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UBCHEA ARCHIVES  
COLLEGE FILES  
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Corres.  
Lindsay, Alice + Ashley 1938-1943

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WEST CHINA UNION UNIVERSITY

私立華西 協合大學



ADMINISTRATION OFFICE

CHENG TU, SZECHWAN

COPY FOR DR. GARSIDE.

Dr. J. Beech,  
Suite 903,  
150, Fifth Avenue,  
New York City, U.S.A.

January 28th, 1938.

*noted 3/10/38*

**INDEXED**

Dear Dr. Beech,

Your letter of January 11th was received on the evening of January 22nd. As you see it had a very fast passage - in fact one of the fastest of any letters we have received.

Thank you very much for giving us information regarding permission for the erection of the University Hospital Laundry for the temporary accommodation of Nanking University students.

On January 10th we received Dr. Garside's cable reading as follows:

GOVERNORS APPROVE FIVE THOUSAND GOLD ERECT NANKING ACCOMMODATIONS. DRAW BANK OF CHINA HOSPITAL FUNDS AS NEEDED THIS PURPOSE ALSO CURRENT APPROPRIATIONS. SENDING REVISED PLANS HOSPITAL OUT-BUILDINGS VIA CLIPPER. SMALL RETURNING MARCH ERECT HOSPITAL.

In respect to building materials for the Laundry we are not using any of those ordered by Mr. Small. We do not know the full reasons for the delay in the delivery of the bricks that Mr. Small ordered, but we do know that a very small amount has been delivered so far. We expect to have far more rapid delivery immediately after the Chinese New Year. Unfortunately Mr. Small did not take anybody else into his confidence when he wrote the contracts with the brick and tile men and therefore no-one is familiar with the contents of the contracts and we fear that too much din money was put down as first payment, quite apart from the fact that we find it is necessary for us to pay something every time any part of the order is delivered. Nevertheless we trust that there will be no hold-up of the building because of this, as there is very little building going on in Chengtu just at present, because of the war situation. Actually we have been able to purchase bricks and lumber at as good a rate as Mr. Small procured. Our difficulty in regard to materials is in securing such things as glass, handles, butts, nails, door locks. The supply in Chengtu is very limited and the price, of course, high.

We have not yet received the fresh plans which you suggested you would have the architect forward to us. We have placed the Laundry building as it was in the small plan you sent us last, but we have added ~~the~~ "L" on the north end, the building being partly up when your letter arrived. At present the brick

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work is up to the window casings on the second floor, and is making very satisfactory progress.

The staff residences on the U.C.C.M. Chiang Hsi Kai property are rapidly being completed and will be in use within two weeks. As more of the ~~Nanking~~ staff has arrived than we expected this building will not be sufficient to house them, and we may have to prepare another building or to rent one. We are not at present able to close the accounts so that we can be sure of our available balance, but we will, we hope, know this within a few days when we will have to make a further decision.

I am enclosing a copy of a letter to the China Foundation, asking for grants towards the heating and plumbing of the new University Hospital and a machine shop. We trust that this will not overlap with any request of yours, but as the annual meeting of the Foundation takes place in February we did not dare to miss the chance through delay while corresponding with you. We hope you will approve our action.

We are delighted to hear that Mr. Small will be coming out early. He will certainly relieve many of us of extra duties, and we are anxious to get on with the building of the Hospital, as the clinical facilities in the present Men's Hospital are entirely inadequate, and as I warned you we are about to take action providing temporary relief. I am enclosing the proposed re-organisation of clinical facilities, which I fear will have to be undertaken immediately. This re-organisation calls for the least amount of money of any scheme proposed, and will take care of the increased class of interns, which will probably number fifty next year, being our own, National Central University and Cheeloo students.

You mention in your letter that you were having an appointment in regard to the securing of money for the erection of the Dental Wing. I trust that you are being successful in securing this money, because at present we have reached the overflow stage, where it is impossible for us to continue with our present quarters any longer. We are petitioning that a stairway to the attic be put into the present Dental Wing, so that we may have store rooms in the attic and relieve some of the space in the basement, for laboratories. We have only been able to give to the National Central College of Dentistry one inadequate room for their use. They are proposing to erect a room on the Dental Wing similar to the small building for the housing of the ambulance on the Medical Wing. With the W.C.U.U. Dental effort so much in the limelight in China it is expedient that we house the clinics and laboratories in somewhat better fashion than they are now, and that very soon. I shall be glad to hear that you have been successful in your approaches.

I must close this letter as it has grown rather long; we will follow it up with another letter when I have more definite information regarding several of the items mentioned.

Yours sincerely, *Ashley W. Lindsay*

AWL/MR.

Ashley W. Lindsay.

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P.S. We have not received any reply to our Clipper Air Mail of November 10th regarding the purchase of three temple buildings in the city, with the idea of preserving some of the old architecture. Since we wrote that letter much water has passed under the bridge, and it is something that we would not press for at present, but we would like to know what your reactions were to such a proposition. In point of fact we could not purchase these buildings today. They have been torn down for fire wood, and the copper tiles sold for war material, I guess.

AWL/MR.

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## Reorganization of Clinical Facilities.

### I. Men's Hospital.

- a. Erection of a temporary lath-and-plaster two-storey building to house sixty male students on the Southern section of the space in front of the hospital.
- b. The present student quarters to be vacated and adapted as an extension of the Union O.P.D.
- c. "D.M." and the ward immediately opposite to it be adapted as Library and Interne's Clinical Laboratory respectively.
- d. The Men's Hospital to meet the interest on the loan necessary for the building of the new Student Dormitory in return for new sources of income made available by this reorganisation.

### II. University Campus.

- a. That permission be sought to proceed with the building of the new Isolation Block, two storeys instead of one storey high, immediately on the return of Mr. Small, foundations to go in as soon as possible.
- b. That male patients requiring minimum nursing and clinical care be transferred to this new building thus providing for the fourteen beds removed from the two fourth-floor wards at the Men's Hospital and also enabling the second floor to be reorganised as a Thoracic Diseases unit, and not as now for tuberculosis only.
- c. That in the meantime the new building be regarded as a branch of the Men's Hospital as regards staff, income, and expenditure.
- d. That the staff of this branch hospital consist of Dr. Loh Kwang Bi as superintendent, three internes, one staff - and two student - nurses, and coolie and kitchen staff.
- e. That when medical clinical departments are transferred from the city, the temporary dormitory be transferred and re-erected on the University site as a temporary Clinical Students Dormitory.

### III. Equipment, and Finance.

- a. That permanent equipment for the additional O.P.D. accommodation and the Campus Branch Hospital be provided for out of funds already provided by the China Foundation for the University Hospital.
- b. That temporary equipment for these purposes be made an early charge on this years Provincial Grant to the University.
- c. That the loan necessary for the building of the temporary student dormitory be covered by members of the staff, and that the University be asked to obtain special funds for its repayment during next academic year.
- d. That Drug-room, and Laboratory services for the Branch Hospital be provided in the meantime by the departments concerned already housed in the Medical Dental Building.
- e. That the Men's Hospital be asked to locate its smallest X-ray machine in the Branch Hospital

The above plan is passed to you for comment and necessary action.

H. G. Anderson  
( Secretary )

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COPY FOR DR. GARSIDE.

January 29th, 1938.

Dr. Clarence L. Senn,  
China Foundation for the Promotion  
of Education and Culture,  
45, Kiukiang Road,  
SHANGHAI.

Dear Dr. Senn,

On behalf of the University we desire again to convey our appreciation for the China Foundation's grant made to us last year.

We wish to report that building material is being collected rapidly for the erection of the main building of the University Hospital for which the foundations are now completed.

Since last year we have unexpectedly become the hosts to several of our sister universities from the east. To accommodate the male students of the University of Nanking we are erecting prematurely the Laundry of the Hospital. This building will be capable of housing, when crowded, two hundred students. The coming to our campus of the senior classes of Cheeloo Medical College, the Medical and Dental Colleges of the National Central University and the many transfer and loan students in Medicine and Dentistry has created for us a serious problem in the providing of Hospital clinical facilities and of necessary apparatus for laboratory use. Notwithstanding the fact that building costs will rise the University Hospital must be erected at once as it is now more urgently required than ever before.

To ensure that the Hospital shall be both a model and a modern building we believe there should be installed up-to-date central heating and plumbing. Funds in hand will not permit this installation. We therefore wish to petition the China Foundation this year to make us a grant of \$50,000 towards the purchase of such central heating and plumbing systems.

It is true that we cannot readily buy these at present, but we can make preparations in the hospital building so that they can be installed as soon as they can be secured, possibly via French Indo-China-Yunnan-Kweichow. What we need is an early assurance of having the money before we can secure

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complete estimates and working plans from companies selling heating and plumbing equipment.

We have a second request, that is for a grant of \$10,000 towards the purchase of machine shop tools and machinery for the University. The following are the facts on which we base this request:

1. There is at present for sale in Chengtu a well outfitted machine shop, the management of which has gone bankrupt because of the war. The equipment is to be sold as a unit or piecemeal. In either case the University will lose a much needed repair shop unless we purchase it. We therefore propose to raise a fund by borrowing from private individuals and buy it with the expectation of securing a grant from the Foundation with which to repay the loan.
2. The erection of the new University Hospital will call for a large amount of machine shop work which if undertaken by our own shop will result in the saving of a considerable amount of money.
3. 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. etc., all of which are necessary in the erection of the Hospital. Such a shop can manufacture these locally.
4. Besides the need of a machine shop in the erection of the Hospital 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. In the present war situation it is necessary that we construct as much apparatus as possible in Szechwan and keep in good repair the apparatus which we already have.
5. At the present time we have on our campus an expert machinist in the employ of the National Central University. He can take charge of the new shop and train machinists and assistants who can continue to operate the shop after the termination of the war.
6. 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, all of these institutions being here and lacking much easily made equipment which it will be difficult to secure from any other place.

We present the above two appeals for grants with confidence that they will meet with the Foundation's approval and favour. Will you, Sir, be so good as to lay our requests before the next meeting of the Foundation.

Yours sincerely,

President.  
Vice-Chancellor.

AMT /MD

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COPY FOR DR. GARSIDE.

Please note particularly on page 3. the request for the erection of the Isolation Hospital.      AWL.

INDEXED

Dr. J. Beech,  
Suite 903,  
150, Fifth Avenue,  
NEW YORK CITY, U.S.A.

February 9th, 1938.

*Let by Cal  
5/14/38*

Dear Dr. Beech,

We have just received a letter from Mr. Clarence Senn informing us that he received your request that the third instalment of \$6,250 of the China Foundation grant should be sent direct to New York, but that your instructions had come just too late for him to be able to do this, as the money was already deposited in the Bank of China. He suggested that we ourselves might forward this to you if the Board was short of money! As we recognise the reason for your having made this request we do not think that it is necessary under the circumstances to send the money to you in New York.

In order that you may understand our present financial needs and our idea of the safety of the money, let me quote the minute passed at Monday night's Cabinet:

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

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

Briefly our reasons for this resolution are as follows: The building of the new Hospital and our running expenses will be heavy this next half year, and we will need plenty of money here in Chengtu. The money is as safe in the Bank of China, Chengtu, as in the Bank of China, Shanghai. In Chengtu we can get 9% on fixed deposit for a year, with the privilege of withdrawing as the need arises, though on such money withdrawn we would receive only the current rate of interest. New York office would not need to transmit sums for the ordinary budget as we would instead use up the China Foundation's grants here, and thus reduce our holdings in China. We will continue to draw on the balance of the money in Shanghai as needed, reducing our balance to as low a limit as possible for safety.

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In reference to our request concerning the opening of an account in Hongkong, we have had no reply to our letter of December 31st. We trust, however, that such an account has already been opened for us, and that we will receive early notification to this effect, as we are beginning to have business dealings with Hongkong, and are losing money and time because we have no current funds there.

May I bring to your notice the fact that we are receiving no replies to our many letters to you. We know that you have received some of our letters because we have had two cables, but with the efficient Clipper Mail service it seems to us that we ought to be receiving fuller acknowledgment of our letters.

We have written you on October 11th, 13th, November 7th, 9th, 10th, December 3rd, 20th, 31st, and January 28th, and betweenwhiles have mailed you Cabinet and Faculty Minutes, using 2nd class Air Mail, via Hongkong. We have also written nearly as many, if not more, letters to Dr. Garside, and no answers have come to any of them, apart from the above-mentioned two cables.

We have but one more week of the New Year holidays, though they have not been holidays for many of us! The added responsibility of buildings and planning for the accommodation of the many students and staff from down river, the arrangement of classes and the many problems which are continually arising and must be solved from day to day, have kept us all more than busy. There is no doubt but that our centralised administration has been the saving of the situation as far as efficient handling of the tremendously increased amount of business is concerned.

You have never told us what you think as to the value of the Cabinet Bulletin. Perhaps you have received enough copies now to have some indication of the value of the changes made in administrative policy. We hope that the new term will run smoothly, with the additional students from Ginling College and the University of Nanking. We realise of course that there will have to be many readjustments in our programme which may call on the initiative and forbearance of a good many of our staff. It may take the full term to assimilate the whole task.

You will note from the following minute that I am asked to make known the urgent need for additional stack room facilities for the Library:

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

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

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

The space secured through the moving of the Loh Library from the stackroom has now all been used up, and additional space must be found not only for our own use, but in order to house these 4,000 books belonging to the University of Nanking. While Mrs. Chapman was in charge of the Library she decided that the downstairs north section was unnecessary and presented it to the Museum, which was very glad to occupy it immediately. Now we are having to ask for part of that section back, much to the discomfort of the Museum people. Both the Museum and the Library have outgrown their quarters and it seems that we should have a new building for the Museum.

We have not yet received any plans for the out-buildings of the new Hospital. The Laundry is now completed up to the roof, which will go on during this next week. The building cannot be finished too soon, as the Nanking students have now reached Chungking and will begin to arrive here any time after the 15th of this month, and we have no place - except classroom floors - to put them.

In my last letter I enclosed Dr. Anderson's plan for meeting the clinical needs of the medical interns for next fall. That plan called for the erection of the Isolation Hospital. Cabinet Minute 523 indicates what is required:

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."

We must have early permission to go on with this building if it is to be ready for the fall term. We consider this a very urgent need if our responsibilities for clinical teaching are to be met. I have today received a letter from Dr. Chen Hua who is in the Central Hospital - now in Changsha - in which he states that word has been received from the Central University group in Chengtu that our clinical facilities are considered to be very inadequate and that unless they are improved the Central University will find it necessary to secure clinical facilities outside of our Hospital.

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COPY.

February 11, 1938.

Mr. Clarence L. Senn,  
China Foundation for the Promotion,  
of Education and Culture,  
45, Kiukiang Road,  
SHANGHAI

Dear Mr. Senn,

On January 29th we sent you a letter in which we requested you to present two appeals for grants to the annual meeting of the China Foundation for the Promotion of Education and Culture.

Since mailing you this letter we have had an opportunity to discuss these appeals with Dr. Y.T. Tsur. He has advised us not to appeal at this time for a grant to purchase plumbing and heating systems for our new Hospital. While he agrees that a modern Hospital must be provided with central heating and water systems, he believes that an appeal for them during war time would not be the part of wisdom.

We are grateful for this advice and will be very much obliged to you if you will withdraw our letter of January 29th and substitute the one enclosed herewith.

Yours very sincerely,

(Signed) Lincoln Dsang  
President.

(Signed) Ashley W. Lindsay,  
Vice-Chancellor.

AWL:MR.

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COPY.

February 12th, 1938.

Mr. Clarence L. Senn,  
China Foundation for the Promotion  
of Education and Culture,  
45, Kiukiang Road,  
SHANGHAI.

Dear Mr. Senn,

On behalf of the University we desire again to convey our sincere appreciation for the grant which the China Foundation made to us last year.

We beg to report that materials are rapidly being collected for the erection of the main building of the University Hospital and that the foundations are now completed.

During the last six months we have unexpectedly become hosts to several of our sister universities from the east. In order to accommodate the male students of the University of Nanking we are erecting prematurely the Laundry of the Hospital. This building will be capable of housing, when crowded, two hundred students. The coming to our campus of the senior classes of the Cheeloo Medical College, the Medical and Dental Colleges of the National Central University, and the many transfer and loan students in Medicine and Dentistry, has created serious problems in the providing of Hospital clinical facilities and of necessary apparatus for laboratory use. Notwithstanding the fact that the cost of building is steadily increasing the University Hospital must be completed as soon as possible, for it is more urgently required now than ever before.

Chancellor Beech has collected sufficient funds to erect the central buildings of the planned hospital unit, but the equipment fund is unfortunately very far from sufficient, and money is still very stringent in the United States and Canada.

We are indeed sincerely appreciative of the 1936 and 1937 grants received from the Foundation for the providing of general hospital equipment. We earnestly trust that you will desire to assist us in the completion of the equipment for the hospital.

We do not wish to burden this appeal with many words. You already have been convinced of the value of our project. Moreover you are well acquainted with the facts relating to the high cost of adequate equipment in what is to be, primarily, a teaching hospital.

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We, therefore, respectfully request from the China Foundation for the Promotion of Education and Culture a further grant of \$25,000 in order further to assist us in providing essential clinical laboratory equipment.

We have two additional projects which we also trust will meet with your approval and assistance this year.

The first in importance is that of the equipping of a University Machine Shop. For this we request a grant of \$15,000 for the purchase of tools and machinery together with a small quantity of construction materials.

There is at present for sale, in Chengtu, a well outfitted machine shop, the management of which has gone bankrupt owing to war conditions. The equipment is to be sold either as a unit or piecemeal.

For many years the University has had need of such a shop but has through lack of funds not been able to secure the necessary outfit from abroad. Never before has such an opportunity been available here; never before has the need been so imperative.

It has been proposed in the interim of awaiting your decision in the matter that a sufficient sum be borrowed from private individuals to complete the purchase.

The following outlines the needs on which we have based our urgent request:

1. The erection of the new University Hospital will call for a large amount of machine shop work which if undertaken by us will result in the saving of a considerable amount of money.
2. 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. etc., all of which are necessary in the erection of the Hospital. Such a shop can manufacture these locally.
3. Besides the need of a machine shop in the erection of the Hospital, our various university laboratories and teaching departments are in constant need of a place where pieces of apparatus can be made and where broken apparatus can be repaired. In the present war situation it is necessary that we construct as much apparatus as possible in Szechwan and that we keep in good repair the apparatus which we already have.
4. At the present time we have on our campus an expert machinist in the employ of the National Central University. He should be able to take charge of

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the new shop and to train machinists and assistants who could continue to operate the shop after the termination of the war.

- 5. The machine shop would 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. All of these institutions have need of immediate equipment for their teaching work. They could bring little with them; they cannot obtain any quantity from outside the province; they can have much of the lack met by the output of this shop.

The second additional project is that of improving our Medical-Dental Library. In order to keep abreast of the progress made in medical and dental sciences and their practice, an up-to-date library is very essential. The demands on our current budget for an ever-growing maintenance and unforeseen expenditures have prevented the University from keeping pace with its Medical-Dental Library requirements. The increasing requests that we provide research and post-graduate studies also bespeak better library facilities. We therefore appeal for a grant of \$10,000 to enable us to improve our Medical-Dental Library.

Summary: 1st appeal-- \$25,000 for Clinical Laboratory Equipment.  
 2nd appeal - \$15,000 for Machine Shop Equipment.  
 3rd appeal - \$10,000 for Improvement of Medical-Dental Library.

If it is impossible for the Foundation to grant our requests in full, we beg that it will make as generous a provision as is possible.

If a choice must be made between the projects we suggest that the following be the order of precedence:

1. Machine Shop Equipment.
2. Clinical Laboratory Equipment.
3. Medical-Dental Library.

We present the above appeals for the grants with confidence that they will meet with approval and favour.

Will you, Sir, be so good as to lay our requests before the next meeting of the Foundation.

Yours sincerely,

Lincoln Dsang, President

Ashley W. Lindsay, Vice-Chancellor

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COPY FOR MR. GARSIDE.

Please share with Mr. Evans.

*Read by  
RAG*

**INDEXED**

Dr. J. Beech, Suite 903,  
Associated Boards,  
150, Fifth Avenue,  
NEW YORK CITY, U.S.A.

February 28th, 1938.

*F*

Dear Dr. Beech,

Your letter of January 17th by Clipper Mail reached us on February 11th. I sent your letter immediately for George Sparling's perusal. He informs me that he has already written you regarding the action of the Theological College in inviting the Nanking Theological Seminary.

Dr. Sparling has just returned and the Theological School has no thought-out plans. Apparently before he went on furlough there was considerable discussion as to the need and place of this School and its relation to the University, or rather its lack of relation. While on furlough he was able to persuade the Board of Founders to act as the Board of Founders of the Theological College. When I returned to the field I was not able to find anyone who could inform me as to the organisation and plans of this College. The only thing that seemed to be clear was that it had no relationship to the University. Since Dr. Sparling's return it would seem that he is not so clear cut in his ideas as to this lack of relationship. He hopes that some of our teachers will give time to the Theological College and that some of their students will have the privilege of attending classes in the University. This means that in all probability we will have to work out some scheme whereby we can cooperate.

At its annual meeting, the U.C.C.M. decided that the southern portion of their land beside the radio station shall be rented to the Theological College for its building programme. At first Dr. Sparling was rather displeased with the University because they had erected the building on the north-west section of that ground, to be used finally as the extension Agricultural School of the University. I think he now recognises that this School's courses can fit with advantage into the theological students' training.

Dr. Leslie received the plans which you enclosed and he has read your comments carefully. He will, of course, be writing to you. On the day your letter arrived the Laundry building was completed to the roof and it has two storeys instead of one as called for by your new plans. Apparently you did not realise

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that your letter would be delayed and that we would find it necessary to push ahead with the erection of that building so rapidly. Now that we have the bulk of the Nanking University students on the campus we need this building.

We are delighted that all the teachers and students have made the journey to us without any untoward happening. It seems remarkable that such a large group of students and staff (with families) has been able to make its way to Chengtu despite difficulty and delay, when but a few years ago it seemed that we were entirely out of the thought of the educators of the east.

The University will do its best to keep the building expenses of the Laundry within the grant of \$5,000 gold. Unfortunately, because of the inexperience of the present staff of builders we cannot be sure of the actual cost of this building. We have hopes that we will have a balance from the teachers' residences on Chiang Hsi Kad, so as to be able to erect the machine shop.

Find enclosed our revised askings from the China Foundation. The letter to Mr. Senn explains our reasons for the changes. There is no need of further details from me at this time.

We received from Mr. C.A. Evans a letter of January 18th in which he states that from that date it will be the policy of the New York office to bank our drafts in New York instead of sending to the field. This is in accord with our suggestion, but Mr. Evans said nothing about opening an account in Hongkong. We urge that this be done, as we expect that all our importing will have to be done through Hongkong and Indo-China, and it is necessary for us to have Hongkong currency.

During the last ten days there have been coming to hand letters written in America last October, and I anticipate that in due course we will receive some letters sent by regular mail from New York. The only mail matter we can be sure of receiving is that which is coming by air from Hongkong. The cheapest procedure from Canada is to put on Canadian air mail stamps. 25 cents brings us the usual weight letter. It sometimes comes by Vancouver, then, C.P.R. to Hongkong, then air mail here; or it goes to London and comes to Hongkong by Imperial Airways. We have not yet decided which is the faster route. I do not know whether letters can be sent this way from the United States. Please look into the matter. Clipper Mail, of course, comes through more rapidly, but is rather expensive. No letters should be sent us from the New York office except they come at least part of the way by air.

I anticipate it will be possible for you to get into touch with some office in Hongkong who would affix air mail postage. Air mail from Hongkong to Chengtu is 30 cents N.C.

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2-28-38

You request that we forward a statement of our seen and unforeseen emergency expenditure not covered by Government grants. This will not be easy for us to do. As yet we do not know whether we will receive all or only a part of the Central Government grant which was allotted to us. We are still hoping to receive it in full.

As yet we have not received any National grant to take care of the emergency extra costs involved in teaching so many "chieh du" and "transfer" students from down river. We still have hopes that we will receive something. We have again made a statement to the Government and asked for this grant. They have <sup>given</sup> promises of help to universities who received extra students. If we are not favoured with assistance we will take this up in our next letter to you.

Board of Directors Annual Meeting is called for Saturday, 5th March.

Did you see H.A. Robertson when in Toronto last? What are his plans for returning? I would like an early indication of his intentions.

With our best regards to Mrs. Beech and yourself,

Yours sincerely,

*Ashley W. Lindsay*

Ashley W. Lindsay.

AWL/MR

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March 3, 1938

Dr. Ashley W. Lindsay  
West China Union University  
Chengtou, Szechwan, China

Dear Dr. Lindsay:

I take great pleasure in acknowledging your letter of December 16th, which came by air mail, and which in some unaccountable way did not receive immediate attention in our office. However, we are replying by air mail with the hope that this letter will reach you with as little delay as possible.

In another letter we are writing you more fully regarding the use of balances on hand in Shanghai, so will not dwell upon that at the present time. It might be said in passing, however, that we are not familiar with the process the Bank of China uses in China, but our understanding with the New York office is that any money we send to Chengtu is made available immediately upon notification to the treasurer of the University.

We have reviewed the minutes regarding the proposed Pharmacy Building, and in case a cable is received regarding recommendations from the Board of Directors, we will take the matter up with the Executive Committee.

Apparently there was serious disruption of service earlier in the fiscal year, both to and from Chengtu, which is not to be wondered at in view of the tremendous traffic which must have passed that way.

We note in the minutes reference to the fact that Dr. Wallace Crawford had secured \$1,500. for the erection of a leper hospital. This has not been received in our office up to date, but we are checking with Dr. Crawford and will write you more fully when his reply is received. This fund, together with a small fund for maintenance, was given by the Leper Mission in England.

I have reviewed the wording for a diploma to be issued by West China, and apparently the authority for issuing the diploma is being covered by the absolute charter issued by the University of the State of New York. This in effect is granting a degree through the University of the State of New York, and it might be of interest to you to see the diploma recently originated by Lingnan University. This, you will note, is specifically worded as being issued by the Board of Trustees. The actual size of the sheet is 8" x 9½", but we have cut it down to save postage.

RECEIVED

You are to be congratulated that even though service may have been interrupted that there have been no greater interruptions of communications with the coast. As a matter of fact, we have been amazed at the amount of mail which has come through from the various institutions. There has been very little of interruption of mail from Yenching, and now Cheeloo mail is coming through regularly. Of

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Dr. Ashley W. Lindsay

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course Nanking and Ginling have been completely shut off from the outside world except by communications through the State Department.

We have been greatly interested recently in the exchange of air raids, and wonder what the outcome will be of the whole situation.

Very sincerely yours,

*C. A. Coans*

CAE:RC

Enc.

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March 14, 1938

Mr. Ashley W. Lindsay  
West China Union University  
Chengtu, Szechwan, China

Dear Dr. Lindsay:

A copy of your letter of February 9th to Dr. Beech has been received here at the office.

One of the first questions you raise is regarding the setting up of a bank account in Hongkong to take care of your local currency transactions in South China. We have written you previously on this, there being a reluctance on the part of the bank here to open this account from this end. We can also agree with the bank because it is a much more difficult proposition for us to get our Board of Governors together to authorize the opening of the account. Otherwise it cannot be done, as a corporation must subscribe to certain forms issued by the bank.

We have looked through our files and find a long list of communications sent to China from the 30th of September to January 1st, as follows:- one to Dr. Dsang, three to yourself, five to Miss Robertson, and seven to Mr. Albertson. Since that time a larger number have been going forward and will be coming through by this time.

The building requests covered under resolution listed on page three will be taken up with Dr. Beech when he arrives in New York. We will write you further on this matter.

We are anxious to get this in the mail, and as it is late in the day, we will defer further comments.

Most cordially yours,

*C. G. Evans*

CAE:RC

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NOTE:

Rec'd attached to Geo. Sparling letter of March 21, 1938. Sparling letter may be located in Geo. Sparling's individual folder.

March 21, 1938.

INDEXED

Copy of letter to Rev. James Edmiston,  
Chairman, Board of Founders.

for Rev. Frank Anderson, M.A. D.D.,

Dr. Joseph Beech,  
Dr. B.A. Garside,  
Mr. H.T. Silcock,  
Rev. A.G. Castleton.

Dr. Sparling, the English Secretary of the Board of Directors, has requested that I write the covering letter to accompany the budget estimates for the year 1938-39, as recommended by the Board of Directors on March 5th, 1938. A copy of the estimates enclosed herewith.

The first thing to bring to your attention is that our estimates for expenditures and income have been reported in two divisions, attempting to give a complete picture of our budget.

The following paragraphs provide reasons for increases over the past year's grants. In general they speak for themselves. I will confine my remarks to but a few special items.

1. Harvard-Yenching Grant.

The proposal of the Harvard-Yenching Institute Trustees that we take from the 1938-39 budget a sum sufficient to pay for travel and allowances should Mr. Cheng Te-k'un accept a fellowship at Harvard will seriously reduce our budget in the Department of Chinese and in the Museum. We are agreed that Mr. Cheng's future usefulness would be greatly enhanced by such post-graduate work at Harvard. But the University will find it difficult to get along without his services, especially as he will take his salary with him, making it impossible for us to replace him. Mr. Cheng is one

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of the few modernly trained Chinese in our Chinese Department, and he has just about made a position for himself amongst our old-time Chinese teachers. His going will, therefore, set us back in our modernizing movement. Dr. Elisseeff when visiting us noted that our Chinese Department staff were lacking standard qualifications. We fear that the Trustees may have justification for future criticism.

A cut in the Museum budget will mean that we cannot continue the acquisition of the many unique Tibetan and tribal objects which are still coming on to the market because of the Communist disturbances of 1935/6. Well-qualified Tibetan scholars have told us that the Museum's present Tibetan collection is one of the few really representative ones in the world. It will be unfortunate if we have to curtail the acquisition of objects becoming available on the Chengtu market. We trust that the Board will support the askings of the Directors for an increased rather than a decreased grant from the Harvard-Yenching Institute.

We were unpleasantly surprised to learn of the action of the Harvard-Yenching Institute Trustees in discontinuing Dr. Graham's salary. He goes on furlough in 1938-39 and we had hoped that his salary would be continued at least to that date. We are now asking the A.B.F.M.S. to undertake his salary and continue his appointment to the University. Dr. Graham still has a valued contribution to make to the cataloguing and care of the Museum.

2. Medical-Dental Increase.

The estimate for the College of Medicine and Dentistry seems to be considerably increased over the previous year's budget, but this is more apparent than real. The University found it necessary to increase salaries for the year 1937-38. A couple of teachers were cared for by this year's Government grant, but next year their salaries have to be added to the regular budget. Actually the increase in supplies, equipment, etc. has been slight.

3. Central and Provincial Grants.

The Board of Directors are anticipating an increase of \$8,000 next year from the Provincial Government, and \$12,000 from the National Government, continuing the salaries of the three professors holding Government chairs. Should this grant be less than the professors' salaries will be reduced accordingly.

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4. Fees.

Although we have a much larger student body than previously we cannot estimate any large increase in fees as the Government has required that universities give special scholarships to aid students from war areas who are in financial difficulty.

✓

5. Emergency Grant.

An emergency grant of \$5,000 is asked from the Founders in the belief that a special effort will be made to increase the current

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budget. We are faced with largely increased expenditure for maintenance and teaching.

6. Special Grants.

✓ The item "Special Emergency Grants \$10,701" was put down with the hope that funds would be raised abroad because of war conditions in China and that we might secure a share.

Before I close these remarks I should say that if the war situation should force other Christian Universities in the East, such as Huachung in Wuchang and Hsiang Ya in Changsha to evacuate and we invite them to our campus, it will be necessary for us to have funds to enable us to take care of the added expenditure of administration and personnel which are always incident to the coming of additional groups to our campus. The coming of the University of Nanking, Ginling, Cheeloo, National Central and Soochow groups has tended to increase our expenditures although each has attempted to meet the expenditures incident to settlement here. As hosts there have been unseen expenditures which have eaten into our budget.

The reference to Hsiang Ya and Huachung Colleges can be more fully explained by quoting the following minute of the Cabinet:

"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.

Until the General Faculty discusses this proposal nothing more need be said, except that we must be prepared for eventualities.

The Minutes of the Cabinet give indication of the University's desire to meet the present unprecedented demands on our cooperation. We are known as a "Union University".

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with the name we have initiated a "Universities Joint Council" in the hope that we may maintain the 'uniting' spirit that has been manifested on the campus in the past. Mr. Cressy will be able to enlarge on this phase when he meets with the Board.

There is one final item which I must take up and that is the appeal for Mr. and Mrs. Starrett. Cabinet Minutes Nos. 577, 609, 615 indicate that the Bursar's office must be strengthened immediately, and the very early appointment of Mr. Starrett will be vital to the efficient management of that office. Minute 577 indicates our belief regarding Mr. Albertson's need for immediate furlough, and our hope is that he will not break down completely before he can prepare the past accounts for an audit.

Since writing this paragraph the Cabinet has decided that it must engage a Chinese accountant to take over the current accounts immediately. We have learned that a Mr. Sie, accountant of the Nanking Hospital who is in Ichang and temporarily out of a job because the hospital is closed. From the information we have secured we anticipate that this young man is both trustworthy and efficient, and with the help of Mr. Simkin as acting-Bursar we will hope to carry on until Mr. Starrett comes. The Cabinet is asking that the Board of Founders make a grant of \$400 per year for salary.

Yours sincerely,

*Ashley W. Lindsay*

Ashley W. Lindsay,  
Vice-Chancellor.

AWL/MR.

Cabinet Minutes:

577. 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.

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

621. Mr. and Mrs. Starrett.

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

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. Albertson's furlough.

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

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

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

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Notes on Budget Estimates - Increased Askings, 1938-39.

Administration:

Salary increases made after estimates for 1937-38 were passed; addition of Accountant and Office Sec.	2,421.
Postage, cables and stationery	500
Group insurance, formerly met from Prov. Govt. grant	1,327.
	<u>4,248.</u>

Operation & Maintenance:

Wages, caretakers, servants, police, necessitated by enlarged community, and additional buildings	300
Repairs, upkeep of grounds, fences " "	560
Telephone \$84; New Organ Fund \$100	184
Miscellaneous	250
	<u>1294</u>

College of Arts:

Teacher of Philosophy,	1,066
Fine Arts	70
Salary Increases, Dept of History & Sociology	210
	<u>1,346</u>
Less reductions	507
	<u>841</u>
	Net Increase
Department of Education, one full-time salary,	
one part-time salary	2,728
Department of Chinese part-time salaries	804
Division of Religion, scholarship, part-time salary,	
extension work, less reductions	<u>282</u>

College of Science:

The additional items take cognizance of the additional students who have entered Science this past fall (1937) approximately 65% in the first year. Also the need for extra fuel, gasoline for gas, increased price of gasoline, chemicals, apparatus, and additional cost of freight on such supplies. Unless help to cover these items is provided certain laboratory work will have to be dropped, which means that the College will drop below the minimum standard. Now of all times the highest standard possible should be maintained.

College of Medicine & Dentistry:

Of the total increase of approx. \$49,500, some \$4,500 is apparent only as the amount was included in the 1937-38 budget but under other items. For instance the salaries of Dr. Lo Guang-bi and Tsao Chong-liang are being charged in the current year to the Provincial grant, and so do not appear on the College budget. In addition salary increases do not appear in the current budget of the College, since they were included in a separate item for the whole University.

The remaining items are due to two factors:

(1) The number of students in medicine has approximately doubled due to the very large number of Cheeloo and other students who have come to Chengtu to continue their medical studies. This has very materially increased the cost of maintenance.

(2) Certain departments, notably the Department of Hygiene and Public Health, has had a staff increase of 300%, rising from one man (on furlough during 1936-38) to four full-time people. To give these four people sufficient scope for their abilities, and also to give the students the training they need in Public Health we have estimated an increased budget of \$2250 for this one department. In the past one of our greatest deficiencies has been in our teaching of Public Health. We now have an opportunity to remedy this deficiency for we have the staff.

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1938-39

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Library:

Salaries and cataloguing of Chinese books,  
less other reductions \$648.

Archaeological Museum:

Salary of one secretary	360
Night watchmen, coolies, insurance	200
Travel and Excavations	200
Purchase of artifacts	840
Special camera and fixtures for taking on trips	500
Sound Recorder	<u>1,760</u>
	<u>3,860</u>

In order not to turn down and lose valuable specimens, we have slighted the photography for more than a year. But every important article should be photographed. We need a much smaller camera (than the one in the studio) for ourselves so that we may take it on trips, and only hire the studio to do the development and printing. In time the camera will more than save its value.

The sound recorder has been recognised as a real need for several years, and we now need one for the study of the Miao music and language.

While \$3,500 looks like a big sum for artifacts, we have not a few in the Museum that cost us over a thousand dollars each.

Running expenses of the Museum have steadily increased. The Museum is insured for about one third of its value, and should be insured at full value.

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March 25, 1938.

Dear Dr. Lindsay,

Here are some facts about the Museum.

This last year we have improved the displays so that in many of them the historic order of development is well shown thus increasing their educational value. We have put wooden sloping shelves in many cases which make the objects displayed more visible.

The sixteen large plate-glass cases are too wide but each would be just right if cut in two and they would look as beautiful as now. Since they are nan muh and plate glass, the thirty-two resultant plate-glass cases would cost about one hundred dollars more apiece but it would be a good investment.

This year our own students and teachers have constantly visited the Museum. The amazing thing is that many hundreds of people from east China have visited the Museum. Students and teachers from east China have been known to visit the Museum the day after they arrived in Chengtu and others, two or three days after their arrival.

Teachers in the Chinese Department of Nanking University approached me soon after their arrival and said that they wished to make considerable use of the Museum in their teaching of Chinese subjects. I told them they would be most welcome. Their teachers have already brought groups of students to the Museum several times. Today, one of them told me that they would probably bother us in one way or another a thousand times this term. I told him we should be delighted to have them do so and that we should consider it a favor since the Museum exists to further a knowledge and appreciation of Chinese culture. He said that they appreciate very much the fact that we take this attitude. The important thing is that this department plans to make extensive use of the Museum in the teaching of Chinese subjects.

The exhibit in the Museum of the paintings of Dr. Hsu and those owned by Professor Chen is one of the best of its kind that has ever been held in Chengtu. It is another way of carrying on an educational program and it will be used in the future - special exhibits at special times.

The sixth grade of the Canadian School under Chapman has come to the Museum several times in its study of world history. The pupils have been intensely interested and Chapman believes it has been very profitable. Walmsley is giving

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a fine course on Chinese culture to the High School. The pupils have come to study the Museum collections several times to supplement and illustrate what they read about and have been much interested. Gradually the educational program of the Museum can be enlarged so that classes in the University and other institutions can do likewise.

We have begun lectures on the origin of Chinese culture, history of Chinese pottery and porcelain, etc.etc., another form of education.

We have aimed for years to make the Museum a place to which scholars of the world would come to do their research on West China. Specialists who have done important research during the year are Miss Tinker, Dr. Schuster, Messrs. Barker and Dye and their studies will result in articles and books. We have collections for similar researches in Han Dynasty grave-goods (a large and fine collection), Chinese coins, especially from West China, Chinese charms, particularly coin-like charms, stone implements, Chinese Szechuan porcelain from the Liu Li Ts'ang and the Ch'ung Chou kilns, Chinese cross-stitch embroideries, Si Kang aborigine belts, Chinese embroideries, Chinese shadow-plays, prehistoric pottery in the Li Fan region and material for several important research projects on the Tibetan cultures and objects. This is another educational work and value of the Museum.

I have discontinued all purchases for the present but it would be far better if we did not have to do so. Mr. Yang a Tibetan friend, was to bring out rare Black Lama objects. I have written him not to bring them. Fred Smith is going into the Lolo country and was intending to collect things for us. I have told him to bring nothing. Chinese paintings have dropped to a fraction of their real value. I have told Professor Fong we could buy none. Dye was getting embroideries dirt cheap. I have told him we could buy nothing at any price. But all this is a calamity due to the fact that the Museum program is in jeopardy when it deserves the enthusiastic support of the Harvard-Yenching Institute and the Board of Governors.

Sincerely yours,

(Signed) David C. Graham.

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COPY FOR DR. GARSIDE.

Dr. J. Beech,  
Suite 903,  
150, Fifth Avenue,  
NEW YORK CITY, U.S.A.

March 28th, 1938.

Dear Dr. Beech,

Please read this letter to the Board of Founders:

*Noted  
A.M.*

The University has suddenly reached the day that you visualized for it about the year 1950! The united student body numbers just under one thousand. All the mission dormitories are uncomfortably full, with every available basement and attic in use. The new dormitory for the University of Nanking holds two hundred and fifty students in double-decker beds; the Hsiao T'ien Chu temple is occupied by Central University students; the Baptist Middle School dormitory is full of Central University staff (18 families); the Senior Middle School has 440 students; Goucher Junior Middle School 120; Dewey 600; and a Higher Primary School run by the social service group of the students and staff 75 pupils. Together with staff and families there is a population of well over two thousand on the campus.

Our teaching buildings which had seemed to be but comfortably occupied have suddenly come into very full service. Every teaching room occupied by the College of Science in Hart College and Biology Building is over-full, some laboratories having to run three shifts. Many of the basement rooms have been turned into laboratories. The University Health Clinic has been moved from the Biology Building to the basement of the Education Building to make room for the Nanking University Chemistry Department.

The classrooms and laboratories<sup>or</sup> of the Medical-Dental Building are full every hour from 8 a.m. to 5 p.m.; and some days even through the evening. Laboratory equipment is being used three or four times a day by as many sets of students. Medicine has largely pooled its pre-clinical laboratory equipment with the Central University Medical School. By so doing, and by arranging, in cooperation, classes in Pathology, Bacteriology, Parasitology and Histology, it is possible to have sufficient microscopes and other apparatus. Dentistry is giving assistance to the Central University Dental College in both lecture and laboratory courses, and a small wing has been added by the Central University to the main Dental Wing. This provides an office for its Dean, a store room and a large laboratory-lecture room. The Central University has also put a roof over the projecting wing of the Dental side, similar to that added by Dr. Morse on the Medical. This has provided them with an extra laboratory for Pathology and

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Bacteriology. The main building connecting the Medical and Dental wings is more urgently needed than ever. Should Hsiang Ya Medical College ask to come here it would be a vital necessity.

The Library is a very busy building, and the Nanking University is served by placing their Library staff in the building, adding tables and chairs in the reading room, and housing four thousand books which they were able to bring with them.

The offices on the first floor and some on the second floor of the Education Building are occupied by the University of Nanking Administration. This building is now full from basement to attic.

Your letter just arrived suggests that if we are up to the roof of the Laundry we might build a straight roof. The building is entirely completed, carpentry and masonry all done, and by the coming Saturday will all be divided up with wooden partitions, providing between thirty and forty rooms to be used as offices, laboratories and classrooms for the University of Nanking, instead of a dormitory as was first planned. Their students will now use as dormitories the <sup>buildings</sup> recently erected at Chiang Hsi Kai. We have temporarily housed these students - 250 of them - in Hart College gymnasium in double-decker beds. They will be glad to move to the new buildings.

If the war is over by the end of this term the crowded condition I have pictured will be but a passing phase of the life of the W.C.U.U. though we will never be able to return to a student body of four hundred. The new Szechwan will make greater demands on us and the enrolment cannot be kept down to the numbers decided upon before this war began.

If the war continues it is inevitable that we must have more current funds. Our budget estimates for 1938-39 were made on the basis of but a small increase of our past grants. We could not estimate on the uncertainties of the coming year's demands. Every month makes it evident that it will be impossible to keep within the estimates presented. Emergency grants will be needed to balance the Administration budget; additional costs of transportation via Hongkong, Kweiyang or Yunnan will be heavy; expenses due to increased "host" entertainment cannot be kept down to the old figures; the unexpected local situation which has arisen in the Bursar's office due to Mr. Albertson's early furlough will add materially to the expenditure of this office. I am becoming convinced that the present condition of the Bursar is due largely to under-staffing, and that increased personnel must be permanent.

Without doubt we shall receive larger Government grants and we hope that these may assist materially in providing part of the necessary funds. But the emergency requires special consideration from the Board.

Mr. Cressy will make clear to the Board the place of growing importance which the W.C.U.U. can assume if adequate support in men and money is forthcoming at this time. If the Board can

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can influence the churches and interested Christian givers to divert a larger share of available funds to this part of China now, large future returns in Christian influence may be expected.

The changing attitude of the Provincial Government toward our Christian educational programme is being demonstrated practically by the growing number of grants-in-aid we are receiving for all kinds of projects. Unfortunately, grants for ordinary maintenance are not usually given.

Dr. C.K. Chu, Secretary-General of the Commission on National Medical Education, on a visit to our University, told us in an interview the other day that the Commission would grant us funds for a number of professors and lecturers in Medicine and Dentistry. When we asked if he could grant us the funds that would be needed by these teachers for their departments he had to reply in the negative. The Government had received money from such foundations as the Rockefeller, the British Boxer Indemnity, etc. for teachers' salaries. Maintenance expense gifts are not popular.

In a recent report on the teaching personnel of the University it was stated that the cooperating missions not only were providing inadequate cash contributions to the budget of the Board of Founders, but were giving the ~~promise~~ Board no promise in regard to a definite share of the teaching staff. Thus the University is left to the mercy of the Missions, who without notice withdraw staff or send less qualified personnel in their places, this being tantamount to cutting down the missionary contribution to the University without the Missions informing the Board of what they have done. The University has been very seriously crippled by reductions in its missionary teaching staff. It is only necessary to state that since 1925 the Missions have removed 54 men, wives and single women; and only added 34 in their place.

<u>Losses.</u>		<u>Gains.</u>	
C.M.M.	11 men 7 wives	C.M.M.	6 men 4 wives
W.M.S.	3 women (single)	W.M.S.	4 women (single)
M.E.M.	10 men 4 wives	M.E.M.	2 men 2 wives
W.F.M.S.	3 women (single)	W.F.M.S.	3 women (single)
Baptist	5 men 1 wife 1 woman (single)	Baptist	2 men 2 wives
C.M.S.	3 men 1 wife 1 woman (single)	C.M.S.	2 men 2 wives 2 women (single)
Friends	2 men 1 wife 1 woman (single)	Friends	1 man 1 wife 1 woman (associate pd. by Govs)

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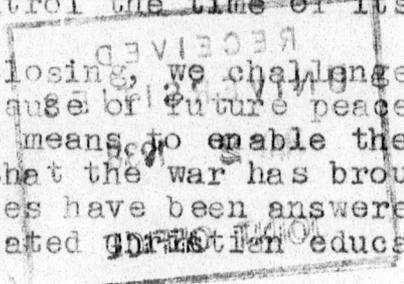
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<u>Losses:</u>	<u>Gains:</u>
No affiliation: 3 single women	2 single women.

The Board of Founders will recognise readily the seriousness of this situation. We feel that the Missions should be asked either to keep up their personnel or when reduced to provide money in its stead. The loss of missionary teachers means a decrease in the university maintenance budget, as Chinese staff members must be engaged in their places.

Further, let us point out that the Missions sometimes require of their full-time appointees to the University a considerable proportion of that time for mission duties. It would seem that this should not be done unless the University is first consulted as to whether the University can release the individual for such service. It should be obvious that a union university cannot be conducted efficiently if it is unable to control the time of its staff.

In closing, we challenge the Board of Founders to support the cause of future peace and progress in China by providing the means to enable the University to meet the opportunity that the war has brought to our door. The prayers of the Churches have been answered - the doors are wide open to an appreciated Christian educational programme, and dare we close them?



Yours sincerely,

AWL/MR.

Ashley W. Lindsay,  
Vice-Chancellor.

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8th April, 1938.

Dr. Orville Petty  
A Movement for World Christianity  
902 Chapel Street  
NEW HAVEN  
Connecticut  
U.S.A.

Dear Dr. Petty,

Dr. Phelps, upon return to this University from furlough, reported to us his conversation with you in June 1937, concerning a project for the group-study of Jesus.

Sufficient time has now been taken to consult the co-operating Missions on this project and it has now been accepted by the University as an integral part of its religious program. More than eighty members of the University staff, both Chinese and foreigners, are now enrolled in three weekly Groups for the study of Jesus. In addition, Dr. Phelps is leading a large group of government university students of law, science and literature, which meets two hours at a time each week; another large group of young women an hour a week; and a third group of some twenty advanced students from various government schools. Mr. Willmott is leading similar groups. The effectiveness of the method in enabling the student to make his own discovery of Jesus and in bringing him face to face with the necessity of making a life decision is being demonstrated among us.

The war 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 centers of China.

This University is now the largest regularly functioning Christian university in China; and we have associated with us on this campus hundreds of teachers and students of other universities: the University of Nanking, Ginling College, Cheeloo Medical School, Soochow Biology Department, Medical and Dental

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4-8-38

Colleges of National Central University; and in the city, in addition to the Szechwan National University with its many departments, numerous school and college units have come to function here.

Six members of our staff are now engaged in the translation of Dr. Sharman's "JESUS AS TEACHER" and his questions on the text with a vocabulary of the 3,000 most commonly used English words. This will place study material within the grasp of many students. There is, however, another group which feels much freer discussing in the Chinese language; so the next step is to put the text and questions into Chinese. For this task, an educated Chinese and a Chinese writer are essential. A thousand or more dollars will be required for the expenses of publication; a donor has already underwritten this amount.

The genius of the group-study method is two-fold; it appeals to our Chinese students, especially to those in medicine, dentistry, and the sciences who are untouched by the usual religious approaches, because they quickly sense that its very essence is free discovery through open discussion. They appreciate that "nothing is being put over on them." The only assumption they start with is: "There may be discoverable values in Jesus' life and teaching that are relevant to our own lives and modern problems." There is no preaching, exhorting, or unction connected with this method. In the second place the method is self-propagating and increases in significance as it spreads.

There is a plan this summer to invite one or more select groups of 15 to 25 young Chinese teachers to a quiet temple at Mount Omei, a summer resort, where for some four weeks they will spend several hours each morning in the concentrated analytical study of Jesus by the group-discovery method. Thus material about Jesus, and also an understanding of the technique of group leadership and discussion so that they can return to their campuses as leaders.

Once study material is translated and summer seminars are set going the spread of the method will undoubtedly take place, as it has in the United States and Canada.

A professor of physics or medicine can easily gather about him in a weekly group students who know and respect him. He is a trained teacher; now he is given in addition to his regular vocation an avocation which enables him to mediate in an objective and yet in a deeply religious way this splendid material. Suppose that on every university campus in the Far East one or more professors functions realistically in this way, gathering about him the finest of his students each year down through the years; Such a method would require no organization, no over-head, no financial campaigns.

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Our own and the refugee university professors cannot afford to go away for four weeks in the summer, therefore assistance is needed for their travelling expenses, so that this opportunity may be placed within their reach.

On Dr. Phelps' recommendation we are approaching you for a grant towards this project. The full budget of the first year's expenses is as follows:

Chinese associate, full-time	U.S.\$1,000
Chinese writer	200
Training-seminars Travel Fund	500
Miscellaneous Expenses	300
Publication Fund (already underwritten)	<u>1,000</u>
	<u>\$3,000</u>

We are asking Dr. B.A. Garside, treasurer of the Associated Boards of the Christian Colleges of China (150, Fifth Avenue, New York City) to act for us in receiving funds which will be transmitted to the University.

A Group-study of Jesus committee will be appointed by the University Cabinet. A report of expenditures will be made to donors through Dr. Garside.

In making request to you to share in this project we believe that it is one of the most significant religious approaches that has yet been made to what is at present the most inaccessible and yet the most important member of Chinese society, the university student.

Yours sincerely,

Lincoln Dsang, President

Ashley W. Lindsay, Vice-Chancellor.

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WEST CHINA UNION UNIVERSITY

私立華西 協合大學



ADMINISTRATION OFFICE

CHENG TU, SZECHWAN

April 13th, 1938.

*ack 6/2/38*

Dr. B.A. Garside,  
Associated Boards,  
150, Fifth Avenue,  
NEW YORK CITY, U.S.A.

Dear Dr. Garside,

Please find enclosed a copy of a letter which has been sent to Dr. Petty, Mr. Arthur Packard (The Davison Fund, Room 5620, 50, West 50th Street, New York City) and Dr. Harry Emerson Fosdick (The Riverside Church, 490, Riverside Drive, New York City).

You will notice that we have asked you to be our treasurer to receive any monies which the above individuals may contribute to the University towards the Group-study of Jesus project. Will you be so good as to act for us and to keep us informed by air mail of any monies which you receive.

We are anxious to have early notification so that the Committee may go ahead with the plans for the summer seminars. Dr. Phelps is quite sanguine in his expectations of assistance from these people. He himself has written private letters to follow up his conversations with them while on furlough.

Yours sincerely,

*Ashley W. Lindsay*

Ashley W. Lindsay.

AWL/MR.

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Copy for Dr. Garside.

April 16th, 1938.

Dr. J. Beech,  
Suite 903,  
150, Fifth Avenue,  
NEW YORK CITY, U.S.A.

Dear Dr. Beech,

Lately I have written you two rather long and rambling letters which attempt to give a picture of the situation at the University at the present time. I also endeavoured to indicate some of our difficulties and requirements. I will continue in this letter further "to paint the picture".

Mr. Cressy told us of the conditions in East and South China. He tried to make us realise that our University is now considered by Christian educationalists in China as the second most important in the Christian programme. We, here, have given no consideration to our place in the sun, but have been content to try and keep the university moving under the very abnormal conditions arising from the war.

I will leave it to Mr. Cressy to amplify his statements. He will tell you that the newly organised West China Christian Educational Association plans to centralise our secondary and junior educational programme. I trust that the Mission Boards will support this project and that the standards and objectives of Christian education will become more uniform throughout the province. See plan enclosed.

I am enclosing a draft of the religious activities programme as recently accepted by the Union University, together with Mr. Smalley's report upon a meeting held while Mr. Cressy was with us. It was thought by Mr. Cressy and others, as we were reorganising University policies, that we should reconsider our religious responsibilities; this plan herewith is the result. As you can readily see more financial and personnel assistance will be needed to carry it through.

Also enclosed is a compilation of all the new policy decisions to date. It may be of value to you have these thus correlated.

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You will notice that it is the considered opinion of the group that the University should still offer religious courses as well as carry on extra-curricular religious activities. We do not know as yet how we shall correlate our religious work with the Union Theological College, but at least you can see that we are attempting to act in cooperation with them. The present Department of Religion budget is altogether too limited to put into practical effect resolutions calling for a well-qualified Chinese head of the Department, or to engage a Religious Life Director. Mr. Cressy will be able to lay stress on the very great value of these two individuals in our University life. I trust that he will also be able to influence the Board of Founders in raising a special fund in order to allow us to have these two men. The Head of the Department must be a Chinese. The Religious Life Director it is suggested may be a missionary, but at present we have no one available on our university staff for either position. The only man I know who might fill the Director's position is Jim Endicott; that would entail securing his appointment by the Canadian Mission.

Mr. Harry Silcock has been here with us for a week. He has had opportunities to address the student body, the university community, the faculty and the Universities' Joint Council. He has brought a message of sympathy from the Friends of England, and we have done what we could to acquaint him with some of our problems, difficulties and opportunities. I trust that he will be of more value at the meeting of the Board of Founders in England next year. I am sorry that he will not be able to attend the Board meeting to be held in New York this May. When we heard of his coming to Chengtu we anticipated that he would be returning via America for that meeting.

At his instruction we have written to Dr. Han Li-wu, Director of the British Trustees for the Administration of Indemnity Funds Remitted by the British Government. Apparently you did not realise that a request for money for use in China must go through Dr. Han, as the funds of the Universities' China Committee in London exist for an entirely different purpose. If you wrote to England I trust that your letter was redirected to Dr. Han. I have asked Mr. Silcock to speak to Dr. Han when he is in Hankow next week, supporting your request for the £4,000.

In my last letter to you I mentioned the losses and gains in missionary personnel since 1925. It has been discovered that errors crept into the list. I am therefore enclosing a revised statement.

The paragraph enclosed, which has just come over the air from Hankow, may be of interest to you. I doubt whether the Government will take any action permitting religious teaching in Universities, but it is true that the feelings of the authorities and students have changed very much, and I anticipate very little opposition to anything that we may wish to do.

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The following minutes which came to the Cabinet from the College of Medicine and Dentistry will be self-explanatory:

Appeal for Hospital Endowment.

Whereas to make full use of all hospital beds in the teaching hospitals of Chengtu in order to supply more adequate clinical facilities for the autumn term, 1938, we must have a full bed occupancy with patients suitable for teaching, be it

Resolved that we request the University Cabinet to approach the Board of Founders, the Associated Boards, New York, the United Committee for Christian Universities, London, the Central and Provincial Governments, Foundations and Service Clubs, to supply us with \$60,000 for the academic year 1938-39, in order to cover complete costs 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.

This is a vital need for the College of Medicine and Dentistry - they must have plenty of free beds so that interne students will not be handicapped by lack of teaching material. We do not know how much you may be able to raise abroad, but we think that this type of work should appeal to Service Clubs and the like. We are making a special appeal to the Municipal authorities and to the Provincial Government, and we have some hopes of receiving a grant for this purpose. In practice it would be offering to the city a municipal hospital, if it paid for fifty to sixty free beds. The city could not run such a hospital for anything like the price of keeping up these beds.

Have you ever presented to anybody an appeal for a university Chapel. There is growing need for such a university building. The Assembly Hall does not meet the situation. The recently organised Sunday afternoon service for English speaking Chinese is proving a success. I should judge that there has been a minimum of two hundred persons attending these services every week, and with an appropriate programme and energetic leader this service will become more valuable as time goes on.

As the usefulness of our Assembly Hall organ is coming to an end it has been thought that we should plan for something better in the future, and our Fine Arts group has suggest the securing of a Hammond Electric organ. We made a start this year by setting aside a couple of hundred dollars <sup>per year</sup> to enable us to pay for a new organ, but I fear that it will take us a long time to pay for more than the freight! Is there anybody you can approach who would like to make us a gift of a Hammond or similar type of electric organ.

4-16-38

Cabinet has asked me to reply to Dean Sage Junior who had written asking if we could cooperate with him in securing such animals as giant pandas for the New York Zoo, etc. After considerable discussion it was decided that we might cooperate with the gentleman, and as a practical approach to such cooperation it was suggested that the groups interested in Mr. Sage's work might endow a chair of Zoology; the professor holding that chair would be able to make collections of such animals as would be of value to the institutions supporting the chair. I am writing to Mr. Sage to this effect, but I thought you would be glad to know of our action.

This letter is becoming altogether too long and involved, so I will close today.

Yours sincerely,

Ashley W. Lindsay.

AWL/MR.

RECEIVED  
UNIVERSITIES  
MAY 23 1938  
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BOARD OF GOVERNORS OF  
WEST CHINA UNION UNIVERSITY

150 Fifth Avenue, New York City

Office of the Treasurer

May 5, 1938

Dr. Ashley W. Lindsay  
West China Union University  
Chengtou, Szechwan, China

Dear Dr. Lindsay:

At the meeting of the Executive Committee yesterday Dr. Beech read extracts from a letter to him from you in which you refer to the action of the Cabinet requesting that the Methodist Episcopal Board send back Mr. Oscar G. Starrett to Chengtu in order to relieve the situation caused by the enforced early furlough of Mr. Albertson. The minutes of the meeting of the Cabinet in which this action was taken have not yet reached me or I should have probably drawn the attention of the Executive Committee to it although the request apparently would be to the Methodist Episcopal Board.

The Executive Committee was deeply sensible of the difficult situation in Chengtu. They realize that at this particular time pressure on the Bursar's office is particularly heavy, but the position at this end is quite complicated. Dr. Cartwright stated in the meeting that Mr. Starrett is now definitely off the strength of the Methodist Episcopal Board and is in charge of the Chinese Church in Detroit. The most that he believes the Methodist Episcopal Board could undertake would be to pay the travelling expenses of Mr. Starrett. But, of course, even this he could not guarantee. No information was forthcoming as to whether Mrs. Starrett should accompany him. Then, for just what period would he remain in Chengtu? If permanently would he not have to be restored to the missionary strength of the Methodist Episcopal Board? Dr. Cartwright doubted very much whether the M.E. Board would do this. Nor would it be necessary if after furlough Mr. Albertson had sufficiently recuperated to return. If not, it would seem as if he would have to come on the Board of Governors' budget inasmuch as the Board of Governors is already responsible for Mr. Albertson and must carry him during his furlough and the resources of the budget are already terribly strained, the difficulty of making such provision for Mr. Starrett seemed insurmountable. Moreover, the United Church of Canada is also interested in Mr. Albertson and would have to be consulted. In view, therefore, of the complexity of the situation and the meager information available, the Executive Committee decided to defer consideration of the matter to the annual meeting of the Board of Governors which is to be held in New York on Tuesday and Wednesday, July 25th and 26th, the date being purposely set to enable the Board to have the advantage of the presence of Mr. Silcock who will bring first-hand information about the University problems. But I was asked to write to you at once by air mail and request you to send me the fullest information possible as well as practical suggestions as to how Mr. Starrett can be sent to Chengtu to relieve the situation.

I hope to write you later on with regard to other points. Meanwhile, I am sending this off for your early attention.

With warmest regards and assuring you that the Executive Committee deeply appreciates all the difficulties which confront you at the present time, I am

Yours very sincerely,

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West China Union University  
Chengt'u, West China  
May 23rd, 1938

Dr. James Endicott  
Chairman, Board of Founders

Dear Dr. Endicott:

The University has very urgent need of a Librarian for the English Section of our Library. Let me repeat, this need calls for immediate action. The Cabinet at its meeting on Monday last voted as follows:

RESOLVED on the recommendation of the Library Committee to forward an urgent request to the Board of Founders for the immediate appointment of a Trained Librarian her salary to be in the same category as that of the University Bursar, Superintendent of Construction and other administrative staff.

Of course you are aware that for the past year we have had no English Librarian. On the resignation of Mrs. Chapman there was no one to take her place. Mrs. Lindsay, who during her last term of service was Librarian, has since the resignation of Mr. Smalley, reluctantly consented to act as chairman of the Library Committee, and has been directing the whole routine of the Library. This is now a union institution including the staffs and libraries of the Universities of Nanking and West China, and also serves Ginling College, the National Central Medical and Dental Schools and Soochow Biology Department. Unfortunately, because of doctors' orders, Mrs. Lindsay is compelled to reduce her work and will perhaps resign from the Library Committee at the close of the present academic year. Her resignation leaves us without anyone who understands anything of Library management.

The name of Alice Carscallen has been mentioned as a likely candidate for this position. If she could be appointed she would be able to give immediate and very much needed service. Her language period could be prolonged. As she would be using the English language in her work this delay would not constitute much of a handicap.

Our Library is now being used by such a largely increased number of students and staff that the supervision and care of the books, and the maintenance of library routine, call for someone with special library training to direct and supervise. Mrs. Lindsay also tells me that until we can afford a highly trained Chinese Librarian the English Librarian will have to guide the entire library routine. We have one of our own graduates who had a year at Boone but is not willing to accept any headship though doing very excellent guided work. This specialized worker we can hardly hope to receive through ordinary mission appointment, and we feel that an administrative office such as the Librarian might well come under direct appointment of the Founders. Will you be so good as to initiate necessary early action so that the Board of Founders will look favorably on the appointment. We trust that special funds can be provided to the Board so that without fail an immediate appointment can be made.

On March 10th we approached the M.E.M. asking that they appoint the Starrets to return to the field so that Mr. Starrett might take over the Bursarship while Mr. Albertson is on furlough, and that Mrs. Starrett might take over the English Librarianship. We have just received letters from Dr. Frank Anderson and Dr. Beech informing us that the only way in which we can have Mr. Starrett is by immediately getting rid of Mr. Albertson, which of course we are not able to do. The University cannot find Mr. Starrett's salary, nor are we fully convinced that he should be our permanent Bursar; but we could do with more M.E.M. personnel.

In regard to Mrs. Starrett we realized that without library training she might not be able to meet the future needs of library administration, but she could have given valued service this year.

Very sincerely yours  
Ashley W. Lindsay

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June 2, 1938

Dr. Ashley W. Lindsay  
West China Union University  
Chengtou, Szechwan, China

Dear Dr. Lindsay:

Let me acknowledge receipt of your letter of April 13th, to which you attached a copy of the letter you wrote at about the same time to the Davison Fund presenting a request for a contribution toward the Group Study of Jesus Project.

We are glad to report that the Davison Fund has today informed us that an appropriation of US\$1000 has been made toward the support of this project. In addition to sending the original copy of this letter by the regular China mail which closes today, we will send you another copy by China Clipper next Tuesday. The Davison Fund informs us that the \$1000 they have appropriated will be forwarded to us within a few days.

Very sincerely yours,

**B A GARSIDE**

BAG:MP

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*Copy for  
Miss Clark*

June 11, 1938

Dr. Ashley W. Lindsay  
West China Union University  
Chengtu, Szechuan, China

Dear Dr. Lindsay:

We have now received from the Davison Fund the \$1,000 contribution toward the support of the program of the Group-Study of Jesus Project.

With the check the Davison Fund sent the letter of which a copy is attached hereto.

It is hardly necessary for us to call your attention to the request in the last sentence of the third paragraph of Mr. Packard's letter. ~~Not~~ Not only to keep faith with the Fund in connection with this present gift, but also to retain its friendship and goodwill for further gifts which West China and the other colleges may be requesting, ~~We~~ We must see that information with reference to the progress of this project is sent in ways that will be most effective and satisfactory.

Our New York office is at once forwarding this \$1,000 to Chengtu through the Bank of China.

Very sincerely yours

B A GARSIDE

BAG:CS

*See letter to Davison Fund Inc. 6/8/38  
" " to " " 6/11/38*

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AIM AND POLICY OF THE WEST CHINA UNION UNIVERSITY

As accepted by General Faculty

ADMINISTRATION

1. The Administrative and other officers shall be:

The President.

Appointed by the Board of Directors, shall be the chief executive of the University.

The Chancellor.

He shall be the representative of the Board of Founders (Board of Governors); he shall promote the plans of the Boards of Directors and Founders for the raising of endowment and other funds; he shall interpret the recommendations, actions and plans of the Boards of Founders and Directors, the one to the other; he shall be an advisory member of the University Executive and all other University committees.

Chinese Vice-Chancellor.

He shall assist the President by:

1. Overseeing the office and duties of the Registrar.
2. Correlating academic standards and regulations of the three Colleges.
3. Reporting to the Chinese staff the actions of the Cabinet and of the Faculty.
4. Receiving, registering and distributing all mail matter addressed in the Chinese language for the Administration Offices.
5. Filing, registering and mailing all correspondence and documents prepared in the Chinese language by the Administrative Officers.
6. Bringing before the President and the Cabinet for action all matters arising through Chinese staff, correspondence and other avenues.
7. Editing the University Catalogue, publicity and other printed material in the Chinese language for which University funds are used.
8. Translating all Government and other important documents addressed to the University in the Chinese language, and vice versa into Chinese.
9. Drafting replies to letters and drawing up documents in the

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Chinese language as may be requested by the President.

10. Acting as Chinese secretary to the Cabinet.

Western Vice-Chancellor.

He shall assist the President by:

1. Overseeing University Finances, income and expenditure, banking, annual estimates, budgets and reports.
2. Reporting to the Western members of the staff the actions of the Cabinet and Faculty.
3. Receiving, registering and distributing all mail addressed in the English language for the Administration offices.
4. Registering, filing and mailing all correspondence and documents prepared in the English language in the Administration offices.
5. Editing the University Catalogue, publicity material and other printed matter appearing in the English language for which University funds are used.
6. Bringing before the Cabinet and President for action all matters arising from correspondence, minutes, or through western members of the staff, which require action or recording.
7. Drafting, or having drafted, letters or documents in the English language, that may be requested by the President.
8. Correspondence between mission boards, Board of Founders and other western organisations and the University.
9. Acting as English secretary of the Cabinet.
10. Preparing agenda for the Cabinet and Faculty, and editing the Cabinet Bulletin in the English language.

Business Manager.

He shall assist the President By:

1. Receiving and entertaining casual guests and visitors to the University.
2. Supervising the duties of the police and servants in the Administration Building.
3. Purchasing supplies and materials required by the Administration.

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4. Acquiring information for the use of the Employment Committee.
5. Maintaining contacts with Government officers controlling Local passports, exemption passes, and other Local Government papers.

Director of Student Activities.

He shall assist the President by:

1. Correlating the work of the Committee of Student Activities.
2. Reporting regularly the recommendation of these Committee to the Cabinet.
3. Reporting to the Cabinet the minutes and actions of the Students' organisation.
4. Overseeing Students' committees for the President.
5. Fostering contacts with the alumni of the University.
6. Editing the University Magazine.
7. Dealing with problems relating to students.

Bursar.

He shall assist the Western Vice-Chancellor by:

1. Receiving all income.
2. Paying out on order such monies as appear in the budget.
3. Preparing for approval financial reports as required.
4. Preparing books for the annual audit.
5. Centralising and recording all expenditures, so that daily balances are available to both the Bursar's office and spending committees.

Registrar.

He shall assist the Chinese Vice-Chancellor by:

1. Registering all regular and extension students of the University in their various colleges and classes.
2. Keeping records of the academic standing of all students.
3. Issuing time-tables in consultation with the deans of colleges and extension course committees.
4. Making programmes and time-tables for all examinations and

appointing supervisors for the same.

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- appointing supervisors for the examinations.
5. Keeping on file papers and records of all examinations conducted by the University.
  6. Arranging with students their study, standing and class-work, according to the regulations.
  7. Keeping on file information concerning the records of students prior to and while attending the University.
  8. Keeping records and reporting absences of teachers and students.
  9. Keeping records of all graduates - location, occupation, scholastic attainments and other useful information.
  10. Preparing and keeping on file statistical records.
  11. Preparing diploma for all students, and filing counterfoils of the same.
  12. Issuing transfers for students going to other Universities, and receiving transfers.
  13. Warning students whose scholastic records indicate that they are failing below standards.

Deans of Colleges of Arts, Science, Medicine & Dentistry.

— They shall assist the President by:

1. Conducting their Colleges in an efficient manner.
2. Carrying into effect the decisions of the President.
3. Representing their Colleges on the General Faculty, Cabinet, Committee on Entrance, Banking and Salary Committee.

Chinese Librarian.

English Librarian.

Chinese Office Secretary.

English " "

Curators of the University Museums.

II. Administrative Committees:

University Cabinet.

It shall be the executive committee of the General Faculty; it shall have full executive control of all university administration - financial, business, academic; it shall coordinate and centralize all university affairs.

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It shall be composed of: the President, the Chinese Vice-Chancellor, the Western Vice-Chancellor, the Bursar, the Deans of Colleges, the Dean of the Women's College and a representative of the Principals of the Men's Residential Colleges.

Under the University Cabinet shall be:

(a) The Colleges.

They shall refer all their recommendations through their deans to the Cabinet; any resulting orders shall be issued by the President directly through the proper officer.

(b) The Standing Committees.

They shall have such duties and powers as may be delegated to them by the Cabinet. These committees shall be:

The Property Committee.

It shall be responsible for:

1. Seeing that University buildings furniture and equipment are insured, rents collected and taxes paid.
2. Supervising the lighting, heating, telephones, repairs and upkeep of buildings, furniture, grounds, roads, culverts, etc.
3. Engaging and controlling the servants paid from general administration funds.
4. Recommending to Cabinet the allocation of rooms or buildings for academic or other University purposes.
5. Making recommendations to the Cabinet on any matter in which University property is involved.

The Library Committee.

It shall have charge of the general and Departmental libraries: It shall have two special sub-committees, one Chinese and one Western, to recommend books to be purchased with Harvard-Yenching Institute Funds.

The Museum Committee.

It shall include a representative of the Division of Archaeology, Art and Ethnology (receiving grants from Harvard-Yenching institute funds); a division of Medicine and Dentistry; and a division of Natural History.

The Research Committee.

It shall have one Division specially concerned with the promotion of research in cultural subjects, receiving grants from Harvard-Yenching Institute funds.

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The Hodgkin Memorial Fund Committee.

It shall make recommendations for the administration of the Hodgkin Memorial Funds in line with the following general principles: the provision of lectures, essay competitions, oral contests, publications, a special library, grants for fellowships for staff members and graduates and for meeting any urgent need, all with the object of promoting international good-will and world peace.

The Student Activities Committee.

It shall include the Principals of the Residential Colleges, the Dean of the Women's College, the Director of Student Activities, and a representative from each of the following sub-committees, in order to coordinate their activities: Athletics, Religious Life, Student Health, Student Affairs.

The Banking and Salary Committee.

It shall consist of the Deans of the Colleges, the two Vice-Chancellors and the President Ex-office. This committee's deliberations shall be held in camera, and its recommendations shall be made to the President.

The Nominating Committee.

It shall be appointed by the Cabinet. It shall nominate to the President all committees and officers, except as otherwise provided. It shall nominate, on the recommendation of their respective Colleges, the Deans.

The Committee on Entrance.

It shall be composed of the Vice-Chancellors, Deans, Dean of Women's College, a representative of the College Principals, The Registrar, the Head of the Chinese, Department, the Head of the English Department, and the Director of Student Activities.

III. The General Faculty.

It shall be constituted as follows:

- 5 representing the College of Arts:- the Dean and Heads of the four departments.
  - 5 representing the College of Science:- the Dean and the Heads of the four departments.
  - 7 representing the College of Medicine and Dentistry:- the Deans and five others of the rank of Professor or Associate Professor.
- The Chancellor, Vice-Chancellors, Registrar, Librarians, Bursar, Business Manager, and Director of Student Activities.

The President of the University shall be Chairman of the Committee.

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Its powers and duties shall be those as defined by Government regulations. It shall meet at the call of the President.

Finance.

1. University Expenditure shall be based on the annual grants from the Board of Directors, the Harvard-Yenching Institute, the National and Provincial Governments, and on other grants received.
2. The Board of Directors shall forward to the Board of Founders the budget estimates by the end of February previous to the beginning of the financial year.
3. Requests to outside organisations or individuals for grants, sholarships etc. may be made only with the approval of the Cabinet, and preferable by the Cabinet.
4. All special gifts and contributions shall be reported to the Board of Directors, to be made available for the use of the Departments which have received them.
5. The Bursar's office shall provide the Cabinet with monthly statements.
6. As soon as facilities permit all purchasing shall be done through a central office.

Teaching and Curriculum.

Recommendations of the Policy Committee regarding teaching and curriculum have been adopted and many of them included in the present catalogue.

Technical Services Group.

The College of Medicine and Dentistry is permitted to recognise a Technical Services Group, including the School of Midwifery, Schools of Nursing, School of Laboratory Technology and Hospital Pharmacy Service as an affiliated group.

Extension Courses.

The University may open Extension Courses in Dyeing and Tanning, provided such courses do not involve the Board of Directors in financial responsibility.

Students and Staff.

1. A physical examination is compulsory for all students.

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2. Student discipline is the responsibility of the President.

That College Principals shall be responsible for the internal management of the dormitories, reporting any infraction of university disciplinary regulations to the President, who, with the Cabinet, will take suitable action.

3. The Missions are requested to appoint to their respective dormitories principals who shall not have other duties which require more than half their time.

4. The Cabinet shall establish an Employment Bureau for all old students.

5. The Missions are requested to consult with the university about houses which are available for rent, so that more adequate provision may be made for the housing of the university staff; that the great need for housing accommodation at the University should be brought to the attention of the missions.

Religious Life.

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, possible in co-operation 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.

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- 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 co-operation with the Szechwan Christian Council and the Union Theological College.
3. In the selection of teachers and officers great care should be taken in choosing those likely to adapt themselves to the Christian atmosphere and activities of the university; and the large majority should be professing Christians.
  4. Efforts should be made to obtain a chapel as the centre of the corporate religious life on the campus, and this idea be conveyed to the Chancellor in the hope that he may be able to secure funds for the purpose.
  5. Attention should be given to establishing the confidence of the churches of Szechwan in the university as an integral part of the Christian programme.

Outside Relations.

1. Publicity shall be the business of the President and the Vice-Chancellors.
2. The Union University shall do everything possible to maintain friendly relations with other Universities in Szechwan.
3. That the Colleges encourage members of the staff to make outside contacts when opportunities occur by attending conferences, membership in learned societies, publications, etc., and when possible include in their budgets an item to meet such expenditures.

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C O P Y

WEST CHINA UNION UNIVERSITY

Dr. James Endicott,  
Rev. Frank Anderson, D.D.  
Dr. B. A. Garside  
Dr. Joseph Beech  
Mr. H. T. Silcock  
Rev. A. G. Castleton,

Chengtu, Szechwan  
June 30th, 1938

Dear Friends,

We are expecting this letter to reach you in good time before the Board meeting on July 26th. In order to be concise we will confine ourselves to comments on various minutes of the Cabinet. In this way we will hope adequately to present our financial situation and other needs.

650. Purchase and Exchange of Lands.

RESOLVED to permit the University Property Committee to negotiate an exchange of a piece of land south of the M.E.M. Middle School dormitory and of a piece of land on the west of Kweh Hsioh Hang for twelve acres south of the south-east corner of Woman's College; to purchase San Tai and the field to the south and east of it; a small field south of the President's house; and also to consider straightening the boundary behind University residences A and B.

Nothing has resulted from this action, principally because the New City authorities have not agreed to negotiate with us, and the present property owners have not been willing either to sell at a reasonable price or to make an exchange. Also, since the minute was passed Mr. Dickinson has proposed plans for the immediate erection of a dairy barn on the land south of the Canadian Middle School dormitory. The Board of Directors have supported the desirability of acquiring and exchanging pieces of lands to straighten our boundaries.

759.

RESOLVED to request the President to write a letter to the Committee of the New City reminding them that they have promised not to encroach upon the University's property; and stating that the University is willing to make an exchange of land, but that we wish to retain all our land until boundary adjustments can be fully considered.

I have informed you in previous letters that the Chengtu Municipality is building a New City immediately east of our boundary. In fact, our boundary forms a part of the western boundary of this new city. The graves on the land in the northern section have been completely removed and a part of the land is now being developed and roads being built. A new city gate has been opened just east of the Lan Tai Si temple and the approach connecting the two shores is just about completed. Our reason for the minute was that the New City was placing stakes on the M.E.M. land which juts into their property, and they had indicated that they would like to take over some of our land at once.

We have learned that the New City will take over from property owners their land at a price ranging from \$400 to \$600 a meng, and that they will sell the property at a price ranging from \$960 to \$1,600 a meng. The profits derived are being used to develop the area, build roads, drains, public playgrounds, public buildings, bridges, city gates, etc. etc. The owners have the privilege of buying back their land at advance rates.

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We have been hoping that we might be able to buy from old man Chu the pieces of property which jut into our central section, south of the Library and at San Tai. He has refused to sell to us at all, until a few days ago when he sent a middle man to suggest that he might consider a price of \$1,000 per meng. We are now afraid to take up his offer because we fear that he has a deep laid scheme, the significance of which we do not understand.

It is obvious that we will not be able to buy any land in the New City area in the future. The Cabinet feels that special efforts should be made to secure the land which is now beginning to come on the market on the Dong Hang Dze, west of the Post Office, behind the Baptist dwellings. This land can be used for many purposes, such as residences and junior staff dormitories, etc., for which extra pieces of land will be required for buildings which should not be placed on the University's central plot. This land is largely covered with graves and numerous disreputable thatched houses. Because of the coming of the New City this land will become very valuable and is now sought after by those who want to buy land near us. As graves have been taken off the Municipal land without difficulty it has become easier to remove the graves from this section, and the land has been purchased by local interested parties for quick returns. They are offering some of the area to us at advance prices. The piece behind the Monerieffs' and Kennards' houses is one such. We have purchased this for about 500 gold. More land contiguous to this plot will come on to the market within the next few weeks and months and we believe that it should be secured while it is possible to do so, and while the present price is below the selling price to the New City. If we do not secure this area now it will be almost impossible ~~to do so, and while the present price is below the~~ in the future. The whole area is valuable to us as we are now confined on the east and on the west boundaries. Our new responsibilities this year have indicated very clearly that the University's central plot is too small. Special efforts should be made to secure a few thousands of dollars gold for emergency property expenditure.

The Missions are not willing to permit us to put buildings for general university staff on their land and our present central plot does not allow of the erection of such buildings. Dr. Beech suggested staff residences round about the Clock Tower and for a certain type of building that place is satisfactory, but for junior staff hostels it is not. We also have had in mind that the University would be required to participate in projects under the supervision of our Physics and Chemistry Departments. These projects can better be placed on the street than in the center of our ground. The Dong Hong Dze is sure to become a very important street in the future, and it will be possible for us to erect shops in front of Chinese residences and with the rent we would be able to help cover the cost of the erection of the buildings.

This previous discussion helps in commenting on minutes

918.A

RESOLVED to record the opinion of the Cabinet that in view of the shortage of housing accommodation for staff members preference should be given full-time teachers.

918.B

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.

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RESOLVED to refer to the Property Committee for consideration and report back the Library Committee's request regarding the question of housing for the next term the junior single staff of the Library.

These minutes indicate two of our most vital needs, (1) More accommodation for our staff, both married and unmarried. (2) Student dormitory accommodation would be secured if we could move unmarried junior staff out of the present dormitory rooms. Indirectly the need for more staff residences and hostels lays emphasis on the need for more land. Realizing that the Board of Founders may not be able to provide us with money for a hostel this year, resolution 918b was passed, with the hope that a building erected immediately with borrowed money can be made to pay interest till we can receive a grant, through the rents received.

A careful study of the available dormitory space for the next academic year indicates that we can accept an entrance class of only about forty students if we are not able to relieve the dormitories of our junior staff, assistants, technicians, etc. A too small entrance class will create a serious condition for us when the war ends and a large number of our present guest students return to their colleges. Our normal entrance class before the war was ninety odd.

784. New Academic Buildings Required.

RESOLVED to make urgent request to the Board of Founders and others for grants for the erection of a Chemistry Building.

The College of Science is urging the erection of this building. The Atherton Building has now become more than over-crowded and Chemistry's development of extension projects requires that they shall have a building to themselves. This year will bring this more prominently to your attention.

827. Library.

RESOLVED to place on the appeal to be sent to the Board of Founders for its Annual Meeting, the Library Committee's request for funds for additional stack-room space.

The Library stack-room accommodation is rapidly coming to an end. The Committee suggested to the Cabinet several emergency constructions which could be undertaken to secure needed accommodation. None of these was entertained. It was felt that the only thing which should receive consideration was the erection of additional stack-room space. The building of this addition should be put among the University's urgent building requirements within the next year or two.

811. Board of Founders Grant.

A letter from Dr. Beech, dated May 10th, 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

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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.

Up-to-date we have received no other notification than that from Dr. Beech covering the 1938-39 grant. Should we have received the official intimation it would have been necessary that we take the same action because the Administration feels that it is impossible to carry on the work of the University on a smaller budget than that received last year. We trust that the Board will recognize this and meet our needs, either by an increased appropriation over last year's grant or by acceding to our request to make our grant this year in gold at least equal to the U.S. gold used last year to bring us the grant of \$88,000 N.C. This should not make any difference to the Board's finances at home, but would make all the difference in the world to us here.

The University feels that the time has come when the Board of Founders should make grants in gold, with the one proviso that the Founders would protect us if exchange ever falls below an exchange of 2:1. When exchange was stable and costs of living steady the old method of providing us with silver had reason. But today, especially during this war when the costs are mounting so rapidly, to provide us with a grant of silver even less than that received last year makes it impossible for us to operate. We therefore feel it necessary to ask that the portion of the grant used in China should come to us at the current rate. In this way we can take advantage of fluctuating exchange rates in favour of gold.

In discussions with Nanking University we have learned that some years ago their home grant was made at 2.10:1; that they persuaded their Board of Founders to make the change to almost current rate. During the war gold will always be high and cost of living abnormal, current expenditures in China will necessarily rise demanding more silver.

If it had not been for increased student fees, and grants from the Provincial and Central Governments this year, the University could not have met the absolutely necessary extra expenditures required to keep open. We hope to present a balanced account at the close of the year. We have not been able to run on the estimates which we presented to the Board in the spring of 1937.

355. Ministry of Education Grant.

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.

We may remind <sup>you</sup> that that the Provincial Government made an extra grant for emergencies of \$5,000 and the above minute indicates that the Ministry of Education of the Central Government has further assisted us by granting \$5,000 for emergency expenses. We had asked the Central and Provincial Governments for \$23,000. This was the approximate amount required to take care of our extra expenditures. As you see we have only received \$13,000. We have placed on our askings to the Government for this coming year the balance of \$10,000

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as well as appealing for additional emergency funds for this coming year.

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 southwest 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 organizing of a School for the younger children of our staff with the understanding that its management committee operates the School under the control of the W.C.U.U. on terms mutually agreeable to both parties.

Further, that the University approach the Methodist Episcopal College Board for permission to have erected this proposed primary school building of suitable size and design on its southwest corner plot of land across the street and opposite to the University Library.

It is understood that the cost of construction, upkeep of the buildings and grounds, and the maintenance of the school shall be entirely the responsibility of the Board of Management of the School.

It is understood that the Board of Management of the School shall present an agreement for mutual acceptance.

During this past year there has been considerable agitation amongst our Chinese staff members for a modern and efficient kindergarten and junior primary school for their children. Dewey School has grown to be very large and not satisfactory for particular people, the children not receiving adequate supervision. The University has taken the action indicated in the above minute on the understanding that it will not involve us in any expenditure. We expect that the Board of Directors will concur with the staff's request.

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 recommend the erection of dormitory buildings for Ginling Women's College as requested by Dr. Yi-fang Wu.

899. Ginling Dormitory.

A letter was read from President Yi-fang Wu accepting the Cabinet's

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recommendation re the location of Ginling College Dormitory.....on the southwest corner of the University's land east of the Library.

Since their arrival Ginling College students and staff have been housed in the Woman's College dormitory. Having decided to remain on our campus Ginling plans to erect a dormitory to accommodate at least 120 staff and students. The funds for the building will be secured partly from the Provincial Bureau of Education. Our agreement with Ginling is covered by the following quotation from Minute No. 926,

"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".

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 parallel to residence No.6, and east of the W.C.U.U. residence (now occupied by Mr. S. D. Liu) by about 35 feet, after consultation with and agreement by the Baptist Station Property Committee.

RESOLVED that the cost be approximately \$4,500, to be advanced by the University of Nanking and the W.C.U.U. in equal proportions.

This refers to a new residence to house the Nanking foreign staff families due to arrive in Chengtu after the summer.

577. Mr. Albertson's Furlough.

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

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

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

757. Accounting System.

Miss Priest attended to describe the system of accounting, requisitioning, ordering, etc., used by the University of Nanking, and in many of the other Christian Universities and Colleges in East China. Mr. Albertson expressed his approval of the West China Union University institution this system. Our present system is proving to be inadequate to meet the needs of a growing University.

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After full discussion it was

RESOLVED to recommend to the Faculty the adoption of the Arnett system of accounting. This was agreed to.

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.

The Faculty continued these appointments for 1938-39.

Needless to say the inauguration of the new system will cost us money, just how much we cannot at present more than estimate. The expense of preparing new books, vouchers, requisition forms, etc., etc., will not be small. This item must go into next year's budget. The need for regular and up-to-date information to Deans, and the Administration, as well as for getting information home to you has made the Cabinet accept the inevitableness of the added expense.

464. Banking Account in Hongkong.

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.

In reply to our request you authorized us to open an account in the Hongkong and Shanghai Bank with balances to our credit in China. This we were not able to do as we could not buy exchange. The Chinese Government would not permit the sending of money out of the country. Ten days ago we were suddenly faced with the necessity to provide Mr. Small with funds with which to purchase building supplies. We have had no information from the associated Mission Treasurer about the Converted Moore Fund. We decided to attempt to sell Board of Governors New York orders. Mr. Small was successful in selling these and we have had him open an account for us in the Hongkong and Shanghai Bank, Hongkong. The Bank has agreed to buy from us future New York orders. This Hongkong account is becoming more and more necessary because our purchases are necessarily more through Hongkong than through Shanghai. We are, therefore, planning to sell more of these orders. We trust that this will be satisfactory to the New York office. We will be glad to receive instructions as to the way you wish this reported.

Mr. Albertson is not yet able to inform us of the amount of our credit balances in China, but we believe that a large portion has been disposed of during the past year for maintenance and supplies. There will be a large demand for national currency this coming year for building, regular maintenance and emergencies and, we hope, for the purchase of property. Until Mr. Albertson can inform us of our bank balances we cannot decide on the method to be employed to secure national currency in Chengtu. Your plan of selling gold in New York for delivery here, according to Mr. Albertson, lost us exchange from the coast. If our petition is granted and our grant is made in gold, we will then try to sell in China ourselves or request you to do so in New York.

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On June 11th your telegram was received, reading "Rockefeller 35,000 Hospital Davison 1,000 group religion"; this we interpret to mean that we have

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\$35,000 gold for the Hospital and \$1,000 gold for the Group Study of Jesus project. We also suppose that the \$35,000 is for the erection of the O.P.D. at the campus, and I personally hope that it includes money for the erection of the Dental section. If the money is exchanged at the present rate then it will be possible to include this. We should buy building materials in the near future.

We have also received Dr. Garside's letter of June 2nd informing us of the appropriation of the \$1,000 from the Davison Fund for the Group Study of Jesus project. Also the \$5,000 granted for the erection of the Hospital Laundry and shops. If this comes in gold, as we anticipate it will, we can exchange it at a sufficiently high rate to provide enough to cover the cost of the building of the Laundry and Shops.

The Cabinet has asked that we write requesting that we be permitted to transfer a good proportion of the \$35,000 to China at once for the purchase of building and furnishing materials. This transfer is necessary because the Board has only been forwarding small drafts to us during the past year. Mr. Albertson has been using up the balances in the Bank.

\$1,000 for the Group Study of Jesus project is required immediately.

Enclosed please find a report on the money already spent for the erection of the University Hospital.

Yours sincerely,

(Signed) Lincoln Dang, President  
" Ashley W. Lindsay,  
Vice Chancellor.

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TELEGRAPHIC ADDRESS: "HUATA"

*See Harvard - Yenching folder for the West China Report to Harvard - Yenching*

WEST CHINA UNION UNIVERSITY

私立華西 協合大學



ADMINISTRATION OFFICE  
辦公廳  
THE VICE-CHANCELLOR

CHENG TU, SZECHWAN  
四川成都

BEHLUDIN,  
July 21st, 1938.

Dr. B.A. Garside,  
Associated Boards,  
150, Fifth Avenue,  
NEW YORK CITY, U.S.A.

*ack 10/6/38  
to H.D. Robertson*

Dear Dr. Garside,

Many thanks for your letter of June 6th to the President, with which you enclosed the minutes of the Executive of the Board of Founders. The President is on holiday and I am at the above summer resort, planning to return to Chengtu tomorrow. The Minutes will be presented to the first meeting of the Cabinet in September.

We are very much worried about the reduced budget grant for the coming year. \$50,000 cannot possibly cover the expenditures which we will have to make. I have not yet seen the accounts for the year, but I fear that there has been a deficit, even though we have received additional funds and Government grants. It will be physically impossible this coming year to reduce our expenditures, even with the greatest economy. We have been disappointed that there have been no indications of special emergency funds coming to us for ordinary maintenance account. We trust that the Board at its meeting next week will be able to guarantee us the budget estimates which we forwarded. We hope to receive assistance from the Provincial and Central Governments this year, but we can hardly expect them to give largely in these most difficult times.

We have received a letter from Dr. Beech informing us of the \$35,000 grant from the Rockefeller Foundation for the Hospital. We are drawing against this \$5,000 by selling New York orders, in order to be able to take advantage of the high rate of exchange, and because Mr. Albertson informs us that the Chengtu bank balances are reduced and we now need local funds. Mr. Albertson informs us that you have not forwarded through the Bank of China any funds since the beginning of the year, and that he has been using the balances on hand.

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You will be interested to learn that Mr. Small has arrived safely in Kunming, Yunnan, but unfortunately his freight has been delayed because of wash-outs on the railway line. He may be delayed on the journey from Kunming to Chungking because of the summer rains. The summer is not an ideal time to travel in West China.

I am enclosing a copy of the Policy under which the University is now operating. I am not sure whether you have received a copy previously or not, but I wish to draw your attention to the duties of the Western Vice-Chancellor in regard to finance, and would suggest that in the future you address all letters relating to finance to the Western Vice-Chancellor, who will pass them to the Bursar and see that they receive acknowledgment. This will be particularly necessary during this coming year as we will only have an acting-Bursar who is not very familiar with the office.

*noted  
H.M.*

I am taking this opportunity to inform you that I have found it necessary to resign from the office of Western Vice-Chancellor, as I have discovered that it is impossible for me to carry efficiently two offices. Mr. H.D. Robertson has been elected to the office and in the future your letters should be addressed to him.

Please find enclosed a copy of our report to the Harvard-Yenching Institute for the past year.

With regards,  
I am,

Yours sincerely,

*Ashley W. Lindsay*  
Ashley W. Lindsay.

AWL/MR.

Enclosures: Policy material.  
Harvard-Yenching Report.

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# WEST CHINA UNION UNIVERSITY

私立華西



協合大學

INDEXED

ADMINISTRATION OFFICE  
辦公廳  
THE VICE-CHANCELLOR

September 5, 1938. CHENG TU, SZECHWAN  
四川成都

*ack 10/27/38*

Mr. C. A. Evans,  
Associated Boards for China Colleges,  
New York City.

Dear Mr. Evans:

During the past few days we have been checking over the report for the year ended June 30, 1938 which has been received from your office monthly, and wish to bring into accord the reports you have furnished with our records.

According to the custom of the past few years only account No. 31.1 is kept on the bursar's books, so we shall deal with this account today, mentioning only the few special accounts that have been sent to us.

1. According to your statements:

The total of this account on the 12 monthly statements -	US\$14,111 82
Balance available to be drawn according to report	4,210 29 ✓
Total amount per statements and accounts payable.....	US\$ 18,322 11

According to appropriation on trial balance	18,214 72 <i>0.15</i>
There is a discrepancy on your statements	107 39 ✓

2. According to our records:

Drafts of 1936-1937 paid by you in 1937-1938	898 50
Drafts sent to the field by you for " "	7,425 00
Drafts drawn by the field and paid " "	3,462 03
Library orders paid for 1937-1938	2,179 16 <i>less - 47.39</i>
Science orders paid for 1937-1938	147 13
	<u>14,111 82</u> <i>- Cr. 60.00 = 14004.43</i>
Drafts drawn by field, not paid by June	3,640 72
	<u>17,752 54</u> <i>569.59</i>
Balance due the field if approp. is 18,214 72	<u>462 18</u> ✓ <i>18,214 72</i>

3. Adjustment of balance:

*Pad 10/24/38  
no 29411  
323.18* In order to clear this account for the year we are asking the Associated Mission Treasurers in Shanghai to draw a draft, the equivalent of Chinese \$1,848 72 which is US\$462 18 at 4 to 1. When this reaches you, it will be possible to close entirely the account for 1937-1938 providing you make reserves amounting to US\$3,640 72 to pay for the outstanding drafts which belong to the year 1937-1938 accounts. Although we do not know the exact exchange that may be secured when this draft is purchased, it will mean a difference of about one thousand dollars on this small amount for the college treasury.

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Mr. Evans - 2

In case you find, upon investigation that there is US\$107 39 still due the field for the year 1937-1938, will you kindly reserve this amount and notify us so we may draw a second draft using the exchange rate of 4:1 if that is your decision.

4. Special funds balances:

On the Harvard-Yenching Institute funds, we have received two separate payments from you, the total being US\$4,736 00. The statement stands as follows:

Appropriation for the year 1937-1938	US\$ 8,986 00
Less drafts received through B of C	4,736 00
Still due the field	US\$ 4,250 00 - <i>Accts Payable</i>

From your statement concerning the accounts payable, this has been fixed also at 4:1 exchange or at the amount of C\$17,000 00. We are asking the Associated Mission Treasurers to purchase a draft, the equivalent in U.S. currency of this fixed amount of C\$17,000 00 which will close the account as far as this appropriation is concerned for 1937-1938. It is of great interest to us that this method of procedure means we shall receive approximately C\$8,000 00 less than would be possible under current exchange rates. If we could have received the full amount, we would have been able to clear the old deficit on this account completely. You will know we have drawn a draft for US\$400 00 on the Hodgkin fund, which will clear the balance carried over from 1936-1937. From your statement we have US\$460 23 still due the field. We are drawing a draft for this amount together with the small item due on the scholarship account of US\$8.80. This will be presented in due time.

*Paid 10/24/38  
no 29412  
2,971.80*

*7/50  
50*

5. Emergency Relief funds:

You will receive drafts for US\$5,000.00 marked special building funds which are to be charged against the Emergency Relief grant of \$10,736.64. This money was used to construct the Hospital Laundry and Shop so as to permit us to provide the University of Nanking with a class room and office building.

*RT. 9670 00  
7500 00  
215 22  
17385 78  
414 71  
17800 00*

*included in above*

The balance of US\$5,736.64 will be drawn as we have opportunity to sell at a good rate. Also we will draw US\$6,000, a portion of the \$7,500 Rockefeller grant. In all future drafts we will mark clearly its use so that you will not be confused.

We shall need to have a report from you concerning the differences in the 31.1 account as recorded on the statements monthly, and as reported in the final trial balance.

*7063.37*

Yours sincerely,

*Ashley W. Lindsay*  
Ashley W. Lindsay.

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9-5-38

# WEST CHINA UNION UNIVERSITY

私立華西 協合大學



ADMINISTRATION OFFICE  
辦公廳  
THE VICE-CHANCELLOR

CHENGDU, SZECHWAN  
四川成都

Drafts drawn on New York Board of Governors in 1937-1938 but not presented for payment before June 30, 1938.

No. 808	£5-0-0		
820		US\$ 52 50	✓
821		105 00	✓
822		308 22	✓
823		200 00	✓
825		300 00	✓
828		500 00	✓
829		500 00	✓
830		500 00	✓
831		500 00	✓
832		500 00	✓
833		150.00	not paid 10/24/38
	<u>£5-0-0</u>	<u>3,615.72</u>	

Consider £5-0-0 the equivalent of

25.00

Amount to be reserved to meet drafts.....US\$ 3,640.72

not paid 10/24/38  
not paid 10/24/38

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over

INDEXED

October 27, 1938

Dr. A. W. Lindsay  
West China Union University  
Chengtou, Szechwan, China

ack by Robertson 11/4/38  
ack again by Drang & Robertson 1/27/38

Dear Dr. Lindsay:

Your letter of September 5th is at hand with list of drafts drawn on the 1937-38 budget but not paid at the closing. Also received copy of your letter of September 7th addressed to various members of the Board.

Your reconciliation of our closing under Item I is short \$107.39, due to the fact that you have not picked up certain credits which were entered to Account 31.1. A credit dated June 29, 1937, representing a refund from Macmillan & Company on a library order totaling \$47.39, is one item. While this appeared on the cash statement of June 30th, 1937, yet in closing our books we drew a draft for the balance of current funds due you and forwarded same to the field. As the \$47.39 came on the 29th, after the books were closed, we naturally applied it to 1937-38.

The \$60.00 item is a cash refund on travel advance and charged to the field for Dr. D. L. Ngan. As this was charged to Account 31.1, naturally our credit will be extended to the same account.

Under paragraph two, your library orders paid for in 1937-38 would be decreased by \$47.39, and the total would likewise be decreased by \$60.00, making the grand total \$14,004.43 instead of \$14,111.82. As the total appropriation was \$18,214.72, the balance due is \$569.57 which means the addition of \$107.39 to your balance of \$462.18. In order to clear your accounts, therefore, it will be necessary to draw \$107.39 additional - the exchange rate to be 4 to 1 as suggested.

Paragraph four of your letter sets forth the special fund balances. We note you have drawn the equivalent of LC\$17,000.00. If you will turn to action G-1304 of the minutes of the Annual Meeting of the Governors under Section II, the appropriation is for \$33,000.00 in Chinese currency. The extension of \$11,000.00 is simply a matter of convenience. The amount of 4 to 1 which we used in computing this was also for our convenience to determine approximately the U. S. dollar amount required to complete the budget.

Quite naturally, our office cannot authorize more than appropriated in the budget. We will, however, make a note of this and present it at a meeting of the Executive Committee in January. Under present circumstances, however, the Harvard-Yenching appropriation has been closed.

We note that you are drawing the Hodgkin Memorial Fund for 1936-37, and the Scholarship Fund, and, upon receipt of the draft, these will be closed out.

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Dr. A. W. Lindsay

-2-

10/27/38

The last item regarding Emergency Funds will be taken up separately in another letter.

Very truly yours,

C. A. EVANS

CAE/B

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INDEXED

October 27, 1938

*ack by Robertson  
11/14/38  
ack again by D. Cary  
Robertson 1/27/39*

Dr. A. W. Lindsay  
West China Union University  
Chengtou, Szechwan, China

Dear Dr. Lindsay:

This deals particularly with the use of emergency funds as secured through the Associated Boards. The total allocation from the Associated Boards was \$17,800. All of this was paid in to the West China Treasurer. The cost of the program for promotional work was actually \$8,173.00, but, as larger income was received from other sources, only \$7,063.37 was used for expenses. The schedule is as follows:-

Associated Boards Undesignated.....	\$10,300.00
Rockefeller Foundation.....	7,500.00
	<u>\$17,800.00</u>
Less above item of expense.....	7,063.37
Total Available.....	<u>\$10,736.63</u>

At the meeting of the Executive Committee of January 7, 1938, E-1334, \$5,000 was voted from emergency funds for hospital laundry, leaving a net balance available of \$5,736.63.

Your letter states that you are drawing the balance of \$5,736.63, which, in effect, completes the emergency funds. You have already drawn upon us for \$2,500.00 for special buildings. We assume that this is for the Isolation Hospital Emergency Building, and therefore, if it is intended that this is to come from emergency funds, there will be only \$3,236.63 available as a balance.

You state, however, that you are also drawing \$6,000.00 as a portion of the \$7,500.00 Rockefeller grant. As this is in excess of the emergency fund, there is no other course for us but to charge this to the general budget, which we will do. Presumably, by the same reason, you will be drawing \$1,500 more to complete what you believe to be the Rockefeller appropriation, and, quite naturally, we will, of necessity, be compelled to charge this to your current budget. This means that your current budget would be charged with the \$7,500.00 which you believe to be the Rockefeller grant, plus the extra \$2,500.00 you have drawn for building. The Journal Voucher for the June 30th closing showed all transactions very clearly, listing the items carried in Accounts Payable in Journal Voucher 316, and the charge against emergency relief funds in Journal Voucher 317.

We know you will realize, when studying the matter still further, that we do not have the funds available to cover all your drafts from emergency funds and, therefore, any overdrafts must be charged to the current budget.

Very truly yours,

C. A. EVANS

CAE/B *Via China Clipper*  
c.c. to Dr. Beech *via post mail*

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C O P Y

WEST CHINA UNION UNIVERSITY

Administration Office

Chengtou, Szechwan  
December 30th, 1938.

Dear Dr. Beech and Dr. Garside,

Acknowledging Dr. Garside's letter of November 17th and Dr. Beech's letter of December 1st - we very much appreciate your sympathetic consideration of our appeal for a second Science Building.

Acting on the suggestion of Dr. Beech the Cabinet decided to put the matter before the Universities' Joint Council, and yesterday the three following resolutions were passed by the Council:

RESOLVED that this Council gives its unanimous support to the appeal of the W.C.U.U. to the Associated Boards that funds be provided for the erection of a Chemistry building to meet the immediate pressing needs of the science departments of the co-operating institutions.

RESOLVED to request each institution represented on the Joint Council to urge their respective Boards to support this appeal to the Associated Boards.

RESOLVED that we estimate the amount necessary for the erection of the building as NC\$70,000 and the amount necessary to be used in the current year for furnishings, equipment, etc. as \$20,000.

(President Liu, Cheeloo; President Ch'en, Nanking; Dr. Cheer, National Central; and Miss Priest, Ginling, were among those present.)

As intimated in my previous letter all the cooperating institutions strongly support this appeal, and the departments chiefly concerned in all the universities have united in urging the necessity for securing this building. We gather from your letters that there is no question in your minds as to the urgency of this appeal, and we hope very much that you can make the necessary funds available for use at the earliest possible moment. Dr. Cheer has promised to write personal letters to Mr. Roger Greene and Dr. Gunn supporting our appeal.

Plans for the building have been prepared by the College of Science. In size it is similar to that of the Atherton Biology and Preventive Medicine building and will be erected on the site immediately opposite. The front elevation will be prepared by Mr. Canning Young who has been engaged as a local architect for the University, and there need be no hesitancy on your part in respect to the external or internal plans for this building.

Our hope is that at the January meeting of the Executive Committee of the Board of Governors favourable action will be taken and that very soon after the Executive Committee of the Associated Boards will consider our request. If favourable action is decided upon, please let us have word by cable. I suggest this because all concerned are anxious to have this building available in September, if possible. This means rushing the erection of the building, and there is a good chance that if we can get the foundations down in February we may have the roof on the building before the heavy rains of August. We would stress again the fact that this building will relieve an impossible situation already existing and likely to be exaggerated at the beginning of the new academic year in September.

We are omitting extended comment in order to keep within the "Clipper" allowance, and because we feel that you thoroughly understand the situation. A cable indicating the action taken by the Universities' Joint Council and our desire with reference to the Librarian is being sent.

Yours sincerely,  
(Signed) Lincoln Dsang  
Lincoln Dsang, President  
(Signed) H. D. Robertson  
H. D. Robertson, Vice-Chancellor

HDR/MR

VVV

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October 15, 1942

Mr. C.A. Evans, Associated Boards  
150 Fifth Avenue, New York City, U.S.A.

Dear Mr. Evans:-

I am enclosing the New York office a copy of the letter President Dsang has just sent to Dr. Elisseeff.

There is no need for me to comment on the content thereof more than to point out that we are ready to meet all the requirements of the Board of Trustees of the Harvard-Yenching Institute.

Mr. Spooner wishes me to ask you to give us at the earliest opportunity all the information you have about Mr. Kao Yoh-lin's movements - when he sails, by what route and the probable costs, etc. Mr. Kao's services would be greatly appreciated this fall. Roy Spooner must go slow and there are more students than ever.

We are faced with urgent appeals from many Christian students from Shanghai, Lingnan and Hongkong universities. They are reaching Chengtu after the closing of registration. At present we have no means of helping them - provision of Dormitory accommodation is beyond our means, and, as it is we are faced with an additional expenditure of \$62,000. necessitated by our already increased classes in Physics and Chemistry.

We are presenting the matter to the Provincial Educational authorities and hope that something can be done to aid these students who having left their homes and universities, and taken the long trek to West China to find that they are too late to enter any university. If they had reached us in August or early September we could have accepted them in place of so many freshmen or local students.

Mr. Robertson is making good progress but the doctors have decided that he must not return to his office this term. I have again been prevailed upon to assume the duties of Vice-Chancellor. I cannot give but a small portion of my time to this office so please do not expect too much.

You will be glad to know that Miss Robertson is back in the office an hour each day, hoping that this period may be extended as her improving health permits.

With kind regards,

Yours sincerely,

*Ashley W. Lindsay*  
Ashley W. Lindsay  
Acting Vice-Chancellor

AWL:JC  
Encl.

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Dear Dr. Lindsay,

*University cancelled 7/16/43*  
Nov. 7th 1942

\*Although I have been to your campus three times, I never before could spend so much time in dealing with the school affairs. In the meetings and in the interviews I found a loyalty to the school and a cooperation among our staff which cannot be exceeded by that of any other institution. Their spirit of sacrifice which is shown by their endurance of the hardships of living deserves my great admiration. The oftener I have contact with my lovable colleagues, the more I feel guilty for having paid so little attention to the school in the past. This visit gave me a great impetus to take more interest in the school hereafter.

\*I was so very much impressed by the fine morale of the whole University. The courage and perseverance displayed by the faculty and students alike in coping with the difficulties of war-time living are really something worth admiration.

Owing to the immigration of students from war areas, the University is having a steady increase in its number, and its scholastic standard in general is also improving. In order to keep pace with the expansion, the faculty must be correspondingly strengthened, and naturally, more teachers should require more living quarters. As good professors are difficult to secure these days, the provision of suitable houses for them is an important inducement, especially in view of the present shortage of dwelling houses in Chengtu. At my meeting with the alumni, I proposed a campaign for raising \$250,000 for the purpose of putting up more houses for the faculty, and I promised to obtain \$50,000 for this fund.

XChang Kia Ngan *Minister of Education*

0690

289458

Mr. C.A. Evans,  
Associated Boards,  
150, Fifth Avenue,  
New York City, U.S.A.

West China Union University, Chengtu  
December 7th, 1942

ack  
6-29-43

Dear Mr. Evans,

Your letter containing the September Balance Sheet, mailed on Oct. 16th, reached us on November 28th. Air mail connections seem to be very satisfactory, but ordinary mail, if any is being sent is not being received. Our lack of periodicals and newspapers is felt more and more by all. The latest journals and periodicals to reach us are the October and November numbers of 1941. We hope that sufficient attention is being given to the collecting and preserving of the journals and periodicals of the years of the war when they cannot be mailed. After their long absence they will be the more precious to us.

This fall we have been favoured by ~~the~~ visits from Mr. Wendell Wilkie and the British Parliamentary Mission, which departed Sunday morning. We believe that the impression these men carried away was a good and favourable one, and we hope you will use any statements they may be willing to make. It will be worth while to approach them directly for such statements for publicity purposes

Mr. Robertson is convalescing satisfactorily. He is now at Penghsien, a Canadian Mission station 30 miles to the north-west of Chengtu. We hope that the change of scene and the new environment will soon restore his strength and health.

Mr. William Small recovered quickly from his summer illness and is hard at work learning the set-up of the Bursar's Office. He is making it possible to relieve Miss Priest of much of the service which she has so willingly rendered to keep our Bursar's Office running during the years we have been shorthanded.

This fall we have been trying to secure publicity material for you. This letter will enclose some which has come in during the last few weeks. You will be interested to learn that we have appointed Miss Robertson as Publicity Secretary with the definite objective of collecting more useful material. Through interviews she plans to induce staff members to provide her with incident stories, plans and accomplishments. We hope that this innovation will bear fruit

As yet Miss Robertson is only permitted to give the Office one hour daily, but indirectly she is giving more service than that one hour. She is feeling very well, but the doctors have her under observation and advise that she have no chance to over-tire.

We have had to make a change in our Office assistant. Miss Ko, our new appointee, is a Hongkong refugee. She is doing well and we hope she will relieve Miss Robertson of much of the routine typing.

We have just sent to Mr. Edwards the revised budget for this year, and also the estimates for the year 1943/44 asked for to enable the Chungking United China Relief Committee to consider and pass them on to the New York Headquarters. Miss Priest has already forwarded copies of this material to you, along with the budgets of the other Universities - so because of excessive postage rates I will not enclose duplicates herewith. (By the way our local postage has just risen from 16 cents to 50 cents).

Long hours have we spent in working out a plan to meet the salary and bonus needs of our Chinese staff. We have now readjusted our salaries and bonuses so that they are in line with those of Nanking, Ginling and Cheeloo. This we did by fixing the basic salary rate for each rank and then raising individual salaries and reducing bonuses to the same amount. Thus we have not increased the total amount the teachers receive. However, beginning with our November salary list a new bonus has become necessary. In future this bonus will be adjusted automatically according to the local cost of living index.

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12-7-42

Before they came into our group Yenching had begun to use this method of calculating monthly allowances. We have adopted the following formula for calculating this new bonus; 20% of the basic salary multiplied by 20% of the month's cost of living index. For example,

Prices based on Jan-June 1937 = 100, Nov. 1942 = 5,000  
 A salary of \$200 x 20% x 50 x 20% = 40 x 10 and gives a bonus of \$400

This new bonus will be given to full-time staff members only. To help define full-time service we have worked out a new set of regulations, These are designed to stop and prevent our teachers from serving in more than one teaching position. It is thought that with the additional allowance few, if any, should find it necessary to teach in other institutions in order to secure sufficient income on which to live. You will note that I said 'live'. There is no expectation that the revised salaries will permit of any savings.

The Executive of the Board of Directors met on October 17th. Minister Chang Kia-ngau came from Chungking to attend the meeting. He was on the campus for a week and made his home with us. He deliberately made all the connections possible so to see as much of the work of the University as he could. Without doubt he is the best informed chairman our Board of Directors has ever had. Before leaving he met the Alumni and urged them to some constructive action in behalf of the University, As a result the Alumni are to attempt to raise NC \$1,000,000 for endowment with the hope that interest will be used to erect more teachers dwellings. Mr. Chang gave \$50,000 to start the campaign. President Lincoln Dsang is leaving immediately for Chungking with Dr. Luke Hsiao, one of the campaign chairmen, to open the drive in the east of the Province.

Our present enrolment figures are as follows:-

Students:	Statistics October 1942		Total
	Men	Women	
New	174	115	289
Old	357	229	586
Transfers	32	24	56
Sub Freshmen	10	5	15
Agriculture	22	13	35
	<u>595</u>	<u>286</u>	<u>981</u>

Teaching Staff:	Full time		Partial time		Total
	Men	Women	Men	Women	
	123	48	20	12	299
			= 203)		
					96)
			= 96)		
					7

Administration Staff: including writer and technicians

Schools affiliated to West China Union University

U.U. Senior Middle School	543
Goucher Junior Middle School	175
Gin Ih School of Midwifery	26
School of Hospital Technology	15
School of Nursing	111
Tanning School	75
West China Theological College	65
Dewey Primary School	1,359
	<u>2,359</u>

All is going well in the regular work of the institution. Each year sees improvement in both the teaching staff and the quality of the students' work, this despite the many handicaps consequent on a larger enrolment and poorer equipment.

I have been told that a new series of photos of the University buildings grounds has been sent to Mr. Lan T'ien-ho. He may already have made these available to your Committee, but if not please get into touch with him.

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12-7-42

Miss Priest in a recent cable added the phrase "Kao where and how sailing". Dean Chang and Mr. Spooner are very anxious to know when to expect John Kao in order to make suitable arrangements for the staffing of the department.

You may be interested to see the Index numbers of cost of living in Chengtu prepared by the Department of Agricultural Economics of the University of Manking.

Index numbers of cost of living in Chengtu

Jan.-June 1937 = 100

Nov. 2, 1942

	Food	Clothing	Rent	Fuel & lighting	Misc.	General	P.P. of yuan
Labourers	4277	9979	634	6490	4723	4370	2.3
Merchants	4651	9052	479	7033	4977	4932	2.0
Educational	4798	13425	306	7972	4868	5219	1.9
General	4500	10256	488	6988	4847	4748	2.1

Index numbers of wholesale price in Chengtu

Jan.-June 1937 = 100

Nov. 2, 1942

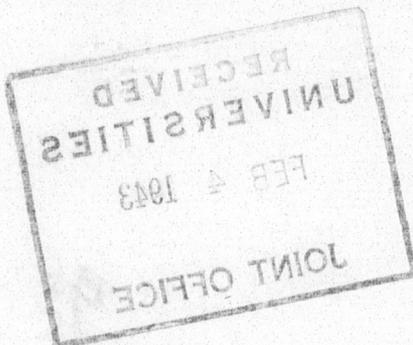
Food	5391
Clothing	6531
Fuel	8452
Metals & electric materials	14422
Building materials	5232
Miscellaneous	4643
General	6424
P.P. of yuan	1.6

I must not close without expressing our grateful thanks for the most generous support we have received towards balancing our budget this year.

Yours sincerely,

*Ashley W. Lindsay*

Ashley W. Lindsay,  
Acting Vice Chancellor.



0693

Mr. C.A. Evans,  
Board of Governors,  
West China Union University,  
150, Fifth Avenue, New York City, U.S.A.

West China Union University,  
Chengtu, Sze., Dec. 19th, 1942.

ack 6/29/43

Dear Mr. Evans,

I wrote you only a short while ago (on December 12th) but as we desire immediate action to secure the release of the US\$20,000 grant for building I write today.

We received word by cable that we had been granted \$99,999 for General Budget and \$20,000 for building this year. Shortly after the cable arrived we decided to purchase materials for the erection of the very much needed dormitory. When Mr. Walter Small presented a requisition for NC\$90,000 for lumber and other materials, Miss Priest informed us that the \$20,000 grant had not been released in New York and that we should secure the sanction of the United China Relief Committee in China. Thereupon we wrote to Mr. Edwards, whose reply is as follows:

"This is to acknowledge receipt of your letter of Dec. 2 regarding the question of the appropriation of \$20,000 U.S. currency for building at West China University. My information on this subject is limited to the cablegram which simply stated figures. I see no reason why you should not communicate with New York with your Trustees there and ask them for the remittance of the fund. It would be well to receive their reply before starting building."

As the dormitory must be built speedily if it is to be completed within the grant, we urge that a cable be sent us stating that the money has been released for use. Just at present prices are holding steady. Now is the time to buy materials and to profit by the present labour scale. There has been a periodic upward adjustment of wages, and another rise is sure to come after the Chinese New Year.

I will not go into the urgent need for more dormitory accommodation, for I am sure that Mr. Robertson covered this point in letters when the grant was requested. It is enough to repeat the fact that the students in Medicine who were housed in hospitals in the city are now in campus dormitories, and that the influx of refugee students cannot be stopped; also, having shared with our refugee universities our buildings, we have no more room into which we can expand our dormitory accommodation.

While I am on building matters, perhaps I should draw the attention of the Board of Governors, to Board of Directors' Minute No.- (Exec. Minutes, October 17th, enclosed). This action authorises, with the consent of the Board of Governors, the erection of a much needed building - a large recreation centre for students. At present our Assembly halls and chapels and large class rooms are in constant demand, and of course the small Student Centre erected several years ago is quite inadequate. This makes it impossible to control teaching buildings after class hours, and is destructive to furniture and fittings generally. The Youth Corps Building will, we hope, relieve the pressure. You should know that President Dsang is the Chief Advisor of the Youth Corps organisation in our University, and Mr. S.H. Fong is the Chairman, and Dr. Cheo Shao-wu Executive Secretary. The building will be ours, but will serve all the universities on our campus.

I am enclosing the Minutes of the Executive Committee of the Board of Directors, held on October 17th, 1942, which I do not think require any explanation other than that just given.

We are now being approached to agree to the erection of a building to be used as a Nursery School. The request is being favourably considered, and will be sent to the Board of Directors for action in the near future. Our Departments of Education and Sociology hope to cooperate with the University of Nanking Sociology Department, and with the Government Ministry of Social Welfare in the directing of the school. The Government will provide the building and operating expenses. Proper care will be taken to assure that the building is the property of the University and that maintenance funds be provided as long as the building is used for this purpose.

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C. A. Evans

Page 2.

12-19-42

We are a little puzzled over your recent cables concerning grants of US\$ to Dr. Cheng Te-k'Un. No letter of explanation has arrived. I do not mean the \$900 grant, Are the other sums grants or private funds?

I am enclosing another lot of publicity material which we hope will be useful. We wish we could send pictures, but so far have not been successful in securing any new ones.

An analysis of our W.C.U.U. student body and staff is enclosed. A comparison with last year's figures is of interest and shows tendencies and preferences of students during these days of preparation for reconstruction. The rapid growth in the Department of Economics represents the growing demand for university trained financial staff.

Some increases may not be so desirable, but in boom times, and in our particular setting, some mushroom growths must be expected - they may decline as rapidly.

Kind regards and the Season's Greetings,  
Yours sincerely,

*Ashley W. Lindsay*

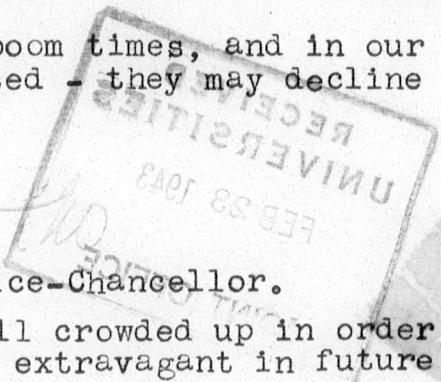
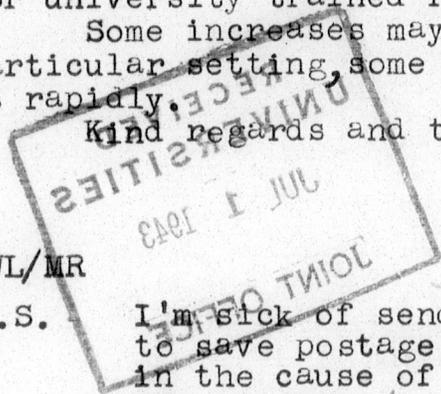
Ashley W. Lindsay, Acting-Vice-Chancellor.

AWL/MR

P.S.

I'm sick of sending you such messy letters, all crowded up in order to save postage, and so plan to be a bit more extravagant in future - in the cause of aesthetics! M.R.

*Also apologies for errors - written in a hurry with endless interruptions!*



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C O P Y

WEST CHINA UNION UNIVERSITY

College of Medicine and Dentistry  
Dean of Dentistry

Chengtu, Szechwan

Attention  
Mr. Geo D. Bradley,  
Assistant Export Manager  
S. S. White Dental Mfg. Company  
Philadelphia, U. S. A.

Jan. 30th, 1943

Dear Mr. Bradley,

Your letter of August 26th informing me that you had filled my order of July 20th and only awaited an opportunity to ship was received two months ago. Unfortunately I have had no further word of the shipment.

I now have an opportunity to get a package to China by air. I am enclosing an order which I wish you to fill at once to the best of your ability — substitute where necessary. Send the package to the following address:

Write a letter to state that you have been asked to send the package with the understanding that it will be carried by air all the way to China at the order of Mr. C. F. Wang's, Managing Director of the China National Aviation Corporation. Address the package plainly to me in care of Mr. C. F. Wang. If by chance the first package has not left America include it with this one.

I am enclosing a New York money order for \$1000.00 place this to our credit.

Many thanks for your assistance in making up this order and getting delivered without delay.

Sincerely yours,

(Signed) Ashley W. Lindsay  
Dean.

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COPY

17th Feb. '43

Mr. George D. Bradley  
S. S. White Dental Manufacturing Co.  
211 South Twelfth Street  
Philadelphia, U. S. A.

Dear Mr. Bradley,

Since writing my letter to you stating that you were to send the package to the Chinese National Aviation Corporation in Miami for forwarding to China, I have learned that the delivery of the package to the proper person in Miami is not as simple as I had supposed, but a reading of the following paragraph will acquaint you with the procedure which must be followed.

"From time to time C.N.A.C. pilots take delivery of Chinese lend-lease transports at Miami and fly them back to Calcutta. If some party in Miami wishes to send a much-needed dental service parcel to a party to China he can approach the P.A.A. authority at Miami and arrange to send the parcel to Calcutta in care of Colonel Cheng-fu Wang, C.N.A.C. managing director. If the P.A.A. man at Miami is willing to do a favor and load the parcel on to the plane it will likely come through to Calcutta. When the parcel arrives in Calcutta and Colonel Wang is notified, shipment can be made from Calcutta to China by a C.N.A.C. passenger plane or as a free parcel on an army transport."

With your connections I am sure that you can make the necessary approach to the P.A.A. authority in Miami. Will you please do your best to get the supplies started? The package of which you wrote in your letter of August 26th 1942 has not been heard of nor have I had any letter.

Do your best to get the parcel on its way as soon as possible. Insure it if possible, though this may not be possible through an insurance company as the transport is not a "common carrier", but do your best. The supplies are vitally needed.

Many thanks for your assistance,

Yours truly,

(Signed) Ashley W. Lindsay

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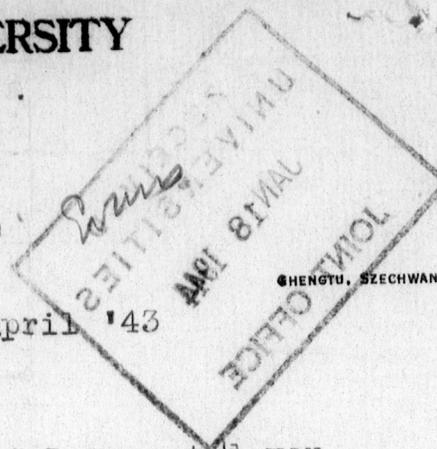
WEST CHINA UNION UNIVERSITY

私立華西 協合大學



COLLEGE OF MEDICINE AND DENTISTRY  
DEAN OF DENTISTRY

*x Dai sailed Jan 6th 44 so file*  
26th April '43



Dear David,

I wrote you on March 6th telling you that I expected you back in the College at the beginning of the Fall term. Since then the College faculty has recommended to the President that you return for the Fall. Dr. Dsang has written me to inform you that he agrees with the College recommendation and that I should convey to you his hearty welcome.

Dr. Sung Ru-Yao is anxious to get to the U.S.A. this summer. There is some hope that this will be possible. He has the travel money. Dr. Cheo Shao-wu is now also getting the "yin" to go at once. The University cannot give one cent for travel these days, but as there is plenty of money in other quarters he may be able to raise the money.

*x* Dr. James Shen and Dr. Bachman were in the city last week. Dr. Shen agreed to support my request to Dr. P.Z. King that word be sent to the Chinese ambassador in Washington to help you to get transportation. As I knew that, during the year ten or more Chinese professors studying in the U.S.A. have been granted money for transportation to China by ABMAC, I ask Dr. Bachman if you could also secure such a grant. His reply was that you should, through the Chinese Embassy, apply for such a grant. He seemed to think that you would have a very good chance of getting it.

*x* Dr. C.K. Chu is now in America for four months. You will meet him, perhaps you can return with him. If you do meet him, do not let him persuade you that a position in the National Health Institution is the best for you at present.

You can do much more for Dentistry in the next few years as a member of our College. High grade personnel is fundamental to all our plans. You must have a first hand experience in its development.

Keep me informed of your program of travel about the U.S.A. and of your plans for return.

Sincerely yours,

*Ashley W. Lindsay*

Ashley W. Lindsay  
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June 7, 1943

Mr. Ashley W. Lindsay  
West China Union University  
Chengtu, Szechwan, CHINA

Dear Mr. Lindsay:

Growing out of the meeting of our Annual Executive Committee of West China Union University comes the informal instructions that the Secretary communicate with Dr. Elisseeff and endeavor to smooth out some of the misunderstandings as has been done by President Lincoln Dsang in his letter of October 14th. This letter you sent to us in your letter of October 15th, and upon recommendation of the officers of the Board available here in New York, it was held for committee action.

In that same letter you requested further news about John Kao. Frankly, there is a very deep reluctance on Mr. Kao's part to return to China at the present time. It appears that he has a teaching position with M. I. T. which pays him well, and while he has stated his intention to return to West China, there are always ample reasons why it cannot be done at once. Since September 17, we have had a request with the Foreign Missions Conference for passage for Mr. Kao to China, but nothing definite has resulted. At frequent intervals we check up with those in authority just to keep the list actively before them. We will continue to follow through with the hope that relief will come to you at no distant date. Aside from activity on our part, it needs a deep-seated willingness on the part of the individual to return.

The problems you are facing regarding the registration of students are all too well known, but for which we have no immediate answer. Conditions are such that we cannot make any special appropriations and it was our hope that some way would be found in China to care for immediate special needs of students. We hope this has been done. We are now entering upon the definite consideration of the 1943-44 budgets, but still have no definite word to pass on to you as the Committee on Emergency Askings would not take full responsibility for the budget for 1943-44. It must now go to the Executive Committee.

I have written Dr. Fenn that we will keep him informed of any developments.

Very sincerely yours,

C. A. EVANS

CAE/B

Via China Clipper  
c.c. via next Clipper

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June 29, 1943

Mr. Ashley W. Lindsay  
Acting Vice Chancellor  
West China Union University  
Chengtou, Szechwan, CHINA

Dear Mr. Lindsay:

As Acting Vice Chancellor of West China Union University you should have had a prompt response to your letter of December 7th which deals very largely with general items of interest and the continued rise in price of commodities.

First of all, we are proceeding with the collection of periodicals as has been done for Nanking and Ginling, and we will hold them until it is possible to make delivery. We will let you know developments in the future.

All things considered, I think that the around-the-world trip by Wendell Willkie was a marvelous achievement. He has written a book covering this trip entitled, "ONE WORLD" and in general literature it has been the best seller in America for the past six weeks. You may consider, therefore, that anything done in Chengtu contributed toward this book which, in reality, is ~~an~~ international literature.

We are glad to know that there has been a general convalescence of those who were ill on the campus. Surely, there are all too few to carry on, say nothing of the illness which intervened. It is fine that you could get Miss Ko to help out.

We were indeed grateful for the receipt of the budgets and the study which you presented covering the salary requirements. These have been of great value to the Special Committee on Emergency Askings, and, together with other documents of a similar nature, we have been able to establish the budget which we hope will approximate the requirements for 1943-44. The final figures representing a goal for the Associated Boards for next year include West China for \$170,000.00 and the Joint Fund for \$22,500.00. One-half of this budget is guaranteed and the balance will be paid when and as received, the field to be notified at intervals on the progress of the campaign. We will let West China know more about this as the days go by.

The enrollment figures have been of great value to us in the breakdown which you gave, as was the index numbers of cost of living in Chengtu.

We appreciate the expressions of interest and impressions of the British Parliamentary Mission.

Your letter of December 19th stresses with great emphasis the necessity of the use of the \$20,000.00 for buildings at West China Union University. As it was evident that this is a question for using relief funds for permanent building, we could get no authorization whatsoever to agree with this request. In fact, there was a general feeling that all projects should be held within the limits of the budget. The situation is much different than when the Science Building was erected as special consideration could then be given to building projects; whereas, under present circumstances only temporary and relief situations may be considered. We sympathize with the great opportunity that is presented, but if there is to be a program of building launched, not much attention can be given to the terrific pressure for needs of faculty and students.

The minutes of the Executive Committee of the Board of Directors were presented to the Executive Committee and other comments will be made when these minutes are in readiness.

The \$900.00 for Cheng, Te-k'un was upon the insistence of Harvard-Yenching

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Mr. Lindsay

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June 29, 1943

Institute which has invested a considerable sum in preparing him to return to West China. We understand there are many difficulties involved, but by this time, I believe, that it is smoothed out. This money came from the balances held on hand of the Harvard-Yenching Restricted Funds.

I am sorry that the minutes of the Executive Committee have been delayed to such an extent, but we have had terrific difficulties with our staff and two deaths in the families of staff members have cut heavily into time. Frankly, there is no help to be secured from the outside. I am hoping these minutes will be finished within the next few days.

Very sincerely yours,

*C. A. Evans*

C. A. EVANS

CAE/B  
cc: Accounting Office

Via China Clipper  
c.c. via next Clipper



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## WEST CHINA UNION UNIVERSITY

私立華西



協合大學

CORBETT

REC'D 10/5/43

ANS'D 11/10/43

COLLEGE OF MEDICINE AND DENTISTRY  
DEAN OF DENTISTRY

CHENGDU, SZECHWAN

July 29th '43

Mr. Charles H. Corbett  
Associated Board of Christian Universities  
150 Fifth Avenue, New York  
U.S.A.

Dear Mr. Corbett,

In a covering letter to the West China Union University on action taken by the Executive Committee of the A.B.C.C. on Feb. 15th you stated that "The creation of a Committee on Medical Education ought to strengthen this important part of our work. The personnel is being carefully selected and will include both physicians and nurses, with a background of experience in China, as well as acquaintance with the best procedures here. As soon as the group is organized we shall have more definite word to report about what it will attempt to do, but one thing can be predicted with certainty- it will ask for much more information about the present status of the Medical Schools, to supplement the very incomplete reports we now have."

Your inclusion of only two divisions of medical education, physicians and nurses, excludes dentistry.

If you were to secure an unbiased Chinese opinion throughout China, I am assured that you would discover that the Division of Missionary Medical education which has won the most approval and notice is that of dental education carried on in the West China Union University.

It is true that the number of dental staff and graduates is small when compared with those of Medicine and nursing, but this fact makes it all the more noticeable that the dental service provided by the comparatively small body of dental graduates has secured such wide and favorable attention.

You have 130,000 dentists in the U.S.A., Canada and Britain whose pride and interest could be appealed to if properly approached. Surely when Medical Education is being considered the Dental Division of Medicine should be included.

Many of the Christian Universities have developed some special project or College which meets a special need or condition. Dentistry in the West China Union University is one such.

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TELEGRAPHIC ADDRESS: "HUATA"

# WEST CHINA UNION UNIVERSITY

私立華西 協合大學



COLLEGE OF MEDICINE AND DENTISTRY  
DEAN OF DENTISTRY

7-29-43

CHENG TU, SZECHWAN

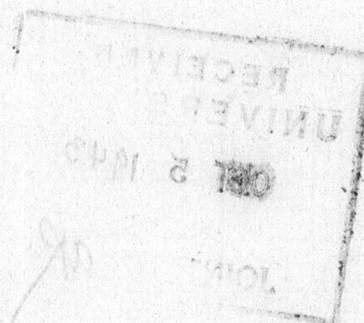
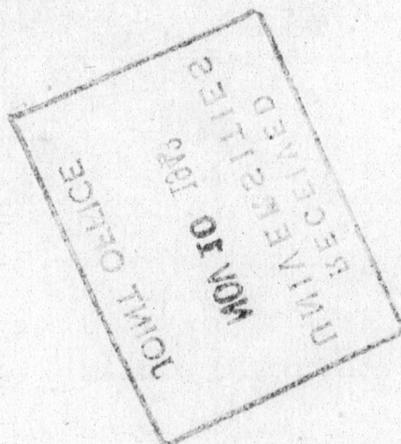
The contribution of our dental graduates towards the building up of a dental profession in China is dominant and will influence the moral trend of the profession as well as its professional character.

I write the above in order to bring dentistry in Missions to your attention rather than a criticism.

Sincerely yours,

Ashley W. Lindsay  
Dean

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*J. H. Corbett*

November 10, 1943

Dr. Ashley W. Lindsay  
West China Union University  
Chengtu, Szechwan, CHINA

Dear Dr. Lindsay:

In reply to your letter of July 29th, may I assure you that though the word Dentistry is not included in the name of the Committee on Medical Education, nor in my covering letter, the subject is included in the functions of the committee and had received considerable attention even before your letter came.

Among its first duties was to straighten out a tangle with the American Bureau for Medical Aid to China, so that your school could receive a subsidy from United China Relief funds through the channels of ABMAC and the National Health Administration.

In addition the Committee has circulated an article sent us on April 15th by Miss Marjorie Robertson, entitled "Twenty-five years of Dentistry at West China Union University". In addition our Publicity department is constantly mentioning the fact that West China Union University has pioneered in Dentistry.

I am sorry if my careless expression led you to suppose that Dentistry was overlooked. On the contrary, we keep your work constantly in mind, and hope it will be able to expand because it is of such great importance.

With very kind regards,

Sincerely yours,

CHC:MM

Charles H. Corbett

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