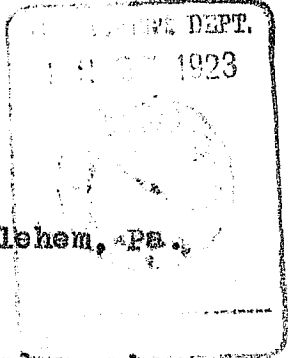


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Shantung / Cheeloo
Administrative
School of Medicine Woman's
Committee
By-laws, minutes, 1923-1944
Correspondence

INTERDENOMINATIONAL COMMITTEE
on
MEDICAL EDUCATION FOR WOMEN IN CHINA.



January 10, 1923

Hotel Bethlehem, Bethlehem, Pa.

The meeting was called to order by the Chairman, Miss Hodge, who offered prayer.

The following were present:

BAPTIST: Mrs. Henry W. Peabody
METHODIST, CANADA: Mrs. H. A. Iavell
METHODIST EPISCOPAL: Mrs. William Fraser McDowell,
Mrs. Francis J. McConnell, Miss E.R. Bender
METHODIST EPISCOPAL SOUTH: Mrs. F. F. Stephens, Miss Esther Case,
Mrs. F. H. E. Ross
PRESBYTERIAN: Miss Margaret E. Hodge, Mrs. Charles K. Roys,
Miss Lucy Lepper, Mrs. John H. Finley
PRESBYTERIAN, CANADA: Mrs. D. T. L. McKerroll, Mrs. Hugh MacKenzie
WOMAN'S UNION MISSIONARY SOCIETY: Mrs. V. T. Dauchy,
Mrs. F. S. Bronson

After the call for the meeting was given it was

Voted that the Minutes of the last meeting be read in full. After they were read by the Secretary they were accepted, with some typographical corrections.

Following the Docket that had been prepared, the Secretary read extracts from the report of the Commission on Christian Education in China relating to the general question of medical education for women and to the existing and proposed schools in particular.

Reports of the conferences that were held last spring in China were called for. Mrs. Bronson reported for the meeting of the Committee on the Shanghai school, at which Miss Hodge and Mrs. Avann were present as visitors. She stated that there had been discussion regarding cooperation in laboratories, and that the Committee had looked over plans and gone over the ground. In the discussion of possibilities of North China uniting in one school in Shanghai, Mrs. Bronson reported that Dr. Leonard thought such union was impossible and that Mrs. Avann stressed the necessity of a school teaching in Mandarin. Miss Hodge supplemented the report by speaking of the great pleasure it gave her to see the Margaret Williamson Hospital and to hear the discussions of the Committee.

Mrs. Peabody stated that in the correspondence with the field there had seemed to be some confusion as to just what affiliation and cooperation meant and how far co-education was in the minds of those who were making plans.

Miss Hodge reported for the meeting that had been held in Tsinan Fu for consultation over matters relating to the North China Union Medical College. She first enumerated the elements that had entered into the

question of the location of the school as they had existed in the minds of those who had been studying the situation and told how all had been led to feel that the objections to locating the school at Tsinan had been met, with the result that those present came to unqualified approval of the removal of the school to Tsinan Fu.

Mrs. Peabody reported the action of the Baptist Board approving the Shanghai School. She gave the arguments for one school in China and stated that the four Boards had voted to proceed with the development of the school in Shanghai, for which a full faculty is available.

Mrs. Stephens, of the Methodist Episcopal Church South, stated that for six years the women of her church had been looking forward to the organization of this school, which was expected to take the place of the one in Soochow. The first building will be finished in the course of a month and it is expected that the Administration Building will be begun this year.

Mrs. Dauchy of the Woman's Union Missionary Society expressed the joy that the Society feels in the assurance that the project is going forward.

Representatives of the Boards cooperating in the North China Union Medical College for Women were called on to report actions relating to this school. They are as follows:

METHODIST EPISCOPAL:

"The removal of the North China Medical School from Peking to Tsinanfu, and participation in the Medical College of Shantung Christian University, no steps to be taken to put this action into effect until after consultation with the Board of Foreign Missions.

That we make an annual appropriation of \$2000 for current expenses including the present appropriation. That in 1924 we appropriate the \$25,000 pledged in October 1920, and in 1928 an additional sum not to exceed \$25,000, providing the Methodist share be taken from North China's quota for buildings."

PRESBYTERIAN:

"Subject to concurrent action by the China Council, the Board voted general approval of the removal of the North China Women's Union Medical College from Peking, North China Mission, to Tsinan, Shantung Mission, and its union with the School of Medicine of the Shantung Christian University, the basis of union and of the Board's financial and other obligations to be considered by the Board after further development of the plan."

The Chairman in summarizing the present situation, said that the Women's Boards seem to have followed the recommendations of the Commission on Medical Education in China in consummating the union of the Peking and Shantung work and in the organization of the Shanghai school, which was

recommended should be established in case other Boards failed to organize.

The question of continuance of the present interdenominational Committee on Medical Education for Women in China was discussed. Since it has been decided to organize the Shanghai school and the project is in the hands of a committee appointed for the purpose, and since the Boards cooperating in the North China Union Medical School for Women have taken definite action regarding the future of the school, there seems to be no reason for the continuance of the committee that for six years has been considering the question of woman's medical education in China. It was therefore

Voted that this committee be dissolved.

Voted to adjourn.

NORTH CHINA UNION MEDICAL COLLEGE FOR WOMEN

January 11, 1923

Bethlehem Hotel, Bethlehem, Pa.

Miss Hodge as temporary chairman called the meeting to order. Miss Bender was elected temporary secretary.

The following were present:

PRESBYTERIAN CHURCH: Mrs. Roys, Miss Lepper, Miss Hodge

METHODIST EPISCOPAL CHURCH: Mrs. McDowell, Mrs. McConnell,
Mrs. Harvey, Miss Bender

The first question discussed was the relation of the Committee to the Joint Board of Trustees of the Shantung Christian University. Miss Hodge had received a letter from Dr. Balme enclosing a copy of a letter he had written Mrs. Avann on matters relating to cooperation. The secretary read the paragraph on "General Organization." This contained a suggestion that a committee or women's department should be formed in the University to advise on all matters affecting women students, to be composed of representatives of the participating women's Mission Boards and a certain number of co-opted members. Such a committee would then elect not less than three members on the Field Board of Managers of the University. It was also suggested by Dr. Balme that some similar committee with representation on the North American Joint Board of the University might perhaps be formed in America. It was

Voted that we confer through the Secretary with the North American section of the Joint Board of Trustees of the Shantung Christian University regarding representation of the cooperating denominations on the Board of the University.

Voted to request the Secretary to write to the women's Boards of the denominations cooperating in the Shantung University, cordially inviting them to cooperate, even in cases where contribution to the school be limited.

The following are the American Boards cooperating in the University:

METHODIST EPISCOPAL
NORWEGIAN LUTHERAN
PRESBYTERIAN

SOUTHERN PRESBYTERIAN
CANADIAN PRESBYTERIAN
GRINNELL-IN-CHINA (through the
American Board)

Mention was made of the estimate, submitted by Dr. Balme, of the capital fund needed - - \$160,000 from the women's Boards. If the total cannot be appropriated at once, he estimated that \$50,000 or \$60,000 would meet the immediate need. For maintenance the first estimate was \$16,000 Gold, but it was thought by Dr. Balme that for next year it could be reduced to \$10,000 Mex.

Voted that a small committee be appointed to formulate a basis of cooperation and a constitution. Mrs. Roys and Miss Bender were so appointed.

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The building program was considered and Dr. Balme's statement discussed. It was

Voted that the Treasurer be requested to secure a list of available resources.

Voted that we approve in principle the plans which Dr. Balme outlines for a women's department in the University, and for women representatives on the field Board of Managers. It is also thought important that women be on the Joint Board in America and Great Britain.

The question of the transfer of the staff from Peking to Tsinan Fu was considered and it was

Voted that the secretary be authorized to write the committee on the field, asking them to recommend the doctors, and nurses (if any), who should be transferred to Tsinan Fu.

The question of annual maintenance was discussed. It was reported that it is planned to transfer two classes to Tsinan in September, 1923, which will call for increased appropriations for the current year. Support for 1923 seemed to be limited to what the Methodist Board can transfer from Peking. It was decided to inform the field authorities that as the budgets for the year 1923 have been fixed, it will be impossible to make additional appropriations, but that the cooperating Boards will give consideration to the need of the school in the budgets of next year.

Voted to adjourn, to meet again at the call of the temporary Chairman.

Elizabeth R. Bender
Acting Secretary
Temporary

SHANTUNG

Notes of a Conference between Representatives of
The N. China Union Medical College for Women and
the Shantung Christian University

Held in Peking, 19th January, 1923.

Present: Representing N. China Union Medical College for Women

Dr. Eliza Leonard, A.P.M.
Dr. Frances Heath, M.E.M.
Dr. James H. Ingram, A.B.C.F.M.

Representing Shantung Christian University

Dr. Harold Balme
Dr. Samuel Cochran

Officers: Dr. Balme was elected Chairman of the Conference, and Dr. Cochran, secretary.

Purpose of Conference

In view of the endorsement by the Methodist and Presbyterian Women's Boards of the proposal for the amalgamation of the N. China Union Medical College for Women, and the Shantung Christian University, the present Conference was called in order, firstly, to take accurate stock of the present position, and secondly, to ascertain what steps should be taken to facilitate the transfer of the students and faculty to Tsinan.

Available Financial Resources

Dr. Leonard and Dr. Heath reported the following facts regarding the financial position.

(1) Funds for Capital Expenditure

(a) From Presbyterian sources

Up to the present time, information has been received of a total appropriation of Gold \$42,449.56 from Presbyterian sources, including Gold \$25,000 from the Sage Fund. Of this total, the sum of G. \$3,907.47 has already been drawn, leaving a balance in hand of Gold \$38,542.09.	G. \$42,449.56
	G. \$ 3,907.47
	G. \$38,542.09

Of the above sum Gold \$5,410 is earmarked for X-ray equipment, but seeing that it will no longer be needed for that purpose, it is hoped that it may be available for general equipment.

#Note. Some uncertainty has arisen as to whether the appropriation from the Sage Fund will be G.\$25,000 as above, or G.\$35,000.

The China Council of the American Presbyterian Mission has endorsed an appeal for Mex.\$65,000 for capital expenditure in addition to the above sum.

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(b) From Methodist Sources

The sum of Gold \$25,000 has been promised by the Methodist Women's Board to be appropriated in 1924. (Such appropriations do not usually become available until the end of the year named, but permission is sometimes granted for the money to be advanced on interest from the beginning of the same year). G.\$25,000.

A further sum not to exceed Gold \$25,000 has been promised for 1928, subject to the vote of the Methodist Conference in China. G.\$25,000(1928)

(c) From United College Drive.

No information has yet been received as to donations earmarked for the N. China Union Women's Medical College in connection with the joint financial drive, with the exception of a sum of Gold \$740 reported at the beginning of 1922. G.\$ 740.

Mrs. Frame, Dean of the Menching Women's College, however, states that at a meeting of the College Drive Committee in 1921, it was decided that a proportion of the unallocated donations received from the College Drive, should be assied to the Women's Medical College, and that as a result of this decision a sum of over Gold \$15,000 which had previously been assigned to the Yenching Women's College was returned to the Treasurer of the College Drive Committee for the N. China Union Medical College for Women. G.\$15,000.

(2) Funds for Annual Support

(a) From Presbyterian Sources

Up to the present time no appropriation has been made by the Presbyterian Board for the support of the Women's Medical School, but the China Council at its meeting in September 1922, endorsed an appeal for Gold \$2,000 towards the expenses of the first year.

(b) From Methodist Sources

The present appropriation from the Methodist Women's Board amounts to Mex.\$3,000 per annum. Of this sum approximately Mex \$600. is assigned for scholarships for Methodist students, whilst a further Mex \$800. is paid annually towards the salary of a part-time lecturer, Dr. M. Phillips). When the transfer to Tsinan is completed, this \$800. will no longer be needed for that purpose, so that a net sum of Mex.\$2,400 will be available towards the annual support.

Less Mex. \$ 600
Net Mex. \$2,400 p.a.

over

(c) From A.B.C.F.M. sources

No appropriation has so far been made by the A.B.C.F.M. towards the Women's Medical College, their co-operation consisting solely in part time assistances from one or other of their physicians.

From the above figures it is apparent that sufficient funds are probably now available for the erection of such buildings (dormitories, staff residences, etc) as are necessary at the outset, but that the appropriations for annual support are still considerably short of the sum which the Faculty of the School of Medicine of Shantung Christian University suggested as the minimum that would be needed before the transfer could be effected.

In the event, however, of the transfer taking place gradually, and only a single class being received for the first semester, the sum necessary for the first year would not be quite as large as the minimum then suggested. Some guarantee would, however, be required that a further sum would be forthcoming as soon as needed, and the full minimum amount secured by the time that all the various buildings are completed and needing maintenance.

In view of the desirability, for the sake both of the women students and of the faculty, of effecting the transfer at the earliest possible moment, the Conference recommended that these facts be laid before the Women's Boards, with an appeal that steps be taken to secure the necessary appropriations for annual support, and to provide guarantees for the balance of the sum still required for the completion of the building programme. This programme, together with the minimum sums necessary for current expenses, may be detailed as follows:

Building Programme

1923	One dormitory unit	(approximate cost)	G.\$25,000
	Two staff residences	" "	G.\$15,000
	Land for above	" "	G.\$ 3,000
	Women's Rooms in Medical School	" "	G.\$ 2,000
	Equipment	" "	G.\$ 5,000
	Land for new Hospital (This should be bought at the earliest possible moment to avoid inflation of price.)	(Approximate cost)	G.\$20,000
1924	Women's Hospital	" "	G.\$50,000
	Private Pavilion	" "	G.\$24,000
	Extension to Out-Patient Dept.	" "	G.\$15,000
1928	Further residences and extensions	" "	G.\$25,000.

Annual Appropriations

July 1923 to June 1924	- - - - -	Mex. \$ 7,000
July 1924 to June 1925	- - - - -	Mex. \$ 20,000
July 1925 to June 1926	- - - - -	Mex. \$32,000.

Land and Buildings

The Conference recommended that of the money now available from Presbyterian appropriations, a sum not exceeding Gold.\$7,000 be expended at once for the purchase of land for dormitories and staff residences, and that private enquiries be made as to the possibility of securing the necessary land for the erection of the Women's Hospital.

It was further recommended that M. Dumail, of the Credit Foncier, Tsinan, be asked to prepare a draft plan of a suitable dormitory unit, and with sufficient space reserved for two staff residences, gardens and recreation ground. The general plan of the dormitory unit now being followed for the new Yenching University was considered a suitable basis, but it was felt that a small suite of rooms should be arranged in each dormitory unit for the occupation of one staff member.

Transfer of Students

In the event of the necessary funds being forthcoming for initial expenditure and annual upkeep, the Conference strongly recommended that the new class which should enter the N. China Union Medical College for Women in September of the present year be transferred to Tsinan, together with at least one member of faculty. This class will probably consist of six students, and in the event of the proposed dormitory being incomplete by that time, arrangements could probably be made for them to secure accommodation in a rented Chinese house for the first few months.

For the three classes at present studying in the Women's College, the following recommendations were made;

- (1) That the class of 1923 (5 students) complete their work at Peking, and be not transferred to Tsinan.
- (2) That the class of 1925 (6 students) which should complete their study in June 1925, to be followed by a year of internship, be retained in Peking until February 1924, and be then transferred to Tsinan, to join the Fourth Year class of the Medical School of the Shantung Christian University, and graduate with them in January 1926.
- (3) That the 1927 class (10 students) be retained in Peking until February 1924, and be then transferred to Tsinan, to join the Second Year Class of the Medical School of the Shantung Christian University, and graduate with them in January 1928.
- (4) That in order to facilitate the transfer of the 1925 and 1927 classes above referred to, such adjustments as are possible should be made in the curriculum at Peking and Tsinan respectively, during the ensuing year, so as to ensure that the men and women students of a particular class will have approximately covered the same amount of work prior to the transfer.

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Transfer of Faculty

That in accordance with the above recommendations at least one member of the Faculty of the N. China Union Medical College for Women be transferred, if possible, to Tsinan, in September 1923, the remainder to follow by February 1924.

It was hoped that the following members of staff might thus be transferred:

From Presbyterian Mission

Dr. E. Leonard, Dr. Waddell, Dr. Scott

From Methodist Mission

Dr. F. Heath, Dr. Morgan

Of the above, it was suggested that Dr. Leonard might be able, if her health permitted, to assist in the teaching of Anatomy and Minor Surgery, in addition to general administrative duties; that Dr. Waddell be associated with Dr. P.S. Evans in a combined department of Physiology and Pharmacology; that Dr. Scott be assigned to the department of Pediatrics; Dr. Heath to the Department of Obstetrics (with possibly some work in General Surgery); and Dr. Morgan to the department of Internal Medicine.

It was also hoped that Dr. Merwin of Tsinan might possibly see her way to be included with the above staff, and take charge of general out-call service.

Transfer of Other Members of Staff

Dr. Heath reported that the Methodist Mission has also approved of the transfer of one of their nurses, Miss Frances R. Wilson, and that it is hoped that a woman business manager, and a second nurse will be available from the same source in the near future. Dr. Leonard reported that an appeal has been made for one Presbyterian nurse.

Unfilled Vacancies

The Conference noted that in the event of the various members of staff above referred to being available, there would still be unfilled vacancies on the staff of the School of Medicine and Hospital, as follows:

- 1 Pathologist
- 1 Dentist
- 1 Surgeon
- 4 Nurses
- 1 Dietitian
- A second business woman.

Organization

In accordance with the suggested scheme of organization already passed by the faculties of the two institutions, and endorsed by the Field Board and Home Joint Boards of the Shantung Christian University, the Conference recommended that steps be taken at once to organize a

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Women's Committee, by the election by the Presbyterian and Methodist Missions, respectively of one representative each, these two appointees then to proceed to co-opt two other women. In the event of other Women's Boards co-operating in the scheme, further representatives would be eligible for election on the Women's Committee.

The Conference respectfully urged that similar steps be taken at the home base, looking to the formation of a special Women's Committee to act under the Joint Board of the Shantung Christian University.

Promotion of Interest of Women's Medical School.

The Committee recommended that a suitable secretary should if possible be secured in N. America for the above mentioned Women's Committee, who might be able to take the necessary steps for furthering the interests of the new scheme, and securing the balance of funds still needed for capital expenditure and annual support.

Pre-Medical Study

The Conference were unanimous in feeling that as soon as the transfer of the N.China Union Medical College for Women is effected, women pre-medical students should also be admitted to the School of Arts and Science of the Shantung Christian University, in accordance with the recommendation already passed by the Field Board of Managers of the Shantung Christian University, in February 1922.

SUMMARY OF RECOMMENDATIONS

1. THAT in view of the desirability of effecting the transfer of students and faculty to Tsinan at the earliest moment practicable, the faculties of the N.China Union College for Women and of the School of Medicine of the Shantung Christian University proceed to make necessary plans and re-adjustments in the hope that it may be possible for the new freshmen's class of women students of September 1923 to commence their study in Tsinan under the supervision of at least one member of the Women's Medical College, and for the remainder of the student body to be transferred in February 1924.
2. THAT a warm invitation be extended to Dr. Leonard, Dr. Waddell and to Dr. Scott of the American Presbyterian Mission, and to Dr. Heath and Dr. Morgan of the Methodist Mission, to accompany the students of the N.China Union Medical College for Women at the time of their transfer to Tsinan; and that a similar invitation be extended to Miss Frances Wilson to join the nursing staff of the Hospital.
3. THAT such re-adjustments as are possible be made in the teaching schedule to enable the women's class of 1925 to join the Fourth Year Class (S.C.U.) in February 1924, and the Women's 1927 Class, to join the Second Year Class (S.C.U.) at the same date.
4. THAT a careful statement be sent to the Home Boards giving details of the proposed plan, and appealing to them to give the necessary authorization for the expenditure of such capital sums as have already been secured, and also to make the necessary appropriations for annual maintenance.

5. THAT the Home Boards be asked to note that the following vacancies are still left unfilled, and that new workers are needed for them as early as they can be secured:-

- 1 Pathologist
- 1 Dentist
- 1 Surgeon
- 4 Nurses
- 1 Dietitian
- 1 Business woman.

In order to fill such vacancies with Chinese wherever possible, it is suggested that the necessary support be made in the form of financial grants.

6. THAT the Shantung Christian University proceed to purchase land for dormitories and staff residences adjoining the present campus, to a sum not exceeding Gold \$7,000, this sum to be drawn from the present appropriations for capital expenditure of the N.China Union Medical College for Women.
7. THAT careful enquiries be made as to the possibility of securing land for the Women's Hospital at a reasonable price.
8. THAT the Credit Foncier, Tsinan, be asked to prepare a ground plan for a dormitory unit, with necessary space allotted for staff residences, gardens, and students' recreation ground.
9. THAT the Presbyterian and Methodist Missions of N.China be asked to appoint one representative each for the new Women's Committee, and that two representatives so appointed be invited to co-opt two other members.
10. THAT we respectfully suggest to the N.American Joint Board the formation of a similar Women's Committee in New York, and the appointment of a Women's Secretary, for the furtherance of the interests of Women's Medical Education.
11. THAT an appeal be sent to all Missionary Societies interested in medical and educational work for women in N.China, to co-operate in the new scheme.
12. THAT WE URGE UPON THE Home Boards the necessity for opening the doors of the Pre-Medical Department of the School of Arts and Science to women students without delay, and suggest that if the necessary arrangements for accommodation can be secured by that date, the first class of women Pre-Medicals be received in September next.

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BY-LAWS OF THE WOMAN'S COMMITTEE

OF THE SCHOOL OF MEDICINE OF SHANTUNG CHRISTIAN UNIVERSITY

Article I.The Basis of Authority of the Woman's Committee of the School of Medicine of Shantung Christian University.

1. The North American Joint Board of Shantung Christian University, as trustees for the School of Medicine of Shantung Christian University, shall hold the property, execute documents, grant degrees, and administer the interests of the School of Medicine of Shantung Christian University in accordance with the usual responsibilities of trustees.
2. This Committee shall be the agency of the North American Joint Board, to care for the woman's interests of the School of Medicine in the manner indicated in these By-laws.
3. This Committee shall not incur financial obligations for the North American Joint Board beyond funds in hand without the consent of the latter.
4. The signatures of the President (or Vice President) and Treasurer of the North American Joint Board shall be requisite for the execution of all documents.
5. The Committee shall elect its own officers, subject to the approval of the North American Joint Board, and shall appoint its own Committees.

Article II.Membership of the Woman's Committee of the School of Medicine of Shantung Christian University.1. Basis of Cooperation.

(1) The Unit of Cooperation in the University shall be:

(a) the full support, including residence or rent, of a missionary member of the staff, together with an annual grant of \$1000. Mexican toward current expenses; or,

(b) an annual current grant of \$5000. Mexican; or,

(c) a capital contribution of \$100,000 Mexican. If necessary for purposes of adjustment, the service of a missionary member of the staff shall be estimated at the rate of \$3000. Mexican annually, and rent shall be estimated at \$1000 Mexican annually; thus (a) above shall be estimated as equivalent to an annual grant of \$5000. Mexican.

(2) Each cooperating Board upon entering the Joint Board should indicate the additional sum it can guarantee to provide annually on the current budget.

(3) Any cooperating Board is free to withdraw from this Board upon notice of at least one year and such financial adjustment as may be mutually agreed upon by the Joint Board and the withdrawing Board.

2. Membership in the North American Joint Board is based upon the degree of cooperation as follows:

- (a) One member for one to two units; or,
- (b) Two members for three to five units; or,
- (c) Three members for six to nine units; or,
- (d) Four members for ten to fifteen units; or,
- (e) Five members for fifteen or more units.

3. Membership in the Woman's Committee for the School of Medicine.

The President and Secretary of the North American Joint Board, and all women members of the North American Joint Board, shall ex-officio be members of this Committee. One additional member shall be elected by the North American Joint Board.

4. The Committee thus constituted may elect each year at its annual meeting one additional person to serve on the committee for three years.

Article III.

Duties of the Woman's Committee of the School of Medicine of Shantung Christian University.

1. The Woman's Committee of the School of Medicine of Shantung Christian University shall care for the women's interests of the School of Medicine of Shantung Christian University in behalf of the North American Joint Board.
2. The reports and recommendations of the Woman's Field Committee shall come to the North American Joint Board through the Woman's Committee of the School of Medicine of Shantung Christian University.
3. Whatever responsibility pertains to the North American Joint Board for the appointment or approval of women members of the staff of the School of Medicine of Shantung Christian University shall be delegated to this Committee.
4. It shall be the duty of this Committee, in consultation with the Woman's Field Committee, to promote, at the home base, interest in the School of Medicine of Shantung Christian University.

Article IV.

Officers of the Woman's Committee of the School of Medicine of Shantung Christian University.

1. The officers of the Woman's Committee of the School of Medicine of Shantung Christian University shall be a Chairman, a Secretary and a Treasurer, who shall be elected at the annual meeting. The Treasurer need not be a member of this Committee.
2. The Chairman shall perform the duties usual to that office.
3. It shall be the duty of the Secretary to preserve full minutes of the proceedings of this Committee and to furnish copies of said minutes to the members of the Committee. The Secretary shall also conduct the official correspondence of this Committee.

4. The Treasurer shall discharge the usual duties of that office.

Article V.

Committees of the Woman's Committee of the School of Medicine of Shantung Christian University.

1. The Woman's Committee of the School of Medicine of Shantung Christian University shall have the following sub-committees:

- (a) a Committee on Finance and Promotion
- (b) a Committee on Candidates
- (c) a Property Committee

The Woman's Committee shall appoint such other standing committees as they may from time to time deem necessary.

- (a) The sub-committee on Finance and Promotion shall be composed of three members of the Woman's Committee of the School of Medicine of Shantung Christian University. The duties of this Committee shall be:
 - 2 1. To originate and present plans to promote the material support and development of the School of Medicine of Shantung Christian University.
 - 1 2. It shall have the supervision and care of the funds of the Woman's Committee of the School of Medicine.
 - 3. It shall examine the Treasurer's accounts and shall report on its minutes at each meeting of the Committee on the condition of the funds or on any matters committed to it by general or special resolution of the Woman's Committee.
- (b) The duties of the Candidate Committee shall be to search out women candidates for vacancies on the faculty; to send out and examine all application papers (other than Chinese); and to recommend women candidates to the Woman's Committee for appointment. All candidates shall first be approved by the Candidate Committee of the Mission Boards of their own denomination. Candidates approved by the Candidate Committee of the Woman's Committee of the School of Medicine of Shantung Christian University for vacancies on the Faculty, may be approved for appointment by correspondence vote of the Woman's Committee. A two-thirds vote is necessary to pass a candidate by correspondence vote. Such approval of appointment shall be recorded in the minutes of the next succeeding meeting of the Woman's Committee.
- (c) The duties of the Property Committee shall be:
 - 1. To examine an annual report from the Woman's Field Committee on the condition of the grounds, buildings and equipment that provide for the woman's part of the School of Medicine of the Shantung Christian University and make such recommendations to the Woman's Committee as may be called for.
 - 2. To investigate and determine the need for new buildings and report to the Woman's Committee with full recommendations.

Article VI.

Meetings of the Woman's Committee of the School of Medicine of Shantung Christian University.

1. The Annual Meeting of the Woman's Committee of the School of Medicine of Shantung Christian University shall be held in the month of January at such time and place as shall be fixed by the Committee or by its officers.

2. Other meetings shall be held at such times as this Committee may direct or upon the request of any three members of this Committee.
3. Notices of all meetings shall be sent to all members of the Committee at least ten days in advance.
4. For the transaction of ordinary business five members shall constitute a quorum, provided that the North American Joint Board and not less than two of the cooperating Boards are represented, and provided that, whenever any member so requests, any item of business shall be referred to the larger quorum named below.
5. For the election of members or officers of this Committee, the appointment of members of the Faculty, the approval of the annual budget and the purchase and sale of property, a majority of the total membership and a representation of at least one of the members of the North American Joint Board and one of the members elected by each of the cooperating Boards shall be required for a quorum.
6. For the transaction of necessary business concurrent action by duly called meetings of the "Eastern" and "Western" sections of this Committee shall have the effect of actions of the whole Committee, provided that at the meeting of each section at least two cooperating societies and the North American Joint Board shall be represented, and provided that whenever any member so requests any item of business shall be referred to a meeting of the whole Woman's Committee.

Article VII.

Administration on the Field of the School of Medicine of Shantung Christian University.

Administration on the Field.

Woman's Committee. There shall be a woman's Field Committee in connection with the University, which shall advise on all matters effecting women students and shall keep in intimate touch with girls' schools in the whole area served by the University.

Membership of Woman's Committee. Each mission participating in women's work in the University shall elect at least one representative on the Woman's Committee, which shall co-opt further members, either men or women, the number of such co-opted members not to exceed those elected by the missions. The Dean of Women of the School of Medicine of Shantung Christian University and the President of Shantung Christian University shall be ex-officio members of this Committee.

Representation on Field Board. The Woman's Committee shall elect from its membership not less than three representatives upon the Field Board of Managers of the Shantung Christian University.

Article VIII.

Faculty of the School of Medicine of Shantung Christian University.

Article VIII. To be formulated later.

Article IX.

These By-Laws may be amended, ~~the North American Joint Board concurring,~~ by a vote of two-thirds of the Woman's Committee of the School of Medicine of Shantung

Christian University at any meeting, notice of the proposed amendment having been given at a previous meeting, or the substance or exact wording of the proposed changes having been furnished each member of the Woman's Committee at least one month in advance of the meeting at which action thereon is contemplated.

Article X.

Date of Effectiveness of By-Laws.

This body of By-Laws or any portion of them shall come into effect when approved by a two-thirds vote of the members of the Woman's Committee of the School of Medicine at Shantung Christian University, the North American Board concurring.

WOMAN'S COMMITTEE
of the
SCHOOL OF MEDICINE OF THE SHANTUNG CHRISTIAN UNIVERSITY.

156 Fifth Avenue, New York City

April 17, 1923

The two cooperating Boards were represented as follows:

METHODIST EPISCOPAL: Mrs. W.F. McDowell, Mrs. J.M. Avann,
Mrs. W.I. Haven, Miss Elizabeth R. Bender

PRESBYTERIAN: Miss Margaret E. Hodge, Mrs. O.R. Williamson,
Mrs. Chas. K. Roys, Miss Lucy Lepper

Dr. Eliza Leonard was present by special invitation of the Committee.

Miss Hodge, temporary Chairman, called the meeting to order and asked Mrs. Williamson to lead in prayer.

Miss Hodge stated the reasons which led to the call for the meeting. The reading of the Minutes of the previous meeting, which had been sent to all members of the Committee, was omitted.

Voted to change the order of the Docket and consider first the organization of the Woman's committees.

Mrs. Roys, Chairman of a sub-committee that had been requested to prepare a plan of organization, reported. Careful consideration was given to each section of the proposed Constitution and after amendments were accepted, the report was adopted as a whole.

As Miss Hodge was called away from the meeting, it was

Voted to ask Mrs. Haven to take the chair.

The Secretary reported the following cablegram received from Dr. Balme; March 17th:

"How much is available for Union Medical College, Peking, resulting from Joint Girls' college campaign Are we authorized to proceed in the matter of erection single dormitory on the same plan (as last) Peking University."

The acting Chairman transmitted this cablegram to the Committee with the statement that the Presbyterians have available \$35,000 (Gold) and asked for a vote on the question of cabling this money to the field and any amount that may be received from the Christmas Fund and Joint Campaign for the Union Colleges. All voted affirmatively.

The Treasurer was asked to report on available resources and gave a statement of funds in hand and which may be expected. (Copy of statement attached)

Voted to accept the report of the Treasurer.

Dr. Leonard was asked to make a statement in regard to the transfer of the school, the building program and the immediate needs. She stated

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#2.

that it had been recommended by the authorities on the field that the new class which should enter the North China Union Medical College in September of the present year be transferred to Tsinan; that the class of 1925 should be retained in Peking until February 1924, and that the graduating class of this year complete their work in Peking and be not transferred to Tsinan. It was recommended on the field that the following members of the Faculty be transferred to Tsinan: Dr. Leonard, Dr. Scott, Dr. Waddell, Dr. Heath and Dr. Morgan. In order to make the proposed transfer it will be necessary to erect at once at least one residence and one dormitory unit.

After amending the correspondence vote of the Committee in regard to cabling money to the field, it was

Voted that we authorize the immediate erection of one dormitory and one residence and that the sum of \$32,500 (Gold) for this purpose be cabled to Mr. Paul Cassat, Treasurer of the Shantung Christian University.

The next question considered was that of an appeal to the China Medical Board for a grant-in-aid for the woman's work in the School of Medicine. It was

Voted that Miss Hodge, Mrs. Avann, Miss Lepper and Dr. Leonard be appointed a Committee to prepare and present to the China Medical Board an appeal for a grant to be used in the erection of buildings for the women's department of the School of Medicine.

Voted to adjourn.

Elizabeth R. Bender
Temporary Secretary

NORTH CHINA MEDICAL SCHOOL.

Receipts

Miss Olson	622.44	
<i>Part -</i> Woman's Board Foreign Missions	12, 983.79	
" Board Foreign Missions	7, 300.00	
Interest on Deposits	<u>181.92</u>	21,088.15

Disbursements

Balance on Hand 5,115.88 15,972.27

Available Funds

Sage Legacy	35,000.00	
Union Christian College in the Orient Campaign	18,432.00	
Methodist - 1924	<u>25,000.00</u>	<u>78,432.00</u>
		94,404.27
Methodist - 1928		<u>25,000.00</u>
		119,404.27

April 20, 1923

WOMAN'S COMMITTEE of the SCHOOL OF MEDICINE
of the
SHANTUNG CHRISTIAN UNIVERSITY.

The New York members of the Woman's Committee of the School of Medicine of the Shantung Christian University held an informal conference June 8, 1923, with representatives from the field who were in the city at the time. The following were present: Miss Hodge, Mrs. Roys, Miss Lepper, Miss Bender, Dr. Leonard and Dr. Cochran.

Miss Hodge acted as chairman and Miss Bender as secretary.

The meeting was opened with prayer by Dr. Leonard.

The chairman called on Dr. Cochran to report an informal conference which he had had with Mr. Roger Greene, of the China Medical Board, on the subject of a grant to the Medical School. After careful discussion of the possibilities and conditions of such aid, and a study of available resources and probable appropriations by the Mission Boards, it was agreed to ask Dr. Cochran and Dr. Leonard to have another conference with Mr. Greene.

VOTED that the committee appointed at the meeting of the Woman's Committee April 17, 1923 for the purpose of preparing and presenting to the China Medical Board an appeal for a building grant, be empowered to make an appeal for aid in the annual maintenance of the School of Medicine.

VOTED that the letter of credit to the amount of \$17,500 issued by Hilda Olson, Assistant Treasurer of the Joint Committee of the Women's Union Christian Colleges in the Orient, in favor of Paul Cassat, Treasurer of the Shantung Christian University, be not drawn against until further instructions from the Woman's Committee of the School of Medicine of the Shantung Christian University.

VOTED to adjourn.

Elizabeth R. Bender
Secretary

THE WOMAN'S COMMITTEE
of the
SCHOOL OF MEDICINE OF THE SHANTUNG CHRISTIAN UNIVERSITY.

June 26, 1923

156 Fifth Avenue, New York City

In the absence of Miss Hodge, temporary chairman, Mrs. Roys was requested to serve as chairman for the day. The meeting was opened with prayer by Mrs. Roys.

The following were present: Mrs. Roys, Miss Lepper and Miss Bender. Dr. Leonard and Dr. Cochran were present by special invitation. It was reported by Miss Bender that she had been authorized to act as proxy for Mrs. McDowell and Mrs. Haven.

The Minutes of the meeting of April 17th, having been sent to all of the members of the Committee, were approved without reading.

The Secretary read the Minutes of the informal conference held in New York on June 8th. She reported that the recommendations which had been adopted by this conference, had been submitted to the Committee by correspondence with the request for a vote. These recommendations were as follows:

"That the committee appointed at the meeting of the Woman's Committee April 17, 1923 for the purpose of preparing and presenting to the China Medical Board an appeal for a building grant, be empowered to make an appeal for aid in the annual maintenance of the School of Medicine.

That the letter of credit to the amount of \$17,500 issued by Hilda Olson, Assistant Treasurer of the Joint Committee of the Women's Union Christian Colleges in the Orient, in favor of Paul Cassat, Treasurer of the Shantung Christian University, be not drawn against until further instructions from the Woman's Committee of the School of Medicine of the Shantung Christian University."

The Secretary reported that Miss Hodge, Mrs. Roys, Mrs. Haven and Mrs. Avann had voted in favor of the recommendations. No other replies had been received.

VOTED to confirm the vote on the above recommendations submitted by correspondence to the Committee.

Dr. Leonard reported that the following cablegram had been received from China. ^{June 20} "Kindly see without delay - Bender - try to secure - additional appropriation - dormitory - \$10,000.00 American gold - or - preferably - \$12,500.00 American gold - including - ample accommodations - three - members - faculty - also - students - social - religious - rooms - if this can be arranged - considerable economy - will be effected - there is no necessity for - secondary - residence - building"

It was decided to ask Dr. Leonard and Dr. Cochran to acknowledge this cablegram by letter and to state that it is the sense of the Com-

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mittee that further buildings should not be erected until there is reasonable assurance of annual maintenance.

Careful study was given to the subject of annual maintenance for five years beginning 1923 and ending 1928, and the following schedule of total amount needed in Mexican, with probable resources, was made out:

	<u>TOTAL</u>	<u>BOARDS</u>	<u>LOCAL</u>	<u>CHINA MEDICAL BOARD</u>
1923-4	7,000	3,500		3,500
1924-5	20,000	10,000		10,000
1925-6	32,000	12,000	4,000	16,000
1926-7	32,000	10,000	6,000	16,000
1927-8	32,000	8,000	8,000	16,000

It was

VOTED that the above schedule be adopted as a working basis in presenting to denominational Boards and the China Medical Board, an appeal for annual maintenance, and that the committee appointed April 17th to present an appeal to the China Medical Board be authorized to use it as a basis in presenting their request.

VOTED that the committee which has in hand the appeal to the China Medical Board be authorized to approach the Board with the proposition that they match our contributions, dollar for dollar, up to \$150,000, this program to cover a period of five years.

VOTED to adjourn.

Elizabeth R. Bender
Temporary Secretary

NORTH CHINA WOMEN'S MEDICAL SCHOOL

Financial Statement

Now Available

	Gold
Presbyterian Board - Sage Legacy	\$35,000.00
" " - Jubilee Fund	7,310.00
Union Colleges Drive - Designated Gifts	16,994.38
" " " - Undesignated "	<u>17,500.00</u>
	\$76,804.38

Available Jan. 1st 1924

M. E. Women's Board	<u>25,000.00</u>
	\$101,804.38

Available After Jan. 1st 1928

M. E. Women's Board - Not more than \$25,000.00

A possibility after Aug. 1st 1928

Union Colleges Drive - \$17,500.00

Drawn on the above:

For land	\$7,000.00
" equipment	5,115.88
" dormitory	25,000.00
" staff residence	<u>7,500.00</u>
	\$44,615.88

At an informal conference of the Women's Medical Committee held June 8th 1923, Dr. Cochran and Dr. Leonard were asked to approach Mr. Roger S. Greene upon the question of appeal to the China Medical Board for aid in capital funds and annual support.

Drs. Cochran and Leonard make the following report:

We were cordially received by Mr. Roger S. Greene on June 15th and made a frank statement of our case, setting forth our present financial status as follows:

Capital Funds

Now Available:

From Presbyterian Board - Sage Legacy	\$35,000.00	gold
" " " - Jubilee Gifts	7,310.00	"
Union College Campaign - Designated Gifts	16,994.38	"
" " " - Undesignated "	<u>17,500.00</u>	"
Total -	\$76,804.38	"

Available in Jan. 1924

Methodist Women's Board	<u>25,000.00</u>	"
Grand total	\$101,804.38	"

Available After Jan. 1928

Not more than \$25,000.00

Available after Aug. 1st 1923

A possible sum from the Union College Drive of \$17,500.00

For Annual Budget the following estimate was given:

July 1st 1923 to June 30th 1924	\$ 7,000.00	Mex.
July 1st 1924 to June 30th 1925	20,000.00	"
July 1st 1925 to June 30th 1926	32,000.00	"

We stated that this question of annual maintenance is a very difficult one for the Boards to face. We gave the present status of the Presbyterian Board with a debt of some \$700,000.00 gold. We stated what the Methodist women had voted in the matter of annual expense.

Mr. Greene considered for a time and proposed a 50-50 basis on the annual budget, whatever is raised on the field to reckon as Board support. This is just double what he had previously suggested to Dra. Cochran in a private conversation.

In the matter of capital expense he said something like this: You have practically \$102,000.00 gold. You want \$165,000.00 for immediate building and equipment needs. That leaves \$63,000.00. I wish it were a bit less for this is not a good time of year to approach the China Medical Board for large amounts. Their budget is already made up.

Later we advised him that the hospital building will not be undertaken this calendar year, so that the total sum of \$165,000.00 will not be called for immediately.

We feel that Mr. Greene is sympathetic to our cause. We approve the suggestion that the Women's Medical Committee approach the China Medical Board for, first, Capital Funds \$300,000.00 gold on a 50-50 basis within the next five years; second, annual support on a 50-50 basis for a five year period - first year - Mexican \$7,000.00

2d	"	-	"	20,000.00
3d	"	-	"	32,000.00
4th	"	-	"	32,000.00
5th	"	-	"	32,000.00

Funds collected on the field to reckon on Board's share.

Respectfully submitted:

WOMAN'S COMMITTEE
of the
SCHOOL OF MEDICINE OF THE SHANTUNG CHRISTIAN UNIVERSITY

January 7, 1924

156 Fifth Avenue, New York City

Miss Hodge, as temporary chairman, called the meeting to order.
Mrs. McDowell led in prayer.

The following were present: Miss Hodge, Mrs. McDowell, Mrs. Avann, Miss Lepper, Miss Bender. Excuses were presented from Mrs. Roys and Mrs. Haven.

The Minutes of the previous meeting were read and approved.

Report of ad interim action as follows was ordered incorporated in the Minutes: On July 7th the temporary chairman sent to the members of the Committee, a statement asking for a vote on the following:

"I. That the Woman's Committee of the School of Medicine of the Shantung Christian University approve the expenditure of \$7,000 Gold for land.

II. That the Woman's Committee of the School of Medicine of the Shantung Christian University approve the building plans as outlined in the cablegram of June 20th.

III. That the Woman's Committee of the School of Medicine of the Shantung Christian University authorize the Treasurer of the Shantung Christian University to draw on the letter of credit as issued by Miss Hilda Olson, for an amount not to exceed \$12,500 Gold, to be used for buildings.

IV. That a cablegram be sent notifying the field of our action on these questions.

V. That the Secretary of the Woman's Committee of the School of Medicine of the Shantung Christian University be requested to extend a written appeal to the committee or Boards in the U.S.A. of the other six colleges participating in the union college drive, asking that they leave all possible funds in the treasury of the Joint Committee to the latest possible date in order that the North China Medical funds, as determined by the action of the Joint Committee, may have the advantage of the accumulated interest.

VI. That the appointment of Lucy Lepper as Treasurer of the Committee be approved."

All members of the Committee voted affirmatively on all the above resolutions.

On July 12th Miss Hodge and Dr. Leonard had an interview with Mr. Roger Greene of the China Medical Board. At a meeting of the Executive Committee of the Board on July 17th, the following resolution was adopted:

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"RESOLVED that the sum of Fifty thousand dollars (\$50,000) be, and it is hereby, appropriated to the SHANTUNG CHRISTIAN UNIVERSITY for the purchase of land, construction of buildings and equipment for the use of the Medical School as described above, on condition that the Women's Board will contribute the sum of One hundred and fifteen thousand dollars (\$115,000) for the same purpose."

Miss Hodge read letters from Dr. Cochran and Dr. Leonard reporting progress along building lines, and telling of registration in the medical and pre-medical departments.

Miss Lepper presented the Treasurer's report. It was

VOTED to accept the Treasurer's report and to order it filed and copies attached to the Minutes.

After consideration of the report of capital fund as received by the Treasurer, it was

VOTED that the Treasurer be authorized to certify the receipts for the capital fund to the China Medical Board.

It was reported that the Presbyterians have appropriated \$1750 Mex. for current expenses during the year 1924. The Woman's Foreign Missionary Society of the Methodist Episcopal Church took the following action in October 1922:

"That we make an annual appropriation of \$2000 for current expenses including the present appropriation."

Mrs. Avann reported that the appropriation of the Woman's Foreign Missionary Society to the school in Peking has amounted to not less than \$2000, and therefore an increase of appropriation in 1924 will not be possible.

VOTED that bank interest be held and not made available for building and equipment.

Dr. Leonard's question about the expenses of moving from Peking to Tsinan Fu was considered. As these expenses are considered a legitimate part of setting up the school in its new location, it was

VOTED that moving expenses be charged to the capital fund.

Referring to Dr. Leonard's question about land for the Woman's hospital, it was

VOTED to authorize the expenditure of \$22,500 (the figure named in communications from China) for the purchase of additional land, from the \$59,400 letter of credit made available by Miss Olson.

The following building program was presented by Dr. Leonard:

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Dormitory and suites for 3 staff members.....	\$ 37,500
Land for dormitories & residences.....	7,000
Residence.....	7,500
Land for hospital.....	32,500
Hospital (100 beds & equipment).....	100,000
Woman's rooms in Medical School.....	2,000
Equipment.....	16,500
Private patients block & equipment.....	30,000
Extension Out-patient department.....	17,000
Further Extension Residence.....	60,000

It was

VOTED to approve the order of building as indicated in the above program.

VOTED that the field authorities be requested to present to the Woman's Committee a definite estimate of what they wish the Committee to ask of the China Medical Board in April.

The urgent need for the erection of the woman's hospital was recognized, and there was expressed a desire to make it possible at the earliest possible date. To further this project, it was

VOTED that the Woman's Committee put at the disposal of the authorities on the field, \$10,000 from the \$59,400 letter of credit made available by Miss Olson, for the purchase of material for the erection of the hospital, as such purchase may seem advantageous.

The question of interest on the \$59,400 transmitted by letter of credit to the field was raised, and it was

VOTED to authorize the Treasurer to communicate to Miss Olson the understanding of the Committee that the interest on this money from January 1, 1924 to such time as the letter of credit is cashed, shall accrue to the credit of the Woman's Committee and shall be paid to Miss Lepper, the Treasurer.

Matters relating to permanent organization of the Committee were taken up and the following officers and committees elected:

CHAIRMAN: Mrs. W. F. McDowell
SECRETARY)
&) Miss Lucy Lepper
TREASURER)

FINANCE COMMITTEE: Miss Margaret E. Hodge, Mrs. W. F. McDowell, Mrs. W. I. Haven

CANDIDATES COMMITTEE: Mrs. Avann, Mrs. Roys

CONSTITUTION AND BY-LAWS COMMITTEE: Mrs. Roys, Miss Bender

VOTED to adjourn.

Elizabeth R. Bender
Temporary Secretary

TREASURER'S REPORT

NORTH CHINA MEDICAL SCHOOL

WOMAN'S COMMITTEE

March 22, 1922 to January 7, 1924

RECEIPTS

Hilda Olson, Ass't Treas.	\$622.44	
Presbyterian B'd Jubilee Gifts	7,410.00	
Presby. B'd - U. C. C. drive	16,170.29	
Interest on bank deposits	575.30	
Presby. B'd - Margaret Olivia Sage Bequest	<u>35,000.00</u>	
		\$59,778.03

Other Credits

Letter of credit to Paul Cassat, Shantung Chr. College established by Hilda Olson, May 22, 1923	17,500.00	
Letter of credit, Jan. 4, 1923	59,400.00	
Reported as received and disbursed by Hilda Olson for booklets, June 8, 1923	<u>306.50</u>	
		<u>77,206.50</u>
		\$136,984.53

DISBURSEMENTS

Supplies & Equipment purchased by Dr. Waddell	5,115.88	
Board of Foreign Missions to cover drafts from field for purchase land and other expense of School of Medicine	9,489.09	
Cable Charges	10.10	
Express Charges	5.01	
To cover charge from field for one unit dormitory and 1 residence	<u>\$25,000</u> <u>7,500</u>	
		<u>32,500.00</u>
		47,120.08

Other Charges

Letter of credit to Paul Cassat, Shantung University by Hilda Olson, May 22, 1923	\$17,500.00	
Letter of credit to Paul Cassat, Shantung University by Hilda Olson, Jan. 4, 1923	59,400.00	
Reported as received and disbursed by Hilda Olson for booklets - June 8, 1923	<u>306.50</u>	
		<u>\$77,206.50</u>
		\$124,326.58

TOTAL RECEIPTS - \$136,984.53
TOTAL DISBURSEMENTS - 124,326.58

Book balance Jan. 7, 1924 \$12,657.95

MEMORANDUM ON CAPITAL FUNDS

OF

THE WOMAN'S COMMITTEE OF CHEELOO UNIVERSITY

The North China Union Medical College for Women was started in Peking 1908, as a part of the North China Educational Union and as a sister institution to the North China Union Lockhart Medical College (for men) which was later known as the Peking Union Medical College. At that time coeducation was not considered to be feasible, and therefore a separate institution was started to supply the demand for Chinese women physicians. Instruction in both these medical colleges was through the medium of the Chinese language (Mandarin). The Medical College for Women was supported at the outset by the following three Mission Boards:-

- The Women's Foreign Missionary Society of the Methodist Episcopal Church
- The Woman's Board of Foreign Missions of the Presbyterian Church in the U.S.A.
- The American Board of Commissioners for Foreign Missions.

The Medical College for Women was carried on for several years in the premises of the Methodist women's work in Peking, using the Methodist Sleeper-Davis Hospital for Women for clinical instruction. The Faculty was supplied by the Missions of the three Boards named above.

A critical situation was created for the Medical College for Women when on July 1, 1915 the China Medical Board of the Rockefeller Foundation took over the North China Union Medical College renaming it Peking Union Medical College, erected a sumptuous plant including a well-equipped hospital, and began to admit women students and to give instruction in English.

It soon became obvious that the North China Union Medical College for Women with its meagre financial resources could not meet this competition. It therefore welcomed an invitation given in 1920 by the Shantung Christian University (Cheeloo) to move to Tsinan and to amalgamate with the School of Medicine there, as two other medical schools using Mandarin as the medium of instruction had already done under the stress of the competition of the China Medical Board. The Methodist Women's Board and the Presbyterian Board approved this transfer to Tsinan and pledged their support. The American Board expressed itself as heartily in sympathy with this development but said it was unable to support it.

It was obvious that such a move would entail certain capital expenditures such as:-

- Dormitory for women medical students
- Residences for women faculty members
- Land for these buildings.

But the School of Medicine of Shantung Christian University stated that its hospital which had a capacity of only 105 beds was too small for the enlarged institution and suggested that the women would pay for enlarging the hospital building, providing space for 100 additional beds in the wards and also a private patient block.

The China Medical Board made the services of one of its architects, Mr. Anner, available, and plans for the hospital addition were drawn.

Dr. Balme, then president of Shantung Christian University, wrote in 1923 submitting an estimate of \$160,000 as the capital investment ultimately needed from the women, but that \$50,000 or \$60,000 would meet the immediate need. (See minutes of North China Union Medical College for Women, January 11, 1923). This estimate was raised to \$165,000 and later revised upwards again.

On the basis of these estimates several conferences were held with Mr. Roger Greene, Secretary of the China Medical Board in the summer of 1923, when he was in the United States, to seek his aid in securing a grant toward the capital outlay necessary.

A letter to the China Medical Board, (attention of Mr. Roger Greene) dated June 28, 1923, and signed by Margaret Hodge requested a grant of \$150,000 toward a budget of \$300,000 and ^{listed} the capital funds in hand or expected as follows:-

CAPITAL FUNDS

In hand--

Presbyterian Woman's Board, Margaret Olivia Sage Bequest	\$35,000.00
Presbyterian Woman's Board, Jubilee Fund	7,310.000
Woman's Union Christian Colleges Campaign, (Designated gifts)	16,994.38
Woman's Union Christian Colleges Campaign, (Undesignated " ")	17,500.00
Total	<u>\$76,804.38</u>

Available after January 1, 1924

Woman's Foreign Mission Society of the Methodist Episcopal Church \$25,000.

Available after January 1st, 1928

Woman's Foreign Missionary Society of the Methodist Episcopal Church (not to exceed) 25,000.

Possible additional amount from Union College Campaign as voted by the Joint Committee April 3rd, up to payable after January 1st, 1924. 17,500.

In response to this request the Executive Committee of the China Medical Board on July 17, 1923 took the following action:-

RESOLVED that the sum of Fifty thousand dollars (\$50,000) be, and it is hereby appropriated to the Shantung Christian University for the purchase of land, construction of buildings and equipment for the use of the Medical School as described above, on condition that the Women's Board will contribute the sum of one hundred and fifteen thousand dollars (\$115,000) for the same purpose.

On February 21, 1924, Miss Eggleston, Assistant Secretary of the China Medical Board wrote to Miss Lucy Lepper the Treasurer of the Women's Committee saying:

"I am asking our Comptroller to draw a check on account of appropriation C. M. 2636 for \$50,000 toward \$165,000 for the purchase of land, construction of buildings, and equipment for the use of the medical school of Shantung Christian University. This check will be made payable to the order of the Shantung Christian University and sent to you. This payment is made on the basis of the statement sent with your letter of January 28, indicating that the total receipts for this purpose have been \$136,984.53, an amount in advance of that required to make available the China Medical Board's appropriation."

The China Medical Board's check was actually sent on February 25, 1924.

Without waiting for the China Medical Board money the Women's Committee on April 23, 1923 voted to cable \$35,000 from the Sage bequest, and in accordance with this vote, a check for \$35,000 was sent by Dwight H. Day, treasurer of the Presbyterian Board, to Miss Lucy Lepper, treasurer of the "North China Medical School" on May 18, 1923. The letter of transmission (which is in our files) says:

"We understand that \$25,000 of this is for the first unit in a dormitory and \$7,500 for one residence, total of \$32,500, which is to be returned to our Board to meet drafts drawn by Mr. Myers of the Associated Missions Treasurers Office, Shanghai, against the Board of Foreign Missions on this account."

A more explicit statement of the anticipated building program is found in the minutes of the meeting of the Women's Committee held on January 7, 1924, at which Dr. Leonard presented the following outline:

	and	
Dormitory/suites for 3 staff members		\$37,500 ^{32,500}
Land for dormitories and residences		7,000
Residence		7,500 ✓
Land for hospital		32,500
Hospital (100 beds and equipment)		100,000
Woman's rooms in Medical School		2,000
Equipment		16,500
Private patients block and equipment		30,000
Extension out-patient department		17,000
Further Extension Residence		60,000
		<u>310,000</u>

After hearing this presentation, involving an estimated expenditure of \$310,000 the Committee "voted to approve the order of building indicated above."

At the same meeting the Women's Committee took three actions appropriating money from the Woman's Union Christian College campaign, which had brought in more for the medical school than had been anticipated:-

The first was as follows:-

"That the Woman's Committee of the School of Medicine of Shantung Christian University authorize the Treasurer of Shantung Christian University to draw on the letter of credit as issued by Miss Hilda Olson, for an amount not to exceed \$12,500 gold to be used for buildings."

The second action was:-

VOTED to authorize the expenditure of \$22,500 (the figure named in communications from China) for the purchase of additional land, from the \$59,400 letter of credit made available by Miss Olson.

The third action was:-

VOTED that the Woman's Committee put at the disposal of the authorities on the field \$10,000 from the \$59,400 letter of credit made available by Miss Olson, for the purchase of material for the erection of the hospital, as such purchase may seem advantageous.

The Methodist Women's Board made payments on their pledge of \$25,000 as follows:-

September 19, 1924	\$5,670
October 1, 1924	7,000
December 20, 1924	7,000
January 5, 1925	5,330
	<u>\$25,000</u>

Meanwhile the China Medical Board came to realize that the costs of the new hospital would be greater than originally estimated and that exchange might become less favorable, took actions which were thus reported by Mr. Roger Greene, in a letter to Dr. Scott on November 6, 1924:

"I have pleasure in informing you that at the meeting of the China Medical Board yesterday the following resolutions were adopted:

C.M.2692 RESOLVED that the sum of fifty thousand dollars (\$50,000) be and it is hereby, appropriated to the Trustees of the Shantung Christian University for buildings and Equipment for the School of Medicine of the University, on condition that a sum of not less than ten thousand dollars (\$10,000) United States currency shall be provided by the University from other sources in addition to the funds already collected or pledged.

C.M.2693 RESOLVED that the sum of thirty thousand dollars (\$30,000) be, and it is hereby, appropriated of which so much as may be necessary shall be used for the payment of Loss by exchange on remittances for capital expenditure made by the China Medical Board or by the supporting societies for the School of Medicine of the Shantung Christian University, considering as the normal rate one dollar local silver currency (Mex. 1.00) equals fifty cents United States currency (\$.50)

(The remainder of the letter deals with appropriations for maintenance.)

On April 21, 1925 Miss Lucy Lepper wrote to Mr. Greene that she, as treasurer of the Woman's Committee had received a check for \$10,000, "which sum is in addition to the funds already collected or pledged for the building funds of the Shantung Christian University" and that therefore she could qualify for the \$50,000 appropriated by the China Medical Board under Resolution C.M. 2692. Consequently the China Medical Board sent a check for \$50,000 to Miss Lepper on April 27, 1925.

The University was ready to receive bids on the building operations for enlarging the hospital in Tsinan, when the revolution of 1927 broke

out, and as Tsinan was in the line of march of the southern army, it was necessary to delay. Then came a time when the number of patients fell off due to the unsettled political situation so that building operations were delayed from time to time. Further delay was caused by a notification which came in December 1933 from the China Medical Board saying that their contributions toward maintenance would cease after the year 1934-35. The North American Section of the Board of Governors, in the light of this notification voted on February 28, 1934 as follows:

NAS-373 VOTED that the North American Section record its judgment that no further steps should be taken toward the erection of the new hospital plant until the financial support of the medical work at Cheeloo is more definitely secured; and that subject to concurrence of the British Section, the authorization to proceed with the erection of the hospital plant as contained in Actions NAS-310, BS-365 and G-177 be withdrawn for the present.

The Women's Committee at its meeting on April 25, 1934 heard a report of this action in which, it was stated, all the women members present "heartily approved."

At the ensemble meeting of the Board of Governors held in Oxford, England on June 28th, 1934, the action of the North American Section was considered in the light of letters and telegrams from China asking permission to build at least the Out-patient department and the West Wing of the new hospital. The Board of Governors then took the following actions:-

G-191 THAT this Board of Governors of the Shantung Christian University, in response to the request received from the Board of Directors, hereby authorises that Board to go forward at its discretion with the erection of the proposed Out-patient Department and West Wing of the Hospital in accordance with plans that have been submitted to it.

The Secretary was instructed to send a cable to Tsinan to this effect.

G-192 THAT the Board of Governors request the North American Section to make available to the field such sums as are necessary, in addition to those already held in China, to complete the work authorized in Minute G-189.

The North American Section at its subsequent meeting on September 28, 1934 took cognizance of this action of the Board of Governors in the following Minute:

"New Hospital

"Special attention was called to the section of the minutes of the Annual Meeting dealing with the recommendations of the Board of Directors that construction proceed immediately on the west wing of the new hospital building, including facilities for an out-patient dispensary. It was noted that the Governors by action G-192 requested the North American Section to make available to the field such sums as are necessary, in addition to those already held in China, to complete the construction of this first unit of the new hospital plant. The Secretary stated that the best information available indicates that

from LC\$250,000 to LC\$300,000 will be required for constructing and equipping the west wing and out-patient dispensary, and that approximately LC\$100,000 of this amount is already in the hands of the field treasurer. Miss Kittredge stated that the building funds held by the Woman's Unit in New York amount to approximately US\$152,000, of which a substantial amount is in easily marketable securities. The field has been requested to supply detailed information as to the approximate amount of additional funds that they will require to complete the first unit in the hospital plant, and the dates at which remittances will be needed. After discussion, it was

NAS-396 VOTED that the North American Section authorize its financial officers to distribute to the field from the hospital building funds whatever amount may be required to complete the west wing of the hospital plant, including an out-patient dispensary, up to a maximum of US\$60,000.

NAS-397 VOTED that the Section authorize the Executive Committee to modify the amount of funds for which authorization is given above, if further correspondence with the field authorities should indicate the necessity of such a modification."

Building operations were begun in Tsinan in September 1934 and the new hospital came into use in October 1935 though the dedication service was postponed until June 22, 1936. A detailed statement of the costs of this building was given in the report of the hospital for 1936, the total being LS\$280,930.19.

In 1937 the Japanese war began and naturally no further building operations were started. This accounts for the fact that there is a balance in the building fund of ~~\$50,956~~ ^{51,718.64}. For many years a sum of more than \$100,000 was invested in securities and the interest amounted to over \$3,000 annually. This interest was usually added to the principal but there were some instances when the Women's Committee voted to pay certain bills from the interest. For example on April 11, 1928 the Woman's Committee, VOTED to authorize treasurer to remit to the field Gold \$3,000 for needed repairs from the interest on the capital funds for the hospital building. Again on April 13, 1931 the Woman's Committee made a recommendation which was approved by the North American Section on May 5, 1931 in the following form:

NAS-253 VOTED that the North American Section approve the granting of the request from the field for an emergency appropriation of G\$3,000 from the Hospital Building Fund to meet the urgent physical needs of the present Hospital and that a cable reporting this action be authorized.

NOTES OF A CONFERENCE BETWEEN REPRESENTATIVES OF THE
N. CHINA UNION MEDICAL COLLEGE FOR WOMEN AND THE SHANGHAI
TUNG CHRISTIAN UNIVERSITY

Held in Peking, 19th January, 1923

Present: Representing N. China Union Medical College for Women
Dr. Eliza Leonard, A.P.M.
Dr. Frances Heath, M.E.M.
Dr. James H. Ingram, A.B.C.F.M.

Representing Shantung Christian University
Dr. Harold Balme
Dr. Samuel Cochran

Officers: Dr. Balme was elected Chairman of the Conference, and Dr. Cochran, Secretary.

Purpose of Conference

In view of the endorsement of the Methodist and Presbyterian Women's Board of the proposal for the amalgamation of the N. China Union Medical College for Women and the Shantung Christian University, the present Conference was called in order, firstly, to take accurate stock of the present position, and secondly, to ascertain what steps should be taken to facilitate the transfer of the students and faculty to Tsinan.

Available Financial Resources

Dr. Leonard and Dr. Heath reported the following facts regarding the financial position.

(1) Funds for Capital Expenditure

(a) From Presbyterian sources

Up to the present time, information has been received of a total appropriation of Gold \$42,449.56 from Presbyterian sources, including Gold \$25,000 from the Sage fund. Of this total, the sum of G\$3,907.47 - G\$42,449.56 has already been drawn, leaving a balance in hand of G\$38,542.09 3,907.47
G\$38,542.09

Of the above sum Gold \$5,410. is earmarked for X-ray equipment, but seeing that it will not longer be needed for that purpose, it is hoped that it may be available for general equipment.

#Note. Some uncertainty has arisen as to whether the appropriation from The Sage Fund will be G\$25,000 as above or G\$35,000.

The China Council of the American Presbyterian Mission has endorsed an appeal for Mex. \$65,000 for capital expenditure in addition to the above sum.

(b) From Methodist Sources

The sum of Gold \$25,000 has been promised by the Methodist Women's Board to be appropriated in 1924. (Such appropriations G\$25,000 do not usually become available until the end of the year named, but permission is sometimes granted for the money to be advanced on interest from the beginning of the same year.)

A further sum not to exceed G\$25,000 has been set for 1923, subject to the vote of the Methodist Conference in China. G\$25,000 (1923)

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(c) From United College Drive

No information has yet been received as to donations earmarked for the N. China Union Medical Women's College in connection with the joint financial drive, with the exception of a sum of G\$740. reported at the beginning of 1922.

G\$ 740.

Mrs. Frame, Dean of the Yenching Women's College, however, states that at a meeting of the College Committee Drive in 1921, it was decided that a proportion of the unallocated donations received from the College Drive, should be assisted by the Women's Medical College, and that as a result of this decision a sum of over G\$15,000 which had previously been assigned to the Yenching Women's College was returned to the Treasurer of the College Drive Committee for the N. China Union Medical College for Women.

G\$15,000.

(2) Funds for Annual Support

(a) From Presbyterian sources.

Up to the present time no appropriation has been made by the Presbyterian Board of the support of the Women's Medical School, but the China Council at its meeting in September 1922, endorsed an appeal for Gold \$2,000 towards the expenses of the first year.

(b) From Methodist Sources

The present appropriation from the Methodist Women's Board amounts to Mex.\$3,000 per annum. Of this sum approximately Mex.\$600 G\$ 3,000 p/s. is assigned to scholarships for Methodist students, whilst further Mex. \$800 is paid annually towards the salary of a part-time teacher (Dr. M. Phillips). When the transfer to Tsinan is completed, this \$800, will no longer be needed for that purpose, so that a net sum of Mex. \$2400 will be available towards the annual support

Less Mex.\$	600.
Net Mex.\$	<u>2,400.p.a.</u>

(c) From A.B.C.F.M. Sources

No appropriation has so far been made by the A.B.C.F.M. towards the women's Medical College, their co-operation consisting solely in part time assistance from one or other of their physicians.

From the above figures it is apparent that sufficient funds are probably now available for the erection of such buildings (dormitories, staff residences, etc) as are necessary at the outset of, but that the appropriations for annual support are still considerably short of the sum which the faculty of the School of Medicine of Shantung Christian College suggested as the minimum that would be needed before transfer could be effected.

In the event, however, of the transfer taking place gradually, and only a single class being received for the first semester, the sum necessary for the first year would not be quite as large as the minimum then suggested. Some guarantee would,

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however, be required that a further sum would be forthcoming as soon as needed, and the full minimum amount secured by the time that all the various buildings are completed and needing maintenance.

In view of the desirability, for the sake of the women students and of the faculty, of effecting the transfer at the earliest possible moment, the Conference recommended that these facts be laid before the Women's Boards, with an appeal that steps be taken to secure the necessary appropriations for annual support, and to provide guarantees for the balances of the sum of still required for the completion of the building programme. This programme, together with the minimum sums necessary for current expenses, may be detailed as follows:

Building Programme

1923	One dormitory unit	(approximate cost)	G.\$25,000
	Two staff residences	" "	G.\$15,000
	Land for above	" "	G.\$ 3,000
	Women's Rooms in Medical School	" "	G.\$ 2,000
	Equipment	" "	G.\$ 5,000
	Land for new Hospital (This should be bought at the earliest possible moment to avoid inflation of price.	" "	G.\$20,000
1924	Women's Hospital	" "	G.\$50,000
	Private Pavilion	" "	G.\$24,000
	Extension to Out-Patient Dept.	" "	G.\$15,000
1928	Further Residences and extensions	" "	G.\$25,000

Annual Appropriations

July 1923 to June 1924	-----Mex.	\$ 7,000
July 1924 to June 1925	-----Mex.	\$ 20,000
July 1925 to June 1926	-----Mex.	\$ 32,000

Land and Buildings

The Conference recommended that of the money now available from Presbyterian appropriations, a sum not exceeding Gold.\$7,000 be expended at once for the purchase of land for dormitories and staff residences, and that private enquiries be made as to the possibility of securing the necessary land for the erection of the Women's Hospital.

It was further recommended that M. Dumail, of the Credit Foncier, Tsinan, be asked to prepare a draft plan of a suitable dormitory unit, and with sufficient space reserved for two staff residences, gardens, and recreations ground. The general plan of the dormitory unit now being followed for the new Yenching University was considered a suitable basis, but it was felt that a small suite of rooms should be arranged in each dormitory unit for the occupation of one staff member.

Transfer of Students

In the event of the necessary funds being forthcoming for initial expenditure and annual upkeep, the Conference strongly recommended that the new class which should enter the N. China Union Medical College for Women in September of the present year be transferred to Tsinan, together with at least one member of faculty. This class

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will probably consist of six students, and in the event of the proposed dormitory being incomplete by that time, arrangements could probably be made for them to secure accommodation in a rented Chinese house for the first few months.

For the three classes at present studying in the Women's College, the following recommendations were made:

- (1) That the class of 1923 (5 students) complete their work at Peking, and be not transferred to Tsinan.
- (2) That the class of 1925 (8 students) which should complete their study in June 1925, to be followed by a year of internship, be retained in Peking until February 1924, and be then transferred to Tsinan, to join the Fourth Year class of the Medical School of the Shantung Christian University, and graduate with them in January 1926.
- (3) That the 1927 class (10 students) be retained in Peking until February 1924, and be then transferred to Tsinan, to join the Second Year Class of the Medical School of the Shantung Christian University, and graduate with them in January 1928.
- (4) That in order to facilitate the transfer of the 1925 and 1927 classes above referred to, such adjustments as are possible should be made in the curriculum at Peking and Tsinan respectively, during the ensuing year, so as to ensure that the men and women students of a particular class will have approximately covered the same amount of work prior to the transfer.

Transfer of Faculty

That in accordance with the above recommendations at least one member of the Faculty of the N. China Union Medical College for Women be transferred, if possible, to Tsinan, in September 1923, the remainder to follow by February 1924.

It was hoped that the following members of staff might thus be transferred:

From Presbyterian Mission

Dr. E. Leonard, Dr. Waddell, Dr. Scott

From Methodist Mission

Dr. F. Heath, Dr. Morgan

Of the above, it was suggested that Dr. Leonard might be able, if her health permitted, to assist in the teaching of Anatomy and Minor Surgery, in addition to general administrative duties; that Dr. Waddell be associated with Dr. P. S. Evans in a combined department of Physiology and Pharmacology; that Dr. Scott be assigned to the department of Pediatrics; Dr. Heath to the Department of Obstetrics (with possibly some work in General Surgery); and Dr. Morgan to the department of Internal Medicine.

It was also hoped that Dr. Merwin of Tsinan might possibly see her way to be included with the above staff, and take charge of general out-call service.

Transfer of Other Members of Staff

Dr. Heath reported that the Methodist Mission has also approved of

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the transfer of one of their nurses, Miss Frances R. Wilson, and that it is hoped that a woman business manager, and a second nurse will be available from the same source in the near future. Dr. Leonard reported that an appeal has been made for one Presbyterian nurse.

Unfilled Vacancies.

The Conference noted that in the event of the various members of staff above referred to being available, there would still be unfilled vacancies on the staff of the School of Medicine and Hospital, as follows:

- 1 Pathologist
- 1 Dentist
- 1 Surgeon
- 4 Nurses
- 1 Dietitian
- A second business woman.

Organization.

In accordance with the suggested scheme of organization already passed by the faculties of the two institutions, and endorsed by the Field Board and Home Joint Boards of the Shantung Christian University, the Conference recommended that steps be taken at once to organize a Women's Committee, by the election by the Presbyterian and Methodist Missions, respectively of one representative each, these two appointees then to proceed to co-opt two other women. In the event of other Women's Boards co-operating in the scheme, further representatives would be eligible for election on the Women's Committee.

The Conference respectfully urged that similar steps be taken at the home base, looking to the formation of a special Women's Committee to act under the Joint Board of the Shantung Christian University.

Promotion of Interest of Women's Medical School.

The Committee recommended that a suitable secretary should if possible be secured in N. America for the above mentioned Women's Committee, who might be able to take the necessary steps for furthering the interests of the new scheme, and securing the balance of funds still needed for capital expenditure and annual support.

Pre-Medical Study.

The Conference were unanimous in feeling that as soon as the transfer of the N. China Union Medical College for Women is effected, women pre-medical students should also be admitted to the School of Arts and Science of the Shantung Christian University, in accordance with the recommendation already passed by the Field Board of Managers of the Shantung Christian University, in February 1922.

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SUMMARY OF RECOMMENDATIONS

1. THAT in view of the desirability of effecting the transfer of students and faculty to Tsinan at the earliest moment practicable, the faculties of the N. China Union College for Women and of the School of Medicine of the Shantung Christian University proceed to make necessary plans and re-adjustments in the hope that it may be possible for the new freshmen's class of women students of September 1923 to commence their study in Tsinan under the supervision of at least one member of the Women's Medical College, and for the remainder of the student body to be transferred in February 1924.
 2. THAT a warm invitation be extended to Dr. Leonard, Dr. Waddell and to Dr. Scott of the American Presbyterian Mission, and to Dr. Heath and Dr. Morgan of the Methodist Mission, to accompany the students of the N. China Union Medical College for Women at the time of their transfer to Tsinan; and that a similar invitation be extended to Miss Frances Wilson to join the nursing staff of the Hospital.
 3. THAT such re-adjustments as are possible be made in the teaching schedule to enable the women's class of 1925 to join the Fourth Year Class (S.C.U.) in February 1924, and the Women's 1927 Class, to join the Second Year Class (S.C.U.) at the same date.
 4. THAT a careful statement be sent to the Home Boards giving details of the proposed plan, and appealing to them to give the necessary authorization for the expenditure of such capital sums as have already been secured, and also to make the necessary appropriations for annual maintenance.
 5. THAT the Home Boards be asked to note that the following vacancies are still left unfilled, and that new workers are needed for them as early as they can be secured:-
 - 1 Pathologist
 - 1 Dentist
 - 1 Surgeon
 - 4 Nurses
 - 1 Dietitian
 - 1 Business woman.
- In order to fill such vacancies with Chinese wherever possible, it is suggested that the necessary support be made in the form of financial grants.
6. THAT the Shantung Christian University proceed to purchase land for dormitories and staff residences adjoining the present campus, to a sum not exceeding Gold \$7,000, this sum to be drawn from the present appropriations for capital expenditure of the N. China Union Medical College for Women.
 7. THAT careful enquiries be made as to the possibility of securing land for the Women's Hospital at a reasonable price.

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8. THAT the Credit Foncier, Tsinan, be asked to prepare a ground plan for a dormitory unit, with necessary space allotted for staff residences, gardens, and students' recreation ground.
9. THAT the Presbyterian and Methodist Missions of N. China be asked to appoint one representative each for the new Women's Committee, and that two representatives so appointed be invited to co-opt two other members.
10. THAT we respectfully suggest to the N. American Joint Board the formation of a similar Women's Committee in New York, and the appointment of a Women's Secretary, for the furtherance of the interests of Women's Medical Education.
11. THAT an appeal be sent to all Missionary Societies interested in medical and educational work for women in N. China, to co-operate in the new scheme.
12. THAT WE URGE UPON THE Home Boards the necessity for opening the doors of the Pre-Medical Department of the School of Arts and Science to women students without delay, and suggest that if the necessary arrangements for accommodation can be secured by that date, the first class of women Pre-Medicals be received in September next.

November 27th, 1923.

Rev. C. M. Myers,
Associated Mission Treasurers,
20 Museum Road,
SHANGHAI.

Dear Mr. Myers,

I am endeavouring to check up Women's Medical School grants and am enclosing for clarity two papers from Mr. Steinbeck.

The report sheet shows grants No. 3189 and 4452 entirely cleared, the former having been transferred to Shantung Christian University, as was also \$5979.09 of the latter. Mr. Steinbeck, under date of Nov. 22, 1923, shows that the balance of \$3900 has since been transferred. He clearly indicates that \$100 was transferred to Shantung Christian University. How about the \$3800? Was that to Shantung Christian University or to New York or to the Associated Mission Treasurers? The University Treasurer has no record save of funds drawn and these are as follows:-

	No. 3189	\$3510.00	}	\$7000 for land
	4452	1490.00		
\$5979.09	"	2000.00	}	
	"	2489.09		
Cable 4/20/23	Residence	7500.00		
"	"	Dormitory	15000.00	
"	"	"	10000.00	

Some two years or so ago a New York charge for \$3907.47 was sent out and I asked you to return it to New York. They charged it again at grant No. 4452, and we naturally supposed the balance, \$5979.09, was open to our order, and when I left Peking last February, I so advised Mr. Steinbeck. I also told him that grant No. 3531 for \$2000, as well as the above \$5979.09 might be drawn against up to the sum of \$7000 for land. On return I found that No. 3189 for \$3510 was drawn for land. Of this \$3510, \$3500 had been expressly designated for X-Ray, and while I was in New York it was transferred to residence. Now I do not know whether it makes any vital difference in the write-up of these things whether this Board Grant notice is written up for land or residence. Both will be properly accounted for in exact sums in the end, but I want to do my bit in keeping records straight and donors satisfied.

To return to No. 4452, grant for \$9886.56. This has been badly muddled too. This is a College Drive grant and Miss Lepper thought she had it in her hands and paid out the \$3907.47 (see Mr. Steinbeck's report sheet), plus \$1208.41, a total of \$5115.88.

NOV 27
1923

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I think we on the field were justified in thinking we had a right to draw on this appropriation. It really makes no difference in the final adjustment, as our Women's Committee appropriated \$7000 for land, but it does confuse things badly. I warned Miss Lepper against appropriation notices getting out here without her knowledge. Miss Lepper seems not to know about grant No.3834 for \$100, but I should call that a bona fide grant, if I am any judge of appropriation notices. I think she will find it on Mr. Day's books and have written her so. I will enclose a copy of the financial statement which I am sending Miss Lepper. Under the heading II I have not listed Nos.3844 and 4452 as she did not recognize these as available on the field at that time. No.4452 is fully accounted for under statement of finance III.

The New York scheme to cover residence fund of \$7500 is as follows:

Grant No.3189	\$3500	(Total grant \$3510)
" " 3306	1800	
" " 3531	2000	
To be raised by N.W. Board	200	
	<hr/>	
	\$7500	

So if you have Nos.3306 and 3531, write them off against residence. Also write up No.3189 against residence instead of land, if you think best.

Have you ever seen or heard tell of a Letter of Credit for \$17,500 Gold for the Women's Medical College, from Miss Olson, Treasurer of the College Drive fund? It is said to have been heard of here. Possibly it was sent to the Associated Mission Treasurers. How about the Lucy Kent Williams annual grant of \$40 Gold for the Women's Medical School? It has not been drawn for last year or this, as I understand it, and so should be available now.

With apologies for this wearisome epistle and thanks for time and effort on our behalf.

Very sincerely,

EEL:MMS.

TREASURER'S VOUCHER.

No. 22 \$ 70.00

Treasurer:

Pay to PAUL E. CABARET & CO.,

Bronze and Brass Workers, 412-414 East 125th St., N. Y. C.

Check No. 22 - Feb 5, 1925 Paying on gift received from estate of
Book

Mrs. Brown, Springfield, Ills. (See Cash/Page 38 for details). Bill #9990

To cover one bronze tablet "Mrs. William Blair", per rubbing approved and
including screw and button head attachments.

Date 2/5/25

Account Woman's Committee of the Shantung Christian University

Form of Expense

Approved by

Per W. S. Gorham.

INTERIM, FEB 5 1925
NEW YORK OFFICE

cut

TREASURER'S VOUCHER.

No. 24 \$ 47.00

Treasurer:

Pay to..... PAUL E. CABARET & CO., ~~Dr.~~,

Bronze and Brass Workers, 414-414 East 125th St., N. Y. C.

Check No. 24 - March 21, 1925 Paying Bill #10003 - To one bronze tablet

"Caroline Owsley Brown" per rubbing approved and including four screw and button

head attachments. As agreed, net, delivered.....\$47.00 (This comes out of Gift of \$100.-

received from estate of Mrs. Brown, Springfield, Ills.)

Date 3/20/25

Account Woman's Committee of the School of Medicine of the Shantung Christian University.

Form of Expense.....

Approved by.....

TELEPHONE TELE & RADIO

NEW YORK OFFICE
THE WOMAN'S BOARD OF FOREIGN MISSIONS
Per W. S. Gorham.

BLACK, WILSON & COMPANY

ARCHITECTS AND ENGINEERS

RECORDED

DEC 2 1926

TELEGRAPH OFFICE

TELEPHONE
CENTRAL 9243
TELEGRAPH
BLACKSONCO.

File Shanghai

P. O. Box 1395
23 YUEN MING YUEN ROAD
SHANGHAI

November 3rd, 1926

Mrs. A. K. Shaw
156 Fifth Avenue
New York, U.S.A.

Dear Mrs. Shaw:-

By request of Dr. R. T. Shields, Dean of the Medical School, Shantung Christian University at Tsinan, we are mailing you under separate cover a set of blue prints of the proposed new hospital layout for their Medical School. Dr. Shields advises that he has written you direct regarding these plans.

With the exception of the X-Ray department, the plans have been approved by the Tsinan committees as shown. From the X-Ray Department, there are a few changes to be made in the arrangement of the interior partitions to meet some recommendations made by the head of the X-Ray Department of the Peking Union Medical College. These suggestions we do not have in hand at the present time but rather than delay the sending of the plans to you, we are giving you an approximate lay-out of this department.

Dr. Shields has probably explained to you that the idea in connection with the new building is to convert the present hospital into an Out-Patient Department and the present Out-Patient Department into additional quarters for the Medical School work.

The plans which we are sending have been in the process of development for almost a year and have been gone over thoroughly by the specialists of the various departments in the Peking Union Medical College and by various other doctors in China whom we thought might be able to contribute suggestive

Mrs. A. K. Shaw

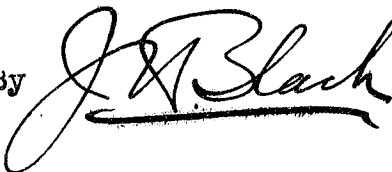
- 2 -

November 3rd, 1926

criticisms on the lay-outs we had made. We believe that the plans as they now stand represent a hospital lay-out which would meet the approval of any group of doctors knowing the exact conditions under which they were compiled.

Sincerely yours,

BLACK, WILSON & COMPANY

By 

C.C. to Dr. Shields

JHB:SL

Mr. Shaw

SHANTUNG CHRISTIAN UNIVERSITY

MEMORANDUM for SPECIAL COMMITTEE ON HOSPITAL PLANS

"Action of North American Section - March 23, 1927. It was recommended that the plans for the new hospital, P. E. N.-672 and B. S. 86 be reviewed by the Women's Committee and the physicians and surgeons on the membership of the North American Section.

Action of Board of Governors - April 12, 1927.

"Building of the Hospital

Consideration was given to the question of the erection of the Hospital. Mrs. Shaw reported that US\$75,000 had been transmitted to the field and read a cablegram from Dr. MacIne reporting that the funds were held in the National City Bank in Shanghai.

G-88 VOYKD that the construction of the Hospital should be deferred pending approval of plans and agreement of the field and Governors that construction should proceed."

Excerpt from letter from Dr. Hainburger - December 20, 1928. "As far as I can see, this is my personal opinion after talks with various men, the main plan of the hospital should remain as it is. There will be some changes, or rather ought to be, in the arrangement and assignment of rooms, but this should not affect the general structure but only interior partitions. As to the architectural beauty of the building, which seems to be the main worry of the committee in N. Y., any style of architecture can be used. Gothic, Colonial, Roman, and not in the least effect the interior. It is merely a matter of expense. We thought a Colonial style simple and pleasing and blending into the simplicity of our surroundings in Nan Kwan. Of course if they want a front more ornate it can be had but it will increase the expense. We, as doctors, would rather have a practical, well equipped interior than spend money on a fancy exterior.

After spending these six months travelling around to some 25 different new and old hospitals in the east, north and mid-west I feel that we have as well planned a hospital as can be found in the States."

"The elevation submitted by Black and Wilson and accompanying the plans you sent me, was turned down by the Committee on the field. It is not what we want!"

MEMORANDUM FOR SPECIAL COMMITTEE ON HOSPITAL PLANS * 2

EXCERPT FROM LETTER DATED January 17, 1929 FROM DR. HEIMBURGER

"I have now had conferences with at least five people who are much interested in hospital plans, have had a great deal to do with planning and building hospitals in the U. S. A. recently, and consented to go over these plans with me. They gave me a great deal of time after taking the plans home for several days and studying them in a critical manner.

One and all agree that the floor plans, with a few minor changes, should not be altered. They say that it is a well planned, practical and economical building and sizes up with the newer hospitals of similar size and use, recently erected and planned in the States.

The elevation submitted is not agreeable in its present drawing but can be altered easily to be more attractive. As Dr. Burlingham said, "You want first a practical working floor plan which will be suitable to all forms of work which will be carried on in the hospital; it is easy ^{enough} for a good architect to plan most any type of exterior a committee would desire, but the surrounding buildings and country should be considered in planning an exterior.

Now I would suggest that the Board of Governors take formal action as soon as possible approving the floor plans as submitted. They could suggest that some other form of exterior be used.

I do not think any discussion by the medical faculty will improve the plans because they had been discussed back and forth for almost eighteen months before being sent to N. Y. I believe this is the 11th revision. And inasmuch as these men I have talked with think the plans O.K. I am sure Ran and I will agree. It would be better to have the Board of Governors approval ready so that we could start building immediately if practical rather than keep us waiting in Teanan for their action. Here in the States the Board of Trustees of a hospital usually gives one man, the superintendent of the hospital, or a committee the authority to build, then if during the process of building certain changes are desirable or necessary, which happens often even in the U. S. A., this delegated authority is all that is necessary for a decision."

April 14, 1927.

¹
²
National City Bank of New York,
55 Wall Street,
New York City.

Gentlemen:-

I am writing as United States treasurer of Shantung Christian University, situated at Tsinanfu, Shantung, China.

About three months ago I dispatched to the university treasurer on the field \$75,000 gold which was to be used for hospital building in connection with our School of Medicine at Shantung Christian University. Word was received at the time the money was sent out of its safe arrival, but we were not informed as to how or where it would be held until needed for actual building purposes. Therefore, when the recent serious trouble in China developed we were much concerned about these capital funds. I have just had a cable from the university, stating that this was deposited with the National City Bank of New York, Shanghai, and I am writing you to ask concerning the safety of these funds and whether you are paying any interest on deposits held in your Shanghai branch at the present time.

Our committee is inclined to ask for the return of this money. I understand, however, that this was converted into Mexican and therefore a return will involve some loss in exchange. We would appreciate any advice you might be able to give us in regard to this situation. May I further ask if a transfer could be made to your branch in New York in Mexican.

Appreciating an early reply, I am,

Yours sincerely,

Mrs. Lucy Shaw,
Treasurer, Woman's Committee
School of Medicine.

LLS:MSR

The National City Bank
of New York
ESTABLISHED 1812

New York

~~#34~~
FAR EASTERN DIVISION
SIXTY WALL STREET
CABLE ADDRESS "CITIFEDIV"

IN REPLYING PLEASE QUOTE INITIALS F.E.D.

April 15, 1927.

Shantung
Mrs. Lucy Shaw,
Room No. 916,
156 Fifth Ave.,
New York City.

Dear Madam:

In reply to your letter of the 14th inst., if the funds belonging to your institution are deposited in our Shanghai branch they are quite safe. Our Shanghai branch pays interest on various classes of deposits and we presume interest is paid on the funds mentioned by you but we cannot inform you of the interest rate from this end, but we presume your Treasurer will be supplying this information soon.

Transfer of funds involves an exchange risk as you know but they can be transferred if you desire. As indicated above, the funds are quite safe.

Yours very truly,

M. Currie

Asst. Vice President.

RECEIVED

APR 16 1927

TREASURERS OFFICE

CHINA UNION UNIVERSITIES

Fukien Christian University
University of Nanking

Shantung Christian University
Peking University

West China Union University

CENTRAL OFFICE

Cable Address
Nanfushan, New York

150 Fifth Avenue, New York City
ERIC M. NORTH, Secretary

Telephone
Chelsea 2130

Shantung Christian University

April 26, 1927

Mrs. A. K. Shaw,
156 Fifth Avenue,
New York, N.Y.

My dear Mrs. Shaw:

With respect to Action G-87 of the Governors of Shantung Christian University referring the plans of the hospital to a joint meeting of the Woman's Unit and the physicians and surgeons on the North American Section, I would note that the physicians and surgeons are

Dr. Robert L. Dickinson, 438 W. 116th St., New York
Dr. Seth Milliken, 951 Madison Ave., "
Dr. E. M. Dodd, 156 Fifth Avenue, "
Dr. J. G. Vaughan (corresponding member), 150 Fifth Ave.

It is understood that after the plans have been dealt with they will be sent to the British Section. I think the plans are in your hands.

Faithfully yours,

Eric M. North
Secretary, North American Section
Board of Governors
Shantung Christian University

EMN-H

RECEIVED
APR 27 1927

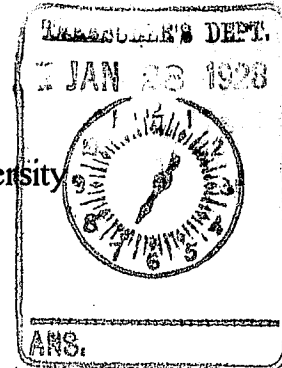
TREASURERS OFFICE

CHINA UNION UNIVERSITIES

Fukien Christian University
University of Nanking

Shantung Christian University
Peking University

West China Union University



Cable Address
Nanfushan, New York

CENTRAL OFFICE
150 Fifth Avenue, New York City
B. A. GARSIDE, Secretary

Telephone
Chelsea 2130, 2132

Shantung Christian University

January 27, 1928

Mrs. A. K. Shaw,
156 Fifth Avenue,
New York, N.Y.

My dear Mrs. Shaw:

Cross ref

I am sending you herewith a page from a letter received by Dr. Miner from the School of Medicine (presumably from Dr. Annie V. Scott) and forwarded to me a few days ago. You will see from this letter that the members of the Council of the Women's Unit at Cheeloo are most anxious to go ahead with the purchase of the piece of land in question. As I am sure you already know, this plot of land is within the walls of the University Campus and is situated just between the Anglican Hostel and the present dormitory of the Women's Unit. Certainly it will have to be purchased sooner or later by the University both to meet its own needs and to avoid the erection of non-University property right in our very midst. I believe the price mentioned in this letter is as advantageous as has been offered in some time. Dr. Miner says, "I strongly feel we should buy the land. These two men had bought this cemetery before anyone else on the faculty - Dr. Balme included - knew it could be purchased, and certainly we do not want families living right on the front door of the women's main dormitory and on the campus".

I hope it will be possible for the Women's Unit to take up the question of the purchase of this land in the near future. The present opportunity of securing it may not remain with us indefinitely.

Very sincerely yours,

B. A. Gar-side

BAG-H

Enc.

RECEIVED
FEB 15 1928
TREASURER'S OFFICE

2

11 - [unclear]
12 - [unclear]
13 - [unclear]
14 - [unclear]
15 - [unclear]

LETTER BOOK
[unclear]

Mrs. Roy's

Apr 10"
Apr 11"
Apr 12"

- Beijing
- Manchuria
- [unclear] Trustees
- Bd of Governors

C O P Y

Shantung Christian University
Tsinan, Shantung
China

School of Medicine

Dear Dr. Miner:

I am writing you in regard to

1. The tract of land west of the Anglican Hostel.
Mr. Lu and Chin have been pushing us to buy the land. They say they wish to begin building this Spring if we will not buy. Dr. MacRae's last words to me about the matter were to not be in a hurry about the matter. Dr. Lu has been feeling that as we may eventually want the land, and as two of our faculty are anxious to turn their land into ready cash, we might help them out by making the purchase. The present Women's Unit has no idea why the land was not purchased by the Women's Unit when these men made the purchase. At present we feel there is no urgency to acquire more land at a higher price than it could have been purchased two years ago.

They say they paid about \$900 and to date they have invested about \$1,150. in the land. They ask \$1,600. but have indicated they would take \$1,500.

Should we purchase now?

At what price?

They say if we do not purchase they will build this Spring. Are you willing to take a chance on trying them out? If you feel this is urgent enough cable "buy" or "do not buy." We have told them we

Dr. Annie V. Scott
(Presumably from)

Undated.

June 7, 1928.

Mr. C. M. Myers
23 Yuen Ming
Yuen Road
Shanghai, C H I N A.

My dear Mr. Myers:

I am sending to you the advance on the account of the China Medical Board's appropriation C.M. 2694 toward the maintenance of Shantung Christian University for the period July 1, 1927 to June 30, 1928, Mexican 10,000.

I thought it safer to send this to you, as I didn't know just how matters stand at Tsinan at present. Will you kindly see that this goes to the University as promptly as possible for I know they need it.

Thanking you, and with kindest personal regards, I am

Yours very sincerely,

Lucy Shaw
Secretary and Treasurer.

LS SF
Enc:

See Rockefeller Foundation
wje

(ENGLISH) BAPTIST
(AMERICAN) BAPTIST (NORTH)
LONDON MISSIONARY SOCIETY
METHODIST EPISCOPAL (NORTH)
(AMERICAN) PRESBYTERIAN (NORTH)
(AMERICAN) PRESBYTERIAN (SOUTH)

ASSOCIATED MISSION TREASURERS

P. O. BOX 251
SHANGHAI

MISSIONS BUILDING, 23 YUEN MING YUEN ROAD, ROOM 602-9
CABLE ADDRESS: TREASURERS. TELEPHONE CENTRAL 650-1
CODE: MISSIONS (ALSO A. B. C., BENTLEY, C. I. M., WESTERN UNION)

A. BLACK (EB & L)
ERNEST M. HAYES (APN)
ETHEL L. LACEY (AB)
W. A. MAIN (ME)
C. M. MYERS (APN)
H. MAXCY SMITH (APN)

RECEIVED

JUL 26 1928

July 5, 1928.

MRS. SHAW

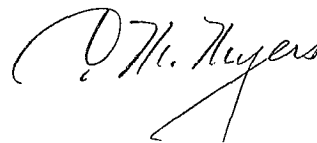
Mrs. L. L. Shaw,
New York Office, Shantung Christian
University,
156 Fifth Avenue,
NEW YORK.

Dear Mrs. Shaw,

Your letter of June 7
enclosing draft on Shanghai for \$10,000
reached me to-day. I have deposited
this amount to the account of the Shantung
Christian University in the Hongkong &
Shanghai Bank, Shanghai and have notified
Mr. Lair, the University Treasurer in
Tsinanfu.

With kind regards,

Yours very cordially,



M/B

Federation of Woman's Boards of Foreign Missions of North America

President, Mrs. F. I. JOHNSON
150 Fifth Avenue, New York

Miss FLORENCE G. TYLER, Executive Secretary
419 Fourth Avenue, New York City
Telephone: Caledonia 1271

Treasurer, Mrs. FRANK GAYLORD COOK
44 Garden Street, Cambridge, Mass.

December 27, 1929.

Mrs. Lucy Lepper Shaw,
156 Fifth Avenue,
New York City.

My dear Mrs. Shaw:

It gives me pleasure to enclose a check for \$100.81. This is one-seventh of the undesignated Day of Prayer offerings for Union Colleges received since the last distribution in April. This is for Shantung Christian University.

I am enclosing receipt and will ask you to kindly return it promptly as my books have to be audited immediately after the close of the month.

Yours very sincerely,

Alice B. Cook
(Mrs. Frank Gaylord Cook)

*1/7 of Undes. offering for
Day Prayer Meeting*

Rept. 1/20/29

RECEIVED
DEC 28 1929
PRESIDENT'S FOREIGN BOARD
TREASURER'S OFFICE

Lynch

Federation of Woman's Boards of Foreign Missions of North America

540-
d

President, Mrs. F. I. JOHNSON
150 Fifth Avenue, New York

Miss FLORENCE G. TYLER, Executive Secretary
419 Fourth Avenue, New York City
Telephone: Caledonia 1271

Treasurer, Mrs. FRANK GAYLORD COOK
44 Garden Street, Cambridge, Mass.

May 2, 1930.

Mrs. Lucy Lepper Shaw
156 Fifth Avenue
New York City.

SHANTUNG

My dear Mrs. Shaw:

It gives me pleasure to enclose a check for \$540.00 for North China Medical College.

I have been late in distributing the Day of Prayer offerings this year. In the first place the meeting was held about three weeks later than last year. In the second place there has been question in regard to the cost of leaflets for the Union Colleges. Until this year the leaflets that were used in connection with the Day of Prayer were printed and paid for by the Co-operating Committee, which no longer exists. This year it was agreed that the cost of this leaflet should be the first lien on the Day of Prayer offerings for Union Colleges. This year, however, a new plan was tried. Instead of sending out leaflets to the meeting in large quantities, a notice was sent to all contributing groups that four programs were available on application based on the four objects for the gifts.

Miss Tyler has been very much delayed in getting out this program because of the difficulty of obtaining information and pictures for the different Colleges. She informs me that one picture has not even yet reached her.

I am, therefore, holding back from the total amount received the approximate amount which these programs may cost.

The receipts for Union Colleges and the disbursements are accordingly as follows:

Receipts:

Local Contributions	20.24
Contribution from Philadelphia designated for Yenching	325.00
1929 Day of Prayer offerings received in 1930	11.61
1930 Day of Prayer offerings	4105.67
	4462.52

Disbursements:

Collection on checks82
Yenching \$325 and \$540	865.00
Ginling \$20 and \$540	560.00
North China Medical	540.00
Tokyo	540.00
Isabella Thoburn	540.00
Vellore	540.00
Madras	540.00
Retained	336.70
	4462.52

B-137

RECEIVED
MAY - 3 1930
PRESBYTERIAN UNION BOARD
TREASURERS OFFICE

I shall be grateful if you will send me a receipt for this amount.

Yours sincerely,
Alice B. Cook
(Mrs. Frank Gaylord Cook)

540.00 receipt
Dep. 5/7/30

Federation of Woman's Boards of Foreign Missions of North America

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6342 Normal Blvd., Chicago, Ill.

Central Committee on United Study of Foreign Missions,
MISS GERTRUDE SCHULTZ
156 Fifth Avenue, New York, N. Y.

*Christian Literature for Women and Children in Mission
Fields*, Mrs. HELEN B. MONTGOMERY
144 Dartmouth Street, Rochester, N. Y.

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1505 Race Street, Philadelphia, Pa.

World Day of Prayer, Mrs. S. S. HOUGH
809 Manhattan Avenue, Dayton, Ohio

Foreign Students in America, Mrs. LESLIE E. SWAIN
25 Barberry Hill, Providence, R. I.

Recording Secretary, Mrs. JOHN C. SHOVER
A D Kew Terrace, Kew Gardens, New York

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156 Fifth Avenue, New York, N. Y.

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116 East 53rd Street, New York, N. Y.

Mrs. HERBERT E. GOODMAN
7321 South Shore Drive, Chicago, Ill.

Mrs. HARRY R. MILES 76 Irving Place, New York, N. Y.

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Industrial Missions, Miss LUCY KENT
22 West 48th Street, New York, N. Y.

International Friendship, Mrs. E. H. SILVERTHORN
156 Fifth Avenue, New York, N. Y.

Interdenominational Institutions on the Foreign Field,
MISS MARGARET E. HODGE
156 Fifth Avenue, New York, N. Y.

Missions and Governments, Mrs. WILLIAM L. DARBY
123 The Ontario, Washington, D. C.

Missionary Preparation, Mrs. AGNES C. L. DONOHUE
30 East 42nd Street, New York, N. Y.

Student Work, Mrs. KATHARINE C. FOSTER
152 Madison Avenue, New York, N. Y.

Treasurer, Mrs. FRANK GAYLORD COOK
44 Garden Street, Cambridge, Mass.

MISS FLORENCE G. TYLER, *Executive Secretary*
419 Fourth Avenue, New York, N. Y.
Telephone: Caledonia 1271

December 26, 1930.

Mrs. Lucy Lepper Shaw
156 Fifth Avenue
New York City.

My dear Mrs. Shaw:

It gives me pleasure to enclose a check for ~~\$129.61~~ ^{131.47} for North Chira Medical College. Klf
12/29/30

When I made the distribution in May I retained a balance of \$336.70. At that time it was expected to publish the Union College leaflet and to pay for the cost out of this balance. Miss Tyler, however, was held up in the preparation of the leaflet by lack of material from one or two of the Colleges. By the time she received this (I am not altogether sure she ever received it) it seemed inadvisable to print the leaflet this year in as much as the Day of Prayer services were over and there had been no special demand for the leaflet. When I consulted her recently about retaining anything in the treasury to finance the leaflet for the 1931 Day of Prayer Service she said that it had been decided to finance that leaflet out of the \$500 balance retained by the successor to the Cooperating Committee when the latter was dissolved. I have therefore arrived at my figures as follows:

Receipts:

Balance on hand after May 2d distribution	336.70	
Contributions from Local Groups	80.00	*
Belated Day of Prayer offerings	505.59	+13.04
Total	922.29	935.34
	920.33	

Out of the above \$15.00 was designated for Ginling, leaving ~~\$907.29~~ to be divided equally among the seven Colleges.

I shall be grateful if you will deposit the check very promptly. We close our books December 31st and are obliged to have the audit finished by January 7th.

Yours very sincerely,

Frank Gaylord Cook
(Mrs. Frank Gaylord Cook)

* Rec'd after call was dictated

PROPOSED CONSTRUCTION OF NEW HOSPITAL
SHANTUNG CHRISTIAN UNIVERSITY

Appendix E

*Distributed to Governors with
 date of October 28, 1932*

I. Summary of Developments to Date

Funds for the erection of the new hospital plant at Cheeloo have been in hand since 1923. Year by year construction has been delayed for varying reasons. Meantime the work of the hospital has become more and more handicapped by inadequate facilities, and a number of contemplated forward movements have been held in abeyance.

In 1929 a committee consisting of the medical men on the North American Section gave detailed study to the architect's drawings for the hospital and made a number of suggestions for changes. The field was asked to give serious study to these suggestions, but permission was at that time granted the field to proceed with construction - so far as plans were concerned - without further formal action by the medical committee of the Section. The field acknowledged receipt of the committee's suggestions, and has made revisions of the hospital plans along the lines recommended by the committee.

Matters rested at this point until the end of 1931. On December 2, 1931, Dr. Shields wrote to the Section describing at length various proposals for partial or complete construction of the hospital without further delay. At that time it was his judgment that general opinion on the field favored construction at present of only the west wing of the new hospital, together with the urgently needed power plant, and it was this that he recommended to the Section. On January 21, 1932, the Executive Committee of the North American Section approved this proposal as follows:-

"Voted that the Executive Committee approves the following proposals for the construction of additional hospital, power plant, and outpatient dispensary accommodations, which are set forth by Dr. Shields under date of December 2nd, 1931:-

"The Executive Committee expects to propose that we plan to build in the spring two units only, a power plant for light, heat, and possibly gas, and an out-patient dispensary..... As to the proposed out-patient dispensary, we are discussing two plans:- (2) to put up a corridor out-patient dispensary of two stories, occupying the site of the proposed new hospital's west wing and built according to the specifications for this wing, as far as the outer walls are concerned. Then in future, if it seems advisable, we can continue and build the new hospital, converting the out-patient dispensary into the west wing of the hospital."

It soon became apparent, however, that the consensus of opinion on the field favored the early construction of the entire hospital plant.

On March 26, 1932, Dr. Shields and Mr. Davies wrote, communicating an action taken by the Medical Faculty on January 27, as follows:-

"RESOLVED:- That we proceed as soon as possible with the erection of the entire new hospital building, according to the revised plans."

This recommendation of the Medical Faculty was in harmony with the action previously taken by the Board of Directors of the University on June 16, 1931, as follows:-

"The Board gave special consideration to the question raised in the reports of the Dean of Medicine and the Hospital Superintendent on the need of

OCT 21
1932

Shantung Hospital

-4-

providing increased hospital accommodation. It recommends that the proposal to modify the existing plant so as to meet this need be abandoned, and that the Medical Faculty and the University Executive Council reconsider the question of proceeding with the erection of the new hospital, either in whole or in part, as the better solution of the problem. It is of course understood that the plans made for extended accommodation would be dependent upon the resources available for current expenditure.

"This recommendation is made with due recognition of the fact that there are certain elements of instability in the political situation, but in the conviction that extended hospital accommodation is necessary in order to afford the requisite facilities for teaching work, the Board considers that such risks as may be involved should be taken in faith and courage."

On March 4th, 1932, the Administrative Council of the Board of Directors endorsed this recommendation of the Medical Faculty as follows:

"The following minute of the Medical Faculty was carefully considered, viz: 'That we proceed as soon as possible with the erection of the entire new hospital building in accordance with the revised plans.' After the situation had been fully presented verbally by Dr. Price and Dr. Shields -

"Voted;- That the erection of the entire new hospital building, in accordance with the revised plans, be proceeded with."

The North American Section gave consideration to these proposals at a meeting held on May 18th, 1932, but was handicapped by lack of full and up-to-date information. It adopted the following action:-

"Voted that the North American Section of the Board of Governors of Shantung Christian University, after careful consideration of the recommendation of the Administrative Council of the Board of Directors that the erection of the entire new hospital building in accordance with revised plans be proceeded with, express to the field the following:-

1. The Section would call to the attention of the Board of Directors that by Action NASEC-284 authorization has already been given for the construction of a power plant, and the construction of the west wing of the hospital to be used for the time being as an out-patient department.

2. It would point out that at the present time the market value of building fund securities held in New York City for the Hospital Account have a market value of only G. \$110,000 as compared with investment value of G. \$137,000, so that early liquidation of the securities would involve a net loss of approximately G.\$27,000.

3. It would call to the attention of the field that at the present time the North American Section does not have sufficient information in hand to reach any intelligent decision either as to the architectural details of the proposed buildings, or the funds required for their construction, and would request that the field provide at as early a date as possible detailed information on the following subjects:-

(a) What funds are available on the field, where are they deposited, or how are they invested, what rate of income is being received, and what process would be required to make these funds immediately accessible for disbursement?

OCT 21
1932

Shantung Hospital

-3-

(c) What would be the cost of operating the new hospital and outpatient department, in comparison with the operating costs of the present facilities, and how would any increases in cost be met?

(d) Please send to the Governors, for their study and approval, the revised plans for these buildings.

4. The Section suggests the desirability of holding some portion of the capital funds now available, for endowment to maintain and operate such a hospital and out-patient department. Does this suggestion meet with the approval of the field? If so, would the present proposals leave a sufficient residue for such an endowment fund? If not, could the building plans be reduced and simplified, without serious loss of efficiency, to a point where a more adequate endowment fund would remain available? Or, could the construction of certain units be postponed, so as to leave a sufficient portion of the present capital funds for endowment until further endowment funds might be secured in future?"

The Annual Meeting of the Governors in London on June 20, 1932, discussed informally the proposals to erect the hospital, but "no further action was taken, pending the receipt of detailed information as asked for in NAS-302"

Meantime the Board of Directors, at its Annual Meeting on June 16th, 1932, took action as follows:

"Voted:- That the questions asked by the North American Section of the Board of Governors (NAS-302) be answered by the University Executive Council, in the hope that that Section may see its way to authorize the erection of the entire plant at an early date, and to approve the arrangements for operating the new hospital as a whole."

Information has now been received from the field, both by letters and reports, and by conference with members of the Medical faculty, which supplies answers to the questions asked by the Section. It is also hoped that three members of the Medical faculty will be able to meet with the Section and to supply further details as may be requested.

II. Specific Facts Required.

The information asked for by the Section may be summarized as follows:-

(a) Funds. The funds available on the field on June 30, 1932, as shown by the Field Treasurer's report, amounted to LC\$153,481.88. These funds are on fixed deposit in the Shanghai branches of the National City Bank of New York and the Hongkong & Shanghai Banking Corporation. They are earning interest at about 3½%. They are available for disbursement at any time.

The funds held in New York by the Cheeloo Woman's Committee amounted on October 19th, 1932, to a book value of about \$139,475.83, and a market value of about \$123,123.50, as follows:

OCT 21
1932

Shantung Hospital

-4-

	Book Value	Oct. 19, 1932 Market Price
10 M St. Louis & San Francisco, 4 $\frac{1}{2}$ s '78	9,375.00	1,100.00
10 General American Transportation Cor. 4 $\frac{1}{2}$ s. 5/1/33	10,095.00	9,600.00
5 Balto. & Ohio, R.R. Conv., 4 $\frac{1}{2}$ s 3/1/33	5,006.25	2,900.00
10 International Tel. & Tel. Co. 4 $\frac{1}{2}$ s '52	9,737.50	3,425.00
10 New England Power Assn. 5s, 12/1/32	9,950.00	10,015.00
10 Toledo Light & Power Co. 5s, 12/1/32	9,950.00	9,750.00
10 Northern Ohio Tr. & Lt. Co. (Ohio Edison) 5s, 1/1/33	10,112.50	10,000.00
10 Texas Power & Lt. Co., 5s, '56	8,375.00	9,000.00
5 Georgia Power Co., 5s, '67	4,375.00	4,300.00
20 U.S. Treasury, 3 $\frac{1}{2}$ s, '36	20,175.00	20,462.00
15 " " 3 $\frac{1}{2}$ s, 12/15/32	15,084.38	15,196.50
25 Edison Elec. Ill. Co., Boston, 4 $\frac{1}{2}$ s, 5/2/33	24,940.00	25,375.00
	\$137,475.63	\$121,123.50
Cash in the Bank, approximately	2,000.00	2,000.00
	\$139,475.63	\$123,123.50

It will be noted that practically all depreciation in the securities is contained in three issues which have a combined book value of \$24,418.75, and a market value of \$7,425.00. The remaining issues, having a book value of \$113,056.88, could be sold for \$113,698.50. This is probably more than what would be required to complete the hospital at present rates of exchange.

(b) Costs of construction and equipment. The detailed estimates supplied by the field as to the cost of building and equipping the new hospital are as follows:

Construction

New Hospital built, two-thirds used	L.C. \$350,000.00
New Out-Patient Dispensary	60,000.00
Old Hospital converted into classrooms and laboratories for Medical School	20,000.00
Bridge	1,000.00
Power Plant	10,000.00
	<u>441,000.00</u>

Equipment

Hospital, 160 beds	106,000.00
Out-Patient Dispensary	12,000.00
Medical School	3,000.00
Power Plant	56,000.00
	<u>177,000.00</u>

	618,000.00
Less expenditures made for Power Plant before 6/30/32	<u>11,559.68</u>
	L.C. \$606,440.32

Total Requirements

Since L.C. \$153,481.88 is already available on the field, this would require the transfer of L.C. \$452,958.44 from the United States. At prevailing rates of exchange this would amount to G \$98,959.66. This would still leave in the United States cash and securities with a book value of G \$40,515.97 and

OCT 21
1932

a market value of C \$24,163.84. This would be increased by interest accruing during the period before funds now in hand would actually be expended. This income now amounts to a little more than C. \$7,000 per year.

(c) Costs of Operating. The field's estimates as to the costs of and income from operating the new hospital plant, in comparison with actual costs and income in 1931-32 are as follows:-

<u>(1) Costs</u>	<u>New Plan</u>	<u>Fiscal Year, 1931-32</u>
Hospital	L.C. \$173,000.00	L.C. \$114,435.15
Cut-Patient Dept.	10,000.00	14,155.60
Medical School	70,000.00	78,750.06
	L.C. \$253,000.00	L.C. \$207,340.81
<u>(2) Income</u>		
Hospital	L.C. \$ 56,000.00	L.C. \$ 41,895.92
Cut-Patient Dept.	48,000.00	47,317.07
Medical School	109,000.00	118,126.83
	L.C. \$213,000.00	L.C. \$207,340.82

III. Evaluation of Factors Involved

The opposing considerations involved in the proposal to proceed at once with the construction of the entire hospital plant may be summarized as follows:-

(a) on the side of further delay:-

1. The general economic situation is still unfavorable, and there is a possibility of further reductions in income, both from Mission Boards and endowment.
2. Political and military conditions in China remain unstable and there is always a possibility of disturbances that might endanger continuity of work and even security of property.
3. The carrying through of plans as proposed would create additional operating expenses, and would probably require new sources of income in order to produce a balanced budget.
4. The enlargement of the hospital plant would make it necessary to reorganize and to enlarge somewhat the present administrative, medical and nursing staff.

(b) on the side of going forward:-

1. Since two or three years must elapse before the plant will be ready for operation, even if construction is begun at once, a substantial amount of time will be available during which economic conditions may become more normal and the University may seek aggressively for new sources of income.
2. Since the Medical School is now registered it has a much larger opportunity and responsibility. More students are

OCT 21
1932

Shantung Hospital

-5-

demanding admission and the people and the Government are coming to the University with requests for larger fields of service. Present hospital facilities are insufficient to meet even the present demands of the University and community.

3. The Medical School is in urgent need of much better hospital and out-patient facilities than are now available, if satisfactory medical standards are to be maintained and if students are to have a sufficient number of patients available for training purposes. Entering classes will have to be reduced unless this problem is solved in the near future.

4. The present time offers a remarkably favorable opportunity for construction, both because of extremely low building costs and advantageous rates of exchange. It is almost certain that there will soon be a rapid rise in building costs, and exchange rates are likely to become much less favorable.

5. There would be a substantial saving in constructing the new plant as a unit, instead of building at present only the one wing already authorized, and the rest later.

6. The University must not delay much longer making use of the funds which have already been in its hands over nine years, if it hopes to keep the confidence and goodwill of the donors of these funds.

7. The construction of the new hospital would do much to improve the morale and arouse the enthusiasm of both the staff and student body of the Medical School, who have inevitably become depressed and disheartened by repeated delays in going forward with this urgently needed plant.

8. All constructive efforts for the development of the Medical School and the seeking of renewed support both in China and in the West, are necessarily held up, in whole or in part, until we go forward with the construction of the new hospital plant.

SHANTUNG

(Sentinal Mrs.
Accountants letter
1/2/33

WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE
OF SHANTUNG CHRISTIAN UNIVERSITY

REPORT UPON AUDIT OF TREASURER'S ACCOUNTS

FROM MARCH 22, 1922 TO SEPTEMBER 30, 1933

PATTERSON, TEELE AND DENNIS,
ACCOUNTANTS AND AUDITORS,
NEW YORK, BOSTON, BALTIMORE AND WASHINGTON

#11972

Copy

ARTHUR W. TEELE, C.P.A.
JOHN WHITMORE
F. R. CARNEGIE STEELE, C.A.
JAMES WILLING, C.A.
WILLIAM H. STUMPFEL
STANLEY G. H. FITCH, C.P.A.
EDWARD H. MOERAN
DAVID LESLIE MILNE, C.A.
HAROLD B. HART, C.P.A.

Patterson, Teele and Dennis
Accountants and Auditors

NEW YORK
BOSTON
WASHINGTON
CHICAGO
SAN FRANCISCO
CABLE ADDRESS
"DIGNUS"
IN ASSOCIATION WITH
KEENS, SHAY, KEENS & CO.
LONDON, ENGLAND AND BRANCHES
WELCH, CAMPBELL & LAWLESS
TORONTO, CANADA AND BRANCHES

120 Broadway, New York October 19, 1933.

Woman's Committee of the School of Medicine
of Shantung Christian University,
Room 911, 156 Fifth Avenue,
New York, N. Y.

Ladies :

We have audited the cash books of the Woman's Committee of the School of Medicine of Shantung Christian University and of its predecessor, North China Medical School, from March 22, 1922 to September 30, 1933, and have prepared therefrom the following statements which we submit herewith, namely :

SCHEDULE A - Summary of Receipts & Disbursements of the Building and Equipment Fund from March 22, 1922 to September 30, 1933, with one exhibit.

SCHEDULE B - Summary of Receipts & Disbursements of the Class of '93 Fund (Princeton University) from February 1, 1926 to September 30, 1933.

SCHEDULE C - Balance Sheet, September 30, 1933, with one exhibit.

Cash in Bank has been confirmed direct to us by the depository, and the securities, held by Bankers Trust Company as custodian, have also been confirmed by them.

Receipts of Principal, as they appear in the cash books, have been duly accounted for, and have been checked with documentary evidence as far as possible. Items received through the Board of Foreign Missions have been checked with the Board's records.

Amounts drawn by or remitted to the Field are supported either by letters acknowledging receipt, or by checks drawn for sums remitted to the Field.

Equipment and Supplies sent to the Field are supported by adequate vouchers.

All income due on the securities held from time to time throughout the entire period has been duly received and accounted for, with the exception that no income has been received since September 1, 1932, in respect of \$10,000.00 St. Louis & San Francisco Ry. Co. Consolidated Mortgage, Series A Bonds, 4 $\frac{1}{8}$ % due 1978.

The principal of \$5,000 St. Louis, Iron Mountain & Southern Ry. (River & Gulf Division) First Mortgage Bonds, 4% due May 1, 1933 has not been received.

Payments from income, and purchases and sales and redemption of securities have been satisfactorily vouched.

We direct your attention to the fact that no interest has been received since June 1933, on the balance in bank; banks no longer being permitted to allow interest on demand deposits.

Respectfully submitted,

PATTERSON, TEELE AND DENNIS,

Accountants and Auditors.

WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE OF SHANTUNG CHRISTIAN UNIVERSITY
SUMMARY OF RECEIPTS & DISBURSEMENTS
BUILDING AND EQUIPMENT FUND
FROM MARCH 22, 1922 to SEPTEMBER 30, 1933

SCHEDULE A

RECEIPTS

Principal of Building and Equipment Fund :

China Medical Board	100	000	00		
Presbyterian Board - Sage Legacy	35	000	00		
Methodist Board WOMAN'S	25	000	00		
Murden Estate - PRESBYTERIAN SOURCE	11	910	38		
Societies, Individuals, etc.	104	668	20	276	578 58

Income :

Interest from Investments and Bank Deposits	67	907	87		
<u>Less : Accrued interest on Securities purchased</u>	7	671	62		
	60	236	25		
<u>Add : Gain from Sales etc. of Securities</u>	3	310	42		
	63	546	67		
<u>Less : Loss from Sales etc. of Securities</u>	4	411	07	59	135 60

Sales and Redemptions of Securities at cost values

780 621 50

Specific Receipts for transfer to Field :

Day of Prayer, for operating expenses	1	057	72		
American Board of Commissioners : FOREIGN MISSIONS CONG.					
Towards expenses of Dean of Women	300	00			
Estate of Jessie C. Banister for Medical Scholarship	353	56		1	711 28

1118 046 96

DISBURSEMENTS

Principal of Building and Equipment Fund :

Amounts drawn by or remitted to Field	174	729	09		
Equipment and Supplies sent to Field	7	115	88		
Erection of Memorial Tablets	129	00		181	973 97

Income :

^{CHINA COLLEGES} North America Section, Campaign Committee Expense Fund Grant	3	000	00		
Sent to the Field for Necessary Repairs	3	000	00		
Endowment & Building Committee - Grant to Expense Fund	2	000	00		
Bankers Trust Company - Services as Custodian		632	49		
Cost of Booklets - 7 WOMAN'S COLLEGES		306	50		
Cable Charges, Postage & Insurance on Securities, etc.	242	98		9	181 97

Purchases of Securities at cost

881 929 31

Specific Receipts transferred to Field :

Day of Prayer		867	20		
American Board of Commissioners :					
Towards expenses of Dean of Women	300	00		1	167 20

1074 252 45

43 794 51

1118 046 96

Balance - Cash in Bank

WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE
OF SHANTUNG CHRISTIAN UNIVERSITY
SUMMARY OF RECEIPTS & DISBURSEMENTS BY YEARS
MARCH 22, 1922 TO SEPTEMBER 30, 1933

SCHEDULE A, Exhibit 1

RECEIPTS	1922	1923	1924	1925	1926	1927	1928	1929	1930	1931	1932	1933	TOTALS
China Medical Board			50 000 00	50 000 00									100 000 00
Presbyterian Board - Sage Legacy		35 000 00											35 000 00
Methodist Board-WOMAN'S BOARD			19 670 00	5 330 00									25 000 00
Murden Estate-THRU Ill. PRESBY. W.M.S.				11 762 38	148 00								11 910 38
Miss Hilda Olsen <small>Treas. WOMAN'S UNION CHRISTIAN COLLEGES CAMPAIGN</small>	622 44	17 500 00	59 905 32	273 65	172 78								78 474 19
Presbyterian Board of Foreign Missions	10 830 56	9 212 95	1 010 00										21 053 51
Gift of Mrs. Andrew Todd Taylor	16 78												16 78
Woman's Board for Brown Memorial-Presby.			100 00										100 00
Emma S. Robb for Brown Memorial			100 00										100 00
Gift of Isabella Chalfont				200 00									200 00
E.W.Tracy in memory of Mary E. Wagner							1 000 00						1 000 00
Walter F. Dexter							1 00						1 00
Undesignated Gifts - Miss Olsen-Treas.				77 13									77 13
Designated & Undesignated Gifts - A. M. Hudson-Treas. <small>WOMAN'S UNION CHRISTIAN COLLEGES CAMPAIGN FUND</small>						129 08	1 440 22	1 209 09					2 778 39
Undesignated Gifts - source not specified								245 43					245 43
Half Share Capital Fund - source not specified THRU MISS HUDSON								621 77					621 77
American Board of Commissioners For Expenses of Dean of Women								300 00					300 00
Day of Prayer - F. G. Tyler For Treas.						3 53		42 47					46 00
Day of Prayer - A. M. Hudson-Treas.							391 11						391 11
Day of Prayer - Mrs. G. Cook-Treas.								100 81		131 47			232 28
Day of Prayer - source not specified								388 33					388 33
Estate of Jessie C. Banister							60 00	60 00	60 00	60 00	60 00	53 56	353 56
Interest on Deposits	11 469 78 134 02	61 712 95 441 28	130 785 32 274 87	67 643 16 475 89	320 78 204 23	132 61 380 87	2 892 33 228 30	2 967 90 414 89	60 00 179 08	191 47 36 84	60 00 37 75	53 56 51 24	278 289 86 2 859 26
Interest on Securities			1 790 42	8 446 67	8 701 88	6 720 01	5 789 17	5 785 00	7 417 45	6 133 51	6 484 97	4 275 00	61 544 08
Interest per Miss Olsen-Treasurer			1 756 38	1 748 15									3 504 53
Sales, etc. of Securities - cost values			57 756 07	82 410 00	45 386 41	138 988 41	44 643 47	44 798 76	138 728 85	65 163 58	115 090 63	47 655 32	780 621 50
Gain from Sales, etc. of Securities			465 81	150 00	18 50	988 24	197 88	218 75	720 70	161 42	333 33	55 79	3 310 42
Losses from Sales, etc. of Securities			40 63	295 00	304 91	521 02	185 25	17 51	103 30	487 50	2 240 63	215 32	4 411 07
Accrued Interest on Securities Purchased			1 529 63	1 857 72	171 95	345 14	604 59	381 13	1 382 58	345 15	413 88	639 85	7 671 62
	11 603 80	62 154 23	191 258 61	158 721 15	54 154 94	146 343 98	52 961 31	53 786 66	145 620 20	70 854 17	119 352 17	51 235 74	1118 046 96

SCHEDULE A, Exhibit 1 (concluded)

PAYMENTS	1922	1923	1924	1925	1926	1927	1928	1929	1930	1931	1932	1933	TOTALS
Letter of Credit - Miss Olsen to Paul Cassat - TREAS. IN CHINA		17 500 00											17 500 00
PresBoard of Foreign Missions to meet drafts		32 500 00	5 979 09										38 479 09
Cabled for Buildings						75 000 00							75 000 00
Against Letter of Credit for \$59,400.00			5 000 00										5 000 00
Cabled to Dr. Samuel Cochran DEAN OF CHEEHOO				30 000 00									30 000 00
Against Letter of Credit #5274				8 750 00									8 750 00
Purchases of Equipment & Supplies sent to Field	4 931 29	184 59		2 000 00									7 115 88
Tablet - Brown				47 00									47 00
Tablet - Murden					82 00								82 00
North America Section, Campaign Committee, Expense Fund Grant										3 000 00			181 973 97
Sent to Field for Necessary Repairs									3 000 00				3 000 00
Endowment & Building Committee - Grant to Expense Fund						2 000 00							2 000 00
Bankers Trust Co. Services as Custodian			18 35	60 67	90 17	91 50	58 96	72 62	65 48	68 63	71 25	34 86	632 49
Cost of Booklets per Miss Olsen - TREAS.			306 50										306 50
Cable Charges, Postage & Insurance on Securities, etc.		10 10	126 34	40 23	16 00	19 00	24 12		1 44	3 92	1 31	52	242 98
	4 931 29	50 194 69	11 430 28	40 897 90	188 17	77 110 50	83 08	72 62	3 066 92	3 072 55	72 56	35 38	191 155 94
Sent to Field against Specific Receipts :													
Day of Prayer								867 20					867 20
American Board of Commissioners Towards Expenses of Dean of Women								300 00					300 00
Purchase of Securities - cost			133 249 16	179 513 14	41 705 13	78 996 18	53 800 00	49 882 51	149 982 56	65 388 75	82 949 38	46 462 50	881 929 31
	4 931 29	50 194 69	144 679 44	220 411 04	41 893 30	156 106 68	53 883 08	51 122 33	153 049 48	68 461 30	83 021 94	46 497 88	1074 252 45

WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE OF SHANTUNG CHRISTIAN UNIVERSITY
 CLASS OF '93 FUND (PRINCETON UNIVERSITY)
 SUMMARY OF RECEIPTS AND DISBURSEMENTS
 FEBRUARY 1, 1926 TO SEPTEMBER 30, 1933

SCHEDULE B

RECEIPTS

Gift received from Dr. Samuel Cochran - MEMBER OF CLASS OF '93	5	159	27
--	---	-----	----

Income :

Interest from Investments	1,659.58		
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Less : Accrued interest on Securities purchased	337.63		
---	--------	--	--

	1,321.95		
--	----------	--	--

Add : Gain from Sales & Redemption of Securities	106.25		
--	--------	--	--

	1,428.20		
--	----------	--	--

Less : Loss from Sales & Redemption of Securities	22.39	1	405	81
---	-------	---	-----	----

Sales and Redemption of Securities - cost values		29	884	89
--	--	----	-----	----

		36	449	97
--	--	----	-----	----

DISBURSEMENTS

Purchases of Securities, at cost		34	859	89
----------------------------------	--	----	-----	----

Balance - Cash in Bank		1	590	08
------------------------	--	---	-----	----

		36	449	97
--	--	----	-----	----

WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE OF SHANGHAI CHRISTIAN UNIVERSITY.

BALANCE SHEET

SEPTEMBER 30, 1933

SCHEDULE C

ASSETS

Cash in Bank :

Building & Equipment Fund

43 794 51

Class of '93 Fund

1 590 08 45 384 59

Securities at Cost :

Building & Equipment Fund

Exhibit 1

101 307 81

Class of '93 Fund

Exhibit 1

4 975 00 106 282 81

151 667 40

LIABILITIES

Funds :

Building & Equipment Fund (balance still in hands of Treasurer)

94 604 61

Class of '93 Fund

5 159 27 99 763 88

Balance of Income :

Building & Equipment Fund

49 953 63

Class of '93 Fund

1 405 81 51 359 44

Specific Funds held pending transfer to Field

544 08

151 667 40

SECURITIES

SEPTEMBER 30, 1933

SCHEDULE C, Exhibit 1

COST

Building & Equipment Fund :

\$ 2,500	Baltimore & Ohio R. R. Co. Ref. & General Mtge. Bond, Series F, 5%, due March 1, 1996	2	507	81
5,000	Georgia Power Co. 1st & Ref. Mtge. Bond, 5%, due March 1, 1967	4	375	00
10,000	International Telephone & Telegraph Corp. Debentures, $4\frac{1}{2}\%$, due July 1, 1952	9	737	50
10,000	St. Louis & San Francisco Ry. Co. Consol. Mtge., Series A, $4\frac{1}{2}\%$, due March 1978	9	675	00
10,000	Texas Power & Light Co. 1st & Ref. Mtge. Gold Bonds, 5%, due November 1, 1956	8	375	00
65,000	U. S. A. Treasury Notes, Series A, $3\frac{1}{2}\%$, due August 1, 1936	66	637	50
		101	307	81

Class of '93 Fund :

\$ 5,000	St. Louis, Iron Mountain & Southern Ry. (River & Gulf Division) First Mtge., 4%, due May 1, 1933	4	975	00
----------	---	---	-----	----

INTERNATIONAL MISSIONARY COUNCIL

Composed of the following Organizations

NATIONAL MISSIONARY COUNCIL OF AUSTRALIA
SOCIÉTÉ BELGE DE MISSIONS PROTESTANTES AU CONGO
NATIONAL CHRISTIAN COUNCIL OF CHINA
CONSEIL PROTESTANT DU CONGO
DANSK MISSIONSRAAD
DEUTSCHER EVANGELISCHER MISSIONSBUND
SOCIÉTÉ DES MISSIONS ÉVANGÉLIQUES DE PARIS
CONFERENCE OF MISSIONARY SOCIETIES IN GREAT
BRITAIN AND IRELAND

NATIONAL CHRISTIAN COUNCIL OF INDIA, BURMA, AND
CEYLON
NATIONAL CHRISTIAN COUNCIL OF JAPAN
KOREAN NATIONAL CHRISTIAN COUNCIL
COMMITTEE ON COÖPERATION IN LATIN AMERICA
NEAR EAST CHRISTIAN COUNCIL
NEDERLANDSCHE ZENDINGSRaad
NETHERLANDS INDIA
NATIONAL MISSIONARY COUNCIL OF NEW ZEALAND
NORSK MISSIONSRAAD

FOREIGN MISSIONS CONFERENCE OF NORTH AMERICA
(UNITED STATES AND CANADA)
NATIONAL CHRISTIAN COUNCIL OF THE PHILIPPINE
ISLANDS
NATIONAL CHRISTIAN COUNCIL OF SIAM
MISSIONARY SOCIETIES OF SOUTH AFRICA
SUOMEN LAHETYSNEUVOSTO
SVENSKA MISSIONSRADET
ASSOCIATION OF MISSIONARY SOCIETIES IN SWITZER-
LAND

Chairman: JOHN R. MOTT, 230 Park Avenue, New York City
Secretaries: J. H. OLDHAM; WILLIAM PATON, 2 Eaton Gate, London, S.W.1
A. L. WARNSHUIS, 419 Fourth Avenue, New York City

CABLEGRAMS: INTMISSION, NEW YORK
MISSIONS CODE
TELEPHONE: CALEDONIA 5-1271

419 FOURTH AVENUE
NEW YORK, N. Y.

Rev. Wm. Paton

October 16, 1933

SHANTUNG

Mr. B. A. Garside
150 Fifth Avenue
New York City

Dear Mr. Garside:

I want to say once more how very sorry I am not to be present at your meeting on October 17th. I enclose letters which I have received from Dr. Ingle, Miss E. G. Kemp and Mr. Grist. Dr. Warnshuis has a long letter from Dr. Weir and also a letter from Mr. Hawkins.

First of all, about the new hospital. I feel very much disturbed about the obvious disunity of the faculty in regard to the proposed extension. I write without any local knowledge whatever, but I should feel extremely reluctant, were the scheme an Indian one, to persist in the face of a real lack of unanimity among those directly concerned. I should like to feel that this was being faced once more and an attempt made to get a really unanimous opinion.

In the second place, I think that the British group feel, and I should say this on their behalf, that the money having been raised in America it is not for them to hold up a development thought necessary. I ought, however, to add that it is the general feeling of the British, as these letters show, that no increased contributions can be looked for from the British societies to cover increased cost of maintenance and therefore our constructive position would be that the directors ought not to build the hospital unless they can see clearly the means of maintaining it in the future.

The only other matter which it seems worthwhile to raise is that some of the British members are concerned lest the precedent of Yenching should be followed and an endeavor made to separate the finances of the university from the supporting boards and to raise money entirely independently. I have had it very strongly expressed to me by the British members that that would involve the British societies dropping out. I imagine that this will not arise in the meeting, and I do not mention it

*I have looked
all these
with A.L.W.*

B.A.G.

- 2 -

10/16/33

because I think it is likely to arise, but only because I was instructed along these lines in case the matter should come up or any action be taken which would involve this issue being raised.

With warm regards and many regrets that I am not able to attend the meeting,

Very sincerely yours,

WP:GD


William Paton

Enclosures:
Letters from Dr. Ingle,
Miss E.G. Kemp and Mr. Grist

~~P.S. Please return these letters.~~

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RECEIVED
UNIVERSITIES
OCT 17 1933
JOINT OFFICE

STATEMENT BY HOSPITAL BUILDING COMMITTEE April 26, 1934.

The Board of Directors, in June 1933, appointed a New Hospital Building Committee, which was instructed to proceed immediately with the erection of such units of the new hospital, approved by the Administrative Council, as could be completed by the use of available funds (D-1026). This committee accordingly prepared detailed plans and estimates, which the Administrative Council approved in general in November 1933, and specifically in February 1934. The New York office was requested to transfer to Shanghai funds sufficient to complete a proposed new out-patient building and the west wing of the new hospital.

On February 28th, however, the North American Section of the Board of Governors, in view of the changed financial outlook produced by the withdrawal of support to the Cheeloo Medical School by the Rockefeller Foundation, voted:

"That the North American Section records its judgment that no further steps should be taken toward the erection of the new hospital plant until the financial support of the medical work at Cheeloo is more definitely assured; and that, subject to the concurrence of the British section, the authorization to proceed with the erection of the hospital plant, as contained in Actions NAS-310, BS-365 and G-177, be withdrawn for the present."

The report of the action brings to a sudden halt the work of the Building Committee. Under such circumstances, and in the desire to be of assistance to the Board of Directors in every possible way, the Committee begs leave to express the following opinions:

1. The policy of gradual, trial expansion as expressed in the report of this committee (November 1933) we believe to be fundamentally sound. It was prepared with an eye to just such contingencies as this. We feel that it would be unfortunate if, in rejecting any specific building project, the general, broad, far-sighted plan should be lost sight of, or be discarded.

2. The withdrawal of the Rockefeller Foundation grant places the Cheeloo Medical School and Hospital in a precarious financial situation. By reducing expenditures to the limit, and by drawing upon reserves in hand, these two institutions, as at present organized and run, can probably remain solvent until July 1933. Thereafter, inless additional income can be secured, it is probable that the work of the medical school will have to be suspended and that the hospital must surrender its educational character.

Any appreciable increase in Medical School income will necessarily be through donations, annual grants, or the securing of endowment. The hospital, on the other hand, has earning power. And it is possible to increase very substantially this earning capacity by developing those features of its work which more than

APR 26 1934

- 2 -

pay for themselves. Heretofore this has not been attempted to any extent, because it has not been necessary, and because of the emphasis on securing clinical material most valuable for teaching purposes. We feel that the time has come deliberately to embark upon a policy of increasing the hospital income.

The hospital's chief source of net-income at present is its out-patient department. For the last two years, the annual cost has been about LC \$14,000, and the annual income about LC \$45,000. There is little likelihood that this net-income can be increased with the present inadequate, almost disreputable out-patient facilities. But, given a new building designed to attract first-class and second-class patients as well as the poor, there is no doubt in the minds of those on the field that the net-income can be very considerably increased.

Another source of net-income is private and semi-private in-patients. Until now the Cheeloo Hospital has required a yearly subsidy from the Medical School of about LC \$35,000. In contrast, the hospitals of West China University, in Chengtu, are not only self-supporting but subsidize the Medical School. The main reason for this difference is obvious. At Chengtu, about 40 per cent of the hospital beds are private or semi-private; here, only 3 per cent are private, and 97 are ward or charity beds. There is no possibility of increasing the number of private patients in the present hospital building. The west wing of the new hospital, however, as proposed in our original report, would accommodate a large number of private and semi-private rooms, and would make it possible to tap this source of net-income.

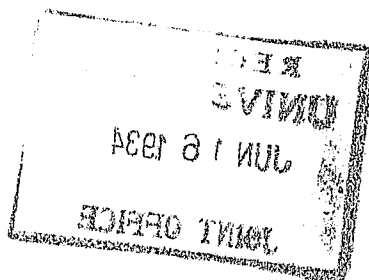
3. Whether these two additional sources of income would suffice to meet fully the threatened deficit, no-one can foretell. But there can be little doubt that the two new buildings as proposed can be made financial assets. If this opinion is at variance with estimates submitted in times past, it is because the primary purpose of previous plans was to increase the numbers of patients (especially ward patients who are needy and make excellent teaching material) and estimates were all made on that basis, whereas the present proposal aims towards increasing the hospital income as quickly as possible, in order to meet a threatening situation. We feel it is not putting the matter too strongly to say that to make available these sources of additional income offers an only chance to make the hospital self-supporting.

4. The caution evidenced by the Board of Governors in withdrawing authorization to build was doubtless inspired by estimates sent from the field, showing that operating deficits increase with expansion. We appreciate that caution. But we feel that the considerations which we have just tried to express change the whole aspect of the problem, making the building of a new out-patient building and the west wing of the new hospital both more rational and more urgent.

APR 26
1934

- 3 -

We respectfully suggest, therefore, that the Board of Governors be asked to reconsider its recent action in the light of these considerations, and that it be urged to authorize the immediate building, at least, of adequate out-patient facilities, and preferably of both a new out-patient building and the west wing of the new hospital.



APR 26
1934

- 2 -

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building and the west wing of the new hospital.

REC'D
UNIVE
JUN 16 1934
JOINT OFFICE

May 7th, 1954.

Mrs. J. M. Avann,
4949 Indiana Avenue,
Chicago, Illinois.

My dear Mrs. Avann:

Enclosed is the copy of the Minutes of our Cheeloo Woman's Committee. The night after the meeting it flashed over me that I omitted from the agenda the matter of the election of the officers. I feel very much mortified as secretary I had forgotten to include it. However, as no one questioned us officers, I imagine they will be willing to let us hold over until the next meeting.

You remember that we were discussing the Rohrman Fund. I asked Miss Tyler about it having in my mind a faint recollection, and she says I am correct. It is a legacy left by a Philadelphia woman, Baptist I think, to the Womans Union Christian Colleges. I think it went through her missionary society through her church and in some way Miss Tyler found out about it and made a special trip to Philadelphia and secured some of it. I think not all for the seven colleges. There was an accumulated amount of interest so that the \$420 which is credited to us in the Minutes of Shantung Christian University, page 2, is much more than we will get during the coming year. Miss Tyler says that she wrote at the time to the treasurer of Shantung Christian University as well as the treasurers of the other Woman's Colleges and she feels her letter must be on file in Mr. Garside's office.

This confusion seems to give an illustration of the wisdom of our Woman's Committee handling all the money given for the Cheeloo University rather than the interest on the invested funds. At the same time I would not want to bring it up to the committee until you and Miss Kittredge could have talked it through. I remember during the last year you wrote me that the women of your Board felt the treasurer of the Woman's Unit should handle it all. I noted, however, in the Nanking Committee meeting when I reported that the women both on the field and here wished to have Ginling to be incorporated separately rather than with the University of Nanking, the men seemed a little sensitive and talked about the "Separatist Movement". So I would not want to precipitate anything that would antagonize.

When you get settled I will be glad to hear of all your own personal plans, as well as do you wish another permanent address. Until then we will of course continue to send to 4949 Indiana Avenue.

With renewed apologies for my forgetfulness, believe me

Sincerely yours,

C
O
P
Y

CHEELOO UNIVERSITY
Tsinan, Shantung
China

School of Medicine
Office of the Dean

December 20th, 1934

Mr. B. A. Garside
150 Fifth Avenue
NEW YORK

Dear Mr. Garside:

There is in the hands of the women members of the Presbyterian and Methodist Missions here a sum of about L.C.\$16,000 left over from funds brought many years ago from Peking, for the purpose of housing women medical students and doctors. The Women's Committee now offers to contribute the total amount, in order to erect quarters for the resident staff of the new hospital. As you may recall, complete plans for our new hospital lay-out call for such a building, to lie northward from the east wing. The proposal is to erect this unit immediately—a building similar in type to the rest of the hospital, three stories high, having twenty-four single bed-rooms, but so planned that the building can be enlarged by extension northward, should the necessity for additional housing space arise. At present, this will be a separate building, but eventually it will be connected with the Hospital proper.

It is hoped, sooner or later, to house the entire resident staff in this unit, hence the necessity of allowing for possible further expansion at some future date. The cost of this building as planned will come within the amount mentioned above.

This proposal has received the endorsement of the Medical Faculty and the Administrative Council (A.C. 0369, D1106)

We are enclosing rough drawings,* showing the location of the proposed building in relation to the rest of the hospital, and the floor plans. Detailed blue prints will follow; but we hope it will not be necessary to wait for these before securing from the Executive Committee of the Board of Governors authorization to accept this generous offer and to proceed at once with the erection of this unit. We recommend a cabled response from you, in order that we may take advantage of the low building prices that obtain just before Chinese New Year.

Yours sincerely,

(signed)

R. T. Shields
P. B. Price

*Sent under separate cover.

*You will be interested in this which I am
 sending you today —
 Feb. 3-36*

SHANTUNG

January 18, 1936

STATEMENT OF COSTS

NEW HOSPITAL BUILDING ACCOUNTS

CHEELOO UNIVERSITY TSINAN SHANTUNG CHINA

POWER PLANT \$67,746.02

HEATING MAINS & HEATING OLD BUILDINGS 14,350.30

NEW HOSPITAL WEST WING

Contract	\$64,800.00	
Misc & Extras	12,988.15	
Heating	11,427.60	
Plumbing	4,515.02	
Lighting	2,014.80	
Paint	3,848.53	
Hardware	<u>1,820.47</u>	\$101,414.57

OUT-PATIENT CLINIC

Contract	27,700.00	
Misc & Extras	12,590.19	
Heating	7,293.14	
Plumbing	2,200.00	
Lighting	1,006.00	
Painting	3,600.00	
Hardware	<u>1,600.00</u>	\$55,989.33
		\$157,403.90

OLD HOSPITAL RECONSTRUCTION \$12,815.94

Hospital Equipment 12,490.67 25,306.61

Total Expenditure \$264,824.83

New Hospital West Wing 307,000 cu.ft.

Out-patient Clinic 187,000 cu.ft.

Total 494,000 cu.ft. @ \$0.3166 per cu.ft.
\$1690.00 per bed.

Signed:- Jesse B. Wolfe
 Architect

Copy

From Dr. Annie Lott
describing new hospital

Philip B.

CHEENLOO UNIVERSITY
Tainan, Szechuan
China.

School of Medicine

Feb. 16, 1936.

Dear Miss Hedge--

I am enclosing a preliminary report on our hospital building project. A final report will be made by the Building Committee when the construction is finished.

Just to give you an idea of how we now stand in our hospital layout --

Former Hospital now occupied by

Top Floor - Obstetrics and Nursery.

West Second Floor- Mens Surgery

East Second Floor- Womens Surgery and a few Obs. beds and operating room in center.

West First Floor- Mens Surgery

East First Floor- Pathology Dept. of Medical School.

Second floor of this building connects with second floor of the new hospital by a bridge. This enables us to use our former kitchen in the old hospital for both units.

West Wing of the New Hospital-

First Floor- Record Rooms. Private Patient Clinic.

Second " Womens medical

Third " Mens "

Fourth " Childrens "

To the north of this structure is the new Out Patient Department with roomy, light, airy halls connecting the units for each service in separate wings with south - north windows. Each service has practically 50% increase of space over the former clinic space. We are all quite happy with the result. I omitted to say above that the present arrangement gives us 160 beds.

We met during the past week for discussion of next years budget. Dr. Philip Price reported to us that we are living well within our estimated budget for 1935-36. No one had any definite idea how much it would cost to run our expanded plant. This, as you know is our first step toward construction of the whole plant and the results are very encouraging.

Without this expansion we never could have rendered the service we have been able to give the Yellow River Flood Refugees in Tainan. As you probably know the China Famine Relief Commission requested us to have charge of medical work for these 20,000 refugees housed in 31 groups in Tainan. We organized groups- 10- each comprised of one or two physicians and medical students from each year.

Copy

FEB 16
1936

These groups visited the camps for prophylactic inoculations and minor treatments at least twice each week. At these visits patients were given hospital admissions or slips admitting them to clinic for further study. You would love to see the zeal of the First Year Medicals as they helped with this clinical work. We all feel we have spotted promising clinicians in the making. Eleven to one each day the out patient clinic is flooded with refugee patients. This necessitates getting through with regular clinic by eleven. The fifty beds set aside for this work have been sufficient to care for the critically ill not including contagious diseases. We are told that these people are to be out of Taiwan before April. It will be a real let down for us but I don't suppose we could keep up this gait through the hot season. The hardest part is not the work but what we see in their faces and hear incidentally from their not too complaining lips.

We are looking forward to Mrs. Tui's trip to America this summer. I have written Mr. Gerstle and Dr. Shields that we need fuller information as to the financing of her trip. You perhaps know that the only funds we have out here are for building or scholarships. The Hall Estate Funds set aside for the deans salary has not met that need for the recent years. Mrs. Tui is collecting material now and I am sure she would appreciate detailed information as to what you feel will be useful. We miss Dr. Miner so much in all our planning.

I am

Very sincerely

(signed) Anais V. Scott.

February 7, 1939

To the Acting President
Cheeloo University

Dear Dr. Lair:

I beg to inform you of a motion passed by the Hospital Committee on February 1st:- "That it is the unanimous opinion of the Hospital Committee that the time has now come to expand our O.P.D. work and enlarge our O.P.D. accommodation. This may be most easily accomplished by building on a third floor over the present two-storey O.P.D. building." I beg to suggest, that, after you have considered this proposition, you write to the New York Board, to request permission to use the funds which I understand are available.

This decision was reached because our Committee felt that:

1) Our O.P.D work is the greatest contribution that we are making at the present time, and that, while our in-patient numbers are still less than before the war, on the other hand, our O.P.D. numbers are back to normal figures. In fact, for the month of January 1939, the statistical figures of out-patient attendances are greater by some 500 than those of pre-war 'Januarys'. All departments of O.P.D. work are cramped in our present quarters. Moreover, we beg to point out that, in the past, as now, the O.P.D. has been more than self-supporting, and is actually assisting with in-patient expenses.

2) With the new project of a training centre for oral hygienists that we hope to establish, we shall be forced to find more suitable quarters for our dental work, which is, at present housed in a building on the other side of the road. We feel that, to spend money in developing a department of O.P.D. which is located at some distance from our main building, is a step that will be regretted in the future. On the other hand, by building a new storey on O.P.D., adequate housing for a first class dental department will be available, and such a department may be run in close connection with our centralised O.P.D.

3) Our present accommodation for Surgery and for our X-ray department is sadly limited.

4) Finally, our present Massage Department, whose work is mainly in connection with O.P.D. patients, is, at present, housed in one of the wards of the hospital. This is not adequate for the needs of the department, neither is it desirable that O.P.D. patients

Feb. 7, 1939

-2-

should have access to the in-patient side of the hospital. If the new storey is built, adequate space will be provided for the Massage Department, and, at the same time, the present space occupied by the Massage Department will provide another 10 bed ward for in-patients.

In brief, the proposal is to build a third storey on O.P.D., which will give accommodation for Dental and Massage Departments, enlarged X-ray, Surgery and Laboratory facilities, and will enable us to run the O.P.D. as a separate set-up, entirely divided from in-patient work. Reviewing the matter from the political point of view, it appears to us that, in the future, whatever it is, it will be in O.P.D. work that we can make our greatest contribution, until such a time as conditions are more settled and the time becomes ripe for completing the building of the entire new hospital according to plan.

I beg to point out that the Committee expressed the opinion that, when the present O.P.D. was built, it was intended as only a temporary measure, and further expansion was envisaged, by extending the building north wards. Such a project, while desirable in some ways, is impossible now because of the fact that the land to the north is not for sale. Further, whereas a third storey could be added with little more expense of heating and servicing, a northward expansion now would entail re-planning of our whole plumbing and heating system.

I beg to submit these proposals as the viewpoint of the Hospital Committee, and as the substance of my verbal proposals to the Emergency Executive Council. Our hope is that you will communicate with New York and request a cabled reply, so that building may be commenced in the dry season.

On behalf of the Committee

Yours sincerely

(Signed)

STANLEY L. PRESCOTT

Hospital Superintendent

April 4, 1939

To Members of the
North American Section
Cheeloo Governors

Ladies and Gentlemen:

We have just received from Dean Randolph Tucker Shields, Hospital Superintendent Stanley Prescott, and Associate President H. P. Lair, a request that the Governors approve the recommendation of the Hospital Committee that at this time a third story be added to the Out-Patient Dispensary to supply fuller accommodation for existing departments and to make space for the Dental and Massage Departments of the Out-Patient Dispensary. I attach hereto a copy of Mr. Prescott's letter to the Acting President setting forth the grounds on which this recommendation has been submitted.

Commenting on this proposal Dr. Shields writes:-

"We have decided to build a third story on the O.P.D. if Home Base approves. This was contemplated when the building was erected, and the clinic has grown so that the present quarters are really inadequate, specially as we want a place for a dental department. I approve of this proposal. I do not approve now of building any more of the main hospital, but the O.P.D. is a financial asset to the institution; and I think we must reckon that, whatever may happen, the Christian forces must keep a first-class hospital in this place. We may not be able to manage more than the number of beds we now have, but the O.P.D. will keep up, no doubt, and grow from year to year. Financially, building material has gone up tremendously since the O.P.D. was built, but, at the same time, the value of the gold dollar has gone up probably more than the cost of material has, so the two factors neutralize each other, as far as expense is concerned."

MP

To Members of the
North American Section
Cheeloo Governors

-2-

April 4, 1939

Dr. Lair, commenting on this proposal, writes as follows:-

"I realize that in our present state of comparative inactivity and with the political future so uncertain it may seem unwise to embark on any further building projects. There have been suggestions from the hospital staff that we proceed with building more of the new hospital to provide for new kitchens and for an operating theatre. You probably know that we are still using the operating room in the old hospital which is far removed from the wards now in use, across a cold bridge, and a visit to the kitchen would convince anybody that a new kitchen is imperative, and we need housing facilities for some of the junior staff. But I have consistently opposed these suggestions on the ground that the future was too uncertain to justify the investment of any more money in property. However I feel differently about this proposal to increase the accommodations for the O.P.D. The Out-Patient Department has always been self-supporting, and usually more than self-supporting so that the net deficit on the operating expenses of the Hospital and the O.P.D. together has been much less because of the surplus income from the O.P.D. which it has been possible to apply to the hospital receipts. Furthermore, the numbers of patients visiting the O.P.D., as you will see from Mr. Prescott's letter, a copy of which I enclose, is now greater than before the war -- this in spite of the fact that we have a greatly reduced staff, some departments being practically closed, and in spite of the great inconvenience imposed by martial law, barricaded gates, etc.

"We have gone over carefully with Mr. Wolfe the possibilities of giving increased space to the O.P.D. and this proposal to build another story on the existing building seems the most feasible and the most economical.

"As I understand the former authorization to proceed with the erection of the west wing of the hospital and an adequate O.P.D., it would cover this proposal to increase the facilities of the O.P.D. now that they have been found to be inadequate but, especially now, we want to be sure of approval from home before actually starting on this project.

"I am sorry to be unable to give any accurate figure of the cost. Mr. Wolfe thinks that it will not exceed \$40,000 Chinese currency which, at present exchange, would not represent very many American dollars.

"May I ask you therefore to cable your approval or disapproval of this proposal so that, if we are authorized to proceed, we can get at it early in the spring."

To Members of the
North American Section
Cheeloo Governors

-3-

April 4, 1939

Our office will consult with members of the Executive Committee of the Section within the next few days in an effort to find a satisfactory time when the Committee can meet to consider this request from the field. We would be grateful if other members of the Section would send in their comments with regard to this proposal.

Very sincerely yours,

A handwritten signature in cursive script that reads "B. A. Yarside".

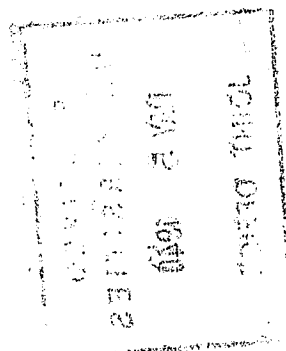
Secretary

BAG:MP
Encls.

LIST OF SECURITIES - April 23, 1940

WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE
SHANTUNG UNIVERSITY

<u>Amt. Par.</u>	<u>Name</u>	<u>Rate</u>	<u>Maturity</u>	<u>Purchased Price and Date</u>	<u>Book Value</u>
2,500.	Baltimore & Ohio R. R. Co. Ref. & Gen'l Mtge Bd. S.F.	5s	1996	3/7/33 @ 100 5/6	2,507.81
5,000.	Detroit Edison Co. Gen'l & Ref "D"	4 1/2s	1961	6/13/34 @ 103 3/4 - C	5,200.00
10,000.	International Tel & Tel Copr. Deb.	4 1/2s	1952	3/23/28 @ 97 3/8	9,737.50
10,000.	St. Louis & San Francisco Ry. Co. Con Mtge Ser "A"	4 1/2s	1978	3/23/28 @ 97 - \$25.	9,675.00
3,000.	U. S. A. Treas. Bonds	3s	1946-48	6/15/34 @ 100 29/32	3,027.19
20,000.	U. S. A. Treas. Bonds	2 3/4s	1936	3/13/34 @ 102	20,400.00
60,000.	U. S. A. Treas. Bonds	2 3/4s	1954	6/15/36	61,593.75
5,000.	Union Pacific R. R. 1st R. R. Lnd Gr.	4s	1947	6/13/34 @ 106 1/2 - C	5,333.75
					<u>\$117,475.00</u>



SHANTUNG UNIVERSITY
 WOMAN'S COMMITTEE OF THE SCHOOL OF MEDICINE
 LIST OF SECURITIES - April 25, 1940

<u>Book Value</u>	<u>Purchased Price and Date</u>	<u>Quantity</u>	<u>Rate</u>	<u>Name</u>	<u>Amt. Par.</u>
2,507.81	100 5/8	1936	25	Baltimore & Ohio R. Co. Ref. & Gen'l Mfgs Bd. S. F. Pa	2,500.
2,200.00	102 3/4 - 0	1931	21 1/2	Detroit Edison Co. Gen'l & Ref "D"	2,000.
2,137.50	97 3/8	1928	22 1/2	International Tel & Tel Cntr. Deb.	10,000.
2,075.00	97 - \$25.	1928	21 1/2	St. Louis & San Francisco Ry. Co. Gen Mfgs Ser "A"	10,000.
3,057.19	100 29/32	1936-18	30	U. S. A. Treas. Bonds	3,000.
20,100.00	102	1936	20 1/2	U. S. A. Treas. Bonds	20,000.
61,552.75	102 1/2	1934	20 1/2	U. S. A. Treas. Bonds	60,000.
2,333.75	100 1/2 - 0	1934	23 1/2	Union Pacific R. R. 1st R. R. Ind Gr.	2,000.

\$117,175.00

RECORDED
 SECURITIES
 MAY 5 1940
 THE JOINT OFFICE

C
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P
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CHEELOO UNIVERSITY HOSPITAL
Tsinan, Shantung
China

August 11, 1941

Department of Nursing

Dear Miss Hodge:

It is my turn to write the monthly letter from the Cheeloo Women's Committee. But first of all I should introduce myself since I am a relatively newcomer. I came to China late in 1932 and after the usual year in Peking at language school I spent my first term as the only foreigner in the Danforth Memorial Women's and Children's Hospital and School of Nursing in Kiukiang, Kiangsi. In 1937 I returned home for Burlington by way of London where I attended the International Council of Nurses which meets every four years. While at home I received my Masters Degree in Nursing Education and Administration from Western Reserve University in Cleveland, Ohio. I then spent two years in educational and administrative work in the hospital of the American University of Beirut, Lebanon (Syria). I left there for Cheeloo June 24 last year but due to upset travel conditions, necessary passes, etc. I did not arrive here until ten weeks later, that is, September 8, 1940, just one week before fall classes began.

For two years we have required one year of college work for entrance to the Cheeloo University Hospital School of Nursing. During this year on the campus the students have an opportunity to become acquainted with us, with students in the nursing school, and to learn something of what nursing is and thus settle any question they might have concerning their choice of career. It also gives the school of nursing personnel an opportunity to become acquainted with the students and to advise them. Students coming into the school of nursing with the additional educational advantages afforded by this year on the campus, especially the sciences, which are so important as a basis upon which to build nursing knowledge and skill, demonstrate to our full satisfaction the value of this pre-nursing course on the campus.

During the year we have accepted three transfer students from other nursing schools. Political conditions made it impossible for them to complete their work in their own training schools. Three of our students successfully passed the examinations of the Nurses Association of China in December and now have their school diploma and the N.A.C. certificate. We have fourteen seniors who will be taking the national examination this fall. There are ten students in the junior class. This month eighteen students who have completed the pre-nursing year will enter our sophomore class. We have had about forty applicants for the pre-nursing class of which number twenty-five passed the entrance examinations nicely and there are about six others that we are considering. In view of the unsettled times we think these numbers quite satisfactory and were conditions quieter, we would have more than enough well qualified applicants.

A number of changes and improvements have been made in the Department of Nursing Education during the past year.

Miss Li Pao Chen, who has completed the Peking Union Medical College post-graduate course in Nursing Education and Administration and who has done supervision in Cheeloo University Hospital since 1936 is giving full time to nursing instruction and supervision of student practice on the wards. An additional nurse, Miss Li En Tzu, who has had two years at Yenching University and some years of teaching experi-

Letter from Miss Miller to
Miss Hodge

-2-

August 11, 1941

ence and who completed her student nursing days this month is coming onto the school of nursing faculty this fall. Her work this first year will be mainly supervision of student practice both in the classroom and on the wards but it is hoped we may soon have her assisting in classroom instruction.

Formerly the Superintendent of Nurses was in charge of both the school of nursing and the nursing service. Either of these is quite enough for one individual to handle effectively. During this year these two services have been divided so that Miss Alderson is now the Director of Nursing Service and I am Director of Nursing Education. Miss Wilson requested before leaving for furlough that she be released from such heavy administrative responsibility as Superintendent of Nurses and we have great plans for her in personnel work when she returns. This is such a ready field and she is excellently fitted for it. She will also have a large contribution to make in the educational program both among student and graduate groups. We are hoping conditions will be such that she may return to us before long.

For years the nursing faculty and nursing administrators in Cheeloo University Hospital and School of Nursing have felt the need of a budget for the school. Only with a separate and adequate budget can a school of nursing best attain to its educational objectives. We are pleased to report that the Cheeloo University Hospital School of Nursing has been granted its own budget.

In the proposed alterations in the organization of the Nursing Department we are asking that the School of Nursing be directly under the President and Executive Council of the University. Our best schools of nursing in America are the university schools of nursing. Since the objectives of both the University and the School of Nursing are educational, it would help us to attain to our objectives more effectively if we were a professional school directly responsible to the educational authorities of the University and with freedom to appeal to them for help and advice. Except for my term in Kiukiang I have been connected with a university school of nursing since 1929 and from my experience in three such schools I find them much preferable to a hospital school of nursing.

Since there are so few specially trained graduate nurses available in this part of China, the best having gone to Free China, we are choosing our most promising students and graduates and giving them special training for specific responsibilities, such as diet kitchen supervision, anaesthesia administration, nursing education and supervision, public health nursing, midwifery, etc. This year two girls have completed such training, one of whom is now serving as anaesthetist and the other as supervisor in the special diet kitchen.

Smaller hospitals in Shantung frequently ask us to undertake post-graduate courses to prepare their graduates for more specialized duties. This is a most needy field and as a larger teaching institution, it is our responsibility to give this specialized training. At present we are not prepared to do so but are working toward that end by improving the type of personnel holding responsible nursing positions so that when we do accept post-graduate students for advanced training every department will be able to share in the responsibility. Also, housing for these post-graduate students added to the present problem of housing of our sixty-four graduate staff nurses is a question which must first be met. The student residence is at present adequate for the number of students we have.

Letter from Miss Miller to
Miss Hodge

-3-

August 11, 1941

During last winter we carried on a most interesting and helpful staff education program twice monthly for our staff nurses. Miss Bell was in charge of this and will probably write more of it when it is her turn to write this monthly letter.

We added a good number of recent professional books from home to our text and reference library this year. These are helping us to improve the quality of our nursing instruction and practice in Cheeloo.

Life goes on quite normally for us in spite of the fact that our cash, our personal effects and even our own movements are below the point of freezing, each institutional and foreign residence gate is picketed with a guard, and all kinds of stories reach our ears. We only hope it will not interfere with the coming of our second year class due August 15 and the opening of the University classes the middle of September. And the chances are it won't make much difference for there is something awfully stable and undaunted about the people among whom we work.

This letter is far too long but since being here I have been struck with the fact that there is so little mention of the nursing department in communications sent to and received from you at home and since I am so enthusiastic about what we are doing and the opportunities open to us I just had to be a bit long winded to share with you some of my enthusiasm, satisfactions, and hopes. I've neglected the nursing service angle and kept to nursing education lines since Miss Alderson will write about the former when it comes her time. I shall be more brief next time.

Sincerely yours,

(Signed) Geneva E. Miller

VW

NURSES AND NURSING EDUCATION

(Proposals Presented by the Nurses Attending the Medical Missions Conference at Chicago, June 1944)

Our primary aim for the future shall be the training for strong Christian and professional leadership in the field of nursing.

Objectives for the Future in Nursing Education

1. Missionary Personnel

- a) Increase in number
- b) The best preparation available in the countries from which they come.

2. A School of Nursing Committee or Governing Board

The purpose of the hospital is the care and welfare of the patient.
The purpose of the school of nursing is education.
A separate training school board is essential.

3. A Separate Nursing School Fund or Budget

The necessity for this is so obvious it needs no discussion.

4. The creation of a National League of Nursing Education, the aims of which shall be:

- a) To help raise the standard of nursing education in all schools.
- b) To prepare nursing educators, administrators and supervisors.
- c) A greater cooperation in nursing education in all schools and provinces without regard to source of support, nationalities represented or location of school.

5. Establishment of schools qualified to give graduate study in specialized fields of nursing such as ward management and teaching, clinical instruction and supervision, anaesthesia, public health nursing, operating room and delivery room supervision, midwifery.

6. Degree Course in Nursing

Where a school of higher education is conveniently located it is recommended that the school of nursing be a part of this educational institution and directly under the controlling body of that college or university. In such a course the student would spend the first one or two years on the college campus, pay the college fees, and receive there her basic science and basic course in nursing arts.

The advantages of the school of nursing being a part of a college are great to the student, to the teaching personnel, both those located at the college and those at the hospital, and the housing facilities near the hospital which are usually inadequate. Upon completion of the pre-nursing work at the college the student would then be ready to enter at once into ward activities and experience upon taking up residence in the vicinity of the hospital. And having already completed her courses in the basic sciences, including anatomy, the experience schedule would be much less disrupted by hours spent in the classroom.

June 1944

7. Establishment of Central Schools of Nursing. These are recommended for the reasons of:
- a) Economy of equipment.
 - b) Better utilization of available educational and administrative personnel.
 - c) A better developed program for the beginning student.

The student might upon completion of the sciences and basic nursing arts go into different hospitals within the same city or hospitals scattered over the province. This would necessitate a qualified educational director in each hospital to organize the clinical program, build up the clinical teaching and supervisory staff and plan student rotation and assignments.

Such a school might well be connected with a college. The School of Nursing Committee would consider major policies, common procedures, and this Committee would consist of the director of the clinical program in each of the cooperating hospitals, the director of the department of nursing of the college, the nursing arts instructor, supervising nurses in the public health organizations, as well as the directors of nursing service in the cooperating hospitals.

Respectfully submitted,

The Nurses attending the
Medical Missions Conference
Chicago, June 1944.

SUGGESTIONS FOR THE FUTURE OF SHANTUNG CHRISTIAN UNIVERSITY

By Foreign Members
University Council
1942

College of Arts
4 years

Coll. of Science
4 years

Coll. of Medicine
5 years after
2 yrs. pre-med.
7 yr. total

Coll. of Theology
4 years

Coll. of Rural
Service
5 years

SPECIAL COURSES

Pre-medical
Nursing
Pharmacy
Rural Service
Med. Social. Serv.
Lab. Technique

Other Suggestions
from
Foreign Staff

Combine College
of Medicine with
one or two other
Colleges of
Medicine
(Shields)

Develop a College
of Nursing
with 5 year course
(Miss Miller and
others)

President Tang's
Plan
October, 1943

College of Arts
stressing -
1. Chinese Lit.
2. Sociology,
incl. Rural
Service
3. Religion
4. Economics

Coll. of Science
with courses
specially related
to medicine

Coll. of Medicine

MAIN PART OF

UNIVERSITY

British Planning
Committee

"We are urging the formation of a Federated University in the North, in which Cheeloo and Moukden will cooperate with Yenching, but remain as distinct Colleges in their own localities."

Bishop W. Y. Chen
5/6/44
"Later on Cheeloo should move to Manchuria where there will be great need for a university."

Other Opinions
Reported by Dr.
Penn, 2/18/44

"I sense a growing tendency to think of Cheeloo in relation to Nanking rather than to Yenching. .. Both . are interested in rural reconstruction.. Nanking has a hospital but no medical school; according to new regulations .. Nanking cannot have pre-medical work without a medical school..."