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MEETING OF THE COLLEGE FACULTIES - 22 March 1921

The fourth regular meeting of the college faculties for 1920-1 was held in Severance Hall B9 beginning at nine o'clock on Tuesday morning, March twenty-second. President Bowen presided and there were present Misses Black and White and Messrs. Akerstrom, Buck, Chang, Chao, C. L. Chien, S. S. Chien, Folk, Griffing, Hu, Hummel, Hwa, Illick, S. Y. Li, Lin, Liu, Mark, Ritchey, Sie, Thomson, Twinem, Wade-Jones, C. P. Wang, K. T. Wang, Williams, Wilson, and the Secretary.

The meeting was opened with prayer by Mr. Twinem.

The minutes of the regular meeting of December tenth were accepted as previously distributed.

REPORTS FROM EXECUTIVE OFFICERS

PRESIDENT BOWEN for the UNIVERSITY had two announcements:- that Miss Vista C. Black and Miss Elsie M. Priest had just arrived from the United States to join the secretarial force, and that Professor George David Hubbard, Ph. D., head of the Department of Geology at Oberlin College, would be at the University for about three weeks from April first. President Bowen stated that Doctor Hubbard was spending his sabbatical year in China and that since October he had been in Szechuen studying the geology of that region. In Nanking he would deliver illustrated lectures to our students and would be glad to take classes out on field work in geology.

ACTING DEAN BUCK reported for the COLLEGE OF AGRICULTURE AND FORESTRY as follows:-

"Early in January we mailed 4000 copies in English and 3000 copies in Chinese of the 1921 Nursery Stock and Seed List. To date we have had at least 800 vegetable and flower seed orders and about 300 nursery stock orders in English.

"We have also sold a large quantity of tree seeds to firms in the United States. These orders which have already been filled amount to about \$1100 gold.

"It is encouraging to be able to announce that the International Committee for the Improvement of Sericulture in China has granted us \$4000 for another year. This amount will probably become a regular annual grant from this Committee.

"A cable from Mr. Reisner states that Mr. Huggins, a cotton manufacturer in the States, has given an annual appropriation of \$2500 Mexican for three years for the developing of Acala cotton in China. This is for the study of the long staple cotton, as opposed to the short stapel.

"The arrival of Miss Priest has been most opportune and she is filling a long-felt need in the College. We were getting further and further behind in our correspondence and in the businesslike conduct of the seed and nursery stock sales.

"It is with considerable regret that we announce the resignation of Mr. Li Tai-fang, who has accepted a position in forestry work with the Chefoo-Weihsien Railway Company. He has rendered the College a very valuable service in his seed collection and other work and his place will be a hard one to fill.

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"The following bulletins have been issued by the College since the last faculty meeting:

"Cotton Culture, by Mr. J. B. Griffing. This is a much needed bulletin on the methods of culture of American cotton in China.

"The Control of Plant Insects and Diseases, by Mr. G. B. Ritchey. This bulletin will meet the ever increasing demand for information about spraying and spraying materials.

"Deeper Plowing, by Mr. Shao Teh-hsing (in Chinese). This is the first of what we hope to be a series of bulletins for farmers. It is written in simple language (bei hwa). A simple statement about Christianity appears on the back page, and the reader is urged to go to the nearest evangelist or pastor to learn more about the Gospel. These bulletins will be furnished to missionaries or others at cost price, for distribution in the rural districts."

VICE-PRESIDENT WILLIAMS made the following statement concerning actions of the special SUMMER WORK COMMITTEE appointed by the Executive Committee of the University Faculty:

"I should like to call your attention to the important actions taken by the Summer School Committee at its meetings January eighth, in Dr. Bowen's office, and February twenty-sixth, in my office. At these meetings those who should teach were named and the general lines of courses outlined, and action taken regarding the division of the school into the extension summer school at the Middle School, and the college summer school at the Kuleo.

"After the last meeting conference was held with the members of the committee and Dr. Bowen on the summer school situation, and it was found to be the desire of all that Mr. K. S. Sie become Director of the Summer Schools. Although Mr. Sie had been loth to undertake any work in the summer school, on the ground of his health, nevertheless he responded to the unanimous request and desire of Dr. Bowen and the Committee that he become Director of the Summer School. The real work of study and organization has been carried on by Mr. Sie since, so he is best able to give the fuller report."

DEAN SIE, as DIRECTOR OF THE SUMMER SCHOOLS, spoke very modestly of his connection with this new undertaking and pointed out that the attempts of the coming summer must be in the nature of experiments. Considerable progress had already been made in the plans, however, and announcements prepared by Dr. Wang and Mr. Hu would soon be ready for distribution. It was the intention to limit the number of students, at least for the present; and it was the purpose of the summer schools to offer instruction that would be of immediate and real value to the students. In arranging the courses one object that was being kept in view was to have courses continued through several years in order that this summer's students might find attendance at successive sessions of progressive benefit.

REPORTS OF STANDING COMMITTEES OF THE COLLEGES.

For the DISCIPLINE COMMITTEE, President Bowen reported actions taken by the Committee concerning Messrs. Liu Pao-kw'en, Ts'u Teh-mo, and Wu Chi-an on the charge of immoral conduct. The faculty voted that Messrs. Liu and Wu should be expelled and that Mr. Ts'u should be suspended for the winter term.

The cases of Messrs. Pan Shi-shen and Pao Ching-fu, charged with cheating in examinations, were presented. These were referred to the Discipline Committee with power to act. (The Committee later warned these students that another offence would mean their departure from the University; and that they would be on probation for the first month of the spring term to maintain an average grade of at least three and a half on a full allotment of four courses.)

For the EXTRA CURRICULUM ACTIVITIES COMMITTEE Mr. Marx presented the following report, the section on the Y. M. C. A. being given by Mr. Twinem:-

"Much excellent work of a personal and social nature among the students, and between the students and faculty, has been done which naturally cannot be reported, but the attitude and spirit of the student body, especially in its relations to the institution, have been quite satisfactory and have shown steady progress.

"PEOPLE'S SCHOOLS. The work of the People's Schools, as reported at the last meeting, continued throughout the term. Mr. YU Yiu-ren has done excellent service as director, and is assisted by more than twenty other students, in addition to helpers outside the student body. Seven schools enrolled 268 men and boys as pupils, and eighteen girls. A catalogue is being printed, and progress is being made toward unifying the courses, text-books, etc.

"STUDENT COUNCIL. Sentiment is strong among the students in favor of re-instituting the student self-government organization. A committee has been appointed representing the students, and one for the faculty, to discuss the arrangements. It is hoped and expected that the student self-government will be fully reinstated during the coming term.

"DEBATING. An intercollegiate debate was held on December sixteenth with St. John's University. The University of Nanking was represented by Yung Chia-yuen, Hsiung Ch'iang-hsu, and Wei Wen-han. The decision was unanimous in favor of Nanking. Another similar debate will be held with Shanghai College, in Shanghai, on April twenty-ninth. In preparation for this, a preliminary debate will be held in the Senior College about April first.

"SENIOR COLLEGE CLUBS. The five clubs previously reported have held weekly meetings throughout the term. The final meeting - March fourth - was held unitedly in Swasey Hall, Room B-10. The programme was furnished by representatives of each society, and attended by all members and invited guests. Refreshments were served and great enthusiasm was manifested. Much of the credit for the successful term's work belongs to the faculty advisers of the clubs - Messrs. Clemons, Sarvis, Twinem, C. L. Chien, and Buck.

"Y. M. C. A. (Presented by Mr. Twinem) Social activities. There have been three main social events during the term -

an entertainment at Christmas time in the Assembly Room of Swasey Hall, at which moving pictures were the chief attraction; a play presented in the Kan Ho Yen Chapel under the direction of Miss White on the foreign New Year's Eve; and an informal social gathering in the Y. M. C. A. room on Chinese New Year's Eve, at which music was furnished by foreigners and games and stories by the students.

"These three events indicate a high rise in the social life of the College.

"Religious activities. At a conference of the cabinet with Mr. Sweetman of Nanking and Mr. Lockwood of Shanghai, held in the fall, it was thought best not to call for a regular religious meeting of the Y. M. C. A. until a renewal of the social life and college spirit had come. So not until the week before Chinese New Year was a religious meeting held, which was a prayer meeting led by Dr. Bowen preparatory to the coming of Bishop Birney.

"From February fifteenth to twentieth, Bishop Birney addressed the student body every morning. He presented the claims of Christianity and answered the questions of the students in a most acceptable and powerful way. Two days after the close of his meetings, the president of the Y. M. C. A. passed out questionnaires after chapel and the returns revealed that nine students were 'professing Christians and not church members,' and twenty-three others declared 'God helping me, I desire henceforth to lead a Christian life.' All of these men were invited to join a special Bible class for those who have just become Christians and want special guidance, and they are now meeting each Sunday morning with Mr. Walker as their guide.

"Since the close of Bishop Birney's meetings, there have been two Wednesday meetings of the Y. M. C. A. One was a discussion and testimony meeting in which several students expressed their renewed Christian purposes, and the other was a meeting of prayer and praise led by Mr. Chen Kwei-chi and Mr. Robert Treman.

"One of the best signs of spiritual activity this term has been the Pocket Testament League. It has been meeting regularly on Friday nights at eight-thirty. A good attendance, a fervent spirit, and a ready participation in prayer and discussion have characterized these meetings. One interesting meeting was a union meeting of members from College, Middle School, and Primary School. More than sixty were present and all departments contributed to the programme. It is now the plan of the League to extend their Bible reading movement to other schools and the churches of the city. An executive committee composed of interested members from different schools in the city is at work, and Dr. Price is lending his help.

"There has been one meeting of the Student Volunteer Band, made up of students definitely planning to enter the ministry. There were four students present, and Messrs. Mills, T. K. Shea and Twinem. A conference on retreat for student volunteers and those interested from Anhwei and Kiangsu provinces will be held at the Nanking Y. M. C. A. April second and third. It is hoped that at that time the lives of some more students may be turned toward the gospel ministry.

"A new departure in the religious activities of the University is the Thursday night Prayer Meeting for faculty and students. Although only a few students have attended, the attendance of teachers has been good. It is hoped a University Church will develop naturally out of this prayer meeting.

"Finally and briefly, it can truly be said that there has been a great increase of religious interest in the University since the beginning of the college year, and there is perhaps a deeper interest in things vital than in previous years.

"Financial Condition. The Y. M. C. A. has yet remaining a fifty dollar grant from the University, from which to draw until the new financial campaign.

"The Handbook. A new handbook staff has been elected, composed of Mr. Chen Kwei-chi, editor; Mr. Wu Hsich-ren, vice-editor; Mr. Chen Hung-chuin, business manager. Mr. Chen is now in Shanghai soliciting advertisements. They aim to publish the new book next September.

For the STUDENT WORK COMMITTEE Mr. Chang reported that on March twenty-first a meeting of the Committee had been held, in which certain cases of scholarship delinquency arising from the reports of the winter term had been discussed and referred to the proper authorities. Two recommendations were presented to the faculty:-

"That Mr. Chen Feng-hwai be dropped from the school, as he had failed to maintain during the winter term the average grade of three and one-half, which was to be the condition for his retention.

"That Mr. Cheo Wu-hao maintain for the spring term an average grade of three and one-half or be dropped from the college."

These recommendations were approved by faculty vote.

Mr. Chang also announced that registration for the spring term would begin at two thirty that day and continue through the following day, Wednesday, March twenty-third.

STATEMENTS FROM UNIVERSITY COMMITTEES

For the ADMISSIONS COMMITTEE Mr. Hummel presented the following statement:-

"The committee has been working on the problem of conducting entrance examinations. It proposes to conduct entrance examinations on July first at Hankow, Kiukiang, Nanking, Shanghai, Tientsin, Canton, and Aoy, as well as in other places where a sufficiently large group of students apply. Arrangements have been completed for examinations in five of the above mentioned cities and favorable replies are expected within a few days from individuals in the remaining cities. Students who fail to take or to pass the examinations on July first will have an opportunity to take the entrance examinations in Hankow on September sixth. Every candidate for admission is required:-

1. To indicate to the examiner by diploma or certificate that he is a graduate of an approved middle school.
2. To present his photograph with personal signature to the examiner.

"Mr. Twinen in his report has called attention to the fine results of Bishop Birney's addresses, mentioning particularly the sympathetic and illuminating way in which he answered the questions asked by the students.

"I should like to call attention again to the prayer meetings each Thursday evening. As has been suggested, these may become the vital center of the development of the University Church. The importance of such fellowship and prayer should be re-emphasized.

"The General Meetings Committee was asked by the Executive Committee to correspond with the missions in regard to a suggested plan of organization of a University Church. Accordingly a statement was sent to the missionaries. Besides action by two different mission stations, some nineteen personal replies have been received, among others from such leaders as Bishop Birney, Mr. Lobenstein, Dr. Beebe, Dr. P. J. White, and Dr. Proctor. The replies have been most favorable to the plan suggested. Only in one case did there seem to be any hesitation to approve the plan, and in the case of this correspondent no alternative plan was proposed. The ground seems fairly clear now for the committee to proceed further with the plans of organization.

"The week from April third to tenth has been specially assigned for recruiting men for the ministry and it will be specially observed in our chapel services."

For the LIBRARY COMMITTEE Dr. Bowen stated that Mr. Hung Yu-feng would complete his work at the Albany Library School this spring and would spend the summer as an assistant in the Chinese section of the Library of Congress at Washington before returning to Nanking. He also stated that through Mr. Reiser and Mr. Swingle arrangements had been made by which Miss Katharine Howes Weed, B. A., Research Librarian, Bureau of Plant Industry, United States Department of Agriculture, would spend one or two years in Nanking, beginning this autumn, studying Chinese and working on the classification of Chinese books in cooperation between the Library of Congress and our Library.

For the MUSEUM COMMITTEE Mr. Ellick reported as follows:

"In the absence of Mr. Nelson S. Chen, I have been asked to assume the chairmanship of this committee.

"Since our last meeting there have been several additions to the Museum. Two iron Chinese pictures have been given by Dr. Bowen. There have also been additions of geological specimens which have been reposing in the different departments of the University. The Committee earnestly requests that all such material, which may be stored in any department of the University, be reported to some member of the Committee, so that it can be properly arranged and placed in the Museum, its rightful place.

"Mr. Nelson Chen has done a very good piece of work in getting the Museum arranged as well as it is; but there still remains some rearranging and classifying of the different material. We hope Dr. Hubbard, of Oberlin College, during his stay in the University this spring, will consent to arrange and classify our geological specimens. The zoological material we hope to get into proper shape this coming term. We shall appreciate the assistance of any one in putting the Museum into the best possible shape."

For the PUBLICATIONS COMMITTEE Mr. Lin presented a list of recent publications (one or two being still in press) as follows:-

- "A Disorder of Cotton Plants in China, by Dr. O. F. Cook. 1000 copies in Chinese.
- "The Roguing of Cotton, by Professor J. B. Griffing. 2000 copies in Chinese, and 2000 copies in English.
- "The Selection of Cotton, by Dr. O. F. Cook. 2000 copies in Chinese.
- "The Control of Plant Diseases and Insects, by Professor G. E. Ritchey. 1000 copies in Chinese, and 1200 copies in English.
- "Cotton Culture, by Professor J. B. Griffing. 2000 copies in Chinese, 500 copies in English.
- "1921 Nursery Stock and Seed List. 4200 copies in English and Chinese.
- "**論蠶忌** (Silkworm Repellants), by Professor C. L. Chien. 3000 copies in Chinese.
- "**發見中國蠶業會議** (Some Suggestions Concerning the Sericultural Development of China), by Professor C. L. Chien. 2000 copies in Chinese.
- "The Relation of Forests to Drought, by Professor D. Y. Lin. 2000 copies in Chinese.
- "Report of the Sericultural Work for 1920, by Professor C. L. Chien. 3000 copies in Chinese and in English.
- "Report of the College of Agriculture and Forestry for 1919-1920, by Dean J. H. Reisner. 500 copies in English.
- "Deeper Plowing, by Mr. Shao Teh-hsing. The first of a series of Farmers' Bulletins, 10,000 copies in Chinese."

NEW BUSINESS

For a special committee on the proposed SCHOOL OF COMMERCE Mr. Hu made the following report:-

"The School of Commerce Committee consisted of Messrs. Akerstrom, Chao, Clemons, Hu, Sie, Thomson, Williams, and Wilson. The Committee had its first meeting in Dr. Bowen's office at three fifteen o'clock Monday afternoon, March seventh. A proposed four year course of study was presented to the committee by Messrs. Akerstrom and Hu. The first two years of the four year course of study is designed for the third and fourth year in the Middle School. So in making the course of study attention is given to avoid too early over-specialization in the commercial subjects and neglect of the cultural subjects in the Middle School. However training in commerce is intensive in the Middle School and when students graduate from the commercial courses the knowledge they receive should become practical and useful to them in their vocations. Subjects like book-keeping, business English, business arithmetic, commercial geography, typewriting, stenography, etc., are offered in the third and fourth years in the Middle School."

Supplementing this, Mr. Akerstrom reported briefly concerning the proposed course of study for the School of Business Administration in Junior College. In mapping out the course of

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(Reported by Dr. Williams, Chairman of the General Meetings Committee.)

of study he had two ideas in mind: First, the course of study was worked out on the basis of the course of study of Boston University. This was done in the hope that in the future when a Senior College of Commerce should be established there might be exchange students to complete their courses and get degrees either in China or in Boston. Secondly, this course of study was so prepared with a hope that there would be a Senior College of Commerce, perhaps in Shanghai, leading to the degree of B. Sc. in Commerce.

A question concerning the extra credits regularly given to those who have no absences during a term was raised by Mr. Marx, and the matter was referred to the Executive Committee for possible modification of the rule.

The secretary presented a screed on promptness which was received by the faculty in good part. (A copy accompanies these minutes as Appendix B.) Suggestions by Dr. Bowen, Mr. Hummel, Mr. Marx, and Dr. Wang on punctuality and supervision followed.

The question of requiring a graduating thesis in Chinese - not merely an essay - from each student completing a senior college course after the present year was presented by Mr. Chao and elicited an interesting discussion by Messrs. Chao, Liu, Hwa, and Marx. It was voted that a special committee be appointed by the Chairman to consider this question and to report at a subsequent meeting of the college faculty. (This committee was afterwards announced as follows: Messrs. Chao, Chairman, Hwa, Liu and Sarvis.)

The faculty meeting was then adjourned.

Respectfully submitted,

Harry Clemons, Secretary.

March

- 5. Saturday lecture. Mr. Wang, Editor of the "Hao Pan" on "Education."
- 6. Sunday sermon. Bishop F. F. Kenney, D. D.
- 7, 8. Monday and Tuesday sermons. Rev. Harry Reeves

1921

Appendix A.

LECTURERS AND PREACHERS FOR THE WINTER TERM 1920-1.

(Reported by Dr. Williams, Chairman of the General Meetings Committee.)

- December 12. Sunday sermon. Rev. D. W. Richardson, D. D.,
Theological Seminary.
- " 18. Saturday lecture. Rev. Donald MacGillivray, D. D.,
on "Timothy Richard and the Christian
Literature Society."
- " 19. Sunday sermon. Rev. Donald MacGillivray, D. D.
- January 2. Sunday sermon. Mr. Chen Shao-tang, Secretary,
Y. M. C. A., Nanking.
- " 8. Saturday lecture. Dr. T. Dwight Sloan, on "Modes of
Infection and Prevention."
- " 9. Sunday sermon. Rev. P. F. Price, D. D., Theological
Seminary.
- " 15. Saturday lecture. Rev. Chen Wei-ping, D. D.
- " 16. Sunday sermon. Professor Li Heo-fu, Theological
Seminary.
- " 22. Saturday lecture. Dr. Allen C. Hutcheson, on "The
Origin and Prevention of Surgical Infection."
- " 23. Sunday sermon. Rev. Edward James, D. D., Methodist
Mission.
- " 29. Saturday lecture. Dr. J. Horton Daniels, on "Diseases
of the Eye."
- " 30. Sunday sermon. Professor K. S. Liu, Ph. D., Teachers'
College.
- " 31. Monday, special address on the "Consortium" by
Mr. Frederick W. Stevens.
- February 12. Saturday lecture. Dr. T. Dwight Sloan, on "The Hook
Work."
- " 13. Sunday sermon. Principal W. F. Wilson, of the
Middle School.
- " 15-20. Tuesday to Sunday. Chapel talks and sermon by
Bishop L. J. Birney, D. D.
- " 22. Tuesday, general meeting of University. Address by
Dr. H. C. Ren of the Ministry of Education,
Peking.
- " 26. Saturday lecture. Dr. T. Dwight Sloan, on "The Fly."
- " 27. Sunday sermon. A personal experience by Lieutenant
Wang Chieh.
- March 5. Saturday lecture. Mr. Wang, Editor of the "Nan Pan
Pao," on "Education."
- " 6. Sunday sermon. Bishop F. T. Keoney, D. D.
- " 7, 8. Monday and Tuesday chapel talks. Rev. Harvey Reeves
Gelsius.

Appendix B

ON TIME

(By the Secretary)

This is a report which I offer with hesitation. It is liable to sound as if I were falling into an attitude of carping criticism of the faculty - an attitude which I have no desire to assume and which I certainly have no right to assume. Indeed I should not venture to offer this report if I did not hope that it might be the means of saving for us a little time, and time is a commodity of which we are greatly in need.

It has fallen to my lot recently to become the greatest nuisance on the faculty. It has seemed necessary for me to send out a stream of nagging notices about faculty and committee meetings, monthly and term grades, overdue books and periodicals, catalogue materials, prayer meetings, summer term plans, and fifty-seven other varieties of 'lest we forget.' In the doing of this it has been impressed upon me that in ordinary routine processes of this sort we are as a faculty wasting time and effort by lack of promptness. Consequently, with President Bowen's consent and approval, I have been conducting an experiment or two. It is the report of the results of these experiments that I now venture to offer.

You may recall a sheet of five questions about summer work which you recently answered. In order to obtain with uniformity certain by-products from that questionnaire, I did all the typewriting and other work myself; and I sent all the letters through the post. Meantime Miss Purcell kindly ascertained for me that the large sheets of university paper which I used cost five-eighths of a cent apiece and the university envelopes one cent each, these figures representing 'big money.'

In starting this questionnaire, thirty-eight letters were sent to members of the college faculties. These cost for stationery and postage ninety-nine cents; and the preparation of the letters occupied four hours and forty-eight minutes.

On the first day eight answers came back. I am tempted to give the names of this honour roll; but perhaps I had better content myself with reporting that Mr. Irving Hu's reply arrived first of all. On the second day seven answers came in; on the third day one; on the fourth day one; and on the fifth day two. Thus in five days nineteen answers, or half the number of letters sent out, had been returned.

Thereupon nineteen second letters were prepared and dispatched by post. These cost in stationery and postage forty-nine cents, and the preparation of the letters occupied two hours and twenty-six minutes.

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On the sixth day six answers were returned, on the seventh day one, on the eighth day three, and on the ninth day one, making eleven in addition to the nineteen of the first five days.

As vacation was rapidly approaching, the experiment had to be hastened. Consequently eight letters of a third round were prepared and posted. These cost in stationery and stamps twenty-one cents, and the preparation of the letters required one hour and two minutes.

Following this third letter, four answers came in on the tenth day. The end of the term now being at hand and as, anyway, the epistolary process had apparently about reached the point of saturation, on the eleventh day I gave myself the pleasure of making sundry personal calls. These I found to require a total of forty-eight minutes. But before that eleventh day had passed, all the remaining answers had been handed in.

The whole process, therefore, cost \$1.69 of university materials and postage and required nine hours and four minutes of my time. Of this, seventy cents of cost and four hours and sixteen minutes of time were made necessary by the failure to answer the questions promptly.

These figures do not, indeed, include all the possible elements of waste. Another such element is the time lost in checking up the answers when this cannot be done in one operation, but must be spread over several operations taking place a number of days apart. Moreover if the questionnaire should be highly important - as this, perhaps, was not - and the information necessary at once, delay in the answers would probably require the preparation of a first and partial report, the results of which a later and fuller report might disastrously modify.

Furthermore the four hours and sixteen minutes wasted by delays in this experiment represented only the time lost by me. It is likely that each one who had to read two or three of my letters and who made one or two false starts at writing out the answers more than doubled the expenditure of his time and attention, not to mention temper, by his delay. The actual period required for answering the questionnaire was not extensive. At my request President Bowen timed himself, and he reported that 'to open, read twice, answer, seal, and address this took three and three-fourths minutes.' His was a comparatively full answer. Two members of the faculty whom I observed and surreptitiously timed while they were writing the answers on the eleventh day took well under three minutes each. One of the answers was made in exactly one word, two answers needed four words each, one found five words necessary, two required seven words each, two were each couched in eight words, one ran to nine words, and one spread itself over ten words. Ten of these thirty-eight responses, therefore, required

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only the writing of ten words or less each; while the time wasted by sundry delays in writing these few words was considerably over four hours.

In this experiment the one who was prompt saved his own time and that of others. In some of our faculty functions, however, promptness is much more altruistic: it runs the danger of wasting one's own time. A simple illustration of this, which he who waits may read, is found in this present faculty meeting. In the three notices of the meeting - the first to executive officers and committee chairmen, the second to the faculty in general, and the third to the faculty members individually - the time of opening the meeting was given as nine o'clock. At nine o'clock nine persons were present. Now there are in attendance twenty-nine, of whom, therefore, apparently twenty were late. Because of this lateness, it was not deemed possible to begin the meeting until fourteen minutes after nine. This meant a loss of fourteen minutes for each of the prompt ones, or a total loss of two hours and six minutes of personal and, perhaps I may add, of university time.

I am quite aware that several of the latenesses this morning may have been practically unavoidable; and that several of the delays in answering the summer work questionnaire may have been due to uncertainty about such matters until other questions outside of these five had been settled. I am also aware that if someone else had been conducting these experiments I should very likely have fallen far short of the honour lists myself. And I imagine I shall strike a chord of common agreement in saying that one evident conclusion from the questionnaire experiment is that the fewer questionnaires and like creatures the better. But possibly the fact that this simple matter of five vacation queries used up over nine hours of the perpetrator's own time will help to check any undue zeal in inflicting specimens of this pestiferous species. These are the worms that turn. But the real reason why I have ventured to make a report like this resides in my confidence that a few details such as have here been given will enable us all to see more clearly how a determined effort at promptness is likely to make, not only an improvement in general efficiency and morale, but also a really notable saving in time.

0402

TRANSFER

UNIVERSITY FACULTY EXECUTIVE COMMITTEE

Nanking

Meeting of 30 April 1921

President Bowen presided and the following were present: Miss Wixon, Messrs. Buck, L. C. Chang, Chao, C. L. Chien, Hu, H. T. Li, C. C. Liu, C. F. Liu, Sarvis, Sie, Williams, and the secretary.

The minutes of the meeting of 27 December 1920 were read and approved.

The committee voted its approval of the coming of MR. AKERSTROM'S FAMILY to China as soon as that could be arranged.

A REVISION OF THE JUNIOR COLLEGE CURRICULUM, to consist of groups in agriculture and forestry, arts, business administration, education, general science, industrial chemistry, and premedical courses was presented by Dean Sarvis. This had been prepared by a special committee composed of Dean Sarvis, Chairman, and Messrs. Akerstrom, Clemons, Hu, Hammel, Illick, Sie, Thomson, and Wang. After discussion, the revised curriculum was adopted, the first year to go into effect in 1921-2 and the second year in 1922-3.

Mr. L. C. Chang, Chairman of a special committee which included also Messrs. Chao, C. L. Chien and Marx, presented the following recommendations which were adopted:-

(1) That we abolish the system of increasing and decreasing CREDITS for extra good or extra poor work and abolish the increase of one extra credit for having no absence during the term.

(2) That certificates or diplomas with honourable mention be given to graduates from the Junior College or the Senior Colleges who have done extra good work.

(3) That these changes take effect at the beginning of the autumn term 1921-2.

Mr. Chang also recommended that Rule 19A on page 4 of the REGULATIONS be amended so as to read: "No student may take more than twenty hours of class work in one term except by special permission of the Student Work Committee, which may grant the privilege of taking not more than twenty-five hours." This recommendation also was adopted.

A suggestion that the rule forbidding CHANGE OF CLASSIFICATION by Junior College students during the academic year be altered was referred to the Student Work Committee for consideration and possible recommendation.

0403

TRANSFER

Nanking

Mr. Chao, for the special committee appointed on 20 December 1920 to investigate the possibilities of reviving the STUDENT COUNCIL (Messrs. Chao, Chairman, Marx, Sie) outlined the history of the work of restoration leading to a Student Council at present in active operation. It was announced that copies of the new constitution would soon be translated into English. The report was received with a vote of appreciation by the Executive Committee.

Mr. Sie, Director of the SUMMER COURSES, reported that by a recent action of the committee on the summer term the plan of giving credits for college students in the University Summer School had been reconsidered, and that the work both at Ku Lou and Kan Ho Yen would be on the basis of extension. Director Sie announced that the bulletin of announcements for the Summer Courses (including also statements concerning the special course in sericulture and the examinations for admission to the Colleges) was in press and would shortly appear.

Dr. Williams reported the tentative plan for a UNIVERSITY CHURCH had been drawn up and submitted to the cooperating missions, as voted on 27 December 1920, and that some thirty responses expressing hearty approval had been received, including letters from Doctor Chang Po-ling and Doctor Cheng Ching-yü. Only one reply had been unfavourable, that from Doctor Henry M. Woods.

The Executive Committee expressed its thanks for the work done through this correspondence, and voted that the Chaplain and the General Meetings Committee proceed with the selection of a pastor and plans for starting the University Church in the autumn of 1921.

The meeting was then adjourned.

Respectfully submitted,

Harry Clemons, Secretary.

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1921

MEETING OF THE COLLEGE FACULTIES - 8, 22 October 1921

First Session, 8 October 1921

Nanking

The first regular meeting of the College faculties for 1921 - 1922 was held in Severance Hall B 9 beginning at ten fifteen on Saturday morning, October eighth. Dr. Bowen presided and the following were present: Miss Dorland, Miss Sloan, Miss Wead, Miss Wixon, Messrs. Bates, Buck, Caldwell, Chang Li-chao, Chao, Chen Ching-chang, Cheo, Chun, Folk, Griffing, Hamilton, Holgate, Hu, Hummel, Hwa, Illick, Ip, Liu, Ching-fu, Liu Kwoh-chuin, Marx, Owen, Ritchey, Sarvis, Speers, Thomson, Twinem, Wade-Jones, Walker, Williams, and the secretary.

The meeting was opened with prayer by Dr. Walker.

The minutes of the regular meeting of March twenty-second were accepted as previously circulated.

President Bowen introduced the following NEW MEMBERS of the college faculties: Dr. Holgate, Miss Dorland, Miss Sloan, Miss Wead, Messrs. Caldwell, Chang Sih-yu, Chen Ching-chang, Chen Kwei-chi, Cheo Ming-i, Gibbs, Keh Ching-chung, Ku Ying, Shao Teh-hsing, and Steward. Dr. Bowen also announced that the following had become members of the faculties at Kan-ho-yen: Miss Carr, Miss Chen Shen-wan, Miss Holgate, Miss Mawe, Messrs. Hu Hung-hwa, and Ih Shu-ting. It was stated that Dr. Hamilton and Mr. Disterich had returned from furlough, that Mr. Small would arrive about the middle of October, and that Mr. Reisner would probably be back toward the end of November.

Under ANNOUNCEMENTS BY EXECUTIVE OFFICERS PRESIDENT BOWEN stated that the permission to confer honorary degrees had not been granted to the University by the Regents of the University of the State of New York, and that the question of conferring the master's degrees had not been acted upon. These matters, on which there had apparently been misunderstanding, were to be taken up again with the Regents. Dr. Bowen reported an enrolment of 304 in the colleges as compared with 245 last year, and that there was a similar advance in the enrolment of the Primary and Secondary Groups. Dr. Bowen then made a detailed statement of the financial condition of the University. Copies of this statement have been distributed among the members of the faculty: (Note: There are a few extra copies which may be obtained from the secretary.)

Vice President Williams spoke further on the subject of the University's financial condition, pointing out the need of understanding and help, not only by the missions and churches in the United States, but also by the people of China.

The full report of the summer schools, which had been prepared by the Director, MR. SIE, was, in Mr. Sie's absence, distributed among the faculty. This was supplemented by a statement from MR. SARVIS concerning the college section and by a statement from MR. HU concerning the extension section. Mr. Sarvis recommended the appointment of a special committee or the consideration by some existing committee of the whole question of the summer schools in order that plans can be gotten under way immediately for next summer.

For the College of Agriculture and Forestry DEAN BUCK read several letters from students or missionaries indicating the need

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and value of the summer school extension course in agriculture and of the general work of the College. Mr. Buck announced that Mr. Ip and Mr. Chun were preparing a forestry exhibit, and that an agricultural exhibit by the farmers of Nanking and by the College (Mr. Hwa Peh-hsiung being chairman of the exhibit committee) would take place on November fourth and fifth at the Ma Chang. It was stated that the 114,000 mulberry trees grafted in the spring had grown successfully; that by special arrangements with the cotton buyers in Shanghai Mr. Griffing had been designated as buying agent for all American cotton grown in this region, thus giving encouragement to farmers to plant American cotton; and that the following publications had been issued since the last University faculty meeting: Farmer's bulletin, 'Deeper Plowing,' second edition, 20,000 copies; Tree seed catalogue for the United States, 700 copies (over 600 have been already distributed among nurserymen in the United States); Annual cotton report for 1920-1921, Chinese 1,000 copies, English 500 copies.

MR. CHANG LI-CHAO presented for the Registrar's office the comparative enrolment figures for 1921 and 1920, autumn term. These figures have been distributed among the faculty.

MR. SARVIS made an analysis of these enrolment statistics and then, as Dean of the College of Arts and Science and as Acting Dean of the Junior College, made a number of recommendations for action by the faculties. Action on these recommendations was deferred until the consideration of "new business," and will appear under that heading.

MR. CHEO as Proctor made a report concerning the dormitories, the dining room, the need of a food store room and a larger kitchen, and the desirability of a fund for treatment of medical cases among the college servants.

Under reports of committees, each committee presented a statement of its understanding of its powers and responsibilities. President Bowen later appointed a special committee composed of Dr. Williams, Convener, and Messrs. Bowen, Chao, Hamilton, Holgate, Hummel, Illick, Sarvis, and Sie (thus including the chairman of each regular University and College committee) to correlate these powers and responsibilities, to give uniform phrasing to the statement of them, and to report to the Executive Committee. (The statements presented by the committees are omitted from these minutes.)

Further REPORTS were received FROM COLLEGE AND UNIVERSITY STANDING COMMITTEES, as here quoted or summarized.

For the EXTRA-CURRICULUM ACTIVITIES COMMITTEE, Dr. Hamilton, the Chairman, reported:

"On the afternoon of September thirtieth a meeting of the committee was held at which those present were Messrs. Bates, Buck, L. C. Chang, Hamilton, and Marx. The question of the relation of the present Student Council to the Committee on Extra-Curriculum Activities was discussed. Difficulty was felt because of the fact that the present Student Council organized independently of the Extra-Curriculum Committee, which means that the Committee has no clear and natural point of connection with the organization. Without formulating a definite recommendation the Committee felt that in view of the fact that the Student Council is certain to have relations with the faculty at some point, and further that since

it is the one student organization touching most nearly upon problems of administration, it is most fitting that the dealings of the Student Council with the faculty should be directly through the executive officers of the University. It is certain that at present the Extra-Curriculum Committee has no satisfactory way of supervising this particular student activity unless invited so to do by the Council itself.

"An interesting new departure among the senior college clubs this term is that the students belonging to the class of 1922 have organized themselves into a senior college club. They have appointed their faculty adviser and their program committee and will submit to the usual regulations governing senior college clubs. Their purpose is to utilize their relationships within the club to develop friendships and a class esprit de corps. They will also on the side be laying their plans for the fulfillment of the usual duties of a graduating class. The arrangement is a novel experiment, but in view of the difficulties we have experienced in past years in getting all the various elements of the graduating class welded into a unit we cannot but hope that the students have here hit upon a device themselves that will achieve more nearly to a true class fraternity.

"Respectfully submitted,

Clarence H. Hamilton, Chairman."

By the Admissions Committee, College Section, Mr. Hummel, Chairman, there was circulated a full and analyzed report of the 1921 admissions to the Colleges.

A recommendation that a special year of work in English for those deficient in that subject be opened in the college groups below the first year of the Junior College was referred to the Department of English for recommendation to the Executive Committee.

A recommendation that a physical examination be required at entrance from all applicants for admission to the colleges was referred to the Executive Committee.

For the Committee on Athletics and Physical Training, Mr. Illick, Chairman, reported concerning the spring track meet, the work of various student committees, and the favorable state of the finances for athletics. Mr. Illick emphasized the need for a physical director and a medical director in the University, and announced the appointment for the year of Mr. Speers as Physical Director and the appointment of Dr. Wilmot as University Physician. The report contained the following recommendation, to be taken up under "New Business":

"That the authorities arrange to have several good talks given to the college men on sex-hygiene."

For the General Meetings Committee, Dr. Williams, the Chairman, presented a list, which accompanies these minutes, of the special speakers and preachers during the spring term. Sundry recommendations concerning academic costume were read; these have later been acted on by the Executive Committee. The following recommendations were made to the faculty: -

1. That the period for lectures Saturday mornings be used for general lectures as heretofore.

2. That there be another lecture period introduced on Wednesday mornings, when members of the faculty may give lectures on the work of their special line in relation with the larger questions of life as well as with the general curriculum of the colleges. In connection with this plan, it was thought that some teachers might prefer more than one period and that several lectures might be given on the same line.

3. That more evening illustrated lectures be given, utilizing the resources that are already in the hands of the different members of the faculty.

The Committee also reported that in the Middle School a weekly period, in the nature of lectures and discussions, is given to current events; and would suggest to the faculty of the Middle School the addition of other general lectures on life subjects which would aid the students.

For the Museum Committee the Chairman, Mr. Illick, reported concerning various gifts, concerning the work of rearrangement and reclassification of the specimens, and concerning the regulations for the use of the Museum, and urged that each department of the University undertake the preparation of material and exhibits.

For the Publications Committee the Chairman, Mr. Chao, presented a list of the University publications both in Chinese and in English; and he also made this statement concerning the University magazine: -

"The University Magazine has unfortunately been stopped for a year and a half. Since the Student Council was reorganized last spring, the members of that body have begun to talk about the restarting of the Magazine. Now the Council has fully decided to carry out the project, and have brought up the following three problems: -

"1. The financial problem. The suggested income is: (a) each student will pay to the Treasurer \$1.50 per year - an enrollment of 300 students will therefore bring \$450 per year; (b) the subscriptions by members of the faculties, including the Middle School, and possibly some of the Language School students will make a total of \$100 a year; (c) the University will subscribe for 150 copies of each issue, making a total of \$150; (d) the alumni will subscribe at least for 150 copies, which will make a total of \$150; (e) the advertising income will be at least \$50 per year. These five items make an annual income of \$900, which will cover all the expenses, if we have six issues in the year. Thus the financial problem has been automatically solved.

"2. The distributing problem. As stated above, we shall have 900 copies of each issue distributed. In addition we may be able to get the Middle School students to subscribe for 100 or 200 copies of each issue.

"3. The material problem. This is a problem which cannot be solved by the students alone. So it is recommended that the teachers think out some way to help the students to solve it."

At this point the meeting was adjourned to reconvene on Saturday morning, October twenty-second.

Respectfully submitted,
Harry Clemons, Secretary.

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MEETING OF THE COLLEGE FACULTIES - 8, 23 October 1931

Second Session, 22 October 1931

The second session of the first regular meeting of the college faculties for 1931 - 1932 was held in Severance Hall B 9 beginning at ten fifteen on Saturday morning, October twenty-second. Dr. Eowen presided and the following were present: Miss Dorland, Messrs. Bates, Chang Li-chao, Chao Chung-ting, Chien, Chun, Gibbs, Griffing, Holgate, Hummel, Illick, Ip, Liu Ching-fu, Liu Kwoh-chuin, Marx, Ritchey, Garvis, Thomson, Wade-Jones, Williams, and the secretary.

The meeting was opened with prayer by Mr. Liu Ching-fu.

The minutes of the first session, held October eighth, were read and accepted after correction.

Continuing the ANNOUNCEMENTS OF EXECUTIVE OFFICERS President Bowen made the following statement concerning the recent meeting of the Board of Managers: -

"The eighteenth meeting of the Board of Managers of the University of Nanking was held October thirteenth. Out of town friends who attended the meeting, in addition to the regular members and alternates, were Dr. J. W. Lowrie, Chairman of the China Council, Northern Presbyterian Mission; and Mr. James M. Speers, one of the leading business men of New York City and a member of the Presbyterian Board of Foreign Missions.

"The chief item of business before the meeting was our financial needs. The Board of Managers was very sympathetic with our position and approved of the various items recommended by the Finance Committee and the administration, looking towards the solution of our financial problems. They approved of the University approaching the cooperating Boards and through them their constituency to secure the \$100,000 Mex. for the property equipment, \$80,000 of which has already been spent, leaving a small amount for contingent property items. They also approved of our securing, as soon as possible, \$20,000 Mex. for residences for our Chinese staff; \$155.00 for dormitories, three for the college students and two for the language school students; \$30,000 for sericulture building; \$99,000 Mex. for science building; \$120,000 Mex. for library building and \$58,000 Mex. for gymnasiums, a small one at Kan Ho Yen and the University gymnasium opposite the language school. The Managers also approved of approaching the cooperating Boards to increase their annual grants for current expenses by \$16,000. And, finally, in order that the Boards and our constituency at home might be fully apprized of the new situation in which the University finds itself after this eleven years of development, on motion of Dr. Proctor, it was voted that Dr. Williams, Vice-President and Executive Secretary of the Board of Managers, be requested to return to America in the near future to present the needs of the University for staff, plant, and equipment to the cooperating Boards and their constituencies with the strong request that the cooperating Boards take definite steps to assume responsibility for meeting these needs, either by making grants from Board funds or by opening their constituencies for appeals for funds, with the assurance that Dr. Williams, the representative of the University, will be given the aid and cooperation required to secure that the constituency of each cooperating Board be adequately represented in meeting this list of minimum needs for the immediate future, it being understood

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that Mr. Keene will cooperate with Dr. Williams in securing funds for the Language School dormitories. Dr. Williams was appointed Executive Secretary of the Board of Managers and was recommended to the Board of Trustees to act as their Executive Secretary.

"The Budget for 1922 was approved and for all departments, including Language School and Hospital, totals \$373,028. The total budget for this year is \$330,907, an increase of \$42,121. There is a difference of expected income and budgeted expenditures of \$15,000, which it is hoped the increased appropriations from the Boards will cover.

"Fifteen Chinese and fourteen foreigners were appointed to the various faculties for the year beginning October 1920.

"We are very glad to report that there was entire sympathy on the part of the Managers towards the University and a determination to do all that they could to help us to continue to develop the work as outlined."

Continuing the STATEMENTS FROM UNIVERSITY COMMITTEES, President Bowen read the minutes of a meeting of the Executive Committee held October twentieth. These recorded the following actions:

The Executive Committee approved of the principle of opening a special year of work in English in the college groups below the first year of the Junior College and recommended that the President provide for the carrying out of the plan whenever that might be possible.

The Committee took no action on the recommendation that a physical examination be required at entrance to the colleges.

The Committee approved of a single pattern of uniform, as submitted by the special Committee on Uniforms, for use by all the students of the University.

Messrs. G. F. Liu and J. H. Reisner were selected to represent the University at the National Christian Conference in Shanghai in May 1922.

Dr. Williams was elected as representative of the University at the Far Eastern Educational Congress and the inauguration of Dr. Guy Potter Benton as President of the University of the Philippines; and Dr. Helgate was asked to prepare a message of greeting to be sent to the University of the Philippines from the University of Nanking.

The Committee passed a regulation that not less than five copies of each and every publication of the University should be deposited with the University Librarian.

Concerning the calendar for 1922-1923 it was voted that the entrance examinations be given on Saturday, July 1st, and on Tuesday, September fifth, and that entrance applications should be presented to the Admissions Committee not later than Thursday, August thirty-first, 1922.

The Committee voted as follows concerning academic costume:

I. That the regular academic costume be adopted (A) for B. A. and B. S. graduates and (B) for all members of the college facul-

ties (It being understood that the use of academic costume by members of other faculties should be as the individual members might decide.

II. That the gowns for the B. A. and B. S. graduates be prepared by the University and rented to the graduates.

III. That the members of the college faculties be requested to purchase their own.

IV. That in the case of graduates from the Junior College and Middle and Model Schools and the School of Nursing the garments be 玄色馬褂白長衫

of such style as to be available for ordinary use, and to be purchased by the students.

Under NEW BUSINESS Dean Sarvis gave a blackboard demonstration, from the reports of the first month's work, of the grading or ranking system, pointing out various evident misunderstandings on the part of the teachers in the application of the system.

It was voted, on recommendation by Dean Sarvis, that the term reports indicate the basis of the grade given, including class recitations, papers, announced examinations, unannounced examinations, laboratory work, etc.

It was voted, on recommendation by Dean Sarvis, that a form be drawn up for teachers' term reports, said reports to indicate in considerable detail the work covered by the course, both textbook and outside work, and to include copies of all examinations questions.

It was voted that a small committee, representing various curriculum subjects, be appointed by the Chairman to consider a recommendation from Dean Sarvis that steps be taken to equalize the amount of attention given to individual students in large and small classes, this special committee being instructed to report to the Executive Committee. (This committee was later appointed as follows: Mr. Marx, Chairman, Messrs. C. C. Chen, Hummel, Hu, Illick, Sarvis, Thomson.)

It was voted, from a recommendation by Dean Sarvis, that the college faculties recommend the appointment of a standing committee of the University on summer schools.

It was voted that there be referred to the General Meetings Committee a recommendation from Mr. Illick that at least six lectures be given each term of subjects of sanitation, diseases, Hygiene, and especially sex-hygiene; these lectures to be prepared by the University Physician in conjunction with the General Meetings Committee and to be amply supplemented with charts and given preferably in Chinese. In this connection it was suggested that the University Physician be added to the General Meetings Committee.

It was voted, on recommendation by the General Meetings Committee, that there be another lecture period introduced on Wednesday mornings, when members of the faculty would give lectures on the work of their special line in relation with the larger questions of life as well as with the general curriculum of the colleges.

SPECIAL SPEAKERS AND PREACHERS

Spring Term, 24 March to 30 June 1931

(From Report of the General Meetings Committee)

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Saturday, March 28

ELWOOD SMITH, General Secretary for Physical
Training of International Y.M.C.A., New

It was voted, on recommendation from the Admissions Committee, that applicants for entrance from middle schools in which Chinese language and literature are not required be permitted to waive the entrance examination in Chinese, it being understood that other subjects than Chinese shall be substituted for the required Chinese courses in the college work, as may be arranged by the Executive Committee or the Dean of the college concerned.

It was voted, on recommendation by Mr. C. T. Liu, that a committee be appointed by the Chairman to draw up a book in Chinese and English giving information and instruction to students concerning etiquette. It was also urged that the members of the faculty cooperate in putting this information and instruction into practice in the University. (This committee was later appointed as follows: Mr. C. T. Liu, Chairman, Miss Wixon and Messrs. Chao and Sarvis; Cheo Chi-shan and Clemons).

The meeting was then adjourned.

Monday, April 11

Respectfully submitted,

Harry Clemons, Secretary

Tuesday, April 12

Subject: Coal. Illustrated

Wednesday, April 13

3:15 P. M. Physics Laboratory
Subject: Ore Deposits. Illustrated

Thursday, April 14

4:15 P. M. Physics Laboratory
Subject: Problems of the Earth's Origin.
Illustrated.

Friday, April 15

8:30 P. M. Physics Laboratory.
Subject: The Development of Life

Saturday, April 16

Subject: Parables from Zoology

Sunday, April 18

1:00 P. M. till 6:00 P. M. Field
Trip to The Caves.

Tuesday, April 19

3:15 P. M. to 5:00 P. M. Field Trip
to Pak Chi Koh and Tai Ping Men, or to
Loess Formation by I Feng Gate.

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SPECIAL SPEAKERS AND PREACHERS

Spring Term, 24 March to 20 June 1921

(From report of the General Meetings Committee)

Saturday, March 26

ELWOOD SMITH, General Secretary for Physical training of International Y.M.C.A., New York City.

Subject: Physical training in U.S. War Camps

Sunday, March 27

J. WESLEY SHEN, Professor Nanking Theological Seminary.

Sunday, April 3

Prof. T. C. CHAO, Soochow University.

April 4 - 16

DOCTOR D^r W. HUBBARD, Ph. D.
Lectures in Geology and Chapel talks.

Saturday, April 9

G. W. SARVIS
Subject: Famine Conditions

Sunday, April 10

REV. SAMUEL J. MILLS, Presbyterian Mission, Nanking

April 11-19

SCHEDULE OF DR. HUBBARD'S LECTURES

Monday, April 11

6:30 P. M. Physics Laboratory
Subject: Oil and Gas. Illustrated

Tuesday, April 12

6:30 P. M. Physics Laboratory
Subject: Coal. Illustrated

Wednesday, April 13

4:15 P. M. Physics Laboratory
Subject: Ore Deposits. Illustrated

Thursday, April 14

4:15 P. M. Physics Laboratory
Subject: Problems of the Earth's Origin. Illustrated.

Friday, April 15

6:30 P. M. Physics Laboratory.
Subject: The Development of Life

Saturday, April 16

Subject: Parables from Geology

Monday, April 18

1:00 P. M. till 6:00 P. M. Field Trip to The Caves.

Tuesday, April 19

3:15 P. M. to 6:00 P. M. Field Trip to Peh Chi Koh and Tai Ping Men, or to Loess Formation by I Feng Gate.

SPECIAL SPEAKERS AND PREACHERS (Cont.)

- Sunday, April 17 P. S. CHUAN, Secretary, China for Christ Movement.
- Thursday, April 21-23 C. H. ROBERTSON, Y. M. C. A. Three lectures
- Sunday, April 24 G. W. SARVIS
- Sunday, May 1 PROF. J. F. DEALEY, Brown University. Several lectures
- Saturday, May 7 REV. ROBERT BOVELLE, Vacation Bible Schools
- Sunday, May 8 PROF. H. C. RITTER
- Saturday, May 14, 31 DR. MAC C. FELLOWS Two lectures on Teeth
- Sunday, May 15 REV. WALTER SCOTT PRIEST, D. D., Foreign Christian Mission Society
- Sunday, May 22 BISHOP W. S. LEWIS, Methodist Church
- Monday, May 23 G. S. PHELPS, Gen'l Secy., Tokio Y. M. C. A.
- Tuesday, May 24 P. L. GILLETT, Y. M. C. A., Nanking Honan Famine Conditions
- Thursday, May 26 REV. CHIANG CHUEN KUNG, Soochow University
- Sunday, May 29 J. E. WILLIAMS
- Sunday, June 5 DR. A. J. BOWEN
- Sunday, June 12 W. E. Macklin, M. D.
- Sunday, June 19 HON. S. F. WEN, Baccalaureate Sermon
- Monday, June 20 Commencement DR. C. T. WANG, Commencement Address
MILITARY GOVERNOR, TSI YUAN CHI
CIVIL GOVERNOR, WANG HU

COMPARATIVE ENROLMENT IN THE COLLEGE, MAIN 1921 AND 1920.
 (The first figure in each column is for 1921; the second for 1920)

Graduate Students						2- 4
Senior Colleges		1st year	2nd year	3rd year	Total	
Arts	23 - 22	23 - 16	17 - 13	63 - 51		
Agriculture	8 - 8	7 - 7	4 - 2	19 - 17		
Forestry	15 - 1	2 - 2	1 - 1	18 - 4		
	<u>46 - 31</u>	<u>32 - 25</u>	<u>22 - 16</u>	<u>100 - 72</u>	100 - 72	
Junior College						
Arts	33 - 31	20 - 28		53 - 59		
Agriculture	27 - 24	11 - 21		38 - 45		
Business	32 - 0			32 - 0		
Chemistry	9 - 0	1 - 0		10 - 0		
Education	2 - 4	4 - 4		6 - 8		
Forestry	4 - 18	9 - 15		13 - 33		
Medicine	1 - 5	2 - 1		3 - 6		
Science	7 - 5	5 - 0		12 - 5		
	<u>115 - 87</u>	<u>53 - 69</u>		<u>167 - 156</u>	167 - 156	
Miscellaneous						
Sericulture				17 - 0		
Special				11 - 4		
Middle School				7 - 9		
				<u>35 - 13</u>	35 - 13	
Grand Total						
New Students				141		
Old Students				163		
Old Students not returning				82		
Percentage of old students not returning				33		

	No. of classes	No. meetings weekly	No. class Registrations	Average per class
Agr.	13 - 11	48	136 - 111	14 - 10
Arts	20 - 16	100	292 - 219	14 - 14
For.	9 - 6	23	97 - 29	12 - 5
J.C.	22 - 17	102	643 - 536	29 - 34
Sr.	6	16	102	17

AGRICULTURE: 1, 3, 9, 10, 10, 10, 10, 11, 15, 16, 27, 32, 32.

ARTS: 1, 1, 3, 4, 4, 5, 5, 7, 7, 8, 8, 12, 12, 23, 26, 29, 31, 32, 32, 32.

FORESTRY: 2, 2, 3, 3, 7, 17, 19, 22, 22.

JR. COLLEGE: 3, 4, 10, 19, 20, 20, 20, 20, 21, 21, 22, 24, 30, 31, 31, 32, 33, 34, 40, 53, 75, 80.

SERICULTURE: 17, 17, 17, 17, 17, 17.

EXHIBIT A

OUR PRESENT FINANCIAL CONDITION

We need a brief and clear statement that will apprise you of our present situation and the reasons therefor.

During the past four or five years we have spent on unbudgeted items that have not yet been met not less than \$80,000 Mex. - Thousands of dollars of unbudgeted items have been met and paid, but this \$80,000 represents actual property expenditures to-day, for which no funds have been provided, and is for the following items:

Land purchases		\$11,662
Buildings:	Language School	\$ 2,774
	Swasey Hall	5,546
	Severance Hall	16,324
	Houses for Staff	<u>5,988</u>
		30,632
Equipment:	Biology and Botany	2,869
	Chemistry	11,962
	Furniture, Office, Electrical and General	<u>15,307</u>
		30,138
Cotton and Agri, Incidentals		1,344
Travel of Staff in U. S.		2,000
Suwan School Board		1,301
Miscellaneous:		
	Staff Loans	911
	Book Store	452
	Grounds	691
	Magazines	403
	Diplomas	<u>471</u>
		2,928
		<u>\$79,905</u>

The question arises, of course,- "How has this large indebtedness occurred"?

With the exception of four Board supported teachers added from 1920, we have been getting practically the same Board support for staff and current expenses that we received in 1912. Then we had 56 college students and now we have 300, an increase of 434 per cent; then we had 20 Chinese teachers and now we have 64, of whom 8 are returned students, and increase of 200 per cent; then we had 17 foreigners on our staff and now we have 34, exclusive of Language School and Hospital staffs, of whom 17 are Board supported. That is, the University is now carrying 44 more Chinese and 13 more foreigners on its staff than in 1912 with practically the same Board grants; or, putting this in percentages, we get the following:

	1912 ³⁻	1921	Increase
College enrollment	56	300	434%
Chinese Staff	20	64 (8 ret.	220%
Foreign Staff	3	17 ((students	466%
Foreign Staff -- Mission Boards	14	17	21%
Board Grants	\$3,000 Gold	\$3,000 Gold	--%
Assets	\$250,000 Mex.	\$1,200,000 Mex.	

In 1912 we had, above Middle School, only the Arts College, now we have a very much expanded College of Arts and Science, a College of Agriculture and Forestry, a Junior College, giving somewhat differentiated work in Agriculture and Forestry, Arts and Science, Education, Business Administration, and Medicine. In addition we have the Language School and the Hospital.

In 1912 we had 2,000 English and Chinese books, whereas on June 30th, 1921, we had 17,430 books and 13,450 pamphlets. During this period our campus and owned land has increased from, say, 15 acres to approximately 140 acres, all of which is fully utilized, together with 25 acres in addition, rented. All of the present College and Language School buildings have been added, besides two hospital buildings, 15 foreign staff houses and 6 Chinese staff houses. Our assets to-day in land, buildings, endowment and equipment are fully \$1,200,00 Mex., which is five times the amount in 1912. The whole grade and quality of our work has been very much improved. All of this growth and development has cost and is costing money and means a very much increased cost for annual maintenance. For example, for 1922 we shall pay on teachers' salaries alone fully four times our total budget for 1912, viz., \$140,000 Mex.; or for 1922, we shall pay for University supported foreign teachers alone a larger sum than we expended in 1912 for our entire budget for all departments. Most of the expenditures for this development have come through increased fees, special contributions from China and from special gifts from home. The \$80,000 Mex. unbudgeted and unprovided for expenditures reported above represent an accumulation of several years, both for land, building and equipment. Manifestly we have come to the point where a new basis, more adequately meeting financially our present work and status, must be arrived at. I am sure that our supporting Missions and Boards do not fully appreciate the scope and quality of the work we are now doing and the very great expense involved.

During these years in which our assets have increased from \$250,000 to \$1,200,000 Mex. there has been a growth of approximately \$100,000 per year, all provided without special appeal to the Boards for increased funds or grants. This has been made possible by the personal efforts, in the main, of Dr. Williams, so far as the finances go, but for the past few years with increasing difficulty. This largely increased burden and growth in assets and expenditures has been hardly realized by our own staff or our Missions and Boards.

We are, therefore, facing - I will not say a crisis in our history, but rather a new stage in our development. We have a deficit of \$80,000 Mex. to provide for and an annual increase of budget of not less than \$15,000 Mex., which will increase year by year for

some time by approximately \$10,000 Mex., provided we are going to do the kind and quality of work we are now undertaking and develop it in any degree adequately.

Now what are we going to do about it?

1st, For the time being cut down all current expenses as much as possible and of course refrain from all extraordinary expenses.

2nd, Secure the understanding and appreciation of the present situation and the work of the University on the part of our Co-operating Missions; and

3rd, Make through our Board of Managers and the Missions a definite request for \$100,000 Mex. for equipment, which will cover all present out-standing property obligations, which our Boards are to share equally, and provide a small contingent fund. The Boards may not be able to make outright grants to cover these two items, but they must be asked to help make the constituencies of all of these Boards equally open to us.

4th, The Board of Managers, which meets October 13th, will consider definite plans for meeting the situation. In all probability, as a part of any plan, Dr. Williams will be asked to go home to represent the University to our Boards and constituency.

5th, Above all we must each seek to develop the confidence and loyalty of our whole staff, of our alumni body, of our churches here in China and of our Boards at home. Entire faith in our institution and the same devotion and loyalty to the highest ideals we represent will enable us to go forward as never before.

UNIVERSITY FACULTY EXECUTIVE COMMITTEE MEETING

20 October 1921.

President Bowen presided and the following were present: Miss Wixon, Messrs. Buck, Chao, Chien, Holgate, Hu, H. T. Li, C.C. Liu, C. F. Liu, Marx, Owen, Sarvis, Williams, Wilson, and the Secretary.

The minutes of the meeting of 30 April 1921 were read and approved.

Mr. Marx presented a recommendation from the Department of English that a special year of work in English for the deficient in that subject be opened in the college group below the first year of the Junior College. This recommendation had arisen from a recommendation from the Admissions Committee to the college faculties on 8 October 1921, this proposal having at that meeting been referred to the Department of English. After considerable discussion of ways and means it was voted that the Executive Committee approves thoroughly of the principle and recommends that the President provide for the carrying out of the plan whenever that may be possible.

A recommendation that a physical examination be required at entrance from all applicants for admission to the colleges, which had been presented to the college faculties on 3 October 1921 by the Admissions Committee and referred by the faculties to the Executive Committee, was discussed but no action was taken.

A recommendation by a special committee on uniforms (Messrs. C. C. Liu, Chairman, Chao Ming-i, and Speers) resulted in the approval by the Executive Committee of a single pattern of uniform, somewhat altered from previous patterns, for use by all the students of the University. The special committee was asked to prepare a statement concerning the style of other articles of clothing to be worn with the uniform; and the decision as to the price for the uniforms was left to Mr. Owen and the special committee.

It was voted that Messrs. Bowen, Chao, and Williams serve as a special committee to select two representatives from the University to the National Christian Conference in Shanghai on May fifth to fourteenth 1922. (Messrs. C. F. Liu and J. H. Reischer were afterwards selected as the University's representatives.)

It was voted that, if it seems feasible, Dr. Williams represent the University at the Far Eastern Educational Congress and the inauguration of Dr. Guy Potter Benton as President of the University of the Philippines at Manila on December fifteenth, sixteenth, and seventeenth, 1921.

It was further voted that a message of greeting be sent to the University of the Philippines from the University of Nanking on the occasion of this inauguration, and that Dr. Holgate be asked to prepare the message.

The Executive Committee passed a regulation that not less than five copies of each and every publication of the University be deposited with the University Librarian.

Concerning the calendar for 1922-1923, it was voted that the entrance examinations be given on Saturday, July 1st, and on Tuesday, September fifth, and that entrance applications should be presented to the Admissions Committee not later than Thursday, August thirty-first, 1922.

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The following recommendations concerning academic costume, as presented by the General Meetings Committee and amended by the Executive Committee, were approved:

I. That the regular academic costume be adopted (A) for B. A. graduates and (b) for all members of the college faculties (it being understood that the use of academic costume by members of other faculties should be as the individual member might decide) ^{and B.S.}

II. That the gowns for the B. A. and B. S. graduates be prepared by the University and rented to the graduates.

III. That the members of the college faculties be requested to purchase their own.

IV. That in the case of graduates from the Junior College and Middle and Model Schools and the School of Nursing, the garments be **灰色馬褂白長衫**

of such style as to be available for ordinary use, and to be purchased by the students.

The meeting was then adjourned.

Respectfully submitted,

Harry Clemons, Secretary.

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MEETING OF THE COLLEGE FACULTIES

3 January 1922

Nanking

TRANSFER

The second regular meeting of the college faculties for 1921-1922 was held in Severance Hall C 10 beginning at four o'clock on Tuesday afternoon, January third, 1922. Dr. Bowen presided and the following were present: Miss Dorland, Miss Wead, Miss Nixon, Messrs. Luck, Caldwell, Chang Li-chao, Chen Ching-chang, Cheo Ling-i, Griffing, Hamilton, Holgate, Lu, Hwa, Illick, Ip, Lu, Liu Kwoh-chuin, Marx, Ritchey, Sarvvis, Shao, Sie, Steward, Thomson, Tsien Tien-ho, Twine, Wade-Jones, Williams, and the secretary.

The meeting was opened with prayer by Mr. Ip.

The minutes of the second session, 22 October 1921, of the first regular meeting of 1921-1922 were accepted as previously distributed.

ANNOUNCEMENTS BY EXECUTIVE OFFICERS

PRESIDENT BOWEN reported that Vice-President Williams, Executive Secretary of the Board of Managers, would sail, with his family, on the 'Hoosier State' leaving Shanghai January 25; and that Lean Reiser's return from the United States would be delayed until after Dr. Williams's arrival there.

President Bowen then made the following statement of the conferences which he and Dr. Williams had attended with the Educational Commission in Shanghai and of the probable recommendations of that Commission:

'One leading idea of the Commission has been so to unite or coordinate the higher work of all the missions that there will be in effect a unified system of Christian education in China. Some, like Dr. Paul Monroe, had advocated one Christian university for all China. Some had advocated one for Central China and one for East China. But these ideas of one united university either for all China or for the East China area had been given up. The plan now advocated, both in our area and for all China, is as complete coordination as possible where each college or university will, in addition to its middle school or junior college work, undertake the intensive development of one or two special lines of work and either leave other lines to other institutions or give only minor and general attention to them.

'To this end the Commission has considered the entire field as divided into five or six university areas, the higher education in each area to be coordinated. The areas are as follows:-

'North China area, comprising Peking University, Shantung Christian University, Manchuria Christian College, Shansi Oberlin Memorial.

'West China area, containing West China Union University and including Szechuan, Yunnan, and Szechow.

'Central China area, comprising Boone University, Wesley College, Griffith, John College, Yale-in-China, Lakeside College, and the Scandinavian College at Yiyang.

'East China area, comprising St. John's University, Shanghai College, Soochow University, Hangchow College, Nanking Theological Seminary, Ginling College, and the University of Nanking.

'Fukien area, containing the Fukien Christian University - this area, however, has been made a part of the East China area.

'South China area, containing the Canton Christian College.

'Each of these areas is to have an Advisory Council on which each

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institution is to be represented, this Council to sustain an advisory relation to the institutions represented in regard to adding new schools or departments or in dropping old ones. In this way it is hoped that each area will have a well coordinated system and each institution have its special and distinctive work clearly outlined and preserved. The advisory councils will be united in some sort of association looking toward the coordination of the work of mission colleges of all China.

The suggestions of the Educational Commission for the "limiting of armaments" for East China are, of course, of special interest to us in this area. The report was not final and, no doubt, there may be modifications and changes; but this is the way the Commission looked at it when the report was tentatively read at the Association of College Presidents of East China:-

'St. John's University - Liberal arts, junior and senior colleges; theology; history and political and social science; journalism; civil engineering (if financed so as not to encroach upon the usual home sources of finances).

'Shanghai College - liberal arts, junior college; theology; commercial and industrial organization and economic investigation; training of teachers for middle schools; industrial chemistry (if financed so as not to encroach upon the usual home sources of finances).

'Soochow University - Liberal arts, junior college; training of middle school teachers of the physical and biological sciences; law, in Shanghai, in union with St. John's.

'Hangchow College - Liberal arts, junior college; construction department.

'University of Nanking - Liberal arts, junior and senior colleges; agriculture and forestry, in cooperation with the government institution; school of educational research; training of supervisors of education; training of middle school teachers.

It was also suggested that all the Christian colleges adopt the same general type of organization, such as has been recently suggested by the Government National Education Association of China, at its meeting in Canton, and has, as reported by Dr. Monroe, been favored by the leading ex-ministers of education and other educationists in the north. This system presents the following general characteristics:-

1. Twelve years of study before entrance to college.
2. Four years additional before the bachelor's degree.
3. A middle school system which shall cover six years in the primary school.
4. A year of adjustment between the middle school and the college.
5. The first two years of college non-professional and, as far as possible, undifferentiated - a general preparation for various types of senior college work.
6. Professional work in general to begin after these first two years, and to continue for varying periods according to the nature and requirements of the profession.
7. In a few institutions a non-professional group of studies to be provided for the last two years; i. e., the liberal arts college or senior arts college to exist in only a few schools.'

VICE PRESIDENT WILLIAMS amplified this statement of these probable recommendations by the Educational Commission and indicated that the plans proposed were in line with the historical developments of mission educational work in China and, as affording the possibilities of a work united in a real sense, were encouraging.

DIRECTOR SIE stated that an announcement of the summer courses, in agriculture, Bible, Chinese, and education, was being prepared, and also a letter of information which was to be sent to the missions. He said that further matters of general policy were to be decided shortly by the summer school committee.

ACTING DEAN LUCK gave the following report from the College of Agriculture and Forestry:

The first item on which I wish to report is the news from Dean Reisner that he has secured money for the support of a farm mechanic man for five years, and not only the salary but also something extra for the expenses of the department.

I wish to report also on Dr. Butterfield's visit on Saturday, the thirty-first, the purpose of which was to go over his report for the Educational Commission with the agricultural men, both in this institution and in Southeastern University. Everyone has spoken very highly of the report and it should help greatly in the promotion of agricultural missions throughout China. On December twenty-eighth Dr. Butterfield gave an address to business men at the Y.M.C.A. in Shanghai. The auditorium was packed and people were standing in the aisles. Dr. Butterfield will give a similar talk to the Rotary Club on January twelfth, the subject being "The relations of agriculture to the business man." We are hoping these talks will help the business man to realize the attitude they ought to take towards the promotion of better agriculture. In connection with the talk at the Y. M. C. A. the College of Agriculture and Forestry conducted an exhibit showing improvements that can be made in agriculture. The committee to prepare the exhibit consisted of Dr. Sie, Dr. Chun, and Mr. Chien.

You will be interested to know that Dr. W. F. Chun is taking charge of the nursery. He is especially qualified for this work. This is part of the scheme for organization for all the out-of-door work, so now we have Dr. Chun for the nursery, Dr. Griffing for cotton, Dr. Chien for sericulture, Dr. Ritchey for farm crops, and Dr. Shao and myself for anything that is left.

The 1922 Nursery Stock and Seed List has just come from the press.

You know we have conducted a number of so-called county fairs or exhibits which have proved most successful. The accompanying statement from Dr. Griffing in regard to these fairs is self-explanatory. It is evident that these fairs are going to play a very important part in the development of our agricultural work. Dr. A. V. Gray said, regarding one held at a place where he is trying to do some evangelistic work and to create interest in agriculture, that he had the best hearing he ever had anywhere, as a result of the fair.

The statement from PROFESSOR GRIFFING concerning the agricultural exhibits follows:

An experiment in adult education or extension work was begun this autumn by the giving of a series of agricultural exhibits. These were first tried in an experimental way at three different points in or near Nanjing.

The different departments of the College of Agriculture and Forestry cooperated in these exhibits, showing educational material and charts on the following subjects: silk, cotton, corn, rice, wheat, barley, plant diseases, forestry, nursery stock, spraying, modern tools, and public health. In addition to the exhibit, demonstrations were given on such as the following: operation of foreign plows and cultivators, spraying, ginning cotton, examinations of silkworm diseases and other material through microscopes. In addi-

tion to the exhibits and demonstrations, stereoptican lectures were given at the evening sessions.

These exhibits and demonstrations were primarily organized to promote the growing of improved cotton seed and the use of certified silkworm eggs. From these standpoints the work may be considered to have been very successful, as much interest was shown by the farmers in taking advantage of the improved seed both of silk and of cotton which the University has to offer.

The interest and attendance at the first fairs proved so great that the attempt was made to carry on the fairs in more distant places in cooperation with mission stations, such as the Advent Christian mission at Hochow; the Methodist mission at Poochiatsi; the Southern Presbyterian mission at Kiangyin; the Christian mission at Chuchow; and the Northern Presbyterian mission at Nanhsuchou and Szehow. The exhibition was taken 130 li across the country in a Ford car from Nanhsuchou to Szehow. The last of these exhibits has just been given in Shanghai, where it was seen by the Chinese Chamber of Commerce in the Y.M.C.A.

DEAN SARVIS, speaking as Dean of the College of Arts and Science, Acting Dean of the Junior College, and Acting Registrar, gave the following comparative statistics for the autumn and winter terms, 1921-1922:-

	<u>Autumn</u>	<u>Loss</u>	<u>Gain</u>	<u>Winter</u>
Graduate students	2	2	0	0
Senior agriculture	19	0	0	19
Senior arts	63	9	0	54
Senior forestry	13	0	0	18
Senior college total	102	11	0	91.
Junior agriculture	39	5	0	34
Junior arts	53	1	2	54
Junior business	32	4	0	28
Junior chemistry	10	1	0	9
Junior education	6	0	0	6
Junior forestry	14	1	0	13
Junior medicine	3	0	0	3
Junior science	12	0	0	12
Junior college total	169	12	2	159
Sericulture	17	3	0	9
Special	11	3	1	9
Middle School	7	2	2	7
Total	35	13	3	25
Grand total	306	36	5	275

The losses are classified as follows:

- Dropped out before end of autumn term (mostly poor work).....16
- Failed to return on account of poor work..... 7
- Cheating in examinations and false statements..... 1
- Graduate students enrolled temporarily in autumn..... 2
- Senior arts finishing work in autumn term..... 7
- Left to teach and will return..... 1
- Too ill to return, but will come back when recovered..... 1
- Middle student with one class, work satisfactory..... 1

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Dean Sarvis called attention to two cases of beri beri among the students. The disease is not contagious, but the faculty were requested to bring to the notice of the University physicians cases of swelling or numbness of the legs.

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Increasing satisfaction with the grading system was reported. It was recommended that the faculty approve of an additional grade, 'C', for students whose work was complete but too poor for a passing grade, but which the teacher judged might advantageously be made up without repeating in class. (Such approval was later voted, under 'New business'.)

Defects in the grading system were pointed out, in that it does not provide suitable methods for dealing with low-grade students and in that it does not definitely recognize that the proportion of failures naturally decreases toward the end of the year as well as with the advance of students in the school. Teachers were asked to recognize these defects and to allow for them in their grading, keeping, however, within the limits of the regulations.

PROFESSOR CHEN, Head of the Chinese Department, reported that the students were showing a good attitude toward the Chinese work, and seemed ready to take the courses that are being and will be offered. As an illustration, the new senior college elective course in Chinese has over forty students. Professor Chen stated that plans for next year's work would be submitted at the next faculty meeting.

PROCTOR CHOW reported that 'all four sections of the dormitories are filled. The rooms are in good condition, but the electric lights are too dim. At the end of the autumn term Messrs. Small, Ling and Chow had a conference about the lights, and agreed that either the cords should be lengthened or the bulbs changed from sixteen to twenty-five candle power.

'In the old dormitories there are now a number of vacant spaces.

'Altogether there are at present 220 students rooming in college and twenty assistants and teachers.

'Two dining rooms are being used instead of three this term. There are 209 students and twenty-one assistants and teachers regularly taking meals, and eleven taking the mid day meal. By the aid of the rice loan the cook has been able to give good satisfaction, and there are now no complaints. There may be difficulty at the Chinese New Year and in the spring, since all provisions in the city will be very expensive.

'The servants are all right.'

STATEMENTS FROM UNIVERSITY COMMITTEES

For the ADMISSIONS COMMITTEE Mr. Sie presented the following recommendations:

'That special students be admitted in March with the understanding that they take the entrance examinations in the summer of 1922 and that they forfeit credit for ten hours of work completed as special students (as per catalogue regulation).

'That entrance examinations be conducted on July first 1922 in the same places as in 1921 and that the examination questions in mathematics be made out in Chinese instead of English.

'That all applications for advance standing by students now in the colleges must be presented on or before the first day of May following, and that applications for advanced standing by new students must be presented on or before the last day of the autumn term.'

The first and second recommendations were adopted by the college faculties. After considerable debate concerning the dates given in the third recommendation, that recommendation was referred back to the Admissions Committee for possible revision, with power to put into effect the decisions of the Committee.

For the COMMITTEE ON ATHLETICS AND PHYSICAL TRAINING Mr. Illick presented the following report:

'Last term the required athletics for the students was most successfully handled by Mr. Speers, the Director of Athletics and Physical Training. This consisted of calisthenics every morning for ten minutes and group games in the afternoons. The work has been too much for one man who has also the supervision of athletics in the Middle School and Model School. An adjustment must be made in reference to the games. We consider the games especially important for the students, since they develop the spirit of working together.

We therefore recommend that every faculty member - with the possible exception of administrative heads - be obliged to assume a joint leadership in one of the groups for games. These groups will meet once a week after four o'clock and attendance will be kept as regular class attendance. We hope this can be passed and put into effect immediately, and continued as our policy for the future, unless some better plan presents itself.

The committee hopes that Mr. Small can get the athletic field surveyed at an early date. If this is done we have reason to believe that the students will make some move towards getting the field in shape either by actual work as at Canton Christian College or financially by entertainments as at St. John's University.

The constitution for athletics ---- has been passed by the faculty committee and almost entirely by the student committee. We hope to have it ready for use before this term is finished.

Concerning the request of the second and third year senior agriculture students to be excused from compulsory athletics, the Committee feels that no exceptions should be made.

After consideration of the recommendation concerning the group games, the faculties voted, as a substitute motion, that the faculty committee confer with the athletic committee of the student self government with a view toward developing such general sports.

There was no statement from the EXECUTIVE COMMITTEE.

For the GENERAL MEETINGS COMMITTEE Dr. Williams presented a list of the speakers for the autumn and winter terms. The list follows these minutes.

For the LIBRARY COMMITTEE, the attention of all faculty members was called to the executive action of 23 November 1920 that all purchases of library books and periodicals (including teachers' copies of text books) be made through the library be not responsible for the payment for books purchased in other ways.

It was announced that the budgets for book purchase in 1922 had been divided as follows:

	Chinese books, \$1500.	
Ancient authors (including agricultural books)		40 percent
Modern authors		60 percent

Cooper Hall branch
Children's books
Periodicals

10 percent
10 "
10 "

Foreign books, 1900

Agriculture	2	percent	Library	1	percent
Astronomy	2	"	Mathematics	2	"
Bacteriology	2	"	Medicine	1	"
Botany	2	"	Periodicals	20	"
Business	2	"	Philosophy	2	"
Chemistry	2	"	Physical culture	1	"
China	2	"	Physics	2	"
Cooper Hall	10	"	Political science	2	"
Cotton culture	2	"	Psychology	2	"
Economics	2	"	Reference	10	"
Education	2	"	Religious education	2	"
English	2	"	Sericulture	2	"
Forestry	2	"	Sociology	2	"
General	5	"	Teachers' copies	5	"
Geology	2	"	Zoology	2	"
Language (other than Chinese and English)				1	"

For the MUSEUM COMMITTEE Mr. Illick reported as follows:
'Thus far we have not been able to secure anyone who can label in Chinese the museum specimens. Mr. Chao has been on the search for such a person. We should appreciate suggestions from anyone.'

'Letters have been sent to the different departments such as cotton, silk, etc., requesting any exhibition they can give that will be useful for museum purposes and which can be used by other departments if desired. We expect other departments to follow with suitable preparations.'

'There have been a few additions during the term, presented by Dr. Bowen from his trip in Shansi Province.'

From the PUBLICATIONS COMMITTEE there was no report.

REPORTS OF STANDING COMMITTEES OF THE COLLEGES.

From the DISCIPLINE COMMITTEE there was no report.

The report of the EXTRA CURRICULUM ACTIVITIES COMMITTEE was presented by Dr. Hamilton, Chairman, Mr. Twinem, and Mr. Mark. The report is given in full.

Senior College Clubs (Dr. Hamilton)

'The senior college clubs have duly organized for the new term. The membership of each is as follows:

- Civics Club.....13
- Science Club.....14
- Senior Class Club.....15
- Sociology Club.....11
- World Events Club.....9

It is noteworthy that the science club contains only five seniors, the remaining eleven members being junior college students voluntarily joining the club because of an interest in its purpose.

Programs that were projected and successfully carried

1903

out in the Civics, Sociology and World Events Clubs. The Senior Class Club and the Science Club experienced some irregularity in their activities, both being new and uncertain of themselves. The difficulty in the Science Club seems to have been due in part to depending on faculty members for appearing on programs when circumstances of one kind or another prevented said faculty members from so doing. The Senior College Club is proving itself successful in carrying out its purpose of developing an esprit de corps among the members who will graduate next June. Indications are that it will carry out a stimulating series of programs during the present term.

Y. I. C. A. (Mr. Twinem)

The Y. I. C. A. has no doubt had a larger place in college life this year than last. This is largely due to the capable and experienced leadership of the president, Mr. Yu Yiu-ren, and his well chosen cabinet. The inspiration and instruction which these men have received in the summer conferences (5 at Shanghai, 5 at Hanking, 1 at Peitaiho, and 1 at Huling) has meant much to them in their work.

A few of the main facts about this work are to be included in this report.

Religious meetings. A mid-week prayer-meeting has been held each Thursday night. The average attendance has been exactly 60 men. The following men have been the leaders, although a student has presided each time:

Mr. Holgate, Dr. Hamilton, Messrs. Gillett, Clemons, Dummel, Sweetman, Y. Chun, Twinem, Tang Chan-chi, Holroyd, Hillis, and Dr. Hodgkin.

The cabinet has held a prayer-meeting regularly on Sunday mornings.

Bible Study. As the faculty has charge of Sunday Bible classes for students, the Y. I. C. A. has had charge of none except the Bible class for servants led by Mr. Swen Yeh-heo. There has also been some religious instruction in connection with the People's Schools.

On a recent Sunday, December 17, twelve of our students went out to the different churches and chapels of Hanking to speak at regular morning worship on the subject of the bible, and to enlist members in the Bible Reading Movement. The reports which have come back are very encouraging, and the students seem ready and anxious to do more of this kind of service.

Social Meetings. Two large social gatherings have been held - the reception for new students in September, and the Christmas program on Christmas eve.

A smaller affair was the reception given to the Peripatetic Class of Y. I. C. A. secretaries who are visiting and studying various Y. I. C. A.'s in China.

Music. There has been a special endeavor and fair success in securing special music for each religious meeting as well as for the social gatherings.

A Glee Club has been organized under the leadership of Mr. and Mrs. Fillmore of the Language School, and the management of Mr. Liang Pen-kung of the cabinet. The club will make its first appearance in public in the near future, we hope.

Social Room. Two daily newspapers and five magazines together with chess, checkers, ping-pong, and an organ help to make students happy in leisure hours.

Lectures. During the autumn vacation three of the students and Mr. Ting Iso-chen went on a little extension trip to Ping Hwan, a small town near Hanking. They spent two days there giving stereotypical lectures on sanitation and agriculture, teaching the

children to play, and witnessing for Christ.

Handbook. The little red book which has been put into our hands is a witness to the editorial success of the Hand-book Committee, and the financial report of the committee, showing a balance of \$48.00, bears just as strong a witness to its financial success. Most of the credit goes to Mr. Chen Jung-chuin, the business manager.

It should be said, however, that all of the \$100 given by the University to the Y.I.C.A. during 1921 was put in the hands of the Handbook Committee and that the balance left on their report will just about clear the deficit in the general expenses of the Y.I.C.A.

People's Schools. At present there are seven People's Schools, five in Hanking and two in the country. There are about 250 pupils altogether, and the budget for 1921 was \$300.00. Mr. Chang Huen-tu is now in charge.

Finances. The Handbook has a balance of \$48.00 and the budget had a deficit of \$53.00, leaving a net balance of \$10.00

Plans for the Immediate Future.

1. Peking Conference. Two students, Messrs. Yu Yui-ren and Wei Shieh-ren, and one teacher, Professor C. C. Chen, have been elected as delegates to the World's Christian Students' Federation Conference to be held at Peking, April 4-9.

Drama. Preparations have started for a play to be given just after the Chinese New Year. This is not only to contribute to the social life of the college, but also to help raise the People's School budget.

3. American-Chinese Walking-Talking Club. This is simply a scheme whereby walking dates can be made between the students of the Language School and of the College. Names are being secured and data about each man so that they may be properly related to each other. The Chinese students want this in order to learn foreign customs and English conversation and the foreigners desire this opportunity to learn the Chinese viewpoint, the student mind, and for personal work.

Future Needs.

1. Money. Three budgets must be raised. 1) A special budget in January to send delegates to Peking. 2) The People's School budget in March. 3) The general Y. I. C. A. budget in May.

3. Social Life. Especially more entertainment of students in faculty homes.

2. A week of Evangelism.

4. A Chinese General Secretary or a College Tutor.

5. A student center building, including gymnasium, social rooms, Y. I. C. A. headquarters.

University Magazine (Mr. Marx)

Since the establishment of the Student Government, the Publications Committee of that organization has been eager to revive the publication of the University Magazine. On their initiative a group was called together representing various departments of the University, as follows: The Junior and Senior Colleges, the Language School, the Middle School, the Hospital, the faculties, and the Alumni Association. This group, after several meetings, produced a tentative draft of "articles of agreement", which would serve as a basis of cooperation in publishing the magazine.

The faculties voted that President Bowen should appoint two members to represent them regularly on the committee, to complete the arrangements and ratify the articles of agreement. It was un-

derstood that this vote carried with it the approval of the project to establish the Magazine, and expressed the willingness of the faculties to assume their share of the responsibility. (President Bowen later appointed Mr. Chao and Mr. Marx as the faculty representatives.)

For the STUDENT WORK COMMITTEE Dean Sarvis presented the following recommendations:

That rule forty-seven be revised to read as follows: "Rules forty-three and forty-four will be suspended in the case of students requiring fifty hours or less of work for graduation from any senior college, and such students will be permitted to take the extra work they require for graduation in two terms if they maintain a grade above five in all subjects; but such students shall be subject to the regular rules if they are doing outside work." (Note by Dean Sarvis: The words 'from any senior college' were not read at the meeting, but are the interpretations of the rule in the minds of the committee and, if there is no objection from the faculty, will stand as its action.)

That the Student Work Committee be reduced in size so as to make it more efficient.

The faculties voted approval of the first recommendation and referred the second to the special committee on the powers and responsibilities of spending committees.

REPORTS OF SPECIAL COMMITTEES.

Dr. Williams reported that the work of the special committee ON THE POWERS AND RESPONSIBILITIES OF SPENDING COMMITTEES had not been completed.

There was a similar report from the SPECIAL COMMITTEE ON THE STUDENT WORK COMMITTEE.

NEW BUSINESS.

On motion by Dean Sarvis the faculties voted their approval of permitting the use of a conditional grade.

A question from Mr. Caldwell as to the policy of permitting later courses in a subject to be taken when the earlier courses have not been taken was referred to the Student Work Committee.

The meeting was then adjourned.

Respectfully submitted,

Harry Clemons, Secretary

PREACHERS, SPECIAL CHAIR MEN, AND LECTURERS

September 1921 to January 1922.

Sept. 11, Sun.	Dr. Williams, Vice President of the University.
Sept. 14, Wed.	The Rev. G.C. Hood, Presbyterian Mission, Nankhsuchou.
Sept. 17, Sat.	Dr. T.F. Holgate, Dean of Northwestern University.
Sept. 18, Sun.	Dr. J. C. Liu, Southeastern University.
Sept. 19, Mon.	The Rev. J.B. Thompson, Evanston, Illinois.
Sept. 24, Sat.	Prof. J.B. Griffing, University of Nanking.
Sept. 25, Sun.	Mr. David W. Teacout, Cleveland, Ohio.
Oct. 2, Sun.	Prof. J. Wesley Shen, Nanking Theological Seminary.
Oct. 3, Sat.	Prof. C.C. Chen, University of Nanking.
Oct. 9, Sun.	The Rev. Hu Hsi-yen, Y.M.C.A.
Oct. 12, Wed.	Dr. J.W. Howrie, Chairman of the China Council, Presbyterian Mission.
Oct. 16, Sun.	Mr. J. M. Speers, New York City.
Oct. 22, Sat.	Dr. E. I. Osgood, Christian Mission, Chuchow.
Oct. 25, Sun.	Mr. C. A. Burch, Christian Mission, Wuhu.
Oct. 28, Fri.	Judge Joseph Buffington, Pittsburg.
Oct. 30, Sun.	Prof. Ieng Dien-chia, Middle School, University of Nanking.
Nov. 3, Thurs.	Dr. E.D. Burton, University of Chicago, Chairman of Educational Commission.
Nov. 5, Sat.	The Rev. Cheo Tsuan-fuh, Methodist Conference, Foochow.
Nov. 6, Sun.	Dr. C.Y. Hamilton, University of Nanking.
Nov. 7, Mon.	The Rev. Wang Kwan, Methodist Conference, Foochow.
Nov. 10, Thurs.	Dr. G.I. Dutcher, Vice President of Wesleyan University.
Nov. 11, Fri.	Dr. Dutcher.
Nov. 12, Sat.	Prof. C. I. Chien, University of Nanking.
Nov. 15, Sun.	Dr. T.H.P. Sailer, Columbia University.
Nov. 18, Sun.	Dr. F.D. Blakeslee, Binghamton, New York.
Nov. 14, Mon.	Dr. Dutcher
Nov. 16, Wed.	Dr. F.W. Fedelford, Secretary of the Northern Baptist Mission, Educational Commission.
Nov. 17, Thurs.	Prof. E.M. Roxby, Liverpool University, Educational Commission.
Nov. 18, Fri.	Pres. K.L. Butterfield, Massachusetts Agricultural College, Educational Commission.
Nov. 19, Sat.	President Butterfield.
Nov. 20, Sun.	Dean W.F. Russell, University of Iowa, Educational Commission.
Nov. 22, Tues.	Mr. Aileen Arnold, United States Commercial Attache for China.
Nov. 23, Wed.	Dr. Harvey Reeves Calkins, Evanston, Illinois.
Nov. 24, Thurs.	Dr. Calkins.
Nov. 25, Fri.	Dr. Calkins.
Nov. 27, Sun.	The Rev. Wang Shan-chi, Student Volunteer Movement.
Dec. 1, Thurs.	The Hon. Yuan Hsi-tao, formerly Chinese Minister of Education.
Dec. 11, Sun.	Pres. J.L. Stuart, Peking University.
Dec. 12, Sun.	Dr. H.T. Hodgkins, Fellowship of Reconciliation.
Dec. 19, Mon.	Dr. Hodgkins.
Dec. 20, Tues.	Dr. Hodgkins.
Dec. 21, Wed.	Dr. Hodgkins.

Jan. 1, Sun. Bishop F. J. McConnell, Methodist Church.
Jan. 2, Sun. Pres. G.R. Grose, Le Pauw University.
Jan. 11, Wed. Prof. J.T. Illick, University of Nanking.
Jan. 13, Fri. The Rev. E.C. Lobenstine, Secretary of the China
Continuation Committee.
Jan. 14, Sat. Dr. H.C. Ren, formerly Secretary in the Chinese Min-
istry of Education.
Jan. 15, Sun. Dr. W.P. Chen, Methodist Church.
Jan. 13, Wed. Professor Illick.

UNIVERSITY FACULTY EXECUTIVE COMMITTEE

16 January 1922

President Bowen presided and the following members of the committee were present: Miss Wixon, Messrs. Buck, Chao, Chien, Holgate, Hu Hummel, H. T. Li, C. C. Liu, Marx, Sarvis, Sie, Small, and the secretary. The following were also present by special invitation: Messrs. Hamilton, Hummel, and Thomson.

The meeting was opened with prayer by Professor Hu.

The minutes of the meeting of 20 October 1921 were read and approved.

The secretary announced that the balloting on the return after furlough of Vice President and Mrs. Williams, Dr. and Mrs. Hutcheson, Mr. and Mrs. Illick, Mr. and Mrs. Owen, and Mr. and Mrs. Clemens had not been completed.

It was voted that the special committee (Messrs. Bowen, Chao, and Williams), which had been elected on 20 October 1921 to select two representatives from the University to the National Christian Conference in Shanghai 5 to 14 May 1922, should also select an alternate for Mr. Reisner, to serve in case Mr. Reisner had not returned at that time. (It was later announced that Dr. Hamilton had been selected.)

Dr. Holgate presented the results of the work of a special committee (Dr. Williams, Chairman, and Messrs. Bowen, Chao, Hamilton, Holgate, Hummel, Illick, Sarvis, and Sie) appointed at a meeting of the college faculties on 8 October 1921 to correlate and restate the powers and responsibilities of the university and college standing committees. After full discussion and some amendments in wording, the restatement was approved, with the understanding that it be merely a matter of record until the full statement of the powers and responsibilities of the administrative officers and of all the standing committees of the university be complete; and that the new committees do not replace the present committees until after the whole statement shall have been adopted.

It was understood further that suggestion should be made to the faculties of the Primary and Secondary Group that their standing committees follow the action of the university and college committees in the matter of this correlation and restatement.

Mr. Marx reported for the special committee (Mr. Marx, chairman, Messrs. C.C. Chen, Hu, Hummel, Illick, Sarvis, Thomson) which had been appointed at a meeting of the college faculties on 22 October 1921 to consider a recommendation from Dean Sarvis that steps be taken to equalize the amount of attention given to individual students in large and small classes. Mr. Marx stated that, since the carrying out of this recommendation would depend on the general steps towards economy, it had seemed better to await such general action.

The Executive Committee then voted that the process of ef-

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fecting the necessary cut in the budget for 1922 be taken up in a conference of the President, Vice President, Treasurer, and Deans.

After considering a recommendation from the faculty of the College of Agriculture and Forestry concerning laboratory fees, the Executive Committee voted that a special committee of teachers having laboratory courses be appointed to prepare a schedule of such fees. (This committee was later appointed as follows: Mr. Thomson, Chairman, Messrs. Chien, Griffing, Illick, Ritchey, and Ting.)

A further recommendation from the faculty of the College of Agriculture and Forestry that students be required to pay for mimeographing work in classes where the purchase of text-books is not required and where large amounts of mimeographing are necessary.

A recommendation from the Student Work Committee for a reduction in the size of that committee for the purpose of greater efficiency was considered as having been covered by the work of special committee on correlation and restatement of the powers and responsibilities of standing committees.

The Executive Committee approved of a further recommendation from the Student Work Committee that rule forty-seven be revived to read as follows: 'Rules 43-44 will be suspended in the case of students requiring fifty hours or less of work for graduation.'

A suggestion that additional fees be charged for courses permitted to be taken above the normal amount was referred to the Student Work Committee.

Dean Servis presented for consideration a possible calendar for the five years from 1922 to 1927, allowing for semesters of eighteen weeks each, and a possible semester schedule for the Junior College curriculum.

On motion of Principal C. F. Liu it was voted that the Middle and Model Schools have a free hand in the matter of changing back from the three term to the semester plan.

The Executive Committee voted its approval of a motion that the colleges adopt the semester plan beginning with the autumn of 1922; it being understood that a vote of the college faculties be taken on this matter before final action.

A recommendation that the use of a conditional grade be permitted - this recommendation having been approved by the college faculties on 3 January 1922 - was adopted by the Executive Committee.

Dr. Hamilton made a statement concerning the constitution of the student self-government body.

The meeting was then adjourned.

Respectfully submitted,

Harry Clemons, Secretary.

UNIVERSITY OF NANKING

GENERAL REGULATIONS.

I. DUTIES OF OFFICERS

THE PRESIDENT

The PRESIDENT of the University shall be elected by the Board of Trustees on the nomination of the Board of Managers and he shall hold office during the pleasure of the Board of Trustees. He shall be the chief executive officer of the University, shall represent it in all official transactions, shall exercise due oversight of the property and business of the University, and shall be responsible to the Board of Trustees for the proper conduct of the work of the University. He shall nominate for appointment by the Board of Managers the members of all faculties and all officers of instruction or administration within the various Schools or Colleges of the University, and shall require that such officers perform their duties satisfactorily. He shall be a member of all the faculties of the University and when present shall preside at faculty meetings. For sufficient cause and after consultation with the Advisory Council he may suspend any officer or servant of the University for whom he is responsible and shall report such action at the next meeting of the Board of Managers. In consultation with the Vice-President, the Treasurer and the Deans of the several Schools or Colleges, he shall prepare an annual budget of receipts and expenditures for the approval of the Board of Trustees and shall submit the same to the Board of Managers for recommendation. He shall prepare an annual report on the condition and work of the University.

THE VICE-PRESIDENT

The VICE-PRESIDENT of the University shall perform the duties of the President in his absence or disability and shall discharge such other duties in the University administration as may be agreed upon with the President.

THE DEANS

The Dean of a School or College shall be elected by the Board of Managers on the nomination of the President. He shall, under the President, be the chief executive officer of the School or College, and in the absence of the President and Vice-President shall preside at meetings of the faculty. He shall have charge of the progress and conduct of students in the School or College, shall be responsible for the proper enforcement of faculty regulations, shall prepare business for the consideration of the faculty and may make recommendations thereto. He shall supervise the teaching within his School or College, shall prepare the schedule of studies and classes in accordance with faculty regulations and shall give to the President at all times such information on the condition and work of the School or College as may be desired.

In the University Hospital, the administrative officer - whose duties are herein above defined - shall be known as the Superintendent, and in the Middle School and the Model School, he shall be known as the Principal.

THE TREASURER

The TREASURER of the Board of Managers shall act as the local Treasurer of the University in Nanking and shall receive and disburse funds under the direction of the Board of Trustees. He shall receive all local funds belonging to the University, including tuition and other fees from students, the income from sales from the University gardens and laboratories, and all similar funds. He shall keep accurate account of all moneys received and shall pay out funds only on properly vouchered bills in accordance with the budget approved for the current year. He shall endorse requisitions for the purchase of supplies in accordance with the budget, and supplies or labor purchased without such previous endorsement shall involve no obligation on the part of the University.

He shall keep in separate accounts all funds contributed to the University for special purposes, holding them solely for the causes for which they were contributed.

The Treasurer shall give to the President of the University, the Board of Managers, and the Board of Trustees such information as may be requested regarding the finances of the University and shall make an annual report of all moneys passing through his hands and of the purposes for which they were received or disbursed. The Treasurer shall give such bond for the proper discharge of his duties as the Board of Trustees may determine.

THE EXECUTIVE SECRETARY

The EXECUTIVE SECRETARY of the Board of Managers, in consultation with the President, and when directed by him, shall represent the University in its relations with the Chinese government and Chinese officials, shall conduct correspondence with the Board of Trustees, Board of Managers, and the several supporting missions on questions of outside relationships, shall represent the University in the solicitation of funds and in the purchase or sale of property and shall cooperate with the President in the preparation of the annual budget.

As Executive Secretary of the Board of Trustees, if so elected, he shall conduct correspondence with the President and the Board of Managers when in the United States and shall, when authorized, represent the Board of Trustees and the University in its relations with the mission boards, the China Medical Board, churches and donors.

SECRETARY TO THE PRESIDENT

A SECRETARY TO THE PRESIDENT may be appointed by the Board of Managers on the recommendation of the President, whose duty it shall be to assist the President in the general correspondence of the University, to prepare statements and records, to give publicity through proper channels to such items of University interest as the President may direct, to assist in the preparation and distribution of reports, catalogues, and bulletins, and to give to the President such other assistance in the clerical duties of his office as he may desire.

SUPERINTENDENT OF BUILDINGS AND GROUNDS

The SUPERINTENDENT OF BUILDINGS AND GROUNDS shall be charged with the responsibility for the proper construction, care, and upkeep of all buildings belonging to the University. He shall supervise new buildings in process of construction, not otherwise provided for, and shall give attention to necessary repairs and decoration. He shall superintend the heating of buildings, shall make necessary purchases of fuel, and shall employ such servants as may be needed for the proper conduct of the work of his office. The University campus and other grounds belonging to the University, not specifically assigned to laboratory or experimental uses and not attached as gardens to private residences, shall be under his care. For the proper discharge of his duties he shall be accountable to the President.

THE PROCTORS

The UNIVERSITY PROCTORS shall be appointed by the President. It shall be their duty to preserve proper discipline and good order in the dormitories, to assign students to their rooms, and to see that the dormitories are kept in a clean and sanitary condition. The Proctors shall have charge of the student dining rooms, shall be responsible for the quantity and quality of food, shall have oversight of the servants, and shall keep an account of the cost of operation.

II. ORGANIZATION

SCHOOLS AND DEPARTMENTS

For purposes of administration, the University is organized into Colleges, Schools, and Departments, each with its separate Dean or corresponding officer, and each College or School with its separate faculty. These administrative units are shown in the following table and they take rank and precedence in the order named:

- I. College of Arts and Sciences - Senior College
- II. College of Agriculture and Forestry - Senior College
- I
III. Junior College
Including (a) The School of Education
(b) The School of Business Administration
- IV. The University Library
- V. The University Hospital
Including the School of Nursing
- VI. The School of Missionary Training - Language School
- VII. The Summer School
- VIII. The Middle School
- IX. The Model School

The Middle School and Model School constitute the secondary school group and may be organized as a single unit under a Superintendent at the discretion of the President and Advisory Council.

The School of Education and the School of Business Administration shall include all courses offered in their several fields, whether offered in the Junior College, in the Middle School, or elsewhere. Whenever by action of the Board of Managers either of these two schools is raised to the rank of a Senior College, it shall become a separate administrative unit and shall take rank immediately above the Junior College.

THE UNIVERSITY LIBRARY

The University Library shall include all books, pamphlets, maps, charts, etc., belonging to the University and not primarily a part of laboratory equipment. It shall be under the direction of the University Librarian, who shall so conduct the Library as to make it of greatest service to the members of the University. The University Librarian shall have charge of all reading rooms, branch libraries, and special collections, wherever placed, and shall be responsible for the care and safe keeping of all books, etc., belonging to the Library. Orders for the purchase of books and other articles for the University shall be placed only by the Librarian. In the distribution of funds for the purchase of books, and in the establishment of general policies and regulations governing the use of the Library, the Librarian shall act in cooperation with the Library Committee, of which he is ex-officio the Secretary.

THE FACULTY

The Faculty of any School or College shall consist of the President and Vice-President of the University and all officers of instruction in the School or College regularly appointed by the Board of Managers above the rank of assistant. The faculty shall have responsibility for educational standards and policy within its school and shall prescribe the requirements for admission, for promotion, and for graduation. It shall enact regulations governing the conduct of students and may for sufficient cause exclude or remove a student. Regulations adopted by any faculty shall not become effective unless approved by the President of the University, and regulations affecting two or more schools or colleges shall be subject to the approval of all faculties concerned.

The University Librarian shall be a member of the faculty of the College of Arts and Sciences and of the Junior College. Assistants in any School or College who are University graduates may attend faculty meetings and participate in the business but without the right to vote.

THE UNIVERSITY ADVISORY COUNCIL

An Advisory Council shall be appointed to confer with the President and other Executive Officers on general matters of policy, organization, finance, and management. This Council shall consist of the President, the Vice-President, the Deans of the several Schools or Colleges, the University Librarian, the Superintendent of the Hospital, the Principal of the Middle School and of the Model School, and seven other persons appointed by the President.

The Advisory Council shall give attention to matters affecting the whole University, such as commencement, the fixing of terms and vacations, holidays, the establishment of new schools or colleges, and questions of legislation relating to more than one school. For the consideration of special questions the Council may be subdivided at the instance of the President. In matters of emergency the Council may exercise the functions of a faculty, in which case its acts shall be reported to the appropriate faculty.

THE BUDGET

A Budget of Receipts and Expenditures shall be prepared annually by the President in consultation with the Vice-President, the Treasurer, and the Deans of the several Schools or Colleges. This budget shall show in detail the anticipated receipts from various sources during the period covered by it and the necessary expenditures for the operation of the University and the maintenance of its property.

When the budget has been approved by the Board of Managers and the Board of Trustees, heads of departments and others duly authorized may issue requisitions against it for necessary purchases or payments up to the limit of the appropriations for such purposes. Requisitions when prepared shall be presented to the Treasurer for his approval before an order is placed and no order for the purchase of goods or for labor or other service shall be valid or shall involve the University in obligation until approved by the Treasurer. In no case shall a requisition in excess of the appropriation be issued or approved except by special action of the President secured in advance.

Council

III. DUTIES OF STANDING COMMITTEES

University Committees

COMMITTEE ON FRIENDLY RELATIONS

This Committee shall consist of such Chinese members of the faculties as the President may appoint. Its duty shall be to make known the work of the University among the Chinese people, to cultivate friendly relations with influential Chinese, and to promote social intercourse within the faculties and between the faculties and Chinese friends.

COMMITTEE ON GENERAL MEETINGS

The Committee on General Meetings shall consist of five members appointed by the President and shall have responsibility for arranging chapel leaders, speakers for Sunday services and for general lectures. It shall have charge of the details of the commencement programmes, including the baccalaureate service, and shall consider plans for the organization of a University Church.

COMMITTEE ON THE LIBRARY

The Committee on the University Library shall consist of the President, the Librarian, and seven other members of the faculties appointed by the President. It shall act as a committee of management determining questions of general policy, such as the distribution of funds, the extension of the library activities, the plan of construction of a library building and the nature of its equipment. In questions of detail, such as the purchase of books, it shall act in an advisory capacity.

COMMITTEE ON THE MUSEUM

The Committee on the Museum shall consist of seven persons appointed annually by the President. It shall have general oversight of the museum; shall receive specimens and arrange displays; shall solicit articles of educational value which may be of use to any department of the University or to the community.

COMMITTEE ON PUBLICATIONS

The Committee on Publications shall consist of the Librarian and seven other persons appointed by the President. It shall secure copies of all publications issued by the University for deposit in the University Library. If necessary, it shall assume editorial oversight of University publications and shall oversee the processes of printing, including proof-reading. In cooperation with the Student Government, it shall supervise the publication of University magazines. No publication bearing the name of the University or purporting to represent it shall be issued without the approval of this Committee or of the President in case the Committee is not accessible.

COMMITTEE ON ATHLETICS AND PHYSICAL TRAINING

There shall be a University Committee on Athletics and Physical Training consisting of seven members appointed annually by the President to represent the various departments of the University, and in addition, the Athletic Director and the University Physician in charge of student health shall be ex-officio members. This Committee shall have supervision of athletics and physical training for students and of their medical care. It shall approve the schedule of intercollegiate games and shall be responsible for all expenditures for athletic and physical training purposes. Requisitions for such expenditures shall be approved by some member of the Committee, duly appointed for the purpose, before they are presented to the treasurer. No intercollegiate game shall be played by teams representing the University, or any department of it, without the approval of this Committee.

COMMITTEE ON ADMISSIONS

There shall be a University Committee on Admissions appointed by the President whose duty it shall be to supervise the admission of students to the several schools of the University. This Committee shall be divided into three sub-committees, one for the Colleges, one for the Middle School, and one for the Model School, each with its own Chairman.

The sub-committee for the Colleges shall determine, subject to faculty legislation, (1) the date, place, and manner of conducting entrance examinations; (2) the dates within which new students may be admitted to the Colleges; (3) the time of

payment of matriculation fees; (4) the fitness of all persons applying for admission to the College; (5) the amount of advanced credit, if any, to be granted to students for work done in other institutions; (6) the rating of middle schools and colleges as a basis for subsequent accrediting.

The Sub-committees for the Middle School and Model School shall similarly determine by examination or otherwise the fitness of applicants for admission to these schools and shall perform such other functions in connection with new students as the faculties of those schools may determine.

The full Committee shall meet at least once a year at the call of the President to consider questions of common interest and to determine common policies relating to incoming students.

College Committees

COMMITTEE ON DISCIPLINE

This Committee shall consist of the President, the Deans, and the Proctors. It shall deal with cases of delinquency or failure on the part of students, in connection either with their studies or with their moral or social life, and shall act upon any matter involving discipline which is referred to it by the Deans or by other administrative officers. This committee shall have the full power of the faculty to suspend, to dismiss, or to apply other disciplinary measures, but in all cases it shall report its actions to the appropriate faculty.

COMMITTEE ON EXTRA-CURRICULUM ACTIVITIES

This Committee shall consist of a chairman to be appointed annually by the President, and such other persons as the President may from time to time appoint. Its duty shall be to exercise general supervision over those activities of the students which lie outside the curriculum and are not delegated to some other committee or individual. Supervision shall be interpreted to mean encouragement, guidance, and stimulation of the students to carry out the essential purposes of their organizations.

COMMITTEE ON STUDENT WORK

This Committee shall consist of three persons appointed by the President to cooperate with the Deans and Registrar in carrying out the regulations of the faculties affecting the amount and quality of work of students within the Colleges; it shall recommend to the faculty suitable action in cases not covered by the regulations.

Committees of the Primary and Secondary Group

COMMITTEE ON DISCIPLINE

This Committee shall consist of the Principals of the Middle School and the Model School, the Proctor and four members of the faculties, two from each school, to be appointed by the respective Principals. It shall consider delinquencies of students, either in studies or in conduct, and shall have full power to determine questions involving discipline.

COMMITTEE ON EXTRA-CURRICULUM ACTIVITIES

This Committee shall consist of a chairman appointed by the Principal of the Middle School and such other persons as the Principal of the Middle School and of the Model School may from time to time appoint. Its duties are to supervise the work of the Literary and Debating Societies, to present special literary and musical programmes before student gatherings, and to have oversight of the social activities of students.

NOMINATING COMMITTEE

This Committee is made up of four faculty members appointed by the Principal of the Middle School and seven students elected by the seven classes of the Middle and Higher Primary Schools, one by each class. It is the duty of this committee to nominate ~~three students as athletic managers in the~~ Middle School.

COMMITTEE ON PROPRIETIES

The Committee on Proprieties prepares lectures on etiquette and good form for the information of students.

COMMITTEE ON RELIGIOUS WORK

This Committee cooperates with the Young Men's Christian Association in arranging for special evangelistic meetings, Sunday school work, and Sunday services, and seeks to promote personal evangelism.

COMMITTEE ON STUDENT WORK

The Committee on Student Work gives attention to the special needs of students in the arrangement of their work and assists the Registrar in the adjustment of complicated programmes. Delinquent students receive the special attention of this Committee.

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MEETING OF THE COLLEGE FACULTIES

6 March 1922.

The third regular meeting of the college faculties for 1921-1922 was held in Severance Hall C 10 at four o'clock on Monday afternoon, March sixth, 1922. Dr. Bowen presided and the following were present: Miss Purcell, Miss Sloan, Messrs. Bates, Buck, Caldwell, Chao Chung-ting, Chen Ching-chang, Cheo Ming-i, W.Y. Chun, Gibbs, Griffing, Hamilton, Hu, Hummel, Illick, Liu Ching-fu, Liu Kwoh-chuin, Ritchey, Sarvis, Spears, Steward, Thomson, Ting, Tsien, Luccock, and the acting secretary.

The meeting was opened with prayer by Mr. Spears.

The minutes of the second regular meeting of 1921-1922, held on 3 January 1922, were accepted as previously distributed, together with the action by circular letter on 25 January 1922 which follows these minutes as Note A.

ANNOUNCEMENTS BY EXECUTIVE OFFICERS

PRESIDENT BOWEN reported that, although for financial reasons there would be no catalogue issued for the University for the current year, the return to the two term plan in the autumn of 1922 necessitated the issue of a Bulletin which is now being gotten out.

President Bowen then brought greetings from Mr. Clemens, secretary of the college faculties, and his family who recently left for America on furlough, and circulated letters received from them which were much appreciated by those who were present.

For the COLLEGE OF AGRICULTURE AND FORESTRY, Acting Dean Buck gave the report which follows these minutes as Note B.

Dean Sarvis, as DEAN OF THE COLLEGE OF ARTS AND SCIENCE, ACTING DEAN OF JUNIOR COLLEGE, and ACTING REGISTRAR, spoke of the necessity of re-outlining courses in the Senior College, some possibly on a three-hour basis, and the necessity of a new plan for more satisfactorily supervising the election of courses.

Dean Sarvis announced the departure of Mr. Twinem for Famine Relief work, and the additional help to the teaching force of Messrs. Tuocock, Mills, and Ruland to take Mr. Twinem's work in Religious Education.

Attention was drawn to the new forms printed for the purpose of effecting a uniform and complete file in the registrar's office of the term's work in each course.

Dean Sarvis then emphasized the necessity of the faculty's holding rigidly to the schedule of examinations, in order that one irregularity may not disrupt or demoralize the whole system.

The report from Mr. Chen for the CHINESE DEPARTMENT created considerable interest, Mr. Sarvis adding that more students were electing courses in Chinese than in any other department. Mr. Chen's report follows these minutes as Note C.

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As PROCTOR, Mr. Cheo Ming-i reported that there are 26 places for students in the dormitories now vacant. A dormitory inspection will be held before the close of the term as a check on University property. Rising prices are bringing the prospects of a serious food problem before the autumn term. The close inspection of the cook-house and the dining-rooms have so far brought satisfactory results. There has been trouble caused by recent thefts in the students' quarters.

Proctor Cheo was commended for his ability as a detective in bringing about the arrest of one of these thieves.

STATEMENTS FROM UNIVERSITY COMMITTEES.

Mr. Hummel for the ADMISSIONS COMMITTEE reported that application blanks were being printed and that entrance examinations for the summer of 1922 were being arranged for.

The COMMITTEE ON ATHLETICS AND PHYSICAL TRAINING reported through Messrs. Illick and Speer whose reports follow these minutes as Note D and Note E respectively.

There was no report from the EXECUTIVE COMMITTEE.

For the GENERAL MEETINGS COMMITTEE, Dr. Bowen reported that the Ednesday morning lectures by the various members of the faculty were to be arranged for through the offices of the deans of the several colleges, but would not likely begin until the autumn term.

Dr. Bowen asked Mr. Liu to report for the LIBRARY COMMITTEE. Mr. Liu showed that Mr. Clemons is greatly missed in the library by the staff who are "carrying on". Good work is being done in the indexing of Chinese books in the library and in making for the Chinese periodicals an index corresponding somewhat to Poole's index for foreign periodicals.

Mr. Chao reported on PUBLICATIONS. He said that the first issue of the University of Nanking Magazine would appear on June first, this being a special number selling for fifty cents. The regular subscription will be fifty cents per year for four issues of at least seventy pages each, including pages in both Chinese and English. He urged that the faculty help the students in the matter both of subscriptions and of material for the magazine.

Mr. Chao referred to the fact that the interest with which the agricultural pamphlets were received by those among whom they had been distributed had led to their being reprinted and that the "Method of Planting American Cotton" by Mr. Griffing had been translated into Chinese, two thousand copies of which had been ordered printed as the Farmers' Bulletin.

Mr. Illick's report for the MUSEUM follows these minutes as Note F.

REPORTS OF STANDING COMMITTEES OF THE COLLEGES.

There was no report from the DISCIPLINE COMMITTEE.

Dr. Hamilton, for the COMMITTEE ON EXTRA-CURRICULUM ACTIVITIES, stated that the effort was being made to raise money for the People's Schools, and that the Board of Directors of the Y.M.C.A. had suggested that the management of these schools be taken over by the Student Self-Government.

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Mr. Sarvis stated that the Student Work Committee would be grateful for any information it could obtain concerning the "point system."

REPORTS OF SPECIAL COMMITTEES

Dr. Bowen made a statement for the COMMITTEE ON DUTIES OF REGULAR COMMITTEES, expressing appreciation for the help which had been given by Bishop Wisney, President White of Shanghai Baptist College, and especially Dr. Holgate whose presence in Nanking has been a source of personal inspiration both to the faculty and to the students not only of the University of Nanking but also of the various institutions throughout the city to whom he has given both of his time and of himself. This appreciation of Dr. Holgate and his valuable work for the University met with a whole-hearted response on the part of the faculty, and upon motion by Mr. Hummel the President and the Secretary were instructed to express this appreciation in a letter to be sent to Dr. Holgate.

The OUTLINE FOR THE DUTIES OF THE OFFICERS OF ADMINISTRATION AND THE REGULAR COMMITTEES, a partial result of Dr. Holgate's work, follows these minutes as Note G.

The report on the ETIQUETTE PAMPHLET by Mr. C. F. Liu follows these minutes as Note H.

NEW BUSINESS.

Dr. Bowen took up the organization of the Advisory Council of the East China Associate d Christian University Colleges, the minutes of a meeting of the representatives of these colleges, including the proposed constitution for such an organization, being given as Note I following these minutes.

Messrs. Sarvis, Liu, and Thomson were appointed as a nominating committee to propose names from which one should be chosen designating a representative from the faculty of the University colleges on this Advisory Council. The nominating committee retired, later presenting the names of Mr. C.C. Chen, Mr. Buck, and Dr. Hamilton, the first of whom (Mr. C.C. Chen) was elected.

On motion of Mr. Hummel, the faculty accepted the rewording of the statement referred to the Admissions Committee as follows:
"Beginning with the autumn term of 1922, all new students who enter the college with advanced credits will be required to present their applications for these credits (with signed statements from their respective schools) on or before the last day of the first term of residence."

Upon report by Mr. Chen of a meeting of the Committee on Junior College curriculum, involving more uniformity in the courses and less specialization, and reorganization of the Sunday Bible classes so as to have the value of courses in Religious Education, a general discussion took place concerning the curriculum of the Junior College. An enlargement of the committee was voted for and the committee instructed to go into a careful study of college curriculums and to present to the college faculties a reorganized curriculum for the Junior College which would better serve the needs of the University and its students.

The committee appointed consists of Messrs. C.C. Chen, Chairman, W. Y. Chun, Griffing, Hu, Hummel, Marx, Sarvis, Thomson, and Wade-Jones.

The meeting was then adjourned.

Respectfully submitted,

C. Wade-Jones, Acting Secretary.

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NOTE A.

THE COLLEGE FACULTIES

ACTION BY CIRCULATED LETTER, 25 JANUARY 1922.

The college faculties approved of the recommendation from the Executive Committee of the University Faculty dated 16 January 1922 that the colleges adopt the semester plan beginning with the autumn of 1922; it being understood that this action would not affect the total amount of the annual fees. There were no negative votes; the names of those voting in approval follow:

Mr. Akerstrom, Mr. Bates, Miss Black, Dr. Bowen, Mr. Buck, Mr. Caldwell, Mr. Chang Chwan-ching, Mr. Chao, Mr. Chen Ching-chang, Mr. Chen Shui-i, Mr. Clemons, Miss Dorland, Mr. Folk, Dr. Gibbs, Mr. Griffing, Dr. Hamilton, Mr. Hoh Hsi, Dr. Holgate, Mr. Hummel, Mr. Hsu Chi-fang, Mr. Hu, Mr. I, Mr. Illick, Mr. Ip, Mr. Keh, Mr. Ku, Mr. Li Kwoh-chuin, Mr. Luh Feng-swen, Mr. Marx, Mr. Owen, Miss Priest, Mr. Ritchey, Mr. Sarvis, Mr. Shao, Mr. Sie, Miss Sloan, Mr. Small, Mr. Steward, Mr. Thomson, Mr. Ting, Mr. Tsien, Mr. Twinem, Mr. Wade-Jones, Miss Wead, Dr. Williams, Mr. Yuen Tsi-tang.

Harry Clemons, Secretary.

NOTE B.

REPORT OF THE COLLEGE OF AGRICULTURE AND FORESTRY MARCH 6, 1922.

Encouraging reports are coming from Dean Reisner, who is making progress in his attempt to secure left over famine funds. The Presbyterian Board of Foreign Missions has taken the following action:

"The Board voted to remit from unused China Famine contributions in its hands the sum of \$10,000 gold to the Trustees of the University of Nanking for Famine Prevention work through the College of Agriculture and Forestry, on condition that additional substantial sums are made available for this purpose by other organizations."

Mr. Reisner is also attempting to secure a share of the funds which were collected under the chairmanship of Mr. Lamont. He has also secured the following farm implements:

3 plows
3 cultivators
1 harrow
1 corn and cotton planter

All but the plows are delivered free of charge at Nanking. Other donations to the University received in China are as follows:

1 bone-mill for grinding bones for fertilizing, from Mustard & Co.
A shipment of about 300 lbs. of phosphate fertilizer and the promise of shipments of bone-meal and ammonium sulphate fertilizers.

These fertilizer gifts are all from Shanghai firms.

I am glad to report that the plows which were sent from the Oliver Chilled Plow Company are nearly all sold. These are sent to us to be paid for after sale. The demand is so great for these plows that we have had to send in another order to be paid for when sold.

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NOTE B CONT.

Mr. Lucock of the Language School has also kindly given \$50.00 gold for the purchase of agricultural books for the library. This money was given him by a Sunday school class at home. The order for these books has already gone in, and most of the books will have to do with the human side of agriculture such as Rural Sociology, Rural Education, and the Country Church.

We are receiving an average of about twenty-five (25) orders a day for seeds and nursery stock and have taken in since the first of January about \$2000.00. This only represents those orders that are paid for when sent in; about half are still unpaid for. Many orders involve a great deal of work, but it is encouraging to know that the business is increasing and that with a larger number of better plants, the nursery offers promise of an income which will help support some of the work in the college itself.

The amount of tree and seed orders sent to the United States was about one thousand dollars (\$1000.00) gold.

Since the last faculty meeting we have received several letters offering positions for our graduates, these letters coming from mission and government schools and from business people, but we have been unable to give any help because of not having graduates enough. This indicates the demand there is for men trained in agricultural and forestry work

Respectfully submitted,

J. Lossing Buck, Acting Dean.

NOTE C.

Report of C. C. Chen for the Chinese Department.

The Situation

On the part of Teachers:

1. Who, knowing so well the fact that the students who come to us come mostly for English, thus become discouraged and lose their initiative and interest.
2. Also some lack of knowledge of educational principles and skill in methods of teaching.
3. Lack of the sense of responsibility.

On the part of students:

1. They come with the motive of learning English.
2. They know too well the indifferent attitude of teachers and administrative officials, and the requirements for promotion in Chinese are easy.
3. Are being poorly taught.

What I have been doing:

1. Trying to assure both bodies that the University is taking keen interest in improving the teaching of Chinese.
2. Trying to convince the teachers of their responsibility in the work they are carrying and to show them some fundamental principles and methods of teaching by organizing a regular "discussion group" to be held every other Tuesday for two hours, and advising them to take further study in the University and in the Teachers' College.

NOTE C Cont.

3. Trying to convince the students of the importance of Chinese as a tool and to arouse in them a genuine interest in the study of Chinese.
4. Trying to improve the curriculum and the subject matter to be taught.
5. To urge the teachers to assign reference books and outside readings.
6. Trying to look out for text books and eliminate as far as possible the lecture mimeograph sheets.

Conclusion: I take pleasure in reporting that there are this term four members of the Kan Ho Yen faculty taking further study in their leisure hours. In the college it is decided to assign reference readings at the rate of twenty pages a day, that is about an hour and a half to two hours preparation, as it is required by the college. And at the beginning of the coming fall term there will be some new courses given.

I wish to give due thanks to Mr. C. F. Liu, Mr. Sarvis, and Miss Wixon for their hearty cooperation and helpful suggestions. If there is any success at all it is due to this help.

Respectfully submitted,

C. C. Chen.

NOTE D.

Report for the Committee on Physical Training and Athletics.

As chairman of this committee I shall not attempt to give a full report of the athletics in the University. This I shall leave for the Acting Physical Director, Mr. J. M. Speers, Jr. He will report concerning our new athletic field, the intercollegiates which will be here this spring, and the immediate work at the colleges of the University, etc.

In the latter part of May there will be an All-China Field and Track Meet held on the public play grounds of Nanking. This is held every year the Eastern Olympics are not conducted.

The students and some of the faculty have learned some costly but very necessary lessons in the recent past, due to talking and yelling from the sidelines in an unsportsmanlike manner. As the results of these things and many personal talks with some of the leaders of the student body, we feel that they are beginning to understand what we mean when we speak of "sportsmanship" and its necessity. Just along this line the committee wishes that every faculty member would take an interest and assume a responsibility in talking frankly with the students, especially the leaders, as to just what is meant by sportsmanship and unsportsmanship. I mention this because some of the students have told me that they have not understood in the past what we meant by these things when we spoke of them in Chapel. We need everyone's help in these things.

We close by again asking and beseeching for a Physical Athletic Director from either the Springfield or the Chicago Training School, the two best in the United States. I have learned they are obtainable if we just go after them.

J. T. Illick,
Chairman of the Committee.

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NOTE E.

Report on Athletics and Physical Education.

The weather and other complications have confined the work at the college largely to the University basket ball team. This team has played two matches so far, and lived up to our usual reputation for losing. Two more matches are in prospect for the vacation and we still have hopes of winning.

The daily calisthenic class was held regularly until three weeks ago when the changing temporarily of the time of the Middle School chapel made it impossible to carry on this class. However, this class will be resumed at the beginning of next term. Owing to the taking of attendance by Mr. Sarvis, the students turned out very well, and considering the fact that the class is compulsory they enter into the exercise very well. There are still a few who are inclined to take the period as a joke, and the checking up of such students by several members of the faculty would help very much because it is these very students who need the training most.

The plan for games classes that was carried on in the first term will be resumed at the beginning of the spring term under the leadership of fifteen members of the faculty. These classes will meet one afternoon a week and will be compulsory for the students.

However, all these plans depend entirely on good weather and we are completely lost when it rains. A gymnasium of even a temporary nature is becoming more and more vitally necessary.

Mr. Small has gone over the question of the field for the college and has estimated that it will cost about two thousand dollars to put the field in shape and two thousand more to wall the field in, which should be done as soon as possible. The students were invited to raise the money for the field and were enthusiastic until they found how much they would have to raise. They are still discussing the proposition and we may have some suggestions from them soon.

Dr. Wilmot has promised to get one of the doctors from the hospital, a Chinese, to lecture to the students several times, as soon as the doctor returns from a short vacation.

In addition to the compulsory plans for the spring, we have just been awarded the Annual Intercollegiate Track Meet. This will be a big boost for athletics among the students. It will also give us an opportunity to charge admission to our field and raise some money toward the new field.

Just a word about the voluntary work being done at Kan Ho Yen. In interclass games so far this year, there have been sixty matches with 270 students taking part. In all games on the Middle School compound so far this year there have been seventy matches with more than five hundred individuals taking part.

Respectfully submitted,
James M. Speers, Jr.

NOTE F.

Report for the Museum Committee.

There have been several additions since our last report. A large number of rifle bullets, and some swords, etc., collected during the Revolution by Mr. Roys have been placed in one of the glass cases in the Museum.

Dr. Brown has given a "two-man" Chinese gun, which stands about six feet high and resembles the old flint-locks of the American Revolution.

NOTE F. Cont.

Dr. Bowen has given a small vial of sand from the Yellowstone National Park, Yellowstone River Canyon, showing the different colors of sand as they naturally appear in the canyon.

Our solicitations made to the different departments, especially the Cotton, Silk and Forestry Departments, have not yet resulted in any displays for the Museum. We hope we may have some response from them in the near future.

J. T. Illick,
Chairman for the Museum Committee.

NOTE H.

Report of the Committee on the Student Etiquette Pamphlet.

Miss Wixon and Messrs. Chao Tsung Ting, Cheo Chi Shan, Clemons, Sarvis, and Liu Ching Fu were appointed by the President as members of this Committee.

A large part of the pamphlet is based on the book of Student Etiquette published by St. John's University. The English part was compiled by Mr. Clemons and the Chinese part by Mr. Cheo Chi Shan.

On account of lack of funds the Student Etiquette will be published in the Handbook.

Respectfully submitted,
C. F. Liu, Chairman.

NOTE I.

Minutes of a Meeting of Representatives of Christian Colleges in East China.

The meeting convened at 5 Quinsan Gardens, Shanghai, at 9 A.M., on December 28, 1921, and was called to order by the Chairman, Dr. Bowen.

Present: Mrs. Lawrence Thurston, Messrs. Bowen, White, Westbrook, Nance, Jones, Ely, Pott, Williams and Stuart.

The meeting was opened with prayer by Dr. Westbrook.

The following preamble and tentative constitution were then adopted:

Preamble.

In order to avoid needless duplication, to promote efficiency, and to manifest the unity of our forces, we, the representatives of St. John's University, Shanghai Baptist College, Soochow University, Hangchow Christian College, and the University of Nanking, recommend the following constitution:

SUGGESTED CONSTITUTION
of the
Advisory Council

Art. I. NAME. This body shall be known as the Advisory Council of the East China Associated Christian University Colleges (Hwa Tong Chi-tah-chiao Hsieh-ho Da Hsieh I-hwe).

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Art. II, COMPOSITION. The composition of this Council shall be the President, one member elected by the Faculty and one member elected by the Board of Control of each of the following constituent institutions: St. John's, Nanking, Soochow, Hangchow, Shanghai and Ginling, and such other institutions as may hereafter be admitted.

Art. III, FUNCTIONS. The functions of this Advisory Council shall be:

1. To make a study of the field of higher educational work in East China with a view to correlation.
2. To advise as to the beginning of new, or discontinuance of old lines of work.
3. To promote further correlation and union among institutions working in East China (and the study of the agencies by which it may be brought about).
4. To promote union schools of Medicine, Law, Commerce, and Journalism; and such others as may hereafter seem wise.
5. To make Bylaws for the carrying on of this work.

It was voted that the name Advisory Council be adopted, as representing what is possible of achievement at the present time.

It was voted that the Secretary send a copy of the proposed constitution to the President, Faculty, and Board of Control of each of the constituent institutions, with the request that if approved they appoint representatives as provided for, and notify the Secretary of this meeting; and that after these returns are in, the chairman call a meeting of the elected representatives to complete the organization.

UNIVERSITY OF NANKING - GENERAL REGULATIONS

I. DUTIES OF OFFICERS

THE PRESIDENT

The PRESIDENT of the University shall be elected by the Board of Trustees on the nomination of the Board of Managers and he shall hold office during the pleasure of the Board of Trustees. He shall be the chief executive officer of the University, shall represent it in all official transactions, shall exercise due oversight of the property and business of the University, and shall be responsible to the Board of Trustees for the proper conduct of the work of the University. He shall nominate for appointment by the Board of Managers the members of all faculties and all officers of instruction or administration within the various schools or departments of the University, and shall require that such officers perform their duties satisfactorily. He shall be a member of all the faculties of the University and when present shall preside at faculty meetings. For sufficient cause he may suspend any officer or servant of the University for whom he is responsible and shall report such action at the next meeting of the Board of Managers. In consultation with the Vice-President, the Treasurer and the Deans of the several schools or departments, he shall prepare an annual budget of receipts and expenditures for the approval of the Board of Trustees and shall submit the same to the Board of Managers for recommendation. He shall prepare an annual report on the condition and work of the University.

THE VICE-PRESIDENT

The VICE-PRESIDENT of the University shall perform the duties of the President in his absence or disability and shall discharge such other duties in the University administration as may be agreed upon with the President.

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THE DEANS

The DEAN of a school or department shall be elected by the Board of Managers on the nomination of the President. He shall, under the President, be the chief executive officer of the school or department, and in the absence of the President and Vice-President shall preside at meetings of the faculty. He shall have charge of the progress and conduct of students in the school or department, shall be responsible for the proper enforcement of faculty regulations, shall prepare business for the consideration of the faculty and may make recommendations thereto. He shall supervise the teaching within his school or department, shall prepare the schedule of studies and classes in accordance with faculty regulations and shall give to the President at all times such information on the condition and work of the department as may be desired.

In the University Hospital, the administrative officer - whose duties are herein above defined - shall be known as the Superintendent, and in the Middle School and Model School, he shall be known as the Principal.

THE TREASURER

The TREASURER of the Board of Managers shall act as the local Treasurer of the University in Nanking and shall receive and disburse funds under the direction of the Board of Trustees. He shall receive all local funds belonging to the University, including tuition and other fees from students, the income from sales from the University gardens and laboratories, and all similar funds. He shall keep accurate account of all moneys received and shall pay out funds only on properly vouchered bills in accordance with the budget approved for the current year. He shall endorse requisitions for the purchase of supplies in accordance with the budget, and supplies or labor purchased without such previous endorsement shall involve no obligation on the part of the University.

He shall keep in separate accounts all funds contributed to the University for special purposes, holding them solely for the causes for which they were contributed.

The Treasurer shall give to the President of the University, the Board of Managers, and the Board of Trustees such information as may be requested regarding the finances of the University and shall make an annual report of all moneys passing through his hands and of the purposes for which they were received or disbursed. The Treasurer shall give such bond for the proper discharge of his duties as the Board of Trustees may determine.

THE EXECUTIVE SECRETARY

The EXECUTIVE SECRETARY of the Board of Managers, in consultation with the President, and when directed by him, shall represent the University in its relations with the Chinese government and Chinese officials, shall conduct correspondence with the Board of Trustees, Board of Managers, and the several supporting missions on questions of outside relationships, shall represent the University in the solicitation of funds and in the purchase or sale of property and shall cooperate with the President in the preparation of the annual budget.

As Executive Secretary of the Board of Trustees, if so elected, he shall conduct correspondence with the President and the Board of Managers when in the United States and shall, when authorized, represent the Board of Trustees and the University in its relations with the mission boards, the China Medical Board, churches and donors.

SECRETARY TO THE PRESIDENT

A SECRETARY TO THE PRESIDENT may be appointed by the Board of Managers on the recommendation of the President, whose duty it shall be to assist the President in the general correspondence of the University, to prepare statements and records, to give publicity through proper channels to such items of University interest as the President may direct, to assist in the preparation and distribution of reports, catalogues, and bulletins, and to give to the President such other assistance in the clerical duties of his office as he may desire.

SUPERINTENDENT OF BUILDINGS AND GROUNDS

The SUPERINTENDENT OF BUILDINGS AND GROUNDS shall be charged with the responsibility for the proper construction, care, and upkeep of all buildings belonging to the University. He shall supervise new buildings in process of construction, not otherwise provided for, and shall give attention to necessary repairs and decoration. He shall superintend the heating of buildings, shall make necessary purchases of fuel, and shall employ such servants as may be needed for the proper conduct of the work of his office. The University campus and other grounds belonging to the University, not specifically assigned to laboratory or experimental uses and not attached as gardens to private residences, shall be under his care. For the proper discharge of his duties he shall be accountable to the President.

THE PROCTORS

The UNIVERSITY PROCTORS shall be appointed by the President. It shall be their duty to preserve proper discipline and good order in the dormitories, to assign students to their rooms, and to see that the dormitories are kept in a clean and sanitary condition. The Proctors shall have charge of the student dining rooms, shall be responsible for the quantity and quality of food, shall have oversight of the servants, and shall keep an account of the cost of operation.

II. ORGANIZATION

SCHOOLS AND DEPARTMENTS

For purposes of administration, the University is organized into Colleges, Schools and Departments, each with its separate Dean or corresponding officer, and each College or School with its separate faculty. These administrative units are shown in the following table and they take rank and precedence in the order named:

- I. College of Arts and Sciences - Senior College
- II. College of Agriculture and Forestry - Senior College
- I Including the Department of Sericulture
- III. Junior College
- Including (a) The School of Education
- (b) The School of Business Administration
- IV. The University Library
- V. The University Hospital
- Including the School of Nursing
- VI. The School of Missionary Training - Language School
- VII. The Summer School
- VIII. The Middle School
- IX. The Model School

The Middle School and Model School constitute the secondary school group and may be organized as a single unit under a Superintendent at the discretion of the President and Advisory Council.

The School of Education and the School of Business Administration shall include all courses offered in their several fields, whether offered in the Junior College, in the Middle School, or elsewhere. Whenever by action of the Board of Managers either of these two schools is raised to the rank of a Senior College, it shall become a separate administrative unit and shall take rank immediately above the Junior College.

THE UNIVERSITY LIBRARY

The University Library shall include all books, pamphlets, maps, charts, etc., belonging to the University and not primarily a part of laboratory equipment. It shall be under the direction of the University Librarian, who shall so conduct the Library as to make it of greatest service to the members of the University. The University Librarian shall have charge of all reading rooms, branch libraries, and special collections, wherever placed, and shall be responsible for the care and safe keeping of all books, etc., belonging to the Library. Orders for the purchase of books and other articles for the University Library shall be placed only by the Librarian. In the distribution of funds for the purchase of books, and in the establishment of general policies and regulations governing the use of the Library, the Librarian shall act in cooperation with the Library Committee, of which he is ex officio the Secretary.

THE FACULTY

The Faculty of any school or department shall consist of the President and Vice-President of the University and all officers of instruction in the department regularly appointed by the Board of Managers above the rank of assistant. The faculty shall have general responsibility for educational standards and policy within its school and shall prescribe the requirements for admission, for promotion, and for graduation. It shall enact regulations governing the conduct of students and may for sufficient cause exclude or remove a student. Regulations adopted by any faculty shall not become effective unless approved by the President of the University, and regulations affecting two or more schools or departments shall be subject to the approval of all faculties concerned.

The University Librarian shall be a member of the faculty of the College of Arts and Sciences and of the Junior College. Assistants in any school or department who are University graduates may attend faculty meetings and participate in the business but without the right to vote.

THE UNIVERSITY ADVISORY COUNCIL

An Advisory Council shall be appointed to confer with the President and other Executive Officers on general matters of policy, organization, finance, and management. This Council shall consist of the President, the Vice-President, the Deans of the several schools or departments, the University Librarian, the Superintendent of the Hospital, the Principal of the Middle School and of the Model School, and seven other persons appointed by the President.

The Advisory Council shall give attention to matters affecting the whole University, such as commencement, the fixing of terms and vacations, holidays, the establishment of new schools or departments, and questions of legislation relating to more than one department. For the consideration of special questions the Council may be subdivided at the instance of the President. In matters of emergency the Council may exercise the functions of a faculty, in which case its acts shall be reported to the appropriate faculty.

THE BUDGET

A Budget of Receipts and Expenditures shall be prepared annually by the President in consultation with the Vice-President, the Treasurer, and the Deans of the several schools or departments. This budget shall show in detail the anticipated receipts from various sources during the period covered by it and the necessary expenditures for the operation of the University and the maintenance of its property.

When the budget has been approved by the Board of Managers and the Board of Trustees, heads of departments and others duly authorized may issue requisitions against it for necessary purchases or payments up to the limit of the appropriations for such purposes. Requisitions when prepared shall be presented to the Treasurer for his approval before an order is placed and no order for the purchase of goods or for labor or other service shall be valid or shall involve the University in obligation until approved by the Treasurer. In no case shall a requisition in excess of the appropriation be issued or approved except by special action of the President secured in advance.

III. DUTIES OF STANDING COMMITTEES

University Committees

COMMITTEE ON FRIENDLY RELATIONS

This Committee shall consist of such Chinese members of the faculties as the President may appoint. Its duty shall be to make known the work of the University among the Chinese people, to cultivate friendly relations with influential Chinese, and to promote social intercourse within the faculties and between the faculties and Chinese friends.

COMMITTEE ON GENERAL MEETINGS

The Committee on General Meetings shall consist of five members appointed by the President and shall have responsibility for arranging chapel leaders, speakers for Sunday services and for general lectures. It shall have charge of the details of the commencement programmes, including the baccalaureate service, and shall consider plans for the organization of a University Church.

COMMITTEE ON THE LIBRARY

The Committee on the University Library shall consist of the President, the Librarian, and seven other members of the faculties appointed by the President. It shall act as a committee of management determining questions of general policy, such as the distribution of funds, the extension of the library activities, the plan of construction of a library building and the nature of its equipment. In questions of detail, such as the purchase of books, it shall ~~act in an advisory capacity.~~

COMMITTEE ON THE MUSEUM

The Committee on the Museum shall consist of seven persons appointed annually by the President. It shall have general oversight of the museum; shall receive specimens and arrange displays; shall solicit articles of educational value which may be of use to any department of the University or to the community.

COMMITTEE ON PUBLICATIONS

The Committee on Publications shall consist of the Librarian and seven other persons appointed by the President. It shall secure copies of all publications issued by the University for deposit in the University Library. If necessary, it shall assume editorial oversight of University publications and shall oversee the processes in printing, including proof-reading. In cooperation with the Student Government, it shall supervise the publication of University magazines. No publication bearing the name of the University or purporting to represent it shall be issued without the approval of this Committee or of the President in case the Committee is not accessible.

COMMITTEE ON ATHLETICS AND PHYSICAL TRAINING

There shall be a University Committee on Athletics and Physical Training consisting of seven members appointed annually by the President to represent the various departments of the University, and in addition, the Athletic Director and the University Physician in charge of student health shall be ex-officio members. This Committee shall have supervision of athletics and physical training for students and of their medical care. It shall approve the schedule of intercollegiate games and shall be responsible for all expenditures for athletic and physical training purposes. Requisitions for such expenditures shall be approved by some member of the Committee, duly appointed for the purpose, before they are presented to the treasurer. No intercollegiate game shall be played by teams representing the University, or any department of it, without the approval of this Committee.

COMMITTEE ON ADMISSIONS

There shall be a University Committee on Admissions appointed by the President whose duty it shall be to supervise the admission of students to the several schools of the University. This Committee shall be divided into three sub-committees, one for the Colleges, one for the Middle School, and one for the Model School, each with its own Chairman.

The Sub-committee for the Colleges shall determine, subject to faculty legislation, (1) the date, place, and manner of conducting entrance examinations; (2) the dates within which new students may be admitted to the Colleges; (3) the time of

payment of matriculation fees; (4) the fitness of all persons applying for admission to the Colleges; (5) the amount of advanced credit, if any, to be granted to students for work done in other institutions; (6) the rating of middle schools and colleges as a basis for subsequent accrediting.

The Sub-committees for the Middle School and Model School shall similarly determine by examination or otherwise the fitness of applicants for admission to those schools and shall perform such other functions in connection with new students as the faculties of those schools may determine.

The full Committee shall meet at least once a year at the call of the President to consider questions of common interest and to determine common policies relating to incoming students.

College Committees

COMMITTEE ON DISCIPLINE

This Committee shall consist of the President, the Deans, and the Proctors. It shall deal with cases of delinquency or failure on the part of students, in connection either with their studies or with their moral or social life, and shall act upon any matter involving discipline which is referred to it by the Deans or by other administrative officers. This committee shall have the full power of the faculty to suspend, to dismiss, or to apply other disciplinary measures, but in all cases it shall report its actions to the appropriate faculty.

COMMITTEE ON EXTRA-CURRICULUM ACTIVITIES

This Committee shall consist of a chairman to be appointed annually by the President, and such other persons the President may from time to time appoint. Its duty shall be to exercise general supervision over those activities of the students which lie outside the curriculum and are not delegated to some other committee or individual. Supervision shall be interpreted to mean encouragement, guidance, and stimulation of the students to carry out the essential purposes of their organizations.

COMMITTEE ON DISCIPLINE

This Committee shall consist of three persons appointed by the President to cooperate with the Deans and Registrar in carrying out the regulations of the faculties affecting the amount and quality of work of students within the Colleges; it shall recommend to the faculty suitable action in cases not covered by the regulations.

Committees of the Primary and Secondary Group

COMMITTEE ON DISCIPLINE

This Committee shall consist of the Principals of the Middle School and the Model School, the Proctor and four members of the faculties, two from each school, to be appointed by the respective Principals. It shall consider delinquencies of students, either in studies or in conduct, and shall have full power to determine questions involving discipline.

COMMITTEE ON EXTRA-CURRICULUM ACTIVITIES

This Committee shall consist of a chairman appointed by the Principal of the Middle School and such other persons as the Principal of the Middle School and of the Model School may from time to time appoint. Its duties are to supervise the work of the Literary and Debating Societies, to present special literary and musical programmes before student gatherings, and to have oversight of the social activities of students.

NOMINATING COMMITTEE

This Committee is made up of four faculty members appointed by the Principal of the Middle School and seven students elected by the seven classes of the Middle and Higher Primary Schools, one by each class. It is the duty of this committee to nominate ~~three students as athletic managers in the~~ Middle School.

COMMITTEE ON PROPRIETIES

The Committee on Proprieties prepares lectures on etiquette and good form for the information of students.

COMMITTEE ON RELIGIOUS WORK

This Committee cooperates with the Young Men's Christian Association in arranging for special evangelistic meetings, Sunday school work, and Sunday services, and seeks to promote personal evangelism.

COMMITTEE ON STUDENT WORK

The Committee on Student Work gives attention to the special needs of students in the arrangement of their work and assists the Registrar in the adjustment of complicated programmes. Delinquent students receive the special attention of this Committee.

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SPECIAL MEETING OF THE COLLEGE FACULTIES

*/ 23 March 1922.

There was a short special meeting of the college faculties held in Sage Memorial Chapel immediately after the chapel service on Thursday morning, March 23, 1922.

The Registrar gave certain instructions with regard to making out the class rolls and keeping the class records on the new report blanks given out by the Registrar's office.

President Bowen then called a special meeting of the college faculties to be held at 3:30 o'clock Friday afternoon, March 24, 1922 in Severance Hall C-10.

Respectfully submitted,

C. Wade-Jones,
Acting Secretary.

SPECIAL MEETING OF THE COLLEGE FACULTIES

24 March 1922.

A special meeting of the college faculties was held in Severance Hall C-10 at 3:30 o'clock Friday afternoon, March 24, 1922.

President Bowen presided and the following were present: Miss Purcell, Miss Wixon, Messrs. Bates, Buck, Chao Chung-ting, C. C. Chen, Cheo Ming-i, Gibbs, Hamilton, Hu, Hummel, Illick, Ip, Liu Ching-fu, Liu Kwoh-chuin, Marx, Ritchey, Robertson, Sarvis, Steward, Thomson, Ting, Ts'ien, and the acting secretary.

The meeting was opened with prayer by Mr. Hu.

President Bowen expressed appreciation for the presence of Dr. Robertson as a member of the faculty in the physics department for the spring term.

For the Committee of the Junior College curriculum, Mr. Chen suggested the following schedule:

FIRST YEAR (2 Semesters)		SECOND YEAR (2 Semesters)	
English	10	English	5
Chinese	10	Chinese	5
Physics	10	(Zoology	4
Social Science (Citizenship)	10	(Agriculture	4
Religious Education	4 & 2	(Botany	4
		Chemistry	10
		History	10
		Religious Education	4 & 2
	46 hrs.		48 hrs.

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(Agriculture in the second year to extend throughout the year with Zoology one semester and Botany the other semester. This schedule to apply only to the Junior College Arts and Science, and Agriculture and Forestry students.)

A general discussion followed and a motion was passed adopting the schedule as presented with the exception that the Arts students shall substitute for Chemistry (10 hours) in the second year, Social Science (10 hours).

Mr. Sarvis then presented for consideration the matter of credits in the College of Arts and Science, and a motion was passed that the president appoint a committee to consider greater elasticity in the arrangement of hours of work required and the credits given for the work.

The Registrar called for text-book orders to be handed in so that they might be forwarded to reach Shanghai by April first in accord with the University contract with the Mission Book company.

The Registrar likewise called for a statement from the members of the Junior College faculty concerning the courses to be offered during the year 1922-1923.

There then took place a discussion concerning the calendar for the year 1922-1923.

On motion it was decided that there be nineteen (19) weeks in the first semester which would begin on 19 September, and eighteen (18) weeks in the second semester which would begin on the seventh (7th) day after Chinese New Year.

Further details concerning the calendar, holidays, and fees were referred to the Executive Committee.

A motion was carried that there should be definite plans made for admitting students at the beginning of the second semester.

Adjournment.

C. Wade-Jones,

Acting Secretary.

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MEETING OF THE COLLEGE FACULTIES
 UNIVERSITY OF NANKING
 10 JUNE 1922.

FIRST SESSION

The first session of the fourth regular meeting of the college faculties for 1921-1922 was held in Severance Hall C-10 at ten o'clock Saturday morning, June 10, 1922. Dr. Bowen presided and the following were present: Miss Purcell, Miss Sloan, Messrs Bates, Buck, Caldwell, Chao, C. C. Chen, Griffing, Hamilton, Hu, Hummel, Illick, Ip, Liu Kwoh-chuin, Marx, Ritchey, Sarvis, Thomson, Tsien, Wilson, and the acting secretary.

The meeting was opened with prayer by Mr. Bates.

The minutes of the third regular meeting of 1921-1922, held on 6 March 1922, and those of two special meetings, held on 23 and 24 March 1922 respectively, were accepted as previously distributed.

By general consent, executive officers and the chairmen of the various university and college committees who had reports to make handed them in without reading them to be incorporated with the minutes, in order that more time might be given to the matters up for consideration before the faculties. The reports follow these minutes. (See also reports at end of minutes of second session, June 14.)

Various matters were then presented for discussion under new business.

The motion was passed providing that, for the year 1922-1923, all courses in the College of Arts and Science be either five or ten hour courses, an amendment to the motion allowing a combination of three and two hour courses to make five hours together.

The matter of student advisors was considered and by motion it was decided that there should be an advisor for each of the two groups, Arts students and Science students, to consult with and advise the students as they make out their schedule of courses.

A motion was passed requiring 121 hours for graduation from the College of Arts and Science, and another motion requiring 56 hours of the 121 hours to be as follows: (See action taken in second session, June 14.)

Language:	
English.....	10
Chinese.....	10
Social Science.....	10
Natural Science.....	15
(Chemistry.....)	5
(Biology and possibly Geology & Astronomy.....)	10
Religion.....	11
	<hr/> 56

The question of freedom of election for the remaining number of hours was considered, and a motion provided that the Science and Arts faculties separately should formulate for consideration in the next meeting of the faculties a schedule for their respective departments.

A Point System for Controlling Extra-curriculum Activities was generally discussed, a motion being passed asking the President to appoint a committee to draw up for faculty consideration a plan for such a system, this committee, as later appointed, consisting of Dr. Hamilton, Chairman, and Messrs. Illick, Ip, Marx, C. C. Chen, and Gibbs.

Mr. Hu was asked to make a statement concerning the organization of an honorary fraternity called Phi Tau Phi corresponding to Phi Beta Kappa and Sigma Xi in America, this statement following these minutes.

Mr. Hu then presented the names of four students from the College of Arts and Science and the names of two students from the

College of Agriculture and Forestry recommended by Phi Tau Phi for membership, and asked the faculty to elect two and one respectively, on the basis of scholarship, character, and promise of real service to society.

The faculty elected the following:

Wei Hsioh-ren }
Yung Chia9Yuen } Arts and Science.

Shen Sheo-tsuen - Agriculture and Forestry.

The meeting was then adjourned until Wednesday, June 14, 1923, at 10 o'clock.

Respectfully submitted,

C. Wade-Jones,

Acting Secretary.

1923 JUN 14

REPORT OF THE PRESIDENT.

We understand that Mr. and Mrs. Reisner are sailing for China in August. Just what new men may come out this fall is not yet definite, depending on how funds come in. Mr. Reisner has a number of men in agriculture and forestry practically available. According to Mr. Reisner's last letter he now has \$10,000 gold for a sericulture building, and he reported that funds for it were coming in better and that he hoped to have all in before he sailed in August.

Dr. Charles W. Coulter of Western Reserve University will be here in September to spend his Sabbatical year with us teaching courses in social science and economics.

Mr. Clemons reports that they, too, are sailing for China in September, but in view of his three or four months work in Washington we hope that he may be persuaded to defer his return until the end of the year at least.

Dr. Williams reports a very good meeting with the Trustees, and their very hearty cooperation in the efforts to secure funds. The following actions were taken:

"Voted: That the cooperating boards be asked to increase their appropriations by \$1,000 gold annually, guaranteed at 2 for 1, beginning July 1, 1922, the effect of this being to increase the appropriation in the calendar year 1922 \$500, and to increase it by \$1,000 in 1923 over the appropriations of 1921, the request to be accompanied by an explanatory letter."

"Voted: That in accordance with the Trustees' action Vice-President Williams be asked to secure funds for items 1 through 7 in the schedule as presented by Vice-President Williams as follows:

1. Elimination of property and current indebtedness.
2. Provision for housing foreign staff.
3. Securing of funds for Language School in accordance with Trustees' plans.
4. Provision for housing returned students, at least nine hours at \$4,000 to 45,000 Mexican each, funds to be especially found in the United States and China.
5. Three dormitories for college students and equipment at \$25,000 Mexican each, a total of \$25,000 Mexican.
6. Advance for Hospital, one-half of \$90,000 Mexican in agreement with the China Medical Board as per Mr. Greene's letter.
7. Second science building and equipment, \$90,000 Mexican.

While Dr. Williams realizes the very serious task ahead of him owing to the financial embarrassment of all the mission boards, he is much encouraged by the backing of the Trustees and hopes to accomplish considerable in spite of difficulties.

Under the vigorous leadership of Mr. Sie and Mr. Chen the Alumni fund is growing and \$13,000 has been paid in to date and considerably more will be paid in by commencement. It has been decided to start the building June 17, when appropriate ceremonies of breaking ground will be held. The hon. Hsu Yuan, one of our most active alumni and Special Commissioner of Foreign Affairs in Shanghai, will speak.

Dr. E. D. Merrill, head of the Bureau of Science of the

Philippines, is spending two or three weeks here, looking over some part of China for botanical materials, helping to identify our collections, and helping train our staff in collecting and preserving methods. We have to thank Dr. W. T. Swingle of the Bureau of Plant Industry, Washington, for Dr. Merrill's coming here at the expense of the United States government for this service to the University.

I wish to take this opportunity of thanking Mr. Robertson for his very stimulating and valuable work for the University this term. His work is of the greatest value to the University in general and to the Physics work in particular, and we wish to thank him for this help as well as the National Committee of the Y.M.C.A. for making it possible.

(2)

REPORT OF THE COLLEGE OF AGRICULTURE AND FORESTRY.

Perhaps one of the chief things of interest to report is the plan for a One Year Special Course in Agriculture to begin with the autumn semester. The faculty of the College of Agriculture and Forestry, at their last meeting, voted to start such a course, the chief reasons being that, first, we have had a large number of letters from missionaries asking if we had work in Mandarin that could be taken in a shorter time than our regular course. A great many missionaries are anxious to get something started in their stations and feel they cannot wait for the students to finish the regular course, and many feel that the salary of our regular graduates is higher than they can pay. The committee on the special course sent out letters in advance for approval or disapproval of the plan. Many answers have been received all of which are in hearty approval of the plan, and quite a number of applications have been sent in. We feel there will be little difficulty in carrying on the work of the course because of the number of assistants and associates who will be able to give the work in Chinese, and who at present are not in regular teaching work. Some of the regulations of the course are as follows:

1. Enrollment is limited to twenty five.
2. Applicants should be graduates of a middle school. No English is required.
3. If not a graduate of a middle school a candidate may be admitted upon presenting suitable recommendations and guarantees of fitness to carry the work.
4. No applicants are desired who are not willing to enter into the work for which they are being trained immediately upon finishing the course.
5. All work will be given in Mandarin.
6. The course opens September 18th, 1922, continues through two semesters and one summer, ending August 18, 1923.
7. Registration closes September 4, 1922.
8. Vacations will be allowed on holidays regularly observed by the University.
9. Expenses: Tuition 50.00, payable 22.00 September 18th, 22.00 February 22nd, and 6.00 July 4th, 1923. Board and hot water, 5.00 per month. Incidentals; 10.00, laboratory fee, 3.00; matriculation fee, 1.00; books and supplies, 7.00 to 10.00. Total estimated expenses, 128.00.
10. Upon completing the course a special certificate will be presented.

Mr. Chien reports fine success with his silkworms this spring. He is hoping to be able to produce 7,5000 silkworm egg cards for distribution among the farmers.

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Most of you know of Dr. E. D. Merrill's arrival and that he is here for the purpose of helping in the organization of the Botany Department, especially in the building up of the herbarium, and is advising in methods of the collection of botanical specimens.

Letters from Mr. Reisner indicate that he will arrive in China about September 1st.

These, I believe, are all the notes of special interest.

Respectfully submitted,

J. L. Buck.

(3)

REPORT OF CHINESE DEPARTMENT.

I desire to report that the members of the department have been working in a very harmonious and cooperative way to plan a course of study which shall represent the best of Chinese culture on one hand and improve the methods of instruction on the other.

It is true that the faculty is too small for a comprehensive college course of study. However, it is attempted to give what we consider to be the fundamentals and to eliminate as far as possible some insignificant repetitions of subject matter which may occur in the allied subjects. The new courses organized for next fall are applications of this principle.

In regard to methods of instruction, the department realizes the fact that the students are not encouraged to study for themselves and that opportunity is not given to them to participate in classroom discussion. This is to say, we use the lecture method to too great an extent.

The department wishes to do the following things next fall:

(1) Since suitable text books could not be easily had, the mimeographed sheets will have to be used for some time, but we shall try to make them skeleton outlines rather than complete lectures.

(2) Try to assign outside readings. We know this is not an easy matter because, on the one hand, modern literature from a scientific study of Chinese culture is still rare; and, on the other hand, the reading of original works, if not well guided may not be pleasant to students.

(3) *To require term papers. This will, we hope, to a certain extent encourage students' self-activity.

(4) To introduce the discussion method and to give students an opportunity to participate in classroom work.

We hope that with your cooperation the efficiency in Chinese work will be increased.

Faithfully submitted,

C. C. Chen for the Chinese Department.

(4)

REPORT OF THE PROCTOR.

Food service becomes a very hard proposition now. Students do not say much against it, but few of them understand the present standard of living in town. Inferior rice or the lowest grade which our garden workmen use sells for \$10.00 now. Prices of all other kinds of provisions have also gone up. The dry weather has even caused an increase in the prices of vegetables. Our cook received from the school last year a loan of \$300.00 to buy rice at \$3.00 per picul, and he stored 140 piculs of very good rice which we are using at the present time. But he is naturally unable to supply standard quantities in meat and vegetable courses, as the contract stated last year. When the cost of living goes up it will not come down again. If our students do not pay more next spring, I doubt if they can get any food that is satisfactory

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to them. Our workmen in the gardens paid \$4.30 for their food last month, and they are very anxious to hold their names there because they may lose the chance and they must pay more if they take food elsewhere. Mr. Shao Teh-hsing says that they will have to pay \$4.50 for this month. But what these people get is rice and baitsai, day after day and month after month just the same thing. While our students pay fifty or eighty cents more per month they get six courses, meat and vegetables. Of course coolies eat more rice than our students, but few of the students understand that they have really received very fair treatment for the amount they pay.

My report on dormitories is as follows:

In the new dormitories 13 graduates will give up their places, and men from the old dormitories have already applied.

For these there are available places.....	13
Silk people will give " "	32
And perhaps we shall have leave school students.....	10
This means that we shall have altogether 55 or 60 places available for new students in the fall.	

Regarding repairs, I wish that Mr. Small would have cleared out the sewage drain that leads from our cock houses and bath towards the nurses' home. These drains have been choked up.

The dining-room floors must have new supports put in because so many of them rot and fall off. The lavatory under the floor of the big dining-room needs some repairing also. The tin supporters have come apart and leak. Outside of the windows of the west and Y. M. C. A. buildings there are wooden blinds. I have never seen them in use, but when the wind blows they swing back and forth and break the window panes. May I ask that they be taken off?

May I again call your attention to the fact that our servants are sometimes sick or have accidents, which makes it necessary for them to borrow money at very heavy interest. Can we not in some way raise a fund which may be loaned to them without interest? That would relieve them of great difficulties, and they could pay it back little by little. I feel that we have a good bunch of servants at the University now; and they will remain here, working honestly, faithfully and happily if we show that we are interested in their lives to a certain extent.

Very sincerely yours,

Chow King I.

(5)

REPORT OF THE ADMISSIONS COMMITTEE, JUNE 10, 1922.

The Admissions Committee is conducting entrance examinations on June 17th in eighteen centers as follows: Anking, Changsha, Chinkiang, Chungking, Hangshow, Kaifeng, Kiukiang, Nanchang, Nanking, Ningpo, Peking, Shanghai, Soochow, Swatow, Tsinan, Wuchang, Wuhu, Yangchow. Approximately 110 students have paid their matriculation fees and sent in their applications.

It is proposed for the examination on September 19th in Nanking to divide the entrance examinations into two parts, instead of three as at present. One part will be in Chinese, and will include besides the usual questions on composition and history some questions on mathematics, the social sciences and religion or "hsiu shen". The other part will be in English and, in addition to grammar and composition, will include questions on the physical sciences. The questions are to be so worded as to test not only the applicant's memory but his intelligence and fitness for a college course. Of course it is not the purpose of the Committee to make any immediate radical changes in the manner of conducting these examinations but to gradually experiment with newer methods.

Respectfully submitted, W. F. Hummel,

(6)
 REPORT OF THE FACULTY ATHLETIC COMMITTEE. JUNE 8, 1922.

My report as chairman will simply have to do with the financial side, and a few minor things. The athletics for the term will be left for the Director, Mr. Speers to report.

Following is the financial statement of the Intercollegiates, held on the Middle School Field, May 13, 1922:

<u>Disbursements.</u>		<u>Receipts.</u>
1-Repair of Track-----	\$102.00	From sale of tickets,
2-Tickets, advertising, etc.-----	47.78	programs-----
3-Dr. Gray, referee-----	18.00	\$295.93
4-Telegrams, Mr. Speers-----	6.66	
5-Lime, Incidentals, Mr. Speers-----	13.00	
6-Programs, Mr. Ritchey-----	22.50	
7-Mr. Ritchey to Shanghai-----	16.15	
8-Grandstand, Hu Toh-----	26.00	
9-Mats, tent material, rope, rent of beds, ribbon, etc, Hu Toh-----	49.42	DEFICIT-----
	\$301.51	5.58
		\$301.51

The financial statement for Varsity a/c and Kuleo a/c is as follows:

1-Varsity Credit balance about (I have not made final check with the University Treasurer)-----	\$300.00 -
2-Kuleo Credit balance about-----	400.00
Approximate total Cr. Bal.	\$700.00

The action of the Student Council and the Student Committee on Athletics is favorable toward organizing an Athletic Organization separate from the Student Council, as it should be, with the Faculty acting simply as advisory. The work would be done through an Executive Committee of the students with the Treasurer, the University Treasurer and the Faculty Advisor, the Athletic Director, or some one member of the Faculty Committee. This plan they were planning to put through this spring after the Intercollegiates but other things have interfered. But perhaps it is just as well to wait until our Director, with whom correspondence is now being had, comes for next year. Without such a man as we are now trying to get, our athletics will never be what they ought to be. Good athletics, with the right man at the head, will mean a wonderfully different spirit among the students, and with the man we are endeavoring to get, we shall have this spirit.

Respectfully submitted,
 J. T. Illick, Chairman.

(7)

REPORT OF THE UNIVERSITY FACULTY EXECUTIVE COMMITTEE.

There has been no meeting of the Executive Committee since our last faculty meeting.

(8)

REPORT OF THE GENERAL MEETINGS COMMITTEE.

There have been no formal meetings of the Committee except the one this morning concerning the time of Sunday morning services, which will be discussed here this morning. Mr. Hummel has very efficiently arranged for the regular chapel services.

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REPORT FOR THE LIBRARY, June 10, 1922.

Since the last report there has been some growth in the Chinese Department. During this term more than six hundred Chinese volumes have been added, which have completely filled up the stack room for Chinese books.

The work of cataloguing the Chinese books is being undertaken and we hope that a fairly complete card catalogue for Chinese books will be ready at the beginning of next semester. A card index of Chinese periodicals has been in use since April, and this meets with the hearty approval of many of the students. The work of indexing is still going on.

Owing to the limitation of funds there have been few additions to the English books. However, about twenty new books have been added recently, on rural sociology, rural education, and kindred subjects, which give a new feature to the library, as there has been a lack of books along these lines. Mr. Maxwell Chaplin of Hwaiyuan kindly presented forty English books to the Library a short time ago. The latest and largest contribution to the Library this term has been a gift of 476 French books on a variety of subjects - science as well as literature - from the French Ministry of Foreign Affairs.

The work of cooperation with the Library of Congress at Washington continues to be of mutual help. Miss Wead and her assistants have done a great deal to help the University Library.

(10)

REPORT OF THE DISCIPLINE COMMITTEE

The Discipline Committee had one meeting concerning the apparent lack of courtesy to the leader of the calisthenics, but outside of a talk to the students on the general subject no further action was deemed necessary.

(11)

REPORT OF THE COMMITTEE ON EXTRA-CURRICULUM ACTIVITIES, JUNE 1922.

Senior College Clubs.

The most noteworthy development among the Senior College Clubs this term has been the reanimation of the Cotton Club. Under Professor Griffing's guidance and suggestion it has planned and carried out a series of programs and activities that have attracted a good number of new members. It has now some 25 members. It has given three plays during the term, one of which, "Lo! the Poor Farmer," besides giving entertainment to a large college audience, has developed useful material for extension work. The use of initiation ceremonies for new members has added no small measure of interest to club activities.

The Science Club, despite its handicap of being composed chiefly of Junior College students who are not subject to Senior College Club rules, has still managed to carry on its meetings. Through Professor Robertson's help they have developed considerable interest in Einstein's theory of relativity. It has 14 members.

The Sociology Club reports discussions and debates by the members on topics connected with social studies. There are ten members. Professor Sarvis is advisor.

The Civics Club, under the supervision of Professor Chen Ching-chang, has distributed topics on various civic matters among its several members and made them responsible for meetings. One of the aims is to develop articles for publication in Chinese periodicals.

In the World Events Club, in which there are eleven members, discussions have centered about such topics as the World Students Christian Federation, the Anti-Christian Student Movement, the War Between Fengtien and Chihli, Political Constitutions, Political Parties in China, Protective Tariff and Free Trade. Professor Bates has been the adviser.

The Senior Class Club has conducted a series of programs in which members spoke on experiences or subjects in which they were especially interested. On the whole this club has succeeded in developing a closer relationship among the members of the graduating class, which was its main objective. It has been more of a social than a study club. There were 14 members. Professor Hamilton has been adviser.

Reports have not been received from the Agriculture or Forestry Clubs.

On the whole the Senior College Clubs show improvement. In the beginning these clubs were purely perfunctory organizations, carried on simply because they were required by the faculty. Now the members are gradually coming to appreciate the value of conducting such activities although the tendency to rely upon outside speakers is still strong. They look upon the organizations more as really belonging to themselves, but they still need the careful attention of their elected advisers to enable them to see all the possibilities there are in them.

Y. M. C. A.

The Y.M.C.A. has elected the following students to attend the summer conference at Hangchow: Chen Keh-ching, Lan Sih-chi, Chang Tsuen-t'u, Fan Ting-oh'iu, Swen Teh-heo, Tsai Ts'uen-tsing. Two-thirds of the expenses of these delegates is met by the Y.M.C.A. The other third they pay themselves. In the recent financial campaign more than \$60.00 was raised from the student body.

Seven Peoples Schools have been conducted throughout the term, with a total attendance of 300. The second school, which is directly administered by College students, graduated twelve students at a recent commencement. It has held its classes five nights each week in Swasey and Association Halls.

The Association Handbook will be out in time for the beginning of the Fall term. The Handbook this year is unique in that it represents the combined efforts of both College and Middle School Associations in its production.

The officers elected for the coming year are:

President,	Chen Keh-ching
Vice-President,	Lan Sih-chi
Treasurer,	Wang Tsi-hsing
Secretary,	Fang Ting Ch'iu.

Committee Chairmen:

Religious Dept.,	Ma Wen-hwan
People's Schools	Chang Tsuen-t'u
Social Dept.,	Chang Chi-wan
Athletics,	Lao Yuen-p'ei

The Social Hall will be kept open for the use of senior High School students under the supervision of Chang Chi-wan. Due to lack of funds it will not have so many magazines as during the rest of the year.

Respectfully submitted,
Clarence H. Hamilton,
Chairman.

(12)

A scholastic honorary society known as the Phi Tau Phi has been organized among the colleges and universities in China. This society corresponds to Phi Beta Kappa and Sigma Xi in the United States

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10.

The purpose of the society is to encourage high scholarship, stimulate research, and create ties of mutual interest among the universities in China. Peking University, Peking Government University, Pei Yang University, Tangshan Government Engineering College, Shansi University, University of Nanking, Soochow University, Chiao Tung University, St. John's University, Boone University, Canton Christian College, Chengtu University, Nankai College, and South-eastern University were asked to organize chapters.

Membership in this society will be granted to members of senior class on basis of scholastic attainment and promise, - graduates who have attained eminence in their work, persons who have received Phi Beta Kappa or Sigma Xi honors in America or equivalent honors in other countries, and honorary membership to men of eminence in Literature, Science, Art and Philosophy.

The first conference of the National Council was held in Shanghai May 4, 1922. Representatives of six universities were present, and constitution for the National Council was adopted. A chapter was organized in the University of Nanking in May 1921. At a recent meeting of the chapter it was voted to nominate several senior class members and present them to the faculty for election to membership. A small committee was also appointed to draw up constitution and by-laws for the local chapter.

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MEETING OF THE COLLEGE FACULTIES
UNIVERSITY OF NANKING
14 JUNE 1922

SECOND SESSION.

The second session of the fourth regular meeting of the college faculties for 1921-1922 was held in Severance Hall C-12 at ten o'clock Wednesday morning, June 14, 1922. Dr. Bowen presided and the following were present: Messrs Caldwell, Hamilton, Hu, Hummel, Illiok, Ip, Marx, Sarvis, Thomson, Tsien, and the acting secretary.

Dr. Bowen opened the meeting with prayer.

The minutes of the first session of the fourth regular meeting of June 10, 1922 were read and approved.

A motion to reconsider the action taken on June 10, concerning the 56 hours of required work in the College of Arts and Science was passed and followed by action accepting the joint report from the Arts and Science faculties requiring of all students in the College of Arts and Science 71 hours as noted in paragraph III of Note A which follows these minutes as Note A.

The motion was passed that the president appoint the faculty advisors called for by action in the previous session.

The report of the Committee of the Point System, which follows these minutes as Note B, was accepted, the faculty acting to approve the general principles as presented, but referring the matter to the Extra-Curriculum Activities Committee for more careful consideration and formulation, the purpose being to put into effect, beginning with the Fall semester of 1922-1923, the plan as finally formulated by this committee, subject to changes as the faculty saw the actual working of the plan required. (The plan as finally formulated follows these minutes as Note C.)

The motion was passed providing that the Sunday Bible classes meet at the time now scheduled or be changed to any other hour during the day that may be desired by the teacher and the students of each class.

Action was taken allowing each student two school days of absences each semester, and, if these absences involved either Friday or Monday, allowing absence also on Saturday and Sunday.

The faculty passed a ruling that no claim for correction in records or additional credits shall be valid if made more than one year after the date when the work in question is completed.

By general consent, Mr. Sarvis was asked to be responsible for a revision of the rules and regulations of the University, such a revision being necessary especially because of the return to the semester basis.

Action was taken to abolish the present system of excusing seniors from examinations and class work before the end of the year, and the matter was referred to the Student Work Committee for consideration and recommendation.

Mr. Hummel stated that the number of paid applications for entrance examinations was to date about 126, a number which is just twice as many as those which came in for the July examinations in 1921.

On Mr. Hummel's motion, the faculty provided that beginning with September 1922, the examinations for admission should be formed so as to test the student's general intelligence and ability to carry the work expected of him in college, the social sciences being given in Chinese and the natural sciences being given in English.

The faculty likewise passed the motion proposed by Mr. Hummel that, with the consent of the Middle School Faculty, examinations and tests beginning with January 1922 should be given to the fourth year students of the University Middle School, as to those of other middle schools.

The meeting was then adjourned.

Respectfully submitted, C. Wade-Jones, Acting *Secretary.

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NOTE A

THE JOINT REPORT FROM THE ARTS AND SCIENCE FACULTIES.

REQUIREMENTS IN THE COLLEGE OF ARTS AND SCIENCE.

I. Graduation.

One hundred and twenty-one (121) credits and twenty-five (25) points are required for graduation.

(a) The B. A. Degree: A candidate for the degree of B. A. must complete for graduation a major or two minors in the Arts Group and a minor in either the Arts or the Science Group, in addition to required and elective work.

(b) The B. S. Degree: A candidate for the degree B. S. must complete for graduation a major and a minor in the Science Group, in addition to required and elective work.

II. Definitions.

(a) A major shall consist of thirty credits in one subject, in which may be included a maximum of ten credits of required work.

(b) A minor shall consist of fifteen credits in one subject, in addition to required work.

At the discretion of the advisor, two closely related subjects may be combined into a major and a minor.

(c) The Arts Group shall include the following subjects, together with similar subjects which may be added: Chinese, Economics, Education, English, History, Philosophy, Political Science, Psychology, Religious Instruction, Sociology.

(d) The Science Group shall include the following subjects, together with similar subjects which may be added: Astronomy, Biology, Chemistry, Geology, Mathematics, Physics, and natural sciences offered in the College of Agriculture and Forestry.

(e) A credit represents from two and one-half to three hours of preparation, recitation, and laboratory work each week for an average student. In general, it stands for one hour recitation or two hours of laboratory weekly, with the necessary preparation.

(f) For definition of Point, see "Point System" (Note C.)

III. Required Courses.

1. Language.....20 credits
Chinese 143-144, 10 credits; English 140-141, 10 credits.
2. Social Sciences selected from at least three of the following, including a minimum of 5 credits from each of the subjects starred.....20 credits
Economics, Education*, History, Philosophy, Political Science*, Sociology.
3. Natural sciences selected from at least three of the following, including a minimum of 5 credits from each of the subjects starred.....20 credits
Chemistry* (for Arts students), Mathematics* (for Science students), Biology*, other general courses approved by the Advisor.
4. Religious Instruction.....11 credits
Sunday Curriculum Classes 6 credits, Religious Instruction, 5 credits.

NOTE: These requirements are arranged for students who have graduated from the Junior College of the University of Nanking. Students who apply for advanced standing in the Junior College or for admission to the Senior College are expected to complete Junior College required courses.

NOTE: Of the first forty-two (42) credits of each student, at least thirty-two (32) shall be selected from required courses; of the next forty-two (42) credits, at least twenty-two (22) shall be so selected.

3
IV. Electives.

In addition to the major and minors and required courses all students are required to elect from five to fifteen credits necessary to make a total of 121, and in addition, any other courses needed to make up a deficiency in points.

V. Advisors.

As soon as possible after beginning work in the college, each student is required to select his major work, and before he may be registered for work beyond forty-two credits, he must file with his advisor a complete plan for all his college courses except his electives; and the latter together with the other work for each term as taken must be approved by his Advisor. Any change from the plan must also be so approved.

Submitted by

The Arts and Science Faculties.

(Approved and adopted by the College Faculties.)

NOTE B.

REPORT OF SPECIAL COMMITTEE APPOINTED TO CONSIDER THE PROPOSED
POINT SYSTEM FOR THE SENIOR COLLEGE.

The committee met on Monday afternoon, June 13, 1922, in the Psychology Room, Severance Hall C-6. There were present Messrs. Gibbs, Illick, Chen, and Hamilton. Messrs. Marx and Ip could not attend.

The committee considered the Point System for the control of Senior College extra-curriculum activities proposed to the faculty on June 10. It approved of the plan in principle and of most of the detail, with such exceptions as are expressed in the following recommendations:

1. We recommend with reference to Group I entitled "Physical" that points be given for only those forms of physical exercise which can be properly controlled.
2. We recommend that in the case of Group II entitled "Literary and Forensic" and of Group III entitled "University and Community Service" the Extra-Curriculum Committee be asked to further define the work for which points are given.
3. We recommend with regard to the section on "Deductions" that in case a student is regularly absent from Sunday chapel on account of responsibilities in churches of the city no deduction be made from his number of points.
4. We recommend that some method be devised whereby students may be led to take an adequate number of points each term so that a large number may not be bunched in the last year.

Respectfully submitted,

Clarence H. Hamilton,

Chairman.

(See Note C for the Point System.)

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NOTE C.

RHE POINT SYSTEM AS FINALLY FORMULATED TO GO INTO EFFECT IN SEPTEMBER, 1932, SUBJECT TO FUTURE CHANGES AS EXPERIENCE SHOWS DESIRABLE.

For graduation from Senior College a student must have the minimum number of points in each group and must have a total of twenty-five (25); failing which he must take extra work as follows:

- (a) Points between the minimum and one-half the minimum in a group.....5 credits
 - (b) Points less than half the minimum in a group.....10 "
 - (c) Each deficiency of 5 points or fraction from 25..... 5 "
- Deficiencies shall not be counted under more than one of the above heads.

Points shall not be allowed for any activity for which remuneration is received nor for service in connection with churches or other organizations not directly included in the University Organizations

Points shall be allowed only for activities carried on regularly throughout at least one semester, unless the student in question is excused by his Dean.

No claim for less than one-half a point will be considered, nor shall work in one semester count in any way toward any point or fraction in another semester. Except in Group IV a point stands for an approximate minimum of eighteen hours of time spent.

Points will be allowed as follows: (N.B., The terms "maximum" and "minimum" refer to the entire Senior College course unless otherwise indicated)

	Maximum Points per Semester
Group I. Physical. Maximum 12, Minimum 8	
Calisthenics (five times weekly)	1
Weekly group games	1
Supervised exercise (tennis, track, teams, etc.)	1
Group II. Literary and Forensic. Maximum 10, minimum 4.	
Literary Clubs	1
Oratory and debate, maximum 4	2
University Magazine, maximum 2	1
Group III. University and Community service, maximum 10.	
Important officers in Student Council, Y.M.C.A. and other student organizations, maximum 2	1
Member Student Council and certain important committees, maximum 1	.5
Teaching in People's Schools and other service, maximum 6	1
Group IV. Scholarship and Attendance. Maximum 10, minimum 5	
Semester average of 1 to 1.49	2
" " " 1.5 to 1.99	1.5
" " " 2 to 2.49	1
" " " 2.5 to 2.99	.5
No absences or cuts	.5

	Maximum Points per Semester
Group V. Deductions	
Regular absence from Saturday chapel and lectures	.5
Regular absence from Sunday chapel except for definite work in churches	1
Other regular absences in proportion to time lost	1
Semester average of 3.26 to 3.5	2
" " " 3.51 to 4	

NOTE: In computing average for Group V, failures and conditions will not be counted.

NOTE: The rules controlling absences and amount of work allowed remain as at present.

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7

Faculty

Dr. Williams

MEETING OF THE COLLEGE FACULTIES
UNIVERSITY OF NANKING
4 DECEMBER 1922.

The first regular meeting of the College Faculties for 1922-1923 was held at the home of President Bowen at 7:30 Monday evening, December 4, 1922. Dr. Bowen presided and the following were present: Miss Mills, Miss Priest, Miss Furcell, Miss Sloan, Miss Wixon, Messrs. Bates, Brede, Buck, Caldwell, Chen An-ts'i, Chen Ching-chang, Clemons, Coulter, Gibbs, Griffing, Hamilton, Hsu, Hu, Hummel, Iza, Jones, C. C. Liu, Laudermilk, Marx, Reischer, Sarvis, Steward, Thompson, Twinem, Wei Hsich-ren, Wilson, and the secretary.

The wives of faculty members were invited to attend because of their general interest in the affairs of the University and their special interest at this time in helping to solve the financial problems of the institution. Their presence helped to make the more enjoyable the social hour which followed the meeting, as did the warm hospitality of Dr. and Mrs. Bowen.

The meeting was opened with prayer by Dr. Coulter.

The minutes of the first and second sessions of the last regular meeting of 1921-1922 held on June 10 and 14, 1922 were accepted as previously distributed with the insertion of the following: "Action was taken providing that one credit hour in the Junior College shall be counted for four-fifths (4/5) of one Senior College credit if used towards graduation from a Senior College."

The announcement of new committees was made by Dr. Bowen. On motion, a nominating committee was appointed consisting of Messrs. C. C. Chen, C. C. Liu, Thompson, and Wilson to present names of six, including the proctor of the colleges and the proctor of the middle school, to act together with those already appointed by the president on the Advisory Council which takes the place of the former executive committee. This Council, as finally constituted together with the other new committees appointed are as found in NOTE A at the close of these minutes.

In the absence of Mr. Sie, the director of the summer school, Mr. Clemons read his report which created considerable interest and called forth an expression of appreciation under new business. The report follows these minutes as NOTE B.

Regarding the surplus Famine Funds, Mr. Reischer reported as recorded in NOTE C.

This report was followed by a motion to record the appreciation of the University to those who have been responsible for the granting of the fund to the University and to Mr. Reischer for his part in obtaining the funds.

Mr. Sarvis, as Registrar, presented the statement following these minutes as NOTE D, regarding new students and percentage costs of various items for the University.

Mr. Hummel reported for the Admissions Committee on the results of the autumn entrance examinations and the students admitted, the report following these minutes as NOTE E. The suggestions in Mr. Hummel's report, resulting from an informal conference of representatives from the Admissions Committees of several colleges in East China, were discussed, and, under new business (q.v.) were referred to the Admissions Committee for consideration.

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For the Library, Mr. Clemons reported as recorded in NOTE F at the close of these minutes.

President Bowen then presented statements based on action taken by the Board of Managers, the Finance Committee, and the Executive Committee, as found in NOTE G of these minutes.

Under NEW BUSINESS, action was taken to refer to the Admissions Committee for their consideration the suggestions raised in Mr. Hummel's report (NOTE E).

Action was taken expressing appreciation and gratitude to Mr. Sie as director of the Summer Schools of 1921 and 1922, and voicing the earnest hope that the financial and other conditions of the University will make possible an early decision for another session during the summer of 1923.

The action taken by the Library Committee was reported and heartily reaffirmed by vote of the faculty as follows:

"The Library Committee has voted its hearty appreciation of the unusually fine work in indexing agricultural books started by Miss K. H. Reed for the University of Nanking in cooperation with the United States Department of Agriculture and to express the earnest hope that she may be able to return later to carry on this extremely important undertaking."

By motion, it was decided that a faculty meeting should be held on December 16, 1922.

The meeting was then adjourned.

Respectfully submitted,

C. Wade-Jones,
Secretary.

NOTE A.

UNIVERSITY STANDING COMMITTEES UNDER PLAN PROPOSED BY DR. HOLGATE.

THE UNIVERSITY ADVISORY COUNCIL:

Messrs. Bowen, Williams, Sarvis, Reinsor, Clomons, Daniels, Wilson, Miss Nixon,
Messrs. C. F. Liu, Keen, and the Treasurer, Hsu Chen, C. C. Liu, C. C. Chen,
C. L. Chien, C. Hung, H. T. Li, S. I. Chen

UNIVERSITY COMMITTEES.

1. Committee on Friendly Relations.
2. Committee on General Meetings.
3. Committee on the Library.
4. Committee on the Museum.
5. Committee on Publications.
6. Committee on Athletics and Physical Training.
7. Committee on Admissions:
 - Sub-committee for The Colleges.
 - ~~Sub-committee for the Middle School and Model School.~~

COLLEGE COMMITTEES

1. Committee on Discipline.
2. Committee on Extra Curriculum Activities.
3. Committee on Student Work.

1. COMMITTEE ON FRIENDLY RELATIONS: (no fixed number)
Mr. C. I. Chien, chairman. C. C. Chen, T. T. Hu, C. F. Liu, K. S. Sie,
Bowen, Reisner, Sarvis.
2. COMMITTEE ON GENERAL MEETINGS: (five members)
Messrs. C. F. Liu, chairman and presiding on some Sundays.
Bowen, presiding at some Sunday meetings,
Clemens (Commencement)
Hummel (Chapel)
Wade-Jones (Lectures)
3. COMMITTEE ON THE LIBRARY: (President, Librarian and seven others)
Messrs. Bowen (chairman), Clemens, C. C. Chen, Icen, C. F. Liu, Sarvis,
K. S. Sie, Reisner, Miss Wixon.
4. COMMITTEE ON THE MUSEUM: (seven members)
Messrs. Buck (chairman), Bates, Chen Chia-chi (C.C.), Chen Chuen-ho,
Cheo Ming-i, Kwok Poi, Lowdermilk, steward.
5. COMMITTEE ON PUBLICATIONS: (Librarian and seven others)
Messrs. Reisner (chairman), Clemens, Brode, C. I. Chien, C. Hung, Ip,
E. V. Jones, Miss Purcell.
6. COMMITTEE ON ATHLETICS AND PHYSICAL TRAINING: (Athletic director, University
physician and seven members)
Messrs. Twinem (chairman), Bates, A. E. Chen, Hamilton, Gibbs, H. H. Ho,
Ip, E. V. Jones, Lowdermilk, Ritchey, Speers, Thomson, Wilnot.
7. COMMITTEE ON ADMISSIONS:
 - (a) FOR THE COLLEGES:
Messrs. Hummel (chairman), Caldwell, C. C. Chen, C. I. Chien, Griffing,
Hamilton, C. Hung, Wade-Jones, Marx, Sarvis, Wei Hsieh-ron.
 - (b) FOR THE MIDDLE SCHOOL AND MODEL SCHOOL:
Messrs. T. T. Hu, Middle School
K. S. Sie
 - (c) FOR BOTH GROUPS ABOVE: A. J. Bowen, Chairman.

COLLEGE COMMITTEES

1. COMMITTEE ON DISCIPLINE: (President, deans, proctors)
Messrs. Bowen (chairman), Sarvis, Reisner, C. Hsu.
2. COMMITTEE ON EXTRA CURRICULUM ACTIVITIES: (no fixed number)
Messrs. Hamilton (chairman), Bates, C. C. Chang, C. I. Chen, Clemens,
Ip, E. V. Jones, Twinem.
3. COMMITTEE ON STUDENT WORK: (Deans, Registrar, and three others)
Messrs. C. C. Chen (chairman), Sarvis, Reisner, Thomson, Hummel.

October 14, 1922.

Report of the Summer School of 1922.

Dear Dr. Bowen:-

Owing to the difficulty of securing enough members on the teaching staff in the summer, the committee of the Summer School voted last year not to have the College courses given in the Summer School but to devote their whole energy to a school, the nature of which would be extension and the aim of which would be the development of Christian teachers, pastors and mission workers to be more efficient in Christian work. We hoped that this school would serve the community, especially the Christian field, better and more efficiently.

Last year, together with some of the missionaries whose idea it was, I took a little time to make a study trying to find out what the needs of the missions were, and what kind of a Summer School they ought to have to meet these needs. Based on this study, the courses of the 1922 Summer School were thus offered.

From my study and actual conversation with the teachers of Christian schools, it seems that most of them have been satisfied with the standing of the school they run. The public recognizes that the Christian elementary schools are not better, but even worse, than some of the private or Government schools. From their students who have studied in the Summer School, a few of them know the up-to-date text books issued on the different lines, keep up with the modern methods in teaching, and read any papers or articles on their professional line. We hoped the Summer School would help them to see the weakness of their schools and their own shortcomings.

On the part of instruction which was different from 1921, all the teachers were requested to have mimeographed syllabus distributed to the students daily; also to give tests and final examinations in addition to the daily recitations, composition and criticisms of text books; which were strictly followed by all the teachers. On the part of the students the standing was more uniform than in 1921, even though it was not quite so high. However, most of the students worked very hard through the summer.

Most of the students were accommodated in the West Dormitory, while the girls were in the class rooms of the Language School. The accommodation for the boys was very good, but for the girls, it was not satisfactory, most of them having complained.

The daily chapel service was held at 10:00 - 10:15 each morning, and was led by the pastors studying in the school and the teachers of the Summer School. For the Sunday morning service, we were favored with sermons by the teachers of the Nanking Theological Seminary. After the Sunday morning service the students were free to go to their own church service or to visit the other church institutions.

Besides visiting the noted places in Nanking, there were several entertainments given to the Summer School students as follows: Two by the University and the University Y. M. C. A., one by the regular students of the University, one by the Summer School students, and one by the Alumni with a moving picture show. These also gave the students of the Summer School an opportunity for a good social time together.

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In the afternoon the students were divided into three groups according to their interest and profession; namely, agriculture, religion and education. These groups took the place of popular lectures. The leaders and subjects for each group were especially chosen from a practical standpoint. The agricultural group emphasized the essentials of rural sociology; the religious group devoted its time to the discussion of the students questions on Biblical problems with the seminary teachers; and the educational group discussed the primary schools.

In addition to this group system, we were fortunate in having Prof. Ivis give two lectures on the relationship of science to teaching. Hon. Liang Che-chao also gave us the honor of favoring us with a lecture, not only to the students, but also the Church community of about one thousand people, in Sage Chapel on the subject of "The Moral Standard of Educational Application." The lecture was most appreciated and enjoyed by the audience.

During the summer, the Commercial Press, Chunghua Book Co., and the Mission Book Co. gave us an excellent exhibition of all text books of elementary schools on all subjects, as well as religious books, so that the students had an opportunity to become acquainted with the best text books on the various subjects. The above companies also gave twenty dollars to one of the College students who took care of the exhibition.

After several negotiations with Rev. J. H. Blackstone, when we asked for Stewart funds for the support of pastors who could thus have the advantage of attending the Summer School, five hundred dollars was finally granted for this specific purpose. All the pastors who came to the Summer School, have expressed their deep appreciation and thanks for this assistance. It is strongly hoped that this fund will be continued next year for the welfare of the missions.

We are grateful to all those who helped the Summer School; financially, with instruction, and for the splendid spirit and interest of all for the development of the school.

Detailed information is given in the following statistics:

Comparison of 1921 and 1922.

	1921		1922		1922 Increase in %
	No.	%	No.	%	
Total students	115		183		61%
Christians	57	50%	145	80%	255
Teachers	49	42.6	104	56.8	212
Pastors	3	2	31	16.9	1033
Students	60	52.2	34	26.3	176 Decrease
Women	8	7	61	33.3	871 Increase

Expenditures of the different groups.

Groups	Amount received	Amount paid.	Remarks
Religious	163.80	160.00	3.80 gain
Agriculture	156.00	315.00	159.00 loss
Education	610.98	575.00	35.98 gain

This will show how much tuition the University received from each group and the expenditures for the same. As far as salaries were concerned, no distinction was made between missionaries and Chinese.

Before closing the report I wish to take this opportunity to offer a few suggestions for your consideration:

1. The University must provide a budget for the Summer School. Please remember that I have had the honor of taking care of the Summer School for two years on the basis of no budget provided by the University. It would be a poor speculation to depend on having a large attendance to cover the teachers' salary, and it is most difficult for me to engage the best teachers for the special subjects beforehand, on account of having no money from the University.

2. The University must provide a permanent place for the girls in the dormitory. This year we had quite a little difficulty finding a place for them, and finally the Language School class rooms were used. There were a few things which ought to have been fixed, but this was not done because it would not have been very economical to spend money for fixing a temporary place. Therefore, I strongly request that we have a permanent place provided for the girls.

3. In order to save the Director's time and to work more efficiently, it seems to me it will be a good plan to have a man appointed for each group to work with the director of the Summer School. For instance, a man should be appointed to take care of the educational work so that he will spend a little time studying and finding out what courses should be most useful for the teachers, and to develop the group to be as efficient as possible. The same would apply to the agriculture and religion groups.

4. I also request that some one be appointed to work with me who will take my place after next year so that he will be familiar with what we have been doing.

Thank you for your kind consideration. I will be only too glad to have any suggestions that you may give me.

Yours very truly,

(Signed) H. S. Ho.

STATISTICS OF THE SUMMER SCHOOL, 1922.

Total number of students registered 206; men 140; women 66.
" " " " actually attended 183; men 122; women 61.
" " " " dropped during the term 18; men 11; women 7.

Provinces and countries represented:

	Men	Women	Total		Men	Women	Total
Anhwei	11	5	16	Kiangsi	4	14	18
Chokiang	10	1	11	Kiangsu	37	21	58
Chihli	4	0	4	Kwangtung	2	0	2
Fukien	1	0	1	Shantung	16	3	19
Honan	5	2	7	Shensi	2	0	2
Hunan	9	1	10	Yunnan	1	0	1
Hupoh	7	11	18	Korea	2	0	2

Page 7.

Total number of Christians 145; men 86; women 59.

	Men	women	Total
Baptist	3	0	3
Disciples	10	4	14
Episcopalian	9	5	14
Lutheran	2	2	4
Methodist	26	25	51
Presbyterian	18	12	30
Quakers	2	5	7
Sabbath Day	2	0	2
Others (unclassified)	14	6	20

Total number of non-Christians 39; men 38; women 1.

Total number of the married 77; men 71; women 6.

" " " " unmarried 76; men 48; women 48.

Occupation:

	Men	women	Total
Teachers	47	57	104
Pastors & Preachers & Evangelistic workers	25	0	25
Students	40	2	42
Others (unclassified)	11	4	15

Total number of courses taught 22.

" " " teachers 21.

Total members of the three clubs:

The Agriculture Club	32.
The Education Club	114.
The Theology Club	25.

Ages:

No. of persons:

18
20
22
24
26
28
30
32
34
36
38
40
42
44
46
48
50
52
54
56

7
16
25
18
9
9
4
5
1
3
1
1
0
2
2
1
1
0
0
0

Ages:

No. of persons:

19
21
23
25
27
29
31
33
35
37
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41
43
45
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49
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STATISTICS OF THE PASTORS IN LUDER SCHOOL 1922.

Denominations	No. from each Mission	No. supported by Mission	Provinces represented	Sent by
The American Board Mission	2	none		
Christian Alliance	1	none		
Foreign Christian Miss. by.	7 (1 woman)	1	Kiangsu	W. R. Bacon
Methodist Episcopal (North)	9	6	Kiangsu	(S. J. Harrison (H. C. Steinheimer
Methodist Episcopal (South)	2	2	Kiangsu	S. R. Anderson
Presbyterian Mission	6	1	Hunan	W. W. Highberger (L. H. Sherman
Protestant Episcopal Church	3	3	Hupch	(L. H. Roots (B. Mather
Reformed Church	<u>1</u>	<u>none</u>		
Total	31	13		

Supported by the Milton Stewart Evangelistic Funds.

Denominations	Number	Provinces represented	Recommended by
The American Board Mission	2	Chinli 1 Shantung 1	W. B. Stelle C. M. Ewing
Christian Alliance	1	Kiangsu 1	J. E. Blackstone
Foreign Christian Miss. by.	6	Kiangsu 3 Anwei 3	B. Tolroyd E. J. Osgood
Methodist Episcopal (North)	3	Kiangsu 2 Anwei 1	J. E. Blackstone R. E. Brown
Methodist Episcopal (South)	none		
Presbyterian Mission	5	Kiangsu 2 Kiangsu 3	S. J. Mills J. E. Blackstone
Protestant Episcopal church	none		
Reformed Church	<u>1</u>	Hunan 1	A. D. Keller
Total	18		

* This number includes persons from evangelistic bands and theological students.

Standing of the pastors.

14 persons have never studied in middle school.
 9 " " studied in middle school.
 7 " " " in Theological schools.

Ages of the Pastors - 25 to 57.

Number of hours per week studied by the Pastors.	No. of men
10	3
13	2
14	1
15	8
16	2
18	14
<hr/>	
Average 15.8 hours per week per each person.	

NUMBER OF PASTORS IN EACH CLASS

Bible	7
Method of Biblical Interpretation	18
Pastoral Theology	18
Religious Education	12
Public speaking	11
Music	2
The Principle of Education	4
Primary School organization and management	4
General Agriculture	7
Cotton culture	5
Mulberry culture	2
Silkworm rearing	1
Child Psychology	5
How to teach agriculture	5
Children's Library	1

GROUPS SELECTED BY PASTORS IN PER CENT

Religion	Education	Agriculture
275 hrs. or 59.52%	90 hrs. or 19.48%	97 hrs. or 20.99%

GRADES

No. left before school closed or did not take examinations.	No. above 80%	No. above 70%	No. failed in 1 subject
9	13	9	5

Average grade of all pastors: 79.84%

STATISTICS OF THE GIRLS IN SUMMER SCHOOL 1922.

Ages: 16 to 48.

Girls' Schools Represented

Name of School	Location	Number	Average grade
Christian Girls' School	Nanking	2	81.6 per cent
Knowles Girls' School	Kiukiang	5	75.9
Kwangming Girls' School	Loho	3	79.9
Ming Teh Girls' School	Nanking	6	77.1
Baldwin Girls' School	Nanchang	4	83.3

Girls' Schools represented (continued)

Name of School	Location	Number	Average grade
C. I. M. Girls' School	Yangchow	1	83.1 per cent
St. Catherine's Bridge	Shanghai	2	Did not examine
Union Girl's School	Hangchow	3	85.1 per cent
Rulison High School	Kiukiang	12	82.5
Friend Girl's	Nanking	1	Did not examine
Presbyterian Girl's School	Nanhsuchow	2	" " "
Hwei-wen Girls' School	Nanking	6	80.2 per cent
St. Hilda's School	Wuchang	5	86.5
M. E. Girls' School	Chinkiang	1	86.7
Hsinye Girls' School	Tsinyangchow	2	91.3
1st Girls Normal School	Shantung	1	81.2
Chen-hsin girls' School	Yochow	1	85.
Peking Girls' School	Peking	1	82.3
Unclassified		4	75.7

GROUPS SELECTED BY THE GIRLS IN PER CENT

Religion	Education
94 hours or 9.73%	873 hours or 90.27%
Number of hours per week studied by the girls.	No. of girls.
10	2
11	
12	
13	4
14	10
15	5
16	7
17	20
18	11
Average 16 hours per week for each person.	

GRADES.

No. left before school closed or did not take examinations	9
Number above 90%	2
Number above 80%	34
Number above 70%	16
Failed in one subject	10
Average grade: 82.09%	

Comparison of grades in Summer School.

Girls: 82.09% Boys: 79.91% Pastors: 79.84%

Number of Girls or per cent supported by missions or other soc.

Tuition - 57 girls or 93.4%
Board - - 26 girls or 42.6%
Travelling 34 girls or 68.%
Number of Girls - self-supporting.
Tuition - 4 girls or 6.6%
Board - - 35 girls or 57.4%
Travelling 15 girls or 32%

Comparative Statistics for the Colleges, Fall Terms.

	1920	1921	1922
Graduate Students	4	2	2
Agriculture			
First year	8	8	12
Second "	7	7	11
Third "	2	4	6
Total	17	19	29
Forestry			
First year	1	15	6
Second "	2	2	12
Third "	1	1	3
Total	4	18	21
Agriculture and Forestry total	21	37	49
Arts and Science			
First year	22	23	35
Second "	16	23	22
Third "	13	17	21
Total	51	63	78
Senior Colleges total	72	100	127
Junior College			
First year			
Arts and Science	83	83	129
Business		32	35
Education	4	2	4
Total	87	117	168
Second year			
Arts	28	20	24
Business			17
Education	4	4	3
Science	37	28	30
Total	69	52	74
Junior College total	156	169	243
Junior & Senior College total	228	269	370
Miscellaneous			
Sericulture		17	
Special	4	11	18
Middle School	9	7	16
	13	35	34
GRAND COLLEGE TOTAL	245	306	406
Day students: 94.			
Class Registrations			
Agriculture and Forestry	142	283	321
Arts and Science	219	282	449
Junior College	586	643	1061
Total	947	1208	1831

Page 13.

Average size of class	1920	1921	1922
Agriculture & Forestry	7.5	13	11.3
Arts and Science	14	14	14.6
Junior College	34	29	38

Classes of less than 6 students	1920	1921	1922
Agriculture & Forestry		6	11
Arts and Science		7	4
Junior College		2	1
6 to 10 students			
Agriculture & Forestry		5	4
Arts and Science		4	5
Junior College		1	0
11 to 39 students			
Agriculture & Forestry		10	14
Arts and Science		9	18
Junior College		15	13
More than 40 students			
Agriculture & Forestry		0	0
Arts and Science		0	1
Junior College		4	11
Teaching hours per week			
Agriculture & Forestry		71	89
Arts and Science		100	121
Junior College		102	135

Monthly cost of instruction per credit hour (including wages and salaries to instructors and assistants).

Junior College Business courses	\$.485
All Chemistry courses together	1.60
All college Chinese courses	.187
College courses in Education	1.20
English courses	.306
All Junior College Courses	.323
All courses in College of Arts and Science	.77
Tuition per mo. per credit hour	.36

THE CLASS OF 1923.

Finishing at the end of the Fall Semester.

Agriculture	Arts	Forestry
Chen Tsu-kwei	Chang Tsuin-tz	Kan Han
Tao Yen-chiao	Chen Chang-shen	Li Teh-i
Wu I-mei	Chen Keh-ching	
	Kiang Pen-kung	
	Li Kwei-chen	
	Ling Chen-liang	
	Tong I-seng	
	Wang Chwen-hwa	
	Wang I-ting	
	Yang Chuin	

Agriculture
 Chang Chi-wen
 Liu Tung-chi
 Tung Teh-fu

Arts
 Chang Tsi-hwa
 Chao Shi-tseh
 Chao Siang
 Chen Chang-sei
 Ho Lih-pen
 Hsia Ren-chial
 Ihu Sih-san
 Ko Seng
 Pu Hen-lung
 San Ken-hsien

Forestry
 Tang I

NOTE E.

THE UNIVERSITY OF NANKING

REPORT OF THE COMMITTEE ON ADMISSION TO THE COLLEGES REGARDING THE ADMISSION OF
 NEW STUDENTS FOR THE AUTUMN SEMESTER 1922.

Total number of candidates for admission.....	409
Admitted to the entrance tests and admitted by certificate..	319 : 78%
Disqualified for admission on account of inadequate prepara- tion, late arrival, non-arrival, misconduct, etc.....	90 : 22%
Total number of candidates admitted to the entrance tests on June 17th and September 19th (without duplicating candi- dates who took the tests on both dates).....	283
From government Middle Schools.....	163 : 58%
From private schools.....	66 : 23%
From mission schools.....	54 : 19%
Total number of candidates who passed the entrance tests.....	154
From Government schools.....	78 : 51%
From private schools.....	35 : 23%
From mission schools.....	41 : 26%
Total number of grades below passing.....	148
In Chinese.....	42 : 28%
In English.....	106 : 72%
Of candidates from government schools.....	94
In Chinese.....	19 : 20%
In English.....	75 : 80%
Of candidates from private schools.....	38
In Chinese.....	13 : 34%
In English.....	25 : 66%
Of candidates from mission schools.....	16
In Chinese.....	9 : 56%
In English.....	7 : 44%

The entrance tests were attempts to test the intelligence of candidates and their ability to profit by a college course, not merely their knowledge of subject matter. It was not, however, the intention of the committee to depart radically from former methods of conducting the entrance examinations. The tests of June 17th, as formerly, were in three subjects - Chinese, English, and Mathematics. They were given in mission middle schools in the following cities: Changsha, Chinkiang, Hangchow, Kaifeng, Kiukiang, Nanchang, Nanking, Ningkwo, Ningpo, Peking, Shanghai, Soochow, Swatow, Tientsin, Tsinan.

Yuehang, Wuhu, Yangchow. The tests in Nanking on September 19th were in Chinese and in English, including material from various subjects of the middle school curriculum and from common experience. Because no special examination in mathematics was given on September 19th the grades in this subject on June 17th are not included in the above data.

Total number of candidates who were admitted..... 190
 By written tests on June 17th and September 19th..... 154 : 81.0%
 (Of this number 22 were placed on a waiting list)
 By certificates of the University Middle School..... 20 : 10.5%
 By certificates from other schools as special students..... 14 : 7.4%
 By Senior Local Examinations of the University of Hongkong... 2 : 1.1%

The following data on the left refers to all candidates who were admitted to the entrance tests, as well as all who were admitted by certificate; and on the right to all candidates who were admitted as new students:

DATA REGARDING 319 CANDIDATES FOR ADMISSION

DATA REGARDING 190 CANDIDATES WHO WERE ADMITTED

1. Ages of candidates for admission:

1. Ages of candidates for admission:

The following figures are based on the usual Chinese method of computing ages. To transfer any given age into foreign count deduct approximately one and one-half years.

16 years of age	2	: .6%
17 " " "	4	: 1.2%
18 " " "	17	: 5.4%
19 " " "	42	: 13.2%
20 " " "	74	: 23.2%
21 " " "	58	: 18.2%
22 " " "	52	: 16.3%
23 " " "	32	: 10.1%
24 " " "	19	: 6.0%
25 " " "	7	: 2.2%
26 " " "	2	: .6%
27 " " "	0	: .0%
28 " " "	3	: .9%
29 " " "	3	: .9%
30 " " "	2	: .6%
Unmentioned	2	: .6%

16 years of age	1	: .5%
17 " " "	2	: 1.1%
18 " " "	12	: 6.3%
19 " " "	23	: 12.2%
20 " " "	47	: 24.7%
21 " " "	40	: 21.0%
22 " " "	29	: 15.3%
23 " " "	14	: 7.4%
24 " " "	9	: 4.8%
25 " " "	6	: 3.1%
26 " " "	2	: 1.1%
27 " " "	0	: .0%
28 " " "	1	: .5%
29 " " "	3	: 1.5%
30 " " "	1	: .5%
Unmentioned	0	: .0%

2. Native provinces and countries of candidates for admission:

Kiangsu	107	: 33.6%
Anhui	53	: 16.8%
Szechwan	34	: 10.7%
Chekiang	23	: 7.3%
Kiangsi	15	: 4.7%
Shantung	15	: 4.7%
Kwantung	14	: 4.3%
Hunan	13	: 4.1%
Hupei	10	: 3.1%
Kweichow	9	: 2.9%
Chihli	6	: 1.8%
Fukien	5	: 1.5%
Korea	5	: 1.5%
Honan	4	: 1.2%
Kwangsi	3	: .9%
Fengtien	1	: .3%
Kansu	1	: .5%
Shansi	1	: .3%

Native provinces and countries of candidates who were admitted:

Kiangsu	65	: 34.2%
Anhui	31	: 16.2%
Chekiang	15	: 7.9%
Szechwan	13	: 6.8%
Kiangsi	12	: 6.3%
Hunan	8	: 4.3%
Kwantung	8	: 4.3%
Chihli	6	: 3.2%
Hupei	6	: 3.2%
Shantung	6	: 3.2%
Kweichow	5	: 2.6%
Fukien	4	: 2.1%
Korea	4	: 2.1%
Hunan	3	: 1.6%
Fengtien	1	: .5%
Kansu	1	: .5%
Kwangsi	1	: .5%
Shansi	1	: .5%

3. Occupations of parents or guardians of candidates for admission:

Teaching	112	: 35.1%
Business	99	: 31.0%
Politics	40	: 12.6%
Farming	36	: 11.3%
Ministry	11	: 3.4%
Military	3	: 1.0%
Engineering	2	: .6%
Medicine	2	: .6%
Artisan	1	: .3%
Unmentioned	13	: 4.1%

4. Marital status of candidates for admission:

Unmarried	250	: 78.3%
Married	69	: 21.7%

5. Religious status of candidates for admission:

Christian	119	: 37.3%
Confucian	99	: 31.1%
Undecided	78	: 24.6%
Irreligious	18	: 5.5%
Mohammedan	3	: .9%
Buddhist	2	: .6%

6. Church affiliations of Christian candidates for admission:

Presbyterian	31	: 9.9%
Methodist	28	: 8.9%
Christian Mission	17	: 5.4%
American Advent	3	: .9%
American Church	3	: .9%
Church Mission	2	: .6%
London Mission	2	: .6%
Baptist	1	: .3%
Church of Scotland	1	: .3%
Congregational	1	: .3%
Norwegian Lutheran	1	: .3%
Swedish Baptist	1	: .3%
United Brethern	1	: .3%
Christian non-church members	27	: 8.4%
Non-Christian	200	: 62.6%

7. Location, by provinces, of middle schools from which candidates for admission graduated:

Kiangsu	164	: 51.3%
Anhui	31	: 9.8%
Szechwan	31	: 9.8%
Shantung	14	: 4.4%
Chekiang	12	: 3.7%
Hupeh	11	: 3.4%
Chihli	9	: 2.9%
Kiangsi	8	: 2.6%
Kwantung	8	: 2.6%
Honan	6	: 1.9%
Kweichow	6	: 1.9%

Occupations of parents or guardians of candidates who were admitted:

Business	62	: 32.7%
Teaching	60	: 31.6%
Politics	25	: 12.8%
Farming	18	: 9.5%
Ministry	8	: 4.2%
Engineering	2	: 1.1%
Artisan	1	: .6%
Medicine	1	: .6%
Military	1	: .6%
Unmentioned	12	: 6.3%

Marital status of candidates who were admitted:

Unmarried	157	: 82.6%
Married	33	: 17.6%

Religious status of candidates who were admitted:

Christian	85	: 44.7%
Confucian	54	: 28.4%
Undecided	40	: 21.1%
Irreligious	9	: 4.8%
Buddhist	1	: .5%
Mohammedan	1	: .5%

Church affiliations of Christian candidates who were admitted:

Methodist	23	: 12.3%
Presbyterian	23	: 12.3%
Christian Mission	10	: 5.3%
American Advent	3	: 1.5%
American Church	3	: 1.5%
Church Mission	2	: 1.0%
London Mission	2	: 1.0%
Swedish Baptist	2	: 1.0%
Congregational	1	: .5%
Norwegian Lutheran	1	: .5%
United Brethern	1	: .5%
Baptist	0	: .0%
Church of Scotland	0	: .0%
Christian non-church members	14	: 7.5%
Non-Christian	103	: 55.2%

Location, by provinces, of middle schools from which candidates who were admitted graduated:

Kiangsu	104	: 54.8%
Anhui	13	: 6.8%
Szechwan	13	: 6.8%
Chihli	9	: 4.7%
Hupeh	9	: 4.7%
Chekiang	7	: 3.7%
Kiangsi	7	: 3.7%
Fukien	4	: 2.1%
Korea	4	: 2.1%
Kwantung	4	: 2.1%
Shantung	4	: 2.1%

Fukien	5	: 1.5%
Hunan	5	: 1.5%
Korea	5	: 1.5%
Kwangsi	3	: .9%
Kirin	1	: .3%

Honan	3	: 1.6%
Hunan	3	: 1.6%
Kweichow	3	: 1.6%
Kwangsi	2	: 1.0%
Kirin	1	: .6%

8. Types of middle schools from which candidates for admission graduated

Government	166	: 52.0%
Mission	85	: 26.7%
Private	68	: 21.3%

Types of middle schools from which candidates who were admitted graduated:

Government	81	: 42.6%
Mission	72	: 38.0%
Private	37	: 19.4%

9. Scholastic standing of candidates for admission:

Middle school	242	: 75.9%
College	77	: 24.1%

Scholastic standing of candidates who were admitted:

Middle school	149	: 78.5%
College	41	: 21.5%

10. Occupational experience of candidates for admission:

Without occupational experience	264	: 82.8%
With occupational experience	55	: 17.2%

Occupational experience of candidates who were admitted:

Without occupational experience	153	: 80.6%
With occupational experience	37	: 19.4%

11. Courses elected by candidates for admission:

Arts	135	: 42.4%
Agriculture	62	: 19.5%
Business	51	: 15.9%
General science	22	: 6.9%
Education	21	: 6.6%
Forestry	15	: 4.7%
Pre-medical	6	: 1.9%
Industrial chemistry	3	: .9%
Unmentioned	4	: 1.2%

Courses elected by candidates who were admitted:

Arts	81	: 42.7%
Agriculture	33	: 17.3%
Business	33	: 17.3%
General science	18	: 9.5%
Education	15	: 8.0%
Forestry	5	: 2.6%
Industrial chemistry	3	: 1.5%
Pre-medical	2	: 1.1%
Unmentioned	0	: .0%

12. Plans and chosen vocations of candidates for admission:

Uncertain	90	: 28.5%
Study abroad	63	: 19.8%
Teaching	57	: 17.9%
Business	40	: 12.6%
Agriculture	39	: 9.1%
Ministry	15	: 4.7%
Scientific research	7	: 2.2%
Forestry	5	: 1.5%
Journalism	5	: 1.5%
Medicine	3	: .9%
Politics	1	: .3%
Unmentioned	4	: 1.0%

Plans and chosen vocations of candidates who were admitted:

Uncertain	52	: 27.3%
Study abroad	45	: 23.7%
Teaching	28	: 14.7%
Business	25	: 13.2%
Agriculture	15	: 8.0%
Ministry	13	: 6.8%
Scientific research	4	: 2.1%
Journalism	3	: 1.5%
Forestry	2	: 1.1%
Medicine	2	: 1.1%
Politics	1	: .5%
Unmentioned	0	: .0%

An Interpretation of the Preceding Data.

Comparative Data:	Autumn 1922	Autumn 1921
Candidates for admission.....	409	273 : 67%
Candidates who took the test.....	283	169 : 60%
From government and private schools.....	229	134 : 58%
From mission schools.....	54	35 : 65%
Grades below passing.....	148	82
In English.....	106 : 72%	71 : 87%
In Chinese.....	42 : 28%	11 : 13%
Of candidates from government and private schools.....	132	76
In Chinese.....	32 : 24%	7 : 9%
In English.....	100 : 76%	69 : 91%
Of candidates from mission schools.....	16	6
In Chinese.....	9 : 56%	4 : 67%
In English.....	7 : 44%	2 : 33%

The above figures show a noteworthy increase of the number of candidates for admission in 1922 over 1921. They indicate that in both years candidates from government and private schools had a relatively large percentage of grades below passing in English and that candidates from mission schools had a relatively large percentage of grades below passing in Chinese. Since no separate examination in Mathematics was given on September 19th the above data does not include this subject. The tests in Chinese and in English included questions drawn from various subjects of the middle school curriculum and arranged in the form of intelligence tests.

Please note that the following numbers refer to preceding data:

1. According to Chinese methods of computing ages, the majority of candidates were twenty years of age; but approximately one and one-half years must be deducted in order to transfer any given age into foreign numbers. It must also be borne in mind that the first year of the Junior College corresponds to the last year of a senior middle school. Most of the candidates whose ages are given as 28, 29, and 30 years, are special students.
2. As in 1921, seventeen provinces and one foreign country are represented by the candidates for admission. Especially significant is the comparatively large number of candidates from the distant province of Szechwan. Whereas, in 1921 only 5% of the candidates came from this province, this year 10.7% applied for admission.
3. Teaching holds first place in the list of occupations of parents and guardians, which indicates that the scholar class tends to perpetuate itself. But the sons of parents engaged in business took first place in the number of candidates admitted, whereas the sons of farmers were, as a whole, not very successful in acquiring admission. Under the head of "unmentioned" we must include candidates whose parents or guardians, are deceased, as well as a few who were reticent concerning the lowly occupations of their parents.
4. Early marriages are apparently still common in China, as indicated by the fact that 21.7% of the candidates for admission were married. It would be interesting to find out, if possible, how many of the unmarried candidates are betrothed. The figures show that married candidates, as a whole, were not as successful in passing the tests as unmarried candidates.
5. It is noteworthy that Christianity is the predominant religion of candidates for admission; and that, on the whole, Christian applicants fared much better in the tests

than non-Christian application. This is a distinct recommendation for Christian schools. Evidently students who do not become Christians tend to drift into a state of agnosticism, indecision, or irreligion. Buddhism, Taoism, and Mohammedanism have clearly little, if any, controlling influence over the rising generation of Chinese students.

6. The three religious denominations giving the largest support to the University naturally claim most of the church members. It is noteworthy that only 8.4% of the Christian candidates are not church members. But over against these figures we must set the fact that 62.6% of the candidates for admission were non-Christian, and of those who were admitted 55.2% were non-Christian. Of the total number of applicants in 1921, as high as 64% were non-Christian, whereas of those who were admitted 56% were non-Christian.
7. More than half of the middle schools from which candidates graduated are located in Kiangsu province. Likewise, the graduates of these schools were remarkably successful in passing the entrance tests. Since only 33.6% of the total number of candidates for admission came originally from Kiangsu province (See section 6) it appears that this province is an educational Mecca for China.
8. Government schools supply more than half of the total number of candidates for admission. Mission schools rank second and private schools third in the list of schools from which candidates come. But, again, we note that candidates from mission schools were, as a whole, more successful in passing the entrance tests than those from government and private schools.
9. The large percentage of candidates entering Junior college directly from middle schools indicates little transfer of students between colleges. It needs to be added that such transfers as do occur between colleges are almost wholly between junior colleges. But the percentage of transfers is large enough to show the advisability of coordinating, as much as possible, the curricula of the various junior colleges so as to permit students to transfer with a minimum of repetition of studies and loss of time.
10. There is evidently little opportunity, either in schools or in shops, for students to secure occupational experience before entering college. The figures indicate that candidates who possessed such training were relatively more successful in passing the entrance tests than those who were without it. Whether their greater success is really affected by their occupational experience, or by other causes, is a matter for further investigation.
11. Comparative percentages for 1921 and 1922 reveal substantial increases in the candidates electing courses in arts, general science, and education. Whereas, in 1921 the candidates electing the arts course were 31% of the total, general science 4%, and education 3%; this year arts has 42.4%, science 6.9% and education 6.6%. The candidates for the pre-medical course remain proportionately the same as last year; but in agriculture, business, forestry, and industrial chemistry the proportion has decreased. This is especially true of candidates for forestry.
12. The large percentage of candidates for admission who are uncertain about their plans and future vocations shows that early specialization in college is undesirable, and that the junior college, having little or no specialization, is filling a vital need. The large number of candidates who plan to go abroad for study is a challenge to colleges to make an effort to enlist some of them in graduate courses for at least the master's degree. Since the teaching profession ranks first in the list of vocations it would seem that students should be enlisted in courses in education. At present considerably less than half of the total number of prospective teachers apply for the courses in education. This fact becomes of considerable significance.

when we realize that perhaps most of the candidates whose plans are uncertain, or who expect to study abroad, will eventually engage in teaching, either temporarily or as a life work.

Altho the number of candidates electing the ministry is relatively small, yet comparative figures indicate an encouraging increase each year. It must be borne in mind that most candidates for the ministry still do not attend college, but go directly from middle school to theological seminaries.

Respectfully submitted,

W. F. Hummel,

For the Committee on Admissions.

MINUTES OF AN INFORMAL MEETING OF THOSE IN CHARGE OF ADMISSIONS IN COLLEGES AND UNIVERSITIES in East China, held in the office of the E.C.C.E.A., 20 Museum Road, Shanghai, December 2, 1922.

PRESENT: Dr. C. H. Westbrook, Prof. S. G. Brinkley, Dr. E. L. Mattox, Prof. W. F. Hummel, Prof. E. Anderson, and the General Secretary. (The first four represented the institutions. Prof. Anderson was invited to be present as chairman of the Committee on College Entrance Requirements.)

The following actions were taken:-

1. That, beginning in the fall of 1923, the 603-3 plan to be made the basis of college entrance requirements, and that a college preparatory year be continued for such as do not come up to this standard.
2. That the standard of College Admission remain substantially as at present.
3. That middle schools be accredited on the following basis:
 - (1) Inspection by the Accrediting Committee along the lines adopted in May 1920 by the Association of Colleges and Universities and the Middle School Association.
 - (2) College records of former graduates.
 - (3) An intelligence test and a comprehensive English test, to be given on the senior classes in the middle schools at the end of the first semester.
4. That students be admitted from accredited middle schools without examination on recommendation from the principal, it being understood that the principal shall not recommend any student who shall fail in the intelligence and comprehensive English tests.
5. That the intelligence and comprehensive English tests be devised and administered by a committee composed of those in charge of admissions in the various colleges together with representatives of the Accrediting Committee, and that those tests be given by the principals of the accredited middle schools or otherwise at the discretion of the committee.
6. That in the case of non-accredited middle schools, comprehensive examinations be required for entrance to college in addition to the intelligence tests.

7. That the curve of normal distribution be followed in the grading of students and that the numbers 1, 2, 3, 4, 5 be used in grading as follows:

1 upper 5%	3 next 5%	5 lower 5%
2 next 20%	4 next 20%	

8. That a report of this meeting be made to those participating and forwarded to the committee on Uniform Entrance Requirements, and the Accrediting Committee for their information.

NOTE F.

Following are four motions passed by the Library Committee, reported by Mr. Clemens:

That the plan for purchase of books, etc., in use during 1922 be discontinued at the beginning of 1923.

That the purchase of books, etc., for the first six months of 1923 be limited to those for which there is pressing need in the University work.

That each recommendation for purchase be approved by at least two members of the Library Committee before the purchase be made.

That the total amount of \$750 be divided approximately as follows:

For periodicals and annuals.....	50%	or	\$375
For Chinese books.....	10%	or	75
For foreign books.....	20%	or	150
For emergency fund.....	20%	or	150

NOTE G.

At the Board of Managers Meeting, October 10, it seemed from all possible data then available that our debt for 1922 would be increased considerable over what it was the year previous. At this time it seemed the total debt was not less than \$100,000. The Budget for 1923, totaling approximately \$268,000 not including Language School (\$32,750) and Hospital (\$117,000) was therefore referred back to the Finance and Executive Committees for revision with the request that if possible the budget be so adjusted as to leave a credit balance of \$20,000 to apply on the deficit.

The Finance Committee met all day November 11, and the Executive Committee with them and then in the evening the Executive Committee took final action.

It had seemed best to make out and present a budget for only 1/2 the year; i.e. January 1 - June 30. This budget was so made as to show a saving of \$10,000 for the 1/2 year, as ordered by the Board of Managers.

It had become more and more clear during the past 2 or 3 years that our budget system and our account system left much to be desired. It was therefore decided to ask Mr. Akerstrom and Mr. Sie to re-arrange the ledger account and budget form in harmony with Arnett's College and University Finance. So our Budget and our accounts are on that basis.

	1910	1912	1922
Board supported foreigners	10	14	17
University paid foreigners	1	4	19*
Classics teachers	7	10	13
Graduate of our own or other Chinese U. or Col.	10	11	22
Returned (U.S.A.) Students	-	-	6
Assistants	2	-	15

* Wholly supported by University..... 14
 Partly " " " 2
 Wholly supported by other than
 University or Boards..... 3

SUMMARY OF BUDGET FOR FIRST SIX MONTHS 1923.
 (Abridged Form)

<u>EXPENDITURES</u>	Pd. by Univ.	Pd. by Local
I. Administration	8,793.00	1,040.00
II. Operation & Maintenance of plant	12,541.00	
III. Instructional		15,305.00
A. Colleges	22,306.28	6,540.00
B. Middle School	8,144.50	1,050.00
C. Model School	6,246.50	2,635.00
D. Language School	5,731.00	
E. Library	4,555.00	
IV. Contingent Fund	2,270.00	
V. Non-strictly Educational Work	<u>87,204.00</u>	<u>3,050.00</u>
	157,791.28	29,620.00
	<u>29,620.00</u>	
	187,411.28	
 <u>INCOME</u> 		
A. For Strictly Educational Purposes	85,905.78	30,895.00
B. For Non-strictly Educational Work	<u>69,810.50</u>	<u>800.00</u>
	155,716.28	31,695.00
	<u>31,695.00</u>	
Total Income	187,411.28	
Total Expenditures	<u>187,411.28</u>	

MEETING OF THE COLLEGE FACULTIES
UNIVERSITY OF HAWAII
December 18, 1922.

The second meeting of the College Faculties for 1922-1923 was held at the home of Mr. Sarvis at 7:30 Monday evening, December 18, 1922. Dr. Bowen presided and the following were present: Miss Mills, Miss Priest, Miss Furcell, Miss Sloan, Miss Wixon, Messrs. Bates, Buck, C. C. Chen, Clemons, Gibbs, Griffing, Hu, Hummel, Jones, C. C. Liu, Reischer, Sarvis, Steward, Thomson, Twinem, Coulter, Li, and the secretary.

The meeting was opened with prayer by Dr. Jones.

The minutes of the first meeting for 1922-1923 held on December 4, 1922 were accepted as previously circulated.

Mr. Sarvis announced that the student work books were being brought up to date and asked that the faculty hand in promptly the reports on the schedule for the second semester so that final arrangements might be made.

Dr. Bowen, who was asked in a former meeting to appoint the student advisers, announced them as follows:

Mr. Thomson for the science students
Mr. Buck for the agricultural students
Dr. Hamilton for the arts students

Thus arranging for the advisory system to go into effect the second semester of 1922-1923.

Mr. Clemons offered suggestions concerning University and College Faculty meetings, as a result of which the following two suggestions were, by vote, adopted by the Faculty:

"The suggestion is that there be a union meeting of both Ku Lou and Kan Ho Yen Faculties once each semester, the dates being fixed beforehand just as holiday dates and meetings of the board of managers are fixed beforehand; that the meetings be conducted in both Chinese and English, two or three faculty interpreters being appointed so that everything said shall be given in both languages; that there be both Chinese and English secretaries of the University Faculty, and that minutes be kept and distributed in both languages and that the University standing committees (University Advisory Council, Committee on Admissions, Committee on Athletics and Physical Training, Committee on Friendly Relations, Committee on General Meetings, Committee on the Library, Committee on the Museum, Committee on Publications) make brief written reports at these meetings. I would suggest that deans and other heads of departments be not asked to report unless you, as president, deem that there be special reason for such reports in the form of important announcements; that these two meetings be business meetings and not social events; and that they be not prolonged in time more than may be necessary."

"The second suggestion is that there be also one regular meeting of the College Faculties each semester and that these also be on fixed dates; that only the the regular college committees (Committee on Admissions, Committee on Discipline, Committee on Extra-Curriculum Activities, Committee on Student Work) report to these meetings; that regular reports of deans, registrars, and proctors, as in the University Faculty meetings, be omitted."

There followed action suggesting to the president the advisability of appointing a joint committee of members of the Kan Ho Yen and Ku Lou Faculties to arrange for records, statistics, and reports of the University.

Mr. Thomson, for the science faculty, suggested changes to be made in the Junior college, making the following schedule for science students which was adopted by the faculty: (See later action on January 29, 1923.)

SCIENCE COURSE
Junior College
First Year.

AUTUMN
Chinese 120
English 120
Physics 120
Rel. Ed. 120
Sociology 120

SPRING
Chemistry 121
Chinese 121
English 121
Mathematics 121
Rel. Ed. 121

Second Year.

Biology (For Agr. & For. students)
or Physics (For Pre.Med. & Science
students)..... 130
Chemistry (Qual. Anal.)..... 130
English..... 130
History..... 130
Rel. Ed..... 130

Agriculture (For Agr. & For. students)
or Chemistry Quant. Anal. (For Pre.
Med. & Science)..... 131
Biology (For Agr. & For. students) or
Physics (For Pre.Med. & Science stud. 131
Chinese..... 131
Economics..... 131
Rel. Ed..... 131

The motion was accepted to refer to a committee composed of the advisors, together with Mr. C. C. Chen and Mr. Sarvis, the matter of arranging for the Biology and Agriculture courses involved in the foregoing changes together with other changes thus made necessary in the Junior and Senior Colleges and in the third year of the pre-medical course.

Mr. Hummel reported action taken by the Admissions Committee asking that the Faculty approve this action, that it be referred to the Middle School Faculty for action, and then be referred to the Advisory Council for final action. The Faculty accepted each of the recommendations made by the Admissions Committee as follows in Note A, at the close of those minutes.

Dr. Coulter was called on and in response made very helpful suggestions concerning the management of work in classes of large size. Opportunity was given for questions and a general discussion followed.

Under New Business, announcement was made by President Bowen that the Regents of New York had granted permission to the University to recommend names of candidates for the degrees of M. A., M. S., and B. D. on the conditions stated in the letter which follows these minutes as Note B.

The members of the Faculty were requested by the librarian to hand in to the library all publications for which they have been responsible both before and after becoming associated with the University and by January 1, 1923 to hand in also requisitions for all books needed before June 1, 1923.

Attention was called by Mr. Sarvis to the following writings suggested as helpful to the members of the Faculty:

"Development of the Logical Method in Ancient China", a pamphlet by Dr. Hu Shih of Peking Government University.

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"Persistence and Elimination in Relation to Questions of Curriculum and Courses of Study", an article in the October, 1922, issue of Educational Review (Chinese) by Sterling G. Brinkloy of Soochow University.

Mr. Sarvis also announced that those interested in Dr. Lu's book mentioned above would be invited to attend a discussion of the book by Dr. Hamilton about January 8th.

The meeting was then adjourned.

Respectfully submitted,
C. Wade-Jones,
Secretary.

NOTE A.

The Colloge section of the Admissions Committee recommends that the Advisory Council of the University take the following action in response to a memo. from Mr. Cressy containing the minutes of an informal meeting of those in charge of admissions to colleges and universities in East China:

1. We are in hearty accord with plans for the standardization and classification of middle schools by means of:
 - (a) The colloge records of former graduates.
 - (b) Annual inspection supervised by the secretary of the East China Christian Educational Association.
 - (c) The use of intelligence tests in Chinese and of comprehensive information tests in Chinese and English in all grades where the use of such tests may be deemed practicable, beginning with the last, such tests to be given under the direction of the secretary acting with such committees as he may appoint.We shall be glad to use such tests in the Middle School of the University of Nanking and to cooperate in any way possible in their preparation.
2. We wish to express our great interest in the 6-3-3-4 plan and our willingness to introduce it into the University of Nanking as soon as practicable. In the meantime we shall plan to admit to the second year of our present five year Colloge course all students who have completed twelve years of preparatory study, who are graduates of first class middle schools, and who show by examinations that they have covered the required courses, including those of the first year of our Colloge. In this way we shall make it possible for graduates of first class senior middle schools to graduate from colloge in four years.
3. We wish to state as our policy that admission and classification after admission in the University of Nanking will be based on:
 - (a) The results of entrance examinations.
 - (b) The results of intelligence tests in cases where it is possible to apply them.
 - (c) The length of time previously spent in school.
 - (d) The quality of work done by the school as determined by all means at our disposal.
 - (e) The quality of work done by the individual as shown by his school record.Other things being equal, preference will be given to graduates from first class schools.

We recommend that for the immediate future each institution prepare its own examination questions and other tests, but we are heartily in favor of the preparation of comprehensive tests which may be used by all colleges and universities in such examinations; with the understanding that the tests be scored by the faculty in the institution to which application for admission is made.

We recommend that the secretary of the East China Christian Educational Association arrange for a single date in December and a single date in June when college entrance tests for all mission colleges and universities may be given in East China, and that he try also to enlist the co-operation of Central China in such a plan. Furthermore, we recommend that, at least in the larger centers, arrangements be made to give those examinations simultaneously in a single place, and that a uniform fee be arranged.

4. We approve of the use of the curve of normal distribution for grading students, and of the use of the numbers 1, 2, 3, 4, 5, as the symbols for recording such grades.

Respectfully submitted,
W. F. Hummel
For the Admissions Committee.

NOTE B.

THE UNIVERSITY OF THE STATE OF NEW YORK
The State Department of Education
Albany

Augustus S. Downing,
Assistant Commissioner and
Director of Professional Education.

October 10, 1922.

Dr. J. E. Williams,
Vice-President,
University of Nanking,
156 Fifth Avenue,
New York City.

My dear Dr. Williams:

I have pleasure in advising you that the Board of Regents, at a meeting held September 28, 1922, formally voted that permission be granted to the University of Nanking to submit to the Board of Regents candidates for the degrees of M. A., M. S., and B. D., following the same procedure as is now in effect for the degrees of B. A. and B. S., upon the following conditions.

1. That the courses of study leading to these several degrees be submitted in detail by the University of Nanking for approval by the Commissioner of Education.
2. That in the case of each candidate for the M. A. or M. S. degree, evidence be submitted that such candidate has only been admitted to the course leading to either of these degrees after having satisfactorily completed the required course and received the degree of B. A. or B. S.
3. That the application for a degree for any applicant be accompanied by a detailed statement of the work which he completed leading to such degree.

Will you therefore have forwarded to me, at your early convenience, detailed courses of study leading to the degrees named, with a view to the approval of those courses of study by the Commissioner of Education?

ASD:MD

Very sincerely yours,

(Signed) Augustus S. Downing.