Grace C.
Mertsky

1929-30

CC: Prof.Buck

Nanking

TRANSFER

University of Nanking

December 3, 1929

Miss Grace C.Mertsky,
Institute for Research in Land Economics and
Public Utilities,
337 East Chicago Avenue,
Chicago, Ill.

My dear Miss Mertsky:

On November 22 the Committee on Instruction of the Nanking Board of Founders, after making a very careful study of the information we have collected in regard to you, voted quite heartily to approve your engagement for a special three year term of service as secretary in the Department of Agriculture and Economics, this approval to be subject to the concurrence of the field authorities of the University.

I therefore cabled this information to Nanking and asked them to reply by wire indicating whether or not they approved your appointment. We have this morning received their cablegram of approval.

This completes the technical details of the matter so far as the University is concerned. I sincerely hope that you will be able to undertake this special service at the University and that you will find it a most pleasant undertaking, as well as an extremely valuable piece of Christian service.

I am enclosing herewith two copies of an employment agreement which we drew up several weeks ago and a copy of which we have already sent you. If you find this agreement satisfactory will you please sign one copy and return it to our office, keeping the other for your files. Please note that a witness should attest your signature.

I have not as yet had annopportunity to discuss with Professor Buck the details of your outgoing journey but expect to see him tomorrow and will try to find an opportunity at that time to discuss this matter with him. Our office will be glad to assist you in every way possible.

Very sincerely yours,

B A GARSIDE
Secretary
University of Nanking

BAG-H
Enc.
P.S. Unless you wish us to return the photograph you sent we will be glad to keep it in our files. Please let me know your wishes regarding it.

University of Nanking

December 4, 1929

Miss Grace Mertsky,
Institute for Research in Land Economics
and Public Utilities,
Chicago, Ill.

My dear Miss Mertsky:

I have now had an opportunity to talk with Professor Buck concerning travel arrangements for your trip to China. He suggests that I ascertain your preferences as to sailing dates and steamers.

Sailings on the American Mail Line and the Dollar Line early in 1930 are as follows:

Steamer	Sails from Seattle	Sails from San Francisco	Arrives Shanghai
Pres.Jefferson		Jan. 3	Jan. 24
Pres.Grant	Jan.11		" 28
Pres.Lincoln		" 17	Feb. 7
Pres.Cleveland	" 25		" 11
Pres.Madison		" 31	" 21
Pres.Pierce	Feb. 8		" 25
Canadian Pacific			
Empress of Asia	from Vancouver	Jan. 11	Jan. 27
Empress of Canada	" "	Feb. 8	Feb. 24

Although Trans-Pacific travel is not very heavy during the middle of winter we should make application for reservations as far in advance as possible. We would appreciate it, therefore, if you would send us an indication of your preferences as soon as you can conveniently do so.

Very cordially yours,

BAG-H

B A GARSIDE

INSTITUTE FOR RESEARCH IN
LAND ECONOMICS AND PUBLIC UTILITIES

Northwestern University
337 East Chicago Avenue
Chicago, Illinois

December 12, 1929.

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

Dear Mr. Garside:

Thank you for your letters of some days ago. I am herewith returning to you one copy of the Employment Agreement, duly signed and witnessed.

I shall be happy to have the photograph of myself retained in the files, as you suggest.

My plans here at the Institute have been made with February first as a tentative date of leaving. That would make it impossible for me to sail on the President Madison. The first ship out of San Francisco appears to be the President Fillmore, on February 7th. I do not like to delay my arrival in Nanking, but it seems best to plan on staying here the full month of February. I shall work very hard after reaching Nanking, and try to make up for lost time. I hope this meets with your approval.

I am looking forward with a great deal of pleasure to my work with Professor Buck. Professor Burgess of Yenching and others speak very highly of him, and regard him as the leader in economic research in China at the present time, and I consider it a privilege to work with him.

Yours very truly,

Grace Mentzky

EMPLOYMENT AGREEMENT

THIS AGREEMENT, entered into by and between the UNIVERSITY OF NANKING and GRACE MERTSKY this third day of December, ,1929, WITNESSETH:

That the UNIVERSITY OF NANKING hereby agrees to and does employ GRACE MERTSKY for the position of Secretary for a term of three years upon the following schedule of salary and allowances:

1. Salary at the rate of Mex.$2,160 per year beginning on date of departure from home of appointee.

2. An outfit allowance of Gold $100.

3. Travel expenses from Chicago, Illinois, to Nanking, China, by the most direct route, and also travel expenses from Nanking to Chicago, Illinois, at the completion of this term of three years.

4. Residential quarters in Nanking.

5. Medical attendance for sickness without charge. (Drugs, prescriptions and hospital expenses not included). One-half dental bills if incurred with prior consent.

The University, upon due notice in writing, may terminate this contract at any time, upon the payment of a sum equal to three months' salary from the date of said termination, and full travel expenses to the address given above, by the most direct route.

GRACE MERTSKY hereby accepts the said employment and the foregoing terms and conditions, and agrees, that if for any reason she resigns the position before the expiration of one-half the term of this contract, she will reimburse the University for such proportion of the outgoing and outfit expenses as the time of actual service bears to one-half the full term of service as above set forth, and that in case she resigns before the completion of the contract, no payment shall be made by the University for travel expenses to the United States of America, except in case of her serious illness.

It is further agreed by GRACE MERTSKY that she will give her whole time and attention to the work for which she is hereby employed, and that she will not engage in any outside occupation or activity for profit, except as may be agreed upon in conference with the President of the UNIVERSITY OF NANKING.

This agreement may be extended for a further like period if signed by the parties hereto ninety (90) days prior to its expiration.

WITNESSETH the hands and seals of the parties hereto this third day of December 1929.

WITNESSES:

Caroline L. Laine

Cora M. Gill

On behalf of the UNIVERSITY OF NANKING

By B A Garrido
Secretary

Grace Mertsky
Appointee

University of Nanking

December 27, 1929

Miss Grace Mertsky,
337 East Chicago Avenue,
Chicago, Ill.

My dear Miss Mertsky:

This will acknowledge receipt of your letter of December 23.

I find in checking over our records that the reason we did not list the sailing of the President Fillmore in our letter of December 4 was that it arrived in Shanghai on March 3 which is somewhat later than Mr.Buck had hoped you might reach China. The President Fillmore is a "round-the-world" boat and is several days slower than most of the steamers listed in my letter ofDecember 4. You could take either the President Pierce from Seattle, or the Empress of Canada from Vancouver on February 8, a day later than the President Fillmore sails, and could arrivevin Shanghai about a week earlier than is possible on the Fillmore. I understand, however, that you are anxious to go via Honolulu rather than the northern route. I have consulted with Mr.Buck and he agrees that if you prefer the President Fillmore we should make your reservations on that vessel. I have, therefore, tentatively reserved for you bed "A" in cabin 221 on this vessel. This is a roomy cabin on Deck A and I trust you will find it quite satisfactory. Will you please let me know whether these accommodations are satisfactory so that I may give the Dollar Line formal confirmation of the reservation? We will complete the purchase of the ticket about January 7, and about January 15 will send you the ticket, together with a check to cover your incidental travel expenses.

I believe we have not as yet sent you the application form for a Western Clergy Fare Certificate. You will need this certificate in travel from Chicago to the West Coast because it will enable you to travel at a one-third reduction in fare. If you will fill out the application in accordance with the enclosed memorandum of instructions we will obtain the certificate for you and will have it mailed to your Chicago address.

Please let us know if at any time we can be of any assistance.

Very cordially yours,

B A GARSIDE

BAG-H

Enc.

Nanking

University of Nanking

TRANSFER

January 6, 1930

Miss Grace Mertsky,
337 East Chicago Ave.,
Chicago, Ill.

My dear Miss Mertsky:

I was very much disturbed this morning to receive Dr.Ely's letter of January 2; but was gratified to receive a few minutes later your wire stating that this correspondence from Dr.Ely does not affect your agreement with the University.

I believe that Dr.Ely has seriously misunderstood Professor Buck's letter of December 23. I am today writing him a letter which I hope will reassure him. No doubt Mr.Buck will also write before he sails from San Francisco.

As I have already written, we have made tentative reservations for you on the Fillmore, and are only awaiting your confirmation of these reservations before purchasing and sending you your ticket and remitting to you a check to cover the balance of your travel expenses to Nanking. I sincerely hope that Dr.Ely's doubts will soon be cleared away and that there will be no change in the plans we have made for your sailing on the Fillmore.

Very cordially yours,

BAG-H

B A GARSIDE

PATRONS ARE REQUESTED TO FAVOR THE COMPANY BY CRITICISM AND SUGGESTION CONCERNING ITS SERVICE

12018

CLASS OF SERVICE
This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable sign above or preceding the address.

1930 JAN 6 AM 10 26

WESTERN UNION

N. Y.
150

SIGNS
DL = Day Letter
NM = Night Message
NL = Night Letter
LCO = Deferred Cable
NLT = Cable Night Letter
WLT = Week-End Letter

NEWCOMB CARLTON, PRESIDENT J. C. WILLEVER, FIRST VICE-PRESIDENT

The filing time as shown in the date line on full-rate telegrams and day letters, and the time of receipt at destination as shown on all messages, is STANDARD TIME.

Received at

Nanking

1930 JAN 6 AM 10 14

MS

AUA53 14=MADISON WIS 6 904A

SECRETARY GARSIDE,CARE CHINA UNION UNIVERSITIES=
150 5 AVE NEWYORK NY=

TRANSFER

CORRESPONDENCE FROM DR ELY IN NO WAY REFLECTS MY OPINION
OR AFFECTS OUR AGREEMENT=
GRACE MERTSKY.

THE QUICKEST, SUREST AND SAFEST WAY TO SEND MONEY IS BY TELEGRAPH OR CABLE.

Nanking

University of Nanking

January 15, 1930

TRANSFER

Miss Grace C. Mertsky,
337 East Chicago Ave.,
Chicago, Ill.

My dear Miss Mertsky,

We send you herewith the following:

Steamship ticket on the President Fillmore, sailing of February 7, 1930 from San Francisco to Shanghai
Check for $280, of which $100 is to cover your outfit allowance and $180 is to cover the miscellaneous expenses of your journey to Nanking

With the steamship ticket are certain information blanks which the Dollar Line requests you to fill out and return to their office at 604 Fifth Avenue, New York City.

The Dollar Steamship Line did not send us the usual supply of baggage labels and I am today asking them to mail a supply of these labels direct to you.

We estimate that the remittance of $180 should be sufficient to cover all the miscellaneous expenses of your journey to Nanking and to leave a small surplus for emergencies. Please keep a careful record of the necessary expenses incurred on your journey and on arrival in Nanking present this statement to Miss Elsie M.Priest, the Field Treasurer, making at that time any necessary adjustments of unexpended balances.

According to your agreement with the University, your salary begins on the date you begin your journey. Your first salary payment will be made after you arrive in Nanking.

We take this opportunity of wishing you a safe and pleasant journey and a happy term of service in the important work at the University of Nanking you are now undertaking.

Very cordially yours,

BAG-H

B A GARSIDE

CC: Miss Priest

Nanking

per Kuyper 3/19/29

March 19, 1929.

TRANSFER

President of Mission Council,
General Mission Board of the
Church of ~~the Nazarene,~~
Taming, Chihli.

Dear Sir:-

We have just received word from New York that Dr. Ed. G. Kaufman of the General Conference of Mennonites is quite anxious to return to China either under Yenching University, Shantung Christian College or the University of Nanking, his organization supporting him in the institution as their contribution to the work.

We understand that Dr. Kaufman was a missionary in Kaichow, Southern Chihli for one term - 1918 to 1925 - but none of us here know anything personally about him, so I am taking the liberty of writing to you to ask if you can tell us anything about him. We would like to know of his personality, fitness for teaching in a University such as ours, ability to work harmoniously with his colleagues, something about his religious faith and attitude and anything else that occurs to you that would be wise for us to know before deciding whether or not to write to his Board inviting him and them to join us. We shall appreciate very much indeed your frank statement in the matter and of course will treat it confidentially.

We have to send work to our New York office as early as possible and will greatly appreciate a prompt reply. It will help us very greatly to make a decision regarding our cable to New York.

Thanking you for this favor, I am

Very cordially yours,

A. J. Bowen.

March 19, 1928.

President of Mission Council,
General Mission Board of the
Church of the Brethren,
Tsining, China.

Dear Sir:-

We have just received word from New York that Dr. Ed. G. Kaufman of the General Conference of Mennonites is quite anxious to return to China either under Yenching University, Shantung Christian College or the University of Nanking, his organization supporting him in the institution as their contribution to the work.

We understand that Dr. Kaufman was a missionary in Kaichow, Southern China for one term - 1918 to 1923 - but none of us here know anything personally about him, so I am taking the liberty of writing to you to ask if you can tell us anything about him. We would like to know of his personality, fitness for teaching in a University such as ours, ability to work harmoniously with his colleagues, some thing about his religious faith and attitude and anything else that occurs to you that would be wise for us to know before deciding whether or not to write to his Board inviting him and them to join us. We shall appreciate very much indeed your frank statement in the matter and of course will treat it confidentially.

We have to send word to our New York office as early as possible and will greatly appreciate a prompt reply. It will help us very greatly to make a decision regarding our people to New York.

Thanking you for this favor, I am

Very cordially yours,

A. J. Bowen.

Nanking

per Bowen 3/19/29

March 19, 1929.

To the Chairman,
General Conference of the Mennonites,
~~Taming, Chihli.~~

TRANSFER

Dear Sir:-

We have just received word from New York that Dr. Ed. G. Kaufman of the General Conference of Mennonites is quite anxious to return to China either under Yenching University, Shantung Christian University or the University of Nanking, his organization supporting him in the institution as their contribution to the work.

We understand that Dr. Kaufman was in your South Chihli mission for one term, 1918-1925, so we are taking the liberty of writing to you to ask that you will kindly let us know something about him. First, would it be quite agreeable to your mission if he and your mission should join the University of Nanking; and second, just why is it that he is not returning to your mission. We would also like to know something about his religious faith, ability to work harmoniously with his colleagues, his scholastic attainments and attitudes, and if in general you think he might be a suitable man to join in the work of the University of Nanking.

You know, of course, that the University is a missionary institution with a Chinese president and a board of directors which is largely Chinese. We would especially like to know, therefore, if Dr. Kaufman has worked harmoniously and happily with his Chinese colleagues and if he would be willing to work under Chinese leadership. Probably the head of his department would be a Chinese and he would have to work under that Chinese in the department. Hence it is essential that his attitude toward the Chinese be one of sympathy and cooperation in the spirit of New China.

We shall appreciate very much indeed your frankest statements about the whole matter. In case you should not happen to know Dr. Kaufman personally, would you kindly give this letter to someone who would know him and could write personally about him.

Very cordially yours,

A. J. Bowen.

Marking

March 19, 1929.

To the Chairman,
General Conference of the Mennonites,
Taming, China.

TRANSFER

Dear Sir:-

We have just received word from New York that Dr. Ma. C. Kauffman of the General Conference of Mennonites is quite anxious to return to China either under Tenning University, Shantung Christian University or the University of Nanking, his organization supporting him in the institution as their contribution to the work.

We understand that Dr. Kauffman was in your South China mission for one term, 1918-1920, so we are taking the liberty of writing to you to ask that you will kindly let us know something about him. First, would it be quite agreeable to your mission if he and your mission should join the University of Nanking; and second, just why is it that he is not returning to your mission. We would also like to know something about his religious faith, ability to work harmoniously with his colleagues, his scholastic attainments and attitudes, and if in general you think he might be a suitable man to join in the work of the University of Nanking.

You know, of course, that the University is a missionary institution with a Chinese president and a board of directors which is largely Chinese. We would especially like to know, therefore, if Dr. Kauffman has worked harmoniously and happily with his Chinese colleagues and if he would be willing to work under Chinese leadership. Probably the head of his department would be a Chinese and he would have to work under that Chinese in the department. Hence it is essential that his attitude toward the Chinese be one of sympathy and cooperation in the spirit of New China.

We shall appreciate very much indeed your frankest statements about the whole matter. In case you should not happen to know Dr. Kauffman personally, would you kindly give this letter to someone who would know him and could write personally about him.

Very cordially yours,

A. L. Bowen.

Nanking

April 23, 1929.

TRANSFER

Mr. P. J. Boehr,
Tamingfu, Hopei.

My dear Mr. Boehr:

Your letter of Dr. Bowen in relation to the desire of Dr. Kaufman to join one of the union universities in China has been referred to me.

We are very glad to receive your very favorable comments in regard to Dr. Kaufman. We are anxious to secure a man of Dr. Kaufman's training for our Department of Religious Education and we feel sure that he is qualified to do valuable work along this line.

Undoubtedly Dr. Kaufman would do good work in the evangelical field, but it seems to us that a man of his academic training would find the University environment more adaptable. We realize there is a shortage of workers in the mission work in China and especially men who are preeminently scholars, but it may be that their greatest contribution can be made through the higher institutions. We hope that your mission will consent to release Dr. Kaufman to help in the important work we are hoping to be able to carry out in the Department of Religious Education.

Dr. Bowen is ill in Shanghai at the present time, but I have talked over the matter of Dr. Kaufman joining the University with him. We sincerely hope that you will consider the matter favorably. We are sending a copy of this letter to Dr. Kaufman.

For your information we are enclosing a copy of the statement regarding cooperation in the University, but of course all such arrangements must be adjusted through the Board of Founders in the United States.

Very sincerely yours,

President.

Statement from the Constitution of the University of Nanking, Board of Founders - 150 Fifth Ave., New York City, U.S.A.

"Basis of cooperation or affiliation.

A. Full cooperation

Each mission entering into full cooperation in the University shall provide:

1. Property or funds to a minimum value of $45,000. gold,
2. Five missionary teachers, who may become members of the faculty upon appointment by the Boardof Directors.
3. An annual appropriation twoard current expenses of not less than $3,300 gold.

(These conditions for full cooperation shall be regarded as the present minimum, but in case of any increase of departments the trustees shall have power to determine what additional requirements shall be made as a new basis for full cooperation.)

B. Partial cooperation.

Any mission which cannot meet all of the conditions for full cooperation may enter into partial cooperation in the University on either of the following bases:

1. One representative on the Board of Directors/ one representative on the Board of Founders: the provision of $10,000 gold in money or accepted property, two missionary teachers, and $1,000 gold annual appropriation:

2. Two representatives on the Board of Directors: two representatives on the Board of Founders: the provision of $20,000 gold in money or accepted property, three missionary teachers, and $2,000 gold annual appropriation.

In the case of missions which are prepared to cooperate in one or more Graduate or Professional Schools or Departments of the University, the Trustees shall determine what the conditions of entrance, representation and responsibility shall be."