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WCUU
Administrative
Board of Governors
Executive Committee - Minutes
1910-1913

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1.

EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS

of the

WEST CHINA UNION UNIVERSITY

June, 1910

Ex.

1. President of the University
2. Educational Secretary
3. Corresponding Member of Executive
4. Layout of College Grounds for Proposed Buildings.
5. Joint Appeal
6. Relation to Western Universities

Ex. & Fin. Com.
6/28/10.

Ex. - Jan, 1911 7. Constitution Approved.

8. Board of Governors
9. Treasurer Ad Interim
10. Finance Committee.
11. Appropriations. - Appropriations from the respective participating Missionary organizations toward a working capital for the University were made as follows -

American Baptist Foreign Mission Society.....\$300.00
General Board of the Methodist Church, Canada.\$300.00
12. China Emergency Appeal Committee. - A letter received by the Secretary from Dr. H. T. Hodgkin reports that the China Emergency Appeal Committee in England, passed the following resolution on November 30th, 1910 -

"That a grant of £500 be made to the proposed Union Normal Training College for men in Chengtu and of £500 to the proposed Union College Training School for women, when the schemes are matured; this offer to hold good for twelve months. It is suggested that the Chinese Government should be asked to contribute toward the cause and also the gentry of the neighborhood."

It was decided to accept this generous offer made by the China Emergency Appeal Committee and that Dr. H.T. Hodgkin be requested to convey to the Committee the gratification of the Executive Committee of the Board of Governors for their generous contribution. It was also decided that

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Ex Jan. 1911

- 12. Cont'd.
Dr. Hodgkin be requested to secure from the Senate of the University any information required respecting the relation of women to the Normal Training College; and also respecting the wisdom of approaching the Chinese Government and the Chinese gentry as suggested by the China Emergency Appeal Committee.
- 13. West China Union University Pamphlet.
- 14. Grants for College Buildings. - The Secretary was requested to secure from the respective participating missionary organizations a statement of grants so far made for college buildings in Chengtu; and that the Treasurer be requested to compile these reports into a combined statement.
- 15. President of the University
- 16. Educational Secretary
- 17. Board of Governors' Meeting.

Ex. - June, 1911.

- 18. Report of Treasurer ad Interim. - Mr. Williams reported the receipt of the following appropriations from the respective missionary organizations -

Canadian Methodist Church on March 10, 1911\$200.00
Canadian Methodist Church on March 22, 1911300.00
Methodist Episcopal Church on March 3, 1911200.00
Friends' Foreign Missionary Ass'n, Feb. 24, 1911300.00
American Baptist Society300.00

Mr. Williams also reported that the American Baptist Society had paid a further amount through the Mission Treasurer on the field.

Mr. Wood reported that the Friends' Association appropriated an additional £40, which, however, was applied to their home treasurer in payment of bills for apparatus ordered by the Temporary Board of Management (in England and Germany). He also reported that they had paid an additional amount of £102/6/3 for similar accounts, for which they claimed reimbursements.

It was moved by Dr. Stuntz, seconded by Mr. Wood and

RESOLVED, That the Board Treasurer be authorized to pay the Friends' Foreign Mission Association the sum of £102/6/3; and credit the Friends' Association with payment of their appropriation of £40.

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Item 18 cont'd

See June, 1911.

Moved by Dr. Stuntz, seconded by Mr. Woods and

RESOLVED, That bills on University accounts shall be paid only by the Treasurer of the Board of Governors on certification by the Treasurer of the Senate on the Executive Committee. For the convenience of the Senate in meeting petty expenses on the field the Board Treasurer is authorized to forward the sum of \$250. to the Treasurer of the Senate as soon as that amount becomes available, the same to be accounted for as the University Petty Account. On the first day of October and on the first day of April each year, the Senate Treasurer shall render to the Treasurer of the Board a statement of account. The senate of the University shall be asked to present each year a Budget of proposed expenditure for action of the Board of Governors.

It was decided that an account presented by Phillip, Harris & Co. of Birmingham, England, amounting to on goods ordered by Mr. Parker M. Bayne, be referred to the Board Treasurer of the Senate Treasurer for endorsement.

19. West China Union University Pamphlet

20. The Annual Report of the Temporary Board of Management was presented to the Committee, and the paragraph referring to "future needs" noted. The present state of our treasury will not permit of sending to West China more than \$250. for unexpected small expenditures. It was felt that the Executive Committee could not go further than the Joint Commission Committee in its recommendation on June 28th, 1910, respecting the desirability of continuity in the teaching, as the appointment of missionaries is a matter within the jurisdiction of the authorities of the respective missionary organizations. The need of additional men for the teaching staff is recognized by the Executive Committee and it is hoped that these will be forthcoming from the co-operating missionary organizations.

Ex - Dec, 1911.

21. Relation to Western Universities

22. President of the University

23. Financial Statement.- The Treasurer, Rev. T.S.Barbour, D.D., presented a general financial statement as follows -

RESOLVED, THAT the Treasurer be authorized to pay the balance owing to the Friends' Foreign Mission Association after satisfactory correspondence with the mission field and with Dr. Hodgkin.

RESOLVED, THAT The Treasurer be authorized to pay the account of Phillip Harris and Co. ordered by Parker M. Bayne, amounting to \$400.67.

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Item 23 cont'd

Dec. 1911

RESOLVED, THAT Dr. Barbour, Dr. Hodgkin and Mr. H.T. Silcock be a committee to report to the Board of Governors on a definite policy and plan for the certification and payment of University accounts.

It was afterward decided to refer to this committee for report items 9 to 16 inclusive of the Agenda of the Joint Committee.

RESOLVED, THAT Dr. Goucher, Mr. Shore and MM. Davidson be a committee to elaborate a statement of the buildings required for University work, and of the method which should be pursued to raise the funds to provide for these buildings.

RESOLVED, That Dr. Hodgkin and Mr. Shore be a committee to fix the date of the next meeting of the Board of Governors and Report to the Board.

24. Educational Secretary

25. Staff Requirements.

26. Education of Women - The report of the Senate was presented showing that this work is in the hands of the women's organizations on the field and at home, and that steps have been taken for the establishment of the West China Union Normal School for Women.

Dr. Hodgkin reported that the China Emergency Appeal Committee had agreed to an extension for six months of their offer of \$500. for Normal Work for Women in West China.

RESOLVED - To recommend that the thanks of the Board be given to the China Emergency Appeal Committee for their generosity and consideration in this matter, and that the Board express its gratification at the steps which have been taken for the establishment of a Union Normal School for Women, and its hope that this school may be located sufficiently near to the University grounds to facilitate co-operation.

27. Co-operation of the China Educational Commission of United States and Canada.

28. Medical Department.

29. Executive Committee.

30. Annual Report

31. Board Meeting.

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32. Publishing Annual Report.

Dec. 1911 33. Preparation for Work of Educational Secretary

34. Consideration of Report of Senate.

35. Distribution of the Budget. - The distribution of the Budget of \$5,000. adopted by the Board of Governors and referred to the Executive Committee was taken up and the following distribution was made -

Budget on the field.....	\$2200.
Executive Committee's Expenses.....	500.
Expenses in connection with the special preparation of Mr. Wallace as Educational Secretary.....	1000.
Working capital.....	1300.
	<u>\$5000.</u>

It is requested that each Mission Board shall pay its share of this amount, namely, \$1250, to the Treasurer of the Board at the earliest possible date.

36. Supplementary Estimates.

RESOLVED, That in view of the fact that complete information re supplementary estimates is not at hand, and in view of the fact that the whole question of the lay-out of the University land is in suspense, we do not authorize the Treasurer to pay out any sum under the head of "supplementary estimates" until further action has been taken by this Executive Committee.

37. Appeal for Men for University Staff.

38. Procedure for Raising Money for University Property, etc.

The procedure for raising the sum of \$500,000 for University property, buildings and endowment, as decided upon by the Board of Governors, was considered with a view to carrying out a suggestion made by Dr. Goucher at the Board of Governors, that it might be desirable to have a Committee from the Board of Governors of the West China Union University meet with a Committee representing the Nanking University to consider whether a united appeal on behalf of these two Universities might be advantageously made in some of the centres of the United States. A Committee was appointed for this purpose, namely, Dr. Goucher, Dr. Hodgkin, and Mr. Shore.

RESOLVED, That after the meeting with the Committee of the Nanking University, Dr. Hodgkin and Mr. Shore consider together the question of procedure in connection with raising the special fund for the West China Union University, and that the Executive Committee further consider the matter at its next meeting in January.

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Item 38 cont'd.

See 1911

The Committee expressed the hope that Dr. Hodgkin might be able to arrange to spend a month or more in America some time next year in connection with the special canvass for funds. The hope was also expressed that Bishop Lewis might also be able to give some time for this purpose.

39. Consideration of University Grounds, etc.

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BOARD OF GOVERNORS
of the
WEST CHINA UNION UNIVERSITY.

13-14

December, 1911.

1. Report on Editing the Constitution.
2. Report on Adoption of the Constitution by Participating Missionary Organizations.
3. Secretaries to Publish Constitution.
4. Membership of Board of Governors.
5. Attendance of Representatives.
6. Appointment of Nominating Committee.
7. Address by the Chairman on his Visit to West China.
8. Season of Intercession.
9. Correspondence from Secretary of the Senate.
10. Correspondence from the China Emergency Appeal Committee.- Dr. Hodgkin reported that the China Emergency Appeal Committee had made grants aggregating £1000 for Normal School work in Chengtu. He further presented a letter from the Secretary of the China Emergency Appeal Committee in England, agreeing to extend their offer of £500 for Normal School work among Women for a further period of six months.
RESOLVED, THAT the Board of Governors of the West China Union University record their deep appreciation of the act of the China Emergency Appeal Committee in granting £500 each to Normal Colleges for Men and for Women in West China, and of their further action in granting an extension of the time during which the offers remain open; the Board further assures the Committee that it is proceeding forthwith with the erection of the building for the Union Normal Department of the University.
11. Combination of Executive and Finance Committees.- RESOLVED, THAT in place of having two Standing Committees - the Executive and the Finance - there be but one, namely, the Executive Committee; and that the Treasurer be ex-officio a member of the Executive.
12. Notice of Amendment of By-Law.
13. Ratification of Additional By-Laws.
14. Minutes of Executive Committee.
15. Report of the Treasurer of the Board.- The Report of the Treasurer of the Board was received as follows:-

GENERAL FINANCIAL STATEMENT
THE BOARD OF GOVERNORS OF THE WEST CHINA UNION UNIVERSITY.

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Assets.

Cash in hand December 8, 1911.....\$759.60
 Due from Board of Methodist Episcopal Church, U.S.A.
 for working capital..... 300.00
 \$1059.60

Liabilities.

Balance of bill of Friends' Foreign Mission Association on
 purchase from F. E. Becker & Co., London, and E. Merck,
 Darmstadt, as reported by R. H. Smith of Friends' Foreign
 Mission Association (£101 - 4 - 0 - at \$4.86½) 492.33
 Bill of Phillip Harris & Co., for mdse., ordered by Parker
 M. Bayne, April 29, 1911, (£82 - 7 - 3 - at \$4.86½)..... 400.67
 893.00

Balance remaining toward tentative appropriation of \$250.
 toward University Petty Account..... 166.60

Cr. THE BOARD OF GOVERNORS OF THE WEST CHINA UNION UNIVERSITY IN ACCOUNT WITH
 THOMAS S. BARBOUR, TREASURER.

Feb. 24: By pyt. The Friends' Foreign Mission Association,
 for working capital \$300.00
 Mar. 3: By pyt. Board of Methodist Church, Canada, for
 purchase of apparatus..... 200.
 Mar. 4: By pyt. American Baptist Foreign Mission Society
 for working capital..... 300.
 Mar. 9: By pyt. Board of Methodist Episcopal Church,
 U.S.A. for purchase of apparatus..... 200.
 Mar. 22: By pyt. Board of Methodist Church, Canada, for
 working capital..... 300.
 June 7: By pyt. purchase of apparatus by Friends' Foreign
 Mission Association as reported by R. H.
 Smith, March 15, 1911, £41 - 2 - 3 at \$4.86½ 200.
 June 7: By pyt. By American Baptist Foreign Mission
 Society to West China Union University through
 Rev. J. Taylor, Chengtu (Prior to opening of
 accounts of Board of Governors)..... 200.
 1700.

Dr.

Mar. 10: To pyt. to Phillip Harris & Co. Ltd., Birmingham,
 England for mdse., ordered by Temporary Board of
 Managers (£103 - 1 - 2 at \$4.86½)..... 501.40
 Dec. 7: To pyt. for publication of pamphlet T.E.E.Shore 39.00
 June 7: To pyt. on account of F. E. Becker & Co., London,
 and E. Merck, Darmstadt, as reported by R. H.
 Smith of Friends' Foreign Mission Association. 200.00
 June 7: To pyt. to temporary Board of Management toward
 purchase of apparatus as reported by American
 Baptist Foreign Mission Society..... 200.00
 \$940.40

Dec. 8, 1911 - Balance in hand.....\$759.60.

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16. Report of Committee on Incorporation.

17. Minutes of Temporary Board of Management and of Senate.

Board of Governors.....X.

g. Feb 13-14, 1911.

- 18. Report of the Temporary Board of Management.
- 19. Preparation of Annual Report.
- 20. President of the University.
- 21. Educational Secretary.
- 22. Election of Officers.
- 23. Election of Executive Committee.
- 24. Representatives on the University Senate.
- 25. Senate and University Officers.
- 26. Relation to Western Universities.
- 27. Report on University Buildings.- Mr. Davidson presented the Report of a Sub-Committee appointed by the Executive Committee on University Buildings required, and ways and means of providing the necessary funds. This Report was accepted, as follows:

Report of Sub-Committee of Executive
on University Buildings.

.....

We submit the following statement of buildings required for University purposes, based on the recommendations of the meeting of the Senate, June 23, 1911, together with estimates as to cost of same; and suggestions regarding the raising of the necessary funds.

1. Medical Department.

A Medical College, Building & Equipment,
Estimated Cost.....£5000. \$25,000.

For the efficient working of the Medical Department it is necessary that opportunities for practical clinical experience be afforded students of the University and that for this purpose the various Mission Boards who have hospitals in Chengtu be asked to so associate their work with the University as to help the Department of Medicine in providing such facilities.

It is desirable that special provision should be made for the following branches of medical treatment:-

- 1. General Diseases and Accidents - Men
- 2. General Diseases - Women and Children
- 3. Tubercular Diseases
- 4. Diseases of Eye, Ear and Throat
- 5. Infectious Diseases
- 6. A Pathological Laboratory
- 7. Training Schools for Nurses, both men and women.

In regard to the above departments for which there is at present no

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Board of Governors.....X.

provision on the field, we suggest to the Missions in Chengtu that they, in the development of their work, consider the advisability of adding such facilities to their present plant.

(A definite letter to this effect should be sent to the Mission Boards and their Councils on the Field).

II.	Building for Normal School		
	Estimated Cost.....	£1200.	\$6000.
III.	Administration Building.		
	Estimated cost to include furnishing	3000.	15000.
IV.	Chemistry Building,		
	Estimated cost, and equipment.....	3000.	15000.
V.	Physics Building,		
	Estimated cost.....	3000.	15000.
VI.	A Building for Applied Science,		
	Estimated Cost with plant.....	5000.	25000.
VII.	A Library Building,		
	Estimated Cost including equipment.....	3000.	15000.
VIII.	An Assembly Hall,		
	Estimated cost.....	5000.	25000.
IX.	Building and Plant for furnishing		
	University Buildings with Power,		
	Light and Water		
	Estimated Cost.....	5000.	25000.
X.	Purchase of Ground.....	6000.	30000.
XI.	Endowment.....	50000.	250000.
	TOTAL.....	£80000.	\$400000.

Method of Raising Funds.

These estimates submitted are conservative, and the times which we are rapidly approaching may give exceptional opportunity for acquiring additional land and erecting our buildings economically.

The influence of the University if it can be in a position to take advantage of the re-constructural opportunities of the nation will be greatly augmented.

We therefore urgently recommend that the Board of Governors devise some plan or plans for securing £40000. (\$200000) for enlarging our grounds, erecting the necessary buildings, furnishing adequate equipment and supplying the

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Rev.
Mar. 13-14 1911.

Board of Governors.....X.

nucleus of an endowment.

Considerable discussion followed the acceptance of this Report.

RESOLVED, THAT we adopt the principle of appealing for \$500,000. to put the University in a position to meet the needs before us in West China.

Professor Bowles was asked to draft a Resolution to that effect.

28. Training of Teachers.

29. Special University Fund.- Professor Bowles then presented the following Resolution, which was adopted:-

RESOLVED, THAT this Board of Governors of West China Union University, having before it full knowledge of the urgent educational needs of West China, and bearing in mind that the participating missionary organizations have undertaken to provide the necessary buildings for the University Library, and the Theological Work, and for Professors' Residences, believes that the least additional amount required by this Board for the establishment of the University is the sum of (\$500,000) Five Hundred Thousand Dollars; \$250,000. approximately to be used for grounds and buildings, to include Medical College Building, a Normal School building, and Administration Building, a Chemistry Building, a Physics Building, a Building for Applied Science, a Library Building, an Assembly Hall, a Building for Power, Light and Water Plant; and the remainder (\$250,000) as a nucleus for endowment; and on this basis and on the basis of this amount this Board makes this appeal to all interested in the progress of the Kingdom in West China.

RESOLVED, THAT the question of procedure for launching the appeal for funds be referred to the Executive Committee with power.

RESOLVED, THAT the Executive Committee be instructed to invite architects to compete in the preparation of plans for the University buildings and that the Executive Committee be authorized to engage an architect.

RESOLVED, THAT the money required for University buildings and endowment be asked to be paid within three years, although it is not expected that all the buildings required can be completed within five years.

30. Appropriations by the Mission Boards.- RESOLVED, THAT the Reports submitted by the American Baptist Foreign Mission Society; the Friends' Mission Association and the Canadian Methodist Mission Board, together with those to be secured from the Methodist Episcopal Mission Board, be handed to the Treasurer, and that he be requested to secure from the respective Boards such further information as may be necessary to enable him to formulate a complete uniform statement with respect to -

- (a) Original Plot of Land
- (b) College Buildings,
- (c) Residences
- (d) Additional Land authorized by Joint Commission
- (e) University Buildings
- (f) Equipment.

31. Additional Land for University.

32. Taxation of University Property.

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Nov. 13, 1911.

Board of Governors.....K.

33. Report of Senate Building and Grounds Committee.

34. Appeal to Arthington Fund Trustees.- RESOLVED, THAT the Board of Governors make an appeal to the Trustees of the Arthington Fund for a further grant of £100 towards the University Library.

35. University Science Department.

36. Medical Department.

37. Chinese Department.

38. Higher Education of Women.

39. Term of Service of Senate Members.

40. Christian Influence of University.

41. Report of University Faculty.

42. Permanency of University Staff.

43. Staff Requirements.

44. Preparation of Educational Secretary.

45. Death of Chinese Instructor.

46. Report of Sub-Committee on Finance.- The Report of the Sub-Committee on Finance composed of Dr. Hodgkin and Dr. Barbour, was presented and adopted as follows:

(1) RESOLVED THAT the Senate shall annually prepare and recommend to the Board of Governors a Budget for the coming calendar year, to reach the Joint Secretaries not later than the first of August and to be forwarded by them to the members. Copies shall be sent by the Senate to the Missions on the Field for their information.

(2) RESOLVED, THAT the Executive Committss shall have power to pass the Budget, when, for any reason, the Board of Governors is unable to do so, provided also that a copy of the Budget has been sent to every member of the Board not less than one month prior to the meeting of the Executive at which such action is taken .

(3) RESOLVED, THAT the Treasurer of the University forward to the Treasurer of the Board of Governors a complete statement of accounts from the commencement of the work of the Temporary Board of Management in such form as to enable the Treasurer of the Board to prepare an exact statement for presentation to the Board.

(4) RESOLVED, THAT the Treasurer of the University communicate in future direct with the Treasurer of the Board and keep him fully informed as to any financial developments which may arise or may be foreseen by him.

(5) RESOLVED, THAT the Auditors of the University accounts shall be appointed by, and be responsible to, the Board of Governors.

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Dec. 13/4 1911.

Board of Governors.....X

(6) RESOLVED, THAT the accounts kept by the Treasurer of the Board of Governors shall be annually audited by a Chartered Accountant.

(7) RESOLVED, THAT in preparing the Budget, the Senate shall divide the Estimated Expenditures into two classes as follows:

In Class I, shall be entered all sums likely to be spent on the Field and paid out of funds in the University Treasury.

In Class II, shall be entered all sums likely to be spent at home and to be covered by orders on the Treasurer of the Board of Governors.

(8) RESOLVED, THAT the Treasurer of the Board shall keep four accounts and shall operate on them as follows:

ACCOUNT A.

Into this account shall be paid all receipts, whether from the participating Organizations or from individuals, which are applicable to current account. From this account shall be paid

1. The full amount called for by the Budget received from the Senate as approved by the Board. This shall be paid into Account B.

2. Any sums called for by the Budget of the Board of Governors as the need for such payment arises. Each such payment shall be authorized by an Officer of the Board other than the Treasurer.

ACCOUNT B.

This account shall be supplied from Account A., in the manner above stated. Payments shall be made

1. For moneys spent on the field, amounts being remitted from time to time as arranged for between the Treasurer of the Board and the Treasurer of the University, provided that such sums fall within the total estimated, under Class I, of the Budget, (Expenses on the Field).

2. For moneys spent in the Home Lands, each payment being made in response to an order (pink slip) on the Treasurer of the Board, signed by the Treasurer of the University and countersigned by some person appointed by the Senate for this purpose, provided that such total falls within the total estimated under Class II., of the Budget, (Payments to be made at home).

ACCOUNT C.

Into this account shall be paid sums contributed for the Endowment Fund. Such sums shall be duly invested under instructions from the Executive Committee, and the interest only shall be used for the purposes of the University, as may be hereafter decided.

(9) RESOLVED, THAT the Treasurer of the Board be authorized to arrange with the University Treasurer that the regular remittance under Class I of the Budget, be forwarded quarterly to the Field, in the form of drafts drawn up on the Treasurer of the Board, and in sums convenient for use on the field, such drafts to be endorsed by the Treasurer of the University and some other person appointed for the purpose.

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Board of Governors.....

(10) RESOLVED, THAT in cases of emergency that the Senate shall have power to submit Supplementary Estimates, and the Executive Committee shall have power to authorize payment of such items on behalf of the Board of Governors so long as no principle is involved in the expenditure, which, in the judgment of the Executive Committee should have the sanction of the Board of Governors before such authorization be given.

(11) RESOLVED, THAT the Working Capital shall be in the hands of the University Treasurer and shall be regarded as a Fund for paying small items not included in the Budget, thus, as far as possible, avoiding Supplementary Estimates. This Fund shall be maintained at its original level by allocations in the Budget of the succeeding year.

(12) RESOLVED, THAT Bonds shall be secured through a Security Company for the Treasurer of the Board of Governors and, if possible, for the Treasurer of the University, in such sums as may be deemed satisfactory to the Executive Committee, the premiums to be paid by the Treasurer of the Board.

(13) RESOLVED, THAT numbered receipts shall be used by the Treasurers in acknowledgment of money received by them.

(14) RESOLVED, THAT all sums contributed or secured in the Home Lands for University purposes shall be paid direct to the Treasurer of the Board, through whom alone they shall be passed forward to the Field.

(15) RESOLVED, THAT complete accounts of the University shall be kept by the Treasurer of the University in the Field, and report shall be made annually to the Board of Governors.

(16) RESOLVED, THAT we recommend the acceptance of Supplementary Estimates as detailed in the Minutes of the Senate of May 31st, 1911.

(17) RESOLVED, THAT this Board of Governors request each of the four participating Missionary Organizations to grant the sum of \$1250 to make up a total of \$5000. required for the current expenditures of this year, and that the Executive Committee be authorized to re-distribute this sum of \$5000. in a statement of the respective objects for which the total amount is required.

(18) RESOLVED, THAT the attention of the participating Missionary Organizations be called to the request of the Joint Commission, meeting in London, England, June 27, 1911, for an appropriation of \$1200. from each participating Missionary Organization, to provide for the purchase of additional land required at once for University purposes.

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40. Building and Endowment Fund.

Communications from Dr. H. T. Hodgkin, referring to the raising of the Building and Endowment Fund of the University, were read.

Dr. Goucher reported the progress which had been made by the Committee in charge of a similar fund for Nanking University, stating that about \$150,000 had been raised by special canvass during the past year and that if the income were capitalized at 5% and the assets and subscriptions were added, it would represent a total capital of over a million dollars.

RESOLVED, to Invite Dr. Hodgkin to devote as much time as he can spare, this coming fall, to the campaign, on behalf of the Building and Endowment Fund of West China Union University.

RESOLVED, THAT an office shall be opened in New York City as the headquarters for the campaign in connection with the Building and Endowment Fund. Mr. James Wood very kindly offered to provide a room in the Bible House, New York, for the use of the West China University Committee, if such room were available. (Mr. Wood communicated later to the Secretary, stating that he had definitely arranged to reserve the room in the Bible House for our Campaign Committee from September 1st, 1912, for as many months as it might be required.

The Campaign Committee is as follows - Rev. Joseph Taylor, (Chairman), American Baptist Mission; Rev. C.R. Carscallen, Canadian Methodist Mission; Mr. H. T. Silcock, Friends' Mission; (if available); Rev. J. Beech, Methodist Episcopal Mission, (provided that the Methodist Episcopal Foreign Mission Board can arrange for the home-coming of Mr. Beech to participate in this campaign.) It was decided that this Campaign Committee should occupy the office in New York about September 1st, 1912, and that if possible, preliminary conference should be held by them during the summer months.

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Item 40 cont'd

Ext. June 11, 1912

RESOLVED, THAT the Executive Committee of the Board of Governors shall be constituted an Advisory Committee, associated with the above named Campaign Committee and that Mr. Mornay Williams be requested to specially represent the Executive Committee in advising the Campaign Committee in New York.

June 11, 1912 41. Appointment of Architect.

Communications were presented from Mr. Mornay Williams, Messrs. Stoughton & Stoughton of New York, Dr. H.T.Hodgkin, Mr. H. T. Silcock and the Secretary regarding competitive plans for University buildings and lay-out of grounds.

RESOLVED, THAT the Secretary be requested to secure competitive plans from the following architects: Messrs. Stoughton & Stoughton, New York; Messrs. Gordon & Helliwell, Toronto; Mr. Fred Rowntree and Messrs. Silcock & Reay of London, England, and that the Secretary, Dr. Shore, be empowered, in case any of the above architects should decline to compete, to arrange for others to take their places. It is understood that the plans to be called for shall be those decided upon at the previous meeting of the Executive Committee, namely:-

1. A lay-out of the Central University plot of land containing 9.908 English acres, including the location of three buildings, - the Administration Building, the Library and the Assembly Hall.
2. Plans for a Medical College to cost \$25,000. (gold).
3. Plans for a Normal College to cost \$6,000. (gold).

42. Appointments to the University staff.

43. University Budget and Supplementary Estimates.

A communication from Dr. H.T.Hodgkin was read, enclosing a minute passed by the Friends' Foreign Mission Association Board on May 2nd, 1912, as follows:-

"Upon the recommendation of the China Committee, we agree to the following proposal made by the Board of Governors of the West China Union University, namely, that the Executive Committee of the Board of Governors shall have power to pass the Budget of the University, when, for any reason, the Board of Governors is unable to pass it, provided also that a copy of the Budget has been sent to every member of the Board of Governors not less than one month prior to the meeting of the Executive, at which such action is taken. We further agree that the Executive Committee shall have power to pass supplementary

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Ep - June 11, 1912

estimates, when submitted by the Senate, provided that no question of principle be involved in the expenditure, which, in the judgment of the Executive Committee should have the sanction of the Board of Governors before such authorization be given."

RESOLVED, That this Minute be referred to the Board of Governors.

44. China Emergency Appeal Committee.

A communication was read from Dr. H.T.Hodgkin stating that the China Emergency Appeal Committee in England had decided to increase their contributions to the Normal School for Men in Chengtu, from £500 to £900.

RESOLVED, That this Executive Committee of the Board of Governors of the West China Union University has learned with great satisfaction of the decision of the China Emergency Appeal Committee in England to increase their contribution to the Normal School for Men in Chengtu in West China from £500 to £900 and that Dr. Hodgkin be requested to extend to the China Emergency Appeal Committee the hearty thanks of the Board of Governors of the University for this increased evidence of their deep interest in the present opportunities for advancing the educational work in China.

45. Standing Regulations.

46. Permanency of University Staff.

47. Report of Treasurer.

The Board Treasurer, Mr. Barbour, reported that he had prepared blank order slips with varied classifications as directed by the Board of Governors.

The Treasurer also reported that two of the Mission Boards had paid in full their share in this year's Budget, amounting to \$1,250, each and their share in the new land to be purchased under authority of the Joint Commission, amounting to \$1200 each, and that he had notified the other two Boards of the amounts required and expects to receive payment in a short time.

It was RESOLVED, That it would be left to the discretion of the Board Treasurer as to what proportion of the amount of working capital should be forwarded to the Senate Treasurer under existing conditions in China.

RESOLVED, That the expenses of the meetings of the Executive Committee should be paid by the Board Treasurer on receiving a memorandum of such expenses from the members attending.

RESOLVED, That the Board Treasurer be authorized to pay the expenses of Rev. E. W. Wallace, incurred within the authorization of the Board of Governors, for his preparation for the work of Educational Secretary, upon endorsement of the Secretary, Dr. Shore, Mr. Wallace to render an itemized bill of his expenses.

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October, 9 1912.

- 48. Minutes of Executive Committee Meeting, June 11th, 1912.
- 49. Agenda for Board of Governors.
- 50. Plans for West China Union University.
- 51. Inability of Dr. Barbour to attend Meeting.
- 52. Financial Campaign.

A discussion was held on Plans for the Financial Campaign - the raising of the half million dollars University Fund. Dr. Hodgkin and the Rev. Joseph Taylor reported on plans which have so far been made, including a visit by Dr. Hodgkin and Mr. Taylor to a number of the leading American cities.

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47. Invitation to Members of University Staff.

48. Invitation to Missionaries.

49. Arthington Fund Trustees.- A communication was read from Arthington Fund Trustees, stating their inability to make any further grant to the West China Union University this year.

50. Appointment of a Business Committee.

51. Minutes of Executive.

52. Report of Acting Vice-President of University.

53. Minutes of Senate.

54. Consecutive Numbering of Minutes of Senate.

55. Secretaries requested to furnish helpful information to Campaign Committee.

56. Co-opting Additional Members.

57. Representation on Board of Governors.

58. Appointments by Board of Governors to the Senate.

59. Appointment of Members of Senate to submit recommendations re Appointments to Senate.

60. Hours of Meeting.

61. Dr. North's Inability to attend the remaining Sessions of the Board.

62. Additional Members for Board of Governors.

63. Report of Nominating Committee.

64. Report on University Plans.

65. Architect No. 4.

66. Opening of Sealed Envelopes.

67. Building and Endowment Fund.- A minute from the Executive Committee meeting of June 11th was read, regarding the Building and Endowment Fund.

68. Report of Campaign Committee. - A report was presented by the Chairman of the University Fund Campaign Committee - Rev. Joseph Taylor - giving a statement of the work which this Committee had been doing in New York. It was thought best that the West China Union University Committee join with the committee representing the interests of the Nanking University, so that there might be a combined appeal made in a few of the centres in the United States. A meeting has been arranged for in Philadelphia and also in Chicago. Dr. Hodgkin is also arranging to go to Indianapolis, and try to secure a meeting there.

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- 69. Invitation to Dinner from Mr. and Mrs. Rowell.
- 70. Minutes of Executive Committee, October 9. -
- 71. Report of Committee composed of Members of University Faculty re Appointments to Senate.
- 72. Architectural Plans.
- 73. Report of the Treasurer.- December 8, 1911 - October 8, 1912.

GENERAL ACCOUNT.

Cr.

By Balance December 8, 1911	\$759.60
Payment, Methodist Episcopal Branch, for working capital as per Assessment June, 1910.....	300.00

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Board of Governors.....~~18~~

By Payment xxMethodist for purchase of additional land as per Assessment June 1910		
Canadian Methodist Board.....	\$1200.	
American Baptist Board.....	1200.	\$2400.
Payment for Budget of 1912 as per Assessment December 1911		
Canadian Methodist Board.....	1250.	
Friends' Association.....	1250.	
American Baptist Board.....	1250.	3750.
Interest on deposits, First National Bank, Boston		<u>37.08</u>
		<u>\$7246.68</u>

Dr.

To payments to Rev. E. W. Wallace, expenses in preparing studies.....		420.
Advance made to Rev. G. B. Neumann, Treasurer of University - one-half of "working capital" as voted December, 1911		650.
Bill for printing pamphlet "Appeal for Teachers"		28.
Bill for stenographic work, New York, Dec. 1911...		49.45
Travel to June meeting of Executive Committee..		48.50
Bill for printing eight sets blank forms for use of Treasurer.....		15.81
Miscellaneous Expenses - Telegram.....		.55
Advance to Campaign Committee.....		100.00
Balance, October 8, 1912.....	<u>5934.37</u>	
		<u>\$7246.68</u>

BUILDING ACCOUNT.

Cr. By Donation, Chairman Emergency Committee for Normal Building for Men.....	\$4383.01
--	-----------

ENDOWMENT ACCOUNT.

Cr. By Donation Rev. R. M. Miller.....	5.00
--	------

FINANCIAL STATEMENT - Oct. 8, 1912.

Funds in hand -	
General Account.....	5,934.37
Building Fund, Normal School.....	4,383.01
Endowment Fund.....	5.00
TOTAL OF FUNDS.....	<u>\$10,322.38</u>

Account First National Bank, Boston, as per statement October 8, 1912.....	10,233.74
Cash.....	88.64
	<u>\$10,322.38</u>

Assets - General Account	
Balance in hand, as above.....	5,934.37
Due on assessment for purchase of additional land, June 1910, Friends' Society.....	200.00
Due on Assessment for Budget of 1912, American Methodist Society.....	<u>1,250.00</u>
Carried forward.....	7,384.37

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Board of Governors.....

Brought forward.....\$7,384.37

Due on Assessment for purchase of additional
land, 1910..... 1,200.00
American Methodist Society Friends' Ass'n.. 1,200.00
\$9,784.37

Liability - Due Rev. D. S. Dye for payment
for apparatus..... 170.31
BALANCE..... 9,614.06
\$9,784.37

- 74. Treasurer to Advance Funds to Campaign Committee.- RESOLVED, THAT the Treasurer be authorized to advance funds to the Campaign Committee, to be charged to the University Fund until such times as the Campaign Fund is able to carry itself.
- 75. Interest on Account and Loans to be charged to the General Account.- RESOLVED, THAT until otherwise ordered the Treasurer credit interest on all accounts to the General Account and charge interest on loans to the General Account.
- 76. Deposit Account.- RESOLVED, THAT the Treasurer be instructed to keep the Deposit Account in the First National Bank, Boston.
- 77. Investments.- RESOLVED, THAT the Executive Committee be authorized to make investments from time to time with the available funds.
- 78. Expenses of Members of Board of Governors.- RESOLVED, THAT in the case of the members elected by the participating missionary organizations, those organizations be understood to pay the expenses of their own delegates to the meetings of the Board of Governors; and that in the case of co-opted members, the Board of Governors make itself responsible for their expenses, if any, on such a scale as may be decided upon by the Executive Committee.
- 79. Auditing Treasurer's Accounts.- The auditing of the Treasurer's Accounts was referred to the Business Committee.
- 80. Introduction of Dr. Claude Freeman.
- 81. Appointment of Committee to prepare Budget for Current Year.- RESOLVED, THAT a committee be appointed to prepare the Budget for the current year - Dr. Barbour, Prof. Bowles and Mr. Silcock.
- 82. Declaration of Trust from Canadian Methodist Church.
- 83. Appointment of Committee to Report on Arrangements for Work for the Educational Secretary.
- 84. Letter to be forwarded to Messrs. Fred Rowntree & Son, and Messrs. Stoughton & Stoughton.
- 85. Report of Committee on the Budget.- Dr. Barbour presented the report of the Committee on the Budget, recommending as follows:
 - General Expenses of University estimates as for 1911-12.....\$2,200.
 - Reimbursement "Working Capital" 300.
 - E.W.Wallace, Supt. of Schools: Salary.....\$1,000.
 - Outfit in return to China 150.
 - Passage to West China..... 800.
 - Freight..... 50
 - Carried forward...\$2,010. \$2,500.

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Board of Governors.....

Brought forward.....	\$2,010.	\$2,500.
House Rent.....	250.	
House furnishing.....	300.	
Field Expenses -		
Personal teacher.....	60.	
Gateman.....	20.	
Travel.....	100.	
Assistant.....	90.	3,030.
Payments to Architects		800.
Work of Executive Committee		500.
		<u>\$6,830.</u>

- 86. Campaign Expenses.- RESOLVED, THAT the Treasurer be authorized to meet payments of Campaign expenses upon order of the Campaign Committee, after endorstation by Mr. Williams, Chairman of Executive Committee.
- 87. House for Educational Secretary.- RESOLVED, THAT the item re house for Rev. E. W. Wallace be excluded from the Budget 1912-13, and that it be put upon the University Fund, - and also the item "school attached" be provided for out of the General Budget but apart from Mr. Wallace's expenses.
- 88. Introduction of Dr. Carman.
- 89. Appropriations from Participating Missionary Organizations.- RESOLVED, THAT the Board call for an appropriation on the part of the participating missionary organizations of \$750. each, making a total of \$3,000. to cover the Budget for current expenditures for 1912-13.
- 90. Expenditures in Connection with erection of House for Mr. Wallace.- RESOLVED, THAT the Executive Committee be empowered to advance from the Current Fund to the University, if necessary, an amount not exceeding \$3,500. to meet expenditures involved in the erection of a house for Mr. Wallace.
- 91. Plans for House for the Educational Secretary.
- 92. Forecast of Budget.- RESOLVED, THAT the Executive ~~Senate~~ Committee be instructed to prepare a forecast of Budget for the next four or five years and report to the Boards of the participating Mrganizations.
- 93. Supplementary Estimates.- A communication was received from the Friends' Foreign Mission Association giving a minute of the action of their Board regarding the receiving of supplementary estimates and action thereon by the Executive Committee.

RESOLVED, THAT the other Boards be communicated with and requested to take similar action.

Copy of Minute, F.F.M.A. - "Upon the recommendation of the China Committee, we agree to the following proposal made by the Board of Governors of the West China Union University, namely, that the Executive Committee of the Board of Governors shall have power to pass the Budget of the University, when, for any reason, the Board of Governors is unable to pass it, provided also that a copy of the Budget has been sent to every member of the Board of Governors not less than one month prior to the meeting of the Executive at which such action is taken. We further agree that the Executive Committee shall have power to pass supplementary estimates, when submitted by the Senate, provided that no question of principle be involved in the expenditure, which, in the judgment of the Executive Committee, should have the sanction of the Board of Governors before such authorization be given."

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Board of Governors.....~~25~~

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- 94. Educational Secretary.- Minutes from the Canadian Methodist Board re the release of Mr. Wallace, was read, and ordered to be incorporated in the minutes, as follows:
"In response to the request of the Board of Governors of West China Union University, Rev. E. W. Wallace was permitted to act as Educational Secretary in West China, his engagement as such to begin at the close of his present furlough - they to assume all responsibility for his support."
- 95. Report of Educational Secretary.
- 96. Report of Committee appointed with regard to the Work of Educational Secretary.
- 97. Time and Place of next Meeting.
- 98. President of the University.
- 99. Appointment of Mr. Clifford M. Stubbs.
- 100. Permanency of Appointments to University Staff.
- 101. Policy of Normal Department.
- 102. Honorarium to be paid to Competing Architects.- RESOLVED, THAT the firm of Messrs. Silcock & Reay, and Gordon & Helliwell be each paid the sum of \$200. for plans submitted to competition, and that it be referred to Executive Committee to make arrangements, with successful architect as to allowing them \$200. and that the Committee be empowered to deal with the fourth firm after correspondence has been received regarding same.
- 103. Reconsideration of Action regarding a Budget.- RESOLVED, THAT we reconsider the previous action adopting a Budget of \$3,000. for the year. CARRIED.
- 104. Budget for Current Expenditures.- RESOLVED, THAT the Budget for current expenditures for the year 1912-13 be made \$4,000. and that each Board be asked to contribute \$1,000. to this amount (See item #89).
- 105. Reconsideration of College Plans.
- 106. Preparation of Annual Report.
- 107. Amendment of By-Law.
- 108. Building and Plant Supplies.- RESOLVED, THAT the Senate be asked to consider the matter and that the Executive be empowered to act on their advice.
- 109. Letter of Recommendation to Campaign Fund Committee.- RESOLVED, THAT the Secretaries be instructed to give a letter of recommendation to the members of the Campaign Committee to be used in the Campaign Fund Canvass.
- 110. Auditing of Accounts.- MOVED, THAT the Executive Committee be empowered to appoint a Chartered Accountant, as Auditor.

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53. Rockefeller Trust.

54. University Plans.

55. Architects Fees.

RESOLVED, That the Committee on University plans consider the whole question of architects fees to be paid in connection with the preparation of subsequent plans, it being assumed that in the case of the successful architects the competition fee should be included in the total fee for the work.

RESOLVED, That the unsuccessful competitors in the present examination be paid a fee of \$200.

56. Photographs of Plans.

57. Presidency of the University.

58. Declaration of Trust.

59. Co-opting Additional Members.

60. Educational Secretary.

Dr. Shore presented communications from the Educational Secretary, Rev. E. W. Wallace, dated October 21st and November 4th.

The items included in these communications were considered seriatim and the following action taken -

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Ex - Nov. 9, 1922.

- (a) The grant for outfit was changed from \$300 to \$150, in harmony with the custom of the Canadian Methodist Mission.
- (b) RESOLVED, That we request the Treasurers of the Canadian Methodist Mission on the field or at home to pay to Mr. Wallace the amounts due to him for salary and other expenses as appropriated ~~xxxxxx~~ by the Board of Governors and according to the custom of the Canadian Methodist Mission, and that the Treasurers of the Canadian Methodist Mission render an account from time to time to the Treasurer of the Board of Governors, who is authorized to remit payment to them.
- (c) RESOLVED, That the amount of \$150. for the use of the Educational Secretary in connection with a Practice School in Chengtu, be granted, and included in the general expenses in the Budget. The Treasurer of the Senate is authorized to pay this amount when required on the field.
- (d) RESOLVED, That the office of the Educational Secretary shall be located in the Normal Building, providing accommodations for the Educational Secretary and for his Chinese writer.
- (e) RESOLVED, That the Educational Secretary's Residence be located on University property in convenient relation to the Normal building.
- (f) RESOLVED, That Mr. Wallace be granted an allowance of \$150. for moving expenses from Chungking to Chengtu.
- (g) RESOLVED, That item #95 in the minutes of the Board of Governors paragraph (2) referring to a specialist in Manual Training, and paragraph (3) referring to the teaching of Agriculture, be referred to the Senate for recommendation in connection with other necessary appointments, having special reference to a statement of the order of matters in the appointments.

61. Purchase of Additional Land.

The Secretary was requested to send a cablegram to Chengtu as to the possibility of obtaining fifty (50) additional acres of land for University purposes and as to the probable cost of the same.

62. Date of Financial Year.

The Treasurer, Dr. Barbour, raised a question as to fixing the date of the beginning of the financial year.

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Op. Nov. 9, 1912.

RESOLVED, That the Board Treasurer, Dr. Barbour correspond with the University Senate to ascertain the best time for dating the fiscal year with respect to the interests of both the Board of Governors and the University Senate, the Treasurer to report to the Executive Committee.

63. Forecast of Budget.

Referring to item #92 of the Minutes of the Board of Governors, it was

RESOLVED, To request the Senate to furnish a forecast of the probable expenditures that will be required for the University in each of the next four years.

64. Consultative Member of Executive.

65. Amendment of the Constitution.

66. Annual Meeting of Board of Governors.

67. Investments.

The Board of Governors having authorized the Executive Committee to make investments from time to time with the available funds, this Executive appoints Mr. Mornay Williams, Dr. T.S. Barbour and Dr. Shore as a committee on Investments.

68. Expenses of Board of Governors.

The Board of Governors having instructed the Executive Committee to decide upon a scale of expenses in connection with the attendance of co-opted members at the meetings of the Board of Governors, it was

RESOLVED, That the Board of Governors meet all out-of-pocket expenses of co-opted members except trans-Atlantic expenses which shall be left for future consideration.

69. Remittances to Senate.

The Board Treasurer was instructed to continue remittances to the Senate after the close of the current financial year on the basis of the present Budget until such time as the Board of Governors shall convene.

70. Date of Present Budget.

RESOLVED, That it be understood that the Budget for the current year adopted by the Board of Governors in Toronto, applies from September 1, 1912, subject to other action, is such be required after further information from the field.

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71. Report of Campaign Committee.

Rev. J. Taylor presented a report on behalf of the University Fund Campaign Committee outlining the work already done and plans for visits in various cities in the United States and Canada, It was

RESOLVED, That after the conclusion of the present campaign in New York, the office of the Campaign Committee at 124 Bible House be closed and transferred to the office of Mr. Mornay Williams at 25 Liberty Street, New York.

Mr. Taylor having made engagements to give a course of lectures in Rochester, it was agreed that his plans should not be interfered with, it being understood that Mr. Taylor would have several days each week to devote to the University Fund Campaign in cities convenient to Rochester. It was also decided that after the New York Campaign, Mr. Carscallen should transfer his operations to Canada under the direction of Dr. Shore.

RESOLVED, That the Campaign Committee expenses shall include all/out-of-pocket expenses of those participating in the Campaign.

72. University Plans.

THE report of Mr. Ricker on the plans of architect No. 4 in comparison with those of architect No. 3 was presented.

Mr. Ricker recommended that the award be given to architect No. 3. The committee unanimously decided to make the award to architect No. 3, being Messrs. Fred Rowntree & Son, London, England.

RESOLVED, That Dr. North of the Methodist Episcopal Board be requested to take charge of the plans of Messrs. Stoughton & Stoughton and keep them for reference.

RESOLVED, That the thanks of the Board of Governors is extended to Mr. Ricker for his valuable services in the preparation of reports on the architects' plans, submitted for competition and that an honorarium of \$75.00 be paid Mr. Ricker in full for services and expenses.

RESOLVED, That Mr. Ricker be requested to prepare a statement of suggestions for the modification of the style of Chinese architecture submitted by Messrs. Fred Towntree & Son and that Mr. Ricker's suggestions be revised by the Committee on University plans - Mr. Williams, Dr. Hodgkin and Dr. Shore - that these recommendations be forwarded to Messrs. Rowntree & Son.

RESOLVED, That Messrs. Rowntree & Son be requested to prepare at once working plans for the Medical College and Normal ~~xxxx~~ College Buildings.

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73. Appointment of Auditor.
Ex. Nov. 3, 1912.

RESOLVED, That Mr. Mornay Williams be authorized to appoint a Chartered Accountant to audit the accounts of the Treasurer.

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EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS
OF THE WEST CHINA UNION UNIVERSITY.

Minutes of Meeting at Aldine Club, New York, Jan. 11th, 1911.

The Executive Committee of the Board of Governors of the West China Union University, met at the Aldine Club, New York on January 11th, 1911 at 1 P.M.

Members present: Mr. Mornay Williams, (Chairman), Rev. T. E. Egerton Shore, (Secretary).

Mr. J. A. Wood, was present as corresponding member, representing the Friends' Foreign Mission Associations.

Rev. H. C. Stuntz, D.D., represented the Methodist Episcopal Church in the absence of Rev. J. F. Goucher, D.D., who was in the Orient.

Rev. G. B. Huntington, of the American Baptist Society and Rev. A. C. Farrell, of the Canadian Methodist Society, were also present.

The Secretary reported correspondence from Dr. H. T. Hodgkin and minutes of the meetings of the Temporary Board of Management of the University.

Constitution Approved.

The constitution of the West China Union University as revised at the meeting of the Joint Commission in London, Eng., on June 27th. and 28th. 1910, was reported to have been adopted by the American Baptist Foreign Mission Society, the Friends' Foreign Mission Association and the General Board of Missions of the Methodist Church, Canada; and Dr. Stuntz stated that the Board of Foreign Missions of the Methodist Episcopal Church would adopt it at their next meeting.

x

Board of Governors.

The following appointments by the respective participating Missionary Organizations to the Board of Governors were reported:-

x

- American Baptist Foreign Mission Society - Rev. T. S. Barbour, D.D., Mornay Williams, Rev. A. K. De Blois, D.D.,
- Friends' Foreign Mission Association - James Edmund Clarke, V.Sc.
- Albert J. Crosfield, Henry T. Hodgkin, M.A., M.B., General Board of Missions of the Methodist Church, Canada - Rev. T. E. Egerton

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Shore, M.A., B.D., Newton W. Rowell, LL.B., K.C. Prof. R. P. Bowles, M. A., B.D. The Board of Foreign Missions of the Methodist Episcopal Church will report appointments later.

Treasurer ad interim.

In the absence of Rev. Dr. Barbour, who is visiting Foreign Mission Fields, Mr. Mornay Williams was appointed Treasurer ad interim and also on the Finance Committee. x

Finance Committee.

Mr. Mornay Williams, on behalf of the American Baptist Foreign Mission Society, requested that Dr. De Blois be appointed on the Finance Committee in place of Dr. Whitney. x

Appropriations.

Appropriations from the respective participating Missionary Organizations toward a working capital for the University were made as follows:-

American Baptists Foreign Mission Society - \$300.00
General Board of the Methodist Church, Canada - 300.00

China Emergency Appeal Committee.

A letter received by the Secretary from Dr. H. T. Hodgkin reports that the China Emergency Appeal Committee in England, passed the following resolution on November 30th, 1910:-

"That a grant of \$500 be made to the proposed Union Normal Training College for men in Chengtu and of \$500 to the proposed Union College Training School for women, when the schemes are matured; this offer to hold good for twelve months. It is suggested that the Chinese Government should be asked to contribute toward the cause and also the gentry of the neighborhood. x

It was decided to accept this generous offer made by the China Emergency Appeal Committee and that Dr. H. T. Hodgkin be requested to convey to the Committee the gratification of the Executive Committee of the Board of Governors for their generous contribution. It was also decided that Dr. Hodgkin be requested to secure from the Senate of the University any information required respecting the relation of women to the Normal Training College; and also respecting the wisdom of approaching the Chinese Government and the Chinese gentry as suggested by the China Emergency Appeal Committee. x

West China Union University Pamphlet.

A draft of a pamphlet on the West China Union University by Dr. H. T. Hodgkin was presented to the Committee. The x

Secretary was requested to have copies of this draft prepared, and sent to the members of the Board of Governors for suggestions and then submitted to members of the Executive Committee by correspondence for final approval.

Grants for College Buildings.

The Secretary was requested to secure from the respective participating Missionary Organizations a statements of grants so far made for college buildings in Chengtu; and that the Treasurer be requested to compile these reports into a combined statement.

President of the University.

It was resolved that no further steps should be taken at present toward the appointment of a President for the University.

Educational Secretary.

It was resolved that the Secretary should communicate with the Senate (or Temporary Board of Management) to ascertain their views as to the comparative advantage of -

- (1) Securing a specially trained Educational Secretary from the Home Lands. *
- (2) The selection of an experienced man on the field as Educational Secretary.

Board of Governors' Meeting.

It was resolved that the annual meeting of the Board of Governors of the West China Union University shall be held in the Board Room of the Methodist Episcopal House, 150 Fifth Ave., New York, at 10 A.M. on Tuesday, October 31st. 1911.

The Executive Committee adjourned to meet at the call of the Chairman.

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6/21/11 J. E. E. Shore 6/19 Q. 3 2 2 2

The Missionary Society of the Methodist Church, Canada (11)

REV. T. E. EGERTON SHORE, M.A., B.D.
General Secretary, Foreign Missions

REV. ALLAN C. FARRELL, B.A.,
Assistant Secretary, Foreign Missions

MR. J. H. ARNUP, B.A.,
Secretary, Laymen's Missionary Movement



REV. JAMES ALLEN, M.A.,
General Secretary, Home Missions

MR. H. H. FUDGER,
Honorary Lay Treasurer

REV. CHARLES E. MANNING,
Assistant Secretary, Home Missions

MR. S. B. PARSONS,
Deputy Treasurer

FOREIGN DEPARTMENT

33 Richmond Street West

Toronto, June 19, 1911.

ABST'D

(Copy for Dr. Barbour)

The following letter has been sent to the members of the Executive Committee of the Board of Governors of West China Union University.

Dear

I enclose copy of the minutes of the meeting of the Executive Committee of the Board of Governors of the West China Union University, which was held in New York on June 7th, 1911.

About the middle of page two you will see a resolution moved by Dr. Stuntz and seconded by Mr. Wood, regarding payment of bills of university account. Dr. T. S. Barbour, the Treasurer, whom we expected to have had present at the meeting of the Executive Committee, but who was delayed by a railway wreck, has looked over the minutes and recommends the following addition to these resolutions, namely:- After the words, "Certification by the Treasurer of The Senate on the field" add the words "And authorization by the Board of Governors". He also suggests the following addition, which might be placed at the end of the resolution,- "The Senate of the University, shall be asked to present each year a Budget of proposed expenditure for action of the Board of Governors."

With regard to the first additional clause proposed, Dr. Barbour feels that there should be some check upon the extent to which orders on University account can be made merely on certification, by the Treasurer of the Senate on the field. It might happen that the Senate Treasurer would be willing to certify to larger orders than the Treasury of the Board could meet. Dr. Barbour's recommendation, therefore, appears to be a wise one. The necessity of the Budget referred to in the other clause will be apparent.

Dr. Barbour also referred to the date selected by the Executive Committee for the next meeting of the Board of Governors and regretted that

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Rev.

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he would be unable to attend the meeting if called for November 30th and December 1st. Another date was suggested at the Executive Committee meeting in New York, namely, November 23rd and 24th. Kindly let me know by return mail whether you would be favorable to changing the date for the meeting of the Board of Governors to November 23rd and 24th.

Yours faithfully,

(Sgd) T. E. Egerton Shore.

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EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS
OF THE WEST CHINA UNION UNIVERSITY

Minutes of Meeting, June 7th, 1911.

The Executive Committee of the Board of Governors of the West China Union University met in the Board Room of the Methodist Episcopal Church House, 150 Fifth Ave., New York, on Wednesday, June 7th, 1911, at 10 a.m.

Members present:

Mr. Mornay Williams - Chairman
Rev. T. E. Egerton Shore - Secretary
Mr. J. A. Wood - Corresponding Member
Rev. H. C. Stuntz, D.D. - in the place
of Dr. J. F. Goucher, who was
absent in England.

Rev. Dr. Stuntz led in prayer.

A telegram was received from the Treasurer, Dr. T. S. Barbour, stating that he was delayed by a railway wreck.

The minutes of the previous meeting of January 11th were read and adopted.

The item passed at the previous meeting regarding the date of the next Annual Meeting of the Board of Governors was reconsidered; and it was decided to call the meeting of the Board of Governors for the Board Room of the Methodist Episcopal Church House, New York, on Thursday and Friday, November 30th and December 1st, 1911.

Rev. Dr. Stuntz reported the adoption by the Board of the M. E. Church of the Constitution as revised by the Joint Commission in London, England, on June 27th and 28th, 1910. *

Dr. Stuntz reported the appointment of Rev. J. F. Goucher, D. D. and Rev. H. C. Stuntz, D.D. as representatives of the Board of Foreign Missions of the M. E. Church. He stated that the third representative will be appointed later. *

Report of Treasurer ad interim.

Mr. Williams reported the receipt of the following appropriations from the respective Missionary organizations:

Canadian Methodist Church on March 10th, 1911 - \$200.00
Canadian Methodist Church on March 22nd, 1911 - \$300.00
Methodist Episcopal Church on March 3rd, 1911 - \$200.00
Friends Foreign Miss'y Assoc'n, Feb. 24, 1911 - \$300.00
American Baptist Society - \$300.00

Mr. Williams also reported that the American Baptist Society had paid a further amount through the Mission Treasurer on the field.

Mr. Wood reported that the Friends Association appropriated an additional \$40, which, however, was applied by their home treasurer, in payment of Sundry bills for apparatus ordered in England and Germany by the Temporary Board of Management. He also reported that they had paid an additional amount of £102/6/3 for similar accounts, for which they claimed reimbursement.

It was moved by Dr. Stunts, seconded by Mr. Wood, and resolved that the Board Treasurer be authorized to pay to the Friends Foreign Mission Association the sum of £102/6/3; and credit the Friends Association with payment of their appropriation of \$40.

Moved by Dr. Stunts, seconded by Mr. Wood, and resolved that bills on University Account shall be paid only by the Treasurer of the Board of Governors on certification by the Treasurer of the Senate on the field. For the convenience of the Senate in meeting petty expenses on the field the Board Treasurer is authorized to forward the sum of \$250. to the Treasurer of the Senate as soon as that amount becomes available, the same to be accounted for as the University Petty Account. On the first day of October and on the first day of April, each year, the Senate Treasurer shall render to the Treasurer of the Board a statement of account.

It was decided that an account presented by Phillip Harris & Co. of Birmingham, England, amounting to on goods ordered by Mr. Parker M. Bayne, be referred by the Board Treasurer to the Senate Treasurer for endorsement.

The pamphlet on the West China Union University, drafted by Dr. H. T. Hodgkins was revised by the Executive Committee and adopted as amended. The Secretary was requested to have an edition of 500 copies of the pamphlet printed at the expense of the Board of Governors, one hundred copies to be forwarded to each Board. The type is to be kept in form for further orders from the Boards, these additional orders to be at the expense of the Mission Boards ordering them.

The annual report of the Temporary Board of Management was presented to the Committee, and the paragraph re-

ferring to "future needs" noted. The present state of our Treasury will not permit of sending to West China more than \$250. for unexpected small expenditures. It was felt that the Executive Committee could not go further than the Joint Commission in its recommendation of June 28th, 1910, respecting the desirability of continuity in the teaching, as the appointment of missionaries is a matter within the jurisdiction of the authorities of the respective missionary organizations. The need of additional men for the teaching staff is recognized by the Executive Committee and it is hoped that these will be forthcoming from the co-operating missionary organizations.

The Committee adjourned to meet at the call of the Chairman.

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WEST CHINA UNION UNIVERSITY.

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EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS.

MINUTES.

The Executive Committee of the Board of Governors of the West China Union University met in the Bible House, London, England on Tuesday, June 28th at 5:30 p. m.

The members present were: Rev. J. F. Goucher, D. D., Mr. Mornay Williams, Dr. H. T. Hodgkin and Rev. T. E. Egerton Shore.

Mr. Mornay Williams was elected Chairman of the Executive Committee and Rev. T. E. Egerton Shore, Secretary.

1. President of the University.

On motion of Rev. Dr. Goucher, a Committee composed of Mr. Mornay Williams, Dr. H. T. Hodgkin, N. W. Rowell, K. C., and Bishop W. J. Bashford was appointed to make such enquiries as they may consider necessary and to approach Prof. N. E. Sadler with a view to his acceptance of the position of President of the West China Union University. This Committee was empowered to deal with matters of the term of appointment and salary.

2. Educational Secretary.

RESOLVED,- That each representative on this Executive Committee make enquiries for available and suitable men for this position, it being understood that the presentation of any name should be accompanied with comprehensive recommendations and after a personal interview by a member of this Committee. It was suggested that among the qualifications desired should be:-

- (a) A first-class university education and some pedagogical training.
- (b) Experience in school management.
- (c) Some touch with educational affairs in general, if possible on both sides of the Atlantic. It was agreed that it is desirable that the appointee should spend one year studying the educational methods on the opposite side of the Atlantic to that in which he has had his principal training, and that if necessary, the expense for this special preparation should be borne by the Board of Governors.

3. Corresponding Member of Executive.

On the request of Dr. H. T. Hodgkin, Secretary of the Friends' Foreign Missionary Association of England, Mr. James Wood of

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New York was appointed as a Corresponding Member, representing the F. F. M. A. at meetings of the Executive Committee to be held in America.

4. RESOLVED,- That the two Missionary Architects representing the Canadian Methodist and the Methodist Episcopal Church in West China be asked, in consultation with the Senate of the University, to submit to this Executive Committee a scheme for the laying out of the University and College grounds, including the position of the proposed buildings. X

5. RESOLVED,- That each Secretary of the co-operating missionary organizations be requested to have four copies of blue prints of plans of proposed college buildings prepared and submit a copy of these blue prints to each of the other Secretaries; and that they open with one and other such criticism of plans by correspondence as will lead to the best harmonizing of the various plans. X

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On invitation of the Chairman of the Executive Committee a joint meeting of the Executive and Finance Committees was held on the same afternoon as above.

1. Joint Appeal

RESOLVED,- That a joint appeal from the two Committees be prepared for private and public use; and that Dr. H. T. Hodgkin, representing the Executive Committee, draw up a statement of the aims of the University, and Rev. T. S. Barbour, D. D. draw up a statement of the financial necessities of the Institution; and that a draft of this joint appeal be submitted to the members of the two Committees. X

2. Relation to Western Universities.

RESOLVED,- That Dr. H. T. Hodgkin and Prof. N. E. Sadler of England and Mr. Mornay Williams and Prof. E. D. Burton of America, be requested to make suggestions as to the possibilities of cooperation between the West China Union University and Western Universities.

The Committee adjourned sine die, with the benediction from Dr. Goucher.

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WEST CHINA UNION UNIVERSITY.

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EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS.

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MINUTES OF MEETING

held in New York

December 15, 1911.

The Executive Committee of the Board of Governors of the West China Union University met in the Methodist Episcopal Church Building, 150 Fifth Avenue, New York, on Friday, December 15th, at 9.30 A.M.

Mr. Mornay Williams was appointed Chairman and Rev. T. E. Egerton Shore was appointed Secretary.

Members present:-

Mr. Mornay Williams,
Rev. J. F. Goucher, D.D.
Dr. H. T. Hodgkin,
Rev. T. S. Barbour, D.D.
Rev. T. E. Egerton Shore.

The Committee considered various matters referred to it by the Board of Governors.

RESOLVED that the Secretary be authorized to publish 1,000 copies of the Annual Report of the Board of Governors which is to be presented to the participating Missionary Organizations.

It was ordered that 100 copies be forwarded to each of the respective Secretaries of the participating Missionary Organizations; 100 copies to be forwarded to the Senate of the University, and the balance (500) to be reserved for special financial canvass.

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Dr. Hodgkin reported on the matter of the special preparation of Rev. E. W. Wallace for the work of Educational Secretary. He recommended

1. That the Canadian Methodist Mission Board be responsible for Mr. Wallace's furlough salary until the time of his departure for China.
2. That the Board of Governors be responsible for Mr. Wallace's outgoing travelling expenses and for his salary, beginning from the time of his departure from Canada for China.
3. That the Board of Governors be responsible for the expenses in connection with Mr. Wallace's special educational preparation, which he thought should include the spending of some months in the United States and some months in England.

This Report was adopted and Mr. Wallace was requested to outline his own plans of preparation for the special work. Mr. Wallace stated that he would like to spend some months attending the Teachers' College in New York, and then go over to England and spend a couple of months visiting various educational institutions and studying the English methods of educational supervision. After his return to America he proposed to visit some of the educational institutions in the United States. This plan was approved by the Committee and it was recommended that as early as possible in the New Year Mr. Wallace should visit Chicago to discuss his plans of preparation with Professor Burton.

Dr. Goucher, Dr. Hodgkin and Mr. Shore were appointed a Committee with power to direct Mr. Wallace's plans of preparation for the work of Educational Secretary.

The Executive Committee then considered the Report of the Senate re

- (a) Drainage System,
- (b) Laying out of Grounds,
- (c) Electric Light,
- (d) Water Supply,
- (e) General Upkeep of Grounds,
- (f) Boundary Wall or Fence.

It was thought by the Committee that the only item in the Report which called for action by the Executive Committee was that in which the Senate requested,

the Board of Governors, as per the Senate Minutes of May 31, 1911, to place an order with Messrs. Arnold Karberg & Co., of Chicago, for wire fencing, etc., as per estimate given in the Senate Minutes of November 17, 1910, amounting to \$275. The Committee decided that owing to the present state of unrest in China, the action regarding this order be deferred for the present.

The distribution of the Budget of \$5,000 adopted by the Board of Governors and referred to the Executive Committee was taken up and the following distribution was made:-

Budget on the Field.....	\$2200
Executive Committee's Expenses.....	500
Expenses in connection with the special preparation of Mr. Wallace as Educational Secretary.....	1000
Working Capital.....	1300
Total.....	<u>\$5000</u>

It is requested that each Mission Board shall pay its share of this amount, namely \$1250, to the Treasurer of the Board at the earliest possible date.

RESOLVED that in view of the fact that complete information re supplementary estimates is not at hand, and in view of the fact that the whole question of the lay-out of the University land is in suspense, we do not authorize the Treasurer to pay out any sum under the head of "supplementary estimates" until further action has been taken by this Executive Committee.

Rev. E. W. Wallace and Mr. H. T. Silcock were requested to act as a Special Committee to prepare an appeal for additional men required on the University Staff and submit the same to the Executive Committee with a view to its publication in the "Intercollegian" and the "Student Movement" and the Secretary was authorized to publish 1,000 additional copies for special use.

The procedure for raising the sum of \$500,000 for University property, buildings and endowment, as decided upon by the Board of Governors, was considered with a view to carrying out a suggestion made by Dr. Goucher at the Board of Governors, that it might be desirable to have a Committee from the Board of Governors of the West China Union University meet with a Committee representing the Nanking University to consider whether a united appeal on behalf of these two Universities might be advantageously made in some of the centres of the United States. A committee was appointed for this purpose, namely, Dr. Goucher, Dr. Hodgkin and Mr. Shore.

RESOLVED that after the meeting with the Committee of the Nanking University, Dr. Hodgkin and Mr. Shore consider together the question of procedure in connection with raising the special fund for the West China Union University, and that the Executive Committee further consider the matter at its next meeting in January.

The Committee expressed the hope that Dr. Hodgkin might be able to arrange to spend a month or more in America some time next year in connection with the special canvass for funds. The hope was also expressed that Bishop Lewis might also be able to give some time for this purpose.

The question of University grounds, lay-out of buildings and architect's plans were carefully considered.

RESOLVED that it is the judgment of this Executive Committee that on the present central plot there should not be erected more than the three following buildings, namely, the Administration Building, the Library and the Assembly Hall.

RESOLVED that we request the Senate of the University to report as early as possible to this Committee on the possibility of securing additional land with the probable cost, to the extent of about fifty English acres, with a view to providing adequate accommodation for the future needs of the following departments, namely:-

Normal College and affiliated Model School,
Medical College and subsidiary buildings,
and campus,
Chemistry, Physics, Applied Science buildings,
and Water, Light and Power Plant.

RESOLVED that a Committee, composed of Mr. Williams, Mr. Shore and Dr. Hodgkin (with Mr. H. T. Silcock as alternate) be appointed to draft a scheme for the Normal and Medical Buildings, and submit the same for competition to selected architects in Great Britain, the United States and Canada.

The Committee adjourned to meet at the call of the Chair, the suggestion being made that the next meeting be held in New York on January 8th, 1912.

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Executive Committee June 1912
New York

WEST CHINA UNION UNIVERSITY.

EXECUTIVE COMMITTEE OF BOARD OF GOVERNORS.

Minutes of Meeting held in New York, June 11, 1912.

The Executive Committee of the Board of Governors of West China Union University, met in the Hoffman Hotel, New York, on Tuesday, June 11th, 1912.

The following members were present:- Mr. Mornay Williams (Chairman); Rev. J. F. Goucher, D.D.; Rev. T. S. Barbour, D.D., Rev. T. E. Egerton Shore; Mr. James Wood (Corresponding Member).

Prayer was offered by Dr. Goucher.

1. BUILDING AND ENDOWMENT FUND.

Communications from Dr. H. T. Hodgkin, referring to the raising of the Building and Endowment Fund of the University, were read.

Dr. Goucher reported the progress which has been made by the Committee in charge of a similar fund for Nanking University, stating that about \$300,000 had been raised by special canvass during the past year and that if the income were capitalized at 5% and the assets and subscriptions were added, it would represent a total capital of over a million dollars.

RESOLVED to invite Dr. Hodgkin to devote as much time as he can spare, this coming fall, to the campaign on behalf of the Building and Endowment Fund of West China Union University.

RESOLVED that an office shall be opened in New York City as the headquarters for the campaign in connection with the Building and Endowment Fund. Mr. James Wood very kindly offered to provide a room in the Bible House, New York, for the use of the West China University Committee if such room were available. (Mr. Wood communicated later to the Secretary, stating that he had definitely arranged to reserve the room in the Bible House for our Campaign Committee from September 1st, 1912, for as many months as it might be required.)

RESOLVED to appoint a Campaign Committee composed of representatives from the staff of West China Union University, this Committee to be under the direction of Rev. Joseph Taylor.

The Campaign Committee is as follows:- Rev. Joseph Taylor (Chairman), American Baptist Mission; Rev. C. R. Carscallen, Canadian Methodist Mission; Mr. H. T. Silcock,

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Friends' Mission; Rev. J. Beech, Methodist Episcopal Mission (provided that the Methodist Episcopal Foreign Mission Board can arrange for the home-coming of Mr. Beech to participate in this campaign). It was decided that this Campaign Committee should occupy the office in New York from about September 1st, 1912, and that if possible, preliminary conferences should be held by them during the summer months.

RESOLVED that the Executive Committee of the Board of Governors shall be constituted an Advisory Committee, associated with the above-named Campaign Committee and that Mr. Mornay Williams be requested to specially represent the Executive Committee in advising the Campaign Committee in New York.

2. APPOINTMENT OF ARCHITECT.

Communications were presented from Mr. Mornay Williams, Messrs. Stoughton & Stoughton of New York, Dr. H. T. Hodgkin, Mr. H. T. Silcock and the Secretary, regarding competitive plans for University buildings and lay-out of grounds.

RESOLVED that the Secretary be requested to secure competitive plans from the following architects: Messrs. Stoughton & Stoughton, New York; Messrs. Gordon & Helliwell, Toronto; Mr. Fred Rowntree and Messrs. Silcock & Reay of London, England, and that the Secretary, Dr. Shore, be empowered, in case any of the above architects should decline to compete, to arrange for others to take their place. It is understood that the plans to be called for shall be those decided upon at the previous meeting of the Executive Committee, namely:

- (1) A lay-out of the central University plot of land containing 9,908 English acres, including the location of three buildings - the Administration Building, the Library and the Assembly Hall.
- (2) Plans for a Medical College to cost \$25,000 (Gold).
- (3) Plans for a Normal College to cost \$6,000 (Gold).

3. APPOINTMENTS TO THE UNIVERSITY STAFF.

RESOLVED that this Executive Committee approves of the correspondence between the Secretary and Dr. Hodgkin, referring to the appointment of a specialist in Chemistry and that we request the Friends' Foreign Mission Association of England to appoint and support Mr. Clifford M. Stubbs for this position, and

RESOLVED that in view of the fact that the Canadian

Methodist Mission is supporting approximately one-half of the members of the West China University staff, and further in view of the consent of the Friends' Foreign Mission Association of England to appoint and support an additional member of the staff in the person of Mr. C. M. Stubbs, a specialist in Chemistry, although Mr. Stubbs is not a member of the Friends' Church; this Executive Committee respectfully requests that the Board of Foreign Missions of the Methodist Episcopal Church undertake the responsibility for the appointment and support of a teacher for the Department of Political Economy and History in the University, and that if his qualifications are satisfactory to the Methodist Episcopal Board and if agreeable to them, they should appoint Mr. North of New York, with a view to work in the West China Union University.

4. UNIVERSITY BUDGET AND SUPPLEMENTARY ESTIMATES.

A communication from Dr. H. T. Hodgkin was read, enclosing a minute passed by the Friends' Foreign Mission Association Board on May 2nd, 1912, as follows:-

"Upon the recommendation of the China Committee, we agree to the following proposal made by the Board of Governors of the West China Union University, namely: that the Executive Committee of the Board of Governors, shall have power to pass the Budget of the University, when, for any reason, the Board of Governors is unable to pass it, provided also that a copy of the Budget has been sent to every member of the Board of Governors not less than one month prior to the meeting of the Executive at which such action is taken. We further agree that the Executive Committee shall have power to pass supplementary estimates, when submitted by the Senate, provided that no question of principle be involved in the expenditure, which, in the judgment of the Executive Committee, should have the sanction of the Board of Governors before such authorization be given."

RESOLVED that this Minute be referred to the Board of Governors.

5. CHINA EMERGENCY APPEAL COMMITTEE.

Accommunication was read from Dr. H. T. Hodgkin stating that the China Emergency Appeal Committee in England had decided to increase their contribution to the Normal School for men in Chengtu, from £500 to £900.

RESOLVED that this Executive Committee of the Board of Governors of West China Union University has learned with

great satisfaction of the decision of the China Emergency Appeal Committee in England, to increase their contribution to the Normal School for men in Chengtu in West China from £500 to £900 and that Dr. Hodgkin be requested to extend to the China Emergency Appeal Committee the hearty thanks of the Board of Governors of the University for this increased evidence of their deep interest in the present opportunities for advancing the educational work in China.

6. STANDING REGULATIONS.

RESOLVED that a copy of the Constitution together with an abstract of regulations which had been determined by the Board of Governors, be sent to each of the Board Secretaries of the participating Missionary organizations and to each member of the Board of Governors.

7. PERMANENCY OF UNIVERSITY STAFF.

RESOLVED that the Chairman and Secretary of the Executive Committee prepare a form of resolution with recommendations on the question of permanency in appointments to the University staff as indicated in the minutes of Joint Commission and Board of Governors and that they seek to get definite action in this matter by the Board of each participating Missionary organization.

8. REPORT OF TREASURER.

The Board Treasurer, Dr. Barbour, reported that he had prepared * blank order slips with varied classifications as directed by the Board of Governors.

The Treasurer also reported that two of the Mission Boards had paid in full their share in this year's budget, amounting to \$1,250. each and their share in the new land purchased under authority of the Joint Commission, amounting to \$1,200 each, and that he had notified the other two Boards of the amounts required and expects to receive payment in a short time.

It was resolved that it should be left to the discretion of the Board Treasurer as to what proportion of the amount of working capital should be forwarded to the Senate Treasurer under existing conditions in China.

RESOLVED that the expenses of the meetings of the Executive Committee should be paid by the Board Treasurer on receiving a memorandum of such expenses from the members attending.

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RESOLVED that the Board Treasurer be authorized to pay the expenses of Rev. E. W. Wallace, incurred within the authorization of the Board of Governors, for his preparation for the work of Educational Secretary, upon endorsement of the Secretary, Dr. Shore, Mr. Wallace to render an itemized bill of his expenses.

The meeting of the Committee adjourned with prayer offered by Dr. Barbour.

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EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS.

WEST CHINA UNION UNIVERSITY.

Minutes of meeting, Toronto, October 9th, 1912.

The Executive Committee of the Board of Governors of West China Union University met in the Temple Building, Toronto, October 9th, 1912, at 3 P. M.

The following members were present:- Mr. Mornay Williams, (Chairman), Rev. J. F. Goucher, LL.D., Dr. H. T. Hodgkin and Rev. T. E. E. Shore, D. D.

There were also present Mr. H. T. Silcock, Rev. C. R. Carscallen and Rev. Joseph Taylor.

Prayer was offered by Dr. Goucher.

1. MINUTES OF EXECUTIVE COMMITTEE MEETING, June 11, 1912.

The minutes of the meeting of the Executive Committee, June 11th, were read and approved.

2. AGENDA FOR BOARD OF GOVERNORS.

The Agenda for the Board of Governors was then considered and the preparation of same was left in the hands of Dr. Hodgkin and Dr. Shore.

3. PLANS FOR WEST CHINA UNION UNIVERSITY.

The question of plans for the West China Union University was discussed, and Mr. Ricker presented a report, discussing the merits of the three sets of drawings submitted by competing architects in Great Britain, United States and Canada.

It was decided to present Mr. Ricker's report to the meeting of the Board of Governors on October 10th and leave the selection of the architect to the Board.

4. INABILITY OF DR. BARBOUR TO ATTEND MEETING.

A telegram was received from Dr. Barbour, stating his inability to be present at the meeting of the Executive Committee.

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5. FINANCIAL CAMPAIGN.

A discussion was held on Plans for the Financial Campaign - the raising of the half million dollar University Fund. Dr. Hodgkin and the Rev. Joseph Taylor reported on plans which have so far been made, including a visit by Dr. Hodgkin and Mr. Taylor to a number of the leading American cities.

The committee adjourned with prayer offered by Dr. Shore.

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Executive Committee - November 1912
New York

EXECUTIVE COMMITTEE OF BOARD OF GOVERNORS

WEST CHINA UNION UNIVERSITY

Minutes of meeting held in New York, November 9, 1912.

The Executive Committee of the Board of Governors of West China Union University met at the Bar Association Building, New York, on Saturday, November 9th, 1912, at 10 a. m.

Members present: Mr. Mornay Williams (Chairman,) Rev. J. F. Goucher, LL.D., Rev. T. S. Barbour, D. D., Dr. H. T. Hodgkin, Rev. T. E. E. Shore (Secretary).

Prayer was offered by Mr. Williams.

53. ROCKEFELLER TRUST.

A communication from the Trustees of the Rockefeller Trust was presented by Dr. Goucher, Chairman of the Board of Governors.

54. UNIVERSITY PLANS.

The Secretary read communications from Messrs. Fred Rowntree & Son of London, England, and Messrs. Stoughton & Stoughton of New York, both firms agreeing to submit their plans to a new examination and to accept the decision of the Executive Committee in the award of the competition.

"RESOLVED, that this Executive Committee having received letters from Messrs. Fred Rowntree & Son and from Messrs. Stoughton & Stoughton, these two firms consenting to submit their plans to a new competition, decides to open a new competition in accordance with our letter to these two firms of architects, dated October 11th, 1912."

Mr. Williams being obliged to leave the meeting for an hour, the examination of plans was deferred until his return. Dr. Goucher occupied the chair in the absence of Mr. Williams.

55. ARCHITECTS' FEES.

"RESOLVED, that the Committee on University Plans consider the whole question of architects fees to be paid in connection with the preparation of subsequent plans, it being assumed that in the case of the successful architects the competition fee should be included in the total fee for the work."

"RESOLVED, that the unsuccessful competitors in the present examination be paid a fee of \$200."

56. PHOTOGRAPHS OF PLANS.

"RESOLVED, that the Secretary be requested to secure photographs of the plans of the successful architects."

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57. PRESIDENCY OF THE UNIVERSITY.

Dr. Hodgkin having submitted the name of an educational leader as a possibility for the presidency of West China University, Dr. Goucher and Dr. Barbour were appointed a committee to make further enquiries and report to the Executive Committee.

58. DECLARATION OF TRUST.

The Secretary submitted a draft of the Declaration of Trust to be executed between the Methodist Church, Canada, and the Board of Governors of West China University et al.

"RESOLVED, that this Executive Committee approves of the document presented and orders it to be executed by the Chairman, Treasurer and Secretaries of the Board of Governors after it has been approved by the respective Boards of the participating missionary organizations."

59. CO-OPTING ADDITIONAL MEMBERS.

The Board of Governors having instructed the Executive Committee to ascertain whether Rev. W. H. Rice, Ph.D., and Prof. R. M. Jones, D. Lit., would be willing to accept appointment as members of the Board of Governors, Dr. Goucher reported that Dr. Rice would be willing to accept appointment and Dr. Hodgkin reported that Dr. Jones would be willing to accept appointment.

"RESOLVED, that this Executive Committee, under authority of the Board of Governors, elects Rev. W. H. Rice, Ph.D., and R. M. Jones, D. Lit., as members of the Board of Governors of West China Union University."

60. EDUCATIONAL SECRETARY.

Dr. Shore presented communications from the Educational Secretary, Rev. E. W. Wallace, dated October 21st and November 4.

The items included in these communications were considered seriatim and the following action taken:

- (a) The grant for outfit was changed from \$300. to \$150. in harmony with the custom of the Canadian Methodist Mission.
- (b) "RESOLVED, that we request the Treasurers of the Canadian Methodist Mission on the field or at home, to pay to Mr. Wallace the amounts due to him for salary and other expenses as appropriated by the Board of Governors and according to the custom of the Canadian Methodist Mission and that the Treasurers of the Canadian Methodist Mission render an account from time to time to the Treasurer of the Board of Governors who was authorized to remit payment to them."
- (c) "RESOLVED, that the amount of \$150. for the use of the Educational Secretary in connection with a Practice School in Chengtu, be granted, and included in the general expenses in the Budget. The Treasurer of the Senate is authorized

to pay this amount when required on the field."

- (d) "RESOLVED, that the office of the Educational Secretary shall be located in the Normal Building, providing accommodations for the Educational Secretary and for his Chinese writer."
- (e) "RESOLVED, that the Educational Secretary's residence be located on University property in convenient relation to the Normal Building."
- (f) "RESOLVED, that Mr. Wallace be granted an allowance of \$150.00, for moving expenses from Chungking to Chengtu."
- (g) "RESOLVED, that item No. 95 in the minutes of the Board of Governors paragraph (2) referring to a specialist in Manual Training, and paragraph (3) referring to the teaching of Agriculture, be referred to the Senate for recommendation in connection with other necessary appointments, having special reference to a statement of the order of matters in the appointments."

61. PURCHASE OF ADDITIONAL LAND.

The Secretary was requested to send a cablegram to Chengtu as to the possibility of obtaining fifty (50) additional acres of land for University purposes and as to the probable cost of the same.

62. DATE OF FINANCIAL YEAR.

The Treasurer, Dr. Barbour, raised a question as to fixing the date of the beginning of the financial year.

"RESOLVED, that the Board Treasurer, Dr. Barbour, correspond with the University Senate to ascertain the best time for dating the fiscal year with respect to the interests of both the Board of Governors and the University Senate, the Treasurer to report to the Executive Committee."

63. FORECAST OF BUDGET.

Referring to item No. 92 of the minutes of the Board of Governors, it was

"RESOLVED to request the Senate to furnish a forecast of the probable expenditures that will be required for the University in each of the next four years"

64. CONSULTATIVE MEMBER OF EXECUTIVE.

"RESOLVED, that we invite Dr. F. M. North to attend meetings of the Executive Committee as a consultative member."

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65. AMENDMENT OF THE CONSTITUTION.

"RESOLVED, that the Secretary, Dr. Shore, be instructed to draft a notice of amendment of the Constitution under item 5 "Control" paragraph (b) so as to provide for the co-option of four additional members to the Board of Governors making a total of eight possible co-opted members."

66. ANNUAL MEETING OF BOARD OF GOVERNORS.

Under instructions from the Board of Governors, the Executive Committee

"RESOLVED, that the next annual meeting of the Board of Governors shall be held in Boston, Mass., on Thursday, Friday and Saturday, October 16, 17, 18, 1913; the Executive Committee to be called previous to the meeting of the Board on a day to be fixed by the Chairman of the Executive."

67. INVESTMENTS.

The Board of Governors having authorized the Executive Committee to make investments from time to time with the available funds this Executive appoints Mr. Mornay Williams, Dr. T. S. Barbour and Dr. Shore as a Committee on Investments.

68. EXPENSES OF BOARD OF GOVERNORS.

The Board of Governors having instructed the Executive Committee to decide upon a scale of expenses in connection with the attendance of co-opted members at the meetings of the Board of Governors, it was

"RESOLVED, that the Board of Governors meet all out-of-pocket expenses of co-opted members except trans-Atlantic expenses which shall be left for future consideration."

69. REMITTANCES TO SENATE.

The Board Treasurer was instructed to continue remittances to the Senate after the close of the current financial year on the basis of the present Budget until such time as the Board of Governors shall convene.

70. DATE OF PRESENT BUDGET.

"RESOLVED, that it be understood that the Budget for the current year adopted by the Board of Governors in Toronto, applies from September 1, 1912, subject to other action, if such be required after further information from the field."

The Committee adjourned at 12.45 to meet at 2 p. m., and accepted the invitation of Mr. Mornay Williams to luncheon at the Republican Club.

The Executive Committee met at the Bar Association Building at 2 p. m.

Prayer was offered by Dr. Goucher.

71. REPORT OF CAMPAIGN COMMITTEE.

Rev. J. Taylor presented a report on behalf of the University Fund Campaign Committee outlining the work already done and plans for visits in various cities in the United States and Canada. It was

"RESOLVED, that after the conclusions of the present campaign in New York, the office of the Campaign Committee at 124 Bible House be closed and transferred to the office of Mr. Mornay Williams at 25 Liberty Street, New York."

Mr. Taylor having made engagements to give a course of lectures in Rochester, it was agreed that his plans should not be interfered with, it being understood that Mr. Taylor would have several days each week to devote to the University Fund Campaign in cities convenient to Rochester. It was also decided that after the New York campaign, Mr. Carscallen should transfer his operation to Canada under the direction of Dr. Shore.

"RESOLVED, that the Campaign Committee expenses shall include all out-of-pocket expenses of those participating in the campaign."

72. UNIVERSITY PLANS.

The report of Mr. Ricker on the plans of architect No. 4, in comparison with those of architect No. 3 was presented.

Mr. Ricker recommended that the award be given to architect No. 3. The committee unanimously decided to make the award to architect No. 3, being Messrs. Fred Rowntree & Son, London, England.

"RESOLVED, that Dr. North of the Methodist Episcopal Board be requested to take charge of the plans of Messrs. Stoughton & Stoughton and keep them for reference."

"RESOLVED, that the thanks of the Board of Governors be extended to Mr. Ricker for his valuable services in the preparation of reports on the architects' plans, submitted for competition and that an honorarium of \$75.00 be paid Mr. Ricker in full for services and expenses."

"RESOLVED, that Mr. Ricker be requested to prepare a statement of suggestions for the modification of the style of Chinese architecture submitted by Messrs. Fred Rowntree & Son and that Mr. Ricker's suggestions be revised by the Committee on University Plans - Mr. Williams, Dr. Hodgkin and Dr. Shore - and that these recommendations be forwarded to Messrs. Rowntree & Son."

"RESOLVED, that Messrs. Rowntree & Son be requested to prepare at once working plans for the Medical College and Normal College Buildings."

73. APPOINTMENT OF AUDITOR.

"RESOLVED, that Mr. Mornay Williams be authorized to appoint a Chartered Accountant to audit the accounts of the Treasurer."

The Committee adjourned.

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EXECUTIVE COMMITTEE OF BOARD OF GOVERNORS

WEST CHINA UNION UNIVERSITY.

Minutes of meeting held in New York, March 28, 1913.

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The Executive Committee of the Board of Governors of West China Union University, met in the office of Mr. Mornay Williams, New York, Friday, March 28th, 1913, at 10 a.m.

Members present: Mr. Mornay Williams (Chairman), Rev. Dr. T. S. Barbour and Rev. T. E. Egerton Shore.

Prayer was offered by Dr. Barbour.

The Chairman explained that owing to an important engagement it would be impossible for Dr. Goucher to be present.

Mr. James Wood (Corresponding Member) was unavoidably absent through illness.

Dr. Frank Mason North (Corresponding Member) was absent from New York.

82. PRESIDENT FOR UNIVERSITY.

Dr. Goucher and Dr. Barbour were appointed by the Executive Committee, on November 9th, 1912, a committee to make enquiries with reference to an educational leader, who might be available for the President of West China Union University. This committee was unable to report at this meeting owing to the absence of Dr. Goucher.

83. ADDITIONAL LAND.

The Secretary presented reports from the Secretaries of the four participating Mission Boards in response to the request of this Executive Committee, that each of the four Boards should be responsible for the sum of \$5,500. toward a total of \$22,000. to purchase fifty (50) acres of additional land now available in proximity to the present University site.

Dr. Shore reported that the Canadian Methodist Board passed an appropriation of \$5,500. conditional upon each of the co-operating Mission Boards providing a similar amount.

Dr. North reported that the Methodist Episcopal Board would be unable to take any action in this matter until the meeting of their General Committee in November.

Rev. G. B. Huntington reported that the American Baptist Board decided to postpone action owing to their understanding that at least one of the other Boards would be unable to take any action at the present time.

Dr. Hodgkin reported that he was presenting the matter to the Friends' Board in February and would communicate information later.

In view of the cablegram sent by Dr. Shore to Mr. Bayne of Chengtu on January 18th, 1913, under instruction of the Executive Committee of January 14th, 1913, requesting them to hold the option on the available land until March 31st, it was,

"RESOLVED, that the Secretary, Dr. Shore, be requested to send a cablegram to Mr. Bayne, the Secretary of the University Senate approximately as follows:

"Immediate action on option of fifty acres additional land impossible. Executive of Board of Governors authorize extension of option six months if not expensive to hold."

84. MEETING WITH MR. ROWNTREE.

Correspondence was presented from Dr. Hodgkin suggesting the advisability of the Executive Committee meeting with Mr. Fred Rowntree in New York some time in July on his return trip from China to England. The Secretary was instructed to correspond with Mr. Rowntree to ascertain what date would be convenient for him to meet with the Executive Committee in New York.

The Chairman, Mr. Williams, was requested to call a meeting of the Executive Committee in July for the purpose of a conference with Mr. Rowntree.

85. MR. RAYMOND C. RICKER.

The Executive Committee at its last meeting in New York on January 14th, having instructed the Secretary to correspond with Mr. Ricker to ascertain whether or not he would be available for Superintendent of University building operations on the field, the Secretary presented correspondence from Mr. Ricker and from Dr. North indicating that Mr. Ricker would be able to consider a proposition in connection with the University.

Mr. Williams reported that from personal interview with Mr. Ricker, he understood that Mr. Ricker would like to have the matter decided as soon as possible to enable him to make his plans definitely for this year.

The Secretary reported correspondence from Dr. Hodgkin suggesting delay in this matter until conference could be had with Mr. Rowntree on his return from China and also suggested that some arrangement might be made by which the builder representing the Friends' Association now on the field, might be able to assist in University buildings. It was,

RESOLVED to postpone any action in the appointment of a Building Superintendent until after a meeting of the Executive Committee in July with Mr. Fred Rowntree."

RESOLVED further, that in view of the appeal from the Canadian Methodist Mission to their own Board to send out at once a number of missionary builders for their own work, and in harmony with the suggestion of Dr. Shore that the Canadian Methodist Mission Board might consider the appointment of Mr. Ricker as Missionary Builder of the Canadian

Methodist Mission, with the understanding that as soon as he is required by the University, he should be transferred from the Canadian Mission to the University on the condition that the Board of Governors of the University assume all responsibility for his outgoing expenses and maintenance except for the period of time in which he may have served the Canadian Mission on the field."

"RESOLVED further that in view of this fact, this Executive Committee approves of this suggestion being carried out if the Canadian Methodist Board see fit to appoint Mr. Ricker.

86. PAMPHLET ON UNIVERSITY.

Dr. Shore having been requested at the meeting of the Board of Governors to prepare a pamphlet report for the Board of Governors for the past year, stated that he had been unable to prepare this report up to the present time and recommended, in view of the fact that no work was being done in the University during the past year on account of the Revolution, and in view of the present condition and immediate prospects for the University Fund, that it would be inadvisable to prepare such a printed report at the present time.

This recommendation was approved by the Executive Committee.

A pamphlet prepared by Dr. Hodgkin for use in the canvass for the University Fund in England, was presented to the Committee. It was decided, however, that in view of the present difficulty in connection with the campaign for University Fund in America, it would be inadvisable to recommend the securing of any number of copies of this pamphlet for use in America at the present time.

The committee adjourned sine die.

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EXECUTIVE COMMITTEE OF BOARD OF GOVERNORS
WEST CHINA UNION UNIVERSITY

Shall \$22000 be
the total paid when
subject to for what
purpose?

Refer to 50 acres land for

Minutes of Meeting held in New York, July 21 and 22, 1913.

Budget for 1914 - amount?
Resistant -

The Executive Committee of the Board of Governors of West China Union University met in the Consultation Room at 23 Cedar St. New York, Monday, July 21st, 1913, at 10 a. m.

Only 2 items present -

Members present:- Mr. Mornay Williams, (Chairman), Dr. J. F. Goucher, Dr. T. S. Barbour, Dr. T. E. E. Shore, and Mr. James Wood, (Corresponding Member).

From whom will money be received?
to purchase land?

Prayer was offered by Dr. Goucher.

Dr. James Endicott of the Canadian Methodist Board was present and was invited to sit with the Committee.

Only Dr. Franklin of

Dr. Franklin of the American Baptist Board was invited to sit with the Committee.

87.

The Secretary reported correspondence from the various Boards respecting the appropriation of \$5,500 requested from each Board by this Executive Committee for the purchase of fifty acres additional land for the University at Chengtu, and also presented correspondence from the field showing urgent advisability for the immediate purchase of this land.

"RESOLVED, that this Executive Committee of the Board of Governors of West China Union University again brings to the attention of the Boards of the four participating missionary organizations, the urgent necessity for the securing of fifty acres of additional land contiguous to the present University site, now available for purchase, and requests these Boards at their earliest convenience to appropriate each the sum of \$5,500 to make up the total of \$22,000 required.

88.

RESOLVED, that this Executive Committee of the Board of Governors authorizes the Secretary of this Committee to send a cablegram to the Senate at Chengtu, instructing the Senate to proceed with the purchase of the fifty acres of additional land, with the assurance that one-half of the total sum required will be available on demand to the Treasurer of the Board of Governors, and that the remaining portion, namely one-half of the amount, will be available in equal instalments of one-quarter of the total amount, in four months and six months respectively."

89.

The Treasurer, Dr. Barbour presented the following general statement as to available funds, subject to verification in detail.

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I. Building and Endowment Account.

On hand, October 10, 1912	\$	5.00
Receipts, Oct. 1912 - July 1913	\$	2621.40
		<hr/>
Total	\$	2626.40
Expenditures, Oct. 1912 - July 1913	\$	1291.78
(Expenses of Endowment Fund Committee \$358.11; architects, etc. \$933.67)		
		<hr/>
Balance to credit of Account	\$	1334.62

II. Special Building Fund for Normal School Building	\$	4383.01
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III. General Funds.

On hand, Oct. 10, 1912	\$	5934.37
Receipts, Oct. 1912 - July 1913	\$	4450.00
		<hr/>
Total	\$	10304.37
Expenditure, Oct. 1912 - July 1913	\$	2746.30
		<hr/>
	\$	7638.07
Assets of General Fund		
Unpaid Assessment for land, 1910	\$	1200.00
on		
Unpaid budget of 1912 - 13	\$	2000.00
		<hr/>
	\$	3200.00
Total credit to General Fund	\$	10838.07

(Of this sum, \$4800.00 is held for purchase of land under assessment of 1910, leaving balance for General uses \$6068.07)

Interest (about \$300 to date) to be added proportionately to the above items.

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90. Mr. Raymond C. Ricker.

Dr. Shore reported that in harmony with the suggestion made at the last meeting of this Executive Committee, the Canadian Methodist Board had appointed Mr. Raymond C. Ricker as a Missionary Builder in the Canadian Methodist Mission in West China with the understanding that when Mr. Ricker's services would be required by the University, he would be released by the Canadian Board provided that the Board of Governors recoup the Canadian Board for outgoing expenses.

91. Mr. Ricker presented a report of his special preparation for work as University Builder and made a statement of his needs in the matter of supplies, etc.

92. RESOLVED, that the payment of \$200 to Mr. Ricker to enable him to prosecute special studies preparatory to going to China be confirmed. (X)

The Chairman, Mr. Mornay Williams, was requested to arrange a conference today between the University architect, Mr. Rowntree and Mr. Ricker.

The Committee was invited by Mr. Williams to luncheon and adjourned at 12.30.

The Committee resumed its session at 2 p. m. Dr. Endicott offered prayer.

93. Dr. Goucher reported that he had interviewed Mr. Earl Taylor and Dr. Oldham (Dr. North being out of the City), and that these secretaries of the M. E. Board assured him of the probable appropriation by their General Committee in November of the \$5,500 requested by this Executive Committee for additional University land.

94. University Architect, Mr. Fred Rowntree.

Mr. Rowntree having arrived in New York en route to England returning from his visit to West China, was introduced to the Committee and invited to present any matters on which he wishes to confer with the Committee. Mr. Rowntree presented the following agenda for consideration:-

- (1.) Revised layout of University grounds.
- (2.) Suggestion as to assistance in securing best layout of grounds.
- (3.) Commencement of Administration Building.
- (4.) Heating, Lighting and Drainage.
- (5.) University Builder.
- (6.) Union Middle School Building.
- (7.) House for Educational Secretary.
- (8.) Architect's Fees.

95. (1.) Mr. Rowntree submitted a rough sketch of a proposed layout of University grounds in the event of the purchase of fifty acres additional land. The general scheme of this layout was approved by the

Committee subject to further consideration when the land has been secured and a complete layout has been prepared.

96. (2.) Mr. Rowntree reported that in consultation with the University Senate at Chengtu a suggestion was offered, that the services of an expert landscape architect be secured to arrange walks, location of trees, etc. The Committee did not approve of any additional expense being incurred for this purpose, it being understood that Mr. Rowntree's layout of grounds, would suggest suitable arrangements for walks, etc.

97. (3.) Mr. Rowntree recommended in harmony with the views of the Senate that the Administration Building on the Central site be proceeded with at once provided that the China Emergency Appeal Committee consents to the use of their contribution for a Normal School toward the erection of the Administration Building, on the understanding that at first a portion of the Administration Building will be used for Normal School work and that later the China Emergency Appeal Committee's contribution will be used in the erection of a Normal School.

Mr. Williams presented a letter from Dr. Hodgkin enclosing one from Mr. Fox, Chairman of the late China Emergency Appeal Committee, approving of the temporary use of their Normal School contribution for the Administration Building provided that Normal School work be conducted in this building and that later a Normal School building be erected.

This course was approved by the Executive Committee and Mr. Rowntree was instructed to prepare plans for the Administration Building not to exceed \$10,000 in cost.

98. (4.) Mr. Rowntree reported that in consultation with the Senate, he had decided to recommend, in harmony with the climate of Chengtu and the custom of the Chinese, to provide for the heating of all buildings by fireplaces rather than furnaces.

He also recommended that the buildings be piped for lighting by acetylene or other gas. He reported that owing to the flat nature of the ground and the gravel sub-soil, a system of septic tanks would be preferable to extensive pipe drainage.

These recommendations were all approved by the Committee.

99. (5.) Mr. Rowntree recommended that in the selection of a University builder, special consideration should be given to practical experience in building operations, knowledge in the purchase of building materials, and ability to handle workmen. He spoke favorably of the qualifications of Mr. Walter Nicholls, of England. A communication from Mr. Nicholls to Dr. Hodgkin offering to consider such an appointment was read.

The application of Mr. Raymond C. Ricker of Madison, N. J. was also considered. It was recognized that Mr. Ricker's training as an architect, his supervision of building operations in that training, his knowledge of the Chinese language and of the Chinese people, through his five years' residence in West China, peculiarly fitted him for this position.

It was therefore,

RESOLVED, that Mr. Raymond C. Ricker be appointed Superintendent of University Building; and that the Canadian Methodist Board be requested to release him now for this University work, and that he proceed in the early Fall to West China.

100. (6.) Mr. Rowntree stated that in view of the Senate's recommendation that the Board of Governors of the University assume responsibility for and control of the Chengtu Union Middle School, if such a course were adopted. He assumed that he would be responsible for plans for a Middle School and for the location of the Middle School in relation to the layout of the University grounds.

101. (7.) Mr. Rowntree reported having discussed with Rev. E. W. Wallace, plans for a house for the Educational Secretary.

102. (8.) Architect's Fees.

The Secretary presented correspondence with a number of Mission Board Secretaries in America and England to ascertain their experience and views with regard to the basis of architect's fees in connection with buildings in China.

Mr. Rowntree stated his views in this matter.

After consultation Mr. Rowntree agreed to the following terms, which were adopted by the Committee, namely:-

(a) RESOLVED, that the cost of buildings be computed on the basis of seven pence per cubic foot.

(b) RESOLVED, that the architect's fees shall be estimated on a basis of three per cent of the cost at seven pence per cubic foot. This fee is to cover completed plans and specifications with all details required to enable builder on the field to erect the buildings without further interpretation.

(c) RESOLVED, that the architect shall at the time of submitting his plans for any building, submit a statement of the lump sum to be paid for architect's fee, estimated on above basis.

(d) RESOLVED, that the terms of engagement of architect shall be subject to revision at the end of five years from the date of his appointment.

103. RESOLVED, that the architect proceed at once with the preparation of the following plans:-

(a) Administration Building not to exceed cost in West China of \$10,000 Gold.

(b) Educational Secretary's House, not to exceed cost in West China of \$2,500 Gold.

- (c) Building Superintendent's House, not to exceed cost in West China of \$2,500 Gold.
- (d) Medical College, not to exceed cost in West China of \$20,000 Gold.
- (e) Middle School Building, not to exceed cost in West China of \$10,000 Gold.
- (f) A tentative layout of grounds.
- (g) A bird's eye view of grounds and buildings as completed, for use in Campaign literature.

104.

RESOLVED, that Mr. Williams, Dr. Barbour and Dr. Shore be a Committee with power to call for complete layout of grounds on receipt from the field of information of the purchase of additional land, or such other items as they may deem necessary.

RESOLVED, that the architect shall send to the Secretary two copies of blue prints of all plans, one copy to be sent by the Secretary to the Senate in Chengtu.

105. Architect's Visit to West China.

(a.) The correspondence between Dr. Hodgkin and the Secretary and the action taken by the Executive Committee on January 14th, 1913, respecting the proposed visit of the University Architect to West China, were reviewed and the following resolution was passed by the Committee.

RESOLVED, that in view of the great value to the University of the visit of Mr. Rowntree to Chengtu, and of his present and prospective services in laying out the grounds and the location of the several buildings, we consider the sum of \$500 is due Mr. Rowntree as his fee for his services referred to, the sum of \$200 for his travelling expenses having been provided from private sources.

(b.) RESOLVED, further that the question of payment of this amount of \$500 be referred to Dr. Hodgkin in view of the correspondence with him, in the hope that he may be able to arrange the matter without calling upon the co-operating bodies to meet it; but that if Dr. Hodgkin be not able to arrange this, the matter be referred to the Committee previously appointed consisting of the Chairman of this Committee, the Treasurer and the Secretary with instructions to include the amount in next year's budget and to suggest the way of raising the same.

106. Appropriations for Buildings.

RESOLVED, that the following partial appropriations be made from available funds, namely \$2,000 toward cost of the Administration Building, \$1,000 toward cost of Mr. Wallace's house, \$1,000 toward cost of Mr. Ricker's house.

107.

RESOLVED, that we express to the China Emergency Appeal Committee our appreciation of their willingness to allow their contribution for a Normal School for men at Chengtu to be used temporarily in the erection of the University Administration Building.

108.

RESOLVED, that the Secretary send a letter of information to the participating missionary organizations pointing out the necessity of taking the \$2,000 above appropriated for University houses temporarily out of the funds now held for purchase of land. If no objection to this course be offered, by any of the Boards within four months, the Treasurer be authorized to advance the above funds.

109. Opening of Medical College.

RESOLVED, that this Executive Committee having before it the resolutions passed by the Canadian Methodist Mission at the last meeting of its Mission Council respecting the opening of a Medical College in January 1914, and its offer to provide two medical missionaries for this purpose, which resolutions were presented to the University Senate on Feb. 22nd, 1913, requests the Senate to facilitate the establishment of the Medical College in harmony with the suggestion of the Canadian Mission, and that the Secretary of this Committee inform each of the co-operating Boards of this request and of the action taken by the Canadian Mission.

110. President of the University.

RESOLVED, that the Secretary communicate with the University Senate indicating the steps which have been taken by the Board of Governors in their effort to secure a suitable President for the University, without success up to the present time, and pointing out the urgent necessity of making an early appointment of a President, in the interests of the financial support of the University at home and of the work on the field; and requesting the Senate to consider the advisability of nominating for this position from among the men on the field or attached to the University staff, it being understood that the Board of Governors may accept or decline such nomination or nominations. For this purpose, the Senate is requested to submit as soon as possible such names as they consider suitable for the Presidency of the University not exceeding four in number, and without consideration of the denominational membership of those recommended.

111. Chancellor of the University.

RESOLVED, that this Executive Committee recommend the Board of Governors to give serious consideration to the question of appointment of a chancellor of the University.

112. Incorporation of the University.

RESOLVED, to request the Special Committee on

Incorporation, Mr. Williams and Mr. Rowell, to be prepared to report to the Board of Governors at its next meeting.

113. Fiscal Year.

RESOLVED, that the date of the fiscal year be fixed to begin on January 1st, in accordance with recommendation of the Senate. | ⊗

114. Mr. Ricker's Expenses.

(a) RESOLVED, that the Treasurer be authorized to recoup the Canadian Methodist Board for any money which they have advanced to Mr. Ricker. | ⊗

(b) RESOLVED, that Mr. Ricker's support be fixed tentatively on the basis of a Canadian Missionary as in the case of Mr. Wallace. This will include salary \$1,000, furniture allowance, \$300, freight, \$120, Incidentals, \$100, railroad, steamship, houseboat, and other travelling expenses. ||| ⊗

(c) RESOLVED, that a grant of \$650 be made to Mr. Ricker to cover purchase of surveying instruments, materials to experiment re cement, stereoptican and slides, etc. | ⊗

(d) RESOLVED, that this Executive Committee authorize Mr. Ricker to visit England to consult with Mr. Rowntree just before leaving for China, and appoints Dr. Barbour and Dr. Shore a committee with power to decide the route to be taken by Mr. Ricker to China, and in connection with his visit to his home and to England.

115. RESOLVED, that the drawings of Messrs. Stoughton & Stoughton, deposited in the M. E. Office in New York, be returned to Messrs. Stoughton & Stoughton in accordance with their request.

116. Annual Meeting of Board of Governors.

Information was received to the effect that Dr. Goucher, the Chairman of the Board, Dr. Hodgkin and Dr. Shore, the Joint Secretaries of the Board, and other members of the Board of Governors, would be unable to be present at the Annual Meeting of the Board, which was previously arranged for the second week of October in Boston. It was also pointed out that the University Senate's recommendations regarding the Presidency of the University could not be received before December. | -

RESOLVED, that the Secretary correspond with the members of the Board of Governors to ascertain whether they would be willing to have the date of the next Annual Meeting of the Board changed to the month of January, preferably in the second or third week, the Executive to fix the exact date. | -

117. RESOLVED, that the Chairman of this Committee, the Treasurer and the Secretary be a committee on the | -

Budget for the coming year, to consider the estimates from the field and other necessary expenditures, and that this Committee on the Budget notify the co-operating Boards respecting financial requirements for next year; and also report to this Executive Committee as early as possible. Payments on account of Budget in the meantime to be left || to the judgment of the Treasurer of the Board.

118. RESOLVED, that the thanks of this Committee be extended to Mr. James Wood and the American Bible Society for the use of one of their rooms for some months by our campaign committee.

119. RESOLVED, that this Committee having been informed of the resignation of Dr. Shore as Missionary Secretary of the Canadian Methodist Church, and of his intention of resigning as a Canadian representative on the Board of Governors, invite him to attend the next Annual Meeting of the Board of Governors.

The Committee adjourned sine die.

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EXECUTIVE COMMITTEE OF THE BOARD OF GOVERNORS
WEST CHINA UNION UNIVERSITY.

Minutes of Meeting held in New York, November 26, 1913.

The Executive Committee of the Board of Governors of West China Union University met in the Managers' Room, at the Bible House, Astor Place, New York, Wednesday, November 26th at 10 a.m.

Members present:- Mr. Mornay Williams (Chairman)
Rev. T. S. Barbour, D.D., Rev. James Endicott, D.D.;
and Rev. Frank Mason North, D.D. and Mr. James Wood, (Corresponding Members).

Prayer was offered by Mr. Mornay Williams.

120. SUCCESSOR TO DR. SHORE.

Since the last meeting of the Executive Committee, Rev. T. E. Egerton Shore, M.A., D.D., having resigned his position as General Secretary of Foreign Missions of the Methodist Church, Canada, also forwarded his resignation as a member of the Board of Governors of West China Union University and its Executive. The Canadian Methodist Church at the recent meeting of its General Board of Missions, appointed Dr. James Endicott as his successor on the Board of Governors. It was therefore

RESOLVED,- That Dr. Shore having resigned his membership on the Board of Governors and the Canadian Methodist Board having elected Rev. James Endicott, D.D. to fill the vacancy caused by Dr. Shore's resignation, the Executive Committee regards Dr. Endicott as a member of the Committee in Dr. Shore's place.

121. It was also resolved, that the Secretaryship of the Executive Committee being vacant in consequence of the resignation of Dr. Shore, that Rev. Dr. Endicott be elected Secretary.

122. MEETING OF BOARD OF GOVERNORS.

Consideration of the time and place of the next meeting of the Board of Governors was had. By previous understanding the next meeting was expected to be held in the city of Boston; but in view of the holding of a number of important meetings in New York and its immediate vicinity during the week beginning January, Monday the 12th, at which a number of the members of the Board of Governors are compelled to be present, it was decided that the city of New York would be ammore

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convenient place of meeting this year. It was therefore

RESOLVED,- That the next meeting of the Board of Governors be held on the 17th of January, 1914, in New York, and that we accept with warm appreciation the generous offer of Mr. Wood of the Managers' Room in the Bible House as place of meeting.

123. CONSIDERATION OF PLANS FOR ADMINISTRATION BUILDING AND HOUSES FOR MESSRS. WALLACE AND RICKER.

The Committee considered at considerable length the plans which had been forwarded by Mr. Rowntree, the University Architect, of proposed Administration Building, together with houses for Messrs. Wallace and Ricker, and after careful examination it was

RESOLVED,- That the plans submitted by architect for Administration Building be accepted, it being understood that the building of the wing on the North end be for the present omitted; and that correspondence be had with the Senate, suggesting the possibility of making some alterations on the ground floor, so as to get greater advantage from the space.

124. RESOLVED,- That in regard to the style of residences of men appointed by the Board of Governors, no discrimination as to size and cost be made in the various houses to be built; and that the cost of each house, including all charges for grading and other necessary expenses, shall not exceed \$2500 (Gold)

125. RESOLVED,- That the plans submitted by the architect for residences be re-submitted to him, with such suggestions of changes as shall be approved at this meeting, and with a statement of the limitation in total cost which the Committee has adopted; and that further report from the architect be awaited before final action.

126. BUDGET FOR 1914.

The Treasurer, Rev. Dr. Barbour, gave a statement at some length, showing the financial position of the Board, and outlining the requirements for the coming fiscal year. It was then

RESOLVED,- That the total Budget for the year 1914 be as follows:-

General Estimates on field,	\$1,782.02
Estimates of Educational Secretary,	1,592.00
Salary of Mr. Ricker,	1,000.00
Estimated Home Expenditure,	225.98
Traveling Expenses, Mr. Ricker,	800.00
	<u>\$5,400.00</u>
Share of each Board,	\$1,350.00

127. RESOLVED.- That the Budget be for the fiscal year beginning January 1st and ending December 31st, 1914.

128. ARCHITECT'S VISIT TO CHENGTU.

Minute #105 in reference to the payments covering expenses of Architect's visit to Chengtu was considered, and action upon it was referred to the annual meeting of the Board of Governors.

The Committee adjourned sine die.

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