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1942-1944

University of Nanking
Chengtu, Sze. China

Minutes of the Emergency Executive Committee in Chengtu of the
Board of Directors
April 20, 1942

The eleventh meeting of the Emergency Executive Committee of the Board of Directors was held on Monday April 20, 1942 at the home of President Chen. The members whose names are starred were present:

S. N. Cheer
*W. Y. Chen
*H. Gressy
*Irving C. C. Chu

*Francis P. Jones
*Andrew T. Roy
*Luther Shao
*Y. G. Chen - ex-officio
*Elsie M. Priest - Ex-officio

The meeting was opened with prayer led by Bishop Chen.

In the absence of Dr. Cheer, Dr. Jones was appointed chairman.

EE-185 VOTED to approve the minutes of the meeting held November 7, 1942, copies having been circulated to members of the committee and the board of directors.

Report of the President: President Chen presented a report of the activities of the institution since the meeting in November as follows:

You have copies of the reports of the various units and will be able to know in detail the activities of each college, but I wish to report on a few of the more general aspects of the University.

Total number of students: According to the report of the Dean of Studies there is a total enrolment recorded of 905 students but this does not include the special extension courses in the Colleges of Science and Agriculture. There are about 85 students enrolled in these courses and 210 students from other institutions taking courses in the University, making a grand total of about 1,200 students receiving instruction in our colleges.

Report from Nanking: Recently one of our graduates arrived in Chengtu having come by way of Nanking where he visited our staff and was able to bring first hand information of conditions on the campus. There is a serious threat that our property will be confiscated for some group in Nanking, but in the meantime the three schools are continuing as usual with the same enrolment as in the fall - about 750 students. There was a serious shortage of funds for the first months after the outbreak of the Pacific war, but from our latest information, they are now supplied with funds. Dr. Steward has returned to the campus from Wuhu and is living in the Ping Tsang Hsiang compound, although he is not allowed to go over to the campus. We have no definite word from Dr. Daniels who left Nanking at the end of November to return home on account of the illness of his wife, but from reports understand he was caught in Manila. I wish to express our great appreciation of the loyal and splendid work being done by Mr. Chen Yung, Mr. C. T. Gee, and Mr. T. H. Shao in carrying on the Nanking work. The hospital continues to function under strict supervision but Drs. Trimmer and Devol are allowed to work as usual. From recent reports it looks as if the old hospital staff had remained with them to carry on the hospital.

Chao Yang College property: The University has been able to secure the use of the property formerly used by Chao Yang College. The College of Science was allowed to take over the temple property and have brought together all scattered units of the college including the short courses. The other build-

are being used to house freshmen students and provide sufficient space to enable us to take care of all our students more adequately. A considerable amount of repairs was necessary but the minimum amount has been expended to make the buildings usable.

Religious Committee; The Religious Committee is continuing its work under the leadership of Professor Slocum for the second year. The Faculty Fellowship meets regularly once a week, and a retreat of staff and students is planned for early May. The Christian students in the institution have been assigned to separate groups and will meet with a faculty member to maintain their Christian fellowship and keep them in closer touch with the religious activities. I must mention the delightful Christmas party which was given for the faculty children in December - the senior students participated in the occasion.

Graduate Study Committee: In order to coordinate the Graduate Study more clearly, a committee has been formed for all colleges. As we are the only institution offering graduate work on the campus we decided to bring closer cooperation within our own group in this way.

Grants and gifts; This has been a difficult year financially and at times it looked as if we would be forced to close with a heavy deficit. Funds are now in sight so we hope to balance the books by June. This has been possible due to some very splendid grants and gifts both from government and private organizations. The two most conspicuous grants have come from the Ministry of Education and the Associated Boards. The Ministry of Education has granted us 290,000 00 for the year while over half a million has been given by the Associated Boards.

As usual we continue to have many projects largely from government sources - the total for each college is given as follows for the coming year:

College of Arts - Social Service	90,000 00
College of Science	236,000 00
College of Agriculture	211,000 00

It is a great satisfaction to be entrusted with these important projects, but they bring us many problems to solve these days.

Last but not least I wish to acknowledge the gift of blue cloth received from the American Red Cross through the American Advisory Committee for our staff and their families. It is over four years since our families left Nanking with limited luggage and naturally clothing has worn out or in the case of the children has been outgrown. The cost of cloth in the markets is prohibitive so this gift was particularly welcome to our group.

Faculty and staff needs; We are all facing serious problems in attempting to give our faculty and staff sufficient salary to maintain their families. Most of the staff are from East China so have no property or relatives in this area who might assist them at this time - in fact, in many cases they must send funds to their relatives in East China. The cost of living has increased twenty times but it has been impossible to grant salary increases in this proportion. In an effort to give an much aid as possible we have several proposals to make today. We are attempting to give medical aid to staff members, but cannot include the families, faculty insurance, loans to enable the staff to purchase staple commodities such as fuel, oil, etc. during the season when the cost is lowest. Sharing in the government cooperative store, and cooperative buying for such articles as white cloth, fuel, etc. Even with these measures the burden is very heavy and we must face the possibility of having many resignations and some help can be given to the staff.

EE-186 VOTED to accept the report of the president and to express our appreciation to the president and the staff for the good work that has been done during the year through the close cooperation of faculty, staff and administration.

EE-187 VOTED to request the president to communicate with Lingnan University and Yenching University concerning cooperation in Post graduate Division and research Work under the Institute of Chinese Cultural Studies.

Reports from various units;

The reports of the various units were presented and received.

EE-188 VOTED that the next meeting of the Emergency-Executive Committee be scheduled for a full day to provide ample time to ready over the reports of the units and discuss the various questions raised.

EE-189 VOTED to request the administration to present a report of the Division of Post Graduate Studies regularly to the Board together with the reports from other units.

The meeting adjourned for luncheon.

Report of the treasurer; The treasurer presented the budget for 1942-43 as revised February 15, 1942 showing at that date an anticipated deficit of C\$285,109 35, or approximately US\$16,000 00. Since that date have been received so it is expected the year will be closed without incurring a heavy deficit.

EE-190 VOTED to approve of the budget for 1941-2 as revised Feb. 15, 1942.

Two years ago the fire insurance on the property in Nanking was placed with an American company - Home Insurance Co. with headquarters in New York City. The office in Shanghai has sent word it is impossible for their office to renew the policies. Letters have been sent to the Board of Founders asking them to endeavor to renew the insurance in New York. No acknowledgment has been received.

EE-191 VOTED to authorize a cable to the Board of Founders inquiring if it is possible to renew the fire insurance on the Nanking property with the Home Insurance Co. in New York. (Note: Last year a detailed schedule of the insurance carried by this company was forwarded to New York for their information and use.)

The administration spent considerable time preparing the budget for 1942-1943. The total calls for expenditures totaling C\$4,496,798 40 but there is an anticipated shortage of C\$969,808 00.

EE-192 VOTED to adopt the proposed budget for 1942-1943 as a working basis and to authorize the administration to plan for the year accordingly, effecting all possible savings in order to reduce the anticipated shortage of C\$969,808 00.

EE-193 VOTED to request the administration to review the budget for 1942-1943 and to make such savings as may be possible in equipment items, faculty service, staff that may be cut, any overlapping within the institution or with other institutions on the campus in order that a considerable amount may be secured to meeting adequately the needs of the faculty and staff members.

Emergency-Executive Committee
April 20, 1942

EE-194 VOTED that the request to the United China Relief be based on a total of C\$1,500,000 00 for the working budget as adopted plus an increase of approximately this amount to be based on the anticipated increase in the cost of all commodities.

Purchase of Land; The increased cost of rent for land required to continue our work together with the need for land to raise vegetables and rice for our own staff has brought a recommendation from the College Agriculture that they be allowed to purchase land within the vicinity of this campus to meet this pressing need. It is understood that the land may be sold when we return to Nanking or else used for an experiment station in Szechuen. We have funds invested in banks in China and with the present trend of depreciation in Chinese currency it was felt wise to invest this money in land instead of leaving it in the banks.

EE-195 VOTED to authorize that C\$200,000 00 now invested in banks in China be used for the purchase of land, these funds to be guaranteed and replaced by Famine Funds now held in United States currency in New York.

Committee on Promotion of Staff; The president presented the regulations for the Committee on the Promotion of Faculty and Staff and after a few changes, it was

EE-196 VOTED to accept the regulations for the Committee on Promotion of Faculty and Staff, a copy being attached to these minutes.

Medical aid for Chinese staff members; During these war years, the cost of medicine and medical care has increased tremendously. It has seemed necessary to give aid to full time staff members and regulations have been prepared and are attached to these minutes.

EE-197 VOTED to grant medical aid to full time members of the staff according to the regulations attached to these minutes.

Faculty Insurance Plan; The administration proposed a Faculty Insurance Plan for full time members of the faculty and staff. After careful consideration, it was

EE-198 VOTED to approve of the Faculty Insurance Plan, to become effective beginning with the year 1942-1943, a copy of the detailed plan being attached to these minutes.

Western Staff members; Miss P. Margaret Turner, Secretary to the Administration, left on regular furlough to England on March 1, 1942, having completed five years of service on January 1, 1942.

EE-199 VOTED to recommend to the Board of Founders that Miss P. Margaret Turner be invited to return to the position of English Secretary to the Administration after a regular furlough to be dated from March 1, 1942. (Note; Miss Turner is entitled to 14 months leave from the field and should return to China by June 1, 1943)

Dr. M. S. Bates and Dr. J. C. Thomson are on furlough at present. They are needed in their respective departments of History and Chemistry.

EE-200 VOTED to urge both Dr. Bates and Dr. Thomson to return to Chengtu for the fall semester 1942 if it is possible for them to secure passage. A cable was authorized.

Refugee Missionaries; There is serious need in the Department of Foreign Languages, and every effort is being made to locate missionaries who may be willing to teach English while unable to carry on their own work because of war conditions.

EE-201 VOTED to approve of the requests being sent to various missions, and particularly to the Baptist Mission in Burma, asking for the transfer of missionaries for the Department of Foreign Languages.

EE-202 VOTED to express appreciation to the Board of Foreign Missions of the Presbyterian Church in the USA for their willingness to allow Miss Winifred Shannon to spend a second year in the University.

EE-203 VOTED to express appreciation to the American Board and to Miss Grace M. Boynton personally for her services during this academic year, and to request that if it should prove impossible for Yenching University to open a unit as now anticipated that Miss Boynton consider remaining with the University for a second year.

College of Science Business Proposition; The president presented a letter from Dean Wei of the College of Science requesting that the University through the College of Science start a business in cooperation with the Ministry of Communications for the manufacture of wet cells. As full details were not available no action was taken, but it was requested that the whole matter be held in abeyance until the question regarding responsibility, relationships, etc. could be clarified.

Request for increased support from Cooperating Boards; A letter from one of the cooperating boards suggests consideration of the grants being made to the work of the University during these difficult war years.

EE-204 VOTED to inquire through the Board of Founders if it is possible for the four cooperating mission boards to re-consider their annual grants, and in view of the need these days, to increase the appropriation.

Appreciation to the American Red Cross; Through the American Advisory Committee five tons of blue cloth was given to the four institutions on the campus for staff and their families. The University received sufficient quantity to enable every member of the staff and their families to receive cloth at this time.

EE-205 VOTED to express to the American Red Cross through the American Advisory Committee our deep appreciation of the very welcome and timely gift of blue cloth for our staff and their families.

Administration charges on Projects; On November 24, 1933 the following actions were taken:

"D-825 VOTED that we adopt the principle that all projects shall pay their entire expenses, including their portion of general University overhead.

D-826 VOTED that, beginning with the current fiscal year, overhead amounting to 10% of cost be charged against all special projects and that the administration be instructed to take steps to put this into effect. "

EE-206 VOTED to reaffirm the actions quoted above and to call the attention of the deans to the action taken December 15, 1939 all proposed projects must be reviewed by the Board prior to presentation to any foundation or agency.

Secretarial and Clerical staffs; At the present time it is very difficult to keep secretarial and clerical staff members as outside organizations offer salaries much higher than has been possible in our institution. Consequently our offices are experiencing hardship in maintaining continuity of keeping records.

EE-207 VOTED to authorize the president to make necessary changes in the salaries for secretarial and clerical staffs to enable the institution to keep the records without the danger of having constantly changing staff members, the necessary adjustments to be made within the budget.

Funds for Dormitory for Women Students; The women students are very crowded in the small residence assigned to them, and have proposed that they be allowed to solicit funds from the parents of our own students to enlarge the accommodation.

EE-208 VOTED to approve of students soliciting funds to enlarge the accommodation for women students, with the understanding it will be done privately without using the name of the University and without publicity for the institution.

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Appendix No. 1

Regulations of the Committee on Promotion of Staff

1. This Committee is known as the Committee on Promotion in Rank and Order of the faculty and staff.
2. The duty of the committee is to investigate and deliberate upon the standing and record of the faculty members as introduced by each college department or office. After careful deliberation of each case the person to be promoted with the salary increase will be recommended to the president who will submit with his recommendation to the Emergency Executive Committee for final decision.
3. The following standards shall serve as guidance for the committee;
 - a. Promotion in rank shall be in accordance with the existing regulations of the Ministry of Education.
 - b. Promotion may be made by any one of the following qualifications;
 - (1) For teaching staff;
 - (a) Highly responsible in teaching and its direction.
 - (b) Excels in studies with publications or inventions in his own particular field.
 - (c) Undertakes willingly work beyond the required standard.
 - (d) Special record in directing extra-curricular activities.
 - (e) Observance of academic regulations and showing unusual cooperation especially in furthering the purposes for which the University was founded.
 - (f) For outstanding character, idealism and service.

- (2) For office staff:
 - (a) Faithful to duty and diligent in service.
 - (b) Willing to run risks in emergencies in performing duty.
 - (c) Excels in work with publications or inventions in his own particular field.
 - (d) Special record in directing extra-curricular activities.
 - (e) Outstanding character, idealism and service in accordance with the purpose for which the University was founded.
4. The Committee is authorized at any time to make inquiries from related sources in investigating credentials for any person from respective department, office or college concerned. A separate sub-committee may be organized to secure expert opinion in the examination of publications.
5. The membership of the committee shall be composed as follows;
 - a. President, Deans of Colleges, Dean of General affairs, Dean of Studies shall be regular members.
 - b. Each college shall elect by correspondence vote three professors as members of the committee.
 - c. The head of a department concerned may be invited to attend a meeting whenever necessary.
6. The President of the University shall preside at the meetings.
7. The regular meeting of the committee will be held during the spring of each year. Special meetings may be called by the president.
8. The decision of the committee shall be taken by secret ballot vote given to the presiding officer. Two-thirds of the membership shall constitute a quorum and action by two-thirds of the members present shall be considered as valid.
9. Members from all departments to be promoted shall be introduced by the respective head of department to the president by means of a letter of recommendation together with supporting statements and credentials. Copies will be sent by the president to the committee members before the date of the meeting.
10. These regulations shall become effective when passed by the Executive Committee of the Board of Directors. Further details and amendments may be made upon the recommendation of the Committee on Promotion to the Executive Committee of the Board of Directors.

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Appendix No. 2.

Faculty Insurance Plan

1. Each faculty or staff member who has served the University for a period not less than one year shall be eligible to participate in the Faculty Insurance Plan.
2. The insurance carried by the University shall be the equivalent of the basic salary for one year for each individual joining the plan. The original amount shall be fixed by the salary paid at the date the staff member joins the plan, and this amount shall be revised every five years.

3. The insurance shall become due and payable when the staff member reaches the age of sixty years, under the following conditions;
 - a. All staff members who have served the University for a period not less than thirty continuous years shall receive the equivalent of an amount equal to salary for one and one-half years. The amount to be paid shall be determined by the salary paid for the year previous to the sixtieth birthday.
 - b. Staff members who have served the University for a period not less than twenty continuous years shall receive the equivalent of salary for one year, the amount to be determined by the salary paid the year previous to the sixtieth birthday.
 - c. Staff members who have served the University for a period of fifteen years but less than twenty years shall receive three-fourths of one years salary, the amount to be determined by the salary paid the year previous to the sixtieth birthday.
 - d. Staff members who have served the University for a period of ten years, but less than fifteen years shall receive one-half of one years salary, the amount to be determined by the salary paid the year previous to the sixtieth birthday.
 - e. Staff members who have served the University for a period of ~~ten~~ ~~xxxx~~ five years but less than ten years shall receive one-fourth of a years salary, the amount to be determined by the salary paid the year previous to the sixtieth birthday.
 - f. Staff members who have served the University for a period less than five years shall not be entitled to receive any insurance at the age of sixty.
 - g. In computing continuous years of service it shall be understood that sabbatic leave, if on salary from the University, shall count as a year of service. In the same way leave for advanced study with the permission of the president shall count as years of service. If a staff member leaves the University for other employment, and later returns to the institution, previous years shall not count in computing continuous service in qualifying for insurance.
4. In case of death or permanent disability before the staff member reaches the age of sixty, the full amount of insurance shall be paid - the amount to be determined by the salary paid in the year previous to the death or disability.
5. The University agrees to carry insurance for its staff members on the following basis;
 - a. An amount equivalent to the premium on one full years basic salary shall be deposited annually in a separate bank account. This will be revised in accordance with Article 2 - every five years.
 - b. The University will continue to make deposits annually until such time as the total amount of principle and interest equals the total amount of salary for one full year for all staff members participating in the insurance plan.

- c. As soon as the capital required to guarantee payment of one years basic salary for each individual involved is realized, this amount shall be invested at best possible rates and allowed to accumulate for future needs, but no further annual premiums will be paid into the account.
- d. In computing the premium to be paid the table prepared by the insurance company (Central Trust Co.) shall be the basis to be followed.
- e. In case of withdrawal from the institution - ~~xxxxxx~~ other than through permanent illness or death - the staff member shall be entitled to receive payment under the following conditions;
 - a. If the staff member has served the University for twenty continuous years, but has not reached the age of sixty years, one-half of one years salary shall be paid.
 - b. If the staff member has served the University for a period of fifteen continuous years but less than twenty years, and has not reached the age of sixty, one-fourth of one years salary shall be paid.
 - c. If the staff member has served the University for a period of ten continuous years, but less than fifteen years, and has not reached the age of sixty, one-eighth of one years salary shall be paid.
 - d. If the staff member has served the University for less than ten continuous years no payment shall be made.
- 7. The Faculty Insurance Plan becomes effective when approved by the Executive Committee of the Board of Directors.

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Appendix No. 3. Regulations governing Medical Bills

- 1. An medical allowance will be given to full time members of the faculty and staff. In case a staff member has outside work with the consent of the administration, he shall have the same privilege as a full time staff member.
- 2. The following regulations will control medical bills;
 - (a) If a staff member finds it necessary to enter a hospital, notice with the doctor's recommendation should be sent to the Secretary office.
 - (b) The United Hospital, or any hospital that make s similar charges will be approved.
 - (c) The University will be responsible for the regular doctor's charges, and regular treatment. If special treatment is required, the staff member shall be fully responsible for the charges.

Regulations governing medical bills - continued;

- (d) Dental and oculist bills will not be allowed.
- 3. The schedule for the payment of medical bills will be as follows:
 - (a) Third class ward, including laboratory charges - 70% of the total bill will be allowed by the University.
 - (b) Second class or above, including laboratory charges, 60% of the total bill will be allowed by the University.
 - (c) Surgical bills will be allowed in full, but no allowance will be made for a special doctor called in case of an operation.
- 4. Presentation of Medical Bills;
 - (a) All bills must be sent to the Medical Committee together with the certificate signed by the doctor.
 - (b) All bills will be approved by the Medical Committee - the president to have final authority in any case.
 - (c) The Medical Committee shall be composed of the following: Dean of General Affairs, Treasurer, Director of Physical Education with two from each college concerned - dean and head of the department involved.
- 5. Special cases;
 - (a) Tuberculosis among staff - no definite regulations.
 - (b) In case of death, the University will be responsible for the necessary expenses, full details to be arranged by the Executive Committee of the University Council in cooperation with the Medical Committee.
 - (c) Any special case will be approved by the Executive Committee of the University Council.

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Emergency Executive Committee
April 20, 1942.

Summary of Budget for 1942-1943

Receipts;

From Students;		
College of Arts	54,900 00	
College of Science	70,200 00	
College of Agriculture	79,400 00	
Dormitories and other fees	60,800 00	
Middle School and other income	149,232 40	414,532 40
From other sources;		
Board of Founders - current	454,372 00	
" " special	205,810 00	
Harvard-Yenching Institute	251,106 00	
Mission Boards personnel	65,000 00	
" " vacancies	33,678 00	
Ministry of Education grant:		
Chairs, equipment, books	200,000 00	
Special for cost of living	90,000 00	
Projects in College of Science	236,000 00	
" College of Agriculture	211,000 00	
Admn, transfers on projects	44,700 00	
Special transfers, miscellaneous	36,300 00	1,837,966 00
		49,350 00
Agr. Experiment stations		
Famine Prevention Work:		
Income in China	115,320 00	
From Trust funds	769,922 00	885,242 00
		340,000 00
University Hospital - estimated receipts		

C\$ 3,526,990 40

Amount to be secured in China and US before 1943

969,808

C\$ 4,496,798

Expenditures;

Administration;		
In China	161,903 00	
In New York	205,810 00	367,713 00
Operation and maintenance		94,608 00
College of Arts		207,440 00
Institute of Chinese Cultural Studies		197,316 00
College of Science		347,601 00
College of Agriculture		263,999 00
Middle School		150,332 40
Schools in Nanking		28,800 00
Contingent - provision subsidies etc.		587,180 00
Library		100,540 00
Projects in College of Agriculture		211,000 00
Projects for Social Service		20,000 00
Non-instructional - Staff service		65,710 00
Projects in College of Science		236,000 00
Student activities		7,500 00
Religious activities		4,312 00
Dormitories for college men		212,000 00
Dormitories for college women		56,530 00
Construction department (Nanking)		3,620 00
Agricultural experiment stations		49,350 00
Famine Prevention work		885,242 00
University Hospital - estimated		400,000 00

C\$ 4,496,798 40

UNIVERSITY OF NANKING
CHENG TU, SZECHUEN

Minutes of the Emergency Executive Committee of the Board of Directors -
July 1, 1942.

The twelfth meeting of the Emergency Executive Committee of the Board of Directors was held on Wednesday, July 1, 1942 at the home of President Chen. The following members were present:

S. N. Cheer, chairman
W. Y. Chen
E. H. Cressy
Y. G. Chen - ex-officio

Francis P. Jones
Andrew T. Roy
Luther Shao
Elsie M. Priest, - ex-officio

Dr. R. Y. Lo, a member of the Board of Directors was also present. The meeting was opened with prayer led by Dr. Jones.

EE-209 VOTED to approve the minutes of the meeting held April 20, 1942, copies having been circulated to members of the committee and the Board of Directors.

Report of the President: In spite of war for five years the University of Nanking has maintained its principal units: College of Arts, College of Science, College of Agriculture, Institute of Chinese Cultural Studies all located in Chengtu; Middle School in Wanhhsien; Hospital and secondary schools maintained in Nanking. For the past few years the main emphasis has been given to three phases of work;- teaching, research and surveys, and service projects.

(1) Teaching: In the report for April 1942 full details were given of the teaching program so I will not repeat the figures today except to say that the spring semester has closed satisfactorily. We were able to cover the entire year without interruption from air raids - the last raid in Chengtu having been on August 31, 1941.

(2) Research: The total number of staff members was 310 for 1941-42, of which number only one-third are engaged in actual teaching. The others are carrying on either research or projects connected with the colleges. Many projects are carried as individual studies, especially in the College of Arts, where 44 studies are being made by the faculty. The College of Science has undertaken 14 research projects during the year some of which are serving the nation in meeting the need for war time supplies. The largest research program is in the College of Agriculture where 120 projects are being conducted, many in cooperation with various government agencies. The Institute of Chinese Cultural Studies continues to make studies in historical cultural subjects.

(3) Service: Particularly during these years of war, it is not enough to carry on research studies and special emphasis has been given to service projects. To give a few concrete examples:

In the College of Arts: the Department of Sociology is cooperating with the Chinese Industrial Cooperatives and provides teachers for some of their training classes, while one of the professors serves as a technical adviser.

In the College of Science, the Department of Visual Education continues to cooperate with the Ministry of Education in an attempt to give to Middle Schools moving pictures of educational value. The Rockefeller Foundation has become interested in this project and their substantial support has enabled expansion. The work has received high commendation and support, not only from government circles in China but from agencies in other lands.

In the College of Agriculture, there are many outstanding projects of service to the government and directly to the farmers. It has been the policy of this college for many years to aid farmers in every possible method to improve their crops and other facilities. One of the outstanding projects in Szechuen has been the improvement of citrus fruit, not only the culture, but marketing preservation and all other phases of the citrus fruit industry have been studied.

For the year 1941-1942 the total budget for the institution was over three million Chinese dollars of which more than 1/3 was designated for projects in research, extension and service to the country. It is probably true to say that no other university in China today is devoting such a large proportion of its time, staff and funds on projects for direct benefit to the people of China.

Report of the Treasurer: The treasurer made an informal report stating the books were now being closed for the year 1941-1942, and it was anticipated that there would be no deficit in the general accounts this year.

Letter from the Alumni Association in Chungking: President Chen read a letter received from the Alumni Association in Chungking expressing the sympathy of the association with the administration and institution during these difficult times when staff members are finding it very hard to manage with the limited resources available. It has been reported through reliable channels that the Alumni Association is trying to raise funds to provide for twenty to thirty chairs in the University for the coming year.

EE-210 VOTED to express the deep appreciation of this committee for the letter and generous expression of support from the Alumni Association of Chungking and to request the president to send our thanks for this timely expression of assistance.

Entertainment allowances; Due to the present cost of all entertainment, it was found that the present allowances paid to the deans and heads of units is entirely inadequate.

EE-211 VOTED to approve of a change in the entertainment allowances and to authorize payment of the following, effective July 1942:

President	150.00 per month
Deans or heads of units	100.00 per month
Others in proportion	

it being understood that if this amount is insufficient in any one month the difference may be charged to the institution.

Physician for the institution; There are over nine hundred students and around three hundred staff and faculty members now connected with the University of Nanking. The need has been felt for some time to have a doctor in charge of the medical care of staff and students. It has been suggested that some arrangement be worked out so a doctor can be on call for this purpose. It may be arranged through the hospital or independently.

Emergency-Executive Committee,
July 1, 1942

3.

EE-212 VOTED to ask the president to explore the possibility of securing more adequate medical care for both staff and students.

Special committee to study Sinological Students:

EE-213 VOTED to appoint a special committee - Bishop W. Y. Chen, DR. R. Y. Lo, and Mr. E. H. Cressy, with President Chen, ex-officio - to study the question of Sinological studies in the University and to report their recommendations to the next meeting of the committee.

Institute of Human Relations:

EE-214 VOTED to approve of participation in the Institute of Human Relations now being organized on the campus and to receive on its merits any projects that may be presented to this committee for acceptance.

Middle School:

EE-215 VOTED to request the administration to make an effort to secure funds to increase the budget for the Middle School for the coming year.

Reports of all units; As reported at the meeting in April, the main purpose of calling this special meeting was to give the committee an opportunity to study in detail the report of each unit. Considerable time was spent in reading carefully the full detailed report presented by each head or dean and it was felt that the full days meeting was time well spent in becoming familiar with the work being done in all branches of the university at this time.

Wet Cell Proposition; Following the report made to the April meeting, the College of Science is ready to enter into negotiations with the Ministry of Communications to manufacture wet cells which are much needed by the government throughout the various war fronts of the nation. The process of making these cells has been invented by three members of the staff of the College of Science and the patent for this discovery is now the personal property of these men. Dean H. R. Wei presented in detail the plan to manufacture these cells and after discussion, at which time Dr. Wei explained the whole procedure to the committee, the following action was taken:

EE- 216 VOTED to appoint the following committee - S. N. Cheer, A. T. Roy, and Y. C. Chen - and to authorize them to work over with DR. Wei the details for cooperation with the Ministry of Communications on the following principles;

1. No educational institution should enter into business. Our function is to operate an educational institution and especially in war time we should seek to make a contribution to the national welfare.
2. It shall be our policy to sell any product we produce at cost without large profit but as a service to the country, but this shall not exclude the possibility of having the Ministry of Communications or any other agency from making a contribution in recognition of our work.
3. The University officially cannot accept any legal responsibility for

Emergency-Executive Committee,
July 1, 1942

4.

the successor failure of any enterprise.

4. It shall be the policy of the entire institution to continue the plan of cooperation with outside agencies that has been in operation throughout the past years.
5. Any gifts or income received from any source shall be paid to the treasurer as part of the regular income. This would include items of special bonus for staff members, etc. The distribution of such funds would be determined by the Emergency Executive Committee in the same way as for all funds of the institution.

*Noted to use this paper in
our mimeograph machine - it
was not very successful but
I am sending it to you anyway
E.M.P.*

University of Nanking
Chengtu, Szechuen

Minutes of the Emergency Executive Committee of the
Board of Directors
January 20, 1943

The thirteenth meeting of the Emergency Executive Committee of the Board of Directors was held on Wednesday, January 20, 1943 at the home of President Chen. After luncheon together the meeting convened at one-thirty o'clock with Dr. Cheer in the chair. The following members whose names are starred were present:

*S.N. Cheer, chairman
W. Y. Chen
*E. H. Cressy
*Y. G. Chen - ex-officio

*Francis P. Jones
*Andrew T. Roy
*Luther Shao
*Elsie M. Priest, ex-officio

The meeting was opened by prayer led by Dr. Cressy.

Minutes of the last meeting:

RESOLVED VOTED to approve the minutes of the meeting held July 1, 1942, copy having been circulated to members of the committee and the Board of Directors as far as was possible.

Report of the President: President Chen reported on conditions in the institution as follows:

"So far this academic year has been free from interruptions and I am glad to be able to report that the work in all departments proceeds quietly and steadily.

Enrolment for autumn semester: The enrolment for the autumn semester 1943 is as follows:

College of Arts:			College of Science;	
Regular college students	256		Regular college students	257
Graduate students	7		Graduate students	6
Special courses	32	295	Special courses	68
College of Agriculture:			Others:	
Regular college students	344		Ministry of Education	9
Graduate students	21		Special (unclassified)	19
Rural Leaders Tr. Course	42	407	Science special courses	52
			in Chungking	
			Students from sister in-	
			stitutions on campus	138

Grand total - 1,251 students

During the first two years in West China, we were faced with many uncertainties and we were hopeful that we would not be away from our own campus for long, and were conservative in admitting new students even to the enrolment of 1936-1937. The pressure has been very great as there is urgent need for trained men and women in China, and after five years we feel it important to restore the numbers as far as possible. The regular college students in the three colleges is 857, somewhat less than the number enrolled in 1936-1937, but more nearly this figure than the previous years. There are increasing demands for short courses, especially in the technical fields, and as our institution is the only one doing graduate work, there is a steady increase in the number of graduate students, but this total always be limited. There are 138 students from our sister institution on the campus electing courses in the University.

University of Nanking
Minutes of Emergency Executive Committee
January 20, 1943 - 2

Pre-registration: Beginning from the spring semester 1943, we are again using pre-registration of courses, a system which was always used in Nanking but which was discontinued after we came to this campus. This is an economical measure as it enables us to make adjustments between classes, to judge on the wisdom of continuing small classes, engaging teachers, etc. We hope this will mean that our teacher-student ratio will be even better than last year when we estimated it was 10 one to ten.

Financial needs: I do not need to tell you that it requires large amounts of money to conduct the University these days. Every effort has been made to cut down expenses and the deans and department heads are cooperating in a very admirable way, but with all our economies we are facing a heavy deficit by June 1943. We shall do our best to reduce this shortage but with the continual rising costs, we are not very hopeful. A special appeal has been made to our Board of Founders for their support and help.

Contributions: As reported at our last meeting one of our outstanding gifts this year has been from our Alumni. The Alumni members in Chungking have contributed twenty-one chairs for the year 1942-43, each chair to be valued at \$12,000. The professors who have been given this honor join the administration in expressing our deep appreciation of this gift. A business man has contributed one chair of the same amount. Mr. K. P. Chen of the Shanghai Commercial and Savings Bank has given \$100,000.00 to the Department of Agricultural Economics. We are most grateful to the Ministry of Education and other government agencies for their continued aid in maintaining the work of the institution. Again we have received a grant from the Associated Boards which will help very materially in meeting our needs for this present year. I wish to express our appreciation to the United China Relief for their timely aid for faculty aid. The Birkel Scholarship of \$5,000. has been established in honor of Mr. and Mrs. Birkel by one of their friends.

55th Anniversary: This year is the 55th anniversary of the founding of the University of Nanking. We had planned a very special celebration of the 50th anniversary in 1938, but due to the war it had to be cancelled. This year we wish to have a simple celebration which opens with the celebration of the 30th anniversary of the founding of the College of Agriculture and Forestry to be held February 5th. We shall continue with the celebration of the 55th anniversary and hope to hold open house during the spring holidays when our friends may have an opportunity to view the work we are doing. The celebration will be a very quiet occasion, but we hope both our friends in China and abroad will take this opportunity to know something of the work we are trying to do.

Western staff: After the evacuation of the missionaries from Burma, the Baptist Mission appointed Miss Lucy Wiatt to the University to teach in the Department of Foreign Languages. We are most grateful to the mission and to Miss Wiatt for this valuable help. Dr. William P. Fenn, representative of the Presbyterian Board on our staff, has been appointed to act as the representative of the Associated Boards in China and while we are honored to have one of our faculty chosen for this important task, we are very loath to have Dr. Fenn give up so much of his work in the Department of Foreign Languages. He is continuing to hold the headship and directs the work although obliged to be away from the campus for part of the year. Miss Winifred Shannon is continuing as a representative of the Presbyterian Board and we are hoping it may be possible for her to remain on our staff.

University of Nanking,
Minutes of Emergency Executive Committee
January 20, 1943 - 3

Urgent need for housing staff and students; Since last summer all landlords have doubled and even trebled rents. This is creating a very serious problem for our staff members who are forced to rent houses in the city for their families. We regret to report there are more than 30 families who cannot be provided with even one room in the temporary residences we have built or mortgaged. Then recently we have been offered a piece of land which could be used to build residences, and while it would not house all families, it would relieve the most pressing cases. Our freshmen students live two miles away from the campus and it is too far for them to return for the noon meal. We have arranged for the food to be prepared on the campus but there is no place for the students to use to eat or rest until next class period. So far they have been eating out of doors which is rather to manage in rainy and cold weather. We need a temporary simple shelter for these students to use. There are several important repairs to be made in the dormitories constructed very hastily five years ago. They were built for a very temporary period, cheap wood and materials were used, and now are faced with extensive repairs to keep them from falling apart - thatched roofs are deteriorating, timbers have rotted, plaster has broken down, and we must do something to keep them repaired until we can return to Nanking. A special appeal of US\$30,000. was made to the United China Relief, asking their help to meet these urgent needs for housing of staff and students."

EE217 VOTED to receive the report of the president with deep appreciation of the progress being continued in all branches of the work of the University.

Report of the Treasurer: The treasurer presented the annual statement for the year ending June 30, 1942. The books for the year 1941-1942 were duly audited by Mr. Ernest Hibbard, treasurer of the United Church of Canada and Mr. William W. Small, bursar of West China Union University. A statement showing detailed expenditures amounting of C\$5,979,720 93 was presented, and attention was called to the fact that there was no deficit in any branch of the University except in a few projects which were expected to find additional funds this year. A surplus, representing sustaining funds received in June at the end of the year, amounting to C\$449,040 00 was carried forward to the budget for 1942-1943. Copies of this report have been forwarded to the board of Founders, Associated Boards and Field representative of the United China Relief as well as to the dean of each college.

EE218 VOTED to accept the audited financial report for the year 1941-1942.

EE219 VOTED to request the chairman of this committee and the president of the University to sign a joint letter to the Ministry of Education expressing the appreciation of this committee for their timely grants and this evidence of their continued interest and goodwill in the work of the University.

Budget for 1942-1943, revised November 1942; The budget for 1942-1943, revised November 1942, was presented and discussed in detail in view of the fact that there is an anticipated deficit for this year of C\$504,063 56. When requests were presented to the Associated Boards last spring they were arranged as maximum and minimum needs. Later in the summer advice was sent that all maximum requests had become minimum needs due to increasing costs and for several institutions grants were made on this basis. Unfortunately the grant to the University was on the basis of the minimum request. Then for several years the cost of maintaining the office in New York has been

secured by the Board of Founders with the exception of US\$1,000. charged to the field appropriation. This year a change was made and the entire amount was taken from funds designated formerly for the field. There has been reported losses in endowment interest as well. The accumulative total of these changes has caused a deficit for the year. The field had no work of these changes until early October - too late to affect contracts or make retrenchment of the program planned for this year. A policy of rigid economy has been adopted and a spirit of splendid cooperation among all departments is encouraging. Fortunately the gifts from the Alumni and from the British Relief fund have helped greatly to reduce this deficit but even after all possible gifts are recorded and economies made, the shortage stands at a half million Chinese dollars.

ME219 VOTED to accept the budget of 1942-1943 as revised November 1942 which calls for expenditures totaling C\$7,061,112.20 and to call to the attention of the Board of Founders that the revised budget will require an additional amount of C\$504,063.56 before June 30, 1943 which was due to the expectation of receiving the same basis as has been granted to a number of other institutions and the failure to grant the same percentage of the request to the University of Nanking has resulted in this anticipated shortage in spite of the utmost careful and rigid economy in all departments.

ME220 VOTED that in view of the great need in the University this year, to request the Board of Founders to do everything possible to provide the amount required to balance the budget for the year 1942-1943 with the hope that they may secure an additional grant from United China Relief.

Budget for 1943-1944 The Associated Boards and the field representative of the United China Relief sent a request in November that all budgets for 1943-1944 should be presented by December 1, 1942. It was far too early to make very accurate forecasts for 1943-1944, but an effort was made to meet the request. A budget was prepared which includes only items of income that can be considered as definite, with an estimated increase of 20% in all expenditures over the proposed estimate for the 1942-1943 budget. The proposed budget amounts to C\$8,868,667.05.

ME221 VOTED to approve in general the budget for 1943-1944 which calls for total expenditures of C\$8,868,667.05 with an estimated shortage of C\$5,255,745.86 for presentation to the Associated Boards and United China Relief, it being understood the budget will be revised later in the year in the light of conditions that may then prevail.

Committee on Sinological Studies: The special Committee on Sinological Studies made a report to the meeting, a copy of which is attached to these minutes.

ME222 VOTED to receive the report of the special committee on Sinological Studies and to approve in general the proposals made, to request the administration to present this matter to the Institute of Chinese Cultural Studies with authorization to secure the necessary support, it being understood there are no funds available at present.

PROPOSAL FOR THE MANUFACTURE OF Wet cells: President Chen presented a letter from Dean H. H. Wei of the College of Science, explaining in greater detail

tail the proposal for the College of Science to manufacture wet cells in cooperation with the Ministry of Communications. After careful discussion it was

EE223 VOTED to authorize the president to sign an agreement to be duly acceptable to the Ministry of Communications along the following line:
"The University of Nanking hereby agrees to make available to the Ministry of Communications for the manufacture of wet cells certain equipment (list to be inserted) and the technical services of members of the University staff in Chungking on a non-profit basis, so far as the University is concerned; and on the understanding that the University takes no financial responsibility; and that neither the University, nor the University Board of Directors and no members thereof shall be liable for cost or losses in connection with such manufacture. The Ministry of Communications shall pay a sum to the University to be agreed upon to cover depreciation upon equipment used, research and such technical assistance as may be available without interfering with the regular work of the University."

EE224 VOTED to express the gratification of this committee for the very excellent work done by the College of Science in making possible the valuable contribution to the government during these years of war and to express our particular appreciation of the willingness of the individual members of the Science faculty to make this contribution.

Mission Representatives: After the occupation of Burma, the Baptist Board has made available to the University one-half time of Miss Lucy Wiatt in the Department of Foreign Languages.

EE225 VOTED to express the appreciation of the University both to the Baptist Board and to Miss Lucy Wiatt for this very valuable help in the Department of Foreign Languages and to request that Miss Wiatt be loaned for another year if it proves impossible for missionaries to return to Burma.

EE226 VOTED to request the Baptist Board to allow Mr. Stephen Goddard to give at least one course in the University during the spring semester. Details to be arranged with Mr. Goddard.

The Presbyterian Mission Board has continued the support of Miss Winifred Shannon for this year, and in view of the fact that Dr. Penn is the only Presbyterian Board representative now on the staff, it was suggested that a request be made to the Presbyterian Board to continue the appointment of Dr. Shannon in the University.

EE227 VOTED to express appreciation to the Presbyterian Board and to Dr. Winifred Shannon for her services in the Department of Foreign Languages, and to request that Dr. Shannon's appointment be continued in the University of Nanking.

Last spring Mr. and Mrs. Peter L. Bannon, representing the Presbyterian Board, returned to America on account of ill health. In view of the uncertainty of their return,

EE228 VOTED to express to the Presbyterian Board our deep appreciation of the services of Mr. and Mrs. Peter L. Bannon and to express our deep

regret that in view of the uncertainty of their health that it seems unwise to count on having them return for work in the University.

University Middle School: President Chen presented a report of the work of the University Middle School, in Wanhhsien, stating that recently he had received letters from Mr. Djang Fang wishing to resign from the principalship of the school on account of ill health. President Chen has written and telegraphed urging Mr. Djang to continue his work but to arrange for a period of rest to regain his health.

EE229 VOTED to ask the administration to urge Mr. Djang Fang, principal of the University Middle School, to continue his services as principal and to express to Mr. Djang our very deep appreciation of the splendid work he has been doing during the difficult war years in continuing and maintaining the work of the Middle School.

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Appendix I. Report of sub-committee on Sinological Studies.

At the meeting of the Emergency Executive Committee on July 1 1942 the following action was taken:

"EE213 VOTED to appoint a special committee - Bishop W.Y.Chen, Dr.R.Y. Lo, Mr. E.H.Cressy with President Chen ex-officio - to study the question of sinological studies in the University and to report their recommendations to the next meeting of the committee."
After a number of informal discussions the Committee met on January 5, 1942 at which time the following actions were taken:

1. The Committee has in mind the excellent work which the Institute of Chinese Cultural Studies has done in the field of Chinese history and archeology, which has led to the Ministry of Education assigning post-graduate work in this field to the University of Nanking, and notes that several projects in this field have included a considerable material dealing with religion.

The committee feels that the University of Nanking might make a notable contribution to the history of Chinese culture by having a sub-division dealing specifically with religion as it appears in Chinese history, and that this would be in accord with its traditions as a Christian University.

Whether this should be done through some administrative sub-division, or merely by giving due emphasis to this aspect of Chinese history in all projects would seem to be a matter of detail, on which the administration should be asked to make recommendation. In any case the committee would recommend that the University secure one man in this field to give his entire time to the field, both to carry on original work in this field, with an appropriate amount of teaching, and to promote and correlate the work of the Institute in this field.

The committee would further recommend the cooperation of the Nanking Theological Seminary be sought, and that they be asked to take part of the support of the research work and teacher as recommended above. Also that the cooperation of the Literature Production Program and the Institute for Research in Religion in China be secured. They would suggest that this, or some other committee be continued to carry out these recommendations.

2. The Committee would request the administration to report as to the possibility of the University undertaking work along the line of the simplification of the Chinese language.

1943-44

UNIVERSITY OF NANKING
Chengtu Szechwan

Reports of Units

1. College of Arts
2. College of Science
3. College of Agriculture
& Forestry
4. Institute of Chinese
Cultural Studies
5. Middle School

1943 - 1944

COLLEGE OF ARTS
University of Nanking
Chengut Szechwan

Report of the Work of the College of Arts to the
Board of Directors
September 1943 - January 1944

Research on Post-war Reconstruction

In his book "The Destiny of China" President Chiang Kai-shek has proposed five kinds of post-war reconstruction, namely: (1) psychological reconstruction, (2) ethical reconstruction, (3) economic reconstruction, (4) Political reconstruction, and (5) social reconstruction. Since our College of Arts includes, among other, the Departments of Psychology and Philosophy, Economics and Political Science, as well as Sociology, we deem it our responsibility to do some research on the plans for these five kinds of reconstructive work. It is hoped that through the joint effort of our faculty members and senior students we shall be able to make some practical contribution as to the means and ways of carrying out the plans for post-war reconstruction.

Religious Education

Since philosophy includes religion and psychology is the basis of education, the Department of Philosophy and Psychology serves the purpose of teaching religious education under a name more acceptable to the Ministry of Education. In view of the need for strengthening this important work (important especially from the standpoint of a Christian University) Dr. L.S. Tsai and Prof. Kwoh Chong-Yi have worked together and succeeded in securing a donation of fifty-thousand dollars, Chinese National Currency, from Mr. Lee Jui for the Department's work on Religious Education.

Psychology of Religion

Under the promotion and leadership of Dr. E.H. Cressy, the Association of World Religion has been formed. In its first meeting, held last summer in Hwasipa, representatives from several religions, including Christianity, Mohammedanism, Buddhism, etc. were present. Among the papers read, there was one by Dr. L.S. Tsai on the Psychology of Religion which consumed more than one hour. After a comprehensive review of many psychological aspects of religion, the author proposed a plan for studying the psychological experiences of the Taoist, the Buddhist, the Mohammedan, etc. These experiences when properly gathered and analyzed, will certainly enrich our knowledge in addition to those presented by William James in his "Varieties of Religious Experiences".

The Psychology of Aviation

The application of psychology to aviation is something new in this country. During the last few years, Dr. L.S. Tsai has been giving public lectures on the psychology of aviation to different divisions of the Chinese Aeronautic Commission, including the Flying School, the Staff College, the School of Aviation Medicine and the Chinese Air Force. At the same time, first hand research material has been collected from them. The scope of his work includes the following ten topics:

(1) Selection of Pilots. Psychological tests such as intelligence tests, emotional stability tests, attention tests, visual and auditory acuity tests, space perception tests, dark-adaptation tests, motor coordination tests, equilibrium tests and serial discriminative reaction time tests, have been found extremely useful in the selection of pilots.

(2) Classification of Work. Psychological tests of special talents have been devised to classify people in the Air Force according to their aptitude or adaptability to take up the kind of work most suitable to them in the service, such as bombing, pursuit, observation, communication, shooting, blind flying, high altitude flying, long-distance flying, etc.

(3) Teaching and Training. In order to increase efficiency, the principles of educational psychology are applied to the teaching of the knowledge of aviation as well as to the training of the technique of flying.

(4) Morale and Discipline. The application of the principles of social psychology such as suggestion, sympathy and imitation to help maintain morale and order in the Air Force.

(5) Mental Hygiene. Principles of mental hygiene are applied to keep the flyers mentally fit.

(6) Accidents. Accidents are analysed from the psychological standpoint with a view to install prophylactic measures.

(7) Anti-Aircraft Defence. The principles of optical illusion and misdirection of attention can be utilized much to our advantage in the planning of camouflage to avoid the enemy's bombing attack.

(8) Air Combat. The psychology of emotion and thinking finds a real place in air tactics and actual fighting.

(9) Propaganda. In the building of a strong air force, the people as a whole must be educated to be fairly air-minded. Exhibition of models, gliding performances, and parachute jumping must be conducted according to the psycho-technique of propaganda.

(10) Research. The application of the principles, technique and viewpoint of psychology is indispensable to the research on special problems in aviation, such as high altitude flying etc.

In the selection of pilots Dr. Tsai has devised two psychological tests, which have been found to be very useful. Both tests require keen vision, mental alertness and quick reaction. The test scores of the students of the flying school correlate very highly with their proficiency in flying as judged by the instructors. The following table shows the relationship between the speed of performance in one test and the percentage of wash-outs before graduation:

<u>Speed of Performance</u>	<u>Percentage of Wash-outs</u>
Over 2 minutes	11.8
Over 3 "	29.0
Over 4 "	29.5
Over 5 "	39.0
Over 6 "	45.0
Over 7 "	58.0
Over 8 "	57.1
Over 9 "	66.7

The same test was applied to the members of a certain squad in the Chinese Air Force, with the following results: among 11 persons whose speed of performance ranged from $2\frac{1}{2}$ minutes to $3\frac{1}{2}$ minutes, there had been only one accident during the last year and a half. Among the 22 persons whose speed of performance ranged from $3\frac{1}{2}$ minutes to $4\frac{1}{2}$ minutes, there had been 23 accidents; while among the 11 persons whose speed of performance ran above $4\frac{1}{2}$ minutes, there had also been 10 accidents during the same period of time.

It is concluded that when psychological tests of this kind are officially adopted by the Aeronautic Commission and used throughout the Air Force, lots of aviation gasoline, airplane crashes and human misery will be saved.

A Plan for Sweeping Illiteracy Out of China

Based upon his studies on the psychology of Chinese characters, Dr. L.S. Tsai has recently drawn up a plan for sweeping illiteracy out of China. The main outline is as follows:

(1) Determination of the size of vocabulary of the most frequently used characters. Although the number of Chinese characters up to date is about 45,000 the collection we find in the average Chinese dictionary is about 9,000. However, the number of characters frequently used in society is only about 2,000. It has been actually counted and found that Dr. Sun Yat-sen's book "The Three Peoples Principle" contains 2,134 different characters.

(2) Choice of the vocabulary of most frequently used characters. After a synthetic study of the vocabularies of frequently used characters selected by different investigators, 2,000 characters are chosen which cover about 97 per cent of the characters found in our every-day reading material.

(3) Rank order of the characters according to their relative frequency of usage. This was done by averaging the rank orders of each character as assigned by various investigators.

(4) Analysis of the vocabulary of the most frequently used characters. Analysis was made according to the form, the sound, the meaning, the origin, the radical as well as the strokes of the characters.

(5) Teaching the vocabulary of the most frequently used characters:

(a) Empirical determination of the relative difficulty of the 2,000 characters in learning, memory, recognition, writing and usage.

(b) Comparison of the relative efficiency of the following methods of teaching: single word method, sentence construction method, card method and character-picture paired associate method.

(c) Teaching the characters according to their methods of construction such as the pictorial, symbolic and compound characters.

(d) Compilation of textbooks and reading material introducing the 2,000 characters in from easy to hard order, from simple to complex and from the most to the least frequently used characters.

Oratorical Contests

Through the effort of Dr. L.S. Tsai, five thousand dollars, Chinese National Currency, have been donated by the Shanghai Commercial and Savings Bank for the purpose of promoting oratorical contests, both in Chinese and in English. More than 30 students from various colleges participated in the Chinese oratorical contest sponsored by the College of Arts. After two preliminary trials held on separate evenings, nine contestants were chosen to participate in the final contest held on the evening of November 4, in the Assembly Hall of WCUU Administration Building, with Dean Tsai in the chair. More than 400 persons were present in the audience. President Chen, Deans Ko, Lee and Chang, kindly acted as the judges; while Mrs. Chen, wife of the President acted gracefully as the presenter of the prizes. The first prize was awarded to Mr. Ong Shao-erh, whose subject was "Building a Nation and Building Men". The second prize was captured by Miss Feng Ho-kwei, who talked on "The Industrialization of China". The third prize was won by Mr. Chu Yui-chieh, whose subject was "We need a New Moral Education". The prizes were \$1,000, \$600 and \$400 respectively. They were offered personally by Mr. D.C. Wang, Manager of the Hwasipa Office of the Shanghai Commercial and Savings Bank.

The English Oratorical Contest was held at the same place on November 18, at six-thirty o'clock. Nine contestants from various colleges and universities participated in the contest. The common subject of their speeches was "The Contribution of a College of Arts to the Building of a New World". Commissioner Wu Ai-cheng of the Ministry of Foreign Affairs and three Western friends, who are not on the staff of any university, acted as the judges. Madame Chang, wife of the Governor of Szechwan Province, was invited to present the prizes to the three best speakers, namely, Messrs. Wu Fu-lin, Tseng Chin-sheng, and Chang Kwang-lin.

Chinese and History

The Department of Chinese has continued to publish the semi-monthly called "Shih-Wen". The printing expenses amount to \$100,000 for the coming year. In view of the financial shortage of the University and the small circulation of the periodical itself, it is a question whether it is advisable to continue that periodical as before.

Prof. Chen Kung-loh of the Department of History has undertaken to publish his "General History of China". He has been granted a loan of \$10,000 by the University for this purpose.

The Department of Foreign Languages

Dr. Fenn, though released by the University to serve as Field Secretary of the Associated Boards, has continued to serve as Head of the Department. In view of the need and of the fact that all major courses are offered jointly, he has offered a course whenever in Chengtu.

During the Spring Term, Dr. Winifred Shannon was Acting-Head in Dr. Fenn's absence. While she rendered valuable service, her transfer to another department made it impossible to continue that arrangement.

With losses which have occurred to the department in recent years, it is now very greatly weakened and needs strengthening. This strengthening should be in both field of work: the service courses for the three colleges, and the major courses. There is a very real need for two teachers in addition to Dr. Fenn, who are qualified to offer major courses.

The department has published, or is about to publish books of its own which enable it to meet the problem of texts.

Social Research

(1) A study on 540 families of the laboring class of Hwang Cheng Ba Slum at Chengtu during wartime. Financed by the Ministry of Social Administration.

(2) A study on the labor unions in Chengtu. Financed by the Commission of Social Administration of Szechwan Provincial Government. A report of 20,000 words has been presented.

(3) A survey of the social administration in Kwang-hsien and Wen-chiang. Financed by the Ministry of Social Administration and studied in cooperation with the Department of Sociology of Ginling College.

(4) A survey of some 200 thieves in Chengtu Police Station. Partially accomplished.

(5) Participation in the Chengtu Municipal Census work. Students mobilized and won a prize banner.

(6) The publication of the "Review of Frontier Studies" to Vol. II, No. 3.

(7) Indexing the Sociological material found in Hwasipa University libraries.

Respectfully submitted,

L.S. Tsai
Acting-Dean

Chengtu, January 11, 1944

INSTITUTE OF CHINESE CULTURAL STUDIES
University of Nanking
Chengtu Szechwan

Report of the Work of the Institute of Chinese Cultural Studies
to the Board of Directors
April, 1942 through December, 1943

We are now facing one of the most difficult years during the war. The wild and incessant rise of the cost of living has taken away from us our personnel, and reduces our ability to publish our works and to collect books. Prof. Shan is definitely leaving us to join the National Salt Gabelle. Prof. Shih Yai is joining the Tun-Hwang Art Institute at Tun-Hwang. Mr. Li Pei-ling and Mr. Cheo Chi-yuin, two assistants of clerical grade, have also left us for good. The departure of these persons during this period of financial stress, while it is a loss to the Institute, has helped somewhat to balance our budget. Now our staff consists of three research professors and two graduate students and one clerk.

1. Instruction In graduate work in History, Mr. Tang Ting-yu graduated in June 1943 with his thesis "The System of Shan Shu of the Eastern Han Dynasty" () as a partial fulfillment toward the degree of Master of Arts to be conferred by the Ministry of Education. Since graduation, he is now teaching in the Northeastern University as associate instructor in History. By this coming June, Mr. Liu Chuin and Mr. Chang Chi-ping are expected to graduate, with the Master's degree. For these advanced students the range and scope of their studies are quite narrow and widely different at the same time. We are enlisting all possible men on the campus to help to complete the required work. The teaching of history, both in middle schools and in colleges is now calling for advanced training, in technique and in deeper training, as well as in material contents. Many college graduate students are applying for entrance. The work is very worth while developing. We are very anxious to have one major professor in History to help us in our work. Owing to the high cost of living, we also hope to have funds enough to grant scholarships enough to cover the students' general expenses, and after two years of work, to send the best student to study abroad.
2. Research In the field of research, Prof. Hsu I-tang has during March completed his "Report on the Investigation of the Lolo Tribe at Hsiao Liang Shan, Lei-po", altogether containing eleven chapters, including, "Distribution of the Lolo Tribe", "Habitation", "Costume", "Food", "Livelihood", "Property", "Social Classes and Politics", "War", "Marriage", "Birth and Death", and "Religious Beliefs", along with two appendices. The whole manuscript has been re-checked by him, and is ready for publication. He wishes that his work can be quickly printed. He has contributed an article each for Vol. II and Vol. III of the BULLETIN of Chinese Studies respectively, entitled, "Divination, Spells and Taboos as practiced among the Yao Tribes at Hsiang-P'ing" and "The Government-like Organization of the Lolo Tribe at Hsiao Liang Shan."

During the autumn terms, Prof. Hsu offered a course on the "Principles of Anthropology" for the students of the College of Arts. For the spring terms, he has given a course on the "Historical Geography of China" for the graduate students of the History Division.

In connection with the teaching of advanced students, Prof. Hsu has become interested in developing "An Outline of Chinese Historical Geography" with the main chapter headings as follows:

2. The Geographical Location of the Ancient Chinese People
3. Chinese and Barbarians Living Together
4. The Origin and Development of the District System
5. Irrigation and Canals
6. The Great Wall and Frontier Provinces
7. The Opening of Frontier Provinces
8. Migration and Immigration
9. Historic Highways and Communication
10. Capitals
11. Overseas Colonization
12. The System of Tribal Lords (Tu Szu)
13. China during the Period of Railroads

Many other chapters can be added in the course of his teaching. There is no ready-made textbook on this subject to follow. It is quite necessary to do research on the one hand and to teach on the other. He wishes to follow closely the methods used by Gordon East, Lecturer in Historical Geography at the London School of Economics in his work entitled, "An Historical Geography of Europe". He has so far completed the writing of the first four chapters, which are subject to revision, correction and addition, as he is continuing his research and teaching. This piece of work when completed will be a useful treatise to students of History and Geography as well.

Aside from the active teaching and research in the above plan, he is also very much interested in collecting material on the "History of Chinese Aborigines" from Chinese sources. He expected to make available material on this subject, which has been buried in Chinese historical works, and which could be checked up with the results of modern scientific investigations on this same subject.

Mr. Lu Hsiang is a graduate (1926) of National South-Eastern University (now National Central University). After graduation from college he taught in middle schools for nine years, during which time he developed a keen interest in Chinese Grammar. He then went to the universities of Oxford and London for further studies from 1936-1938. He became Professor in the Department of Chinese and Modern Languages, from 1938-1940. For two years, 1940-1942, he was on the staff of the Chinese Cultural Studies Research Institute, West China Union University. On leaving that institute, owing to some disagreement about his plan of work, Mr. Lu joined this institute in August 1942, in order to resume his work on the grammar of modern Chinese.

The work is planned on strictly historical principles, as embodied in such standard works as Otto Jespersen's Modern English Grammar, giving every syntactical feature with illustrative quotations from early colloquial literature up to present-day Mandarin. But the order of treatment will follow Ferdinand Brunot's system, as seen in La Pensee et La Langue, which is found to be more convenient for such a non-inflectional language as Modern Chinese. While the collection of examples will be kept going,

the actual preparation of the first volume, treating names (nouns), quantity, determination, representation etc. has been begun and it is expected to be completed during the current academic year. The whole work will be complete in three or four volumes.

During the year 1942-1943 Mr. Lu offered two courses to students in the Chinese Department, (a) Chinese Grammar and (b) Introduction to Linguistics, both of which were well attended. He also wrote two articles:

Word Position in Connection with the Post-Verbal te ()

Notes on the Etymology of the Partical te ()

The first will be published in "Essays in Commemoration of the 55th Anniversary of the University of Nanking", and the second will be published in "Bulletin of Chinese Studies" Vol. 3, in which will also appear another article of his "The Pronominal Use of Chien ()", which was completed during his stay in the West China Union University Institute.

In the planning for this Institute, President Chen has instructed us to look out for a man who understands the rules of English grammar and is able to master the rules and apply them to the Chinese language. With Prof. Lu we believe it is a good opportunity to develop this line of work, in connection with the teaching in the Chinese Department.

Prof. Liu Ming-shu has concentrated his efforts this year in the research on the Social Institutions of Liao, Ching and Yuan Periods. During the year he has handed in more than six papers. They are as follows:

1. Ho Kwoh () the Indian Priest Coming to China during the Tang Dynasty.
2. The Famous Art and Archaeological Connoissemn of Sung Dynasty - P'i Shao-tung ()
3. The Development and Changes in the Costume of Jisun () in the Yuan Dynasty.
4. The Blue Census Record (kōkō dābtār) of Yuan Dynasty
5. A Comparative Study of the Initiation Ceremony of Liao and Yuan Periods
6. The Drama of "Hsueh Tsang's Bringing the Sutras from the West", as compared with the Original Indian Story

Prof. Liu is very much interested in these special topics, which are easily neglected or have escaped the attention of scholars. Extensive reading has been done along with copious notes, and he has in hand materials for other topics, which can be written in the coming year.

In the Autumn semester, Prof. Liu has offered a course on Chinese antiquities, including pottery, and wares, bronzes, stone inscriptions, etc. describing in each group as to shape, manufacture, uses, etc. with special emphasis on the methods of dating, selection, and how to distinguish a genuine piece from a faked piece. All these tend to illustrate all the ancient objects in relation to human progress.

The writer is now negotiating with Prof. Shan Chen-tsu, in case he has not time to complete his work in regard to his second trip to Changsha, to be good enough to send his notes to us and allow Prof. Liu, of course with the approval of Prof. Shan, to write the report for him. Fortunately, Prof. Shan has approved the plan. When the report is completed it will be submitted to Prof. Shan for correction, as Prof. Liu was not on the trip. Prof. Shan has sent his notes, and Prof. Liu who is working on them hopes to finish this by the end of the semester.

Prof. Liu is also willing to organize the material obtained in the Szechuen Archaeological Investigations by Shan Chen-tsu and also the Wall Paintings by Shih Yai. He had his previous training under Prof. Shan in Peiping Normal College and then under a Japanese Professor in Archaeology () in Waseda University. He has completed the work on the Stone Sculptured Panels of Szechuen. Of course, this work should be done in Szechuen, as there will not be opportunity when the war is over. This is one of the principles set up by the Research Committee of the Affiliated Universities.

During the year under review, Prof. Shih Yai has completed his manuscript on the "Critical Study on Three Important Works on the Criticism of Chinese Paintings", which I described fully in my last report on page six. He has partially finished the "Record of Famous Paintings in Successive Dynasties" () written by Chang Yen-yuan () of Tang Dynasty. The work is not yet quite completed, but he has promised to turn it in to me when it is entirely finished.

During the past two years, Prof. Shih has talked with the writer several times, stating he wished to visit Tun-huang for the study of paintings there. Of course, we could not afford to finance this trip especially when it is reported that the cost of living there is higher than any other place. In the spring, 1943, he accepted an appointment from Yu-Yuu-ren (), Head of the Board of Censurate of the National Government, to become a research fellow in the Tun-huang Art Research Institute at Tun-huang (). We tried every way to keep him here, but have failed. He told me that as a student of the history of Chinese art, especially Chinese painting, he could not afford to miss this unusual opportunity. We hope to hear from him from time to time, and it may be possible for him to write some articles concerning Tun-huang for the Bulletin of Chinese Studies. He left us by the end of February, 1943.

A few weeks before Prof. Shih left, he gave us another article on "A Chronology of Notable Facts and Works of the Hanlin Painting Studio of the Sung Dynasty". In this article he presented the history of the Studio Painting in chronological sequence. We learn about the organization, how it works, important painters, their rivals, their theory and technique. Having such data well arranged, he planned as the next step to write the history of the Studio Painting of the Sung Dynasty. If this paper is written it will give us a comprehensive view in its entirety of the contributions of that reputable Studio of those times, which will be of great interest to artists.

During the academic year under review, Mr. Wang I-tung has made much progress in his continuous study of the "Economic, Social, Political, Political Aspects of the Influential Clans of the Northern Dynasties" and collection and note-taking of the first-hand material from the classical histories is nearing completion. Determination and interpretation of historical facts based on data taken from books of primary importance, will soon be started in the near future, and the whole work, which was expected to come to its completion not later than the end of the next academic year, is now held up until his return from the States.

A part of Mr. Wang's research results was revealed in a paper recently written on the subject of "The Five Barbarian Tribes of the Six Dynasties", in which the title, origin, migration, language, and literature of respective tribes were treated in detail. This article will be published in volume three of the "Bulletin of Chinese Studies", and much of its discussions may be free and different from the classical historian.

Last semester, Mr. Wang taught a two-credits course under the title "History of the Chin and Han Dynasties." It was a course originally conducted by Prof. K.L. Chen, who made a short visit to the National Northwestern Union University.

Since the opening of Yen-ching University in Chengtu with a great lack of personnel, especially in the Department of History, Mr. Wang was invited to be a part-time lecturer in the General History of China, three lectures a week, with an enrollment of nearly one hundred students. Although arduous in nature, he felt obliged to undertake this kind of work at a time when most of his teachers and friends were unable to come here to conduct classes themselves, and when Dr. Y.P. Mei and Dr. Cheng Te-kuen discussed this matter and reached agreement with President Chan in a most cordial way. Of course, this is one of the best ways in cooperation.

In addition to this, his time was taken up with proof-reading of his previous work on the "Influential Clans of the Southern Dynasties". Due to lack of trained workers and necessary equipment, the printing work was very slow. The work is completed in printing. Part II, the section of Genealogical tables, is now being bound.

We were very much pleased to learn from a cablegram that a Harvard-Yenching Scholarship has been granted to Mr. Wang, which we understand will amount to US\$1,400.00 in addition to a travel allowance of US\$1,000.00. We feel deeply gratified that this is the first grant of this kind to be given to this University. Mr. Wang, with his years of preparation, and training is qualified and entitled to this honour. As during the past two years his work in connection with the Institute has been fully reported, there is no need of further recommendation. For the program planned by the Institute, the writer wishes to make clear that he should specialize on the subject "The Communication Between China and the West" and that he will return to the Institute after three years of study. The subject in which he wished to specialize requires more languages than one can easily master. Already he has a reading knowledge of German and French, and of course it depends upon what part or country between China and the West he chooses for special study. When that decision is made, he will be able to go into the principal languages relevant to the study, and the future usefulness upon his return to China. At present he is working hard in making preparations, hoping that he will be able to reach Cambridge as soon as possible. Luckily enough, he has secured a passage by air to Calcutta on 6th January, 1944.

Mr. Liu Chuin, during the year, has been able to write thirty essays from notes and material taken from our own collection of Szechuen Gazetteers, on the "Stone Inscriptions of Western Szechuen of the Han Dynasty". He has completed the checking of each of these with the Chinese standard archaeological works. In each essay he makes special mention as to ~~his~~ value in relation to Chinese history with special importance to local history. Record has been made as to the changes in writing of some particular characters, and the size of the tablet. Originally he had hoped to finish this work by the end of the semester, but owing to many interruptions, which were not his fault, it proved impossible to accomplish the task.

As a by-product growing out of the above study he has finished the writing of "A Critical Study of Selected Gazetteers of Szechuen", making particular stress on the methods of compilation, its arrangement, and its inclusion and exclusion, which may be of help to new compilers.

During the year we are fortunate in being able to buy a manuscript copy in blue print, of Wu Ta-chen's () "Diary concerning his Visit to Manchuria," in his own hand-writing. The Diary commenced from the 17th day of the first month in the twelfth year of Kwangsu and ended on the 15th day of February of the same year. The chief purpose of his visit was to represent the Chinese Government to check and investigate the boundaries with Russia. This record, though very brief, concerns the following aspects: (1) his special mission to investigate the boundaries with Russia; (2) his archaeological interests; (3) the persons he met during his visit. It is a great pity that the important original documents were not attached to this diary. Mr. Liu has made a thorough study to find the related documents, as for instance, Wu's original study concerning the bronzes etc. It is interesting to note that the dates attached are all found to be correct by Mr. Liu. This may be valuable to the author of "Chronological Biography of Wu Ta-chen". It is too bad that we do not have a copy of Ku Ting-lung's work at hand. Mr. Liu's essay is written in the form of a postscript to the original diary. If it is found useful we could print the postscript and the diary together.

When Prof. Chen Kung-luh went away to the National Northwestern University for half a term, the Department of History was very much in need of help. The Head of the Department, Dr. S.T. Wang, asked us to let Mr. Liu help to correct students examination papers, notebooks, reports, maps for the class work in General History of China. This was a large class of more than one hundred students taught by Prof. Chen Sih-chi. In addition Mr. Liu was asked by the principal of our own middle school in Chengtu, to give a two-hour course in Chinese History as he did the year before last. These were extra duties, which interrupted his research work and prevented him from finishing the whole work on "Stone Inscriptions of Szechuen during Han Dynasty."

For financial reasons of the Institute, Mr. Liu Chuin has been changed from research assistant to graduate student in History. And his original research plan must be brought to a standstill at present.

Lastly, the writer of this report has taught in the spring semester a course on Historical Bibliography for graduate students. This is again a case of a combination of teaching and research, both of them helping each other to make progress. For the Bibliography of Chinese and Western works relating to Szechuen, very slow progress has been made. In the first place, not many new titles have appeared, in the second place, administrative duties have constantly interrupted the work. He wishes to complete this work soon so that he can work fully on the historical bibliography. The responsibilities of editing and printing the Nanking Journal, Vol. XI, No. 3 (Agricultural Issue), the Nanking Abstracts 1941-42, and most important of all, Vol. III of the Bulletin of Chinese Studies have fallen on him from the collection of essays and papers, selection and compilation, down to proof reading.

The constant vigilance exercised in consultation and supervision and checking the results of studies, work and thesis writing of graduate students takes many hours of work. Although the main study is the same, the interested specialty of each student is widely different. Assignments therefore should be made in various ways. The procedure involved in the oral and written examinations for the graduate students in candidacy for the M.A. degree is indeed a tedious one.

Mr. Hsin Tso-i has brought the cataloguing cards of books in our possession up to date, and at the same time, continues to write the Tsung-shu index cards. Among the collection of about 150 sets of Tsung-shu, he has completed over a third. In addition, he has charge of all kinds of record keeping, such as loans of our books to staff for outside use, to faculty members of the College of Arts, of the distribution and sales of our publications, copying for the members of the staff, and making clippings from newspapers of anything relating to cultural or archaeological work. Also since Mr. Cheo Chi-yuin and Li Pei-ling left us many other duties have been given to him, including partial proof reading of the publications.

Mr. Wu Nien-yuin () is still communicating with me, in regard to the books stored at Wuyuan. After six years the books are still in good condition. The area is still free from the enemy. He reports to me concerning the growing high cost of living which is not lower than in Chengtu.

Mr. Tsien Tsun-hsuei (), who takes charge of the printing of the Nanking Journal, Vol. X, for us in Shanghai, owing to his illness for two or three months on the one hand, and because of the shortage of labor in Shanghai on the other, reports to me the slowness in finishing this issue. We have already proof read all the articles, and hope it will not take long to conclude this in Shanghai. This concludes the Institute's issue in the Nanking Journal. Mr. Tsien is also good enough to report from time to time in regard to important publications in Shanghai, and when possible secure them for us. Take for instance, Ming Shih-lu () Posthumous Work of Lo Chen-yu, first series () and Esueh-chueh Tang Tsung-shu, (). A Tsung Shu of rare historical writings, etc. are some of the important items.

The occasion in commemoration of the Fifty-fifth Anniversary of the University of Nanking, held during the spring vacation on 30th April and 1st May, was a general affair of the University's. The members of the Institute, con-currently members of the University, participated fully with vigour and enthusiasm in making contributions:

1. by arranging exhibits:
 - (a) Changsha Archaeological Objects obtained by Prof. Shan Chen-tsu in his first and second visits.
 - (b) Tibetan and Lolo Objects secured by Prof. Hsu I-tang in his ethnological trips
2. compiling and printing a "Catalogue of Changsha Archaeological Objects"
3. Compiling and printing one issue of "Nanking Abstracts" for the year 1941-1942.
4. Arranging an exhibit of the publications of the Institute since its beginning.
5. Arranging an exhibit of all books concerning the border provinces and aborigines, owned by the Institute in Szechuen.

Prof. Liu Ming-shu and Mr. Liu Chuin helped greatly in arranging the exhibit of Changsha Archaeological Objects and in compiling the catalogue. Prof. Hsu I-tang arranged the exhibit of Tibetan and Lolo Objects as well as its book exhibit. We found that all these exhibits were most popular and very crowded among all the projects exhibited. Several scholars came to make study for several hours, and some failed because of the crowded condition, complaining that the time was too short and asking us to extend the exhibits for another day. We were all glad to be able to make these contributions to this important occasion.

During the summer of 1943, both Prof. Hsu and Prof. Lu were asked to present a paper before the Conference on Religious Research. Prof. Hsu's paper is entitled, "The Religious Beliefs of the Lolo Tribe at Hsiao Liang Shan", and Prof Lu's paper is entitled "The Buddhist Influence on the Personal Names of the Six Dynasties."

~~This~~ During the year we have bought the following books:

July 1939 through June 1942

Gazetteers of Szechuen	272 sets	2,714 books or volumes
Gazetteers other than Szechuen	40 sets	363 books or volumes
Chinese books	5,760 sets	22,546 books or volumes
Rubbings of Szechuen and other places	2,610 sets	

Additions made this year (July 1942-June 1943)

Gazetteers of Szechuen	6 sets	25 books or volumes
Gazetteers other than Szechuen	12 sets	68 books or volumes
Chinese books	486 sets	2,110 books or volumes
Rubbings of Szechuen and other places	70 sets	

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Report to the Board of Directors, April 1942-Dec. 1943

The total has been brought up to the following:

Gazetteers of Szechuen	278 sets	2,739 books or volumes
Gazetteers other than Szechuen	52 sets	431 books or volumes
Chinese books	6,246 sets	24,656 books or volumes
Rubbings of Szechuen and other places	2,680 sets	

In last year's report the writer suggested additional gifts or special financial support in order to maintain the cost of living for the workers. This year, the University budget committee has made a general proposal to meet the serious problem of the hideous growth of the cost of living, through proper cutting, elimination of unnecessary work, increasing hours of services and by seeking closer cooperation with other institutions. We are doing the best we can, but the problem is still hanging over us. Research closely connected with teaching, or which has bearing on the teaching program and the research subjects connected with local material, all require a continuous research program. The increasing number of graduate students also requires the continuation of the research program. The University budget committee has suggested further that books and printing should be dropped entirely. We are already holding several manuscripts in monographs, but we must do some printing, at least, the Bulletin of Chinese Studies, the "three year old baby" under the plan of cooperation, must be printed accordingly as a going concern. The joint effort to set up a graduate work in archaeology under the guidance of Dr. Te-kun Chen, the cooperative plan to compile a union catalogue of books purchased with the Harvard-Yenching Fund, as well as the joint bulletin are all being planned. Each has its own merits and value and calls for additional financial responsibilities. Every dollar and cent has been carefully used and taxed to its upper limit. At present, we must appropriate more money for the undergraduate teaching, at the same time we do not feel we can afford to close down all the research work. If the program is contemplated to fit into the work for the National Reconstruction at large after the war, we cannot afford to neglect to emphasize research. It will undoubtedly play an important role, though perhaps an unobtrusive one, in National Reconstruction. At least we must put undergraduate teaching and research side by side on an equal footing. It will be very unwise and short-sighted to cut entirely the research program due to the war. If possible, to provide sufficient financial backing for a wartime subsidy due to the cost of living, or to some special program or project in line with the spirit, aim and plan of the Harvard-Yenching Institute, will, in a large measure, solve all large and small problems.

We must realize that this is one of the most difficult years, both in the history of the University and of the Institute. The writer hopes that it will not be very long before the dawn of the day as the allies are swiftly gaining victories in every theater of war.

Respectfully submitted,

Li Siao-yuen
Director, Institute of Chinese
Cultural studies
University of Nanking

10th January, 1944

UNIVERSITY OF NANKING
College of Agriculture & Forestry
Chengt'u Szechwan

Annual Report of the College of Agriculture & Forestry

This is an annual report for the College from July 1942 to June 1943. In general during the period under review the college has been proceeding with its program of work as normally as usual in spite of many difficulties that have arisen from time to time due to war conditions. The faculty members have shown their spirit of work and loyalty to the school by keeping up full time office hours, as this has been the practice in the college. This is the sixth year since we moved to the West China Union University Campus. As many of our staff members could not live on the school allowances, some of them have been forced to sell some of their personal belongings, some have had some remittances from their homes in occupied areas, and a very few of them have had to find part time work outside of the institution for remuneration. Should the cost of living continue to rise it will be a very difficult problem to keep up the morale of the staff for efficiency in their service. In this regard the college has already taken steps to make a general retrenchment in its program of work by cutting off some of the work least important at the moment and thereby reducing our staff members, as shown in this report. On the other hand the college has endeavored to secure grants in aid from outside sources.

It is a point of regret that we didn't have sufficient money on hand to buy the farm of 59 mou in Hou-bah as per my letter of April 13th to Pres. Y.G. Chen. It is too late to buy any now because the price has risen. For the year 1942-1943 the college has paid rent of LC\$350,000. For farms and buildings. This is certainly a big drain on the college budget.

I. Thirtieth Anniversary Celebration

The college celebrated its 30th Anniversary Feb. 5th and 6th, 1943. The opening ceremony of the celebration took place in the West China Union University Administration Building at 8 o'clock, on February 5th (the first of the 1st moon). Pres. Y.G. Chen presided, and Gov. Chang Chun gave the address. Representatives from the school board, the faculty, alumni, student body, and Dr. W.C. Lowdermilk of the United States Department of Agriculture, all made speeches. This inspiring ceremony covered three hours.

The college received congratulations from friends in all parts of the country, among whom might be mentioned the late Pres. Ling Seng, of the National Government, Generalissimo Chiang Kai-shek, Dr. H.H. Kung, Minister Chen of Education, Minister Shen of Agriculture & Forestry. At this time the Ministry of Education issued a statement officially recognizing the accomplishments of the college for the past thirty years.

The exhibits were divided into four groups, as follows: (1) Citrus Fruit Improvement, which tried to show a complete picture of orange production as an industry. It occupied the entire space of the gymnasium and included such exhibits as - world production, selection, propagation, cultivation, insect and disease control, harvesting, washing, packing, storage, marketing, processing, and utilization. In all of them we tried to show what is being done by the college to improve the various methods. All of the exhibits were nicely arranged and attracted much attention from the many visitors.

(2) 2905 Wheat. This wheat is not only a good yielder, but it also has good milling qualities. This exhibit also included all the steps, from seeding, down through cultivation, insect and disease control, harvesting, and even down to baked products, such as bread and biscuits, which were on sale at the time.

(3) Penghsien Agricultural Survey showing land classification, types of farming, models for the demonstration of soil and water conservation, and a soil relief map of the hsien. The Penghsien government had collected specimen products of rural industries, which were also on exhibition.

(4) Publications of the College: this included 354 different publications, 75 of which are in English. There were 308 copies of Research Bulletins, and 46 copies of books.

For the occasion the college published three pamphlets, in Chinese, as follows: (1) The work of the college in its thirty years, (2) Alumni Directory, (3) Results of crop improvement work of the college in its thirty years. These pamphlets serve as milestones for our work of the past three decades.

II. Thirtieth Anniversary Endowment Fund

The graduates of the college have been helping to raise LC\$510,000.00 as an endowment fund for the following purposes: \$300,000. for graduate scholarships in memory of Joseph Baillie, and T.S. Kou, and in honor of A.J. Bowen, J.H. Reisner, and K.S. Sie; \$200,000. for allowances for staff members who are on leave of absence; and \$10,000. for scholarships for the Rural Leaders Training School. It is encouraging to report that the goal will soon be achieved, judging by the gratifying results to date.

III. Instruction

1. Post Graduate Courses: In the Agricultural Research Institute of the Institution there are three departments of graduate work, namely, Agricultural Economics, Agronomy, and Horticulture. There were twenty graduate students, all holding Rockefeller Foundation fellowships which amounted to \$250. a month each.

2. Undergraduate Courses: (a) Four-year Courses: the college offers eight major course, namely: Agricultural Economics, Agronomy, Horticulture, Forestry, Applied Botany, Plant Pathology, Economic Entomology, and Agricultural Education.

(b) Two-year Course: This course is known as the Rural Leaders Training School, which is housed in a separate rented building in Hou-pah.

3. Extension Training Course: A short term training course of one year duration has been conducted in cooperation with the Ministry of Education and Huayang-hsien government. It registers thirty-seven students, selected by the hsien government from its thirty-five communities. Upon the completion of their training they will be placed by the government in the thirty-five communities for agricultural production work. This will bring the college into closer cooperation with the hsien government in its extension work.

Student Enrollment and Graduates (1942-43)

	<u>Student Enrollment</u>		<u>Graduates</u>	
	Fall	Spring	Fall	Spring
1. Post Graduate courses				
A. Dept. of Agricultural Econ.	5	5		
B. " " Agronomy	12	10	2	2
C. " " Horticulture	4	3	1	1
2. Undergraduate Courses				
A. Regular four-year courses				
1. Agricultural Economics	143	138	2	8
2. Agronomy	66	54	5	3
3. Horticulture	77	79	1	2
4. Forestry	19	18		
5. Plant Pathology & Entomology	13	21	1	1
6. Applied Botany		7		
7. Agricultural Education	25	25	1	
B. Two-year Course	42	47		
3. Extension Course				
A. For Huayang-Hsien.		37		15
Totals	406	444	13	32

IV. Research

Beginning with this year, the research work of the college has been divided into two categories; namely, Research Programs, and Research Projects. By research programs, we mean a coordination of our related research activities on certain key enterprises in order to give them a coordinated attack. At present we have limited our key enterprises to five crops, namely: wheat, rice, cotton, tobacco, and citrus fruits. For each of them we have appointed a committee of persons from the various units of the college, who have anything to do with the program. By research projects, we mean such projects as vegetable breeding, soybean selection, and price surveys, that involve one or two persons who are attacking a specific problem at a time.

Because of rising prices, we have done everything possible to limit our research activities to minimum essentials that have a direct bearing on our instruction and that have special sources of income for their support.

V. Extension

1. Extension supervision: During the year we have given supervision to two agricultural middle schools and to Penghsien and Huayang-hsien governments in their agricultural extension. As Huayang is nearby, we will concentrate our extension in it hereafter.

2. Extension publications: We have been limiting our extension publications to the agricultural newspaper which is now in its 20th year of publication. It is the only regular publication by the college for the dissemination of agricultural news. The second copy of the so-called Practical Agricultural Extension Leaflets will soon be published. The fund for its publication has been provided by the Provincial Government of Szechuan. Many short articles of extension nature written by our staff members have been published elsewhere during the year.

3. Distribution of seeds and nursery stock: Because of financial needs we have been urging our Sian Crop Improvement Station, Chengtu Farm, and University Garden to grow more improved seeds and nursery stock for distribution. Up to date the amount of such distribution has not been reported.

VI. Faculty

For financial reasons we have been trying to reduce the number of our staff members. The total number of staff members on regular contracts for this period was 109, as against 123 for 1941-42. Our point is to maintain and strengthen our teaching staff, and to reduce the number of clerical and technical assistants wherever possible.

VII. Foreign Scholarships

Messrs Fan Ching-sen, Chen Kan-fan, and Tsui Ruh-tsuin have been in the States for another year on Rockefeller Foundation scholarships. It is hoped that they can soon return to us when transportation can be arranged for them.

VIII. Cooperation

The following is a list of projects that have been in operation during the year with financial aid and grants from various sources:

A. Executive Yuan (January - December 1943)		45,000 00
1. Agricultural Economics	45,000 00	
B. Ministry of Ed. (January - December 1943)		77,000 00
2. Teacher Training Course	27,000 00	
3. Extension Training Course	44,000 00	
4. Leaflets	6,000 00	
5. One chair (Dr. C.T. Wei)		
C. Ministry of Ag. & Forestry (Jan.-Dec. 1943)		162,000 00
6. Soybeans	30,000 00	
7. Wheat	14,000 00	
8. Orange Improvement	40,000 00	
9. Vegetable Crop	10,000 00	
10. Agricultural Policy	20,000 00	
11. Food Production Survey	48,000 00	
D. Ministry of Finance (Jan. # Dec. 1943)		43,000 00
12. Tobacco Improvement	43,000 00	
E. China Foundation		35,000 00
13. Rice and Wheat Diseases	15,000 00	
14. Special Grant	20,000 00	
F. Rockefeller Foundation (Oct. 1943-Sept. 1944)		240,000 00
15. Agricultural Economics	180,000 00	
16. Local Fellowships	60,000 00	
G. United China Relief (to be renewed)		39,040 00
17. Economic Weekly	23,640 00	
18. Supplies	15,400 00	

Cooperation - continued

H. National Christian Council		9,000 00
19. Cooperatives	9,000 00	
I. Ministry of Soil Welfare		30,000 00
20. Farmers' Organizations	30,000 00	
J. Huayang-Hsien Government		110,000 00
21. Rural Survey	80,000 00	
22. Training Course	30,000 00	
K. Provincial Training Center		35,000 00
23. Penghsien Exhibit	35,000 00	
TOTAL		\$ 875,040 00

IX. Publications

A. Text-books (1942-1943)

1. General Agriculture by C.W. Chang, R.T. Sing, and M.H. Kuo
2. Rural Finance H.C. Li
3. Agricultural Cooperatives H.C. Li
4. A Text-book of General Botany Li Yoh-han

B. Reprint Series (1941-1943)

45. W.T. Chang and H.S. Chang. 1941
Common Storage of Chengtu-grown Apples
46. W.T. Chang. 1941
Studies on the storage of Szechuan ~~gre~~ oranges in common
ventilated storages.
47. Y.H. Li. 1941
New variety of Chengtu persimmon
48. C.C. Hu and C.C. Wu. 1941
Study of strains of Chengtu tangerines
49. (Missing)
50. J.P. Chu. 1941
The gonadal activity of the pigeon under the influence
of adrenal insufficiency.
51. S.T. Huang. 1941
The relationship between soil and agriculture and forestry
in Kwangsi.
52. T.Y. Chan. 1941
The study of the pollen grains of the Chinese Shui-hsien flower
53. C.T. Wei and P.C. Chow. 1941
Discosporella fruit rot of tomato

54. S.Y. Yang and F.W. Chao. 1941
The response of upland and lowland rice to varying amounts of soil moisture
55. (Missing)
56. T.C. China and C.S. Chwang. 1941
The cytology of blue wheat hybrids.
57. K.H. Hu and S.W. Hwang. 1941
The mechanism of mold control by borax washing
58. S. Tseng. 1942.
~~The~~ A comparative study on the morphology of cutworms.
Part I. External morphology
59. Y.H. Ma. 1942. (missing)
Notes on statistical analysis of a split-plot Latin square experiment on soybean with two treatments
60. L.M. Kao. 1942
Experimental studies on rice culture
61. C.T. Wei and K.H. Hu. 1942.
A preliminary report of the control of storage rots of sweet orange
62. S. Wang. 1942
A cultural study of soybean
63. K.H. Hu. 1942
A preliminary report of the control experiments on Macrophoma rot of apples
64. C.T. Wei. 1942.
Erysiphacene of Western Szechuan
65. K.F. Chen. 1942
The Cicadidae (Homopt.) collected by Prof. Yao Chou (Io Chou) in his expedition to Sikong in 1939.
(transferred from approved series.)
66. T.C. Chin. 1942
The cytology of the autotetraphloid rye
67. S. Wang and Y.H. Ma
Field experiments on the cultural studies of soybean (Chinese)
68. Y.H. Ma, S.Y. Wang, and S. Wang.
Statistical studies on some problems of soybean breeding (Chinese)
69. S.F. Chu
The demand and supply of fuel in Chengtu
70. S.T. Huang.
A description of the Jian River watershed with special reference to soil conservation

71. ——— Notes on land use and soil conservation in Kwangsi.
72. ——— Soil erosion and conservation in Northwest China
73. C.Y. Chiao
A new variety of tung-oil tree
74. ———
Studies on tung oil tree and tung oil in Szechuan. XI.
75. ———
Small tung seed
76. S.T. Hwang
Soil erosion and its control in the Red Basin of
Szechuan

C.W. Chang, Dean

December 31, 1943.

UNIVERSITY OF NANKING
Middle School
(Wanshien)

Report of the Work of the Middle School to the
Board of Directors
January, 1944

On account of the financial depression, the sudden drop of the price of cotton which is the main merchandise at present and the new regulations passed by the local authority, the enrollments of the private middle schools were very handicapped. Even now some of our sister institutions have not commenced their class work yet.

We are fortunate our student body is nearly the same as that of last term. Only thirty students still have not shown up for several reasons, such as sickness, lack of the means of transportation, home affairs. By next Monday they will either come to their classes or they have to drop this term. All the old and new students registered up to date are 500.

During this vacation we lost several good teachers and dismissed one. Even with the help of Miss Mary Chen and Mr. Hsu Kwoh-liang we still are not able to secure a teacher of physics and one for mathematics. Locally we invited two good ones. Except two classes for junior middle school physics, we have not made any arrangements for the time being. For everything else we have tried our best to make some arrangement.

Financially the University Middle School, so far as I see, will be able to meet all the payments this term without any further grant from the University than that of \$40,000, the tentative budget may be summarized as below:

<u>Income</u>		<u>Expenditure</u>	
1. Tuition and money		1. Salaries	\$193,200 00
subsidy	\$178,360 00	2. Enrollment	2,000 00
2. Room	10,500 00	3. Laboratory	2,000 00
3. Equipment	32,400 00	4. Equipment	45,000 00
4. Library	8,640 00	5. Repair (left)	6,000 00
5. Medicine	8,640 00	6. Athletics	8,640 00
6. Athletics	8,640 00	7. General exp.	10,000 00
7. Dugout	500 00	8. Medicine	6,000 00
8. Interest	30,000 00	9. Library	5,000 00
9. Grant left	25,000 00	10. Short of rice	
		subsidy	10,000 00
	<u>\$ 302,680 00</u>		<u>\$ 287,840 00</u>

Part of the grant from the E.C.C.A. of \$15,000 and that from Chen Wei Hwei of \$20,000, with \$1,460 interest, last term, was divided among our teachers last week because now the price of commodities here at Wanshien has dropped to a certain extent. But the last grant of the University, \$40,000, except for \$15,000 which represents the E.C.C.A. grant, is still in my hand. Unless there are very hard times for the

staff I do not think it is a good policy to let them know about this. A common and spreading notion among most of our workers here is that, no matter what would be the shortage of the budget, the new grant of any sources must be divided equally. I like to check the growth of this unhealthy concept. The money subsidy of the student fee is doubled and other fees increased at least one-third. For this reason we can manage to meet our budget this term.

Respectfully submitted,

Djang Fang
Principal

Wanshien, 10th September, 1943

UNIVERSITY OF NANKING
Chengtu Szechwan

Minutes of the Emergency Executive Committee of the
Board of Directors
January 12, 1944

The fourteenth meeting of the Emergency Executive Committee of the Board of Directors was held on Wednesday afternoon, January 12, 1944, in the home of Miss Priest. The following members were present:

S.N. Cheer, Chairman
E.H. Cressy

C.H. Chu
F.P. Jones

A.T. Roy
Y.G. Chen, ex-officio
Elsie M. Priest, ex-officio

The meeting was opened with prayer led by Dr. Jones.

minutes of the last meeting:

E-230 VOTED to approve the minutes of the meeting held January 20, 1943, copies having been circulated to members of the committee and the Board of Directors as far as possible.

Report of the President:

"For the past year we have had only one regular meeting of the Emergency Executive Committee and, for the benefit of those members who have had little chance to come to Chengtu because of the difficulties of communications, two informal meetings of members of the Board of Directors in Chungking. These two informal meetings took place on June 16th and October 1st. At the last one both Miss Priest and myself were present. Such meetings fill a need by keeping up our contact with out-of-town directors who are not well acquainted with the work here. Whenever I go to Chungking I usually arrange for such a meeting, and we are glad to have had two opportunities during last year. We were hoping to have one more regular meeting of this Committee, here in Chengtu, but owing to several University events and the question of transportation we delayed our second meeting until this date.

This year will be especially remembered because of three anniversaries. From its outset, the year was designated to be observed as the 55th Anniversary of the founding of the University. This anniversary began on Chinese New Year's Day, by celebrating the 30th year of the College of Agriculture on February 5 and 6. The opening celebration was held on February 5th, at which Governor Chang of Szechwan Province gave the address. Friends in different parts of the country sent their congratulations. The Ministry of Education issued an official letter recognizing the accomplishments of the College during the thirty years of its existence. An exhibition was held, showing the various phases of the College's work, and the graduates of the College chose this as a suitable starting point for raising an endowment fund for the College.

The University was founded in 1888 and it has been considered worth while to bring to the attention of the alumni and friends of the University the founding of the institution, the heritage it has received from earlier mission friends of the West, the contribution of the three mission institutions individually, and later jointly, forming a union university. One of the earliest Union Christian Universities in this country, the University was later one of the first Christian Universities registered with the Chinese Government. The actual celebration of the 55th Anniversary started on April 28th. For two nights we had a concert, given by the "Nanking Songsters", a group of some seventy students and a few faculty members, which was very well attended. On April 28th a Shakespeare play was given by the students of the Department of Foreign Languages. On April 29th, in the evening, a radio program and movie show took place on the campus, and we were very fortunate, through the arrangement of the Board of Founders, to have President Nicholas Murray Butler, Counselor Willys R. Peck and Dr. J.W. Decker, broadcasting over the continent of America, across the Pacific, and our country to Chengtu, on behalf of the University. We are very much indebted to them for their goodwill and inspiration. On the morning of April 30th we held a commemoration meeting, among the guests of honor who addressed the gathering were Dr. H.H. Kung, Governor Chang, Commissioner Kuo, Dr. Lowdermilk, Dr. Stevens, Mr. E.H. Cressy and Dr. Cheer, Chairman of the Emergency Executive Committee and Chairman of the local branch of the Alumni Association. There was a lantern parade on the campus in the evening and an alumni, faculty and students supper together. On May 2nd we held a Founders' Day service, at which the leading sermon was preached by Bishop T.K. Shen. During the week we had two very crowded days with exhibits, divided into four divisions, and athletic events and other interesting group meetings.

On June 27 and 28 we held our Commencement Exercises and Baccalaureate Service, which were very well attended. In former years we have had four universities taking part, this year we had in addition Yenching University, making a total of five schools. The Baccalaureate Service was conducted by Bishop Seang and Commencement Exercises were held on the following Monday. More than 300 graduates received degrees or certificates. The main speaker was General Odlum, the present Canadian Ambassador to China. It takes some time to have Commencement Exercises for five institutions, but the event went off quite smoothly and with dignified effect. We had 120 graduates. This brings our total up to 2,539 since the beginning of the University.

We have had a lengthy stay in this area and before long hope to return to our own original site and resume our work there. On December 18 we took occasion to commemorate the Sixth Anniversary of our move westward. It seemed another suitable opportunity for an "Alumni Day" and for the Seniors to make their class gift to the University. There was an entertainment during the afternoon, with plays and songs, and a simple meal in the evening, at which the University's Executive Council were hosts to the alumni. More than 2,000 people, all of whom were connected with the University, participated in the celebration.

On the day following we had our Christmas Party for the faculty, staff and their families. After a short devotional service, at which the meaning of Christmas was once more emphasized, Christmas plays were given by some faculty members and some of the middle school children, and carols sung by various groups. Although we could not afford to give a gift of any kind to the 450 or so children present, we still took up a collection for the poor children of the neighborhood and realized more than \$800.00. Christmas, 1943, was one of the hardest times we have known, economically speaking, yet it was none the less rich in the spirit of joy, hope and peace.

From this report it looks as if in these hard days we have had so many anniversaries and all were connected with the University but those interested in the University feel that these events proved quite worth while, even at some little expense. Indeed we were able to sell some of our own improved products at the celebrations to cover all the expenses. Prior to the observation of all these anniversaries we were definitely informed of the occupation of the Nanking buildings and property by the Japanese, including the taking of personal effects and residences, where many of our faculty had personal belongings. But we have felt that the University morale cannot be easily shaken, even by such serious news. These celebrations serve a good purpose in stimulating a high morale.

In the past many years, the University has not set apart any particular day for the celebration of Founders' Day, and we have been somewhat negligent in keeping up our relationships with our alumni. These anniversaries have served a very good purpose in giving opportunity for the alumni to visit their alma mater and have aroused their interest. We hope that this kind of occasion may be repeated in the future to follow up the closer bonds created by the anniversaries. Such occasions are further desirable in view of the difficult years we are now experiencing and the problematic years to come, and will serve as a means of making known our work to friends and prospective friends of the University. Through them we may receive substantial moral as well as financial support, which enables us to carry on in spite of serious handicaps of wartime, with increased determination.

With the support of our colleagues and some alumni we have started a rehabilitation movement. A committee has been created, known as the "Financial Rehabilitation Committee". Our main objective is, as the name indicates, to provide funds for our rehabilitation in Nanking, but it also serves as a help for some of our existing work. Although we are having good results, we will wait until a little later occasion to make a full report of the progress and results of the effort. For a similar purpose we are making a report of our losses on the Nanking property, and their replacement value, according to prewar prices, to our Government, which also desires such information, and to our Board of Founders. A full report occurs elsewhere.

Following my report all the units have made individual reports. It will be seen that each unit is doing useful work in its own sphere and particularly on some projects which have been helpful in the field concerned and to our war effort. At the present time a careful study is being made which gives us an opportunity to

Minutes of Emergency Executive Committee
Board of Directors, January 12, 1944 - 3

examine our present strength, our future development, our postwar contribution, our part in national reconstruction, particularly in the field of Education, and our contribution as a Christian University. This report will also be made at a later occasion as we are merely in the initial stages of the study, and it will take considerable time to complete.

In view of the present difficult times we are doing our best to effect an economy by the reduction of expenses relative to our student body and members of our staff. So far, because the need for such action has come upon us rather suddenly and we have not had time to plan as well as we would like, we have only made a little change, but we are planning ahead for next year and we hope that still further economy and planning can be secured. The following are statistics based on actual studies:

REDUCTION IN STUDENT BODY

<u>New Students</u>			<u>Total Enrollment</u>		
Oct. '42	Oct. '43	Dec.	Nov. '42	Oct. '43	Dec.
290	238	-52	1179	1099	-80

REDUCTION IN STAFF

<u>Staff - Nov. '42</u>			<u>Staff - June '43</u>			<u>Staff - Oct. '43</u>			<u>Decreases</u>	
<u>Full Part Total</u>			<u>Full Part Total</u>			<u>Full Part Total</u>			<u>Over '42:</u>	<u>Over June</u>
278	21	288.5	275	16	283	249	21	259.5	-27	-23.5

PERCENTAGE OF REDUCTIONS

Enrollment Fall '43 comp. with Fall '42 ...	9.3	per cent decrease
New Students Fall '43 comp. with Fall '42 .	18	" "
Staff October '43 comp. with Nov. '42	10	" "
comp. with June '43	8.3	" "

Our enrollment for the Fall semester 1943 is as follows:

College of Arts

Graduate students	6
Regular college	272
Chinese & Library Short Courses	19
Special (unclassified)	13 310

College of Science

Graduate	7
Regular college	277
Automobile Mech. Radio & Movies Short Course	81
Special (unclassified)	9 374

College of Agriculture

Graduate	22
Regular college	343
Rural Leaders Tr. Course	46
Special (unclass.)	4 415
Total	1,099

This has indeed been a year of great financial problems and we find ourselves up against a very difficult time. It is hard to know how we can finance our work as prices continue to rise sharply, but we are doing what we can in planning to cut down expenses and in putting great effort into raising local support. We hope by such efforts that we may be able to continue to carry the fundamental part of our work."

EE-231 VOTED to receive the report of the President with appreciation of the work that has been accomplished during the past year.

Report of the Treasurer:

The treasurer gave a brief report of the present financial condition of the institution, of the possible shortage by June unless additional income is received from increased exchange or other sources, and the discouraging outlook for next year. The audited financial report for the year ending June 30, 1943, was presented:

EE-232 VOTED to accept the audited financial report for the year ending June 30, 1943.

Report of Probable Property Losses in Nanking:

The Ministry of Education and the Post-War Planning Committee of the Associated Boards for Christian Colleges in China have both asked for a statement of probable losses in property in Nanking due to the war. According to the requests the amounts presented are to represent prewar values (i.e. 1937). Considerable time has been spent by the Administration to prepare this report. There has been no official report of losses since December 1941, although it has been reported informally that a good deal of equipment has been taken by the enemy. The report covers a careful inventory of all buildings and equipment as of June 1937 except for the small amount of equipment and books that were moved to West China. The totals are as follows:

All buildings in Nanking	C\$ 2,999,000 00	@ 3.30:1	= US\$ 908,786 00
All equipment	" 1,479,500 00	"	448,333 00
Forest at Tsin Lun Shan	10,200,000 00	"	3,090,909 00

To the date of the Pacific War in December 1941, the staff in Nanking had reported the following losses to property, based on prewar values.

Damage to Buildings:

Inside city 1,090 00
On farms outside city 23,150 00

Losses of equipment and supplies:

Inside the city 7,630 00
On farms outside city 48,927 00 56,797 00

Since December 1941 the entire forest at Tsing Lun Shan has been destroyed. It is estimated there were 150 trees per mou and the total acreage was 1700 mou, or about 255,000 trees. If we estimate conservatively that each tree was worth 40 (the average age of the trees was 20 years) the total loss is about C\$ 10,200,000.

EE-233 VOTED to approve the report of the Property in Nanking, this statement to form a basis for the estimate of probable losses to the buildings and equipment.

Exchange rate:

With the abolishment of the Stabilization Control Committee in China, the whole question of the control of the exchange rate is raised. The American government has allowed all officials and military men to seek the open market for the exchange of all funds. In view of the serious shortage in income if we continue to accept the official rate plus the 50% subsidy granted by the Ministry of Finance, it was felt necessary to make a study of all possibilities.

EE-224 VOTED to authorize the administration to investigate the possibilities of selling checks and drafts on the open market.

Full-time Service Subsidy:

In order to attempt to meet the cost of living for faculty and staff, the six institutions on the campus have adopted a sliding scale subsidy, based on 20% of the basic salary times 20% of the cost of living index published by the Department of Agricultural Economics for the educational class. This system of equalizing salaries has been put in force by all institutions for a year and will be continued for the present.

EE-235 VOTED to approve of the Full-time Service Subsidy figures on the basis of 20% of basic salary times 20% of the cost of living index for the educational class as published by the Department of Agricultural Economics.

Reports of the Units:

The president presented the reports of the units, calling attention to several items requiring action:

EE-236 VOTED to receive the reports of the various units with appreciation and to request the administration to work out a form to enable each unit to prepare the same type of report for comparison.

Meeting of the Emergency Executive Committee
Board of Directors, January 12, 1944 - 5

5.

Committee for the Science Branch in Chungking:

From time to time there have been important decisions necessary for the work being done by the Branch of the College of Science in Chungking, and the distance and time made it difficult to secure Board action. In view of the fact that there are several members of the Board of Directors in Chungking it was

EE-237 VOTED to appoint R.Y. Lo (convenor) Chen Cheng-shen and E.H. Cressy as the Board of Directors Committee for the Science Branch in Chungking.

Manufacture of Wet Cells:

President Chen called the attention of the Committee to the report on the Wet Cells in the report from the Deans of the College of Science. After a long discussion it was

E-238 VOTED to request the Committee for the Science Branch in Chungking to make a careful study of this project and to inform them that this committee approves of the following governing regulations:

1. The project shall be under the joint ownership of the Ministry and the University.
2. The University shall provide equipment or material not to exceed the equivalent value of C\$1,000,000. while the Ministry shall provide C\$2,000,000. for the project.
3. The University shall not be responsible for any financial loss or additional cost, all such to be borne by the Ministry.
4. Benefits from the project shall be distributed in accordance with regulations for Chinese government factories, but in any case shall not be less than a reasonable interest on the investment (i.e. C\$1,000,000). An audited financial report will be furnished annually.
5. There shall be a committee of nine members, six of whom are appointed by the Ministry and the other three by the University.

EE-239 VOTED to request the College of Science to present a financial statement of the Wet Cell project from the date it was started to the present time, and to have reports presented periodically from this date.

Housing of the Science Branch in Chungking:

Dean Wei reports that Chiu Ching Middle School is moving back to their own campus in February creating a serious housing problem for the College.

EE-240 VOTED to refer the question of housing for the Science Branch in Chungking to the Committee for the Science Branch in Chungking.

Self-supporting Projects:

The present financial condition of the institution makes it necessary to restrict all projects to those that are definitely self-supporting and will contribute to the general upkeep of the University.

EE-241 VOTED to restrict all projects undertaken by the Colleges to those that are definitely self-supporting and to request the administration to work out a definite plan for the control and accounting of all projects.

Western Staff:

Dr. and Mrs. Lewis S.C. Smythe, representatives of the United Christian Missionary Society should have had a regular furlough two years ago.

EE-242 VOTED to recommend to the Board of Founders that Dr. and Mrs. Lewis S.C. Smythe and family be granted a regular furlough to be dated from May 1, 1944 and to request the United Christian Missionary Society to return Dr. and Mrs. Smythe to the University after their regular furlough.

Mr. and Mrs. Charles H. Riggs returned to China in the fall of 1938 under a special arrangement of partial support from the American Board, the balance being paid by the University. The local committee of the American Board has recommended that an early furlough be granted on account of the health of Mr. Riggs, to be dated from May 1, 1944.

EE-243 VOTED to approve of an early furlough to be dated from May 1, 1944, for Mr. and Mrs. Charles H. Riggs on account of the health of Mr. Riggs.

EE-244 VOTED to recommend to the Board of Founders that Mr. and Mrs. Charles H. Riggs be invited to return to the University after furlough, and to request the American Board to assume their full support.

The furlough for Dr. J. Lossing Buck as a representative of the Presbyterian Board was due June 1941. It was postponed due to war conditions and the need in the institution, but he wishes now to have a furlough from March 1944. It was understood when Dr. Buck left the Presbyterian Mission that his travel to America would be paid by the Board. It has been suggested that the Presbyterian Board would be responsible for his furlough support. The University would be expected to pay for Mrs. Buck and their child. Under present conditions it is difficult for the University to find the support for Dr. and Mrs. Buck. Even on the present basis it requires approximately one-half of the income on the Agricultural Endowment to pay his salary and allowances under the Presbyterian basis. The committee questions the advisability of using as large a portion of assured income for one staff member.

E-245 VOTED to approve of a regular furlough for Dr. and Mrs. J. Lossing Buck, to be dated from March 1944, and to request the Board of Founders to ask the Presbyterian Board to pay for the travel and furlough expenses for Dr. Buck in accordance with the understanding reached in the fall of 1941.

EE-246 VOTED to assure Dr. Buck of the great desire of the University to have him continue as a regular member of the faculty, but deeply regret the necessity to ask him to seek (1) sources for his support; or (2) temporary employment until conditions are restored to normal and it is possible to carry his support under the regular annual budget.

Health Furlough for Dr. Winifred Shannon:

Dr. Winifred Shannon joined the University in October 1941 as a representative of the Presbyterian Board on a short time appointment to meet an urgent need in the Department of Foreign Languages. In the spring of 1943 the Presbyterian Board appointed Dr. Shannon as a regular quota member to develop a Department of Ruthenics. The attempt to open a new department under war conditions has proved very strenuous and the physicians on the campus have ordered a health furlough at once as they fear a serious breakdown. Accordingly a letter was received from the Chairman of the Chengtu Station of the Presbyterian Mission advising the University of this decision and requesting that Dr. Shannon be released at the end of this semester.

EE-247 VOTED to accept the recommendation of the Chengtu Station of the Presbyterian Mission that upon the advice of the doctors, Dr. Winifred Shannon be granted a health furlough, to be dated from the end of this semester, January 1944.

EE-248 VOTED to express our deep regret that Dr. Shannon finds it impossible to continue to serve in the University; to assure her of our deep appreciation of the service she has given during the two years she has been on the staff; and, to wish for her a speedy return to health.

Representative for Associated Boards:

In November, 1942, the University was asked to release Dr. William P. Fenn from his work as head of the Department of Foreign Languages to serve for one year as representative in China for the Associated Boards for Christian Colleges in China. The University reluctantly released Dr. Fenn on condition that a substitute be sent to take over his work in the Department of Foreign Languages. This was not done. This year no official request has been sent to the University of Nanking but on October 7, 1943 the Executive Committee of the Associated Boards took the following action:

"E 1603 Voted to ask for a continuation of the services of Dr. William P. Fenn for another year and that NC\$265,000 be added to the 1943-44 budget to cover his salary and expenses."

The University has read this action with deep interest and in view of the serious need in the Department of Foreign Languages took the following action:

Minutes of the Emergency Executive Committee
Board of Directors, January 12, 1944 - 7.

7.

EE-249 VOTED to release Dr. William P. Fenn to serve as the China representative of the Associated Boards for the spring semester of 1944, but regrets it is impossible to release him for a longer period unless a well qualified professor for the Department of Foreign Languages is in Chengtu by the summer of 1944.

Religious Studies:

In view of the contribution of the West in Christian religion, there is need of help with religious activities, particularly in connection with the academic program.

EE-250 VOTED to request the Board of Founders to send a highly qualified professor to fill this need in Religious Courses and activities, and to ask that one of the Mission Board vacancies be used for this purpose.

Mission Board Representatives:

The administration views with alarm the situation of the Mission Board representatives at the present time. After the different staff leave on furlough, as stated above, the representatives on the field will be:

BAPTIST	Mr. and Mrs. Burl A. Slocum
METHODIST	Dr. Albert M. Steward (interned in Shanghai)
PRESBYTERIAN	None (Dr. Fenn temporarily loaned to Associated Boards)
U.C.M.S.	Miss Connie Gray) Both refugees temporarily Miss Margaret Lawrence) assigned to the University.

The need in the Department of Foreign Languages is very urgent and new members must be found if the department is to continue the standard of work that Dr. Fenn has laboriously established over a period of several years.

EE-251 VOTED to request the Board of Founders to take immediate action to secure from the cooperating Mission Boards, well qualified men to fill the vacancies in the quotas, with a special request that the need in the Department of Foreign Languages is particularly urgent.

Inasmuch as Dr. Francis P. Jones, a member of this committee, is leaving shortly for furlough, it was

EE-252 VOTED to express to Dr. Jones our deep appreciation of his services as a member of this committee, and to request him to represent the University in presenting to the Mission Boards, and particularly the Methodist Board, the urgent need for additional Mission Board representatives.

Institute of Research on Religion:

EE-253 VOTED to authorize the president to appoint members of the faculty to cooperate with the Institute of Religious Research.

Loan from Farmers' Bank:

In view of the financial need of the University and particularly of the College of Agriculture, through the help of Hon. H.H. Kung and several influential alumni in Chungking, the Farmers' Bank has agreed to make a loan of three million dollars under the following conditions:

- (1) The total amount of the loan is to be CN\$3,000,000; it can be drawn in whole or in part when needed.
- (2) The loan should be used for the University farm at Chengtu and the Sian station in the Northwest, for additional land, equipment and multiplication of improved crops.
- (3) The time limit for the loan is three years from the date when the first drawing is made and it should be paid back in installments as follows:
 - (a) One-third of the loan should be paid back by the end of 1944.
 - (b) One-third of the loan should be paid back by the end of 1945.
 - (c) The remainder of the loan should be paid back by the end of the period including interest.
- (4) The interest shall be 1.21 cents or 14.4 per cent per annum.
- (5) The school should use farm produce from the two farms mentioned above and their equipment to guarantee the payment of the loan.
- (6) The Farmers' Bank may send men to inspect our accounts as to the proper use of the fund.

Although the various projects and stations are in great need of funds, the administration hesitates to use these funds which are contingent on the success of the crops. During the years in West China land rental has been so expensive that it prohibits any profit being made from agricultural projects.

It was proposed that the funds required to finance the work of the College of Agriculture, which would normally be withdrawn from the Endowment funds or Sustaining funds, be left in New York for the next few months, with the expectation that the exchange rate may be increased. In the meantime it was proposed to borrow one-half of the amount authorized or C\$1,500,000. This amount to be guaranteed and refunded with interest by June 30, 1944.

EE-254 VOTED to approve of a loan of C\$1,500,000 from the Farmers' Bank for the College of Agriculture, this amount to be guaranteed by funds in the regular annual appropriation and to be refunded with interest not later than June, 1944.

UNIVERSITY OF NANKING
Chengtu Szechwan

Minutes of the Emergency Executive Committee of the
Board of Directors - - March 22, 1944

The fifteenth meeting of the Emergency Executive Committee of the Board of Directors was held on Wednesday afternoon March 22, 1944 at the home of President Chen.

Present: Dr. S.N. Cheer Mr. C.H. Chu
Mr. A.T. Roy Mr. Olin Stockwell
Mr. Luther Shao (alternate for Bishop Chen)
Pres. Y.G. Chen
Miss Elsie M. Priest

The meeting opened with prayer led by Mr. Roy.

After a brief discussion it was

EE-255 VOTED to request Dr. S.N. Cheer to continue as Chairman of the Committee.

EE-256 VOTED to approve the minutes of the meeting of January 12, 1944 as circulated.

President Chen reported that he had received a letter, dated March 15, 1944 from Ambassador C.E. Gauss, which states

"The Department of State has authorized me to extend to you, on behalf of the United States Government, a cordial invitation to select one representative from your professional staff to proceed to the United States for a period of residence not to exceed one year for the purpose of making further studies in his particular subject and at the same time to bring to your institution such benefits as would derive from his contacts in the general educational field in the United States. It is proposed that there should be opportunities for your representative to bring to interested circles in the United States, through the medium of lectures, speeches and interviews, a better appreciation of China's educational and other problems. His contacts with American post-graduate groups would naturally bring to American academic circles a better general understanding of Chinese culture, and be of corresponding benefit to the American people. It is requested that you select your representative on the basis of the above-indicated points.

Your representative may engage in research, study or lecturing at whatever educational center in the United States he may choose. However, the Department of State would appreciate being informed at this time of acceptance of the invitation of any plans or preferences he may have in order that advance arrangements may be made for his visit."

EE-257 VOTED to accept with deep appreciation the invitation to send a representative to the United States under the auspices of the State Department of the United States of America.

EE-258 VOTED to appoint President Chen as the representative to accept this invitation from the Department of State.

EE-259 VOTED to request President Chen in consultation with the Executive Committee of the University Council to make plans for the administration of the University during his stay in America.

Minutes of Emergency Executive Committee
Board of Directors - 2
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2.

The treasurer gave a brief report of the present financial condition, it is anticipated there will be sufficient funds to complete this fiscal year to June 30, 1944 without a deficit. The proposed budget for 1944-45 was presented showing anticipated expenditures as C\$28,305,392. Whereas the anticipated income is only C\$12,199,000. leaving a probable shortage of C\$16,106,392. This preliminary budget has been forwarded to the Associated Boards. The administration is working on the problem to find some way to continue the work of the University for next year.

EE-260 VOTED to receive the proposed budget for 1944-1945

EE-261 VOTED to adopt the principle that emphasis should be given to the maintenance of the teaching program, and that wherever possible departments be asked to cooperate with other institutions on the campus to affect the greatest possible financial saving - the administration was requested to work out the detailed plan based on this general principle.