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UNIVERSITY OF NANKING
BOARD OF DIRECTORS

Minutes of the Policy Committee, May 7, 1936

The Policy Committee of the Board of Directors met on Thursday evening, May 7, 1936, at the home of President Chen.

Present: Messrs. E. H. Cressy, Chairman, R. Y. Lo, Han Lih-wu, Y. G. Chen and Miss Priest. Mr. Kao Ping-fang was also invited to be present.

The meeting was opened with prayer by Dr. Lo.

President Chen presented the letter from the deans of the College of Agriculture recommending that part of the famine funds should be kept in a permanent fund for the use of the college. After discussion it was

VOTED to approve tentatively to keep enough permanent endowment of Famine funds to insure financing the teaching activities of the College of Agriculture, together with the necessary minimum of experiment stations and extension work necessary to serve as laboratories for the teaching activities and to recommend that this amount should be US \$300,000.00.

(Note: the approval was made tentatively until the exhibit now being prepared by the College of Agriculture is completed at which time it will be forwarded to the members of the committee for their information and approval.)

VOTED to adopt the policy that during the next five years to seek sufficient funds to enable the College of Agriculture to continue to carry the present program of extension and experiment together with any normal expansion that may seem necessary.

President Chen presented the problem of uniformity of salaries in all the units and after discussion it was

VOTED that Hospital salaries should be dealt with on the basis of the general standard practice in good private hospitals, and Middle School salaries on the standard practice of good private middle schools.

VOTED to ask the administration to make a careful study regarding the policy of increases in the colleges to be reported at a later meeting.

The question concerning the future of the Sericulture Department was discussed at length.

5/7/26

Minutes: Policy Committee

2.

VOTED to ask the administration to prepare a statement giving in detail the plans for the future of the department, including obligations, prospects, service being rendered, etc. and present the same at a later meeting.

The College of Agriculture presented two questions concerning future use of buildings and future buildings to be erected:

VOTED to request the administration to make a careful study of the future use of grounds and buildings, and to prepare a map showing the location of future buildings with their uses and the assignment of all buildings as far as possible at this time.

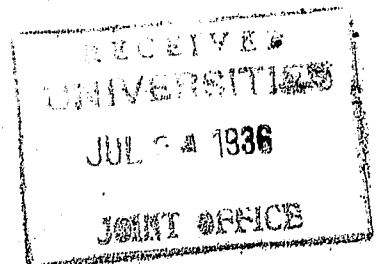
Minutes: Policy Committee

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TWENTY-NINTH MEETING OF THE
EXECUTIVE-FINANCE COMMITTEE OF THE BOARD OF DIRECTORS

May 8, 1936

The twenty-ninth meeting of the Executive-Finance Committee of the Board of Directors of the University of Nanking, was held at the home of the President at 9 a.m. on Friday, May 8, 1936.

The members, whose names are starred below, were present:

| | |
|------------------|----------------------------------|
| *E. H. Cressy | *R. A. Ward |
| C. S. Chen | *C. S. Smith |
| *L. W. Han | *T. C. Woo, chairman, ex-officio |
| *Miss M. Vautrin | *Y. G. Chen, ex-officio |
| *Handel Lee | *Miss E.M. Priest, ex-officio |
| | *(Miss M.W. Arms) |

The meeting was opened with prayer led by Miss Vautrin.

President Chen's Trip Abroad

DEF-1153 VOTED that the date of the sailing of President Chen to America for a period of absence as voted by the Board of Directors (D-1167-1170) be left to the discretion of President Chen.

DEF-1154 VOTED that in accordance with the recommendation of the President, we constitute a special administrative committee during the time of his absence to consist of the three deans, the treasurer, the director of studies, and the principal of the Middle School, that the chairmanship of this committee be taken in rotation by the three deans for a period of two months each: that Miss Priest be the secretary, that the chairman of this administrative committee at any given time will be the executive representative of the institution: and that this administrative committee be requested to provide for frequent meetings of the Executive Council.

DEF-1155 VOTED that we approve the recommendation from President Chen that a comptroller coordinating the business administration of the University be appointed during his absence, and we accept his recommendation that Miss Priest be appointed as comptroller.

DEF-1156 VOTED the secretary and members of this Executive-Finance Committee be requested to call the attention of Dr. Chen's trip to America to friends in America as opportunity is afforded.

Report of the Policy Committee

Mr. Cressy, Chairman of the Policy Committee, presented the report of the Committee meeting held on May 7, 1936.

Famine Funds

It was reported that President Chen had presented a letter from the deans of the College of Agriculture recommending that part of the famine funds should be kept in a permanent fund for the use of the College. The College administration is preparing a detailed future program to indicate clearly the funds that will be required to maintain the teaching activities of the College. It was voted to approve the following actions of the Policy Committee.

DEF-1157 VOTED to approve tentatively to keep enough permanent endowment of Famine funds to insure financing the teaching activities of the College of Agriculture together with the necessary minimum of experiment stations and extension work necessary to serve as laboratories for the teaching activities and to recommend that this amount should be US \$300,000.00.

DEF-1158 VOTED to adopt the policy to seek sufficient funds, during the next five years, to enable the College of Agriculture to continue to carry the present program of extension and experiment work together with any normal expansion that may seem necessary.

Salary Increases

The problem of uniform ty of salaries in all the units of the University was briefly reviewed, and the actions of the Policy Committee were approved, with the insertion of "private" before hospitals and middle schools and the addition of "and college salaries on the standard practice of good private colleges."

DEF-1159 VOTED that hospital salaries should be dealt with on the basis of the general standard practice in good private hospitals, and Middle School salaries on the standard practice of good private middle schools, and College salaries on the standard practice of good private colleges.

DEF-1160 VOTED to ask the administration to make a careful study regarding the policy of increases in the colleges to be reported at a later meeting, with particular reference to the automatic system of increasing salaries.

Def-1161 VOTED that there be a meeting of the Executive-Finance Committee in the early part of June to consider the question of salary increases for special cases with the understanding that any increase shall be made within the total amount appropriated for any college.

Sericulture Department

The recommendation concerning the future of the Sericulture Department was discussed. The action of the Policy Committee was approved.

DEF-1162 VOTED to request the administration to prepare a statement giving in detail the plans for the future of the department, including obligations, prospects, service being rendered, etc., and present the same at a later meeting.

The recommendation of the Policy Committee in regard to the questions of the College of Agriculture concerning the future use of the buildings and erection of future buildings was approved.

DEF-1163 VOTED to request the administration to make a careful study of the future use of grounds and buildings, and to prepare a map showing the location of future buildings with their uses and the assignment of all buildings as far as possible at this time.

Report of the Buildings and Property Committee regarding the Library Building

The minutes of the Building and Property Committee of the Board of Directors held May 7, 1936 were presented. (Attached)

DEF-1164 VOTED to approve the actions and recommendations of the Building and Property Committee and to instruct the Library Construction Committee to secure bids and specifications immediately and to proceed with the construction of the building, unless there are difficult problems which should be referred to the Executive-Finance Committee at an early date.

Report of the Special Committee on Registration of Land
of the meeting

The minutes of the special committee appointed by the Board of Founders of the University of Nanking to consider the question of land, held on April 18, 1936 were presented together with a detailed statement giving clearly the facts concerning registration of land, this statement having been forwarded to the Board of Founders. (Attached)

Meeting of the Executive-Finance Committee, May 8, 1936

4.

DEF-1165 VOTED to acknowledge receipt, as a matter of information, from President Chen of a report of the minutes of the special committee created by the Board of Founders to study and report on the matter of registration of land of the University and to record our concurrence in the actions and judgments as therein indicated.

Approval of Travel Fellowships

DEF-1166 VOTED to grant a Travel Fellowship of Chinese \$1000 to Mr. Liu Ren-tao of the Department of Agricultural Economics.

DEF-1167 VOTED to grant a Travel Fellowship of Chinese \$1000 to Mr. Chang Tsi-hwa of the Department of Mathematics, it being understood that this grant shall be made within the amount appropriated for the department.

Postponement of Furloughs for Messrs. Slocum and Steward

A letter was read from Messrs. Slocum and Steward requesting that their respective furloughs be postponed one year, Dr. Steward to leave in the summer of 1938; Mr. Slocum in the summer of 1939.

DEF-1168 VOTED to request the Board of Foreign Missions of the Methodist Episcopal Church to postpone the regular furlough of Dr. and Mrs. A. N. Steward from the summer of 1937 to the summer of 1938 in order to meet the personal needs of their family.

DEF-1169 VOTED to request the American Baptist Foreign Missionary Society to postpone the regular furlough of Mr. and Mrs. B. A. Slocum from the summer of 1938 to the summer of 1939 in order that both Dr. Steward and Mr. Slocum may not be away from the Department of Botany during the same year.

Requests for Leave for Study

DEF-1170 VOTED that the request of Mr. Djang Fang for leave for study for one year be referred to the President.

Diplomas

DEF-1171 VOTED that the administration present at the next meeting of the Executive-Finance Committee the wording for the English diploma.

Community Service

DEF-1172 VOTED that the President be authorized, with the cooperation of Ginling College, to explore the possibility of securing a strong outstanding professor, with the qualifications of a pastor, who will offer courses in religion, and help to develop larger community service.

Respectfully submitted,
RALPH A. WARD, Secretary

NORTH CHINA COUNCIL FOR RURAL RECONSTRUCTION

ARTICLES OF CONSTITUTION

- Article VI. The Council shall have a Rural Reconstruction Station to serve as the community laboratory for research and training in the different social fields of rural reconstruction; and the Station shall have a Director to be elected by majority vote at a Plenary Session of the Council.
- Article VII. Regulations governing the organization of the Training and Research Committee and the Rural Reconstruction Station shall be presented by the Directors of the Committee and Station respectively for adoption by the Council.
- Article VIII. The Council shall have an Executive Committee composed of the Chairman, two Vice-Chairmen, Secretary, Treasurer, Director of Training and Research, and Director of the Rural Reconstruction Station; and the Executive Committee shall serve as the interim organization for the Council.
- Article IX. The Plenary Session of the Council shall be summoned and presided over by the Chairman, or the First Vice-Chairman in the absence of the Chairman, or the Second Vice-Chairman in the absence of the First Vice-Chairman.
- Article X. The quorum for the Plenary Session of the Council shall be seven members and the quorum for the Executive Committee shall be four members.
- Article XI. This constitution may be amended by a majority vote at the Plenary Session of the Council.
- Article XII. This constitution shall be enforced after the participating institutions have signified their approval.

Minutes of the Hospital Committee of the
Board of Directors

May 9, 1936

The twentieth meeting of the Hospital Committee was held on May 9, 1936 at the home of Dr. and Mrs. J. H. Daniels, who entertained the members at luncheon.

The members, whose names are starred, were present.

Class of 1937

Dr. S. F. Chao
*Dr. H. R. Wei
*Mrs. A. N. Steward
(alt. for Mrs. James)

Class of 1938

Dr. Y. L. Mei
*Mr. J. H. McCallum
Mr. Z. T. Ing

Class of 1939

Mr. W. P. Mills
Miss Ravena Tien
*Dr. L. W. Han

Ex-officio: Messrs. T. C. Woo, *Y. G. Chen, *J. H. Daniels, and
*Miss Priest.

The meeting was opened with prayer by Mr. McCallum.

The financial report for the first nine months of the year was presented.

H-117 VOTED to receive the report of the treasurer with appreciation.

Dr. Daniels presented the need for a residence to house Dr. and Mrs. Brady by September 1936. After long discussion it was

H-118 VOTED to approve of constructing a small residence for Dr. and Mrs. Brady, the cost to be \$8000.00 or not to exceed \$10,000.00 as an all inclusive amount for grounds, plumbing, electricity, etc.

H-119 VOTED to request the Building and Property Committee to consider desirable sites for the new residence, and authorize that the final decision be left to the Building and Property Committee in consultation with the superintendent.

The report of the special committee on the proposed exchange of the hospital and the Drum Tower Church property, was read.

Mrs. Robert O. Wilson is ready to come to China during the summer.

H-120 VOTED to invite Mrs. Wilson to join her husband in early September, approving of the necessary cost for her travel and to increase Dr. Wilson's salary from US \$960.00 per year to US \$1320.00 per year beginning September 1936.

Minutes of the Hospital Committee of the Board of Directors
May 9, 1936

2

Dr. Daniels will leave for regular furlough in 1937 and raised the question of the superintendent during his absence.

H-121 VOTED to refer the question of the superintendent for 1937-1938 during the absence of Dr. Daniels on furlough, to President Chen and Dr. Daniels for a recommendation at a later meeting.

H-122 VOTED to receive the report of the superintendent with appreciation.

Dr. Mei sent his resignation to the Committee stating that he was too busy these days to spend adequate time for the hospital.

H-123 VOTED that it is the unanimous opinion of the committee that Dr. Mei makes a valuable contribution to the hospital committee and to request the chairman to urge him to reconsider his resignation and to continue to serve on the committee.

H-124 VOTED to extend a vote of thanks and appreciation to Dr. and Mrs. Daniels for their delicious luncheon and kind hospitality.

Adjournment.

Respectfully submitted,

Elsie M. Priest, Secretary

Nanking

THIRTIETH MEETING OF THE EXECUTIVE-
FINANCE COMMITTEE OF THE BOARD OF
DIRECTORS OF THE UNIVERSITY OF NANKING

INDEXED June 5, 1936

The thirtieth meeting of the Executive-Finance Committee of the Board of Directors of the University of Nanking, was held at the home of the President at 9 a.m. on Friday, June 5, 1936.

The members, whose names are starred below, were present:

E. H. Cressy
C. S. Chen
*L. W. Han
*Miss M. Vautrin
*Handel Lee

*R. A. Ward
*C. S. Smith
T. C. Woo, chairman, ex-officio
*Y. G. Chen, ex-officio
*Miss E. M. Priest, ex-officio
*(Miss M. W. Arms)

Dean K. C. Liu, Dean H. R. Wei, Dean C. W. Chang, Dr. S. F. Ko, Mr. Djang Fang and Mr. W. R. Wheeler had been invited to attend and were present.

Mr. Smith opened the meeting with prayer.

Administration Committee:

The members of the Administration Committee, constituted especially to act during the time of President Chen's absence in America by the Executive-Finance Committee (DEF-1154), were introduced: Dean K. C. Liu, Dean of the College of Arts: Dean H. R. Wei, Dean of the College of Science: Dean C. W. Chang, Dean of the College of Agriculture: Dr. S. F. Ko, Registrar: Mr. Djang Fang, Principal of the Middle School, and Miss E. M. Priest, Treasurer of the University.

DEF-1173 VOTED to place on record our appreciation to the members of the Administration Committee for their willingness to carry these additional responsibilities while President Chen is on leave of absence.

Budget for 1936-1937:

The budget for 1936-1937 was presented by the Treasurer.

DEF-1174 VOTED in the expectation that there may be additional funds available to cover the present shortage of \$5,000.00 that we approve the budget for 1936-1937 with the understanding that if no new funds are received before the end of the first half of the year, the Executive-Finance Committee will reconsider the whole budget and make provision for the shortage.

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Salary Increases:

The plan for increase of salaries in the Middle School was read.

DEF-1175 VOTED to authorize the increases of salaries for the Middle School staff as presented: \$10.00 per month for the Department heads, \$5.00 per month for full time teachers, and \$3.00 per month for assistants.

DEF-1176 VOTED to authorize increases in salaries for the college staff with the understanding that the increase shall be made within the total of the budget for 1936-37 approved for any unit. The following basis is to be used in determining salary increases for 1936-1937:

- 1) for special cases in the professor rank--when the monthly salary is less than \$250.00--to approve of an increase of \$10 to \$20 per month, the total monthly salary for any individual not to exceed \$250.00.
- 2) for special cases in the associate and assistant rank--when the monthly salary is less than 120.--to approve of an increase of \$3 to \$5 per month, the total monthly salary for any individual not to exceed \$120.00.

Diplomas in English:

DEF-1177 VOTED to refer the problem of wording of the diploma in English granted by the Board of Directors of the University of Nanking by virtue of the charter granted them by the Regents of the State of New York, to the administration in consultation with Dr. Han Lih-wu of the Executive-Finance Committee with power to act.

Under the present regulations every student who graduates may receive two diplomas: one in Chinese in compliance with the regulations of the Ministry of Education, and one in English to meet the requirements of the Board of Regents of the State of New York for use when students wish to study abroad.

DEF-1178 VOTED to refer the policies involved in issuing two diplomas--one in Chinese and one in English--to the Policy Committee to report to the Executive-Finance Committee.

Land on Ping Tsang Hsiang:

A request has been received from one of the neighbors to allow him to use about one-half mow of land of Ping Tsang Hsiang at the corner of Tao Ku Hsing Tsun. At the present time the University is not using this land and finds it is possible to grant the request.

DEF-1179 VOTED we empower the President to loan this property for a period of two years to the individual concerned under such conditions as the President may arrange.

Appointment of a Member on the Library Construction Committee:

DEF-1180 VOTED in view of Mr. S. C. Smith's resignation from the Library Construction Committee, to appoint Dr. W. P. Hsiao as chairman to fill the vacancy on the Committee.

Promotional Work:

DEF-1181 VOTED that in view of the urgent need of the University for larger resources for its current budget of 1936-37 and for property items we request Mr. Wheeler and present and former members of this Board in America during the next twelve months to assist in securing funds for these purposes through such arrangements as President Chen may find feasible.

DEF-1182 VOTED to authorize including for immediate needs of the University an item of endowment for the Ferguson Museum, details to be worked out.

President Chen's Trip to America:

DEF-1183 VOTED to send official greetings from the Board of Directors through Dr. Chen to Dr. A. J. Bowen, former President of the University.

DEF-1184 VOTED to extend to the Board of Founders of the University of Nanking the greetings of the Board of Directors through Dr. Chen as he goes to America.

Adjournment.

Respectfully submitted,

RALPH A. WARD, Secretary

Executive-Finance Committee Meeting, June 8, 1936

Land on Ping Tsang Hsing:

A request has been received from one of the neighbors to allow him to use about one-half acre of land of Ping Tsang Hsing at the corner of Tso Koi Hsing Tann. At the present time the University is not using this land and finds it is possible to grant the request.

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Appointment of a Member on the Library Constitution Committee:

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President Chen's Trip to America:

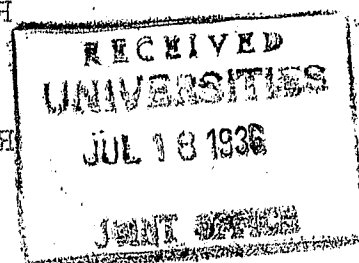
DEF-1183 VOTED to send official greetings from the Board of Directors to Dr. Chen to Dr. A. T. Bowen, former President of the University.

DEF-1184 VOTED to extend to the Board of Trustees of the University of Hawaii the greetings of the Board of Directors through Dr. Chen as he goes to America.

Adjournment.

Respectfully submitted,

HARRY A. WARD, Secretary



Meeting
UNIVERSITY OF HANKING ADMINISTRATION COMMITTEE
July 10, 1936.

*Sent with
C. from. Priest
7/16/36*

The fifth meeting of the Administration Committee met in the office of the president on Friday morning, July 10th, at 9:00 A.M. Dean Liu was chairman.

Present: Dean L.C. Liu, Dean Wei Hsieh-ron, Dean C. W. Chang, Mr. Ho Sheng-fang, Mr. C. H. Yuen and Miss Priest. Regrets were received from Mr. Hsueh Fang.

Dean Liu reported that there were approximately 150 applicants for admission examinations and that final selections would be made at the committee meeting to be held the following day.

The calendar for next year was presented, and the registrar's office was requested to make a careful study of the calendar with a view to having the number of weeks conform with this year.

Voted to request the registrar's office to re-consider the calendar and to make a report to a later meeting of this committee.

Dr. Liu reported that the reply had been sent to the land office concerning the delay in registration, which requested that we be allowed to wait for the word to be received from President Chen.

The official confirmation of the grant from the Ministry of Education was received and the formal plan for designated items must be submitted within two weeks.

Dr. Liu called the attention of the committee to the special program for Education as promulgated by the Ministry of Education. After consideration it was

Voted to ask Mr. Yuen to send word to the different administrative units to prepare statements in draft form to be submitted to this committee for consideration as early as possible.

Dr. Liu presented a letter from Dr. Thomson and others interested in having an elective course in elementary German offered for the benefit of students who require German. After careful discussion it was

Voted that if German is offered the maximum number of students in any class must be fixed at thirty and the minimum number at ten. It was decided to

1. To ask the Department of Foreign Languages to work out the basis for such a course, credits to be offered, etc., etc.
2. To ask the deans of the three colleges to study their budgets and the student load at present to decide whether it would be possible to offer a course in German this autumn or not.
3. To ask Dean Chang to investigate the possibility of asking Dr. Tang Lien of the Department of Agr. Economics to give such a course, together with the necessary financial adjustment to the department.

After receiving replies to these points, the matter will be brought up at a later meeting of this committee.

The question concerning the application of Mr. Peng Leng-yuen, who wishes to transfer from an unregistered school in his final year, was discussed fully and it was

Administration Committee - 2
July 10, 1936.

Y 2220 that those students who pass the selective special examination of the Ministry of Education and wish to receive advanced standing the University must pass the entrance examination with high grades and in addition should take advanced examinations in the department in which they wish to major.

The question concerning the number of credits and the cost of tuition for graduate students was discussed. It was

Y 2220 that graduate students must pay the regular tuition for their study unless they take eight or less credits in which case they will be charged at the rate of \$5.00 per credit.

Mr. Wheeler is leaving Hankin for Mexico today and has requested that he be given a definite proposal as to needs on the campus. In line with the list of capital needs proposed by the Board of Governors it was voted that the following order be recommended as representing the most important needs on the campus today:

Plants:

| | |
|--------------------------------------|------------------|
| a. Dormitories and student center | \$32,500 00 |
| b. Residences | 40,000 00 |
| c. Classroom building (for sciences) | 75,000 00 |
| d. Science equipment | 30,000 00 |
| e. Power and light plant | 17,500 00 |
| f. Minor buildings and alterations | 6,500 00 |
| g. Land improvements | 2,500 00 |
| | <hr/> 265,000 00 |

and to define our needs under (a) as follows:

Dormitories and student center:

| | |
|--|------------------|
| 1. New dormitory to replace West Dorm. | \$5,000 00 |
| 2. Payment of the loan on 4th dorm. | 13,000 00 |
| 3. New dormitory for women students | 40,000 00 |
| 4. New dormitory to replace KFA hall (for staff and graduate students) | 50,000 00 |
| 5. Dining hall and service unit | 15,000 00 |
| 6. Social hall (Probably on site of Millings Hall) | 35,000 00 |
| 7. Equipment for all buildings | 25,000 00 |
| 8. Connecting city water to all dorms. | 10,000 00 |
| 9. Purchase of land east of Thompson's house | 40,000 00 |
| 10. Contingent and reserves | 25,000 00 |
| | <hr/> 303,000 00 |

Y 2220 to present the above list to Mr. Wheeler with the request that it be given consideration as the first important need for plant. This will set a precedent over the current needs or need for endowment, but the plant section will represent the most pressing need on the campus today.

RECEIVED
JUL 11 1936

6 copies
made for
Mr. Wheeler
6/17/37

without 10,000
290,000

UNIVERSITY OF NANKING

Inscription on Tablet: Wu Tiao-ching Dormitory:

Mr. Wu Tiao-ching, known in commercial circles as Woo Jim-pah, came from Wu-yuan, Anhui province, but later registered as a citizen of Soochow, Kiangsu province. Born in 1851 and deceased in 1928, he devoted his life to the promotion of industrial undertakings. In 1886, he started the Chao-tsin Match Company at Tientsin, but, on account of the lack of trained assistants, was obliged to abandon the enterprise. In 1896 he opened the Peiyang Woolen Mill, but this was destroyed in the war activities of 1900. In 1902, he promoted the Peiyang Tannery, but this scheme also did not succeed on account of the general political situation. All of these pioneer ventures of Mr. Woo were undertaken too early but the only capital used for them was furnished by him and thus he did not involve the fortunes of relatives or friends. Having suffered severely from the lack of well-qualified men, he believed that it was necessary to provide facilities for training them and often urged his family to use some of his estate for this purpose. In obedience to these instructions his descendants have donated thirty thousand dollars for the erection of this dormitory called after his name Tiao-ching. This tablet is gratefully erected in his memory by the Board of Directors of this University.

September, 1936.

THIRTY-FIRST MEETING OF THE
EXECUTIVE-FINANCE COMMITTEE
of the
BOARD OF DIRECTORS OF THE
UNIVERSITY OF NANKING

September 26, 1936

The thirty-first meeting of the Executive-Finance Committee of the Board of Directors of the University of Nanking, was held at the President's office at 9 a.m. and continued at the home of Dean Wei at 2 p.m., on Saturday, September 26, 1936.

The members whose names are starred below were present:

| | |
|----------------------|---------------------------------|
| #E. H. Cressy | #R. A. Ward |
| C. S. Chen | C. S. Smith |
| #L. W. Han | T. C. Woo, chairman, ex-officio |
| #Miss Minnie Vautrin | Y. G. Chen, ex-officio |
| #Handel Lee | #Miss E. M. Priest, ex-officio |
| | *(Miss M. W. Arms) |

Dean H. R. Wei was present as chairman of the Administration Committee. Dr. Wm. P. Fenn was also present for a short while to present the report of the Library Construction Committee.

The meeting was opened with prayer by Mr. Cressy.

It was decided to have only the chairman of the Administration Committee represent the administration at the meeting of the Executive-Finance Committee.

Correspondence Votes

On August 24 it was necessary to have immediate action from the Executive-Finance Committee. Two motions on the Science Laboratory Building and on the Site of the Library Building respectively were sent to the committee for action. These actions were approved as follows:

The Science Laboratory Building:

DEF-1185 VOTED to approve of adding a second floor to the Science Laboratory Building, now under construction, and of using part of the grant from the Trustees of the British Boxer Indemnity Funds to cover the cost of this addition, the total cost not to exceed \$9000.

Site of the Library

DEF-1186 VOTED to request the United Christian Missionary Society to exchange their land north of the Macklin Compound with a piece of University land of equal area in order to enable the library building to be built on a small section of this land belonging to the United Christian Mission Society.

Executive-Finance Committee Meeting,
September 26, 1936

2.

Report of the Administration Committee

The report of the Administration Committee was presented by the Chairman, Dean H. R. Wei.

DEF-1187 VOTED to express our appreciation and approval of the work of the Administration Committee during the absence of Dr. Chen.

The Wu Tiao-ching Gift

Report was made of a special gift of \$30,000 for the fourth dormitory received from the estate of the late Mr. Wu Tiao-ching of Tientsin, a personal friend of Dr. J. C. Ferguson. This dormitory is to be known as the Tiao-ching Dormitory, and the name is to be placed over the two entrances. This timely gift enabled the University to complete the building without a deficit and to return to the Hospital the loan of \$13,000.00. The Trustees have advised that there is a sum of some fifteen to twenty thousand dollars in the Estate, which also might be available, and in anticipation of this possible gift, the Administration Committee has requested that this fund be designated by the Trustees for general endowment or scholarship endowment.

DEF-1188 VOTED that the Board of Directors be recommended to extend to the descendants of Mr. Wu Tiao-ching its deep appreciation for their gift of \$30,000 to the University of Nanking for the erection of a dormitory. The gift was most timely and in being used for a dormitory is rendering great service to the students of the University and to the University itself in providing this much needed accommodation. It is with sincere gratitude that this gift is acknowledged and accepted.

DEF-1189 VOTED that the Board of Directors be recommended to express to Dr. Ferguson its appreciation for all that he has done in helping to enlist the gift of Mr. Wu Tiao-ching to the University in the amount of \$30,000; and for his continued interest in the welfare of the University.

DEF-1190 VOTED to authorize the return of the loan of \$13,000 to the Hospital with appreciation.

DEF-1191 VOTED to approve of the proposals presented to the Trustees of the Wu Tiao-ching Estate for the sum of fifteen to twenty thousand dollars from the Charity Fund of the Estate, requesting that this fund be given for either a general endowment or an endowment for scholarships, with preference for the general endowment.

Cooperation with Government Ministries

DEF-1192 VOTED that the Board of Directors be recommended to record their gratification on the cooperation of the Ministry of Education with the College of Science in the manufacture of educational movies, and in offering short courses in visual education in connection with the Ministry's project for mass education; and on the cooperation of the Ministry of Industries with the College of Agriculture in offering a short course in cooperatives.

Library Building

A report was made of the progress of the building of the library by Dr. Fenn, chairman of the Library Construction Committee.

After careful planning the contract for the main building has been given to Jay Ease and Company of Shanghai for \$100,000.00, the amount specified by the Board of Directors. While possible to construct the building for this amount, it is highly desirable to raise the level at the east end of the building. At the same time the Library Construction Committee recommends that a basement be constructed under the east wing of the building in order to utilize the additional walls that will be required by the site. The total additional cost for the basement and the leveling will be about \$4,000.00.

DEF-1193 VOTED to authorize that the Library Construction Committee proceed with plans for the basement under the east wing and the necessary change in the level of the building, the total cost not exceed \$4,000.00, so that the contract for the construction of the main building will be \$104,000.00 instead of \$100,000.00; it being understood that the funds available for the completion of the library building are sufficient to warrant this change.

Exchange of Land with the United Christian Missionary Society

In reference to the request made by the University to the United Christian Missionary Society to exchange their land north of the Macklin Compound with a piece of University land of equal area in order to build the library on the desired site (DEF-1186) it was,

DEF-1194 VOTED to authorize the Administration to make the preliminary negotiations with the United Christian Missionary Society for exchange of property, and to bring definite proposals to the next meeting of the Board of Directors for a satisfactory exchange of University property, preferably detached pieces, with all property connected with the Macklin Compound and the Butchard Hill, now owned by the United Christian Missionary Society.

Executive-Finance Committee Meeting
September 26, 1936

4.

Registration of Land

The extended date for registration of all mission land expires on September 30, 1936. Registration of the land of the University whether under perpetual lease or in the name of the Board of Directors was held in suspension pending final word from the Board of Founders. The decision of the Board of Founders was received by the University on September 25, as follows:

NANKING UNIVERSITY NANKING FOUNDERS UNANIMOUSLY AUTHORIZE DIRECTORS REGISTER PROPERTY UNIVERSITY WITH CHINESE GOVERNMENT IN NAME BOARD OF DIRECTORS WITH UNDERSTANDING DIRECTORS WILL GIVE FOUNDERS AS REPRESENTATIVES INDIVIDUAL DONORS FORMAL ASSURANCE THEIR ACCEPTANCE OF THE TRUST TO CARRY ON UNIVERSITY IN ACCORDANCE WITH PURPOSE FOR WHICH IT WAS FOUNDED. GARSIDE.

DEF-1195 VOTED to authorize the Administration to proceed with the registration of all properties of the University on the basis of a perpetual lease in the name of the Board of Founders as follows:

Mei Kuo Gin Lin Tah Hsioh Chuang Pan Ren Wei Yuen Hwei. (美國金陵大學創辦人委員會)

DEF-1196 VOTED to appoint the following committee to represent the Board of Directors and Administration in carrying out the registration of land:

Dr. Han Lih-wu, chairman, Mr. Kao Ping-fang, Dr. Ralph Ward, Dean K. C. Liu, Mr. C. T. Gee, Miss E. M. Priest, and the chairman of the Administration Committee.

DEF-1197 VOTED that, looking to the ultimate registration of the property under the name of the Board of Directors and carrying out the desire of the Board of Founders that safe-guards shall be given for the continuance of the use of the property for the purpose for which it is given, we appoint Dr. Han and Mr. Cressy to draft for presentation at the next meeting of the Board of Directors plans for such safe-guards.

Proposed New Building Program

Freshmen Dormitory

In view of the urgent need for a new dormitory for the freshmen students, the Administration Committee recommended that a new freshmen dormitory be erected southwest of Tiao Ching Dormitory, the total cost not to exceed thirty thousand dollars. The following reasons were presented, substantiating this request:

Freshmen Dormitory

1. The West dormitory in the East Compound is an old building and will only house 48 students at present. This is only one-fourth of the number to be housed in the freshmen group. The old dormitory could be used to great advantage for the assistants and young staff members who are now unable to secure rooms on the campus.
2. Under military regulations, all freshmen students should be housed in one building in order that they may live under military discipline.
3. The present dormitory capacity is 404, but there are about 600 students who require rooms on the campus. It is becoming increasingly difficult to find available rooms for rent near the institution.

DEF-1198 VOTED to approve of the immediate construction of a new three-story dormitory to be erected southwest of Tiao-ching Dormitory, the total cost not to exceed \$30,000.00

DEF-1199 VOTED to approve of the use of \$10,000 now available for the new dormitory and to borrow temporarily the remaining \$20,000 from University funds, to be re-funded as soon as additional gifts are received.

DEF-1200 VOTED to request Mr. W. Reginald Wheeler, who is doing promotional work in America this year on behalf of the University, to make every effort to secure the sum of Chinese \$20,000 for the new dormitory to cover the loan from University funds.

Bailie Extension Building

Through the Administration Committee, the College of Agriculture requested that, owing to the pressure for more space for the development of Plant Pathology and allied subjects, a building to be known as the Bailie Extension Building be erected directly west of Bailie Hall, to be connected by covered ways with Bailie Hall, and to be placed 35 feet west of the present building. The College of Agriculture has approximately \$31,500.00 available for the erection of such a building as follows:

| | |
|--|-----------------|
| Kincheng Bank | \$16,456.94 |
| National Agriculture Research Bureau | 4,000.00 |
| China Foundation | 6,000.00 |
| Wukiang Land Fund | 2,900.00 |
| Special Contributions | <u>2,012.00</u> |
| Total | \$ 31,368.94 |

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Executive-Finance Committee Meeting
September 26, 1936

DEF-1201 VOTED to approve of the erection of the Baillie Hall Extension Building, 35 ft. west of Baillie Hall, the total cost not to exceed \$31,500.00. Approval is given on condition that the question of sufficient light for both buildings be studied carefully, and that the end rooms shall be planned to provide for an extension of 30 ft. on either end if additional space should be required in the future.

Middle School Chapel-Social Hall

The Chairman of the Administration Committee, Dean H. R. Wei, reported that the present chapel of the Middle School will be torn down when Tientsin Road is extended, and that a special committee of the Middle School together with Mr. Djang Fang has been working on plans to erect a new combined chapel and social hall for the Middle School, to be known as Williams Memorial Chapel.

DEF-1202 VOTED to approve of the plan for a religious center in the Middle School and to request the Administration to confer with the Middle School Chapel Committee regarding the design of the proposed Chapel-Social Hall.

DEF-1203 VOTED to approve of the construction of the Chapel-Social Hall on the Middle School campus under the direction of the Administration Committee, providing the plans are redesigned to allow for adequate future expansion of the building, the site chosen to make possible such expansion, and the cost not to exceed \$15,000.00.

DEF-1204 VOTED to accept with gratification the gifts of \$1,000.00 through the efforts of Mr. Djang Fang for the Middle School Chapel-Social Hall, and to approve of the allocation of \$2,000 from the Middle School Summer School funds and \$6,000 from the Middle School current budget for 1936-37 for this purpose. Approval is also given to raise the balance, or \$6,000 either from friends in China or abroad.

Hospital Land

The problem concerned with the use of hospital land was waived until the next meeting of the Executive-Finance Committee when action from the Hospital Committee will be available.

Executive-Finance Committee Meeting
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Grant from the British Boxer Indemnity Fund

DEF-1205 VOTED to recommend to the Board of Directors to extend appreciation to the Trustees of the British Boxer Indemnity Fund for their generous grant of \$60,000 to be divided equally between the Colleges of Science and Agriculture, to be paid over a period of three years.

DEF-1206 VOTED to recommend to the Board of Directors to express gratitude to Dr. Han Lih-wu for his cooperation with the Trustees of the British Boxer Indemnity Fund in securing a grant of \$30,000 each to the Colleges of Science and Agriculture.

Grant from the Rockefeller Foundation

DEF-1207 VOTED to recommend to the Board of Directors to extend appreciation to the Rockefeller Foundation for continuing its grant of Ch \$60,000 and US\$9,000 to the College of Agriculture in the Department of Agricultural Economics for 1936-1937.

Grant from the Ministry of Education

DEF-1208 VOTED to recommend to the Board of Directors to place on record appreciation for the grant made by the Ministry of Education of \$30,000 to the three colleges of the University, as follows:

| | |
|-------------------------------|-----------------|
| College of Arts: | |
| Chair in Frontier problems | Ch\$ 4,000.00 |
| Chair in Economics | 4,000.00 |
| Books and equipment | 4,000.00 |
| College of Science: | |
| Chair in Chemical Engineering | 4,000.00 |
| Equipment | 10,000.00 |
| College of Agriculture: | |
| Chair in Plant Pathology | <u>4,000.00</u> |
| | Ch\$30,000.00 |

Appreciation to Dr. and Mrs. Wei

DEF-1209 VOTED to express appreciation to Dr. and Mrs. Wei for their hospitality to the members of this Committee.

Adjournment

Respectively submitted,

RALPH A. WARD, Secretary

UNIVERSITY OF NANKING

REPORT OF THE ADMINISTRATION COMMITTEE

September 1936

President Chen

President Chen sailed for America on June 29 and from his letters he has enjoyed his trip and the opportunity to visit old friends in California. The last letter received was from Berkeley, California, just before he attended the Conference of the Institute of Pacific Relations at Yosemite. He was planning to go East about September 1 and expected to attend the Harvard Celebrations from September 16 to 20.

Make-up Classes

On August 10 the freshman students, 147 in number, returned to the campus to attend classes for three weeks to make up the work lost while they were at military camp. The experiment was successful, only because of the very good spirit of the faculty. Plans are being made to close all class work early in the spring of 1937 in order to avoid a repetition of the make-up classes another year. The military camp for next year is scheduled to open on May 11, 1937.

Financial Condition of the University

The University as a whole has had a very satisfactory year. The Sericulture Department deficit has been cleared; the Middle School was able to clear their deficit of 11,281.07 yuan and close with a surplus of 4.65 yuan; and the Hospital had a surplus of 6,552.61 yuan last year. In spite of the loss of a large part of the Hoover Fund, and an unexpected charge of US\$2,100.00 from the promotional department of the Associated Boards, the books were closed with a surplus of 624.57 yuan in general funds. The total deficit of 49,333.28 yuan at the close of 1935-36 was reduced by 1,958.53 yuan during the year. The deficit on July 1, 1936 stands as 46,750.13 yuan.

Fall Opening

This summer we have had the largest number of applicants in the history of the University, and this fall the total enrolment is also the largest. The final figures are now available. The number of regular students in the whole University is as follows:

| | |
|--------------------------|-------|
| Graduate | 10 |
| Colleges | 729 |
| Rural Leaders | 99 |
| Middle School | 974 |
| Nurses' Training School | 65 |
| Total number of students | 1,877 |

Graduate Course

The Ministry of Education has authorized us to offer graduate courses in three departments: history, chemistry, and agricultural economics. This year we began to admit students to chemistry and agricultural economics. The total number admitted was 10: 6 in chemistry and 4 in agricultural economics. Graduate students will be admitted to history in the fall of 1937. Much time has been spent this summer to prepare regulations and courses of study for graduate students. The regulations have now been accepted by the Ministry.

Gifts and Grants

The Ministry of Education has made a grant for the year 1936-1937 as follows:

| | |
|-------------------------------|-----------------|
| College of Arts: | |
| Chair in Frontier problems | 4,000 00 yuan |
| Chair in Economics | 4,000 00 |
| Books and equipment | 4,000 00 |
| College of Science: | |
| Chair in Chemical Engineering | 4,000 00 |
| Equipment | 10,000 00 |
| College of Agriculture: | |
| Chair in Plant Pathology | <u>4,000 00</u> |
| | 30,000 00 yuan |

The Board of Trustees for the Administration of the Boxer Indemnity Fund remitted by the British Government has granted 30,000 00 yuan each to the Colleges of Science and Agriculture, the payments to be made over a period of three years. The annual payments will be made on the basis of 10,000 00 yuan for each college.

The Rockefeller Foundation has continued its grant to the College of Agriculture in the Department of Agricultural Economics for another year. The amount of the grant is 60,000 00 yuan and US\$9,000 00 for 1936-37.

Through the influence of Dr. Ferguson, a special gift of 30,000 00 yuan was received from the estate of the late Mr. Wu Tiao-ching of Tientsin for the fourth dormitory. The dormitory is to be known as the Tiao-ching Dormitory and the name has been placed over the two entrances. Suitable tablets and a photograph will be hung inside the building. This timely gift enabled the University to complete the building without a deficit and to return to the Hospital the loan of 13,000 yuan. Word has come that an additional amount of 15,000 yuan might be available and the Administration Committee has decided to request that the fund be designated as general endowment or scholarship endowment.

Report of Administration Committee

3.

A summary of the gifts and grants received since March 1936 is as follows:

| | | |
|------------------------------|--------------------|-----------------|
| Ministry of Education | 30,000 yuan | |
| British Boxer Indemnity Fund | 20,000 " | |
| Rockefeller Foundation | 60,000 " | US\$9,000 |
| Mr. Wu's gift | 30,000 " | |
| | <hr/> 140,000 yuan | <hr/> US\$9,000 |

Cooperation with Government Ministries

The College of Agriculture is cooperating with the Ministry of Industries in offering a short course to about seventy students in cooperatives. The College has complete charge of the curriculum and students, who are being housed in the Sericulture Building. The entire cost of this course will be covered by the Government.

The Ministry of Education has chosen the College of Science as one of the four institutions to cooperate in the manufacture of education movies. The project will give the College of Science an additional fund of about 20,000 yuan for the present year. Also the Ministry is offering a short course, in the College of Science, for two months of concentrated training for radio and moving picture workers throughout the country. These are connected with the 500,000 yuan project of the Ministry for mass education and will render the name of the University to be still better known to all parts of the country.

Library Building

The new library building is one of the major activities on the campus this year. It will be placed southeast of Twinem Chapel, directly in line with Severance Hall. Unfortunately there have been grave problems connected with the site of the building as the center line is directly over a small pond and the difference in elevation from the west to the east side of the building is about twelve feet. This has made necessary re-designing part of the building in order to meet the conditions of the land. The contract has, however, been given to a Shanghai concern and the work has been started.

Land Registration

On August 6 the American Embassy released the forms they had been holding for some months, and authorized American property owners to proceed with registration of all land under the new proposed perpetual lease. Inasmuch as the final decision concerning the method of registering the University land must be made by the Board of Founders, cables have been sent to New York requesting a decision not later than the twenty-fifth of this month. If the final decision is not received by that date, we may have to present for the time being an application for a perpetual lease together with a portion of the deeds, as the extended date for registration of all mission land expires on September 30, 1936.

During Dr. Chen's absence we appreciate the cooperation of every member of our staff and the constant advice from the members of the Board.

Respectfully submitted,
H. R. WEI, Chairman.