area. Mrs. Leiper had first-hand knowledge of the college, having been a missionary with her husband in China for a number of years. Her going is a great loss to the college and to the Board of Founders.

B F 11 Voted that Miss Mabel Mead be asked to fill the place on the Board of Founders left vacant by the passing of Mrs. Leiper, Miss Mead having taken up the work with Smith College Alumnae formerly carried by Mrs. Leiper. Mrs. Roys was asked to see Miss Mead and report to the Chairman.

B F 12 Voted that the choice of an alternate if necessary be left to the Executive Committee.

Wood Memorial

Mrs. Macmillan reported efforts already under way to raise a fund among Smith alumnae for a memorial to Prof. Irving Wood, late of the Smith College faculty, Dr. Wood having had deep interest in Ginling for many years preceding his death.

*Irving
Francis
Wood
Mem'l*

A great Ginling event is being planned at Smith College in the fall, and Smith College Clubs all over the country will be asked to observe a Ginling College day with program next winter. The untiring efforts of Miss Thayer and Miss Cook in behalf of Ginling were noted by the Board and it was

B F 13 Voted that the Secretary send a note of appreciation in the name of the Board to Miss Thayer and Miss Cook for the splendid work they have done in behalf of the college.

Reformed Church in the U.S.

The Secretary read a letter from Mrs. Anewalt, representative of Women's Missionary Society General Synod Reformed Church in the U. S., containing the action of their general Board as follows:

"That, since the decreased income of the Board has rendered it impossible to continue the work of the China Mission without drastic and crippling reduction of essential missionary activities, the Board finds itself most reluctantly compelled to discontinue its support of Ginling College, Nanking; that our representative, Mrs. L.L. Anewalt, be instructed to report this action to the authorities of Ginling College, with the assurance of our sincere regret of the necessity which compels it, of our hearty appreciation of the prominent place occupied by Ginling College in the production of Christian personality for the leadership of the new womanhood of China, of our abiding interest in the welfare and prosperity of Ginling College, and of our ardent hope that, should previous prosperous days return, we may have the enjoyable privilege of resuming our association with the fruitful work of Ginling College; and that we recommend to the Woman's Missionary Society of General Synod that the support heretofore granted to Ginling College be transferred to Hua Chung College, where the young women of the Girls' Schools of our Mission are provided the facilities for a college education in an institution which is a constituent part of the (our) China Mission."

*Reformed
Board
Support*

Mrs. Anewalt expressed deep regret at severing their connection with Ginling.

After expressing its great concern over this action the Board

B F 14 Voted that the Board of Founders ask the Women's Missionary Society of the Reformed Church in the U.S. not to withdraw altogether, but to continue their membership on the board and pay only such sum as they find possible.

Finances

Mr. Carter, the Treasurer, presented the audit of the books for the year ending January 1, 1935, and it was

B F 15 Voted that the Auditor's report be accepted and placed on file.

The auditor employed was Mr. Dan Pattison of the Treasurer's staff of the Presbyterian Board. Mr. Carter explained that Mr. Pattison had given more time and interest to the books and the work of the audit than the ordinary auditor, and stated that he would like to use Mr. Pattison regularly if there was no objection as he was sure that Ginling was profiting by the change. The requested authorization was given.

Mr. Carter presented detailed statements covering the securities held by the Board of Founders as of May 6th, 1935, showing their ratings, cost, present value, income, etc., as per copy attached, also a detailed report upon all of the mortgages and properties held by the Board as per copy attached.

The Chairman reported a letter from Dr. Wu telling of the Government plans for the construction of a new road which will cut directly across the northern end of Ginling campus, cutting through the kitchen of the Faculty House and one faculty residence. Appeals to the Government have been unsuccessful and the road will be built at an early date.

The Treasurer presented a statement from Miss Priest, Field Treasurer, showing that some \$20,000 would probably be required to meet emergency expenditures incident to the construction of the new government road across the Ginling campus, and the reconstruction elsewhere of a new infirmary; and after discussion as to the advisability of borrowing funds in New York or raising funds by selling securities, it was agreed that the latter course was preferable inasmuch as the length of time of the loan was very indefinite.

BF 16 Voted that the Treasurer be and he hereby is authorized to sell if and when cable is received from Miss Priest calling for funds such securities as are necessary to cover field drafts up to \$15,000.

B F 17 Voted that the college be authorized to proceed on the basis of \$21,600 American currency as the amount to be expected from all sources in the U.S.A. for the current budget 1935-36.

B F 18 Voted that in view of the change of name of "Ginling College Committee" to "Board of Founders Ginling College" the following necessary resolutions be adopted and spread on the minutes:

RESOLVED that IRVING TRUST COMPANY, of New York City, be and hereby is designated a depository of this corporation and that checks, drafts, notes, bills of exchange, acceptances or other orders for the payment of money upon said IRVING TRUST COMPANY, or payable at any of its offices, be signed on behalf of this corporation by Russell Carter, Treasurer:

RESOLVED that said IRVING TRUST COMPANY be and hereby is authorized, without limit as to amount and without inquiry as to the circumstances of issue or the disposition of the proceeds even if drawn or endorsed to any signing or endorsing officer or other officer of this corporation or tendered in payment of the individual obligation of any such officer or for his credit or for deposit to his personal account:

1. To accept, certify and/or pay any such instruments or other orders for the payment of money, whether or not negotiable, so signed and to charge the same to the account of this corporation or to any account containing funds of this corporation maintained in the name or names of any officer(s) or agent(s) of this corporation;
2. To purchase, give credit for, cash and/or pay any instruments or other orders for the payment of money, whether or not negotiable, payable or endorsed to this corporation or to bearer or otherwise endorsed on behalf of this corporation by such officer(s) authorized as aforesaid to sign similar instruments or orders on behalf of this corporation.

RESOLVED that Russel Carter, Treasurer, be and hereby is authorized, on behalf of this corporation:

1. To borrow money and to obtain credit from said IRVING TRUST COMPANY on any terms;
2. To discount any bills or notes receivable or other negotiable instruments;
3. As security for any loan, credit or accommodation to pledge, trustee or otherwise create any lien upon any stocks, bonds, accounts, bills or notes receivable, bills of lading, warehouse receipts, delivery orders, commodities, foreign exchange or any other securities or property whatsoever;
4. To purchase or sell, either through said IRVING TRUST COMPANY as agent or otherwise and either for immediate or future delivery, and to deliver, receive delivery of or otherwise dispose of stocks, bonds, commodities, foreign exchange or any other securities or property whatsoever;

And, in connection with any of the foregoing, to make, execute and deliver, in the name of this corporation and under its corporate seal or otherwise, any and all checks, drafts, notes, bills of exchange, acceptances, assignments, transfers, endorsements, guaranties, agreements, instructions, obligations, or documents whatsoever in form satisfactory to said IRVING TRUST COMPANY.

RESOLVED that the secretary and/or any other officer or officers of this corporation be and hereby are authorized to certify to said IRVING TRUST COMPANY that these resolutions have been duly adopted and that they are in conformity with the charter and by-laws of this corporation.

Resolved, that BANKERS TRUST COMPANY of the City of New York is designated a depository of this corporation; and

Further Resolved, that all drafts, checks, and other instruments or orders for the payment of money drawn against the account or accounts of this corporation shall be signed by Russell Carter, Treasurer:

Further Resolved, that the depository above designated is authorized to place to the credit of the account, or any of the accounts, of this corporation, funds, drafts, checks or other property delivered to it for deposit for account of this corporation, whether or not indorsed with the name of this corporation by rubber stamp, facsimile, mechanical, manual or other signature, and any such indorsement by whomsoever affixed shall be the indorsement of this corporation, provided that if any such funds, drafts, checks or other property shall bear, or be accompanied by, directions (by whomever made) for deposit to a specific account, then such deposit shall be to the credit of such specific account; and

Further Resolved, that the depository is hereby directed to accept and/or pay and/or apply without limit as to amount, without inquiry and without regard to the application of any such draft, check, instrument or order for the payment of money, or the proceeds thereof, any draft, check, instrument or order for the payment of money drawn on such account or accounts, which draft, check, instrument or order for the payment of money bears the signature or signatures now or hereafter authorized by this corporation, including drafts, checks, instruments or orders for the payment of money, to the order of any person whose signature appears thereon, or of any other officer or officers, agent or agents of this corporation, which may be deposited with, or delivered or transferred to, the depository or to any other person, firm or corporation, for the personal credit or account of any such officer or agent; and the depository shall not be liable for any disposition which any such officer or agent shall make of all or any part of any draft, check, instrument or order for the payment of money drawn on such

account or accounts or the proceeds thereof, notwithstanding that such disposition may be for the personal account or benefit or in payment of the individual obligation of any such officer or agent to the depository or otherwise.

B F 19 Voted that the Treasurer be and he hereby is authorized to renew the lease for the Ginling College Buildings to the Board of Directors of Ginling College for a period of three years at the sum of one dollar (\$1.00) per year, American currency.

B F 20 Voted that the Treasurer be bonded in the amount of \$10,000, the bond to be in the safe keeping of the Secretary of the Board of Founders.

\$5,000 Extra from Board of Founders for present fiscal year.

In view of the fact that the Board of Founders agreed to try to raise the sum of \$5,000, American currency, extra for the Ginling College this current year, and in view of the fact that it has not been able thus far to raise this money it was

B F 21 Voted that each of the five major cooperating boards be asked to find or give its proportional share of this amount, which would be distributed as follows:

Presbyterian	.260	\$1,300.
Meth. South	.199	995.
Baptist	.142	710.
Methodist	.334	1,670.
United Christian	.065	325.

Associated Boards

Mr. Garside gave a brief summary of the activities of the Associated Boards of China Colleges telling of the cultivation which has taken place and the friends made for the colleges. Although the amount of income has not been equal to the amount of expenditure this year, it is hoped that by next year results will be forthcoming.

B F 22 Voted that the following payments to the Associated Boards of China Colleges for the year 1934-35 be ratified by the Board of Founders.

Pro Rata Share of Promotional Expense	\$850.32
" " " " Administration "	67.85

B F 23 Voted that the Board authorize expenditures not to exceed \$592.26 as Ginling's share of the Promotional expenses of the Associated Boards of China Colleges for 1935-36, with the hope that this amount will be reduced when the budget comes up for review at the annual meeting of the Associated Boards.

Constitution and By-laws

The preliminary draft of the new constitution and by-laws, having been sent to the members of the Board for study in advance of the meeting, was then presented by the Committee on Constitution and By-laws. This document was then taken up section by section and the Committee on Constitution and By-laws instructed to make the changes suggested by the Board and such other verbal changes as might be necessary to clarify the meaning. It was then

B F 24 Voted that the Constitution as corrected be adopted.

B F 25 Voted that the By-laws as corrected be adopted.

Nanking University Representatives

In view of the fact that the new constitution calls for two representatives to be chosen from the Nanking University Board of Founders, the Board

B F 26 Voted that Dr. Robert E. Speer and Dr. Edwards be asked to represent Nanking University on Ginling Board of Founders.

Candidate Procedure

B F 27 Voted that Miss MacKinnon, Miss Griest, and Mrs. Sears formulate the paragraph setting forth the duties of the Committee on Personnel.

B F 28 Voted that this same Committee formulate the details of and necessary proceedings in the selection and appointment of candidates for guidance of Personnel Chairmen in the future.

B F 29 Voted that Mrs. Macmillan be made a member ex officio of this Board.

B F 30 Voted that the Secretary be instructed to convey to Mr. Carter the deep appreciation of the Board for the time and pains he has taken in the adjustment of mortgages and other exacting business of the Committee.

The Board was adjourned to meet at the call of the Chairman in September.

Respectfully submitted,

Florence G. Tyler,

Secretary.

BOARD OF CONTROL - GINLING COLLEGE

LIST OF SECURITIES

MAY 6, 1935

<u>Purchased</u>	<u>Face Value</u>	<u>BONDS</u>	<u>DUE</u>	<u>Fitch Rating</u>	<u>Int. Rate</u>	<u>Cost Price</u>	<u>May 6 Market Price</u>	<u>May 6 Cost</u>	<u>May 6 Market Value</u>	<u>Income Received 1934***</u>	<u>Est Income 1935***</u>
June 5/29	\$4,000	American Power & Light Co. Deb. Amer. Ser.	2016	B	6%	105½	79-1/8	4,219.54	3,165.00	244.50*	240.00
Mar. 3/31	5,000	Central of Georgia Ry. Co. Cons. Mtge.	1945	CC	5%	101-3/8	15¾	5,068.75	787.50
Jan. 17/24	1,000	Delaware & Hudson Co.	1937	BB	5½%	101-7/8	95	1,018.22	950.00	174.33*	55.00
Sep. 18/29	5,000	Federal Light & Traction 1st Lien - Stamped	1942	BBB	6%	103	89	5,150.00	4,450.00	300.00	300.00
Jun 5/29	5,000	Milwaukee Electric Ry. & Light Co. 1st Ref. Mtg. "B"	1961	BBB	5%	98¼	97-1/8	4,922.50	4,856.25	302.64*	250.00
Jun. 5/29	5,000	Mo. Kansas - Texas Ry Co. P-L Mtge. "A"	1962	BB	5%	98¾	41-3/8	4,935.00	2,068.75	375.00**	250.00
Mar. 5/31	5,000	Natl. Dairy Products Corp. Deb.	1948	A	5¼%	102	103½	5,100.00	5,175.00	262.50	262.50
Feb 19/24)	10,000	NY Gen. Ry. Co.	2013	BB	5%	98½	60	9,853.05	6,000.00	500.00	500.00
Jan 17/24)		Ref. Imp. Mtge. "C"									
Mar. 5/31	3,750	NY Chic. & St. L. RR Co. 3½ G Note	1935	B	6%	102¾	53¾	3,852.50	2,015.62	225.00	225.00
Dec. 3/29	2,000	Norway, King. of S.F. Ext.	1965	A	5½%	100½	101	2,010.00	2,020.00	243.69	110.00
Sep 24/30)	7,000	Pure Oil Co. - S.F.	1940	BBB	5½%	99½	102¼	6,976.25	7,157.50	385.00	385.00
Oct. 8/30)											
Jun. 5/29	5,000	Purity Bakeries Corp. S. F. Deb. - Sold 3 M	1948	BBB	5%	92-7/8	90	4,647.42	4,500.00	375.00**	250.00
Jun. 5/29	3,000	U.S. Rubber Co. 1st Ref. Mtge. "A" Sold 1 M	1947	BBB	5%	88¾	94¾	4,437.53	4,737.50	375.00**	250.00
Oct. 31/22	50	USA 1st Lib. In. Cons. G.B.	1947	Sold	4¼%	99¾	101	49.87	50.50	2.12	2.12
		Cleveland Union Terminals		Sold during year						121.94	
		Cincinnati " " "		" " "						108.76	
	<u>62,800</u>										

* Includes Income on Additional Bonds sold during the year.

** Includes Income Received in 1934 for prior period

*** Based on Calendar year

62,240.63 47,933.62 3,995.48 3,379.62

BOARD OF CONTROL - GINLING COLLEGE
LIST OF SECURITIES
MAY 6, 1935

<u>Purchased</u>	<u>Face Value</u>	<u>Mortgage</u>	<u>Book Value</u>	<u>Interest received 1934*</u>	<u>Interest due 1935*</u>	<u>Est. Income 1935*</u>	<u>Interest</u>	<u>Maturity</u>
Mar. 31/28	\$ 7,500	40 Lincoln Road - Bklyn. #29617 L.M.	\$ 7,500	\$ 37.50	\$ 412.50	5½%	open
Jun. 25/27	10,000	2958 Jerome Ave.- Bronx #31401 B.T.	10,000	435.42	418.75	693.75**	4%	Feb. 15/38
Jul. 31/30	10,000	265 East 235th Street #31399 B.T.	10,000	481.25	500.00	500.00	5%	open
Mar. 31/28	29,000	321-3 East 114th Street #2323 B. & M.	29,000	1,595.00	5½%	open
Jul. 30/28	15,000	219 West 142nd Street #31400 B.T.	15,000	1,005.00	675.00	832.50**	4½%	open
Dec. 31/28	3,500	1374 Bristow Street #207979 B. & M.	3,500	192.50	192.50	192.50	5½%	open
Dec. 31/28	6,000	3042 Kingsbridge Terrace Bronx	6,000	330.00	330.00	330.00	5½%	Dec. 1/37

Properties

Net Earned

1412 Bronx River Road	10,217.73)			
1414 " " "	10,000.00)	292.90	400.00	400.00
	<u>\$101,217.73</u>	<u>2,774.57</u>	<u>4,523.75</u>	<u>2,948.75</u>

TOTAL

Bonds	62,240.63	3,995.48	3,329.62	3,079.62
Mortgages & Properties	<u>101,217.73</u>	<u>2,774.57</u>	<u>4,523.75</u>	<u>2,948.75</u>
GRAND TOTAL	<u>\$163,458.36</u>	<u>6,770.05</u>	<u>7,853.37</u>	<u>6,028.37</u>

* Based on Calendar Year

** Includes Interest for prior period already in hand

BOARD OF FOUNDERS GINLING COLLEGE - ANNUAL MEETING, MAY 13TH, 1935.
(U. S. Currency)

<u>RECEIPTS</u>	<u>Actual Receipts U.S.</u>		<u>Estimated N.Y.</u>	<u>Estimated by Field</u>	<u>Estimated N.Y.</u>
<u>COOPERATING BOARDS</u>	<u>1932-33</u>	<u>1933-34</u>	<u>1934-1935</u>	<u>1935-1936</u>	<u>1935-1936</u>
Baptist	\$2,000.00	\$1,800.00	\$1,700.00	\$1,700.00	\$1,700.00
Methodist - South	2,500.00	2,350.00	2,200.00	2,200.00	2,200.00
Presbyterian	3,656.00	3,281.00	3,000.00	3,000.00	3,000.00
Reformed Board	1,172.00	1,950.00	1,200.00	1,500.00
U. C. M. S.	937.50	750.00	750.00	750.00	750.00
Methodist W.F.M.S.					
In U.S.A.	2,312.50	1,750.00	1,750.00	1,750.00	1,750.00
In China
London Miss'y Society
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$12,578.00	11,881.00	10,600.00	10,900.00	9,400.00
 <u>PLEDGES, CONTRIBUTIONS, GIFTS, ETC.</u>					
Crescent Ave. Church	160.00	175.00	160.00	160.00
Smith College Alumnae	1,968.00	1,821.00	1,391.50	2,000.00	1,400.00
Smith College C. C.	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
Day of Prayer Receipts	70.00	1,071.00	600.00	500.00	600.00
Mrs. Paddock
Gifts in U.S.	39.00	90.00
Property Income	4,722.00	4,776.00	6,000.00	4,500.00	6,000.00
Board of Founders	5,000.00
Rohrman Fund	235.00	75.00	40.00	40.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$11,194.00	11,833.00	17,206.50	11,160.00	12,200.00

BOARD OF CONTROL - GINLING COLLEGE
LIST OF SECURITIES
MAY 6, 1935

<u>Purchased</u>	<u>Face Value</u>	<u>BONDS</u>	<u>DUE</u>	<u>Fitch Rating</u>	<u>Int. Rate</u>	<u>Cost Price</u>	<u>May 6 Market Price</u>	<u>May 6 Cost</u>	<u>May 6 Market Value</u>	<u>Income Received 1934***</u>	<u>Est Income 1935***</u>
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Mar.5/31	5,000	Natl. Dairy Products Corp. Deb.	1948	A	5 $\frac{1}{4}$ %	102	103 $\frac{1}{2}$	5,100.00	5,175.00	262.50	262.50
Feb.19/24) Jan.17/24)	10,000	NY Cen.Ry. Co. Ref. Imp. Mtge. "C"	2013	BB	5%	98 $\frac{1}{2}$	60	9,853.05	6,000.00	500.00	500.00
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	62,800										

* Includes Income on Additional Bonds sold during the year.

** Includes Income Received in 1934 for prior period

*** Based on Calendar year

62,240.63 47,933.62 3,995.48 3,079.62

MAY 13 1935 (17)

BOARD OF CONTROL - GINLING COLLEGE
LIST OF SECURITIES
MAY 6, 1935

<u>Purchased</u>	<u>Face Value</u>	<u>Mortgage</u>	<u>Book Value</u>	<u>Interest received 1934*</u>	<u>Interest due 1935*</u>	<u>Est. Income 1955*</u>	<u>Interest</u>	<u>Maturity</u>
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* Based on Calendar Year

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MAY 13 1935

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BOARD OF FOUNDERS GINLING COLLEGE - ANNUAL MEETING, MAY 13TH, 1935.
(U. S. Currency)

<u>RECEIPTS</u>	<u>Actual Receipts U.S.</u>		<u>Estimated N.Y.</u>	<u>Estimated by Field</u>	<u>Estimated N.Y.</u>
<u>COOPERATING BOARDS</u>	<u>1932-33</u>	<u>1933-34</u>	<u>1934-1935</u>	<u>1935-1936</u>	<u>1935-1936</u>
Baptist	\$2,000.00	\$1,800.00	\$1,700.00	\$1,700.00	\$1,700.00
Methodist - South	2,500.00	2,350.00	2,200.00	2,200.00	2,200.00
Presbyterian	3,656.00	3,281.00	3,000.00	3,000.00	3,000.00
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U. C. M. S.	937.50	750.00	750.00	750.00	750.00
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In U.S.A.	2,312.50	1,750.00	1,750.00	1,750.00	1,750.00
In China
London Miss'y Society
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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Board of Founders	5,000.00
Rohrman Fund	235.00	75.00	40.00	40.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$11,194.00	11,833.00	17,206.50	11,160.00	12,200.00

MAY 13 1935

MAY 13 1935

THE UNIVERSITY OF THE STATE OF NEW YORK

Charter of

BOARD OF FOUNDERS, GINLING COLLEGE

This instrument witnesseth That the Regents of the University of the State of New York have granted this charter incorporating

John R. Edwards,

Robert E. Speer,

Russell Carter

Florence G. Tyler and Susan T. Laws,

and their associates and successors, as an institution for the higher education of women under Christian auspices, which shall conform to the highest standards of educational efficiency, promote social welfare and high ideals of citizenship, and develop Christian character in accordance with the original ideals of the founders, under the corporate name of Board of Founders, Ginling College, to be located at Nanking, China, with eighteen trustees to be at first Russell Carter, Rebecca W. Griest, Margaret E. Hodge, Susan T. Laws, Katherine Richards Rockwell, Eleanor L. Leiper, Eva H. McConnell, Minnie S. Sears, Lela E. Taylor, Harriet M. Allyn, Irene A. Anewalt, Elizabeth R. Bender, John R. Edwards, Grace Lindley, Sallie L. MacKinnon, Mabel M. Roys, Robert E. Speer and Florence G. Tyler, to hold until their successors shall be chosen by the members of the corporation, with power therein to increase or decrease its membership in such manner and upon such terms as shall be provided for by the general rules of its trustees, and with power in them, from time to time, by unanimous vote of their full board, to fix their terms of office and their number, to be not more than twenty-five nor less than five; with power in the institution to confer the degrees of bachelor of Arts (B.A.) and bachelor of science (B.S.), in conformity with the rules of the Regents of the University and the regulations of the Commissioner of Education for the registration of institutions of higher education.

GRANTED January 25, 1935 by the Regents
of the University of the State of
New York executed under their seal
and recorded in their office.
Number 4254

(SEAL)

James Byrne
Chancellor

Frank J. Graves
President of the University.

MAY 18 1935 [17]

GINLING COLLEGE

BOARD OF FOUNDERS, (U.S.A.)

BY-LAWS

Article I

Meetings

- Sec. 1 The stated meetings of the Board of Founders shall be held annually in April or May.
- Sec. 2 Special meetings of the Board of Founders may be called by the Chairman or in her absence by the Secretary upon a written request of three members of the Board.
- Sec. 3 Notice of all meetings shall be mailed to the members at least five days prior to the meeting.
- Sec. 4 Five members (representing at least four boards) shall constitute a quorum for the transaction of any business except the amendment of the Constitution or By-laws when a quorum shall consist of a majority of the Board including representatives of 2/3 of the cooperating mission boards.
- Sec. 5 The fiscal year of the college shall be July 1st to June 30th.

Article II

Officers

- Sec. 1 The officers of the Board of Founders shall be a Chairman, a Secretary, a Treasurer.
They shall be elected at the annual meeting and shall serve for one year or until their successors have qualified.
- Sec. 2 In the event of a vacancy in any of these offices there may be an election of an officer for the same at any regular or special meeting of the Executive Committee, provided notice of the same is sent with the call for the meeting.
- Sec. 3 Duties of Chairman The duties of the Chairman shall be:
(a) To call and to preside at all meetings of the Board.
(b) To sign and execute, with the Secretary attesting, contracts and instruments authorized or issued by authority of the Board of Founders, requiring her signature.
(c) To discharge all other duties usually pertaining to the office of Chairman.
- Sec. 4 Duties of Treasurer The/Treasurer of the Board of Founders shall be:
(a) To act as custodian of the funds and securities belonging to the college and to be responsible for amounts available in the U.S.A. for land purchases and building operations.
(b) To pay all bills referred to him for payment by the Board of Founders or the officers of the college having authority to refer such bills to him.
(c) To pay to the College Treasurer all sums paid to him for transmission.
(d) To render semi-annually complete and accurate account of all sums committed to his care.

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Sec. 5 The accounts of the Treasurer shall be audited annually.

- Sec. 6 Duties of Secretary The duties of the Secretary shall be:
- (a) To keep full and accurate minutes of all meetings of the Board of Founders and such other meetings as shall be requested of her.
 - (b) To be custodian of all documents committed to her care.
 - (c) To transmit copies of the minutes to all members of the board and such other persons as the board shall designate.
 - (d) To transmit to the president of the college and other persons such actions of the Board as pertain to them.

Article III

Committees

- Sec. 1 The Board of Founders shall have standing committees as follows:
- (a) An Executive Committee consisting of the Chairman, Secretary, Treasurer, and Chairmen of standing committees. There shall be at least three mission boards represented on this committee.
 - (b) A Finance Committee consisting of the chairman of the Board, the Treasurer and three other members, one of whom shall be the Chairman of the Committee.
 - (c) A Personnel Committee consisting of four members of the Board, one of whom shall be the Chairman of the Committee. The Chairman of the Board shall be an ex-officio member of the committee.
 - (d) A Joint Committee on Cooperation with Nanking University consisting of the two members of Ginling Board of Founders elected to membership on the Board of Founders of Nanking University, and the two members of the Board of Founders of Nanking University elected to membership on the Board of Founders of Ginling College.
 - (e) A Curriculum Advisory Committee consisting of three members, one of whom shall be the Chairman of the Personnel Committee.

Sec. 2 Appointment of Committees Standing committees shall be appointed by the Chairman of the Board of Founders, except as provided above, at the meeting of the Board in April or May, or by the Executive Committee, or as soon thereafter as possible and shall hold office until their successors are appointed.

Special Committees shall be appointed as the Board shall designate at the time of appointment.

- Sec. 3 Duties of Committees
- 1. Executive Committee It shall be the duty of the Executive Committee:
 - (a) To act for the Board ad interim.
 - (b) To arrange for the carrying out of actions taken by the Board and not otherwise provided for.
 - (c) To fill vacancies in the faculty occurring between meetings of the Board and in accordance with the general policy of the Board.
 - (d) To discharge such duties as the board shall delegate to it from time to time.

The Chairman of the Board shall be the Chairman of the Executive Committee. In her absence the Executive Committee shall elect its own Chairman.
 - 2. Finance Committee It shall be the duty of the Finance Committee:
 - (a) To study the budget submitted by the Board of Directors (China), and submit it to the Board of Founders with recommendations.

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-3-

- (b) To prepare a budget of expenditure for the Board of Founders and submit it to the Board with recommendations.
- (c) To seek out new sources of revenue and stimulate present sources for further gifts.
3. Personnel Committee It shall be the duty of the Personnel Committee to secure and appoint non-Chinese members of the faculty on recommendation of the Board of Directors, subject to the approval of the Board of Founders and in accordance with the stated policy of the college. It shall collect all papers of the candidates and, when approved by the Board of Founders, submit them for ratification to the Board of the denomination to which the candidate belongs. All candidate papers after acceptance or refusal of the candidate shall be deposited with the Secretary for the official file.
4. Joint Committee on Cooperation with Nanking University It shall be the duty of this Committee to give consideration to matters of mutual concern, and to ways and means whereby cooperation may be maintained between Ginling College and Nanking University.
5. Curriculum Advisory Committee It shall be the duty of this Committee to study the curriculum and act in advisory capacity to the President.

Article IV

Voting Power

- Section 1. Power to vote shall be given to all persons having full membership in the Committee.
- Section 2. Coopted members shall have power to vote.
- Section 3. A member appointed by a mission board may in her absence have a regularly appointed alternate who shall have power to vote.
- Section 4. An ex-officio member shall be without vote.

Article V

Amendments

These By-laws may be amended by a three-fourths vote of the members present and voting at any regular meeting of the Board, provided a majority of the members are present. A written notice of the nature of the proposed amendments shall be sent to each member of the Board at least one month in advance of the meeting.

10/30/35 - 4/10/40

Note: When this constitution is printed it will be preceded by a historical note and accompanied by the Constitution of the Board of Directors and the agreement between the Board of Directors and the Board of Founders.

G I N L I N G C O L L E G E

CONSTITUTION OF THE BOARD OF FOUNDERS (U.S.A.)

Adopted September 19, 1935

PREAMBLE

The purpose of the Board of Founders is to maintain for women in China a Christian college of educational excellence, devoted to the training of Chinese women for leadership, for Christian service, and for the furtherance of the cause of Christ in China.

ARTICLE I

NAME

The name of the institution shall be Ginling College.

ARTICLE II

BASIS OF COOPERATION

- Section 1 - A mission board or other organization approved by the Board of Founders assuming financial responsibility for not less than \$10,000 (U.S.) for capital fund and not less than \$1,500 (U.S.) for the current expenses of the college shall be considered a fully cooperating unit.
- Section 2 - A mission board or other organization which cannot meet all the conditions for full cooperation may on approval of the Board of Founders become a partially cooperating unit.
- Section 3 - A member unit wishing to withdraw from its cooperation with Ginling College shall be required to give one year's notice of withdrawal, during which time its payments to the current budget of the college shall be continued.

ARTICLE III

BOARD OF FOUNDERS (U.S.A.)

- Section 1 - The Board of Founders shall be chosen as provided for in Article III, Section 2, with powers and duties as defined in Article III, Section 3.
- Section 2 - The Board of Founders shall be composed of not less than eighteen nor more than twenty-five voting members, all of whom shall be in sympathy with the aim and purpose of the college as stated in the preamble of this constitution. They shall be chosen as follows:

- Section 2 -
- a. Two members appointed by each fully cooperating unit.
 - b. One member appointed by each partially cooperating unit.
 - c. Two members chosen by the Board of Founders from the membership of the Board of Founders of the University of Nanking.
 - d. Additional members chosen at large by the Board of Founders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one-third of the total membership of the Board.
 - e. Persons having official or semi-official relationship to the Board may be made members ex-officio without vote.

Section 3 - The Board of Founders shall divide its membership into three classes, the term of service being three years. Members shall be eligible for re-election.

Section 4 - The Board of Founders shall have the following powers and duties.

- a. To be responsible to the cooperating mission boards for the loyalty of the college to the evangelical faith.
- b. To exercise general supervision of all matters relating to the college.
- c. To hold in trust for the cooperating units all property and endowment funds secured by gifts from America.
- d. To take steps for increasing equipment and endowment as demanded by the growth of the college.
- e. To receive from the cooperating boards and other sources contributions for the current expenses of the college and to transmit the same to the treasurer of the Board of Directors (China).
- f. To approve the annual budget.
- g. To confirm the appointment of the president elected by the Board of Directors.
- h. To remove the president, if such action is deemed necessary, after consultation with the Board of Directors.
- i. To secure non-Chinese members of the faculty when requested by the president and the Board of Directors.
- j. To remove, if necessary, non-Chinese members of the faculty in consultation with the president.
- k. To grant degrees on recommendation of the president and faculty in accordance with the regulations of the Board of Regents of the University of the State of New York.
- l. To delegate to the Board of Directors such of the above duties and powers as may seem wise.

ARTICLE IV

BOARD OF DIRECTORS (CHINA)

Section 1 - There shall be an official body in China known as the Board of Directors of Ginling College, at least two thirds of whose members shall be Chinese. On the Board of Directors there shall be representatives of each of the cooperating missions.

Section 2 - All members of the Board of Directors shall be in cordial sympathy with the aim and purpose of the college as stated in the Declaration of Purpose in the Constitution of the Board of Directors, and at least three-fourths of the members shall be professing Christians.

Section 3 - The duties and powers of the Board of Directors shall be those agreed upon by the Board of Founders and the Board of Directors in the Constitution of the Board of Directors as of January 18, 1930. These may be changed from time to time.

Section 4 - The Constitution of the Board of Directors constitutes a part of the agreement between the Board of Directors and the Board of Founders. It is agreed that any amendments to the constitution of the Board of Directors shall be approved by the Board of Founders before they become operative.

ARTICLE V

AMENDMENTS

This constitution may be amended at the annual meeting of the Board of Founders or at a special meeting called for the purpose, provided that full notice of the exact wording of the proposed amendments shall have been given one month in advance of the meeting, and that the votes in favor of the amendment shall be equal in number to two-thirds of the membership of the Board and shall represent at least two-thirds of the cooperating units.

10/30/35 - 4/10/40

GINLING COLLEGE

BOARD OF FOUNDERS (U.S.A.)

BY-LAWS

ARTICLE I

MEETINGS

- Section 1 - THE STATED MEETINGS of the Board of Founders shall be held annually in April or May.
- Section 2 - SPECIAL MEETINGS of the Board of Founders may be called by the Chairman, or by the Secretary upon a written request of three members of the Board.
- Section 3 - The CALL for all meetings shall be mailed to the members at least ten days prior to the meeting.
- Section 4 - QUORUM. Five members, representing at least four cooperating member units, shall constitute a quorum for the transaction of any business except the amendment of the constitution when a quorum shall consist of a majority of the Board of Founders including representatives of two-thirds of the cooperating mission boards.
- Section 5 - the FISCAL YEAR of the college shall be July 1st to June 30th.

ARTICLE II

OFFICERS

- Section 1 - The OFFICERS of the Board of Founders shall be a Chairman, a Secretary, a Treasurer. They shall be elected at the annual meeting and shall serve for one year or until their successors have qualified.
- Section 2 - DUTIES OF CHAIRMAN. The duties of the Chairman shall be:
 - a. To call and to preside at all meetings of the Board.
 - b. To sign and to execute, with the Secretary attesting, contracts and instruments authorized by or issued by authority of the Board of Founders requiring his/her signature.
 - c. To discharge all other duties usually pertaining to the office of Chairman.
 - d. To act as Chairman of the Executive Committee.
- Section 3 - DUTIES OF SECRETARY. The duties of the Secretary shall be:
 - a. To keep full and accurate minutes of all meetings of the Board of Founders and such other meetings as shall be requested of him/her.

- Section 3 - b. To be custodian of all documents committed to his/her care.
- c. To transmit copies of the minutes to all members of the Board and such other persons as the Board shall designate.
- d. To transmit to the president of the college and other persons such actions of the Board as pertain to them.
- e. To discharge all other duties usually pertaining to the office of secretary.

Section 4 - DUTIES OF TREASURER. The duties of the Treasurer of the Board of Founders shall be:

- a. To act as custodian of the funds and securities belonging to the College and to be responsible for amounts available in the U.S.A. for land purchases and building operations, and for current expense.
- b. To pay all bills referred to him/her for payment by the Board of Founders or the officers of the college having authority to refer such bills to him/her.
- c. To pay to the College Treasurer all sums paid to him/her for transmission.
- d. To render semi-annually complete and accurate account of all sums committed to his/her care.
- e. To present an audit of his/her accounts annually.

ARTICLE III

COMMITTEES

Section 1 - The Board of Founders shall have standing committees as follows:

- a. An Executive Committee consisting of the Chairman, Secretary, Treasurer, and Chairmen of standing committees. There shall be at least three mission boards represented on this committee.
- b. A Finance Committee consisting of the Chairman of the Board, the Treasurer and three other members, one of whom shall be the chairman of the committee.
- c. A Personnel Committee consisting of six members of the Board; one of whom shall be the chairman of the committee. The Chairman of the Board shall be an ex-officio member of the committee.
- d. A Joint Committee on Cooperation with the University of Nanking, consisting of the two members of the Board of Founders of Ginling College elected to membership on the Board of Founders of the University of Nanking and the two members of the Board of Founders of the University of Nanking elected to membership on the Board of Founders of Ginling College.
- e. A Curriculum Advisory Committee consisting of three members, one of whom shall be the Chairman of the Personnel Committee.
- f. A Nominating Committee consisting of three members.
- g. A Promotional Committee consisting of three or more members, one of whom shall be the Chairman of the Board.

Section 2 - APPOINTMENT OF COMMITTEES.

- a. Standing Committees shall be appointed by the Chairman of the Board of Founders, in consultation with the Executive Committee, except as provided above, at the annual meeting of the Board or by the Executive Committee, as soon thereafter as possible. They shall hold office until their successors are appointed.
- b. Special Committees shall be appointed as the Board shall designate.

Section 3 - DUTIES OF COMMITTEES.

- a. Executive Committee. It shall be the duty of this committee:
 - (1) To act for the Board ad interim.
 - (2) To arrange for the carrying out of actions taken by the Board and not otherwise provided for.
 - (3) To fill vacancies in the faculty occurring between meetings of the Board and in accordance with the general policy of the Board.
 - (4) To discharge such duties as the Board shall delegate to it from time to time.
 - (5) To fill the unexpired term of any officer or chairman.
 - (6) To elect its own Chairman, when the Chairman of the Board is absent.
- b. Finance Committee. It shall be the duty of this committee:
 - (1) To review the budget submitted by the Board of Directors (China), and to submit it to the Board of Founders with recommendations.
 - (2) To prepare a budget of expenditures for the Board of Founders and, to submit it to the Board with recommendations.
- c. Personnel Committee. It shall be the duty of this committee:
 - (1) To secure, on consultation with the President, and approve non-Chinese members of the faculty.
 - (2) To recommend to the Board of Founders for appointment to the faculty candidates approved by this committee.
 - (3) To file the papers of approved candidates with the Secretary.
- d. Joint Committee on Cooperation with the University of Nanking. It shall be the duty of this committee to give consideration to matters of mutual concern and to devise ways and means whereby cooperation may be maintained between Ginling College and the University of Nanking.

- e. Educational Advisory Committee. It shall be the duty of this committee:
 - (1) To furnish advice for Ginling faculty members on furlough and for Ginling students studying in this country.
 - (2) To confer with the Personnel Committee at their request on problems arising in the selection and approval of candidates.
 - (3) To study field problems submitted by the College, giving advice when needed.

- f. Nominating Committee. It shall be the duty of this committee to nominate the officers and the chairmen of standing committees of the Board.

- g. Promotional Committee. It shall be the duty of this committee to seek out new sources of revenue and stimulate present sources for further gifts.

ARTICLE IV
VOTING POWERS

- Section 1 - Power to vote shall be given to all members of the Board of Founders.
- Section 2 - A member appointed by a cooperating unit may, in her absence, have a regularly appointed alternate who shall have power to vote.

ARTICLE V
AMENDMENTS

The Board of Founders shall have power to make or to amend these By-Laws by a vote of two-thirds of those present at any regular or special meeting of the Board provided that notice of the proposed by-laws or amendments be given at least one month in advance of the meeting.

10/30/35 - 5/15/40

Note: When this constitution is printed it will be preceded by a historical note and accompanied by the Constitution of the Board of Directors and the agreement between the Board of Directors and the Board of Founders.

GINLING COLLEGE

CONSTITUTION OF THE BOARD OF FOUNDERS (U.S.A.)

Adopted September 19, 1935
Revised May 15, 1940

PREAMBLE

The purpose of the Board of Founders is to maintain for women in China a Christian college of educational excellence, devoted to the training of Chinese women for leadership, for Christian service, and for the furtherance of the cause of Christ in China.

ARTICLE I

NAME

The name of the institution shall be Ginling College.

ARTICLE II

BASIS OF COOPERATION

- Section 1 - A mission board or other organization approved by the Board of Founders assuming financial responsibility for not less than \$10,000 (U.S.) for capital fund and not less than \$1,500 (U.S.) for the current expenses of the college shall be considered a fully cooperating unit.
- Section 2 - A mission board or other organization which cannot meet all the conditions for full cooperation may on approval of the Board of Founders become a partially cooperating unit.
- Section 3 - A member unit wishing to withdraw from its cooperation with Ginling College shall be required to give one year's notice of withdrawal, during which time its payments to the current budget of the college shall be continued.

ARTICLE III

BOARD OF FOUNDERS (U.S.A.)

- Section 1 - The Board of Founders shall be chosen as provided for in Article III, Section 2 with powers and duties as defined in Article III, Section 5.

Section 2 - The Board of Founders shall be composed of:

- a. Not less than eighteen nor more than twenty-five voting members all of whom shall be in sympathy with the aim and purpose of the college as stated in the preamble of this constitution.
- b. Not more than three honorary members who shall be persons of distinction and/or of educational experience whose value to the Board is that of consultation and advice.
- c. Ex-officio members: persons having official or semi-official relationship to the Board.

Section 3 - The voting members of the Board of Founders shall be chosen as follows:

- a. Two members appointed by each fully cooperating unit.
- b. One member appointed by each partially cooperating unit.
- c. Two members chosen by the Board of Founders from the membership of the Board of Founders of the University of Nanking.
- d. Additional members chosen at large by the Board of Founders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one-third of the total membership of the Board.

Section 4 - The Board of Founders shall divide its voting membership into three classes, the term of service being three years. Members shall be eligible for reelection.

Section 5 - The Board of Founders shall have the following powers and duties:

- a. To be responsible to the cooperating mission boards for the loyalty of the college to the evangelical faith.
- b. To exercise general supervision of all matters relating to the college.
- c. To hold in trust for the cooperating units all property and endowment funds secured by gifts from America.
- d. To take steps for increasing equipment and endowment as demanded by the growth of the College.
- e. To receive from the cooperating boards and other sources contributions for the current expenses of the college and to transmit the same to the treasurer of the Board of Directors (China).
- f. To approve the annual budget.
- g. To confirm the appointment of the president elected by the Board of Directors.
- h. To remove the president, if such action is deemed necessary, after consultation with the Board of Directors.
- i. To secure members of the faculty when requested by the president and the Board of Directors.
- j. To remove, if necessary, non-Chinese members of the faculty in consultation with the president.
- k. To grant degrees on recommendation of the president and faculty in accordance with the regulations of the Board of Regents of the University of the State of New York.
- l. To delegate to the Board of Directors such of the above duties and powers as may seem wise.

ARTICLE IV

BOARD OF DIRECTORS (CHINA)

- Section 1 - There shall be an official body in China known as the Board of Directors of Ginling College, at least two thirds of whose members shall be Chinese. On the Board of Directors there shall be representatives of each of the cooperating missions.
- Section 2 - All members of the Board of Directors shall be in cordial sympathy with the aim and purpose of the college as stated in the Declaration of Purpose in the Constitution of the Board of Directors, and at least three-fourths of the members shall be professing Christians.
- Section 3 - The duties and powers of the Board of Directors shall be those agreed upon by the Board of Founders and the Board of Directors in the Constitution of the Board of Directors as of January 18, 1930. These may be changed from time to time.
- Section 4 - The Constitution of the Board of Directors constitutes a part of the agreement between the Board of Directors and the Board of Founders. It is agreed that any amendments to the constitution of the Board of Directors shall be approved by the Board of Founders before they become operative.

ARTICLE V

AMENDMENTS

This constitution may be amended at the annual meeting of the Board of Founders or at a special meeting called for the purpose, provided that full notice of the exact wording of the proposed amendments shall have been given one month in advance of the meeting, and that the votes in favor of the amendment shall be equal in number to two-thirds of the membership of the Board and shall represent at least two-thirds of the cooperating units.

10/30/35 - 5/15/40

GINLING COLLEGE

BOARD OF FOUNDERS (U.S.A.)

BY-LAWS

ARTICLE I

MEETINGS

Section 1 - THE STATED MEETINGS of the Board of Founders shall be held annually in April or May.

Section 2 - SPECIAL MEETINGS of the Board of Founders may be called by the Chairman, or by the Secretary upon a written request of three members of the Board.

Section 3 - The CALL for all meetings shall be mailed to the members at least ten days prior to the meeting.

Section 4 - QUORUM. Five members, representing at least four cooperating member units, shall constitute a quorum for the transaction of any business except the amendment of the constitution when a quorum shall consist of a majority of the Board of Founders including representatives of two-thirds of the cooperating mission boards.

Section 5 - The FISCAL YEAR of the college shall be July 1st to June 30th.

ARTICLE II

OFFICERS

Section 1 - The OFFICERS of the Board of Founders shall be a Chairman, a Secretary, a Treasurer.
They shall be elected at the annual meeting and shall serve for one year or until their successors have qualified.

Section 2 - DUTIES OF CHAIRMAN. The duties of the Chairman shall be:

- a. To call and to preside at all meetings of the Board.
- b. To sign and to execute, with the Secretary attesting, contracts and instruments authorized by or issued by authority of the Board of Founders requiring his/her signature.
- c. To discharge all other duties usually pertaining to the office of Chairman.
- d. To act as Chairman of the Executive Committee.

Section 3 - DUTIES OF SECRETARY. The duties of the Secretary shall be:

- a. To keep full and accurate minutes of all meetings of the Board of Founders and such other meetings as shall be requested of him/her.

- Section 3 -
- b. To be custodian of all documents committed to his/her care.
 - c. To transmit copies of the minutes to all members of the Board and such other persons as the Board shall designate.
 - d. To transmit to the president of the college and other persons such actions of the Board as pertain to them.
 - e. To discharge all other duties usually pertaining to the office of secretary.

Section 4 - DUTIES OF TREASURER. The duties of the Treasurer of the Board of Founders shall be:

- a. To act as custodian of the funds and securities belonging to the College and to be responsible for amounts available in the U.S.A. for land purchases and building operations, and for current expense.
- b. To pay all bills referred to him/her for payment by the Board of Founders or the officers of the college having authority to refer such bills to him/her.
- c. To pay to the College Treasurer all sums paid to him/her for transmission.
- d. To render semi-annually complete and accurate account of all sums committed to his/her care.
- e. To present an audit of his/her accounts annually.

ARTICLE III

COMMITTEES

Section 1 - The Board of Founders shall have standing committees as follows:

- a. An executive committee consisting of the Chairman, Secretary, Treasurer and Chairmen of standing committees and not more than three other members of the Board. There shall be at least three mission boards represented on this committee.
- b. A Committee on Finance consisting of the Chairman of the Board, the Treasurer, and at least three other members, one of whom shall be the chairman of the committee.
- c. A Committee on Personnel consisting of at least four members of the Board, one of whom shall be the chairman of the committee. The Chairman of the Board shall be an ex-officio member of the committee. ~~(The Chairman of this committee shall also be a member of a Curriculum Advisory Committee, consisting of three members.)~~
- d. A Joint Committee on Cooperation with the University of Nanking, consisting of the two members of the Board of Founders of Ginling College elected to membership on the Board of Founders of the University of Nanking and the two members of the Board of Founders of the University of Nanking elected to membership on the Board of Founders of Ginling College.

- e. A Committee on Nominations consisting of three members, one of whom shall be new each year.
- f. A Committee on American Support consisting of three or more members, one of whom shall be the Chairman of the Board.

Section 2 - APPOINTMENT OF COMMITTEES.

- a. Standing Committees shall be appointed by the Chairman of the Board of Founders, in consultation with the Executive Committee, except as provided above, at the annual meeting of the Board or by the Executive Committee, as soon thereafter as possible. They shall hold office until their successors are appointed.
- b. Special Committees shall be appointed by the Chairman of the Board as the Board shall designate.

Section 3 - DUTIES OF COMMITTEES

- a. Executive Committee. It shall be the duty of this committee:

- (1) To act for the Board ad interim.
- (2) To arrange for the carrying out of actions taken by the Board and not otherwise provided for.
- (3) To fill vacancies in the faculty occurring between meetings of the Board and in accordance with the general policy of the Board.
- (4) To discharge such duties as the Board shall delegate to it from time to time.
- (5) To fill the unexpired term of any officer or chairman.
- (6) To elect its own Chairman, when the Chairman of the Board is absent.

- b. Finance Committee. It shall be the duty of this committee:

- (1) To review the budget submitted by the Board of Directors (China), and to submit it to the Board of Founders with recommendations.
- (2) To prepare a budget of expenditures for the Board of Founders and to submit it to the Board with recommendations.

- c. Committee on Personnel. It shall be the duty of this committee:

- (1) To be responsible for faculty appointment as follows:
 - (a) To secure, at the request of the President of the College and in consultation with the President, non-Chinese candidates for faculty appointment.
 - (b) To secure, at the request of the President, Chinese resident in the United States for faculty appointment.
 - (c) To recommend to the Board of Founders, for appointment to the faculty, candidates approved by this committee.
 - (d) To file the papers of approved candidates with the Secretary of the Board of Founders.

(2) To be responsible for furlough plans as follows;

- (a) To seek from the president in advance of furlough periods, study plans of non-Chinese and of Chinese members of the faculty and to give all possible assistance towards the consummation of these plans.
- (b) To continue in an advisory capacity to such faculty members throughout their period of study abroad.
- (c) To cooperate with the Committee on American Support in the use of time for deputation work.

(3) To give needed advice and guidance to non-faculty Ginling Alumnae in the United States.

(4) To consider with the President such matters as bear upon the strengthening of the academic life of the college.

d. Joint Committee on Cooperation with the University of Nanking. It shall be the duty of this committee to give consideration to matters of mutual concern and to devise ways and means whereby cooperation may be maintained between Ginling College and the University of Nanking.

e. Committee on Nominations. It shall be the duty of this committee:

- (1) To nominate the officers ^{of the Board} and the chairman of standing committees ~~of the Board~~.
- (2) To nominate, in consultation with the Executive Committee, candidates for vacancies among the voting members-at-large on the Board of Founders.
- (3) To nominate, in consultation with the Executive Committee, candidates for honorary membership on the Board of Founders.

f. Committee on American Support. It shall be the duty of this committee

- (1) To secure from the field all possible information about the work of the College, its faculty members, students and alumnae.
- (2) To disseminate this information in America through printed material, speakers, and illustrated lecture equipment.
- (3) To work whenever possible with representatives of the cooperating units in activities bearing upon support from the personnel of those units either within or beyond the amount annually assured.
- (4) To seek out new sources of revenue and to stimulate present sources for further gifts.

ARTICLE IV

VOTING POWERS

Section 1 - Power to vote is vested in regular membership on the Board of Founders.

Section 2 - A cooperating unit may in the absence of its regularly appointed member or members appoint an alternate or alternates who shall have power to vote.

ARTICLE V

AMENDMENTS

The Board of Founders shall have power to make or to amend these By-Laws by a vote of two-thirds of those present at any regular or special meeting of the Board provided that notice of the proposed by-laws or amendments be given at least one month in advance of the meeting.

GINLING COLLEGE

CONSTITUTION OF THE BOARD OF FOUNDERS (U.S.A.)

Adopted September 19, 1935

Revised: May 15, 1940

May 7, 1943

May 11, 1945

PREAMBLE

The purpose of the Board of Founders is to maintain for women in China a Christian college of educational excellence, devoted to the training of Chinese women for leadership, for Christian service, and for the furtherance of the cause of Christ in China.

ARTICLE I

NAME

The name of the institution shall be Ginling College.

ARTICLE II

BASIS OF COOPERATION

Section 1 - A mission board or other organization approved by the Board of Founders assuming financial responsibility for not less than \$10,000 (U.S.) for capital fund and not less than \$1,500 (U.S.) for the current expenses of the college shall be considered a fully cooperating unit.

Section 2 - A mission board or other organization which cannot meet all the conditions for full cooperation may on approval of the Board of Founders become a partially cooperating unit.

Section 3 - A member unit wishing to withdraw from its cooperation with Ginling College shall be required to give one year's notice of withdrawal, during which time its payments to the current budget of the College shall be continued.

ARTICLE III

BOARD OF FOUNDERS (U.S.A.)

Section 1 - The Board of Founders shall be chosen as provided for in Article III, Section 2 with powers and duties as defined in Article III, Section 5.

Constitution
Ginling Board of Founders

-2-

Section 2 - The Board of Founders shall be composed of:

- a. Not less than eighteen nor more than twenty-five voting members all of whom shall be in sympathy with the aim and purpose of the college as stated in the preamble of this constitution.
- b. Not more than three honorary members who shall be persons of distinction and/or of educational experience whose value to the Board is that of consultation and advice.
- c. Ex-officio members: Persons having official or semi-official relationship to the Board.

Section 3 - The voting members of the Board of Founders shall be chosen as follows:

- a. Two members appointed by each fully cooperating unit.
- b. One member appointed by each partially cooperating unit.
- c. Two members chosen by the Board of Founders from the membership of the Board of Founders of the University of Nanking.
- d. Additional members chosen at large by the Board of Founders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one-third of the total membership of the Board.

Section 4 - The Board of Founders shall divide its voting membership into three classes, the term of service being three years. Members shall be eligible for reelection.

Section 5 - The Board of Founders shall have the following powers and duties:

- a. To be responsible to the cooperating mission boards for the loyalty of the college to the evangelical faith.
- b. To exercise general supervision of all matters relating to the college.
- c. To hold in trust for the cooperating units all property and endowment funds secured by gifts from America.
- d. To take steps for increasing equipment and endowment as demanded by the growth of the college.
- e. To receive from the cooperating boards and other sources contributions for the current expenses of the college and to transmit the same to the treasurer of the Board of Directors (China).
- f. To approve the annual budget.
- g. To confirm the appointment of the president elected by the Board of Directors.
- h. To remove the president, if such action is deemed necessary, after consultation with the Board of Directors.
- i. To secure members of the faculty when requested by the president and the Board of Directors.
- j. To remove, if necessary, non-Chinese members of the faculty in consultation with the president.
- k. To grant degrees on recommendation of the president and faculty in accordance with the regulations of the Board of Regents of the University of the State of New York.
- l. To delegate to the Board of Directors such of the above duties and powers as may seem wise.

ARTICLE IV

BOARD OF DIRECTORS (CHINA)

- Section 1 - There shall be an official body in China known as the Board of Directors of Ginling College, at least two-thirds of whose members shall be Chinese. On the Board of Directors there shall be representatives of each of the cooperating missions.
- Section 2 - All members of the Board of Directors shall be in cordial sympathy with the aim and purpose of the college as stated in the Declaration of Purpose in the Constitution of the Board of Directors, and at least three-fourths of the members shall be professing Christians.
- Section 3 - The duties and powers of the Board of Directors shall be those agreed upon by the Board of Founders and the Board of Directors in the Constitution of the Board of Directors as of January 18, 1930. These may be changed from time to time.
- Section 4 - The Constitution of the Board of Directors constitutes a part of the agreement between the Board of Directors and the Board of Founders. It is agreed that any amendments to the Constitution of the Board of Directors shall be approved by the Board of Founders before they become operative.

ARTICLE V

AMENDMENTS

This constitution may be amended at the annual meeting of the Board of Founders or at a special meeting called for the purpose, provided that full notice of the exact wording of the proposed amendments shall have been given one month in advance of the meeting, and that the votes in favor of the amendment shall be equal in number to two-thirds of the membership of the Board and shall represent at least two-thirds of the cooperating units.

As Revised May 11, 1945

GINLING COLLEGEBOARD OF FOUNDERS (U.S.A.)BY-LAWS

ARTICLE I

MEETINGS

- Section 1 - THE STATED MEETINGS of the Board of Founders shall be held annually in April or May.
- Section 2 - SPECIAL MEETINGS of the Board of Founders may be called by the Chairman, or by the Secretary upon a written request of three members of the Board.
- Section 3 - The CALL for all meetings shall be mailed to the members at least ten days prior to the meeting.
- Section 4 - QUORUM. Five members, representing at least four cooperating member units, shall constitute a quorum for the transaction of any business except the amendment of the Constitution, when a quorum shall consist of a majority of the Board of Founders including representatives of two-thirds of the cooperating mission boards.
- Section 5 - The FISCAL YEAR of the college shall be July 1st to June 30th.

ARTICLE II

OFFICERS

- Section 1 - The OFFICERS of the Board of Founders shall be a Chairman, a Vice-Chairman, a Secretary, a Treasurer, and two Assistant Treasurers. They shall be elected at the annual meeting and shall serve for one year or until their successors have qualified.
- Section 2 - DUTIES OF CHAIRMAN. The duties of the Chairman shall be:
- To call and to preside at all meetings of the Board.
 - To sign and to execute, with the Secretary attesting, contracts and instruments authorized by or issued by authority of the Board of Founders requiring his/her signature.
 - To discharge all other duties usually pertaining to the office of Chairman.
 - To act as Chairman of the Executive Committee.
 - In the absence of the Chairman, the Vice-Chairman shall assume the above duties.
- Section 3 - DUTIES OF SECRETARY. The duties of the Secretary shall be:
- To keep full and accurate minutes of all meetings of the Board of Founders and such other meetings as shall be requested of him/her.
 - To be custodian of all documents committed to his/her care.
 - To transmit copies of the minutes to all members of the Board and such other persons as the Board shall designate.

- Section 3 -
- d. To transmit to the President of the college and other persons such actions of the Board as pertain to them.
 - e. To discharge all other duties usually pertaining to the office of Secretary.

Section 4 - DUTIES OF TREASURER. The duties of the Treasurer of the Board of Founders shall be;

- a. To act as custodian of the funds and securities belonging to the college and to be responsible for amounts available in the U.S.A. for land purchases and building operations, and for current expense.
- b. To pay all bills referred to him/her for payment by the Board of Founders or the officers of the college having authority to refer such bills to him/her.
- c. To pay to the College Treasurer all sums paid to him/her for transmission.
- d. To render semi-annually complete and accurate account of all sums committed to his/her care.
- e. To present an audit of his/her accounts annually.

Section 5 - DUTIES OF ASSISTANT TREASURERS. The duties of the Assistant Treasurers shall be to carry out the duties assigned to them by the Treasurer.

ARTICLE III

COMMITTEES

Section 1 - The Board of Founders shall have standing committees as follows:

- a. An Executive Committee consisting of the Chairman, Secretary, Treasurer and Chairmen of standing committees and not more than three other members of the Board. There shall be at least three mission boards represented on this committee.
- b. A Committee on Finance consisting of the Chairman of the Board, the Treasurer, and at least three other members, one of whom shall be the chairman of the committee.
- c. A Committee on Personnel consisting of at least four members of the Board, one of whom shall be the Chairman of the committee. The Chairman of the Board shall be an ex-officio member of the committee.
- d. A Joint Committee on Cooperation with the University of Nanking, consisting of the two members of the Board of Founders of Ginling College elected to membership on the Board of Founders of the University of Nanking and the two members of the Board of Founders of the University of Nanking elected to membership on the Board of Founders of Ginling College.
- e. A Committee on Nominations, consisting of three members, one of whom shall be new each year.
- f. A Committee on American Support consisting of three or more members, one of whom shall be the Chairman of the Board.

Section 2 - APPOINTMENT OF COMMITTEES.

- a. Standing Committees shall be appointed by the Chairman of the Board of Founders, in consultation with the Executive Committee, except as provided above, at the annual meeting of the Board or by the Executive Committee, as soon thereafter as possible. They shall hold office until their successors are appointed.
- b. Special Committees shall be appointed by the Chairman of the Board as the Board shall designate.

Section 3 - DUTIES OF COMMITTEES.

- a. Executive Committee. It shall be the duty of this committee:
 - (1) To act for the Board ad interim.
 - (2) To arrange for the carrying out of actions taken by the Board and not otherwise provided for.
 - (3) To fill vacancies in the faculty occurring between meetings of the Board and in accordance with the general policy of the Board.
 - (4) To discharge such duties as the Board shall delegate to it from time to time.
 - (5) To fill the unexpired term of any officer or chairman.
 - (6) To elect its own Chairman, when the Chairman of the Board is absent.
- b. Finance Committee. It shall be the duty of this committee:
 - (1) To review the budget submitted by the Board of Directors (China), and to submit it to the Board of Founders with recommendations.
 - (2) To prepare a budget of expenditures for the Board of Founders and to submit it to the Board with recommendations.
 - (3) To review the list of invested securities and cash from time to time and to make such changes or investments as are necessary to protect the endowment funds.
- c. Committee on Personnel. It shall be the duty of this committee:
 - (1) To be responsible for faculty appointment as follows:
 - (a) To secure, at the request of the President of the College and in consultation with the President, non-Chinese candidates for faculty appointment.
 - (b) To secure, at the request of the President, Chinese resident in the United States for faculty appointment.
 - (c) To recommend to the Board of Founders, for appointment to the faculty, candidates approved by this committee.
 - (d) To file the papers of approved candidates with the Secretary of the Board of Founders.

(2) To be responsible for furlough plans as follows:

- (a) To seek from the President in advance of furlough periods, study plans of non-Chinese and of Chinese members of the faculty and to give all possible assistance towards the consummation of these plans.
- (b) To continue in an advisory capacity to such faculty members throughout their period of study abroad.
- (c) To cooperate with the Committee on American Support in the use of time for deputation work.

(3) To give needed advice and guidance to non-faculty Ginling alumnae in the United States.

(4) To consider with the President such matters as bear upon the strengthening of the academic life of the college.

d. Joint Committee on Cooperation with the University of Nanking.

It shall be the duty of this committee to give consideration to matters of mutual concern and to devise ways and means whereby cooperation may be maintained between Ginling College and the University of Nanking.

e. Committee on Nominations. It shall be the duty of this committee:

- (1) To nominate the officers of the Board and the chairmen of standing committees.
- (2) To nominate, in consultation with the Executive Committee, candidates for vacancies among the voting members-at-large on the Board of Founders.
- (3) To nominate, in consultation with the Executive Committee, candidates for honorary membership on the Board of Founders.

f. Committee on American Support. It shall be the duty of this committee:

- (1) To secure from the field all possible information about the work of the College, its faculty members, students and alumnae.
- (2) To disseminate this information in America through printed material, speakers, and illustrated lecture equipment.
- (3) To work whenever possible with representatives of the cooperating units in activities bearing upon support from the personnel of those units either within or beyond the amount annually assured.
- (4) To seek out new sources of revenue and to stimulate present sources for further gifts.

By-Laws
Ginling Board of Founders

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ARTICLE IV

VOTING POWERS

Section 1 - Power to vote is vested in regular membership on the Board of Founders.

Section 2 - A cooperating unit may in the absence of its regularly-appointed member or members appoint an alternate or alternates who shall have power to vote.

ARTICLE V

AMENDMENTS

The Board of Founders shall have power to make or to amend these By-Laws by a vote of two-thirds of those present at any regular or special meeting of the Board provided that notice of the proposed by-laws or amendments be given at least one month in advance of the meeting.

RECEIVED

07

NOV -4 1935

10/31/35

PRESBYTERIAN FOREIGN BOARD
TREASURER'S OFFICE

MINUTES OF THE MEETING
BOARD OF FOUNDERS
GINLING COLLEGE

156 FIFTH AVENUE, NEW YORK CITY

SEPTEMBER 19, 1935

List of Members

Dean Harriett M. Allyn
*Mrs. L. L. Anewalt
*Miss Elizabeth Bender
*Mr. Russell Carter
*Miss Rebecca W. Griest
*Dr. S. Ralph Harlow
Dr. John R. Edwards
*Miss Margaret E. Hodge
Mrs. Curtis Lee Laws

Miss Grace Lindley
*Mrs. T.D. Macmillan, ex-officio
Miss Sallie Lou MacKinnon
Mrs. F. J. McConnell
*Mrs. Charles K. Roys
Mrs. Charles H. Sears
Dr. Robert E. Speer
Miss Lela E. Taylor
*Miss Florence G. Tyler

Those whose names are starred above were present, Also Rev. E. C. Lobenstine represented the Board of Directors in China.

The meeting opened with a service of prayer.

Excuses were read from Miss MacKinnon, Mrs. Laws, Miss Lindley, Mrs. McConnell and Mrs. Sears.

The minutes of the annual meeting were reviewed and corrected as follows:

1. Last two lines on page one to read: "in the hope that Smith College might be interested in this special project."
2. Page six, B F 19, last two lines to read: "a period of five years to July 1st, 1939, at the sum of one dollar per year, American currency, on the same conditions."

Executive Committee:

Miss Hodge reported from the Executive Committee meetings of June and September as follows:

1. Financial objectives totaling \$10,000, (prepared in the U.S.A., no figures having been received from China,) for Ginling College were submitted to the Associated Boards. As it was necessary to cut the objectives of all the colleges, Ginling's objectives were reduced proportionately by the Executive Committee of the Associated Boards to \$6,500.
2. Appointment of Committees. Committees were appointed as follows:

Executive Committee

Miss Margaret E. Hodge, Chairman
Mrs. L. L. Anewalt
Miss Elizabeth Bender
Mr. Russell Carter
Miss Rebecca Griest
Miss Grace Lindley
Miss Sallie Lou MacKinnon
Mrs. F. J. McConnell
Miss Florence G. Tyler, Ex-Officio

Finance Committee

Mrs. L. L. Anewalt, Chairman
Miss Elizabeth Bender
Mr. Russell Carter
Mrs. Charles H. Sears
Miss Florence G. Tyler,
Ex-Officio

Personnel Committee

Miss Sallie Lou MacKinnon,
Chairman

Miss Rebecca Griest,
Vice-Chairman

Mrs. F. J. McConnell
Mrs. Charles H. Sears

Nominating Committee

Mrs. F. J. McConnell, Chairman
Mrs. Curtis Lee Laws
Miss Lola Taylor

Educational Advisory Committee

Dr. Ralph Harlow, Chairman
Miss Sallie Lou MacKinnon
Mrs. Charles K. Roys

Committee Cooperating With
University of Nanking

Dr. John E. Edwards
Miss Margaret E. Hodge
Mrs. F. J. McConnell
Dr. Robert E. Speer

Vacancies are left on some committees in order to place on them the new members of the Board.

- 3. Mrs. Roys reported that Miss Mabel Mead found it impossible to accept membership on the Board of Founders.
- 4. A letter from the Woman's Board of the Reformed Church in the U.S. stated that they would continue as a cooperating Board in Ginling College; that they hope to contribute annually the sum of \$500; and that Mrs. L. L. Anewalt would represent them on the Board.

Rev. E. C. Lobenstine

Mr. Lobenstine, who has just returned from China, was asked to tell the Board of recent developments at Ginling. He emphasized the following points:

Dr. Wu's strategy in connection with the building of the government roads. Her cooperation with the Board.
 The high esteem in which she is held by all who know her and her election as Chairman of the National Christian Council.
 The great burden she is carrying and the necessity of lifting the financial load as much as possible.
 The Ginling budget stands at the lowest possible figure.
 Some money is being raised in China but the Chinese are not yet educated to steady, systematic giving. They give to projects, permanent equipment, or endowment, but all appeals fall on the same people.
 Some wealthy Chinese men are seeing that this is the thing to do and one Chinese lawyer is working on wills.
 Salaries of Chinese faculty must be increased to hold the best teachers.
 The progress made in the effective correlation of the Ginling-Nanking curriculum.
 There are about as many boys taking work at Ginling as girls taking work at the University of Nanking.

Movies

The new movie film made at Ginling was presented during the noon hour and received the approval of all present.

Movies

- B F 31 VOTED that a letter of appreciation be sent to Rev. Reginald Wheeler for his valuable assistance in making this film, and also to Miss Wu Mon-I for her part in it.
- B F 32 VOTED that Mrs. Macmillan be authorized to have two copies of the film made and to purchase a suitable projector, keeping the expense incurred as low as possible.

Finances

The Treasurer reported: that the Board of Founders holds amongst its securities \$3,750 New York, Chicago and St. Louis Railroad Company three-Year 6% Notes, due October 1, 1935. The Board of Directors and Management are proposing to all holders of these Notes a plan for their extension for an additional period of three years, continuing the interest rate at 6%. The Board of Founders:

B F 33 VOTED to approve of the plan and authorized the Treasurer to indicate such approval by depositing its Notes with the Guaranty Trust Company of New York, Depository.

Re: 321-323 East 114th Street, New York City. Mr. Carter made a report upon the status of the \$29,000 mortgage upon the above premises, stating that the Union Guarantee & Mortgage Company in Rehabilitation had pressed the Treasurer's office from time to time to pay fire insurance and liability insurance premiums on the ground that there was not sufficient income from the building for the Union Guarantee to pay these premiums, together with the upkeep of the buildings and the removal of certain violations, and that the Union Guarantee & Mortgage Company in Rehabilitation's latest move upon the Treasurer's refusal to pay these premiums was to threaten to make appeal to the courts to terminate their agency.

321-23
East
114th
Street
Mtge

Mr. Rush Taggart, Counsel for the Presbyterian Board, is studying at this time the question as to whether the Mortgage Company has sufficient grounds for appealing to the court for such termination of the agency. The Board of Founders

B F 34 VOTED to refer this question with power to Mr. Carter and Mr. Taggart.

B F 35 VOTED to authorize the Treasurer to make payment of \$904 as Ginling's pro rata allocation toward the promotional budget of the Associated Boards for Christian Colleges in China for the year July 1, 1935-June 30, 1936 in place of the \$592.26 authorized at the May meeting of the Board. This increase is due to the relatively greatly increased amount as the approved objective for Ginling, namely, \$6,500, 7.3 per cent. of the total approved objectives for all of the Universities of \$88,000, as compared with the original \$10,000 or 4.2 per cent. of a total of \$239,500.

Promotional
Budget
Assoc.
Bds

Extra \$5,000 for 1934-35 Budget. Mr. Carter reported receipts to apply on this amount -

Southern Methodist Board	\$150
Women's American Baptist Board	710
Presbyterian U.S.A. Board	1,300

The Methodist Women's Board have the promise of \$670 provided they can raise the other \$1,000 of their allotment. They are hopeful that this can be done. The United Christian Missionary Society is not able to make any real promise as to their allotment.

The report of the Treasurer for the six months ending June 30, 1935, the end of the fiscal year, together with the auditors report were presented and it was

B F 36 VOTED that the auditors report be accepted and placed on file and that a copy of the Treasurer's report be appended to these minutes.

Associated Boards

Mrs. Macmillan stated that the amount paid to the Associated Boards covers normal promotion for Ginling. Plans for the special Smith College promotion are included in this amount.

Mrs. Macmillan spoke of the plan for a memorial to Professor Wood who was deeply interested in Ginling and it was

B F 37 VOTED that Mrs. Macmillan be authorized to publish a leaflet for the promotion for this memorial, the cost not to exceed \$300 and the expense of it to be the first charge on funds received.

Mrs. Macmillan stated that the list of prospective contributors for Ginling is pitifully small and must if possible be enlarged.

B F 38 VOTED that each member of the Board be asked to send in immediately names of possible prospective givers to Mrs. Macmillan at the Associated Board's office at 150 Fifth Avenue, New York City.

B F 39 VOTED that Miss Griest be requested to confer with Miss Butler of Oxford, Ohio, concerning the approach to Ginling ex-faculty members in the hope of securing gifts from them.

Mrs. Macmillan spoke of the development of a Ginling program in five cities where the Associated Boards will be working this year:- Rochester, Syracuse, Detroit, Cleveland, and one Southern city.

B F 40 VOTED that a message of congratulation be sent to Mrs. Thurston on her sixtieth birthday and to Ginling College on its twentieth anniversary celebration November 2 to 4.

Progress at Smith

Mrs. Macmillan reported that they had secured an appointment for a Chinese speaker on the Smith College Lectureship which they hope that Ambassador Tze will fill.

The new Gingling film will be advertised in Smith College publicity.

New Members

B F 41 VOTED that Professor Harlow be asked to approach the Representation Council at Smith College to name a representative from the Alumnae to Ginling Board of Founders.

B F 42 VOTED that Mr. E. A. Garside be asked to become a member ex-officio of this Board.

B F 43 VOTED that the Chairman of the Board be asked to invite Mrs. James S. Cushman and Mrs. George T. Scott to become members of the Board of Founders.

B F 44 VOTED that Rev. E. C. Lobenstine be asked to become a member of the Board of Founders of Ginling College. Mr. Lobenstine accepted.

Personnel

Miss Griest reported that Dr. Werner, two-year appointee at Ginling in Psychology, has returned at the end of the term of service, having suffered a bad nervous breakdown on the boat.

*Emily
Werner*

B F 45 VOTED that a letter of appreciation be sent to Dr. Werner for the splendid work she has done at Ginling.

Miss Moreb Mossman has returned on furlough and is studying at the University of Chicago.

Miss Florence Kirk has returned on furlough and is studying at the University of Saskatoon and then expects to have an extended tour in England before returning to the field.

B F 46 VOTED that Miss Moreb Mossman, Professor of Sociology, having transferred from a three year term of service to a five year term, be granted a study allowance not to exceed \$200. X

B F 47 VOTED that a study allowance, not to exceed \$200, be granted to Miss Florence Kirk, Professor of English, as she is planning to return to Ginling for a five year term of service. X

B F 48 VOTED that any necessary adjustments in these allowances be left to the Educational Advisory Committee and Miss Griest.

The College secured Miss Margaret Thompson, who has been teaching in the Near East colleges, to fill the vacancy in the English Department for one year.

Miss Griest explained that there has never been an agreement for second term appointments and it was

B F 49 VOTED that Miss Griest be authorized to draw up a second term agreement based on the five year contract now in use.

Constitution and By-Laws

The Chairman reported that the Committee on Constitution and By-Laws had been working with the Executive Committee and presented the result of its work according to the instructions given it at the annual meeting, May 13. Certain changes and additions seemed to exceed the authority given to the Committee on Constitution and By-Laws. Therefore the Executive Committee recommended and it was:

B F 50 VOTED to adopt Article III, Section 2, reading:

Constitution

"The Board of Founders shall be composed of not less than eighteen nor more than twenty-five voting members, all of whom shall be in sympathy with the aim and purpose of the college as stated in the preamble of this constitution. They shall be chosen as follows:

- a. Two members appointed by each fully cooperating unit.
- b. One member appointed by each partially cooperating unit.
- c. Two members chosen by the Board of Founders from the membership of the Board of Founders of the University of Nanking.
- d. Additional members chosen at large by the Board of Founders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one-third of the total membership of the Board.
- e. Persons having official or semi-official relationship to the Board may be made members ex-officio without vote."

B F 51 VOTED to adopt Article III, Section 3, reading:

"The Board of Founders shall divide its membership into three classes, the term of service being three years. Members shall be eligible for re-election."

B F 52 VOTED to adopt Article III, Section 2, e. reading:

"Persons having official or semi-official relationship to the Board may be made members ex-officio without vote."

B F 53 VOTED to adopt Article IV appended with corrections.

B F 54 VOTED to adopt Article V appended with corrections.

B F 55 VOTED that the Constitution and By-Laws of the Board of Founders of Ginling College be adopted as appended to these minutes.

On recommendation of the Executive Committee the Board

B F 56 VOTED that when completed the Constitution and By-Laws be printed, together with an introductory historical statement, the Constitution and By-Laws of the Board of Directors (China) and the Agreement of the Board of Founders and the Board of Directors.

Cooperation with the University of Nanking

It was reported that at the Annual Meeting of the Board of Founders, University of Nanking, on May 15, 1935 it was -

"Voted to coopt as members of the Board of Trustees of the University of Nanking the following two members of the Board of Founders of Ginling College:- Miss Margaret E. Hodge, Mrs. F. J. McConnell; and to assign these trustees by lot to the class of 1937 and 1938 respectively."

On motion the meeting adjourned.

Respectfully submitted,

Florence G. Tyler,
Secretary

GINLING COLLEGE

BOARD OF FOUNDERS (U.S.A.)

BY-LAWS

ARTICLE I

MEETINGS

- Section 1 - THE STATED MEETINGS of the Board of Founders shall be held annually in April or May.
- Section 2 - SPECIAL MEETINGS of the Board of Founders may be called by the Chairman, or by the Secretary upon a written request of three members of the Board.
- Section 3 - The CALL for all meetings shall be mailed to the members at least ten days prior to the meeting.
- Section 4 - QUORUM Five members, representing at least four cooperating member units, shall constitute a quorum for the transaction of any business except the amendment of the Constitution when a quorum shall consist of a majority of the Board of Founders including representatives of two thirds of the cooperating mission boards.
- Section 5 - The FISCAL YEAR of the college shall be July 1st to June 30th.

ARTICLE II

OFFICERS

- Section 1 - The OFFICERS of the Board of Founders shall be a Chairman, a Secretary, a Treasurer. They shall be elected at the annual meeting and shall serve for one year or until their successors have qualified.
- Section 2 - DUTIES OF CHAIRMAN. The duties of the Chairman shall be:
- a. To call and to preside at all meetings of the Board.
 - b. To sign and execute, with the Secretary attesting, contracts and instruments authorized or issued by authority of the Board of Founders, requiring her signature.
 - c. To discharge all other duties usually pertaining to the office of Chairman.
 - d. To act as Chairman of the Executive Committee.
- Section 3 - DUTIES OF SECRETARY. The duties of the Secretary shall be:
- a. To keep full and accurate minutes of all meetings of the Board of Founders and such other meetings as shall be requested of her.
 - b. To be custodian of all documents committed to her care.
 - c. To transmit copies of the minutes to all members of the Board and such other persons as the board shall designate.
 - d. To transmit to the president of the college and other persons such actions of the Board as pertain to them.
 - e. To discharge all other duties usually pertaining to the office of secretary.

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Section 4 - DUTIES OF TREASURER. The duties of the Treasurer of the Board of Founders shall be:

- a. To act as custodian of the funds and securities belonging to the college and to be responsible for amounts available in the U.S.A. for land purchases and building operations, and for current expense.
- b. To pay all bills referred to him/her for payment by the Board of Founders or the officers of the college having authority to refer such bills to him/her.
- c. To pay to the College Treasurer all sums paid to him/her for transmission.
- d. To render semi-annually complete and accurate account of all sums committed to his/her care.
- e. To present an audit of his/her accounts annually.

ARTICLE III

COMMITTEES

Section 1 - The Board of Founders shall have standing committees as follows:

- a. An Executive Committee consisting of the Chairman, Secretary, Treasurer, and Chairmen of standing committees. There shall be at least three mission boards represented on this committee.
- b. A Finance Committee consisting of the chairman of the Board, the Treasurer and three other members, one of whom shall be the Chairman of the Committee.
- c. A Personnel Committee consisting of six members of the Board; one of whom shall be the Chairman of the Committee. The Chairman of the Board shall be an ex-officio member of the committee.
- d. A Joint Committee on Cooperation with the University of Nanking, consisting of the two members of the Board of Founders of Ginling College elected to membership on the Board of Founders of the University of Nanking and the two members of the Board of Founders of the University of Nanking elected to membership on the Board of Founders of Ginling College.
- e. A Curriculum Advisory Committee consisting of three members, one of whom shall be the Chairman of the Personnel Committee.
- f. A Nominating Committee consisting of three members.
- g. A Promotional Committee consisting of three or more members, one of whom shall be the Chairman of the Board.

Section 2 - APPOINTMENT OF COMMITTEES.

- a. Standing Committees shall be appointed by the Chairman of the Board of Founders, in consultation with the Executive Committee, except as provided above, at the annual meeting of the Board or by the Executive Committee, as soon thereafter as possible. They shall hold office until their successors are appointed.
- b. Special Committees shall be appointed as the Board shall designate at the time of appointment.

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Section 3 - DUTIES OF COMMITTEES.

- a. Executive Committee. It shall be the duty of the Executive Committee.
 - (1) To act for the Board ad interim.
 - (2) To arrange for the carrying out of actions taken by the Board and not otherwise provided for.
 - (3) To fill vacancies in the faculty occurring between meetings of the Board and in accordance with the general policy of the Board.
 - (4) To discharge such duties as the Board shall delegate to it from time to time.
 - (5) To fill the unexpired term of any officer or chairman.
 - (6) To elect its own Chairman, when the Chairman of the Board is absent.

- b. Finance Committee. It shall be the duty of the Finance Committee:
 - (1) To prepare the budget submitted by the Board of Directors (China), and to submit it to the Board of Founders with recommendations.
 - (2) To prepare a budget of expenditures for the Board of Founders and, to submit it to the Board with recommendations.

- c. Personnel Committee. It shall be the duty of the Personnel Committee:
 - (1) To secure, on consultation with the President, and approve non-Chinese members of the faculty.
 - (2) To recommend to the Board of Founders for appointment to the faculty those approved by this Committee.
 - (3) To file the papers of approved candidates with the Secretary.

- d. Joint Committee on Cooperation with the University of Nanking. It shall be the duty of this Committee to give consideration to matters of mutual concern, and to ways and means whereby cooperation may be maintained between Ginling College and the University of Nanking.

- e.. Educational Advisory Committee. It shall be the duty of this Committee:
 - (1) To furnish advice for Ginling faculty members on furlough and for Ginling students studying in this country.
 - (2) To confer with the Personnel Committee at their request on problems arising in the selection and approval of candidates.
 - (3) To study field problems submitted by the college, giving advice when needed.

- f. Nominating Committee. It shall be the duty of this committee to nominate the Officers and the chairmen of standing committees of the Bar.

- g. Promotional Committee. It shall be the duty of this Committee to seek out new sources of revenue and stimulate present sources for further gifts.

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ARTICLE IV

VOTING POWERS

Section 1 - Power to vote shall be given to all members of the Board of Founders.

Section 2 - A member appointed by a cooperating unit may, in her absence have a regularly appointed alternate who shall have power to vote.

ARTICLE V

AMENDMENTS

The Board of Founders shall have power to make or to amend these By-Laws by a vote of two-thirds of those present at any regular or special meeting of the Board provided that notice of the proposed by-laws or amendments be given at least one month in advance of the meeting.

[17]

Note: When this constitution is printed it will be preceded by a historical note and accompanied by the Constitution of the Board of Directors and the agreement between the Board of Directors and the Board of Founders.

G I N L I N G C O L L E G E

CONSTITUTION OF THE BOARD OF FOUNDERS (U. S. A.)

Adopted September 19, 1935

PREAMBLE

The purpose of the Board of Founders is to maintain for women in China a Christian college of educational excellence, devoted to the training of Chinese women for leadership, for Christian service, and for the furtherance of the cause of Christ in China.

ARTICLE I

NAME

The name of the institution shall be Ginling College.

ARTICLE II

BASIS OF COOPERATION

- Section 1 - A mission board or other organization approved by the Board of Founders assuming financial responsibility for not less than \$10,000 (U.S.) for capital fund and not less than \$1,500 (U.S.) for the current expenses of the college shall be considered a fully cooperating unit.
- Section 2 - A mission board or other organization which cannot meet all the conditions for full cooperation may on approval of the Board of Founders become a partially cooperating unit.
- Section 3 - A member unit wishing to withdraw from its cooperation with Ginling College shall be required to give one year's notice of withdrawal, during which time its payments to the current budget of the college shall be continued.

ARTICLE III

BOARD OF FOUNDERS (U.S.A.)

- Section 1 - The Board of Founders shall be chosen as provided for in Article III Section 2, with powers and duties as defined in Article III Section 3.
- Section 2 - The Board of Founders shall be composed of not less than eighteen nor more than twenty-five voting members, all of whom shall be in sympathy with the aim and purpose of the college as stated in the preamble of this constitution. They shall be chosen as follows:
- a. Two members appointed by each fully cooperating unit.
 - b. One member appointed by each partially cooperating unit.
 - c. Two members chosen by the Board of Founders from the membership of the Board of Founders of the University of Nanking.

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- Section 2 - d. Additional members chosen at large by the Board of Bunders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one third of the total membership of the Board.
- e. Persons having official or semi-official relationship to the Board may be made members ex-officio without vote.

Section 3 - The Board of Founders shall divide its membership into three classes, the term of service being three years. Members shall be eligible for re-election.

Section 4 - The Board of Founders shall have the following powers and duties:

- a. To be responsible to the cooperating mission boards for the loyalty of the college to the evangelical faith.
- b. To exercise general supervision of all matters relating to the college.
- c. To hold in trust for the cooperating units all property and endowment funds secured by gifts from America.
- d. To take steps for increasing equipment and endowment as demanded by the growth of the college.
- e. To receive from the cooperating boards and other sources contributions for the current expenses of the college and to transmit the same to the treasurer of the Board of Directors (China).
- f. To approve the annual budget.
- g. To appoint the president on recommendation of the Board of Directors.
- h. To remove the president, if such action is deemed necessary, after consultation with the Board of Directors.
- i. To secure non-Chinese members of the faculty when requested by the president and the Board of Directors.
- j. To remove if necessary non-Chinese members of the faculty in consultation with the President.
- k. To grant degrees on recommendation of the president and faculty in accordance with the regulations of the Board of Regents of the University of the State of New York.
- l. To delegate to the Board of Directors such of the above duties and powers as may seem wise.

ARTICLE IV.

BOARD OF DIRECTORS (CHINA)

Section 1 - There shall be an official body in China known as the Board of Directors of Ginling College, a majority of whose members shall be Chinese. On the Board of Directors there shall be representatives of each of the cooperating missions.

Section 2 - All members of the Board of Directors shall be in cordial sympathy with the aim and purpose of the college as stated in the Declaration of Purpose in the Constitution of the Board of Directors, and at least three-fourths of the members shall be professing Christians.

Section 3 - The duties and powers of the Board of Directors shall be those agreed upon by the Board of Bunders and the Board of Directors in the Constitution of the Board of Directors.

Section 4 - (Here will be incorporated Section II of the Agreement between the Board of Directors and the Board of Founders.)

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ARTICLE V
AMENDMENTS

This constitution may be amended at the annual meeting of the Board Founders or at a special meeting called for the purpose, provided that full notice of the exact wording of the proposed amendments shall have been given one month in advance of the meeting, and that the votes in favor of the amendment shall be equal in number to two-thirds of the membership of the Board and shall represent at least two-thirds of the cooperating units.

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Note: When this constitution is printed it will be preceded by a historical note and accompanied by the Constitution of the Board of Directors and the agreement between the Board of Directors and the Board of Founders

RECEIVED
NOV - 4 1935
PRESBYTERIAN CHURCH BOARD
& TREASURER'S OFFICE

GINLING COLLEGE

CONSTITUTION OF THE BOARD OF FOUNDERS (U.S.A.)

Adopted September 19, 1935

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- Section 2 -
- a. Two members appointed by each fully cooperating unit.
 - b. One member appointed by each partially cooperating unit.
 - c. Two members chosen by the Board of Founders from the membership of the Board of Founders of the University of Nanking.
 - d. Additional members chosen at large by the Board of Founders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one-third of the total membership of the Board.
 - e. Persons having official or semi-official relationship to the Board may be made members ex-officio without vote.

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Section 4 - The Board of Founders shall have the following powers and duties.

- a. To be responsible to the cooperating mission boards for the loyalty of the college to the evangelical faith.
- b. To exercise general supervision of all matters relating to the college.
- c. To hold in trust for the cooperating units all property and endowment funds secured by gifts from America.
- d. To take steps for increasing equipment and endowment as demanded by the growth of the college.
- e. To receive from the cooperating boards and other sources contributions for the current expenses of the college and to transmit the same to the treasurer of the Board of Directors (China).
- f. To approve the annual budget.
- g. To appoint the president on recommendation of the Board of Directors.
- h. To remove the president, if such action is deemed necessary, after consultation with the Board of Directors.
- i. To secure non-Chinese members of the faculty when requested by the president and the Board of Directors.
- j. To remove, if necessary, non-Chinese members of the faculty in consultation with the president.
- k. To grant degrees on recommendation of the president and faculty in accordance with the regulations of the Board of Regents of the University of the State of New York.
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Section 1 - There shall be an official body in China known as the Board of Directors of Ginling College, at least two thirds of whose members shall be Chinese. On the Board of Directors there shall be representatives of each of the cooperating missions.

Section 2 - All members of the Board of Directors shall be in cordial sympathy with the aim and purpose of the college as stated in the Declaration of Purpose in the Constitution of the Board of Directors, and at least three-fourths of the members shall be professing Christians.

Section 3 - The duties and powers of the Board of Directors shall be those agreed upon by the Board of Founders and the Board of Directors in the Constitution of the Board of Directors as of January 18, 1930. These may be changed from time to time.

Section 4 - The Constitution of the Board of Directors constitutes a part of the agreement between the Board of Directors and the Board of Founders. It is agreed that any amendments to the constitution of the Board of Directors shall be approved by the Board of Founders before they become operative.

ARTICLE V

AMENDMENTS

This constitution may be amended at the annual meeting of the Board of Founders or at a special meeting called for the purpose, provided that full notice of the exact wording of the proposed amendments shall have been given one month in advance of the meeting, and that the votes in favor of the amendment shall be equal in number to two-thirds of the membership of the Board and shall represent at least two-thirds of the cooperating units.

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GINLING COLLEGE

BOARD OF FOUNDERS (U.S.A.)

BY-LAWS

ARTICLE I

MEETINGS

Section 1 - THE STATED MEETINGS OF the Board of Founders shall be held annually in April or May.

Section 2.- SPECIAL MEETINGS of the Board of Founders may be called by the Chairman, or by the Secretary upon a written request of three members of the Board.

Section 3 - The CALL for all meetings shall be mailed to the members at least ten days prior to the meeting.

Section 4 - QUORUM. Five members, representing at least four cooperating member units, shall constitute a quorum for the transaction of any business except the amendment of the constitution when a quorum shall consist of a majority of the Board of Founders including representatives of two-thirds of the cooperating mission boards.

Section 5 - The FISCAL YEAR of the college shall be July 1st to June 30th.

ARTICLE II

OFFICERS

Section 1 - The OFFICERS of the Board of Founders shall be a Chairman, a Secretary, a Treasurer. They shall be elected at the annual meeting and shall serve for one year or until their successors have qualified.

Section 2 - DUTIES OF CHAIRMAN. The duties of the Chairman shall be.

- a. To call and to preside at all meetings of the Board.
- b. To sign and execute, with the Secretary attesting, contracts and instruments authorized by or issued by authority of the Board of Founders requiring his/her signature.
- c. To discharge all other duties usually pertaining to the office of Chairman.
- d. To act as Chairman of the Executive Committee.

Section 3 - DUTIES OF SECRETARY. The duties of the Secretary shall be:

- a. To keep full and accurate minutes of all meetings of the Board of Founders and such other meetings as shall be requested of him/her.

- Section 3 -
- b. To be custodian of all documents committed to his/her care.
 - c. To transmit copies of the minutes to all members of the Board and such other persons as the Board shall designate.
 - d. To transmit to the president of the college and other persons such actions of the Board as pertain to them.
 - e. To discharge all other duties usually pertaining to the office of secretary.

Section 4 - DUTIES OF TREASURER. The duties of the Treasurer of the Board of Founders shall be:

- a. To act as custodian of the funds and securities belonging to the College and to be responsible for amounts available in the U.S.A. for land purchases and building operations, and for current expense.
- b. To pay all bills referred to him/her for payment by the Board of Founders or the officers of the college having authority to refer such bills to him/her.
- c. To pay to the College Treasurer all sums paid to him/her for transmission.
- d. To render semi-annually complete and accurate account of all sums committed to him/her care.
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ARTICLE III

COMMITTEES

Section 1 - The Board of Founders shall have standing committees as follows:

- a. An Executive Committee consisting of the Chairman, Secretary, Treasurer, and Chairmen of standing committees. There shall be at least three mission boards represented on this committee.
- b. A Finance Committee consisting of the Chairman of the Board, the Treasurer and three other members, one of whom shall be the chairman of the committee.
- c. A Personnel Committee consisting of six members of the Board; one of whom shall be the chairman of the committee. The Chairman of the Board shall be an ex-officio member of the committee.
- d. A Joint Committee on Cooperation with the University of Nanking, consisting of the two members of the Board of Founders of Ginling College elected to membership on the Board of Founders of the University of Nanking and the two members of the Board of Founders of the University of Nanking elected to membership on the Board of Founders of Ginling College.
- e. A Curriculum Advisory Committee consisting of three members, one of whom shall be the Chairman of the Personnel Committee
- f. A Nominating Committee consisting of three members.
- g. A Promotional Committee consisting of three or more members, one of whom shall be the Chairman of the Board.

Section 2 - APPOINTMENT OF COMMITTEES.

- a. Standing Committees shall be appointed by the Chairman of the Board of Founders, in consultation with the Executive Committee, except as provided above, at the annual meeting of the Board or by the Executive Committee, as soon thereafter as possible. They shall hold office until their successors are appointed.
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 - (1) To act for the Board ad interim.
 - (2) To arrange for the carrying out of actions taken by the Board and not otherwise provided for.
 - (3) To fill vacancies in the faculty occurring between meetings of the Board and in accordance with the general policy of the Board.
 - (4) To discharge such duties as the Board shall delegate to it from time to time.
 - (5) To fill the unexpired term of any officer or chairman.
 - (6) To elect its own Chairman, when the Chairman of the Board is absent.
- b. Finance Committee. It shall be the duty of this committee.
 - (1) To review the budget submitted by the Board of Directors (China), and to submit it to the Board of Founders with recommendations.
 - (2) To prepare a budget of expenditures for the Board of Founders and, to submit it to the Board with recommendations.
- c. Personnel Committee. It shall be the duty of this committee:
 - (1) To secure, on consultation with the President, and approve non-Chinese members of the faculty.
 - (2) To recommend to the Board of Founders for appointment to the faculty candidates approved by this committee.
 - (3) To file the papers of approved candidates with the Secretary.
- d. Joint Committee on Cooperation with the University of Nanking. It shall be the duty of this committee to give consideration to matters of mutual concern and to devise ways and means whereby cooperation may be maintained between Ginling College and the University of Nanking.

- e. Educational Advisory Committee. It shall be the duty of this committee:
 - (1) To furnish advice for Ginling faculty members on furlough and for Ginling students studying in this country.
 - (2) To confer with the Personnel Committee at their request on problems arising in the selection and approval of candidates.
 - (3) To study field problems submitted by the College, giving advice when needed.

- f. Nominating Committee. It shall be the duty of this committee to nominate the officers and the chairmen of standing committees of the Board.

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ARTICLE IV

VOTING POWERS

Section 1 - Power to vote shall be given to all members of the Board of Founders.

Section 2 - A member appointed by a cooperating unit may, in her absence, have a regularly appointed alternate who shall have power to vote.

ARTICLE V

AMENDMENTS

The Board of Founders shall have power to make or to amend these By-Laws by a vote of two-thirds of those present at any regular or special meeting of the Board provided that notice of the proposed by-laws or amendments be given at least one month in advance of the meeting.

517

ACTIONS ADOPTED BY GINLING COLLEGE, BOARD OF FOUNDERS

9/27/34 BF 1

VOTED that the name of this organization be changed from "Ginling College Committee" to "Board of Founders of Ginling College." 9/27/34

BF 2

VOTED to adopt the following tentative by-laws governing the meetings of this Board of Founders:

Section 1. Stated Meetings. The stated meetings of the Board of Founders shall be held semi-annually in December and in April or May.

Section 2. Special Meetings. Special meetings of the Board may be called by the President or by the Secretary or upon the written request of two members of the Board or of the President of the College.

Section 3. Notice of Meetings. A notice of all meetings shall be mailed to each member of the Board at least five days prior to the date of such meetings.

Section 4. Quorum. Seven members of the Board shall constitute a quorum for the transaction of any and all business.

Section 5. Rules of Order. General parliamentary rules, as modified by the rules and regulations of the Board, shall be observed in conducting the business of the Board. 9/27/34

F 3

VOTED that the seal of the Board of Founders of Ginling College shall be circular in form, containing in the center the design already adopted by Ginling College, surrounded by the name, "Board of Founders, Ginling College," together with the date of the founding of the College, 1915. 9/27/34

BF 4

VOTED that the Board of Founders of Ginling College, in accordance with the request of the Board of Directors of Ginling College, made on March 2nd, 1934, and in accordance with the unanimous approval of the Board of Trustees of the University of Nanking given on April 26th, 1934, make application the Board of Regents of the University of the State of New York for an absolute charter to give separate corporate existence to Ginling College, which has heretofore carried on its work as a part of the University of Nanking under the provisional charter granted to that institution April 19th, 1911, and amended May 2d, 1912, December 12, 1912, and October 18th, 1923; and that the proper officers of this Board be authorized to prepare and to execute all documents required in connection with this application." 9/27/34

BF 5

VOTED that in presenting this petition for an absolute charter a request be made for authorization to confer the degrees of Bachelor of Arts and Bachelor of Science.

BF 6

VOTED to approve, as distributed, the minutes of the Annual Meeting of the Ginling College Committee of April 25th, 1934, and of the joint meeting of the Executive and Finance Committees of June 5th, 1934; with the understanding that the additional appropriation of US \$5,000 referred to on the third page of the June 5th minutes is to be considered a part of the regular appropriation of this Board of Founders for the year 1934-35. 9/27/34

- BF 7 VOTED to approve the placing of the general cultivation lists of Ginling College in the Clearance Bureau of the Associated Boards, subject to the limitations as set forth above, with the understanding that the inclusion of any or all of the Smith College list be left to the decision of the Secretary of this Board of Founders in consultation with representatives of the Smith College Alumnae. 9/27/34
- BF 8 VOTED that the President of the Board be requested to write a letter of sympathy to Mrs. Wood. 9/27/34
- BF 9 VOTED that the Board record its warm approval of the proposal that a suitable memorial fund in Professor Wood's honor be sought, and that the President and Secretary consult with Mrs. Macmillan as to the most suitable form of such a memorial. 9/27/34
- BF 10 VOTED to authorize the treasurer to pay to the Associated Boards for Christian Colleges in China the sum of \$93.72, to complete Ginling College's pro rata share of the promotional expense of the Associated Boards for the fiscal year 1933-34. 9/27/34
- May 13, 1935* BF 11 VOTED that Miss Mabel Mead be asked to fill the place on the Board of Founders left vacant by the passing of Mrs. Leiper, Miss Mead having taken up the work with Smith College Alumnae carried by Mrs. Leiper. Mrs. Roys was asked to see Miss Mead and report to the Chairman. 5/13/35
- BF 12 VOTED that the choice of an alternate if necessary be left to the Executive Committee. 5/13/35
- BF 13 VOTED that the Secretary send a note of appreciation in the name of the Board to Miss Thayer and Miss Cook for the splendid work they have done in behalf of the college. 5/13/35
- BF 14 VOTED that the Board of Founders ask the Women's Missionary Society of the Reformed Church in the U.S. not to withdraw altogether, but to continue their membership on the board and pay only such sum as they find possible. 5/13/35
- BF 15 VOTED that the Auditor's report be accepted and placed on file. 5/13/35
- BF 16 VOTED that the Treasurer be and he hereby is authorized to seal if and cable is received from Miss Priest calling for funds such securities as are necessary to cover field drafts up to \$15,000. 5/13/35
- BF 17 VOTED that the college be authorized to proceed on the basis of \$21,600 American currency as the amount to be expected from all sources in the U.S.A. for the current budget 1935-36. 5/13/35
- BF 18 VOTED that in view of the change of name of "Ginling College Committee" to "Board of Founders, Ginling College" the following necessary resolutions be adopted and spread on the minutes.

BF 18 Cont.

RESOLVED that IRVING TRUST COMPANY, of New York City, be and hereby is designated a depository of this corporation and that checks, drafts, notes, bills of exchange, acceptances or other orders for the payment of money upon said IRVING TRUST COMPANY, or payable at any of its offices, be signed on behalf of this corporation by Russell Carter, Treasurer:

RESOLVED that said IRVING TRUST COMPANY be and hereby is authorized, without limit as to amount and without inquiry as to the circumstances of issue or the disposition of the proceeds even if drawn or endorsed to any signing or endorsing officer or other officer of this corporation or tendered in payment of the individual obligation of any such officer or for his credit or for deposit to his personal account:

1. To accept, certify and/or pay any such instruments or other orders for the payment of money, whether or not negotiable, so signed and to charge the same to the account of this corporation or to any account containing funds of this corporation maintained in the name or names of any officer(s) or agent(s) of this corporation;
2. To purchase, give credit for, cash and/or pay any instruments or other orders for the payment of money, whether or not negotiable, payable or endorsed to this corporation or to bearer or otherwise endorsed on behalf of this corporation by such officer(s) authorized as aforesaid to sign similar instruments or orders on behalf of this corporation.

RESOLVED that Russel Carter, Treasurer, be and hereby is authorized, on behalf of this corporation:

1. To borrow money and to obtain credit from said IRVING TRUST COMPANY on any terms;
2. To discount any bills or notes receivable or other negotiable instruments;
3. As security for any loan, credit or accommodation to pledge, trustee or otherwise create any lien upon any stocks, bonds, accounts, bills or notes receivable, bills of lading, warehouse receipts, delivery orders, commodities, foreign exchange or any other securities or property whatsoever;
4. To purchase or sell, either through said IRVING TRUST COMPANY as agent or otherwise and either for immediate or future delivery, and to deliver, receive delivery of or otherwise dispose of stocks, bonds, commodities, foreign exchange or any other securities or property whatsoever;

And, in connection with any of the foregoing, to make, execute and deliver, in the name of this corporation and under its corporate seal or otherwise, any and all checks, drafts, notes, bills of exchange, acceptances, assignments, transfers, endorsements, guaranties, agreements, instructions, obligations, or documents whatsoever in form satisfactory to said IRVING TRUST COMPANY.

RESOLVED that the secretary and/or any other officer or officers of this corporation be and hereby are authorized to certify to said IRVING TRUST COMPANY that these resolutions have been duly adopted and that they are in conformity with the charter and by-laws of this corporation.

BF 18 Cont.

Resolved, that BANKERS TRUST COMPANY of the City of New York is designated a depository of this corporation; and

Further Resolved, that all drafts, checks, and other instruments or orders for the payment of money drawn against the account or accounts of this corporation shall be signed by Russell Carter, Treasurer:

Further Resolved, that the depository above designated is authorized to place to the credit of the account, or any of the accounts, of this corporation, funds, drafts, checks or other property delivered to it for deposit for account of this corporation, whether or not indorsed with the name of this corporation by rubber stamp, facsimile, mechanical, manual or other signature, and any such indorsement by whomsoever affixed shall be the indorsement of this corporation, provided that if any such funds, drafts, checks or other property shall bear, or be accompanied by, directions (by whomever made) for deposit to a specific account, then such deposit shall be to the credit of such specific account; and

Further Resolved, that the depository is hereby directed to accept and/or pay and/or apply without limit as to amount, without inquiry and without regard to the application of any such draft, check, instrument or order for the payment of money, or the proceeds thereof, any draft, check, instrument or order for the payment of money drawn on such account or accounts, which draft, check, instrument or order for the payment of money bears the signature or signatures now or hereafter authorized by this corporation, including drafts, checks, instruments or orders for the payment of money, to the order of any person whose signature appears thereon, or of any other officer or officers, agent or agents of this corporation, which may be deposited with, or delivered or transferred to, the depository or to any other person, firm or corporation, for the personal credit or account of any such officer or agent; and the depository shall not be liable for any disposition which any such officer or agent shall make of all or any part of any draft, check, instrument or order for the payment of money drawn on such

accounts or the proceeds thereof, notwithstanding that such disposition may be for the personal account or benefit or in payment of the individual obligation of any such officer or agent to the depository or otherwise. 5/13/35

BF 19 VOTED that the Treasurer be and he hereby is authorized to renew the lease for the Ginling College Buildings to the Board of Directors of Ginling College for a period of three years at the sum of one dollar (\$1.00) per year, American currency. 5/13/35

BF 20 VOTED that the Treasurer be bonded in the amount of \$10,000, the bond to be in the safe keeping of the Secretary of the Board of Founders.

BF 21 VOTED that each of the five major cooperating boards be asked to find or give its proportional share of this amount (\$5,000), which would be distributed as follows:

Presbyterian	.260	\$1,300
Methodist South	.199	995
Baptist	.142	710
Methodist	.334	1,670
United Christian	.065	325

- BF 22 VOTED that the following payments to the Associated Boards of China Colleges for the year 1934-35 be ratified by the Board of Founders.
Pro-rata share of promotional expense \$850.32
Pro Rata share of Administration expense 67.85 5/13/36
- BF 23 VOTED that the Board Authorize expenditures not to exceed \$592.26 as Ginling's share of the Promotional expenses of the Associated Boards of China Colleges for 1935-36, with the hope that this amount will be reduced when the budget comes up for review at the annual meeting of the Associated Boards. 5/13/36
- BF 24 VOTED that the Constitution as corrected be adopted. 5/13/36
- BF 25 VOTED that the by-laws as corrected be adopted. 5/13/36
- BF 26 VOTED that Dr. Robert E. Speer and Dr. Edwards be asked to represent Nanking University on Ginling Board of Founders. 5/13/36
- BF 27 VOTED that Miss MacKinnon, Miss Griest, and Mrs. Sears formulate the paragrahy setting forth the duties of the Committee on Personnel. 5/13/36
- BF 28 VOTED that this same Committee formulate the details of and necessary proceedings in the selection and appointment of candidates for guidance of Personnel Chairmen in the future. 5/13/36
- BF 29 VOTED that Mrs. Macmillan be made a member ex officio of this Board. 5/13/36
- BF 30 VOTED that the Secretary be instructed to convey to Mr. Carter the deep appreciation of the Board for the time and pains he has taken in the adjustment of mortgages and other exacting business of the Committee. 5/13/36
- 9/19/35
BF 31 VOTED that a letter of appreciation be sent to Rev. Reginald Wheeler for his valuable assistance in making this film, and also to Miss Wu Mon-I for her part in it. 9/19/35
- BF 32 VOTED that Mrs. Macmillan be authorized to have two copies of the film made and to purchase a suitable projector, keeping the expense incurred as low as possible. 9/19/35
- BF 33 VOTED to approve of the plan and authorized the Treasurer to indicate such approval by depositing its Notes with the Guaranty Trust Company of New York, Depositary. 9/19/35
- BF 34 VOTED to refer this question with power to Mr. Carter and Mr. Taggart. 9/19/35
- BF 35 VOTED to authorize the Treasurer to make payment of \$904 as Ginling's pro rata allocation toward the promotional budget of the Associated Boards for Christian Colleges in China for the year July 1, 1935-July 30, 1936 in place of the \$592.26 authorized at the May meeting of the Board. This increase is due to the relatively greatly increased amount as the approved objective for Ginling, namely, \$6,500, 7.3 per cent. of the total approved objectives for all of the Universities of \$89,000, as compared with the original \$10,000 or 4.2 per cent. of a total of \$239,500. 9/19/35

- BF 36 VOTED that the auditors report be accepted and placed in file and that a copy of the Treasurer's report be appended to these minutes. 9/19/35
- BF 37 VOTED that Mrs. Macmillan be authorized to publish a leaflet for the promotion for this memorial, the cost not to exceed \$300 and the expense of it to be the first charge on funds received. 9/19/35
- BF 38 VOTED that each member of the Board be asked to send in immediately names of possible prospective givers to Mrs. Macmillan at the Associated Board's office at 150 Fifth Avenue, New York City. 9/19/35
- BF 39 VOTED that Miss Griest be requested to confer with Miss Butler of Oxford, Ohio, concerning the approach to Ginling ex-faculty members in the hope of securing gifts from them. 9/19/35
- BF 40 VOTED that a message of congratulation be sent to Mrs. Thurston on her sixtieth birthday and to Ginling College on its twentieth anniversary celebration November 2 to 4. 9/19/35
- BF 41 VOTED that Professor Harlow be asked to approach the Representation Council at Smith College to name a representative from the Alumnae to Ginling Board of Founders. 9/19/35
- BF 42 VOTED that Mr. B. A. Garside be asked to become a member ex-officio of this Board. 9/19/35
- BF 43 VOTED that the Chairman of the Board be asked to invite Mrs. James S. Cushman and Mrs. George T. Scott to become members of the Board of Founders. 9/19/35
- BF 44 VOTED that Rev. E. C. Lobenstine be asked to become a member of the Board of Founders of Ginling College. Mr. Lobenstine accepted. 9/19/35
- BF 45 VOTED that a letter of appreciation be sent to Dr. Werner for the splendid work she has done at Ginling. 9/19/35
- BF 46 VOTED that Miss Moreb Mossman, Professor of Sociology, having transferred from a three year term of service to a five year term, be granted a study allowance not to exceed \$200. 9/19/35
- BF 47 VOTED that a study allowance, not to exceed \$200, be granted to Miss Florence Kirk, Professor of English, as she is planning to return to Ginling for a five year term of service. 9/19/35
- BF 48 VOTED that any necessary adjustments in these allowances be left to the Educational Advisory Committee and Miss Griest. 9/19/35
- BF 49 VOTED that Miss Briest be authorized to draw up a second term agreement based on the five year contract now in use. 9/19/35
- BF 50 VOTED to adopt Article III, Section 2, reading:

"The Board of Founders shall be composed of not less than eighteen nor more than twenty-five voting members, all of whom shall be in sympathy with the aim and purpose of the college as stated in the preamble of this constitution. They shall be chosen as follows:

- a. Two members appointed by each fully cooperating unit.
- b. One member appointed by each partially cooperating unit.
- c. Two members chosen by the Board of Founders from the membership of the Bounders of the University of Nanking.
- d. Additional members chosen at large by the Bard of Founders in sufficient number to make a total of not less than eighteen nor more than twenty-five. The number of the members at large shall not at any time exceed one-third of the total membership of the Board.
- e. Persons having official or semi-official relationship to the Board may be made members ex-officio without vote." 9/19/35

BF 51 VOTED to adopt Article III, Section 3, reading:

"The Board of Founders shall divide its membership into three classes, the term of service being three years. Members shall be eligible for re-election." 9/19/35

BF 52 VOTED to adopt Article III, Section 2, e. reading:

"Persons having official or semi-official relationship to the Bard may be made members ex-officio without vote." 9/19/35

BF 53 VOTED to adopt Article IV appended with corrections. 9/19/35

BF 54 VOTED to adopt Article V appended with corrections. 9/19/35

BF 55 VOTED that the Constitution and By-Laws of the Board of Founders of Ginling College be adopted as appended to these minutes. 9/19/35

BF 56 VOTED that when completed the Constitution and By-Laws be printed, together with an introductory historical statement, the Constitution and By-Laws of the Board of Directors (China) and the Agreement of the Board of Founders and the Bard of Directors. 9/19/35

4/23/36 BF 57 VOTED to accept the agenda as submitted. 4/23/36

BF 58 VOTED that the minutes of the September meeting of the Board of Founders and of the later meetings of the Executive Committee, as circulated be accepted. 4/23/36

BF 59 VOTED to refer the matter (technical question re second member from the United Christian Missionary Society) to the Executive Committee with power. 4/23/36

BF 60 VOTED that Mrs. J. W. Perry be made a member of the Board of Founders 4/23/36

BF 61 VOTED that Mr. Carter's report be accepted. 4/23/36

BF 62 VOTED that this report (Field Financial Report) be accepted. 4/23/36

BF 63 VOTED that these funds (funds for \$5,000 deficit) be so allocated. 4/23/36

BF 64 VOTED that every effort be made to cover this shortage (this year's) before July 1, 1936. 4/23/36