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CHAP. I. GENERAL REGULATIONS: [17]

1. The College is called the Ssu Li Hua Chung Ta Hsich.
2. The College is situated in Wuchang on the grounds generally known as the Boone Campus, T'ien Hua Lin,* until and unless some other site is decided upon.

CHAP. II. ORGANIZATION:

3. The College is composed of the following schools:-

(a) The School of Arts with the following departments:-

- (1) Chinese Language and Literature.
- (2) Foreign Languages and Literature.
- (3) Social Sciences.
- (4) Commerce
- (5) Philosophy.

(b) The School of Science with the following departments:-

- (1) Physics.
- (2) Chemistry.
- (3) Biology.
- (4) Mathematics.

(c) The School of Education with the following departments:-

- (1) Principles of Education.
- (2) Educational Psychology.
- (3) Educational Administration.

4. The curriculum and length of courses of the College are arranged within the limits prescribed by the Ministry of Education and in accordance with the provisions of this Constitution.
5. Graduating students are awarded Certificates in accordance with the regulations of the department in which they are studying: the graduating examinations being given in accordance with the regulations of the Ministry of Education.
6. So soon as the Department of Commerce has been fully organized, it shall be formed into a School of Commerce.

CHAP. III. ADMINISTRATIVE BODIES AND TEACHING AND ADMINISTRATIVE STAFF.

7. The Board of Directors acts as the representative of the original Founders, whose office is at present situated in New York, and is responsible for the general policy and support of the institution. Its organization and powers are described elsewhere in the Constitution of the Board of Directors.
8. The President of the College is appointed by the Board of Directors. He has general oversight and control of the whole institution.
9. The Treasurer is appointed by the Board of Directors. His duties shall be as follows:-

(a) Receive all income of the College.

(b) Deposit incoming funds of the College in the Bank decided by the Board of Directors. Funds of a temporary or special nature shall be incorporated with the ordinary current account of the institution.

* Placed at its disposal by Boone Unive

settlement of accounts countersigned by the [2]
onies shall be used for the purchase of property,
aries and other purposes approved by the Board of

- (d) Keep records of incoming and outgoing funds.
- (e) At the close of each financial year, prepare a clear and detailed balance-sheet of income and expenditure, which shall be transmitted to the Board of Directors for their examination, after being passed by the auditor.
- (f) Supervise all property of the College and have charge of all inventories of goods procured for the College by those responsible.

10. A dean shall be appointed for the College, as also Deans for each of the Schools that compose the College. The regulations for their appointment are described elsewhere.
11. The Professors, Assistant Professors, Lecturers and Instructors are engaged by the President according to regulations described elsewhere. The Assistant in any department is appointed by the Professor in charge of that department in consultation with the President.

PROFESSORS.

A Professor should possess the degree of Doctor, Master or some such equivalent from a University of recognised standing. Moreover, skill in teaching and a high standard of scholarship should be taken into consideration in their appointment. In the case of research or publications of recognised value, the actual degree held shall not prevent appointment as Professor.

ASSISTANT PROFESSORS.

An Assistant Professor should have a degree from a University of recognised standing and should be a teacher of ability and experience.

LECTURERS.

A lecturer should have a degree from a University of recognised standing or some similar specialist equivalent. He/she should be capable of taking charge of regular courses of instruction.

INSTRUCTORS.

An Instructor should have graduated from a Professional College or University and be capable of giving assistance or taking charge of Independent courses. His/her engagement should be for a short period, but he/she would be open for further engagement.

ASSISTANTS.

An Assistant may be either a University graduate or undergraduate. He/she shall be appointed for one year as Laboratory Technician or assistant technician or assistant in the supervision of written work, or to other similar positions.

12. There shall be a Registration Department, Business Department and a Library, each of which shall have a responsible Head appointed by the President.

SENATE.

13. The Senate shall be composed of the President, the Treasurer, the Dean of the College, the Head of each School, the Dean of Women, two representatives of professorial ranks appointed by the Faculty Meeting, and three appointed by the Board of Directors to ensure adequate representation of all the cooperating units.

The President shall be the Chairman. If the number amount to nine in number, others shall be elected and an Assistant Professor shall be elected.

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14. The powers and Duties of the Senate are as follows:- [3]

- (a) Regulate the internal administration of the College.
- (b) Determine the educational policy of the institution.
- (c) Deal with matters raised by the Hostels.
- (d) Approve of the regulations of each School, Hostel, and Department.
- (e) Decide on questions relating to the engagement, promotion and resignation of members of the administrative and teaching staff. In cases where financial questions are also involved such matters shall be referred to the Board of Directors through the President.
- (f) Grant certificates of Graduation, and all prizes and Degrees.

15. In all matters relating to the engagement, promotion and resignation of Members of the Faculty and Staff, the President shall first secure the confirmation of the Senate before taking action, except in certain cases otherwise provided for.

FACULTY MEETING.

16. The Faculty Meeting shall be composed of the President, Dean, the Heads of each School, Dean of Women, together with the Professors, Assistant Professors, Lecturers, and Instructors in each subject. The Dean of the College shall be the Chairman.

17. Powers and Duties of the Faculty Meeting.

- (a) Decide on general methods of instruction.
- (b) Fix the required and elective courses of each School and Department.
- (c) Discuss the teaching methods of each subject and correlate the different courses of instruction.
- (d) Decide on matters relating to the promotion of students.
- (e) Nominate the Dean of the College or appointment by the President.
- (f) Discuss and decide on other matters regarding the College Instruction.

18. The Faculty Meeting shall ordinarily be held once a month.

19. The decisions of the Faculty Meeting shall take effect through the Dean. If the Dean considers it necessary, he may refer proposals passed by the Faculty Meeting to the Senate for further discussion, and report their decision to the Faculty Meeting.

STUDENT ACTIVITIES.

20. Cooperating units have the right to organize extra-curricular activities to meet the special needs of their own students.

STANDING COMMITTEES.

21. The rules and regulation regarding permanent standing committees and special temporary committees shall be approved by the Senate.

CHAP. IV. AMENDMENTS.

22. Amendments to the above constitution may be made by a two-thirds majority vote of a quorum meeting of the Directors, provided that notification in writing has been given in a meeting at least six months previous to the passing of the amendment.

AMENDMENTS TO THE CONSTITUTION OF HUA CHUNG COLLEGE

[4]

A. Amendments to the Constitution according to Government Instructions.

Chap. II, 3. (a) This section is amended to read:

"The School of Arts with the following departments:

- (1) Chinese Language and Literature
- (2) Foreign Languages and Literature
- (3) History-Sociology
- (4) Economics-Commerce
- (5) Philosophy (Minor Department)"

Chap. II, 3. (c) Is amended to read as follows:

"The School of Education with the following departments:

- (1) Education
- (2) Psychology
- (3) Music (Minor Department)"

Chap. II, 5. Insert "and degrees" after "certificates" and insert after the first "with" "the government regulations and with".

Chap. III, 9. Insert after "by the" "President of the College with the concurrence of the Board of Directors."

B. Verbal Changes.

Chap. III, 11. Insert after "lecturers," "assistant lecturers" and delete "instructors" in the first line, and change "instructors" in the same paragraph to read "assistant lecturers."

Chap. III, 12. Insert after "shall be," "Treasurer's office, Dean's office."

C. Proposed Amendments.

Chap. III, 10. Insert after "College" "Faculty by the President," and delete the second sentence.

Chap. III, 13. Insert after "the Dean of Women," "the Librarian".

Chap. III, 16. Insert after "lecturers," "assistant lecturers," and after "and," "assistants." The last sentence to be amended to read:
"The Chairman shall be elected by the faculty meeting, and members of the faculty who are of professorial ranks are eligible for election."

Chap. III, 17. Delete (c).

Chap. III. Insert Article 20 to read as follows:

"Faculty Meetings of the Schools.

The faculty of each school shall be composed of the President, the Dean of the School, professors, assistant professors, lecturers, assistant lecturers, and assistants in the School. The Dean of the School shall be the Chairman of the faculty meeting of the School. The Dean of the College faculty shall be invited to attend the faculty meeting of the School.

[5] "The powers and duties of the School faculty meeting shall be:

1. To consider and recommend to the College Senate for approval the establishment or abolition of a major or minor department.
2. To decide on the curriculum and courses in the School for the sanction of the College faculty.
3. To consider matters concerning the equipment of the different departments in the School, and to approve the issuing of publications bearing the name of the School or of its several departments.
4. To consider matters submitted by the President of the College or the Dean of the School."

Change the numbering of the present Articles 20, 21, 22 to Articles 21, 22, and 23.

January 22, 1943

Secretary of State
State of Tennessee
Nashville, Tennessee

Dear Sir:

On February 5, 1942 your office furnished us with a certified copy of the Charter of Incorporation of the Central University of China. This is reported to be recorded in Book O-2, page 59. Our copy in the last paragraph on the first page reads as follows:

"Said corporation is as follows: The subject of any literary or scientific undertaking--as a college or university with powers to confer degrees, an academy, a debating society, lyceum--the establishment of a library; the support of a historical society, the organization and support of battlefield associations; the promotion of painting, music, or the other fine; the support of Boards of Trade or Chambers of Commerce; or other objects of like nature. The incorporators aforesaid, their associates and successors, who shall possess the qualifications hereinbefore required shall constitute a Board of Trustees."

Apparently, there is something wrong with the phrase underscored.

The first sentence of the second paragraph, page 2, of our copy reads as follows:

"The Board of Trustees may have the power by and with the consent of the Board of Missions of the Methodist Episcopal Church South to increase the number of Trustees to ten thirty three, if they deem the interest of the corporation requires such increase."

What does the number of trustees actually mean in the original? The underscoring is also on the copy which you have furnished us.

The individual, handling these incorporation papers in our office, is no longer with us and it is quite evident that they were not carefully read upon receipt.

Will you not kindly give us the answers to the above and furnish us with authority to make the corrections on the copy we have in hand.

Very truly yours,

CAE/B

C. A. EVANS

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JAN 23 1943
JOINT OFFICE



STATE OF TENNESSEE

Department of State

JOE C. CARR, SECRETARY

NASHVILLE

January 25, 1943

Associated Boards for
Christian Colleges in China
150 Fifth Avenue
New York City, New York

Attention: Mr. C. A. Evans

Dear Sir:

In reply to your letter of January 22nd, I will make the following explanation:

I can only attach a Certificate under my hand and seal to certified copies if they are true and correct as recorded in the Corporation Records of my office. The phrases in question are on record in my office in Corporation Record Book 0-2, page 59 as stated in the certified copy; therefore I underscored the words to signify that I knew some of the words had been left out, whether by carelessness of the Corporation Clerk at that time or unintentionally in the original application I cannot say.

I am very sorry that I cannot grant your request to make corrections on the copy of the Charter of Incorporation of the Central University of China, but I have no authority to do so.

Very truly yours

Joe C. Carr
Secretary of State

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UNIVERSITY
JAN 27 1943
JOINT OFFICE