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Administrative  
Cabinet - Minutes 1937-1939

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1054

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, October 2<sup>th</sup>, 1937.

MINUTES

Present: All members except W.B. Albertson, D.H. Song, and P.A. Scalley.

The Cabinet recommends the following Minutes to the President:

340. Minutes of last Meeting.

The Minutes of the last meeting were approved as circulated.

341. Visit of Dr. M. Stanley Jones.

The President reported on plans for Dr. Stanley Jones' visit, and after discussion it was

RESOLVED that the President, Dean Scalley, Dr. Song and the Chairman of the Religious Life Committee arrange if possible for Dr. Jones to address University and Middle School students three times.

342. Military Medical Corps.

The President reported on plans proposed for Medical, Dental and Pharmacy students to receive special training in First Aid, War Surgery and Anti-Gas.

343. Pharmacy Building.

A letter of October 6th was read from Dr. Meuser concerning plans for the proposed Pharmacy Building. Discussion followed as to the University's policy in regard to the future development of Pharmacology and the training of Pharmacists. Action was deferred till next meeting.

344. United Committee for Christian Universities, London.

Minutes of a special meeting of the United Committee, held on 5th May, were reported. Representatives of Hwa Chung and West China Union Universities both spoke of the work of their universities.

345. Cheeloo Medical Students.

The President reported that Commissioner Chiang has signified his willingness to grant up to \$1,000 towards the cost of accommodating Cheeloo Medical Students.

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346. Harvard-Yenching Committee.

A revised constitution of the above committee was received.

RESOLVED to recommend the following as the purpose of the Committee:

"Through this Committee the University shall seek to stimulate interest in the study of Chinese culture and to improve the methods of teaching them through the Department of Chinese, the Library and the Museum of Archaeology, Art and Ethnology.

RESOLVED that estimates covering the use of Harvard-Yenching funds be received by the Cabinet through this Committee.

RESOLVED to recommend the formation of a University Research Committee, one Division of which shall be for the promotion of research in cultural subjects.

RESOLVED to recommend that the members of the Research Division of Cultural Subjects be Messrs. D.S. Dye, S.H. Fong, Cheng Te-k'un and D.C. Graham.

RESOLVED to recommend to the Library Committee that it appoint two sub-committees, one Chinese and one foreign, to choose the books to be purchased with Harvard-Yenching funds.

RESOLVED to recommend to the Library Committee that the following be members of the sub-committees to choose books purchased with Harvard-Yenching funds :

Chinese: Profs. Tu Fong-fu and P'ang Ssu-chou  
Foreign: Profs. L.G. Kilborn and D.C. Graham.

RESOLVED to recommend that the University Museums Committee be representative of the Division of Archaeology, Art and Ethnology, the Division of Medicine and Dentistry, and the Division of Natural History.

RESOLVED that the members of the Division of Archaeology, Art and Ethnology, be Messrs. D.S. Dye, S.H. Fong, Cheng Te-k'un and D.C. Graham.

347. Minutes of Property Committee.

Minutes of the Property Committee of October 9th, 16th, 23rd and 27th, were presented.

RESOLVED that the Local Post Office and Local Branch of the Bank of China be permitted to instal electric light at their own expense, the equipment at the end of ten years to become the property of the University.

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should either tenant within ten years cease to rent these premises and leave the equipment, the University will reimburse the tenant for its share of the original cost of installation at the rate of one tenth of that cost for each year of the unexpired ten-year period.

RESOLVED that President Dsang and Dean Kilborn draw up an agreement to be signed by the parties concerned in the temporary occupancy of a portion of the M.S.M. Middle School Dormitory, made necessary by the coming of the National Central University to Chengtu.

RESOLVED to authorize the Property Committee to proceed with negotiations for the land offered for sale near the Education Building at a cost of not more than \$1,000 with all the graves removed.

RESOLVED that the President request Mr. S.C. Yang to secure the balance of money owing on the land expropriated by the Broadcasting Station.

348. Fees for Cheeloo Students.

RESOLVED that a special reduction in tuition fees only be allowed all Cheeloo students registering after October 26th. The fee shall be \$25. for the term.

349. Minutes of College of Science.

The College of Science recommended that arrangements be made for Prof. Ku of Chwan Da to give a series of special lectures on Anti-Gas Warfare for all students, that attendance be not compulsory and that the lecture hour be arranged by Messrs. Feng and Hwa:

Also, that 1 hour credit be given to those students who are now taking or who have taken Organic Chemistry, and who pass an examination in the subject.

RESOLVED on the recommendation of the College of Science that a graduate student of Cheeloo (Yang Hsi-hwei) be permitted to take courses in Biochemistry, Advanced Organic Chemistry and German, and that he be allowed to research with Profs. Sewell and Kao, but that he be registered as a regular student with undergraduate fees.

RESOLVED on the recommendation of the College of Science that the following student assistants be engaged:

Chen Chuin, to assist in physics 1-2 lab. and with notebooks, 3 afternoons per week.

Wen Ting-shan, to assist in Biology, 2 afternoons per week.

, Mathematics, to assist with notebooks:

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RESOLVED on the recommendation of the College of Science to add \$200 to the item "Additional teaching in First Year Science" and \$2,500 for 12 microscopes for Second Year students, to the request for help with extra teaching costs during war emergency period.

350. Scholarships.

The names of holders of scholarships for the year 1937-38 are as follows:

Wesleyan:	Donald Arnault; Liao Chwon-kwei; Dwan Shi-shian; Pen Hung-choo; Wu Shiou-fu; Miss Dsen Ngai-foi; Lu Pang; Fu Keng-lin and Liu Cheng-yuin.
Luke Halsco:	Fung Chwen-jon
Entrance:	Tsang Chung-wu; Wang Chin-shiao.
Stubbs Memorial:	Miss Wei Si-hsuen (Chemistry) Miss Cheng Deh-kwang (Science) Djang Guang-fu (Pre-Medical-Dental)
Pollard:	Chang Ch'ao-luei
Thompson:	Song Chu-yao
Mrs. Yin Hong Chao:	Fu Tin-sui
Harvard-Yenching:	Wang Pei; Peng Shi-shu; Miss Chen Sheng-lin
Pharmacy Prize:	Hwang Chung-hsia
Koh:	Li Ruen-min; Chang Yin-chien; Ho Deong-fu; Den Kwang-ih; Ho Sui-hwa; Yang Sen-shui; Chang Chin-yuen; Li Sen-tsu.
Chen Shih-chuin:	Miss Li Mia-yu (Maths-Physics)

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DR. LINDSAY  
N.B. 355.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, November 1st, 1937.

M I N U T E S

Present: All members except Mr. Albertson and Mr. Smalley.

The Cabinet recommends the following Minutes to the President:

Minutes of last Meeting.

The Minutes of the last meeting were approved as circulated.

351. Special Training Camp.

The President reported that it would be necessary for all Freshmen and those in 2nd and 3rd years who have missed camp training previously to attend Training Camp from January 2nd to February 28th.

352. Examination and Vacation Dates.

RESOLVED that the fall term close on January 18th; examinations taking place from January 7th to 17th; that registration for the spring term be from February 15th to 17th, classes to commence on February 18th.

RESOLVED that those who have to attend the Special Training Camp take their examinations from December 27th to 31st.

353. Enrolment.

It was reported from the Registrar's Office that enrolment figures as on October 29th were as follows:

	Men	Women	Total.
College of Arts	97	66	163
College of Science	102	44	146
College of Medicine & Dentistry	176	47	222
Totals	375	157	532

354. Students arriving late.

RESOLVED to approve Dean Smalley's action in receiving Miss Lo Shui-dsen and Miss Li Dze-yen of Yenching University as special students.

355. Pharmacy Building.

RESOLVED to submit the following statement to the Colleges of Science, Medicine and Dentistry for consideration and approval, and early report back to Cabinet:

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"It is generally conceded that the University grade pharmacist and the less thoroughly trained dispenser each has a place in China at present. We believe that the West China Union University should limit its work in pharmacy to the training of high grade pharmacists to provide adequate leadership for the profession and to take advantage of the numerous opportunities for original work in connection with the many drugs produced in West China. We do not, therefore, anticipate making provision for a large number of students in the Department of Pharmacy.

There be it

RESOLVED TO recommend that in the proposed Pharmacy Building be located classrooms for the teaching of students in Pharmacy, and also laboratories for research in pharmaceutical chemistry and for the experimental manufacture of pharmaceuticals;

RESOLVED to recommend that in this Building also be located a department of Pharmacology, which shall be prepared to serve in its teaching work both the Department of Pharmacy and the College of Medicine and Dentistry. This department shall be organized as a separate entity, so that the work in pharmacology will be separated from the present Department of Physiology and Pharmacology. Moreover, the Department of Pharmacology shall be prepared to undertake research work in connection with Chinese drugs.

RESOLVED to recommend that in view of the very great number of medicinal plants produced in West China and also of the great likelihood of government assistance being forthcoming for investigations concerning the action and manufacture of these local drugs, research should occupy an important place in the programme of the Departments of Pharmacy and Pharmacology.

RESOLVED to recommend that the proposed Pharmacy Building shall be similar in style and structure to the East and West wings of the Medical-Dental Building, and be planned in such a manner that future extensions to the rear will be possible.

355. Minutes of the College of Medicine and Dentistry.

RESOLVED on the recommendation of the College of Medicine and Dentistry that the offer of the Ministry of Education to provide two fellowships in Oral Surgery be gratefully accepted, details of the course to be presented later.

RESOLVED on the recommendation of the College of Medicine and Dentistry that all graduates of the College

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wishing to do so be granted the usual post-graduate study facilities on agreement and arrangement with the Dean and Head of the Department concerned.

RESOLVED that the revised budget of the College of Medicine and Dentistry be accepted as amended in their minute No. 1168.c.

RESOLVED on the recommendation of the College of Medicine and Dentistry that Bio-chemistry students be required to pay an annual fee of \$2. as do students in the Chemistry Department.

RESOLVED on the recommendation of the College of Medicine and Dentistry to request the loan of the services of Dr. Sharevitch from the Cheeloo Medical School as Odontal Surgical Technology Assistant.

357. Minutes of the Library Committee.

RESOLVED to ask the Library Committee to prepare a concise statement of regulations governing the borrowing of books from the Library, such statement to be published in the Cabinet Bulletin and for the information of guest teachers.

RESOLVED to inform the Library Committee that the University desires to extend to students and teachers of the National Central and Cheeloo Universities all the privileges of the Library.

RESOLVED to ask the Library Committee to reconsider regulations governing departmental libraries, and to report.

RESOLVED to suggest that the Library Committee recall all the books before the end of the present term, to be released later if required.

RESOLVED to suggest to the Library Committee that they make arrangements within their budget to protect rare and valuable books in the Library.

RESOLVED to accept the recommendation of the Library Committee requesting Mr. Chen Tze-shuen and Mr. Du Fong-fu to commence negotiations for the return of the Loh Library to its owners.

RESOLVED to agree to the engagement of a Library assistant to make a list of the Chinese books in the Library. Salary 30. per month, to be found within the Library budget.

358. College of Science.

RESOLVED on the recommendation of the College of Science to ask the Registrar to print as soon as possible after the opening of the fall term a list of all

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students; covering the following items: Names in alphabetical order, Chinese names, dormitory, course, registration number, year and college or department in which registered.

359. Minutes of Property Committee.

RESOLVED to approve the suggestion of the Property Committee that in the event of air raids teachers and students should take refuge in the basements of buildings.

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DR. LINDSAY

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, Monday, November 6th, 1937.

MINUTES

Present: All members except Mr. Albertson and Mr. Smalley, Visitor: Principal S.C. Yang.

The Cabinet recommends the following Minutes to the President: The Minutes of the last meeting were approved as circulated.

360. Property Committee.

a. City buildings for sale.

On behalf of the Property Committee, Professor Dye and Principal S.C. Yang reported that three fine temple and theatre buildings in the city were up for sale at a very reasonable figure; the buildings would meet the need for the adequate housing of the Museum of Archaeology outside of the present Library Building, and also provide an Assembly Hall. After full discussion it was

RESOLVED to write to Dr. Beech enquiring if he can tap financial sources interested in purchasing and preserving the above-mentioned buildings, the approximate cost of purchase, transportation, re-creation and modification of the buildings being \$15,000 gold.

b. Tannery.

RESOLVED to approve the building of the Tannery as recommended by the Property Committee, following the plan proposed by the Tanning Extension Course Committee, with the distinct understanding that the building must be erected within a cost of \$3,000.

c. War Emergency Extra Costs.

RESOLVED, if possible, to include in the war-time emergency request to the Government \$500 to cover the cost of staircases from the second floor to the attics of the Medical and Dental wings, so that these attics may be used as store-rooms, thus releasing rooms on lower floors for use as offices, etc.

d. Control of Educational Building.

A letter from Mr. Smalley was read concerning the difficulty in finding a room in the Education Building for the Department of History and Sociology.

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RESOLVED to ask the Property Committee to review the matter of the assignment of rooms in the Education Building and Vandeman Hall, and report back to Cabinet as soon as possible.

361. Rifle Storage and Drill Ground.

The question of finding rifle storage and a drill ground was raised and various suggestions made. It was decided not to take any action until the matter has been discussed informally with members of the Society of Friends.

362. Special Training.

A letter was read from Dr. C.K. Chu of the Commission on Medical Education, pointing out that medical and dental students are not required to take military training during the winter holidays as they are required to take their training in Hanking during the summer.

RESOLVED that the President take this matter up with Educational Commissioner Chiang, and if necessary an appeal from the Provincial Government's Order be sent to the Ministry of Education.

363. Chiu Fu Tuan.

The following resolution passed by a joint meeting of the Medical-Dental Council and representatives of the Chiu Fu Tuan was received, and the President was asked to forward a letter to Commissioner Li:

RESOLVED to express our sincere thanks to Commissioner Li for his very able presentation to our Chinese staff of the medical needs of the northern front. We wish to assure Mr. Li of the sincere desire of our Chinese staff to serve the National Government during this war emergency, and take this opportunity to re-affirm our previous offer to the Ministry of Education and the National Health Administration to be prepared to serve at their call.

The names appended are those of our Chiu Fu Tuan who desire to serve in groups upon the call of the authorities, the size and the membership of the groups to be decided upon after consultation with the authorities:

Interne Medicine: Drs. Lo Kwang-bi, Chiang Liang-yin, Wang Peh-ngen, Dwen Yu-chin, Tsao Chung-liang, Chang Chuin-ru, Beh Yin-tsai, Choo Hsi-doh.

Surgery: Drs. Wu Ho-kwang, Yang Chia-liang, Lo Lin-yuin, Chiang B. Schwang, Tso Bin, Hsia Yao-shan, Choo Hai-fan, Liao Wen-yu, Mao Wen-sen, Hsieh Hai-su

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Yang Dze-hao, Wang Yi-tsu, Pen Chie-ron, Chang Su-lin, Cheng Kueh-hwa, Chang Chin-hsien, Yu Doh-min, Deang Dai-min.

Pharmacy: Li Hong, Hsieh Chen k'o, Li Hsin-lung, Chi Gan-chen.

364. University's Accounts in Shanghai.

Letters were read from Mr. Glenn V. Fuller and Mr. W.S. Taylor of the Associated Mission Treasurers, concerning the transfer of accounts to Mr. Taylor and fixed deposits registered in his office for the University.

365. Lopez Hospital.

Dean Kilborn reported that Dr. Wallace Crawford has secured \$1,500 for the erection of a Lopez Hospital and an annual sum of \$300 for maintenance.

366. Visit of Dr. Stanley Jones.

RESOLVED to request the Religious Life Committee to consider ways and means of following up Dr. Jones' meetings, and report to Cabinet as soon as possible.

367. Form of Diploma.

Discussion took place concerning the form of Diploma to be granted under the Absolute Charter which the University holds from the University of the State of New York.

RESOLVED that such Diplomas be prepared and issued at a fee of \$15, the wording to be decided upon at next Cabinet meeting.

368. Director of Student Activities and Business Manager.

Mr. B.C. T'ang gave an interesting resume of the work of his office.

RESOLVED to receive Mr. T'ang's report with appreciation, and to express sympathy with his difficulties and appreciation for the way he is carrying on the work of his office.

369. Chinese Office Secretary.

RESOLVED to explore the possibility of securing a qualified Chinese lady office secretary.

370. Holiday?

It was reported that Friday would be observed as a holiday, being the anniversary of the birth of Dr. Sun Yat Sen

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371. Nonking Grant.

RESOLVED that the President should explain to Dr. Agnew the reasons for the inclusion of the item "Nutritional Study" in the National Government Grant, under the heading of the Department of Biochemistry.

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DR. LINDSAY

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held on November 15th, 1937.

MINUTES

Present: All members, except Mr. Albertson.

The Cabinet recommends the following Minutes to the President.

Minutes of last Meeting.

The Minutes of the last meeting were approved as circulated.

372. Staff Needs.

RESOLVED to send to the Library Committee and to the Deans of the three Colleges for their consideration and report the following paragraph from Dr. Beach's letter of November 1st:

"I would also like to know if you urgently need additional missionary teachers, men or women, and for what departments. Since all of the mission boards are making special appeals, it may be possible to secure missionaries for West China from some of our boards. It may be possible to secure the services of some of their missionaries who have been compelled to evacuate."

373. Special Student.

RESOLVED to receive Mr. Yang Wei-chih as a special student with the understanding that he cannot receive credits for this term's work. Mr. Yang's credentials have been lost en route but he is vouched for by Nanking University whose entrance examination he has passed.

374. Students living out of Dormitory.

RESOLVED to agree that Mr. Lu Tsao, a Cheeoo Medical student, be permitted to reside outside the M.E.M. Dormitory if Mr. Tang is satisfied with his place of residence and can vouch for him.

RESOLVED that the following women students be permitted to reside outside the Woman's Dormitory if their place of residence is satisfactory to Miss Fosnot:

Wang Yin-hwa, Lai Chen-chieh, Giang Chung-juin, Wang Li-ni, Chen Swei-yin, Chen Tse-yin, Chen Ih-djen, Tang In-gen.

RESOLVED that Mr. Fong report at next meeting regarding other students who will reside outside of Dormitories.

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375. Income Tax.

RESOLVED to instruct the Bursar to deduct from the salary of each member of the Chinese staff the scheduled amount of income tax, beginning from January 1937, and be prepared to pay this to the proper authority. The teachers are to be informed of this action and the amount to be deducted from their salaries. In future the amount will be deducted in monthly instalments.

376. Government Bonds.

RESOLVED again to call the attention of the Bursar and of the Superintendents of Hospitals to the necessity and urgency of paying for Government Bonds, to be purchased by the Chinese staff, as per Minute 328.

Note. We have been informed by the Ministry of Education that the Manking grant for October is being withheld until action has been taken on the above matter.

377. Athletics Committee.

RESOLVED to accept the recommendation of the Athletics Committee appointing Prof. Spooner and Dr. Cheo Hai-fan as members of the Athletics Committee in place of Mr. Chapman, whose resignation had been accepted.

RESOLVED that the President be asked to write to Mr. Deuny Chian, pointing out the necessity to devote more time to the care of University athletics, and to ask if Mr. Chian can make arrangements to give longer hours.

378. First Aid Stations.

RESOLVED to request the Medical-Dental Chiu Fu Tuan to aid the city authorities in anti-aircraft defence by staffing five First Aid stations in case of need.

379. Student Activities Committee.

RESOLVED to agree to the organisation of a Debating Society under the control of the Student Activities Committee.

RESOLVED that the sub-committee on Freshmen Week of the Student Activities Committee consult with the Deans of Arts and Science regarding the time and number of Freshman visits to Museums, Library etc.

380. Sanitation.

RESOLVED to request the University Health Committee to investigate the sanitary arrangements, wells, kitchens, etc. of dormitories and other university buildings, and to make any necessary recommendations to dormitory Principals and others concerned.

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381. Freshman Hygiene.

RESOLVED to request Dr. Bih F'ien-min to teach the Freshman Hygiene course at times convenient to the students. Vice-Chancellor Fong will arrange times in consultation with Registrar Hua.

382. Property Committee.

RESOLVED to agree to the recommendation of the Property Committee that Dr. Williams be authorized to erect a third storey above the present two storey annexe on the east side of the Dental Building for the use of the National Central University for the duration of the war, provided that \$500 be met by the National Central University and the remainder be provided by Dr. Williams.

RESOLVED to agree with the recommendation of the Property Committee that S.C. Yang, B.C. T'ang and L.C. Kilborn write an agreement of lease with Mrs. Yen for the house occupied by the Baptist Middle School students. (Deposit \$200, rental \$20 per month)

RESOLVED to agree with the recommendation of the Property Committee for the enclosure of an alcove in the basement of the Biology Building to be used as an office, the cost to be borne by the National Central University.

383. Status of Cheeloo Students.

RESOLVED to inform the Dormitory Principals that the Cheeloo students have been received as Loan Students of the University and that they should be treated equally in all respects in dormitories and university life.

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DR. LINDSAY

WEST CHINA UNION UNIVERSITY

Special Cabinet Meeting, November 18th, 1937.

MINUTES

Present: All members except Miss Fosnot and Mr. S.H. Fong.

Resolved to recommend the following minutes to the President:

384. University of Nanking.

Telegrams received by Bishop Ward and President Deang from President Y.G. Chen of the University of Nanking were read, stating that the war situation requires immediate removal; that they need accommodations for two hundred students and one hundred and fifty staff; that they will start for Chengtu immediately if it is possible to arrange accommodation; that they had wired Governor Liu and Educational Commissioner Chiang for assistance.

Dean Dye reported for the College of Science that re-adjustments could be made in several laboratories, making available some space, but that it would probably be necessary to fit up laboratories in the gymnasium of Hart College.

Discussion followed concerning the best means of providing laboratory and dormitory accommodation.

The possibility of securing part of the Kwei Shoh Yuan building was discussed and Principal S.C. Yang and Dean Dye were asked to make investigations and report.

The suitability and advisability of building a dormitory building utilizing the long wall joining the Medical wing of the Medical-Dental building as its rear wall was discussed.

RESOLVED to ask Dean Dye and Mr. Simkin to prepare plans and estimates for a dormitory building for the accommodation of 200 students (using double-decker beds in the students' rooms), for dining rooms, kitchens etc., the building to be located along the south side of the wall from the Medical wing to the Baptist Dormitory.

RESOLVED that Dean Dye and Mr. Simkin report said plans and estimates to the Property Committee so that they may be prepared to take early action.

RESOLVED that the President take up the matter of accommodating staff and students with Educational Commissioner Chiang, ascertaining how much financial assistance the Government is willing to grant; on receipt of this information an appeal be sent to the Cooperating

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Boards for assistance in meeting the balance  
of the cost involved in the coming of the  
University of Nanking to the W.C.U.U. campus.

RESOLVED to send the following telegram to President Chen,  
University of Nanking:

WELCOME. ESSENTIAL BRING ALL POSSIBLE EQUIPMENT  
AND CHEMICALS. RECOMMEND SENDING REPRESENTATIVE  
IMMEDIATELY AIRPLANE CONSULT PREPARING  
LABORATORIES LIVING ACCOMMODATIONS. - DEANO.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held November 22nd, 1937.

MINUTES

Present: All members.

The Cabinet recommends the following Minutes to the President:

Minutes of last meetings, held on November 15th and 18th, were approved as circulated.

385. Provincial Government Grants.

The President reported letters from the Provincial Govt. announcing that they had granted the sum of \$12,000 to the University for the year 1937-38, to be paid in quarterly instalments of \$3,000, plus a special grant of \$8,000 for apparatus and equipment.

(N.B. Goucher School has been granted \$2,000 for maintenance, plus \$5,000 for building costs, and W.C.U.U. Senior Middle School \$2,000 for maintenance).

RESOLVED to record grateful acceptance of these grants, and to ask the President to convey the thanks of the University to the Provincial Government.

386. Cheeloo.

RESOLVED that the Provincial Government's Grant of \$1,000 towards the cost of housing Cheeloo students be divided as follows:

M.E.M. Dormitory	\$268.22 for repairs.
	200.00 for furniture.
Men's City Dormitory	450.00 approx.
Women's City Dormitory	81.78 approx.

RESOLVED to request the Deans of Science, Medicine and Dentistry to submit reports covering the extra cost involved in teaching the 61 Cheeloo students already registered.

RESOLVED to endorse the action of the College of Medicine and Dentistry in welcoming Dean Shields' proposal to come to Chengtu.

387. Extra costs involved in receiving additional students from War Areas.

RESOLVED to report officially to the National Ministry of Education and to the Provincial Bureau of Education the present situation regarding the reception of

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students from war areas, and the extra cost involved through this action; also reporting the coming of the University of Nanking, and promising to forward details of anticipated costs in due course.

388. Anti-Aircraft Hospitals.

A letter was reported from the City Anti-Aircraft Office, concerning the establishment of emergency hospitals in the city in the event of air raids, their Office to be responsible for the provision of necessary chemicals and medicines, and asking the College of Medicine to provide doctors for five such hospitals, these doctors to take their own instruments with them. The Mission Hospitals have been asked to act as base hospitals.

RESOLVED to refer this letter to the College of Medicine and Dentistry asking them to report directly the names of the doctors manning the five hospitals.

389. Government Bonds.

were

Letters/read from Dr. Peterson concerning arrangements being made by his Hospital in the matter of purchasing Government Bonds.

RESOLVED to reply to Dr. Peterson that if agreeable to him the University will include in its report the names of the E.E.N.T. doctors on the staff of the University stating that they are purchase their Bonds through the Shan Si Kai Hospital.

390. Minutes of the Executive Committee, Board of Governors.

Extracts from Minutes of the Executive Committee, of the Board of Governors, held on September 10th, and of covering letters from Dr. Anderson and Dr. Garside were read, dealing in particular with the Policy of the University transfer of money through the Bank of China, Mr. Small's intended visit to the architects, the deferring of action on the proposed Pharmacy Building pending the receipt of further information from the University.

391. Pharmacy Building.

It was reported that the College of Medicine had approved of proposed plans for the Pharmacy Building as contained in Cabinet Minute 355, and that the Department of Pharmacology though housed in that Building continue to remain an integral part of the College of Medicine and Dentistry.

Dean Dye reported that the Science Faculty had also approved the scheme.

In connection with the proposed Pharmacy Building it was reported that a representative of the President of "Abbot of Chicago was visiting Chengtu and exploring the possibility of establishing a "Shan Research Foundation".

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RESOLVED to inform Mr. Yip, representative of "Abbotts" that the proposal to establish a foundation for the support of research in drugs is one in which the University is greatly interested through its present plans for the erection of a special Pharmacy Building. The University would welcome the cooperation of "Abbotts" in the creating and financing of a Chinese Drugs Research Foundation.

392. Inspector's Visit.

The President reported that the Inspector from the Bureau of Education was quite impressed by the fact that the University is helping so many students during this time of crisis.

The present enrolment is as follows:

New students	272
Old students	3 02
Total	<u>574</u>

393. Training Camp during Winter Vacation.

Vice-Chancellor Fong reported that apart from Freshmen, there were 54 students who should go to the Training Camp during the Winter Vacation: 18 in Arts, 7, in Science, 4 in Pharmacy, 16 in Medicine and 9 in Dentistry. He reported also that there were 7 other students who had requested permission to go to Training Camp.

RESOLVED to express sympathy with these seven students in their patriotic desire, but to point out to them ~~that~~ the difficulty of making up their work and fitting in examinations. (If they elect to go to Camp they will need to take supplemental examinations a week after their return).

It was pointed out that according to information received from Dr. Chu of the Commission on Medical Education it was not necessary for Medical and Dental students to take Camp Training during the winter vacation.

394. Wording of Diploma.

The wording of the Diploma granted under the University of the State of New York was approved as follows:

Diploma of the University of the State of New York.

Having satisfactorily completed the full course of study and all required examinations, and having been recommended by the Faculty of this Institution, and having complied with all provisions of law and of university ordinances,

John Smith

is hereby admitted by the West China Union University to the degree of

Bachelor of Arts in Education

In witness whereof the Faculty of the West China Union

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University grants this Diploma under an Absolute Charter and with the full authority of the University of the State of New York.

President  
Dean.

Seal.  
Date.

395. Housing of University of Nanking Students.

RESOLVED to approve the recommendation of the Property Committee to erect a row of one storey buildings along the wall between the Baptist Middle School Dormitory and the East wing of the Medical-Dental building, and also of a two storey building of three sections at the western boundary of the University property if the site proves to be large enough. A building comprising dormitories, kitchens, etc. to be erected separately from these two buildings in a suitable location.

N.B. the estimated cost of erecting these buildings and providing beds, stools, tables, etc. is approximately \$15,000.

RESOLVED to send a cable to the Board of Founders requesting a sum of \$5,000 gold to meet the emergency need for the erection of buildings to house students of Nanking University.

RESOLVED to request the Provincial Government to assist as far as possible with the cost of erecting these temporary buildings.

396. Property Committee.

Dr. Kilborn reported that Dean Wong of the National Central University desired to erect a room in connection with the West wing of the Medical-Dental Building to be used as a laboratory and office.

RESOLVED to grant permission to Dean Wong to discuss with the Property Committee plans for the erection of a room adjoining the West wing of the Medical-Dental Building.

RESOLVED to approve the purchase of a small organ to cost not more than \$40 for the use of students' organisations, the organ to be in the charge of Mr. F'ang.

397. Flag Raising Ceremony.

RESOLVED to approve the recommendation of the Dormitory Principals that Chapel services continue to be held at 7.30 a.m. and that Flag Raising be before breakfast, the first bugle to sound at 6.45, the ceremony to start at 6.55 and to close at 7 o'clock.

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398. Air Raid Preparations.

RESOLVED to request the Property Committee to make specific recommendations on the matter of special precautions to be taken against raids, bombing and fires.

399. Middle School Concert.

RESOLVED to grant the use of the Assembly Hall, Administration Building, to the Middle School for a concert to be held on Friday, December 3rd.

400. Student, Hsiung Ta-tsang.

A letter was read from Dr. Graham, concerning the bad behaviour and disrespectful attitude of the student Hsiung Ta-tsang.

RESOLVED that Hsiung Ta-tsang be required to make his apology to both the President and Dr. Graham and promise to reform. If he does not, he is to be suspended from classes till he has done so.

401. Prayer Room.

RESOLVED that the Faculty Common Room be open each noon for fifteen minutes for private prayer.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held on November 30th, 1937.

A G E N D A

The Cabinet recommends the following Minutes to the President.

Present: All members, except Mr. Albertson.

The Minutes of the last meeting were approved as circulated.

402. Special Help for Refugee Students.

It was reported that the Local Government had issued an Order to the effect that the University should make enquiries as to the financial needs of refugee students, and grant special help where necessary.

RESOLVED to report again to the Provincial and Henking Governments how many Loan and extra students received through the second entrance examination in response to Government Order have been admitted this term from war areas, pointing out that if the Government is unable to assist with meeting the extra teaching costs involved, the University cannot continue teaching these students next year, but will have to transfer them to other schools. Also to quote minute 86s. which limited the number of Entrants to 95, on financial grounds.

RESOLVED to make a study of the financial condition of students coming from war areas, and to endeavour to secure help for those in special need.

403. Request from Students for Courses related to the Political Situation.

A request had been received from the students that certain non-essential courses might be cut out this year and others more closely related to the needs of the present national situation be substituted.

RESOLVED to point out to the students courses of this nature already being given, also to appoint a committee composed of Deans Dye and Smalley, the President and Vice-Chancellor Fong to make a study of courses offered in Arts and Science to consider the matter further, and report to next Cabinet meeting.

404. Special Training.

Note was taken of an Order from the Provincial Bureau of Education to the effect that special training will be given during the war period by instructors appointed by the Szechwan Training

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Bureau to all students in the province from Junior Middle School grade up, except those who must go to the concentration camp and those who must take the Government examination, hwei kao. This training is to last for four weeks, schools being asked to close two weeks earlier than the fixed time, the dates recommended being January 2nd to 30th.

RESOLVED that all students in Arts and Science take their term examinations from December 27th to January 1st. The question as to whether Medical and Dental students shall take their examinations then shall be decided after the President has further discussed the matter with the Commissioner of Education.

405. Housing of Guns.

It was reported that permission had been granted by the M.E.M. College Board for the guns used for special training to be housed in the basement of Ackerman Building.

RESOLVED that one of the first charges against the Provincial Government grant be the University's share of the cost of providing racks for the stacking of the above-mentioned guns.

406. University of Nanking.

It was reported that in view of the fact that no replies had been received from the University of Nanking to two telegrams and two air-mail letters, a further wire had been sent via the American Consul, Hankow. In reply to this President Chen had wired to say that he expected to be leaving Nanking very shortly and to fly to Chengtu from Hankow.

RESOLVED to forward at once the cable and letters to America and England as recommended at last Cabinet meeting.

407. Letter from Mr. Cressy.

In response to a letter from Mr. Cressy, suggesting an united appeal to the mission boards for financial assistance during the emergency war period, it was

RESOLVED to write to Mr. Cressy and Mr. W.R. Taylor, giving details of the present situation and the financial difficulties arising therefrom, also reporting appeals made to National and Provincial Governments and to the home boards. Further, to ask Mr. Taylor to represent the University in any conferences to be held in Shanghai on the subject of such an appeal.

408. College of Medicine and Dentistry.

It was reported that Dr. T.M. Pi of Cheeloo had agreed to accept the invitation of the College of Medicine and Dentistry to become acting Head of the Department of Public Health.

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RESOLVED to confirm the appointment of Prof. T.M. Pi as Acting Head of the Department of Hygiene and Public Health.

Teaching of Histology & Embryology.

RESOLVED to endorse the recommendation of the College of Medicine and Dentistry that in view of the coming of Dr. C.H. Chang from Cheeloo, and the heavy teaching strain that the Department of Biology is now carrying, arrangements be made with the College of Science to carry on the teaching of the above subjects in connection with the Department of Anatomy.

409. Pharmacy Building.

Detailed minutes of the Heads of Departments, Science Faculty, were reported, concerning suggested plans for the use of the Pharmacy Building.

410. Air Raid Precautions.

RESOLVED to invite the Government Inspector to investigate the various basements as to their suitability for shelter during air raids.

411. Museums Committee.

RESOLVED to endorse the recommendation of the Museums Committee and forward it to the Faculty for acceptance - that the special committee for the Museum of Archaeology be Profs. S.H. Fong, D.S. Dye, Cheng Te-k'un and D.C. Graham; that the special committee of the Natural History Museum be Profs. D.S. Dye, H.C. Chang and Miss Pen Ta Shih; that the Medical-Dental Museum Committee be Profs. Bah Yin-tsai, Gordon Agnew, T.H. Williams and Feng Te-ran.

412. Harvard-Yenching Committee.

RESOLVED to recommend that the name of this Committee be Harvard-Yenching Fund Committee.

413. Minutes of the College of Arts Executive.

a. Prof. Paul C. Fugh.

RESOLVED to confirm the appointment of Prof. Paul C. Fugh as Acting Head of the Division of Education.

b. Goucher School.

Minutes concerning the Goucher School and its relationship to the University were reported. After discussion the matter was laid on the table pending further information.

c. Property Committee for Education Building.

RESOLVED that the Dean of Arts and the Head of the Division of Education be the Property Committee of the Education Building in cooperation with the University Property Committee.

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414. Athletics Committee.

A minute of the University Athletics Committee of November 30th, requesting the University to provide flags and badges for winners in the athletic contest this term was laid on the table.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held on December 6th, 1937.

MINUTES

Present: All members except Mr. Albertson.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting, approved as circulated.

415. Special Training.

The President reported information received from the Provincial Government Bureau of Education, granting the request of the University for exemption from Special Training during the winter vacation, for Medical and Dental students of the 2nd year and up and Pharmacy students of the 3rd and 4th years.

Arising out of this, it was

RESOLVED that the above-mentioned students take their examinations from January 10th to 15th.

RESOLVED that the times of the examinations be from 8-10 a.m.; 10.30 - 12.30 and 1.30 - 4.30; Mr. Fong to discover from the teachers how many subjects require a two hours' paper and how many three hours.

N.B. It was generally agreed that subjects to be completed this term required three hours papers and those continuing throughout the year only two hours.

416. Hygiene Course for Freshmen.

RESOLVED to ask Dr. Pi T'ien-min to arrange for the organization of a First Aid and Nursing Course for girl freshmen and others who have not credit for this Course, as well as for any others who desire to take it during January; the Course to last three hours a day for two weeks.

RESOLVED that the Hygiene Course for Freshmen to be given by Dr. Pi T'ien-min be postponed until the spring term.

417. Miss Lucy Burttt.

RESOLVED to discover from Mr. Sewell and the Friends' Service Council whether an invitation might be sent to Miss Lucy Burttt of Yenching to come to Chengtu to teach History in the University.

418. Applications for Appointments.

It was reported that Dr. Phelps had received enquiries from Dr. J.E. Spencer (Salt Administration, Chungking),

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Mr. Rockwood Chin of Changsha, and Dr. Lo Ch'uan-fang of Central China College, Wuchang, as to whether there were openings on the staff of the West China Union University which they might be invited to fill.

RESOLVED that in view of the inelasticity of the 1937-38 budget it is not possible to entertain any of these applications at the present time.

419. Physical Director.

The resignation of Mr. Denny Chien as Hon. Physical Director was received, to take place from December 1937.

420. Property Committee Minutes.

RESOLVED in accordance with Minutes 165 and 179 of the Property Committee to record the fact that the final adjustment of the boundary at the south of the Middle School campus has been made with Mrs. Lo, and that boundary stones have been set in the centre of the road, Mrs. Lo having agreed to pay one half of the cost of building up the road.

RESOLVED to place on the list of requests for allocations from the Provincial Government grant the sum of \$1,000 for improvement of sewage drainage of the campus.

N.B. The Missions should be requested to overhaul their sewage drainage systems.

421. Tanning.

RESOLVED to accept the report on Tanning submitted by Profs. Spooner and Kao, and to request them to go forward with the erection of the tannery.

It was reported that the Provincial Government had granted a sum of \$9,000 for the Tanning Department, to include \$3,000 to cover the cost of the erection of a tannery.

422. University of Nanking.

No further word having been received from the University of Nanking concerning our plans for accommodation on our campus, it was

RESOLVED to send to the President the following telegram:  
DELAYING PREPARATION ACCOMMODATION. URGENTLY NEED  
YOUR INSTRUCTIONS.

423. Minutes of the Executive Committee, Faculty of Arts.

RESOLVED to accept the budget of the College of Arts as revised by their minute 101, the total expenditure to be \$9,002, as approved by the Board of Directors.

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424. Goucher School.

Following up minute 100 h. of the College of Arts Executive it was

RESOLVED to request the Bursar to verify whether Goucher School accumulated deficit stands at \$1,419. as stated or whether part belongs to the Division of Education.

425. Budget Estimates.

RESOLVED to request the Deans and Heads of spending Departments to submit estimates for the year 1938-39 in time for a meeting of the Cabinet to be held on 27th December.

426. Organ for Assembly Hall.

RESOLVED to accept the recommendation of the Fine Arts Department concerning the accumulation of a fund from which to purchase a new organ for the Assembly Hall; and to request the Property Committee to set aside in their budget an annual sum of \$100 (the Fine Arts Department having agreed to do the same) for this purpose.

RESOLVED to recommend to the Faculty that it send a special appeal to the Board of Founders for a Hammond Electric Organ.

427. Provincial Government Grant.

RESOLVED to recommend that a sum of \$700 be allocated from the Provincial Government grant 1937-38 for apparatus and the preparation of histological material.

428. Athletics.

RESOLVED to suggest that the Athletics Committee approach the Dormitory Principals concerning the provision of hanners for winning teams in the autumn term dormitory contests; and to ask the Committee to make suggestions as to how credits can be given to students who participated in the autumn athletics.

429. Religious Life Committee.

Minutes of meetings of the Religious Life Committee of September 17th and November 17th were reported.

430. University Note-Paper for Private Use.

Mr. Tiang was asked to prepare samples of Chinese note-paper which could be sold to students and staff members for private use. Dr. Lindsay and Miss Robertson to submit samples in foreign style.

431. W.C.U.U. Senior Middle School.

Minutes of the Board of Directors of the above School, held on November 18th, were received.

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## WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held December 14th, 1937.

M I N U T E S

Present: All members except Mr. Albertson.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting were approved as circulated.

432. University of Nanking.

Letters were read from President Chen and from Bishop Ward concerning President Chen's arrival in Chengtu this week.

433. Szechwan Christian Council.

RESOLVED to make a contribution of \$20 to the Szechwan Christian Council for the year 1937-38.

434. Miss Lucy Burt.

Following up minute 417, it was reported that Miss Lucy Burt is a full member of the staff of Yenching and cannot be approached to come to Chengtu, except as it is possible to fit in a short visit on her way home on furlough.

435. Dismissal of student Chen K'ang.

RESOLVED to support the action of the President in dismissing the student Chen K'ang for writing a forged letter in an attempt to stir up adverse political agitation.

436. Note Paper for Private Use.

RESOLVED that Chinese and foreign letter headings for the private use of staff and students be accepted as presented.

437. Credits for Athletics.

RESOLVED to accept the recommendation of the Athletics Committee that for this year students who take part in any form of athletics be given  $\frac{1}{2}$  credit per term, but those on winning teams be given 1 credit. Marks should also be given.

Mr. T'ang was asked to supply the Registrar with the names of students who should receive credits and marks for athletics.

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438. Nursery School and Kindergarten Education.

A letter from Mrs. Spooner concerning nursery school and kindergarten education for children of the Faculty was laid on the table.

439. Special Training.

The President reported that the Local Government find themselves unable to carry out the concentrated camp training for Freshmen during the winter vacation. Freshmen will, therefore, remain in residence at the University and take their Special Training along with the other students, except Medical and Dental students of the 2nd year up and Pharmacy students of the 3rd and 4th years. Special instructors will be appointed by the Government, the Administrative Officers of the University being expected to assist in matters of discipline and certain of the teachers to give special courses. If possible the students taking the Special Training should be located in one or two dormitories. Women students will take First Aid and nursing training as already arranged. A board fee of \$4.50 will be charged each student.

RESOLVED to refer to the Dormitory Principals the question of housing the students during the period of Special Training, for report back to Cabinet.

RESOLVED to ask the Registrar to prepare a list of the staff, indicating the subjects they might teach during the period of Special Training.

440. Property Committee.

A. Bomb-proof shelters.

Reported that the Anti-Aircraft Bureau had been requested to send an inspector to see if the basements of University buildings will afford adequate bomb proof shelter during air raids. It was considered that since the Woman's College has no basement they should prepare a shelter against the north wall of their compound.

B. Re-registration of Property.

It was reported that because the University land is registered in the name of the Yin Kei Hwei, it is not possible to get exemption from taxes.

RESOLVED to write to the Missions reporting that the holding body of the property used by the University has been assigned \$2,500 of War Bonds for purchase, because the property is held in the name of a Mission rather than of an educational institution; and requesting permission from the Missions to make a statement to the Government that the land used by the university and belonging to each mission is held for the university for educational purposes.

RESOLVED that on receipt of the permission requested above,

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the President write to the Government informing them that all university land is used for educational purposes, and thus should be exempt from taxes.

C. Discontinuance of Gong.

RESOLVED to agree with the recommendation of the Property Committee that the sounding of the gong to indicate the commencement and ending of classes be discontinued for an experimental period, and to send a notice to all teachers.

441. W.C.U.U. Senior Middle School.

The Minutes of the Middle School concerning their request for a piece of land on which to erect a temporary dormitory to house 80-100 students were laid on the table pending further information.

442. Museums Committee.

RESOLVED to approve the recommendation of the Museum of Archaeology, Art and Ethnology, that Mr. Lin Min-guin make a special study and research in the coins of China, using the Museum coin collection as a basis for his research.

443. Research Committee, Division of Chinese Cultural Subjects.

RESOLVED to approve the recommendation of the above Committee concerning the allocation of the following sums from the grant from Harvard-Yenching funds set aside for research projects:

\$300 towards the cost of publishing Vol. IX of the Journal of the West China Border Research Society, plus a sum to cover the cost of illustrations and reprints;

\$150 towards expenses connected with Prof. Dye's research in tribal embroideries of West China;

\$100 towards expenses connected with Miss Tinker's study of Ch'uen Miao embroideries.

444. Minutes of Departmental Heads, College of Science.

Discussion took place concerning negotiations for the importation of apparatus via Haiphong, Yunnan and Chungking, and it was

RESOLVED to ask the President to make further investigations and report back to Cabinet.

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RESOLVED to accept the recommendation of the Extension Course Committee that the Agricultural Extension Course be one year instead of two.

RESOLVED to refer to the Registrar the question of preparing examination paper in booklet form, to be introduced as soon as possible.

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RESOLVED to refer to the Science Faculty and to the Deans of the Colleges for further consideration, the recommendation of the Heads of Science Departments concerning scholarships for graduate work.

445. Expropriated Land.

It was noted that the University is entitled to draw five instalments of the amount owing for land expropriated by the Broadcasting Station, i.e. \$3,609. The sixth instalment of \$1,173.14 will be paid at a later date.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held December 2 0th, 1937.

MINUTES

Present: All members, except Mr. Albertson.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting approved as circulated.

446. Transport of Freight.

A letter was read from Mr. Spoener concerning the possibility of transporting goods from abroad via Hongkong, Haiphong, Yunnanfu and Chungking. The President reported that he had been in consultation with the President of Chwan Da. After discussion it was

RESOLVED that President Dsang arrange with other college presidents in Chengtu to approach both the Provincial Government and the French Consul for special consideration in the matter of taxes and transportation of goods imported via Haiphong.

RESOLVED if the above negotiations prove satisfactory to group orders from the various Departments for chemicals, apparatus, etc. in order to facilitate transport by this new route.

447. Property Relationships.

Following up Minute 440 b. Vice-Chancellor Lindsay had written to the cooperating Missions; replies were read from Mr. Stockwell of the M.E.M. and Mr. Hibbard of the U.C.C.I., from which it seemed clear that the mission property used by the University was definitely held for educational purposes, and on that account should be exempt from taxes and any assessment for the purchase of War Bonds.

RESOLVED that the President and Vice-Chancellor Lindsay take up with the proper authorities the matter of claiming exemption from land taxes.

448. Housing of students during Special Training.

The Dormitory Principals reported that they were unable to concur in the suggestions made by Cabinet Minute 439 that certain dormitories be given over to the housing of students taking Special Training during January. Instead they suggested:

1. That students be allowed to remain in their respective dormitories.
2. That the Government be requested to find outside accommodation.

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3. That if (1) and (2) were found impossible, the students be housed in one or more of the teaching buildings.

After discussion it was

RESOLVED to refer back to the Dormitory Principals the matter of housing the students during the period of Special Training in January, for the consideration of another alternative scheme, the dividing of Special Training and Medical-Dental-Pharmacy groups by floors or buildings of each Dormitory.

449. Students desiring to join the Army.

A letter was read from the students, Cheo Tung-ho, Fan Chung-deh, and Fu Wei-cheo, stating that they wished to join the Army, and asking the University to keep their school records until their return.

RESOLVED that on their return to the University after the war, credits be granted to the students Cheo Tung-ho, Fan Chung-deh and Fu Wei-cheo, provided they pass the regular supplemental examinations.

450. Ginling College.

It was reported that Dr. Yi-fang Wu, President of Ginling College is coming to Chengtu with five members of her staff and about ten students. The Woman's College consider it possible to re-arrange their dormitory accommodation to house the Ginling group.

RESOLVED that the President send a letter of welcome to Dr. Yi-fang Wu and her group of staff and students.

451. Housing of the University of Nanking.

Discussion took place concerning the location of buildings to house the staff and students of the University of Nanking, during the course of which it was reported that President Chen had suggested to the Government when applying for a grant towards the cost of erecting buildings, that part of the buildings should be of such a nature that when the University returns to Nanking they may be used for an Agricultural Extension Course, specially directed towards the training of workers for rural reconstruction work. It was hoped that the Provincial Government would make a substantial grant and that the Board of Governors would accede to the request sent recently for \$5,000 gold.

On consulting the Hospital plans it was discovered that the Isolation Wards and Laundry of that unit would cross the wall joining the East wing of the Medical-Dental block and the Baptist Middle School Dormitory, and make impossible the carrying out of the proposal to build temporary dormitories along that wall. It was, therefore, suggested that the Isolation Wards and Laundry be built for

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temporary use as dormitory accommodation for the Nanking students. Various possible sites, involving the purchase of more land, were mentioned (a) south of the President's house (b) south of the Middle School dormitories (c) the Chu property between the Women's College and the C.M.S. Dormitory.

It was also suggested that the Canadian Mission be asked to permit the University to erect buildings on the Kiang Shi Kai property, which could afterwards be used for the suggested Agricultural Extension project. A further suggestion concerned a building on the Kwei Shoh Hang.

After full discussion it was finally

RESOLVED that the Property Committee discover from President Chen the number and size of the families, the number and sex of the single workers, together with his idea as to the number and size of rooms required for the housing of each group, and his preference concerning location.

RESOLVED that Mr. Simkin be requested to order immediately an adequate supply of river stone for foundations.

RESOLVED that as soon as information is received from the Provincial Government concerning the amount of money they are willing to grant towards the housing of the University of Nanking, the Property Committee consider the question of site and type of buildings and report back.

RESOLVED to enquire from the Canadian Mission whether they would favour the proposal to erect buildings on the Kiang Shi Kai property which could afterwards be used for agricultural extension work.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held December 23rd, 1937.

MINUTES

Present: All members, except Miss Foznot, Messrs. Albertson and Smalley.

The Cabinet recommends the following Minutes to the President:

452. Special Training.

RESOLVED to inform the Dormitory Principals:

1. that an Order has been received from the Provincial Government to the effect that the W.C.U.U. students shall receive their Special Training together with the students of Chwan Da, on their campus;
2. that they should return to the students taking Special Training, the unused balance of board money for the fall term;
3. that the Special Training students are required to take with them to Chwan Da beds and rice bowls, and that arrangements should be made for transporting the same.

RESOLVED to inform the students concerned that on Monday, December 27th, they must pay to the Bursar \$4.00 to cover their board during the period of Special Training, plus \$3.50 for a uniform, unless they already have a suit which meets with the approval of the Drill Instructor.

453. Missing Library Book.

It was reported that valuable books are missing from the Library, having been borrowed by outsiders.

RESOLVED to recommend to the Library Committee that they make a rule that persons not connected with the Union University shall not be permitted to take books from the Library building without suitable guarantees.

454. University of Nanking.

Discussion took place concerning the following recommendations of the Property Committee:

- a. That immediate steps be taken to erect a two storey brick section of the Laundry required by the University Hospital. This will provide sleeping accommodation for approximately 20 students. That the cost of such a building be met from the emergency fund of Gold \$5,000 requested from the Board

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of Founders, or borrowed temporarily from the Hospital Building Fund.

- b. That the University request the Canadian Mission to permit the temporary use of Hart College Gymnasium as a dining room, and the erection of a temporary kitchen south of the Gymnasium.

It is recognised that the University has no official authorisation to build the Hospital Laundry, but in view of the urgent need for immediate action because of the early arrival of Nanking students who are already on the way to Chengtu, and the fact that the Laundry will be hidden from sight by the Baptist Middle School Dormitory, the Medical-Dental building and future residences to the south, it was

RESOLVED to recommend to the Board of Directors that the Property Committee be authorised to proceed immediately with the erection of the two-storey section of the Hospital Laundry; the estimated cost (Gold \$5,000) to be met from the grant requested by cable from the Board of Governors, or failing that by borrowing temporarily from Hospital Building funds.

RESOLVED to request the Canadian Mission to permit the use of Hart College Gymnasium as a dining hall for the Nanking students and the erection of a kitchen.

RESOLVED to recommend to the Board of Directors that the University approach the Canadian Mission, suggesting cooperation in their Kiang Hsi Kai property project; requesting the present leasing of a piece of their land to the University (either in the North West or South West corner) large enough to erect a courtyard building for the immediate accommodation of the staff of the University of Nanking; the building to remain the property of the University, to be used when vacated by the Nanking group for a two-year Extension Course in Agriculture which it is hoped may be operated in conjunction with the rural activities of the Theological School and other reconstruction plans of the Mission.

RESOLVED that if the Canadian Mission agree to the above proposal the University shall pay for the crop which is destroyed by the erection of the building, and undertake supplementary negotiations for the removal of the graves in the centre of the property and to secure an acre for acre exchange of the land from which the graves have been removed for the land expropriated for the Wireless Station, and an indemnity for any acreage not covered by the exchange.

RESOLVED that if necessary and possible within the estimate another staff residence be erected on the Kwei Shoh Heng (West) property.

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RESOLVED to request Dean Dye to prepare plans and estimates for the Kiang Hsi Kai and Kwei Shoh Hang buildings, and to locate the site of the Hospital Laundry according to the Hospital plans.

455. Szechwan Christian Council.

RESOLVED to appoint the President and two Vice-Chancellors as the University's representatives to the Szechwan Christian Council.

456. Dr. Eugenia Sherevitch.

It was reported that Cheeloo Hospital had agreed (in response to request contained in Cabinet Minute 356) to pay Dr. Sherevitch \$75 a month to act as Odontal Surgical Technology Assistant in Chengtu until such time as she can go to Tsinan to undertake regular work.

457. Urgent Need for Clinical Facilities.

Minutes of the College of Medicine and Dentistry were presented and discussion took place concerning the imperative need for a reorganisation of the Clinical Facilities of the College of Medicine and Dentistry to meet the present crisis, and the following recommendations were approved:

RESOLVED heartily to invite the Clinical Teachers of the Central University Medical College to become, like those from Cheeloo, associate members of our staff in their respective clinical departments, while their College remains in Chengtu.

RESOLVED cordially to invite Dean Cheer of the Central Medical College to take the office of Dean of Clinical Studies, with full power to reorganise and direct the teaching programme of the combined clinical departments.

RESOLVED to request the Men's Hospital to apply to the Provincial Commissioner of Education for a grant of \$6,000 to increase the equipment available in this emergency for their medical teaching departments.

RESOLVED that Dr. H.G. Anderson be appointed as the College's representative with power to direct the above re-organisation scheme on its behalf.

RESOLVED in view of the above scheme to reaffirm our invitation to Dr. R.T. Shields to join our staff to assist in this proposed reorganisation.

Other recommendations to be considered at next meeting of the Cabinet.

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RESOLVED to accept the recommendation of the College of Medicine and Dentistry that in view of the increased staff and possibility of a much enlarged programme, the University inform the cooperating missions of these changes, and request them to increase their annual grants to the Council on Health Education.

458. Council of Higher Education.

RESOLVED to request Mr. W.R. Taylor to represent the University at the Council of Higher Education to be held in Shanghai January 19th to 21st, 1938.

RESOLVED to recommend to the annual meeting of the Council that in future travelling expenses of delegates be pooled.

459. Enrolment, Fall Term.

	Men	Women	Total.	
College of Arts	96	66	162	
College of Science	103	44	147	
College of Medicine and Dentistry				
Medicine	148	39	187	
Dentistry	55	13	68	564
Agricultural Extension Course			35	
Dyeing Extension Course			19	54
				618.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held December 27th, 1937.

MINUTES

Present: All members, except Mr. Albertson.

The Cabinet recommends the following minutes to the President:

Minutes of last meeting approved as circulated.

460. Loaning of Books.

Interpreting minute 453 it is suggested that the Library Committee, in making new regulations for the borrowing of books by persons outside of the University staff or student body, should provide for the loaning of books to these persons only on the approval of the Library Committee itself.

461. Cablegram from Board of Governors.

Receipt of the following cablegram on December 24th was reported:

WE SEND CHRISTMAS GREETINGS. FULLY APPRECIATE COURAGE DEVOTION STAFF STUDENT BODY. EVERY EFFORT WILL BE MADE SECURE EMERGENCY FUNDS.

West China Union University, Board of Governors, New York; China Union Universities Central Office, 150, Fifth Avenue, New York.

462. Housing of University of Nanking.

In response to requests contained in Minute 454, the following resolutions of the United Church of Canada Mission were received:

Resolved: That we agree to rent to the Union University for the nominal sum of five Chinese Dollars per year, payable each January 1st, a part of the Model Settlement land for the erection of buildings to accommodate the staff, or part of them, from the Nanking University; the lease to run for a period of five years, at the end of this period the matter of the continued use of the land will be reconsidered. During the period of the lease the University shall not use these buildings for any other than the two purposes named (staff residences and Agricultural School) without first obtaining the consent of the United Church of Canada Mission. The buildings so erected are to be the property of the Union University.

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In return for this the Union University agrees to render assistance in getting a settlement with the Government Radio Bureau for the expropriation of land from this estate, by getting the graves cleared off the land and obtaining land acre for acre adjacent to it or cash for the land taken.

The University also agrees to bear any expense incurred in settling with the present tenant for the crops destroyed in taking over this land.

Also that we appoint a committee consisting of H.C. Brown, L.O. Kilborn, E. Hibbard and G.W. Sparling on arrival to determine the area and location of the land to be rented.

Resolved, That we agree to loan to the Union University for a period not exceeding one year the gymnasium section of the Hart College Dormitory to be used as a dining room for the Nanking University students and to permit the erection of a temporary building at the rear to be used as a kitchen and that the Union University be permitted to make the necessary changes in the present building to fit this purpose, provided that none of these things involve the Mission in any expense.

Furthermore when the need for this building for this purpose is past the temporary building shall become the property of the United Church of Canada Mission and it shall be at their discretion to remove it or otherwise dispose of it.

Further all erections and changes shall be made in consultation with the United Church of Canada Mission and these shall all be sanitary and not become a nuisance.

Should the University wish to extend this use of these buildings beyond the period of one year it may be done after consultation with With and with the consent of the United Church of Canada Mission.

The following committee shall represent the Mission in making arrangements for these changes: H.C. Spooner, T.H. Williams, E. Hibbard and F. Dickinson on arrival."

RESOLVED to report this to the Board of Directors and to express sincere appreciation of the cooperation of the United Church of Canada Mission in this matter.

RESOLVED to recommend to the Board of Directors the erection of the courtyard building to house staff of the University of Nanking on the site granted to the University by the United Church of Canada Mission; and of a second staff residence on the Kwai Shoh Hang (west) site.

RESOLVED that the Property Committee proceed with the erection of these staff residences.

RESOLVED to secure from the Executive Committee of the Board of Directors approval of the above actions, by correspondence

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463. Dr. C.K. Chu.

A letter was read from Dr. C.K. Chu of the Ministry of Education, announcing the removal of the Ministry to Chungking, and enquiring about housing accommodation for his family in Chengtu.

464. Banking Account.

RESOLVED to request the New York office to open an account in the name of the University with the Hongkong and Shanghai Bank in Hongkong.

465. University Accounts.

RESOLVED to request the Bursar to provide the Cabinet with:

1. a balance sheet giving final statement of assets and liabilities of the University as on November 30th, 1937.
2. an estimate of income and expenditure for the remainder of the fiscal year.
3. hereafter, a monthly balance sheet, on the 2nd Monday of each month.

RESOLVED to appoint Mr. Sealey to take the place of Dr. Collier on the sub-committee to work out a system of requisitioning (Cabinet minute 233) and that the Committee be asked to make an early report.

466. Minutes of the College of Medicine and Dentistry.

RESOLVED in response to the request of the College of Medicine and Dentistry (Minute 1182d) to include in the allocation of Provincial Government grant a sum of \$5,000 towards the purchase of property adjacent to the Men's Hospital, to provide extra student dormitory accommodation and adequate out-patient facilities and increased accommodation for in-patients, to satisfy the new clinical educational needs which have arisen through the increased student body and the requirements of the Central University.

RESOLVED to request the Board of Directors to authorise the use of funds (amount to be decided later) from the China Foundation grant for University Hospital equipment for the purchase of equipment for this enlarged clinical Department, with the understanding that such equipment shall be transferred to the University Hospital when built.

RESOLVED to instruct the Bursar to pay on requisition to the Head of the department of Biochemistry the sum of \$250 (to be taken from the Provincial Government grant) for alterations and improvements urgently required in that Department.

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467. Minutes of the College of Science.

Minutes of the College of Science requesting permission to draw their share of the Central Government grant for the year 1937-38 were read, but inasmuch as only two months' instalments of that grant have been received it was

RESOLVED that the President write to the Ministry of Education, pointing out that the University has now purchased the required War Bonds, and requesting the resumption of monthly instalments of the grant for the year 1937-38; also to request the Ministry to pay its grants into the University's account in Chengtu rather than in Shanghai.

468. Minutes of Property Committee.

RESOLVED to request the Board of Directors to forward to the Board of Governors a request for \$10,000 Chinese currency to install a telephone system on the campus.

469. Budget estimates, 1938-39.

Preliminary consideration was given to the estimates submitted by the Colleges and Departments.

470. New Year Holiday.

RESOLVED to grant one day only for the New Year Holiday, i.e. Saturday, January 1st.

471. Minutes of Library Committee.

RESOLVED to approve the recommendation of the Library Committee that the sub-committee to select Chinese and foreign language books purchased with Harvard-Yenching funds be: Chairman of Library Committee, Messrs. Du Feng-fu, P'ang Si-chou, D.C. Graham, L.C. Kilborn, Chu Sao-bin, Mrs. Lindsay.

RESOLVED that if the Library budget does not permit of the engagement of an additional stackroom assistant, \$200 towards his stipend be secured from the Provincial Government grant.

472. RESOLVED to print in the Cabinet Bulletin the following information: concerning Library attendances and borrowings:

	Attendances	Borrowings
1935 Oct.	2,261	727
Nov.	2,468	746
1936 Oct.	2,204	925
Nov.	2,310	989
1937 Oct.	2,508	1,654
Nov.	3,299	1,196

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472. Summer Dormitory Fee.

RESOLVED that the Bursar be instructed to collect in the Spring Term registration an extra \$2. College fee to cover summer dormitory fee, this money to be refunded at the end of the summer to those not in summer residence; and that Vice-Chancellor Fong be asked to notify the students of this regulation.

473. Minutes of the College of Arts.

The Minutes of the College of Arts Executive were presented.

RESOLVED to invite Prof. P.C. Fugh, acting-head of the Department of Education, to attend Cabinet meetings when matters affecting the Department of Education are considered.

RESOLVED that for the sake of convenience the name "Department of Education" be used instead of "Department of Philosophy, Education and Fine Arts" as it appears in the Catalogue.

A contractual statement between the Board of Founders and the Board of Directors of the Goucher School was presented and received in principle. Vice-Chancellor Lindsay was requested to edit the statement for presentation at a later meeting.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held January 3rd, 1938

MINUTES

Present: All members except Mr. Albertson.

The Cabinet recommends the following Minutes to the President:

The Minutes of the last meeting were approved as circulated.

474. Correspondence. Letters were read from:

- a. Dr. Wu Yi-fang, concerning her early arrival.
- b. President Y.G. Chen, concerning the coming of the University of Nanking to Chengtu

RESOLVED to report to President Chen that work has begun on the erection of a dormitory for men students, the staff residences located in the North-west corner of the Chiang Hsi Kai property, near the street and away from the wireless station.

- c. Rev. V.H. Donnithorne, confirming the agreement that the land leased to the University by the Church Missionary Society may be reported to the Government as land used by the University for educational purposes only.

475. Special Training.

A petition was presented by 31 First Year Medical and Dental and 2nd Year Pharmacy students who desired to be excused from participation in the Special Training course being given at Chwan Da, and to substitute the special course in First Aid arranged by Prof. Pi T'ien-min.

RESOLVED to report to the Headquarters of the Special Training Bureau that the Deans of the College of Medicine and Dentistry require these students in First Year Medicine and Dentistry and Second Year Pharmacy to take a special course in First Aid in place of the Special Training Course at Chwan Da.

476. Leave of Absence for Dr. R.A. Peterson.

RESOLVED to grant short leave of absence to Dr. R.A. Peterson on health grounds, and to express the sincere wish of all the staff for his speedy and complete recovery;

RESOLVED to request the College of Medicine and Dentistry to make recommendations for the appointment of Acting-Heads of the Departments vacated by Dr. Peterson during his enforced absence.

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477. Registration and Opening Dates.

RESOLVED to change the Registration Dates for the Spring Term to February 14th and 15th, classes to commence on February 16th.

478. Biology Assistant.

A request from Mr. Cheng Min-chuin for an additional assistant for the Biology Department was referred to the Science Faculty.

479. Care of Non-replaceable Documents in the Mails.

RESOLVED that only the most important documents be photographed before being sent through the post. In all other cases a hand-made or typewritten copy is considered sufficient protection, provided double-registration be used when mailing.

480. College Fee.

RESOLVED to accept the recommendation of the College Principals that in printing new registration fee blanks the term "Dormitory Fee" be changed to "College Fee" (學舍費)

481. Extra Teaching Costs during War-time Emergency.

RESOLVED to include in a further request to the Central Government (when the Ministry of Education has moved to Chungking) a sum of \$2,500 to cover the extra costs involved in teaching Cheeloo students in the Departments of Anatomy, Bio-chemistry, Physiology and Pharmacology, Surgery and Pathology.

482. Water Storage Tanks for Fire Protection.

RESOLVED to include among the requests for allocations from the 1937-38 Provincial Government grant a sum of \$200 to provide additional water storage tanks in the Clock Tower and in the Medical and Dental Buildings.

483. Building Committees.

The Cabinet accepts the following Building Committees suggested by the Property Committee:

- a. Staff residences on Chiang Hsi Kai Property -  
D.S. Dye and R.L. Simkin.
- b. Hart College kitchen - Mrs. Li Ming-liang, D.S. Dye,  
R.L. Simkin, R.C. Spooner.
- c. Tannery - D.S. Dye, Y.L. Kao, R.L. Simkin, R.C. Spooner.

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It is understood that the Council of the College of Medicine and Dentistry is appointing a committee to undertake the erection of the two-storey section of the University Hospital Laundry to be known temporarily as the University of Nanking Men's Dormitory. The Committee is as follows @  
D.S. Dye, R.L. Simkin, L.G. Kilborn, A.W. Lindsay, H.J. Mullett, T.H. Williams.

484. School for Children of the Faculty.

Dean Dye, in behalf of a group of Faculty members, presented requests for grants of land, and \$1,000 to erect Nursery, Kindergarten and Primary School accommodation for the children of the Faculty. A lengthy discussion took place, and it was

RESOLVED to refer the whole matter to the sub-committee of the Department of Education which is considering the future policy and objectives of that Department, together with the question of the relationship of the Dewey School to the University.

It was suggested that it would be desirable to co-opt some of the parents concerned when discussing the proposal of the Faculty group.

485. Collection of Examination Fees.

RESOLVED that all examination fees be collected by the Bursar's Office instead of through the Registrar's office and be treated as regular income.

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Cabinet Meeting, held January 10th, 1938.

MINUTES

Present: All members.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting, approved as circulated, after Dr. Y. B. Shi's name had been added to the Hospital Laundry Building Committee named in Minute 483.

486. Special Training.

RESOLVED to inform the College Principals that the request made in Minutes 475 for exemption from camp training for 51 First Year Medical and Dental and 2nd Year Pharmacy students had been granted. These students must register for the First Aid course being arranged by Dr. Pi T'ien-min.

487. Student Hung Chien-shu.

RESOLVED that in view of the fact that Hung Chien-shu is repeating his year and has absented himself from term examinations without adequate permission, he be not permitted to take supplemental examinations. According to rules this means that he cannot repeat the year a second time, and must be notified accordingly.

488. China Christian Educational Association.

Letters of November 8th and 9th including information concerning six of the Christian Colleges in East China were presented, as was a letter of January 3rd from Bishop Roots, forwarding a telegram from Mr. Cressy urging attendance at the Council of Higher Education called for January 15th to 22nd.

489. Payment of Land Taxes.

Vice-Chancellor Fong reported receipt of a letter from the Government demanding payment of land taxes, which was referred to the committee for answer in accordance with Cabinet Minute 447.

490. Friends Service Council.

A letter from Dr. Henry Davidson was read, confirming the agreement that the land belonging to that mission and leased to the University is being used for educational purposes.

491. University of Nanking.2  
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A letter was reported from President Y.C. Chen, concerning their plans for their Rural Leaders' Training School.

492. Student Health Committee.

An interim report of the Student Health Committee concerning sanitary conditions on the campus was read, and it was

RESOLVED to request the Student Health Committee to send a copy of its findings to the Property Committee for information.

493. Goucher Junior Middle School Statements.

The re-edited statement concerning Goucher School was read.

RESOLVED to forward this statement to the General Faculty for acceptance and action.

494. Chinese Secretary.

It was reported that Miss Roberta Yao (recommended by Dr. Chen Hua and Mrs. Ufford of Shaching) had arrived in Chengtu and applied for the position of Chinese Office Secretary. Miss Yao graduated B.A. from Fudan University, Shanghai in 1933, since when she has taken a commercial course in Gregg's School, Shanghai, and had two years' secretarial experience.

RESOLVED to engage Miss Roberta Yao as Chinese Office Secretary at a commencing salary of \$50 per month until the end of the financial year, and to grant her \$100 towards her travelling expenses.

495. Assistance for Bursar's Office.

In view of the increased enrolment it is found necessary to give additional assistance to the Bursar's Office.

RESOLVED to record satisfaction on hearing that Miss Foster has offered to assist in the Bursar's Office, and that Mr. Moncrieff has released her from teaching English to enable her to do this. Further, resolved to add Miss Foster's name to the Committee appointed (Cabinet minute No. 258) to prepare a new requisition system.

496. Budget Estimates.

Full consideration was given to the budget estimates for 1938-39 to be presented to the General Faculty at its forthcoming meeting.

497. Leave of Absence for Mr. T'ang.

RESOLVED to grant leave of absence to Mr. B.C. T'ang so that he may attend the M.E.M. Annual Conference in Chungking.

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Dr. Lindsay.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, January 17th, 1938.

MINUTES

Present: President Deang, Messrs. D.S. Dye, S.F. Fong, L.G. Kilborn,  
A.W. Lindsay.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting approved as circulated.

498. Ginling College.

A letter was read from President Yi-fang Wu concerning office and classroom accommodation for the Ginling group, and a suggested plan for academic cooperation between Ginling and the W.C.U.U.

RESOLVED to discover the possibility of locating Ginling administration offices and teaching rooms in Vandeman Hall.

Dean Dye was asked to approach the Baptist Mission as to the possibility of moving their present kitchen to another location and erecting a wall in the hall in order to provide an additional room.

RESOLVED to request President Yi-fang Wu to secure \$500 to cover the cost of re-arranging and adapting rooms for the use of Ginling College.

RESOLVED to accept President Wu's suggested plan for academic cooperation between Ginling and the W.C.U.U. whereby Ginling faculty members would teach W.C.U.U. students and offer special courses for their majors, which would also be open to W.C.U.U. students; also that Ginling students be permitted to elect courses offered by the W.C.U.U.

499. Housing of University of Hanking.

RESOLVED to appoint Deans Dye and Kilborn as a committee (in consultation with Prof. Fugh) to discuss with the occupants the re-arrangement of rooms on the first and second floors of the Education Building in order to allocate administration offices for the University of Hanking.

500. Minutes of the Property Committee.

Minutes of January 3rd and 8th were presented, and minutes 216 and 217 concerning the police were noted.

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In regard to Minute 220 concerning the addition of a small room to the house occupied by Mrs. F.L. Cheng it was

RESOLVED to explore the possibility of extending Mr. Cheng's servants' quarters for the purpose of housing his picksho, and if the cost be within \$20 or \$30 to have this done. It was agreed that 50¢ per month be added to Mr. Cheng's rent to cover this additional accommodation.

501. Annual letter to the Missions.

It was reported that a letter in Chinese was being sent to the annual Church Conferences, covering the following points: political situation as it affects the work of the University; University finance; number of institutions from which the students have come; the religious life of the University and social service undertaken by the students; the University's unique opportunity to serve both Christian and Government institutions at the present time.

RESOLVED to send a letter to the Mission Councils and Conferences covering similar points; and to request the re-appointment of staff members going on furlough.

RESOLVED to request a committee composed of Messrs. Smalley, Fong, Sperling, Bishops Song and Ward, and Dr. Lindsey, to consider and propose a plan for the establishment of a Church for college graduates and their families in Chengtu.

RESOLVED to request the Canadian Mission to appoint Rev. James Redicott to Chengtu to organize such a Church.

502. W.C.U.V. Union Senior Middle School.

Following up Minute 441; because of administrative and disciplinary demands of the already largely increased enrolment of the School and in view of information received from the Bureau of Education indicating that pressure is not being brought to bear upon the Union Senior Middle School to open another class this Spring Term, it was

RESOLVED to inform the Senior Middle School that the University does not deem wise the proposal to accept a new class in the Spring Term.

RESOLVED to request Messrs. Dargent, Willmott and Lindsey to go into the matter of clarifying the relationship between the Union Senior Middle School and the University, and to report.

503. Board of Directors Annual Meeting.

It was reported that the Directors would meet towards the end of February. The Executive Committee should be asked to meet about February 10th.

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Cabinet Meeting, held January 24th, 1938.

MINUTES

Present: Messrs. L.G. Deeng, S.H. Fong, L.G. Kilborn, A.W. Lindsay, and F.A. Smalley. Visitors: D.L. Phelps, and R.L. Simkin.

The Cabinet recommends the following Minutes to the President:

The Minutes of the last meeting were approved as circulated.

It was agreed for the time being to withhold publication of Minute 501, resolution 3, concerning a nominee to organise a church for graduates.

504. Foundation for the Group-study of Jesus.

Dr. Phelps attended to present a proposal for the establishment of a Foundation for the Group-study of Jesus and after full discussion the following resolutions were passed.

Whereas it has come to our attention that certain individuals in the United States have become interested, through Dr. Phelps, in the establishment of a Foundation for the group-study of Jesus; and

Whereas the present emergency has brought to West China and to Chengtu university teachers and students from all parts of the nation, offering a strategic opportunity for presenting these young leaders of China with the challenge of Jesus' personality and way of life, and training them to act as leaders in the group-study method with the probability of thus spreading the method to other university centres of China; and

Whereas Dr. Phelps and Mr. Willmott, through their interest and success in organizing and leading such group-study, have demonstrated the effectiveness of the method which enables the student to make his own discovery of Jesus and ultimately to face the necessity of making a life decision; be it

RESOLVED that the West China Union University on the basis of the above facts give expression to this concrete form of religious functioning by approaching immediately through the American Baptist Foreign Mission Society and the United Church of Canada Mission the Davison Fund, the Riverside Church (New York City), the Movement for World Christianity, and other interested donors with the project of establishing a Foundation for the Group-study of Jesus, with a section in the University.

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RESOLVED that the University appoint Dr. Phelps and request the appointment by the West China Union University Senior Middle School of Mr. Willmott for half-time service to initiate and advance the work of the Foundation, when a sufficient sum from the budget of the Foundation has been provided to cover the cost of engaging teachers by the University and Middle School to substitute for the half-time involved in these appointments.

RESOLVED to present an estimate of U.S. \$6,000 as the amount required for the first year, to cover the following items:

Dr. Phelps, half-time salary	U.S.	\$1,500
Mr. Willmott, " "		1,500
Chinese associate, full-time		1,000
Chinese secretary, "		200
Travel Fund		500
Publication Fund		1,000
Training-seminars Travel Fund		500
	U.S.	<u>\$6,000</u>

505. Ginling College.

A letter was read from Dr. Yi-fang Wu, agreeing to be responsible for the sum of \$500 needed to readapt rooms in Vandeman Hall in order to assign a few rooms for the use of Ginling during the spring term.

506. Council on Health Education.

A letter was read from Dr. Billington, reporting the following resolution of the Medical Board of the Diocese of Western Szechwan (Church Missionary Society)

"THAT the grant for the year 1938 to the Council on Health Education be Two Hundred Dollars; and further that this year a special non-recurring grant of Five Hundred Dollars be given to the Council for the purchase of equipment."

RESOLVED to send a message of appreciation to the Medical Board for their valuable contribution to the Council on Health Education.

507. Board of Governors.

A letter was read from Mr. G.S. Bell, giving an informal report concerning the January meeting of the Board of Governors' Executive; in this letter he said that a resolution was passed urging the co-operating Missions to agree to the recommendation sent home by the University Board of Directors that an annual grant of \$3,000 Chinese currency be made to the W.C.U.U. Senior Middle School; and that each Board would agree

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to provide its share of that amount. These shares are as follows: U.C.C.M., M.E.M. and Baptist Mission \$750. each and the Friends and C.M.S. \$375. each.

A letter was read from Dr. Beech concerning the Governors' cable of January 10th in regard to permission to use \$5,000 towards the erection of dormitory accommodation for the Nanking students. From Mr. Bell's letter it would appear that this \$5,000 would be part of a grant made to the University from emergency funds raised by the Associated Boards for Christian Colleges in China. Dr. Beech also reported that Mr. Small would be returning in March to erect the new University Hospital.

508. Pharmacy Building.

A letter was read from Dr. Meuser, asking that the Directors send home to the Governors as speedily as possible a resolution recommending that he be authorized to raise funds for the Pharmacy Building.

509. Appeal to China Foundation.

On an urgent request from Deen Kilborn that an appeal be made for funds to equip a machine shop and to provide central heating plant and adequate plumbing for the new Hospital, it was

RESOLVED THAT an immediate appeal be made to the China Foundation for \$50,000 towards the installing of central heating and plumbing in the new Hospital.

Further, whereas there is at present for sale in Chengtu a well outfitted machine shop, the management of which has gone bankrupt because of the war, and the equipment is to be sold as a unit or piecemeal; and

Whereas the erection of the new University Hospital will call for a large amount of machine shop work which if undertaken by our own shop will result in the saving of a considerable amount of money; and

Whereas war conditions have made it impossible for us to secure from the east or abroad such hardware as bolts, braces, window and door fittings, etc. all of which are necessary in the erection of the Hospital, and such a shop can manufacture these locally; and

Whereas our various University laboratories and teaching departments are in constant need of a shop where pieces of apparatus can be made and where broken apparatus can be repaired; and

Where at the present time we have on our campus an expert machinist in the employ of the National Central University, who can take charge of such a shop and train

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machinists and assistants who can continue to operate the shop after the termination of the war; and

Whereas the machine shop will not only serve the W.C.U.U. but also the Cheeloo Medical College, the Colleges of Medicine and Dentistry of the National Central University, Ginling Women's College and the University of Nanking, now on our campus and lacking much easily made equipment which it will be difficult to secure from any other place; and

Whereas certain private individuals are willing to stand security for a loan sufficient to purchase the said machine shop with the expectation of securing a grant from the Foundation for this purpose; be it

RESOLVED to make an immediate appeal <sup>to</sup> the China Foundation for \$15,000 for the equipping of a machine shop in connection with the College of Medicine and Dentistry and the new University Hospital.

\* see footnote.

510. Tannery.

It was reported that the Committee of the proposed Chengtu Model Settlement on the East boundary of our property had requested the University to stop the building of the tannery because the present site is included in their future plans.

RESOLVED to stop the building of the Tannery and ask the President to consult with the Bureau of Reconstruction as to the possibility of the Bureau making an extra grant of \$625. to cover the cost of the foundations and materials used to date.

RESOLVED to ask the Property Committee to consult with Mr. Dickinson and Mr. Li Ming-liang as to the possibility of using the site S.W. of Santei now in use as a garden.

511. University of Nanking.

A report was made concerning the number of staff families and students already arrived or expected, and the amount of accommodation provided in the Chiang Hsi Kai residences.

512. Contract for Prof. Chu Shao-pin, holder of Chair of Chinese, provided by the Central Government.

RESOLVED to renew Prof. Chu's contract on condition that the University be not held responsible for any cut or stoppage in salary consequent upon any reduction which the Government may make in its grant.

513. Goucher School Deficits.

RESOLVED to refer to the Board of Directors the proposal of the College of Arts regarding the method of dealing with Goucher School deficits as recommended by the

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Department of Education.

513. Research in Cultural Subjects.

Minutes of the Research Committee, Division of Cultural Subjects, were presented, and it was

RESOLVED to approve the recommendation that certain Ch'uan Miao embroideries be permitted to be sent to the United States for study and photographing.

RESOLVED that the University secure permission from the Government to export and re-import these Ch'uan Miao embroideries.

RESOLVED to request the Harvard-Yenching Institute to accept the responsibility of keeping these embroideries while they are being studied and photographed, paying the cost of such photography, and later returning them to the W.C.U.U. Museum of Archaeology.

RESOLVED to request the Harvard-Yenching Institute to publish the work on Chuan Miao Embroidery compiled by Dr. Schuster and Miss Barbara Tinker.

514. Research undertaken by Staff Members.

Note was taken of Prof. Tu Fong-fu's application for funds for research on a comparison of the Yi King Classic with the Tao Teh King, which was approved.

RESOLVED that in future the Head of each Department make an annual report to the Dean of his College regarding research work undertaken or proposed by any member of his Department. The Deans of the Colleges shall include this information in their annual reports to the President.

RESOLVED that teachers wishing to undertake research work which calls for financial assistance must apply for such assistance to the Research Committee through their College Dean.

515. Finance.

It was reported that the second quarter's instalment of the Provincial Government's grant (\$3,000) had been received, and also \$1,500 towards the Tanning project.

\* Footnote to Minute 509:

This action was taken pending the approval of the College of Medicine and Dentistry, and in view of the fact that immediate action was necessary in order to make an appeal to the China Foundation in time for its annual meeting in February.

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DR. LINDSAY

WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting, held February 2nd, 1938.

MINUTES  
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Present: L.G. Dsang, D.S. Dye, P.B. Fosnot, L.G. Kilborn,  
A.W. Lindsay, F.A. Smalley.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting were approved as circulated.

517. Tannery.

Following on Minute 510, note was taken of a letter from the Bureau of Reconstruction recommending the University to make an official application for a sum of \$500 to cover the cost of removing the Tannery from its present site.

RESOLVED that the Committee for the building of the Tannery be authorized to proceed immediately with the erection of the Tannery on the new site proposed by the Committee, south west of San Tai.

518. Mr. Cressy's Proposed Visit.

A letter was received from Mr. Cressy, reporting on his plans to leave Shanghai on February 26th to visit Canton, Wuchang and Chengtu in order to study the present Christian educational situation; to establish an office of the Christian Educational Association in Chengtu; and to discover rallying points for refugee students and faculty members of the Christian schools.

519. Arrival of Ginling and Nanking groups.

It was reported that two faculty members and families and fourteen students of Ginling College had just arrived and were housed in Woman's College. A further party of forty-eight had arrived from the University of Nanking, including eight families and two women students.

520. Housing of University of Nanking.

It was reported that the residences on the Chiang Hsi Kai property were almost ready for occupation. The estimated cost of erecting these and the students' kitchen to the rear of Hart College gymnasium was approximately \$16,657. With the balance left over from the \$20,000 grant it was hoped to erect another residence on the Kweh-shoh Hang. It was expected that the University of Nanking would provide the necessary furniture for these residences and for the students' dormitory.

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RESOLVED to agree with the recommendation of the Property Committee to enclose with glass windows the balcony, 2nd floor, Biology Building, to provide an office for the Zoology Department of the University of Nanking.

RESOLVED in order to provide rooms for the housing of the Chemistry Department of the University of Nanking, to request the University Health Committee to move the University Health Clinic to rooms in the basement of the Education Building.

521. Student Health Service.

RESOLVED to request the University Health Committee to consider the advisability of approaching the administration of the various universities now located on the W.C.U.U. campus with the proposal of forming a joint health service for all students and staff, including in the plan the engagement of a full-time doctor and nurse, and to report back to Cabinet.

522. Biology Department, Soochow University.

RESOLVED to refer to the College of Science the request of President Yang of Soochow University concerning the possibility of housing the Biology Department of Soochow University in the Biology Building.

523. Minutes of the College of Medicine & Dentistry.

In reference to the appeal to the China Foundation for a grant for the purchase of machinery and tools of a machine shop (Cabinet Minute 509) it was

RESOLVED to agree to the action of Vice-Chancellor Lindsay in increasing the sum requested for the purchase of the above shop from \$10,000 to \$15,000.

In regard to Minute 1200 concerning the Reorganisation of Medical Clinical Facilities, it was

RESOLVED to request the Board of Founders for permission for the immediate building of the Isolation Building of the new University Hospital, two storeys instead of one storey high, to provide for the Isolation Hospital staff, and that work on this Building be begun on the return of Mr. Small, the foundations to be put in as soon as possible.

N.B. This building would be used temporarily to care for chronic cases from the Sze Shen Si Men's Hospital.

RESOLVED to borrow sufficient funds for the equipping of the enlarged O.P.D. and the Isolation Hospital from the China Foundation's grant for equipment of the new Union University Hospital. To include in our 1938-39 appeal to the Provincial Government an equipment

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grant to cover this expenditure.

It was reported that a lath-and-plaster two storey building to house sixty male students is to be located to the rear of the Women's Normal School, with an entrance on Hsin Heng Dze.

524. Assistance to National Central Dental School.

RESOLVED to approve the recommendation of the College of Medicine and Dentistry that the Dental Staff members be authorized to render certain teaching facilities to the above School in its present teaching emergency.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held February 7th, 1938.

M I N U T E S

Present: All members, except D.S. Dye and B.C. T'ang.

The Cabinet recommends the following Minutes to the President:

Minutes of last Meeting approved as circulated.

525. Ginling College.

It was reported that four Ginling faculty members are now housed in the Woman's College and three men teachers in the city.

526. Cooperation between Ginling College, University of Nanking, Biology Department of Soochow University, and W.C.U.U.

Recommendations of the College of Science concerning a plan for academic cooperation were received.

RESOLVED to ask the Deans of the Colleges of Arts and Science to call a meeting of the Heads of Departments to meet with representatives of Ginling College, the University of Nanking and the Biology Department of Soochow University to work out a programme of courses and timetables, and report to the Cabinet as quickly as possible.

527. Housing of Nanking University.

A letter was read from President Y.C. Chen of the University of Nanking concerning their immediate plans.

We learn that the Agricultural Department of the University of Nanking has approached the U.C.C.M. directly for the use of certain portions of Hart College for offices and classrooms and laboratory accommodation; and the Maths-Physics Department has also made requests for rooms in that College.

RESOLVED to approach the U.C.C.M. with a coordinated request.

A letter from the University of Nanking was reported, requesting permission to add eight tables in the main reading room of the Library and for accommodation for their Library staff of six who would cooperate with the W.C.U.U. Library staff; also seeking stack room for about four thousand books.

RESOLVED to request the Museum Committee to consider restoring to the Library for temporary use the North-East room on the ground floor so that this room may be allocated to the University of Nanking for the housing of books.

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528. Property Committee Minutes.

The assignment and re-assignment of rooms in the Education Building was noted as follows:

University of Nanking - Rooms 2, 3, 10, 12, 14, 21 and 23.  
Mr. S.D. Liu - No. 20.  
Student Christian Movement - No. 8.  
Women's Rest Room - No. 9.  
Bicycles - No. 1.

RESOLVED since the S.W. corner room of Vandeman Hall has now been made habitable (through the removal of the kitchen) to allocate this room to the Social Research Bureau.

529. Tannery Site.

Since there is no unanimous recommendation concerning the position of the building on the new site of the tannery

RESOLVED to ask the Property Committee to look up the Prip-Moller plans and discover whether it is possible to align the building in such a way as to fit more harmoniously into those plans.

530. Summer College Fee.

RESOLVED in the case of day students that we do not require the payment of the \$2. Summer College Fee.

531. China Foundation - Hospital Equipment Grant.

It was reported that the China Foundation had deposited in the Bank of China, Shanghai, a sum of \$6,250 to the credit of the University, being the third instalment of their 1937-38 equipment grant for the new University Hospital. Mr. Clarence L. Senn, Director of the Foundation, reported that Dr. Beech had telegraphed asking that this instalment of the grant be remitted to New York in Gold, but that these instructions had been received after the deposit had been made.

532. Appeal to China Foundation.

The President and Vice-Chancellor Lindsay reported interviews with Dr. Y.T. Tsur, Vice-Chairman of the China Foundation concerning the University's request for a grant of \$50,000 towards the installing of plumbing and heating systems in the new University Hospital.

RESOLVED to write a further letter to the Foundation, saying that because of these conversations with Dr. Tsur, the University desired to withdraw its asking for plumbing and heating plants, and to substitute an appeal for the sum of \$25,000 for Hospital Clinical Laboratory equipment, and \$10,000 for additions to the Medical-Dental library.

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533. Banking Accounts.

Discussion took place concerning the best banking arrangements to be adopted at the present time. It was

RESOLVED to keep a Bank Account in Shanghai to meet all needs; to transfer from Shanghai \$40,000 to be placed on fixed deposit in the Bank of China, Chengtu, and to inform the New York Office of this action; and to renew our request that the Board of Founders open an account in Hongkong.

534. Freight.

A letter from Mr. Sewell was read, asking the advice of the Cabinet concerning the transporting of 9 cases of chemicals from Hongkong to Chengtu via Indo-China and Yunnan,

RESOLVED to reply to Mr. Sewell, stating that no action can be taken until the appropriate Government Passes have been received; but that on receipt of these passes he should give instructions that these chemicals be transmitted by this route; and when the cost of such transport is known a decision would be made as to how the additional cost (i.e. beyond the normal) is to be met.

535. The Loh Library.

RESOLVED to ask the President to write a formal letter to Mr. Loh notifying him that his books are being moved from the Library to the Administration Building, west room, 2nd floor. The books will not be insured, but reasonable care will be taken of them.

536. Athletics Director.

The question of nominating an Athletics Director was referred to the Athletics Committee. Three applications have been received.

537. University Health Committee.

Following minute 520, the University Health Committee reports as follows:

"That we agree to the proposal that the Clinic operated by the Student Health Committee be moved from the Biology Building to the basement of the Education Building, and that a committee consisting of R.G. Agnew, Y.T. Beh and H.L. Li be given power to arrange the necessary details."

538. Science Student.

RESOLVED to grant permission to Miss Dsen Hsiang-min to live out of dormitory at the discretion of the Dean of Women.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, February 14th, 1938.

M I N U T E S

Present: All members, except Mr. Albertson.

Minutes of last meeting approved as circulated.

539. Building of Hospital Laundry.

A letter was reported from Dr. Beech concerning revised plans for the Hospital Laundry and Isolation Hospital, and concerning a gift of \$5,000 to cover their building costs; reporting that Mr. Small would be leaving Canada on April 2nd; and asking for estimates of extraordinary expenses likely to be incurred by the University, outside of the regular budget.

A letter was reported from Mr. Evans, concerning financial arrangements, i.e. the using up of money in the bank against the regular grants from the Board of Founders and Harvard-Yenching Institute deposited in New York.

540. Housing of University of Nanking.

A copy of a letter written by Miss Ward on behalf of the University of Nanking to the U.C.C.M., requesting classroom and laboratory accommodation in Hart College, was noted. The request was referred to the Property Committee to correlate the askings of the Departments and to make the necessary adjustments.

541. Greetings from Friends Service Council.

A letter was read from Mr. Sewell, conveying a message of sympathy for China from the Friends Service Council and encouragement to the Faculty in its extra responsibility of the present time.

542. Acceptance of New Students Spring Term 1938.

A letter was read from Mr. Sewell concerning the acceptance of new students for the Spring Term, in view of the shortage of apparatus, chemicals, and classroom space. It was

RESOLVED that for this term we allow no students to be registered without the approval of the Dean of the College concerned, who shall report to the Registrar and to the Cabinet.

RESOLVED to enquire of the College Principals how many more students they can accommodate easily or by crowding. Further, that they should inform the administration when students leave, so that the vacant rooms may be offered to other students.

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RESOLVED that Deans accept students in accordance with the class room and laboratory accommodation available, no matter whether students reside in the Dormitories or outside the campus.

543. Soochow University, Department of Biology.

A letter from President Yang of Soochow University was reported, asking whether the W.C.U.U. can accept a few teachers and students from their Department of Biology.

RESOLVED to extend a hearty invitation to the Department of Biology of Soochow University to come into the W.C.U.U. on the same basis as the Chee-Loe students and teachers.

(7 women and 7 men students, 3 professors and 2 women assistants)

544.. Permission for women students to live out of dormitory.

RESOLVED that as a general rule Mr. B.C. Yang shall investigate the proposed residences of women students desiring to live out of dormitory.

545. Payment of Fees.

With regard to students who are unable to pay their fees on registration dates, it was

RESOLVED that except in the case of Chee-Loe students whose board and tuition fees are guaranteed by Chee-Loe staff members, the College Principals be requested to investigate each case, and, if satisfied, recommend to the Bursar that the payment of tuition fees be delayed for one month, each case to be reconsidered at the expiration of that period.

RESOLVED that as far as board fees are concerned, we suggest that the College Principals delay action until the President has reported his interview with the Government Committee that is considering the assistance of refugee students.

546. Miss Roberta Yao.

A letter from Miss Roberta Yao was reported, in which she asked for a grant of \$50 to cover the cost of furniture and kitchen utensils, in order to set up house, since it was impossible to find a family to accommodate her. After discussion it was

RESOLVED to make a loan of \$50 to Miss Yao, to be repaid at the rate of \$5. per month.

547. Personnel in the University.

A letter was read from Mr. Smalley, concerning the withdrawal or use of part-time by the Missions of personnel of the university staff without considering the financial loss to the University, and the consequent reduction of mission support to the University.

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RESOLVED to forward to the Board of Founders and to the Missions a roster of those mission appointed staff members who have been lost to and gained by the University since 1925, in order to demonstrate the net loss in personnel, and to seek help in remedying the situation.

548. Visit of Mr. H.T. Silcock and Dr. Rufus H. Jones.

It was reported that Mr. H.T. Silcock is due in China in April and that Dr. Rufus Jones will probably arrive about the same time. They are expected to visit Chengtu.

RESOLVED to send a letter of welcome to Mr. Silcock and Dr. Jones.

549. Resignations from Committees.

Letters of resignation from Committees were received from Deans Kilborn and Smalley.

RESOLVED to accept Dean Kilborn's resignation from the Property Committee and to appoint Dr. Williams in his place.

RESOLVED to accept Dean Smalley's resignation from the Library Committee and to appoint Mrs. Kennard in his place.

550. Teaching of Tibetan Language.

A letter from Mr. Smalley concerning the advisability of teaching the Tibetan language was referred to the College of Arts.

551. Minutes of the College Principals.

The minutes of the college Principals meeting of February 10th were received.

552. Location of University Health Clinic.

RESOLVED to accept Plan "B" of the University Health Committee as presented by the Property Committee, detailing the housing of the University Health Clinic in the east wing basement of the Education Building.

RESOLVED to ask the President to inform the Mass Education School that they must move from the basement of the Education Building. The rooms at present occupied by them are needed by the University.

RESOLVED to ask the Property Committee to present to the University of Nanking estimates for the cost of making necessary changes in the basement of the Education Building to house the University Health Clinic, in view of the fact that the clinic has had to be moved from the Biology Building to suit the convenience of the Chemistry Department of the University of Nanking.

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553. Tannery.

RESOLVED to accept the recommendation of the Property Committee that the Tannery be located S.W. of Sun Tai, 25 feet from the present wall and 50 feet north of the stream, the long axis running directly east and west.

554. Dr. Hien Won-yi.

The request of a Dr. Hien Won-yi of Anhwei University (and Paris) who desires to do research work in connection with the W.C.U.U. was referred to the College of Science.

555. Research work in Biology.

The President reported that a number of prominent teachers of Biology who are in Chungtu at present desire to do research work, and that the Government is considering the matter of giving them some help in this direction.

556. Athletic Committee.

RESOLVED to adopt the recommendation of the Athletic Committee and approach Mr. Lu Peh-chuan with a view to his acting as University Physical Director at a salary of \$50. per month for half-time service. Further, that Mr. Yang Bin-tie be appointed as full-time assistant to the Physical Director at a salary of \$40. per month.

557. Student Relief.

Dr. Kilborn reported the receipt of a letter from the National Y.M.C.A. Changsha concerning the organization by the Y.W.C.A. and Y.M.C.A. in various centres in China of relief work for students.

RESOLVED to approach the Chungtu Y.W.C.A. and Y.M.C.A. with a view to their organizing relief work for refugee and other students in Chungtu.

558. Soochow University.

RESOLVED that the President shall approach the Government, seeking a grant for the erection of a small temporary dormitory of three rooms to house the over-flow of University of Nanking and Soochow women students on the woman's College grounds.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, February 21st, 1938.

MINUTES

Present: All members except Mr. Albertson

259.

The following attended to discuss the matter of Air Raid Precautions:  
President Y.F. Wu, President Y.C. Chen, Dean J.L. Wong, National  
Central University; Prof. Liu, Soochow Biology Dept; Principal  
S.C. Yang, and Principal Yang, Goucher School.

Discussion took place concerning procedure to be followed during air raids. It was decided to present to all College Principals and other members of the staff the following:

First warning: Siren and five guns.  
Second warning: Siren only.  
All Clear Signal: Siren and three guns.

The Clock Tower Bell will not be rung

On receipt of the second warning the University gates will be closed.

No notice is to be taken of the first warning. Classes are to go on as usual.

No one is to run out into the open because of the danger from machine gun bullets and shrapnel which may be more dangerous than the bombs themselves.

If you happen to be out of doors and cannot get into a building you should lie down in a ditch, under a tree or bush, or near a wall.

The house committee of each building is responsible for instructing the occupants of the various rooms to which part of the basement they should proceed on receiving the second warning.

Sand bags should be provided for barricading the windows of basements.

During air raids windows on the first floor and upwards should be opened to avoid the danger of windows breaking through an explosion.

Staff and students in all buildings with good basements should proceed to take shelter there.

Women's College students should proceed to the new dormitory or to the Library basement.

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Students in G.M.S. Dormitory and teachers in nearby residences should proceed to the basement of the Biology Building.

Occupants of the Administration Building should proceed to the hall corridor or to the basement of the Education Building.

The staff should instruct their children and servants where to take shelter if the parents are not at home when the second warning is given.

560. Minutes of last meeting, approved as circulated.

561. Reconsideration of scope of work of Religious Life Committee.

RESOLVED to request the Religious Life Committee to invite a representative from Soochow Dept. of Biology, and two or more from the other university groups now with us to join the Committee to care for the religious life of the whole campus.

562. Academic Cooperation.

RESOLVED to institute a Joint Administrative Committee of the Universities now on the campus to deal with common problems. The membership of the Committee to be as follows:

W.C.U.U.	The Cabinet members.
Soochow	Prof. Liu Ch'en-chao.
Ginling	President Wu Yi-fang
National Central	Dean Cheor
Checloo	Dr. Hou Bao-chang
University of Hanking	President Chen,
	Prof. Ni Tsing-yuan, Dr. Ko Siang-feng

It was suggested that this Committee should meet at least once a month.

RESOLVED that in addition to the above-mentioned committee, we request that Departments of each University work as far as possible in close cooperation with the same Departments of the other Universities, keeping in touch and discussing matters of curriculum and teaching facilities.

RESOLVED that procedure for students of one institution desiring to take courses offered by the other institutions be as follows:

1. The student applies to the office of his own Dean who will refer him to the Head of the student's Major Dept. or his Course Advisor.
2. If approved, the student secures a form from his own Registrar and hands it to the Registrar of the institution concerned.

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3. The Registrar of the institution in which the student desires to take the course or courses will give the student a Class Card which is to be initialled by the Dean and/or Professor concerned.

RESOLVED that where two institutions have similar courses students are required to take the course offered by their own institution.

563. Pharmacy Building.

A letter from Dr. Heuser concerning his plans for raising funds for the Pharmacy Building was read.

564. Ministry of Education.

Letters were received from the Ministry of Education concerning standardised curricula for all universities; and enquiring how many more loan students the University can receive.

RESOLVED to report to the Ministry the names of the institutions now resident here and the number of students from other Universities who have arrived since the beginning of the academic year, explaining why we cannot register more loan students.

565. Building of University Machine Shop.

RESOLVED that the Hospital/<sup>Laundry</sup> Building Committee proceed with the erection of a portion of the Hospital Shops, to the extent of a forty foot west extension to the Hospital Laundry building. The cost to be met from a balance of funds in hand for the erection of the Laundry and the Chiang Hsi Kai buildings.

566. Extra Room for use of Library.

Note was taken of the fact that the Archaeology, Art and Ethnology Division of the Museums Committee had agreed to make available the north-east room on the ground floor for the temporary use of the Library; but in view of the fact that the University of Nanking will wish to use the room in the evening and as the Museum is not open at that time, the Library Committee suggests that this room be used by the Chinese Department and that the staff of the University of Nanking use the South-West room now used by the Chinese Department.

RESOLVED to approve the recommendation of the Library Committee that estimates for additional furniture in the Library to house their staff in the South-west room be forwarded to the University of Nanking.

567. Borrowing of Expensive and Rare Books from the Library.

RESOLVED to approve the recommendation of the Library Committee

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that non-members of the University wishing to borrow books from the Library must obtain the permission of the Library Committee, and that no book over \$20.00 in value may be taken from the Library Building by an outsider under any conditions; rare books must be regarded as reference books which may be read in the Library.

RESOLVED to ask the Library Committee to reconsider the matter of fines for the late return of books by staff members.

RESOLVED that students if they so desire may borrow from the Library at one time not more than 3 Chinese and 2 foreign language books for a period of 3 weeks with renewal of 3 weeks. That a fine of 200 cash for each over-due day shall be imposed in case of failure to comply with this regulation. That the faculty members may have out at any one time not more than 10 books and no book can be borrowed for more than a period of 3 months.

RESOLVED that when books are lost the borrower must be held responsible for the cost of such books.

RESOLVED to place on the agenda for the next general faculty meeting the question of Departmental Libraries, with a view to their discontinuance at the end of the present college year. (With the exception of the Medical Clinical section housed in the city)

568. Second Language for Dental Interns.

RESOLVED that this year's dental interns shall take Japanese as their second foreign language. Hours 7 - 9 a.m. Friday mornings.

569. Building to house Women Students of Soochow and Hanking Universities.

RESOLVED that so soon as the Government agrees to grant \$3000 to cover the cost of the erection of a small three roomed building on women's College grounds, for the housing of Soochow and Hanking women students, the Property Committee be permitted to proceed with the building.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, Held February 28th, 1938.

MINUTES

Present: All members, except Mr. Albertson.

Minutes of the last meeting approved as circulated.

The following Minutes are recommended to the President:

570. Assistance for students in financial need.

A letter was received from the Bureau of Education concerning the University's request for aid for students, reporting that a grant of \$10 per month, January to June, 1938, to be drawn monthly, would be made to the following students:

      Dsang Kwang-pu;      Chu Hsin-tien;      Liu Chung-yueh;  
      Hsu Chin-sen;      Dsang Nin-sen;      Tao Yang-chin (chieh-tu)  
      Kung Pao-ting (Ginling)      Wu Pao-shan (Nanking)

These names to be sent to the Dormitory Principals so that they may collect fees which they may have guaranteed.

Owing to the fact that it has been discovered that certain students who have received assistance in the matter of board or fees from multiple sources have been able to secure more than their actual wants,

RESOLVED to recommend that in the future individuals giving such aid should inform the student's College Principal.

RESOLVED that all requests for aid for Cheeloo students should be referred to Dr. Hou Pao-chang for approval; the requests should then be sent to the Government through Mr. Fong's office.

571. Universities Joint Council.

RESOLVED to add the following items to the agenda of the Universities Joint Council, to meet March 3rd:

Laboratory fees; Title of guest professors;  
plans for Commencement; Field Day; Mr. Cressy's visit.

572. Graduation of students of other Universities.

RESOLVED to request the Deans to provide Vice-Chancellor Fong immediately with the names and institutions of "chieh tu" students who expect to graduate this June; Mr. Fong will then write to the institutions concerned for diplomas to be granted if the students concerned qualify.

573. Miss Bertha Hensman.

A letter from the Secretary of the Women's College Board was received, reporting that the Church Missionary Society has appointed Miss Bertha Hensman as a resident member of the Woman's College in Miss Streeter's absence.

RESOLVED to refer this letter to the College of Arts, asking them to consider inviting Miss Hensman to join the University Faculty.

574. Mr. Cressey's Visit.

A letter was received from Mr. Cressey, announcing his plan to be in Chungtu, March 12th to 19th, and enclosing a statement of the objectives of his visit.

575. University of Nanking.

A letter was read from President Chen concerning structural changes which he desires in the Hospital Laundry to make it suitable for classroom and office use, and asking permission to use the Chiang Hsi Kai buildings temporarily as classrooms.

RESOLVED to accede to President Chen's request, it being understood that the University of Nanking will meet the cost of such alterations. The committees in charge of the erection of the buildings are asked to secure estimates for the construction necessary.

RESOLVED on the recommendation of the Science Faculty Executive to request the University of Nanking to purchase laboratory tables etc. for the use of their Chemistry Department from the College of Science for the sum of \$578.

576. Housing of Soochow and Nanking Women Students.

The President reported that the Provincial Government had granted a sum of \$800 to cover the cost of erecting the three-roomed building to house the Soochow and Nanking women students.

577. Mr. Albertson's Furlough.

A letter from Mr. Hibbard was read, reporting the following resolution of the U.C.C.M. Joint Executive:

"Inasmuch as W.B. Albertson's last term was one year longer than usual and as he has had a very heavy term of work, Resolved, that we recommend that he take his furlough this spring, provided someone is able to take over his work at the University."

RESOLVED to accept the recommendation of the U.C.C.M. Joint Executive; to sympathize with Mr. Albertson in his need for early furlough, and to make every effort to secure someone to take over the work of the Bursar's office during his absence.

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in their teaching and research, to take responsibility for the care of, arrangement and cataloguing of the specimens, and use the Museum as a centre for their research, with the suggestion that as far as possible in their future collecting they leave one specimen at least of each species in the Museum with its scientific name. The Museums Committee also requested the University to provide funds for preserving the specimens for the purchase of cases, cards and books.

RESOLVED to give hearty approval to the suggested scheme, and to raise from some source \$1,000 to put it into effect.

584. Laboratory Fees.

RESOLVED on the recommendation of the Science Faculty Executive, that the Bio-chemistry and Chemistry laboratory fees be raised from \$1. to \$1.50 per term, as from the Fall 1938.

585. Mrs. Yui, Dean of Women, Chealoo University.

It was reported that the Woman's College Board had extended a cordial invitation to Mrs. Yui, Dean of Women, Chealoo University, to visit the University this spring.

586. Mimeographing.

A request was received from Dean Kilborn that the University make available the capital sum of \$250. to be invested in necessary supplies for mimeographing work.

RESOLVED to accede to Dean Kilborn's request, and to allocate \$250. from this year's Provincial grant for this purpose.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held Monday, March 7th, 1938.

M I N U T E S

Present: All members, except Mr. Albertson.

587. Minutes of last Meeting.

The Minutes of the last meeting were approved after the following revision of Minute 582 had been made:

RESOLVED to ask Mr. Sealley to draw up a statement outlining the scope of the Division of Religion in the University.

Minutes of a special meeting of the Cabinet, held on March 2nd, 1938, were approved as follows:

588. Disappearance of student Chen Yuen-kuang.

The President presented the matter of the disappearance of student Chen Yuen-kuang from Vandeman College, on February 19th, 1938. The President informed the Cabinet that he had reported the case to the proper authorities and that they were acting in the matter.

The President also informed the Cabinet of the discovery of a dismembered body in the Clock Tower pool. The authorities were informed immediately and the police and the Law Office had examined the body and requested the University to bury or preserve it until further called for.

It was decided to write officially to the authorities confirming telephone conversations and suggesting that the University would be pleased to be given an opportunity to examine the body with the Government's official examiner in order to discover whether or not it is the body of the student Chen Yuen-kuang.

589. Universities Joint Council.

RESOLVED to accept the recommendations of the Universities Joint Council as follows:

1. Election of Officers. The following officers were elected:

Chairman: President L.C. Dsang  
Secretary: President Y.C. Chen.

In an opening address President Dsang stated that the purpose of the W.C.U.U. in initiating the Universities Joint Council was to provide opportunity to share ideas and to deal with common administrative and academic problems.

It is understood that the Actions of the Universities Joint Council shall become the actions of the separate

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institutions unless otherwise stated in the resolutions accepted.

2. Title to be used for Guest Professors.

RESOLVED that the word "Visiting" be prefixed to the titles of Chinese and Szechow staff members who are teaching W.C.U.U. classes.

3. Religious Activities.

RESOLVED to express our opinion that it would be to the best advantage of all the Universities to work in co-operation in the matter of Religious Life; and that a union Religious Life Committee be appointed by the addition of representatives from guest institutions to the present W.C.U.U. Religious Life Committee.

4. Athletics.

RESOLVED that all Universities appoint members to the W.C.U.U. Athletic Committee to consider the matter of the use of Athletics Directors, to recommend the nature of the assignment of physical exercise of students of all Universities, to report on the possibilities and feasibility of holding one Field Day this term, and to suggest the date of the Field Day.

5. Health Committee.

RESOLVED that representatives from all Universities join the W.C.U.U. Health Committee to work out and report upon a co-operative scheme for student health care and make recommendation as to staff, hours, charges in clinics, calls, drugs, etc.

6. Social Activities.

An announcement was made that all W.C.U.U. social and assembly rooms are available for use by all Universities for committees and functions. Booking of rooms for such purposes should be made with Mr. B.C. Tang, Business Manager.

7. Wearing of Badges.

RESOLVED that staff and students of all the Universities be requested to wear their badges for the purpose of identification.

8. Laboratory Fees.

In the matter of laboratory fees for students taking classes in institutions other than the one with which they register, it was

RESOLVED that students should pay laboratory fees according to the regulation of the institution in which they take laboratory courses. Students may not choose courses in other institutions when such courses are provided

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by their own institution.

9. Commencement Day.

It was reported that N.C.U.U. Commencement Day would be June 30th, that of Giding Women's College and the University of Nanking July 15th. Central University will not have a Commencement Day as they have no graduating students.

10. Visit of Mr. E.H. Cressey.

RESOLVED to call a meeting of the Presidents, Deans, and Heads of Department of the co-operating institutions to meet with Mr. Cressey of the China Christian Higher Educational Association on Thursday, March 17th, at 5.30 p.m.

Dr. Lindsay was asked to prepare the programme for Mr. Cressey's visit.

11. Disciplinary Matters.

In order to ensure that students are in their dormitories at a reasonable hour at night, it was

RESOLVED to close the West Gate of the University at 9 p.m. and the Main Gate at 10 p.m.

It is an accepted rule that women students and guests are not allowed in the men's dormitories, except in the public-guest rooms.

12. Control of the Campus.

RESOLVED to request President Deang to represent the institutions now housed on the campus in presenting to the Government authorities the necessity for stricter campus control. That permission be sought to close the University gates to the public after dark.

The Universities will sign jointly a written statement supporting such a petition.

13. Air Raid Precautions.

RESOLVED to request the city authorities to issue passes for all our medical and administrative officers to enable them to travel on the streets during air raids or air raid practices.

President Deang reported that he had already mentioned to the authorities the danger of attracting enemy planes if troops are allowed to drill or plant quick-firing and anti-aircraft guns on the University campus.

14. Announcement of Lectures of General Interest.

RESOLVED that early notification of all lectures of general interest should be given to the Secretary's Office, so that suitable announcements may be posted in the teaching buildings.

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590. Reduction of Central Government Grant.

A letter was received from the Ministry of Education announcing that grants to Universities for the year 1937-38 have been reduced by 30%.

RESOLVED in the case of Professor Chu, whose contract only dates from February, that the above-mentioned reduction in his salary shall commence from the beginning of his contract rather than from the beginning of the fiscal year.

RESOLVED to inform the Deans and spending committees receiving grants from the Central Government of this reduction.

591. Land Taxes.

A letter was received from the Kwangtung Hsien Land Tax Office announcing that one of their inspectors would visit the University campus on March 10th with a view to discovering whether the University is using its land in such a way as to be eligible for exemption from the payment of land taxes.

592. Correspondence from Board of Founders and Associated Boards.

Letters of November 27th and 28th from Dr. Garfield and Minutes of the Associated Boards Promotion Committee of Nov. 22nd were presented, promising to make efforts to raise additional funds to help the University in this time of emergency need.

593. Harvard-Yenching Institute.

A letter of December 3rd from Dr. Serge Eliseoff was read, announcing that the Trustees of the Institute had decided to discontinue Dr. Graham's support as from August 31st, 1938; that they requested the University to grant a fellowship to Prof. Cheng To-k'uan for the year 1938-39 so that he might study at Harvard.

RESOLVED to consider these two items at a later meeting.

RESOLVED that inasmuch as there now seems to be no need for this University's Harvard-Yenching Fund Committee, it be recommended to the General Faculty that the Committee be discontinued.

594. China Christian Educational Association.

A letter of February 19th from Mr. E.H. Cressy concerning the University's membership fee of the Council of Higher Education was laid on the table till after Mr. Cressy's visit.

595. Circulation of President's Annual Report.

In response to a suggestion of the Synod of the United Church of Canada asking that the President's Annual Report in Chinese be circulated to the churches and schools in Szechwan,

RESOLVED to print 1,000 copies of a Report on the University and distribute it to the churches and schools.

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596. Athletics Committee Budget.

Consideration was given to the budget estimates submitted by the Athletics Committee, and it was

RESOLVED to fix the Athletics Committee's budget for the present year at \$615, apart from Field Day expenses.

597. Foundation for the Group-Study of Jesus.

Consideration was given to a revised set of resolutions on the above subject, to be substituted for Cabinet Minute 504.

RESOLVED to circulate the revised resolutions to the General Faculty members for approval. Replies to be reported to the Cabinet on March 14th.

598. Closing Date for Enrollment.

RESOLVED that no further applications for enrolment this term be considered.

599. Remission of Fees.

RESOLVED that students leaving the University should apply through their College Principal and Dean when desiring remission of any portion of the tuition fee. If the application is approved a recommendation to this effect is to be sent to the President who will instruct the Bureau to refund or reserve for the following term the appropriate sum.

600. University of Henking.

RESOLVED to approve the recommendation of the Property Committee concerning (1) alterations to be charged to the University of Henking:

- a. Partition in room No. 507, Biology Building.
- b. Door from corridor to balcony office, Biology Building, 2nd floor, north.
- c. Alterations in the basement of Education Building.
- d. Alterations in Library Building.

(2) the temporary use of Friends College Library by the University of Henking except when required for the use of the College.

(3) the vacation of room No. 20, Education Building, by Mr. D.S. Liu for the use of Henking University.

601. Biology Department.

RESOLVED to accept the recommendation of the Property Committee that the Biology Department be given permission to clean out the Venetian Way and Moon Pool with a view to using them for experimentation in fish culture.

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602. Air Raid Precautions.

RESOLVED to approve the Property Committee's action in ordering 500 sandbags for protection during air-raids, the cost \$65. to be charged to Provincial Government grant.

603. University Health Clinic.

RESOLVED that subject to the approval of the University Health Committee permission be given for a modification of plans whereby the University Health Clinic may be housed in the southeast rooms of the basement of the Education Building and the Pin Hin Hsioh-Kai in the northeast rooms.

604. Additional Furniture for Assembly Hall.

RESOLVED to approve the purchase of 100 wooden stools, necessitated by increased student body, the cost to be charged to Provincial Government grant.

605. Tannery.

RESOLVED to approve the request of the Tanning Department that it provide at its own expense a roof for covering pits near the tannery, and that a portion of this roof be erected temporarily in the courtyard in the rear of the biology Building.

606. Machine shop.

RESOLVED that building of the Machine Shop be delayed, but that permission be granted for the foundations to be put in as soon as possible.

607. Mr. Tanager Smith's request.

A request has come from Mr. Tanager Smith for the allocation of a site to erect a small residence and cages for pigeons at his own expense, the design to be approved by the University. At the end of a four or five year period Mr. Smith would hand over the building to the University.

RESOLVED to refer Mr. Smith's request to the Property Committee for consideration and recommendation.

608. Office for Physical Directors.

It was reported that negotiations were being made with Hart College for the allocation of one room as an office for the Physical Directors and another for the storing of athletics equipment.

609. Mr. Albertson's furlough.

It was reported that Miss Foster would be able to help in the Bursar's office for a time, and that possibly she and Mr. H.H. Fang should take over responsibility for the current accounts, thus freeing Mr. Albertson for preparing the books for audit. All members were requested to give serious consideration to the matter of finding someone to take over the

Bursar's office during his furlough.

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*W. Lindsay*

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, March 19th, 1938.

MINUTES

Present: All members except Mr. Albertson. Visitor: Mr. Cressy.

The Cabinet recommends the following minutes to the President:

610. Hua Chung University and Hsiang Ya Medical College.

Letters were reported from Hua Chung University and Hsiang Ya Medical College, enquiring whether if the political situation should demand that they move from Wuchang and Changsha respectively there would be room for them on our campus.

Mr. Cressy spoke to these requests and after full discussion it was

RESOLVED to refer the letter from Hsiang Ya to the College of Medicine and Dentistry for their consideration and recommendation.

RESOLVED to recommend that the Union University make available our campus for the preservation of Christian universities forced to move from the war areas; that in order to do this it is essential for the universities to secure from sources in China or abroad funds sufficient to provide adequate housing and teaching facilities; that if it becomes necessary to plan for an enlarged union university an appeal be sent to the Board of Founders and the associated Boards for Christian Colleges requesting increased administrative staff and additional financial support for the W.C.U.U.

611. China Christian Educational Association.

Mr. Cressy outlined the plans of the China Christian Educational Association for establishing a branch of the Association in Chengtu, and reported that a meeting of Middle School Principals had already decided to appoint a committee consisting of two representatives of the University, one of primary schools and several of middle schools, to set up the Chengtu Association; that all middle schools and other units cooperating in the Association are expected to make a contribution for the cost of maintenance; that the National Association has agreed to loan Miss Mabel Nowlin, Religious Education expert to the Association, and to underwrite part of the budget if absolutely necessary.

612. Mr. C.H. Kiang.

A letter was read from Mr. Scwell, together with minute of the Science Heads of Departments, reporting that

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Mr. C.H. Huang, chemist of the Szechwan Provincial Sugar Experiment Station, Neikiang, will carry out some research work in our laboratories and in return will offer a series of lectures on the sugar industry in Szechwan and on various aspects of sugar chemistry.

RESOLVED to welcome Mr. Huang and that a contract be sent appointing him as a Visiting Professor, without salary.

613. Missing Library Books.

A letter from the Chairman of the Library Committee was read, reporting that certain valuable books which had been missing from the Library have been traced.

614. Harvard-Yenching Funds.

Letters from Dr. Elisseoff, of November 26th to Dr. Graham, of December 3rd to President Deang, and of February 19th to Vice-Chancellor Lindsay were presented. After full discussion it was

RESOLVED to send a copy of the summary statement of Harvard-Yenching accounts for the year 1936-37 to Dr. Elisseoff, the fuller report to follow; and to explain the reasons for the accumulated debit balance of \$7,964.

Consideration of other matters referred to in Dr. Elisseoff's letters was deferred till next meeting.

615. Bursar's Furlough.

RESOLVED to request Mr. Dickinson to act for Mr. Siskin on the Property Committee until Mr. Small returns, thus freeing Mr. Siskin to give urgently needed assistance in the Bursar's office.

Meeting of Cabinet held Wednesday, March 16th, 1938.

PRESENT: L.G. Deang, D.S. Dye, P.B. Foenot, A.W. Lindsay, F.A. Snalley.

616. Responsibility for allocation of rooms in Education Building.

A letter was read from Prof. Fugh concerning the allocation of so many rooms for the use of other groups without the knowledge of the Education Department.

RESOLVED to send a note explaining to Prof. Fugh the reasons for the hasty decisions which the Cabinet had been obliged to take in regard to the allocation of rooms in the Education Building.

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617. Student Aid.

A letter was reported from Kiang Wen-han, Executive Secretary of the Student Division and the Changsha Office of the National Committee of the Y.M.C.A., enclosing his report on "Emergency Student Relief in China". The President reported that a joint committee of the Y.M.C.A. and Y.W.C.A. has been organized in Chungtu to deal with this problem of student relief.

618. Campus Chat.

A letter was read from Mr. Wesley Shen asking that the Administration Office assist the Chinese Faculty Fellowship with the publication of "Campus Chat".

RESOLVED to express the interest of the Cabinet in "Campus Chat" and to commend this publication; to express the desire that the Chinese Faculty Fellowship continue to remain its editors; that the office secretaries be requested to help the project by correcting and typing the copy ready for mimeographing.

619. Charge for Catalogues.

RESOLVED that students desiring University Catalogues pay 50¢ for the complete Catalogue, and 25¢ for a College Catalogue.

620. Graduating Students.

It was reported that the Bible Societies are unable to present complete Bibles to graduating students this year, but that they suggest giving New Testaments.

RESOLVED to accept with grateful thanks the offer of the Bible Societies to present New Testaments to our graduating students.

621. Mr. and Mrs. Starrett.

RESOLVED to approach the Methodist Episcopal Mission requesting the re-appointment of Mr. and Mrs. Starrett to the University.

622. Air Raid Precautions.

The President believing that the University should prepare to display flags, it was

RESOLVED to refer to the Property Committee the providing of large flags for the designation of the University campus from the air.

623. Government Grants.

The President reported the receipt from the Provincial Government of \$800 for the erection of the three-roofed building on Woman's College grounds to house the Soochow and

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University of Hanking over-flow students; the last \$5,000 to cover the cost of the Chiang Kai Kai buildings; and \$500 for the removal of the Tannery to its new site.

624. Harvard-Yenching Institute.

Further consideration was given to Harvard-Yenching Institute letters.

RESOLVED to request the Museum Committee not to make further extensive purchases for the remainder of this year.

RESOLVED to consult Dr. Bliscoff as to the financial requirements in order to enable Mr. Cheng Fe-k'un to accept a year's fellowship at Harvard, 1938-39.

RESOLVED to request the A.B.F.M.S. to continue Dr. Graham's appointment to the University from September 1st, 1938, when the Harvard-Yenching Institute discontinues its support.

625. Athletics Committee.

Budget for Field Day was laid on the table pending further information re the share being taken by other Universities.

626. Laboratory Fees.

RESOLVED to recommend to the Universities Joint Council that their minute no. 8 concerning Laboratory Fees be changed for this term to read: "That the Departments of the several Universities be empowered to make suitable adjustments in Laboratory Fees to meet the needs of the present term.

*(Agreement was secured at meeting of Heads of Departments with Mr. Cressy, March 17th)*

627. Athletics Director.

A request has been made that the University pay travelling expenses for the half-time Athletics Director, Mr. Lu Peh-chuan. But inasmuch as he cannot reach Chengtu for two months it was

RESOLVED not to accede to this request, but rather to invite his substitute, Mr. Chu Chung-li, to remain through the spring term.

628. Campus Control.

RESOLVED to approve the recommendation of the Property Committee that a bamboo fence be erected at the rear of the settling pool; that the road leading to the Middle School be closed at night by the building of a wall and gate across the road, and moving the stable in compound of residence no. 2. to be fitted up to serve as gateman's lodge; that arrangements be made for the road south of the Women's College to be closed at night.

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that the road behind the Canadian School be repaired; building a path from the S.W. corner of the Baptist plot to the eastern entrance of the east wing of the medical-Dental buildings; building a path from a point a little south of the West gate in a southwesterly direction to facilitate access to the Chiang Hsi Kai property, it being understood that the theological school will bear part of the expense.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held March 23rd, 1938.

MINUTES

Present: All members, except Mr. Albertson.

The Cabinet recommends the following minutes to the President:

Minutes of last meeting having been circulated were adopted after the deletion of Minute No. 627 re Athletics Director.

629. Goods passing through Indo-China.

A letter from the French Consulate was read, stating that the Government of Indo-China would grant permission to the West China Union University to import goods through Indo-China from certain countries via Chinese ports, and Yunnan, on the Tonkin border, without paying the usual taxes. Goods will only pay 1% ad valorem transit tax.

RESOLVED to refer to the Universities Joint Council the question of appealing to the Government for exemption from local taxes in Yunnan, which are prohibitive.

630. Student Aid.

A letter was read from Mr. Keldi of the Y.M.C.A. reporting that a sum of \$500 had been sent to the Cheungtu Y.M. and Y.W.C.A. committee for student relief.

RESOLVED to ask for the necessary forms of application.

631. Standardisation of Curriculum.

A letter was reported from the Ministry of Education asking for specimen curricula. The Deans of the Colleges were asked to supply the necessary information for transmission to the Ministry.

632. Mr. Jolin Huang.

A letter was read from Mr. Jolin Huang, a Friend who has studied in England, applying for a position in the English Department.

RESOLVED to bring Mr. Huang's letter to the notice of Mr. Silcock.

633. Mrs. Stubbs' Gift.

A letter was read from the Friends Service Council, London, reporting the receipt of a gift of \$34.75 for the

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University in view of the need arising from the influx of down-river students.

RESOLVED to express appreciation of Mrs. Stubbs' gift and to use it for the purchase of extra chairs for the Chemistry Departmental Library, as recommended by the head of the Chemistry Department.

634. Examination Dates.

RESOLVED that the graduating examinations take place from Wednesday June 1st to 8th; and term examinations from Thursday, June 9th to 18th.

635. Charge for Chinese Catalogues.

It was reported that Chinese Catalogues are being sold to students at 20¢ each.

m636. Bursar's Office.

A letter was read from Mr. Simkin concerning the Cabinet's request that he give assistance in the Bursar's office. Discussion took place, in the course of which it was reported that it might be possible to secure temporary assistance from a Mr. Sie, accountant of the Wanking Hospital who is at present free to take a position; that Vice-Chancellor Lindsay continue negotiations with Miss Priest with a view to securing the temporary services of Mr. Sie.

RESOLVED to request the Board of Founders to provide the salary of a substitute during Mr. Albertson's furlough.

RESOLVED to request Mr. Simkin and Miss Foster to take over the current accounts immediately, and until such time as Mr. Sie can be secured.

RESOLVED to request Mr. Albertson to use his time in clearing up past books for audit, but before doing so to take a fortnight's holiday.

RESOLVED that the Medical-Dental book sales be combined with the Mimeographing Department in the Medical-Dental Building.

637. Central Government Grant.

Receipt of one month's instalment of the Central Government grant, \$1,750, was reported.

638. Property Committee Minutes.

RESOLVED to accept the recommendation of the Property Committee that a gate be constructed between the Women's College and the grave yard.

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RESOLVED to rescind Minute No. 628, sentence concerning the repair of the road behind the Canadian School.

RESOLVED to appoint a committee composed of Mr. S.C. Yang, President Ch'en, Dr. Sparling and Mr. E.C. T'ang, to negotiate for the removal of the graves from the Chiang Hsi Kai property.

RESOLVED to request the Property Committee to reconsider the question of lighting on the campus.

It was reported that at the present time lumber can be purchased very cheaply.

RESOLVED that if in the judgment of the Property Committee more lumber is required for the new Hospital, a quantity up to 10,000 cu. ft. be bought.

639. Missing Student, Chen Yuen-kwang.

RESOLVED to record the receipt of letters from the Provincial Government concerning investigations into the case of the missing student, Chen Yuen-kwang, and the identification of the dead body mentioned in Minute No. 588.

640. Air Raid Precautions.

Letter reported from the Air Defence Office to the effect that anti-aircraft guns will not in future be posted on or near the campus.

641. Welcome to Governor.

Reported that all Freshmen are required to attend a reception in honour of Governor Den Hsi-hao, on Tuesday morning, March 22nd.

642. Mr. Smith's request.

A letter was read from Mr. Floyd Smith requesting permission to erect a house on the campus (to become the property of the University). Mr. Smith expects to do a certain amount of work in connection with the Biology Department, and Natural History Museum. A letter was also read from Mr. Dean Sage, Jar., New York, concerning the cooperation of the University in securing giant pandas and other animals for the New York Zoo.

RESOLVED to refer both these letters to the Science Faculty for their consideration and report back to the Cabinet.

643. Athletics.

A letter concerning athletics fees and the field day was presented from the chairman.

RESOLVED to refer this matter to the Universities' Joint Council for their consideration and action.

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644. Status of Agriculture.

RESOLVED to ask the College of Science to clarify the status of the teaching of Agriculture in the University and make recommendations concerning regular and extension courses.

645. Library.

RESOLVED that University writers, clerks and other non-teaching members of the staff be granted the same privileges as students in regard to the borrowing of books; except that they be not allowed to take reference books from the library.

RESOLVED to re-affirm action No. 557 until there has been sufficient time to discover whether the new regulations will be effective or not.

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DR LINDSAY

WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting, held March 28th, 1938.

MINUTES  
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Present: All members except Mr. Albertson; visitor: Mr. Simkin.

The Cabinet recommends the following minutes to the President:

Minutes of last meeting, approved as circulated.

646. Minutes of the Universities Joint Council accepted as follows:

15. Goods passing through Indo-China.

It was reported that the W.C.U.U. had received a letter from the Government of Indo-China to the effect that educational supplies may be imported into China from certain countries via Indo-China without being subject to import taxes. 1% ad valorem transit tax only will be charged.

16. Spring Holidays.

RESOLVED to consult students as to their preference for either April 4th and 5th, or April 14th, 15th, and 16th. If the latter dates are chosen the Staff Retreat will be held on April 3rd, if the former on April 17th.

17. Athletics.

RESOLVED to fix April 22nd and 23rd as Field Days for the Middle Schools and Universities; to accept a budget for the Field Day not exceeding \$500; that the contribution towards Field Day expenses be 50¢ per university student and 25¢ per Middle School student (i.e. Senior Middle and Goucher).

18. Summer School.

Discussion took place concerning the possibility of holding summer schools for students unable to return home during the summer vacation.

RESOLVED to refer to be reported at a later meeting the matter to the several Universities, asking them to discover how many students would wish to participate in such a Summer School; what courses are desired; how many teachers would be required.

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647. Central Government Grant.

It was reported that an official communication had been received to the effect that the 30% reduction in the Central Government grant for 1937-38 commenced in September 1937.

A request was received from the Ministry of Education that the grant for a Chair of Pathology be used for the salary of a Professor rather than for apparatus and equipment, as has been the practice during the past two years.

RESOLVED that Dr. Kilborn be asked to take this matter up with the Department and report back to the President immediately.

A letter was received from the Ministry of Education to the effect that the balance of funds granted for the Chair of Chinese over and above Prof. Chu's salary be used for Library books.

RESOLVED to inform Prof. Chu of the Ministry's decision.

648. China Foundation.

A letter was received from the China Foundation requesting estimates for the use of their grants for the years 1936 and 1937.

RESOLVED to ask Dr. Kilborn to prepare a statement in English to the effect that these grants are being held for the purchase of equipment and apparatus for the new Hospital when built.

A request was received from the Ministry of Education for a report of the use made of the grant for the current year;

RESOLVED to report that since the University has only recently known that it may count on the receipt of such grant for the year 1937-38 no purchases have not yet been made; a report will be made as soon as the University is in a position to do so.

649. Provincial Government Grant.

In response to a request from the Provincial Government for a statement of the use made of the Government's grant of \$20,000 for the current year,

RESOLVED that Vice-Chancellor Fong prepare a statement.

650. Purchase and Exchange of Land.

Mr. Simkin attended to report on interviews concerning the possible exchange and purchase of certain of Chu's property, with a view to straightening the University's boundary line. After full discussion it was

RESOLVED to permit the University Property Committee to negotiate an exchange of a piece of land south of the M.E.M. Middle School dormitory and of a piece of land on the west of Kweh Hsich Heng for twelve acres south

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of the south-east corner of Women's College; to purchase San Tai and the field to the south and east of it; a small field south of the President's house; and also to consider straightening the boundary behind University Residences A and B; the question of exemption from land tax must be considered.

(It is proposed to make use of the money received for the land expropriated by the Broadcasting Station)

651. Leave of Absence for Dr. Graham.

RESOLVED to grant leave of absence to Dr. Graham for the purpose of excavating two Han Dynasty tombs near the M.H.M. Middle School, Chungking.

652. Harvard-Yenching Institute.

A cable reading as follows was received from the New York office:

Cable Blisseeff reply Harvard-Yenching actions prior April tenth.

It was reported that a summary of the financial report for the years 1935-36 and 1936-37, together with Cabinet Minutes of March 14th, had been sent to Dr. Blisseeff by clipper mail on March 16th, and that the full financial statement, details about the Chinese Department, explanation of increased askings for 1938-39, etc. had been mailed on March 26th.

RESOLVED to send a cable reporting that full information has already been sent to Dr. Blisseeff.

653. Correspondence.

Letters were received from:

- a. Dr. Herman C.B. Liu, reporting on conditions in the University of Shanghai, and the student relief fund being raised by the International Student Service.
- b. Dr. Hwang Fu, acknowledging with appreciation Cabinet resolution 810.
- c. Dr. Beech and Mr. Small concerning building of the Isolation Block and Hospital.

RESOLVED to include in above cable a request for the immediate erection of the Isolation Block, approx. gold \$10,000.

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654. Dean Dye's book on Lattice.

It was announced that Dean Dye's book on "Chinese Lattice" has been published by the Harvard-Yenching Institute.

RESOLVED to express the Union University's sincere congratulations to Dean Dye on the publication of his fine book on "Chinese Lattice" by the Harvard-Yenching Institute; which has brought great honour to the University.

655. Medical Reading Room.

RESOLVED to inform the University of Henking that it is desired to reserve the north west corner room of the Hospital Laundry for use as a medical library reading room for the various cooperating colleges.

656. Special Student.

RESOLVED on the recommendation of Dean Dye that student Sen Liang-hsie of Soochow Biology Department be granted permission to register as a special transfer student.

657. Animal House.

A request was received from the College of Medicine and Dentistry, together with a suggested plan, that an animal house be included in the Medical Centre plans; and that this request be forwarded to the Board of Founders.

RESOLVED to forward the request of the College of Medicine regarding the inclusion of an animal house, plan as presented by the committee, in the Medical Centre plans.

658. Library Rules.

Revised rules for the borrowing of Library books by staff and students were read, and certain modifications were suggested.

It was recognised that these rules are to be tried out until the end of the term. There is therefore no need to publish them in the Cabinet Bulletin at this stage.

659. Bursar's Office.

RESOLVED to engage Mr. Sie King-tsu as from April 1st at a salary of \$80 per month, and to grant an allowance of \$200 for travel, with the request that he reach Chengtu at as early a date as possible (flying from Ichang to Chungking if practicable). It is understood that the University cannot provide housing accommodation.

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Cabinet Meeting, held April 1st, 1938.

M I N U T E S

Present: All, except Mr. Albertson and Mr. T'ong.

The following minutes are recommended to the President.

Minutes of last meeting approved as circulated.

660. Meng Szu-ming.

A letter was received from Dr. Williams Hung of Yenching University reporting on Mr. Meng's good work and that he would complete his thesis this term.

RESOLVED to offer Mr. Meng Szu-ming a contract for the year 1938-39, to teach half-time in the Chinese Department and half-time in the Department of History, Political and Social Sciences.

661. British Boney Indemnity Fund.

RESOLVED to make an appeal through Dr. Han Li-wu/<sup>now in</sup>in Chungking, for a grant to aid us with our emergency expenditure, and to consult Mr. Silcock about the endorsement of Dr. Beech's appeal to the London Committee for a grant for hospital equipment.

662. Chair of Pathology.

Dean Kilborn reported that Professor P.C. Hou had agreed to permit the W.C.U.U. to report his name to the Ministry of Education as Professor of Pathology holding the Government Chair, provided Dean R.H. Shields consents

RESOLVED to report to the Government the name of P.C. Hou as holder of the Chair of Pathology, after negotiations have been completed with Dean Shields of Chicago for permission to do so.

663. Correspondence: Mr. Evans, New York.

Letters of March 1st and 3rd received from Mr. Evans, concerning the wording of the Diploma to be granted under charter from the Board of Regents of the University of the State of New York; the opening of a University account with the Hongkong and Shanghai Banking Corporation in Hongkong; the Loyer Hospital.

664. Goucher School.

RESOLVED to secure the appointment of a provisional Board of Directors for the Goucher School; to request the Department of Education to make nominations for the Board of Directors of Goucher School to the College of Arts, who will report them to the Cabinet.

RESOLVED to recommend to the General Faculty the following outline of future policy regarding Religious Activities of the Union University:

"Owing to the fact that the present emergency has brought to West China and to Chengtu, university teachers and students from all parts of the nation, thus increasing our opportunities and responsibility for presenting to the leaders of China the challenge of Christianity, and also since it has come to our attention that certain persons abroad have become interested in a Bible Study project for the group-study of Jesus in universities, we believe that the University should definitely restate its religious program.

RESOLVED that the University's religious program embody the following activities.

1. Academic. We believe that the Department of Religion should be headed by an outstanding Chinese Christian scholar able to offer attractive, convincing and scholarly courses. The functions of this department should be:
  - a. To offer a minor in Religion to students of Arts and Science majoring in other Departments.
  - b. To offer a post-graduate course for ministers and other university graduates, largely using the tutorial system.
  - c. To continue electives in Religion to students of all colleges.
  - d. To carry on extension work, possibly in cooperation with the Union Theological College; that Church Leaders might be given refresher courses, supervised courses of reading, etc.
2. Extra-Curricular. We believe that the University should have a full-time (Chinese, if possible) religious life director to coordinate all extra-curricular religious activities of the University. These may be as follows:
  - a. Services of worship.
  - b. Bible Study groups and seminars.
  - c. Retreats.
  - d. Expenses for special lectures by outstanding leaders.
  - e. Travelling teams to do extension work in health, agriculture and religion, for service to the churches of Szechuan. This may be in cooperation with the Szechuan Christian Council and the Union Theological College.

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RESOLVED to forward this program to the Board of Founders and other interested parties, requesting finance to make possible:

- a. The appointment of a qualified Chinese to head the Department of Religion.
- b. To offer fellowships for post-graduate students in religion.
- c. To prepare translations and publications for Bible Study.
- d. To provide grants-in-aid to students and staff and to attend special Bible Study seminars.
- e. To engage a Religious Life Director.

666. Student Aid.

A letter from Wu Kueh-chang concerning students needing financial aid was handed to Vice-Chancellor Fong for attention.

667. Expropriated Land.

It was reported that Mr. S.C. Yang has secured \$1,175, the balance of the money for the land expropriated by the Radio Station. The total amount received is \$8,038.

668. Bursar's Office.

RESOLVED that until Mr. Small returns Djang Gin-bo be transferred to the Bursar's Office for clerical duties. It is understood that he may assist the Property Committee when needed.

669. Hsiang Ya Medical College.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry that Dean Kilborn be asked to draft a reply to Dr. H.C. Chang, pointing out that at the moment facilities and finances are inadequate for the reception of any more students and pointing out possible alternatives.

670. Medical Unit for War Service.

RESOLVED to refer to the General Faculty for approval the principle of establishing a Union University Medical Unit for service with the Eighth Route Army, as suggested by Mr. Crossy.

671. Resignation of Dr. and Mrs. Lochler.

RESOLVED to endorse the action of the College of Medicine and Dentistry, expressing appreciation of Dr. and Mrs. Lochler's fine service during the furlough of Dr. and Mrs. Wilford.

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672. Miss Spofford.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry that application be made to the M.E.M. for the appointment of Miss Spofford, provided such appointment does not prejudice the return from fundough of present members of the staff.

673. Appeal for Hospital Endowment.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry that an appeal be made to the Board of Founders and to the Central and Provincial Governments for \$60,000 for the academic year 1938-39 in order to cover the complete cost of maintenance of sixty free beds at \$1,000 each, and that immediate endowment to yield at least \$60,000 per year be secured for the support of free beds.

674. Clinical Lecture Room.

RESOLVED to make a grant (from Provincial Government funds) of \$525. for the provision of 125 lecture room chairs and blackboards for the use of the College of Medicine and Dentistry.

675. Ranking of Dr. H.L. Ma.

RESOLVED to accept the recommendation of the Ranking Committee that Dr. H.L. Ma, part-time teacher of the graduate school at M.E.M.H. Hospital, be ranked as Lecturer (T'leh yoh giao shoh)

676. Cost of Anatomical Material.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry that sufficient funds be provided from the fees of Medical and Dental post-graduate students to meet the cost of the preparation of anatomical material required by them.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held April 8th, 1938.

MINUTES

Present: All members except Mr. Albertson.

The following minutes are recommended to the President:

The Minutes of last meeting were approved as circulated.

677. Bursar's Office.

A letter was received from Mr. Sie King-tsu, accepting a position as accountant in the Bursar's Office and reporting that he would commence his duties on April 8th.

678. Ministry of Education.

A letter was received from the Ministry of Education, requiring six hours per week on the regular time table of University students for Special Training courses; three hours to be taught by the Special Instructors and three hours by regular staff members on subjects related to the present war situation.

679. University of Nanking.

A letter was received from the General Faculty of the University of Nanking, thanking the W.C.U.U. for its generous co-operation and hospitality.

680. Expropriated Land.

It was noted that of the \$8,032 received for the expropriated land, the sum of \$1,606 was due to the U.C.C.M. The Property Committee is still continuing negotiations for the removal of the graves from U.C.C.M. land.

681. Goucher School.

RESOLVED on the recommendation of the Department of Education through the College of Arts to recommend to the General Faculty that on the appointment of the new Board of Directors of Goucher School Mr. Li Chih-Yang be nominated as principal of Goucher School for 1938-39; also that until this nomination can be presented to the Board of Directors the University give Mr. Yang his contract as Principal.

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682. Property Committee Minutes.

Note was taken of Property Committee minute 289 assuring that Mr. Simkin can give more time to the Bursar's Office.

RESOLVED to send a circular letter both in Chinese and English requesting householders not to permit relatives of servants to reside on their compounds and act as hawkers on the campus.

Note was taken that residence 41. has been allotted to Drs. Robert and Anna Yang on the understanding that they vacate it by August 31st, when it will be allotted to Mr. D.R. Feng. The monthly rental is \$8.

683. Mr. Silcock's Visit.

RESOLVED to arrange for Mr. Silcock to address the students at the Weekly Assembly, April 11th, to meet with the Universities' Joint Council, Tuesday, April 12th, and with the staff of the University, Thursday, April 14th.

684. Mr. Li Hong.

RESOLVED to write a contract for Mr. Li Hong, showing the work he did for the University during 1937.

685. College of Science.

RESOLVED that a contract be given to Liang Keh-li, technician in Physics Department, his salary \$20. per month for six months to be met from Provincial Government grant.

RESOLVED to accept the recommendation of the Science Faculty that an appeal be made to the China Foundation next year for \$20,000 for equipment for Science Faculty and \$5,000 for books and journals for the Science section of the Library.

686. Students arriving late.

RESOLVED that the four students, Sen Liang-hsie, Ku Chuen-hsu, Miss Hsu Cheng-kwang, and Li Tao-sen whose applications were accepted earlier, but who have just arrived, be permitted to enter as Auditors under the supervision of the Dean; that they pay one-half tuition fee.

687. Mr. Hsieh Chen-k'o

In view of the war situation it has not been possible for Mr. Hsieh Chen-k'o to make use of the fellowship granted by the Ministry of Education for him to study down-river this year,

RESOLVED to make a fresh application for a fellowship in Pharmacy for Mr. Hsieh for the year 1938-39.

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688. Basic Fees.

RESOLVED to take no action at this time concerning the recommendation of the College of Science on the matter of introducing Basic Fees for Science courses.

689. Mr. Kao Yoh-lin.

RESOLVED to accept the recommendation of the College of Science that steps may be taken to secure a scholarship for Mr. Kao Yoh-lin to study abroad on the return of Mr. Spooner from furlough.

690. Dean Sage Junr.

In further reference to Minute No. 642.

RESOLVED that an informal reply be sent to Dean Sage Junr., to the effect that the W.C.U.U. Biology Department will be glad to co-operate with him in building up a Natural History Museum for the University, and setting forth the bases for such co-operation.

691. Mr. F.L. Smith's Request.

Further consideration was given to Mr. Smith's request for permission to erect a house on University property, and his offer to assist the Biology Department in the collection of specimens.

RESOLVED to inform Mr. Smith that the University cannot discover on its land a suitable plot on which to erect the house which he wishes to build.

692. Laboratory Fees.

In further reference to Minute 584,

RESOLVED that the laboratory fee of \$3. be collected in toto in the Fall Term rather than twice a year.

693. Committee on Entrance.

RESOLVED to recommend that for the coming year the Committee on Entrance be composed of the Vice-Chancellors, Deans, Dean of Woman's College, Representative of College Principals, Registrar and Messrs. J.K. Moncrieff, S.C. P'ang and B.C. T'ang.

694. Summer School.

RESOLVED to refer to the General Faculty for consideration the recommendations of Colleges regarding the possibility of arranging a Summer School.

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695. Exemption from Taxes.

Reported that a letter has been received from Minister Chen Li-fu regarding exemption of taxes on educational supplies purchased by the Universities now cooperating on the campus and passing through Yunnan, Kweichow etc. Local Passes may be secured on the production of the Nanking Pass.

696. Departmental Libraries.

RESOLVED to forward the regulations concerning Departmental Libraries to the General Faculty for consideration.

697. Project for the Group-Study of Jesus.

The letter addressed to Mr. Packard of the Davison Fund requesting financial aid for the Group-study of Jesus project was approved.

698. Religious Life Committee.

It was reported that the Religious Life Committee planned to entertain students on the following dates:

April 8th - students of Nanking University, Ginling College, Soochow University.

Two evenings between April 10 & 23 - students of the Union University.

One evening between April 24 & 29 - students of the Union Middle School.

699. Policy Matters.

RESOLVED to forward the following recommendations to the General Faculty:

That the missions consult with the University about houses which are available for rent, so that more adequate provision may be made for the housing of the University staff; that the great need for housing accommodation at the University should be brought to the attention of the missions.

That in the selection of teachers and officers great care should be taken in choosing those likely to adapt themselves to the Christian atmosphere and activities of the University; and that the large majority should be professing Christians.

That efforts should be made to obtain a chapel as the centre of the corporate religious life on the campus, and that this idea be conveyed to the Chancellor in the hope that he may be able to secure funds for the purpose.

That attention should be given to the importance of establishing the confidence of the churches of Szechwan in the University as an integral part of the Christian programme.

That the colleges shall encourage members of the staff to make outside contacts when opportunities occur by attending conferences, membership in learned societies, publications, etc., and when possible include in their budgets an item to meet such expenditures.

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WEST CHINA UNIVERSITY

Cabinet Meeting, held on April 11th, 1938.

MINUTES

Present: All members except Mr. Fong and Dr. Albertson.

The following minutes were presented to the President:

Minutes of last meeting approved as circulated.

700. Leave of Absence for President.

RESOLVED to grant leave of absence to President Hwang in order to make a brief visit to Chungking, where he plans to meet Education Ministry officials and other Government officers.

701. Leave of absence for Dean Smalley.

RESOLVED to grant two weeks' leave of absence to Dean Smalley on health grounds.

702. Chedoo Staff.

A statement was made on setting forth difficulties of financing Chedoo staff in Chungking after the present term, if they are still unable to return to Taiwan.

RESOLVED to advise Chedoo University to request the Ministry of Education to transfer grants for Chedoo staff to Chungking for the duration of the war, or until they are able to return to Taiwan.

703. Field Day.

It was reported that Chuan Da University has fixed April 29th and 30th as their Field Days, and in view of the fact that W.C.U.W. wants to borrow some of their equipment, it was

RESOLVED to inform the Athletics Committee that it is necessary to postpone the Field Days until April 29th and 30th.

704. Medical Library Reading Room.

A letter was received from President Chen agreeing to free the north west room of the Hospital Laundry for use as a Medical Library Reading Room.

705. China Foundation.

A letter was received from Dr. Y.T. Tsai recommending that a letter be sent to Mr. Roger S. Greene concerning the University's appeal to the Foundation.

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706. Use of Epidiascopes.

RESOLVED to accept the recommendation of the Chemistry Department that a sum of \$70 approx. be granted to cover the cost of making curtains and fitting them to the eight windows of the large lecture room in the Biology Building so that full use may be made of the new epidiascope belonging to that Department. This sum to be charged against Provincial Government grant.

707. Prof. Fuch's request for Loan from Research Funds.

RESOLVED that Dean Smalley be asked to make further enquiries into this matter, which will be considered later if recommended by the Department of Education.

708. Publications by Staff MEMBERS.

RESOLVED that material approved by the Head of a Department and reported to the Cabinet may be published under the name of the University.

709. International Missionary Council.

It was reported that Bishop Song has been invited to attend the meeting of the International Missionary Council at Madras.

710. Property Committee Minutes.

a. Empropriated Land.

RESOLVED to endorse minute of the Property Committee expressing appreciation of the services of Mr. S.C. Yang in securing the money from the Huoyian Mission and the late Governor Liu Hsiang; but the Cabinet is unable to accept the recommendation of the Property Committee requesting that as a token of appreciation of Mr. Yang's services the University contribute \$200 to establish a scholarship in the Middle School. The University spends considerable sums in preparing athletic grounds for the Middle School and grants facilities for the teaching of Science etc. from year to year. An unfortunate precedent would be started if personal services rendered the one to the other should be paid for.

b. Chiang Hsi Kai Property.

RESOLVED to accept the recommendation of the Property Committee requesting the University of Nanking to co-operate in securing the removal of hawkers' stalls from outside the compound wall of the Chiang Hsi Kai property. The secretary is requested to present the situation to President Chen.

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c. Purchase of grave land.

RESOLVED on the recommendation of the Property Committee to approve using the name of the University in negotiations looking to the acquiring of grave land adjacent to Friends' campus.

d. Gateman's Lodge at Woman's College.

RESOLVED on the recommendation of the Property Committee to request Woman's College for permission to build a gateman's lodge within their grounds to facilitate control of the road south of the Woman's College.

e. Loan of dishes and furniture.

RESOLVED to accept the recommendation of the Property Committee that permission be granted to the guest institutions to use the University's furniture and dishes on the same basis as ourselves, i.e. that they may be used only for University functions, not for student or dormitory functions or for private houses; with the additional proviso that the users pay for breakages.

711. Minutes of College of Arts Executive.

Minutes of the College of Arts, April 6th, received.

a. Miss Bertha Henneman.

RESOLVED on the recommendation of the College of Arts that Miss Bertha Henneman be welcomed to the staff of the Department of Foreign Languages.

b. Faculty Children's School.

In reply to Cabinet Minute 484 the following minute of the Department of Education was noted:

"The Committee on Policy and Objectives discussed this matter and decided that the Faculty School was a question quite separate from that of Dewey School, and its relationship to the Department. It was clear also from investigations made by our Committee on Dewey School that even a reformed Dewey School would not be suitable for children of the Faculty and that a separate school is needed.

c. Department of Foreign Languages.

RESOLVED to accept the recommendation of the College of Arts that Mrs. Kennard be appointed Head of the Division of English Literature in place of Miss Crocker who leaves for furlough.

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RESOLVED on the recommendation of the College of Arts that from September 1936 the Grammar-Composition course for first year students be restored to three hours a week; that English 23-24 be allotted three credits per term; that a one-year course in extensive reading (Eng. 19) be given as an alternative to Eng. 21-22 for such students as are not required to take a second year in Grammar-Composition.

d. Secretary for College of Arts Executive.

It was noted that Miss Fosnot has been requested to act as Secretary for the College of Arts Executive in place of Miss Streeter whose furlough is due.

e. Withdrawal of Students.

RESOLVED on the recommendation of the College of Arts to request the Registrar to communicate with heads of departments when a student withdraws from the University.

712. Museums Committee

RESOLVED to accept the recommendation of the Museums Committee that Dr. D.C. Graham continue to forward specimens to the Smithsonian Institution, when these are collected, without injury to his other duties; that the University secure an arrangement with the Chinese Government and the Academia Sinica making this legal.

713. Harvard-Yenching Institute Funds.

The report of the use of Harvard-Yenching Institute funds for the year 1936-37 was received. The overdraft as on June 30th, 1937, amounted to \$7,964.62.

RESOLVED to instruct the Library, Museums and Research Committees to reduce their expenditures to a minimum.

Note was also taken of the report concerning the staff of the Chinese Department, prepared for Dr. Elisseoff.

714. China Christian Educational Association.

RESOLVED that the University remit its membership dues of \$100 for the current year.

715. West China Christian Educational Association.

RESOLVED that the University make a contribution of \$300 towards the first year's budget of the West China Christian Educational Association about to be inaugurated with an office in Chengtu.

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716. West China Council on Health Education.

RESOLVED to appoint the President and Vice-Chancellor to represent the University on the West China Council on Health Education.

717. Bursar's Office.

It was reported that our new accountant, Mr. Sie has commenced duties in the Bursar's Office and that Miss Priest is giving a certain amount of supervisory assistance.

718. Board of Founders.

Extracts from Minutes of the Executive Committee of the Board of Founders, January 7th, were read.

RESOLVED to send a letter of sympathy to Dr. Cartwright on the death of his daughter.

RESOLVED to forward a summary of the actions of the Faculty regarding Policy to the Board of Founders.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held April 18th, 1938.

M I N U T E S

Present: Messrs S.H. Fong, P.B. Fosnot, L.G. Kilborn, A.W. Lindsay,  
B.C. T'ang.

The Cabinet recommends the following minutes to the President:

Minutes of last meeting approved as circulated.

719. Letter from Dr. Han Li-wu.

A letter was received from Dr. Han Li-wu intimating the possibility of securing some financial assistance towards the meeting of the University's emergency needs for apparatus and equipment.

720. China Foundation.

In view of the fact that Mr. Roger Greene and Mr. Clarence Senn have requested that the West China Union University and the National Central University Medical School present a united appeal to the China Foundation,

RESOLVED to approve the following request submitted by Deans Cheer and Kilborn.

## Central University Medical School:

Extra staff salaries	\$15,000
Library	15,000
Equipment	20,000

## West China Union University:

Machine Shop	15,000
Library	10,000
Equipment	25,000

## Common Appeal:

Subsidy for Hospitals for maintenance costs	15,000
Subsidy for salaries of Junior hospital staff (16 residence & assistants)	15,000
Subsidy for salaries of technical staff, including Physio-therapeutics and Hospital Records clerk	3,000
Subsidy for new Dental Clinic	10,000

721. Special Training Bureau, Szechwan.

Letter received from the Special Training Bureau, Sze.,

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reporting receipt of a telegram from the Political Department of the Military Commission of the Central Government stating that Special Training will be given as usual this summer, and requesting the local Bureau to report the number of students in senior high schools and colleges who will be taking the training, only fourth year Medicine and Dentistry and third year Pharmacy to be reported.

722. Road through Radio Station grounds.

A letter was received from Mr. Cheo Tsung-kao, Director of the Broadcasting Station, setting forth conditions upon which the Station will permit the University to build a road connecting the University with the Chiang Hsi Kai property.

RESOLVED to reply to Mr. Cheo accepting these conditions as stated below and to report the same to the Property Committee.

Conditions:

1. In order to protect the Radio Station, the Station retains the right to close the road at any time, or to build another road in its place.
2. The road should not be wider than four feet, so as to prevent motor traffic, which might interfere with the work of the Station.
3. After the road is built the Station will be responsible for keeping it in repair.

723. Board of Founders.

Letters of February 5th and 18th from Dr. Anderson and Dr. Garside, respectively, acknowledging communications from the University, were read.

724. Methodist Episcopal Mission.

A letter was read from Bishop Ward, reporting that he has forwarded to the Methodist Board requests for the appointment to the University of Mr. and Mrs. Starrett and Miss Spofford.

725. Expropriated Land.

A letter was read from Mr. Hibbard, disagreeing with the University's interpretation of the basis of payment for the expropriated land.

RESOLVED to leave this matter open for further discussion on the return from furlough of Messrs. Small, Bell and Robertson, and meanwhile to pay to the Mission the sum of \$1,606. as mentioned in Minute 680.

726. Letters from Mr. Dickinson.

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Letters from Mr. Dickinson were received, concerning (a) air raid precautions; (b) a gift of roses, fruit trees, etc. from Mr. and Mrs. Munro of Victoria, B.C.; (c) the results of work done by the Agricultural Section on wheat selection.

RESOLVED to send a letter of thanks to Mr. and Mrs. Munro for their valuable gift.

727. Resignation from Property Committee.

A note was received from Dean Dye resigning from the Property Committee.

RESOLVED to accept with regret Dean Dye's resignation from the Property Committee.

728. Library Committee.

RESOLVED to take no action on their Minute No. 2. April 14th until final regulations for Departmental Libraries come again before the Faculty.

Minutes 6 and 7 concerning requests for financial aid were held over pending further information. It was suggested that the matter of indexing Chinese books be discussed with the University of Nanking and Ginling College and their advice and help sought.

A letter was received from the Chairman of the Library Committee and from the Chinese and English Librarians concerning the loss of books from the Library. After discussion it was

RESOLVED that in reference to the letter from the chairman of the Library Committee and the Librarians, stating that they cannot find any effective way of securing the return of the missing books, it is the opinion of the Cabinet that Mr. Ma be dismissed without delay.

729. Programme of Physical Education.

A programme of Physical Education as recommended by the Athletics Committee was presented and referred for study.

RESOLVED to ask the Athletics Committee to require that the Physical Directors make regular reports of the work done by the students in their various athletic activities.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held April 25th, 1936.

M I N U T E S

Present: All members, except the President and F.A. Smalley.

The following Minutes are recommended to the President:

Minutes of last meeting, approved as circulated.

730. Increased Working Hours.

A letter was received from the Government requiring increased hours to be observed by the office and academic staff.

RESOLVED that from today office staff hours shall be 8-12, and 1.30 to 5 p.m.

Vice-Chancellor Fong was requested to inform all office staff of this new order.

731. Special Training.

Note was taken of a letter from the Special Training Bureau of the Province, announcing that our Head Chiao Kwan has been transferred and that his assistant, Hsiang Yu-ren, is promoted to take his place. The new assistant will be Cheo Dze-fu.

732. Loan Students.

Note was taken of a letter from the Ministry of Education, announcing the names of seven students who have been approved by the Ministry as having suitable qualifications for entrance to the West China Union University as Loan Students.

733. International Missionary Council, Madras.

It was reported that Dr. Pi T'ien-min has received an invitation to attend the Madras International Missionary Council.

RESOLVED to congratulate Dr. Pi T'ien-min on receiving this invitation, and to grant him the necessary two months' leave of absence to attend the Council.

734. Hsiang Ya Medical College.

A letter was received from Dr. H.C. Chang, acting-President of Hsiang-Ya Medical College in acknowledgment of Dr. Kilborn's letter concerning the possibility of their moving to Chengtu.

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735. China Foundation.

A letter was received from the China Foundation concerning the payment of the present quarter's grant of \$6,250 for equipment of the new Hospital, reporting that this sum has been converted into Gold \$1,844.63 and put to the credit of the University in the National City Bank of New York, Shanghai.

736. Procedure for Recording Receipt of Monies.

Discussion took place concerning procedure for recording the receipt of monies from the Government, the Board of Directors and other sources.

RESOLVED that all such monies be handed to the Western Vice-Chancellor, who will secure receipt from the Bursar's Office. In the case of money received from Chinese and foreign sources the Chinese and Western Vice-Chancellors respectively will send receipts and covering letters. Reports of receipt of such monies shall be made to the Cabinet immediately.

737. Board of Founders.

A letter dated March 4th from Mr. C.A. Evans, concerning financial matters was read. No action.

738. Property Committee.

RESOLVED to request the building committees responsible for the Chiang Hsi Kai buildings and Hospital annexe to submit detailed reports of expenditures incurred.

RESOLVED to request the Property Committee to improve the west terrace of the Hospital annexe and widen the approach road.

RESOLVED in response to Property Committee minute 313 to request Messrs. Dye and Simkin to prepare a plan showing the lay-out of adjacent boundaries between the University and the new City, with recommended adjustment of land, to submit to the Cabinet.

RESOLVED to request the Property Committee to submit to the Cabinet rules and regulations for the safety of grounds and control of gates etc. etc. with the object of stating the duties of the police. (A new group of police takes over on May 1st).

739. Boxer Indemnity Funds.

A letter from Dr. Han Li-wu was read and discussion took place concerning a further appeal for funds to meet the present emergency. Dr. Lindsay was asked to write informally to Dr. Han Li-wu following up his two recent letters to us.

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740. Social Sciences.

A letter was read from Mr. Smalley concerning his approach to Dr. Grant of the Rockefeller Foundation while in Chungking to secure grants for additional staff members for the Department of Social Sciences.

741. Letter from Mr. Dickinson.

A letter from Mr. Dickinson was read, requesting the University to secure money for a dairy barn and for the purchase of No. 2905 wheat crop for seed next winter with the object of improving the crop.

RESOLVED to refer this letter to the College of Science, to report back.

742. Field Days.

Reported that on account of rain last week Chwan De postponed its Field Days to April 30th and May 1st, thus clashing with the Union University's date. Since equipment is being shared it will be necessary to change our dates.

RESOLVED to recommend to the Joint Athletics Committee that the dates of the Field Days be changed to May 6th and 7th.

743. Harvard-Yenching Funds.

A detailed report on the use of Harvard-Yenching funds for the year 1935-36 was received, for despatch to Dr. Elisseeff.

744. Graduate Study in Education.

A question raised through correspondence from Hinghua, Fukien, concerning graduate courses in Education was referred to the College of Arts.

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DR LINDSAY.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held April 28th, 1938.

M I N U T E S

Present: All members, except Mr. Smalley.

The following Minutes are recommended to the President:

Minutes of the last meeting approved as circulated.

745. President's Report.

On his return from Chungking the President reported as follows:

1. Mr. Ko of the Ministry of Education recommended the President to write a personal letter to Minister Chen covering former applications for a grant towards the extra cost involved in admitting, on the order of the Government, a large number of loan students this year.
2. Details regarding students from unregistered middle schools should be reported individually to the Ministry of Education to be considered on their merits.
3. The Ministry will probably recognise Tibetan as a second language for graduation.
4. The Ministry will send regulations concerning assistance for refugee teachers as soon as these have been prepared.
5. The Ministry has already issued regulations concerning assistance for refugee students.
6. The Alumni Association in Chungking gave approx. \$100. for Field Day prizes; and has promised to raise half a dozen scholarships.
7. The National Industrial Experimental Station Bureau expressed willingness to cooperate with our Tanning Department, and later with the Pharmacy Department.
8. General Ho Kueh-hwang is collecting privately from his friends a contribution towards the work of the Union University.
9. It is necessary for the University to repeat its application for Passes, as there have been so many office changes on account of the war.
10. Mr. Ko reports that agents of the Szechwan Travel Bureau at Hongkong and Haiphong will assist the University in regard to transportation of goods.

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746. Kweiyang Medical School.

A letter from the Kweiyang Medical School, requesting the services of Dr. P.C. Hou from June 1st to August 31st was referred to the College of Medicine and Dentistry.

747. Japanese Spying Agencies.

RESOLVED to give publicity to information contained in a letter from the Provincial Government regarding Japanese spying activities.

748. China Foundation.

Telegrams from Mr. Clarence Genn and Dr. Y.F. Tsaur were reported, announcing that the China Foundation has granted the sum of \$145,000.00 to the National Central University and the West China Union University jointly, covering the following items:

1. Professional Staff.

a. To subsidize senior staff of the Central Medical College	\$15,000.
b. To subsidize junior staff of the combined teaching hospitals	15,000.
c. Technicians (dietician, physio-therapist, record room clerks, etc.)	3,000.
d. Emergency Fund	<u>2,000.</u>
	35,000.

2. To meet the expense of the re-organization of the teaching hospitals 15,000.

3. Equipment.

a. Machine Shop	15,000.
b. Library (Central \$15,000; W.C.U.U. 10,000)	25,000.
c. Microscopes and other equipment (Central \$10,000; W.C.U.U. 25,000)	<u>45,000.</u>
	85,000.

4. To subsidize dental clinic and dental teaching 10,000.

Grand Total N.C. \$145,000.

749. Hospital Annex (Laundry) Building Costs.

A report was received from Dr. Williams, showing details of expenditure incurred in the erection of the Hospital annex. The total cost was \$19,734.65.

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750. Provincial Government Grant.

Vice-Chancellor Fong presented details of the allocation of our Provincial Government grant for the current year, as reported to the Bureau of Education.

751. Harvard-Yenching Funds.

Letters of December 2nd and April 8th were received from Dr. Alisseff, of April 13th from Dr. Parter, and of April 2nd from Dr. Beech, concerning Dr. Graham's position and the granting of a fellowship to Mr. Cheng Ts-k'um for a year's study at Harvard.

Action was deferred until the report of the decisions of the April meeting of the Trustees of the Harvard-Yenching Institute are received.

752. Cooperation with Dean Sage, Jnr.

Note was taken of Science Minute 3052 recommending that Messrs. Dye and Dickinson prepare correspondence with Dean Sage Jnr. concerning the collection of biological specimens for amendment and/or approval of the Cabinet.

753. Burser's Office.

Full consideration was given to the re-arrangement of work in the Burser's Office.

RESOLVED to request Mr. Albertson to discuss the matter with Mr. Simkin, Miss Priest, Mr. Sie, and bring in definite proposals to next Cabinet meeting, so that adequate plans may be made to enable Mr. Albertson to leave for furlough at the close of the financial year.

RESOLVED to request Mr. Albertson and Miss Priest to present recommendations concerning the installation of an accounting system adequate to the growing needs of the Union University.

754. Cancellation of General Faculty meeting.

RESOLVED not to hold a meeting of the General Faculty on May 5th.

755. Theses.

RESOLVED to inform the Heads of Departments that they must hand in the theses of graduating students to the Deans by May 21st, the Deans to report them to the Cabinet by May 31st.

756. Field Days.

RESOLVED to hold classes on Friday morning May 6th, Friday afternoon and Saturday being observed as holidays.

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Cabinet Meeting, held May 2nd, 1938.

MINUTES

Present: All members except F.A. Smalley.  
The following Minutes are recommended to the President:  
Minutes of the last meeting were approved as circulated.

757. Accounting System.

Miss Priest attended to describe the system of accounting, requisitioning, ordering, etc. used by the University of Nanking, and in many of the other Christian Universities and Colleges in East China. Mr. Albertson expressed his approval of the West China Union University instituting this system. Our present system is proving to be inadequate to meet the needs of a growing University.

After full discussion it was

RESOLVED to recommend to the Faculty the adoption of the Nanking University system of accounting.

In order to assist Mr. Albertson to close his books, it was

RESOLVED to appoint till the end of June Mr. R.L. Simkin as Assistant Bursar and Mr. Sie King-tsu as Chief Accountant of the current year's accounts.

758. Cheeloo Finances.

It was noted that the Bursar has received to date \$12,500 from Cheeloo to cover disbursements.

759. Property Committee.

Minutes of Property Committee held on April 30th were noted.

Mr. R.L. Simkin presented a map proposing a give-and-take adjustment of the boundaries between the University and the New City.

RESOLVED to request the President to write a letter to the Committee of the "New City" reminding them that they have promised not to encroach upon the University's property; and stating that the University is willing to make an exchange of land but that we wish to retain all our land until boundary adjustments can be fully considered.

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760. Science Minutes.

RESOLVED to follow up Dean Dye's letter to Mr. J.L. Gressitt, M.A. of University of California, inviting him to become a Visiting Lecturer in the Department of Biology without salary for the year 1938-39.

Note was taken of a letter proposed by Dean Dye to Mr. Dean Sage Jnr., in reply to a letter received by Mr. Frank Dickinson concerning a proposal for cooperation in the collecting of biological specimens. Certain proposals are presented to Mr. Sage for choice. When a reply is received the matter will be considered officially.

Discussion took place on the announcement by Mr. Dickinson that Madame Chiang's herd of fifty-five cattle would be in Chengtu shortly, and requesting that a grant be secured for the erection of a dairy barn for this herd.

RESOLVED to refer this matter to the College of Science for recommendation.

761. Publications.

RESOLVED on the recommendation of the College of Science to make a temporary loan for the publication of Mr. Li Ming-liang's Report on his investigation in the Ningyen sector during 1937-38, to be repaid from sales of the report or from the budget of the Agricultural Extension Committee.

\*RESOLVED on the recommendation of Dean Kilborn to make a temporary loan of about \$250 for the publication of a book on Tuberculosis by Dr. H.G. Anderson, to be repaid in full from the proceeds of the sale of the book.

RESOLVED that money be advanced from Book Store Funds to meet the cost of two Biology Text Books prepared for the fall term.

762. Agricultural Students.

It was noted that nine students of the Special Extension Course in Agriculture have been invited to take positions immediately with the Bureau of Rice and Wheat Improvement Bureau.

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5. Those who have financial difficulties may through their dean apply for membership as a reporter for this office be selecting and reporting on one kind of magazine approved by this office submitting not less than two articles monthly This Office will grant a sum from \$10. to 15. per month for such reports. The grant made by this office will be ceased if the report is not up to the required standard.
6. The reports may be published in the periodicals published and managed by this office.
6. This plan has been approved by the Ministry of Education.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held May 9th, 1938.

MINUTES

Present: All members, except Mr. Albertson.

The following minutes are recommended to the President:

Minutes of the last meeting approved as circulated.

763. Special Training.

A letter was received from the Special Training Bureau, reporting that they will send Inspectors to the campus on May 21st, from 1-5 p.m. to see that students' dormitories, classrooms, playing fields, etc. are clean and in good condition.

A letter was received from the 2nd year Pharmacy students requesting permission to take Special Training with the 3rd year students.

RESOLVED to take no action.

The President has been informed that the Special Training will take place from August 15th to October 15th.

RESOLVED to request the President to write to Dr. C.K. Chu and Dr. Ko, pointing out the serious disorganization to courses caused to Medical, Dental and other professional colleges if the training is given at such a late date in the summer, and requesting that such training be commenced at least one month earlier than the date set.

764. Japanese Propaganda.

A letter was received from the Bureau of Education, forwarding a telegram from the Military Commission of the Central Government, covered by Order No. 04447 from the Provincial Government, to the effect that the lives of missionaries in the interior are in danger from Japanese activities, viz.

"According to a recent report it is stated that the Japanese have sent agents to the interior to kill or injure missionaries with a view to arousing the bad feeling of other nations towards China."

RESOLVED to use this letter to help secure the cooperation of the local Government in maintaining control of our campus.

RESOLVED to ask the Property Committee to take immediate action in putting up the new gates, and working out rules and regulations to be followed by the Police in controlling

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the campus; and to negotiate with the Local Branch Office for the appointment of six trained men.

765. Order re Purchase of Aeroplanes.

A letter was received from the local Bureau of Education, forwarding a letter from the Chinese Aviation Association, requesting all universities and schools to contribute from salaries for the purchase of aeroplanes.

RESOLVED that Vice-Chancellor Fong take up the matter with the Chinese teachers.

766. Gift of Hard Maple Seed.

A letter was received from Mr. Dickinson, reporting the gift of one gallon of Hard Maple Seed from the Forestry Branch of the Ottawa Government, through the favour of Dr. Jesse Arny.

RESOLVED to send a letter of thanks to Dr. Arny and the Ottawa Government for this gift of Hard Maple Seed for the University.

767. Giant Panda Cub.

A letter was received from Mr. Dickinson concerning the sending of a Giant Panda Cub to the New York Zoological Society.

RESOLVED to request the President to secure permission from the Provincial authorities for the transportation of a Giant Panda Cub to New York Zoological Society; and to request Mr. Dickinson to make arrangements with one of the Aviation Companies for its transport to Hongkong by May 18th or 19th; to request Dean Sei of the Science Faculty, University of Nanking, to take a film of the Giant Panda Cub before it leaves Chengtu; this action to be subject to the approval of the Science Heads meeting May 19th.

768. Ginling College.

A letter was received from President Yi feng Su, forwarding the following minute of the Board of Directors of Ginling College:

"Voted, that the Board place on record its deep appreciation to West China Union University for the cordial welcome and the generous help in granting facilities to make it possible for Ginling to carry on in Chengtu.

769. Physical Examinations.

RESOLVED to notify the teachers that Physical Examinations have been arranged for Wednesday and Thursday afternoons, May 11th and 12th, and that classes affected will be called off.

770. Sugar Refining Work.

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A letter was received from Mr. Chen, head of the Sugar Refining Bureau, concerning plans for cooperation with the W.C.U.U. Department of Chemistry.

RESOLVED to forward the letter to the College of Science.

771. Tanning.

A letter was received from the Industrial Experimental Bureau concerning cooperation with our Tanning Department in the improvement of the Tanning Industry of the Province, research into local materials, methods, technical skill, etc., and stating that any new discovery made through such research will be patented and shared by the two bodies.

772. Additions to Budget.

RESOLVED to add to the current budget (to be met from Provincial Government grant) the following items:

Publication of President's Report in Chinese	\$50.
Mr. Sie's salary	\$270
"    travel	100
"    bonding insurance	135
Installation of new accounting system, say	1,000.
Entertainment	400.
Stationery, Postage, & Office Expense	500.
	<hr/>
	\$2,450.
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RESOLVED to add to the budget for 1938-39:

Mr. Sie's salary and bonding, say	1,250
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773. Chair of Pathology.

Dr. Kilborn reported that he had received the following minute from the Faculty of Cheefoo Medical School:

"Resolved, that we approve of Dr. Kilborn's suggestion in his letter of March 29th, that Dr. Hou accept the position of Professor of Pathology at West China Union University and that we continue to pay his salary, in conformity with our general arrangements for the Cheefoo staff at Chengtu."

774. Science Minutes.

It was reported that Mr. W.S. Sewell has been appointed secretary to the Science Faculty.

RESOLVED on the recommendation of the College of Science to invite Mr. Hien Wen-yu of Anhwei University, to become Visiting-Lecturer in Biology, without salary, for the year 1938-39, and to approach the British

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Boxer Indemnity Fund for an allowance for him in his research work.

RESOLVED on the recommendation of the College of Science that beginning with the fall term, 1938, Science students in Chemistry, Math-Physics and Biology be permitted to elect three of the four sciences in the First Year according to the schedule of March Minute No. 3835.

RESOLVED on the recommendation of the College of Science that the Chemistry Department add one hour for Chemistry students of the First Year.

RESOLVED on the recommendation of the College of Science that in the First Year in Mathematics, two hours be added for experimental work.

RESOLVED on the recommendation of the College of Science that the W.M.S. be requested to permit Miss Cheng Yuen-yin to give a few hours teaching service in the Chemistry Department during the coming academic year, on the same basis as the present arrangement concerning Mrs. Len's teaching.

RESOLVED on the recommendation of the College of Science that Li Yao-hsien (a student in his final year in Pharmacy) be given a special problem in Organic Chemistry which, if satisfactorily completed, shall be a substitute for the second term examination in Organic Chemistry.

RESOLVED again to urge all Deans and Heads of Departments to take note that students with low grades should not be permitted to enter advanced classes.

775. Contracts.

RESOLVED that President Dsang approach President Chang of Ch'uan Ta with a view to discovering how Dr. Fugh can be engaged between us during the year 1938-39; and that if a satisfactory arrangement can be arrived at a contract be given him.

RESOLVED that President Dsang write a contract for Mr. S.C. P'ang for the year 1938-39.

776. Harvard-Yenching Programme.

Vice-Chancellor Fong reported on interviews with Dean Liu, Dean of Arts, and Mr. Liu, Head of the Chinese Department of the University of Nanking, concerning their programme of Chinese Studies, ranking of staff, research scholars and teaching staff; also concerning the present work of our Chinese Department.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held Monday, May 16th, 1938.

MINUTES.

Present: All members except Messrs. Dye and Albertson.  
The following Minutes are recommended to the President:  
Minutes of last meeting approved as circulated.

777. Building of Machine Shop.

RESOLVED to proceed immediately with the erection of the Machine Shop contiguous to the Hospital Laundry, and to add Dr. Wallace Crawford's name to the Building Committee.

778. Support of Refugee Teachers.

A letter was received from the Commission on Medical Education of the Ministry of Education concerning grants for refugee professors.

RESOLVED that Deans Kilborn and Lindsay consult with Dean Cheer and Dr. Hou concerning certain refugee professors who might be invited to join the staff under the above scheme.

779. Midwifery School.

A letter was received from the Board of Directors of the Midwifery School concerning their desire to register the School with the Government, and requesting the W.F.M.S. and W.C.U.U. jointly to guarantee their annual budget of approx. \$5,000 a year. No action was taken pending the receipt of further information.

780. Grants Received.

It was reported that the sum of \$1,750 has been received from the Central Government, being the Ministry's grant for February 1938; also that the University has received the sum of \$7,500 from the British Boxer Indemnity Fund for Cheeloo University.

RESOLVED to hold this sum in our Treasury until word is received from Cheeloo as to its use.

781. Canadian Mission.

Renting of Houses - A letter was received from Mr. Hibbard on behalf of the Canadian Mission, agreeing that whenever the Mission has houses to rent at the University the first choice be given to the University staff;

Expropriated Land - accepting the \$1,606.00 from the Hwa Yang Hsien for expropriated land; and requesting the University

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to share its gift from the late Governor Liu Hsiang with the Mission on the basis of the proportional cost of the land of both parties.

The President remembers that this grant was made by Governor Liu Hsiang to the University only. At the time the U.C.C.M. was asking that the grave land adjacent to the Canadian Mission property be exchanged for the expropriated land.

RESOLVED to forward this information to Mr. Hibbard, stating that if this exchange is effected there will be no need for further adjustment with the University, but that if the exchange is not effected then the University will consider sharing the late Gov. Liu Hsiang's gift with the Mission.

The Canadian Mission also requested that the University take some action regarding the "lean-tos" which have been erected against the wall of the new buildings on the Chiang Hsi Kai property.

RESOLVED to consult Miss Priest as to action already taken by the University of Nanking in this matter.

782. Insurance.

RESOLVED that immediate steps be taken to insure the new buildings on the Chiang Hsi Kai property and the Hospital Laundry (annexe); it being understood that the University of Nanking will meet the cost of such insurance while they occupy the buildings.

783. Cheeloo.

Dean Kilborn passed on a request from Cheeloo students for an extension of Library hours so as to permit them to do extra study as the time for examinations approaches, or that extra lights be provided in their dormitory.

RESOLVED to recommend to the Library Committee that they extend Library Hours to 10 p.m. from May 1st to the end of the examinations each spring term.

RESOLVED to request Mr. B.C. T'ang to put in a few extra lights in the dining and reception rooms of the M.E.M. dormitory to make it easier for the Cheeloo students to do the necessary study for examinations.

784. Accommodation Requirements.

RESOLVED to make urgent request to the Board of Founders and others for grants for the erection of a residence for single teachers, a dormitory for students, and a Chemistry Building.

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785. National Central University.

The cost of repairs to the M.E.M. Dormitory (to free Min Deh for the use of National Central staff) totalled \$1,882.09, whereas the National Central University expected that it would not be more than \$1,300. After discussion it was

RESOLVED to request the National Central University to pay for the following items:

Lumber for flooring	\$1,215.69	
Carpentry (Labour)	155.08	
Matting for ceiling	10.00	
Nails, etc.	16.50.	\$1,397.27

the balance of \$484.82 and the cost of wiring for electrical light to be met from Provincial Government grant.

It is understood that the W.C.U.U. pays the deposit on the rented house for students, the staff of Central University being responsible for \$100 per annua rent.

786. University Hospital.

Dean Kilborn reported that forty hospital beds are for sale in Chengtu at very reasonable cost.

RESOLVED to permit the purchase of the forty hospital beds (\$1,000) for use in the Isolation Hospital block, to be paid for from Hospital Equipment fund.

A letter was received from Dr. Williams, reporting that the Friends Mission has a quantity of glass on hand which could be purchased for the University Hospital at \$40 per case.

RESOLVED to authorise the purchase of glass from the Friends' Mission for the University Hospital. Cost \$400.

787. Ginling College.

A letter was received from Dr. Chang Siao-sung and Miss Priest reporting the decision of Ginling Women's College to move the rest of the College to West China and to concentrate the work on the W.C.U.U. campus; also requesting permission to erect dormitory buildings on the campus.

RESOLVED to agree to the erection of dormitory buildings for Ginling Women's College as requested by Dr. Yi-fang Wu.

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After discussion it was decided that the President shall approach the authorities with the hope that they will expropriate the grave land to the south of Women's College for use as the site for the Ginling dormitory; to discover from Commissioner Chiang what negotiations he made with the Ginling representatives; to discover on what conditions the M.F.M. would allow the Ginling Dormitory to be erected on their land to the east of the Library.

788. Assistance for Refugee Students.

RESOLVED to request the Y.W. and Y.M.C.A. Committee on Student Relief to report to the University which students, if any, they have assisted, and the continue to do so in future, so that the Bursar's Office may check the list of students whose fees are still out-standing.

789. Dr. Liljestrang.

Letters were reported from Dr. Liljestrang concerning his furlough work and a possible new doctor. No action was taken pending recommendation from the College of Medicine & Dentistry.

790. Leper Hospital.

A letter was received from Dr. Wallace Crawford concerning the gift of a Leper Hospital (and part maintenance) by the Mission to Lepers. No action was taken pending recommendation from the College of Medicine and Dentistry.

791. Dr. Peterson.

A letter was received from Dr. Peterson reporting on his improvement in health and commenting on plans for the new Hospital.

792. Transportation of Goods.

RESOLVED to make known to those concerned the following paragraph from a letter from Mr. Sewell.

"No Chinese firm, other than a licensed dispensary, is able to receive any consignment of goods which contains either chemicals or drugs. It is therefore necessary for a licensed druggist or a foreign firm to take delivery of the consignment in the first place. Then if they hand it over to the Szechuan Travel Bureau the latter will do its best!"

793. Graduation Plans.

RESOLVED to inform the Registrar that the eleven students do not qualify (because they do not come from Government Registered Schools) for a Government stamped diploma may receive the diploma granted under charter of the Board of Regents of the University of the State of New York, at a cost of \$5.

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RESOLVED to discover from the cooperating Universities whether they desire "guest" graduating students to take part in the W.C.U.U. Graduation Exercises.

RESOLVED to request the use of the Hart College Gymnasium and Hart College as examination halls; if this should not prove possible to use Hart College and the Assembly Hall.

RESOLVED to request the Fine Arts Department to provide three items for Graduation Ceremony and two for the Baccalaureate Service; and to enquire if they are planning anything for the evening of Graduation Day; also to request Mr. Walmsley to suggest a design for the marshal's mace.

794. Physical Examinations.

RESOLVED to announce the last physical examination for Friday afternoon, May 20th, at 1.30 p.m.

795. Memorial Ceremony.

It was announced that Freshmen students were required to attend a Memorial Ceremony on Tuesday morning, May 17th, in honor of those who have been killed during the present war.

796. Science Minutes.

Minute 3862 agreeing with Cabinet Minute 767 was noted.

RESOLVED on the recommendation of the College of Science to express to Prof. R.C. Spooner who is leaving for furlough warm appreciation of the work he has done; that in view of the special opportunities before the Chemistry Department at this time the U.C.C. M. be requested to grant him full facilities for further training; and that request be made for his reappointment to the University when his leave is over.

RESOLVED on the recommendation of the College of Science to grant two weeks' leave of absence to Prof. Y.L. Kao to make a business trip to Chungking on behalf of the Chemistry Department.

797. Property Committee Membership.

RESOLVED to request the Property Committee to suggest someone to take Dean Dye's place on that Committee.

798. Return of Prof. H.D. Robertson.

RESOLVED to write to Prof. H.D. Robertson by Clipper Mail urging his immediate return to the University.

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799. Library Committee.

RESOLVED on the recommendation of the Library Committee that an urgent request be sent to the Board of Founders for the immediate appointment of a fully-trained English librarian for the maintenance of the Library work.

800. Athletic Committee.

RESOLVED to discuss at a later meeting the whole question of athletics in the University and the appointment of a Physical Director, in relation to the requirements of the universities now cooperating on this campus.

It was reported that entries for the Athletic Meet on May 6th and 7th were as follows:

W.C.U.U.	61 boys	21 girls
Univ. of Nanking	19 "	
Nat. Central Univ.	14 "	4 "
Cinling College		4
Goucher School	48 "	

The points gained were as follows:

W.C.U.U.	121	(boys and girls)
Univ. of Nanking	92	"
Nat. Central	45	"

The income from students' fees totalled \$449, and expenses \$413.73

RESOLVED to publish a report of the Athletic Meet in the Cabinet Bulletin.

801. Student .

RESOLVED to hold the records for the student who desires to discontinue his studies for one year.

802. Leave of Absence for Mr. B.C. T'ang.

RESOLVED to grant Mr. T'ang two weeks' leave of absence for health reasons.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held Monday, May 23rd, 1938.

M I N U T E S.

Present: All members except Mr. Albertson.

The following Minutes are recommended to the President:

Minutes of last Meeting, with slight verbal alteration, approved as circulated.

803. Mr. and Mrs. Starrett.

A letter was read from Dr. Frank Anderson, Secretary of the Board of Founders, concerning the proposal that Mr. Starrett join the University staff for a temporary period.

804. Mr. B.B. Chapman.

On the report of the President and the reading of a letter addressed by Mr. Chapman to Dr. Fugh, Acting-Head of the Department of Education, it was noted that Mr. Chapman had tendered his resignation from the treasurership of Goucher School and from the secretaryship of the Department of Education.

RESOLVED to record the University's appreciation of the fine contributions of money, effort and service which Mr. and Mrs. Chapman have rendered to Goucher School and to the University; and to forward to them a copy of this resolution with an expression of our hearty thanks.

805. Dr. Liljestrand.

A letter was read from Bishop Ward, forwarding a request from the Methodist Episcopal Board that Dr. Liljestrand be appointed to the Chungking Hospital upon his return from furlough, in view of Dr. Gentry's approaching furlough.

RESOLVED to reply to Bishop Ward that in view of the fact that Dr. Liljestrand is Head of the Department of Gynaecology and Obstetrics, and especially in view of the enlarged union scheme on foot for the clinical work of the Hospital and teaching, it is impossible for the University to release Dr. Liljestrand.

806. Dr. Y.Y. Tsu.

Dean Smalley reported that if funds were available it would be possible for the University to secure Dr. Y.Y. Tsu for the Department of Religion, and to be Religious Life Director of the University.

RESOLVED to write to Mr. Cressy to discover whether he knows of any possible funds for the support of Dr. Y.Y. Tsu as Religious Life Director.

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807. Mr. Cheng Te-k'un.

A letter of April 27th, 1938, was read from Dr. Elisseeff and further consideration was given to the request of the Harvard-Yenching Institute Trustees that Mr. Cheng Te-k'un be permitted to accept a fellowship at Harvard for the year 1938-39.

RESOLVED on the request of the Harvard-Yenching Institute Trustees to grant leave of absence to Prof. Cheng Te-k'un to enable him to take advantage of a fellowship offered by Harvard University for the year 1938-39; and that his present salary be continued for the period of the year 1938-39 to cover the cost of travelling and allowance for his family.

808. Midwifery School.

RESOLVED to recommend to the Board of Directors that for purposes of registration the University and the W.F.M.S. jointly issue a guarantee to the Government to the effect that the income of the School of Midwifery is \$10,000 per annum.

809. Group Insurance Policies.

The President reported that the Faculty members desired to hold in their possession policies issued under the Chinese Staff Group Insurance Scheme.

RESOLVED that the Bursar give each member participating in the Group Insurance Scheme a receipt for his policy; the policies to be kept in the Bursar's Office.

810. Government Bonds.

A letter was reported from the Chinese staff members requesting their Government Bonds to be handed over to them.

RESOLVED that the Bursar's Office retain the Government Bonds of staff members until such time as those concerned have paid for them, when they will be released.

811. Board of Founders.

A letter from Dr. Beech, dated May 10th, was read, concerning the building of the University Hospital, the Laundry, Machine Shop, and Isolation Block; request to China Foundation; Mr. and Mrs. Starrett; Mr. Small's work as Building Superintendent; Budget appropriation.

Dr. Beech reported that the Executive Committee of the Board of Founders had granted \$50,000 only towards the University's budget for the year 1938-39.

RESOLVED to write again to the Board of Founders pointing out the urgent need for an increased appropriation and for funds to meet emergencies; to defer revision of the Budget

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Estimates until September, in view of the fact that the Annual Meeting of the Board of Founders will not be held until the end of July.

812. Leave of Absence for Dr. Gordon Agnew.

RESOLVED to grant Dr. Agnew's request for short leave of absence in order that he may take advantage of a free trip to Hongkong.

813. Salaries of Special Instructors.

With reference to Minute 731, it was

RESOLVED that from the date of his promotion Mr. Hsiang be paid at the same rate as the former Head Instructor, and the new Assistant at the same rate as the former assistant.

814. Staff Residence for University of Nanking.

A letter was received from Miss Priest on behalf of the University of Nanking, enquiring whether it would be possible for us to cooperate in the erection of a simple "bi to" building for two staff families - and suggesting \$1,000 as their share.

RESOLVED to inform Miss Priest that we will gladly cooperate in the scheme, but we must point out that a "bi-to" house of the suggested dimensions would cost approximately \$5,000.

815. Dr. W.R. Morse.

Information has been received from the A.B.F.M.S. that Dr. and Mrs. Morse have been transferred temporarily to the retired list, i.e. until a further physical examination takes place next fall.

816. Property Committee.

RESOLVED to accept the nomination of the Property Committee and appoint Mr. Wu Kueh-chang as a member of that Committee for the balance of the year.

817. Dr. Williams E. Braisted.

RESOLVED on the recommendation of the College of Medicine & Dentistry to request the appointment of Dr. William E. Braisted by the A.B.F.M.S. to the Department of Surgery.

818. Leper Hospital.

With reference to Minute 790 it was

RESOLVED to apply to the Mission for Lepers for the release of the funds promised for the erection and maintenance of the Leper Hospital.

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819. Refugee Teachers.

RESOLVED to approve and forward the College of Medicine & Dentistry's application to the British Boxer Indemnity Fund Trustees for the support of five refugee teachers - Professors of Public Health and Physiology, Instructors in Bio-chemistry, Pathology and Prosthodontology.

RESOLVED, subject to the approval of the College of Science, to request the Trustees of British Boxer Indemnity Funds for \$1,500 for the support of Mr. Lo Tsung-shih to undertake research on the possible sources of vegetable tannins in Ezechwan and the distribution of tannin within the plant.

820. Magazine Facilities.

RESOLVED to refer to the Deans concerned letter concerning facilities offered by the Department of Higher Education of the Ministry of Education for students to read more technical magazines and periodicals.

821. Extension Courses Graduation Exercises.

RESOLVED to accept the recommendation of the College of Science that, if the Extension Committee agrees, the graduation exercises for the Extension Students in Dyeing and Agriculture be held on Saturday, June 18th, and that Messrs. Chang Min-chuin, Li Ming-liang, Sewell, Mrs. Li Ming-liang and Miss Hsiao Ni-chu be a committee to make arrangements in conjunction with the Administrative Officers.

822. Students Hwang Chung-hsia.

RESOLVED to lay on the table the recommendation of the College of Science that Hwang Chung-hsia, graduating student in Pharmacy, who has to leave at once for Keesu, be permitted to take his final examination this week, or in case this cannot be arranged, at Sian, the Dean and Administrative Officers to make suitable arrangements.

823. Scholarships for Medical, Dental and Pharmacy Students.

RESOLVED to refer a letter received from the Ministry of Education concerning application for scholarships worth \$100 a year for Medical Dental and Pharmacy students, to the Deans of the Colleges concerned.

824. Committee on Nominations

RESOLVED to appoint Dean Smalley and the Vice-Chancellors Fong and Lindsay as a Nominating Committee for Officers and Committees for the year 1938-39.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held May 26th, 1938.

MINUTES

Present: All members except Mr. Albertson; visitor: Mr. Simkin.  
The following minutes are recommended to the President.  
Minutes of last meeting approved as circulated.

825. Dr. P.C. Hou.

RESOLVED to accede to the request of the Kweiyang Medical College and grant three months' leave of absence to Dr. P.C. Hou so that he may give teaching assistance to that school; the Kweiyang Medical School being responsible for his travelling expenses; further, that permission be granted to Dr. P.C. Hou to give his examination in Pathology before the regular time to enable him to take early departure.

826. Government Chair in Pathology.

RESOLVED to report to the National Central Government that the salary of Dr. P.C. Hou as holder of the Government Chair of Pathology commended on May 1st, and that the balance of the grant to support the Chair for the year 1937-38 will be used for the purchase of equipment for the Pathology Department.

827. Dr. L.M. Yeh.

RESOLVED to grant permission to Dr. Yeh to give his examination in Anatomy before the regular time as he will be leaving immediately for Kweiyang to take an appointment in Kweiyang Medical School.

N.B. Dr. Yeh has presented his resignation to Cheeloo Medical School.

828. Ginling College.

It was reported that the President had consulted Educational Commissioner Chiang regarding the possible expropriation of grave land to the south of Women's College in order to provide a site for Ginling College Dormitory; and that the Commissioner considered it impossible that such action could be taken at the present time. It was therefore

RESOLVED to negotiate with the Methodist Episcopal Mission for sufficient land for the erection of dormitory buildings for Ginling College.

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829. National Central University.

In reference to Minute No. 785 a letter was read from Dr. Cheer stating that the National Central University agrees to pay \$1,397.27 towards the cost of alterations to the M.E.M. dormitory to allow the Central University staff to use Min Deh Middle School dormitory as a residence; also to pay \$100 rent per annum.

830. International Missionary Council, Madras.

A letter was received from Mr. Ronald Rees, requesting the University to make some contribution towards the expenses incurred by Mr. S.H. Fong in attending the I.M.C. in Madras, \$60. gold of which would be provided from the Council's special travel funds.

RESOLVED to request the Hodgkin Memorial Fund Committee to consider making a grant towards Mr. Fong's travelling expenses in connection with the Madras Conference.

RESOLVED to approach Acting-President R.T. Shields with the request that Chealoo consider making a grant to Dr. Pi T'ien-min towards his travelling expenses to the Madras Conference.

831. Goucher School.

A letter was read from Mr. Chapman, forwarding a paragraph from a recent letter from Dr. Beech concerning the postponement of ratification of the Goucher School Constitution until the Annual Meeting of the Board of Founders, to be held in July; but advising the appointment of a provisional Board of Directors for Goucher School, pending such ratification. It was therefore

RESOLVED to instruct the Department of Education to nominate members for the Board of Directors of Goucher School for appointment by the General Faculty of the University.

832. Woman's College Board

A letter was received from the Woman's College Board acceding to the request contained in Cabinet Minute No. 710 to the effect that a gateman's lodge be built within the grounds of Woman's College to facilitate control of the road south of Woman's College.

833. Assistance given by Professors of Visiting Universities.

Following a suggestion made by Dr. Williams it was

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RESOLVED that letters of thanks and appreciation be prepared for staff members of National Central Medical and Dental Schools and Nanking University and Ginling College, who have given the W.C.U.U. assistance during the academic year 1937-38.

834. Refugee Teachers.

The names of several refugee teachers were mentioned for whom support may be secured from the British Boxer Fund Trustees.

RESOLVED to request the Colleges concerned to send in immediately particulars of refugee teachers for whom application can be made.

835. Research Fellowships.

On the request of Dean Dye it was

RESOLVED to collect particulars regarding professors for whom it is desired to seek research fellowships from the Rockefeller Foundation.

836. Graduation Exercises.

RESOLVED to request the Library Committee for the use of the Library for the Baccalaureate Service and Graduation Exercises on Sunday and Monday, June 19th and 20th.

RESOLVED to request Dr. Yi-fang Wu to preach the Baccalaureate Sermon.

RESOLVED to approve the design for the marshal's mace as prepared by Mr. Lewis Welmsley and order two to be made.

RESOLVED to request Mrs. Crawford to serve on the Decorations Committee in place of Miss Streeter who leaves shortly for furlough.

837. Chungking Alumni's Gift.

The President reported receipt of \$100 from the Chungking Alumni towards prizes for the Athletic Meet. The President was requested to write a suitable letter of thanks.

838. Photo Studio.

RESOLVED to appoint a committee consisting of Messrs. Dye and Albertson to bring in a report within the next few weeks concerning necessary action to be taken in regard to the Photo Studio for 1938-39.

839. Student Lan Chin-hsiang.

RESOLVED on the recommendation of the College of Science that Lan Chin-hsiang, a student in Pharmacy who lacks English for the completion of his course, should be

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given a special examination in this subject before he leaves for down-river, thus enabling him, if he passes and if he has fulfilled all the other requirements, to graduate in 1939; also that on the satisfactory completion of his English a suitable certificate be given to him.

840. Student Hwang Chung-hsia.

In view of the fact that student Hwang Chung-hsia has fulfilled all University requirements for graduation, except in regard to his Special Training in Nanking,

RESOLVED that he be permitted to take the graduation examinations at the regular time in Sianfu under proper supervision. The granting of his diploma will be at the discretion of College of Science.

841. Special Training.

It was reported that First Year students are expected to take Special Training for three months from the middle of August, Second and Third Year students for two months from that date.

842. Nominations.

Discussion took place concerning the report of the Nominating Committee.

RESOLVED to request the Colleges to secure the nomination of Deans and the representatives to the General Faculty; and the College Principals the appointment of their representatives on the following committees: Cabinet, Student Health, Student Activities, Entrance and Scholarships.

RESOLVED to circulate the report of the Nominating Committee before the meeting of the General Faculty on June 2nd.

843. University Physician.

In view of the greatly enlarged student body on the campus,

RESOLVED to request the University Health Committee to discuss plans for the appointment of a full-time University Physician and make recommendations to an early meeting of the Cabinet.

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DR. LINDSAY

WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting held May 30th, 1938.

MINUTES  
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Present: All members except Mr. T'ang. Visitors: Miss Priest,  
and Mr. Simkin.

The following Minutes are recommended to the President:

The Minutes of the last meeting were approved as circulated.

844. Nominations.

RESOLVED in the list of nominations to be circulated to substitute on the Religious Life Committee Mr. Li Ming-liang for Mrs. Li and Mr. Wu Kueh-chang for Mrs. Wu; and on the Student Affairs Committee to add Mrs. Li Ming-liang.

845. Graduation Exercises.

It was reported that the Library Committee had agreed to make library arrangements in order to permit the holding of the Baccalaureate Service and Graduation Exercises in the Library.

846. Departmental Libraries.

Mrs. Lindsay attended to report on the results of investigations into the present condition of "departmental libraries". This investigation had been made because of criticism made by our own students and others that there are no longer any modern books on the library shelves. She reported that nearly 2,000 modern books are held in "Departmental" or "Office" libraries, mainly for the use of staff members, so that it is exceedingly difficult for the students to secure access to them; that approximately 300 books have been lost. Mrs. Lindsay suggested that a Departmental, or Sub-Library be defined as a library where students can see books in the same way as they can see them in the General Library.

Discussion followed concerning responsibility for books borrowed; the replacement of books which have been lost; the need for staff and students to return books personally; the desirability of calling in books at the end of each semester; deposit fee for summer library.

Mr. Fong expressed sincere thanks to Mrs. Lindsay for her careful work in investigating the situation with regard to Departmental Libraries.

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RESOLVED to request the Library Committee to prepare a set of minimum rules governing Departmental Libraries.

RESOLVED to request Mr. Smalley to present to the General Faculty at its next meeting Mrs. Lindsay's report on the Departmental Library situation, together with the suggested minimum rules.

847. Revised Form of Budget.

Miss Priest attended to introduce the Budget set-up necessary for the installing of the Arnet system of accounting, which we have adopted.

Deans and heads of Departments are to send Miss Priest their comments or recommendations immediately.

RESOLVED to request the Board of Founders to change their policy of making grants to the University on the 2:1 basis, and in future to make their grants in gold.

848. Faculty Meeting.

RESOLVED to postpone the meeting of the General Faculty until Thursday, June 9th.

849. Contract for Chang Shih-wen.

On the recommendation of the Dean of Arts,

RESOLVED that Chang Shih-wen of the Planning Commission be engaged by the Department of History, Political & Social Sciences for the year 1938-39; to accept the recommendation of the Ranking and Salaries Committee to the President that he be given a contract as Associate Professor at a salary of \$150 per month.

850. Central Government Grant.

It was reported that the sum of \$1,750 had been received from the Central Government, being their grant for March 1938.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held on June 2nd, 1938.

MINUTES.

Present: All except Mr. Albertson. Visitor Mr. Simkin.  
The following minutes are recommended to the President:  
Minutes of last meeting approved as circulated.

851. Universities' Joint Council.

RESOLVED to accept the recommendations of the Universities' Joint Council as follows:

10. Summer Library Plans.

RESOLVED to accept the following recommendation of the Library Committee (a) that until the end of the University of Nanking examinations the daytime hours of the Library remain the same as during the term.

(b) that until the end of the University of Nanking examinations the Student Reading Room and the Reserve Book Room be open in the evenings, and that the hours of opening and closing remain the same as during the term.

(c) that from the closing of the Universities, the Library open during the daytime from 8-10 a.m. and from 4-6 p.m. until September the first; that should the cooperating Universities desire longer hours they be asked to make arrangements for this within their own staffs.

20. Special Training.

It was reported that Special Training for this years freshmen will take place from August 18th to November 19th, for Sophomores and Juniors from August 18th to October 19th, and for Medical & Dental 4th Year and Pharmacy 3rd Year for two months.

RESOLVED that Presidents Chen and Tsang make a joint approach to the Commissioner of Education enquiring whether it would be useful to petition against these dates, and ask that Special Training commence on August 1st, to facilitate the earlier opening of Universities in the fall.

21. Campus Control

Discussion took place concerning improved control of the campus and the duties of the new police.

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RESOLVED to request the staff and students of all the Universities to be prepared to show their badge to the police when asked.

82. Committee on Schedule of Academic Courses.

On the proposal of Ginling, it was

RESOLVED to appoint a Committee on Schedule of Academic Courses consisting of the Registrars of the cooperating institutions.

832. Campus Control.

RESOLVED to request the President and Mr. T'ang to go over the Property Committee's suggested rules for the police with a view to bringing back to the Cabinet a set of regulations which can be applied.

833. Prof. Cheng Te-k'un.

A letter was received from Prof. Cheng Te-k'un thanking the University for making it possible for him to take advantage of the fellowship at Harvard during the academic year 1938-39.

834. Leave of Absence for Prof. P.C. Fugh

RESOLVED to grant leave of absence to Prof. P.C. Fugh for one week, on health grounds.

835. Ministry of Education.

A letter was received from the Ministry of Education announcing that the Ministry has granted to the University a sum of \$5,000 towards the extra costs involved in receiving a large number of loan students during the present academic year.

RESOLVED to accept this grant with grateful thanks, and to point out that unless the University receives a larger grant for loan students it will be impossible to receive so many next year.

836. Extra Dormitory Costs.

RESOLVED to change the extra costs involved in alterations to M.E.M. Dormitory to free Min Deh Dormitory for the National Central University Staff - \$484.82 - to Provincial Government grant for emergency costs.

837. Diploma in Otolaryngology and Ophthalmology.

On the recommendation of the Department of Otolaryngology and Ophthalmology,

RESOLVED to recommend to the General Faculty the granting of the Diploma of Otolaryngology and Ophthalmology to Dr. Cheo Yong-tsing, who has satisfactorily completed his two-year post-graduate course in these subjects.

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858. Dr. Hwang Dwan-fang.

It was reported that through the Commission on Medical Education Dr. Hwang Dwan-fang of National Central Dental College has been granted a fellowship for post-graduate work in Oral Pathology at the W.C.U.U.

RESOLVED that, subject to the approval of the College of Medicine and Dentistry, Dr. Hwang Dwan-fang be received as a post-graduate student in Oral Pathology.

859. Dr. Beh Yin-tsai.

It was reported that the Commission on Medical Education has granted a fellowship to Dr. Beh Yin-tsai for post-graduate work in Anatomy at the National Central University.

860. Nominations.

Letters from Dr. Phelps, Dr. Crawford, Dr. Campbell, Mrs. Anderson and others concerning nominations were referred to the Nominating Committee for further consideration. The Nominating Committee was also asked to make recommendations concerning the matter of representation on the Universities' Joint Council and the Joint Committees on Athletics, Student Health and Religious Life.

A letter was read from Mr. B.C. T'ang, seeking to be relieved from the office of Business Manager, in order to devote more time to the duties of Director of Student Activities.

RESOLVED to refer Mr. T'ang's letter to the Nominating Committee for further consideration.

Dr. Crawford brought to Cabinet's attention the action of the University Faculty in 1933 in regard to membership of the University Health Committee.

RESOLVED that the University Health Committee be the Department of Hygiene and Public Health plus co-opted members of the Department's choosing.

861. Ginling College.

Further consideration was given to the matter of location for Ginling College Dormitories.

RESOLVED to suggest to President Yi-fang Wu that the Ginling Dormitories be located in the south-east corner of the University's plot of land immediately behind the Library.

862. Staff Residence for University of Nanking.

A letter was received from President Chen, forwarding the following minute of the Nanking University Emergency Executive Committee.

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Discussion followed concerning a possible site for a Hanking University staff residence. Mr. Simkin was asked to make further investigations and report back to Cabinet on Monday next.

863. Minutes of the College Principals.

It was noted that the Officers of the College Principals' organization for the ensuing year will be

Chairman	Mr. W.G. Sewell
Secretary	Miss Fosnot

that the representatives of the College Principals on Committees be as follows:

Cabinet	Mr. B. C. T'ang
Student Activities	Mr. K.C. Wu
Entrance & Scholarships	Mr. K.C. Wu

864. Housing of Staff.

In endorsing the belief of the College Principals that dormitory space should be reserved for students and that other provisions should be made by the University for housing teachers, assistants, secretaries, librarians, etc. now housed in dormitories,

RESOLVED to request the Property Committee to look into the matter of preparing the property opposite the Post Office as a residence for single teachers; or else to prepare shops to let and use the rent to provide a fund for erecting a residence elsewhere.

865. Fall Housing of Students.

The College Principals reported that if medical students of the 4th year are housed in the city and others who are not considered to belong in the Dormitories are moved out, the College can receive approximately one hundred new students in the fall term, as follows:

Friends	4
Hart College	15
Yandeman	20
M.E.M.	15-20
C.H.S.	8
Women's	35-40

866. Division of Religious Studies.

RESOLVED on the recommendation of the College of Arts to endorse the changing of the name of the Division of Religion to "Division of Religious Studies".

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867. Relationship of Theological College to the University.

A letter was received from Dr. G.W. Sparling requesting consideration of the following minute of the Board of Management of the Theological College:

RESOLVED, to enter into negotiations with the University with a view to affiliation. By "affiliation" we mean that the College will be associated in its life and teaching with the University. Students of the College who are of University grade will be admitted to classes in the University as desired by the College and students of the University will be admitted to classes in the College as desired. There will be mutual exchange of teaching services and academic facilities.

After discussion it was

RESOLVED to appoint a Committee consisting of Messrs. Dye, Smalley and the President to consider the matter of the relationship of the Theological College to the University and report back to Cabinet.

868. Officers of the College of Arts.

The following nominations were reported:

Dean	F.A. Smalley
Secretary	Mrs. Kennard
Head, Dept. of Oriental Lang. & Literature	Mr. F'ang Si-dseo
Head, Dept. of Western Lang. & Literature	Mr. Moncrieff
Head, Dept. of History, Pol. & Social Sciences	Mr. Smalley
Acting-Head, Dept. of Education, Phil. & Fine Arts	Dr. P.C. Fugh
Head, Division of Religious Studies	Mr. Smalley, pro tem.
Head, Div. of Philosophy	Miss Fosnot
Head, Div. of Fine Arts	Mrs. Lucy Loh
Head, Div. of English lit.	Mrs. Kennard
Head, Div. of Sociology	Mr. Wesley Shen.
Representatives on General Faculty	Mr. Chu Shao-bin
	Mr. E.L. Phelps

869. Requests for Central and Provincial Government Grants.

RESOLVED to place requests of the College of Arts for grants from the Central and Provincial Governments on the list to receive consideration at a later date.

879. Rules for students not making Grades.

RESOLVED to accept the following rules for students not making grades:

That students who make an average grade of less than 50% or who fail in 50% of their subjects in their first term or

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any subsequent year may be asked to study elsewhere.

That students who fail in Freshmen English must repeat the year, but may be excused from subjects in which they make a grade of 78 in order to devote more time to English.

That students who fail in 40% of the subjects of their Major Course in any year must repeat that year.

That students who fail in 50% of the subjects of their Minor course in the 2nd, 3rd and 4th years must repeat the year.

871. Miss Streeter.

RESOLVED to receive for transmission to the General Faculty Minute 137 of the College of Arts, expressing appreciation of Miss Streeter's service as Head of the Division of English Literature and as Secretary of the Executive Committee, and looking forward to her return to the College as soon as possible.

872. Mrs. Lutley.

RESOLVED to record the fact that Mrs. Lutley has been teaching during the spring term 1938 the course for 2nd year students on the History of World Civilization.

873. English Courses.

RESOLVED to endorse the recommendation of the College of Arts that English 11 be a prerequisite for English 12, and English 12 be a pre-requisite for English 14.

874. Extension Course in Agriculture.

RESOLVED to accept the recommendation of the College of Science that the Extension Course in Agriculture be continued as a one-year course for the year 1938-39.

875. Mr. Lo Chin-yuin.

RESOLVED to accept the recommendation of the College of Science that an application be made to the Trustees of the British Boxer Indemnity Fund for \$1,200 for the support of Mr. Lo Chin-yuin to enable him to investigate Szechwan fish as foodstuffs.

876. Scholarships.

RESOLVED to send a letter of thanks to the E. Merck Chemical Co. for their gift of \$100 for two scholarships in the Chemistry Department.

877. Coolie for Pharmacy Department.

RESOLVED to refer to the Property Committee a request for the allocation of a coolie to the Pharmacy Department as from the fall 1938.

878. Chen Chuin and Wen Tin-san.

RESOLVED to refer to the Banking and Salary Committee Science Minute re Chen Chuin and Wen Tin-san.

879. Science Requests for Government Grants.

RESOLVED to place Science Minutes 3883, 3884, 3885, 3886, 3887, 3888 concerning requests for grants on the list to receive consideration at a later date.

880. Second language for graduating class.

RESOLVED to accept the recommendation of the College of Science that for this year the Graduating Science students receive the same treatment with respect to their credits for second language as that afforded to other students.

881. Miss Alice McFadden.

RESOLVED to accept the recommendation of the College of Science that Miss McFadden be thanked for giving a course in Home Economics in the College of Science.

882. Gifts to Pharmacy Department.

RESOLVED that letters of thanks be sent to the Bayer Co. for their gift of \$600 for the salary of an assistant in Pharmacy and to Mr. Vitvally of the Associated Drug Co., of \$250 for scholarships for Pharmacy students.

883. Basic Fees.

RESOLVED to agree to the principle of instituting a basic fee for students, with special fees for particular courses, instead of an inclusive fee as at present, and to refer the matter to the Deans of Arts and Science and Vice-Chancellor Fong for study and report back.

884. Professor Li Hsin-lung's Salary.

No action was taken concerning minute 3884, Professor Li Hsin-lung's salary, pending the receipt of further information.

885. New students.

In response to Minute 3885C of the College of Science,

RESOLVED to inform the College of Science that the Faculty Minute concerning limitation of the number of new students applies to the year 1937-38; the number of students to be received for the year 1938-39 will be determined by the Entrance Committee.

886. Science Nominations.

The following nominations were received:

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Dean	D.S. Dye
Secretary	W.C. Sewell
Heads of Depts .	M.C. Chang
Biology	W.C. Sewell
Chemistry	H.L. Chang
Maths-Physics	H.L. Li
Pharmacy	Y.L. Kao, K.C. Su.
Reps. on General Faculty	

RESOLVED to recommend to General Faculty that Dr. Meuser be Head of the Pharmacy Department and Li Hsing-lung acting-head.

887. Medical-Dental requests for Government Grants.

RESOLVED to place the requests of the College of Medicine and Dentistry for grants from the Central and Provincial Governments on the list to receive consideration at a later date.

888. Invitation to Dr. Ernest B. Struthers.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry that endorsement be given to the letter of invitation sent by the Dean of Medicine to Dr. Ernest Struthers of Casleo asking him to join the staff of the W.C.S.S. for the duration of the war.

889. Preparation of Interne's Clinical Laboratory.

RESOLVED to accept the recommendation of the Medical-Dental Council that the University advance a sum of money on China Foundation grant to meet the cost of structural alterations at the Men's Hospital to provide for the preparation of a clinical laboratory for internes.

890. Theses:

RESOLVED on the recommendation of the Dean of Science to accept the following Theses:

- Shwai Chung-deh: A Study of the Natural Dyes of Szechuen.
- Wei Shuh-hsueh: An Analysis of the Dyes used in Chwen Miao Fabrics.
- Djang Deh-gwang: A Study of Changtu Market Prices of Rice, Wheat and Rape Oil.
- Chen Gān: A Study in Light Absorption of Szechuen Plants.
- Wu Chi-lan: A Preliminary Study of the Chinese Medicine Ya Ten Tāi.
- Wang Shuh-chin: A Study of the Szechuen Water Plantain.
- Don Ye-fung: A Study of Chin Kuei Lien.
- Hwang Chung-heia: A Study of the Szechuen's 'Pride of India' fruit - *Melis aederach*.
- Fu Kang-lin: A Study of Ching Chisi - a kind of mustard.
- Li Yao-hsien: A Study of Ie Chi (Plant of mucilaginous roots)

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Wei Yu-fung: A Study of Szechuen Hou P'ò (A kind of magnolia)  
Ho Sui-hwa: A Study of the Chinese Medicine Hellebore.

RESOLVED on the recommendation of the Dean of Dentistry to accept  
the following Theses:

Tong Tso-hai: A Study of Gingivitis of Children in Chengtu  
Djen Jao-ming: A Study of Three Hundred Mandibles with the  
object of discovering whether there is a  
constant relationship between the Mandibular  
Foramen and certain adjacent anatomical  
landmarks.  
Chen Hsi-ho: The use of the Gillett Clasp in removable  
Bridges.  
Liang Pei-fang: Locating the infraorbital foramen on the  
Chinese skull.  
Cheo Shao-wu: A Study of certain phases of the masticatory  
mechanism.  
Wei Dze-tong: A Description of wear of teeth in Chinese  
mandibles.  
Chen Shi-sung: The effect of non-replacement of extracted  
first permanent molars.

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WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting, held Monday, June 6, 1938.

MINUTES  
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Present: All members, except Mr. Albertson.  
Visitor: Mr. Wallace Wang

The following Minutes are recommended to the President.

Minutes of the last meeting were approved as circulated, after one slight alteration had been made.

891. Faculty Children's School.

Mr. Wallace Wang attended to present a request from a committee interested in a proposed School for the younger children of the University staff. A letter was read from the Secretary of the Methodist College Board, addressed to the chairman of the above committee.

Whereas the Methodist College Board has indicated its willingness to make land available for the erection of a School for the younger children of the University staff on the south-west corner of the Mission's property opposite to and across the street from the Library, with the understanding that the organization establishing and maintaining the School be under the approval and authority of the West China Union University and on terms to be arranged by the University and the Board of Management of the School,

RESOLVED to recommend that the General Faculty and the Board of Directors approve the organising of a School for the younger children of our staff with the understanding that its management committee operates the School under the control of the W.C.U.U. on terms mutually agreeable to both parties.

Further, that the University approach the Methodist Episcopal College Board for permission to have erected this proposed primary school building of suitable size and design on its south-west corner plot of land across the street and opposite to the University Library.

It is understood that the cost of construction, upkeep of the buildings and grounds, and the maintenance of the School shall be entirely the responsibility of the Board of Management of the School.

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It is understood that the Board of Management of the School shall present an agreement for mutual acceptance.

892. Ministry of Education.

Orders were received from the Ministry of Education concerning the following matters:

1. Request that the University do not publish any advertisement or prospectus regarding Entrance Examinations until the Ministry's plan to meet the special needs of the present crisis is received.
2. Types of social education to be given by colleges and universities.
3. Survey of location and style of architecture of universities and colleges.
4. Plans for Special Training Summer 1938.

RESOLVED to report to the General Faculty the receipt of the following Order from the Ministry of Education:

1. The purpose of training:

All the students of the senior high schools and those above this grade shall receive fundamental training of military and professional nature. Those who have had the concentrated training shall receive divisional training for war area service and social service.

- (1) All the 1st year students of all universities and colleges shall receive general training for three months or special training in military subjects for three months.
- (2) All the 2nd and 3rd year students of the universities and colleges shall receive divisional training for two months with emphasis on the spirit and skill in service to prepare for war area service and social service.
- (3) All the 4th year students in Medicine and 3rd year students in Pharmacy shall receive concentrated training over two months in military medical service.
- (4) All 1st and 2nd and 3rd year girls of universities and colleges shall receive a concentrated training in nursing for two months.

Note: 1st year students refer to those admitted in the autumn term 1937. The 2nd, 3rd and 4th year students refer to those admitted in the autumn term 1936, 1935 and 1934 respectively. Those who will be admitted in the autumn term this year are not required to take part in the concentrated training.

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2. The Period of Training.

The content of the training varies with different years of students. So does the period of training. The following are the schedules fixed:

- (1) For 1st year students of universities and colleges 20th August to 19th November.
- (2) For 4th year students in Medicine and 3rd year students in Pharmacy 20th August to 19th October.
- (3) For 1st, 2nd and 3rd year girls of the universities and colleges 20th August to 19th October.

893. Nominations.

RESOLVED to accept for presentation to the General Faculty revised nominations for Committees and Officers, to be circulated before the Faculty meeting.

894. Theses.

RESOLVED on the recommendation of the Dean of Arts to accept the following Theses:

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|-----------------|---|
| Wen Da-wei      | A comparison of the Works of Mencius and Hsün Tzu.  |
| Lo Djung-hwa    | An introductory study of Chinese Philology.   |
| Chien Chen      | An interpretation of Lao Tzu.   |
| Mao Gwei-ung    | Outlines of the Development of Chinese Literature.  |
| Li Ho-shen      | A short study of Government in the Three Kingdoms.  |
| Chen Ru-pin     | A Critical Study of References quoted by Li's Commentary to Wen Hsüan.  |
| Li Pin-hsien    | A Study of the Social & Economic Aspects of Linen in Lonchang, Szechwan.                                      |
| Djang Gi-yü     | A study of the tea-shops in Chengtu.  |
| Yang Han-hsien  | A study of the Aborigines on the Western Border of Szechwan.  |
| Yang Chiu-shen  | A study of the Social & Economic Aspects of Gunpowder in Pengshan, Szechwan.                                  |
| Tang Shu-chin   | One hundred and fifty Educated Women in Chengtu.  |
| Hsieh Yin-hwa   | A Comparison of the Intelligence of the Children in the city of Chengtu and that of those in rural Districts. |
| Hwang Chien-min | The Relation of Rural Education to the Life of Women in China.  |
| Sung Dji-hsiu   | A Study of the Normal Training of Girls in Szechwan.  |
| Dju Fung-lou    | A Study of Mass Education in Chengtu.   |

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RESOLVED on the recommendation of the Dean of Medicine to accept the following Theses:

Chen Len-gin	Appendicitis among Chinese in Chengtu.
Wu Tsung-fu	Female pelvic measurements in Szechuen.
Yang Djen-hwa	A study of the blood groups of various races in Szechuen.
Yoh Ih-yung	A survey of Meningitis among Children in Chengtu.
Fu Tin-bie	Chronic bronchitis and Naso-pharyngitis.
Djang Gwang-yien	Cancrum Oris (Noma)
Ih Min-djih	Results of the Tuberculin Test among students in Chengtu.
Dzen Deh-yuin	A survey of Operated Tumours in recent years in Szechuan.
Chen Yu-ru	A study of the growth of Chinese infants and children in Chengtu.
Wang Wen-yü	Syphilis in children in Chengtu.
Chen Chin-tsai	The seasonal incidence of amoebiasis and its relation to meteorological data of Chengtu.
Liu Chang-yuin	Skin Grafting.
Chen Dju	Advantages and Contraindications for Spinal Anaesthesia.

RESOLVED on the recommendation of the Dean of Dentistry to accept the following Theses not reported at last meeting:

Wang Yuen-nieh:	Location of the Posterior Palatine Foramen in order to perfect regional anaesthesia of the palate.
Hsieh Chin-hsuin:	A study of the Etiology and Treatment of Parodontal Disease.

RESOLVED on the recommendation of the Dean of Dentistry to accept the following post-graduate minor Theses:

Ch'en Ih-gwei	Measurement of Bonwell's Triangle
Hsia Liang-tsai	The Measurement and the Location of the Interior Dental Foramen.

895. Candidates for Graduation.

RESOLVED that, subject to satisfactory examination results, the students approved by the Deans be recommended to the General Faculty for graduation.

896. Nomination of Provisional Board of Directors, Goucher School.

RESOLVED to receive and amend minute of the Department of Education of June 6th, subject to the approval of the Department of Education and the College of Arts.

RESOLVED that the following be the membership of the Provisional Board of Directors for Goucher School Junior Middle School:

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President Lincoln Dsang, Vice-Chancellor S.H. Fong, Western Vice-Chancellor, Head of Department of Education (Dr. Paul Fugh) Dr. B.C. Yuen, Mrs. Dye (representatives of the Department of Education); others: Dr. Ch'en Shu-bin, Mr. Ch'en Tsi-tsai, Bishop Ward. (Convenor of first meeting Mrs. Dye)

RESOLVED to report the above-named Provisional Board of Directors of Goucher School to the General Faculty.

897. Library Minutes.

Library Minute 16 was reported as follows:

RESOLVED to inform Cabinet that there is no available space in the Library for a Reading Room for Nanking students on Commencement Day. That in consultation with Mr. Chen and Mr. Tsao of Nanking University who were present at the meeting it was agreed, on their suggestion, that the opening of the Library for its usual evening hours would give sufficient necessary service for the day.

RESOLVED to accede to the request of the Library Committee that because of the strong representation of the four members of the Library Staff who at present take night duty, all of whom live at some distance from the campus, we do not insist this year on the Library being open until 10 o'clock. That next year there may be a sufficient number of campus resident staff to comply with this demand.

RESOLVED to refer to the Property Committee for consideration and report back the Library Committee's request regarding the question of housing for next term the junior single staff of the Library.

RESOLVED to accept the recommendation of the Library that from the beginning of the next college year each university student pay a Library Deposit Fee of one dollar per term. Against this shall be charged overdue fines. A return of the balance shall be made at the end of the college year.

RESOLVED to place on the appeal to be sent to the Board of Founders for its Annual Meeting, the Library Committee's requests for funds for (1) additional stack-room space, (2) additional assistance for added staff to the extent of \$75 per mensum, (3) additional insurance on the contents of the Library, i.e. books and periodicals.

RESOLVED to recommend to the General Faculty acceptance of the Library Committee's scheme for centralisation - their minute 30, but to suggest the title of General Secretary, rather than Treasurer for the member of the staff in charge of budget affairs, requisitions and all foreign book and periodical ordering; also that there be a head librarian.

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898. Examination Marks.

The Deans were requested to send in all examination marks before the end of June.

899. Ginling Dormitory

A letter was read from President Yi-fang Wu accepting the Cabinet's recommendation re the location of Ginling College Dormitory.

RESOLVED to request Messrs. Dye and Simkin to outline the building on the site proposed for the Ginling Dormitory on the South-east corner of the University's land east of the Library.

900. Nanking Staff Residence.

It was noted that the A.B.F.M.S. have agreed to allow the Nanking Staff residence to be located on their land between the houses occupied by Messrs. Dye and S.D. Liu.

901. Madame Chiang's Herd of Cattle.

Dean Dye gave an interim report of progress in connection with the removal of Madame Chiang's herd of cattle to Chengtu and the proposed scheme for building a barn and renting suitable land.

RESOLVED to request the Heads of Departments of the College of Science to make a definite report concerning the whole question of the University's relationship to Madame Chiang's herd.

902. Chemistry and Biology Text Books.

RESOLVED to accept the recommendation of the College of Science that the laboratory experiments contained in C.M. Stubbs' "Organic Chemistry" be revised and published as a separate book; and that the printing of 150 copies of this book and of M.C. CHANG's "General Biology" be authorised, the cost of publication to be placed against the Book Store and later recovered from the sale of the books.

RESOLVED to accept the recommendation of the College of Science that the sale price of all text books published by the University be the cost price, plus 25% in order to cover losses.

903. Tax Exemption Passes.

It was reported that a Tax Stamp has to be affixed to each application for a Tax Exemption Pass for goods purchased for educational purposes. The cost will be charged to the college concerned.

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904. Agreement between the W.C.U.U. and the Methodist Episcopal Mission re the use of Bashford Memorial Dormitory.

RESOLVED to record the fact that an agreement has been entered into between the W.C.U.U. and the M.E.M. concerning the use of the Bashford Memorial Dormitory for the duration of the war.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held Monday, June 13, 1938.

M I N U T E S

Present: All members, except Mr. Albertson. Visitor: Mr. Simkin.  
The following Minutes are recommended to the President:  
Minutes of last meeting were approved as circulated.

905. Mr. and Mrs. Chapman.

A letter was received from Mr. Chapman announcing that he had received by air mail an urgent request that he return to Australia immediately to care for his brother in his serious illness; that he and his wife would be leaving at once. Mr. Chapman further informed the Cabinet that they had recently been urged by their Mission in Yunnan to assist in secondary educational development there, and that they had decided to accept this invitation; therefore they would not be returning to Chengtu after furlough, and in consequence presented their resignation to the Cabinet.

RESOLVED to write to Mr. and Mrs. Chapman regretting the cause of their immediate departure from Chengtu; also to express the University's appreciation of their services during the past two years; and to wish them God-Speed in the new sphere they plan to enter on their return to China.

906. Cable from Dr. Beech.

The following cable was received from Dr. Beech:

"ROCKEFELLER \$35,000 HOSPITAL DAVISON \$1,000 GROUP RELIGION"

This is interpreted to mean that the Rockefeller Foundation has granted for the construction of the Hospital \$35,000 gold and the Davison Fund of the Rockefeller Foundation \$1,000 for the "Group Study of Jesus" project.

RESOLVED to write to Dr. Beech by Clipper Air Mail, requesting that two-thirds of the Hospital grant be sent to the field immediately for the purchase of materials, and also the \$1,000 for the "Group Study of Jesus" project"

907. Special Training.

Letters were read from President Y.G. Chen and Dean Cheer and a message was reported from Dr. Yi-fang Wu, concerning the date for opening in the fall term in view of the absence of so many students taking Special Training. It appears

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that Ginling and National Central expect to open at the regular time and the University of Nanking may delay until October 24th.

RESOLVED that the Fall Term open at the regular time for all Freshmen and for Medical and Dental students (except 4th year) and Pharmacy students (except 3rd year)

908. Honorary Directors.

Letters were reported from Mr. Chang Kia-ngau, Ministry of Communications, Mr. Ch'en Pu-luei of the Generalissimo's Office, and General Chang Chuin (Honorary Directors) indicating their interest in securing financial support for the University.

909. Minutes of the College Principals.

A report was received from the College Principals concerning the character ranking of this year's graduates.

RESOLVED that in future it be the responsibility of a committee composed of the College Principals and the Director of Student Activities to submit regular reports to the Cabinet concerning the character ranking of the students regular reports are also to be submitted by the University Health Committee regarding health and from the Deans concerning academic standing of the students. The Cabinet shall warn or inform any student whose record does not justify continuance at the University

910. Graduation Plans.

RESOLVED to appoint Mr. B.C. T'ang and Dr. Beh Yin-t'ai as Marshals for the processions.

RESOLVED to inform students that they are expected to attend the Baccalaureate Service as an essential part of the Graduation Exercises.

RESOLVED that at the Graduation Ceremony students sit according to academic colleges; that they stand in their places when vouched for by their College Principals, who will speak from the Platform. Graduates will receive their diplomas and hoods by Colleges - the diploma of Ophthalmology and Otolaryngology being presented first.

Full academic dress will be worn for Baccalaureate Service and Graduation Ceremony.

An official photograph will be taken immediately after the Graduation Ceremony.

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911. Nanking University renting Gowns.

College Principals report they are willing to rent 29 gowns to the University of Nanking at a rental of one dollar per gown.

912. Health Matters.

RESOLVED to ask the University Health Committee to submit the names of students who are amoebic dysentery carriers, so that those concerned may be asked not to re-register without a clean bill of health.

RESOLVED to refer the matter of a flat rate charge to students for health services to the Universities' Joint Council, and to inform the Middle School of the proposal.

913. Library Deposit.

RESOLVED to refer to the Universities' Joint Council the question of requiring from each student a Library Deposit of one dollar per term, against which overdue fines will be charged.

914. Summer Library.

In response to Mrs. Lindsay's letter concerning the method of identifying students who desire to take out books from the stacks into the Reading Room,

RESOLVED to request Mr. T'ang to send to the Library Committee the names of the students who register for Summer Dormitories.

915. Students returning in the Fall Term.

RESOLVED to request College Principals to report the names of students who desire to continue study during the Fall Term.

RESOLVED to request Deans and College Principals to announce to the students the importance of registering for the Fall Term, preferably on June 21st. Registration Fee of \$1.00 to be deducted from College Fee on return to the University in the Fall.

916. Appeals for Central and Provincial Government grants.

Preliminary discussion took place concerning requests to be submitted to the Central and Provincial Governments, and it was decided to arrange the items in the following classes:

- a. Regular Budget Items
- b. Special Projects.

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917. Air Defence League.

It was reported that students have been ordered to pay \$1.00 membership fee of the Air Defence League; this fee will be collected by the Bursar on registration next term.

918. Property Committee.

RESOLVED to refer back to the Property Committee their minute 352 concerning renting House No. 60 to Mrs. Chen Te-k'un and family during her husband's absence, for further consideration in the light of the urgent need for houses for full-time staff members who need to reside on or near the campus.

RESOLVED to record the opinion of the Cabinet that in view of the shortage of housing accommodation for staff members preference should be given to full-time teachers.

RESOLVED to request the Property Committee to prepare a scheme which might include the borrowing of money to erect a staff residence for single teachers, and to report back to Cabinet.

Suggestions -

1. Put up the Isolation Hospital, to be used temporarily as a staff residence.
2. Borrow money to erect another wing on the Canadian Mission Dormitory, to be rented to staff members.

919. Ginling College Dormitory.

RESOLVED to request Messrs. Crawford, Dye and Small to be the Committee responsible for the erection of the Ginling College Dormitory building.

920. Nanking Staff Residence.

The suggested site to be considered at next Cabinet meeting.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held June 15th, 1938.

MINUTES

Present: All except Mr. Albertson. Visitor: Mr. Siakin.

The following minutes are recommended to the President:

The Minutes of last meeting were approved as circulated.

921. Giant Panda Cub.

A pass was secured by the University and the Cub was sent by air to Hongkong on May 18th to sail for the States on May 21st. A telegram has not been received from Dean Sage Jnr., announcing the safe arrival of the Giant Panda Club in New York.

922. Entrance Examinations.

RESOLVED to secure from the Commissioner of Education the Government's plans for Entrance Examinations.

923. Full-time University Physician.

RESOLVED to refer the recommendation of the University Health Committee that a full-time University Physician be appointed whose services will be available to the students of all institutions on the campus, to the Universities' Joint Council.

Further, to refer to the Universities Joint Council consideration of the method of providing the Committee's budget of \$2,050, for health service 1938-39.

Further, to request the University Health Committee to consider some scheme whereby health service can be extended to staff members of all universities on the campus.

924. Campus Lighting.

RESOLVED to ask Dr. Kilborn to secure the connection of the streets lights near Vandeman and Hart Colleges on one switch operated from Hart College.

RESOLVED to remind the Property Committee of the Cabinet former minute concerning the provision of more lights on the campus.

925. University of Nanking Staff Residence.

RESOLVED to erect the staff residence requested by the University of Nanking on the piece of land owned by the A.B.F.M.S.

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between the houses now occupied by Mr. S.D. Liu and Mr. Dye, on condition that the A.B.F.M.S. have the option later of buying the house or of selling to the W.C.U.U. the land on which the house is built.

926. Ginling College Dormitory.

A letter was received from President Y.F. Wu forwarding the following minutes of the Board of Directors of Ginling College:

"Voted to approve of the erection of a unit to serve as a dormitory for staff and students and for a simple gymnasium on condition that the buildings will revert to West China Union University when Ginling College returns to Nanking."

"Voted to authorize the President to request from West China Union University or some other source sufficient funds to erect these buildings in a way that will serve West China Union University to the fullest extent in the future."

The latter resolution was sent because the proposed dormitory and gymnasium buildings would cost at least \$18,000 without furnishings; that Ginling was in difficulty to discover enough money to complete the building.

After full discussion it was

RESOLVED that on condition that the Commissioner of Education will agree that the proposed Ginling buildings shall revert to the W.C.U.U. when Ginling returns to Nanking (in accordance with minute of the Directors of Ginling College quoted above) a recommendation be sent to the Board of Directors that the W.C.U.U. Advance a sum up to \$5,000 towards the erection of buildings for the temporary accommodation of Ginling College; and that the W.C.U.U. and Ginling College jointly appeal for special funds from abroad towards the erection of these buildings, which will be of immediate assistance to Ginling and in the future of service to the W.C.U.U.

927. Appeal for Grants from Central and Provincial Governments.

RESOLVED to make requests for grants from the Central and Provincial Governments as follows:

<u>A. Regular Budget.</u>	<u>Central. Provincial</u>	
College of Arts:		
Dept. of Chinese - salary	4,000.	
Dept. of Education - salary	4,000.	
Dept. of Hist. Pol. & Soc. Sc. - sal.	4,000	
" " " Rural Social. sal.		3,000
Fine Arts - supplies		1,000
Extra teaching costs		4,920
	1,000.	1,000
	13,000	9,920

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College of Science:		
Natural History Museum		1,000
Extra teaching costs and	7,000	5,000
Excessive charges for carriage on chemicals, etc.		
Investigation of Szechwan Economic Plants & Animals, especially Bamboo and Fish		8,000
Library	1,000	1,000
	8,000	15,000

College of Medicine & Dentistry:		
Extra teaching costs	11,000	10,000
Chair of Pathology	4,000.	
Chair of Dentistry	4,000	
Salary - Tsao Chung-liang		1,200
Salary - Lo Swang-pi		2,040
Equipment	10,000	
Library	1,000	1,000
	30,000	14,000

B. Special Projects:

College of Arts:		
Dept. of Hist.Pol. & Soc.Sc.		
social. of the Border - sel.		3,000
Dept. of Education. Vocational Educn.		3,000
		6,000.

College of Science:		
Special equipment for Industrial Res.		
Tanning, Dyeing, Sugar, Pharmacy	11,520	
Running expenses, Tanning		11,464.
Cooperation with sugar Experimental Station		5,000
Pharmacy Research in local drugs -		
Salary of research team	4,000	
Equipment for research	5,000	
Collection of drugs	1,000	
Extension Course, Practical Electricity		5,000
Workshop for repairing motors, wireless		10,000
Extension Course, Economic Maths.		5,000
Equipment, water tower		10,650
Machinery - Industrial Research		29,500
Pipes, valves, accessories		13,620
	21,520.	90,214

College of Medicine & Dentistry:		
Extension of Public Health Work		20,000

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928. Museum of Archaeology.

Minutes of the Archaeology section of the Museums Committee of May 26th were reported.

RESOLVED to accept the recommendation of the Committee that the overexpenditure of the Museum Budget be the responsibility of the Museum alone, to be repaid from its budget during the years 1938-9 and 1939-40.

RESOLVED to accept the recommendation of the Committee that the expenses in connection with the post-graduate study of Mr. Cheng Te-k'un be shared by the Department supported by funds from the Harvard-Yenching Institute grant, except that the Chinese Department pay his allowance for the year 1938-39.

RESOLVED to request the Harvard-Yenching Institute Trustees if possible to permit the University to meet the expense of Mr. Chen Te-k'un's fellowship for the year 1938-39 from grants to the University during the years 1938-39 and 1939-40.

929. Photo Studio.

Consideration was given to the report of the Committee appointed to enquire into the present condition of the Photo Studio.

RESOLVED that for an experimental period of one year the Photo Studio and its equipment shall be loaned to Mr. Chin Shi-tien on condition that he gives the University good service at the regular rates, and pays to the University each month a certain fixed sum towards clearing off the present Studio deficit of approximately \$500. If this arrangement proves satisfactory it may be continued for a further period.

A Committee consisting of Mr. Dye and Mr. Albertson was asked to work out a detailed statement covering the above arrangement.

930. Relation of Theological College to the University.

The following preliminary report was presented by the Committee appointed in Minute 867 to consider the relationship of the Theological College to the University:

"That we welcome the close cooperation of the new West China Union Theological College with this University. Rather than define too closely or in too great details in documentary form the exact relationship to each branch of the University's life and teaching we feel that it is better for such cooperation to be a matter of growth according to the needs and the facilities of each institution.

For example the question of participation in Library and Athletic facilities should be brought up as the need arises and referred to the Committee concerned so that it can investigate the possibilities of an adequate provision of such facilities and also consider the questions of the new Borrowers' Deposit Fees and identification cards for the library, Athletic Fees, Sports equipment and so on.

The question of the provision of academic facilities for the study of such courses as Physiology, Chinese, Sociology etc. should be considered by the Colleges and Departments concerned.

It is however the recommendation of the Cabinet that the University provide such reasonable facilities to the W.C.U.T.C. as it can in order to foster the growth and to assist in the maintenance of the standards of that institution as far as lies in its power.

In order to start this process of cooperation we recommend the following:

Provisional Basis of Cooperation.

1. That, with the consent of the Dean and the Head of the Department concerned, qualified students of the W.C.U.T.C. for whom application is made be allowed to attend lectures provided by the W.C.U.U. free of charge. (This would not apply to laboratory fees or deposits if such were involved)
2. We suggest a mutual exchange of teaching facilities and of teachers for special courses when such are desired, without cost to either of the institutions concerned.
3. We gladly welcome the College to participate as fully as possible in the religious and social activities of the University.
4. We suggest that in order to facilitate the most intimate contact with the University the W.C.U.T.C. should be associated with the Division of Religious Studies.

RESOLVED to agree in principle with the provisional Basis of cooperation as recommended by the Committee.

931. Dr. Y.Y. Tsu.

Dean Smalley reported that Dr. Y.Y. Tsu is unable at present to consider coming to Szachwan (Minute 806)

932. Holiday Plans.

Consideration was given to holiday plans of administrative staff members.

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933. Schedule of Courses to be offered 1938-39.

The Deans of Arts and Science were asked to report to Vice-Chancellor Fong and Mr. Hwa schedules of courses to be offered during the year 1938-39.

934. Registration Date, Fall Term.

RESOLVED that registration for Fall Term 1938 take place on Monday, Tuesday and Wednesday, September 12th, 13th and 14th, classes to commence on Thursday, September 15th.

Note. Registration for the reservation of a room in dormitory can be made up to June 25th. Students who will be away from the campus during the summer cannot have a refund of their Summer Dormitory Fee until they pay fees for the Fall Term; Graduates when they report that they are leaving the University Dormitories.

935. Programme of Physical Education.

The following outline programme for Physical Education was presented:

"In accordance with the regulation of the Ministry of Education, this University has organized an Athletic Committee. The physical education Director will be responsible for carrying out the decisions of the Committee. The general purpose is to provide the whole student body with opportunity and encouragement to take part in physical education.

A. The Specific Purpose of Training.

1. To encourage, to standardize and raise standards of student health. It is recognized that physical health is the foundation on which to build national reform and reconstruction.
2. The discipline of physical training must be strict. Students must be enabled to appreciate the moral value of physical education.

B. Methods of Physical Training.

1. Daily morning drill - after flag raising.
2. Courses in physical education.

Required by Freshmen and Sophomores. Students failing in this course must repeat the year.

3. Extra-curricular activities.

Students should be urged to make use of dormitory athletic equipment.

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C. Competitions.

1. Competitions between colleges and other groups in the University should be encouraged.
2. The students themselves should organize the competitions.
3. Rules for competitions must be in accordance with the rules in operation for the National Athletic Meet of 1936.
4. The University will provide prizes to encourage team spirit.
5. Students who prove to be especially good athletes will be recommended by the Athletic Committee to represent the University in athletic contests with outside groups.
6. Privately organized teams will not be allowed to represent the University.

RESOLVED to request Athletics Committee to submit a recommendation regarding the engagement of a Physical Director for the year, 1938-39.

936. W.C.U.U. Union Senior Middle School.

The minutes of the Annual Meeting of the W.C.U.U. Union Senior Middle School, together with financial report for the year, were received.

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Dr. Lindsay

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held on June 23rd, 1938

MINUTES

Present: Dsang, Dye, Fosnot, Kilborn, Lindsay, Smalley.

The following minutes are recommended to the President:

The Minutes of the last meeting were approved as circulated.

937. Mr. Small.

Letters were reported from Mr. Small concerning the need for money with which to pay for Hospital building materials, etc. and giving his plans for the journey to Chengtu.

938. Freshman Dean.

A letter from Dr. Phelps was received, asking if the University has considered the plan of other Universities of having a Freshman Dean. It was considered that the duties involved should be undertaken by the Director of Student Activities.

939. Student Relief.

A letter was reported from the Department of Students Relief for the Northeastern Provinces of the Ministry of Education, Changsha, forwarding cheque to cover a grant of \$24. to each of the following students - Song Ru-yao, Song-Ru-chen, Chen Chao-ren. *Chang Yu-chen.*

940. Group Study of Jesus Project.

A letter was received from Dr. Phelps asking that a special Committee be appointed for the Group Study of Jesus project.

RESOLVED that this project being the responsibility of the Religious Life Committee, the Committee should appoint a Group Study of Jesus sub-committee, it being understood that regular reports be provided.

941. Letter from the U.C.C.M.

RESOLVED to record the following correction of Cabinet Minute No. 781 as requested by Mr. Hibbard in his letter of June 17th, which reads as follows:

"The resolution reads that the Mission Executive agreed to give the University first option in the renting of these houses but the resolution as passed by the Mission Executive made no promise nor did it make any pronouncement on this matter and your resolution should read that way. I will quote what was passed by the Mission Executive:

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Min. 26. Resolved, That we record a request from the University that whenever the Mission has houses to rent at the University first choice be given to the University Staff."

942. Post-graduate Fees.

A letter was received from Dean Cheer suggesting an exchange arrangement whereby Dr. Hwang Dwan-fang, who will be doing post-graduate work at W.C.U.U., and Dr. Beh Yin-tsai at National Central Medical College, pay no fees for their post-graduate courses.

943. Ginling College.

A letter was received from Dr. Yi-fang Wu, reporting that since making their request contained in Cabinet Minute No. 926, Ginling has received a promise of a local gift that will be sufficient to complete the cost of construction of the dormitory building, and so desires the W.C.U.U. not to appeal to its Board of Founders for help on their behalf.

A second letter was received requesting more classroom and office accommodation, in view of the increased enrolment expected in the fall term.

RESOLVED to instruct the Property Committee to consult with the Vandeman Building Committee with the hope of discovering more accommodation in Vandeman Hall for the use of Ginling, and after the Schedule Committee has met, to request the Registrar to arrange other classroom accommodation hours during the week, and make room assignment to Ginling in cooperation with the Property Committee.

944. Public Health Department Accommodation.

A letter was received from Dr. Crawford concerning minute of the College of Medicine and Dentistry 1243, requesting the cabinet to take steps to make available to the Department of Hygiene and Public Health rooms allotted to them by the General Faculty in 1935. Up-to-date the Department has not been permitted to take over the rooms.

RESOLVED to appoint the following Committee to reconsider the room accommodation in Education Building with a view to the satisfactory housing of both the Education Department and the Department of Hygiene and Public Health, and report back to Cabinet:

Dr. Fugh and Mr. Fong, representing Education Committee,  
Dr. Williams and Mr. T'ang, Property, Drs. Crawford and  
Pi T'ien-min, Public Health, and the President.  
( Convernor, Dr. Williams )

945. Nanking University Staff Residents.

RESOLVED to note the following action of the A.B.F.M.S. recommending that the W.C.U.U., on behalf of the University of Nanking, be permitted to erect a residence of "bi-teo" after the

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style of Baptist residence No. 6., but shorter by the size of the middle bent, and higher by 3 - 4 feet, approximately parallel to residence No. 6., and east of the W.C.U.U. residence (now occupied by Mr. S.D. Liu) by about 35 feet, after consultation with and agreement by the Baptist Station Property Committee.

RESOLVED to authorise Messrs. Dye, Crawford and Small, in consultation with the University of Nanking and the Baptist Mission, to proceed with the erection of the above-mentioned residence.

RESOLVED that the cost be approximately \$4,500, to be advanced by the University of Nanking and the W.C.U.U. in equal proportions.

RESOLVED to accept the contribution of the University of Nanking as rent for three years, but to inform the University of Nanking that no money can be returned if the University leaves Chengtu within a three-year period (since the W.C.U.U. has to borrow money for its share).

946. Chinese Catalogue.

It was reported that the present edition of the Chinese Catalogue is almost finished.

RESOLVED to discover whether it is necessary to have any particular parts of the Catalogue printed in Chinese, such as Curriculum or General Information; otherwise to make use of the English Catalogue only this year; new editions of both Chinese and English Catalogue will be printed next year.

947. Mr. Wesley Shen's Book on War-time Economics.

Dean Smalley reported a request from Mr. Wesley Shen that the University advance a sum of \$300 to assist him to prepare a text book on "War-time Economics".

RESOLVED to advance the sum of \$300 to Mr. Wesley Shen towards the expense of publishing his book on "War-time Economics", to be taken from the Publications Fund, on condition that this money be repaid at the earliest possible moment, or at least within a year.

948. Text Book on Inorganic Chemistry.

RESOLVED on the recommendation of the Heads of the Departments of the College of Science that in view of the difficulty of obtaining text books at the present time, Hildebrand's "Principles of Chemistry" which has been translated by Mr. Hsu Yung-kwang be printed in an edition of 100 copies, the cost of the publication to be placed against the Book Store and recovered from sales.

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949. Christian Students Union.

Letters were reported from the Christian Students' Union, requesting a grant of \$30. from the University towards the expenses of their summer programme, and the loan of the services of Mr. Chang Shih-wen as their adviser.

RESOLVED to make a grant of \$30. towards the summer programme of the Christian Students' Union (to be charged against the budget of the Department of Religion) and to inform the students that Mr. Chang Shih-wen's contract dates only from August 1st - if they need his help earlier, they should make negotiations with him direct.

950. Entrance Examination Date.

RESOLVED that Entrance Examinations be held at the usual time, from August 10th onwards.

951. Tuition Fees Non-returnable.

RESOLVED to include in General Information in the Catalogue the following: No fees will be returned except in the case of very serious illness, when the fees will be retained for the next term or year.

952. Student Identification Wallet.

RESOLVED to prepare an identification wallet for each student, similar to the sample provided us by the University of Nanking, at a cost to the student of \$1.00. Each student must provide a photograph to be pasted into the wallet.

953. S.C.M. Summer Conference.

The President reported that Mr. Wallace Wang would not be attending the S.C.M. Conference in Hsinfen, and recommended that Mr. H.C. T'ang be requested to attend the Conference as the staff representative. AGREED.

954. Business Manager.

It is learned that Mr. S.C. Yang has resigned from the principalship of the W.C.U.W. Senior Middle School.

RESOLVED to invite Mr. S.C. Yang to accept the position of Hon. Business Manager of the University, and to offer him an honorarium of \$600 per year, payable monthly,

955. Athletics Director.

RESOLVED to request the President to have a contract written for Mr. P.C. Lu as Athletics Director for the year 1938-39.

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956. Report of Ranking and Salaries Committee.

RESOLVED to accept the recommendation of the R & S Cttee. that although it has been suggested that a percentage should be cut off all salaries during the present emergency, such cut be made so long as the financial condition of the University permits.

RESOLVED to accept the recommendation of the R & S Cttee. that Dr. Hsieh His-hsu be advanced to the rank of Associate Professor. (His salary being already of his rank).

RESOLVED that new contracts be written for T.S. Wen, Biology Department, Miss Wei Shu-hsuan, Instructor Chemistry Department, Chen Chuin and an assistant in Maths-Physics Department.

RESOLVED that Dr. Yen Yin be given a contract as Instructor, Anatomy Department, this year the contract to terminate in case of illness; that Dr. Yang Chen-h'ue be given a contract as assistant, also in the Anatomy Department.

It was noted that the appointment of new Dental Assistants will be reported at the next meeting of the Cabinet.

957. Leave of Absence for Dr. Beh Yin-tsai.

RESOLVED on the recommendation of the College of Medicine and Dentistry to grant Dr. Beh Yin-tsai leave of absence for one year to take post graduate study in Neuro-Anatomy with the National Central Medical School.

958. Resignation of Dr. H.G. Anderson.

RESOLVED to endorse Minute 1231 of the College of Medicine and Dentistry, as follows:

Dr. H.G. Anderson presented his resignation to the college, and through the college to the university, in order to accept the position of medical superintendent and physician to the Church Missionary Society.

(a) That this resignation be accepted with sincere regret, and that we record our appreciation of the very great contribution that Dr. Anderson has made to this College during the ten years of his association with it. This contribution has been threefold: academic, administrative and personal. Through the work of Dr. Anderson the place of tuberculosis in the academic and clinical life of West China has been placed upon a permanently high standard. Dr. Anderson's contribution to the general policies of this College has been outstanding, and his Christian character has left a deep impression upon both students and staff. The best wishes of the College go with Dr. and Mrs. Anderson as they depart to take up their new work in London.

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(b) That we point out to the C.M.S. the serious situation caused by the withdrawal of Dr. H.G. Anderson from our ranks, and request a replacement at the earliest possible moment.

(c) That because of the many new development now taking place towards which Dr. Anderson can make a great contribution we express the hope that his departure from us may be delayed as long as possible.

RESOLVED to write to Dr. and Mrs. Anderson expressing the thanks of the University for the valuable services rendered us during their life on the campus; particularly to thank Mrs. Anderson for her valuable contribution to the development of the Department of Fine Arts; and to offer sincere regret that it has become necessary for them to return to other work in England.

RESOLVED to request the Church Missionary Society to replace Dr. and Mrs. Anderson at the earliest possible moment, particularly in view of the present emergency needs of the University.

959. Examination Books. ( Refer to Min. No. 444 )

RESOLVED to request the Registrar to discontinue the use of the present style of examination paper, and to have examination books prepared and used next term.

960. Cheeloo Acting Dean.

The following Cheeloo Medical Faculty Minute was reported:

RESOLVED that the members of the Medical Faculty in Cheeloo Heartily endorse the proposal to have an Acting-Dean in Chengtu, and request the members of the Cheeloo Medical Faculty now in Chengtu, in consultation with Dr. Kilborn, to recommend to the Acting President a member of their group to be Acting Dean of the Cheeloo Medical Faculty in Chengtu for the year 1938-39.

**Notes** This action does not indicate any change in internal arrangements. The Cheeloo faculty remain, as hitherto, members of the faculty of the W.C.U.U. The appointment of an acting dean in Chengtu is for purposes of external contacts with government or other agencies.

Dr. H.C. Chang has been nominated as Acting Dean.

961. Cooperation with Sugar Experimental Station.

RESOLVED to approve the revised scheme of cooperation between the University and the Provincial Sugar Station presented by Science Fac. and communicate this directly to Mr. Ch'en Rang-ch'in, head of the Station who will have the scheme presented to the Provincial Government authorities.

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(Translation quoted as follows)

TERMS FOR A SCHEME OF COOPERATION BETWEEN THE W.C.U.U. AND THE  
SZECHWAN PROVINCIAL SUGAR STATION.

1. Mention should be made in the Catalogue of the W.C.U.U. of the establishment of a Sugar Technology Division in cooperation with the Provincial Sugar Station.
2. The station should send one of their experts to stay in the University for from one to three months so as to give lectures for the Sugar Technology Division and to do research work in sugar problems. The University should provide the cost of travelling: lodging and board, and also provide a special research room and office during the presence of the expert. In addition the University should engage the expert as Visiting Professor (without salary).
3. The University should send the major students (sugar) to the station in the Summer Vacation for Seminar Courses and Laboratory work: and also in the sugar cane crop season for training in practical technique. The Station will provide a place for lodging and facilities, but the students themselves should pay for their board and travel. (The number of the students can be fixed by arrangement if necessary).
4. If four or more students visit the Station the University should send an assistant to accompany the students and help with their management; but the students' work should be under the control of the Station.
5. Any publication resulting from this cooperation should be printed in the names of these two institutions.
6. The plan for research and the list of chemicals and equipments needed for the work to be done in the University should be sent to the University as early as possible so that the necessary preparations can be made.
7. Apart from the laboratory work the lectures given by the expert from the station should not exceed 10 hours per weeks. The University should provide an assistant for the laboratory work.
8. If the University is able to hire a full-time assistant for the Sugar Technology division and if the Station needs him, the latter can borrow him to work in the Station for from one to three months, the Station providing cost of travel, lodging and board.
9. It is to be understood that there is no financial responsibility involved in this cooperation unless there is a special need in which case it can only be met after negotiation and with the approval of the authorities of the two institutions.
10. This cooperation will be for the coming academic year, but it can be renewed by the agreement of both institutions.

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962. First Year English.

RESOLVED to accept the recommendation of the Heads of Science Departments that in view of the difficulty of arranging time-tables all first year students take the regular courses in English. Students whose standards are low must make up during vacation times, and if unable to do so, repeat the year.

963. Chemistry Students to Specialise in Sugar, Tanning or Dyeing.

RESOLVED to accept the recommendation of the Heads of Science Departments that senior students in the Chemistry Department be allowed to take special courses in Sugar, Tanning or Dyeing.

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WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting, held on June 27th, 1938.

MINUTES  
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Present: All members except W.B. Albertson and F.A. Smalley.

The following Minutes are recommended to the President:

The Minutes of last meeting were circulated.

964. Allocation of offices in Education Building.

It was noted that the Committee appointed by Minute 944 recommended, as a result of correspondence, that the first floor, east wing, Education Building be allocated to the Department of Hygiene and Public Health.

965. Completion of Shops etc.

RESOLVED to authorise the Hospital Building Committee to proceed with the completion of the Shops, Gatehouse and Wall connecting the Gatehouse with the Medical-Dental Building.

966. Allocation of office for Superintendent of Building.

RESOLVED to allocate one of the rooms in the Shops section of the Hospital to Mr. Small for an office.

967. Banking Arrangements

It was reported that Mr. Small had taken the preliminary steps necessary to open an account in Hongkong dollars in the University's name with the Hongkong and Shanghai Banking Corporation, Hongkong.

Vice-Chancellor Lindsay was requested to make suitable arrangements for the signing of cheques during the summer months; and for holidays for the staff of the Bursar's office.

RESOLVED to request the Deans to provide the Cabinet with the names of those who are authorised to hold Requisition Books in the meantime the Deans and Administrative Officers only will hold Books.

968. Officers of the College of Medicine & Dentistry.

The following appointments were reported:

Dean of Medicine	Dr. L.G. Kilborn
Dean of Dentistry	Dr. Ashley W. Lindsay

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Representation on General Faculty:

Drs. R.A. Peterson, F.C. Hou, E.C. Wilford, B.J. Mullett,  
D.R. Fong, S.H. Liljestrand, R.C. Agnew.

Machine Shop Committee:- W. Crawford, W.O. Campbell, A.E. Best.

Hospital Building:- W. Crawford, R.A. Peterson, A.W. Lindsay  
and T.H. Williams.

969. New United Hospital.

It was reported that a United Hospital contract has been accepted by the Hospital Board, that Dean S.W. Cheer has been appointed Director of the Hospital; Dr. R.A. Peterson General Superintendent; Mrs. Peterson Acting-Head Accountant; Mrs. Chen Hue Superintendent of Nursing and Principal of Nurses Training School.

RESOLVED to authorise the Acting-Director of the College of Medicine and Dentistry to sign the new "United Hospital" contract on behalf of the University.

It was reported that the "United Hospital" will request the University to act as custodian of its funds; that an Accountant responsible for the United Hospital's accounts will be added to the Bursar's Office.

970. Branch Libraries.

RESOLVED to forward to the Library Committee the request of the College of Medicine & Dentistry for permission to establish two Branch Libraries, one Clinical Medical in the city and one Pre-clinical and Dental on the campus.

RESOLVED to authorise the use of a suitable sum from the Ching Foundation grant for the purchase of permanent library furniture for the Campus branch Library.

971. Cooperation with National Central University School of Dentistry.

It was reported that the Faculty of the College of Medicine and Dentistry had agreed in principle to a scheme of cooperation with the National Central University Dental School.

RESOLVED to agree to above.

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972. New Tuberculosis Sanatorium Site.

RESOLVED to record approval of the proposal to purchase the Liu Pei Yui Orchard as a T.B. Sanatorium site if the necessary purchase money can be found. And to agree to the continuation of negotiations for the purchase of the property under these terms.

RESOLVED to request the College of Science to discover whether the Agricultural Extension Department would be willing to take care of the fruit trees in the Orchard with the hope of again making it a paying concern.

973. Contracts.

RESOLVED that new contracts be written for:  
Chen Chin-tsai, assistant in Pathology  
Djeo Shao-wu, assistant Applied Anatomy and oral Physiology.

Hsieh Chuin-shuin, Assistant, Oral Pathology  
Wei Tse-tong, Assistant Odontal Surgery.  
Dr. Li Heng, 2 hours per week Celestial Mechanics

RESOLVED to renew contracts for Liao Wen-yu, Cheo Hai-fan;  
Cheo Hsu-deh, Gin Chen-yah, Hsuing B. Shwang,  
Fen Chieh-ren, C.C. Teng, Tsoo Chung-liang,  
Yang Chis-liang, Hsieh Hsi-su, Lan T'ien-ho,  
Fen Dze-fu, Helen Koh, Yu Deh-min, Hsie Yao-shan  
Cheng Chuin-hsien.

974. Student Relief.

The President reported that Miss Mollie Yard of the World Students Association delegation requested that any real need for relief for students be reported to the U.S.A.

The names of several students were mentioned in connection with the allocation of \$100 from the Community's war relief fund.

RESOLVED to request Mr. T'ang to look into the circumstances of the students whose names were submitted, with a view to reporting those in real need of assistance.

975. Property Committee Minutes.

RESOLVED to agree to the recommendation of the Property Committee that the Hanking University Department of Chemistry be permitted to build a stove for the preparation of copper sulphate back of the Biology Building.

RESOLVED to accept the recommendation of the Property Committee that Mr. T.K. Cheng's family be permitted to reside in house during Mr. Chen's absence abroad that Dr. L.T. Hsie be permitted to occupy house No. 111 if and when it is vacated

In both case on the understanding that one room be set aside for a single teacher.

976. Accommodation for Single Teachers.

Further consideration was given to proposed schemes for providing housing accommodation for junior staff members.

RESOLVED to request the President to circularise the single staff members to discover what monthly rental they would be willing to pay for either one or two rooms in a staff residence.

RESOLVED to request the Board of Founders to secure funds for the erection of a dormitory for single staff members.

977. Hanking payment for Electric Light.

RESOLVED to accept the sum of \$100 offered by the University of Hanking towards expenses for electric light, police etc. during the past term, and to refer the matter of future payments for such services to the Property Committee for consideration.

978. Lighting in the Library.

RESOLVED to recommend that the Library lighting be changed from 110 alternating to 220 volts, if the Women's College also make a similar change.  
(Don't change if there is a large supply of bulbs or it is possible to get a 110 volts lead off the same transformer).

979. Supplemental Examinations.

RESOLVED to accept the recommendation of the College of Science that Supplemental Examinations be held before students leave for Special Training, i.e. during the first fortnight of August, and that time-tables should not be issued to students next term until these marks are known.

980. Cooperation with Union Theological College.

The following minute of the Union Theological College was received,

"Resolved that we gratefully accept the suggested provisional basis of cooperation between the University and the College as it has been presented to us by the Cabinet."

981. Tanning Laboratory Furniture being used by Univ. of Hanking.

RESOLVED on the recommendation of the Chemistry Department to ask the University of Hanking to pay \$250 for the use of furniture and equipment in the Tanning

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Laboratory in the basement of the Biology Building,  
and to keep such furniture and equipment in repair.

982. Madame Chiang's Herd of Cattle.

The President was asked to talk to Mr. Dickinson about bringing Madame Chiang's herd of cattle project into regular relationship with the University.

983. Mr. Douglas Sargent.

It was reported unofficially that Mr. Douglas Sargent has been appointed to the University for part-time teaching in the Department of Mathematics.

RESOLVED to send a letter of welcome to Mr. Sargent.

984. Extension Courses in Mathematics-Physics.

RESOLVED to authorize the opening of Extension Courses in Mathematics-Physics, providing funds are granted in response to requests made to the Central and Provincial Governments.

985. Visitors Expected.

It was reported that Chancellor Lo of the National Central University is expected in Chengtu almost immediately; and that President Liu Shu-ming of Cheeloo plans to visit Chengtu shortly.

RESOLVED to send a letter of welcome to President Liu.  
(c/o "Empress of Japan", Shanghai July 12  
Hongkong July 15)

986. Museum, Division of Archaeology, as follows, approved by  
President & Vice-Chancellors.

RESOLVED to agree that Dr. D.C. Graham be allowed to take a short trip in August to Ma Pien and O Pien to secure Lolo Articles, the total cost not being over \$300.00 -- as much less as possible.

RESOLVED to coopt Mr. Li Hsiao-yuen as a member of this committee during the year 1938 - 39.

RESOLVED to agree to the Committee approaching the Museum of the National Szechuan University again with the object of cooperation in scientific archaeological excavation and of discovering the purchase of objects unearthed by unscientific digging. Also that both Universities lend their influence to stop unscientific digging in graves and historic sites.

RESOLVED to agree to permit Mr. Barker to have drawn and to use three or four patterns of embroidery for an article to be published in the Journal of West China Border Research Society.

RESOLVED to agree that a sum of not more than twenty five dollars be paid for the drawing and painting of the patterns for Mr. Barker's article, to come from research funds.

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UNIVERSITIES' JOINT COUNCIL.  
Minutes of Meeting Held on  
June 23rd, 1938.

Present. Y.C. Chen, Y.F. Wu, P.B. Fosnot, W.H. Fong, L.G. Kilborn,  
Ashley W. Lindsay, B.C. T'ang, F. A. Smalley.

Minutes of last meeting approved as circulated.

23. Full-time University Physician.

Consideration was given to the recommendation of the W.C.U.U. that a Full-time University Physician be appointed whose services will be available to the students of all institutions on the campus; and to the proposed method of providing the sum of \$2,050 to cover the University Health Committee's budget for the year 1938-39.

RESOLVED to agree to the appointment of a full-time University Physician, and that the cost be shared by the cooperating Universities.

RESOLVED to leave it to the discretion of the University Health Committee as to whether they engage a full-time man at a salary of \$90 per month, or a better qualified man for half-time.

24. Charge for Student Health Service.

RESOLVED that for an experimental period of one year a flat rate charge of \$1.00 per term be made to all students for health service, i.e. covering ordinary drugs and dispensary service.

RESOLVED to request the University Health Committee to define clearly the type of service to be provided.

25. Library Deposit.

RESOLVED to require each student to pay a Library Deposit of one dollar per term, against which overdue fines will be charged.

RESOLVED to write to the cooperating institutions asking if they can cooperate more fully in assisting the Library, perhaps through a rearrangement of their staff or by a grant.

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26. Discipline.

Discussion took place concerning student discipline, especially as regards returning to dormitories late at night.

RESOLVED to refer the whole matter of student discipline to a conference composed of Dormitory representatives, heads of Committees or Directors of Student activities, to report back to the Universities' Joint Council.

It was recommended that girls should be in their Dormitories by 9.30 p.m. or else secure special permission to be out later.

27. Future Meetings.

RESOLVED to hold future meetings of the Universities' Joint Council on the 4th Thursday of each month at 2 p.m.

28. Entrance Examinations.

It was reported that Private Universities might apply to the Minister of Education for the privilege of conducting their own Entrance Examinations.

RESOLVED to request the heads of the cooperating institutions unitedly to request the Minister of Education for permission to hold their own Entrance Examination as usual.

29. Special Training.

RESOLVED to make a joint appeal to the Ministry of Education requesting students take not more than two months' Special Training.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, July 2nd, 1938, 10 a.m.

MINUTES

Present: President, Vice-Chancellors and Bursar.  
The following minutes are recommended to the President:

988. Assistant for Business Manager.

RESOLVED that if Mr. Small wishes Chang Cin-bo to work with him in the Building Office (his salary to be charged to the Hospital Building Fund) another assistant be engaged for the Hon. Business Manager's Office.

989. Harvard- Yenching.

A letter was reported from Dr. Elisseeff, repeating arrangements for the continuance of Dr. Graham's salary until the spring of 1939; and pointing out the importance of Mr. Cheng Te-K'un arriving at Harvard in good time for the opening of the fall term.

990. Passports.

The President reported that when there is need for speed in securing Passports letters should be addressed as follows:

Mr. Chang, chief secretary of the Bureau of Education;  
Mr. Dseo, chief secretary of the Provincial Government office.

991. Telegram from Dean Sage, Junior.

Telegram, as follows, received from Dean Sage:

" APPROVE A AND B TOTAL COST SEVEN THOUSAND MEX FUNDS GUARANTEED HOPE WORK PROCEEDS IMMEDIATELY"

RESOLVED to inform Dean Dye, Profs. Chang Min-chuin and C.C. Liu that this telegram has been received, approving projects A and B, as recommended by Dean Dye to Dean Sage Jr., and to request them to present immediately estimates of the actual cost of the proposed expeditions to Mupin and Tachienlu, and to Omei region.

Estimates need to be as economical as possible as at least \$1,500 of the \$7,900 has to be used to meet the cost of transporting the giant Panda Cub to New York.

992. Vacation Agricultural Schools.

A letter was read from Mr. Dickinson concerning the establishment of Vacation Agricultural Schools this summer. It was considered that no-one of the W.C.U.U. staff has sufficient leisure to undertake such a project this summer.

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993. Madame Chiang's Herd of Cattle.

A letter was received from Mr. Dickinson, dated June 30th, informing the Cabinet that he has heard that part of Madame Chiang's herd of cattle is in Ichang and that in private correspondence he has agreed to care for the herd on the University campus. He informed the Cabinet that a formal application has been presented to the Provincial Government for money to build a barn and for buildings to carry on the work.

Being unable to secure the approval of the Faculty and the Board of Directors this summer for a new project,

RESOLVED to agree provisionally to cooperate with the Provincial Government, Madame Chiang's School, and the Central Government Department of Animal Husbandry in this project; and appoint a committee to present details for the working out of the project - committee composed of F. Dickinson, D.S. Dye (or L.G. Kilborn during his absence), L.G. Dsang, S.H. Fong and M.L. Li - with power to carry on during the summer. At the first meetings of the Faculty and Board of Directors in the fall this project will be presented for approval. It is understood that the University shall not be called upon for any funds. All official negotiations must be conducted through the President's Office.

994. Student Aid.

Mr. T'ang's recommendations concerning the allocation of \$100 for relief of specially needy students (see Minute 974) were considered.

RESOLVED to grant \$15 each to Yuen Dzi-chiang, Li Keh-dzen; and Dih Chin-gun, and \$10 each to Wang Tung-han and Tien Djen; the balance to be allocated at the opening of the fall term.

995. Office Assistant.

It was reported that Miss Yao, Assistant Office Secretary, has resigned.

RESOLVED to engage Miss Dai Ch'in-sheo at \$50 per month as Assistant in the Secretary's Office.

996. Theses.

In correspondence Mr. Smalley reported that Yo Ih-ch'in has completed her thesis on "The Piano Class Method of Instruction". The following theses have been accepted, but not yet signed nor marks awarded:

Pen Hung-chou: "An Analysis of Primary School Teaching"  
Li Rwei-min: "An Analysis of Handwork Teaching in  
Chengtu Primary Schools."

997. List of People authorized to hold Requisition Books.

Approved as follows:

Hygiene & Public Health	W. Crawford
Hospital Building	W. Crawford
Property Committee	W. Crawford, till W. Small returns
Biochemistry	T.H. Lan (Acting-Head)
Physiology & Pharmacology	L.G. Kilborn
Anatomy	Dr. H.C. Chang (Acting-Head)
Dean of Medicine	L.G. Kilborn
Pathology Division 1	T.H. Williams
Pathology Division 2	R.G. Agnew
Dean of Dentistry	Ashley W. Lindsay
Oral Laboratory Technology	H.J. Mullett
Oral Surgical Technology	W.C. Campbell
Dean of Science	D.S. Dye
Chemistry	W.G. Sewell
Dean of Arts	F.A. Smalley
Education	P.C. Fugh
Administration A & B	Vice-Chancellors

Others will be added later.

998. Financial Arrangements for the Summer.

In view of the immediate need for ready cash,

RESOLVED to request Miss Priest to sell W.C.U.U. Board of Governors New York gold orders for National Currency - \$1,000 Davison Fund; \$5,000 Hospital Laundry and Shops; \$5,000 Hospital Building Account.

RESOLVED that Mr. Albertson and the President continue to sign cheques for the University until Mr. Simkih's return in September.

Note: During July and August the Bursar's Office will be closed to business during the afternoons. Mr. Sie will arrange the work and holidays of his staff.

999. Students' Identification Wallet.

RESOLVED that Vice-Chancellor Fong and Mr. T'ang be responsible for the preparation of the Students' Identification Wallet.

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WEST CHINA UNION UNIVERSITY  
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Cabinet meeting, July 30th. 1938, 4.15 p.m.

MINUTES

Present: S.H. Fong, Pearl Fosnot, B.C. Tang, L.G. Kilborn,  
Ashley W. Lindsay.

1000. Repairs to University house No. 2

RESOLVED to agree to Mrs. Small expending a reasonable amount in color wash, floor painting and minor repairs on No. 2 University house.

1001. RESOLVED to concur in the action of the Vice-Chancellors, granting permission to the University of Nanking to erect a small coal house at the Kiang Hsi Kai Dormitories. The expense to be born by the University of Nanking.

1002. Engagement of Miss Liao Hong-yin

RESOLVED on the recommendation of Dean Dye, to engage Miss Liao Hong-yin for the Department of Chemistry to refer her salary and ranking to the Salary and Ranking Committee.

1003. The Summer Committee on Madam Chiang's Herd Project not having presented any recommendations, the Cabinet takes the following action:

Renting of M.E.M. Yang Lao Kuan Land

A. RESOLVED to write to Bishop Ward to enquire if the W.C.U.U. may rent (and on what terms,) the M.E.M. Yang Lao Kuan land, (pension Fund land), located to the South of the University. This land to be used, possibly, for the erection of a barn, the raising of feed, the grazing of cattle in connection with the Madam Chiang Cattle Herd Project.

B. Statement for General Faculty

RESOLVED to request Mr. Dickinson to prepare for presentation to the General Faculty a statement outlining the policy and terms, etc., on which the W.C.U.U. undertakes to co-operate in caring for Madame Chiang's Herd of Cattle.

C. Site of Barn

RESOLVED to request Mr. Dickinson to recommend, at an early date, a suitable location for the erection of the Cow Barn.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on September 1st, 1938.

MINUTES

Present: All members, except Mr. Albertson.

The Cabinet recommends the following minutes to the President:

Minutes of the last meeting, held on July 30th, were read and approved after two slight alterations had been made.

1004. President Li-ping of Tzechang University, Hangchow.

It was reported that President Li-ping of Tzechang University, Hangchow, would like to spend part of his sabbatical year in Chengtu, and offers to teach short courses in Economics and Commercial subjects.

RESOLVED to refer this matter to the College of Arts for consideration and recommendation.

1005. Student, Miss Chen Si-yin.

RESOLVED to refer Miss Chen's case to Miss Fosnot and the President for further investigation and suitable action.

1006. Character and conduct of the Students.

RESOLVED to request that at meetings of the College Principals frequent reports on the character and conduct of the students in the several dormitories shall be made to the Director of Student Activities, who shall when necessary interview students and make reports to the President.

1007. Contract, Miss Liao Hong-ying.

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Miss Liao Hong-ying be ranked as Associate Professor and that her salary be \$135. per month; it being understood that her salary will be provided by the Woman's College, the Friends' Service Council and, if necessary, a portion by the College of Science.

1008. Enrolment Fall Term.

RESOLVED to request the College Principals for the latest available information concerning the number of new students who can be received in

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1009. Professor Li-heng.

RESOLVED on the recommendation of the Dean of Science to ask the President to give a contract to Prof. Li-heng to teach Mathematics and Physics.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Prof. Li-heng be ranked as Professor and receive a salary of \$100 per month.

1010. Mrs. Li-heng.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Mrs. Li-heng be ranked as Lecturer in French and receive a salary of \$200 per annum; her salary to be charged to the Provincial Government grant.

1011. Miss Lwei Shou-lien.

RESOLVED to ask the President to give a contract to Miss Lwei Shou-lien, as Assistant Librarian of the Medical-Dental Branch Library, at a salary of \$40. per month, her salary to be provided from the special grant from the China Foundation for Medical-Dental Library.

1012. China Foundation.

A letter was received from Mr. Clarence L. Sean of the China Foundation, expressing the belief "that Huata may be called upon to serve the Chinese national cause for even greater medical services in the months to come."

1013. University of Nanking.

The following resolution was received from the Board of Founders of the University of Nanking:

Voted, that the Board of Founders recognize with gratification and sincere thanksgiving the warm-hearted welcome extended to the students and faculty of Nanking University, and for all that has been done to bring comfort to those of the University who have gone to Szechwan province."

1014. Gift from Dr. and Mrs. Anderson.

RESOLVED to send a letter of appreciation to Dr. and Mrs. Anderson for their gift to the University of rubbings taken from the Nestorian Tablet by the discoverer of the Tablet; the rubbings to be hung in the Faculty Common Room.

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1015. Gift from President Lin Senn.

RESOLVED to send a letter of appreciation to President Lin Senn for his gift of a scroll written in his own handwriting; the scroll to be mounted and hung in the library and possibly later a carved copy will be made.

1016. Boxer Indemnity Trustees.

A letter was received from the Trustees of the British Boxer Indemnity Funds regretting that the University's application for fellowships for Messrs. Yao, Liu, Lo Chi-yuin and Lo Chung-shih were not in harmony with the regulations of the Trustees and therefore no grant could be made for the current year.

A further letter was received from the Trustees, regretting that the University's application for a grant towards the erection of the Hospital building had arrived too

late for their July meeting, and also pointing out that the Trustees are unable to make a second grant to any institution already receiving a grant for some other purpose.

1017. Commission on Medical Education.

A letter was reported from the Commission on Medical Education, seeking further information concerning applications for fellowships for Chen Yi-pin, Mong Chu-hua, Li U-ren and Cheo Tung-pi.

1018. Supplemental Examinations.

It was announced that Supplemental Examinations would be held from September 7th to 9th.

1019. Camp Training.

It was reported that the opening of Camp Training has been postponed to September 10th. The President reported that he and the Presidents of Ginling College and the University of Nanking were writing a letter to the Ministry of Education, requesting that the date of closing Camp Training be not postponed in view of the later date of commencement.

An Order was reported from the Provincial Political Department, ordering the Interns to give their services as teachers during the period of Camp Training. This Order has been cancelled.

1020. Government and other Grants.

The receipt of the following grants and funds was reported:

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- July 5th. Central Government. \$1,750. April Grant.
- " 11th. Provincial Government \$590 for the collection of Biological Specimens during the summer by W.C.U.U. and Soochow. jointly.
- July 7th. Davison Fund. G\$1,000 for Group-study of Jesus Project.
- " 12th. Yunnan Provincial Bureau of Education. \$98.62 for student aid.
- " 20th. Central Government. \$1,750. Grant for May 1938.
- " 25th. Kwangsi Provincial Bureau of Education. \$380. two scholarships.
- " 27th. Kwen Shu-Kao. \$150. for scholarships.
- " 27th. Szechwan Provincial Government. \$3,000. Grant for fourth quarter.
- Aug. 1st. China Foundation. \$3,750. First instalment salaries of professional staff, United Hospital.
- " 8th. Szechwan Provincial Government. \$6,000 for O.P.D. Microscopes.
- " 10th. Ministry of Education, \$5,000 towards additional cost of receiving guest students.
- " 13th. Commission on Medical Education. \$210. fellowship money for Ben Yin-tsai and Wang Dwan-fang.
- " 31st. China Foundation. \$3,000. Grant for O.P.D. Building.

1021. Board of Governors.

Letters of May 9th, 16th, June 6th, 11th, 27th, July 28th, August 2nd, were received from Drs. Beech, Carside, and Anderson and Mr. Evans, concerning meetings of the Executive Committee and of the Board of Governors, and in particular in regard to the budget appropriation.

It was reported that the Governors had granted NC\$50,000 regular grant, plus NC\$10,000 special grant towards the budget of 1938-39;

that of an \$85,000 Rockefeller Foundation grant to the China Colleges the W.C.U.U. has received \$7,500 gold;

that G\$35,000 from the Rockefeller Foundation has been received for:

the erection of O.P.D. building	\$15,000
operating rooms & central sterilizing outfit	6,400
fracture room and X-ray	2,700
equipment and supplies O.P.D. & Hospital	5,000
equipment and supplies contingent Hospital & O.P.D.	3,000
transportation, insurance, customs etc.	2,900

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It was also reported that the New York office planned to send \$6,000 of the Rockefeller grant of, \$7,500 to the W.C.U.U. through the Bank of China. As it would appear that the University would lose greatly by receiving the money via the Bank of China, which operates on the official Government rate of exchange, it was

RESOLVED to cable the New York office to hold funds in the hope that we will be permitted to sell gold cheques here at the current rate of exchange.

1022. Harvard-Yenching Report.

The report of the W.C.U.U. to the Harvard-Yenching Institute for the year 1937-38 was presented; it having been despatched by the end of July.

1023. Board of Regents of the University of the State of New York.

The report of the W.C.U.U. to the Board of regents of the University of the State of New York for the year 1937-38 was presented; it having been despatched early in August.

1024. Accommodation for Library Staff.

A letter was received from the Chairman of the Library Committee, requesting accommodation on the campus for four members of the Library staff who have evening duties:

RESOLVED to request the College Principals to permit assistants and junior staff members who are living in their Colleges to remain in their rooms during the period that the students are in special Training Camp. It is the expectation of the Cabinet that accommodation will be found for a large number of this group before the students return from Camp.

1025. Mr. Small's Office.

In response to Mr. Small's request for a change of office, it was

RESOLVED subject to the agreement of the College of Medicine and Dentistry to agree that Mr. Small's office be transferred from the room at present allotted to him to the West room of the "L" of the Hospital Annexe; and that the Medical-Dental Library be granted the use of two rooms - the garage and the room adjoining it - until such time as these rooms are needed for the purpose for which they were erected.

1026. Residence for University of Nanking.

A request was received from the University of Nanking for permission to build a single storey residence for one of their staff members.

RESOLVED to refer to the Property Committee for recommend-

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ation the question of the location of this building required by the University of Nanking.

1027. Residences for Ginling College.

A letter was received from Ginling College requesting permission to build two small single storey residences for male members of their staff.

RESOLVED to refer to the Property Committee for recommendation the question of the location of these buildings require by Ginling College.

1028. Letter from Mr. Cheng Te-K'un.

RESOLVED to note a letter received from Mr. Cheng Te-K'un at the end of July, reporting that just before leaving for the United States he had a small building erected on the property back of his house. The Cabinet members being out of Chengtu for the summer, it had been impossible for him to secure permission to erect this building. The building has been erected at his expense and he is willing to have it torn down or sold to the University on his return to China.

No decision was made regarding future action.

1029. Classroom and Laboratory Accommodation.

Letter were received from Ginling College, requesting additional classroom accommodation in Vandeman College.

RESOLVED to request the Baptist Mission for permission to build a small room at the south end of the hall of Vandeman College similar to the one already prepared last term in the north hall; Ginling College to be responsible for the expense incurred in such alteration.

RESOLVED to accede to the request of Ginling College for the use of Recitation Room A. Vandaman College.

RESOLVED to inform the Registrar that Recitation Room A. Vandeman College, will not be available for allocation as a classroom this coming year, as it has been allocated to Ginling College.

RESOLVED if the loss of this room necessitates the provision of a classroom to take its place, to request the College of Arts to make the Art Room available when they are not using it.

RESOLVED that laboratories should not be assigned without consultation with the head of the Department concerned.

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*D. Lindsay*

WEST CHINA UNION UNIVERSITY  
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Cabinet meeting held on September 5th, 1938.

MINUTES  
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Present: All except Mr. Dye.  
Visitors: Messrs. S. C. Yang and W. Small, Miss Thexton.

The Cabinet recommends the following minutes to the President.

Minutes of last meeting approved as circulated.

1030. Vacancies in the Dormitories.

Report of College Principals

It was reported that the Dormitories could probable accommodate the following number of new students for the fall term:

Friends	4 (possibly only 3)
Hart	15 (possibly 21)
Vandeman	20
M.E.M.	15-20
C.M.S.	8 (possibly 7)
Woman's	35
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	108 at most

If Cheeloo University builds its own Dormitory then the Dormitories could house another twenty new students.

1031. Cheeloo.

Discussion took place concerning the coming of Cheeloo University to Chengtu, and an unofficial report of Conversations with President Liu was made.

RESOLVED that having heard unofficially of the coming of Cheeloo College of Arts, Science to our campus, a recommendation be made to the General Faculty and Board of directors to extend a cordial invitation to Cheeloo to cooperate with the W.C.U.U. in the three Colleges, on condition that Cheeloo provides certain members of staff, chemicals and apperatus, any necessary buildings and finance;

RESOLVED to appoint a Committee consisting of the President, Deans and Mr. Sewell to discuss details with President Liu.

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1032. Ginling Staff Residences.

Mr. Small attended to present the recommendation of the Property Committee that a site for two small staff residences be offered to Ginling College on the Western boundary of the University Property, and that if possible the W.C.U.U. share in the cost of such residences so that they may be built of brick rather than of bi-tu.

Discussion followed on the advisability or otherwise of erecting University houses on Mission land.

RESOLVED to refer to the Board of Directors questions of control of University houses erected on Mission sections and particularly to request the Missions to allow the University to exercise the right of renting houses erected on Mission Sections.

It was reported that the Friends' Mission had indicated that they would be willing to have erected for the use of Ginling College two residences on the Friends' Mission Section.

RESOLVED to inform the Friends' Mission that the University would be glad if they would permit the erection of these two small staff residences on their land.

1033. Residence for University of Nanking.

RESOLVED to accept the recommendation of the Property Committee that the University of Nanking be permitted to erect a small residence on our plot west side of Kweh Hsich Heng, if this site is acceptable to the University of Nanking.

1034. Erection of Ginling and Nanking Residences.

RESOLVED on the recommendation of the Property Committee to request Dr. Wallace Crawford to superintend the building of these small residences to be erected by the University.

1035. Cheeloo Dormitory.

RESOLVED if Cheeloo desires to erect a student dormitory to suggest that it be built on the Kweh Hsich Heng site.3.

1036. Madame Chiang's Herd of Cattle.

It was reported from the Property Committee that Madame Chiang's Herd of Cattle was scheduled to leave Changsha on September 3rd, and the President stated that Mr. Ho Boh-heng has promised to make a grant of \$10,000 for the erection of a barn as soon as the herd reaches Ichang.

RESOLVED that the President secure full information regarding the project from Mr. Dickinson and report to the next meeting of the general Faculty.

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1037. Hon. Business Manager.

Mr. S.C. Yang attended and discussion took place concerning a misunderstanding which had arisen regarding the position and duties of the Hon. Business Manager.

RESOLVED to appoint a committee consisting of the President Mr. Sewell and Mr. T'ang and Mr. Yang to discuss the matter and work out the duties of the Hon. Business Managership with a view to reporting back to the next meeting of the Cabinet.

1038. Woman's College Board Minutes.

The following minutes of the Woman's College Board were noted:

THAT leave of absence be granted to Miss Pearl Fosnot, Dean of Women.

THAT during Dean Fosnot's leave of absence Miss Annie Thexton act as Dean.

The President extended a cordial welcome to Miss Thexton as a member of the Cabinet during the period she would be acting as Dean of the Woman's College.

1039. Staff Retreat.

RESOLVED to hold a staff retreat on Sunday afternoon, September 18th and to request the Religious Life Committee to make the necessary arrangements.

1040. General Faculty Meeting.

RESOLVED to call a General Faculty meeting on Thursday afternoon, September 22nd.

1041. Dr. Hou Pao-chang.

RESOLVED that the President write to Kweihang Medical School reminding them that Dr. Hou Pao-chang's time with them is drawing to a close, and request that he be returned to W.C.U.U. as soon as possible as we have urgent need of his services.

It can be pointed out that Dr. Hou is holding our Govt. Chair of Pathology.

1042. Housing of 4th and 5th year Medical Students until City Medical Dormitory is ready.

Dean Kilborn reported that a new City Medical Dormitory is being prepared for the 4th and 5th year medical students. At present these students have no place to live in the city. it was

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RESOLVED to request the College Principals to permit these students to remain in the campus dormitories in the place of the students who are going to Special Camp Training.

1043. Chengtu Broadcasting Station.

A request was received from the Chengtu Broadcasting Station for the use of a classroom for half day for two months.

RESOLVED to offer to the C.B.S. the use of the Faculty room in the Administration Building. for a period of two months if the students go to Camp.

1044. British Boxer Indemnity Fund Trustees.

A letter was received from the British Boxer Indemnity Fund Trustees, concerning teachers for research work.

RESOLVED to discover whether the University of Nanking has received a similar letter.

1045. Extension Work on Social Education.

A letter as received from the Ministry of Education requesting a report on the extension work being done by the W.C.U.U. in social education. Prof. Fugh recommends that in order to secure more cooperation among the different branches of extension work being undertaken, it would be advisable to appoint an extension Committee on Social Education.

RESOLVED to inform Prof. Fugh that we already have an extension Committee, composed of M.C. Chang, F. Dickinson, P.C. Fugh, Y.L. Kao, M.L. Li, Wesley, to which should be added Dr. T. M. Pi of the Department of Hygiene and Public Health; Prof Fugh, head of the Department of Education, to act as Convener.

1046. Letter from Ministry of Education requesting doctors for Public Health Training Classes.

RESOLVED that Vice-Chancellor Fong post this letter.

1047. Request for Teachers for Central Police School, Chungking.

RESOLVED to refer the request for Teachers for the Central Police School, Chungking, to the Dean of Medicine.

1048. Letter from students of the Education Department.

Letter was reported from the students of the Education Department concerning the need for more accommodation for the Department in the Education Building, and for the securing of a Chair of Social Education.

RESOLVED to refer the matter of accommodation to the House Committee of the Education Building; and of the Chair of Social Education to the Education Department.

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1049. Cable to Board of Governors.

RESOLVED to agree to the wording of cable to the Board  
of Governors:

"Huata total emergency needs fifty seven thousand gold."

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WEST CHINA UNION UNIVERSITY

D. Lindsay

Cabinet meeting held on September 8th, 1938.

MINUTES

Present: All except Mr. Albertson and Mr. Dye

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1050. Department of Education.

The President reported the receipt of a letter from the students of the Department of Education.

RESOLVED to refer this letter to the Department of Education for consideration and report through the College of Arts.

A letter was read from Prof. Paul G. Fugh requesting the use of three more rooms in the Education Building for the use of the Education Department.

RESOLVED to refer this request to the House Committee of the Education Building.

1051. International Student Service.

A letter was read from the international Student Service local committee in Chungking seeking information regarding W.C.U.U. students in need of assistance from such funds as the I.S.S. has at its disposal. This letter had been presented to the College Principals who had agreed to furnish the desired information.

1052. Students' Identification Wallet.

The Committee presented the Identification Wallet as prepared.

RESOLVED to charge the students \$1.25 for the Identification Wallet.

1053. Minutes of the College Principals.

a. It was noted that Dr. Hansing has been appointed to take Miss Fosnot's place as secretary of the College Principals.

b. It was reported that the College Principals agree to the Cabinet's request that frequent reports be made to the Director of Student Activities on the character and conduct of the students, with the understanding that any such information in the hands of the Administration shall be passed to the College Principal concerned.

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1054. Registration Date.

In regard to the College Principals' recommendation concerning postponing of registration of Freshmen and men guest students, it was

RESOLVED that registration of all students take place on the dates set, i.e. September 12th, 13th and 14th; but that Freshmen classes be postponed until after the opening of the Special Trainin Camp.

RESOLVED to accept the recommendation of the College Principals that the Registrar request all students to fill out their Information Blanks in duplicate, so that one copy may be given to the College Principal and the other be retained in the Registrar's Office.

1055. Meeting of College Presidents, Hongkong.

Two telegrams were received from Mr. Cressy, reading as follows:

To President Dsang: Presidents meeting twenty second. Utmost importance formulate national program financial askings number important problems. All Presidents coming Peiping Shanghai Foochow Kweilin. Urge allow nothing interfere your attendance. We provide proportion expenses.

To Vice-Chancellor Lindsay: Urge Dsang attend Presidents meeting twentysecond. Utmost importance University represented.

It was reported that President Liu Shu-ming had informed President Dsang that the China Christian Educational Association had funds from which to make grants towards travelling expenses. After discussion it was agreed that President Dsang attend the Presidents meeting in Hongkong on September 22nd on condition that the C.C.E.A. provide two-thirds of the travelling expenses.

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1056. Applications for Positions on W.C.U.U. Staff.

An application for a position on the W.C.U.U. staff was received from A. Will Kuchlor, PH.D. in Geography, of San Francisco, Calif.

RESOLVED to inform Mr. Kuchler that applications for positions on the W.C.U.U. staff should be made through a cooperating missionary society.

A letter was read from Dr. Leighton Stuart of Yenching enquiring whether W.C.U.U. could employ Mr. Li Ping-lu, M. Sc. in Pharmacy who is on his way back from the United States.

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RESOLVED to refer this application to the College of Science for consideration.

1057. Cheeloo to unite in Colleges of Arts and Science.

RESOLVED to accept the following report of a meeting with President Liu Shu-ming of Cheeloo University, for recommendation to the General Faculty and Board of Directors.

"Discussion took place concerning arrangements between Cheeloo and West China to permit Cheeloo to unite in the Colleges of Arts and Science, as well as in the College of Medicine and Dentistry as at present.

Resolved to recommend to the General Faculty and Board of Directors that a cordial invitation be extended to Cheeloo University to join us in the Colleges of Arts and Science, as well as in the College of Medicine and Dentistry; also to recommend the following arrangements:

1. Cheeloo students to join the W.C.U.U. classes on the same basis as W.C.U.U. students.
2. Cheeloo staff members to become members of the Departments in which they give their services.
3. Cheeloo offers to provide apparatus and reagents for Chemistry students according to the normal requirements.

(Mr. Sewell was asked to work out details of the cost of such apparatus and reagents)

4. Cheeloo offers to provide the following staff members:
  - a. A senior member of the staff for the Bursar's Office - Dr. H.P. Lair.
  - b. If necessary, a teacher of Mathematics and Astronomy.
  - c. An Office Secretary - Miss Grace Hickson.
  - d. A teacher of English - Miss Deans.
  - e. An assistant in Entomology and Biology.
  - f. Dr. Prescott for the Department of Pharmacology.
  - g. Drs. Julia Morgan and Ernest B. Struthers for the College of Medicine and Dentistry.
5. Cheeloo offers to continue the salaries of three medical technicians; and if possible to secure the services of Dr. Li Yu-jen for the Department of

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Public Health, and of Dr. Chen Yen-ping, PH.D.,  
Northwestern, for the Department of Physiology.

6. Cheeloo's suggested additional enrolment of students

ARTS	30
SCIENCE, Including PRE-MEDICINE	40
MEDICINE, 1st year	9
" 2nd year	9

Only such girl students as have friends in the city  
and are able to live out of dormitory to be accepted.

7. Cheeloo offers to provide a campus student dormitory  
and a dormitory principal. All male students now in  
W.C.U.U. dormitories to move to the new Cheeloo  
dormitory.

(A site on the Kueh Hsioh Hang was suggested for this  
dormitory, unless a cooperative scheme with the  
Friends Mission for the building of a dormitory on the  
Middle School property proves to be possible)

(Suggested to request President Chen of the University  
of Nanking to agree to the erection of a dining room  
near the Chiang Hsi Kai property, so as to free Hart  
College Gymnasium for the use of Cheeloo for dormitory  
accommodation until the erection of their permanent  
dormitory is completed.)

Cheeloo offers to pay proportionately for its share of  
rent of the Medical Dormitory in the City.

8. Finance:

Fees to be credited to Cheeloo; all expenditures made  
in behalf of Cheeloo students to be met by Cheeloo  
funds; W.C.U.U. accounting system to assure Cheeloo  
of complete reports of income and expenditure; Cheeloo  
students to pay the same fees as W.C.U.U. students.

9. Cheeloo offers to pay for alterations necessary to  
provide an office for Dean Chang Hueh-chuen (approx. \$250)

10. Cheeloo offers to leave in Chengtu furniture and equip-  
ment acquired locally.

11. Cheeloo to be provided with office accommodation for  
President Liu and his secretary.

12. For all purposes of internal administration Cheeloo and  
W.C.U.U. to be considered as a unit; but for external  
affairs each institution to act independently. "

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Other questions to be considered as they arise.

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1058. Minutes of Friends College Committee.

*Section*  
*Pay to agree that F.S.C.*  
In response to Cabinet Minute No. 1032 the Friends College Committee does not agree to the proposal of the University <sup>to erect</sup> on their ~~their land, but that if suitable arrangements can be made with the University~~ two residences for men Faculty of Ginling College. ~~be erected~~ on Friends College grounds, south of the temporary residences of the east side of their grounds. At the end of five years these houses will revert to the Friends College (Friends Service Council); but if Ginling College should leave before that time the Friends College will pay rent (the amount to be decided later) until the five years have expired.

1059. Friends (Middle School) Dormitory.

In regard to a suggestion that the Friends Service Council should provide \$10,000 out of a total cost of about \$25,000 for the erection of a Dormitory to be used by Cheeloo University, the Friends College Committee requests the University to inform them if a suitable site is available and at what cost, so that if the proposition is feasible immediate steps may be taken to secure the approval of the Friends' Service Council, London.

RESOLVED to refer this request to the Property Committee for recommendation as to location and approximate cost of site.

RESOLVED if there is delay in erection of the Cheeloo Dormitory to request the Canadian Mission for the continued use of Hart College Gymnasium as a temporary dormitory for Cheeloo Students.

1060. House Committee for Education Building.

RESOLVED following the recommendation of the Property Committee that for the coming year the House Committee for the Education Building be composed of one representative each of the Departments of Education, Foreign Languages, Hygiene and Public Health, and the Dean of Arts who shall act as convenor.

1061. Site for T.B. Sanatorium.

A letter was received from the Dean of Medicine concerning the possibility of borrowing money (\$10,600) in order to purchase immediately the Liu Pei-yuin orchard. Dr. Kilborn pointed out that the present annual income from apples would be sufficient to pay the interest on the loan, and could be increased if a man recommended by Mr. Dickinson could be engaged to supervise the orchard.

RESOLVED that President Dsang and Dr. Lo Gwang-pi discuss this matter further before action is taken, in hopes of discovering a way to secure General Chen's promised gift of \$4,600 towards the purchase.

1062. University Health Clinic.

RESOLVED to refer for recommendation Dr. Crawford's request

for additional accommodation for the University Health Clinic and Baby Welfare Centre to the House Committee of the Education Building; together with the question as to whether the Pin Min Hsioh Hsiao be asked to vacate the rooms it has been occupying.

1063. Leper Hospital.

A letter was received from Dr. Crawford concerning the location of the new Leper Hospital.

RESOLVED to refer the question of the location of the Leper Hospital to the Property Committee for recommendation.

1064. Numbering of Houses on the Campus.

RESOLVED to request the Property Committee to see that house number plates be prepared at once according to plan agreed upon last year.

1065. Students' Fees.

The Bursar's Office recommend that a table of fees for students of all colleges and extension courses be posted in a prominent place.

RESOLVED to post a table of fees for students of all Colleges and Extension Courses, as follows:-

RESOLVED to request Dean Dye to discuss with Mr. Li Ming-liang the method of regularizing registration fees etc. the students of the Agricultural Extension Course. Cabinet recommends that these students pay the regular health fee.

1066. Bursar's Signature.

RESOLVED to notify our Banks that on and from October 1st all cheques will bear the signature of the new Bursar, Mr. R.L. Simkin.

1067. Radio Programme.

RESOLVED to accede to Mr. Cheo's (of the Chengtu Broad Casting Station) request that the University continue to provide a programme of weekly talks throughout the college year.

1068. Minutes of Property Committee.

RESOLVED to accept the recommendation of the Property Committee that "liang wa" be put in the roof of the Dental wing, and that the attic be floored. National Central University being asked to pay for a share of the expenses.

RESOLVED to accept the recommendation of the Property Committee that the attic of the north wing of the

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Hospital Annexe be partitioned in order to provide accommodation for certain technicians and library assistants, etc.

RESOLVED to accept the recommendation of the Property Committee that permission be requested from the A.B.F.M.S. to construct a covered ditch across the piece of land immediately north of their Middle School Dormitory, so that the land on which the new Hospital is to be erected may be drained.

1069. Sanitation.

RESOLVED to request the Department of Hygiene and Public Health to supervise the sanitation of the Campus.

1070. Pharmacy Building.

A letter was read from Dr. Meuser concerning the Board of Founders' agreement that Dr. Meuser be permitted to cultivate contacts and endeavour to raise funds for the erection of the proposed Pharmacy Building. (Ask D.Dye to write Dr. Meuser re staff and courses)

1071. Branch Library.

subject to the approval of the Library Committee,  
RESOLVED to accept the recommendation of the College of Medicine and Dentistry that a branch Library be established at the Shansi Kai Hospital.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held Monday, September 12th, 1958.

MINUTES

Present: All members except Messrs. Albertson and Smalley.

The Cabinet recommends the following Minutes to the President:

Minutes of the last meeting were approved after No. 1066 had been altered to read:

1072. Bursar's Signature.

RESOLVED to notify our Banks that on and from October 1st all University cheques will bear any two of the following signatures:

Lincoln Esang, President,  
Robert L. Simkin, Acting-Bursar,  
Harold D. Tobertson, Western Vice-Chancellor.

1073. Appeal for science Building for Middle School.

RESOLVED to follow the advice given to the President by Mr. Li Dze-ru and approach General T'ang Dze-chin with the request that he make a gift for the erection of a Science Building for the use of the W.C.U.U. Senior Middle School (approximately \$15,000)

1074. Chinese Typewriter.

It was reported that it had been possible to purchase a second-hand Chinese typewriter for the Administration Office at the cost of \$300 - to be charged against Provincial Government grant.

1075. Registrar's Office.

In response to a letter received from the Registrar it was

RESOLVED that the Registrar be asked to arrange for each assistant in his office to take two weeks' holiday this fall; also to request him to redistribute the work of his staff at the end of this month, so that there will no longer be need for so large a number of assistants in that office

1076. Nurses' Training School.

A letter was received from Mrs. Eva Chen, Principal of the United Hospital Nurses' Training School, requesting the University to register the Nurses' Training School, and do so using the name "School of Nursing of the West China Union University".

RESOLVED to give permission for the above School to register itself under the name "School of Nursing of the West China Union University.

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1077. Order from Ministry of Education.

The following Order was received from the Ministry of Education concerning opening and closing dates for the academic year 1938-39:

"According to regulations for the year 1938 in regard to Special Training Camp, all college students of the 2nd, 3rd and 4th years must take training, which will take almost half of the school term. In order not to retard the students' studies orders are given that all colleges should cut out winter and spring vacations. The altered dates for the opening and closing of school are as follows:

November 1st	Opening of fall term for 1st, 3rd and 4th year students.
December 1st	Opening of fall term for 2nd year students.
February 15th	Close of fall term.
March 22nd	Opening of spring term
July 25th	Closing of spring term.

According to this regulation the 2nd year students will still have one month's studies to make up. Individual colleges should make their own plans for making up lost time, which plans should be reported to and approved by the Ministry of Education.

All schools, except those in Shanghai and all Medical and Pharmacy schools which should follow the old regulations as to dates, should follow this new regulation."

1078. University Calendar, 1938-39.

Opening of fall term for Freshmen Arts and Science;	
2nd & 3rd Year Pharmacy; 1st, 2nd, 3rd, 4th and 6th year	
Medicine and Dentistry	September 15th
Opening Exercises	" 19th
Opening of fall term for 1st, 3rd and 4th year Science & arts;	
1st and 3rd year Pharmacy	November 1st.
Opening of fall term for 2nd year Science, Pharmacy & Arts	December 1st
Closing of fall term for Freshmen Arts & Science; 2nd and	
3rd year Pharmacy; 1st, 2nd, 3rd, 4th and 6th year	
Medicine and Dentistry	January 25th
Opening of Spring term	February 15th
Final Examinations commence	June 5th
Graduation Day	June 26th

Official Holidays:

Double Tenth	October 10th
Birth of Sun Yat-sen	November 12th
Christmas	Dec. 24th & 25th
New Year	January 1st
Death of Sun Yat-sen	March 12th
Martyrs Memorial Day	March 29th
Easter	April 7th & 8th
Establishment of the Republic	May 5th.

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1079. University of Nanking.

A letter was read from President Y.G.Chen, reporting that in view of temporary absence of Mrs. Twine for whom request had been made to build a residence, the University of Nanking has decided to delay construction of the building.

A further letter from President Chen was read, requesting an additional room for the use of their Library staff, and suggesting a room now used by the Museum at the north end of the building.

RESOLVED to accede to this request if an arrangement satisfactory to the Museum Committee can be made.

1080. Cheeloo.

A letter was read from President Liu commenting on Minute No. 1057, and requesting that W.C.U.U. do its best to admit a few former Cheeloo students into higher classes in Arts and Science if such apply for entrance.

RESOLVED to receive Cheeloo students into higher classes in Arts and Science only after consultation between the Deans and the Heads of the Departments concerned.

1081. Ginling College.

A letter was read from President Y.F. Wu of Ginling College reporting that the Women's College has granted them Permission to erect a simple gymnasium, on Women's College grounds; and requesting permission to erect a small Chemistry Laboratory and a small building for music practice and teaching rooms; and requesting further office accommodation in the Education Building.

RESOLVED to refer to the Science Faculty for recommendation Ginling's request to erect a Chemistry Laboratory at the rear of the present Chemistry building.

RESOLVED to agree to the erection of music practice and teaching rooms on the northeast corner site inside the University "gung-peng" if the Property Committee considers this a feasible site.

RESOLVED to refer for recommendation to the House Committee of the Education Building Ginling's request for office accommodation in that building.

1082. Fellowship at Union Theological Seminary.

RESOLVED to post a notice on the Bulletin Board and make announcement in the University Journal, informing our alumni that a fellowship of \$1,000 is open to Chinese students for the academic year 1939-40 at the Union Theological Seminary, New York.  
(Information in the office)

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1083. Method of Registration.

A letter was read from Mr. Dickinson concerning the method of registration.

RESOLVED to reply that it is considered that there is value in having the College Principals register students in dormitories before they apply to the Registrar's office.

1084. Interns at Women's Hospital.

Dean Kilborn reported trouble which had arisen over food of the interns at the Women's Hospital. The President and Mr. Tang agreed to help in discovering exactly where the difficulty lay and effect a settlement.

1085. Sunday Services.

RESOLVED that Sunday Evening Services shall commence on September 25th.

1086. Graduation Hoods.

In response to a question raised by Miss Fosnot concerning the need of hoods for Graduation Day it was

RESOLVED to request the Colleges to prepare sufficient gowns and hoods to enable graduating students to rent them.

1087. Student Aid.

RESOLVED to inform the College Principals that the Administration will endeavour to raise a fund from abroad, the Bureau of Education, International Student Service, Y.M.C.A. and Y.W.C.A. and similar sources to help students in real need of emergency financial assistance.

1088. Residence for single Teachers.

RESOLVED to ask the Property Committee to make a definite recommendation concerning the site, building and financing of a residence to house single teachers.

1089. Library Committee.

In response to a letter from the Chairman of the Library Committee it was suggested that loan cards for teachers of the cooperating Universities should be issued through the Registrar's Office of those Universities; to inform the Library Committee that there is to be a Library Training School in Chungking this winter; to recommend that they endeavour to secure the services of a trained assistant, whose salary will be made a first charge against the Provincial Government grant.

1090. Book Store.

RESOLVED to request the Library Committee to consider the

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moving of the Book Store to the Library building,  
where one of its staff can manage it part-time.

1091. Minutes of Property Committee.

- RESOLVED to accept the recommendation of the Property Committee that two-thirds of the room prepared for a carpenter's shop in the Hospital Annexe be granted for a laboratory to be used by the Department of Dental Surgical Technology, and one-third for storing building hardware.
- RESOLVED to accept the recommendation of the Property Committee that Mr. S.C. Yang represent the Committee in negotiating with Wireless Station over the changing of the course of the stream south of the Medical-Dental College in relation to the future erection of the Pharmacy building and Leper Hospital.
- RESOLVED to accept the recommendation of the Property Committee that the officers of visiting universities and schools be notified that they should not enter into negotiations with contractors for the erection of buildings until their plans have been submitted to the University Property Committee.
- RESOLVED to inform the Property Committee that it is not considered timely to ask the A.B.F.M.S. to waive their claim to site No. 4. on the Middle School area in favour of the Friends' Service Council.

It was noted that plans submitted for the Ginling staff residences to be built on the Friends College section have been approved by the Property Committee.

- RESOLVED to accept the recommendation of the Property Committee that the sub-committee negotiating with the wireless Station also discuss with them the question of the University buying, or otherwise securing, the small strip of land just outside the West Gate, north of the road.

1092. Student Health Committee.

- RESOLVED to accept the following recommendations of the Student Health Committee regarding student health service:

Preventive inoculations for typhoid, paratyphoid and cholera, and vaccination will be given without extra charge.

Examinations of faeces and urine and simple examinations of blood, such as for malaria, require no extra charge.

Drugs and dressings will be supplied free with the exception of certain more "expensive" drugs. These "expensive" drugs are those which cost the Clinic more than a certain sum per dose. A list of the more frequently used "expensive" drugs will be

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posted on the notice board in the Clinic. All hypodermic and intra-venous medication naturally fall under this group. Consultations in the Clinic are free. Emergency attendances in the formatories, up to three visits per illness, are free. The Clinic will be open for Registration from 7.30-8.30 a.m. (except Sundays) Students must present their identification cards or pay the regular fees.

1093. United Committee for Christian Universities of China.

A letter (4th May) from Mr. Castleton, covering Minutes of the United Committee for the Christian Universities of China, London, was read.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on September 19th, 1938.

MINUTES

Present: All members, except Mr. Albertson

The Cabinet recommends the following minutes to the President:

Minutes of last meeting.

The minutes of the last meeting were approved after the following corrections had been made:

1094. Minute 1058 Ginling Residences to read:

In response to Cabinet Minute 1032 the Friends' College Committee does not agree to the proposal of the University that it erect on the F.S.C. Section two residences for male members of Ginling College faculty with the understanding the houses shall belong to the West China Union University after the Ginling Woman's College leaves.

RESOLVED to request the Friends' College Committee to erect on their Section, south of the temporary residences on the east side of their grounds, the two residences requested by Ginling College.

N.B. At the end of five years these houses will revert to the Friends College (Friends Service Council); but if Ginling College should leave before that time the Friends College will pay rent (the amount to be decided later) until the five years have expired.

1095. Minute 1060 House Committee for Cadbury Building.

Delete last phrase "who shall act as convener" and substitute "Dr. Fugh shall act as convener"

1096. Minute 1078. University Calendar.

Line 6 delete "1st & 3rd year Pharmacy"  
Line 7 delete "Pharmacy"

1097. Dr. Ashley W. Lindsay.

A cordial welcome was extended to Mr. Robertson on his return to take over the office of Western Vice-Chancellor. The President expressed the thanks and deep appreciation of

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the University to Dr. Lindsay for his valued services during the last eighteen months in instituting the new system of University Administration.

In reply Dr. Lindsay stressed the need for more time to be given to making more personal contacts with staff members - he considered such contacts would avoid many misunderstandings.

1098. Salaries of Part-time Teachers.

It was reported that the Bureau of Education has issued an order that salaries of part-time teachers should be paid for ten months of each year only.

RESOLVED that the salaries of our part-time teachers whose classes have not yet commenced shall date from the beginning of October, and terminate in July.

1099. Ministry of Education's Order re Interns.

An order from the Ministry of Education, August 28th, was reported to the effect that

1. Medical students may be exempted from Special Training, but within their academic schedule they are expected to take the following courses:

"Rules and methods for preserving 'Military' health";

"War-time Nursing";

2. Two months' practical work must be done in Training Camp.
3. Students who went for Special Training in 1936 must give their services as teachers for the 1938 Camp.

A letter from the Bureau of Military Training, Sept. 15th, was received allotting certain of the interns to various districts for medical service.

The President agreed to see the Governor and Commissioner Yang, pointing out the difficulty of running our Hospitals without interns, and also the danger of allowing interns to do unsupervised practice before graduation.

1100. History of the War.

A letter was received from the Bureau of Education, September 13th, requesting information which might be incorporated in a History of the present Sino-Japanese War.

RESOLVED to refer this request to the Department of History and Political Science.

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1101. Refugee Teachers.

A letter was received from the Bureau of Education September 14th concerning refugee teachers who might be available for part-time service in the W.C.U.U. provided the University would meet the cost of their travelling expenses.

RESOLVED to refer this request to the College Deans.

1102. Presidents' Meeting.

A letter was received from Mr. Cressy, September 6th, concerning the urgent importance of Dr. Dseng attending the Presidents' meeting to be held in Hongkong; and also a telegram dated September 15th, as follows:

"Meeting Hongkong postponed telegraph Dseng Chen if started."

1103. Ginling College.

A letter was read from President Y.F. Wu concerning the progress of plans for the Chemistry Laboratory, and agreeing to submit plans for approval and to employ contractors approved by the University's Property Committee.

RESOLVED to inform Ginling College that their Music Rooms may be located in the northeast corner of the grounds of the University Kong Peng, and to discover whether this is satisfactory.

1104. Air Raid Practices.

It was agreed when possible to make advance announcement of Air Raid Practices through "Campus Radio News"

1105. Dormitory Fees for students going to Camp.

A letter was received from Mr. Dickinson raising the question as to what refunds on board and light should be made to students who go to Training Camp. It was pointed out that this was a matter to be handled by the Dormitory Students' Committees.

1106. Use of Cadbury Building.

RESOLVED to explain to Dr. Fugh that owing to the changing needs of the times it is necessary temporarily to use buildings for purposes other than those for which they were originally given; and to inform

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the House Committee of the Cadbury Building that for the present applications for rooms in the Cadbury Building should be considered without prejudice to their normal use.

RESOLVED to inform those responsible for conducting the Pin Min Hsion Hsiao in the Cadbury Building that it is impossible to reserve rooms for its use this year.

1107. Time-tables.

RESOLVED to request all chairmen of House Committees or Deans in charge of classrooms to send in time-tables showing the use of all classrooms in their buildings, so that the Registrar may be able to assign such classrooms when they are not otherwise in used.

RESOLVED to request that time-tables be posted outside the door of each classroom showing the times at which it is in use and for what purpose.

1108. Number of new Students to be received.

At present the University Dormitories are housing 4th and 5th year medical students who have rooms temporarily until their dormitory in the city is complete; also students of Cheeloo University who are in a few months to be provided with a dormitory of their own. The College Principals should discover the number of those students now in their Dormitories so as to find accommodation for new students if and when it is possible for the medical and Cheeloo students to leave.

It was proposed that these students might be moved immediately to rooms in the Middle School Dormitories vacated by those who have gone to Special Training Camp, it being understood that the medical and Cheeloo students would be removed from these dormitories before the Middle School students returned.

RESOLVED to request the College Principals to approach the Middle School Principals with the request for the temporary use of their dormitory space to house medical and Cheeloo students in accordance with the above suggestion.

RESOLVED that certain students for whom we have no dormitory accommodation be permitted to live in the city if registered with a Dormitory as day students, provided their place of residence is approved by the Director of Student Activities.

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1109. Transfer Students.

RESOLVED that Transfer Students wishing to register but unable to produce records of marks shall be referred to the College Deans and Heads of Departments concerned for examination before final approval.

1110. Teachers living in Dormitories.

RESOLVED to accept the recommendation of the College Principals that where teachers are permitted to reside in dormitories the room rent rate be \$15 per term and \$6 for the summer vacation period, and that the rate for non-contract teachers and technicians be half that amount.

1111. Hospital Annexe Dormitory.

RESOLVED to appoint Dr. T.H. Williams in charge of the Hospital Annexe Dormitory set aside for technicians and staff members. The room rental to be \$7.50 per term.

1112. Need for Social Centre.

Discussion took place concerning the recommendation of the College Principals re "the need for a social centre where students may meet their friends".

RESOLVED to request the College Principals and the Director of Student Activities to make detailed suggestions regarding the type and location of such a social centre.

1113. Lecture Room Furniture for the Hospital.

It was reported that the lecture room furniture for the Hospital, for which a grant was requested in March, is ready for use.

RESOLVED that this furniture be stamped with the University's stamp, and that the cost \$525. be charged against Contingency Funds.

N.B. Property Committee should add this equipment to the University's Inventory.

1114. Dr. Ben Yin-tsai.

It was reported that the fellowship for Dr. Beh Yin-tsai, granted by the commission of Medical Education, is \$60 per

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month and not \$90 as was at first reported. On the request of the Dean of Medicine it was

RESOLVED that \$40 per month be provided from Contingency Funds to supplement Dr. Beh' fellowship.

1115. Property Adjacent to F.S.C. Section.

Consideration was given to the Property Committee's recommendation that the University write immediately to the Lan Hong School, asking them to cease immediately preparations for building on University Property adjacent to the F.S.C. section

RESOLVED that the President and Mr. T'ang discuss this matter with the F.S.C. and Mr. Yang's lawyer before any action is taken by the Union University.

1116. Dr. J.L. Wong.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Dr. J.L. Wong be engaged in the Department of Clinical Dentistry, with the rank of Professor, and at a salary of \$250 per month - source Central Government grant for Dental staff.

1117. Madame Chiang's Herd.

See Separate sheet.

1118. University Physician.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Dr. T'ang Wen-kwei be appointed as University Health Centre Physician at a salary of

RESOLVED to request the University Health Committee (department of Hygiene and Public Health) to arrange if possible for the Clinic to be open for a period in the afternoons as well as in the mornings.

1119. Prof. T'ang Mao-ru.

The President reported the possibility of securing the services of Prof. T'ang Mao-ru for the Department of Education.

RESOLVED that the Dean of Arts and the Department of Education discover if Mr. T'ang can be secured, and report back to Cabinet.

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1120. Cheeloo.

RESOLVED to recommend to the Faculty that President Liu be invited to sit on the Cabinet; that Cheeloo have representation on the General Faculty and on the Committee of the College Principals.

With regard to office accommodation for Cheeloo, Messrs. Robertson and Dye were asked to make investigations as to suitable accommodation in the Administration Building for President Liu and his secretaries.

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1117. Madame Chiang's Herd.

It was reported that Madame Chiang's Herd of Cattle has reached Ichang; and that the sum of NC\$5,000 has already been paid by the Government towards the erection of a barn to house this herd.

WHEREAS Madame Chiang Kai-shek has sent her valuable herd of purebred dairy cattle to Chengbu for the duration of the war, and

WHEREAS Madame Chiang, through her representative, has secured Dr. Frank Dickinson's consent to care for the herd and to carry out a breeding programme in the building up of the herd and extend the breeding programme through "setting-up" dairy cattle improvement associations for the improvement of local dairy cattle with any surplus bulls, and

WHEREAS the Provincial Government has granted \$10,000 to the Ih Ch'u Hsich Hsiao for the erection of a barn to accommodate the herd, and

WHEREAS THE Union University is interested in dairy improvement in Szechwan, and

WHEREAS it is understood that rent, unkeep and all other expenses incurred by the project must be met by dairy income or from special grants, be it

RESOLVED to recommend the General Faculty to appoint Dr. Frank Dickinson to cooperate with the Ih Ch'u Hsich Hsiao, the Provincial Bureau of Reconstruction and the Department of Animal Husbandry in the care and management of Madame Chiang's herd of dairy cows, and in the supervision of such dairy cattle improvement associations as may be set up.

RESOLVED to recommend the Faculty to agree to build the barn.

RESOLVED to recommend that the Faculty rent the M.E.M. Yang Lao Kwan land for the use of the project.

RESOLVED to recommend that the Faculty allot the Middle School Section, south field, for the use of this dairy project.

RESOLVED to recommend to the Faculty that an attempt be made to assure the barn becoming University property if it is erected on University land.

RESOLVED to recommend to the Faculty that accountancy of the project be made through our Bursar's Office, and that regular reports be required.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on September 25th, 1938.

MINUTES

Present: All members except Mr. Albertson.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved after one or two slight alterations had been made.

1121. Cheeloo University.

A letter was received from President Liu reporting that he would represent Cheeloo on the Cabinet and Faculty; that Dean Chang Hui-chuan would also serve on the Faculty; and that Mr. T.S. Chang has been appointed Principal of the Cheeloo Dormitory to serve on the committee of College Principals.

In order to provide office accommodation for President Liu and his secretaries it was

RESOLVED that rooms 10 and 12, Administration Building, be put at the disposal of Cheeloo University; that Mr. T'eng move to room 14; and that accommodation be prepared in the eastern section of the north wing upstairs as a rest room for women students; on the understanding that Cheeloo meet the cost of the necessary alterations to make this plan possible.

RESOLVED to request Mr. Small to proceed with the necessary alterations immediately.

RESOLVED to authorize the Bursar to make the following additional payments for Cheeloo University as requested by President Liu.

Salaries September & October	\$906
Furniture for Cheeloo Dormitory	500

1122. Library.

Library Minutes of September 15th were presented.

It was noted that the students' overdue fee, to be charged against their Library deposit of one dollar per term, has been changed from a 200 cash piece to a one cent charge.

It was noted that the Library Committee has agreed to take over the Book Store (aside from the Medical-Dental Section) if one-half of Mr. Kwang's salary can be assured from the funds of the Store.

RESOLVED to request the Property Committee to bar the windows of the rooms of the Library in which the Book Store is housed.

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RESOLVED to note that students and teachers of University standing who are attending the Theological School are permitted to use the Library under the same rules and regulations now in operation.

A letter was read from Mrs. Lindsay concerning a Mr. Liao, recommended by the Director of the Boone Library School, who could give trained assistance in the Library at a salary of \$60 a month.

RESOLVED to grant permission to the Library Committee to engage Mr. Liao, his salary to be charged to Contingency Funds if other funds are not available.

1133. Property Committee.

In response to Minute 37 of the Property Committee

RESOLVED to request President Usary to act with Mr. S.C. Yang on the sub-committee to conduct negotiations with the wireless station officials as set forth in Cabinet Minute 1091.

RESOLVED to approve plans as presented by the Property Committee for the one-story music Building for Ginling College, to be located in the north-east corner of the Kung Feng grounds.

With reference to Property Committee Minutes 49 and 50 it was

RESOLVED that the Western Vice-Chancellor take up with the Property Committee and the Missions concerned the matter of funds due for services rendered by the Building Superintendent, to discover whether such funds are or will be available towards the erection of a Teachers' Residence.

Consideration was given to a minute of the House Committee of the Atherton Building, recommending that servants should wear badges indicating for which University they are working.

RESOLVED to approve this suggestion and refer it to the Property Committee, so that they may prepare badges for the W.C.U.U. servants and request the cooperating Universities to do the same.

1134. House Committee, Cadbury Building.

In response to Minute 5 of the above Committee it was pointed out that there is no "university Epidiascope".

RESOLVED in response to Minute 7 of the above Committee to request the Property Committee to make enquiries as to whether it would be possible to discover in the vicinity of the University suitable rooms for the use of the Pin Min Hsieh Hsiao if and when it is to be restarted.

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A letter was received from Dr. Fugh resigning from the House Committee Cadbury Building.

RESOLVED to urge Dr. Paul C Fugh to reconsider his resignation from the above Committee.

1125. Plan for suggested Science Building for Middle School.

RESOLVED to refer the plans submitted by the Property Committee to the Heads of Departments of the Science Faculty, for consideration and if satisfactory report direct to President Deang.

1126. Government Order re Discipline.

An Order from the Ministry of Education concerning plans for student discipline was read.

RESOLVED to refer this matter to the Student Activities Committee for consideration and report.

1127. Contract. Mr. Ch'ien Chien-hsi.

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Mr. Chen's Chien-hsi be engaged as an Assistant (Research Chemist) in the Chemistry Department at \$30 per month, his salary to be paid by that Dept.

1128. Contract, Mr. Hwang Tsao-hwa.

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Mr. Hwang Tsao-hwa be engaged as an Assistant in the Pharmacy Department, to take the place of Mr. Ko Hsieh-cheng, at \$50 a month, commencing from September 1st.

1129. Contract, Dr. Ch'ien Ih-gwen.

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Dr. Ch'ien Ih-gwen be engaged as Assistant in Clinical Dentistry at \$70 a month, from September 1st,

1130. Contract. Mrs. T.H. Lan.

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Mrs. T.H. Lan be engaged as Assistant in Bio-chemistry at \$60 a month from October 1st, her salary to be met from Contingency funds.

1131. Accommodation For New Students.

RESOLVED to approve the recommendation of a joint meeting of the Entrance Committee and College Principals that a sum up to \$400 be granted to the U.C.C.M. to provide extra rooms in Hart College to house 7 students; and a sum of from \$100 to \$150 be granted to the M.E.M. for furniture to enable them to accommodate the extra students; these amounts to be charged against Contingency Funds.

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1132. Chemistry Classroom and Laboratory Accommodation.

A letter was received from Miss Priest for President Chen of the University of Nanking reporting that in accordance with conversations between the Departments of Chemistry of the University of Nanking and West China Union University; it is agreed that the classes and laboratories for both these institutions and Ginling College can be managed if a coal house is provided to store about three tons of coal; the cost (not to exceed \$150) to be borne by the University of Nanking; the University of Nanking to pay for the periodic transportation of coal from the coal house to the Biology Building.

RESOLVED to request the Property Committee to erect this coal house near the Tannery in the University of Nanking as speedily as possible, provided they approve of its suggested location.

1133. Universities' Joint Council.

RESOLVED to call a meeting of the Universities' joint Council Thursday afternoon, October 6th; and to invite business from the cooperating Universities.

1134. Cooperation with New York Museum.

Dean Dye outlined a scheme for cooperation between the New York Museum and the W.C.U.U. Department of Biology.

RESOLVED that a letter in accordance with Dean Dye's tentative suggestions for cooperation between the New York Museum and the W.C.U.U. Department of Biology be sent to Dean Sage Junior by Dean Dye and the Western Vice-Chancellor.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on September 29th, 1938.

MINUTES

Present: All members; Visitor: Mr. Sewell.

The cabinet recommends the following minutes to the President:

Minutes of last meeting approved as circulated.

1135. Ministry of Education.

Note was taken of an Order from the Ministry of Education, September 21st, concerning the training of Middle School Teachers in Normal Schools

RESOLVED to refer Order from the Ministry of Education, September 22nd, concerning standardisation of curriculum in Universities to the Deans of Arts and Science for consideration with their Faculties and report back to next meeting of the Cabinet, any changes in the W.C.U.U. curriculum necessary to conform to the Government's Order.

1136. University Finances.

Discussion took place concerning the safeguarding of University finances in the event of the outbreak of war in Europe.

RESOLVED to telegraph Mr. Taylor, Associated Mission Treasurers to act as he deems wise in order to safeguard University funds.

1137. Accommodation for Teachers in Dormitories.

A letter was read from single teachers residing in Dormitories, protesting against the charges fixed in Minute 1110, on the recommendation of the College Principals.

RESOLVED to refer this letter to the College Principals for consideration and report.

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1138. Purification of Drugs.

Mr. Sewell attended to amplify Science Minute 58-138 concerning a scheme whereby the Chemistry Department purifies and prepares certain inorganic drugs from local products for use in Szechwan Hospitals and Dispensaries. The members of the Chemistry Department are willing to undertake this work as a piece of national service; the space at present available in the Atherton Building is sufficient to carry on the scheme on the scale suggested by Dr. Crawford, now that the decision has been made to provide a coal house near the Tannery. After discussion it was

RESOLVED to approve the suggested scheme for the purification and preparation of certain inorganic drugs from local products for use in the Szechwan Hospitals and Dispensaries, and ask a committee including Mr. Sewell and Dr. Crawford to work out details and secure contract orders from the Hospitals concerned; the work to be carried on in the dye house and north-east courtyard of Atherton Building; also to permit a loan of up to \$1,500 as working capital to be returned from profits as soon as possible.

1139. Urgent Need for New Science Building.

RESOLVED to request the Science Faculty to submit to next meeting of Cabinet a statement with plans regarding the urgent need for a second Science Building.

1140. Preparation of New Laboratory and Store Rooms in West Wing, Medical-Dental Building.

RESOLVED to approve the recommendation of the college of Medicine and Dentistry that the cost of the following alterations and additions in the Medical-Dental Building be met from Contingency Funds:

Stairway to attic in East wing	\$200
Cupboards, flooring and electric wiring in East attic	100
Stairway and flooring, West wing	225
Preparation of laboratory and store-rooms in West attic.	<u>300</u>
Total	\$800

1141. Hospital Building Committee.

A minute of the Hospital Building Committee was reported, stressing the need for a builder to give full-time to the supervision of the erection of the new University Hospital. In view of the many building operations now in prospect, it was

RESOLVED to authorise Deans Kilborn and Lindsay to investigate the possibilities of securing a second builder to assist with these building projects.

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on October 3rd, 1938.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1142. Correction of Minute 968. Officers of College of Medicine & Dentistry.

RESOLVED to note that the name of Dr. W.R. Morse as Director of the College, was inadvertently omitted for Cabinet Minute 968.

1143. Standardisation of Salaries and Wages.

With a view to standardising salaries and wages,

RESOLVED that no Department shall employ technicians, secretarial assistants, or clerks without referring the matter of their salaries to the Cabinet or coolies without referring the matter of their wages to the Property Committee.

RESOLVED that the cases of new employees who have been engaged at a higher rate of salary than is paid to many old employees be referred to the Departments concerned for reconsideration.

1144. Cheeloo College of Medicine.

RESOLVED to record the following resolution

"Cheeloo Medical Unit at Chengtu

RESOLVED - That, whereas, during the period when hostilities threatened Tsian, eleven members of the staff of the College of Medicine and the majority of the Medical Students moved to Chengtu, and were welcomed there by the West China Union University; and whereas they are recognised as a Cheeloo unit, and Dr. H.C. Chang has been regularly appointed by the Acting President as the Acting Dean for the session of 1938-39;

We note these facts and extend our thanks to the authorities of the West China Union University for thus receiving our staff and students, and for providing facilities for the continuation of their medical work."

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and to send an appropriate reply to Dean R.T. Shields,  
Cheeloo, Medical School.

1145. United Committee for Christian Universities.

RESOLVED to record receipt of letter dated 29th July from the United Committee for Christian Universities of China, London, expressing appreciation for the splendid way in which the colleges have faced the dangers and difficulties of the war situation, and in reply to request the United Committee to make a direct appeal to the Lord Mayor's Fund for the support of free beds in the hospital for teaching purposes.

1146. Ginling College.

A letter was received from President Y.F. Wu, requesting the use of a basement room in Hart College as a Chemistry laboratory, classroom and office, Ginling to be responsible for all necessary changes, such as extension of wiring, white-washing; this request supercedes requests made in Cabinet Minutes 1081, 1103, and 1138.

RESOLVED to approve the allocation of the basement room previously used by Dean Dye, to Ginling College for this purpose and at Ginling's expense.

1147. Removal of Graves from Chiang Hsi Kai Property.

A letter was read from Dr. Sparling reporting on progress in the removal of graves from the Chiang Hsi Kai property (see Cabinet Minutes 454a 638)

RESOLVED to authorise Dr. Sparling to continue to represent the University in securing the removal of graves from the third section of the Chiang Hsi Kai property and in securing a deed for the same.

1148. College of Science.

RESOLVED to refer Science Minutes 38-126 and 127 concerning Admissive of new Students and their standing in English to the Department of English for consideration and report after consultation with the College of Science.

RESOLVED in regard to Minute 38-130 to inform the College of Science that President Liu reports that at the present time there is no hope of appointing Mr. Ping-lu M. Sc (Pharmacy) .

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RESOLVED to inform the College of Science that there is no hope of securing funds from the Provincial Government at the present time for the erection of residences for teachers; and to point out to the College of Science that the matter of providing a residence for single teachers is still under consideration.

RESOLVED in response to Science Minute 38-144 re refugee teachers to inform the Ministry of Education that because of difficulties in providing laboratory facilities and supplies the University is unable to employ refugee teachers mentioned in Cabinet Minute 1101.

In response to Science Minutes 38-145, 146, and 147 re the problem of teaching extra students in 1st & 2nd year, and difficulties caused through the duplication of classes owing to part of the students being away at Special Training Camp,

RESOLVED that the Chemistry Department be permitted to engage an extra demonstrator for the general classes in Inorganic and Organic Chemistry; that assistance be given to Maths-Physics Department to cover the cost of marking note books and extra salary for Wong Ti-ren; that a grant of \$10 a month be made to enable the Atherton Building Branch Library to open at night; the total cost of these items, approximately \$1,500 to be charged against Contingency Funds.

1149. Discipline.

RESOLVED to refer to the Universities' Joint Council consideration of the question of discipline as it is affected by evening classes, and the opening of Branch Libraries at night,

1150. College of Medicine & Dentistry.

RESOLVED to accept the recommendation of the College of Medicine & Dentistry that the cost of preparing the centre room of the Hospital Shops building to house the Odontology Department - \$145 - be charged to Contingency Funds.

RESOLVED to refer College of Medicine & Dentistry Minute re Landscaping to the Property Committee.

RESOLVED to receive and adopt the report of the Machine Shops Committee as presented by the College of Medicine and Dentistry, and appoint a committee composed of Messrs. Dye, Kilborn, Robertson and Smalley to consider the detailed plan.

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RESOLVED to request the Property Committee to discover what items are covered by the sum of \$487.65, cost of alterations to Cadbury Building to accommodate the Department of Hygiene & Public Health and also whether the University of Manuking has paid its share as agreed in Cabinet Minute 352.

RESOLVED on the recommendation of the College of Medicine and Dentistry to request through the President, the Ministry of Education that only one foreign language be required for students in medicine and dentistry.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry concerning Curriculum changes: i.e. that the curriculum be changed so as to complete all didactic work in Medicine and Surgery within the fourth year, and that the principle of clinical clerkships be adopted in the fifth year; that the beginning of the course in Obstetrics and Gynecology be postponed to the spring term of the fourth year, that the course in Pediatrics be commenced at the same time, these courses thus extending over a period of three term.

1151. Religious Life Committee.

A request was received from the Religious Life Committee for an annual minimum budget of \$200 to cover the cost of religious service programmes, publicity, etc. It was reported that \$70 might be transferred from the budget of the Division of Religious Studies for this purpose.

RESOLVED to transfer \$70 from the budget of the Division of Religious Studies toward the budget of the Religious Life Committee, and to charge the balance of \$130 for year to Contingency Funds.

Note: The purpose of the Religious Life Committee as set forth in their minute 33-9 is a two-fold one:

1. The clarifying and deepening of religious life among those who are already christians on our staff and in the student body; and
2. the bringing to God of non-religious persons on the staff and in the student body.

The methods in achieving this two-fold aim may roughly be divided into three;

1. Personal contact;
2. Discovery of religious reality through group study and discussion;
3. Public Services for worship and the dissemination of knowledge concerning the religious way of life.

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No. 1 may be achieved in part through Personal Counseling:

- a) Every upper class Christian student to be responsible for five Freshmen and Sophomores.
- b) Every Christian member of the staff to be counselor of five students.

No. 2 may be achieved by Christian members of the staff leading groups for the study of Jesus and related themes.

No. 3 may be achieved by various services of worship and instruction.

It was suggested that an invitation be sent through the University Cabinet to the associated universities on the campus to join in a union university Sunday evening service.

1152. Rockefeller Foundation Grant.

RESOLVED to instruct the Bursar to sell when the exchange is good New York orders to the value of G\$7,500, being the Rockefeller Foundation grant of \$3,000 for the Isolation Block and \$4,500 for Emergency Needs.

1153. Museum Committee, Division of Archaeology, etc.

RESOLVED to accept the recommendation of the Museum Committee, Division of Archaeology, etc. that the University of Nanking Library Staff be permitted to use the room under the stairs formerly occupied by Prof. Cheng Te-K'un, provided that it be used only when the Museum is open, and entered only through the Museum entrance.

1154. Mr. Fong's Trip to Madras.

RESOLVED to accept the recommendation of the Hodgkin memorial Committee that G\$100 be charged to the Hodgkin memorial Fund to assist in meeting the expenses of Mr. Fong in attending the Madras Conference.

1155. Property Committee.

RESOLVED to accept the principle of assigning two coolies to each of the University teaching buildings, as set forth in Property Committee Minute 56.

RESOLVED that in cases where it is found that there is no money to pay for coolies not on the Property Committee's list, the matter be referred again to the Cabinet.

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RESOLVED to accept the recommendation of the Property Committee that whereas Chang Gin-bo is giving the major portion of his time to Property matters, one half of his salary shall be charged to the Property Committee's budget and the balance to the new Hospital Building.

It was noted that badges have been provided for all University servants.

RESOLVED to request the associated Universities also to provide badges for their servants, and see that they are worn in a conspicuous place.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, October 6th, 1958.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1156. Dairy Barn.

Following Faculty Minute No. 526, it was

RESOLVED to appoint a committee composed of Messrs. Dickinson, T'ang and Robertson to make arrangements for the renting of the M.E.M. Yang Lao Kwan land for the use of the dairy project.

RESOLVED to appoint a committee composed of Messrs. Small and Dickinson (with Dr. Tsai of the Animal Husbandry Department to be coopted) to locate and build the dairy barn; on condition that Mr. Small is relieved by Mr. Dickinson of the care of the University grounds.

RESOLVED to recommend that the Property Committee coopt Mr. Dickinson as a member of their committee.

1157. New Chemistry Building.

Information concerning the urgent need for a new Chemistry Building had been circulated to members prior to the meeting. After discussion it was

RESOLVED that the Board of Directors urge upon the Board of Governors and Chancellor Beech that an immediate appeal be made for funds for the erection of a Chemistry Building to meet the needs of the present emergency.

1158. Minutes of the College Principals.

The recommendation of the College Principals concerning charges to staff members permitted to reside in dormitories was considered and it was

RESOLVED to refer this matter back to the College Principals for further consideration.

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RESOLVED to agree in principle with the recommendation of the College Principals that after the school year 1938-39 dormitory rooms be allotted to under-graduates and registered graduate students only; but to point out to the College Principals that it cannot be put into effect until a residence for single teachers is available.

RESOLVED to accept the recommendation of the College Principals that a committee, composed of the Dean of Studies, the Registrar and representatives of the Bursar's Office and College Principals be appointed to look into the matter of registration and payment of fees. The Committee was appointed as follows: Messrs, S.H. Fong S.D. Hwa, K.T. Sia K.C. Wu and W.G. Sewell.

1159. Religious Life Committee.

RESOLVED to refer back to the Religious Life Committee the statement of its purpose and plans (noted in Cabinet Minute 1151) suggesting they consider the plans with the College Principals.

1160. Bursar's Signature.

On the request of Mr. R.L. Singkin, acting-bursar, it was

RESOLVED to rescind minute 1072 concerning signatures on University cheques. Minute 1066 remains in operation.

1161. Property Committee.

RESOLVED that as requested by the College of Science the Property Committee be authorised to proceed with the erection of a single brick wall at the back of the Atherton Building, starting at the extreme N.E. corner of the building, running east to within 10 feet of the back hedge, then south, until it turns west to join the extreme S.E. corner, the estimated cost of \$270 to be met from Contingency Funds.

1162. Interpretation of Minute 951 re fees.

RESOLVED that returnable fees are Board and Light (on the recommendation of the College Principal) and the Laboratory Deposit Fee only.

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## WEST CHINA UNION UNIVERSITY

Cabinet , held on October 11th, 1938.

MINUTES

Present: All members, except President Liu.

The Cabinet recommends the following minutes to the President:

Minutes of last meeting were approved as circulated after one or two slight verbal alterations had been made.

✓ 1163. Central Government Grant.

An Order was received from the Ministry of Education, dated October 8th, announcing their grant to the University for the six months July to December 1938, as follows:

College of Arts, Chair of Chinese Literature	\$1,400	
College of Science, Equipment		2,800
College of Medicine & Dentistry:		
Chair of Pathology	\$1,400	
Chair of Dentistry	1,400	
Equipment	3,500.	6,300
		<u>\$10,500.</u>

The Ministry requested an immediate report on the use made of last year's Government grant, and of plans for the use of the above grant.

RESOLVED to request the Deans to prepare data for the desired report by midday, October 13th.

1164. Leper Hospital.

A letter was received from the Mission to Lepers, requesting a revised estimate of the cost in Chinese currency of erecting the proposed Leper Hospital, in view of changed conditions since the original estimate was made.

RESOLVED that this letter be referred to the Leper Hospital Committee for consideration and report to the next meeting of the College of Medicine and Dentistry.

1165. University of Nanking.

A letter was received from the University of Nanking, cancelling their request for permission to erect a faculty residence on W.C.U.U. land.

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1166. Dr. D.C. Graham.

A letter was read from Mr. Monerleff, secretary of the A.B.F.M.S., concerning Dr. Graham's work on his return to the University after furlough.

RESOLVED that Messrs. Dye and Robertson discuss this matter with Dr. Graham and make recommendations to the next meeting of the Cabinet.

1167. Dairy Barn.

RESOLVED to accept Mr. Dickinson's recommendation that Mr. M.C. Chang be added to the committee to make arrangements for the renting of the M.E.M. land, and Mr. M.L. Li to the committee to locate and build the Dairy Barn.

1168. Physical Examination.

A report of the Physical Examination for New Students, held on September 22nd, was presented. In view of the fact that only 21 men and 35 women students had availed themselves of the examination,

RESOLVED to refer the whole matter of the physical examination of new students to the Student Health Committee, asking them to make recommendations for the carrying out of physical examinations in the future, and making them a compulsory entrance requirement.

✓ 1169. Hospital Building Assistance.

RESOLVED to recommend that the Hospital Building Committee secure the services of a local architect at a suitable honorarium; and if possible a trained constructional engineer.

1170. Woman's College.

Miss Thexton presented minutes of the Woman's College Board, together with plans for the general lay-out of Woman's College grounds, showing the suggested location of faculty residences in the south-east section.

RESOLVED to approve the general layout prepared by Mr. Canning Young, for faculty residences on Woman's College grounds; and the appointment of Mr. Small to superintend the erection of the three faculty buildings for which money is in hand.

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1171. Hospital Annexe Dormitory.

RESOLVED to permit Dr. Williams to run the Hospital Annexe Dormitory as a hospital dormitory, and that rates set for other student dormitories do not apply to it.

1172. Property Committee.

RESOLVED to accept the recommendation of the Property Committee that in order to obviate the constant drawing of small sums of money, the Bursar be authorized to advance to Mr. Small as secretary of the Property Committee the sum of one hundred dollars, for which he shall render itemised account.

1173. Book Store.

Detailed recommendations were submitted by Deans Kilborn and Lindsay covering a reorganisation of the Book Store.

RESOLVED to refer these recommendations to the Library Committee for their consideration and early report to the Cabinet.

1174. Szechwan General Conference.

RESOLVED to request President Dsang to represent the W.C.U.U. on the committee appointed to prepare for a Szechwan General Conference.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on October 17th, 1938.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1175. Universities' Joint Council.

The Minutes of the Universities' Joint Council of October 6th were adopted as follows: (see separate page).

1176. John Wycliffe Lowes Forster-H. Bequest.

Notification was received from the Public Trustee, Osgoode Hall, Toronto, of a bequest to the West China Union University made by John Wycliffe Lowes Forster-H. of the sum of \$5,000 to establish an Endowment Fund to be administered by the Board of Governors of the University to be invested in securities authorized by Law, and to use the income arising therefrom in aiding Christian Chinese young men who are graduates of the University and are looking forward to the service of the Christian Church as ministers, teachers or physicians to pursue their studies in any of the colleges of the United Church of Canada.

RESOLVED to correspond with the Board of Governors concerning this bequest, and to send a letter of appreciation of her husband's bequest to Mrs. Forster.

1177. Documents in Chinese and English.

RESOLVED to accept the recommendation of the College of Science that in future when official orders or other documents are circulated, in addition to the English translation one copy in the original Chinese should also be sent to the Colleges concerned.

1178. Registration of Students.

RESOLVED to refer Minute 38-156 of the College of Science concerning methods of registration to the Committee appointed in Cabinet Minute No. 1158.

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UNIVERSITIES' JOINT COUNCIL

held on October 6th, 1938.

Present: Chee-oo, President Shuming T. Liu  
Ginling, President Y.F. Wu;  
University of Hanking: Professor Ni and Miss Priest  
W.C.U.U.: Messrs. Dsang, Dye, Fong, Kilborn, Lindsay,  
Robertson, Sinkin, Smalley, Tang & Miss Therton.

Visitors: Dr. P.C. Fugh and Dr. D.L. Phelps.

An apology for absence was received from President Chen.

Cabinet Minute 1175.

30. Badges for Servants.

RESOLVED that the Business Manager's Office provide badges for all campus house-hold servants, the badges to bear the name of the householder, and the name of the servant;

that special badges be prepared for all University servants, bearing the name of the servant, the University employing him and the name of the building in which he works.

31. Discipline.

Discussion took place with regard to campus discipline.

RESOLVED that teachers or departments desiring to arrange evening classes must report to the Administration through the Dean of the College concerned; further that if possible all necessary evening classes be held in the administration Building and be over by 8 p.m.

RESOLVED to recommend that Branch Libraries open in the evenings for staff members and thesis students only.

32. Air Raid Precautions.

Discussion took place concerning a revision of the former instructions for precautions to be taken in the case of air raids.

RESOLVED to appoint a committee composed of Prof. Ni, President Wu (or representative), Dean H.C. Chang, Dr. Cheer (or representative) and Dean Dye (convener) to work out detailed instructions for teachers and students, plans for the organising of relief, the preparation of flags, etc.

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53. Sunday Evening Service.

Dr. Phelps attended to speak to the request of the Religious Life Committee that the various Universities cooperate in the Sunday Evening Services and in other phases of religious work amongst the students.

RESOLVED to appoint a committee composed of representatives of the associated Universities, with Dr. Phelps as convener, to consider plans for cooperation in religious activities.

54. Training of Middle School Teachers.

Discussion took place concerning the report of a Committee representative of the cooperating Universities which has given consideration to the following order from the Ministry of Education, Sept. 21st:

Order from the Ministry of Education, September 21st, 1938

Because of the lack of schools for the training of qualified Middle School teachers, the Ministry of Education issued a temporary regulation for the training of Middle School Teachers to all the Universities, July 9th, 1937.

The Ministry has made regulations for Normal Schools and these have been approved by the Administrative Bureau. Also, the National Normal Schools and the Pedagogy Departments of the Universities have already commenced to take in students as from the beginning of this 27th year. From now on there will be suitable places for the training of Middle School Teachers. All college graduates who wish to become Middle School Teachers should have some training in the Second Department of these Normal Schools.

The temporary regulation for the training of Middle School Teachers sent you last year is hereby cancelled.

The Ministry of Education,

September 21st, 1938.

RESOLVED to recommend that a year be added to the W.C.U.U. Department of Education for those students who desire to teach in Middle Schools.

RESOLVED to request Presidents Chen and Wu to approach the Minister of Education to discover whether he would approve of such action.

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RESOLVED to request the Committee representing the four cooperating Universities together with the four Presidents to work out in detail the administration and curriculum necessary to comply with the above Order.

35. Dr. H. H. K'ung.

RESOLVED to entertain Dr. H. H. K'ung Minister of Finance, when he visits Chengtu in the near future.

36. Holidays.

RESOLVED to observe Monday, October 10th, as a holiday in the cooperating Universities.

37. Accommodation.

It was pointed out that office and classroom accommodation is very limited, and all cooperating Universities should make their requests for such accommodation to the W.C.U.U. Cabinet, which will approach the House Committee concerned.

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RESOLVED that no more first year students in Arts and Science and no more students in Medicine and Dentistry be admitted this term; in the case of Cheeloo students registration will cease on October 18th.

1179. Request to Ministry of Education for Refugee Teachers.

RESOLVED on the recommendation of the College of Science to request the Ministry of Education to appoint to the Biology Department Den Kwang-wu and Chang Ngan-i, who are at present at Chungking and Tzechow respectively, and both of whom are known to the College.

1180. Agreement with Dean Sage, Jnr.

RESOLVED on the recommendation of the College of Science that the President sign the letter of contract received from Dean Sage, to the terms of which the College agrees.

1181. Demonstrator for Chemistry.

RESOLVED to accept the recommendation of the College of Science that Miss Hung Ying-ying, a Yenching graduate, be engaged from October as a full-time special demonstrator in Inorganic and Organic Chemistry, the amount of her salary to be referred to the Ranking and Salary Committee.

,1182. Salaries of Technicians.

RESOLVED to refer Science Minute 38-150 concerning the salaries of Technicians to the Ranking and Salary Committee.

1183. Admission of students in their second year.

It was noted that the College of Science recommends that no more students who require Organic Chemistry be received in the second year until after the end of special training, when a limited duplicate class will be opened.

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1184. Standardised Curriculum.

The following recommendation of the College of Science was reported:

"That in order to conform to the regulations of the Ministry of Education regarding required subjects in Science, there be added one hour Chinese and 3 hours Chinese History for the present second year students (in future these courses would be taken by first year students); that Ethics be considered as a subject of the Social Science group, but that owing to the complications of war-time conditions and pre-medical and pre-dental commitments there be no change in the Science subjects this year,"

Also the following recommendation of the College of Arts:

"That in order to comply with the requirements of the Government one hour needs to be added in Chinese, one hour in Chinese History, and in the second term two hours of Logic in the Freshman year. Since the Common Freshman year is already very close to the Government requirements, the College will gradually carry out such minor alterations as are necessary."

RESOLVED to report to the Ministry of Education that since the present Curriculum does not vary greatly from that set by the Ministry, and since the classes have already commenced, any adjustments necessary to conform with Government requirements will be made gradually.

1185. Cooperation with Sikang Museum.

RESOLVED to accept the recommendation of the College of Science that cooperation be sought with the Si-kang Museum in collecting Biology specimens for a period of six months, and that the salaries of two collectors, the cost of ammunition and other equipment (totalling about \$1,000) be charged against the Dean Sage fund.

1186. College of Arts, Division of Philosophy.

It was noted that the College of Arts has appointed Dr. Ovidia Hansing Head of the Division of Philosophy in place of Miss Fosnot.

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1187. Prof. T'ang Ma-ru.

RESOLVED subject to the approval of the College of Arts that Mr. T'ang Ma-ru be engaged in the Department of Education, and that he be loaned for half-time to the Provincial Bureau of Education; that the question of his rank and salary be referred to the Ranking and Salary Committee.

1188. Mrs. Ru Djen Liu T'ang.

RESOLVED subject to the approval of the College of Arts that Mrs. Ru Djen Liu T'ang be engaged in the Department of Education; the question of rank and salary being referred to the Ranking and Salary Committee.

1189. Mr. S.D. Liu.

RESOLVED that Mr. S.D. Liu's honorarium be paid as last year.

1190. Teachers' Residence.

The Property Committee reports that the M.E.M. expects to pay early in their next financial year the amount due to the University for services rendered by the Building Superintendent, and recommends that this money be used for the erection of a residence for single teachers:

RESOLVED to approach the U.C.C.M. asking if they would favour the erection of a building adjacent to the U.C.C.M. dormitory to house single teachers, the Mission having the option later of buying the building from the University for use as a student dormitory.

1191. Land Tenancy.

RESOLVED to note that the tenant who gave up ground north of the Biology Building is willing to accept \$45. as compensation for work done and seed sown; this amount to be collected from the University of Nanking.

RESOLVED TO note that present tenants of all land between the Administration and Library buildings are being notified that this land is now required by the University for its own work; that this land is to be re-rented to the Agricultural Extension Committee on the same terms as at present prevailing.

1192. Straightening of University Roads and Boundaries.

RESOLVED that the President and Western Vice-Chancellor be constituted a committee responsible for ascertaining the possibilities of purchasing certain pieces

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of property necessary to straighten University roads and boundaries.

1193. Dairy Barn.

RESOLVED to adopt the recommendation of the Property Committee that plans submitted for the dairy barn be accepted, and that the barn be located so that the north wall be in line with the tieh-li-ba hedge on the south side of the neighbouring Settlement road.

1194. Air Raid Alarm.

RESOLVED to forward Property Committee Minute 82 to the Committee appointed by the Universities' Joint Council.

1195. Site recommended for Friends' Middle School Dormitory.

RESOLVED that the Western Vice-Chancellor report to the Friends Service Council that the site north of the C.M.S. Middle School Dormitory is available as a site for the proposed Friends Middle School Dormitory; and request suggestions concerning the type of building to be erected.

1196. Location of Leper Hospital.

RESOLVED to refer back to the Property Committee their minute 87 for the location of the Leper Hospital site on the official map.

1197. Leave of Absence for Dean Smalley.

A letter was read from Dean Smalley requesting permission to leave early for furlough in order to attend the Madras Conference.

RESOLVED to permit Dean Smalley to leave early for furlough in order to attend the Madras Conference and to request the College of Arts Executive to meet immediately to make recommendations concerning the appointment of an Acting-Dean of Arts, and Head of the Department of History and Political Sciences and of the Division of Religious Studies.

1198. Finance.

Vice-Chancellor Robertson presented quarterly statements of income and expenditure, July to September and requested

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that the Colleges supply the Bursar's Office as soon as possible with itemised budget figures for the current year.

RESOLVED that quarterly finance statements be sent to the Deans who shall be responsible for passing on the information to the Heads of the Departments. ✓

1199. Chinese Catalogue.

RESOLVED to request Vice-Chancellor Fong to prepare a short pamphlet in Chinese to be used in conjunction with the English Catalogue.

1200. Central Government Grant.

Reports were received from the Colleges of Science, Medicine and Dentistry concerning the proposed use of Central Government for equipment for the period July to December 1938.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on October 19th, 1938.

MINUTES

Present: All members except Messrs. L.G. Deang, S.H. Fong, and S.T. Liu.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting adopted as circulated after one or two slight verbal alterations had been made.

1201. Police.

RESOLVED to accept the recommendation of the Property Committee that the name of S.C. Yang be associated with that of W. Small in all matters pertaining to the Police.

1202. Dairy Barn.

RESOLVED to refer minute 88 of the Property Committee concerning the erection of a separate barn to the north of the University's Kung Peng back for consideration of other possible sites.

1203. Cadbury Building.

Note was taken of the request of the Department of Education that steps be taken to hasten the securing of land for the erection of the West Wing of the Cadbury Building.

1204. Hospital Building Committee.

Minutes of the Hospital Building Committee of September 28th were received for information.

1205. Research Committee.

RESOLVED to accept the recommendation of the Research Committee that the following grants be made for research work it being understood ~~in all cases~~ that ~~their~~ research work shall not interfere with the carrying out of ~~their~~ full teaching schedules.

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Tu Fong-fu to make possible continuation of his research on "A Comparison of the ideas in the writings of Lao Tse and in the Book of Changes." \$300

Mong Szu-ming to carry on to completion his former research on the historic monuments and objects of Chengtu. \$300

D.S. Dye to make possible the continuance of his research on the Szechwan Designs in cloth, stone and wood. \$500

D.C. Graham to make possible the continuance of his research on the Ch'uan Miao, the preparation of the report on the Chungking Excavation, and other projects. \$300

West China Border Research Society assistance in publishing Volume X and in reprinting D.C. Graham's research articles. \$300

1206. Student Activities Committee.

Minutes of the Student Activities Committee (following Cabinet Minute 1126) concerning the Government Order on Discipline were presented. After discussion it was

RESOLVED to request the President to call a joint meeting of the Student Activities, & Religious Life Committee and the College Principals to discuss the programme involved in carrying out the Government Order, and make recommendations to be considered by the November meeting of the General Faculty.

1207. Extension Committee on Social Education.

Minutes of the Extension Committee on the subject of Social Education (following Cabinet Minute 1045) were received.

1208. Book Store, Huata Press.

After considering the recommendations of the Library Committee it was

RESOLVED to adopt the following regulations for the re-organisation of the Book Store:

1. That the booksales department be re-organized under the name of "The Huata Press".
2. That the functions of the Huata Press be:

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- (a) The purchasing and selling of books and other student supplies.
  - (b) The publishing of textbooks written by members of the staff of the W.C.U.U.
  - (c) The mimeographing and sale of lecture notes, etc.
3. That for the purposes of internal administration the Huata Press be divided into two sections with separate control and separate finances. These two sections shall be the Arts and Science Section and the Medical and Dental Section. The former shall be located in the University Library and the latter in the Medical-Dental Building.
  4. The initial capital of the Arts and Science section shall be the value of the books and supplies in stock or in transit on July 1, 1938, and N.C. \$1000. The initial capital of the Medical and Dental Section shall be the value of books and supplies in stock or in transit on July 1, 1938.
  5. The University shall appoint a Manager, or Committee, for each Section, who shall have control of the general policy of his Section and be responsible for the administration and finances of his Section.
  6. The University Bursar shall act as accountant for the Huata Press and all receipts from book sales shall be sent to the Bursar at least once each week. The Bursar shall issue cheques or pay other bills only upon the receipt of requisition forms signed by the Manager of the Section.
  7. When a Department Head orders the stocking of a textbook, instruments, or other special student supplies, and the stock is not sold out within a reasonable time, the balance of the stock unsold shall be paid for by the Department issuing the order. No books or other supplies need be stocked unless a written request be received from the Dean of a College, or the Head of a Department, with the approval of the Dean concerned.
  8. It is expected that each Section of the Huata Press shall be self-supporting, and that profits may be used within the Section for extension of equipment and stock of the quick-turnover type. However, the University recognises the experimental nature of this project, and therefore will support each Section by the paying of staff salaries and other overhead expenses if the profit be insufficient for these purposes.

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RESOLVED to accept the appointment of a committee to organise the Arts and Science Section of the Book Store, located in the Library, composed of Mrs. Simkin, Mrs. Kennard and Mrs. Lindsay.

RESOLVED to appoint Dr. L. G. Kilborn as Manager of the Medical-Dental Section of the Book Store, located in the Medical-Dental Building.

1209. Dean of Arts.

RESOLVED to express our appreciation of the very special contribution made to the University and to the College of Arts by Mr. Smalley and to express our hope that after his furlough he may return to the University and continue his association with the College of Arts; also to associate the name of Mrs. Smalley with this resolution.

RESOLVED to accept the recommendation of the College of Arts that Mr. H.D. Robertson be nominated as Acting-Dean of Arts, and Mr. Wesley Shen as Acting-Head of the Department of History, Political and Social Sciences; for the remainder of the academic year.

1210. Athletics Director.

RESOLVED to ask Mr. Tang to take up with the President and Vice-Chancellor Fong the matter of the appointment of the Athletics Director for the present year, and to report to next Cabinet.

1211. Staff.

RESOLVED that in future all staff appointments be recorded in Cabinet Minutes.

1212. University Student Health Centre.

A request was received from the Student Health Committee for permission to store the furnishings of the Pin Min Hsiao in a room formerly occupied by that school in order to allow the University Health Clinic to use the other rooms for their clinical work.

RESOLVED to enquire if the Property Committee has been able to discover other suitable premises for the Pin Min Hsiao before acceding to this request.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on October 24th, 1938.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1213. University of Nanking.

A letter 19th October was received from President Chen requesting permission to erect a small bi tu building on a site adjacent to the University dormitories of Chiang Hsi Kai to be used as a dining hall, thus releasing the Hart College Gymnasium for other purposes. The total cost of such a building would be one thousand dollars.

RESOLVED to approach the Canadian Mission for permission to use sufficient land on Chiang Hsi Kai to erect the desired dining room as suggested by President Chen, on the understanding that the Mission may purchase it if they so desire, or the building may be taken down after a period of three years.

A further letter of October 24th was received from President Chen requesting permission to prepare a small room in the corner near the gatehouse at the Dormitories to be used as a cooperative store organized and operated under the direction of the Nanking students.

RESOLVED to agree to the preparation of a small room inside the wall near the gatehouse of the Nanking Dormitories for use as a cooperative store.

1214. Badges for Clerks.

RESOLVED to instruct the Bursar that clerks recommended by the Head of the Department concerned may secure staff badges.

1215. Djou Shu-hsien.

RESOLVED to add to the payroll the name of Mr. Djou Shu-hsien, his salary to be charged to the Medical-Dental Section of the Huata Press.

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1216. Chinese Name of Huata Press.

RESOLVED that the Chinese Name of the "Huata Press" be  
"Huata Chu Ban Bu" (華大出版部)

1217. Dr. Dickinson.

Communications were received from Dr. Dickinson with regard to the coming of Prof. Lin of Fukien to join the staff of the Provincial Agricultural Improvement Institute, his particular interest being to work out plans for cooperative extension work between mission institutions and the Government Bureau of Agriculture; the coming of Madame Chiang's Herd to Chengtu in November; the possibility of cooperation with the British Museum and British Zoo.

RESOLVED to refer this latter suggestion to the College of Science for consideration.

1218. University Health Clinic.

A letter, October 21st, was received from Dr. Crawford concerning the times of opening the University Health Clinic.

1219. University of Nanking Curriculum.

Vice-Chancellor Fong reported that in view of their limited staff the University of Nanking is only able to offer certain courses this term, and not necessarily those announced in their Catalogue.

1220. T.B. Sanatorium.

A letter was received from Dean Kilborn urging the early purchase of the site for the Sanatorium.

RESOLVED that Dean Kilborn and the Secretary investigate the possibility of using certain funds for the purchase of the Liu Pei-Yuin land until such time as an appeal can be made to the Board of Governors.

1221. Shortage of Classroom Accommodation.

In view of the difficulty of securing adequate classroom accommodation,

RESOLVED that the Registrar supply the Teaching Buildings with a list of the classrooms needed, stating size of classes, hour of meeting etc., so as to discover what other rooms may be available.

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1222. Cheeloo Students Arriving Late.

RESOLVED on the recommendation of Dean Dye to receive the following Cheeloo students: Li Ngen-hou and Wen Sao-chieh.

1223. Hospitals Board Request.

Resolutions were received from the Chengtu Hospitals Board, requesting financial assistance to meet the expenses of the United Hospital.

RESOLVED to write immediately to the Board of Governors explaining the present difficulty being faced by the United Hospital, and requesting cabled permission to advance the \$3,000 gold to establish free beds necessary for clinical teaching, this sum having been included in the Promotion Committee's appeal for emergency funds for the current year.

RESOLVED to place the names of Drs. D.L. Tsao and C.B. Lo on the University payroll, Dr. Kilborn to explore the possibilities of their salaries being provided within the present budget.

1224. Atherton Building.

RESOLVED to accede to the request of the Property Committee that the sum of \$450. be set aside from Emergency funds for the erection of servants' quarters and students' toilets at the rear of the Atherton Building, as requested by the House Committee of that Building.

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West China Union University

Cabinet Meeting held on October 27th, 1938.

MINUTES

Present: All members.

The Cabinet recommends the following Minutes to the President:

Minutes of last meeting approved as circulated.

1235. U.U. Middle School.

A letter was received from the Union University Middle School requesting a loan of \$3,000 for a period of one month, until students have returned from Training Camp and paid their fees.

RESOLVED to accede to the request of the U.U. Middle School and make a loan of \$3,000 to be repaid on November 30th.

1236. Ginling Women's College.

A letter October 24th was received from President Y. F. Wu of Ginling College expressing their appreciation and deep gratitude to the Cabinet and to the various Missions, especially the Friends Mission and the Baptist Mission, for all the assistance given to them during these months.

A letter, October 26th, was received from President Y.F. Wu, on behalf of Ginling College requesting permission to erect a simple gymnasium for their Physical Education Department on the site west of Vandeman Hall, just south of the athletic field, the cost to be approximately \$4,500. The building will be from 100 to 120 feet long and will have wooden walls and a thatched roof.

RESOLVED to approve of this proposal and to request the A.B.F.M.S. to permit the erection of this gymnasium on the site west of Vandeman Hall, just south of the athletic field, the cost to be approx. \$4,500.

1237. Meng Ssu-ming.

A letter was received from Mr. Meng Ssu-ming requesting an additional \$150. to meet his travelling expenses from

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Peiping which on account of the war were more than \$300 dollars instead of \$150. as in normal times.

RESOLVED to make a grant of \$150 to Mr. Meng Ssu-ming for travelling expenses, to be met from the budget of the Chinese Department.

1238. Ranking & Salaries Committee.

RESOLVED to accept the following recommendations of the Ranking and Salaries Committee:

That Prof. T'ang Ma-ru be ranked as Professor and receive half-time salary of \$100 per month, beginning from September.

That Mrs. Ru Djen Liu T'ang be ranked as Special Professor and receive a salary of \$100 per month, beginning from November.

That Miss Hung Ying be ranked as Assistant, Chinese Department and receive a salary of \$50 a month.

That Mr. Ch'en Chien-hsi, Assistant, Chemistry Department have his salary raised from \$30 to \$50 a month, as he is now giving full-time.

That Mr. Niu Bin-liang be engaged as Technician, Chemistry Department, his salary of \$25. a month to be met by the Department from profits on the sale of drugs.

That Liang Keh-min, Technician, Maths-Physics Department, be paid a monthly salary of \$22.; Cheo Sso-chia, Chief Technician, Chemistry Department, \$40. per month; Du Chung-ho, Assistant Technician and Secretary Chemistry Department \$22. per month.

1239. Letter from Students re Fees.

A letter was received from students attending Camp Training requesting that the regulations for late registration, be waived.

RESOLVED that registration for students who are back from Camp Training be closed on 31st October. (after that date the usual regulation will be enforced).

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Names to be included in Cabinet Minute 1240:

Students arriving late.

Gao Hsi-lin	West China, Medical
Fu Dzen-chien	" "
Wang Dzen-tung	Cheeloo, Physics
Ch'en Chin-gwang	" Biology
Wang Gwei-liang	" Physics
Shuei Yu-yen	Soochow, Chemistry

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RESOLVED that the students who paid a deposit of \$1.00 for booking a room in a dormitory, pay regular fees, and that those who did not make a deposit shall pay \$1.00 and the regular fees.

1240. Students arriving late.

RESOLVED to receive the following students on probation for one term, and Chu Fu-ngai, if approved by Mr. Moncrieff- Head of Department of Western Languages. x

1241. Chinese Department Scholarships.

A letter was received from the Chinese Department requesting that a further scholarship be granted to Chen Seh-li

RESOLVED subject to the approval of the College of Arts, to accept the recommendation of the Chinese Department that a further scholarship be granted to Chen Seh-li, provided the money is available in the budget of the Chinese Department.

1242. Dr. D.C. Graham.

Following Cabinet Minute 1166, it was

RESOLVED to reply to the A.B.F.M.S. suggesting that Dr. D.C. Graham be re-appointed to the University on his return from furlough to continue in substantially his present activities.

1243. Photographic Studio.

RESOLVED to accept the report of the Committee appointed to make recommendations for the reorganisation of the Studio:

1. That the apparatus appertaining to the U.U. Photographic Studio and the Second Floor of the North Wing of the Administration Building (without electricity) be rented to Mr. Gin Hsie-t'ien for \$240.00 a year to be paid in monthly installments of \$20, as from the end of the last fiscal year.
2. That the studio arrangement be reviewed, changed or terminated whenever it is deemed wise by the Cabinet.
3. That the Studio be called the University Photographic Studio

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4. That the accounting be in the hands of Gin Hsie-t'ien, and that a notice to this effect be posted at the Bursar's Office.
5. That the Photographic Coolie Wen be dropped from the U.U. Property Committee's payroll.
6. That a list of equipment and apparatus be made in triplicate, that one copy be filed in the Bursar's Office, one copy be filed with the Cabinet and one copy be given to Mr. Gin Hsie-t'ien.
7. That the University Bursar continue to place orders for goods, as requested by Mr. Gin who will deposit one-half of the cost of the order at the date of ordering and will pay the remainder in two equal monthly installments.
8. That a Committee of three represent the University for advising, planning, and recommending to and with Mr. Gin and the Cabinet.
9. That for the present year this Committee be composed of Messrs. Lutley, Walmsley, and Dye.
10. That Mr. Walmsley be requested to advise with Mr. Gin re technique projects, contacts with Westerners, bulletin boards, and allied items.
11. That a covered bulletin board space in the Administration Hallway be allotted to the Photographic Studio for display purposes.
12. That suitable reimbursement be made to Mr. Gin if and when teaching work is given to U. U. students.
13. That plans for increase of regular and special work and special techniques be under the advisement of the Studio Committee.
14. That present colored and uncolored prints, the property of the Studio, be sold as feasible by the Studio Committee.
15. That the present films be filed and placed under the Studio Committee in the Southwest corner room, second floor Administration Building.
16. That prints from these films be under the care of the Studio Committee.
17. That photographs taken for the University become the property of the U.U. after 6 months, or under other arrangements and adjustments of prices between Mr. Gin and the Committee.

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1244. University Health Clinic.

A report of the University Health Clinic covering the three months June, July and August, was received. X

1245. Associated Boards.

Minutes and correspondence from the Associated Boards were received.

RESOLVED to circulate these to the Cabinet members for more careful perusal.

1246. West China Missionary News.

RESOLVED to accept the suggestion of the Editor that the University be responsible for providing articles for the April 1939 issue of the "West China Missionary News".

1247. Appeal to Central and Provincial Governments for Emergency Grants.

RESOLVED to appeal to the Central and Provincial Governments for Emergency Grants (covering the cost of receiving extra students) totalling approximately \$25,000, Mr. Fong to prepare the detailed requests in accordance with figures submitted by the Colleges.

1248. College of Science.

RESOLVED to accept the recommendation of the College of Science that because their time-table is overloaded, students of the Maths, Physics Department should take inorganic Chemistry in their second and not in their first year; this change being in harmony with the new regulations of the Ministry of Education.

1249. RESOLVED to accept the recommendation of the College of Science that a student who, having completed all other requirements, returns to work on his thesis shall pay a fee of \$15. a term instead of the usual tuition fees.

It was noted that the Heads of Departments Committee of the College of Science is to be replaced by a Committee consisting of the Dean, Heads of the Departments and one representative from each Department, except that there shall be two representatives from the Maths. Physics Department, the membership elected being:

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Dean: D.S. Dye  
Biology: M.C. Chang, M.L. Li  
Chemistry: W.C. Sewell, Y.L. Kuo  
Maths. Physics: Li Hen, H.L. Chang, K.C. Wu.  
Pharmacy: H.L. Li, E.N. Meuser.

RESOLVED to accept the recommendation of the College of Science that Dr. Li Hen be appointed Head of the Maths. Physics Department, and that he be assisted by H.L. Chang as Head of the Maths. Division and K.C. Wu as Head of the Physics Division.

1249. Alterations in Atherton Building.

RESOLVED to accept the recommendation of the College of Science that one of the sections of the attic in the Atherton Building be ceiled for the use of Cheeloo Biology teachers at a cost of about \$70. and that Cheeloo University be requested to meet this cost.

1250: College of Medicine & Dentistry.

It was noted that Dr. K.C. Lang has been appointed acting-Head of the Department of Otolaryngology; and that Dr. A.W. Lindsay has been appointed Head of the Department of Oral Medicine and Surgery, to take the place of Dr. T.C. Whang.

It was noted that Dr. Crawford has resigned from the Machine Shop and Electric Light Committees and that Dr. J.E. Lenox has been elected to the Machine Shop Committee and Dr. T.H. Williams to the Electric Light Committee.

1251. Lepor Hospital Committee Report.

The Report of the Lepor Hospital Committee was noted and it was RESOLVED to forward the following items to the Mission to Lepers, London: -

1. The estimated cost of construction of the hospital at present is NC\$50,600.
2. The cost of furnishings is estimated as NC\$2,000
3. Request for the immediate release of £50 sterling from the maintenance grant for the purchase of laboratory equipment, syringes, microscope, etc.; £10. sterling for the purchase of materials for occupational therapy; the purchase of 2 litres of iodized Moogral Oil from Dr. Maxwell at his price of £2.5.0.

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1252. Mr. Douglas Smith.

A letter, August 21st, was received from Mr. Douglas Smith, enquiring as to the possibilities of working as a lecturer in the College of Science with a view to training field workers in connection with a Yangtze River Conservancy scheme. Referred to College of Science.

1253. Property Committee.

In response to the request of the M.E.M. Dormitory for the opening of the Library Gate at various hours during the day, it was

RESOLVED to reply that at the present time it is not considered either advisable or practicable to open the Library Gate at any other times of the day than at present.

In regard to the housing of the Pin Min Hsieh Hsiao,

RESOLVED to request the President to inform Dr. Fugh that it is desired to remove the furniture belonging to the Pin Min Hsieh Hsiao to the basement room where other furniture is stored, until such time as rooms can be found outside for the School; and that the University is prepared to assist with rent of a room for the use of the School.

RESOLVED to delay action on the request of the Bank of China and the Post Office for enlargement of their premises, until such time as someone is available to undertake the building involved.

1254. Minutes of the College Principals.

RESOLVED to accept the recommendation of the College Principals that for this year staff members resident in Dormitories pay fees at the same rate as students.

Discussion took place concerning the provision of a Social Centre where men and women students can meet friends under suitable conditions.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on October 31st., 1938.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated after one or two verbal alterations had been made.

1255. Classroom Accommodation.

A letter was read from Dr. Paul Fugh stressing the need for additional classroom accommodation in Cadbury Building.

RESOLVED to request the Department of Hygiene and Public Health to consider making available one of their rooms for teaching purposes for at least certain hours of the day.

1256. Engineering Course.

RESOLVED to refer letter, October 25th, from Dr. Dickinson concerning the opening of an Extension Course in Engineering, to the College of Science.

1257. Cheeloo.

A telegram was received from President Shuming T. Liu; reporting that their Board of Directors approves Cheeloo's activities in Chengtu, and that he will be returning with staff members later.

1258. University of Nanking.

A letter was received from the University of Nanking requesting the use of the Assembly Hall Administration Building, on Monday mornings from 11 - 12 a.m., and of the Assembly Hall, Hart College, for large classes.

RESOLVED to agree in the matter of the Assembly Hall, Administration Building, being used by the University of Nanking on Monday mornings 11 - 12 a.m., in regard to the use of the room in Hart College to delay action for further investigation.

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Minutes of the Emergency Executive Committee of the University of Nanking, October 17th, containing minutes of appreciation for assistance rendered by W.C.U.U. were received with appreciation.

1259. Medical Interns.

A letter addressed to Dean Kilborn by the Intern class in Medicine was read, and it was

RESOLVED to reply to the students of the Intern Class in Medicine that they are required to pay the following fees: Health - \$1.00; Library \$1.00; Identification Wallet - \$1.25; Students Association - \$.50; Medical Association \$.50; Athletics - \$50¢.

1260. Air Raid Precautions.

Dean Dye reported the suggestions of the Air Raid Precautions Committee, to be put into writing for circulation.

RESOLVED to inform the Missions that the University is preparing three large flags for the University's central property, and considers it would be wise for the Missions to provide flags for their property; to request the Western Vice-Chancellor to send information to the American and British Consuls concerning the University property.

1261. College of Science.

RESOLVED to accept the recommendation of the College of Science that general approval be given to a scheme for cooperation between the Biology Department of Soochow University, the West China Union University and the Bureau of Education for the preparation of biological specimens for Middle Schools. The scheme and any building to be erected should be financed by the Educational Bureau, while service is rendered by the Universities.

RESOLVED to request President Dsang, Messrs. M.C. Cheng and C.C. Liu to take up this matter with the Commissioner of Education.

1262. Servants' quarters at the Tannery.

RESOLVED to report to the Property Committee that the Chemistry Department desires to put up servants' quarters to the east of the Tannery, the building to be paid for from Tanning funds.

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1263. Loan Scholarships.

RESOLVED to accept three loan scholarships, the gift of Mr. Tsen Shih-chuin, for freshmen students in Physics Mathematics and Chemistry; and that the awards be made on the recommendation of the College of Science.

1264. Mr. Douglas Smith.

RESOLVED Mr. Douglas Smith be informed that the College of Science regrets there is no opportunity of engaging him at the present time.

1265. Students Arriving Late.

RESOLVED to receive the following students on probation:

Tien Hsie-pan Science,

Li Wea Shan - pre-Medicine, provided dormitory Accommodation is available.

1266. Registration and Payment of Fees.

RESOLVED to forward to the Dean of Women for consideration the recommendations of the Committee appointed to report on the matter of Registration and Payment of Fees, in the following form:

1. Members involved in responsibilities on Registration Days.

RESOLVED that all who have responsibilities on Registration Days should work in the Administration Building.

2. Registration of New Students.

RESOLVED that certificates should be given to all new students showing that they are qualified to be received by the University.

3. Entrance Procedure for New Students.

a. New students should go first to the Registrar's Office to fill out two copies of "Enrolment Form" and "Guarantor's Form". One copy of each should be kept in the Registrar's Office and the other sent to the College Principal.

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- b. Entrance Certificates will be given to each student who has filled in these forms; the student is then to take these certificates to his College Principal.
- c. When a student is received by his College Principal the Registrar will give him three sheets of black time-tables and a list of fees to be paid. The time-tables and the fees should be handed to the Bursar. When the fees are paid the Bursar will stamp the time-tables and send one copy to the College Principal, one to the Dean of the College and the other to the student. This black form should be exchanged for a red form and an Identification Wallet in the Registrar's Office.
- d. When these steps are completed the student should see the Director of Student Activities.

4. Entrance Procedure for Old Students.

- a. Each Semester a week before the University opens the Registrar will hand to the College Principals the names of all who failed in examinations and all who are dismissed from the University.
- b. On entrance the student should first see the College Principal, then the Dean of the College and lastly the Registrar. He should then follow the procedure set for new students. (Minutes 3a-d)

5. Transfer Students.

- a. Entrance date will be the same as for other students.
- b. Transfer Students should bring certificates of previous standing and register in the Registrar's Office.
- c. These certificates must be examined by the Faculty and the student must be examined by the Dean of the College. If the student passes his examinations the Dean of the College will report his name to the Registrar's Office, when he may follow the procedure set for New Students (Minute 3a-d).

6. Entrance Procedures for Loan Students are the same as for Transfer Students, except that they do not take any entrance examinations.

7. Examination marks should be handed in at the Registrar's Office two weeks after the examination.

8. In each College a Committee for the students' grades will be responsible for the dismissal of students, their promotion, or repeating a year.

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9. Student time-tables should be distinguished by different colours according to Colleges. (Arts - white; Science - yellow; Medicine - green; Dentistry - pink)
10. Special arrangements should be made for the Registration of Medical intern students.

1267. Hodgkin Memorial Fund.

RESOLVED to accept the recommendation of the Hodgkin Memorial Committee that the University underwrite Mr. Fong's expenses to the amount of G\$40, to be charged to the Hodgkin Memorial Fund, in the hope that the International Missionary Council will increase their grant from \$60 to \$100 as requested by Mr. Fong.

1268. Property Committee.

RESOLVED to request the President to announce to students that whilst the University authorities will do their utmost to protect bicycles at the various teaching buildings, all bicycles are left in buildings at the owner's risk.

RESOLVED that the Secretary take up with the Property Committee the question of charges to be met by the university of Nanking for the removal of the Student Health Centre from Atherton to Cadbury Building.

RESOLVED to ask the Property Committee to erect a gatehouse for the Nanking staff residences as suggested by Dean Dye at a cost of approx. \$50.

RESOLVED that the Students' Choral Society be permitted to use the Assembly Hall each Saturday night from 6.30 to 7.30 on condition that this shall not conflict with University functions or meetings, and that Miss Mary Chen shall be the organist and no others shall be permitted to use the organ.

RESOLVED that the Secretary secure the necessary information from the Property Committee in order to write to the New Village Group, south of the Middle School, calling their attention to the fact that they are infringing upon the agreement made in regard to the road running East and West on the north of their property.

RESOLVED to reply to the Property Committee that at present it is not possible to remove the Lo Library books from the room west of the Faculty Common Room, so that it may be used for other purposes.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on November 7th, 1938.

MINUTES

Present: All members and the following representatives of the cooperating Universities:

Ginling - President Y.F. Wu  
Nanking - Professor T.Y. Ni  
Soochow - Professor C.C. Liu  
National Central - Professor Chiao Tsai

The Cabinet recommends the following Minutes to the President:  
1269.

Air Raid Precautions.

A report was received from the Special Committee appointed to consider Air Raid Precautions, and after discussion a few modifications were made.

RESOLVED to adopt the revised "Air Raid Precautions" to take the necessary steps and to enforce them.

1270. Discipline.

President Dsang introduced the subject of discipline.

RESOLVED to request the Property Committee to provide lighting for the main road between the Administration and Library Buildings, the cost to be shared between the Women's College, Ginling and W.C.U.U. (of Administration) when the Ginling Music Building is being wired.

RESOLVED to request the Property Committee to see that the light between the N.E.M. Dormitory and the Library and that in the lane leading to the Middle School are kept in condition.

1271. Conscription.

Discussion took place concerning the possibility of securing exemption from conscription for certain of the University servants who have been trained for special jobs. President Dsang was asked to make further enquiries about the procedure for conscription. It was considered that an appeal might be made in certain cases when the need arose.

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1272. Property.

The President reported a conversation with the representatives of the New City authorities concerning a possible exchange of land between the University and the New City authorities.

RESOLVED to appoint a committee consisting of Messrs. Dye and Siskin to work out detailed suggestions for report to next meeting of Cabinet.

1273. Loan Students.

An Order was received from the Ministry of Education to the effect that seventeen Loan students have been allocated to the University. The Ministry will consider a request for a grant to meet the cost of receiving them.

RESOLVED to receive the seventeen students recommended by the Ministry of Education. As and when vacancies occur in the dormitories they may be accepted as residents, other-wise they must be day students.

RESOLVED to submit to the Ministry of Education estimates for tuition and board of these Loan students.

1274. Student Hsu Ch'en-chi.

RESOLVED on the strong recommendation of Dean H.C. Chang, Cheeloo, to accept Hsu Ch'en-chi as a student in First Year Chemistry for whom there is class-room accommodation.

1275. University of Nanking.

A letter was read from the U.C.C.M. Executive agreeing to the request made in Cabinet Minute No. 1213 that permission be given to the University of Nanking to erect a kitchen and dining room on the Mission's Chiang Hsi Kai property site on a three year lease; that on expiration of the lease the buildings become the property of the United Church of Canada Mission; on the understanding that these buildings shall have no connection whatever with any future plans of the proposed scheme for Agricultural Extension work; and that G.W. Sparling, G.S. Bell and E. Hibbard be a committee to delimit the site to be used for these buildings and to negotiate the necessary agreement.

RESOLVED to inform the U.C.C.M. that President Chen and Mr. R.L. Siskin are requested to meet with the U.C.C.M. Committee to delimit the site.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on November 9th, 1938.

MINUTES

Present: All members except S.H. Fong, H.C. Chang and B.C. T'ang.

The Cabinet recommends the following minutes to the President:

1276. Mr. Canning Young.

RESOLVED to accept the recommendation of the Ranking and Salaries Committee that a contract be offered to Mr. Canning Young for \$200 a month (with a house, or rent equivalent) to act as University local architect; his salary to be charged to future building programme funds, and at present to the Hospital Building funds.

1277. Szechwan Christian Educational Association.

A request was received from Dr. Yuan chairman of the Szechwan Christian Educational Association asking that one of their staff members be permitted to take certain courses offered by the West China Union University, without paying fees.

RESOLVED to accede to this request, provided the courses desired are being taught this year and that not more than six hours are taken.

1278. Rev. Wilson Cash.

RESOLVED to send an invitation to Rev. Wilson Cash of the Church Missionary Society London, to visit Chengtu after the Madras Conference.

1279. Medical Interns.

RESOLVED to refer letter, Nov. 5th, from Mr. Chen Bin, president of the medical interne class to Deans Kilborn and Lindsay for action, and report if necessary.

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1280. Goucher School.

A communication was received from the Goucher School Board of Directors requesting the University to secure permission from the Methodist Mission for the erection near the present school building of a suitable residence for Principal and Teachers.

RESOLVED to seek permission from the Methodist Episcopal Mission for a site for this.

1281. Student Aid.

RESOLVED on the recommendation of Mr. B.C. T'ang to allocate balance of \$35. (Cabinet Minute 994) for student Aid as follows:

Dih Chin-gün \$10.

Wu Hsin-fu \$10.

Yuen Dzi-chiang \$15.

1282. Procedure for Students desiring to withdraw from the University.

After discussion it was

RESOLVED to request the Vice-Chancellors to prepare a form for the use of students desiring to withdraw from the University.

1283. Registration and Payment of Fees.

RESOLVED to refer back to the Committee appointed to consider procedure for Registration and Payment of Fees, their report as considered by Cabinet and the recommendations of the Women's College concerning procedure for women students, and to ask Miss Thexton to meet with the Committee.

1284. Identification Wallet and Badge.

RESOLVED to request the Registrar to demand from any student who leaves the University his University badge, and to cancel his Identification Wallet.

1285. Tutorial System, Student Activities Committee.

RESOLVED to adopt the report of the Joint Committee appointed in Cabinet Minute 1206 concerning the institution of a Tutorial System.

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1286. Group Study of Jesus.

The Religious Activities Committee reported the membership of the Sub-Committee for Group Study of Jesus as follows:

J. E. Moncrieff

E. Wilmott

Wallace Wang

D. L. Phelps - chairman.

S.H. Fong

1287. T.B. Sanatarium.

It was reported that the Bursar has accepted on loan \$8,000 to be used in the purchase of the site for the T.B. Sanatarium. A formal contract will be entered into by the Western Vice-Chancellor and Acting-Bursar, stating that interest will be paid at the rate of 3% per annum as from November 7th, 1938.

1288. Exchange of Property.

Following Cabinet Minute No. 1272 it was

RESOLVED to adopt the suggestions of the Committee concerning a possible exchange of property between the University and the New City authorities as indicated in the map prepared; also that the Western Vice-Chancellor forward this map to the New City Authorities.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on November 14th, 1938.

MINUTES

Present: All members except H.C. Chang and S.H. Fong.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1289. Cable from Dr. Beech.

A cable, dated November 11th, was received from Dr. Beech as follows:

"Speed erection in University Clinic. Cabled Funds."

1290. Friends' College Committee.

A letter from Mr. Sewell was received, stating that the Friends' College Committee has for various reasons had to decline the scheme recommended by them to the Friends' Service Council whereby they would cooperate with Cheeloo University in building a dormitory which would in due course be used as a Friends Middle School Dormitory.

1291. Ministry of Education.

A communication was received from the Ministry of Education, November 5th, covering regulations for supplementary studies in fundamental courses for new students in all universities.

1292. Procedure for Students withdrawing from the University.

A report from the Registrar was presented covering the present procedure for students desiring to withdraw from the University.

RESOLVED that where a letter of consent from the students' family has not been received before his withdrawal from the University, formal notification shall be sent.

1293. Health Fee for Medical Students.

RESOLVED to inform the University Student Health Centre

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that since the 4th, 5th and 6th year Medical students live in the city and cannot avail themselves of the services of the Clinic, the health fee for these students will be transferred to the United Hospital, the Hospital having agreed to assume responsibility for offering these students similar services to those provided by the Health Centre.

1294. Registration and Payment of Fees.

A progress report was presented.

1295. Bull Barn.

Dr. Dickinson attended to put the case for the organising of a Dairy Cattle Improvement Association in cooperation with the Provincial Government Agricultural Institute, and the location of a barn to house three surplus bulls from Madame Chiang's herd.

RESOLVED to refer the larger scheme to the College of Science for consideration, and to ask Dean Dye personally to discuss with Dr. Dickinson alternative sites for the barn.

1296. Property Committee.

It was reported, following Cabinet Minute 1288, that Nanking University has discharged its obligation in connection with the removal of the University Dispensary from the Atherton Building.

RESOLVED because of the larger number of teachers using offices and teaching in the various buildings, to agree to the request of the Property Committee that the 1938-39 estimate for coal be increased by \$200.

RESOLVED to request House Committees to give careful instructions to the coalies attending to fires, so as to avoid waste and ensure the most economical use of the coal.

It was noted that the Property Committee plans to block the Main ditch near the Kung Peng, and also near the South-West corner of the U.C.C. Playing field, in an effort to retain a supply of water in that ditch to be available in case of fire.

1297. Servants' Wages.

RESOLVED to refer Science Minutes 38-142, 38-145, 38-164 concerning Servants' Wages to the Property Committee.

1298. New Chemistry Building.

RESOLVED that general plans for the new Chemistry Building be referred to the Property Committee for study and recommendation, and that the Property Committee be requested to invite Dean Dye to attend when the matter is discussed.

1299. Athletics Committee.

Minutes of the Athletics Committee, November 14th, were received. It was agreed that the Athletics Director, Mr. Chu Chong-min should be given office space in the Department of Public Health, and that all small equipment be kept there under supervision.

1230. Division of Religious Studies.

Minutes of the Division of Religious Studies, October 30th, were received, and it was noted that Mr. Smalley has been asked to talk with Mr. Cressy at Madras regarding a Chinese Head for the Division of Religious Studies.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on November 21st, 1938.

MINUTES

Present: All members, except Mr. S.H. Fong and Dean H.C. Chang.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1231. Student, Miss K'ang Yoh.

RESOLVED to receive Miss K'ang Yoh, as a fourth year student in the Department of Education.

1232. Ministry of Education.

An order from the Ministry of Education, dated Nov. 11, was received enquiring what research work is being undertaken by the University on matters related to national problems.

RESOLVED to forward copies of the above order to the Colleges

1233. Supplemental Examinations.

RESOLVED that Supplemental Examinations be held on December 3rd.

1234. Term Examinations.

RESOLVED that term examinations for students just returned from training camps be given during the regular class period.

1235. Students Transferring, from College to College.

RESOLVED that after November 26th there shall be no transferring of students from one College to another, or from one Faculty to another.

1236. Transfer Students.

RESOLVED that after the present week all applications from transfer students shall be brought before the Cabinet for decision.

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1237. Group Insurance.

A request was received from certain members of the staff to take out insurance policies under the Group Insurance scheme.

RESOLVED to inform them that there is no provision in the 1936-39 for their premise, but that they may apply in April 1939 to join the Group Insurance scheme next year.

1238. Social Service Centre and General Store.

A request was received from a joint meeting of religious life, and Student Activities Committees and College Principals, that consideration be given to the provision of a Social Service Centre including a General Store.

RESOLVED to request the President, English Vice-Chancellor and Dean of Woman's College to discuss this matter with the secretaries of the Y.W.C.A. and Y.M.C.A., and later with representatives of the cooperating Universities in order to present definite proposals to the Cabinet.

1239. City Medical Dormitory for Men.

A letter was received from Dean Kilborn reporting that because the United Hospital does not undertake to house men students of the 4th and 5th years in Medicine, a certain amount of money is needed to cover furniture and alterations to put the former dental hospital into shape as a dormitory for these students.

RESOLVED that the City Medical Dormitory for Men be permitted to draw up to \$500. if necessary, for the above purpose, and that half of the expense be borne by Cheeleo (in accordance with Cabinet minute 1057, sect. 7, last paragraph); also that the furniture be warded as the property of the University.

RESOLVED to request the College Principals to coopt Dr. Best, Principal of the City Medical Dormitory for Men, as a member of their Committee.

1240. Registration and Payment of Fees.

The revised report of the Committee on Registration and Payment of Fees was received, and it was

RESOLVED to refer the report to the College Principals before finally adopting it.

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RESOLVED that Medical and Dental Interns shall complete their registration on or before June 30th.

1241. Property Committee.

RESOLVED to accept the recommendation of the Property Committee that the cost of providing iron bars, etc. \$46. for use by the fire fighting squad shall be charged against Contingency funds.

RESOLVED in response to Property Minutes 151 and 152 to refer back to the College of Science matters relating to the provision of additional coolies for Hart College and the Pharmacy Department.

RESOLVED in response to Property Committee Minute 155 to state that the Cabinet and A.B.F.M.S. have approved the location of the Ginling Gymnasium on the site to the west of Vandeman College, and that the Cabinet awaits plans from Ginling College to be submitted to the Property Committee.

RESOLVED to inform the Property Committee that the President and Western Vice-Chancellor are the Committee to negotiate with the New City authorities over exchange of land.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on November 28th, 1938.

MINUTES

Present: All Members, Mr. Sewell visitor.

The Cabinet recommends the following minutes to the President:

1312. Salaries.

Mr. Sewell attended to speak to his letter to the President of November 15th concerning the problem of adequate salaries for the staff.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that as from the present month Mr. Kao Yoh-lin receive an allowance of \$50 per month, to be charged to Tannery funds.

1313. Tanning.

The President reported that as a result of consultations with Commissioners Yang and Ho when Messrs. Sewell and Kao presented plans for cooperation between the Chemistry Department of the University and the Bureau of Education, the sum of \$30,000 has been promised to further certain projects.

1314. Ministry of Education.

Communications was received from the Ministry of Education concerning:

- a. Application for Government grants for the Calendar year 1939.

RESOLVED to prepare for consideration at next meeting the University's application for Central and Provincial Government grants for 1939.

- b. Mailing routes for confidential matter.
- c. Aid to be given by Universities to students whose father have lost their lives at the Front.

1315. Provincial Grant.

The President reported that the Bureau of Education has granted the University \$10,000 for the half year June - December 1938.

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1316. British Boxer Indemnity Fund.

A communication was received from the British Boxer Indemnity Fund concerning their desire to offer fellowships to unemployed graduates capable of undertaking scientific research work in the Sikang region.

RESOLVED that the President post a notice concerning this opportunity for research fellowships, and also send the information to the Deans of Colleges.

1317. Drill Instructor.

A letter was received from the Bureau of Education concerning the changing of one of the Drill Instructors, to which the President had replied requesting that only one Drill Instructor be appointed in future.

1318. The United Hospital.

A letter was received from the United Hospital enclosing specimen of its official seal.

1319. Students Arriving Late.

RESOLVED to permit Miss Den Chi-bo to register with the W.C.U.U., to live in the Nanking University Women's dormitory, and to make arrangements for her study in which ever University the desired courses are offered.

RESOLVED to permit Miss Yuan Hung-hsin, Cheeloo, to register in second year Medicine, since she is repeating the year she took in Sian 1937-38.

1320. Dr. H.G. Anderson.

RESOLVED to suggest to Mr. Silcock that Dr. H.G. Anderson be invited to serve as a coopted member of the United Committee for Christian Universities of China.

1321. University of Nanking.

A letter, 24th Nov., was read from President Y.G. Chen concerning electric wiring in the Hospital Annexe and the erection of the Dining Hall on Chiang Hsi Kai property.

RESOLVED to permit the University of Nanking to have the

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Hospital Annexe wired completely, and to request them to consult the Electric Light Committee before placing a contract elsewhere.

RESOLVED to forward the design for the Dining Hall and Kitchen to the Canadian Mission; also to suggest as Mr. Small's duties make it impossible for him to undertake extra work that the University of Nanking secure an outside contractor to erect the building.

1322. Girling College.

A letter, 25th Nov., was received from Miss Priest enclosing ground floor plan of the Gymnasium.

RESOLVED to adopt the plan suggested by Girling College and to acquiesce in Mr. Small taking supervision of the construction of the gymnasium.

1323. Chinese Medical Association.

Dean Kilborn reported the receipt of a letter from the Chinese Medical Association enquiring about accommodation for Emergency Office of the Association in Chengtu.

RESOLVED to request Dean Kilborn to investigate the possibility of housing the Emergency Office of the Chinese Medical Association in the suite in the Cadbury Building occupied by the Department of Hygiene and Public Health or in the Medical Wing.

1324. New Hospital.

Extracts from letters from Dr. Beech were read urging speed in the erection of the New Hospital.

RESOLVED to forward copies of Dr. Beech's letters to the Hospital Building Committee with the request that they speed up the laying of the foundations and the erection of the New Hospital

In order to assure Mr. Small being able to give as much time as possible to the building of the Hospital

RESOLVED that in the future Mr. Small should not accept any new work until after consulting the Hospital Building Committee or the Cabinet.

1325. Secretarial Assistance for the College of Medicine & Dentistry.

A letter Nov. 28th, was read from Dean Kilborn

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urgently requesting the Cabinet to seek for means to engage two full time secretaries for the College of Medicine and Dentistry, one Chinese and one foreign. After discussion it was

RESOLVED to agree to the engagement of these two secretaries, charging their salaries for the balance of the year against emergency funds; and to instruct the College to include these salaries in future budgets.

1326. United Hospital.

Dean Kilborn spoke to the request of the Hospitals Board that the University advance to the United Hospital the sum of NC\$3,000 to be met later from special funds being raised by the Associated Boards towards the provision of extra clinical facilities.

RESOLVED to agree to the request of the Hospitals Board for the sum of \$3,000 as an advance on anticipated income from the emergency appeal of the Associated Boards.

1327. Department of Foreign Languages.

A letter dated November 21st, from Mr. Moncrieff was read, concerning necessary changes which he considers should be made to put the work of the Department on a satisfactory basis.

The Secretary was instructed to assure Mr. Moncrieff that immediate consideration will be given to the points raised in his letter.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on December 1st, 1938.

MINUTES

Present: All members except Mr. Fong.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

# 1328. Ministry of Education.

A letter dated 24th November, 1938, was received from the Ministry of Education announcing that they are unable to make a grant to the West China Union University to assist with the additional cost of receiving extra students, beyond a contribution towards tuition and other fees of Loan students in real need.

A letter was received from the Ministry of Education asking us to receive thirty more Loan Students.

RESOLVED in reply to inform the Ministry of Education that partly because of the fact that so many students from outside the Province have been received, classroom, laboratory and dormitory accommodation is already used to the limit.

1329. Department of Foreign Languages.

Following Minute 1327 further consideration was given to Mr. Moncrieff's letter.

RESOLVED to refer the matters raised in Mr. Moncrieff's letter to a committee composed of Miss Thexton, Mr. Moncrieff and Mr. Robertson requesting them to prepare definite proposals for submission to the Cabinet.

# 1330. Extension work in Social Education.

The Secretary presented the proposals of the Committee on Extension work in Social Education together with budget estimates for \$3,163. After discussion it was

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RESOLVED that the Department of Hygiene and Public Health be asked to secure the necessary funds from their own budget and that the President and Dr. Fugh present an appeal to the Central and Provincial Governments for the remainder of the budget proposed for this Social Education programme.

1331. Chinese Medical Association.

X It was reported following Cabinet minute 1323 that the Department of Hygiene and Public Health has agreed to provide accommodation for the Emergency Committee of the Chinese Medical Association.

1332. Property.

X RESOLVED to agree to the recommendation of the Property Committee that the sum of \$350 be granted from Contingency Funds to cover the cost of carrying the covered Main Drain west of the Baptist Middle School Dormitory.

X RESOLVED to agree to the recommendation of the Property Committee that permission be granted for the building of a temporary kitchen to release a room in the basement of the East Wing of Medical-Dental Building, the cost of the same to be undertaken by the National Central University.

RESOLVED to accept the suggestion of the Property Committee that Mr. S.C. Yang and Mr. Walter Small be added to the Committee to negotiate with the New City Authorities concerning exchange of property.

1333. Tannery.

X RESOLVED to adopt the recommendation of the Property Committee that whereas funds are available, the College of Science be permitted to erect a beam house on the south side of the present tannery.

1334. Sanitation.

RESOLVED to forward Property Committee minute 175 concerning the provision of a permanent toilet in Hart College to the Secretary of the West China Mission of the United Church of Canada.

RESOLVED to request the College Principals to invite Mr. Dye to attend their next meeting to present a matter of vital interest to the community.

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1335. Drainage.

RESOLVED to call the attention of the Methodist Mission to the condition of the drains at Bashford Memorial Dormitory and in front of Goucher School.

# 1336. Physical Examination.

A letter was received from Dr. Crawford reporting that many of the Freshmen have not reported for physical examination,

RESOLVED that the Registrar be asked to inform the students concerned that no credits will be given until they have completed the requirements for registration, which include the physical examination.

NOTE. Minutes marked # will be printed in the Cabinet Bulletin.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on December 5th, 1938.

MINUTES

Present: All members except Mr. S.H. Fong and Dean H.C. Chang.  
The Cabinet recommends the following minutes to the President:  
The Minutes of the last meeting were approved as circulated.

# 1337. Universities' Joint Council.

The Minutes of the Universities' Joint Council, December 1st, were adopted as follows:

38. Training of Middle School Teachers.

Following minute 34 President Chen reported:

1. That he and President Y.F. Wu had interviewed some of the officials in Chungking concerning a possible modification of the Order of the Ministry of Education re Training of Middle School Teachers.
2. In view of the fact that China is in need of teachers and the small number of Government Normal Schools contemplated would be inadequate, the people's Council had agreed to recommend to the Ministry of Education that Government, Provincial and Private Universities registered with the Ministry be allowed to establish a fifth year of Normal School Training.

RESOLVED to refer this report to the joint committee concerned with the training of Middle School teachers requesting them to make definite suggestions concerning the establishment of a fifth year's course in the Department of Education, to commence in the fall term, 1939.

# 39. Religious Courses.

President Chen reported on the subject of Religious Courses. The existing regulations are to the effect that in Private Schools religion shall not be given as a required course; it shall not be propagated with the regular courses; student attendance at religious ceremonies shall not be enforced or induced. The Executive Yuan has a tentative

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substitute article to the effect that in Private Schools where religious courses are offered students are free to elect such, and may also participate in religious ceremonies as extra-curricular activities.

40. Sunday Evening Services.

RESOLVED to continue holding the Sunday Evening Service at 6.30.

# 41. Student Activities.

Discussion took place concerning the need for concerted action in the direction of student activities.

RESOLVED to appoint a Joint Committee for Student Activities composed of the following representatives and to announce to the students that any students' organisation wishing to use the name of the Five Universities must secure permission from this Joint Committee:

Cheeloo	Mrs. Yui
Ginling	Dr. Chang Siao-sung
Manking	Dr. T.Y. Ni
National Central	Dr. Charles Chang (convenor)
West China	Mr. B.C. T'ang.

Each representative is responsible for reporting to his own group the decisions of the Joint Committee.

# 42. Discipline.

RESOLVED to inform the staffs of the cooperating Universities that all teachers are expected to assist in maintaining discipline and to report to the University concerned when any regulations are disobeyed.

43. Freight.

RESOLVED to appoint a Joint Committee composed of the following members to investigate the needs and to suggest a definite plan for the transportation of university freight to and from the coast to Chengtu.

Cheeloo	Dean H.C. Chang
Ginling	Dr. Chang Siao-sung
Manking	Miss Priest
National Central	Dean S.N. Cheer
West China	Mr. Robertson

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1338. West China Christian Educational Association.

A letter was read from Mr. Willmott requesting a grant of \$300 for the year 1938-39 and appealing to the University to raise its annual contribution to \$600 in the following year.

RESOLVED to reply that a sum of \$300 is included in the budget budget to cover the University's grant for 1938-39, and that consideration will be given later to the grant for 1939-40.

1339. Student Choir and Glee Club.

Consideration was given to Dr. Agnew's request, supported by the Student Activities and Religious Life Committees, for a grant of \$120 for the year 1938-39 for the purchase of the necessary music.

RESOLVED that the secretary consult with Dr. Agnew as to whether the cooperating universities might be asked to share in meeting this expense.

1340. Bureau of Education.

RESOLVED that the President and Vice-Chancellor prepare a suitable reply to the Bureau of Education concerning the use of the \$10,000 granted for the period June-December 1938 - approximately \$6,000 to be used for salaries and \$4,000 for equipment.

1341. Special Training Bureau.

RESOLVED in response to the request for a report on those responsible for First Aid courses for the women students that the President take up the matter with the Department of Hygiene and Public Health, and that the Department be requested to undertake the necessary work.

1342. Fine Arts Curriculum.

A request was received from the Bureau of Education for a report concerning the teaching material used by the Fine arts Department.

RESOLVED that the President request the Fine Arts Department to present details of thier courses, and teaching material.

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1343. Mr. Small's Work.

Mr. Small attended to speak to Property Committee Minute 171 and Cabinet Minute 1324. After discussion it was

RESOLVED to delete Cabinet Minute 1324, second section.

1344. University Hospital.

In view of the urgency to hasten the building of the Hospital

RESOLVED to request the Building Committee of the University Hospital TO CONSIDER THE matter of plans for the O.P.D. and secure the architect's drawing of the West Elevation, for report to the College of Medicine and Dentistry and to the Cabinet.

1345. Leper Hospital.

A letter was received from Dr. Crawford, enclosing copy of a communication from the Mission to Lepers, and asking if and when the Committee for the construction of the Leper Hospital may proceed with the erection of the plant.

RESOLVED to reply that plans should be presented to the College of Medicine and Dentistry and when approved, to the Property Committee.

RESOLVED to request the Property Committee to take steps to have the land surveyed in view of the fact that the Leper Hospital is to be located on the area to the south of the University's West Gate.

# 1346. Registration and Payment of Fees.

Minutes of the College Principals making recommendations concerning the Report of the Committee on the Registration and Payment of Fees.

RESOLVED to adopt the report on Registration and Payment of Fees in the following form:

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REGISTRATION AND PAYMENT OF FEES

Office Accommodation on Registration Days.

The Registrar shall arrange satisfactory office accommodation for the Deans of the Colleges and the Principals of the Residential Colleges.

Registration of New Students.

The Registrar shall give to each student a certificate showing that he or she is academically qualified to enter the University.

Entrance Procedure for New Students.

A. Men Students:

1. A new student shall go first to the Registrar's Office and fill in two copies of the "Enrolment Form" and of the "Quarantor's Form". One copy of each of these forms shall be kept in the Registrar's Office and the other be taken by the student to his College Principal.
2. An "Entrance Certificate" shall be given to each student after he has filled in these forms, and this shall be presented to his College Principal.
3. After the student has been received by his College Principal, the Registrar shall give him time-tables printed in black and a list of fees to be paid, which are to be handed to the Bursar. When the fees are paid the Bursar shall stamp the time-tables, give one copy to the student, one to the Dean of the College concerned and the other to the College Principal. On presentation of his time-table to the Registrar the student shall receive from the Registrar a time-table printed in red, and an Identification Wallet.

Note: Although the College Principal has promised to receive a student, he shall not be allowed to occupy a room until the Bursar has notified the College Principal that his fees have been paid or arranged for, nor will a room be held for students after the registration period unless fees are arranged for.

4. When these steps are completed the student shall see the Director of Student Activities.

B. Women Students:

1. The student shall proceed to the office of the Dean of the Woman's College, where she shall
  - a. Present the certificate secured from the Registrar.

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- b. Fill in two copies of the Enrolment Form, and of the Guarantor's Form. One copy of each shall be left in the office of the Dean of the Woman's College, the other signed by the Dean and returned to the student.
  - c. Receive a list of fees, including those having special reference to the Woman's College and to the Music Department.
2. The student shall present to the Registrar her copy of the Enrolment Form and of the Guarantor's Form and shall be given time-tables printed in black.
  3. The student shall hand her time-tables and fees to the Bursar. When the fees are paid the Bursar shall stamp the time-tables, return one copy to the student, send one copy to the Dean of the Woman's College and one to the Dean of the College concerned.
  4. The student shall present her time-table printed in black to the Registrar and receive in exchange a form printed in red, and an Identification Wallet.
  5. The student shall present the time-table printed in red to the Dean of the Woman's College for her signature and be assigned dormitory accommodation.

Entrance Procedure for Old Students.

A. Men Students.

1. Each semester a week before registration dates the Registrar shall hand to the College Principals the names of all who failed in examinations or who are not permitted to return.
2. On entrance the student shall first visit the College Principal to secure an Entrance Form, then the Dean of the College concerned, and lastly the Registrar. He shall then follow the procedure indicated for new students. (Nos. 3 and 4 ).

B. Women Students:

1. Each semester a week before the University opens the Registrar shall forward to the Dean of the Woman's College the names of all who failed in examinations or who are not permitted to return.
2. The student shall secure from the College Principal an entrance Form which she shall take to the Dean of the College concerned and to the Registrar for their

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signatures. This form shall then be exchanged at the office of the Dean of Woman's College for a list of fees. The student shall receive from the Registrar her time-table forms printed in black.

3. The student shall then follow the same procedure as that set for new women students. (Nos. 3 - 5 ).

#### Transfer Students.

1. The entrance date shall be the same as for other students.
2. The student shall bring a Certificate of previous standing and shall register in the Registrar's Office.
3. This certificate shall be examined by the Registrar and the student shall be examined by the College Dean and in the case of women students be approved by the Dean of the Woman's College.
4. If the student passes the examinations the College Dean shall report the name to the Registrar's Office, and the student shall follow the procedure set for new students.

#### Loan Students.

Entrance procedure shall be the same as for Transfer Students, except that it is not necessary to take any entrance examination.

#### Special Regulations.

Examination marks shall be handed in at the Registrar's Office within two weeks after the examination.

Students' Grades. In each College a committee shall be responsible, when necessary, for the dismissal of students, for their promotion or for their repeating a year.

In the case of women students the Dean of the Woman's College shall be advised before final action is taken.

Time-Tables. Students' time-tables shall be distinguished by different colours according to Colleges: Arts - white; Science - yellow; Medicine - green; Dentistry - pink;

In the case of students of the College of Medicine and Dentistry small printed forms shall be used in the place of the regular time-tables printed in black.

Medical Intern Students. Special arrangements shall be made for the registration of all Medical Intern students, who shall complete their registration before the University Graduation Exercises at the beginning of their Intern year.

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These regulations shall be translated into Chinese and a copy given to each new student by the Registrar.

1347. Senior Medical Students' Dormitory.

RESOLVED to accept the recommendation of the College Principals that an item for the agenda of the next General Faculty meeting shall be the type of college residence to be provided for the senior medical students.

#1348. Teachers appointed by Ministry of Education.

It was reported that Chang Ngan-i and Den Kwang-wu have been appointed by the Ministry of Education for work in the Biology Department, and Chang Sen in the Departments of Social Science and Education.

#1349. Miss Hu, Botany Teacher.

RESOLVED on the recommendation of the College of Science that a contract be issued to Miss Hu, as Assistant in Botany in the Biology Department for six months commencing January 1st, 1939; and that Dr. Whang F'ien-chi be thanked for arranging for her salary.

#1350. Mathematics.

RESOLVED on the recommendation of the College of Science that Mrs. H.L. Chang be appointed as part-time Assistant in Mathematics to give the course for Education students.

RESOLVED to accept the recommendation of the Salary and Ranking Committee that Mrs. H.L. Chang receive \$15. a month for teaching the above course, as from December 1st, 1938.

1351. Credits of students taking courses in other Universities.

RESOLVED to refer College of Science Minute 182 re credits of students taking courses in other Universities to the Universities' Joint Council.

1352. Tsen Shib-chuin Loan Scholarships.

RESOLVED to refer back to the College of Science their Minute 38-184 since there is already a standing committee on Scholarships which can receive recommendations from the College.

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1353. Suggested Regulations concerning Students.

RESOLVED to refer to the Committee on Entrance consideration of minute 38-185 of the College of Science.

1354. Housing of Single Teachers.

RESOLVED in response to Property Committee Minute 164 to report that the Cabinet awaits a reply from the Canadian Mission before taking further action.

1355. Greenhouse.

RESOLVED to accept the recommendation of the Property Committee that the proposed new Greenhouse be located in the South East corner of the ground enclosed by the new wall at the Atherton building, this being a joint project of the University of Nanking and the West China Union University.

1356. Charges for Electricity and other Services.

RESOLVED to request each House Committee to make a survey as to the use of electricity etc. in its building, so as to show the percentage used by the various institutions.

1357. Loh Library.

RESOLVED that the President write to Mr. Loh again reporting that we have moved the Loh Library from the Library building to a room in the Administration Building, and requesting him to take responsibility for them.

1358. Students arriving late.

RESOLVED on the recommendation of the Dean of Woman's College to accept Miss Sen Hui-lan, 4th year student in History and Sociology, Caseloo, provided she lives out of dormitory.

RESOLVED on the recommendation of the Dean of Woman's College to receive Miss Chao Si-yuin in the pre-Medical year provided she lives out of dormitory.

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RESOLVED on the recommendation of the Dean of Medicine to accept Miss Wu Yu-lin for internship on condition that she pays board to the Hospital and is registered with the Women's College.

1359. Accounts.

The Vice-Chancellor reported that at the end of June 1937 there was a slight deficit on the Budget current account, but that there was a credit balance for the year 1937-38 sufficient to balance this deficit. This was due to the fact that the income for 1937-38 was somewhat higher than had been anticipated in the budget.

RESOLVED that the budget accounts of the University be closed as from June, 30th, 1938. This means that no budget balances, with the exception of Museum and Research covered by the grant from Harvard-Yenching, will be carried forward to the year 1938-39.

NOTE: Minutes marked # will be printed in the Cabinet Bulletin.

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To CABINET MEMBERS:

9th December, 1938.

The following document sent in by the College of Science will be on the Agenda for Cabinet on Monday evening next, and in order to save time is circulated before the meeting.

PROPOSED SCHEME OF COOPERATION WITH THE BUREAUX OF RECONSTRUCTION  
AND EDUCATION IN CONNECTION WITH TANNING.  
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TITLE:

The training of workmen, technicians and chemists for the leather industry under a scheme in which the Bureau of Education, the Bureau of Reconstruction and the College of Science of the West China Union University cooperate.

ORGANISATION OF EXECUTIVE COMMITTEE:

An Executive Committee should be organised by the three institutions. It should consist of the Commissioner of Education, the Commissioner of Reconstruction, the President and the Dean of the College of Science of the West China Union University, together with three other members appointed by mutual agreement between the three institutions.

FUNCTIONS OF THE COMMITTEE:

1. To decide the general policy of the work, to supervise the management and to organise outside contacts.
2. To consider plans for the training of students and for the development of the leather industry.
3. To be responsible for the funds and to approve the budget.
4. To check the work and approve the annual reports.
5. To approve the recommendations and suggestions of the Head.

STAFF:

Besides the Head there should be 1 Chief Chemist; several Instructors and Assistants; 2 Research Chemists; 1 Secretary; 1 Business Manager; 1 Foreman and several Workmen.

CLASSIFICATION OF THE TRAINING:

1. Foreman training. Students in this section to be recommended by the Bureau of Reconstruction.
2. Technicians. Students to be selected by the Bureau of Education.
3. Leather Chemists. Students to be admitted under the authority of the West China Union University.

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TERMS OF COOPERATION:

1. The future development and improvement of the Tanning industry is the responsibility of the Bureau of Reconstruction.
2. The financial responsibility for buildings, machinery, apparatus, equipment, maintenance and special staff to be undertaken by the Bureau of Education and the Bureau of Reconstruction.
3. The West China Union University should make the staff and equipment of the Science College available for the scheme, and provide the ground on which the necessary buildings can be erected.
4. The engagement of staff and the administration is the responsibility of the West China Union University.
5. To make the scheme independent of changes of a personal and political nature the Bureaux of Education and Reconstruction should continue to support the scheme until the leather industry is so well established in the Province that it can itself finance the work. When such time comes the University should be responsible for continuing the scheme and would have the right of using all the apparatus, machinery, equipment, buildings etc.
6. In order to make the training meet the requirements of the leather industry the University should help the Bureau of Reconstruction to make a sound plan for the development of the Szechwan leather industry.
7. In order to help the leather industry develop according to this plan, the University should help the Bureau of Education to draw up the scheme for the training of practical men.
8. This scheme will continue until there are sufficient trained men for use in the leather industry, then it should be changed into a research institution for the leather industry, concerned with raw materials, technique, new processes, inventions etc.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on December 12th, 1938.

MINUTES

Present: All members, except Messrs. H.C. Chang and S.H. Fong.

The Cabinet recommends the following Minutes to the President:

1360. Minutes of Last meeting were approved after the following corrections had been made:

1346. Registration and Payment of Fees. Add under Section B "Entrance Procedure for New Students" paragraph 6. to read "When these steps are completed the student shall see the Director of Student Activities."

1358. Students arriving late. In resolutions 1 and 2 delete the phrase "on the recommendation of the Dean of Woman's College"

1359. Accounts. After the word "Resolved" insert the phrase "to recommend to the General Faculty"

1361. Special Students.

RESOLVED to accept as Special Students, without credit this term, Miss Dzu Hsin-dzen and Miss Lo provided arrangements can be made for them to enter classes in the College of Arts, and that their housing accommodation is approved by the Dean of Woman's College; also Miss Hsiao Ngai-kwang, Cheeloo, 2nd year Biology Dept.

1362. Ministry of Education Grant.

It was reported that the Ministry of Education grant for August and September 1938 has been received.

RESOLVED to approve the following list of askings prepared by the President and Western Vice-Chancellor, for submission to the Ministry of Education for the year 1939:

College of Arts:

Department of Chinese -salary	\$4,000.	
Library	<u>1,000.</u>	\$5,000.

College of Science:

Dept. of Maths-physics - salary	4,000.	
Dept. of Chemistry - salary	4,000.	
Extra teaching costs all Depts.	2,400.	
Library	<u>1,000.</u>	11,400.

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College of Medicine & Dentistry:

Dept. of Pathology - salary	4,004,000.	
Chair of Dentistry	4,004,000.	
Dept. of Internal Medicine, sal.	1,800.	
" " " " " "	2,400.	
Library	1,000.	
Equipment - all Departments -	10,000.	23,200.
as under:		
Library	2,000.	
Projection microscope		
for Dept. Int. Med.	1,000.	
Dental Surgery equip.	1,000.	
Laboratory press. Pharm.	1,000.	
Insufflation apparatus		
Dentistry	1,000.	
Biochemical equipment	1,000.	
Microscopes, Path. and		
Oral Pathology	3,000.	
		<u>\$39,000.</u>

Buildings:

Chemistry Buildings	\$30,000.
Students' Dormitory	20,000.

It was noted that a joint appeal has been sent from the United Hospital, representing the Medical Schools of National Central, Chee-lee and West China Union Universities, for a total sum of \$20, for the O.P.D. Building, maintenance of free beds, dormitory accommodation for students, and for the School of Nursing.

1363. Department of Western Languages.

A report was presented by the committee composed of Miss Rhexton, Mr. Moneriff and Mr. Robertson (appointed by Cabinet Minute 1329) and after discussion it was

- RESOLVED (1) to request the C.M.S. and Sheng Kung Hwei to continue Miss Hensman's appointment to the University for work in the Department until her furlough is due;
- (2) to send an urgent request to the Canadian Mission to appoint Mr. James Endicott to the University for work in the Department of Western Languages, September 1939.
- (3) to seek to secure Miss Fan (graduating this year at Yenching) as a full-time teacher in the Department.
- (4) to request Chee-lee University to undertake 24 to 28 hours teaching a week in the Department, and beginning in September 1939 to supply staff for that amount of teaching, and in the meantime to pay for what they cannot supply of this amount.

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(5) to appoint a Committee on English Entrance Standards, consisting of Mr. Moncrieff, Mrs. Kennard, the Deans of the Colleges and the Dean of Woman's College, to fix standards of Admission in English appropriate to the present situation.

(The above Committees' recommendations 6,7,8, and 9, are referred to the Committee on English Entrance Standards)

1364. Tanning.

Mr. V.L. Kao attended to speak to the proposal of the College of Science concerning a Scheme of Cooperation between the University and the Bureaux of Reconstruction and Education in connection with Tanning. After full discussion it was

RESOLVED to recommend to the College of Science that the committee in charge of the scheme be called the Board of Management, and that the functions of this Board of Management be of a more general character.

RESOLVED to accept the proposed scheme in general for recommendation to the General Faculty and Board of Directors.

Mr. Kao presented a rough sketch of the layout of buildings necessary for the operation of this scheme, in connection with a larger scheme for Chemistry Department extension work.

RESOLVED to ask Messrs. Dye and Simkin to consult with Mr. Kao concerning the proposed layout of the buildings and to report.

# 1365. Mr. Canning Young.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that a contract be offered to Mr. Canning Young for a period of two years as from January 1st, 1939, at a salary of \$200 a month, with a house or rent equivalent, to be charged against Hospital Building Funds; and that for a time Mr. Canning Young be free to do part-time architectural work for Szechwan University, with the right to receive remuneration from them for services rendered.

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# 1366. ~~NOT~~ Minutes marked # will be printed in the  
Cabinet Bulletin.  
Student Activities Committee.

With regard to the Disciplinary Tutorship scheme,

RESOLVED that the Student Activities' Committee allocate students to Chinese members of the staff.

RESOLVED to endorse the recommendation of the Student Activities' Committee concerning the holding of an Oral Contest on the subject "Tsih Li Keng Shen" to be held on January 6th.

1367. Physics Teacher.

RESOLVED to accept the recommendation of the College of Science that Mr. Loh Wu-nien be engaged as a part-time assistant in the Physics Division of the Maths-Physics Department.

1368. Christmas Holiday.

RESOLVED to observe Monday, December 26th as the Christmas Holiday, rather than Saturday, December 24th.

# 1369. Bank of China Premises.

RESOLVED to accept the recommendation of the Property Committee concerning proposed alterations to the Bank of China premises, the alterations to be supervised by Mr. Simkin, on condition that the rent be raised \$5. per month.

NOTE: Minutes marked # will be printed in the Cabinet Bulletin.

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Confidential

WEST CHINA UNION UNIVERSITY  
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Cabinet meeting held on December 19th, 1938.

MINUTES

Present: All members except Mr. E.H. Fong and Dean H.C. Chang.  
The Cabinet recommends the following minutes to the President:  
The Minutes of the last meeting were approved as circulated.

1370. Ministry of Education.

\* RESOLVED in response to communication received from the Ministry of Education to report the names of staff members who have special qualifications in school administration or who are specialists in their own subject.

The President reported the receipt of a third list of Loan Students allocated to the University.

Details regarding extra teaching costs as submitted by the College of Medicine & Dentistry were received.

1371. Special Training Bureau.

A letter was received from the Special Training Bureau concerning re-arrangement of duties, salary, etc. of the Drill Instructor and his Assistant.

1372. Raid Precautions.

Further instructions concerning Air Raid Precautions were received from the Air Defence Headquarters.

1373. Chinese Department.

A letter was received from the Chinese Department concerning scholarships, library regulations, extra accommodation, and class in Japanese language.

RESOLVED that the President reply that these matters are being given consideration.

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1374. Contingency Fund.

# RESOLVED that in future requisitions made out by the Deans for any expenditure to be met from Contingency funds shall bear the number of Cabinet Minute authorising such expenditure, and be counter-signed by the Western Vice-Chancellor, who will retain the pink duplicate.

1375. University of Nanking.

A letter was received from President Chen requesting that a residence be erected for the use of Mr. and Mrs. Andrew T. Roy and family of the American Presbyterian Mission and one of their University families. Mr. Simkin reported that a house is to be erected on F.S.C. land, and that the plans will be submitted to the Property Committee, for approval.

1376. Housing Accommodation for Staff.

# In view of the constantly increasing demand for staff residences and the need for medical staff members to move from the city to the University when the Hospital is ready for use.

RESOLVED to request the Missions to release funds for the erection of houses to increase the available accommodation for western and Chinese staff members.

# 1377. Library.

The Minutes of the Library Committee, December 8th, with covering letter from Mrs. Lindsay, were received. The Secretary was instructed to reply to the Library Committee indicating the action which had already been taken.

RESOLVED to request the Property Committee to make a survey of accommodation in the Library and in consultation with the Library Committee to prepare plans and estimates for a suitable increase of stackroom and office accommodation.

PROPERTY COMMITTEE

1378. Woman's College.

RESOLVED to inform the Property Committee that plans for the Woman's College building will be presented when completed; and that the question of charge for Mr. Small's Services is still under consideration.

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1379. Accommodation for Servants.

RESOLVED to request the Property Committee to consider the use of the delouser building as quarters for Administration Building servants.

Recommendations of the Property Committee were adopted as follows:

1380. Post Office.

RESOLVED that the room previously used by the Police be rented to the Post Office, on the understanding that their rent be advanced to twenty dollars per month as from January 1st, 1939.

1381. Bank of China.

RESOLVED that alterations be made to the Bank of China premises on condition that the rent be raised to \$18 per month as from January 1st 1939 until the expiration of the lease in May 1940, and that if they wish to have plate glass windows the same shall be put in at the expense of the Bank.

1382. Drainage.

RESOLVED to request the M.E.M. to put in sanitary drains as suggested in consultation with the Property Committee.

1383. Lighting.

RESOLVED that the expense of the Light at the S.W. corner of the Library be shared between the University, Woman's College and Ginling.

1384. Change of Water Course.

RESOLVED to ask Professor Ni of Nanking University to assist in the matter of arranging for the change of water course across one field on the Radio Station land.

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# 1385. Tanning.

RESOLVED to recommend to the General Faculty and Board of Directors the adoption of the proposed scheme of cooperation with the Bureau of Reconstruction and the Bureau of Education in connection with Tanning.

1386. Student, Chiang Ren-chao.

RESOLVED to receive Chiang Ren-chao, as a special student in fourth year Biology.

NOTE: Minutes marked # will be printed in the Cabinet Bulletin.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on December 21st. 1938.

MINUTES

Present: All members, except Mr. S.H. Fong and President Liu.

The Cabinet recommends the following minutes to the President:

1387. Alumni Association.

Letters were received from the Alumni Association:

1. Reporting the appointment of Dr. Hwang Tso-chin as their representative on the Board of Directors of the University.
2. Suggesting that January 1st each year be set aside as Alumni day.

RESOLVED to ask the President to reply to the Alumni Association approving of their suggestion that January 1st each year be regarded as Alumni Day. In view of the short notice this year a day will be arranged later, probably January 7th.

A committee consisting of Mr. T'ang, Miss Thexton and Dr. Kilborn was appointed to make arrangements for Alumni Day, 1939.

1388. New Year Holiday

RESOLVED to observe Monday, January 2nd, as New year Holiday.

1389. Chemistry Building.

A letter dated December 1st, was received from Dr. Beech concerning the request (Cabinet 1157) for a new Chemistry Building, and suggesting joint appeals for this Building from the cooperating Universities.

RESOLVED that this matter be referred to an early meeting of the Universities' Joint Council, and that in the meantime Dean Dye call a meeting of the Deans of Science and heads of the Departments of Chemistry, Biology and Biochemistry of the cooperating Universities for preliminary consideration.

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1390. Librarian.

A letter dated November 30th was received from Dr. Beech concerning a possible Librarian.

RESOLVED to ask the Library Committee to consider Dr. Beech's suggestions immediately and report.

1391. University Calendar.

RESOLVED that the fall term end on February 4th and that registration for the spring term take place on February 24th and 25th. Classes opening on February 27th; In the case of the 4th and 5th year medical and dental students the fall term shall end on Jan. 25th and the spring term commence on Feb. 6th - to fit in with the plans of the National Central University.

1392. University of Nanking.

RESOLVED to permit the University of Nanking to erect a small Insect House among the buildings to the north of the Biology Building, in consultation with Dean Dye.

1393. Dr. Horace E. Campbell.

RESOLVED on the recommendation of the College of Medicine and Dentistry to urge the Board of Founders to consider the appointment of Dr. Horace E. Campbell to the College of Medicine and Dentistry, securing the continuation of his support from the Community Church in Cleveland.

1394. Storing of National Museum Records.

A letter was reported from Dr. Han Liwu requesting the University to store certain of the National Museum Records.

RESOLVED to support the President in agreeing to help in storing these records, on condition that the Museum provides funds for the erection of a building large enough to house them.

1395. Hospital Building Committee.

It was noted that \$30,000 will be required for the erection of the Isolation Block.

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Cabinet meeting held on December 27, 1938.

MINUTES

Present: All members except Mr. Fong.

The Cabinet recommends the following minutes to the President:

The Minutes of the meetings held on December 19th and 22nd were approved as circulated.

1396. United Hospital.

A communication from the Ministry of Education concerning the terminology used in the Hospital Board regulations governing the United Hospital was referred to the College of Medicine and Dentistry.

1397. Students recommended by Ministry of Education.

RESOLVED on the recommendation of President S.T. Liu to receive the following students:

Li Pei-wen, 1st year Western Languages.  
Djwang Djih-chwen, 2nd year, Political Science  
and Economics.  
Yuan Chen-wen, pre-medical  
Miss Li Su-beo, 1st year Medicine.

RESOLVED that the W.C.U.U. and Cheeloo insert an announcement in one Chengtu and one Chungking newspaper to the effect that students recommended by the Ministry of Education must notify the Universities in writing of their intended arrival in time to register for the spring term, on February 24th and 25th.

Note: such students will be permitted to enter term courses only, each case to be referred to the Dean concerned.

1398. Dean Sage.

A cable of Christmas Greeting was received from Dean Sage Junr.

1399. Madras Delegates.

A cable was received from Bishop Ward announcing the anticipated arrival in Chengtu of the delegates from the Madras Conference on January 28th.

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1400. Dormitory Accommodation.

RESOLVED to accede to Dr. Graham's request that the sum of \$62.50 incurred through providing extra dormitory accommodation for students in Vandeman College be met from Contingency funds.

1401. Ranking & Salary Committee.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that the following Instructors be engaged in the Department of Foreign Languages:

Mrs. Kao Yoh-lin, teaching 3 hours a week for \$14.00 a month, starting in mid-October, salary for that month to be \$7.00.

Mrs. Yang, teaching 2 hours German a week for \$16.00 a month, starting in December, salary for December to be \$10.00.

Mr. Lu, teaching four hours a week for \$20. a month, starting in December, salary for December to be \$7.00.

1402. T.B. Sanatorium Property.

RESOLVED to authorize Mr. T'ang to proceed with registration of the property while the fees are temporarily reduced; to authorize Dr. Kilborn to have the building repaired and a wall built around the unwallled part of the property, the cost not to exceed \$1,500;

RESOLVED to pay at once the balance of the purchase money and to request the Bursar to advance up to \$5,000 from University current funds to complete the purchase and necessary repairs to the property.

RESOLVED that the President and Vice-Chancellor write to Dr. H.G. Anderson urging him to raise \$500 for the T.B. Sanatorium as soon as possible.

1403. British Boxer Indemnity Fund Fellowships.

RESOLVED to refer to the President, Mr. T'ang and Mr. Robertson consideration of applications from graduates for Boxer Indemnity scientific research fellowships.

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1404. Chemistry Scholarship.

RESOLVED on the recommendation of the College of Science that Tien Yu-wen, a third year Chemistry student who obtained an average mark of 87 in all subjects during his second year, be given a Chemistry Department Scholarship of \$50.

1405. University of Nanking.

RESOLVED to reply to President Chen's request for the use of an attic room in the Hospital Annexe for the storing of soil samples, that this room may be used provided the Hospital Building Committee is able to secure other suitable office accommodation for Mr. Canning Young.

1406. University Hospital.

In response to the Hospital Building Committee's request for the provision of a garage

RESOLVED to inform the National Central University that the W.C.U.U. has immediate need of its garage.

RESOLVED on the recommendation of the University Hospital Building Committee to request the Property Committee to put in at once a sufficiently wide driveway from the road to the Hospital entrance.

RESOLVED to grant leave of absence to Dr. Crawford so that he may make an early trip to Kunming to fetch hospital building supplies.

1407. Dr. W.R. MORSE.

whereas a letter has been received from Dr. W.R. Morse tendering his resignation from the directorship of the College, and whereas medical advice has been to the effect that Dr. Morse assume no active administrative responsibilities, be it

RESOLVED to accept the resignation with sincere regret; to record deep appreciation of the very great services which Dr. Morse has rendered to the College of Medicine and Dentistry; to appoint Dr. W.R. Morse Director Emeritus of the College of Medicine and Dentistry; and to forward an urgent request to the Baptist Mission for the early return of Dr. Morse to resume the headship of the Department of Anatomy.

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on January 3rd, 1939.

MINUTES

Present: All members, except Mr. Fong.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1408. Universities' Joint Council.

The Minutes of the Universities' Joint Council, December 29th, were adopted as follows: (Attached).

1409. Residential Colleges.

RESOLVED to refer to the College Principals Dr. Graham's letter concerning the transference of students from one residential college to another without securing official permission to do so.

RESOLVED to recommend to the College Principals that they do not use the name of a building to designate a residential college, and to request them to report the full names they decide to use for the residential colleges.

1410. China Foundation Grant for United Hospital.

The receipt of the following telegram was reported:

"Grant authorized, the exchange rate passed, will advise the application of the grant by air mail."

1411. Student Relief.

A letter was received from Mr. Sargent forwarding \$100 from the Chengtu Community Relief Fund for the assistance of students in need. Mr. T'ang was asked to make recommendations as to the use of this gift.

1412. Librarian.

RESOLVED in response to Dr. Beech's letter of November 30th (Cabinet Minute 1390) to cable the word "Invite" as suggested by him.

Note: The Library Committee unanimously supported the suggestion.

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1413. Standardised Curriculum.

A communication dated December 24th 1938 was received from the Ministry of Education requesting the Colleges of Arts and Science to make every effort to adjust their curriculum to fit in with the Standardised Curriculum set by the Ministry. (see Cabinet Minutes 1184, 1248)

RESOLVED to refer this communication to the Deans concerned.

1414. Broadcast Programme.

RESOLVED that the general topic for English broadcasts Spring term shall be "New Forces in the World today" and for Chinese broadcasts the general idea of "National Reconstruction".

1415. Housing of National Museum Records.

RESOLVED to request Dr. Kilborn to take up with Mr. Small the matter of estimates for erecting the central block of the Medical-Dental Building to house the National Museum records, and to provide laboratories for research work to be financed by the British Boxer Indemnity Fund.

1416. Cheeloo.

RESOLVED that President Liu and Miss Thexton work out more satisfactory plans for the registration of women students.

RESOLVED to request the College Principals to report the names of Cheeloo students residing in their colleges, so that the list may be checked.

1417. Leper Hospital.

RESOLVED to cable to the Mission to Lepers seeking permission to draw on their gift in gold for the purchase of building materials.

1418. Budget Estimates for the year 1939-40.

RESOLVED to recommend to the General Faculty estimates totalling \$237,808.50, each Dean to be prepared to give a detailed explanation of the increases necessary for his College.

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UNIVERSITIES' JOINT COUNCIL

Held on December 29th, 1938.

MINUTES

Present: Cheeloo: President S.T. Liu  
Cinling: Dr. Chang Siao-sung, Miss Priest.  
Nanking: President Y.G. Chen, Prof. T.Y. NI.  
National Central: Dr. S.N. Cheer.  
West China: President Dsang, D.S. Dye, I.G. Kilborn,  
A.W. Lindsay, H.D. Robertson,  
Miss Thexton.

Minutes of the last meeting, held on December 5th, were approved as circulated.

44. Freight.

Mr. Robertson reported for the Committee on Freight that it is estimated that there is sufficient University and Hospital freight to be transported from Kunming to keep two trucks on the trip for at least six months.

RESOLVED that the Committee on Freight be requested to investigate this matter further with the Canadian Mission to discover whether they would be willing to undertake responsibility for transporting University freight.

45. Joint Appeal for Chemistry Building.

Mr. Robertson reported that in response to the appeal sent by the W.C.U.U. Cabinet to the Board of Governors and Associated Boards, Dr. Beechshad suggested that such an appeal would be more effective if supported by the cooperating Universities benefiting from the provision of a second Science building. Accordingly Dean Dye had called a meeting of representatives of the Chemistry and Biology Departments of the Universities concerned. Consideration was given to the recommendations of this meeting and it was

RESOLVED that this council give its unanimous support to the appeal of the W.C.U.U. to the Associated Boards that funds be provided for the erection of a Chemistry building to meet the immediate pressing needs of the science departments of the cooperating institutions.

RESOLVED to request each institution represented on the Joint Council to urge their respective Boards to support this appeal to the Associated Boards.

RESOLVED that we estimate the amount necessary for the erection of the building as NC\$70,000 and the amount to be used in the current year for furnishings, equipment etc. as NC\$20,000.

46. Credits.

On the recommendation of the College of Science of the W.C.U.V. it was

RESOLVED that the Joint Council announce that no students be given credit in any course in any university unless they take the examination in that course, or make acceptable alternative arrangements previous to the date of the examination.

47. Training of Middle School Teachers.

President Dsang presented the report of the Committee appointed to make recommendations concerning the establishment of a fifth year's course in the Department of Education to commence in the fall term 1959.

RESOLVED to approve the recommendations of the Committee in general and to request them to translate them into English for circulation to the cooperating Universities for consideration.

48. Mass Education Programme.

RESOLVED to request the Committee on Training of Middle School Teachers to make recommendations for carrying out the Municipal Government's request that the various universities undertake a programme of mass education.

49. War relief Funds.

Prof. Ni reported a communication from a group of students of the five universities seeking permission to organise a sale of fruit etc. on the University grounds on Sunday, January 1st, in aid of war relief funds.

RESOLVED to refer this request to the Joint Student Activities Committee with the suggestion that this sale be organised on either Saturday, December 31st or Monday, January 2nd.

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Cabinet meeting held on January 9th, 1939.

MINUTES

Present: All members except Messrs. S.H. Fong and S.T. Liu,  
The Cabinet recommends the following minutes to the President:  
The Minutes of the last meeting were approved as circulated.

1419. Medical-Dental Service for Staff Members.

RESOLVED to refer to the University Health Committee  
consideration the recommendation of the College  
of Science that special means be taken to help  
staff members during these difficult times, in  
regard to medical and dental attention.

1420. Tsen Loan Scholarships.

RESOLVED on the recommendation of the College of Science  
that the following awards be made under the Tsen  
Loan Scholarship scheme:

Industrial Chemistry:	Lien Tsen-tai
Physics:	Miss Tang Kwang-chieh
Mathematics:	Miss Li Hung-deh

1421. Requirements for Graduation.

RESOLVED on the recommendation of the College of Science  
that in accordance with the regulations of the  
Ministry of Education Science students should  
obtain 132-152 credits for graduation, with major  
credits ranging from 50 - 72; and that each  
department should arrange the requirements for  
graduation of the various groups of students  
specialising along particular lines in that  
department.

1422. Industrial Chemistry Buildings.

RESOLVED to request Mr. Canning Young to prepare sketch  
plans of a lay-out for the Industrial Chemistry  
Buildings.

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1423. Tanning.

RESOLVED on the recommendation of the College of Science to authorize the Bursar to advance \$3,000 to pay for building materials and Tanning equipment, this sum to be repaid later from the Government grant.

RESOLVED to approve the steps being taken by the College of Science to secure the services of Mr. Cheng Chuen (of Yenching) as Head of the Tanning project.

1424. Poultry Project.

2. RESOLVED on the recommendation of the College of Science that Poultry Project be recognized as an activity of the Agriculture Division;

1425. College of Medicine & Dentistry Registration with University of the State of New York.

RESOLVED on the recommendation of the College of Medicine and Dentistry that the College proceed with registration with the Department of Higher Education of the University of the State of New York.

1426. City Librarian.

It was noted that Dr. Miller has resigned as City Librarian and that Dr. Helen Lousley has been appointed as her successor.

1427. Mr. Canning Young.

RESOLVED on the recommendation of the College of Medicine and Dentistry to arrange with Mr. Canning Young to teach one hour a week in Dental Technical Drawing.

1428. University Truck.

It was noted that a Truck has been purchased by the College of Medicine & Dentistry the cost charged to Hospital Building Funds.

RESOLVED that the University Truck shall be under the control of the Hospital Building Committee.

RESOLVED that the Bursar be authorized to open a University Truck Account, within the Hospital Building Account, and that Dr. Crawford be empowered to write requisitions countersigned by Dr. Williams.

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1429. Leper Hospital.

RESOLVED on the recommendation of the College of Medicine and Dentistry that the Hospital Building Committee be the Building Committee for the Leper Hospital.

1430. Athletics.

RESOLVED to accede to the request of the Athletics Committee that the central University field in front of the Education Building be used for Athletics.

RESOLVED to inform the Athletics Committee that all men students must arrange with the Physical Director and the women students with the Dean of Woman's College the form of athletics in which they will participate. This is made necessary in order to fulfil the regulations of the Government making physical Education a required subject of university curriculum.

1431. Property - Rents.

The list of rents now available from various residences and buildings, as recorded in Property Committee Minute number 210A is as follows:

Resolved that we present to the Cabinet the list of rents now available from the various residences and buildings.

San Tai Area.	# 1-4...4	residences	@ \$14. per month.	\$ 672.00
South "	# 1-2...2	"	@ \$ 8. " "	\$ 192.00
A.B.F.M.S."	# 3-4...2	"	@ \$10 & 11 " "	\$ 252.00
F.S.C. "	# 5-6...2	"	@ \$ 7 & 8 " "	\$ 180.00
M.E.M. "	# 7...1	"	@ \$14. " "	\$ 168.00
Post Office.....			@ \$12. " "	\$ 144.00
Bank of China.....			@ \$18. " "	\$ 216.00
Shops on Dong Hang Tsi.....	4	@ \$ 2. " "		\$ 96.00
" " " " ".....	3	@ \$ 1.50 " "		\$ 54.00
Rooms " " " " ".....	1	@ \$ 1.40 " "		\$ 16.80
" " " " ".....	1	@ \$ 1.00 " "		\$ 12.00
" " " " ".....	5	@ \$ 80. " "		\$ 48.00
				<u>\$2050.80</u>

1432. Museum Committee.

Minutes of the Museum Committee, December 29th, with suggestions for Museum Lectures, were received.

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1433. Research Committee.

Minutes of the Research Committee on Chinese Cultural Studies, December 26th, concerning the future policy of University research work, were received.

1434. T.B. Sanatorium.

RESOLVED to recommend to the General Faculty that the Chengtu Hospitals Board take over the administration of the Tuberculosis Sanatorium.

1435. West China Missionary News.

RESOLVED that \$50.70 for printing and despatching 60 additional copies of the W.C.M.N. Agriculture number be charged to Publicity account.

1436. Use of American Flag during Air Raids.

The President reported receipt of permission from the Provincial Government for the University to display the American Flag during air raids.

1437. Ministry of Education.

Communications were received from the Ministry of Education, concerning:

- a. Uniformity in the collection of fees.
- b. National Educational Conference to be held in Chungking, March 1st.

President Dseng expects to attend.

1438. Extension Work in Social Education.

A letter was received from Dr. Fugh requesting Faculty members to release their servants so that they may attend Night Classes three evenings a week for one hour.

1439. College Presidents' Meeting.

A letter was received from Mr. Cressy concerning the calling of the College Presidents' meeting for April 15th in Hongkong.

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1440. Drs. Arnup, Decker and Cressy.

RESOLVED to arrange an enlarged meeting of the Universities Council on Thursday February 2nd to meet Drs. Arnup, Decker and Cressy from 2 - 4 p.m., followed by tea and a general staff meeting from 4 - 6 p.m. to be addressed by the three guests.

1441. Alumni Day.

RESOLVED that Alumni Day this year be observed on Saturday, January 21st.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on January 18th, 1939.

MINUTES

Present: All members except Mr. S.H. Fong, President Liu.  
The Minutes of the last meeting were approved as circulated.  
The following minutes were recommended to the President:

1441. Sunday Evening Services.

It was decided that the Sunday Evening Services for this term end on January 22nd.

1442. Madame Chiang's Herd of Cattle.

It was reported that eight trucks of Madame Chiang's herd of cattle left Chungking for Chengtu January 15th.

1443. Leper Hospital.

It was reported that in response to the University's cable request for authorisation to draw £500 sterling of the Mission to Lepers' grant for the erection of the hospital, cabled reply had been received as follows:

"Arranging here Transfer Funds through Bank"

RESOLVED to cable again making clear the gain in exchange resulting from selling in Chengtu.

1444. Appeal for Support of Free Beds.

A letter was received from Mr. Castleton of the United Committee for Christian Universities reporting that he had forwarded the University's request that grants should be allocated from the Lord Mayor's Fund for the support of free beds in the Hospital, and suggesting that the University apply direct to the Ambassador's Committee in China which is responsible for allocating the grants.

1445. Associated Boards.

A letter was received from Dr. Gerside concerning the Associated Boards appeal for Emergency Funds 1938-39 and their inclusion of a total asking of \$33,143.75 for the West China Union University.

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1446. Methodist Episcopal Mission.

A letter was received from Mr. Stockwell reporting that the M.E.M. Board has released funds to pay the balance due on Bashford Memorial Dormitory; and is appointing to West China during 1939 a new missionary whose major responsibilities will be to the University (non-medical).

RESOLVED to request the M.E.M. to appoint someone with qualifications for teaching English.

1447. Night School for Servants.

RESOLVED that President Dsang discuss the matter of the Night School for Servants with Dr. Fugh, with a view to discovering whether the expense could be shared amongst the cooperating Universities.

1448. Campus Lighting.

RESOLVED to request the Property Committee to install an electric light at the S.E. corner of the Administration Building.

1449. University Number of W.C.M.N.

RESOLVED to secure estimates for printing 500 or 1,000 additional copies of the University Number of the West China Missionary News.

RESOLVED to invite Miss Berthe Hensman to be associate editor for the University issue.

1450. Student Relief. Following minute 1411

RESOLVED to make the following allocation of student relief funds:

Liao Hsi-mei	\$10,00	Jiang Ren-chiao	\$10,00
Sung Daung-hsin	\$10,00	Fu Hwei-fan	\$10,00
Wang Wen-ni	\$15,00	Djang Chi-ren	\$20,00
Yuen Shu-du	\$15,00	Li Tao-sen	\$10,00

1451. Japanese Classes.

A request was received from the Chinese Department for an emergency grant to cover the cost of engaging another teacher for an extra class in Japanese

RESOLVED that for the time being the salary of this teacher be charged to the Chinese Department.

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1452. Students recommended by the Ministry of Education.

RESOLVED to require students recommended by the Ministry of Education to pay their tuition fees for the spring term before they are permitted to reside in a Dormitory.

1453. Purchase of Lumber.

RESOLVED to authorize the Hospital Building Committee to deposit \$3,000 to hold 20,000 cu ft. of lumber offered at an advantageous price, to be charged to the Leper Hospital Building account.

1454. China Foundation Grant.

A letter was received from the China Foundation agreeing to grant NC\$10,000 of the Foundations grant for books and NC\$25,000 for equipment in gold, reckoned at G\$10,237, and forwarding regulations concerning such gold payments, together with the appropriate applications forms.

1455. Library.

A letter was received from the Head Librarian requesting that \$200 be granted immediately within the present Year's budget and an addition of \$400 to the 1939-40 budget in order to meet the urgent need for trained assistance. This request was supported by the following statistics:

	Attendance	Borrowings
1937 November	3299	1772
" December	3879	1535
1938 November	8590	7894
" December	8685	9968
Spring term borrowers' cards issued -		
Teachers		217
Students		440
Autumn " " " "		
Teachers		385
Students		962

RESOLVED to accede to the request of the Head Librarian that \$200 be added to the current year's budget and \$400 to the budget for 1939-40 in order to meet the emergency need for more trained help in the Library.

1456. Property Committee.

RESOLVED to appoint Mr. Canning Young a member of the University Property Committee.

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1457. F.S.C. Residence.

RESOLVED on the recommendation of the Property Committee to approve the plans for the F.S.C. residence as submitted by Mr. Simkin.

1458. Library Accommodation.

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RESOLVED to approve the recommendations of the Property Committee for the provision of extra accommodation in the Stack Room in accordance with their minute 209.

1459. Post Office.

RESOLVED on the recommendation of the Property Committee that the agreement with the Post Office be renewed and that the Commissioner be notified that if they need the extra room adjacent to the Postal residence the rent will be \$20 per month; otherwise it will be \$15. per month.

1460. Bank of China.

RESOLVED to approve the suggested alterations to the Bank of China (Property Minute 281) to be made at the expense of the Bank of China on condition that the additional room shall be the property of the University.

1461. Middle School Dormitory.

RESOLVED on the recommendation of the Property Committee to request the M.R.M. to erect a low wall around the cess pool at the rear of the Middle School Dormitory.

1462. Science Publication.

RESOLVED to agree in principle with the recommendation of the College of Science that a Science Publication be put out by the combined Universities, and to request the Dean of Science to explore the possibilities with the cooperating Universities.

1463. Appeal to China Foundation, etc.

RESOLVED to request the Colleges to make recommendations to next meeting of Cabinet concerning appeals to the China Foundation and British Boxer Indemnity Funds.

1464. Woman's College Building Plans.

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RESOLVED to approve the plans submitted for the Woman's College teachers' residences, and forward them to the Property Committee.

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Confidential

WEST CHINA UNION UNIVERSITY  
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Cabinet meeting held on January 30th, 1939.

MINUTES

Present: All members except Mr. T'ang.

The Cabinet recommends the following minutes to the President:

The Minutes of last meeting were approved as circulated.

1486. China Foundation.

A telegram dated January 28th was received as follows:

"CHINA FOUNDATION FUND STOPPED INCOME OF FOUNDATION  
UNCERTAIN. MOTION TO PAY PORTION OF GRANT FOR THIS  
YEAR IN GOLD AS FORMERLY APPROVED HAS BEEN RESCINDED  
BEGINNING THIS MONTH. SORRY WE HAVE TO TAKE THIS  
ACTION. FULL INFORMATION TO FOLLOW IN WRITING."

A letter dated January 6th, was received from the  
China Foundation requesting a report in Chinese and  
English covering the use of the grant from the Foundation  
July 1st 1938 to January 1939. Dr. Kilborn agreed to  
prepare the English report.

1487. British Boxer Indemnity Funds.

The receipt of \$12,500 was reported, being the fourth  
payment on grant for Hospital buildings.

1488. Aid for Chinese Universities.

A letter was received from Mr. Lo Chung-shu concern-  
ing the desire of friends in Oxford to aid the Chinese  
Universities.

1489. United Committee for Christian Universities.

A letter was received from Mr. Castleton concerning  
gifts of £27.7.6d. and £17.17.0 forwarded to the W.C.U.U.  
for emergency needs.

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1490. Appeal to China Foundation.

RESOLVED to revise the request of the College of Science to China Foundation (cabinet minute 1476) to read:

Apparatus and equipment for new Science Building \$25,000

Apparatus and equipment for various Departments of the College \$55,000

i.e. Biology \$10,000  
Chemistry \$20,000  
Maths-physics \$15,000  
Pharmacy \$10,000

1491. British Boxer Indemnity Fund.

RESOLVED to revise the request of the College of Science to the British Boxer Indemnity Fund to read:

Coal Gas Plant, and installation £ 3,260.  
" building NC\$ 5,000.  
" transportation NC\$75,000.  
" piping

Total approximately NC\$200,000.

1492. Rockefeller Foundation.

RESOLVED to revise the request of the College of Medicine and Dentistry to the Rockefeller Foundation to read:

Completion of the Dental wing of the O.P.D. NC\$25,000.  
this appeal to be forwarded through Dr. Beech.

1493. Cheeloo-Huata Financial Arrangements.

After discussion with President Liu it was

RESOLVED that for the year 1938-39 Cheeloo should pay the following sums to cover the cost of supplies and general expenses.

College of Arts \$1,000  
College of Science \$6,000  
College of Medicine & Dentistry \$7,000  
General Expenses \$1,000

NC\$15,000

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1494. Provincial Resistance Organisation.

A communication was received from the Provincial Government concerning organisations which students are permitted to join during war-time.

RESOLVED to forward this information to the staff.

1495. Miss Tai Chin-hsieo.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Miss Tai Chin-hsieo be given a bonus for the remainder of the fiscal year.

1496. Student who have not paid Fees for Fall Term.

RESOLVED to inform the students concerned that unless they pay their fees at once they will not receive credits for the term's work.

RESOLVED to inform the Medical Interns that unless they pay their fees before the opening of the spring term, February 6th, their names will not be reported to the Government for graduation.

1497. Business Manager.

The President reported that he was negotiating with Mr. Li Huei-ni for the office of Business Manager for the remainder of the fiscal year.

1498. Secretary for College of Science.

RESOLVED to accept the recommendation of the Salary and Ranking Committee that Miss Yuin be engaged as secretary to the Dean of Science, at a salary of \$60 a month for the remainder of the fiscal year, \$30.00 a month to be provided by the College of Science and the remainder to be charged to Contingency funds.

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Translation of a letter to Dr. Dsang by the Provincial  
Government of Szechwan. January 26th, 1959.

Dear Dr. Dsang,

I have great admiration for the FIVE UNIVERSITIES' WAR-TIME SERVICE GROUP in their zest to try to save the Country through their great effort and work. This work is of very great importance and there are several points which need careful consideration.

1. According to the Revised Central Regulations for People's Organizations No. 10, section 2, it is decided that all Higher Educational Institutions may organize different Educational clubs to deal with different Sections of the different courses of the Schools. Apart from these no other organizations are allowed.
2. According to the Principles of the Revised Special War-time Service Guide No. 1 and the Regulations of the Resistance Organization No. 13, it is decided that all students wishing to do resistance work should join the Local Resistance Organization under their different school units. They should not do any work other than that assigned to them by the Local Resistance Organization so as to avoid any lack of unity.
3. According to the Principles of the Revised Special War-Time Service Guide No. 2 and the Principles of the Regulations of the Resistance Organization No 13, it is decided that only one "Resistance" body should be organized in one place. Since there is already one Provincial Resistance Organization no other organization of the same nature seems necessary.

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In view of the above points it seems that though the FIVE UNIVERSITIES' WAR TIME SERVICE GROUP has good intentions their methods of procedure do not coincide with the Central Regulations. In spite of the fact that I do not wish to be behind in my patriotism I am afraid that if we are not careful in our ways of managing things we may cause diversity in opinion and hence weaken Resistance.

Since you are the head of the University I am writing this to ask you to advise the heads of the so called group to stop their present work temporarily. Please ask those who are very anxious to save the Country to join either the Three Principles Young People's Organization or the Provincial Resistance Organization, that we may follow out both the Central Regulations and our desire to work for the Country. The work of resistance depends largely on our effort to cooperate. Kindly let me know your opinion.

Sincerely yours,

Hwang Tsong-chien.

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Cabinet meeting held on January 23rd, 1939.

MINUTES

Present: All members except President S.T. Liu and Mr. S.H. Fong.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1465. Professional Service.

RESOLVED to forward to the Deans the regulations of the Chinese Government concerning professional service during the period of national emergency.

1466. Spying.

Note was taken of a communication from the Bureau of Education concerning the spying activities of an Italian priest.

1467. Manufacture of Scientific Models.

RESOLVED to refer to the College of Science for consideration of detailed plans, Commissioner Yang's request concerning the erection of a building for the manufacture of scientific models and specimens for the use of Middle Schools.

1468. Transfer Student.

RESOLVED to reply to Miss F'ang Hen-fen, Huachung, who wishes to transfer into 4th year Chemistry for the spring term, that it will be necessary for her to repeat the 4th year if she desires to graduate from W.C.U.U.

1469. Loan Student.

RESOLVED to admit the student, Cheo Beh-kang into 1st year, 2nd term, Chinese Department, also to permit him to enter a dormitory provided he pays fees for the spring term in advance.

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1470. National Education Conference.

RESOLVED to refer to the Deans and others concerned the proposed agenda for the National Education Conference, requesting an immediate reply covering any suggestions they desire to make.

1471. Ginling College.

A letter was received from Ginling College reporting that Mrs. Wei Ching-tsao will not return to help in the Library, and that in lieu of her services Ginling will pay \$30. a month to enable the Library to secure another clerk.

1472. Student Relief.

A letter was received from Mr. Sargent enclosing a further cheque for \$100 from the Chengtu Community Relief funds for refugee students.

RESOLVED that any student applying for relief funds must present recommendations from his Dean and College Principal; that no Arts or Science student shall be permitted to receive more than \$10. a month in relief, and no Medical and Dental student more than \$15. a month.

1473. Woman's College.

A letter was received from the Woman's College forwarding names to be added to the University's mailing list.

1474. Basket Ball Ground for University of Nanking.

RESOLVED on the recommendation of the Athletics Committee to approach the United Church of Canada Mission for the use of the area between Harmony Hall and Vandeman College as a basket-ball ground for the University of Nanking.

1475. Refund of Fees to Miss Cheo Wu-lan.

After careful consideration of Miss Cheo's case it was

RESOLVED to refund tuition and other returnable fees to Miss Cheo Wu-lan.

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1476. China Foundation.

RESOLVED on the recommendation of the Colleges of Arts, Science, Medicine & Dentistry, to make the following appeal to the China Foundation:

Arts:

Three year plan for Border Research, covering staff, travel, apparatus, field work expenses, and publications annually

Science:

Apparatus and equipment for new Science Building NC\$40,000  
Apparatus and equipment for various depts of the College of Science NC\$40,000

Medicine & Dentistry:

Animal House - Construction NC\$ 8,000  
Equipment US\$ 1,000  
Library-for books and back periodicals US\$ 3,000  
Grant in aid of salaries NC\$25,000  
Hospital equipment US\$10,000

Library - Building to increase Stack room accommodation. NC\$20,000

1477. British Boxer Indemnity Fund.

RESOLVED on the recommendation of the Colleges of Arts, Science, Medicine & Dentistry, to forward the following appeal to the British Boxer Indemnity Fund Trustees:

Arts:

Three year plan of Research work in Rural Education Annually NC\$ 2,970

Science:

Gas Plant for the College of Science About NC\$150,000

College of Medicine & Dentistry:

Equipment:

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College of Medicine & Dentistry:

Equipment:

40 microscopes (30 for Path. I; 10 for Path. II)	
	\$1,000.00
Spiediascope for dental departments.....	75.00
Incubator (electric) for all departments....	60.00
Biochemistry apparatus:	
Centrifuge, drying oven, balance, incubator, muffle, furnace, Van Slyke apparatus...	130.00
Analytical balance, trip scale, weights for Path. I.....	20.00
Experimental surgical instruments.....	180.00
Physiology experimental equipment:	
Kymograph, balance, respiratory pump...	200.00
Sterilizers for Dental clinic.....	350.00
Electrocardiograph (internal medicine).....	200.00
Funds camera (ophthalmology).....	250.00
25 hemocytometers (20 Path. I; 10 Path. II)	
25 hemoglobinometers (20 Path. I; 10, Path. II).....	80.00
Schiotz ionometer.....	10.00
Histology equipment, including research microscope.....	200.00
Autoclave for use of all departments.....	70.00
Elliot machine.....	75.00
	<hr/>
	\$2,900.00
Piping for gas and fixtures of all Medical- Dental buildings.....	NC\$100,000
Heating and plumbing for new Hospital and all present Medical-Dental buildings.....	NC\$100,000
Central section of Medical-dental building	NC\$ 45,000

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1478. Rockefeller Foundation.

RESOLVED on the recommendation of the College of Medicine and Dentistry to appeal to the Rockefeller Foundation.

Completion of the Dental wing of the O.P.D.

NC\$45,000

1479. Assistants and Clerks.

The President reported that the Ministry of Education is willing to assign certain assistants and clerks to Universities in need of such help, the Government paying the salary and the University the Travelling expenses.

1480. National Museum Records.

Dean Kilborn reported that the estimated cost of erecting the central section of the Medical-Dental Building for the housing of National Museum records is \$45,000.

1481. Property Committee.

RESOLVED to adopt the following recommendations of the Property Committee:

1. that Dean Dye request the servant paid by the Property Committee to be responsible for turning on and off the two lights on the road East and West of Hart College.
2. that all Cooperating Universities and teachers using Chee Min electricity be notified that the Chee Min Co. has made arrangements with the Bank of China, University Branch, to collect monthly bills.

In regard to Property Committee Minute 230

RESOLVED that it is our opinion to express that Mr. Small should continue to supervise the erection of the Women's College residence.

1482. Hospital Building Committee.

Notice was given that within the next few months the Hospital Building Committee will require \$45,000 - \$50,000. for building operations.

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1483. Mr. Wong Dze-pei.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Mr. Wong Dze-pei be engaged as instructor in the Agriculture extension Course at \$60 a month.

1484. Mr. Sie King-teu.

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Mr. Sie be given a bonus for the remainder of the fiscal year, to be paid quarterly.

1485. Bursar's Office.

RESOLVED to agree in principle that the staff of the Bursar's office be strengthened by the addition of one clerk to be charged to Hospital Building funds.

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UNIVERSITIES' JOINT COUNCIL

Special meeting held on February 2nd 1939.

Present: University of Nanking: Y.C. Chen, S.P. Ko, T.Y. Ni.  
Ginling: Y.F. Wu, S.C. Chang,  
Cheeloo: S.T. Liu, H.C. Chang  
Soochow: C.C. Liu.  
West China: L.C. Usang, D.B. Dye, S.H. Fong L.C.  
Kilborn, A.W. Lindsay, H.B. Robertson,  
R.L. Simkin, B.C. Tseng, A.C. Thekton.  
Universities' Treasurer - E.M. Priest.

Guests of Honour: J.H. Arnup, J.W. Decker, E.H. Cressy.

President Usang extended a cordial welcome to Dr. J.H. Arnup of the United Church of Canada, member of the W.C.U.U. Board of Governors, Dr. J.W. Decker of the American Baptist Foreign Missionary Society, member of the Board of Governors of Ginling College, University of Nanking and W.C.U.U. Mr. Cressy, of the Council of Higher Education.

Dr. Arnup and Dr. Decker responded briefly and Mr. Cressy gave a short resume of the way in which the Associated Christian Colleges in Shanghai are carrying on work in rented premises, with an enrolment of 2,702 students.

Mr. H.B. Robertson presented a statement covering the present arrangements for carrying on the work of the six universities now operating on W.C.U.U. grounds.

Dr. Kilborn outlined the United Hospitals-scheme.

50. Joint Appeal for Chemistry Building.

A letter was presented from Dr. Garside reporting on meetings of the West China Executive Committee and of the joint conference of representatives of Cheeloo, Ginling, Nanking and West China, held Jan. 18th in New York, to consider the joint appeal for a Chemistry Building.

The resolutions of the Joint Committee were as follows:

"That the Finance Committee of the Associated Boards be requested to allocate from the reserve fund a sum of US\$4,000".

"That each of the four universities now operating on the West China campus be asked to share in the cost of the building by the allocation of emergency funds assigned to them within the 1938-39 emergency campaign as follows:

Cheeloo	US\$2,000
Ginling	2,000
Nanking	5,000
West China	4,000
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	US\$11,000

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Dr. Garside reported that the representatives of the four Boards recognised that final agreement to this proposal must be given by the field authorities of the Universities.

The representatives of the Universities present at this meeting expressed their intention of recommending favourable action to their Boards of Directors.

51. Expansion of Curriculum.

Dr. Decker raised the question as to whether it would not be possible during this time of emergency when many missionaries are prevented from carrying on their normal work to utilise their gifts in university centres. He also suggested that the heads of departments of the various universities might discuss together possibilities of closer cooperation.

52. Transport of Freight.

Dr. Decker presented a memorandum prepared by Dr. Robert Mc Clure concerning the possibility of organising a Business and Transportation Agency at Kunming, to be run cooperatively by the Red Cross, the Missions and the University.

RESOLVED to refer this matter to the Transportation of Freight Committee and representatives of the Missions concerned for detailed discussion at an early date.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on February 6th, 1939.

MINUTES

Present: All members except Mr. Mr. Fong and Miss Thexton who was represented by Miss Hensman.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1499. Universities' Joint Council.

The minutes of the special meeting of the Universities' Joint Council, held on February 2nd were adopted as follows:

(Minutes attached)

1500. Scholarship for Kao Yoh-lin.

The following cablegram was received from New York:

"SPECIAL SIX HUNDRED DOLLAR SCHOLARSHIP GRANTED JOHN KAO MASSACHUSETTS INSTITUTE TECHNOLOGY NEXT SEPTEMBER CONDITION TRAVEL LIVING OTHERWISE PROVIDED CONFER DECKER REPLY WITHIN FORTNIGHT STOP IF KAO UNAVAILABLE NOMINATE ANOTHER SCIENTIST HUATA OR COOPERATING UNIVERSITIES MAY MEAN FUTURE SUPPORT"

A letter was received from Mr. Sewell outlining plans for carrying on the work of the Chemistry Department during the absence of Mr. Kao and of Mr. Sewell (while on furlough) and until Mr. Spooner's return. Discussion took place concerning ways of securing the necessary funds to make possible Mr. Kao's acceptance of this scholarship.

RESOLVED to reply by cable accepting this scholarship for Kao Yoh-lin, and to request the President to secure the necessary funds for Mr. Kao's travel and living expenses.

1501. Mr. Wilson Cash.

A letter was received from Rev. Wilson Cash of the Church Missionary Society, regretting his inability to accept the invitation of the University to visit Chengtu after the Madras Conference.

1502. Bulletin Boards.

A letter was received from Mr. T'ang concerning the untidy appearance of bulletin boards now in use by the various universities.

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RESOLVED that regulations be prepared for recommendation to the next meeting of the Universities' Joint Council.

1503. Harvard-Yenching.

A letter was received from Dr. Elisseff commenting on the University's report for the year 1937-38.

1504. Joint Appeal for new Science Building.

Vice-Chancellor Robertson reported that a communication had been received reporting that the Boards of Directors of Ginling College and the University of Nanking had approved of the allocation of emergency funds as suggested, Ginling College US\$2,000 and the University of Nanking US\$3,000; also that the Board of Directors of the W.C.U.U. at its meeting on February 6th had approved of its allocation of US\$4,000.

1505. Closer Cooperation between the Universities in Chengtu.

The President reported that the Boards of Directors of the University of Nanking, Ginling College and the W.C.U.U. favoured the establishment of a committee to consider the policy and the closer correlation of the work of the Universities now operating on this campus.

1506. Joint Appeal for library books.

It was reported that certain funds are available for the purchase of library books for Universities, provided all the universities in Chengtu submit a joint appeal.

RESOLVED that President Deang communicate with the Presidents of other universities in Chengtu, to discover whether they would desire to join in such a joint appeal.

RESOLVED to request the Deans of the Colleges of Arts, Science, Medicine & Dentistry to prepare lists of desired books, not to exceed \$1,000 per College.

1507. Social Centre.

A committee consisting of the President, Miss Thexton and Mr. Robertson was asked to report recommendations to the next meeting of the Cabinet concerning location and ground plans of a social centre building.

1508. Loan Scholarships.

The President reported the receipt of three loan scholarships of \$60. each from members of the Chungking

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Alumni Association, he was requested to send a letter of appreciation.

1509. College of Science.

RESOLVED on the recommendation of the College of Science to call the attention of the Chinese Department to Science minute 38,153 regarding the addition of 1 hour Chinese and 3 hours Chinese History for present second year students (in future these courses would be taken by first year students).

Note: This request is made in order to conform to the regulations of the Ministry of Education for required subjects in Science.

1510. College of Medicine & Dentistry.

It was noted that Drs. E.R. Cunningham and S.H. Liljestrand and Mr. Canning Young have been elected to the Hospital Building Committee.

It was noted that Dr. H.H. Hsieh has been elected as College representative on the General Faculty in place of Dr. R.A. Peterson.

RESOLVED to request the President to send a letter of appreciation to the Medical Alumni Association for their promised gift of NC\$15,000 towards the construction of the interns' residence of the University Hospital.

1511. College Principals.

RESOLVED to accept the following recommendations of the College Principals:

1. That no student be allowed to change residential college without written permission from the College Principals involved. The Principal to whom he goes must inform the Chinese Vice-Chancellor and all money transfers must be by requisition slip. Such permission to transfer should only be given under exceptional circumstances.
2. That the above procedure be included in the printed list of regulations given to the students.
3. That the terms "Residential College" and "College Principal" be used in place of the terms "Dormitory" and "Dormitory Principal".
4. That the residence fee for the summer be \$2.00 and that it be collected at registration time from all students.
5. That in case a student transfers to another University the Registrar shall inform the College Principal.

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on February 13th, 1939.

MINUTES

Present: All members except President Liu and Dean H. C. Chang.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1512. Science Building.

The receipt of the following cable from New York was reported:

ASSOCIATED BOARDS FOR CHINA UNIVERSITIES FINANCE COMMITTEE  
HAS APPROPRIATED AMERICAN \$4,000 AVAILABLE FOR CHEMISTRY  
YOU MAY DRAW AT THREE DAYS. GARSIDE.

1513. National Museum Records.

An enquiry was received from Dr. Han Li-wu concerning the speed of erecting accommodation for National Museum records.

RESOLVED in reply to point out that the plan which would suit the University best would be the erection of the Central Section of the Medical-Dental Building, so that the Museum records might be stored in the basement; if the National Museum Committee could make a grant to enable this plan

to be followed, the University would be able temporarily to store the records in a section of the Isolation Hospital. Further, to point out the urgent need for this Central Block to accommodate research students being sent to the University by the B.B.I.F. Committee, and the advisability of housing the two projects in one building.

1514. University of Nanking.

A request was received from the University of Nanking for permission to erect a small building to house a wool-spinning project, at a cost of \$2,200.

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RESOLVED on the recommendation of the Property Committee that a building 20' by 60' be erected 12 feet to the east of the Hospital Annex, provided that the building conforms in style, harmony and height with the Machine Shop group.

RESOLVED to refer this matter also to the Hospital Building Committee.

A letter was received from President Ch'en concerning plans for closer cooperation in agriculture.

RESOLVED to refer the matter to the College of Science, suggesting that Mr. Li Ming-ling consider closer cooperation with the University of Nanking College of Agriculture, particularly with reference to the permanent use of the buildings now used as dormitories for Nanking students in developing work in Agriculture.

1515. Poisonous Gas.

In response to the Ministry of Education's request that steps be taken to make known as widely as possible the precautions to be taken against poisonous gas.

RESOLVED to request Mr. Len T'ien-ho to prepare a pamphlet and perhaps give a few demonstration lectures on the subject.

1516. Central Trust Company.

It was noted that Universities are requested by the bureau of Education to purchase goods from foreign countries through the Central Trust Company.

1517. Manufacture of Scientific Models.

RESOLVED to request Mr. Canning Young to advise with Prof. Liu as to the placing of a contract for the erection of a building for the above purpose.

RESOLVED to refer the matter of location of this building to be erected for the Szechwan Scientific Manufacturing Company to the College of Science, in consultation with Prof. Liu.

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( The Cabinet preference is for the San Tai area because of Dean Dye's report that the C.M.S. stipulated a five years' agreement)

RESOLVED to agree in principle to the contract with the Szechwan Scientific Manufacturing Company provided the building shall revert to the University.

1518. Tanning.

RESOLVED to recommend to the Board of Directors that the University agree to the proposed plan of the National Central Technical School whereby the W.C.U.U. offers a special two year course for higher grade technical men; that the budget for NC\$13,200 for annual current expenses be approved and forwarded to the authorities concerned. (Budget and Regulations on file).

RESOLVED to accept the recommendation of the Property Committee that the next building in the Industrial Science Block would be erected at the point of location of the building in Mr. Canning Young's plan scheme, marked No. 5.

1519. Dr. Cheng Chuan.

RESOLVED on the recommendation of the College of Science (following Cabinet Minute 1423) that a contract be sent to Dr. Cheng Chuan at the University of Cincinnati, and that the Commissioners of Education and Reconstruction be asked to sign the letter of invitation.

1520. Dr. Liang.

RESOLVED on the recommendation of the College of Science that Dr. Liang, a Yenching student returning from post-graduate work in Vienna, be asked to join the staff to assist in the teaching of the Chemistry Department.

1521. Air Raid Precautions.

The President made the following A.R.P. suggestions; that there be Fire Engine Drill; that S. H. Fong and H. D. Robertson be added to the A.R.P. Committee; that each House Committee take responsibility for the building during the winter vacation and ensure that the servants are properly instructed.

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1522. Exemption from Land Taxes.

RESOLVED to report to the Missions that from information received it is understood that henceforth Land Taxes will not be collected on Mission property used by the University.

1523. Government Grants.

It was reported that \$1,749.12 has been received from the Central Government for December 1938, and \$5,000 from the Provincial Government for October-December 1938.

1524. President's Absence.

The President announced that he expects to be away in Chungking attending Government conferences for three or four weeks.

1525. Mr. T'ang Absence.

The President reported that Mr. B. C. T'ang will be in Chungking for a week or so attending conferences arranged by the Government.

1526. Staff Bonuses.

In view of the rising cost of living and of the University's inability to increase salaries at the present juncture

RESOLVED to give New Year bonuses to the University staff on the following basis: Professors \$50; Associate Professors \$40; Senior Instructors \$30; Instructors \$20; Assistants \$10; Clerks \$5 (the total amount involved to be approximately \$2,000).

RESOLVED that the President write a letter to the staff expressing the appreciation of the University for their loyal cooperation and stating that consideration will be given to the matter of salary increases for the year 1939-40.

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Cabinet meeting held on February 21st, 1939.

MINUTES

Present: All members except Messrs. L.G. Dsang, S.T. Liu, B.C. T'ang.  
The Cabinet recommends the following minutes to the President:  
The Minutes of the last meeting were approved as circulated.

1527. Contract with Szechwan Scientific Apparatus Manufacturing Company.

RESOLVED to approve the signing of a contract with the Szechwan Scientific Apparatus Manufacturing Company amended as follows:

Translation:

"The Szechwan Scientific Apparatus Manufacturing Company (hereinafter called "A") has borrowed a piece of land from the West China Union University (called "B").

- a. "A" may use this borrowed land to erect a building for the manufacture of biological specimens.
- b. "A" shall be responsible for the plan of the building, and for the cost of its erection.
- c. When "A" has no more use for this building for the manufacture of biological specimens and if the cooperative work between the Bureau of Education and the West China Union University does not call for the use of this building, "A" shall give the building to "B" unconditionally. The building will then become "B's" property.

This plan is made in order to promote scientific education. This contract is made through the agreement of both parties concerned. "

1528. Fellowship for D.F. Pen.

Dr. Kilborn reported that Mr. D. F. Pen of the Department of Physiology has been granted a fellowship by the University of Toronto valued at not less than G\$600.

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1529. Contract, Miss Shu.

RESOLVED on the recommendation of Dean Kilborn that a contract be written for Miss Shu Sao-kai, Secretary to the Dean of Medicine, at a salary of \$50 per month, commencing February 1st.

1530. Teachers' Training College.

Requests from the Szechwan Christian Educational Association concerning the proposed Teachers' Training College were noted.

1531. Government Grants.

A letter was received from Mr. Chang Kai-ngau reporting that the Ministry of Education will only be able to make limited grants this year.

1532. China Foundation.

Communications dated February 1st and 9th were received from the China Foundation concerning regulations covering their grants to the University.

1533. Lighting.

RESOLVED to refer to the Property Committee for consideration a communication dated February 5th from the Municipal Government of Chengtu concerning the cost of installing electric lights along the Dong Hang Dze.

1534.

Leper Hospital.

A letter dated January 27th, was received from Mr. W.H.P. Anderson concerning the grant to the University for the erection and maintenance of the Leper Hospital.

1535. University of Nanking.

RESOLVED to reply to the University of Nanking that W.C.U.U. expects to be able to continue to grant the use of present dormitories, laboratories, office and classroom space, including the Hospital annexe or its equivalent, during the time that the University remains in West China. ( Note. Since the University of Nanking is not receiving women freshmen students, it is expected that as the women students graduate the thirty places originally reserved for them will be released for the use of the W.C.U.U.).

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1536. Closer Cooperation.

RESOLVED to refer to the Colleges of Arts and Science consideration of plans for the closest possible cooperation between the Colleges of the several Universities.

1537. Library.

RESOLVED to accept the following recommendations of the Library Committee:

- a. that a special additional coolie be engaged at a slightly higher wage to meet the emergency situation (charge to Contingency Funds).
- b. that from the Spring Term the Library deposit be changed to Library fee; and that the "warning" system for overdue infringements be re-instituted.
- c. that in the division of any funds for the purchase of books the Library be given an opportunity to send in a list of such as are needed for general reference.
- d. that for the present a new card will be given for the sum of Fifty cents, instead of five as previously decided.
- e. that for the present emergency the number of books which a student may withdraw at any one time be decreased from two foreign language and three Chinese modern or six of classics to two books at any one time of any kind except where the unit for the Chinese classics becomes two.

1538. New Chemistry Building.

RESOLVED to accept the recommendation of the College of Science that the Dean, the Head of the Chemistry Department and Dr. J.C. Thomson be a building committee for the new Chemistry building; also of the Property Committee that Mr. Canning Young be added to the Committee, and that Mr. Small be asked to purchase the building materials.

1539. Property Committee.

RESOLVED on the recommendation of the Property Committee that whereas the Generalissimo provided funds for the home journey of Mr. Small and the return of Mr. and Mrs. Small, a request be sent to the

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Board of Founders for the release of NC\$5,000 towards the erection of teachers' residences.

RESOLVED to present bills to the University of Nanking for the following land crops:

West of Biology Building	11.7566 meng Rice		
	Rice at.....	\$23.	\$190.36
East of Library	6.024 meng		
	Rice at.....	\$23.	97.53
North of Biology	5.419 meng		
	Drye at.....	\$ 4.50	24.50
Compensation North of Biology Building			<u>40.00</u>
			<u>\$352.39</u>

RESOLVED in response to Property Minute 227 to reply that no charge for rent is being made to Ginling College for the site occupied by their dormitory.

RESOLVED to accept the recommendation of the Property Committee that in accordance with letter received from the Postal authorities, rent of the Post Office for the year 1939 be increased three dollars per month, and that for the additional room a further three dollars per month be added, making a total of eighteen dollars per month; Mr. S.C. Yang to continue negotiations and sign the agreement.

RESOLVED to forward to the Missions the Property Committee's request that they remove from certain trees the injurious growth that is spoiling many valuable trees.

1540. Board of Directors.

The following minutes of the Board of Directors were noted:

- D. 127. Resolved to request the Administration and the Executive Committee to explore the possibilities of securing in China increased financial support for the University during this period of emergency.
- D. 130. Resolved to recommend to the Administration the immediate establishment of an Inter-University Administrative Conference to be composed of the Presidents and two other representatives of the Universities now on West China campus, which shall meet regularly, preferably weekly, to consider matters of common interest and to make such proposals to the authoritative bodies of these institutions as may seem desirable.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on February 27th, 1939.

MINUTES

Present: All members except Messrs. L. G. Hsang, S. T. Liu  
and B. C. T'ang.

The Cabinet recommends the following minutes to the President;

The Minutes of the last meeting were approved as circulated.

1541. Transfer Students.

RESOLVED on the recommendation of the Dean of Dentistry  
receive Yu Shen-ting as a transfer student from  
the University of Nanking provided he can take  
his Chemistry classes with the University of  
Nanking.

RESOLVED on the recommendation of the Dean of Science to  
receive Yuan Min-djih as a transfer student  
from Kwang Hwa to enter first year, second term  
Chemistry.

RESOLVED on the recommendation of the Dean of science to  
receive T'ang Han-fen as a transfer student  
into third year Chemistry, provided the Dean of  
Woman's College and the Head of the Chemistry  
Department approve.

RESOLVED, on the recommendation of the Dean of Arts to  
receive Ch'ea Yu-feng as a transfer student in  
first year, second term, Arts.

RESOLVED on the recommendation of the Dean of Arts to  
receive Hsieh Wen-mei as a transfer student  
from Hua Chung to enter third year Education  
subject to the presentation of satisfactory  
credentials, and to the approval of the Head  
of the Department of Education

RESOLVED, that Cheslee may receive three Transfer Students.

NOTE: It is understood that registration for the Spring Term  
is now closed.

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1542. Friends College.

It was reported that Mr. S.H. Fong has been appointed Principal of Friends' College and Miss A.I. Rutheinson as Treasurer and Business Manager.

1543. Scholarship for Mr. Kao Yoh-lin.

RESOLVED to request the Dean of Science the Western Vice-Chancellor and Mr. Moncrieff to act with Mr. Sewell in advising Mr. Kao Yoh-lin as to financial arrangements connected with his scholarship.

1544. Fellowship for D.F. Fan.

RESOLVED to accept a fellowship from the University of Toronto for Mr. D.F. Fan for the year 1939-40 provided the necessary financial arrangements covering travel, etc. can be made.

1545. Dr. Beech.

A letter from Dr. Beech concerning his plans for return to West China was noted.

1546. Library.

A letter was received from the Chairman of the Library Committee covering informal meetings of the Committee with Mr. C. E. Fahs of the American Foreign Mission Boards and the Missionary Research Library of New York concerning the advisability of appealing for funds to meet the most urgent needs of the Library.

RESOLVED to sanction an appeal by the Library Committee for

1. Extension of stackroom, and re-arrangement of library space to allow for circulation and cataloguing activities.
2. (a) Nucleus of a qualified permanent library staff for the W.C.U.U.  
(b) staff requirements for utilizing to the utmost a more closely cooperative service in the Library for a three-year period.

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3. Revision of catalogues, both Chinese and Western, requiring a full-time trained person for each section.
4. Additional books of two kinds:
  - a. Immediate duplication of those books which are required for teaching work in all the associated Universities, where at present there is but one copy in the Library.
  - b. Reference books for collateral reading, where one book would suffice.

1547. Summer School.

Minute 8 of the Szechwan Christian Educational Association of February 9th, requesting the opening of a class for primary teachers at Summer School, was noted.

1548. Associated Boards.

Minute M-891 of the Executive Committee of the Associated Boards concerning greater unity of the Boards was noted.

1549. Tanning.

RESOLVED to refer to the Property Committee Science Minute 39-22 recommending the erection of the new Tannery building directly north of the present Tannery as soon as the money is available, and that if the Tanning project can supply the necessary funds W.C.U.U. cooperate with the University of Nanking, who will contribute \$2,000. in erecting another building north-west of the proposed building mentioned above.

1550. New Science Building.

RESOLVED to recommend to the Property Committee for careful consideration and report the plans for the new Science Building; the plans to be presented by Dean Dye.

1551. Student Dealings

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1551. Student Health Committee.

RESOLVED in accord with the recommendation of the Student Health Committee that for the Spring Term, the Student Health Committee provide health service for the servants on the campus.

1552. RESOLVED to request the Committee to prepare a statement covering their proposed budget for presentation to the Universities' Joint Council.

1552. Property Committee.

RESOLVED on the recommendation of the Property Committee to grant permission to Dr. Phelps to use all vacant rooms in the Clock Tower for religious classes, with the exception of the room immediately below the clock which will be kept locked.

1553. Museum.

RESOLVED on the recommendation of the Museum Committee that Prof. D.S. Dye appointed curator of the Museum of Archaeology, Art and Ethnology, to take charge when Cr. Graham leaves for furlough.

1554. Request to M.E.M. for new appointees.

RESOLVED to recommend to the General Faculty that they urge the Methodist Episcopal Mission to appoint at least two new members to the College of Medicine and Dentistry, including Dr. Max Gentry and an Otolaryngologist.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on March 6th, 1939.

MINUTES

Present: All members except Messrs. L.G. Dsang and S.T. Liu.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1555. Miss Rose Terlin.

RESOLVED to arrange a Faculty Tea in honour of Miss Rose Terlin of the World's Student Christian Federation on Thursday March 23rd, to be followed by an address to the staffs of the cooperating Universities.

1556. Student, Yang Chieh-tien.

RESOLVED to refer the case of Yang Chieh-tien, who wishes to enter third year Arts, to a committee composed of Messrs. Fong, Hwa and Robertson.

1557. Student Hwang Li-yuan.

RESOLVED to refer the case of Hwang Li-yuan to a committee composed of Messrs. Fong, T'ang and Robertson, with the recommendation that he be permitted to enter this term, taking the courses available.

1558. Student, Miss Li.

RESOLVED that if after consultation with Mr. Moncrieff it is found that Miss Li can fit into available courses and if the Registrar approves, she be received as a special student.

1559. Student, Miss Kao Chin-hwa.

RESOLVED subject to the approval of the Dean of Science and the Registrar, that Miss Kao Chin-hwa be received into second term, 1st year, Science.

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1560. Contracts for Arts Part-time Teachers.

RESOLVED that contracts for four months March to June 1939 be written for the following part-time teachers:

Mr. Yang Yu-tse, teacher of Accounting,  
\$40. a month.  
Mr. Chao Tse-wei, teacher of Economics,  
\$40. a month.  
Mr. Wang Chao-chen, teacher of Public Finance,  
\$20. a month.

1561. Mr. Li Hwai-ni.

RESOLVED to appoint Mr. Li Hwai-ni a member of the following Committees: Student Activities, Student Health, Athletics and Employment Bureau.

1562. Land Purchase.

RESOLVED that Messrs. Fong and T'ang be associated with the Land Purchase Committee in making enquiries as to the possibility of securing the piece of land west of the Cadbury Building.

1563. Students' Meetings.

RESOLVED that students desiring to hold meetings other than those connected with recognised student organisations must seek permission from the Director of Student Activities.

RESOLVED to request the Principals of Residential Colleges to consult the Director of Student Activities before permitting such students' meetings to be held in their colleges.

1564. Student Aid.

It was reported that the Community Relief Fund has made a further contribution of \$50. for Student Aid.

RESOLVED to make a grant of \$35. to the student, Yuan Shü - du, 1st year, Western Languages.

1565. Dairy Cattle Improvement.

RESOLVED on the recommendation of the College of Science to forward to the British Boxer Indemnity Trustees Dr. Dickinson's appeal for a grant of \$19,000

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for the Dairy Cattle Improvement project.

1566. Contracts, Science Teachers.

RESOLVED that on the recommendation of the College of Science contracts be written for Mr. Tao Yen-wu, teacher of the Agricultural Extension course, to succeed Mr. Wang Dze-pei, at \$60. a month; and for Mr. Wei Bin-ru, instructor-proctor for the same course; for Mr. Hwang Tsong-hsia, assistant instructor, Department of Pharmacy, at \$55. per month.

1567. Prof. C. C. Liu.

RESOLVED on the recommendation of the College of Science that Prof. C.C. Liu be invited to join the staff of the Biology Department, and that the Ministry of Education be requested to grant a Chair in Biology to continue Prof. Liu's salary.

1568. Scholarship for Mr. Y.L. Kao.

It was noted that the College of Science recommends that an appeal be made to the Associated Boards for funds to enable Mr. Y.L. Kao to take three years' study in the United States.

1569. Dr. E. N. Meuser.

Dean Dye reported that after consultation with the College of Science, Dr. E.N. Meuser had left for a short visit to Chungking.

1570. New Science Building.

RESOLVED on the recommendation of the Property Committee to accept the amended plans for the new Science Building.

RESOLVED that Mr. Shall should superintend the erection of the new Science Building, and that if possible he be relieved of certain other duties by the Property Committee. (Under the direction of the Science Building Committee).

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1571. Hospital Building Committee.

RESOLVED to make available to the Hospital Building Committee a total sum of \$5,000 from Leper Hospital funds for the purchase of building materials.

RESOLVED that provided arrangements satisfactory to the College of Medicine & Dentistry and to the Cabinet can be made, Dr. Crawford be granted leave of absence to go to Kunming to bring back a large consignment of University supplies.

1572. Library.

In view of the fact that the cooperating universities may find it necessary to use much more space in the Library building,

RESOLVED to accept the following suggestion of the Museum Committee : That if and when it is actually necessary the entire first floor of the building be made available for library purposes, excepting the present museum entrance, the room back of the stairs now used by the University of Nanking for the storage of books, the stairs and the space beside the stairs.

1573. Museum.

RESOLVED to recommend to the General Faculty consideration of the serious need for a new Museum building consequent upon the adoption of the above suggestion.

RESOLVED in view of the fact that the new Science building is to be erected on ground that should yield worthwhile archaeological objects, to permit the Museum staff and committee to keep watch over the work with a view to securing and preserving any objects that are of scientific value.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on March 13th, 1939.

MINUTES

Present: All members except Messrs. L. G. Dsang and S. T. Liu.

The Minutes of the last meeting were approved as circulated.

The Cabinet recommends the following minutes to the President:

1574. Special Students.

RESOLVED to refer all cases of Students desiring to enter the University to a committee composed of the registrar and Vice-Chancellors, who shall consult the Dean concerned.

1575. Summer School.

A further letter was received from the Szechwan Christian Educational Association concerning plans for a Summer School.

RESOLVED to refer this letter to a Summer School Committee composed of the Deans of Arts and Science, Heads of the Departments of Education and Western Languages, with Vice-Chancellor Fong as convener.

1576. British Boxer Indemnity Fund Trustees.

A letter was received from the British Boxer Indemnity Fund Trustees, announcing the forthcoming visit of Mr. Wang Chin-hsi, Dean of the Psychology Research Department of the National Central Research Bureau to inspect the work of the W.C.U.U.

1577. Drill Instructor.

RESOLVED to request the President to take up with the Special Training Bureau the appointment of new Instructors at a higher salary, and to request again that the University engage one Instructor only.

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1578. Mr. Lo Chung-shu.

A letter was received from Mr. Smalley concerning Mr. Lo Chung-shu's delayed return from England on account of ill-health and in order to complete his thesis.

1579. College of Science.

RESOLVED to refer to the Property Committee for consideration Minute 39-36 of the College of Science concerning the digging of an additional well near the new Science building.

It was noted that Professor Kao Yoh-lin has been appointed Head of the Chemistry Department.

RESOLVED on the recommendation of the College of Science that the student Mei Lun-tseng be awarded a Chemistry Department Scholarship, and that in view of his special circumstances he be granted \$50. this term.

1580. Property Committee.

RESOLVED to accept the recommendation of the Property Committee that an arrangement be made with a man living in the Temple to take charge of the opening and locking of the new gate south of the Woman's College wall; but to suggest that the sum recommended is too large

1581. Staff Residences.

RESOLVED to request Mr. Canning Young, Mr. Simkin and Mr. T'ang to present plans for residences for Junior Staff, to be erected on the recently acquired Dong Hang Dze site.

1582. Hospital Annexe.

RESOLVED on the recommendation of the Property Committee that the tile on the Hospital Annexe roof be removed and reset as soon as possible; the cost being charged to the unused balance of the Hospital Annexe building account.

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1583. Campus Lighting, and Closing of Gates.

Consideration was given to the Property Committee's recommendation that road lights be turned off and gates locked at 10.30 p.m.

RESOLVED to refer this matter to the Universities' Joint Council for consideration.

RESOLVED to forward again to the Property Committee Cabinet Minute 1448 requesting the installation of a light at the S. E. corner of the Administration Building.

1584. Supervision of Police.

RESOLVED to recommend to the Property Committee that Mr. Li Hwai-ni be associated with Mr. Small in the supervision of the Police.

1585. Hospital Building Committee.

It was noted that E. R. Cunningham has resigned from the Hospital Building Committee and that the College of Medicine and Dentistry has appointed Dr. J. E. Lenz in his place.

1586. Mr. Lin Min-chuin.

RESOLVED to refer the matter of Mr. Lin Min-chuin's salary, 1939-40, to the Ranking & Salary Committee.

1587. Research Committee.

RESOLVED on the recommendation of the Research Committee that all past receipts from the Sale of Dr. Phelps' book on Mt. Omei be credited to the Research Committee, as well as future receipts from the sale of Dr. Morse's and Dr. Phelps' books.

RESOLVED that Dr. Graham be allowed to take with him on furlough for lecturing purposes the moving picture films he has taken of the Miao tribes and of his archaeological expedition into the Si K'ang region, also photographs of objects in the Museum, to be returned to the Museum after furlough.

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1588. Housing for Women Staff Members.

A letter was received from the Chairman of the Library Committee requesting immediate consideration of the provision of living accommodation for women members of the Library staff.

RESOLVED to request the Woman's College Board to permit the University to erect one of the staff units planned on Women's College grounds.

RESOLVED meanwhile to endeavour to discover accommodation for the new Library assistant.

1589. Chinese Seminar.

RESOLVED to request Drs. P.C. Fugh and Mr. S.C. P'ang and the Vice-Chancellors to make suitable arrangements for the holding of the Chinese Seminar in the Library of the Education Building.

1590. Library.

It was reported that on the suggestion of Mr. Cressy the Library Committee had prepared an appeal to the Council of Higher Education for assistance in the readjustment of Library space to include all of the cooperating universities who may wish to make use of the Library facilities.

A telegram had been received from Mr. Cressy to the effect that a sum of NC\$2,000 was available for this purpose.

RESOLVED to recommend to the Universities' Joint Council the plans and estimates covered by this appeal.

Details of the appeal to the Associated Boards for funds to permit of expansion of stackroom accommodation and staff, revision of catalogues, addition of books, and provision of living quarters for staff, were presented.

RESOLVED to endorse this appeal to the Associated Boards as prepared, and forward it to the Universities' Joint Council for final approval.

1591. Social Centre.

Letters were reported from Chee-oo, Ginling, Manking and National Central Universities concerning their participation in providing the funds necessary for the proposed Social Centre.

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Detailed plans for the Social Centre will be considered at an enlarged meeting of the Cabinet on March 20th, and at Universities' Joint Council on March 23rd.

1592. T. B. Sanatorium.

Dr. Kilborn reported that the sum of £75. (exchanged at NC\$2211) has already been received in Shanghai through Dr. Anderson for the T. B. Sanatorium.

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1411

WEST CHINA UNION UNIVERSITY

Special Meeting of Cabinet

with

Religious Life and Student Activities Committee

held on March 20th, 1939.

Present: D. S. Dye, W. Crawford, S. H. Fong, H. D. Robertson,  
L. G. Kilborn, A. W. Lindsay, D. L. Phelps, K. Will-  
mott, J. C. Tang, H. N. Lee, A. C. Thexton.

1593. Social Centre.

It is generally agreed that the purpose of a Students' Social Centre is to serve as a place where students can meet their friends and where light refreshments can be served; and probably as an information bureau. It is considered that the Universities should appoint a person in charge of the Centre.

RESOLVED to recommend the location of the Social Centre in the section of the University's property between the Post Office, Bank of China and the Administration Building.

1594. Assembly Hall.

RESOLVED to recommend that plans be prepared for Central Assembly Hall, to seat 2,000 people, and with a stage accommodating 90; also that such plans and estimates form the basis of an appeal for the Assembly Building.

RESOLVED to recommend that plans be considered for a temporary building to be used for a period of from 5 to 10 years with seating accommodation for 1,500.

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CONFIDENTIAL

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on March 20th, 1939.

MINUTES

Present: All except Messrs. L. G. Dsang and S. T. Liu.

The Cabinet recommends the following Minutes to the President:

The Minutes of the last meeting were approved as circulated.

1595. Staff Residences.

A letter was received from the Canadian Mission Executive in response to Cabinet's request that permission be granted for the erection of a dormitory on the west side of the Hart College site for the housing of single teachers, and reporting the following minute:

"Resolved, That we reply to the University that, since the urgent need seems to be for accommodation for single teachers of the University staff, we believe that it would be better to erect such a building on another site."

A progress report was received from the Committee appointed by Cabinet minute 1581, concerning the Dong-Hong-dze site.

1596. Lay-out of Industrial Chemistry Buildings.

RESOLVED on the recommendation of the College of Science to adopt the plans for the lay-out of the Industrial Chemistry Extension Block as prepared by Mr. Canning Young and approved by the Property Committee.

1597. Associated Boards.

Correspondence and Minutes were received from Associated Boards covering the allocation of G\$4,000 from the Reserve Fund towards the erection of the new Chemistry Building, and the understanding that all buildings upon the property of West China Union University shall belong to the West China Union University upon the withdrawal from the campus of the visiting colleges. Also reporting that the Finance Committee of the Associated Boards has included in its emergency campaign of 1938-39 grants of fellowships from American colleges up to a limit of G\$3,000.

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RESOLVED to appeal for a grant of G\$1,000 for Mr. Y.L. Kao and of \$400 for Mr. D. F. Pen.

1598. Student Fan Yoh-ching.

RESOLVED that on the grounds of ill-health Miss Fan Yoh-ching be not accepted as a student this term, and that her fees be refunded.

1599. British Boxer Indemnity Fund Scholarships.

RESOLVED to refer the letter from the B.B.I.F. concerning research scholars to Mr. Fong and Mr. T'ang for attention in consultation with the Dean of Science.

1600. Letter from Students of Military Academy.

RESOLVED to request Mr. T'ang and Miss Downer to investigate the matter raised by the 4th Division of students of the Military Academy concerning installation of lights at their recreation centre to the south of the Woman's College.

1601. Military Discipline.

RESOLVED to refer to the College Principals for consideration letter received from the Military Training Bureau, March 1939 concerning military discipline schemes.

1602. Property.

RESOLVED on the recommendation of the Property Committee that Mrs. Lewis having left for furlough, Mrs. Crawford be asked to take charge of the garden and grounds of the Administration Building.

1603. Digging of Well.

RESOLVED to approve the digging of a well near the new Science Building (Cabinet 1579), Dean Dye and Mr. Small to decide upon the size.

1604. Gate south of Woman's College.

RESOLVED to approve of paying \$6.00 a month to the man

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in the Temple for the opening and closing of  
the gate south of Woman's College.

1605. Location of Leper Hospital.

Following Property Committee minute 268,

RESOLVED to refer to the Building Committee of the  
College of Medicine and Dentistry the location  
of the Leper Hospital and Pharmacy Building  
(in consultation with Dean Dye and Dr. Meuser).

1606. Entrance in wall between Cadbury and Administration Bldgs.

RESOLVED on the recommendation of the Property Committee  
that an opening be made in the wall between the  
Cadbury and Administration Buildings to enable  
students to have access to the basement of Cad-  
bury Building where a rack has been provided  
for bicycles.

1607. Extension Courses.

RESOLVED to refer back to the College of Science for  
further consideration their minute 59-42 con-  
cerning the relationship of Extension Courses  
to the University and its colleges.

1608. Request for New Appointees to College of Medicine & Dentistry.

RESOLVED on the recommendation of the College of  
Medicine and Dentistry to urge the Baptist  
Mission for a replacement for Dr. W.R. Morse,  
with the suggestion that either Ernest Jensen  
in Anatomy or R.L. Crook in Tropical Medicine  
would be welcomed as soon as possible.

RESOLVED on the recommendation of the College of  
Medicine and Dentistry to request the M.E.M.  
to consider favourably the appointment of  
Howard Liljestrant to the University as its  
new appointee (Dr. Gentry being regarded as  
replacement for R. A. Peterson).

It was noted that Y.Y. Liu has been elected to  
succeed A. E. Best as Dormitory Principal at the Senior  
Medical Dormitory for Men; also that J.E. Lenox has been  
elected as Acting-Head of the Department of Internal  
Medicine during the absence of A.E. Best.

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1609. Common Calendar.

RESOLVED on the recommendation of the College of Arts to forward to the Universities' Joint Council the request that a Common Calendar for the entire academic year be adopted.

1610. Athletic Meet, May 1939.

It was reported that a Joint Athletic Meet is being planned for Friday afternoon, May 5th, and Saturday, May 6th, each University being asked to make a contribution at the rate of 50 cents per student enrolled on their lists.

RESOLVED to refer consideration of this matter to the Universities' Joint Council.

1611. Athletics Committee.

RESOLVED to appoint Miss H. Y. Liao to the Athletics Committee, representing the Woman's College.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on March 27th, 1939.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of last meeting were approved as circulated.

1612. Universities' Joint Council.

The minutes of the Universities' Joint Council, held on March 23rd, were adopted as attached.

1613. Holidays.

RESOLVED to observe the following holidays: in the Spring Term.

March 29th, Martyrs' Memorial Day

Friday and Saturday, April 7th and 8th, Easter

Friday afternoon and Saturday, May 5th and 6th, Athletic Meet.

1614. University of Nanking.

A letter was received from President Y.C. Chen concerning use of the building approved in Cabinet Minute No. 1514 by their College of Agriculture and Forestry and the erection of another building for three projects: wool weaving, dyeing and spinning, on the Industrial Chemistry Site.

RESOLVED to refer President Chen's letter to the College of Science for recommendation to the next meeting of the Property Committee.

RESOLVED to approve the use of the building near the Hospital Annex by the Nanking College of Agriculture and Forestry, and to inform the Hospital Building Committee.

1615. Visit of D.S. Lautenschlager.

RESOLVED to extend a cordial welcome to Dr. S. Lautenschlager on April 17th, 18th and 19th to give a series of talks to the students.

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1616. Appeal to Rockefeller Foundation.

In response to request of Dr. Beech in letter of March 20th,

RESOLVED to request the Associated Boards to present an appeal from the W.C.U.U. for \$25,000 for the erection of the Dental Clinic. (Dean Lindsey to prepare a statement to accompany the letter.)

1617. University Health Centre.

In reply to correspondence from Dr. Crawford,

RESOLVED to inform the Student Health Committee that the Health Fees of students of all the cooperating units, together with a grant of \$1,050 from the W.C.U.U., will be available for the 1938-39 budget of the Centre.

1618. Mr. and Mrs. Small's Gift to the University.

RESOLVED to express appreciation and sincere thanks to Mr. and Mrs. Small for their gift of \$5,000 to the University (this sum had been presented by the Generalissimo to Mr. Small for his personal use) and to recommend to the General Faculty and Board of Directors that this gift be used as suggested by Mr. and Mrs. Small towards the erection of accommodation for single teachers.

1619. Leper Hospital.

RESOLVED to endorse recommendation of the Property and Hospital Building Committees that the Leper Hospital be located as shown on the drawing submitted by Architect Young, but 20 feet farther south.

1620. Pharmacy Building.

RESOLVED to endorse recommendation of the Hospital Building Committee that the proposed building of the Department of Pharmacy, first unit, be located as shown on the drawing made by Architect Young, the subsequent larger building to

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be erected north of this first building and parallel with it so that its north elevation shall be 75 feet south of the west entrance road.

1621. Green House.

RESOLVED to refer to the College of Science for consideration the Property Committee's recommendation that the new green house be located in the north east section of the present experimental garden at San Tai.

1622. Transportation of Freight.

It was reported that the Hospital Building Committee is unable to provide transportation for the equipment which Dr. Beech is bringing to Chengtu.

1623. Land Requirements.

RESOLVED to endorse the recommendation of the Hospital Building Committee that the Property Committee make a satisfactory arrangement to obtain the field of land immediately to the east of the Leper Hospital site in exchange for part of the land to the west of the road west of the O.P.D. on which the tenant's house now stands; the balance in favour of the tenant to be paid in cash; it being provided that the land immediately adjacent to the road be not exchanged.

1624. Research Committee.

RESOLVED that on Dr. Graham's departure for furlough, Dean Dye write all requisitions for funds voted by the Research Committee.

RESOLVED on the recommendation of the Research Committee that the account with Dr. Phelps be considered settled and that all the Mt. Onei Guide Books in the hands of the Bursar or being sold by the Library Committee or any other agency be regarded as the property of Dr. Phelps, with power to secure possession of the books, to raise the price or to dispose of them in any way pleasing to Dr. Phelps; also that all money henceforth received from the sale of these books be given to Dr. Phelps.

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RESOLVED on the recommendation of the Research Committee that the grant suggested for chemical analysis of Szechwan Porcelains by Prof. Gao be raised from \$150 to \$300 this year; and that an additional grant of \$300 be made to the West China Border Research Society for the publication of Vol. X.

1625. Microscope Rental Fee.

RESOLVED to forward to the General Faculty the recommendation of the College of Medicine & Dentistry that beginning with the Fall term, 1939, a microscope rental fee of \$5.00 per term be required of each student taking classes requiring the use of microscopes, such fees to go to the departments supplying the microscopes; it being understood that any student supplying his own microscope will be exempt from this fee.

1626. Research Students.

It was reported that the College of Science has appointed a committee (consisting of H. Li, H.L. Chang, K. C. Wu and D. S. Dye) to supervise research work under the Maths.-Physics Department, and to deal with the matter of the four research scholarships granted by the B.B.I.F. (Cabinet Minute 1599).

1627. Pharmacy Project.

Consideration was given to Science minutes 39-47 and 39-49 re Department of Pharmacy, and it was

RESOLVED to request Dr. Meuser to prepare a comprehensive statement concerning the Pharmacy projects for presentation to the General Faculty.

RESOLVED on the recommendation of the College of Science to request the College of Medicine and Dentistry to permit temporary use of the southeast corner of the new Hospital building for Pharmacy Department projects, when the necessary funds have been received from the Government.

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1628. Cooperation between the Universities.

RESOLVED to request the various Colleges and Departments to report as soon as possible on the amount of cooperation possible between the Universities, for presentation to an early meeting of the Presidents.

Miss Thexton was asked to prepare a statement concerning proposed cooperation in a Division of Home Economics for consideration by the College of Science and as the basis of an appeal for funds to the British Boxer Indemnity Fund.

1629. First Aid Course for Women Students.

The President reported that all women students must take a course in First Aid in lieu of Special Training.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on April 3rd, 1932.

MINUTES

Present: All members except S. T. Liu

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1630. Dr. S. Lautenschlager.

A letter was received from Mr. Willcott reporting that Dr. Lautenschlager's visit will be postponed a month.

1631. Spring Holidays.

A letter was received from Dr. Phelps requesting that the Spring Vacation be changed in view of special programs being planned for Easter.

RESOLVED to reply that the dates of the Spring Vacation having been fixed it does not seem wise to change them.

1632. Miss Liu Chen-chi.

RESOLVED that on account of ill health Miss Liu Chen-chi be not accepted as a student this term, and that her fees be refunded.

1633. Dr. Horace E. Campbell.

A letter was received from Mr. Joseph I. Parker, New York, concerning the possibility of securing Dr. Campbell's appointment to the University.

1634. House on Friends' Mission Property.

A letter was received from Mr. and Mrs. Simkin concerning the house which they are erecting on Friends' Mission Property.

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RESOLVED to accept with appreciation Mr. and Mrs. Simkin's offer to rent to the W.C.U.U. half of the house which they are erecting on Friends' Mission Property on condition that the Friends' College Committee approve the tenants, the exact terms and duration of the agreement to be determined after further consultation.

1635. Housing Accommodation for Chinese Staff Members.

RESOLVED that Vice-Chancellor Robertson write again to the Missions requesting that when mission residences become vacant they give the University the opportunity to rent them for Chinese members of the staff.

1636. Library.

A letter was received from Mrs. Lindsay, Head librarian, concerning the advisability of removing from the main library the rare and valuable books.

RESOLVED to request Vice-Chancellor Fong and Dean Dye to advise with Mrs. Lindsay in this matter.

1637. Pharmacy Project.

A letter was received from Dr. Meuser requesting revision of Cabinet Minute 1627.

RESOLVED to change the last phrase "when the necessary funds have been received from the Government" to read "at least until midsummer next and until such time as the building is required for hospital purposes."

1638. Social Centre.

RESOLVED on the recommendation of the Property Committee to approve the suggested location of the Social Centre to the north west of the Administration Building.

1639. Land Requirements.

RESOLVED on the recommendation of the Property Committee to recommend to the Board of Directors the exchange of property on the extreme west of University land for the field belonging to Mr. Shang Tsong-pin, immediately east of the Leper Hospital site; that we give him the piece of land containing the small residence and guarantee him an eight foot entrance to his house

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1640. Rent for M.E.M. Residence.

RESOLVED that Mr. Robertson take up with Mr. Small the matter of the division of rent recommended in Property Minute 282.

1641. Lepor Hospital Plans.

RESOLVED to delay action on Lepor Hospital Plans until a report has been received from the College of Medicine & Dentistry.

1642. Drainage at Goucher School.

RESOLVED to request Dean Dye to make a report concerning a satisfactory scheme for drainage at Goucher School for recommendation to the M.E.M.

1643. Transportation of Freight.

RESOLVED to accept the recommendation of the Committee on Transportation of Freight that the West China Union University undertake the responsibility for purchasing the Truck, handling the negotiations, and arranging for the plan to run the Truck for the several interested bodies.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on April 10th, 1939

MINUTES

Present: All members except L. G. Dsang and S. T. Liu.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1644. Staff Salaries.

A letter was read from the Chinese staff appealing for a rise in salary to meet the increased cost of living.

RESOLVED that the Vice-Chancellors and Mr. M. C. Chang be a committee to investigate this whole question and make recommendations to a later meeting of the Cabinet.

1645. Emergency Appeal to Associated Boards.

RESOLVED to request the Associated Boards to include the following sums in their appeal for the year 1939-40:

1. To balance the 1939-40 budget	NC\$32,283.50	
2. Librarian	NC\$ 3,000.	
3. Assembly Hall - temporary		C\$7,000.
4. Staff residences		2,500.
5. Motor Truck		900.
6. Purchase of land		5,000.
7. Scholarships - needy students		1,000.
8. Maintenance of free beds in Hospital		5,000.
9. Transportation of chemicals and other supplies		2,500.
10. Women's College request for dormitory		15,000.
11. " " Teachers' Salaries		300.

1646. Finance.

Approval was given to adjustments for general administration and Library maintenance as proposed; and to recommendations for the use of special funds granted by the Associated Boards, totalling C\$58,662.47, leaving a balance of \$6,517.53 unallocated.

1647. Library.

RESOLVED to inform the Head Librarian that money is available, if required, to engage a well-qualified member of the staff.

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1648. Housing for Women Staff Members.

The following minute was received from the Woman's College Board (in response to Cabinet minute No. 1538)

"Voted that we do not accede to the request of the Cabinet to permit the University to erect one of the staff units on Woman's College grounds, but that we suggest that the University erect such a residence for women engaged by the University in some other part of the campus."

1649. University of Hanking.

A letter was received from Miss Priest requesting that work commence on the erection of the building approved in minute 1514.

From University Hospital Building Committee minute 125 it was noted that the change of plan of the proposed new building will require an additional \$600, because of extra partitions and increased costs of materials and labour, which will make a total cost of \$3,000 for the 60 x 24 ft. building.

1650. Dr. T. C. Chao.

A letter was received from Dr. T. C. Chao of Yenching announcing that it will be quite impossible for him to consider joining the West China staff for the year 1939-1940.

1651. Social Centre.

A letter was received from Dr. Han Lih-wu, acknowledging receipt of drawing for the proposed social centre building.

1652. Research Assistant.

In response to an enquiry from MR. T. H. Lan,

RESOLVED in view of the shortage of supplies and the impossibility of replacing them at the present time that no one not on the University staff be permitted to do research work.

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1653. Debate.

RESOLVED on the recommendation of the Student Activities Committee that a debating contest be held on Friday, May 26th, at 7 p.m. on the subject: "That a military dictatorship is the only practicable form of government in the world today"; the number of students participating shall be three on each side; and that a total sum of \$50 shall be awarded, (from Contingency funds).

1654. University Hospital Building Committee.

RESOLVED on the recommendation of the Hospital Building Committee that Dr. Beech be requested while in Chungking to interview the proper authorities to arrange for exemption from taxation on the hospital building materials.

RESOLVED to endorse the recommendation of the Hospital Building Committee that Mr. Small engage an assistant, Mr. G. T. Chen for the Hospital Building Superintendent's office, and that his salary of \$40 per month be charged against the new Chemistry Building.

RESOLVED to release the balance of the funds available for the erection of the Leper Hospital.

1655. Dormitory for Tanning Students.

RESOLVED to recommend to the Property Committee that the dormitory for students in the Tanning course be located to the southeast of the San Tai site. (on the site of the old tannery)

1656.

Weaving Building.

RESOLVED on the recommendation of the College of Science and Property Committee that the weaving building, be No. 3 of the Science Block on San Tai provided assurance is given that the noise will not prove objectionable; that the plants of this building be changed to a clear-storey construction for the purpose of light and ventilation.

1657. Air Raid Precautions.

It was reported that the Air Raid Precautions Committee recommends that teaching hours be from 6. to 10 a.m. and 2 - 5 p.m., to enable students to go into the country during air raids.

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Confidential

Cabinet meeting held on April 17th, 1939.

MINUTES

Present: All members except L.G. Dsang, S.T. Liu, and A.C. Thexton (Miss Thexton was represented by Miss Hansing and Miss Ward).

The following minutes were recommended to the President:

The Minutes of the last meeting were approved as circulated.

1658. Gifts of Books.

A letter was received from the Secretary of the China Branch of the World Student Association concerning a gift for the purchase of books in English for the University.

RESOLVED to forward this letter to the Deans, so that they may prepare lists of books desired.

A letter was received from Mr. Castleton of the United Committee for Christian Universities concerning the plan of Oxford University to secure funds for books for the Chinese Universities.

1659. A.B.F.M.S.

A letter was received from Mrs. Salquist concerning the University's request for the early appointment of someone to replace Dr. Morse on the Medical faculty.

1660. Air Raid Precautions.

A letter was received from Miss Spicer on behalf of Ginling College and a report from the University of Nanking that should the need arise they would consider altering hours of classes to enable students to go into the country during air raids.

1661. Rollins College.

A letter was received from Rollins College giving particulars of the cost involved for a Chinese student to take a year's course in that College.

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1662. Pathology Microscopes.

A letter from Dr. Williams forwarded by Dr. Kilborn was received concerning the payment of \$400 for two microscopes which it has been necessary to purchase.

RESOLVED to discover if any funds are available to meet this expenditure.

1663. Purchase of Foreign Currency.

Regulations governing the purchase of foreign currency were received from the Ministry of Education; and concerning a commission of 2 $\frac{1}{2}$  per 1000 to be charged on goods purchased through the Central Trust Company.

1664. Tanning School.

RESOLVED to accede to the request of the Tanning School that their students join with W.S.U.U. Freshmen in the Flag Raising Ceremony, the Weekly Assembly (provided arrangements can be made for seating accommodation); Physical Training two hours per week; Special Training (provided the Drill Instructor agrees); lectures on Party Principles and health service, for which the students should pay the regular fee of \$1.00 per term.

RESOLVED to accept the recommendation of the Salary and Ranking Committee that Dr. Liang of the Tanning School be ranked as Associate Professor.

It was noted that the salary of Dr. Liang is \$200 a month and of Mr. Hsu \$150 a month, and that these salaries are provided from the Government funds for the Tanning School project

RESOLVED on the recommendation of the Property Committee that the second building of the Tanning School be located on the San Tai site at right angles to the first building approved in Cabinet Minute 1655, the College of Science to appoint a member of their Faculty to supervise the erection of the building.

1665. Library.

RESOLVED to make a temporary loan from contingency funds for the purchase of two typewriters for the Library, with the understanding that this money would be returned later from funds granted to the Library.

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1666. Property.

RESOLVED to accept the recommendation of the Property Committee (Minutes 291 and 298) that the permanent section of the drain from the Biology Building that crosses under the road at the south east corner of the Kung Peng be put in immediately and a temporary open drain connecting the building with it.

RESOLVED to report to the Property Committee that land has been purchased on the Dong Hang Dze, north of Baptist residences Nos. 4 and 5; Mr. Simkin to present the map of the property.

1667. Residences for Staff.

A progress report was received from the Committee appointed to prepare plans for staff residences to be erected on the Dong Hang DZE site.

1668. Exchange of Land.

RESOLVED to record the fact that the exchange of property as recommended in Cabinet minute 1639 has been effected between Mr. Shang Tsong-pin and the University.

1669. University of Nanking.

RESOLVED to report to the Hospital Building Committee that the University of Nanking has agreed to provide the \$3,000 estimated for the erection of the building to be located near the Hospital Annexe.

1670. Greenhouse.

RESOLVED on the recommendation of the College of Science and the Property Committee that the Greenhouse to be used by the University of Nanking and the W.C.U.U. be located on site No. 4. in Architect Young's lay-out for the San Tai Garden area.

1671. University Organisation.

RESOLVED in response to the request of the Property Committee that the question of University Organisation be discussed at the first meeting of the General Faculty held after the President's return.

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Bureau of Education, January, 1939.

In order to conform with Government orders, the Central Trust Company has established a special Bureau to manage commercial affairs. All Government or other Institution wishing to buy goods or materials should purchase them through this Bureau. This regulation has been approved and sent out by the Administration Bureau to the Government to be put into practice in the 2nd month of the 25th year (1936). During this period of resistance when Foreign Currency is under control all purchasing of goods from foreign countries should be managed through this Bureau so that the Bureau may have all the records under its control for reference. Hereafter when your University wishes to buy goods from foreign countries you should buy them through this Bureau. No goods should be bought through private stores or companies.

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Translation of a letter from Mr. Sung Yu-hai, Secretary  
of the World Student Association, China Branch. April, 1939.

Dear Dr. Dsang,

We have just received a letter from Mr. Klugmann,  
Secretary of the World Student Association, informing us  
that they will be willing to send a contribution to all the  
Universities in China for books which they need. We, are,  
therefore, writing to ask you to send us a list of such  
books in English so that we may be able to forward it to  
the Association for you.

Sincerely yours,

Sung Yu-hai,  
Secretary of World Student Association  
China Branch.

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WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting held on April 24th, 1939.

MINUTES

Present; All members except L. G. Dsang and S. T. Liu

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1672. United Committee.

A letter was received from Mr. Castleton reporting that he had forwarded through the F.S.C. \$17.10s. for the University.

1673. Post-graduate course in Ophthalmology & Otolaryngology.

RESOLVED to accede to the request of the College of Medicine that \$500 be made available to supply anatomic and pathologic material for the post-graduate students in Ophthalmology and Otolaryngology for the year 1938-39, this amount being covered by fees paid by the students in this Post-graduate Course.

1674. Pharmacy Department.

It was noted following Cabinet Minute 1627 that the College of Medicine and Dentistry has granted permission for the temporary housing of the Pharmacy Department in the southeast corner of the new isolation and intern block.

1675. University of Nanking Office Building.

RESOLVED to concur with the College of Medicine and Dentistry in the understanding that the building about to be erected to the east of the Hospital annexe (minute 1514) shall be considered a permanent part of the Hospital block when the University of Nanking no longer needs it.

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1676. Property Committee. Weaving Building.

RESOLVED on the recommendation of the Property Committee to request Architect Canning Young to prepare plans for the Weaving Building to be erected by the Building Committee of the College of Science, under the supervision of Mr. R.L.Simkin.

RESOLVED in view of rapidly increasing building costs, that if necessary the University provide from emergency funds up to \$1,500 in addition to the amount provided by the University of Nanking, it being understood that the money advanced by the University shall be secured from the Tanning project.

1677. Wages of Servants.

RESOLVED to adopt the recommendation of the Property Committee that servants receiving less than \$8.50 shall have their wages increased to that amount, with the proviso that such servants shall have been in the employ of the University for six months, and that their work is satisfactory.

1678. Staff Residences.

Further consideration of the plans submitted was deferred pending a report from Mr. Fong and Mr. Tang after they have consulted with Chinese members of the staff.

RESOLVED to request the A.B.F.M.S. to consider the possibility of straightening the boundary line between the Baptist Mission's residential property and the University's Tong Hong Tzi property.

1679. Staff Salaries.

A progress report was received from the Committee appointed to make recommendations concerning salaries.

1680. Uniform Supper Hour.

RESOLVED to forward to the College Principals the recommendation of the College of Science that the supper hour for all students on the campus be unified and that it be at 6.15 for the remainder of this semester to facilitate laboratory work and physical drill.

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WEST CHINA UNION UNIVERSITY  
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Cabinet meeting held on May 1st, 1939.

MINUTES

Present: All members except L. G. Dsang, S. T. Liu and B. C. T'ang.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1681. Correspondence.

Telegram received from China Foundation concerning grant for 1939; letters from Mr. Silcock re Mr. Kao Yoh-lin's bursary to the M.I.T.; Mr. Lo chung-shu re his delayed return; President Dsang re President's Meeting in Hongkong.

1682. Youth and Religion Team.

A letter was received from Dr. Phelps concerning the visit of the Youth and Religion Team, organized by the N.C.C., C.C.E.A., Y.M.C.A., and Y.W.C.A., to Chengtu May 10th to 24th.

RESOLVED as suggested by the Union Committee in Chengtu to invite the Team to a Faculty Tea on May 11th to meet the staff members of the cooperating universities; and to approve the holding of evening meetings on May 14th, 15th, 16th, 18th, 19th, and 21st, to be addressed by members of the Team.

1683. College of Science.

It was noted that T. R. Wang and E. N. Meuser had gone to Chungking for a short time on business re the Pharmacy Department project.

RESOLVED on the recommendation of the College of Science that Lo Wu-nien, a loan student, be permitted to present his report of research to Yenching University without reservations as to privileges of publication, provided he leaves one copy with the W.C.U.U. and indicates in any publication that the work was done in the West China Union University

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RESOLVED on the recommendation of the College of Science that the Biology student 趙 舞 from Wuhan be permitted to graduate from the W.C.U.U. when his credits, together with credits from Wuhan University, are sufficient to meet W.C.U.U. requirements.

1684. Staff Residence.

RESOLVED that the staff residence be planned to house thirty teachers and be similar in style to the G.M.S. Dormitory; that a committee composed of Miss Thexton, H. D. Robertson and Canning Young consider and report on detailed plans.

1685. Insurance of Equipment.

RESOLVED following Property Minute 315, that the Bursar take steps to insure University equipment.

1686. Nominating Committee.

RESOLVED that S. H. Fong, D .S. Dye and H. D. Robertson constitute a committee to make recommendation concerning nominations for 1939-40 committees.

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WEST CHINA UNION UNIVERSITY

Confidential.

Cabinet meeting held on May 9th, 1939.

MINUTES

Present: All members except Presidents Dsang and Liu.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1687. Servants' Wages.

RESOLVED to refer to the Property Committee request from the servants for further wage increases.

1688. Correspondence.

Letters were received from President Dsang concerning his delayed return; Dr. Beech re plans for transporting University goods to Chengtu from Kunming; Mr. M.T. Yang re post-graduate work at W.C.U.U.; Miss Hutchinson reporting that the Friends' College Committee has forwarded to the F.S.C. China Committee, London, the University's request for increased dormitory accommodation, with the suggestion that they build one of the wings originally planned for.

1689. Tuberculosis Sanatorium.

A letter was received from Dr. H. G. Anderson reporting that the Church Missionary Society is making a contribution of £350. to the Tuberculosis Sanatorium, of which £75. has already been advanced; also that Dr. and Mrs. F.J.D. Knights have been appointed to succeed Dr. and Mrs. Anderson in Chengtu.

RESOLVED to send a letter of thanks and appreciation to the C.M.S. for their gift to the Tuberculosis Sanatorium.

1690. China Foundation.

A letter was received from the China Foundation on announcing their grant to the University for the year 1939; as follows:

College of Medicine and Dentistry:

Library	US\$3,000
Animal House Building	NC\$8,000
Equipment for Animal House	US\$1,000

1437

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United Hospital:

Chemicals for diagnostic laboratory	US\$1,000
Salaries.....	NC\$8,700

These grants are contingent upon the Government restarting payments into the American Boxer Indemnity Funds.

1691. Spiritual Mobilization.

Regulations were received for utilizing the organisations already in existence to bring about Spiritual Mobilization.

1692. Woman's College Staff Residences.

RESOLVED to approve the laying of foundations for two small units of the group of faculty residences as shown on the plans, and to request Architect Canning Young to prepare detailed plans of the buildings.

1693. Student Aid.

RESOLVED to make grants from funds of \$10 each to Kao Ngan-dze (高恩賜) first year Medicine and Miss Ch'ien Yin-fang (錢有芳) first year Social Science.

(Mr. T'ang to make recommendations of other in need)

1694. Health Centre.

RESOLVED on the recommendation of the Student Health Committee that Dr. Agnes Dwan be engaged for the Health Centre as from April 1st, at a salary of \$80.

RESOLVED to request the Student Health Committee to revise its budget for the current year in view of the funds available.

1695. Staff Residences.

RESOLVED to accept Architect Canning Young's plan for Staff Residences on the Tong Hong Tsi site and forward it to the Property Committee for approval.

N.B. Approximately \$9,000 is in hand for the erection of a staff residence. It is recommended that the sum of \$6,000 which is to be returned from the amount advanced to the T.B. Sanatorium be re-invested in the proposed staff residence.

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1696. Examination Dates.

RESOLVED that final examinations be held from June 12th to 16th term examinations from June 14th or 15th to 24th, Graduation Exercises being held on June 26th as originally planned.

1697. Property.

RESOLVED to support the Property Committee in reaffirming its rule that trucks or wheel-barrows loaded with heavy building materials for other than University buildings be not permitted to pass through the University grounds.

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held on May 15th, 1939.

MINUTES

Present: All members, except President Liu.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1698. Universities' Joint Council.

The minutes of the Universities' Joint Council, held on May 11th, were adopted as appended.

1699. China Foundation.

The receipt of NO\$21,250 was reported, being the balance of the China Foundation grant for the United Hospital scheme for the year 1938-39.

1700. Ministry of Education.

It was reported that NO\$1,000 has been received from the Ministry of Education for Extension Work in Social Education.

RESOLVED to accept the proposed division of the \$1,000 as suggested:

Enquiry Bureau for the public	160.
Mass Education in tea shops	60.
Rural leaders for farmers	550.
Circulating library for rural districts	100.
Collection of material from the common people	50.
Extension work in Agriculture	50.
Public Health work	30.

President Dsang reported a private letter concerning the Ministry's grant to the University for the year 1939.

In response to the Ministry of Education's request for advice concerning the synchronising of the academic year and the Ministry's financial year, the opinion was expressed that it would be best to make no change.

1701. Air Raid Precautions.

RESOLVED to accede to the request of the Anti-Air Raid Bureau that during air raids the striking of the University Clock should be silenced.

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RESOLVED to request College Principals to organize their students in groups if they decide to go to the country during air raids.

RESOLVED on the recommendation of the Property Committee to suggest to House Committees that they make adequate provision for servants to be available in buildings during both day and night raids; also that steps be taken to brace glass show cases to avoid the danger of breakage due to nearby explosions.

1702. Student Aid.

RESOLVED to grant from special funds the sum of \$20 to each of the following students:

Djang Tsai-ren (張才仁) 2nd year Medicine  
Feng Yien-chung (馮建中) 2nd year Sociology  
Lo Shi-chuan (羅席全) 1st year Science.

1703. Library.

Library Committee minute 80 concerning living quarters for Library staff was presented.

RESOLVED in reply to indicate that plans are in hand for a staff residence which will probably take care of the male members of the Library staff; but that until emergency funds are in hand for other buildings it is not possible to promise accommodation for single women or married couples.

1704. Servants.

RESOLVED on the recommendation of the Property Committee that all Departments of the University be requested to enquire into the outside activities of the servants paid by the University, and that those conducting small shops, milk businesses, etc. be replaced by servants who can devote their full time to the work for which they are engaged; also that all servants who have given two years' or more satisfactory service to the University be given an increase of \$1.00 per month, their wages not to exceed \$10. Special cases may be given special consideration.

1705. Residence for Single Teachers.

Following the recommendation of the Property Committee that a wall be erected along the line of the shop fronts so that when the shops are erected the piers of the wall can be used,

RESOLVED to recommend the investigation of possibilities of borrowing sufficient funds to erect the shops at the same time as the main staff residence.

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1706. Residence for Mr. Wallace Wang's family.

RESOLVED to recommend that Mr. Wang take this matter up with the Baptist Mission.

1707. College of Science.

RESOLVED to record that Fu Pao-min (蒲保民), Chang Deh-kwang (張德光), Chen Chuin (陳墾) and Pen Yen-shu (彭毓茹) are recipients of British Boxer Indemnity research scholarships for the current year, as from April 1st; also Pen Chi-chang (彭其昌) who was appointed to take his research work at Chwan Da and has been transferred to the W.C.U.U. Pharmacy Dept.

RESOLVED to accept the recommendation of the College of Science that a dormer window be put in the East side of the Biology Building if and when funds can be obtained.

It was noted that the Science Faculty is offering a Physics course for one term to the Tanning School on the understanding that the Central Tanning School bears the expense involved; also that the Physics Department has engaged Yang Yuin-kwang to give the Physics laboratory course for the Central Tanning School.

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UNIVERSITIES' JOINT COUNCIL

held on May 11, 1939

Present: Cheeloo H.C. Chang  
Ginling Y.F. Wu  
Nanking Y.C. Chen, S.F. Ko, Y.T. Ni.  
National Central S.N. Cheer  
West China L.G. Dsang, D.S. Dye, S.H. Fong,  
L.C. Kilborn, A.W. Lindsay,  
H.D. Robertson, R.L. Simkin,  
B.C. T'ang, Miss A. Ward.

Universities' Treasurer: Miss H.M. Priest.

The Minutes of the last meeting, held on March 23rd, were approved as circulated.

61. Transportation of Freight.

A letter was received from Dr. Beech concerning a scheme of cooperation between the International Red Cross Committee and the Universities and United Hospital for the firing of two chevrolet trucks to transport supplies from Kunming to Luhsien during the latter part of May or early June.

62. Air Raid Precautions.

Approval was given to the recommendations of the Air Raid Precautions Committee, of May 10th, as filed.

A report was given of plans discussed by a committee organised by the Rotary Club for relief work. General approval was given and it was

RESOLVED to refer to the A.R.P. Committee the working out of detailed plans for enlisting volunteer service of various types.

Discussion took place concerning the possibility of moving the Universities.

RESOLVED to request Presidents Chen, Dsang and Dean Cheer to represent to the Government authorities the Universities' reasons for desiring to remain on the W.C.U.U. campus, together with a statement of plans being made for the protection of the students, staff, and equipment

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RESOLVED that the Presidents constitute themselves an emergency Committee to watch the situation and make any necessary recommendations to the Universities' Joint Council.

RESOLVED that a committee consisting of Messrs B.C. T'ang Charles Chang, H.C. Chang and T.Y. Ni explore the possibility of making such arrangements where staff members now living in the city may erect temporary accommodation.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on May 22nd, 1939.

MINUTES

Present: All members except President Liu and B.C. T'ang

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1708. Szechwan Christian Council.

It was left to the President and Vice-Chancellor Fong to arrange for the representation of the University at the annual meeting of the Szechwan Christian Council, May 25th and 27th.

1709. Ministry of Education.

A communication was received from the Ministry of Education concerning student discipline and the organization of University administration.

1710. Secretarial Assistance.

A letter was received from Dr. Dickinson concerning the clerical needs of faculty members.

1711. Student Aid.

RESOLVED on the recommendation of Mr. B.C. T'ang to grant from special funds a sum of \$25 to Miss Yang Ngai-deh (楊愛德) 1st year Medicine.

1712. Szechwan Christian Educational Association.

A letter was received from Mr. Willmott regarding the University's contribution to the Szechwan Christian Educational Association for the Year 1938-39.

1713. Temporary Residences for staff of Cooperating Universities.

A letter was received from Miss Priest covering the request of the Committee appointed by minute No. 1698.62 for the allocation of land for the erection of temporary residences for certain staff members of

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National Central, Cheesee and University of Nanking, who are now living in the city. It was reported that the M.E.M. would be agreeable to rent its farm land to the east of Ginling College and south of Goucher School for this purpose. Approval was given to the proposed agreements between the University and the M.E.M. College Board and between the W.C.U.U. and the Cooperating Universities concerned, on condition that the temporary residences be removed when the Cooperating Universities have no further use for them.

1714. Residence for Single Teachers.

RESOLVED to request the Property Committee to determine ways and means of proceeding with the immediate erection of the staff residence on the Tong Hong Tse property.

1715. Tanning.

RESOLVED on the recommendation of the Property Committee that the five acres upon part of which the Tannery Dormitory is erected be rented to the College of Science for a playground, it being distinctly understood that the College has permission only to erect the Dormitory and for suites of rooms on such property without further reference to the Property Committee; the rent for the five meng to be at wet crop rental.

1716. College of Medicine & Dentistry... Animal House.

RESOLVED on the recommendation of the College of Medicine and Dentistry that permission be granted for the foundations for the Animal House being laid immediately, the necessary funds to be advanced temporarily from Hospital building funds.

1717. University Hospital.

It was noted that the College of Medicine & Dentistry has asked the Director to write to the Board of Founders requesting permission to rearrange the order of buildings, so as to provide for immediate erection of the Dental Clinic. (If necessary a cable will be sent).

1718. Religious Life Committee.

RESOLVED on the recommendation of the Religious Life Committee to appoint George Dsang as full-time Secretary for Religious Activities at the regular salary for recent graduates.

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Cabinet meeting held on May 29th, 1939.

M I N U T E S

Present: All members except Mr. B.C. T'ang.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1719. Cheeloo-West China Graduation Exercises.

Consideration was given to plans for Joint Graduation Exercises for Cheeloo and West China on June 25th and 26th, and a committee composed of Presidents Liu and Dsang, Vice-Chancellors Fong and Robertson and Miss Ward (representing Woman's College) was appointed to work out the detailed programme.

RESOLVED to invite Dr. Frank Price to preach the Baccalaureate Sermon, on June 25th.

1720. Joint Entrance Examinations.

RESOLVED to agree with the principle of cooperating with the other Universities in arranging for joint entrance examinations in Hongkong, Shanghai and Chungking, and to appoint Vice-Chancellor Fong to represent West China on the committee making the arrangements.

1721. Forthcoming meetings.

The following dates were agreed upon:

General Faculty meetings June 8th and 15th

Universities' Joint Council June 29th

Medical-Dental Faculty June 22nd.

RESOLVED to request the College Principals to arrange an early meeting with the President to make recommendations regarding arrangements for keeping the dormitories open during the summer vacation.

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1722. Sunday Evening Services.

RESOLVED that Sunday June 4th, be the last regular Sunday Evening Service held in the Assembly Hall this term.

1723. Staff Residences.

Dean Dye reported that it is possible in connection with the Tannery project to erect a staff suite of four rooms for \$650.

RESOLVED to make available \$650 for the erection of a suite on the tannery site, and if space is available a further sum to erect a second suite.

RESOLVED in response to Property Minute 248 to release sufficient funds for the purchase of material and the putting down of foundations for the residence for single teachers on the Tong Hong Tsi site according to Architect Young's revised plan; also that a revised estimate of the cost be prepared by the Architect and Superintendent of Construction.

1724. Naming of Trees and Flowers.

RESOLVED on the recommendation of the Property Committee to accept the suggestion of the Biology Club of the Five Universities that they prepare a tabulated list of the names of all trees and flowers on the University grounds, the name labels only to be affixed after consultation with the Department of Biology and the Landscape Committee.

1725. Naming of Roads and Numbering of Houses.

RESOLVED to request the Property Committee to take steps to put into effect Minutes Nos. 196, 1064 concerning the naming of roads and numbering of houses.

1726. Department of Pharmacy.

It was reported that Dr. Meuser had paid in two cheques for \$2,000 and \$3,000 for the Pharmacy project.

1727. University of Nanking.

Following minute 1713 a letter was received from Miss Priest suggesting the location of staff residences on this property.

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RESOLVED to accept these suggestions and to forward them to the Property Committee for their approval.

1728. Woman's College Staff Units.

RESOLVED to accept the plans submitted by Architect Canning Young for the small staff unite (dormer window on third storey to be removed) and forward them to the Property Committee for their approval.

1729. Nominating Committee.

The report of the Nominating Committee was received for circulation.

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WEST CHINA UNION UNIVERSITY

Confidential

Cabinet meeting held on June 5th, 1939

MINUTES

Present: All members

The cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated:

1730. Cheeloo-Huata Relationships.

Discussion took place concerning Cheeloo-Huata relationships for the year 1939-40. A report was presented of preliminary discussions between Cheeloo and Huata Presidents, together with a list of the staff members for the year 1939-40.

RESOLVED that the method of cooperation between Cheeloo and Huata during the year 1939-40 be referred to the Colleges for recommendation to the General Faculty on June 15th.

1731.

Woman's College.

Notification was received from the Woman's College Board that in the absence of Miss Thexton, Miss Annie Ward be requested to substitute for her on the Cabinet and in such other positions as require the presence of the Dean of Women.

1732. Graduation Day, June 26th.

Discussion took place concerning the suggested programme for Graduation Day, and a simplified procedure for the granting of degrees.

Reported that Dr. Frank Price has accepted the invitation to preach the Baccalaureate Sermon provided travel conditions permit his return to Chengtu in time. President Liu agreed to ask Mr. Djang Po-hwai to be prepared to take Dr. Price's place if he is prevented from being in Chengtu.

The Graduation Plans Committee was requested to make plans for the Alumni-Graduates dinner and entertainment.

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1733. Temporary Staff Residences Cheeloo, Ginling and University of Nanking.

The following minute was received from the Property Committee:

"Resolved that we the University Property Committee entirely disassociate ourselves from the project as set forth in Cabinet minute 1713"

After discussion it was

RESOLVED to forward to the Board of Directors the recommendation contained in Minute 1713.

RESOLVED to recommend that a part of the land being secured by Cheeloo under this scheme may be used for residences for women students.

1734. Joint Entrance Examinations.

Vice-Chancellor Fong presented a report of the Joint Entrance Examinations Committee, Entrance Examinations are to be held in Shanghai and Hongkong on July 10th and 11th, and in Chungking and Chengtu on August 8th.

RESOLVED that the Deans of Arts and Science and Vice-Chancellor Fong be a committee to secure the necessary examination papers and examiners.

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1451

CONFIDENTIAL

WEST CHINA UNION UNIVERSITY  
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Cabinet Meeting held on June 7th, 1939

MINUTES

Present: L. G. Dsang, D. S. Dye, L. G. Kilborn, A. W. Lindsay, R. L. Simkin, H. D. Robertson.

The Cabinet recommends the following minutes to the President:

1735. Residence for Mr. Wallace Wang's Family.

RESOLVED in agreement with Property Committee Minute 352 with which to erect a section of the residence building of the tanning project, on property to the east of San Tai, to be occupied by Mrs. Wang and family until Mr. Wang returns from the States; the financial terms between the University and Mr. Wang to be further considered and reported upon by the Property Committee.

1736. Union Senior Middle School Constitution.

The President presented a new constitution which had been prepared for the Union Senior Middle School.

RESOLVED to recommend through the General Faculty to Board of Directors the suggested constitution, with two slight amendments.

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1452

Cabinet Meeting held on July 10th, 1939.

MINUTES

Present: All members except Miss Hehsing and Mr. Wu.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1783. Cheeloo Dormitories.

President Liu Presented plans for Cheeloo Women's Dormitory to be located on the site east of the Library and north of Ginling, and for a Men's Dormitory to be located to the north of Friends' College. A letter was read from the Friends' College Committee agreeing to the location and plans of a temporary building for Cheeloo men students on Friends property.

RESOLVED to accept the plans and location of Cheeloo men's and women's dormitories as presented by President Liu and approved by the Property Committee.

1784. Cheeloo-Huata Relationships.

It was reported that in the College of Arts the various departments of Cheeloo and Huata are prepared to work together.

In the College of Science cooperation shall be along the following lines:

- a. Glasswork: This shall be in common where practicable. (In Biology, Mathematics and Physics this seems probable, but in Chemistry it may be best to run separate labs.
- b. Courses for First Year: These shall be the same for both schools.
- c. Entrance Standards: These shall be the same for both schools, and after the poor papers have been eliminated, the papers of the better students must be passed by a committee of the heads of departments of the two schools, so as to obtain well-graded classes.
- d. First Year Students: Cheeloo First Year students shall be limited to approx. 20 in Chemistry, Physics, Mathematics and Astronomy; and to approx. 30 in Biology and Medicine.
- e. Discipline: Matters which involve the two schools shall be passed upon by the heads of departments of the two schools.
- f. Department Meetings: Where members of the same departments shall meet at least once a month to consider common problems.
- g. Finances re Instruction: These shall not be a matter for discussion so long as the teaching hours and the student hours are in the same ratio for the two schools, but when unbalance in this respect occurs, financial compensation shall be made on the basis of cost of instruction.

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h. Finances re Laboratories: These shall be adjusted where one school provides laboratory facilities for the other, on a basis of \$15. per semester per course in Biology, Pharmacy and Physics; but in Chemistry the money compensation must be worked out in view of the expenses of the particular course at the time.

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In the College of Medicine & Dentistry, all the  
College committees are joint committees. The chairmen of  
Departments have been appointed as follows:

Anatomy	H.C. Chang
Biochemistry	T.M. Lan (acting)
Physiology & Pharmacology	L.G. Kilborn
Pathology	T.H. Williams
Internal Medicine	J.E. Lenox (acting)
Hygiene & Public Health	W. Crawford
Surgery	E.C. Wilford
Obstetrics & Gynecology	S.H. Liljestrand
Ophthalmology	Eugene Chen
Otolaryngology	K.C. Lang
Odontology	W.G. Campbell (acting)
Oral Biological Sciences	R.C. Agnew
Oral Surgery & Exodontia	A.W. Lindsay
Parodontology	H.G. Agnew
Prosthodontology	H.J. Mullett

1785. Cholera Epidemic.

RESOLVED to circulate both in Chinese and English copies  
of Dr. Crawford's warning letter concerning the  
present cholera epidemic.

1786. Air Raids.

A letter was read from the Associated Boards addressed  
to the four Presidents expressing sympathy on account of  
the air raid, and reporting arrangements for a serious  
protest to be made through the governments concerned.

1787. Servants' quarters.

RESOLVED to forward to the Property Committee Dean Dye's  
letter of July 8th concerning the appropriate-  
ness of servants' quarters; with the request  
that they consider the type and number of build-  
ings necessary for adequate housing of University  
servants and the amount of money involved.

1788. Cheo Yun-wen.

RESOLVED on the grounds of ill-health to grant a year's  
leave of absence to Cheo Yun-wen of the Math-  
physics Department and to make him a grant of  
\$475. for translation work.

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1789. Correspondence.

Correspondence was received from:

- a. Dr. Beech re Tax Exemption passes, Transportation etc.
- b. Prof. Lin Cho-yuan, formerly of the Department of Chemistry, Yenching University, specializing in Ceramics, and since then holder of the China Foundation Fellowship and the Orton Fellowship of the American Ceramic Society in Pennsylvania State College, seeking a position in West China.
- c. Cable from Dr. Frank Anderson as follows:  
  
REFERRING KILBORN LETTER MAY TWENTYTHREE GOVERNORS  
  
WILL APPROVE REVISION ORDER HOSPITAL CONSTRUCTION  
  
FAVOURING DENTAL CLINIC PROVIDED BEECH AGREES.
- d. Dean Kilborn, concerning a medical man recommended by Dr. Lechler.

1790. Mr. Li Min-liang.

A letter was received from Mr. Li Min-liang, requesting housing accommodation for his family during his absence abroad.

RESOLVED to reply confirming minute 371 of the Property Committee that in view of the long waiting list the University cannot offer him a house for his wife and family.

1791. Dormitory for Freshmen Students.

President Dsang made a statement covering the steps already taken to acquaint the residential college principals with the situation, the difficulties of the arrangements at present existing, and the communications received from the Local Government to the effect that during the present period special attention should be given to freshmen.

RESOLVED as an experiment, to request the M.E.M. College Board to make available a building to be used as a dormitory for freshmen students, this dormitory to be under the supervision of Mr. B.S. Tsang, the dean of Discipline.

RESOLVED further to repeat the request to the Board of Governors for Emergency Funds for a dormitory to accommodate sixty students.

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1792. Ministry of Education Grant 1932.

An order, dated June 1932, was received from the Ministry of Education, announcing their grant for the year 1932 as follows:

College of Arts:

Professor of Chinese Literature and equipment \$3,630.

College of Science:

Professor of Biology \$3,080.  
Equipment \$7,760.

College of Medicine & Dentistry:

Professor of Pathology, Professor of  
Dentistry and Equipment \$17,460.  
\$32,180.

1793. House for Dr. Lo Gwang-bi.

Dean Kilborn presented plans for a house for Dr. Lo Gwang-bi together with the recommendation of the College of Medicine & Dentistry, J-6. \$1,500 is available and it will be necessary to borrow \$3,500.

RESOLVED to receive the plans and location of the house for Dr. Lo Gwang-bi on the eastern of the two fields belonging to the Sanatorium, outside the sanatorium walls, and forward them to the Property Committee for their approval.

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Cabinet Resolution 1737, adopted Monday morning, June 12, 1939.

In view of conditions arising from the bombing of the University on Sunday, June 11th, RESOLVED, To postpone the examinations for all but the graduating class until just before the opening of the fall term; to announce dates of the postponed examinations in Chengtu and Chungking newspapers the first and third weeks of August; to give no supplemental examinations.

RESOLVED, To postpone the graduating examinations until Thursday, June 15th.

Proposed General Faculty Resolutions, Thursday, June 15th, 1939.

THAT we recommend to the President and Cabinet that no action so seriously affecting the programme of our own University, the morale of our own student body, and relations with guest institutions on the University Campus as Cabinet Resolution 1737 be taken in future without the fullest possible consultation with the administrative heads of sister institutions similarly affected, with a view to concurrent action, if possible, along similar lines, and that all departmental heads, professors, and associate professors, of the University be given immediate official notice of any such action when taken.

THAT in view of the possibility of further bombing of the campus we recommend that the President and ~~the~~ Cabinet of this University, preferably in consultation with the administrative authorities of sister institutions on the University Campus, formulate a policy envisaging the situation for at least one academic year, based on a frank facing and acceptance of such hazards as the continuance of regular academic work on this campus may involve; that they endeavour to secure such governmental approval as may be required for the policy adopted; that they inform members of staff, student body, and prospective new students of this policy, and that with the calm courage for which the cablegram received yesterday from New York commends us, they proceed to put such a policy into effect.

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WEST CHINA UNION UNIVERSITY

Cabinet meeting held on Monday , June 12th, 1939

At 10 A.M.

MINUTES

Present: All members except President Liu and Miss Ward (whose place was taken by Miss Hansing).

The Cabinet recommends the following minutes to the President:

1737. Examinations.

In view of conditions arising from the bombing of the University on Sunday June 11th,

RESOLVED to postpone the examinations for all but the graduating class until just before the opening of the fall term; to announce dates of the postponed examinations in Chengtu and Chungking newspapers during the first and third weeks of August; to give no supplemental examinations.

RESOLVED to postpone the graduation examinations until Thursday June 15th.

1738. Graduation Exercises.

RESOLVED not to invite guests to attend the Graduation Exercises; not to print programmes, nor to hold the musical gathering planned for the evening of Graduation Day.

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Cabinet meeting held on Monday evening, June 12th,

Present: All members except President Liu.

1739. Air Raid Precautions.

In view of the difficulty of hearing the air raid warning siren on June 11th,

RESOLVED to request D.S. DYE to make arrangements for the use of gongs to give the necessary warning signals on the campus.

A letter was received from the University of Nanking concerning the preparation of a dug-out

RESOLVED to acquiesce in the request of the University of Nanking to prepare a dug-out behind the Biology Building.

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1740. Medical-Dental Examinations.

It was reported that the National Central Medical Dental Schools propose to continue with their examinations.

RESOLVED that 4th year Medical and Dental students, as well as fifth year students, shall take their examinations at this time.

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Cabinet Meeting, held on June 14th, 1939.

MINUTES

Present: All members except President Liu and S.H. Fong.  
Miss Hansing represented Dean of Women.  
Visitor: Mr. M.L. Li.

1741. Agricultural Extension Course.

Mr. M.L. Li attended to put forward the needs of the Agricultural extension course for a larger budget.

RESOLVED to authorise the solicitation of extra funds to the extent of \$3,000 for the promotion of the Agricultural Extension course.

1742. Air Raid, June 11th.

Telegrams and messages of sympathy were received from the Associated Boards, Madame Chiang Kai-shek, the China Institute of International Affairs, the World Student Association, China Branch, Dr. Beech and General Den Hsi-ho.

1743. University of Nanking.

Letters were received from the University of Nanking requesting the privilege of using during the next few weeks a certain number of W.C.U.U. classrooms and of housing some of their staff and students in the dormitory rooms vacated by W.C.U.U. students.

RESOLVED to forward President Chen's request to the College Principals with the suggestion that we are of the opinion that, if possible, it would be very desirable for the Principals to meet this request. The University of Nanking would appoint a staff member in charge of their students.

Mr. Fong and Mr. Hwa are making arrangements about classrooms.

1744. Cheeloo-Huata Relationships.

RESOLVED to recommend to the General Faculty general arrangements between Cheeloo and Huata for the year 1939-40 as suggested by the Presidents of both Universities.

1745. Nominations 1939-40.

The report on Nominations, having been circulated, was received for recommendation to the General Faculty.

1746. Administration Organisation.

The report of the Special Committee to consider this matter was received for recommendation to the General Faculty.

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Cabinet Meeting held on June 19th, 1939

MINUTES

Present: All members, except President Liu.

Visitors: W. Small, K.C. Wu and S.C. Yang.

The Cabinet recommends the following minutes to the President:

Minutes of Cabinet meetings, June 5th, 7th, 12th and 14th were approved as circulated.

1747. Universities' Joint Council.

Minutes of the Universities' Joint Council, held on June 17th, were adopted as attached:

1748. Care of Property during summer.

Members of the Property Committee met with the Cabinet to discuss plans for the care of the University grounds, buildings and dormitories during the summer. (Note: Mr. Small reported a letter from the Police Headquarters in response to complaints that the campus police were unsatisfactory; also that the University grounds are being used as a public highway for cars.)

1749. Graduation Exercises.

RESOLVED to hold the Baccalaureate Service 3 p.m. June 25th and Graduation Exercises 8 a.m. June 26th in the Assembly Hall of the Administration Building.

1750. Correspondence.

Correspondence was reported from Dr. Frank Anderson requesting a detailed statement of building plans and finances of the University Hospital; from Mr. Evans reporting that \$10,000 from the Rockefeller Foundation grant for emergency funds 1938-39 has been allocated to the West China Union University; from Miss Priest concerning a Miss Katharine Tseng M.A. Michigan who might be available for library work.

RESOLVED to authorize Vice-Chancellor Robertson to ascertain Miss Tseng's qualifications and whether she would accept a position on our Library staff.

1751. Ministry of Education.

Orders were received from the Ministry of Education, concerning Student Discipline and Border Reconstruction courses.

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RESOLVED that Vice-Chancellor Fong be requested to discuss the matter of courses in Border Reconstruction with those concerned with a view to making definite recommendations.

1752. Bonuses.

RESOLVED on the recommendation of the special committee on salaries appointed by Cabinet Minute 1644 to give bonuses for the three months, April, May and June 1939 on the following basis; to those whose salaries are \$100 or over 5%, \$50 - \$99 10%, under \$50 15%.

1753. Student, Hsiung Chi-deh (熊济德).

A letter was received from Dr. Phelps reporting that Hsiung Chi-deh has been chosen as a delegate to the all-China S.C.M. Conference of Student Leaders to be held at Kunming about the middle of August.

RESOLVED on the Request of the Religious Life Committee, and on the recommendation of the Deans of Science and Medicine that if Mr. Hsiung cannot return from the All-China S.C.M. Conference of Student Leaders in time to take his examinations on the dates set, he be permitted to take his examinations on his arrival.

1754. Nanking Theological Students.

A letter was received from Dr. Frank Price enquiring whether two Nanking Theological Seminary graduates may become part-time special students in the West China Union University.

RESOLVED that if proper arrangements can be made the proposal be favourably considered.

1755. Freshman Dormitory.

Minutes of the College Principals were presented and their interim report concerning the problem of a Freshman Dormitory was received. The President and Vice-Chancellors were asked to present definite proposals to the next meeting of the Cabinet.

1756. Brick and Tile Factory.

RESOLVED to forward to the Property Committee for consideration and recommendation Hospital Building Committee minute 152 concerning the establishment of a Brick and Tile factory.

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UNIVERSITIES' JOINT COUNCIL

June 17th, 1939.

Present: Cheeloo S.T. Liu, H.C. Chang  
Ginling Y. F. Wu  
Nanking Y. G. Chen, T. Y. Ni  
National Cent. S. N. Cheer  
West China L. G. Deang, D. S. Dye, S. H. Fong,  
L. G. Kilborn, A. W. Lindsey,  
H. D. Robertson, B. C. T'ang,  
Miss Ward.

Treasurer: Miss E. M. Priest.

The Minutes of the last meeting, held on May 11th, were approved as circulated.

63. Physical Examination for Freshmen.

RESOLVED to adopt the recommendation of the Student Health Committee that each Freshman student having passed the entrance examination in the autumn, must present a suitable Physical Examination Report with his application for registration, and that the Student Health Centre undertakes to give this examination for a fee of 50 cents.

64. Director of Religious Activities.

RESOLVED to adopt the recommendation of the W.C.U.U. Religious Life Committee that Mr. Andrew Roy be invited to become the Director of Religious Activities for the campus.

65. Anti-Cholera Campaign.

RESOLVED to refer Dr. C.C. Chen's request for 20 volunteers to help with the anti-cholera campaign; to the Director of the United Hospital to be brought to the attention of the fourth year medical and dental students.

66. Policy of the Universities.

Discussion took place concerning the policy of the Universities in view of the possibility of further raids.

RESOLVED to request the Air Raid Precautions Committee together with Mr. Small to make a survey immediately and to carry out the preparation of the shelters required.

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RESOLVED to make known to the Government officials responsible for educational matters and to all others concerned that we plan to take all possible precautions to protect the lives of the staff and students, and with everyone understanding the conditions we propose to continue the academic work of the Universities on the W. C. U. U. campus next year.

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Cabinet Meeting held on June 26th, 1939.

MINUTES

Present: All except President Liu, S.H. Fong, and B.C. T'ang.

The Minutes of the last meeting were approved as circulated.

The Cabinet recommends the following minutes to the President:

1757. Correspondence.

Correspondence was presented from the British Consul and the American Embassy concerning the air raid; from Dr. Frank Anderson concerning methods of holding property; from Mr. Evans concerning emergency funds likely to be available; a confidential telegram from the Ministry of Education concerning Japanese bombing objectives;

1758. Mr. Cheng Te-K'un.

A letter was received from Mr. Cheng Te-K'un reporting that the Trustees of the Harvard-Yenching Institute have granted him a fellowship for the academic year 1939-40.

RESOLVED to send a message of thanks and appreciation to Dr. Elisseoff for securing the fellowship for Mr. Cheng Te-K'un, 1939-40.

1759. Mr. Kao Yoh-lin.

It was reported that the Hodgkin Memorial Fund Committee has granted the sum of US\$200 to assist Mr. Kao Yoh-lin with the expenses involved in accepting the M.I.T. fellowship.

RESOLVED to grant US\$300 from Emergency Funds to assist Mr. Kao with his expenses.

1760. Assistance for Staff Members studying abroad.

RESOLVED to request the Board of Governors to consider placing an item of US\$1,000 in their annual budget to help meet the expenses of staff members studying abroad.

1761. Mr. Pen Dzi-fu.

RESOLVED to grant US\$100 from Emergency Funds to enable Dr. Pen Dzi-fu to avail himself of his fellowship at the University of Toronto.

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1762. College Principals.

It was reported that the College Principals have appointed the following representatives to Committees:

Mr. K.C. Wu	Cabinet
Mr. B.C. T'ang	Student Health
Dr. R.G. Agnew	Student Activities
Entrance & Scholarship	Miss Hutchinson

1763. Residence for Single Teachers.

RESOLVED to forward to the College of Medicine and Dentistry for consideration Dr. Kilborn's suggestion concerning the temporary use of the internes' residence by the single teachers.

1764. Property Committee.

Property Committee minute Nos. 361, 362 and 363 were noted. With regard to Property Minute 364 concerning the unsatisfactory service given by the policemen and the Hsui Chang, President reported that he had already written the Police Commissioner requesting him to remove the present group of men and substitute them with more experienced men.

RESOLVED to recommend to the Missions that they consider ways and means of providing during the summer an adequate number of night watchmen for their houses,

NOTE: When they have done so the Property Committee will organise their work.

1765. Library.

RESOLVED on the recommendation of the Library Committee that "crypt" under the Stack Room be made into a bomb shelter by timbering and barricading with sand boxes for the benefit of the Library staff, if D.S. Dye and W. Small consider this feasible.

RESOLVED on the recommendation of the Library Committee that contracts be made with the Junior staff of the Library for next year in order to develop in them more of a feeling of responsibility for their work.

NOTE: Contracts will also be written for other clerical workers.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting held on July 1st, 1939.

MINUTES

Present: L.G. Dsang, D.S. Dye, S.H. Fong, Miss Hansing,  
L.G. Kilborn, A.W. Lindsay, and H.D. Robertson.

The Minutes of the last meeting were approved as circulated.

The Cabinet recommends the following minutes to the President:

1766. Mr. Li Min-liang.

A letter from Mr. Li was read.

RESOLVED to pay Mr. Li Min-liang's Life Insurance Premium during his absence for two years post-graduate study abroad.

1767. Physical Examination for those studying abroad.

A letter from Dr. Crawford was read.

RESOLVED to request the American Consul in Kunming to permit the West China Union University to give a physical examination to those going from Chengtu to the United States for post-graduate study, and to recognise such examination.

1768. Residences on Tanning Site.

RESOLVED on the recommendation of the Property Committee to complete the four sections now under construction, at a cost of \$3,000.00, it being understood that the residences belong to the University.

(Note: The Chemistry Department has first option on two of the residences for members of its staff).

1769. Graduates June 1939.

RESOLVED to record the graduates of West China Union University June 1939 as follows:

Arts: Hwang Lin-shuh  
Wang Yun-ko  
Wang Pai  
Dzen Shang-lin

Chen Gin-hsin  
Wang Dzi-chuen  
Chen Gwei-yun  
Li Keh-gang

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Yang Chao-chun  
Fang Hsi-hsun  
Liu Yung  
Min Ngen-hsiang  
Lu Fang  
Sung Shuh-fang  
Djang Shao-yin

Ten Chian-lu  
Chiu Deh-yung  
Keng Yoh  
Liu Shih-lien  
Wang Hen-pu  
Tien Chi-min  
Liu Gwei-fang  
Yang Yun-hwei

Science:

Djao Chou  
Giang Han-djao  
Djou Gin-chin  
Djang Hsi-lin  
Liu Dzen-yu  
Gung Dzen-rang

Li De-nieh  
Shih Hsiao-chuan  
Tang Hsien-hsia  
Lung Yu-djao  
Tan Chia-hsian

\*Yin Gung-ni  
\*Li Djung-lung

\*Wu Shuh-hsien  
\*\*Giang Ren-tsao

Note: \* Soochow loan students  
\*\* Fukien Union College loan student

Medicine:

Wu Yeo-tsai  
Yuin Yang-su  
Chen Bin  
Sen I-chen  
Chang Djung-hsun  
Fu Tin-shui  
Gen Tai-pu  
Koo Sen-dju  
Chow Yuin-teh  
Yang Chia-ming  
Chen Gwan-hsi  
Chao Bang-hwei

Ho Gwang-chi'h  
Yoh I-hsun  
Liu Chien-hsiang  
Tao Li-dji  
Hsu Gwei-chin  
Tsui Yun-hsi  
Djung Wan-cheng  
Chang Tseh-hao  
Feng Chwang-len  
Tsai Er-fen  
Yuen Hong-fu

Dentistry:

Yang Shen-shu  
Lin Beh-keng  
Sung Wu-yao  
Ngao Yang-gwan  
Fu Tsi-yu  
Tsang Lung-den

Dai Tsi-ang  
Hsu Loh-chuan  
Tien Ni-hsiao  
Hsi Tsi-fang  
Chang Shi-tseh  
Yoh Ih-ho

Ophthalmology & Otolaryngology:

Wang Li-tsu  
Mao Wen-shu  
Lo Lin Yun

Tsao Bin  
Chou Da-yung

1770. Public Health Nurses.

RESOLVED to record that ten nurses have completed the course in Public Health and will be given the diploma of the College of Medicine & Dentistry provided they pass their examinations satisfactorily.

1771. Norse Medal and Prize, 1939.

RESOLVED to record that the Morse Medal and Prize, 1939 has been awarded to Fu Tin-shwei ( ).

1772. Szechwan Public Health Training Institute.

RESOLVED on the recommendation of the College of Medicine and Dentistry that the Department of Hygiene and Public Health cooperate with the Provincial Health Experiment Centre in a six months' course for medical graduates, and that the course be given in the rooms of the Department, and that permission be given for the hanging of a sign on Cadbury Building stating that here is located the " Szechwan Public Health Training Institute"

1773. Dr. C.C. Chen.

RESOLVED on the recommendation of the College of Medicine and Dentistry that the President be requested to invite Dr. C.C. Chen, Commissioner of Health for Szechwan, to become an Honorary Professor in the Department of Hygiene and Public Health.

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Confidential

WEST CHINA UNION UNIVERSITY

Cabinet meeting held on July 4th, 1939.

MINUTES

Present: All members except President Liu and Woman's College representative.

The Cabinet recommends the following minutes to the President:

The minutes of last meeting were approved as circulated.

1774. Administration.

RESOLVED to recommend to the General Faculty that the Cabinet include the Director of Student Activities.

1775. Correspondence.

Correspondence was received from

1. Thomas L. Yuan re a possible Physical Director;
2. Mrs. Salquist re teachers of Sociology and Biology;
3. Mr. Theodore Richards (telegram) re applicant for Friend Peace Scholarship;
4. Dr. McClure (per Dr. Kilborn) re R.A. Fortune of Columbia who desires work in Ethnology at W.C.U.U.
5. Mr. Cressy, forwarding resolution of appreciation from the Presidents' meeting, Hongkong, for accommodating the other institutions on the W.C.U.U. campus.
6. Rev. Frank Anderson re Dental Clinical building, the importance of securing funds for the better training of Chinese teachers, and requesting a report of the Union Senior Middle School.

1776. Interns Breakage Deposit.

In response to petition from the medical interns, against the \$10 breakage deposit,

RESOLVED that the interns be informed that the rule governing the payment of the \$10 breakage deposit is still in operation ~~stands.~~

1471

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1777. Universities-Missions Truck.

A letter was received from Dr. McClure concerning transportation .

Following this and Cabinet minute 1643,

RESOLVED that the University Truck Committee take over the management of the U-M. Truck.

1778. Students' Conference in Kunming.

A letter was received from Dr. Agnew on behalf of the local S.C.M. concerning travelling facilities for two students attending the national S.C.M. conference in Kunming during August.

RESOLVED to request the University Truck Committee to consider favourably making available two seats for the two students travelling to Kunming to attend the S.C.M. conference.

1779. Director of College of Medicine & Dentistry.

RESOLVED to report to the General Faculty the name of Dr. Leslie Kilborn as Director of the College of Medicine & Dentistry.

1780. Plans for Cheeloo Dormitory for Women Students.

Concerning Property Committee minute 369

RESOLVED to constitute the President and Vice-Chancellors a committee to consider the plans for the Cheeloo Women's Dormitory with power to accept them.

1781. Tuition Fees for 1939-40.

The President explained that according to Government regulations the University is not able to collect an Endowment Fund fee from new students.

RESOLVED to request Cheeloo University to charge new students entering 1939-40 the same fees as Huata, including \$5. per term for Endowment Funds.

1782. Rental Agreement.

RESOLVED to accept the rental agreement as suggested by Mr. Simkin, renting the southern section of the new double house on the Friends College grounds to Mr. Kwch Chih-chieh, Commissioner of Education.

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Cabinet Meeting held on July 13th, 1939.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1794. Miss W.S. Mao.

A letter was presented from Dr. Cunningham concerning the case of Miss Mao.

RESOLVED that upon the payment of back fees, the presentation of a satisfactory thesis, and upon the recommendation of Dr. Cunningham and Dean Kilborn, Miss W.S. Mao, M.D., be granted her diploma in Ophthalmology and Otolaryngology.

1795. Dr. Chuai.

RESOLVED on the recommendation of Dean Kilborn that Dr. Chuai (now studying in Edinburgh) be invited to join the Department of Internal Medicine.

(NOTE: It was agreed that the sums of \$1,400 from the Ministry of Education's grant to the College of Medicine & Dentistry 1939, and \$1,000 at present allocated to the Department of Internal Medicine for a projection microscope, be made available to pay Dr. Chuai's salary.)

RESOLVED to adopt the recommendation of the Ranking & Salary Committee that Dr. Chuai be ranked as Associate Professor and that his salary be \$200 a month.

1796. Prof. Wen Chai-min. ( )

RESOLVED on the recommendation of Dean Robertson that Professor Wen Chai-min be invited to join the Department of Chinese.

RESOLVED to adopt the recommendation of the Ranking and salary Committee that Mr. Wen Chai-min be ranked as Professor and hold the Government Chair in Chinese.

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1797. Ginling-Nanking Commencement.

RESOLVED to accede to the request for the Commencement Exercises of Ginling College and the University of Nanking to be held in the Assembly Hall, Administration Building at 9 A.M., July 15th.

1798. Omei Biological Station.

Dean Dye presented a tentative scheme for a Biological Station at Mt. Omei.

RESOLVED to forward copies of the proposed scheme for a Biological Station to the cooperating Universities for consideration.

1799. Joint Entrance Examinations Government Universities.

In response to the request of the Joint Entrance Examination Committee of Government Universities for accommodation for their entrance examinations,

RESOLVED to request Vice-Chancellor Fong and Mr. B.C. T'ang to discover available accommodation and discuss the matter with President Chen of Chwan Da.

1800. Accommodation for Single Teachers.

As the College of Medicine and Dentistry (minute J-5) has agreed to the Cabinet's request that the new interns' dormitory be completed by September 1st and made available as a residence for single teachers, if occupation is limited to the fall term,

RESOLVED to refer the matter of the necessary furnishings and other arrangements to the Property Committee and to request the Business Manager to secure the names of single teachers (or those whose families have left Chengtu) who wish to secure accommodation in the resident for single teachers.

1801. Dental Faculty Re-organisation.

RESOLVED on the recommendation of the College of Medicine and Dentistry that the dental departments of the College be organised under the following headings, as a trial for the coming year:

Department of Odontology (Orthodontia)  
Department of Oral Biological Sciences  
Department of Oral Surgery  
Department of Periodontology  
Department of Prosthodontology

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1802. Hospital Building Committee.

RESOLVED to record the membership of the Hospital Building Committee as follows:

W. Crawford, S.W. Liljestrang, A.W. Lindsay,  
E.C. Wilford, T.H. Williams (W. Small and  
Canning Young by co-option)

1803. Emergency Hospital outside East Gate.

RESOLVED to record the following minute of the Chengtu Hospitals Board: "That this Board request the United Hospital to accept the responsibility for the management of an emergency hospital outside the East Gate of the city, for wounded civilians, under the terms presented by the Director of the Szechwan Provincial Experimental Health Centre.

1804. Letter from Chinese Staff (General Faculty Minute 572).

RESOLVED that the President base his reply to the Chinese Staff on Library Minute 86, College of Medicine & Dentistry Minute J.4. and College of Arts Executive Minute of June 20th.

1805. Universities-Missions Truck.

The following minute was received from the Hospital Building Committee: "That this Hospital Building Committee cannot assume the responsibility for the handling of the Universities-Missions Truck unless and until a competent foreign manager-driver can be employed to take charge of the Truck.

RESOLVED that Vice-Chancellor Robertson write again explaining the intention of the I.R.C.C. to assume responsibility for the servicing of the Truck and to train a driver for the Truck, which is to operate on the Chungking-Chengtu run.

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*D. Lindsay*

WEST CHINA UNION UNIVERSITY

Meeting of the Cabinet, held September 4th, 1939

MINUTES

Present: Miss Downer, Messrs. D.S. Dye, L.G. Dsang, S.H. Fong,  
L.G. Kilborn, A.W. Lindsay, H.D. Robertson, R.L. Simkin.

The Cabinet recommends the following minutes to the President:

1806. Purchase of Drugs.

A communication was received from Dr. Crawford re supplies of drugs and instruments.

RESOLVED to write to Dr. Cheer concerning the probable difficulty of securing adequate supplies of drugs and instruments, and assuring him that the University will do its part in cooperating with the United Hospital and the other medical colleges.

1807. Teachers' Residence on Tong Hang Dze.

Vice-Chancellor Robertson reported that more property along the Tong Hang Dze immediately north of Baptist property had been secured. In order to make the best use of the land available,

RESOLVED on the recommendation of the Property Committee that the foundations of the Single Teachers' Residence be located fifteen feet to the west of the original location.

(Mr. Li Huai-ni to ascertain informally teachers' preferences for location of residences on the Tong Hang Dze property or on land to the south of the Middle School).

1808. Administration Building Toilets.

RESOLVED to accede to the request of the Property Committee for authorisation to use \$600 for the enlargement of the toilet at the rear of the Administration Building, (south end) in accordance with model plans prepared by Dr. Crawford. The understanding is that Dr. Crawford will secure this \$600 from Mr. Ho Beh-hen.

(Vice-Chancellor Robertson to discuss these plans with Dr. Crawford and Dean Dye, in their relationship to the present style of architecture.)

1809. Chiang Hsi Kai Property.

RESOLVED on the recommendation of the Property Committee to authorise the expenditure of \$170 for the levelling

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of the Chiang Hsi Kai property, to be charged to Contingency Fund.

1810. Sanatorium Residence.

In view of the greatly increased cost of materials and labour for building the house proposed for Dr. Lo Kwang-bi (\$8,900)

RESOLVED on the recommendation of the Property Committee that the out-buildings be erected first, to be used as temporary accommodation.

1811. Temporary Dormitory for Single Teachers.

Note was taken of Property Committee Minutes Nos. 393, 399, 404, 407, 408, 414, and a committee composed of Messrs. S.H. Fong, M.C. Chang, H.N. Li, was requested to make a report to the next meeting of the Cabinet.

RESOLVED to authorise the Bursar's Office to advance \$700 to \$800 for the installation of electric lighting for the Single Teachers' dormitory rooms. (To be repaid later from Hospital building funds).

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, September 7th, 1939.

MINUTES

Present: All members.

The Cabinet recommends the following Minutes to the President.

The Minutes of the last meeting were approved as circulated.

1812. Entrance Examinations.

It was reported that a total of 1,538 students had sat for the combined Entrance Examinations in Hongkong, Shanghai, Chungking and Chengtu.

1813. Fellowship Students.

Dean Lindsay reported that the following students would hold fellowships for the year 1939-40:

Dai Shu-ku,	in Oral Hygiene and Preventive Dentistry
Tong Tso-hai	" " "
Chang Shi-tseh	in Applied Oral Anatomy and Oral Physiology
Yang Shen-shiu	Oral Pathology

1814. Friends Service Council.

A letter was received from Miss Hutchinson, reporting that the Friends Service Council does not feel able under present conditions to do anything about building further dormitory accommodation.

1815. University of Nanking.

A vote of appreciation for continued help was received from the Board of Founders of the University of Nanking.

In response to President Chen's letter of August 9th,

RESOLVED to agree to the proposal of the University of Nanking for reconstructing the farm buildings on the land that is now rented from the Methodist Mission, south of the University campus, for the accommodation of eight staff families; also that in the event of the W.C.U.U. coming into ownership of this land, the University of Nanking be permitted to continue to make use of the buildings.

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1816. Dr. Dickinson.

In response to Dr. Dickinson's request for leave of absence it was

RESOLVED that subject to the approval of the College of Science Dr. Dickinson be granted leave of absence to assist the Intercontinent Aircraft Company and make recommendations as to instituting scientific agricultural methods amongst the farmers and market-gardeners of the neighbourhood of Loiwing, as well as to consider the problems of fruit and nut growing, also forestry.

1817. Single Teachers' Dormitory.

The Committee appointed to make recommendations on this matter reported the names of twenty-four men to be housed in this dormitory. The names were provisionally approved. Further consideration will be given to the provision of additional accommodation at a later meeting.

RESOLVED that a house committee be formed from amongst those living in the dormitory, and that Mr. Li call the group together to form a committee.

RESOLVED that the University provide the stove, a "go" and water butt etc., dishes etc. to be provided by the renters.

1818. Transportation of students from Kunming.

Following the report that there are over twenty student who have passed the entrance examinations now in Kunming experiencing difficulty in securing transportation to Chengt

RESOLVED to request the University Truck Committee to consider the possibility of sending the truck to Kunming to fetch the said students, and to report upon the cost of the trip.

1819. Student Yen Dze-chuin.

On the recommendation of Dean Dye,

RESOLVED to permit the student, Yen Dze-chuin, to return to the University to continue his studies in the Pharmacy Department when he has completed the work he is now doing for the Government.

1820. Residence for President Liu.

RESOLVED on the recommendation of the Property Committee to accept plans for President Liu's residence to be erected on A.B.F.M.S. land, and that the terms of agreement be the same as for the University of Nanking residences in the same compound

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, September 11th, 1939.

M I N U T E S

Present: All members, except Miss Streeter (who was represented by Miss Ward), the President and Mr. K.C. Wu.

The Cabinet recommends the following Minutes to the President:

The Minutes of the last meeting were approved as circulated.

1821. Interns.

RESOLVED to call the attention of the Presidents to a letter from Dean Kilborn concerning the conduct of certain interns.

1822. Transportation of Students.

A letter was received from Dr. Crawford concerning the cost of sending the Hospital Building Truck to Kunming to fetch students. The matter was referred to the Vice-Chancellors.

1823. Freshman Dormitory.

A letter was received from Mr. Stockwell, reporting that the Methodist College Board had agreed to grant the use of Joyce Memorial Dormitory for Freshman students for the year 1939-40 on condition that the University would take full responsibility for (1) keeping the Joyce Memorial Dormitory in repair during the year, returning it at the end of the year in the same condition as when it is taken over, and (2) that any assitional furniture needed be supplied by the University.

RESOLVED to agree to the conditions set by the Methodist College Board, and to request the Property Committee to appoint a representative to survey the Joyce Memorial Dormitory with a view to meeting condition (1)

It is the Cabinet's understanding that the Principal of this Freshman Dormitory will be the Dean of Student Discipling.

1824. Methodist Farm Land.

A letter was received from Mr. Stockwell on behalf of the Methodist Conference Claimants Committee, offering the "Methodist Farm" adjacent to the foreign cemetery, to the University at \$700 per Chinese acre.

RESOLVED that Dean Dye take this matter up with Dr. Dickinson, and that Vice-Chancellor Robertson consult Dr. Beech.

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1825. Single Teachers' Dormitory.

It was reported that certain of the women staff members who had applied for accommodation in the temporary Dormitory had been allocated rooms in the Woman's College staff residence, and that seven only would need to be accommodated in the temporary Dormitory.

RESOLVED that the rooms on the third floor be allocated to men staff members.

(It is understood that accommodation in this temporary Dormitory is reserved for full-time members of the W. O. U. U. staff or for former graduates working in the United Hospital. This means that all on the list of applicants qualifying thus may be accepted as residents.)

RESOLVED that the rental charges shall be \$5. per month for single rooms, \$3. per month for sharing a room on the 2nd floor and \$2. per month on the 3rd floor.

RESOLVED to request the Property Committee to purchase the kitchen furnishings as per Cabinet Minute 1817; to put in an electric light meter; and to complete the furnishing of the room.

1826. Special Students.

RESOLVED on the recommendation of Dean Dye that former students of the Dyeing course, Miss Fu Dze-yin (傅子贇) and Mr. Li Chuan-ngan (李全安) may register as auditors to attend courses in the Chemistry Department.

(The cases of students arriving late or without having taken the regular entrance examinations will be considered on their merits after the opening of the term.)

Opening Ceremony, Monday, September 18th, at 8 a.m.  
Classes commence on Tuesday, September 19th.

1827. Financial Arrangements with Cheeloo.

RESOLVED to request the Deans to work out the costs for students taking courses in the several Colleges and to present a report at a later meeting of the Cabinet.

1828. Electrification of the New Hospital Plant.

RESOLVED to forward to Dr. Beech for consideration the resolution 175 of the Hospital Building Committee concerning the electrification of the new Hospital plant.

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, September 18th, 1939.

M I N U T E S

Present: All Members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1829. Agricultural Extension School Students.

Correspondence was received from Dr. Dickinson concerning the increased number of applications from Agricultural Extension School students, and requesting that if Hart College dormitory accommodation is not used to capacity this term, ten students of the Agricultural Extension Course be permitted to live in two or three rooms at the gymnasium end.

RESOLVED to accede to this request provided accommodation is available and Dr. Dai, the principal of Hart College dormitory, and the rest of the students have no objection.

RESOLVED that women students be permitted to enter the Agricultural Extension School only if the principal of the School considers that their accommodation in the city is satisfactory.

1830. Temporary housing of Cheeloo women students.

It was reported that Cheeloo Women's Dormitory will not be ready for occupation for two weeks and that there is urgent need for temporary accommodation.

RESOLVED to permit the Cheeloo women students to use the two vacant rooms in the women's section of the temporary residence for single teachers until the end of September.

1831. Methodist Episcopal Mission.

Following Cabinet Minute No. 1824,

RESOLVED to reply to Mr. Stockwell that under present circumstances the University is not in a position to consider taking up the option on the M. K. M. farm land.

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Vice-Chancellor Robertson presented a contract to be signed between the M.E.M. and the University in regard to the temporary buildings and land opposite Goucher Middle School.

RESOLVED to agree to conditions (1) and (2), and if necessary no. (3) if recorded.

1832. Freshman Day.

RESOLVED that Friday, September 22nd, be observed as Freshman Day.

1833. Provincial Government Grant.

It was reported that the Provincial Government has granted for the year 1939 the following sums:

Chair for Pre-Medical course, and equipment	\$3,000
Chair for Clinical Department, and equipment	4,000
2 Research scholars in Faculty of Dentistry, and equipment	3,000
Equipment for College of Science	10,000

1834. Dr. Liang.

Dean Dye reported that it was likely that Dr. Liang could be persuaded to return to the University.

RESOLVED to authorise Dean Dye to write to Dr. Liang, inviting him to return to the University, Department of Chemistry.

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, September 25th, 1939

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1835. University of Nanking.

A letter was received from President Chen, requesting the use of campus trees for laboratory demonstrations.

RESOLVED to accede to this request so far as the University central plot is concerned, and to request Vice-Chancellor Robertson to write to the Missions concerning the use of their trees, the University of Nanking being responsible for approaching private owners.

1836. Dr. Mao Wen-shu's Diploma.

Following minute 1794,

RESOLVED on the recommendation of the Dean of Medicine that Dr. Mao Wen-shu having presented a satisfactory thesis and paid all back fees, be granted her diploma in Ophthalmology and Otolaryngology; also that she be permitted to publish all or part of it if suitable acknowledgment is made.

1837. Dates.

On the suggestion of Vice-Chancellor Fong and the Registrar it was

RESOLVED to recommend to the Universities' Joint Council the following dates:

End of Fall Term, Wednesday, January 31st, 1940.  
Registration for Spring Term, Monday, February 19th.  
Classes to commence on Thursday, February 22nd.  
Baccalaureate Service, Sunday, June 23rd.  
Graduation Exercises, Monday, June 24th.

1838. Servants' Wages.

Consideration was given to Property Committee minutes 426 and 437 and to a letter purporting to come from the employees of the foreign staff.

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RESOLVED in view of the increased cost of living to give servants who have been in the employ of the University six months and have given satisfactory service a bonus of \$2.00 a month, provided they have not had an increase since April (see Cabinet Minute 1977)

1839. Boxer Indemnity Funds.

A letter was received from Dr. Han Li-wu concerning the grant of five chairs to the University by the Board for the Administration of British Boxer Indemnity funds.

RESOLVED to send a letter of thanks to Dr. Han Li-wu for this gift to the University, and to approach the following to hold the chairs:

Mathematics - Professor Li Han  
Physics - Professor Cheng Wen-yu  
Chemistry - Professor Cheng  
Pharmacy - Professor Tang  
Chinese - Professor Chang Cheng-ru

1840. Freshman English.

A letter was received from Dr. Moncrieff concerning the problems created through the acceptance by Cheeloo and West China Union Universities of a number of students whose English marks on the entrance examination were under 45%; also the more general question of standards in English.

After discussion and the President's statement that it is essential to maintain University standards in English,

RESOLVED to suspend for this year the former regulation permitting the Department of Western Languages to give only one year below Freshman standard, and to permit them to give two courses below Freshman standard, provided the students are informed that before the opening of the next academic year they must pass an examination qualifying them to enter Second Year English.

RESOLVED that before October 10th, 1939, the Department be requested to hold examinations for all students of sub-Freshman English; and that as a result of these examinations the Head of the Department of Western Languages shall inform those students whom he considers have no chance of reaching the required standard that they must plan to spend two years in completing the Freshman course.

RESOLVED that a committee consisting of Miss Streeter, Vice-Chancellor Fong and the Deans of Arts, Science, Medicine and Dentistry be appointed to confer with Dr. Moncrieff concerning English standards, and to report.

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RESOLVED to recommend to the Department of Western Languages that Middle Schools be informed of the standards required and the type of examinations in English to be given by the West China Union University.

1841. Students permitted to continue at the University.

RESOLVED that students who have failed in not more than the minimum number of subjects in their College be allowed conditionally to continue at the University; and that permission to continue further will depend upon their passing supplemental examinations.

(Arts - half the required number of credits)  
(Science - two subjects)  
(Medicine and Dentistry - one major, or two minors, or one major and one minor)

Sept. 27th, 2 p.m.

To Cabinet Members:

Kindly substitute the following for Minute 1841 of Cabinet Minutes circulated this morning:

1841. Supplemental Examinations.

RESOLVED because it has been impossible to hold supplemental examinations this term students who otherwise, according to the regulations named below, would not have been permitted to continue their course, will be allowed to continue during the year 1939-40 on the understanding that either at the end of the fall term or at the beginning of the spring term they successfully pass supplemental examinations.

(Arts - must secure at least half the required credits)  
(Science - may not fail in more than two subjects)  
(Medicine and Dentistry - may not fail in more than one major, or in two minors, or in one major and one minor)

H.D. Robertson.

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Meeting of the Cabinet, October 2nd, 1939.

M I N U T E S

Present: All members, except Mr. Fong.

The Cabinet recommends the following minutes to the President.

The Minutes of the last meeting were approved as circulated.

1842. Memorial to Miss Hwang Hsiao-cho.

The President reported that the Ministry of Education had made a grant of \$500 for the creation of a memorial to Miss Hwang Hsiao-cho, the Pharmacy student who lost her life during the air raid on June 11th.

(President to recommend the nature of the memorial at a later meeting)

1843. Border Education.

The President reported that the Ministry of Education has made a grant of \$2,000 to the Department of History, Political and Social Sciences for the institution of special courses in subjects connected with the Border (see Cabinet minute 1751)

RESOLVED to request the President and the Dean of Arts to make recommendations as to the use of this grant.

1844. Social Centre.

A telegram was received from Dr. Kiang of the National Student Relief Committee in Shanghai reporting that they had made a grant of \$4,000 towards the creation of the Social Centre.

1845. Chinese Industrial Cooperatives.

A letter was received from Dr. Smythe of the University of Nanking on behalf of the Chengtu Chinese Industrial Cooperatives, requesting permission to loan the completed wool-weaving building to this body for the month of October as a training centre for women spinners.

RESOLVED to accede to this request in accordance with conditions set forth in Dr. Smythe's letter.

1846. Freshman English.

A letter was received from Mr. Monerleff concerning the resolutions contained in minute 1840, and requesting that arrangements be made for sub-freshmen concerned to attend English classes each day from 10 to 12 o'clock.

RESOLVED to accede to this request.

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Cabinet Meeting held on October 9th, 1939.

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1847. Student, Chang Kweh-cheng.

RESOLVED on the recommendation of President Dsang to accept Chang Kweh-cheng as a special student in Political Science, provided his credentials are satisfactory.

1848. Finance.

Discussion took place concerning the use of the Emergency Funds granted for the year 1938-39.

After discussion of a letter from the Hospitals Board Budget Committee, it was

RESOLVED (1) to reply that NC\$3,000 would be granted from the Emergency Funds 1938-39 to cover expenses in connection with the maintenance of free beds for teaching purposes. (This amount has already been loaned to the United Hospital and the grant will therefore cancel the loan - Cabinet minute 1326)

(2) to appeal to the Board of Governors for a grant towards the maintenance of the United Hospital, provided that Cheeloo and the National Central University do likewise.

(3) to suggest that the three Universities using the clinical facilities of the United Hospital during the year 1939-40 make a grant towards the maintenance of the United Hospital in proportion to the number of students in these clinical departments.

It was further

RESOLVED to grant from Emergency Funds an amount sufficient to replace glass (Broken during the June air raid) in the Medical-Dental Building.

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1849. Property.

Note was taken of Property Committee minute No. 446, relating to the order of urgency of proceeding with the various building projects.

It was reported that in view of the shortage of bricks the Hospital Building Committee has agreed to complete only the main section of the Hospital. Work could then continue on the Chemistry Building, the Single Teachers' Residence, and the Social Centre.

In regard to Property Committee minute No 444, it was

RESOLVED to appoint Dean Dye, Mr. K.C. Wu and Mr. Robertson a committee to survey and map properties recently purchased on the Tong Heng Dze, and to make recommendations concerning the location of the buildings to be erected on that land.

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Confidential.

WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held October 16th, 1939

MINUTES

Present: All members.

The Cabinet recommends the following minutes to the President:

The Minutes of the last meeting were approved as circulated.

1850. Course in Social Statistics.

A letter was received from President Chen agreeing to loan Prof. Liu Nai-ching to the W.C.U.U. to conduct the course in Social Statistics.

RESOLVED to express to the University of Nanking appreciation of their action in making it possible for Prof. Liu Nai-ching to give the course in Social Statistics.

1851. Letter from Single Teachers.

A letter was received from the teachers living in the temporary dormitory, requesting an advance of \$2,000 with which to purchase rice, coal etc.

RESOLVED to reply that such a step would not be a good precedent, and to point out that in the case of other dormitories the money for such purposes is advanced by the people concerned.

1852. Library Committee Minutes.

RESOLVED on the recommendation of the Library Committee that Miss Liao Hung-ying be appointed to take the place of Miss Downer on the Library Committee until such time as Miss Downer can accommodate her time-table to the hour of meeting.

RESOLVED on the recommendation of the Library Committee that the subject of faculty liabilities, loss and damage to books and periodicals be an item for the agenda of the next Faculty meeting.

RESOLVED to request the Property Committee to arrange that the shelving in the north balcony of the Library be completed immediately.

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1853. Property Committee.

RESOLVED to accept the recommendation of the Property Committee that Mr. H.L. Chang be appointed to take the place of Mr. M.C. Chang on the Property Committee.

1854. Board of Governors Minutes.

The Minutes of the Annual Meeting of the Board of Governors were presented in brief by Mr. Robertson.

1855. Harvard-Yenching Funds.

Discussion took place concerning the annual appropriation from Harvard-Yenching funds.

RESOLVED that the Chinese Department, the Museum, Library and Research Committee be requested to reconsider the University's present programme of cultural studies and make recommendations to be incorporated in a statement to be made to the Harvard-Yenching Institute through the Board of Governors, concerning the University's future plan and policy governing the use of Harvard-Yenching funds.

1856. Dr. Horace E. Campbell.

RESOLVED to write to Dr. Campbell, Bishop Ward and Dr. Garside, urging early action concerning the University's request for Dr. Campbell's services.

1857. Student, Kao Chieh-la.

RESOLVED on the recommendation of Dean Lindsay that Mr. Kao Chieh-la be accepted as a Transfer Student in Second Year Dentistry.

1858. Rockefeller Foundation Grant.

RESOLVED to recommend to the Board of Directors that the Rockefeller Foundation grant of US\$10,000 for Emergency Funds 1958-59 be used as follows:

Chemistry Building	\$4,000
Single Teachers' Residence	2,000
United Hospital - increased hospital facilities for teaching purposes including maintenance of free beds	1,500
Supplies for Colleges of Science, Medicine & Dentistry, and Transportation of same	2,500

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1859. Emergency Funds 1938-39.

It was reported that the sum of US\$15,792.65 would be available from Emergency Funds 1938-39.

RESOLVED to recommend to the Board of Directors the following allocation of Emergency Funds for the year 1938-39:

For the new Science (Chemistry) Building NC\$40,000; the purchase of land on the Tong Hang Dze between Baptist property and the street NC\$25,000; to erect Single Teachers' Residence NC\$15,000; to meet possible deficit in the budget 1939-40 NC\$30,000; to provide the United Hospital with increased facilities for teaching purposes, including the maintenance of free beds US\$1,000; to erect residences for staff members US\$2,000; to cover the travel of Kao Yoh-lin and Pen Dze-fu US\$500; supplementary grant to Mr. Kao's scholarship US\$400; (this amount to be covered by sums to be secured by special appeal); to meet the W.C.U.U. share of charcoal-burning truck to be used in connection with the International Red Cross Committee transportation organisation US\$900; to provide Mr. Roy Spooner with funds to purchase, if necessary, Dodge truck and transport University supplies to West China US\$1,500

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WEST CHINA UNION UNIVERSITY

Cabinet meeting, held on October 24th, 1939

MINUTES

Present: All members

The Cabinet recommends the following minutes to the President.

The Minutes of the last meeting were approved as circulated.

1860. Appeal for Buildings.

RESOLVED to request Dr. Beech to take steps to secure money immediately for the erection of the West Wing of the Education Building, now that the necessary land has been purchased.

RESOLVED to request Dr. Beech to take steps to secure money immediately for the erection of the Dental Unit of the University Hospital.

1861. Student Aid.

It was reported that \$300 has been paid over to the University from the Community Fund for Student Aid.

RESOLVED on the recommendation of Mr. T'ang that grants in aid be made to the following students - Yang Ngai-deh (楊愛德) \$30; Kao Hung-ru (高鳴如) \$15; Song Chong-hsin (宋鍾興) \$10.

1862. Students arriving late.

Because of the special circumstances causing the delayed arrival of the following students,

RESOLVED on the recommendation of the Dean of Arts that the following students may be received as Transfer Students into Second Year Arts if their credentials prove satisfactory: Yang Fu-wen (楊復文) and Chen Chi-ren (陳其仁)

RESOLVED on the recommendation of the Dean of Dentistry that the student Yin Se-yu (尹士悅) formerly of Cheeloo, be received into First Year Dentistry.

RESOLVED on the recommendation of Deans Dye and Kilborn that the student Fu Cheng-chien (傅正謙) be received into the Pre-medical course.

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1863. College of Science.

RESOLVED on the recommendation of the College of Science that a new teacher be engaged as soon as practicable to meet needs in the Biology Department ( his salary to be met by salary estimates for Prof. Li Heng)

RESOLVED on the recommendation of the College of Science that permission be granted to Dr. Reeves to have the east end of the north wing of the attic of the Biology Building ceiled and a stairway leading to it built into the north end of the corridor of the second floor similar to the one at the south end of the same hall, provided the expense be not charged to the West China Union University; and that the Property Committee be asked to carry out this work.

1864. Property.

RESOLVED on the recommendation of the Property Committee that the University of Nanking be requested to return to the W.C.U.U. the piece of land immediately in front of the teachers' residences at San Tai.

RESOLVED on the recommendation of the Property Committee that in view of the necessity for the students to use the Central Plot for Athletics, Dr. Dickinson be requested to keep this area clean of cow droppings.

RESOLVED on the recommendation of the Property Committee that whereas considerable damage has been done to trees and shrubs on University grounds, a notice be sent to staff members to the effect that privately owned goats must not be pastured on University grounds.

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WEST CHINA UNION UNIVERSITY

Cabinet Meeting, held October 30th, 1939.

MINUTES

Present: All members, except B.C. T'ang.

Minutes of last meeting were approved as circulated.

The Cabinet recommends the following minutes to the President:

1865. Library Books, and Equipment.

A letter was received from Mr. Oliver Caldwell of New York office, enquiring what types of library books and scientific equipment would be acceptable as gifts from American Universities.

RESOLVED in replying to refer Mr. Caldwell to the list of books already sent to Mr. Fahs, and to point out that any scientific equipment donated should be of the latest types used in universities in the west.

1866. Boxer Indemnity Funds.

An official letter was received from the Trustees for the Administration of Indemnity Funds remitted by the British Government, concerning their gift of \$20,000 for the provision of five chairs (reported previously in minute 1839).

1867. Budget 1939-40.

Mr. Robertson presented revised budget estimates for the year 1939-40.

RESOLVED that from the Ministry of Education's grant for equipment, \$3,660 of the amount allocated to the College of Medicine and Dentistry, and \$5,000 of the amount allocated to the College of Science, be used to meet regular budget items; the budget deficit of \$60,282.70 to be met from adjustments with Cheeloo and if necessary Emergency Funds.

1868. Tong Heng Dze Property.

Following Property Committee minute 444, it was

RESOLVED that the Single Teachers' residence be located 20 feet to the west of the original plotting, and a sufficient distance to the south to permit of a suitable space between it and the shops fronting on the street.

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1969. Social Centre.

Plans were presented, and it was reported that the cost of erecting the Social Centre would be \$5,000. Since the Student Relief Committee's gift is only \$4,000 the balance should be shared by the cooperating Universities.

RESOLVED to meet the W.C.U.U. share.

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WEST CHINA UNION UNIVERSITY

Committee on Studies, held on Monday, November 13th, 1939.

MINUTES

Present: President Dsang, R.G. Agnew, J. Beech, D.S. Dye, S.H. Fong, S.D. Hwa, L.G. Kilborn, J. Lenox, A.W. Lindsay, Mrs. Lindsay, E.N. Meuser, J.E. Moncrieff, H.J. Mullett, H.D. Robertson, Miss Streeter, E.C. Wilford, T.H. Williams.

1. Organisation of the Committee on Studies.

Chairman - Dean of Studies, S.H. Fong.  
Secretaries - S.D. Hwa and H.D. Robertson.

According to Government regulations the duties of the Committee on Studies shall be to discuss all matters relating to the academic work of the University.

After discussion introduced by Mr. Fong it was

RESOLVED that for the time being the duties of the Dean of Studies be those set forth in Faculty Minute 449, under the heading of Chinese Vice-Chancellor, items nos. 1, 2, 5, 6, 8, 9, and 10.

RESOLVED that Messrs. Fong Hwa and Robertson be a committee to go over duties of the Administrative Officers, as set forth in Faculty Minutes 449 and 466 and consider whether any changes should be recommended.

RESOLVED that the Committee on Studies shall meet twice a month, on the second and fourth Monday evenings, but if there is insufficient business for a meeting on the regular date, the chairman shall issue a notice cancelling the meeting.

2. College Meetings.

Two types of College meetings should be held regularly:

- a. Meeting of all full-time teachers of the College.
- b. Meeting of the Heads of Departments - Executive.

3. Procedure regarding Minutes of Committees.

The Minutes of the Colleges and of all Committees should be sent to the President.

4. Spring Holidays, 1940.

The President reported that the Committee of Presidents had suggested that Spring Holidays be observed from Monday, April 29th to Wednesday, May 1st, inclusive.

RESOLVED to adopt this suggestion.

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WEST CHINA UNION UNIVERSITY

COMMITTEE ON STUDIES, held on December 11th, 1939

MINUTES

Present: R.G. Agnew, J. Beech, M.C. Chang, Lincoln Dsang, D.S. Dye, S.H. Fong, S.D. Hwa, L.G. Kilborn, Li Heng, S.H. Liljestrand, A.W. Lindsay, Mrs. Lindsay, H.J. Mullett, H.D. Robertson, Miss Streeter, Wesley Shen, T.H. Williams.

The Minutes of the meeting held on November 13th were read and approved.

5. Ministry of Education.

A letter dated December 1st was received from the Ministry of Education, requesting within two weeks a report on the University's (1) Administration, (2) Academic Work, (3) Student Discipline and (4) Research Work.

6. Reduction of Pre-medical and First Year Pharmacy Courses.

Correspondence was read from Miss Streeter forwarding the following resolution from the staff of the Woman's College:

"Resolved to request the Committee on Studies to appoint a Committee composed of representatives from the College of Medicine and Dentistry and from the College of Science to consider a method of reducing the Pre-medical and the First Year Pharmacy courses by a minimum of six hours per week - this reduction to be made effective at the beginning of the Spring Term 1940."

RESOLVED to appoint a committee composed of D.S. Dye, L.G. Kilborn, A.W. Lindsay and E.N. Meuser to consider the resolution from the Woman's College, and to report first to their own Colleges and then back to the Committee on Studies.

RESOLVED to request the Dean of Science to arrange if possible that laboratory work stops at 4 o'clock on Mondays, Wednesdays and Fridays so that the students may take Special Training at that time.

7. Special Training.

A communication was received from the Special Training Bureau, requesting the University to close the Term one week earlier for the First Year students in order that they may attend one week's Camp Training at that time.

RESOLVED on the recommendation of the College of Science to appeal to the City Authorities for permission for students involved in laboratory classes on Saturdays to be exempted from attendance at functions in the city.

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8. Examination Dates.

RESOLVED to recommend to the President that examinations for Freshmen be from January 16th to 20th; Regular Term Examinations from January 22nd to 31st; Supplemental Examinations from February 14th onwards.

9. Christmas and New Year Holidays.

RESOLVED that Christmas Holidays be observed on December 23rd and 25th, and New Year Holiday on January 1st, 1940.

10. President's Report of Visit to Chungking.

The President reported on his recent visit to Chungking in connection with the following matters:

1. Recognition of University students who graduated before 1927.
2. Tanning School.
3. Biology Supply Service.
4. Extra financial support for the University.
5. Appeal to the Bank of China for a Chair of Banking
6. British Boxer Indemnity Fund Trustees concerning possible grant for equipment 1940.
7. Mr. Yang Chung-hsi has secured forty scholarships, value \$70 each, for students of good character and scholarship and in real need of financial assistance. He suggests that 10 be allocated to Medical and Dental students, 10 to Science, 10 to Social Science, 10 to Arts.
8. Gliders for W.C.U.U. campus.
9. Appeal through Chinese Government for Library books - books have arrived in Hongkong and will be distributed to certain key cities and placed in public libraries.
10. Tutorial System - this matter will be referred to the Deans in consultation with the Heads of Departments.

The Committee thanked President Dsang for the work he had accomplished during his visit to Chungking

11. Duties of Officers.

The report of the Committee appointed in Minute I was referred to the General Faculty.

12. Diploma in Ophthalmology.

Minute J-21 of the Joint Medical-Dental Faculty meeting concerning regulations for the issuance of Diploma in Ophthalmology was read and approved.

13. Cooperation between Nanking and W.C.U.U. Science Faculties.

It was reported that in discussions between the University of Nanking and W.C.U.U. Science Faculties, it has been agreed that the W.C.U.U. Science Faculty shall assume full responsibility.

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for teaching First Year students in Medicine, Dentistry and Pharmacy, and that in other courses mutual cooperation be left to the departments concerned.

14. Subsidy to Salaries.

Representations having been made to the President with regard to the high cost of living and the necessity for something in the nature of a subsidy to salaries of the members of the staff, it was

RESOLVED to ask the President to discover whether money is available to allow for a subsidy covering a period of three months and to make appropriate recommendations to the Board of Directors.

*John H. ...*  
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Dean Lindsay \*\*

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