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Lingnan  
Administrative  
Board of Trustees 1928

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MINUTES

Lingnan University  
Board of Trustees' Meeting Apr. 13, 1928

**PRESENT:** Messrs. Osborn, Mills, Grant, Ames, Stewart, Watts, Comfort, Murphy, Hawkins, Edmunds, Wannamaker

The Director read excuses from those who were unable to attend the meeting.

The meeting, held at Mr. Murphy's office, was opened with prayer led by Dr. Stewart.

Minutes of the last meeting (Dec. 1/27) were read by Dr. Edmunds. On motion of Dr. Stewart the minutes were approved.

The Treasurer submitted a report (herewith attached) together with the information that Mr. Ogden, former Bursar at Canton, had found the task of getting the books of the College in final and satisfactory order a protracted one because of conditions existing before he took charge and also because of the period of civil strife during which he had served. He stated that Mr. Ogden would soon have the books in entirely satisfactory order. The Report of the Treasurer was accepted with thanks.

The Secretary stated that he had no definite report to offer.

The Report of the Executive Committee as embodied in the minutes of that Committee for the meeting of the same date was accepted on motion of Mr. Mills. During the discussion of this Report Mr. Hawkins was requested to state his impression of conditions in Canton as observed by him during his visit at the close of 1927 and beginning of 1928. He made an exceedingly encouraging report of progress along all lines and of exceedingly favorable relationships among the members of the faculty and between the faculty and students. He emphasized the excellent influence of President Chung in securing monthly payments from the Canton Government throughout 1927; he spoke with warm approval of the excellent executive work being done by Vice-President Lee, and of the highly satisfactory relationships between him and Provost Henry; he stated that the enrollment was reduced somewhat but highly satisfactory.

He also informed the Board that the Wesleyan Methodist Missionary Society had stated that Mr. Rees would return to Canton.

The Education Committee submitted the report herewith attached and requested authorization to make those appointments to the staff not yet included in the report as already made. Certain items of this Report were taken up for special discussion. Dr. Stewart recommended very highly, for appointment to the Department of Physics, Prof. Kwei now at Northeastern University, Mukden.

Owing to the enforced return of Dean O.F. Wisner, the Board not only approved the recommendation of the Director that Dr. Wisner's salary and allowances be continued for six months as from April 1, but also requested Mr. Grant and Mr. Wannamaker to discover whether any possible arrangement might be made whereby Dr. Wisner might become eligible for a pension from the Presbyterian Ministerial Fund, it being the will of the Board, if necessary, to bear a considerable portion of a salary grant to Dr. Wisner for a period of twelve months, should this length of service under Presbyterian auspices be required in order to entitle him to retirement privileges.

Authorization to the Education Committee to employ a teacher for the Department of Mathematics as substitute for Prof. MacDonald was also added to the report.

Mr. Hawkins recommended that inquiry be made as to possible teachers among refugee missionaries.

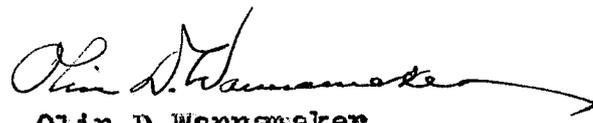
The report as augmented by the above items was adopted on motion of Mr. Mills.

On motion of Dr. Edmunds the Secretary was instructed to cast a vote of the Board for the present officers with the addition of Mr. Ward Cheney to be elected as a vice-president.

Mr. O.D. Wannamaker was elected Assistant Secretary and Recording Secretary of the Board and all its subordinate committees.  
Dr. Edmunds read the list of the committees as at present constituted. On motion of Mr. Mills these committees were continued.

The Report of the Buildings and Grounds Committee (herewith attached) was adopted with thanks to Mr. Murphy for the exceedingly attractive design for the bell tower to be erected, by the present and succeeding Senior Classes, at the intersection of the two axes of the campus.

Respectfully submitted

  
Olin D. Wannamaker  
Recording Secretary

Summary of Receipts and Disbursements July 1, 1927- April 13, 1928

Receipts

Income account Endowment Funds	\$13,154.38	
Campaign Receipts and Misc. Gifts	65,529.67	
Hall Estate	60,000.00	
Mr. Rockefeller's Gift a/s Pledge	129,183.00	
Bursar's and Trustees' Misc. Receipts	3,390.28	
	<hr/>	
	271,257.33	
Loan from Mr. Arthur Curtis James	10,000.00	
	<hr/>	

281,257.33

Disbursements

Administration	12,808.54	
Cultivation	8,720.60	
Special Administration	4,964.59	
Staff a/c Field & Provost's Expenses	41,192.00	
Bursar a/c ditto	33,994.28	
Misc. and Provost's Advances	12,042.54	
Interest on Loans	5,894.38	
Science Building Fund	16,515.00	
	<hr/>	
	136,131.93	
Refund of loans	135,000.00	
	<hr/>	

271,131.93

Cash on Hand

Current	21,326.08
Custodian	10,969.62
C.M.B.	7,397.48

New York, April 13, 1928

4

Trustees of Lingnan University

Estimated Cash Disbursements April 14, 1928 - June 30, 1928

April

Administration	\$ 500	
Cultivation	250	
Staff a/c Field	8,400	
Bursar's a/c	400	
Provost's a/c	500	
Miscellaneous	300	\$10,350.

May

Administration	1,500	
Cultivation	800	
Staff a/c Field	6,700	
Bursar's a/c	700	
Provost's a/c	1,500	
Interest on Loans	340	
Payments against Rent Credit	1,530	
Miscellaneous	1,000	14,070.

June

Administration	1,300	
Cultivation	500	
Staff a/c Field	5,500	
Bursar's a/c	700	
Provost's a/c	1,500	
Interest on Loans	187	
Payments against Rent Credit	3,030	
Miscellaneous	1,500	14,217.
		<u>\$38,637.00</u>

New York April 13, 1928

April 13, 1928

The following officers were duly elected for the coming year

Officers

Frederick Osborn,	President
Dudley H. Mills	Vice President
Ward Cheney	Vice President
Allan W. Ames	Treasurer
W. Henry Grant	Secretary

Committees elected for the following year were:

Committees

Executive

Dudley H. Mills, Chairman  
Allan W. Ames  
Miss Mary Parsons  
Frederick Osborn, ex officio  
Ward Cheney  
W. Henry Grant  
× George Stewart, Jr.

Finance

Allan W. Ames, Chairman  
F. Trubee Davison  
Dudley H. Mills  
Frederick Osborn, Ex officio  
Ward Cheney  
W. Henry Grant  
× George Stewart, Jr.

Education

W. W. Comfort, Chairman  
W. Henry Grant  
Ralph L. Watts  
David Eugene Smith

Building

Henry K. Murphy, Chairman  
Miss Mary Parsons  
Ward Cheney

MINUTES

Executive Committee

April 13, 1928

at Mr. Murphy's Office

PRESENT: Messrs. Osborn, Grant, Stewart, Mills, Ames, Edmunds, Wannamaker

The resignation of Charles K. Edmunds as American Director was accepted as of May 1, 1928, with expressions of appreciation and regret.

Mr. Mills informed the Committee of conversations which had taken place between representatives of Lingnan University, Yenching and Princeton-in-Peking, looking to a combination of promotional offices, and of the proposal made to Mr. Olin D. Wannamaker, and accepted by him, that he should act as American Director on terms and conditions to be settled by Mr. Wannamaker and Mr. Mills mutually. This action was approved by the Committee.

A probable change of location of the home office and all details of office arrangement in association with other institutions was referred to Mr. Wannamaker.

Items "a" and "e" in the proposed reorganization of the Committee for Christian Colleges in China (dated Jan. 9/28) were approved. Mr. Grant and Mr. Wannamaker were appointed to represent Lingnan University on the foregoing committee. These items are as follows:

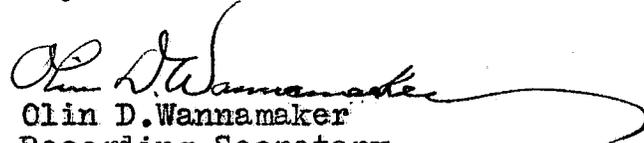
(a) The name of the Permanent Committee for the Coordination and Promotion of Christian Higher Education in China shall be changed to "The Committee for Christian Colleges in China."

(e) This reorganization is to become effective upon ratification by the Boards of Trustees of six cooperating institutions.

Mr. Hawkins was asked whether the London Missionary Society was disposed to continue its cooperation with the University. He replied that the Society earnestly desired to do this. He stated that it was the wish of the Society to return Mr. Baxter to Canton at the earliest favorable moment; he felt sure that such a favorable moment would arrive in due time but that it would be wisest not to hasten this action. He informed the Committee that the London Missionary Society had secured a satisfactory temporary pastorate for Mr. Baxter and was otherwise taking care of him during this period when he could not return to the field.

The question was raised as to whether any definite campaign for a dormitory for women should be initiated. It was the sense of the meeting that this matter should be deferred. The Director was requested to place it on the agenda for consideration at the next meeting of the Finance Committee. The Director was also instructed to write the Provost to this effect.

Respectfully submitted

  
Olin D. Wannamaker  
Recording Secretary

Education Committee

The following seven members of the staff are withdrawing from service and are not available for reappointment:

Elizabeth Mann, Secretary, ahead of time on her own motion. Myrtle Lohman, Secretary, Earl Swisher, Leland Chapin, Ralph D. McDermott, Robert E. Wall, Instructors, at the end of their terms of service.

Dr. O.F. Wisner (Dean) because of ill health. We recommend continuing Dr. Wisner's salary and allowances for six months as from April 1st.

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W.E. MacDonald, Prof. of Math., is returning to U.S.A. on furlough and plans to spend the next academic year at the University of Chicago. We recommend his maintenance during furlough on the usual terms - the details being left with power to the Director.

G.W. Groff, Prof. of Horticulture, is continuing on furlough with salary and allowances and plans to continue his research at the University of California. We recommend the continuation of his maintenance on the present basis with the addition of an allowance for clerical assistance. (\$300)

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Ronald D. Rees, rep. of Wesleyan Meth. Missy. Socy., is expected to return to the University at the opening of the academic year as Associate Professor of History.

Dr. W.W. Cadbury is returning, after a year's furlough, to his post as University Physician. En route he is spending several months at the London School of Tropical Medicine. We recommend his reappointment for five years on the usual terms.

Floyd A. McClure, Assistant Prof. of Botany, having completed a year of advanced work at Ohio State University is planning to return to Canton via Europe so as to have the opportunity to visit museums and botanical gardens and to confer with continental authorities in his chosen field of study (bamboos, etc.) We recommend his reappointment for five years on the usual terms with the addition of an extra outward travel allowance of \$400.

Henry Sorg Frank, Assoc. Prof. of Chemistry, has completed his advanced work at the University of California. His reappointment for five years on the usual terms beginning July 1/28 is recommended.

Paul A. Grieder, formerly Assoc. Prof. of English, and more recently on the faculty of Wooster College, has been scheduled for return to our service subject to the approval of his physician. His reappointment for five years on the usual terms should be authorized, on the understanding that if he is prevented from accepting, the Committee is authorized to appoint a suitable substitute.

We recommend the reappointment of Miss Nellie I. Spivey as Secretary at Canton for three years on the usual terms.

Education Committee (Contd)

Kendrick Marshall, who was engaged locally for the current year as instructor in English, is recommended by Provost Henry for an extension of service. His reappointment for one year on the usual terms should be authorized.

H.L.Caldwell, formerly on our staff as instructor in English, and more recently teaching in Japan, has been reengaged locally for the second semester of the current year. We recommend the confirmation of this appointment and its extension with a view to Mr. Caldwell's continuing as a regular appointee on usual terms.

The following appointments are recommended:

Eleanor Wyman as Secretary for three years on the usual terms.

Mrs. Mary Underhill Hall as Instructor in English for one or two years with round-trip travel paid in full in either case. (Mrs Hall replacing Miss Kimmey, who is to be married)

Ira I. Jenkins as Instructor in English for three years on the usual terms.

C.T.Kwei as Assoc. Prof. of Physics for a period ~~of~~ and on terms to be determined by Provost Henry.

Your Committee should be authorized to appoint an Associate Professor of Biology and a Professor of Economics and Business Administration on the usual terms. Several promising candidates are in view and selection needs to be made soon.

The following special actions are recommended:

A supplementary grant of \$657 to Y.K.Chu, Head of the Department of Education, who has been appointed to a fellowship at Columbia University under the International Institute for 1928-1929. This supplementary grant to be paid in monthly installments as from March to August 1928, both inclusive.

A grant of \$500 to S.Y.Chan, Assoc.Prof. of Chinese Literature, now finishing his advanced work at the University of Chicago, to enable him to finance the publication of his thesis.

All the foregoing items are included in the Budget as presented by the Finance Committee.

MINUTES

Finance Committee

April 13, 1928

at Mr. Murphy's Office

Financial Campaign

Dr. Edmunds submitted to the Committee a brief report on the result of the financial campaign including exhibit to Mr. Rockefeller, a letter from the Trustees of the Hall Fund and a letter of thanks at the close of the campaign to all contributors.

Resolution of Thanks to Mr. Rockefeller, Mr. Davis, Mr. Johnson

The Committee recorded a request that the Board of Trustees should vote a resolution of thanks to Mr. John D. Rockefeller, Jr., for his very generous help and also to Mr. A. V. Davis and Homer H. Johnson, Trustees of the Charles M. Hall Educational Fund. Mr. Osborn stated that he would call personally upon Mr. Davis to express the thanks of the Committee. Dr. Edmunds moved that the Committee should request the Trustees to authorize the Finance Committee to set aside as much as the Committee might think well, up to a total of \$300,000 from the gift of Mr. Rockefeller, to serve as a capital reserve fund. Seconded by Mr. Ames- carried.

Capital Reserve Fund

Mr. Osborn explained to the Committee that this capital reserve fund was to be distinguished from ordinary current income and from the permanent endowment fund; that money might be drawn from this capital reserve fund but only for emergency purposes and on special action of the Board.

Gift thru E. J. Weekes for Herbarium & Science Journal

Dr. Edmunds announced a gift of approx. \$8,600 Hkg. cur. from "a friend" through Prof. E. J. Weekes, formerly a member of the faculty of Lingnan University, to be used for the Herbarium and the Science Journal, the administration of the fund to be in the hands of a committee composed of the Provost, the Editor of the Journal and the Curator of the Herbarium. A resolution was passed requesting the Trustees to express through Mr. Weekes the most earnest thanks for this very generous gift.

\$12,600 from Estate of P. G. Gates

The Director announced the receipt of \$12,600<sup>600</sup> as part settlement (56%) of the bequest of the late P. G. Gates of Pasadena, amounting to \$22,500 (\$25,000 less \$2,500 tax) on account of general purposes of the University. A resolution was passed requesting the Trustees to express their earnest thanks to the Executors of the Estate. It was also resolved that the Trustees should be requested to add this sum to the capital reserve fund.

General Stores

Dr. Stewart moved that the Trustees be requested to authorize the Provost to sell the general stores to the Board of Directors of Lingnam University for approx. \$15,385 U.S. cur. (\$40,000 local silver) in three payments, the final one to be on or before October 31, 1929. Seconded by Mr. Ames - carried.

Bookstore

Dr. Stewart also moved that the Trustees be requested to authorize the Provost to sell the Bookstore to the Board of Directors of Lingnam University for approx. \$5,770 U.S. cur. (\$15,000 Canton silver) in three payments. Seconded by Mr. Ames - carried.

\$339 assigned to Women's Dorm. Fund

Mr. Ames moved that the Trustees be requested to assign \$339 from general funds to the women's dormitory fund in order to meet certain conditions expressed to recent donors to that fund. Seconded by Mr. Mills - carried.

Budget Approved

The budget as submitted by the American Director and proposed (herewith attached) was approved for submission to the Board, with the modification that special items for electric wiring, science building furniture and fixtures, Science Journal and Herbarium, totaling \$14,750, was removed from the group of items in behalf of which appropriations might be made if, when, and as funds should become available, and transferred to the section of items for which expenditures were definitely authorized. The item of \$10,000 for science apparatus, however, was left as proposed, expenditure for this being authorized only if, when, and as funds should become available and be voted by the Board.

Scale of Salaries

During the discussion of the budget Mr. Ward Cheney questioned whether the scale of salaries would compare favorably with that of other similar institutions and whether this scale was adequate. Mr. Hawkins (who had arrived for the meeting of the Board of Trustees) informed the Committee that a recent careful study made by him shows the scale of salaries at Lingnam would fall within the upper third of scales in effect among the various Boards. Dr. Edmunds informed the Committee that three increases had been voted since the war and that the budget as now proposed represented approx. a 20% increase over the salary scale of last year, - a slightly larger increase than had been requested by the Provost.

Mr. Wannamaker was requested to secure any available data which might throw further light upon this particular problem.

Respectfully submitted

  
Olin D. Wannamaker  
Recording Secretary

BUDGET 1928-1929 (as proposed Apl.13/28)

a/c Field

	<u>U.S. Cur.</u>	
*Sals. Field Staff	52,856	
Retiring Fund	4,200	
Insurance	2,593	
Dental and eye bills	3,350	
House Rental, Canton	5,000	
" " USA	2,450	
Travel - outward 1928	12,500	
" homeward 1929	3,000	
Special Items, Y.T.Hoh to USA	1,200	
" " Y.K.Chu	657	
" " S.Y.Chan	500	
 Provost's Budget	 <u>3,000</u>	 <u>\$91,306</u>

Voted as approp. for 1928-29		
Electric wiring	3,750	
Science Bldg. furniture & fixtures	8,000	
Science Journal	2,000	
Herbarium	<u>1,000</u>	14,750

Special item approved as objectives in behalf of which appropriations may be made during 1928-29, if, when, and as funds become available:

Science apparatus	10,000
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\*The following increased scale of field salaries is proposed and the increment of \$5,000 is included in the above figure \$52,856.

\$150	Inc. monthly instead of former	\$125
175	ditto	158
200	"	184
300	"	258
325	"	279
350	"	305
360	"	315

BUDGET 1928-1929

NEW YORK OFFICE

U.S. Cur.

Staff

American Director or Exec. Secy.	\$3,000	
Office Secretary	2,400	
Assist. Treas. & Bookkeeper	1,800	2400
Auditor	<u>300</u>	<u>\$7,500</u>

General Expenses

Rent	1,000	
Telephone	100	
Supplies	400	
Postage	100	
Cables	425	
Cultivation		
Printing and Postage	2,000	
Travel	<u>200</u>	<u>4,225</u>
		<u>\$11,725</u>

Special Accounting (Covers Mr. Ogden & assistant)

	<u>1,350</u>
	<u>\$13,075</u>

minutes

For information

Miss Parsons copy April 13, 1933

The following officers were duly elected for the coming year

Officers

Frederick Osborn,	President
Dudley H. Mills	Vice President
Ward Cheney	Vice President
Allen W. Ames	Treasurer
W. Henry Grant	Secretary

Committees elected for the following year were:

Committees

Executive

Dudley H. Mills, Chairman *John 0010*  
 Allen W. Ames *John 4180*  
 Miss Mary Parsons *John 1111*  
 Frederick Osborn, ex officio *Harmon 1680*  
 Ward Cheney  
 W. Henry Grant *John 1604*  
 George Stewart, Jr. *W. Cottrell 4970*

Finance

Allen W. Ames, Chairman  
 Dudley H. Mills  
 Frederick Osborn, ex officio  
 Ward Cheney  
 W. Henry Grant  
 George Stewart, Jr.

Education

W. S. Comfort, Chairman  
 W. Henry Grant  
 Ralph L. Watts  
 David Eugene Smith

Building

Henry K. Murphy, Chairman  
 Miss Mary Parsons  
 Ward Cheney

The Science Hall is about completed and will be occupied throughout in September. The cost has been about \$96,000 U.S. currency. Furniture and fixtures are still needed to the amount of \$8,000 U.S. currency.

The wiring of all buildings for electric lighting is under way. The total cost of the distributing system is estimated at \$7,490 Hkg. Currency, Campus Lights \$1,080, Lights within Buildings \$7,320 Hkg cur. We recommend that the Trustees assume as their share half the cost of the distributing system (\$3,745 Hkg) and the cost of lights in all residences now occupied by personnel supported by them and in other buildings in accordance with the Directors' memo of 2/18/28 amounting to \$3,625 Hkg., or a full total of \$7,370., say \$3,700 U.S. currency.

The present Senior Class has undertaken to provide \$3,000 Hkg. currency for the construction of a bell tower at the intersection of the two axes of the campus. Mr. Murphy has prepared the plans so that one class may provide the tower proper and leave the construction of the platform and railing to some other class or classes.

	<u>Estimate of Income</u> (3/5/28 CKE)			
	<u>1928</u> <u>June 30</u>	<u>1928-1929</u>	<u>1929-1930</u>	<u>1930-1931</u>
<u>a/c Endowment</u>				
Hall	\$700,000			
"	300,000			
J.D. Rockefeller, Jr.	300,000			
<u>From Endowment</u>				
Hall	30,000	60,000	60,000	60,000
Rockefeller	-----	15,000	15,000	15,000
Swasey, Coles, Has- kell & Genl	5,100	15,000	15,000	15,000
<u>From Pledges</u>				
1 Government	(41,732)	(77,414)		
2 Individuals	(6,000)			
3 "	8,700	13,600	7,600	7,200
4 C.M.B.		4,000	2,500	1,000
5 Cadbury	1,200	3,000	3,000	3,000
# J.D. Rockefeller on a/c	# (Max. Total)	13,666	(25,800) * Take only \$10,000	3,367
" " " " "	# (42,000)	5,300	6,800	2,733
# Max. Limit \$42,000				
<u>Other Gifts</u>				
<u>Groups</u>				
Penn State	1,500	1,500	1,500	1,500
Teachers College	-	900	900	900
Williams College	-	800	800	800
Univ. of Pittsburgh	-	500	500	500
<u>Individuals</u>		20,000	20,000	20,000
<u>Total</u>	\$46,500	153,266	143,600	128,267
Uncertain		13,666	10,000	
Minimum available	46,500	139,600	133,600	128,267
Budget limit		130,000	130,000	130,000

Items in brackets not to be added in as such. They are intended to show source of income indicated in subsequent years

Fundamental assumption is that Hall gift will be rec'd prior to July 1/28 and Mr. Rockefeller's proportional gift forthwith collected. Bank-debt of \$30,000 and int. \$900 paid & 300,000 held as endowment.

MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE  
OF THE BOARD OF TRUSTEES  
LINGNAN UNIVERSITY

October 9, 1928

The Executive Committee of the Board was called to meet at the Downtown Club at 12:30 on October 9, 1928.

Present: Messrs. Osborn (Chairman), Grant, Mills, Stewart, Wannamaker and Miss Parsons. The following matters were discussed and the recorded actions taken at the meeting:

1. Administration:

1. The President of the Board announced that Dr. Stewart and Mr. Grant had accepted appointment as members of the Committee on Christian Colleges in China the purpose of which is to work toward more systematic inter-relationship among the Christian institutions of higher education in China with the possibility of eventually, closer promotional and administrative relationship in the United States.

It was further announced that Mr. Mills and Mr. Grant have accepted appointment as members of the Central Committee on Christian Colleges in China which has jurisdiction in regard to the bookkeeping and disbursements for the Trustees of the various colleges in China with central offices at 150 Fifth Avenue.

The Director reported that in the light of correspondence between the Provost and himself it seemed altogether probable that an error had occurred in transcribing minutes of the meeting of December 1st and he recommended that modification be made in Section 7 of these minutes as follows: the expression ".....and also is in substitution for the previous special allowance of one hundred dollars per annum for each child of high school age," be modified to read: -" ...and also is in substitution for the previous allowance of \$250 per annum for each child attending high school not located on the campus." This wording of the minutes would leave the usual grant of \$100 per annum for all children of faculty members of high school age included as part of the family budget. Upon motion of Mr. Mills this suggestion of the American Director was adopted.

The proposal from the Provost looking to assistance on the part of the American Foundation to the Directors in their effort to erect an adequate agricultural building was communicated to the Committee as follows:

The Board of Directors are indebted to the American Foundation in the following amounts:

Agricultural College	\$10,595.66
Bookstore	5,559.00
	15,384.00 (All U.S. currency)

Since the Directors are showing such a splendid spirit in their effort to develop the University and since the Trustees desire to cooperate in every way possible to this end, therefore the Trustees shall offer to cancel this

debt to the Board of Directors, provided an equivalent amount of money shall be secured by the Directors and used in addition to the ordinal budget of ~~\$120,000~~, \$120,000 Hongkong to insure that the Agricultural Building shall be adequate to the needs of the School.

Dr. Stewart moved that this proposal of the Provost's should be approved subject to ratification by the Board of Trustees, to be secured by means of mail vote, if necessary. This motion was carried.

## II. Staff

The American Director informed the Committee that Miss Mable Lodge of the University faculty had suffered a complete nervous breakdown and that in the light of cabled information received it had been necessary to ask authorization from the President of the Board to cable instructions to the field to send Miss Lodge home as early as possible, under such conditions as would be approved by competent medical authority and asswoud insure her safety and give the best hopes of her recovery. The approval of the President was confirmed by the Committee.

The Committee expressed its profound appreciation of the self-sacrificing offer of Mrs. Henry and Mrs. Laird to accompany Miss Lodge, and desired that everything possible should be done to show the appreciation of the Committee to those ladies and insure that they have adequate rest and recuperation after arrival in America.

The Executive Committee was informed that in accordance with a contract between the College and Dr. Walter J. Knipp, the latter is entitled to receive the salary of a married member of the faculty at any time that he announces his marriage. The approaching marriage of Dr. Knipp has been announced by Provost Henry and the American Director asked confirmation of the implied authorization to place Dr. Knipp upon the status of a married member of the faculty. This application of the contract with Dr. Knipp was approved.

A request from the Provost for an increase of \$25 Hkg. per month in the salary of Professor Laird as Dean, this increase to begin July 1, 1928, was approved by the Committee.

The resignation of Miss Law, as Dean of Women, was announced. The Committee expressed its sincere regret at the reception of this news.

A recommendation from the Provost <sup>with Laird</sup> ~~with~~ referred to the "mess" for unmarried staff was reported <sup>and</sup> approved as follows:

That the University (American Foundation) subsidize the mess for unmarried teachers to the extent of fifty dollars Hongkong per month in order that as near as possible, all money paid by members of the mess shall go to the providing of food.

## III. Finances

The American Director informed the Committee that Mr. C. S. Tsang, long a student and teacher at Lingnan, though not know connected with the University had arrived in this country to spend a period in study and that the Provost had informed

October 9, 1928

the Director that the University was under obligation by contract of several years ago to provide Mr. Tsang with salary for nine months in America equivalent to the salary he last received as a teacher. Dr. Henry had suggested that the Allowance in America be slightly more than the precise figure of his former salary, recommending \$70 or \$75. gold per month. The Committee approved of this request.

The Assistant Treasurer presented a statement to the Committee showing

Cash on hand	---\$25,071.20
Receipts	
July 1 to date	-38,175.98
Disbursements	
July 1 to date	-30,722.23

The American Director laid before the Committee a letter from the Secretary of the Christian Association of the University of Pennsylvania asking whether the sum of \$15,000 due by Lingnan University to the Christian Assoc. for property purchased might not be paid from the gifts reported to have been secured within recent months by the University. The Director was instructed to reply to the secretary of the Christian Association that most of the money reported to have been secured by the University was in the form of pledges toward endowment and the liquidation of heavy outstanding deficit; that the greater portion of these pledges are to be paid during a period of three years and a greater portion of the money thus paid was given or pledged for the definite purpose of meeting the deficit and for endowment. The Director was instructed to say to the Secretary of the Christian Association of the Univ. of Pennsylvania that Lingnan University recognizes its obligation in this matter, is earnestly desirous of meeting it but that for the present its financial difficulties are so great as to render immediate settlement impracticable.

The Director urged that the Executive Committee and the Trustees should adopt an aggressive policy in the matter of cultivation in the securing of finances. He warned the Committee that there was some danger that the strongest institution in North China might so far outstrip Lingnan as the strongest institution in South China that this would constitute an undesirable lack of balance in the Christian Educational system in China. He mentioned the fact that the Northern Institution is using the full time of an energetic field representative. He suggested that the Committee give serious consideration to the problem whether the time is not near at hand for an effort to be made to secure money for a woman's dormitory. He also called attention to the need for the following additional staff members: bookkeeper for the Provost; two more scientists in the department of sericulture; a man for animal husbandry; and a man and a woman to teach physical training. The Committee expressed deepest interest in this problem but deferred definite decision until later consideration.

The Director informed the Committee of the action taken by the Provost in transferring Dr. Smeux temporarily from the payroll of the Directors to that of the American Foundation, in lieu of an American teacher of accounting whom we had not been able to secure.

L I N G N A N U N I V E R S I T Y

Minutes

Semi- Annual Meeting

Board of Trustees

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November 15, 1928

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The semi-annual meeting of the Board of Trustees convened at the home of Dr. George Stewart on Thursday evening, November 15, 1928. The members of the Board were guests at dinner of Dr. Stewart.

Present: Messrs. Frederick Osborn, David Eugene Smith, W. Henry Grant, Henry Killam Murphy, Ward Cheney, George Stewart, Allan Ames, Dudley Mills, Olin D. Wannamaker, American Director, B. A. Garside, Assistant Treasurer; Dr. E. W. Wallace, Executive Secretary of the Committee of Christian Colleges in China, was present by invitation to explain the proposals of the Committee with reference to plans for coordinating the work of the sixteen Christian institutions of Higher Education in China.

At the close of the dinner the President of the Board invited Dr. Wallace to begin the evening's agenda by making his report. Each member of the Board was presented with two printed pamphlets, one entitled "Christian Colleges in China" giving an exceedingly brief sketch of each of the sixteen institutions in question, and the other "Correlated program for Christian Higher Education in China" providing a compact digest of the main elements in the proposal of the Committee on Christian Colleges in China with reference to the main emphasis in the development of these institutions during the next few years. Dr. Wallace interpreted the information given in printed form by stating briefly the history of the development of this group of Christian institutions of higher education, the changing conditions of various sorts which have caused the leaders in Christian education to agree that some systematic relationship among the institutions must be brought about if they are to continue to develop and to render adequate service to the cause for which they were established. He emphasizes especially the growing feeling on the part of many of those concerned and especially of the Chinese educators, of the needlessness of perpetuating purely denominational institutions; the great demand by Chinese students for vocationalized courses in the upper classes of the college curriculum, and the difficulty of providing vocationalized courses unless different institutions emphasized different groups of such courses; the necessity for developing adequate graduate courses if the graduates of all the Christian institutions are to receive adequate training for technical and professional careers; the impossibility of developing adequate graduate courses unless these are assigned for some years to come to one or two of the Christian institutions.

Dr. Wallace's statement was followed by a free discussion in which all members of the Board participated. At the close of this discussion Dr. Stewart moved that the American Founders express their deep appreciation of the work that has been done by the Council of Higher Education of the Committee of Christian Colleges in China, and its warm approval of the proposals of the Committee, this approval being subject to confirmation by the Board of Directors in China and to further consideration by the American Foundation after the plan shall have been presented in greater detail. Seconded by Mr. Mills. Carried.

Executive Committee: All action taken by the Executive Committee at their meeting of October 9th was approved by the Board, with special reference to that action authorizing the Provost to offer the gift of the money owed by the Directors to the American Foundation in connection with the Agricultural College, the book-stores and the general stores, if this money can be raised by the Directors and added to the budget of \$120,000 Mex. previously voted for the completion of the Agricultural Building.

All new appointments to staff made since the last meeting of the Board of Trustees were approved.

The American Director reported the nervous collapse of Miss Lodge and the arrangements made for returning her to America, explaining the difficulties involved and the unselfish service rendered by various members of the College faculty, including especially Mrs. Henry and Mrs. Laird. By vote of the Board the American Director was requested to address a letter immediately to Mrs. Henry and to Mrs. Laird expressing profound gratitude of the Board for the generous service on the part of the two ladies. The Board approved all the measures taken for the return of Miss Lodge to the care of her family.

The Board also approved any arrangements found necessary by Dr. Henry for replacement or partial replacement, through service to be rendered by some one on the field, for Miss Lodge.

The President of the Board stated that he had no fresh information regarding the Hall Estate but repeated the assurance given him by Mr. Davis that the legal process would probably be completed in the near future and the capital fund handed over to Lingnan.

The Board was informed that a report would be received in December from the Directors showing the total amount received in payment of pledges from Chinese sources and that a report would then be made to Mr. Rockefeller with request for payment of the amount due on his pledge.

A statement was placed in the hands of the members of the Board (See Appendix C) showing income and expenditures to date and also the forecast of total income and expenditures for the fiscal year.

#### Buildings and Grounds

The Board was informed that the Science Building had been formally opened and that we should soon receive full reports of the program of the opening ceremonies.

A photograph of the belltower in its completed form was shown to the Board with the information that the class of 1928 had raised the entire amount of money needed for erecting it, and also that information had appeared in the alumni bulletin to the fact that the class of 1930 is undertaking to raise the generous sum of twelve thousand dollars to be used for radio apparatus as a gift to the University.

The Board was also informed that the Board of Directors are planning to begin work in the immediate future on the Agricultural Hall, using as an initial building fund \$30,000 of the Government appropriation (in replacement of an equivalent amount donated during a recent campaign for this building but used for other purposes) and \$40,000 pledged by four generous members of the Board of Directors. The Board of Trustees expressed profound gratification at the plans of the Directors in regard to this building.

#### Requests from the Field

The Board was informed of the very earnest wish, repeated a number of times by the Provost, that forward steps should be taken toward providing adequately for women students at Lingnan. Upon suggestion of the Director, Dr. Wallace described the situation existing in the province in this matter of education for women and the urgent desire of the missions that Lingnan should undertake to provide adequate accommodation and conditions of living for a sufficient number of students to meet the pressing need in South China for education for women. Dr. Wallace stated his personal opinion that if a financial campaign were actually now initiated he would feel that this one element at Lingnan should be one of the first items to be included in such a program.

The Board was informed that two specialists in the Department of Sericulture - a pathologist and a geneticist - were urgently needed and that steps were now being taken to discover properly qualified men.

The Director informed the Board that according to information from the Provost, funds are available by grant of the China Foundation for providing for one of these two men and that Mr. Ward Cheney had interested himself in an effort to secure support for the other from the American Silk Association.

The Board was also informed of the need for a physical director for men students and one for women students and of the suggestion of the Provost that the American Foundation should discover two suitable persons and provide the salary for one whereupon it was to be hoped that the Directors might be able to supply salary for the second. Attention was also called to the need for a specialist either in veterinarian surgery or in animal husbandry and of the policy recommended by the Provost that the American Foundation should seek to supply as many as possible of those members of the University staff occupying conspicuous strategic positions.

In regard to all of these requests from the field it was the sense of the meeting that no commitments should be made until one full year of operation on the present budget. The Board expressed its very earnest interest in all of these matters and approved the suggestion that Dr. Henry should be asked his judgment as to the advisability of his coming

to America after the opening of the autumn semester of 1929 to discuss the whole question of possible advance steps and ways and means of carrying these out.

#### London Missionary Society

The Board took under consideration a letter addressed by Mr. F. H. Hawkins to Dr. Henry informing the latter that although the Directors of the London Missionary Society still hoped that we could plan later for the return of Mr. Baxter in his work at Lingnan, it is impossible at the present time to forecast the probable lapse of time before this can occur and adding the information that the London Missionary Society thinks it better to await the possible return of Mr. Baxter than engage a new recruit. In the light of this situation the Society proposed that the University should pay a reasonable rental, based upon five percent of costs for the London Mission residence. Furthermore, Dr. Hawkins offered to the American Foundation his resignation from membership on the Board.

On motion of Mr. Mills, seconded by Mr. Cheney, the Director was instructed to write Dr. Hawkins urgently requesting that he withdraw his resignation and informing him that the American Foundation will pay rental on the premises, as suggested by Mr. Hawkins for the residence in question.

#### Advisers to the Chinese Government

Dr. Stewart suggested to the Board that in view of the relationship of Dr. Sun Fo to Lingnan University, it would be especially in order that the Americans who have recently been chosen as honorary advisers to the Chinese government should be requested to inform the American Foundation of prospective visits of distinguished Americans to China with the information that Lingnan University would welcome the visits and lectures of these Americans. The suggestion of Dr. Stewart was approved.

Mr. Murphy asked the judgment of the Board as to whether it would probably be advantageous to the University if he and Mr. Goodrich as advisers to the Chinese government on harbor development and city planning at Canton should establish their headquarters at Lingnan University during their stay in South China. Mr. Osborn replied that the Board would be altogether friendly to such a suggestion but that he thought it would be wise to refer the matter to the Provost who would be fully informed as to all the conditions and relationships which might enter into the right decision on this question. This was the opinion of Mr. Murphy himself.

On motion of Mr. Ames the meeting adjourned.

Minutes of Meeting of the  
BOARD OF TRUSTEES'  
EXECUTIVE COMMITTEE  
of  
LINGNAN UNIVERSITY

December 13, 1928

The meeting was held at the Downtown Club, 60 Pine St., at 12:45 P.M.

Present: Messrs. Osborn, Mills, Ames, Grant, Wannamaker and Garside.

The Assistant Treasurer presented a statement of the present financial situation showing cash on hand December 13, 1928-\$1895.13 with approximately \$250 in the office not yet deposited,; disbursements that must be made by December 31st-\$3,065.96. He informed the Committee that a statement had been mailed to the China Medical Board of the usual sort required, for the fiscal year ending June 30, 1928 but containing figures based upon the budget for certain items expended on the field, this report to be supplemented by accurate details in place of these estimates as soon as the report arrives from Canton. He hoped that the China Medical Board might consent to make an advance of all or part of the grant for the present fiscal year without waiting for the final form of our report. This would provide the amount of money still required to cover absolutely necessary expenditures for the present month.

The Committee voted that for the year ending April 1, 1929 Lingnan University should pay its usual quote of \$200 to the Foreign Missions Conference but that for the fiscal year beginning April 1929 we should pay on the basis of a quota assigned us after proper examination by the American Director.

The Director reported to the Committee moneys due on pledges in December and January amounting to \$5,240., including the \$4,000 from the China Medical Board and from contributors who have been giving annually -\$2500.

The Committee was reminded that the Haskell legacy was due to be paid in January. The Director was requested to inform the Provost that this \$20,000 is not to be expended for current needs but to be held in reserve.

The Director informed the Committee of the various types of letters and printed matter now being mailed in the effort to secure additional contributions from several groups of persons on the mailing list.

#### CULTIVATION

The Director asked earnest consideration on the part of the Committee as to the problem of cultivation during the year 1929 - first that the Committee should consider what objectives should be adopted not necessarily with the idea of immediate result but with the hope of preparation in the director of one or more of these objectives. He mentioned especially those needs about which the Provost has been writing urgently - the development of an adequate division of the institution for women; the need for pathologist and geneticist in sericulture, a bookkeeper for the Provost, a teacher of animal husbandry or or veterinary medicine; two teachers of physical training. He emphasized

also the need for an adequate library both building and contents. He requested consideration on the part of the Committee as to whether Lingnan should, if possible secure half-time services of Chester E. Jenney, at present field representative of Yenching University.

This question of cultivation and the problem as to a field representative were very earnestly considered. The Committee finally went on record as tentatively favorable to the idea of securing half time services on the part of Dr. Jenney. The Director was requested to discover whether such an arrangement would be desirable on the part of Yenching University and if Yenching should be willing to discuss the arrangement then to call a conference of a Committee representing Yenching and Lingnan respectively to go into the matter fully. The Director advised the Committee that he would not advise any definite decision prior to an interview between Dr. Jenney, himself, and the committee.

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