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Board of Directors
Advisory Committee 1941
Executive Committee 1944
Women's Committee 1948

MEETING OF THE ADVISORY COMMITTEE OF
THE BOARD OF DIRECTORS
FOR CHEELOO UNIVERSITY
IN CHENGTU

June 2, 1941

Present: Rev. G. S. Bell, Dr. William P. Fenn, Dr. Frank W. Price, Mr. Wu K'o-ming.
By invitation, Dr. E. H. Cressy and Miss Elsie Priest.

Chairman: Mr. Wu K'o-ming was elected Chairman.

Minute Secretary: Miss Hickson.

Organization:

The organization of this Committee, as proposed to the Board of Directors in a letter from the President of January 9th, 1941, is as follows:-

"A committee composed of members of cooperating missions and alumni, who will act for the Board of Directors during the time the University is in Chengtu: the membership to be limited to seven members, each to serve for three years, and to be eligible for re-election.

Representing A.P.M.N.	Dr. William P. Fenn
" A.P.M.S.	Dr. Frank W. Price
" U.C.C.M.	Mr. H. A. Boyd (alt. Rev. G. S. Bell)
" W.F.M.S.	Miss Mabel Nowlin
" Alumni	Mr. Wu K'o-ming

and two other experienced Chinese members to be added."

Since that date Mr. T. H. Sun has been asked to represent the English Baptist Mission, leaving one Chinese member (a representative of the alumni) still to be added.

Of the thirteen members of the Board of Directors whose location was known and who could therefore presumably be reached by letter, answers were received from eight. Five of these gave unqualified approval of the proposal as outlined; two mission representatives approved on condition that the committee's functions were purely advisory and its decisions confirmed by the Board of Directors by circulation; another mission representative would not vote for or against, but while expressing sympathy with the need for such an advisory group felt that approval should come from his mission executive.

A. 1. Dr. R. T. Shields

Having heard from Dr. Frank Price that the Southern Presbyterian Mission is sending a delegation to West China to consider the setting up of work by their mission in Szechwan, of which delegation it was originally proposed that Dr. Shields be a member -

Voted:- That the President write to Dr. Shields and to the Southern Presbyterian Board asking that Dr. Shields visit West China as soon as possible, to consult on problems of the Medical College as well as the work of that Board in West China.

A. 2. Student Enrolment and Faculty Teaching Load

Statistics were presented regarding the student body and the members of faculty. After discussion of the problems arising from pressure from the Ministry on each

institution to offer certain courses, and the practical and economic difficulties involved in increasing the student body and in supporting a large staff -

Voted:- a. That the President and the administrative officers discuss the question of a greater degree of cooperation between the four universities, looking to a reduction in the total number of faculty required;

b. That the President be asked to take up with the Deans the question of the apparently excessive number of teachers in relation to the number of students, and the inadequate teaching loads that many teachers seem to be carrying.

(Note: A further analysis of the figures, in accordance with the statistics attached, shows that the ratio is nearer to normal than at first appeared.)

FINANCE.

Miss Priest, the Chengtu treasurer of Cheeloo University, presented the audited statement of accounts for 1939-40, the tentative budget for 1941-42, and a statement of expenditures to date for 1940-41.

A. 3. Financial Statement for 1939-40

Voted:- That the audited financial statement for the year 1939-40 be accepted and placed on file.

A. 4. Difficulty in Obtaining Funds in Chengtu

Miss Priest explained the continual problems involved in obtaining funds for the carrying on of Cheeloo University in Chengtu through the treasurer in Tsinan -

Voted:- a. That in view of the present situation and the danger of being cut off from Shanghai, the Advisory Committee considers it necessary that the funds essential to cover the budget of the University in Chengtu be transmitted direct from New York to the Treasurer in Chengtu;

b. That the Board of Governors be requested to decide the apportionment of the budget as between Tsinan and Chengtu, and to inform the University authorities in Chengtu of the amounts available;

c. That if the funds available are not sufficient to carry all the work now being done in Tsinan and Chengtu, it is the firm conviction of this Committee that, in view of the fact that Cheeloo is principally a university, all of whose instructional work is now in Chengtu, the Board of Governors should first make provision for the minimum necessary to carry on that university work in Chengtu.

A. 5. Emergency Plans for Financing the Work

Voted:- a. That the Board of Governors be requested to send a cable stating the amount of funds allocated to Chengtu for 1941-42, and to make available immediately after July 1, 1941 the first quarterly payment for the year.

The other three universities on this campus have made plans to finance their work if a sudden emergency should arise, but Cheeloo University has no reserves available or plans made for financial adjustment, therefore -

b. That the Board of Governors be requested to advise the President concerning funds for emergency use and to give the treasurer in Chengtu authorization to draw such funds if needed either by cheque or by cable.

A. 6. Clinical Work for the Medical College

In view of the fact that the teaching hospital for the College of Medicine is now the United Hospital in Chengtu, that the tentative budget for 1941-42 makes no provision for any grant to that hospital, and that further, the hospital in Tsinan is not now a teaching hospital -

Voted:- That in the revision of the budget for 1941-42 some of the funds now allocated to the hospital in Tsinan be transferred to the Chengtu section of the budget to provide for grants to the United Hospital.

A. 7. Funds from the Women's Committee and Hall Estate

In view of the fact that there are no medical women students in Tsinan at present, and that the funds raised by the Women's Committee are restricted for this use -

Voted:- That the funds granted by the Women's Committee for medical women students, and from the Hall Estate Fund for women students, be drawn directly from New York by the Treasurer in Chengtu.

A. 8. Assistance to the Treasurer.

In view of the fact that Miss Priest is carrying the Treasurer's work for all four institutions on the campus, that the volume of work involved in carrying the Cheeloo accounts is steadily increasing, and that Cheeloo University is providing only the part-time services of one clerk in the office of W.C.U.U. -

Voted:- That provision be made in the revised budget for 1941-42 for a first-class accountant to give full time to assist in the treasurer's office.

A. 9. Vote of Thanks

The Committee rose to express its great appreciation to Miss Priest for her services in handling Cheeloo accounts, and to the University of Nanking for lending her.

A. 10. Foreign Staff

After a discussion as to the advisability of getting a larger proportion of the foreign missionary staff of Cheeloo to Chengtu, it was -

Voted:- That an invitation be extended to Dr. Winfield to remain in Chengtu on the Cheeloo University staff.

A. 11. Internal Administration

After informal discussion of various difficulties concerned with internal administration of the University, it was -

Voted:- That the Committee ask the President and Miss Hickson, in consultation with the Deans and other Administrative Officers, to work out revised By-laws for the conduct of the University Administration, and to present these By-laws to this committee at the first meeting in the autumn.

ADJOURNMENT.

TEACHING LOAD

Names marked R are of members of the Sinological Research Institute. The numbers of students actually in courses include in some cases students of Hwa Hsi and a few from other universities, but the staff-student ratio includes only Cheeloo students.

Arts College

Staff. Full-time 9, 9 pt. time 3.5, 2 special 1, 5 lecturers 1.5

Total 15 Students 132 (inc. 14 History Research)

Ratio. 1 : 9

	Hrs. Load	Stu- dents		Hrs. Load	Stu- dents
<u>Chinese</u>			<u>Political Economy</u>		
Chien Mu R. Head	2	16	K.A. Chang, Head of Dept.	9	82
W.S.Chang R. Instruc.	7	37	C.Y.Han, spec. no ranking	3	5
F.L.Hu R. "	2	5	C.H.Tang, Prof. pt.time	3	33
T.C.Sun R. "	3	13	S.T.Liu " " "	3	18
S.P.Lin, Assoc. Prof.	10	79	M.L.Tsao, Lecturer, pd. by hr.	3	4
			C.P.Chang, " " " "	3	31
			H.C.Hwang, " " " "	3	31
<u>Foreign Languages</u>			<u>History & Sociology</u>		
C.B.Sargent, Head	12	136	W.H.Chang R. Act.Head Dept.	3	17
Miss A.Deens, Prof.	12	101	Chien Mu R. Prof. (also in C)	3	95
Miss Y.S.Shih, Asst.	11	126	H.C.Wang, Assoc. Prof.	9	14
Miss Chien Sun, "	6		C.A.Lin, Lecturer, pd. by hr.	3	16
			S.H.Li, spec. no ranking	6	63
			W.T.Meng, Lecturer	3	11
			S.Lautenschlager, Prof.	9	82
			H.M.Chou, Professor	6	20
			H.Y.Chang, Assoc.Prof., pt. time	6	35
			Tseng Lo-sen, Asst.(field work)	15	

Science College

Staff. Full-time 14 Students 54, plus 53 pre-medical students taught

Ratio. 1 : 7.7. by Science staff 107

Astronomy & Maths.

H.C.Chang, Head	7	7
H.C.Tsui, Asst. Instr.	6	37

Physics

P.H.Wei, Head (Dean)	9	20
P.S.Chow, Instructor	9	11
T.F.Liu, Asst. Instr.	15	98
W.Y.Ting, " "	15	98

Chemistry

Hsueh Yu, Head of Dept.	10	37
T.H.Liu, Prof.	10	46
H.A.Yu, Instructor	18	147
P.W.Wang, Asst. Inst.	12	70

Biology

Chang Kuei, Head of Dept.	13	49
C.H.Meng, Instr.	14	65
C.H.Li, Asst.	14	67
S.T.Chin, Asst.	15	79

Medical College

Staff. 18 Full-time Students 62 (deducting pre-med. taught by Science staff)

Ratio. 1 : 3.4

(The above figures are for the fall term 1940. The number of students was slightly less in the spring term.)

MINUTES OF THE
EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS
SHANTUNG CHRISTIAN UNIVERSITY

19th June, 1944

Present: Dr. Li Ting-an (in the chair), Mrs. Shen, Dr. Fenn; Dr. E. C. Tang (ex officio); Miss Hickson, minute secretary.

Telegram from Mr. K. M. Wu

The Executive Committee received evidence that Dr. H. H. Kung on March 29th had stated that both Mr. Wu and Mr. Chang had refused the position of president and that therefore all that could be done was to ask Dr. Tang to take it; that on April 21st the Minister of Education had sent a letter to Dr. Tang stating that on the recommendation of Dr. Kung, Chairman of the Board of Directors, the Ministry had approved the appointment of Dr. Tang; that a telegram asking for the official document revealed that it had been telegraphed to the Board on May 18th (but this telegram had never been delivered to the Executive Committee); the telegram sent by the Executive Committee to Mr. K. M. Wu on May 25th was despatched in ignorance of these facts, therefore -

RESOLVED: That the Executive Committee feel that this matter must be cleared up with the Ministry of Education before Mr. Wu's telegraphic reply of May 31st can be officially dealt with.

*

Telegram to the Minister of Education

RESOLVED: That the Acting chairman of the Executive Committee be authorized to send a telegram to Minister Chen, asking that a duplicate of the original telegraphed document sent to the Board of Directors on May 18th (which telegram was not delivered to the Executive Council) be sent immediately to the Acting-Chairman at the New Hospital, W.C.U.U. (since we understand that the Chairman of the Board, Dr. H. H. Kung, is out of town), so that the position may be clarified and the Executive Committee may know how to act.

*

Renewal of Contracts

RESOLVED: That in view of the necessity of sending out contracts at an early date, on account of the policy of retrenchment to be followed by the Associated Universities, the Executive Committee authorizes the Acting-President, Dr. E. C. Tang, to act in this matter with full authority.

* (For a recapitulation of the correspondence here mentioned, see "A Summary of the correspondence relating to Mr. Wu Keh-ming and the Presidency of Cheeloo University" items 5, 6, 7, 8, 9 and 12, attached hereto.)

MINUTES OF THE
EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS
SHANTUNG CHRISTIAN UNIVERSITY

3rd July, 1944

Present: Dr. T. A. Li (in the chair), Dr. Fenn; Dr. Li, proxy for Mrs. Shen, Dr. Fenn, proxy for Mr. K. M. Wu; Dr. Tang, ex officio; Miss Hickson, Minute Secretary.

Invitation to Dr. Edgar Tang

The Executive Committee have received from the Ministry of Education a telegram of confirmation of the Ministry's approval of Dr. Tang as President of Cheeloo University, on the recommendation of Dr. H. H. Kung, Chairman of the Board of Directors, acting in accordance with the minute of the Board of Directors of February 17th, 1944, therefore

RESOLVED: That we have pleasure in approaching Dr. E. C. Tang with the request that he accept appointment as President of Cheeloo University.

*

Term of Presidency

RESOLVED: That the Executive Committee recommends to the Board of Directors that the term of appointment of Dr. Tang as President be for five years, in order to ensure continuity of policy and stability.

Telegram from Mr. K. M. Wu

RESOLVED: That in view of the above resolutions the Executive Committee find it unnecessary to require of Mr. Wu the sacrifices which he so generously offered to make; the Committee regret that failure to receive important documents in time led them to send a telegram which would not have been necessary had all the facts been known, as shown by the minutes of the Executive Committee under date of June 19th; and that the Executive Committee express their appreciation of Mr. Wu's services as Vice-Chairman of the Board and hope for his continued cooperation.

* (See "A Summary of the correspondence relating to Mr. Wu Keh-ming and the Presidency of Cheeloo University" - item 15.)

MINUTES OF MEETING OF CHEELOO BOARD OF
DIRECTORS - September 14, 1942

The Cheeloo Board of Directors met at the residence of the Chairman, Dr. H. H. Kung, Chungking, on Monday afternoon, September 14, 1942.

The following members of the Board were present:

Dr. H. H. Kung, Chairman
Mr. Wu Keh-ming (Alumni)
Dr. Chen Chung-shou (")
Bishop W. Y. Chen (Co-opted)
Dr. G. S. Bell (U.C.C.M.)
Dr. Wm. P. Fenn (APMN)
Dr. Frank W. Price (APMS)
Dr. Gerald Winfield (alt. for Dr. Gordon King, E.B.M.)

The following proxies authorized by absent members, were reported to the Board:

Wu-keh-ming for Helon Djang
Bishop W.Y.Chen for Bishop Y.Y.Tsu
Dr. Chen Chung-shou for Dr. Li Ting-an
Mr. Wu keh-ming for T.H.Sun

Others present at the meeting, without vote, were:-

Dr. E.B.Struthers, Professor Clyde Sargent and Mrs. L.L.H. Yui, representing the administration and faculty, and Mr. William B. Djang representing the Alumni Association.

The Chairman, Dr. Kung, declared a quorum of the Board present. Dr. Kung briefly addressed the Board.

Chairman: The Board asked Dr. Kung to continue as Chairman.

Secretaries: Dr. Chen Chung-shou was elected Chinese Minute Secretary
Dr. F. W. Price " " English " "

Report of Advisory Committee

Mr. Wu Keh-ming, chairman of the Advisory Committee of the Board of Directors, made a report covering the work of the Committee since its first meeting on June 2, 1941. This Committee had been acting for the Board and now considers that its duties are turned over to the Board functioning in West China.

Reports

Dr. E.B.Struthers and Mrs. Yui reported for the administration and faculty.

1153. The terms of office of the members of the Board in West China were approved as follows:-

Term to expire in 1943	T.H.Sun, Helen Djang, G.S.Bell, Mabel Cowlin, *Chen Chung-shou
" "	1944 *Wu Keh-ming, *Y.Y.Tsu, Li Ting-an, Y.T.Wu, W.P.Fenn
" "	1945 *H.H.Kung, *Kuo Chin-nan, F.W.Price, W.Y.Chen, Gordon King

*Signifies old member of Board.

1154. Leave of absence for President Liu

After discussion of the University situation, it was -

Voted: That, in view of the services of President Liu Shu-ming as president of Cheeloo University for seven years, and of the illness in his family and other difficulties which he faces: the Board of Directors grants Dr. Liu a leave of absence from the University, with full salary, for one year, beginning October 1st.

1155. Acting President

Voted:- To appoint Dr. Edgar Tang acting president.

1156. Vote of appreciation

Voted: To express our appreciation to West China Union University, the University of Nanking and Ginling College for the help they have given to Cheeloo University in the cooperative educational programme on the Hwa Hsi Campus.

The meeting was adjourned.

Frank W. Price
English Minute Secretary

MINUTES OF MEETING OF CHEELOO BOARD OF
DIRECTORS - September 28, 1942

The Chengtu members of the Board of Directors met at the home of Dr. Struthers on Monday afternoon, September 28th, 1942.

Present:-

Mr. Wu Keh-ming (in the chair), Dr. G.S. Bell, Dr. Chen Chung-shou, Dr. Helen Djang, Dr. Wm. P. Fenn, Dr. Li Ting-an, Dr. Frank W. Price, and Dr. Edgar Tang (ex officio).

Dr. Struthers and Miss Elsie Priest were present by invitation without vote.

The Chairman gave a full report of the meeting held in Chungking.

Dr. Tang was welcomed as acting-president and the Board promised him their full support and accepted responsibility for any consequences which might ensue.

1157. Acting-President

Voted: That the salary and allowances which have been customary in the case of the President be granted to Dr. Tang.

Adjournment.

MEETING OF WOMEN'S COMMITTEE OF BOARD OF DIRECTORS
CHEELOO UNIVERSITY
held at the Y.W.C.A., Tientsin, July 1, 1941

Present: Dr. C. Bash, Miss Beatrice Djeng, Dr. M. I. Ting, Miss H. H. Tseng, Miss J. W. Warren; representing the Women's Committee; Miss K. F. Greaves, Dr. H. P. Lair, ex officio members of the Committee; Dr. A. S. Gault, Miss G. E. Miller, Miss M. Morton Smith, representing the President's Advisory Committee.

The meeting was opened with prayer by Dr. Lair.

Election of Officers. Miss Tseng was elected Chairman of the meeting and Miss Morton Smith, Minute Secretary.

Miss Warren and Dr. Bash were welcomed as regular members of the Committee and Dr. Gault, Miss Miller and Miss Morton Smith as members of the President's Advisory Committee for Women Students, in Tsinan.

Hours of Meeting. It was agreed to adjourn at 12:30 p.m. and to meet again at 4 p.m., for a further session.

Reports. The following reports were presented:-

- a. Report of Associate President, by Dr. Lair
- b. Report of Acting Dean of Women, by Miss Greaves
- c. Report of Director of Nursing Services (Miss Alderson), read by Miss Miller
- d. Report of Director of Nursing Education, by Miss Miller
- e. Report of Home Economics Department of the Rural Institute (Miss Russell) read by Miss Morton Smith.

Request for Renewal of Grant to Home Economics Department. The Report of the loss of the Home Economics Department contained a request that this Committee make application to the Women's Division of Christian Service of the Methodist Church for a renewal of the grant made to the Home Economics Department of the Rural Institute for the year 1941. After some discussion, it was

RESOLVED that this Committee wishes to express to the Women's Division of Christian Service its grateful thanks for the generous grant of US\$500.00 made to the Rural Institute of Cheeloo University, for work in Home Economics, for the year 1941. The Committee expresses its hearty appreciation of this work especially of the extension work which has been possible, and, in order to permit of the continued development of this department, requests the Women's Division to continue the grant for the following year.

Special Courses. Some discussion took place on the Special Courses now being offered in Tsinan.

It was felt that the courses now being offered in Laboratory Technique and Pharmacy should be continued and enlarged, if possible, as there was a great and growing need for well-trained technicians and pharmacists. The two-year course in both of these subjects is more popular than a three-year course, as was formerly planned for Laboratory Technique.

There was no question about the Nursing Course, as nurses would always be needed.

Rural Service Course. In expressing hearty appreciation of the aims and plans for the Rural Service Course, the suggestion was made that practical work and encouragement of religious motives be stressed from the beginning of the course. In regard to the Home Economics Department of the Rural Institute, it was felt that the demonstration work in Nutrition was of great value. It was suggested that the course in Home Economics might be better adapted to meet the needs of students, as this course was not attracting as many students as it ought to. A two-year course was thought to be better than a longer one.

Some criticism was made in regard to Cheeloo Entrance Examinations; that insufficient notice was given about dates and places of examinations, and it was suggested that more schools, such as the Municipal School of Chinese, in Tientsin, in addition to the mission schools, the Y.M.C.A. and Y.W.C.A., should be notified well in advance in regard to the examinations.

Report of the Acting Dean of Women. Arising from the Report of the Acting Dean of Women, there was discussion on the need for special emphasis in these days on the training, above all, of Christian character in the students, and of how to make them realize that this must show itself in their relationships in the dormitory, in the classroom, in consideration for others, in working for the good of the whole group, and not merely in trying to achieve individual proficiency along some special line. It was hoped that the plans already made, by which the senior women students next term should act in the capacity of "elder sisters" towards the incoming freshmen, would prove to be a beginning along these lines. Suggestions were made as to the possibility of organizing a Christian Fellowship Group among the students. It was felt that more emphasis should be laid, in the middle schools, on the question of corporate living and responsibility for others.

Letter from the President. The Associate President announced that a letter had been received two days previously from the President, enclosing minutes of a meeting of a newly-formed Advisory Committee to the Board of Directors, held in Chengtu on June 2nd. As these minutes and the letter contained proposals that would seem to necessitate important changes in the plans made for work in Tsinan in the autumn, Dr. Lair wished to get the opinions of the members of the Women's Committee of the Board of Directors regarding these matters.

The proposed changes, involving the cutting down of work in Tsinan, especially the teaching of the courses in Pre-medical Sciences and first year Medicine, and of the hospital work, were suggested mainly in order to set free more funds for work in Chengtu.

The Committee felt that, since some of this work is already under way, and the students have now left the campus, on the understanding that these courses would be continued in the autumn, it would seem a great pity to discontinue them. It was felt that, if sufficient funds could be guaranteed by the Board of Governors to continue the work planned, both in Chengtu and Tsinan, it would be better to do this than to cut down useful and much needed work in one place, in order to use the money thus saved to augment the budget in the other. The Committee felt that this was really a question for the Board of Governors to decide, but they wished to go on record as desiring to continue the work planned for 1941-42 in Tsinan, provided the Board of Governors can see their way to meeting the needs of both Chengtu and Tsinan.

In regard to the question of the distribution of the University funds between Chengtu and Tsinan, and the difficulties arising from the present methods of remitting funds to Chengtu, the Committee appreciated these difficulties and agreed with the suggestion, made by the Advisory Committee to the Board of Directors in Chengtu, that the Board of Governors allocate the funds needed in Chengtu directly to that place and those needed in Tsinan directly to Tsinan.

Reorganization of Women's Committee of Board of Directors. Since the reorganization of the Board of Directors in 1935, the representation of women members of the Board had been greatly reduced, there being now only one full member (Miss Tseng) and one Associate Member (Miss Warren). This meant that the membership of the Women's Committee of the Board was also reduced as, according to the constitution of this Committee, drawn up in 1932, the representative and ex officio members may co-opt members not to exceed one-half of their number.

It was felt that, in addition to the co-opted members, other cooperating missions should be represented on this Committee.

Recent correspondence with the Women's Committee of the Board of Governors in the U.S.A. shows that this Committee is anxious that the Women's Committee of the Board of Directors should take a more active part in the affairs of the University and should also keep in touch with the Women's Committee in New York. To this end it was

RESOLVED that Miss Tseng be appointed Secretary of the Women's Committee of the Board of Directors.

It was also felt that the functions of this Committee, as defined in 1932, were not quite in keeping with present needs, and that they should be revised. It was, therefore,

RESOLVED to appoint a Committee, consisting of Miss Tseng (Chairman), Dr. A. V. Scott, Miss Greaves and Dr. Lair, to consider the steps to be taken to ensure continuity of membership, representation of missions not at present represented on the Women's Committee of the Board of Directors, and certain changes in the statement of the functions of the Committee, and to make recommendations to a subsequent meeting.

Re-election of Co-opted Members. As Dr. Ting's term of membership expires this year, it was

RESOLVED that Dr. Ting be elected for a further period of three years (until June 30, 1944).

The term of office of the Committee as at present constituted is as follows:

Mission Representatives

Miss H. H. Tseng (WFMS) serves till June 1943

Miss J. W. Warren (UCOM) " " " 1944

Coopted Members

Dr. H. I. Ting serves till June 1944

Miss Beatrice Djeng serves till June 1942

Miss Sara Perkins' term of membership expired in June, 1940. Her place on the Committee is at present filled by Dr. Bash.

Vote of Thanks. Dr. Lair proposed a very cordial vote of thanks to Miss Djeng and Dr. Ting for their kind hospitality.

Adjournment.

WOMAN'S COLLEGE OF
CHEELOO UNIVERSITY

PRESIDENT'S ADVISORY COMMITTEE
FOR WOMEN STUDENTS

MINUTES OF JANUARY 10, 1945

Present: Mrs. Yui (Chairman); Mrs. Tang; Dr. Luan; Miss Reed;
Miss Hickson; and President Tang ex-officio.

The Chairman having made a verbal statement as to the purpose and functions of the Advisory Committee, and the general history of the Women's Committee as regards Cheeloo women students, it was decided to pass the typed report for the past year around among the members of the Advisory Committee.

Date for Regular Meeting

It was decided to adopt the second Wednesday in the month as the regular date of meeting.

Correspondence with the Home Boards

A roster for the term was arranged so that monthly letters might be written to the members of the Women's Committee and other interested persons:

January	-	Dr. Luan
February	-	Miss Reed
March	-	Miss Hickson for Administration
April	-	Dr. Lin
May	-	Mrs. Tang
June	-	Annual Report

Scholarships

Voted: That we change our policy of giving small scholarship help, and use the sum on hand in larger amounts to fewer students.

Voted: That a quorum of the Advisory Committee act as the Scholarship Committee.

Welfare Fund

Mrs. Yui reported on the use made of the Welfare Funds. Miss Priest was also present and stated the amounts used. It was pointed out that more careful distinction should be made between general welfare funds and sums designated specially for women students.

WOMAN'S COLLEGE OF
CHEELOO UNIVERSITY

SCHOLARSHIP COMMITTEE

Chengtu, January 27, 1945

Present: Mrs. Yui; Dr. Luan; Miss Reed and Miss Hickson.

After discussion it was suggested that if there should be two medical women students outstanding in scholarship and character, and both equally deserving, the total of \$8,000 probably available from interest and part of the capital should be divided into two scholarships, but if there should be only one outstanding applicant, she should receive the whole \$8,000.

Mrs. Yui was asked to report to the February meeting the amount of money required to give worth-while scholarships to all deserving applicants.

Welfare. Miss Reed was asked to obtain details of the Yenching system of supplying supplementary diet and report at the February meeting.

N.B. The whole of this scholarship money was later allocated to Miss Po Heng-ts'ui, a fourth year medical student with high grades, who is without financial resources and whom Mrs. Yui recommended as suitable in every respect.

WOMAN'S COLLEGE OF
CHEELOO UNIVERSITY

PRESIDENT'S ADVISORY COMMITTEE
FOR WOMEN STUDENTS

MINUTES OF APRIL 12, 1945

Present: Mrs. Yui (Chairman); Mrs. Tang; Miss Reed; Miss Hickson; Miss D. M. Curtis; Dr. Luan; and Mr. A. W. March ex-officio.

Welcome to Miss Curtis

Mrs. Yui introduced to the Committee Miss Dorothy M. Curtis, a member of the English Baptist Mission from San Yuan, Shensi, who being in Chengtu owing to conditions in Shensi, has agreed to stay in our women's dormitory until the end of this term and act as Dean of Women, thus enabling Mrs. Yui to take much-needed rest.

Change in Date of Meeting

It was agreed to change the regular meeting of the Committee to the second Thursday in the month, as one member has a regular class on Wednesday afternoons.

Correspondence with Home Boards

Dr. Luan was asked to write a letter this month to add to the official letter covering the minutes.

Scholarship Funds

Mrs. Yui reported that she has estimated that at least \$250,000 CN would be necessary to enable us to give worth-while scholarships to deserving applicants each year, estimating 25 students at \$10,000 each per annum.

Welfare Funds for Women Students and Junior Staff

Mrs. Yui reported that during the recent visit of Lady Seymour she had an opportunity of inquiring about Yenching funds for supplementary diet and found that these funds were supplied by Yenching's sister university in the States. Each applicant paying \$500 a month and the fund paying the other \$500. Other women's colleges on the campus also had funds supplied by sister institutions in U.S.A. Since Cheeloo has no such sister college to which to appeal, it was voted to send an appeal for a monthly grant of \$120,000 for this purpose to the British United Aid to China Fund Committee in Chungking, of which Lady Seymour is chairman.

Grant for Extra Furniture

As a considerable amount of extra furniture is needed for the women's dormitory, it was voted to appeal to the British United Aid to China Fund Committee also for a capital grant of \$200,000 CN for this purpose.

Lighting in Dormitory

Owing to the frequent absence of electricity, it was voted that oil for lights in public rooms and corridors in the dormitory be paid for by the school. It was also agreed that inquiries should be made regarding the hire of a pressure lamp for use in the dining room, as the continued use of candles or small vegetable oil lamps is injurious to the students' eyes.

MEETING OF WOMEN'S COMMITTEE OF BOARD OF DIRECTORS

CHEELOO UNIVERSITY

held at the Y.W.C.A., Tientsin, July 1, 1941

Present: Dr. C. Bash, Miss Beatrice Djeng, Dr. M. I. Ting, Miss H. H. Tseng, Miss J. W. Warren, representing the Women's Committee; Miss K. F. Greaves, Dr. H. P. Lair, ex officio members of the Committee; Dr. A. S. Gault, Miss G. E. Miller, Miss M. Morton Smith, representing the President's Advisory Committee.

The meeting was opened with prayer by Dr. Lair.

Election of Officers. Miss Tseng was elected Chairman of the meeting and Miss Horton Smith, Minute Secretary.

Miss Warren and Dr. Bash were welcomed as regular members of the Committee and Dr. Gault, Miss Miller and Miss Morton Smith as members of the President's Advisory Committee for Women Students, in Tsinan.

Hours of Meeting. It was agreed to adjourn at 12:30 p.m. and to meet again at 4 p.m., for a further session.

Reports. The following reports were presented:-

- a. Report of Associate President, by Dr. Lair
- b. Report of Acting Dean of Women, by Miss Greaves
- c. Report of Director of Nursing Services (Miss Alderson), read by Miss Miller
- d. Report of Director of Nursing Education, by Miss Miller
- e. Report of Home Economics Department of the Rural Institute (Miss Russell) read by Miss Morton Smith.

Request for Renewal of Grant to Home Economics Department. The Report of the loss of the Home Economics Department contained a request that this Committee make application to the Women's Division of Christian Service of the Methodist Church for a renewal of the grant made to the Home Economics Department of the Rural Institute for the year 1941. After some discussion, it was

RESOLVED that this Committee wishes to express to the Women's Division of Christian Service its grateful thanks for the generous grant of US\$500.00 made to the Rural Institute of Cheeloo University, for work in Home Economics, for the year 1941. The Committee expresses its hearty appreciation of this work especially of the extension work which has been possible, and, in order to permit of the continued development of this department, requests the Women's Division to continue the grant for the following year.

Special Courses. Some discussion took place on the Special Courses now being offered in Tsinan.

It was felt that the courses now being offered in Laboratory Technique and Pharmacy should be continued and enlarged, if possible, as there was a great and growing need for well-trained technicians and pharmacists. The two-year course in both of these subjects is more popular than a three-year course, as was formerly planned for Laboratory Technique.

There was no question about the Nursing Course, as nurses would always be needed.

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Rural Service Course. In expressing hearty appreciation of the aims and plans for the Rural Service Course, the suggestion was made that practical work and encouragement of religious motives be stressed from the beginning of the course. In regard to the Home Economics Department of the Rural Institute, it was felt that the demonstration work in Nutrition was of great value. It was suggested that the course in Home Economics might be better adapted to meet the needs of students, as this course was not attracting as many students as it ought to. A two-year course was thought to be better than a longer one.

Some criticism was made in regard to Cheeloo Entrance Examinations; that insufficient notice was given about dates and places of examinations, and it was suggested that more schools, such as the Municipal School of Chinese, in Tientsin, in addition to the mission schools, the Y.M.C.A. and Y.W.C.A., should be notified well in advance in regard to the examinations.

Report of the Acting Dean of Women. Arising from the Report of the Acting Dean of Women, there was discussion on the need for special emphasis in these days on the training, above all, of Christian character in the students, and of how to make them realize that this must show itself in their relationships in the dormitory, in the classroom, in consideration for others, in working for the good of the whole group, and not merely in trying to achieve individual proficiency along some special line. It was hoped that the plans already made, by which the senior women students next term should act in the capacity of "elder sisters" towards the incoming freshmen, would prove to be a beginning along these lines. Suggestions were made as to the possibility of organizing a Christian Fellowship Group among the students. It was felt that more emphasis should be laid, in the middle schools, on the question of corporate living and responsibility for others.

Letter from the President. The Associate President announced that a letter had been received two days previously from the President, enclosing minutes of a meeting of a newly-formed Advisory Committee to the Board of Directors, held in Chengtu on June 2nd. As these minutes and the letter contained proposals that would seem to necessitate important changes in the plans made for work in Tsinan in the autumn, Dr. Lair wished to get the opinions of the members of the Women's Committee of the Board of Directors regarding these matters.

The proposed changes, involving the cutting down of work in Tsinan, especially the teaching of the courses in Pre-medical Sciences and first year Medicine, and of the hospital work, were suggested mainly in order to set free more funds for work in Chengtu.

The Committee felt that, since some of this work is already under way, and the students have now left the campus, on the understanding that these courses would be continued in the autumn, it would seem a great pity to discontinue them. It was felt that, if sufficient funds could be guaranteed by the Board of Governors to continue the work planned, both in Chengtu and Tsinan, it would be better to do this than to cut down useful and much needed work in one place, in order to use the money thus saved to augment the budget in the other. The Committee felt that this was really a question for the Board of Governors to decide, but they wished to go on record as desiring to continue the work planned for 1941-42 in Tsinan, provided the Board of Governors can see their way to meeting the needs of both Chengtu and Tsinan.

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In regard to the question of the distribution of the University funds between Chengtu and Tsinan, and the difficulties arising from the present methods of remitting funds to Chengtu, the Committee appreciated these difficulties and agreed with the suggestion, made by the Advisory Committee to the Board of Directors in Chengtu, that the Board of Governors allocate the funds needed in Chengtu directly to that place and those needed in Tsinan directly to Tsinan.

Reorganization of Women's Committee of Board of Directors. Since the reorganization of the Board of Directors in 1935, the representation of women members of the Board had been greatly reduced, there being now only one full member (Miss Tseng) and one Associate Member (Miss Warren). This meant that the membership of the Women's Committee of the Board was also reduced as, according to the constitution of this Committee, drawn up in 1932, the representative and ex officio members may co-opt members not to exceed one-half of their number.

It was felt that, in addition to the co-opted members, other cooperating missions should be represented on this Committee.

Recent correspondence with the Women's Committee of the Board of Governors in the U.S.A. shows that this Committee is anxious that the Women's Committee of the Board of Directors should take a more active part in the affairs of the University and should also keep in touch with the Women's Committee in New York. To this end it was

RESOLVED that Miss Tseng be appointed Secretary of the Women's Committee of the Board of Directors.

It was also felt that the functions of this Committee, as defined in 1932, were not quite in keeping with present needs, and that they should be revised. It was, therefore,

RESOLVED to appoint a Committee, consisting of Miss Tseng (Chairman), Dr. A. V. Scott, Miss Greaves and Dr. Lair, to consider the steps to be taken to ensure continuity of membership, representation of missions not at present represented on the Women's Committee of the Board of Directors, and certain changes in the statement of the functions of the Committee, and to make recommendations to a subsequent meeting.

Re-election of Co-opted Members. As Dr. Ting's term of membership expires this year, it was

RESOLVED that Dr. Ting be elected for a further period of three years (until June 30, 1944).

The term of office of the Committee as at present constituted is as follows:

Mission Representatives

Miss H. H. Tseng (VFMS) serves till June 1943

Miss J. W. Warren (UCOM) " " " 1944

Coopted Members

Dr. M. I. Ting serves till June 1944

Miss Beatrice Djeng serves till June 1942

Miss Sara Perkins' term of membership expired in June, 1940. Her place on the Committee is at present filled by Dr. Bash.

Vote of Thanks. Dr. Lair proposed a very cordial vote of thanks to Miss Djeng and Dr. Ting for their kind hospitality.

Adjournment.