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Administrative
Cabinet Bulletins
1937 - 1938

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Mr. Garside
4/22/37

WEST CHINA UNION UNIVERSITY
CABINET BULLETIN

No. 1, April 22nd, 1937.

At the meeting of the Cabinet held on April 19th, 1937, it was resolved to issue twice monthly a *Cabinet Bulletin* containing Minutes and general information of interest to the Faculty.

In this first issue are published minutes passed by the Cabinet since its re-organisation on March 1st.

Information concerning forthcoming events, expected visitors, and other items of interest will be included in future Bulletins IF REPORTED TO MISS ROBERTSON, ADMINISTRATION BUILDING, BY WEDNESDAY MORNING OF EACH WEEK.

Cabinet Minutes.

4. *Time and Place of Meetings.*

   RESOLVED that the regular time for Cabinet meetings be Monday evenings at 7.30 p.m. in the Faculty Common Room.

5. *Relationship of the Cabinet to other Committees.*

   RESOLVED that we inform the standing committees and colleges that we desire to receive their minutes of meetings, and further that we draw to their attention the necessity for securing endorsement of actions, changes in procedure, etc. which may involve their departments of work in the University.

6. *Mr. Fang's Resignation as Chinese Librarian.*

   RESOLVED that we accept the resignation of Mr. Fang from the office of Chinese Librarian.

7. *Appointment of Mr. Tu Feng-fu as Chinese Librarian.*

   RESOLVED that we appoint Mr. Tu Feng-fu as Chinese Librarian.

8. *Leave of Absence granted to Mr. Li Ming-liang.*

   RESOLVED to grant leave of absence of six or seven weeks to Mr. Li Ming-liang, so that he may accompay the Nanking Scientific Survey group in the Ning Yuan Fu area. It is understood that his teaching is being cared for.

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9. *Replacement of Mr. Robertson on Library Committee.*

RESOLVED that we appoint Dr. Kilborn to replace Mr. Robertson on the Library Committee.

10. *Replacement of Mr. Robertson on the Property Committee.*

RESOLVED that we appoint Mr. Chang Min-chuin on the Property Committee to replace Mr. Robertson.

12. *Leave of Absence for President Dsang.*

Dr. Dsang reported that he would be leaving Chengtu on Friday, 4th March, for a period of a couple of months, and that Mr. S. H. Fang would act in his place.

13. *Position of Mr. T'ang Po-chen, during President's Absence.*

RESOLVED that we ask Mr. T'ang to carry on his present work during the President's absence and if possible to organise the Committee on Student Activities.

RESOLVED that we invite Mr. T'ang to act on the Cabinet during the President's absence.

19. *Special Training for Medical-Dental Students.*

A letter had been received from the Special Training Bureau of Szechwan, requiring all Medical and Dental Students of the 4th year to go to Nanking for a period of Special Training, from 11th May to 10th July, 1937.

Note: Later communications include 3rd year Pharmacy students.

20. *Request for use of playground.*

Mr. Fang reported a letter from the Chi Chwan Middle School, on the Dong Hang Dze, requesting the use of a playground from 2-4 p.m. daily.

RESOLVED that permission to use University playgrounds be not granted to any Middle School, and that Mr. Fang reply to the School in question.

21. *Leave of Absence for Dr. Lindsay.*

RESOLVED to grant leave of absence to Dr. Lindsay to attend the Committee on Dental Education in Nanking, beginning March 29th.

22. *Conference of Principals of Middle Schools.*

Minutes of the Faculty of Education were received, recommending that leave of absence be granted to Mr. Liu Chih-chieh for the purpose of attending the forthcoming meeting of Principals of Christian Middle Schools in Nanking. After discussion in the light of the present serious shortage of staff at the University,

RESOLVED to request Mr. Liu to postpone his visit to down river Middle Schools until a future date, and to express the hope that he will be able to visit the Middle Schools of Szechwan. Further, to ask the College of Arts to make representations, when the estimates are reconsidered in June, concerning the necessary travelling expenses to permit Mr. Liu to visit Christian Middle Schools in the near future.

RESOLVED to forward to Dr. Dsang the Minutes of the Faculty of Education, suggesting that in the event of Mr. Liu being unable to leave at this time, Dr. Dsang should represent the Department at the forthcoming meeting of the Principals of Christian Middle Schools.

23. *Visit of Dr. Elisseeff.*

A letter was read from Dr. Garside concerning Dr. Elisseeff's visit to China and a telegram stating that Dr. Elisseeff expected to be in Chengtu at the beginning of April.

28. *Loan of Books from Dr. Morse.*

It was reported that Dr. Morse had placed his entire library on loan to the West China University Library, contemplating it as a probable gift, comprising about one thousand books, exclusive of pamphlets, periodicals and reprints; about one-third of the books remaining on the shelves of the Library of the Department of Anatomy and two-thirds being placed on the shelves of the General Library.

RESOLVED that the hearty thanks of the Cabinet be conveyed to Dr. Morse for the loan of his library.

34. *Goucher Junior Middle School.*

Mr. Liu Chih-chieh and Mr. Chapman of the Faculty of Education made representations regarding our minute No. 30 re dealing with the deficit of the Goucher School, and asked that the School be allowed its full grant of $1500 and that the proposed deduction of $366 overdrawn be not made in view of the serious financial condition of the School. After full discussion it was

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RESOLVED that the total deficit of $1419 now standing on the University books against the Goucher School be regarded as a loan to be carried by the University for the present. That a letter be sent to Dr. Beech informing him of this loan and appealing for help in its repayment.

NOTE:—It is understood that the Goucher School will not again get into debt to the University.

35. *Clinical Hospital.*

The receipt of the following cablegram was reported. Proceed Hospital Foundations sections back Albertson authorized draw expense. Beech.

RESOLVED that we request the College of Medicine and Dentistry to appoint a special Building Committee for the erection of the Clinical Hospital.

RESOLVED that Mr. Small be requested to locate the Hospital and put in the foundations under the direction of this special Building Committee.

36. *Leave of Absence for Mr. Kao Yoh-lin.*

RESOLVED to grant leave of absence to Mr. Kao Yoh-lin so that he may go to Chungking and Wanhsien to undertake a survey of the tanning industry at the request of the Bureau of Reconstruction, it being understood that no expense would be involved to the University or its Chemistry Department.

38. *Field Budget.*

After discussion of Dr. Garside's letter concerning the preparation of an all-inclusive field budget, it was

RESOLVED that it shall be the policy of the University to prepare an all-inclusive budget for presentation to the Board of Governors, and that as full a statement as possible be prepared for the current year.

40. *Harvard-Yenching Institute Committee of the W.C.U.U.*

RESOLVED to invite Dr. Elisseeff to address the University Faculty as suggested by the Harvard-Yenching Institute Committee.

RESOLVED that Dr. Kilborn be elected a member of the above Committee to succeed Mr. Robertson, and Mr. Tu Fong-fu to succeed Mr. Lo Chung-shu.

41. *Mrs. Morse's Gift of Pictures.*

RESOLVED that a letter of thanks be sent to Mrs. Morse for her valuable gift of pictures to hang in the Assembly Hall and Faculty Common Room of the Administration Building.

45. *Information regarding staff members.*

RESOLVED that a complete record of information concerning degrees, experience, publications, etc., of staff members be compiled and kept in the administration office, and revised year by year.

47. *Tanning Course.*

Note was taken of a letter from the Bureau of Reconstruction making a grant of $2,600 for the Tanning Course to be commenced in the fall term, 1937, $1,000 of this grant being available immediately. The application for the remaining $2,600 of the desired grant from the Government was still awaiting favourable action by a committee concerned with special grants for Private Schools.

Mr. Fang reported on a meeting held in the afternoon between himself, Mr. Kao Yoh-lin, Mr. Sewell and Mr. Spooner, concerning the possibility of arranging a loan of $3,000 to cover the necessary cost of the tannery.

During the discussion which followed the opinion was expressed that the University should not enter into any negotiations for a loan, but that other means should be found of securing the amount necessary for the erection of this building; the suggestion was made that a sum of $1,500—$2,000 to be taken from the National Government grant of $6,000 and $1,000 from the Provincial Government grant might be used for such a purpose.

RESOLVED that Mr. Fang be asked to write to Dr. Dsang, seeking his approval of the above suggestions for the securing of funds for the building of the tannery.

49. *Athletics.*

Minutes of the Principals of Residential Colleges (March 18th) concerning athletic fees and the possibility of a Field Day this term, were presented. Mr. T'ang reported on the present condition of necessary

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apparatus for such a Field Day. After discussion it was

RESOLVED to approve the request of the students for a Field Day and that the date fixed be April 24th. This permission is subject to the condition that due preparations are made, and that suitable activity and interest are shown by the students between now and the date set. In accordance with Government instructions, credits will be granted to students participating in the Field Day.

RESOLVED that the following be members of the University Athletics Committee: Mr. T'ang, Miss Fosnot, Mr. Spooner, Mr. Sargent, Dr. Chang Hsu-lin.

NOTE:—If Union Middle and Goucher Schools take part in the Field Day, they should bear their share of expense for prizes, etc.

50. *Oratorical Contest.*

RESOLVED to refer the request of the students for an Oratorical Contest to the Hodgkin Memorial Fund Committee, for their approval and action.

NOTE:—The date set is May 7th and the subject "How can we promote peace in the World"?

51. *Telephone Connections with Dormitories.*

RESOLVED to ask the Property Committee to make enquiries from the Telephone Company as to the cost of such an installation.

53. *Clinical Hospital.*

It was reported that a further cable had been received from Dr. Beech, reading as follows:
Foundations A.B.C. only. Beech.

RESOLVED to recommend to the Hospital Foundations Committee that Section D. of the foundations be laid at the same time as Sections A. B. and C.

57. *English Broadcast Programme.*

The English Broadcast Programme for the Spring Term was approved as suggested:

March 16th. Mr. Robertson - "History of the Union University"

March 30th. Dr. Graham - "Customs of the Ch'uan Miao"

April 13th. Mrs. Anderson - "Fine Arts Department"

April 27th. Dr. Collier - "Student Research at the Union University"

May 11th.

May 25th. Dr. Anderson - "Medical Work in China"

June 8th. Mrs. Brown - "The Education of the Baby"

June 22nd. Dr. Lindsay - "The Union University"

58. *Nanking Grant 1937-38.*

RESOLVED to forward the following requests to Nanking for the year 1937-38:

College of Arts:		
Chair of Chinese (cont.)	$4,000.	
Chair of Education	4,000.	
Chair of Rural Economics & Sociology	4,000.	12,000.
College of Science:		
Fundamental Equipment for first two years Science teaching for Medical and Dental students	10,000.	
Chair of Biology	4,000.	
Books for all Departments, Journals	2,500.	
Lantern for Lecture Room in Chemistry - Biology Building	1,000.	
Equipment for Department of Pharmacy	1,500.	
Dyeing Project - salary and Equipment	5,000.	
Cases for Preservation of West China specimens, now available	1,000.	25,000.
College of Medicine & Dentistry:		
Chair of Dentistry (cont.)	4,000.	
Chair of Pathology (cont.)	4,000.	
Equipment for Department of Gynecology & Obstetrics	2,500.	
Books for all Departments	2,000.	
Projection Microscope	600.	
5 Microscopes for Dental Pathology	1,750.	

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Odontal Surgery equipment	1,000.	
Bio-chemistry equipment	1,400.	
Electro-Cardiograph	2,500.	
Press for extracting oils, etc.	1,200.	
Oxygen insufflation apparatus	750.	
Gas & Oxygen Anaesthesia apparatus	2,000.	23,700.
Cooperative investigation of nutrition in relation to health		3,000.
		63,700.

NOTE:—Later additions according to Minutes 67 and 80.

Audiometer	670.	
Perimeter	500.	
Salary of Athletics Director	2,000.	3,170.

59. *College of Science.* It was reported

1. That a Pharmacy scholarship had been granted to Hsie Chen-ko in hopes that he might return later to the staff of the Pharmacy Department.
2. That there are two annual scholarships in Chemistry.
3. That Bayer Pharmacy Co., Shanghai, had made a gift of $600 toward the salary of an assistant instructor in the Department of Pharmacy for the year 1937-38; that Mercks Chemical Co., Shanghai, had granted two scholarships of $50 each to the Department of Chemistry.

RESOLVED that all scholarships granted by Departments or Missions should be reported to the Central Office, Administration Building.

RESOLVED that letters of thanks be sent to the Bayer Pharmacy Co., Shanghai, and to Mercks Chemical Co., Shanghai, for their gifts.

It was recommended:

4. That Mr. Hsi-long be Acting-Head of the Pharmacy Department during Dr. Meuser's furlough, Mr. Dye as Dean being adviser.
5. That Mr. Spooner succeed Dr. Meuser as treasurer of the Science Faculty.

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No. 2, May 4th, 1937.

Cabinet Minutes.

59. cont. *College of Science.*

RESOLVED to endorse the recommendation of the Science Faculty that the four students in Pharmacy who have no opportunity of taking the course in Public Health this year be allowed to substitute other credits for graduation.

RESOLVED to endorse the recommendation of the Science Faculty that the general Stubbs scholarship for 1936-7 be divided between Pu Pao-min and Chang Teh-kwang, and that prizes of $10.00 each be granted to Wei Shu-shien and Swei Chung-deh.

60. *Committee Meetings.*

In order to avoid unnecessary overlapping of committee and other meetings, it was

RESOLVED that a diary of meetings be kept in the secretary's office, Administration Building, and that those responsible for calling meetings consult the diary before arranging such meetings.

65. *Visit of Dr. Stanley Jones.*

Mr. Fang reported that Dr. Stanley Jones was expected to visit Chengtu for five full days in October 1937, and that Mr. Wang had asked if the university would make a contribution of $100 towards the expenses of Dr. Jones' visit.

RESOLVED to refer this matter to the College of Religion for consideration and recommendation.

74. *Publicity.*

RESOLVED that inasmuch as several members of the Publicity Committee have refused to accept office, Minute 63 be rescinded and the recommendation of the Policy Committee be accepted, viz. that publicity should be the business of the President and his Secretaries.

75. *Statement of Account 1935-36.*

It was reported that an all-inclusive statement of accounts for the year 1935-36 had been prepared and sent to the Board of Governors.

This statement includes expenditure of the various Colleges and Departments, Hospitals and Clinics, Missionaries' Salaries, Upkeep of Colleges and Staff Residences, Student Board Accounts, etc., and amounts to $543,731.00

76. *Training Camp for 1st year students.*

Mr. Fang reported a letter from the Provincial Training Bureau, indicating that 1st year students would not be leaving for training camp until the third week in May at the earliest.

77. *Dean of Women.*

A letter was received from the Woman's Board reporting that Miss Foster had resigned her position as Dean of Women and that Miss Pearl Fosnot had been elected to take her place.

RESOLVED that a letter be sent to Miss Foster expressing the sincere regret of the Cabinet that ill-health had made it necessary for her to resign her position as Dean of Women.

A hearty welcome was accorded to Miss Fosnot as the newly elected Dean.

81. *Summer Dormitory.*

RESOLVED to inform the Dormitory Principals that all men's Dormitories but one should be closed during the summer vacation.

RESOLVED that all graduates and students must be out of their rooms in the Dormitories by Saturday night, June 26th; students not obeying this regulation will not be accepted by the University for registration in the fall term 1937.

RESOLVED to seek permission of the M.E.M. to use their Dormitory as the University Dormitory during the summer vacation.

RESOLVED that a fee of $2.00 be charged for residence in the University Dormitory during the summer vacation, and that no students be admitted except on payment of such a registration fee.

RESOLVED to ask Mr. Fang and Mr. T'ang to make enquiries as to a suitable Principal for the University Dormitory, and report back to the Cabinet.

82. *Graduation Day.*

RESOLVED that Graduation Day be observed on June 21st.

84. *Dr. Elisseeff's Visit.*

It was reported that Dr. Elisseeff was expected to arrive by plane on Wednesday, April 21st. The Programme Committee reported that plans were being made for him to include an address to the Faculty and members of the Board of Directors.

86. *Curriculum and Entrance Requirements.*

The Minutes of a special committee, composed of representatives from the three Colleges, were presented and discussed.

a. Entrance Requirements.

RESOLVED that students desiring to enter the University be required to take entrance examinations in the following subjects:

* *** Chinese Language
* Chinese and Foreign Geography
* Chinese and Foreign History
* *** English
** *** Trigonometry and Analytical Geometry
** *** Algebra and Geometry
** *** Physics
** *** Chemistry
** *** Biology
* *** Intelligence Test

RESOLVED that students registering in the College of Arts must pass in subjects marked "*", and in any two of those marked "**", students registering in the Colleges of Science and Medicine-Dentistry must pass in subjects marked "***".

RESOLVED to recommend to students that they take all the examinations in order to avoid difficulty in case they should later wish to transfer from one College to another.

RESOLVED that all students be interviewed personally.

RESOLVED to appoint a Committee on Entrance, to be

composed of Messrs. S. D. Hwa, Y. W. Cheo, H. L. Chang, S. D. Liu, F. F. Tu, J. E. Moncrieff, and Miss Fosnot, with Mr. S. H. Fang ex officio.

RESOLVED that the Committee on Entrance be requested to prepare a syllabus of each of the subjects of the examination, and report back to the Cabinet.

RESOLVED that the dates of the entrance examinations 1937-38 be August 11th to 14th, registration taking place from August 2nd to 7th.

RESOLVED that registration for the year 1937-38 take place on September 9th, 10th and 11th; and that classes begin on September 13th.

RESOLVED to receive a *maximum* of 95 entrants next fall, and that there be flexibility within this number in regard to the several divisions, as follows:

Medicine and Dentistry	40
Pharmacy	6
Science	10
Arts	25
Chinese	14
	95

RESOLVED that students who have failed in the "Huei K'ao" the first time but have shown ability to undertake university study may be allowed to remain in the university as special students.

RESOLVED to refer to the Committee on Entrance the question of re-admitting into the first year students who have failed in both their "Huei K'ao" and first year examinations.

RESOLVED that any student desiring to transfer from one Faculty to another must first present his case to his dean who shall present the request to the Cabinet for appropriate action.

87. *Examination Dates.*

RESOLVED that examinations for graduating students be held from June 1st to 8th, and for other students from June 10th to 19th.

88. *Catalogue.*

RESOLVED to adopt the recommendation of the College of Medicine and Dentistry that names of staff be printed

according to individual preference in spelling, and that the Chinese characters be placed in brackets after the romanized names for both Chinese and Westerners.

94. *Romanization of Students' Names.*

Dr. Kilborn reported on a standard system of romanization based on the Chengtu pronunciation of names.

RESOLVED to discontinue the use of the Wade system of romanization of students' names and to adopt this standard system.

Dr Kilborn was asked to prepare simple charts to be circulated to interested members of the Faculty, to enable the putting into effect of this system in the fall term, 1937.

96. *Minutes of the College of Science.*

a. Minute 50 concerning a request to the Rockefeller Foundation for financial assistance was reported.

RESOLVED to re-inform the Colleges that requests to outside organisations or individuals for grants, scholarships, etc., should be made only with the approval of the Cabinet, and preferably by the Cabinet.

d. Natural History Specimens.

It was reported that the Science Faculty had accepted the offer of Dr. D. C. Graham to present provisionally 1,021 natural history specimens which had been collected by himself and identified by the Smithsonian Institution staff.

h. Leave of Absence for Mr. Hwang Mien.

RESOLVED that Mr. Hwang Mien be granted leave of absence for one month to go to the North Eastern part of the Province to assist the Commissioner of Reconstruction with a survey of famine conditions.

98. *Minutes of the College of Medicine and Dentistry.*

c. Hospital Foundations.

RESOLVED to endorse the recommendations of the College of Medicine and Dentistry concerning minor changes in the Hospital plan as follows:

1. that the section B-1 join with section B at right angles.

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2. to extend the corridor right through to the south end of section C.

d. Absence of Student Liang Shao-ren.

RESOLVED to inform the Registrar that the Cabinet endorses the recommendation of the College of Medicine and Dentistry that the student Liang Shao-ren, second year Dentistry, be allowed to continue his course, in spite of prolonged absence for family reasons.

99. *Minutes of Property Committee.*

d. Club Room.

RESOLVED to approve the recommendation of the Property Committee that Room 16 be set aside as a committee room for regularly called meetings of Student Clubs after 4 p.m. each day; that before that hour the room be used for special classes; the key to room 16 to be in the keeping of Mr. T'ang, to whom application must be made.

d. Land expropriated by Broadcasting Station.

It was reported that Mr. S. C. Yang had secured the payment of $3,250 on account of property taken from the University for the Broadcasting Station.

A request was received from the Executive Committee of the W.C.U.U. Union Senior Middle School, asking that the University grant part of this money to help the Middle School meet its deficit.

RESOLVED in reply to convey an expression of thanks and appreciation to Mr. Yang for his services as a member of the Board of Directors and of the Property Committee in securing this money; and to point out that the money is the property of the Board of Governors.

e. Request of Union Middle School for opening of gate.

RESOLVED to ask Mr. Small to make suitable arrangements with Dr. Campbell so that his gateman may open the gate between Canadian Mission houses 6 and 7 at 4 o'clock each afternoon for a period of 15 minutes, in addition to the present hours of opening

100. *Formation of Branch of China International Famine Relief Commission.*

RESOLVED to request Mr. T'ang, as secretary of the

Student Activities Committee, to bring before the student body the question of establishing a branch of the China International Famine Relief Commission at the University.

RESOLVED to ask Mr. Fang to write to Mr. Li Ming-liang, requesting his return by the end of May, and that he prepare a report on famine conditions in the Ning Yuan Fu area to be sent to Dr. Baker of the China International Famine Relief Commission as soon as possible.

103. *Course in Dyeing.*

The Minutes of the previous meeting were approved after minute 96g. concerning the Course in Dyeing had been amended to read:

RESOLVED to endorse the recommendation of the College of Science (a) that a request be made to the Bureau of Reconstruction for an annual grant of $1,000 to subsidize the course in Dyeing.

RESOLVED to defer consideration of recommendations concerning length of course and tuition fees until it is known whether this request is likely to be granted.

104. *Oratorical Contest.*

It was reported that the Oratorical Contest arranged by the Hodgkin Memorial Fund Committee, to take place on May 7th, had been cancelled for this term owing to the small number of entrants.

109. *Applications for Staff Appointments.*

Applications for appointment to the staff were received from:

(a) Professor A. Stewart Woodburne, to teach Christian Ethics and Philosophy during 1937-38.

(b) Dr. Rockwood Quock Ping Chin, to teach History, International Relations and Economics.

RESOLVED to inform these gentlemen that funds do not permit of such appointments.

(c) Mr. James Padgitt, to teach English, etc.

(d) Mr. James Fox, to teach Athletics.

RESOLVED to inform these gentlemen that applications from westerners for positions on the staff of this

University should be made through a missionary society.

Dr. Lincoln Dsang is expected back from his trip at the end of May, and as soon as possible after his return a meeting of the General Faculty will be called. Please reserve Thursday afternoon, June 3rd, at 2 p.m. for this meeting. By then Dr. H. G. Anderson and Mr. Li Ming-liang should also have returned. Apart from the reports of their visits, we hope to have reports from the various Colleges and Committees. Elections for the year 1937-38 will also take place.

Will any member of the staff who knows of business which should be transacted at the June meeting of the Faculty kindly send a note to the office.

WEST CHINA UNION UNIVERSITY
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No. 3. May 28th, 1937.

Cabinet Minutes.

112. *Tanning Project.*

It was reported that the Tanning Department already had some contacts with Provincial authorities and local tanneries, and good prospects of further contacts through Mr. Lu Dso-fu.

113. *Clinical Hospital.*

A cable was received from New York as follows: "D changed. Omit foundation."

RESOLVED on the recommendation of the Property Committee to send a cable to Dr. Beech reporting that the foundations of the Clinical Hospital are practically completed, and asking for authorisation to contract for building materials before Mr. Small's departure on furlough.

A further grant of $25,000 from the China Foundation for equipment of the new Hospital was reported.

114. *Summer Dormitory.*

A letter was received from the M.E.M. granting permission for the use of their Dormitory during the summer vacation. Approval was given to the wording of the notice to be posted in the College Dormitories.

116. *Mr. Small's Work.*

Discussion took place concerning arrangements for carrying on Mr. Small's work during his furlough.

RESOLVED on the recommendation of the Property Committee that Mr. T'ang be asked to take charge of the Police.

RESOLVED on the recommendation of the Property Committee that repairs to and upkeep of the various Buildings be the responsibility of Heads of Departments in each building, but that no work shall be proceeded with nor money spent without the approval of the Property Committee.

RESOLVED that payment of wages for the Police and servants be done by the Bursar.

RESOLVED that Yang Ch'in-yuin and Djang Gin-bo be retained as the Property Committee's assistants, and that their work be more clearly defined by the Property Committee when it is known who will give general supervision to the Property Committee's office.

117. *Requirements for Graduation.*

Mr. Fang reported that the Ministry of Education now requires a second foreign language for graduation. A special concession has been made to allow this year's class to graduate without a second language.

RESOLVED to refer the matter of the requirement of a second foreign language for graduation to the Colleges for consideration and report back to Cabinet.

119. *Visitors.*

It was announced that the following visitors were expected:

Dr. C. K. Chu, Administrative Secretary of the Medical Division of the Ministry of Education, Nanking.

Dr. Han Li-wu, Director of the Trustees for the Administration of British Boxer Indemnity Funds.

Professor Paul Monroe, member of the Committee of the China Foundation.

Dr. Wu Lien-teh.

Professor Stanton Lautenschlager, Head of Department of Political Science and Economics, Cheeloo.

Mr. C. B. Sargeant, Acting-Head of Department of Foreign Languages, Cheeloo.

120. *Entrance Examinations for students at a distance.*

RESOLVED to accept students who have passed their "Hwei Kao" and the entrance examinations of approved Universities; each individual case being considered on its merits.

121. *Students transferring from other Universities.*

RESOLVED to accept the transfer into the Medical-Dental courses of students who have satisfactorily completed their pre-Medical-Dental courses in approved Universities. In the case of those who have completed part of their University course in an approved institution, they should be examined informally by the Head of the Department concerned to decide upon the year of study they should enter. In both cases no formal entrance examination is required.

122. *Graduating Class 1936-37.*

The Registrar asked that the Deans be reminded to send in as quickly as possible the names of the graduating students.

RESOLVED that the Cabinet be the Committee to receive theses; and that the latest date for receiving theses be May 31st.

It was reported that according to Government regulations, marks allocated for theses should comprise one-third of the marks required for graduation examinations.

124. *Student from Wesleyan.*

A letter was read from Dr. Beech asking whether the University would be prepared to invite a student from Wesleyan University for the year 1937-38, with the hope that later a W.C.U.U. student might secure a fellowship at Wesleyan.

RESOLVED to follow out Dr. Beech's suggestion and invite a student from Wesleyan to come to W.C.U.U. as a special student for the year 1937-38.

126. The following letters were reported:

a. From the China Foundation re their second grant of $25,000 for Hospital equipment.

b. From the Trustees for the Administration of the Boxer Indemnity Fund concerning their first payment of $12,500 into the University's account in the Bank of China, for the building of the Hospital.

c. From Chwan Da University concerning the entertainment of Professor Monroe during his forthcoming visit to Chengtu.

129. *Graduation of Extension Course Students.*

RESOLVED to hold Graduation Exercises for Extension Course students in Hart College on Saturday, June 19th, the President being asked to preside.

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130. *Relationship of Extension Courses to Faculties.*

RESOLVED that the staff of the Chemistry Department assume responsibilty for the Extension Courses in Dyeing and Tanning; that the staff of the Biology Department assume responsibility for the Extension Course in Agriculture; and that in the case of any other Extension Work to be started, the Department whose staff members head up such work should assume the responsibility.

131. *Tanning.*

In view of the request that Tanning students should take the regular University entrance examinations,

RESOLVED that two members of the Chemistry Department be invited to meet with the Committee on Entrance when the admission of Tanning students is being considered.

135. *Minutes of Property Committee.*

RESOLVED to make known through the Cabinet Bulletin and the University Bulletin (Chinese) the Property Committee's rule against the shooting of birds on University grounds.

Note: Efforts have been made to make the campus a place of beauty and interest, and the cooperation of students and others has been sought in refraining from the shooting of birds. Apart from this, indiscriminate firing endangers the lives of people. At the present time it seems necessary to reiterate the fact that the University has passed a regulation prohibiting the shooting of birds within the confines of the University compound.

136. *Group Insurance Scheme.*

It was reported that the scheme for teachers' insurance called for an annual expenditure of approximately $1,400, instead of $1,000 as at first anticipated and granted by the Board of Directors.

RESOLVED to agree to the expenditure of this additional sum, and to recommend that it be taken from the Provincial Government grant for this year.

RESOLVED that full information regarding this scheme be made available for the bursar so that he may make the necessary deductions for premia as from April 1st, 1937.

143. RESOLVED that the Bursar prepare a statment covering the details of the scheme now put into operation for teachers' insurance, to be presented to the Board of Directors.

Note: 26 teachers have entered this scheme, and the University's share of premia amounts to $1,292.95 annually.

138. The following letters were received:

c. from the *local Training Bureau*, enclosing the salary of Mr. Shiang, one of the Drill Instructors, for April 1937. It is hoped that the Training Bureau will continue this payment indefinitely.

d. from Mr. Chiang Poo, accepting the position of *Accountant* in the Bursar's office, and reporting that he is making arrangements with shop guarantors in Chengtu.

e. a telegram from the China Foundation, announcing the arrival of *Professor Monroe* and his party in Chengtu on May 28th.

f. from Chwan Da asking the W.C.U.U. to share in the entertainment of Professor Monroe and his party.

RESOLVED that the W.C.U.U. accept the responsibility of entertaining Professor Monroe and his party in homes on the campus, other expenses being shared between Chwan Da and Dr. James Yen of the Planning Commission.

i. from Dr. S. Lautenschlager of Cheeloo, regretting his inability to visit West China this summer. It was decided to enquire whether Bishop Ward would be able to preach the Baccalaureate Sermon. Mr. Fang was asked to continue enquiries regarding someone to give the Graduation Address.

140. *College of Medicine & Dentistry.*

RESOLVED that Mr. Fang be authorised to write a contract for Dr. C. C. Teng of the Department of Ophthalmology of the P.U.M.C. who will be joining the staff of the Shan Shi Kai Hospital in June 1937. This contract only covers his ranking on

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the staff. All matters connected with salary, travel, etc. are the responsibility of the Shan Shi Kai Hospital.

141. *Property Committee.*

A letter from Mr. Small was read, concerning the unsatisfactory arrangements for policing the campus.

RESOLVED that Mr. Fang and Dr. Lindsay prepare a statement on the subject for Dr. Dsang to lay before the Board of Directors and its honorary members for action.

It was felt that such a statement of the present unsatisfactory state of campus control should be brought to the notice of the Students' Association and their co-operation secured.

144. *China International Famine Relief Commission.*

Mr. T'ang reported that the women students had collected $320 from staff members, the Students' Association had raised $80, and sold $10 worth of tickets for the concert arranged by the Provincial authorities. The funds thus raised for Famine Relief will be transmitted through the Y.W.C.A. to a special committee in charge of famine relief work.

145. *College of Science* (Minute passed by correspondence)

RESOLVED that Dr. Cora Reeves of Ginling be invited to join the Science staff in the Biology Department; and that the W.F.M.S. of the Methodist Episcopal Mission be requested to appoint her to this work.

President Dsang is expected back by Wednesday, June 2nd. About the same time Professor Anderson, famous archaeologist, may be arriving in Chengtu. Professor Paul Monroe and his party are due in Chengtu today; they will be visiting Chwan Da and our Universities and the Middle Schools of the city. The Professor will be addressing the Faculty, probably on Wednesday, June 2nd.

Two meetings of the General Faculty are called for Thursdays, June 3rd and 10th, to receive reports from Dr. Dsang, Dr. H. G. Anderson and Mr. Hwang Mien; also from the Colleges and Committees; to elect officers and committees for the year 1937-38; and to discuss various problems connected with university policy.

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN

No. 4. June 17th, 1937.

Cabinet Minutes.

147. A letter was received from Mr. Dickinson, announcing that Aberdeen University had conferred the honorary degree of LL.D. upon the *Hon. Vincent Massey*, co-opted member of the Board of Governors.
It was announced in "The Friend" that in June 1937 St. Andrew's University, Edinburgh, would be conferring the honorary degree of D. D. upon *Professor H. G. Wood*, chairman of the British Section of the Board of Governors.

RESOLVED to send congratulatory messages to the Hon. Vincent Massey and Professor H.G. Wood.

148. *College of Arts.*

Mr. Smalley reported that at their meeting on May 25th the College of Arts Executive rescinded their minutes 78, 79 and 80 concerning the *College of Religion.*

RESOLVED on the recommendation of the College of Arts to recommend that the courses now given in the College of Religion be listed as optional courses in the Department of Philosophy, provided that the budgets can be kept separate.

The Deans were asked to ascertain the preference of their students in regard to a *Second Foreign Language* for graduation.

149. *College of Science.*

b. *Curriculum for Course in Tanning.*

RESOLVED to recommend to the Faculty the adoption of the Curriculum for Tanning students as outlined by the College of Science, including an elective in Ethics one hour per week.

150. *Location of Pharmacy Building.*

Minutes of Science Faculty, May 20th, and No. 1125 of the College of Medicine & Dentistry were noted.

RESOLVED to recommend the location of the future Pharmacy Building on the site south of the present Medical-Dental Building, parallel to and facing it.

151. *College of Medicine & Dentistry.*

a. Minute 1126 was noted, acceding to the request of the Cabinet that the College of Medicine & Dentistry will continue to teach *Bacteriology to Pharmacy students* for the present.

b. RESOLVED on the recommendation of the College of Medicine and Dentistry (Minute 1127 a) to recommend to the Faculty that the *Technical Services Group* be recognised as an affiliated group of the College of Medicine & Dentistry and be mentioned in the Catalogue.

c. *Finance Representatives.*

RESOLVED to accept (until the Bursar has instituted the new system of reporting departmental accounts) the recommendation of the College of Medicine and Dentistry that College Treasurers be coopted on to the Cabinet when budgets are being considered.

153. *Minutes of the Property Committee.*

RESOLVED that the University accept the price of $76. for the transfer of a piece of property south of the Middle School site, involved in the straightening of the road. Note: The digging of the new ditch was being done at the University's expense.

Use of rooms for students' meetings.

RESOLVED that information be posted that all students' organisations must seek permission from Mr. T'ang for the holding of meetings. In order to avoid overlapping the dates of such meetings they should be booked with Miss Robertson.

154. *Minutes of the W.C.U.U. Harvard - Yenching Institute Committee.*

Minutes of the Research and Museum Committees of the W.C.U.U. Harvard-Yenching Institute Committee, regarding Dr. Elisseeff's outline of the purpose and work of the above Committee, were noted.

Note: Dr. Elisseeff made it plain that the Harvard-Yenching Institute each year grants money to the West China Union University, and that the University is responsible to see that the money is used rightly. The purpose for which the money is given and for which it should be used is restricted to educational and research work in connection

with the Library, the Museum, and the Department of Chinese Studies in the University, in educational, archaeological, ethnological and similar projects related to the cultures of the Chinese, the Tibetans, and the aborigines of West China.

155. *Special Course for Graduating Class 1937.*

Mr. T'ang reported arrangements being made for students of the graduating class to take a special course in Party Principles, Physical Training and First Aid.

159. *Property Committee.*

Mr. Small outlined the steps which had led to the taking over of the Old Goucher School building by the University for a period of three years, and the present request of the M.E.M. to break this agreement.

RESOLVED on the recommendation of the Property Committee to accept the arrangement whereby upon payment of the balance of the repair bill on the Old Goucher School building on or before August 1st 1937, the control of the property shall revert to the Methodist College Board.

RESOLVED to accept the recommendation of Property Committee that Mr. R. L. Simkin be appointed Acting - Superintendent of Property during Mr. Small's furlough, to undertake oversight of stock, hardware and lumber, roads, hedges and ditches, &c: also that matters concerning the oversight of 13 houses, passports, freight, loaning of dishes, moving of platforms etc. be the responsibility of the Business Office; that the Property Committee be asked to complete their report by planning out the remainder of the work to be cared for.

160. *Recommendation from College of Arts Executive.*

RESOLVED on the recommendation of the College of Arts to co-opt Mr. Liu Chih-chieh to represent Education on the Cabinet.

161. *Leave of absence for Mr. Hwang Mien.*

RESOLVED to grant leave of absence to Mr. Hwang Mien for three weeks to represent the University in famine relief work in Wuhsien Hsien; and to circulate a subscription list for assistance in this work amongst staff and students of the University; also to ask the College of Science to make arrange-

ments for the supervision of the Agricultural students during Mr. Hwang's absence.

162. *Library.*

RESOLVED to refer to the Library Committee communications from the Library Staff and from a group of University students concerning the present administration of the Library for consideration and report back to the Cabinet.

164. *Letter from Dr. E. N. Meuser.*

RESOLVED that the letter and resolutions from Dr. Meuser be presented to the Faculty.

165. *Budget Estimates 1937-38.*

Budget estimates were presented and carefully discussed in the light of information that the Board of Governors had granted $55,000 and the Harvard-Yenching Institute $33,000 for the year 1937-38.

RESOLVED to recommend the following estimates to the Faculty for recommendation to the Board of Directors:

(*Note:* These figures will be included in the Faculty Minutes of June 10th)

167. *Theses.*

RESOLVED on the recommendation of the Dean of Dentistry to accept the theses of the following Dental students:

Pen Cheng-ling—"The Ages and Causes of the Loss of the Six-Year Molar"
Miss Yu Te-min—"Impression Taking"
Miss Liao Wen-yu—"Position and Inclination of Teeth in relation to Partial Denture Construction"
Miss Chen Gweh-hwa—"An Oral Health Programme for the People of Szechwan"
Cheo Shih-gih—"The Manifestation of Vincent's Infection in Chengtu"
Chen Ih-Gwei—"An Observation on the Occlusion of Teeth in Chinese"
Wang Djen-tsui—"Amalgam Restorations"
Hsia Liang-tsai—"Radical and Conservative Methods in Root Canal Therapy"

RESOLVED on the recommendation of the Dean of Science to accept the theses of the following students, with

the proviso that those marked † be satisfactorily written up before graduation:

†Teng Pang-lan—"A Preliminary study of Dragon Flies on the University campus."
†Fu Chi-chieh—"Szechwan Salt"
P'u Pao-ming—"The underlying Philosophy of Mathematics"
Ki Ch'ao-chuin—"Translation of an English text on Interest and Annuities"
Tu Hwei-lin—"Translation of an English text on Interest and Annuities"
Ch'en Ching-hsiu—"Translation of an English text on Interest and Annuities"
Song Ching-kwang—"Translation of an English text on Interest and Annuities"
Chang Shi-yin—"Extraction of Medicine from Szechwan Medicinal Plants and their Physiological Action"
Chu T'ing-ju—"Extraction of Medicine from Szechwan Medicinal Plants and their Physiological Action"
*Wang Ch'ao-hwa—"Extraction of Medicine from Szechwan Medicinal Plants and their Physiological Action"
Lo Peh-lin—"Extraction of Medicine from Szechwan Medicinal Plants and their Physiological Action"

*Recommended for the Pharmacy prize for the best thesis.

RESOLVED on the recommendation of the Head of the Department of Education to accept the theses of the following students:

Cho Hsioh-chih—"Methods of teaching Chinese in Middle Schools of Chengtu"
Miss Yuan Yu-ch'in—"Study of the use of Pictures and Maps in the Schools of Chengtu"
Miss Ch'en Chuin-huei—"Study of Sixty Chengtu Middle Schools - recitation rooms and equipment"
Miss Wang Yuin-yao } "Study of Szechwan Middle
Miss P'an Szu-tzen } School and Primary School teachers - their economic status"
Miss Wan Lung-tzen—"Study of Teaching Methods in Chinese in Chengtu Lower Primary Schools"
Miss Fu Yu-kwang—"Study of Szechwan Primary School Principals"
Hung Ngen-p'u—"Translation of Principles and Practice of teaching English"

Chui Hsiu-lan—"Present methods of teaching Arithmetic in Lower Primary Schools in Chengtu"

171. RESOLVED on the recommendation of the Dean of Arts to accept the theses of the following students, with the proviso that those marked † be completed satisfactorily before graduation:

Wang Hsien-kueh—"Characterization in Dickens' Novels"
Sung Su-hsiu—"A Reconstruction of Manners of English Middle Class Society in the Early Nineteenth Century as revealed in the Novels of Jane Austen."
†Chang Yu-lien—"Study of the Beggars in Chengtu"
Liu Bei-shang—"Superstitions around Chengtu"
Li K'e-ch'en—"A Critical Study of the Cooperative Movement in Szechwan"
†Chang Yin-heo—"Criminology in Szechwan"
†Cheo Hsien-ch'i—
Bi Su-huei (Mrs. Peterson)—"An Analytical Study in Social Psychology of the Chinese People"

RESOLVED on the recommendation of the Dean of Medicine to accept the theses of the following students:

Djang Djuin-ru—"Appendicitis among Chinese and Westerners"
Djang Gao-hsien—"Hernia in Chengtu"
Giang Liang-yin—"Comparative Study of Scarlet Fever and its Complications in Children and Adults in Chengtu"
Dwan Gu-chin—"A Survey of Morbidity and Mortality in 59 Families in Chengtu"
Mao Wen-shu—"The Seasonal Incidence of Acute Conjunctivitis as related to Climatic Conditions"
Du Shuen-fu—"The Blood Pressure of Chinese School Children"
Lo Shen-djao—"Spinal Anaesthesia"
Wang Li-tsu—"Epigastric Pain and its relation to Pylorospasm"
Wang Dzai-min—"Seasonal Variation of Malaria in Chengtu"
Wang Pu-ngen—"Tuberculosis in Chengtu and Environs"
Wu Dzo-tai—"Headache"
Djang Dai-min—"Chronic Bronchitis"
Tang Wen-kwei—"Variations in Gastric Juice and its Implications"

169. 4. *Letter from the Bureau of Education* concerning (a) scholarships granted by the University and (b) schedule of Entrance Examinations.

RESOLVED that a letter be sent to the Missions, asking permission to announce their scholarships in the Catalogue as "University Scholarships"

RESOLVED to report to the Bureau of Education that the University is providing the required number of free tuition and special scholarships.

5. *Letter from Dr. Rufus Jones*, concerning his proposed visit to the University in the Spring of 1938.

RESOLVED to ask Dr. Rufus Jones to arrange to arrive in Chengtu at the beginning of the Spring Term and to remain for two months.

170. *Graduation Arrangements.*

A letter was received from Mr. Franck, saying that the West China Bible Agency would be pleased to present Bibles to those graduates who desired to receive them at the Baccalaureate Service.

RESOLVED that College Deans and Dormitory Principals be asked to educate their students to look upon the Baccalaureate Service as an essential part of the Graduation Exercises.

Baccalaureate Service, Sunday, June 20th, at 4.30 p.m.
Full academic dress will be worn.

Staff members should assemble in the Faculty Reading Room at the south end of the Library *at 4.15 p.m.*, and proceed to their allotted places in the hall of the Library.

Graduation Day, June 21st.

Full accademic dress will be worn.

9-10 a.m. Reception of Guests in Administration Building - Reception Committee - Mr. S.C. Yang and Mr. S.H. Fang.

9.50 a.m. Formation of Procession.
Marshals - Mr. T'ang and Mr. Moncrieff

9.55 a.m. Procession to Library Building.
Graduates will sit according to their academic Colleges, and will stand in their places when vouched for by their Dormitory Principals. Dormitory Principals will speak in Chinese from the floor of the hall, and not from the

platform as heretofore. The wording will be sent to them in good time. Dr. Peterson will vouch for the three candidates for the Diploma in Ophthalmology and Otolaryngology.

Diplomas and hoods will be presented to the graduates according to their academic Colleges. The three special Diplomas in Ophthalmology and Otolaryngology will be presented first.

Eminent Visitors.

Dr. C. K. Chu, Executive Secretary of the Medical Commission under the Ministry of Education, Nanking, has been investigating and giving advice to the College of Medicine and Dentistry. Formerly he had visited all the other Medical Schools in China, and now that he has included the W.C.U.U. College of Medicine & Dentistry in his education, it is hoped the health service of Szechwan Province may benefit greatly. Dr. Chu does not look upon the University as a foreign institution, but rather as a Private University under the Ministry of Education. In his addresses to the College he outlined a programme for State Medicine in China, which was of great interest and will influence the thinking of the Medical-Dental group in the future.

Professor Paul Monroe and party divided their week's visit between the Szechwan National University and the W.C.U.U. Professor Monroe gave a number of informative lectures to different groups. From his remarks it was evident that he had noted many and important changes in the educational system in China and its workings since he had first known it. Much progress is being made. On the whole his report was very encouraging to those who have put their lives into educational work in China.

Professor J. G. Andersson, geologist and archaeologist who has been staying on the campus for the past two weeks expects to leave shortly on a trip to Tatsienlu and the highlands beyond in search of evidences of the existence of prehistoric man in that area. He will be accompanied by his secretary, Miss Dorf, Mr. Ch'i, representative of Academia Sinica, Mr. Chou of Szechwan National University, and Dr. D. C. Graham.

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN

No. 5. July 3rd, 1937.

Cabinet Minutes.

172. *Librarians.*

Letters of resignation were read from Mr. Du Feng-fu as Chinese Librarian and from Mrs. Chapman as English Librarian. Full discussion followed and it was finally

RESOLVED to accept Mrs. Chapman's resignation as English Librarian.

173. *Theses.*

The theses of the following three students: Chang Yu-lien, Chang Yin-hao and Cheo Hsien-ch'i, having been statisfactorily completed, were accepted.

RESOLVED on the recommendation of the Dean of Arts to accept the theses of the following students:

Du Chin-bin	"A Collection of the Commentaries of Han on the Book of Poetry"
Shih Kueh-hsi	"A Study of the Six Common Terms used in Mao's Commentary on the Book of Poetry"
Lo Ch'en-hsuin	"A Critical Study of the Books quoted in the Shih Chi and Han Shu"
T'ang Ih-hen	"A Critical Study of the Books quoted by Hu's Commentary of T'ung Chien".

174. *Graduation Arrangements.*

The President again urged upon the Deans the importance of securing the attendance of graduates to receive their Diplomas in person.

RESOLVED that permission for leave of absence in exceptional circumstances can only be granted by the President. Students who have not paid their fees will not be allowed to graduate.

175. *Alumni Reunion Day.*

RESOLVED to recommend that in the future Alumni Reunion Day synchronise with Graduation Day, and that graduates and their wives (or husbands) be invited to participate in the Day.

176. *Summer Dormitory.*

The President reported that the students had complained about the fee of $2. for residence in the Summer Dormitory.

RESOLVED to reply to the students who question the necessity for a fee of $2. for residence in the Summer Dormitory, that this fee will be used by the Students' Committee to cover common expenses and necessary repairs to the Dormitory occasioned by their occupancy. Any balance after all expenses and repairs have been met will be returned to the Students' Committee at the commencement of the fall term.

177. *Housing of Dental Internes.*

It was reported that the Baptist Mission Station Committee found themselves unable to loan a wing of their Middle School Dormitory for the housing of the Dental Internes.

178. *Housing of Single Teachers during the Summer.*

This matter was left in the hands of the President and the Property Committee.

179. *Library.*

RESOLVED to request Mr. Du Feng-fu to reconsider his resignation as Chinese Librarian and to accept office for the year 1937-38.

RESOLVED to ask the Library Committee to make suitable arrangements for the supervision during the summer of all Library duties, as reported in their Minutes of June 11th.

180. *Representation on Board of Governors of W.C.U.U. Union Senior Middle School.*

RESOLVED to appoint Dr. Lindsay as the University's representative on the Board of Governors of the W.C.U.U. Union Senior Middle School.

184. *Accountant.*

A letter was read from Dr. Irish, saying that Mr. Chiang Poo had been delayed on account of the serious illness of his small son, but would come to Chengtu as soon as possible.

185. *Tax Exemption Passes.*

A letter was read from Mr. Jones of Chungking, enquiring whether some new arrangements might now be explored in order to avoid so much delay in securing exemption from taxes on goods purchased in China.

RESOLVED that Dr. Dsang take this matter up with the Provincial Government Local Tax Office, explaining the whole situation as it affects the University, and requesting a more suitable arrangement.

186. *Nanking Grant 1936-37.*

Mr. Fang reported the receipt of letters from the Ministry of Education concerning the use of their grant for a Chair of Dentistry and a Chair of Pathology 1936-37, permitting the University to use money for the purchase of permanent equipment.

187. *Extension Courses.*

A letter was read from Mr. Sewell concerning the relationship of Extension Courses in Agriculture and Dyeing to the University, and commenting on the apparent lack of co-operation on the part of the Administration, and on the serious consequences likely to arise from the clerical error in the invitations issued for the Graduation Exercises, June 19th. After full discussion it was

RESOLVED to send a letter of apology to Mr. Sewell, regretting this mistake which had occurred through over-pressure of work, and pointing out that there was no desire on the part of the Administration to show any lack of co-operation.

It was felt that the time had arrived for a further consideration of the relationship of Extension Courses to the University, and the housing of Extension Course students, and it was

RESOLVED that the Extension Courses Committee be requested to prepare for the Cabinet as soon as possible a detailed statement as to how the Extension Courses may be related to the University, as to the future housing of Extension Course students, and other kindred matters.

189. *Exchange Professorship.*

Miss Fosnot reported the receipt of a letter from Dr. Carol Chen of Hwa Nan College, saying that it was

not possible for her to consider the proposition of an exchange professorship in Education this year, though she hoped it might be possible at some other time.

190. *Ranking and Salaries Committee.*

Recommendations from the Colleges concerning the ranking of their Faculty members would be presented to the Ranking and Salaries Committee at their meeting on Friday, June 25th.

RESOLVED that since all the teachers necessary for 1937-38 have not yet been secured, and it might be difficult to include full information in the new Catalogue, only such information as is available by the end of June be printed in the Catalogue.

RESOLVED that the Ranking and Salaries Committee be asked to prepare for the Cabinet revised regulations concerning the basis upon which ranking should be done in the future.

194. c. *Extension Courses.*

Recommendations from the Extension Courses Committee concerning relationships between those courses and the University were considered, and it was

RESOLVED that the Dyeing and Tanning students take their entrance examinations at the same time as the regular college students take their entrance examinations.

RESOLVED that the qualifications for the Extension Course in Agriculture be the same as for last year, i.e. J.M.S. graduation and two or three years in S.M.S., or experience.

RESOLVED to ask for details of the curriculum proposed for the Extension Course in Agriculture, which would necessitate its being a two-year course.

RESOLVED that the upper and lower limits for student numbers be:

Dyeing	15 - 20
Tanning	20 - 30
Agriculture	25 - 30

RESOLVED that the Extension Courses be registered with the Government.

Note: This could not be done for the year 1937-38.

RESOLVED that recommendations regarding standards for entrance be laid on the table until further study can be given to the question.

RESOLVED that these courses be opened for the year 1937-38, provided that dormitory accommodation be obtained.

RESOLVED to ask the Extension Courses Committee to explore the possibilities of dormitory accommodation, and be empowered to make some arrangement for 1937-38, but without involving the University in financial obligations.

RESOLVED that the Committee on Extension Courses assume responsibility for the proctoring of the dormitory, or dormitories.

RESOLVED that finances for carrying on the extension courses be sought from students' fees, the Provincial Educational Bureau and the Bureau of Reconstruction.

RESOLVED that the salaries of the two teachers who have been on the University budget be sought from these same sources.

RESOLVED that the fees for Agriculture students be $40 per year plus $6. for dormitory fee, plus $4. for incidental expenses.

RESOLVED that the fees for Dyeing and Tanning students be $30. per term until such time as the Provincial grants are of such proportions as to permit of a reduction.

RESOLVED that the recommendation re the non-opening of courses in certain years be laid on the table for further study.

RESOLVED that the following matters be dealt with by the Administration Offices:

a. Advertisement of courses may be sent out with regular advertisements of the University.

b. Registration of students will be carried out by the Registrar, save as assisted by the Departments concerned.

c. Collection of fees will be under the direction of the Bursar, and disbursement of same, according to the budgets of the Extension Courses Committee.

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d. Invitation to Graduation Exercises, will be sent out with invitation to the Baccalaureate Service and regular Commencement Exercises.

e. Presentation of Certificates will be done by the President, Registrar and representatives chosen by the Extension Courses Committee.

RESOLVED that all office expenses incurred by the Administration on behalf of the Extension Courses shall be met from the budgets of the Extension Courses concerned.

195. *New Note Paper.*

RESOLVED to approve the design submitted for new note paper; that if the cost is not exorbitant the seal be printed in red; that 10,000 sheets be ordered at present, to be divided amongst the Administrative Officers and the Colleges; that Department and individuals using the uniform University note paper, be allowed to add their names only on the lefthandside of the heading.

196. *Minutes of Property Committee.*

Minutes of the Property Committee held on June 12th were presented:

RESOLVED to approve the recommendation that the road running north and south from the river to the San Tai be named Dao Pu Road in memory of Dr. Clifford Stubbs.

RESOLVED to approve the recommendation that the residences on University grounds be numbered from 1 to 100, and those in the Middle School area be numbered from 101 up. Commencing with the President's residence as No. 1, continue West to the Medical College area from 1 - 20; A.B.F.M.S. houses from 21 - 40; F.S.C. 41 - 50; M.E.M. 51 - 70; Woman's College 71 - 74; C.M.S. and University residences at San Tai 75 - 100; Middle School area from 101.

197. *Housing of Dental Students.*

Full discussion took place concerning the housing of the four girls on duty at the Dental Clinic throughout the summer vacation.

RESOLVED to request the Canadian Mission to permit

the four girls on duty at the Dental Clinic through the summer to live in part of the house recently occupied by Dr. Meuser.

198. *Request to Provincial Educational Bureau for Grant 1937-38.*

The requests of the Colleges already submitted to the Cabinet at earlier meetings were again considered, and after the addition of Dr. Ts'ao's salary as the first item on the list of the College of Medicine & Dentistry, it was,

RESOLVED that the Administrative Officers be empowered to present these requests to the Provincial Bureau of Education in the manner most likely to secure funds fluid enough to be of assistance in relieving the anticipated deficit on the budget estimates for the year 1937-38.

199. *Duties of Administrative Officers.*

A progress report of the Committee appointed at last meeting to outline the duties of the Administrative Officers was presented.

RESOLVED that the title of Vice-Chancellor be recommended as a much more suitable term than "Executive Secretary"

RESOLVED to accept this progress report and request the Committee to continue its work and present a detailed report in the fall.

RESOLVED that the Administrative Officers, together with the Property Committee be empowered to make necessary alterations in the arrangement of rooms in the Administration Building, in order better to accommodate and facilitate the work of the Administrative Officers.

200. *Mr. Fang's Resignation.*

RESOLVED that Mr. Fang's resignation be taken off the table.

RESOLVED To express sincere thanks to Mr. Fang for the valuable service he has already rendered to the University, and for his willingness to reconsider his resignation and continue in office for the next few years.

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201. *C.M.S. Dormitory.*

Mr. Smalley reported that the Sheng Kung Huei of the C.M.S. desired to nominate Mr. Wu Kueh-chang, or Mr. Smalley, as Principal of the C.M.S. Dormitory, and transfer the power of an appointment to the President.

RESOLVED to accept the proposal of the Sheng Kung Huei that in the future the President appoint the Principal of their dormitory on their nomination.

RESOLVED to recommend to the President that he appoint Mr. Wu Kueh-chang as Principal of the C.M.S. Dormitory.

203. *Other Business.*

RESOLVED that all urgent business be left to the Administrative Officers with power.

This is the last Cabinet Bulletin to be issued for the academic year 1936-37.

Entrance Examinations for the year 1937-38 will be held from August 11th to 14th, registration taking place from August 2nd to 7th.

Supplementary Examinations commence on September 1st, registration from August 23rd.

The Fall Term opens on September 13th, registration taking place on September 9th, 10th and 11th.

Mr. Lo Chung-shu is due in London on July 8th. From there he goes to Oxford to attend a Conference on "Life and Work"; then on to Paris for the International Congress of Philosophy, August 1st to 6th. While in Paris he hopes to see something of the International Exhibition. Mr. Lo will be in Geneva for the remainder of July and the whole of August, attending the School of International Studies.

WEST CHINA UNION UNIVERSITY

CABINET BULLETIN

No. 6. September 18th, 1937.

Cabinet Minutes.

207. *Bursar's Assistant.*

Correspondence was read reporting that Mr. Chiang Poo would not be coming to Chengtu after all.

RESOLVED that the President and Western Executive Secretary continue negotiations for the engaging of an assistant for the Bursar's office.

RESOLVED that a letter of appreciation be sent to Mrs. Peterson thanking her for her valuable assistance in the completion of reports for the Bursar's office during the summer months, and for her promised help during the period of registration.

208. *Dean of Arts.*

RESOLVED on the recommendation of the College of Arts Executive to accept the nomination of Mr. F. A. Smalley as Dean of Arts, and recommend his appointment.

209. *Library Committee.*

Minutes of the Library Committee, held on July 10th, were read, as follows:

"The Library Committee regrets that it is unable to suggest to the Cabinet any suitable name for English Librarian.

"The Committee expresses its grateful thanks to Mrs. Chapman for the generous service which she rendered to the Library last college year, also for her kind offer to complete the classification of the foreign section of the Library.

"Resolved to recommend that until the appointment of the new English Librarian the Committee does not feel it wise to continue with any new classification.

"Resolved to give Mrs. Chapman the necessary assurance that the new shelf list cards will be carefully preserved."

RESOLVED to accept the recommendations of the Library Committee.

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210. *Harvard-Yenching Museum Committee.*

RESOLVED on the recommendation of the Harvard-Yenching Committee to invite Mr. Ten Tsi-shu, curator of the Museum of Chwan Da University, to act as an adviser to our Museum Committee.

214. *Higher Education among the Aborigines.*

Discussion took place concerning the report of a special committee composed of Messrs. Fong, Graham and Plewman, as to the great need for educational work amongst the tribes located in the Si Kang, Kweichow and Yunnan areas.

RESOLVED that the President should make an approach to the Provincial Government in the hope that money might be secured for scholarships to this University and its Middle Schools, to be held by aborigines from the above-mentioned areas; also to reply to the Committee favouring the suggested extension work when conditions are suitable.

218. *The University of Nanking.*

It was reported that Bishop Ward had received a letter from the President of the University of Nanking enquiring whether it would be possible to move that University, staff and students, to Chengtu during the present crisis.

RESOLVED to ask the Dormitory Principals to consider the matter of Dormitory accommodation available at present, the possibility and the cost of increasing such accommodation.

223. *Invitation to University of Nanking.*

On August 20th Bishop Ward presented the following telegram:

"Please investigate possibility emergency cooperation West China Union University. Chenyugwan."

To this Dr. Dsang replied:

"Following order by Education Ministry West China Union University already prepared cooperate. Would specially welcome many Nanking University students teachers. Negotiations needed on details. Wire further questions. Ralph Ward."

To this telegram we received today the following reply:

"Gratefully accept cooperation. Request accommo-

dation 300 students 100 staff. Advise living accommodation possibilities for staff families on campus or nearby. Plan open early October. Chen".

After full discussion the following minute was passed:

RESOLVED to recommend to the Faculty that a hearty invitation be extended to Nanking University to come to Chengtu, promising all the cooperation possible along the line of Dr. Chen's telegram of August 28th.

RESOLVED that the President investigate at once the possibility of securing Lan Tai Sze Temple for the use of Nanking University, and secure a Government grant to fit it up for suitable accommodation for dormitories and some classroom use.

RESOLVED to ask the Property Committee to investigate all the teaching and dormitory buildings on the campus with the purpose of using every available space for dormitories and class rooms; and to be prepared to report to the Faculty on Monday.

RESOLVED to ask the Missions to inform the Cabinet as to what dwellings or other accommodation they can provide for the teaching staff of the Nanking University.

224. *Daily Worship*

RESOLVED to notify all members of the staff that each day at noon 12-12.15, a service of worship will be held in the Faculty Common Room, Administration Building.

227. (e) *Letter from Ministry of Education*, promising financial assistance to cover the cost of additional staff and buildings and equipment necessary to enable the University to take up to four hundred students from down river.

(f) *Letter from Bureau of Education*, concerning students who have arrived in Chengtu too late to take entrance examinations, and who have graduated from Senior Middle Schools.

RESOLVED that a second entrance examination be held and that students be accepted as under:

Medicine and Dentistry	10
Science	10
Arts	20

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Allowance was made for the reception of from 20 to 30 *special and transfer students.*

RESOLVED that the reception of special students be the responsibility of a committee composed of the President, the Vice-Chancellors and the Registrar.

It was pointed out that additional students could only be received if suitable accommodation is provided in the Dormitories, involving the expenditure of approximately $1,200.

RESOLVED to instruct the Bursar to loan to the Dormitories up to $1,200 for the provision of beds, tables and chairs for these additional students, with the promise that the cost will be met from a special grant from the Government; to request the Dormitory Principals to prepare estimates of the extra cost involved in accommodating these students.

RESOLVED to request the Deans to send in estimates for the extra cost involved in teaching these students.

RESOLVED to send a detailed estimate of the cost of extra staff and accommodation to care for the additional students to the Ministry of Education.

RESOLVED to inform the Ministry of Education that estimates for the cost of accommodating the staff and 300 students of Nanking University will be sent later.

230. *Extension Course—Tanning.*

RESOLVED to refer to the Science Faculty, with power, the recommendation that the Chemistry Department be permitted to organise a special Tanning Section for a limited number of students, who would receive the B.Sc. on graduation from the four-year Science course. A report should be made at next Cabinet meeting.

RESOLVED to inform the Bureau of Education that it had been found impracticable at present to run the Tanning Course as originally planned; to report the proposed Science Course for Tanning students; to request the use of the Government grant for assisting the Chemistry Department to carry out this new plan.

232. *Dr. H. B. Collier.*

RESOLVED to appoint Dr. Collier to the Administration

staff to give part time in the Bursar's office and part time to assist the Administration to handle the problems of housing and dormitory accommodation and such related matters in connection with the coming of Nanking University to Chengtu.

236. *Extension Course—Dyeing.*

The President reported on recent interviews concerning the University's request for a grant of $1,000 to subsidize the Dyeing course for the year 1937-38.

Mr. Sewell spoke of the difficulty of securing supplies from abroad during war time and the importance of doing research work with local dyes, a fact which was likely to appeal to the Bureau of Education. After full discussion it was

RESOLVED that Mr. Sewell be authorised to continue the Dyeing course during the year 1937-38.

239. *Duties of Administrative Officers.*

Discussion took place on Minute 449 of the General Faculty.

RESOLVED to recommend to the Faculty that discipline be the responsibility of the President rather than of the Chinese Vice-Chancellor, and that the Director of Student Activities assist the President in dealing with problems relating to students.

RESOLVED to recommend to the Faculty that Mr. Dseo Yun-wen be appointed Assistant Director of Student Activities.

241. *Minutes of Library Committee.*

RESOLVED to approve the recommendation of the Library Committee concerning hours for the opening and closing of the Library, i.e. 8 a.m. to 12 noon; 1-5.30 p.m.; 6.30-9 p.m.

242. *Physical Director.*

RESOLVED that Mr. Denny Chian be engaged as Physical Director, three afternoons a week from 3.30-6 p.m. for a period of ten months.

RESOLVED that the Committee on Athletics be informed of the appointment of a Physical Director, that the Government requires each student to have one athletic interest, and individual records to be kept.

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Mr. Garside

WEST CHINA UNION UNIVERSITY

CABINET BULLETIN

No. 7. October 6th, 1937.

Minutes:

243 Arising out of Minute 237 it was further

RESOLVED to request the Board of Governors to raise supplementary funds to permit the University to offer temporary engagement to several refugee teachers from Christian Universities located in war zones.

244 *Goucher School.*

A letter was read from Mr. S. D. Liu, asking the Cabinet to approve of Mr. Chapman keeping the accounts for Goucher School for the coming year. It was

RESOLVED to point out to Mr. Liu that the Faculty and Cabinet have never assumed responsibility for the appointment of College or Departmental Treasurers, such appointments being made by the Colleges or Departments concerned. The matter of inviting Mr. Chapman to be treasurer of Goucher School, therefore, is one for the consideration of the Department of Education.

245 *Order from the Bureau of Education.*

Order No. 27995 from the Bureau of Education was received, and in reply it was

RESOLVED to inform the Bureau that the West China Union University has already arranged for a second entrance examination with a view to taking in more freshmen.

RESOLVED to report the number of Transfer and Chieh Du students already received from different parts of the country and other details concerning the greatly increased enrolment.

246 *University of Nanking.*

A telegram and letter, dated September 18th, from President Chen of the University of Nanking were read, announcing the postponement for the time being of plans for transferring their staff and students to Chengtu, for the following reasons:

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The situation in Nanking has changed recently, there have been no air raids for over three weeks; the Ministry of Education is encouraging universities, middle and primary schools to open if possible; the cost of moving to Chengtu would be very heavy.

247 *Order re Special Training.*

Note was taken of an order from the Provincial Government concerning special training for 1st, 2nd and 3rd year students, and the need for military discipline. It is felt that at the present time discipline should be more strict. After discussion it was

RESOLVED that the President should discover how the National Szechwan University plans to carry out the above-mentioned order, and report back to a later meeting.

248 *Assembly Hour.*

RESOLVED that the Assembly Hour immediately follow the Flag Raising Ceremony on Mondays, and that students be dismissed promptly at 8.50 in order to avoid delay in commencing regular classes.

249 *Attendance at Public Ceremonies.*

RESOLVED again to post on the Bulletin Board the Government's order detailing the penalties imposed for non-attendance at Public Functions called by the Government. Those who must attend may be granted leave of absence only on health grounds, by Dormitory Principals.

251 *Invitation to National Central Medical and Dental Schools.*

A joint letter from the Deans of the National Central Medical and Dental Schools, Nanking, was reported.

RESOLVED on the recommendation of the College of Medicine and Dentistry to extend a cordial invitation to these two Schools to come to Chengtu, along the lines of Dr. Lindsay's letter of September 18th; to refer the question of pre-professional courses involved to the Colleges of Arts and Science.

253 *Ginling College.*

A letter from Dr. Yi-fang Wu, President of Ginling, was reported, enquiring whether approximately fifty of the staff and students from Ginling would be welcomed. On receipt of the letter this request was referred to the

Woman's College Board, and on their recommendation a cordial invitation to come to Chengtu was sent to Ginling, with the information that plans could be made to house thirty students and a few staff members in the Women's Dormitory.

259 *Nanking Grant 1937-38.*

It was reported that the Nanking Grant for 1937-38, as announced this summer, would be:

Arts:	Chair of Chinese	$4,000.	
Science:	Apparatus & equipment	8,000.	
Medicine and Dentistry:			
	Apparatus & equipment	10,000.	
	Chair of Pathology	3,000.	
	Chair of Dentistry	4,000.	$30.000.

The order from the Ministry of Education concerning the detailed form of report required from institutions receiving Government Grants was reported. Colleges are requested to return early reports to enable the University to comply with this order.

264 *Bursar's Assistant.*

It was reported that Mr. Feng Keh-min has arrived and commenced his duties in the Bursar's office. As it is not convenient for Mr. Feng to give a bond at the present time, he prefers to deposit the deed of his Chengtu property with the University. This was approved.

267 *Ginling College.*

The following telegram from President Yi-fang Wu of Ginling was reported:

"Appreciate welcome. Plan still tentative." Wu.

271 *Attendance at Assembly and Flag Raising.*

The President announced that all students must attend Assembly and Flag Raising on Mondays, and all 1st year students Flag Raising each day.

274 *Local Taxes.*

It was reported that the Local Tax on Parcels has been abolished.

278 *Cheeloo Medical School.*

Correspondence from Dr. Shields, Dean of Medicine, Cheeloo, was reported and the following telegram:

"How many what classes guest students can take." Shields.

After discussion it was

RESOLVED to send a telegram to Cheeloo welcoming senior medical students and their teachers; to state that laboratory facilities are too restricted to invite many junior classmen; that women students are acceptable if accompanied by a matron.

283 *Final Date for Registration.*

RESOLVED that regular students be not received after Saturday, October 9th, except those who have now applied for admission. Special Students received will not be granted credits and must not be registered in Science, Medicine or Dentistry.

285 *Fees.*

RESOLVED that the fees of students coming from institutions situated in war areas, and of students accepted in the second entrance examination shall be the same as if they entered at the normal registration date.

286 *Cost of teaching Extra Students.*

RESOLVED to ask the Deans to send in estimates for the cost involved in teaching extra students from war areas, so that a preliminary report may be sent to the Commissioner of Education without delay, fuller details to be sent in later.

287 *Special Training.*

The President gave a further report concerning Special Training required by the Government during the war period.

RESOLVED to ask Dr. Kilborn to institute the First Aid Course for women students this term if possible.

289 *Hodgkin Memorial Lectures.*

RESOLVED to accept the recommendation (a) that Dr. Chiang K'ang-fu be invited to give four lectures under the auspices of the Hodgkin Memorial Fund on the subject of "The Way out for the World"; (b) that Dr. Chiang be offered an honorarium of $200 for the lectures.

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Mr. Evans

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN

No. 8. 25th October, 1937.

Cabinet Minutes.

290. *Special Training.*

The President outlined recent negotiations with Governor Liu and the Military Training Department concerning the Government Order that the University give additional Special Training during the present war emergency, not only to first year students, but also to those of the 2nd and 3rd years. The latest Order is that all students should carry guns at the Double Tenth Parade and take target and other rifle practice.

The President had explained to the authorites that this University had never felt able to adopt Military Training, but had always given the Physical part of that training on the campus and allowed students to take the military part during summer or winter vacations. The President had requested that W.C.U.U. students go to the Military Training School for the extra military training now demanded, but this request had not been granted. He was also in communication with the National Government on the matter. The situation had become tense because of the threat of newspaper reporters to work up agitation against the unpatriotic attitude of the University, especially as the students were demanding the right to take full military training.

Full discussion followed on the two major issues (1) whether the students should be allowed to parade with guns; (2) whether the students should be allowed to take full military training.

In view of the difficulty of keeping guns on the campus, Mr. Yang had secured an offer from the Principal of the Chi Chwan Public School on the Dong Hang Dze to store the guns for our students and to invite them to take the military training on their grounds.

The question was raised as to whether Medical and Dental students should be required to give so much time to military training since they would be of much more value to their country in time of war as military physicians and dentists rather than in bearing arms. In this connection Mr. Fong reported that the National Szechwan University had made a protest regarding the large num-

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ber of hours required for military training, and pointed out that it would be quite in order for this university to make a similar protest.

RESOLVED to ask the President and Principal S. C. Yang to accept the offer of the Principal of the Chi Chwan Public School and to make arrangements (1) for the keeping of the guns provided by the Government and (2) for our students to take the required military drill on the grounds of that School.

RESOLVED to express thanks and appreciation to President Dsang for his onerous conduct of negotiations with the Government in this difficult matter.

RESOLVED to continue negotiations and to discover the number of hours of military training actually required; whether it is the intention of the National Government to insist that all shall take military training; and, what is the relationship of such military training to the demand that this University form a a military Medical Corps composed of Medical and Dental students and their teachers.

294. *Cheeloo Medical School.*

A cablegram was received from Dr. Shields reporting that 40 students and 8 teachers had left Tsinan for Chengtu.

RESOLVED to ask Dean Kilborn to continue making tentative investigations in the city as to possible accommodation for Cheeloo medical students.

RESOLVED to request President Liu of Cheeloo to write to Governor Liu Hsiang announcing their plan to come to W.C.U.U. and to ask the Province's assistance for their staff and students who have found it necessary to leave Tsinan.

299. *Scholarships.*

A letter was read from the Chinese Department recommending three stndeuts to hold scholarships for tuition and a fourth covered by Harvard-Yenching Funds.

RESOLVED to approve this recommendation.

300. *Holiday.*

RESOLVED that only those students who attended the Double Tenth Celebrations may take the holiday on Tuesday, October 12th, as requested by the Government.

301. *Flags.*

RESOLVED to refer to the Property Committee for consideration the matter of providing or recommending the use of large American and British flags for the protection of the University during air raids.

303. *Department of Social Sciences.*

The President reported that Mr. Ho Beh-heng has offered $600 to cover the salary of a teacher in the Department of Social Sciences during the present fiscal year.

RESOLVED to send a letter expressing the Union University's gratitude and pleasure in accepting this gift.

304. *Leave of Absence for Mr. Lan T'ien-ho.*

RESOLVED to grant leave of absence to Mr. Lan T'ien-ho for not more than two weeks, to assist the Government in formulating precautionary measures against gas warfare.

RESOLVED to approve Mr. Lan's suggested plan for the teaching of his classes in the College of Medicine and Dentistry. Since there is no-one available to take his class in Organic Chemistry for Pharmacy students, this class will not be taught during his absence.

306. *Assistant Director of Student Activities.*

Prof. Dye reported that it was necessary for Mr. Cheo Yun-wen to teach additional classes in Physics in view of the coming of the students from National Medical and Dental Colleges, and on that account he would be unable to act as Assistant Director of Student Activities.

RESOLVED to agree to relieve Mr. Cheo of this office.

308. *Discipline.*

The President reported regulations concerning absence from Assembly, Flag Raising and other Public Ceremonies.

RESOLVED that the regulations covering these be sent to the Dormitory Principals requesting them to report to the Administration any regulations they wish to have enforced; that students disobeying rules should be reported to the Administration.

RESOLVED that the Registrar's office be asked to prepare a suitable form for reporting to the families students' behaviour, credits, attendances at compulsory meetings, etc. and to report at least twice yearly.

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310. *Course in Anti-Gas Chemistry.*

Mr. Fong reported that an Order had been received from the Government requiring a Course in Anti-Gas Chemistry. After full discussion it was

RESOLVED to refer this matter to the College of Science with the suggestion that they investigate it fully and discover how far the University is involved; to report back to Cabinet.

312. *Cheeloo Students.*

Letters were read from Dr. Shields concerning staff and students leaving Tsinan and on their way to Chengtu.

RESOLVED to ask Mr. T'ang to discover suitable houses in the southern section of the city and near Si Shen Tsi Hospital to be rented by Cheeloo staff members.

RESOLVED to ask the M.E.M. Dormitory to receive approximately 15 Cheeloo students, Dr. Best approximately 20, and the Women's Dormitories in the city and on the campus approximately 5.

313. *Scholarships in Oral Surgery.*

Letters from the Ministry of Education, Nanking were read, concerning the establishment of post-graduate courses in Oral Surgery and the granting of two scholarships for students entering such courses.

RESOLVED to refer this matter to the College of Medicine and Dentistry.

320. *Minutes of Property Committee.*

RESOLVED on the recommendation of the Property Committee that Vice-Chancellor Lindsay write to Mr. Donald concerning payment by the Central Government in consideration of services rendered by Mr. Small.

RESOLVED on the recommendation of the Property Committee that the Mass Education School be permitted to continue from 2 to 5 p.m. in the basement of the Education Building. (Excessive noise will be eliminated).

321. *Broadcast Programme 1937-38.*

RESOLVED that Vice-Chancellor Fong form a small committee to plan a programme of broadcast talks in Chinese on alternate Tuesday evenings from 8 - 8.20 p.m.

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN

No. 9. November 15th, 1937.

Cabinet Minutes:

324. *Representation on Government Food Commission.*

RESOLVED that Mr. Lan T'ien-ho of the Biochemistry Department be permitted to represent the University on the newly formed Provincial Government Food Commission.

325. *Teaching of Organic Chemistry to National Central Medical-Dental Students.*

RESOLVED to agree to the proposal that Prof. Sewell teach a course in Organic Chemistry to students of the National Central Medical and Dental Colleges, engaging Mr. Yang Lin-wei as a part-time lecturer for the Extension Dyeing Course teaching in place of Prof. Sewell.

It is understood that the National Central University pay Mr. Yang's salary.

326. *War Emergency Cost of extra teaching and accommodation.*
A progress report was presented.

327. *Allocation of Nanking Grant.*

Final reports were received of the items of grant from the College of Medicine and Dentistry and from the College of Science.

RESOLVED to ask the College of Medicine and Dentistry for more details concerning the $1,000 requested for Cooperative Study of Nutrition, and to include the item under Department of Biochemistry.

RESOLVED to present the report as prepared by the Colleges, as follows:

College of Arts:	Chair of Chinese	$4,000.
College of Science:		
Dyeing and Tanning	$1,000.	
Chemistry	3,000.	
Biology	1,000.	
Maths-Physics	1,850.	
Pharmacy	1,150.	8,000.

College of Medicine & Dentistry:		
Chair of Pathology		4,000.
Chair of Dentistry		4,000.
Library Books	2,000.	
Projection Microscope Dept. Inter. Med.	600.	
5 Microscopes for Dept. Oral Path.	1,500.	
Obstetrical Mannikin	1,500.	
Laboratory Press. Dept. of Phys. & Pharm.	1,200.	
Equipment for Dept. Odontal Surgery	1,000.	
Dentistry: Insufflation apparatus	500.	
Dept. of Bio-chemistry apparatus & equipment	700.	
Nutritional Study	1,000.	$10.000
		$30,000.

328. *Purchase of Government Bonds.*

The President reported on plans for the purchase of Government Bonds by University staff members.

RESOLVED to accede to the request of the Chinese staff that their bonds be purchased for them by the University, each member to repay the full amount of his bond within six months, the University to hold the Bonds until they are paid for.

329. *Cheeloo Medical Students.*

RESOLVED that Cheeloo Medical students pay a tuition fee of $25. for the remainder of the fall term.

330. *Correspondence from Board of Founders.*

Letters of August 19th from Dr. Anderson and of August 23rd from Dr. Garside were read, expressing sympathy with China and the University at this time of war.

331. *Drill Instructors.*

The President reported that the Provincial Government was unable to continue any contribution towards the salaries of the two Drill Instructors.

332. *Health Division of Military Council.*

An Order was received to the effect that 6th year medical students (male interns) should register with the Health Division of the Military Council, to be ready to be called up for special training and service.

A further Order was received requiring all 3rd and 4th year students in the College of Medicine and Dentistry to take three months' training in First Aid and Anti-Gas.

334. *Interpretation of Minute 216.*

A letter was received from the Bursar asking for an interpretation of Minute 216 concerning the honorarium to be granted to Mr S. D. Liu. After further consideration of Mr. Liu's case it was

RESOLVED that he be granted an honorarium of $250 for the year 1937-38.

335. *Provincial Government Grant.*

RESOLVED to include as one of the first charges on the Provincial Government grant all extra expenses incurred through the loaning of Mr. S. D. Liu to the Bureau of Education office, and the necessity of engaging Mr. Fu Bao-cheng in the Department of Education and Mr. Yang as principal of Goucher School.

336. *Division of Tanning.*

The President reported that he had informed the College of Science that the Division of Tanning under the Department of Chemistry has been granted $9,000 by the Bureau of Reconstruction and the Bureau of Education jointly.

RESOLVED to request the College of Science to make an official report concerning the Division of Tanning.

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.

345. *Cheeloo Medical Students.*

The President reported that Commissioner Chiang has signified his willingness to grant up to $1,000 to-

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wards the cost of accommodating Cheeloo Medical Students.

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 this 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 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. 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.E.M. Middle School Dormitory, made necessary by the coming of the National Central University to Chengtu.

RESOLVED to authorise 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.

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. Fang 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 Messrs. Sewell and Kao, but that he be registered as a regular student with under-graduate fees.

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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.

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 10 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-cheo; Wu Shiou-fu; Miss Dsen Ngai-fei; Lü Fang; Fu Kang-lin and Liu Chang-yuin.

Luke Hsiao: Fung Chwen-jen

Entrance: T'ang Chung-wu; Wang Chin-shiao.

Stubbs Memorial: Miss Wei Su-hsuen (Chemistry) Miss Chang Deh-kwang (Science) Djang Gwang-ru (Pre-medical-dental)

Pollard: Chang Ch'ao Luei;

Thompson: Song Chu-yao;

Mrs. Yin Meng Chao: Fu Tin-sui.

Harvard-Yenching: Wang Pei; Pang Shi-shü; Miss Chen Shang-lin

Pharmacy Prize: Hwang Chung-hsia.

Koh: Li Ruen-min; Chang Yin-chien; Ho Dsong-fu; Den Kwang-ih; Ho Sui-hwa; Yang Sen-shui; Chang Chin-yuen; Ki Sen-tsu

Chen Shih-chuin: Miss Li Min-yu (Maths-Physics)

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.

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:

"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.

Therefore 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.

356. *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 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 on the recommendation of the College of Medicine and Dentistry that Biochemistry 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.

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN.

No. 10. November 21st, 1937.

Cabinet Minutes:

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 reloaned later if required.

RESOLVED to agree to the engagement of a Library assistant to make a list of the Chinese books in the Library. Salary 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 students, covering the following items: Names in alphabetical order, Chinese names, dormitory, courses, 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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360. 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.

d. *Control of Educational Building.*

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

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 Nanking 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 th is 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, Dwan Yu-chin, Tsao Chung-liang, Chang Chuin-ru, Beh Yin-tsai, Cheo Hsü-deh.

Surgery: Drs Wu Ho-kwang, Yang Chia-liang, Lo Lin-yuin; Shiung B. Schwang, Tsao Bin, Hsia Yao-shan, Cheo Hai-fan, Liao Wen-yu, Mao Wen-sen, Hsieh Hsi-su, Yang Dze-kao, Wang Li-tsu, Pen Chie-ren, Chang Su-lin, Chen Kweh-hwa, Chang Chin-hsien, Yu Deh-min, Dsang Dai-min.

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

365. *Leper Hospital.*

Dean Kilborn reported that Dr. Wallace Crawford has secured £1,500 for the erection of a Leper 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.

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. Beech'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."

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.

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.

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 Freshman 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.

381. *Freshman Hygiene.*

RESOLVED to request Dr. Bih T'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 authorised

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.G. 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.

384. *University of Nanking.*

Telegrams received by Bishop Ward and President Dsang 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 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

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and Dean Dye were asked to make investigations and report.

The suitability and advisability of building a dormitory 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 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 AEROPLANE CONSULT PREPARING LABORATORIES LIVING ACCOMMODATIONS. DSANG.

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN

No. 11. December 7th, 1937.

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 Shield's proposal to come to Chengtu.

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

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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.

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 "Abbotts" of Chicago was visiting Chengtu and exploring the possibility of establishing a "Drug Research Foundation."

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 Drug Research Foundation.

392. *Inspector's Visit.*

The President reported that the Inspector from the 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 302

574

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.

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.*

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. T'ang.

397. *Flag Raising.*

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.

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.

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.

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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.

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 Nanking 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 86a. 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.

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 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.

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Mr. Evans

WEST CHINA UNION UNIVERSITY
CABINET BULLETIN.

No. 12. December 16th, 1937.

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 a 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 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.

412. *Harvard-Yenching Committee,*

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

413. 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.

415. *Special Training.*

The President reported information received from the ProvincialGovernment Bureau of Education, granting the request of the University for exemption from

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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 organisation of a First Aid and Nursing Course for girl freshmen and others who have not credit for this course, as well as 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.

419. *Physical Director.*

The resignation of Mr. Denny Chian 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 the 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 the 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 $9,062, as approved by the Board of Directors.

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.

433. *Szechwan Christian Council.*

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

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 ½ credit per term, but those on winning teams be given 1 credit. Marks should also be given.

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 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. *Air Raid Precautions.*

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 Mei Huei, 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 educatioanl purposes.

RESOLVED that on receipt of the permission requested above, 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.

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

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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'uan Miao embroideries.

444. b. *Agricultural Extension Course.*

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

c. *Examination Paper.*

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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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN No. 13.

December 31st, 1937.

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 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 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 Woman'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

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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 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.

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 27*, 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.

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 200 students. That the cost of such a building be met from the emergency fund of Gold $5,000 requested from the Board 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 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

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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 Hang (West) property.

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 Sharevitch.*

It was reported that Cheeloo Hospital had agreed (in response to request contained in Cabinet Minute 356) to pay Dr. Sharevitch 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:

OLVED 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 reorganisation 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.

RESOLVED to accept the recommendation of the College of Medicine and Dentistry that in view of the increased staff and the 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. *National 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.

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459. *Enrolment, Fall Term.*

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

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.

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.G. Brown, L.G. 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 and the consent of the United Church of Canada Mission.

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

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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 Kwei 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.

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.

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 students dormitory accommodation, new 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.

470. *New Year Holiday.*

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

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Mr Evans

WEST CHINA UNION UNIVERSITY

CABINET BULLETIN No. 14.

January 13th, 1938.

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. G. 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.

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

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.

475. *Special Training.*

A petition was presented by 31 Frist 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 courses in First Aid arranged by Prof. Pi T'ien-min.

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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.

477. *Registration and Opening Dates.*

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

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)

483. *Building Committees.*

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

a. For building 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.

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, Y. T. Beh, 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 coopt 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.

486. *Special Training.*

RESOLVED to inform the College Principals that the request made in Minute 475 for exemption from camp training for 31 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 19th to 22nd.

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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 of Nanking and Mrs. Ufford of Shaohing) had arrived in Chengtu and applied for the position of Chinese Office Secretary, Miss Yao graduated B. A. from Futan University, Shanghai, in 1933, since when she has taken a commerial course in Gregg's School, Shanghai, and had two years' secretarial experience.

RESOLVED to engage Miss Roberta Yao as Chinese Office Secretary.

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. 238) 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.

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 15.

February 1st, 1938.

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.

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 co-operaion 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 co-operation 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.

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.

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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, Phelps. Sparling, Bishops Song and Ward, and Dr. Lindsay, to consider and propose a plan for the establishment of a Church in Chengtu for college graduates and their families.

502. *W.C.U.U. 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. Sargent, Willmott and Lindsay to go into the matter of clarifying the relationship between the Union Senior Middle School and the University, and to report.

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.

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
Travel Fund "	300
Chinese secretary,	200
Publication Fund	1,000
Training-seminars Travel Fund	500
U.S.	$6,000

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 Founders.*

A letter was read from Mr. G. S. Bell, giving an informal report concerning the January meeting of the Board of Founders' 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 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 Founders' 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 gold will 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.

509. *Appeal to China Foundation.*

On an urgent request from Dean Kilborn that an appeal be made for funds to equip a machine shop and

to provide central heating 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 amont 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

Whereas 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 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 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 to 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.

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.

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 $628 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 Santai now in use as a garden.

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.

514. *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 Harvard-Yenching Institute to publish the work on Ch'uan Miao Embroidery compiled by Dr. Schuster and Miss Barbara Tinker.

515. *Research undertaken by Staff Members.*

Note was taken of Prof. Tu Fong-fu's application for funds for research on a comparison of 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.

516. *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.

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN No. 16.

February 10th, 1938.

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 authorised 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.*

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.

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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 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 Hang 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 authorised to render certain teaching facilities to the above School in its present teaching emergency.

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 time tables, and report to the Cabinet as quickly as possible.

527. *Housing of Nanking University.*

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.

RESOLVED to inform Dr. Beech of the urgent need for funds to extend the present stack room of the Library."

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.

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530. *Summer College Fee.*

RESOLVED in the case of day students that we do not require the payment of the $2.00 Summer College Fee.

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 system 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.

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 BULLETIN No. 17.

February 25th, 1938.

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.

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.

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.

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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 Cheeloo students and teachers. (7 women and 7 men students, 2 professors and 2 women assistants)

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 Cheeloo students whose board and tuition fees are guaranteed by Cheeloo staff members the College Principals be requested to investigate each case, and, if satisfied, recommend to the Bursar that the payments 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.

548. *Visit of Mr. H. T. Silcock and Mr. Rufus M. 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. *Resignation 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.

552. *Location of University Health Clinic.*

RESOLVDD 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.

553. *Tannery.*

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

556. *Athletic Committee.*

RESOLVED to adopt the recommendation of the Athletic Committee and approach Mr. Lu Peh-chwan 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 Gin-ne be appointed as full-time assistant to the Physical Director at a salary of $40 per month.

557. *Students Relief.*

Dr. Kilborn reported the receipt of a letter from the National Y.M.C.A. Changsha concerning the organisation 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 Chengtu Y.W.C.A. and Y.M.C.A. with a view to their organising relief work for refugee and other students in Chengtu.

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

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over-flow of University of Nanking and Soochow women students on the Woman's College grounds.

559. The following attended to discuss the matter of *Air Raid Precautions;* President Y. F. Wu, President Y. G. Chen, Dean J. L. Wong, National Central University; Prof. Liu, Soochow Biology Department; 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 - one long blast followed by two short ones, repeated three times.

SECOND WARNING - SIREN - one long blast, followed by a series of short ones, for a period of from one to two minutes.

ALL CLEAR SIGNAL - SIREN - one long blast for a period of about five minutes.

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 baricading 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.

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

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

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 Cheer
Cheeloo	Dr. Hou Pao-chang
University of Nanking	President Chen Prof. Ni Tsing-yuen, 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 to 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:

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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.
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.

564. *Ministry of Education.*

Letters were received from the Ministry of Education concerning standardised curricula for all universities; 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 Laundry Building Committee proceed with the erection of a portion of the Hospital Shops, to the extent of a forty feet 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 building.

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 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 $10.00 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 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 2 weeks with one renewal of 2 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 10 books and no book can be borrowed for more than a period of 3 months.

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

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 Nanking Universities.*

RESOLVED that as soon as the Government agrees to grant $800 to cover the cost of the erection of a small three roomed building on Woman's College grounds, for the housing of Soochow and Nanking women students, the Property Committee be permitted to proceed with the building.

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Mr. Evans

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 18.

March 11th, 1938.

575. *Assistance for students in financial need.*

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.

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 sympathise 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.

578. *Air Raid Warnings.*

A letter was received from the U.C.C.M. Local Committee recommending that on the second air raid warning the clock tower bell be rung.

RESOLVED to request Dean Dye to have the clock tower bell rung for a period of one half minute on receipt of the second air raid warning.

579. *Athletics Director.*

It was reported that Mr. Lu Peh-chwan, the new Athletics Director, was unable to arrive in Chengtu for a

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couple of months, and that he recommended Mr. Chu Chung-li to take his place.

RESOLVED to agree that during the delayed arrival of Mr. Lu Peh-chwan, Mr. Chu Chung-li be appointed to take his place as Athletics Director.

580. *Moving of University Health Clinic.*

It was reported that the Pin Min Hsioh Hsiao, located in the basement rooms of the Education Building finds it impossible to secure quarters elsewhere for this term. Therefore be it

RESOLVED to request Mr. Chang Min-chuin to meet with Dr. Peh and Dr. Agnew to discuss the question of co-operation between the School and the Clinic.

581. *International Missionary Council.*

Vice-Chancellor Fong reported that he had been elected by the National Christian Council of China as a member of the China delegation to the meeting of the International Missionary Council at Tambaram, India, from December 13th to 30th, 1938.

RESOLVED to congratulate Vice-Chancellor Fong on his election to the International Missionary Council and to grant him leave of absence for the two months necessary to attend the Council.

582. *Representation on Board of Management, Union Theological College.*

RESOLVED to appoint President Dsang as the University's representative on the Board of Management of the Union Theological College.

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

583. *Natural History Experts.*

A recommendation was received from the Museums Committee that natural history experts from other Universities now on our campus be invited to use our Natural History Museum specimens in their teaching and research, to take responsibility for the care, 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 speci-

men 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 sourse $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, Cheeloo University.*

It was reported that the Woman's College Board had extended a cordial invitation to Mrs. Yui, Dean of Women, Cheeloo 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.

588. *Disappearance of student Chen Yuen-kwang.*

The President presented the matter of the disappearance of student Chen Yuen-kwang from Vandeman College, on February 10th, 1938. 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-Kwang.

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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. G. Dsang
Secretary: " Y. G. 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 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 title of Cheeloo and Soochow 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. T'ang, 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 by their own institution.

9. *Commencement Day.*

It was reported that W.C.U.U. Commencement Day would be June 20th, that of Ginling Women's College and the University of Nanking July 13th. Central University will not have a Commencement Day as they have no graduating students.

10. *Visit of Mr. E. H. Cressy.*

RESOLVED to call a meeting of the Presidents, Deans, and Heads of Department of the co-operating institutions to meet with Mr. Cressy of the China Christian Higher Educational Association on Thursday, March 17th, at 3.30 p.m.

Dr. Lindsay was asked to prepare the programme for Mr. Cressy'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.

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 Dsang to represent the institutions now housed on the campus in presenting to the Goverment 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 Dsang 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.

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.

592. *Correspondence from Board of Founders and Associated Boards.*

Letters of November 27th and 29th from Dr. Garside and Minutes of the Associated Boards Promotion

Committee of November 22nd were presented, promising to make efforts to raise additional funds to help the University in this time of emergency need.

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.

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 term at $615, apart from Field Day expenses.

598. *Closing Date for Enrolment.*

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 Bursar to refund or reserve for the following term the appropriate sum.

600. *University of Nanking.*

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

a. Partition in room No. 207, 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 Nanking except when required for the use of the College.

(3) the vacation of room No. 20, Education Building, by Mr. D. J. Liu for the use of Nanking 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.

602. *Air Raid Precautions.*

RESOLVED to approve the Property Committee's action in ordering 500 sandbags for protection during air-raids, the cost $85. 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 Min Hsioh Hsiao 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.

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Mr. Evans

WEST CHINA UNION UNIVERSITY

CABINET BULLETIN No. 19.

March 25th, 1938

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.

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612. *Mr. C. H. Huang.*

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

Mr. C. H. Huang, chemist of the Szechwan Provincipal 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.

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 organised in Chengtu 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 50c. for the complete Catalogue, and 25c. 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-roomed building on Woman's College grounds to house the Soochow and University of Nanking over-flow students; the last $5,000 to cover the cost of the Chiang Hsi 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. Elisseeff as to the financial requirements in order to enable Mr. Cheng Te-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.

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 on March 17th)

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628. *Property Committee Minutes.*

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 Woman's College to be closed at night; 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.

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.

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.

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 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 20c. each.

636. *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 Nanking 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. Albertsons' 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.

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. B. 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.

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. 567 until there has been sufficient time to discover whether the regulations will be effective or not.

RECEIVED
UNIVERSITIES
MAY 25 1938
JOINT OFFICE

Mr. Evans

Recd 6/20/38

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 20.

April 11th, 1938.

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 50c per university student and 25c 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.

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.

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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. S. P. Chu's salary be used for Library books.

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

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 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.

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.E.M. Middle School, Chungking.

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 Nanking 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 co-operating colleges.

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 to the Board of Founders and Dr. Beech 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.

659. *Bursar's Office.*

RESOLVED to engage Mr. Sie King-tsu as from April 1st and to grant him an allowance for travel.

660. *Meng Szu-ming.*

A letter was received from Dr. William 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.

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.

665. *Religious Activities.*

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.* 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.* 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. Special lectures by outstanding leaders.
   e. Travelling teams to do extension work in health, agriculture and religion, for service to the churches of Szechwan. This may be in cooperation with the Szechwan Christian Council and the Union Theological College.

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. The provision of fellowships for post-graduate students in religion.
   c. The preparation of translations and publications for Bible Study.
   d. The provision of grants-in-aid to enable students and staff to attend special Bible Study seminars.
   e. The engagement of a Religious Life Director.
   f. The provision of expenses for special lectures by outstanding leaders.

667. *Expropriated Land.*
It was reported that Mr. S. C. Yang has secured $1,173, the balance of the money for the land expropriated by the Radio Station. The total amount received is $8,032.

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. Cressy.

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

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 furlough 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 fnnds) 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. Hu.*

RESOLVED to accept the recommendation of the Ranking Committee that Dr. H. L. Hu, part-time teacher of the graduate school at E.E.N.T. Hospital, be ranked as Lecturer (T'ieh 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.

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 Chi-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.

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.

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.

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 made a fresh application for a fellowship in Pharmacy for Mr. Hsieh for the year 1938-39.

689. *Mr. Kao Yoh-lin.*

RESOLVED to accept the recommendation of the College of Science that steps may be taken to secure a scho-

larship for Mr. Kao Yoh-lin to study abroad on the return of Mr. Spooner from furlough.

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.E. 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.

695. *Exemption from Taxes.*

Reported that a letter has been received from Minister Chen Li-fu regarding exemption from 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.

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.

Dr. Anderson

V

WEST CHINA UNION UNIVERSITY
CABINET BULLETIN NO. 21.

April 25th, 1938.

700. *Leave of Absence for President.*

RESOLVED to grant leave of absence to President Dsang 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.

703. *Field Day.*

It was reported that Chwan Da has fixed April 23rd and 24th as their Field Days, and in view of the fact, that W.C.U.U. 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.

706. *Use of Epidiascope.*

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 windowes 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.

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. d. *Gateman's Lodge at Woman's College.*

RESOLVED on the recommendation of the Property Com-

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mittee 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 Hensman.*

RESOLVED on the recommendation of the College of Arts that Miss Bertha Hensman be welcomed to the staff of the Department of Foreign Languages.

b. *Faculty Children's School.*

In reply to Cabinet Minutes 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 Streeter who leaves for furlough.

RESOLVED on the recommendation of the College of Arts that from September 1938 the Gramar-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 af the report concerning the staff of the Chinese Department, prepared for Dr. Elisseeff.

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.

716. *West China Council on Health Education.*

RESOLVED to appoint the President and Vice-Chancellor

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Lindsay 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.

721. *Special Training Bureau, Szechwan.*

Letter received from the Special Training Bureau, Sze., 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.

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

726. *Gift of Nursery Stock.*

A letter from Mr. Dickinson was received, concerning a gift of roses, fruit trees, etc., from Mr. and Mrs. Munro of Victoria, B.C.;

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

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opinion of the Cabinet that Mr. Ma be dismissed without delay.

729. *Programme of Physical Education.*

RESOLVED to ask the Athletics Committee to require that the Physical Directors make reports of the work done by the students in their various athletic activities.

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 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.

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.

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.

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Mr. Evans.

WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 22.

May 12th, 1938.

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.

742. *Field Days.*

Reported that on account of rain last week Chwan Da 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.

748. *China Foundation.*

Telegrams from Mr. Clarence Senn and Dr. Y. T. Tsur 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, physiotherapist, record room clerks, etc.)	3,000
d. Emergency Fund	2,000
	35,000

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2. To meet the expense of the re-organization of the teaching hospitals		15,000
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 $20,000; W.C.U.U. 25,000)		45,000
		85,000
4. To subsidize dental clinic and dental teaching		10,000
Grand Total	N.C.	$145,000

749. *Hospital Annexe (Laundry) Building Costs.*

A report was received from Dr. Williams, showing details of expenditure incurred in the erection of the Hospital annexe. The total cost was $19,734.65.

752. *Cooperation with Dean Sage, Junr.*

Note was taken of Science Minute 3852 recommending that Messrs. Dye and Dickinson prepare correspondence with Dean Sage Junr. concerning the collection of biological specimens for amendment and/or approval of the Cabinet.

753. *Bursar's Office.*

Full consideration was given to the re-arrangement of work in the Bursar'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.

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*.

757. *Accounting System.*

Miss Priest attended to describe the system of accounting, requisitioning, ordering, etc. used by the 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 $12,300 from Cheeloo to cover disbursements.

790. *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 Junr., 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.

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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 Ningyuen 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.

763. *Special Training.*

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 disorganisation 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 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 Arnup.

RESOLVED to send a letter of thanks to Dr. Arnup 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 Wei 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 10th.

768. *Ginling College.*

A letter was received from President Yi-fang Wu,

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.

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.

773. *Chair of Pathology.*

Dr. Kilborn reported that he had received the following minute from the Faculty of Cheeloo 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 Cheeloo staff at Chengtu."

774. *Science Minutes.*

It was reported that Mr. W. G. Sewell has been appointed secretary to the Science Faculty.

RESOLVED on the recommendation of the College of Science to invite Mr. Nien Wen-yu of Anhwei University, to become Visiting-Lecturer in Biology, without salary, for the year 1938-39, and to approach the British 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, Maths-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 鄭元英 to give a few hours teaching service in the Chemistry Department during the coming academic year, on the same basis as the previous arrangement concerning Mrs. Lan's teaching.

Mr Garside

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 23.

June 1st, 1938.

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.

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 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.

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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.

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.

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.

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 to continue to do so in future, so that the Bursar's Office may check the list of students whose fees are still out-standing.

792. *Transportation of Goods.*

RESOLVED to make known to those concerned the following paragraph from a letter from Mr. Sewell, referring to an ordinance of Hongkong:—

"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!"

796. *Furlough of Prof. Roy C. Spooner.*

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.

Leave of Absence for Prof. Y. L. Kao.

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.

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 "
Ginling 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 $149, and expenses $413.73

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801. *Student. Cheo Da-hsiao.*

RESOLVED to hold the records for the student Cheo Da-hsien 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.

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.

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.

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.

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 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.

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. William E. Braisted.*

RESOLVED on the recommendation of the College of Medicine and 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.

820. *Magazine Facilities.*

RESOLVED to refer to the Deans concerned the letter con-

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cerning 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.

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 commenced 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.

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 Cheeloo 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.

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 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.

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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 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 the 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.

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.

846. *Departmental Libraries.*

RESOLVED to request the Library Committee to prepare a set of minimum rules governing Departmental Libraries.

847. *Board of Founders' Grant.*

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.

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Mr. Evans

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 24.

June 14th, 1938.

851. *Universities' Joint Council.*

19. *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 and Dental 4th Year and Pharmacy 3rd Year for two months.

RESOLVED that Presidents Chen and Dsang 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.

RESOLVED to request the staff and students of all the Universities to be prepared to show their badge to the police when asked.

22. *Committee on Schedule of Academic Courses.*

On the proposal of Ginling, it was

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RESOLVED to appoint a Committee on Schedule of Academic Courses consisting of the Registrars of the cooperating institutions.

855. *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.

857. *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.

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 to work in Anatomy at the National Central University.

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.

863. *Officers 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

864. *Housing of Staff.*

In endorsing the belief of the College Principals that dormitory space should be reserved for students and that other provision 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
Vandeman	20
M.E.M.	15-20
C.M.S.	8
Woman's	30-35

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."

868. *Officers of the College of Arts.*

Dean	F. A. Smalley
Secretary	Mrs. Kennard
Head, Dept. of Oriental Lang. and Literature	Mr. P'ang Si-dseo
Head, Dept. of Western Lang. and Literature	Mr. Moncrieff
Head, Dept. of History, Pol. and Social Sciences	Mr. Smalley

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Acting-Head, Dept. of Education, Phil. and Fine Arts	Dr. P. C. Fugh
Head, Division of Religious Studies	Mr. Smalley, protem.
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. D. L. Phelps

879. *Rules for Students not making Grades.*

RESOLVED to accept the following rules for students not making grades as recommended by the College of Arts:

That students who make an average grade of less than 50% or who fail in 50% of their subjects in their first term or any subsequent year may be asked to study elsewhere.

That students who fail in Freshman 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.

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 Civilisation.

873. *English Courses.*

RESOLVED to endorse the recommendation of the College of Arts that English 11 be a prerequisite for English 12, and English 13 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.

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.

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. Vittaly 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 matrer to the Deans of Arts and Science and Vice-Chancellor Fong for study and report back.

886. *Officers of the College of Science.*

Dean	D.S. Dye
Secretary	W.G. Sewell
Heads of Depts. Biology	M.C. Chang
Chemistry	W.G. Sewell
Maths-Physics	H.L. Chang
Pharmacy	E.N. Meuser (H.L. Li acting)
Reps. on General Faculty	Y.L. Kao, K.C. Wu.

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.

990. and 894. *Theses.*

RESOLVED on the recommendation of the Dean of Arts to accept the following Theses:

Wen Da-wei	A comparison of the Works of Mencius and Hsün Tzu.
Lo Djung-hwa	An introduetory study of Chinese Philology.

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Chien Chen	An interpretation of Lao Tzu.
Mao Gwei-dung	Outlines of the Development of China 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 Pan-shan	A Study of the Social and 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 and 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.

RESOLVED on the recommendation of the Dean of Science to accept the following Theses:

Shwai Chung-deh:	A Study of the Natural Dyes of Szechwan.
Wei Shu-hsuen:	An Analysis of the Dyes used in Chwan Miao Fabrics.
Djang Deh-gwang:	A Study of Chengtu Market Prices of Rice, wheat and Rape Oil.
Chen Gün:	A Study in Light Absorption of Szechuan Plants.
Wu Chi-lan:	A Preliminary Study of the Chinese Medicine Ya Tan Tzü.
Wang Shuh-chin:	A Study of the Szechwan Water Plantain.
Den Ya-fung:	A Study of Chin Kuei Lien.
Hwang Chung-hsia:	A Study of Szechuan's 'Pride of India fruit—Melia azederach.
Fu Kang-lin:	A Study of Ching Chiai—a kind of mustard.

Li Yao-hsien:	A Study of Pe Chi (Plant of mucilaginous roots)
Wei Yü-fung:	A Study of Szechuan Hou P'o (A kind of magnolia)
Ho Sui-hwa:	A Study of the Chinese Medicine Hellebore.

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 Szechuan.
Yang Djen hwa	A study of the blood groups of various races in Szechuan.
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 Yü-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:

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.

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.

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 buiding 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 the maintenance of the School shall be entirely the responsibility of the Board of Management of the School.

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 Examsnations until the Ministry's plan to meet the special needs of the present crisis is received.

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 uuiversities 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 stndents 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 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.

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.

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 Junior Middle School:

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. Chen 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.

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.

603. *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.

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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Mr. Evans

WEST CHINA UNION UNIVERSITY
CABINET BULLETIN No. 25.

July 1st, 1938.

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, reqesting 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".

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

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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.

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.

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, proferably 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.

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. Cheng 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.

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 been received from Dean Sage Jnr., announcing the safe arrival of the Giant Panda Cub in New York.

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.

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. 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 $3,000 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.

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 arrangment.

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:

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"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 recognised 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.

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.

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.

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 Exective 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:

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."

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 accomodation 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 alloted to them by the General Faulty in 1935. Up-to-date the Department has not been permttted to 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.
(Convenor, Dr. Williams)

945. *Nanking University Staff Residence.*

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 style of Baptist residence No. 6., but shorter by the size of the middle bent, and higher by 3 - 4 feet, approximately paralled 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.

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.

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 Hsinfan, and recommended that Mr. B. 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.U. 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.

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.

956. *Report of Ranking and Salaries Committee.*

RESOLVED to accept the recommendation of 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 not made so long as the financial condition of the University permits.

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 of Medicine and Dentistry, as follows:

Dr. H. G. Andersen 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 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.

(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 developments 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.

Note: 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 Heng-ch'in, head of the Station who will have the scheme presented to the Provincial Government authorities.

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 duing 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 equipment 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.

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.

WEST CHINA UNION UNIVERSITY

CABINET BULLETIN NO. 26

September 13th, 1938.

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.

968. *Officers of College of Medicine & Dentistry.*

The following appointments were reported:

Dean of Medicine	Dr. L. G. Kilborn
Dean of Dentistry	Dr. Ashley Lindsay

Representation on General Faculty:
Drs. R. A. Peterson, P. C. Hou, E. C. Wilford, H. J. Mullett, D. R. Fong, S. H. Liljestrand, R. G. Agnew.

Machine Shop Committee:—W. Crawford, W. G. 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 Hospitals Board, that Dean S. N. Cheer has been appointed Director of the Hospital; Dr. R. A. Peterson General Superintendent; Mrs. Peterson Acting-Head Accountant; Mrs. Chen-hua Superintendent of Nursing and Principal of Nurses Training School.

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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 China 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.

972. *New Tuberculosis Sanatorium Site.*

RESOLVED to record approval of the proposal to purchase the Liu Pei Yuin 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.

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 Nanking 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 No. 60. during Mr. Cheng's absence abroad and that Dr. L. T. Hsia be mitted to occupy house No. 111 if and when it is vacated.

In both cases 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.

978. *Lighting in the Library.*

RESOLVED to recommend that the Library lighting be changed from 110 alternating to 220 volts, if the Woman's College also make a similar change.

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 University of Nanking.*

RESOLVED on the recommendation of the Chemistry Department to ask the University of Nanking to pay $250 for the use of furniture and equipment in the Tanning 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 authorise the opening of Extension Courses in Mathematics-Physics, providing funds are granted in response to requests made to the Central and Provincial Governments.

986. *Museum Division of Archaeology.*

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 discouraging 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.

987. *Universities' Joint Council.*

23. *Full-time University Physician.*

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.

29. *Special Training.*

RESOLVED to make a joint appeal to the Ministry of Education requesting that students take not more than two months' Special Training.

988. *Assistant for Business Manager.*

RESOLVED that if Mr. Small wishes Chang Gin-bo to work with him in the Building Office (his salary to be charged to the Hospital Building Fund) another

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assistant be engaged for the Hon. Business Manager's Office.

991. *Telegram from Dean Sage, Junior.*

Telegram, as follows, received from Dean Sage:

"APPROVED A AND B TOTAL 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 Jnr., and to request them to present immediately estimates of the actual cost of the proposed expeditions to Mupin and Tachienlu, and to Omei region.

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.

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. Simkin'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.

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, 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.

1009. *Professor Li-heng.*

RESOLVED to accept the recommendation of the Ranking and Salary Committee that Prof. Li-heng be ranked as Professor.

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.

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, her salary to be provided from the special grant from the China Foundation for Medical-Dental Library.

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

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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.

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.

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.

1021. *Board of Governors.*

Letters of May 9th, 18th, June 6th, 11th, 27th,

July 28th, August 2nd, were received from Drs. Beech, Garside, 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

that G$1,000 grant from the Davison Fund has been made towards the Group-Study of Jesus project.

It was also reported that the New York office planned to send $6,000 of the Rockfeller 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.

1033. *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 Principal 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.

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. Vandeman 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.

1032. *Ginling Staff Residences.*

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.

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.

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 Hsioh Hang, if this site is acceptable to the University of Nanking.

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1036. *Madame Chiang's Herd of Cattle.*

RESOLVED that the President secure full information regarding the project from Mr. Dickinson and report to the next meeting of the general Faculty.

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 Kweiyang 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

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.

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN NO. 27.

September 22nd, 1938.

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 Chengtu Broadcasting Station 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 Indeminity 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 was 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 Shen 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 Convenor.

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".

1054. *Registration Date.*

In regard to the College Principals' recommendation concerning postponing registration of Freshmen and men guest students, it was

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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 Training 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.

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 Kuchler, 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.

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.
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.
   h. To continue the salaries of three medical technicians.
5. If possible to secure the services of Dr. Li Yu-jen for the Department of 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.
   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.

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9. Cheeloo offers to pay for alterations necessary to provide an office for Dean Chang Huehchuan (approx. $250)

10. Cheeloo offers to leave in Chengtu furniture and equipment 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."

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. Dr. Fugh to act as convenor.

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:—

WEST CHINA UNION UNIVERSITY
FEES FALL TERM 1938.

COLLEGE OF ARTS:

	Tuition	*Late Fee*	*Dorm Fee*	*Total*
Sept. 12, 13, 14 Reg'n days	$26.00		5.00	$31.00
Sept. 15 to 21 1st week	26.00	1.00	5.00	32.00
Sept. 22 to 28 2nd week	26.00	2.00	5.00	33.00
Sept. 29 to Oct. 5 3rd week	26.00	3.00	5.00	34.00
Student Association				.50
Athletic Association				.50
Arts Club				.50
Student Wallet				1.25
Library Deposit per term				1.00
Health Fee per term				1.00

COLLEGE OF SCIENCE:

	Tuition	*Late Fee*	*Dorm Fee*	*Total*
Sept. 12, 13, 14 Reg'n days	31.00		5.00	36.00
Sept. 15 to 21 1st week	31.00	1.00	5.00	37.00
Sept. 22 to 28 2nd week	31.00	2.00	5.00	38.00
Sept. 29 to Oct. 5 3rd week	31.00	3.00	5.00	39.00
Student Association				.50
Athletic Association				.50
Science Club				.50
Laboratory Deposit				5.00
Laboratory Deposit Pharmacy 4th yr. students				10.00
Chemistry Fee				3.00
Student Wallet				1.25
Library Deposit per term				1.00
Health Fee per term				1.00

COLLEGE OF MEDICINE AND DENTISTRY:

Sept. 12, 13, 14 Reg'r days	31.00		5.00	36.00
Sept. 15 to 21 1st week	31.00	1.00	5.00	37.00
Sept. 22 to 28 2nd week	31.00	2.00	5.00	38.00
Sept. 29 to Oct. 5 3rd week	31.00	3.00	5.00	39.00
Student Association				.50
Athletic Association				.50
Medical Student Association				.50
Dental Student Association				.50
Laboratory Fee (for any students taking the course)				3.00
Laboratory Deposit (Except 5th yr. of Medical Students)				5.00
Students Wallet				1.25
Health Fee per term				1.00
Library Deposit per term				1.00
Students residing in the city pay a domitory fee				7.00

SPECIAL STUDENTS:

TUITION:

If less than 10 hours per course per hour 3.00

UNIFORM:

All men students not already provided with a college suit, are required to pay a fee for uniform 5.00

ENDOWMENT FUND:

Each student is required to pay to the University during his first year $10.00 in two instalments, to initiate an Endowment Fund.

1067. *Radio Programme.*

RESOLVED to accede to Mr. Cheo's (of the Chengtu Broadcasting 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 the attic of the north wing of the Hospital Annexe be partitioned in order to provide accommodation for certain technicians and library assistants, etc.

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.

1071. *Branch Library.*

RESOLVED subject to the approval of the Library Committee, to accept the recommendation of the College of Medicine and Dentistry that a branch Library be established at the E.E.N.T. Hospital.

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."

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 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 — November 1st.

Opening of fall term for 2nd year Science, and 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 13th

Final Examinations commence — June 5th

Graduation Day — June 26th

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.

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 Odontal Surgical Technology, and one-third for storing building hardware.

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 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 dormitories, 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.

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN NO. 28.

October 4th, 1938.

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 that 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.

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 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.*

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 26th, 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.

1102. *Presidents' Meeting.*

A letter was received from Mr. Cressy, September 6th, concerning the urgent importance of Dr. Dsang attending the Presidents' meeting to be held in Hongkong; and also a telegram dated September 15th, as follows:

"Meeting Hongkong postponed telegraph Dsang 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.

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 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 Hsioh Hsiao in the Cadbury Building that it is impossible to reserve rooms for its use this year.

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 completed; 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.

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.

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.

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, source of salary Central Government grant for Dental staff.

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.

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.

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.

1122. *Library.*

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.

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.

1123. *Property Committee.*

In response to Minute 37 of the Property Committee,

RESOLVED to request President Dsang 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.

1124. *House Committee, Cadbury Building.*

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 Hsioh Hsiao if and when it is to be restarted.

1127. *Contract, Mr. Ch'en Chien-hsi.*

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Mr. Chen Chien-hsi be engaged as an Assistant (Research Chemist) in the Chemistry Department.

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.

1129. *Contract, Dr. Ch'en Ih-gweh.*

RESOLVED to receive the recommendation of the Ranking and Salary Committee that Dr. Ch'en Ih-gweh be engaged as Assistant in Clinical Dentistry.

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.

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 acommodate the extra students; these amounts to be charged against Contingency Funds.

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 Depart-

ments 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 wan 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 for 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.

1144. *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.

1138. *Purification of Drugs.*

Mr. Sewell attended to amplify Science Minute-38-138 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.

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.	300
Total	$825

1142. *Correction of Minute 968. Officers of Medicine and 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 employ 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 Tsinan, 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."

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.

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Dr. Anderson

WEST CHINA UNION UNIVERSITY
CABINET BULLETIN NO. 29.

October 27th, 1938.

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 to recommend 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.

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.

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
		$10,500

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.

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.

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RESOLVED to approve the general lay-out 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.

1175. *Universities' Joint Council.*

The Minutes of the Universities' Joint Council of October 6th were adopted as follows:

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 evening 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 (convenor) to work out detailed instructions for teachers and students, plans for the organising of relief, the preparation of flags, etc.

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.

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.

1184. *Standardised Curriculum.*

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 Si-kang 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.

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 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.

1198. *Finance.*

Vice-Chancellor Robertson presented quarterly statements of income and expenditure, July to September and requested 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.

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.

1209. *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.

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.

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Mr Evans

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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN NO. 30.

November 17th, 1938

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.

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.

That Mrs. Ru Djen Liu T'ang be ranked as Special Professor.

1243. *Photographic Studio.*

RESOLVED to accept the report of the special committee appointed to make recommendations for re-organisation of the Studio, 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; that it be called the University Photographic Studio; that for the present year the Committee be composed of Messrs. Lutley, Walmsley and Dye; that Mr. Walmsley be requested to advise with Mr. Gin re technique, projects, contacts with Westerners, bulletin boards, and allied items.

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".

1251. *Leper Hospital Committee Report.*

The Report of the Leper Hospital Committee was noted and it was

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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$30,600.
2. The cost of furnishings is estimated as NC$2,000
3. Request for the immediate release of £62.5.0. (sterling) for the purchase of supplies.

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.

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. Chang and C. C. Liu to take up this matter with the Commissioner of Education.

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.

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 Simkin 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, otherwise they must be day students.

RESOLVED to submit to the Ministry of Education estimates for tuition and board of these Loan students.

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.

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.

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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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Mr. Evans

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WEST CHINA UNION UNIVERSITY
CABINET BULLETIN NO. 31.

December 9th, 1938.

1307. *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 1938-39 budget for their premia, but that they may apply in April 1939 to join the Group Insurance scheme next year.

1311. *Ginling College.*

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

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.

1315. *Provincial Grant.*

The President reported that the Bureau of Education has granted the University $10,000 for the half year June - December 1938.

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.

1322. *Ginling College.*

A letter, 25th Nov., was received from Miss Priest enclosing ground floor plan of the Gymnasium.

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RESOLVED to adopt the plan suggested by Ginling 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 the 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

1325. *Secretarial Assistance for the College of Medicine & Dentistry.*

A letter Nov. 28th, was read from Dean Kilborn 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 Hospital 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.

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.

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

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.*

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.*

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.

RESOLVED to agree to the recommendation of the Property Committee that permission be granted for

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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.

1333. *Tannery.*

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.

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.

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Mr Garside
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WEST CHINA UNION UNIVERSITY

CABINET BULLETIN NO. 32.

December 27th, 1938.

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 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.

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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
Nanking	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
Nanking	Miss Priest
National Central	Dean S. N. Cheer
West China	Mr. Robertson

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:

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 "Guarantor'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.

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.

6. When these steps are completed the student shall see the Director of Student Activities.

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 From which she shall take to the Dean of the College concerned and to the Registrar for their 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. 2 - 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;

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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.

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 T'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.

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.

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	1,000.		$5,000
College of Science:			
Dept. of Maths-Physics - salary	4,000.		
Dept. of Chemistry - salary	2,400.		
" " part-time teachers	1,600.		
Equipment & chemicals, all Depts.	2,400.		
Library	1,000.		11,400.
College of Medicine & Dentistry:			
Dept. of Pathology - salary	4,000.		
Chair of Dentistry	4,000.		
Dept. of Internal Medicine, sal.	1,800.		
" " " " "	2,400.		
Equipment - all Departments:—			
Library	2,000.		
Projection microscope for Dept. Int. Med.	1,000.		
Odontal 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.	10,000.	22,200.
			$39,000.
Buildings:			
Chemistry Buildings		$30,000.	
Students' Dormitory		20,000.	50,000.

It was noted that a joint appeal has been sent from the United Hospital, representing the Medical Schools of National Central, Cheeloo and West China Union Universities, for a total sum of $20,000 for the O.P.D. Building, maintenance of free beds,

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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 Thexton, Mr. Moncrieff 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 Cheeloo 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.

(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.

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.

1366. *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" on January 6th.

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