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RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1915, to June 30, 1916

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Proceedings of the Board of Trustees The Ohio State University

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JULY 1, 1915.

The Executive Committee met at the University for the purpose of opening the bids and awarding the contract for the coal supply for the year ending June 30, 1916.

Present: Julius F. Stone, F. E. Pomerene and Guy W. Mallon.

* * * * *

The bids were opened and found to be as follows:

Hocking Nut, Pea and Slack

The East Hill Coal Company\$1.39 f. o. b. University switch
Victoria Coal Company..... 1.15 f. o. b. University switch

New River Smokeless—Nut, Pea and Slack

Chesapeake & Ohio Coal & Coke
Company \$2.15 f. o. b. University switch

West Virginia Nut, Pea and Slack

A. Simons & Son\$1.35 f. o. b. University switch
The Elk Coal Company 1.42 f. o. b. University switch
Moreland Coke Company 1.34³/₄ f. o. b. University switch
Lorain Coal & Dock Company .. 1.19 f. o. b. University switch
Halmar Coal Mining Company .. 1.16 f. o. b. University switch

On motion, it was ordered that an analysis be made and a test be run of the coal bid upon by the Halmar Coal Mining Company, the result of said analysis and test to be reported to the Executive Committee at a future meeting.

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Adjourned.

Attest: CARL E. STEEB, *Secretary.*

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JULY 29, 1915.

The Executive Committee met at the University.

Present: Julius F. Stone, F. E. Pomerene and Guy
W. Mallon.

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Th. Secretary presented the report of Mr. William C. McCracken on the tests made of the coal furnished by the Lorain Coal & Dock Company and the Halmar Coal Mining Company, together with his recommendation concerning the award of the contract.

After careful consideration of Mr. McCracken's report and of the result of the tests contained in said report, the contract for coal for the year ending June 30, 1916, was awarded to the Lorain Coal & Dock Company at its bid of \$1.19 per ton f. o. b. University switch, in accordance with the recommendation of Mr. McCracken.

On motion, the Secretary was directed to prepare proper contract therefor.

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Adjourned..

Attest: CARL E. STEEB, *Secretary*.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

CEDAR POINT, OHIO, AUGUST 13, 1915.

The Board of Trustees met at Cedar Point pursuant to the call of the Chairman, to examine the Lake Laboratory and to transact such other business as might be brought to the attention of the Trustees.

Present: Julius F. Stone, Chairman; Benj. F. McCann, O. E. Bradfute, Guy W. Mallon, John F. Cunningham and John Kaiser.

* * * * *

The President submitted the following items for consideration and action :

1. Upon the recommendation of the President, Harry Wende was granted the degree of Doctor of Veterinary Medicine as of the Class of 1915.

2. Upon the recommendation of the President, Mr. Guy W. Mallon and Professor George W. Knight were appointed to attend the exercises at Vassar College in October, in connection with the celebration of the fiftieth anniversary and the inauguration of Henry Noble MacCracken as President of the College.

3. The President reported a gift of \$300.00 from Professor Edward Orton, Jr., for the purpose of providing a Student or Graduate Assistant in the Department of Military Science for the current year. The gift was accepted and the President was directed to make suitable acknowledgment therefor.

4. Upon the recommendation of the President the appointment of a delegate was authorized to attend the inauguration of Professor F. A. McKenzie as President of Fiske University in October, said delegate to be named at a later date.

5. Upon the recommendation of the President, Joseph Venis and John Vanatta were appointed to fill vacancies in the Department of Roads and Grounds, at a salary of \$660.00 and \$780.00 per year respectively.

6. Upon the recommendation of the President, G. E. Shepherd was appointed Steam Fitter, at a salary of \$1,200.00 per year, effective July 6, 1915.

7. The President submitted a report from Professor John Bow-nocker concerning his leave of absence during the second semester of last year, with the recommendation that it be placed on file.

8. Upon the recommendation of the President, the Four-Year Course in Applied Optics was approved, the fees for this course for the first two years to be the usual fees in the College of Arts; the fees for the third and fourth years to be \$50.00 per semester; the present short course to be completed on the scale of fees as adopted last year. The graduates in this course receiving the degree shall pay the usual diploma fee.

Until further notice the students in Applied Optics shall be relieved from drill and gymnasium on account of unavoidable schedule conflicts.

9. Upon the recommendation of the President, the Board of Trustees approved the Course in Public Health as adopted by the University Faculty, and a Department of Public Health and Sanitation was established with the following staff from the State Board of Health, to serve without salary, namely:

E. F. McCampbell, S.B., Ph.D., M.D.,
Professor of Preventive Medicine,
Head of department.

Robert G. Paterson, A.B., A.M., Ph.D.,
Assistant Professor of Public Health.

Emery R. Hayhurst, A.B., A.M., M.D.,
Assistant Professor of Industrial Hygiene.

William H. Dittoe, Cer. Engr.,
Instructor in Public Health Engineering.

Frank G. Boudreau, M.D., C.M.,
Instructor in Public Health and Sanitation.

10. The rule concerning unpaid bills was rewritten as follows:
"No student will be allowed University credit at the end of any semester when unpaid bills properly attested are filed against him or against any organization of which he is a member."

The Administrative Council was authorized to enforce this regulation.

11. In accordance with the recommendation of the President, Mr. Alfred R. Barrington was authorized to have charge of the glee clubs, baccalaureate rehearsals and service and the Choral Union, with authority to organize a student orchestra, his compensation to be \$500.00 per annum, payable in monthly installments, from the appropriation for Commencement Expense.

This proposal anticipates furnishing all music for Commencement exercises from University sources.

12. Upon the recommendation of the President, authority was given to loan certain apparatus to the New Lyme Institute, Ashtabula County, as requested by said Institute.

13. A duplicate diploma was authorized for Mr. Guy Britton in lieu of the one destroyed.

14. Upon the recommendation of the President, the rent for the months of July and August was remitted to Mr. W. B. Booth, who is retiring from service.

15. Upon the recommendation of the President, the name of Miss Lucy M. Taylor was inserted in the Budget as Assistant to the Registrar, at the salary named in the Budget. Miss Taylor returns after leave of absence.

16. Upon the recommendation of the President, the office of Accountant was abolished, effective August 31, 1915.

17. Upon the recommendation of the President, the office of Comptroller was created, effective September 1, 1915.

18. Upon the recommendation of the President, the following appropriations were made from the unappropriated balance for the Physical Plant:

\$3,000.00 for remodeling State Street Dispensary Building

\$3,000.00 for the macadam roadway from High Street to Lord Hall

\$1,500.00 for the macadam roadway from the Gymnasium to the Athletic Field

19. Upon the recommendation of the President, a stenographer was authorized for the Department of Agricultural Extension and the Entrance Board, her time to be divided equally between the two departments, salary to be \$50.00 per month, half to be paid from Agricultural Extension funds and the other half from the appropriation for the Mailing Room.

20. Upon the recommendation of the President, the following appointments were made in the College of Agriculture:

Paul B. Sears was appointed Instructor in Botany, at a salary of \$1,000.00, as provided in the Budget.

George M. McClure was appointed Instructor in Agricultural Chemistry, at a salary of \$1,000.00, as provided in the Budget, and R. M. Salter was appointed Assistant in Agricultural Chemistry, at a salary of \$800.00, to fill the position originally assigned to Mr. McClure.

G. W. McCuen was appointed Instructor in Agricultural Engineering, at a salary of \$1,200.00 per year, and an additional \$200.00 was appropriated to meet this salary.

E. C. Sleeth was appointed Instructor in Agronomy, at a salary of \$1,000.00, as provided in the Budget.

P. H. Elwood, Jr., was appointed Assistant Professor of Landscape Architecture in the Department of Horticulture, at a salary of \$1,800.00 per year, as provided in the Budget

A. D. Taylor was appointed Non-Resident Professor of Landscape Architecture, with the understanding that his necessary traveling expenses and maintenance while on duty shall be paid by the University and shall not exceed \$500.00 for the year.

21. Upon the recommendation of the President, \$600.000 was appropriated for current expense for the Department of Farm Crops.

22. Upon the recommendation of the President, the following changes were made in the College of Arts, Philosophy and Science:

The title of Samuel J. Schilling was changed from Student Assistant to Graduate Assistant in the Department of Bacteriology.

The following resignations were accepted:

Neil Hutsinpillar, Graduate assistant in English.

John C. Cone, Instructor in English.

H. W. Nordmeyer, Instructor in German.

The following appointments were made:

Louis Foley was appointed Graduate Assistant in English, vice Mr. Hutsinpillar, resigned.

Earl W. Wiley was appointed Instructor in English, vice Mr. Cone, resigned.

Heinrich W. Reese was appointed Instructor in German, vice Mr. Nordmeyer, resigned.

23. Upon the recommendation of the President, the following changes were made in the Department of Agricultural Extension:

The following resignations were accepted:

Miss Hazel Williams, Instructor in Home Economics, effective July 1, 1915.

Earl Chenault, Assistant in Farm Crops, effective July 1, 1915.

F. H. Herzer, Assistant in Farm Crops, effective July 1, 1915.

In order to conform to the uniform arrangement suggested by the U. S. Government, the Budget adopted June 28, 1915, for the Department of Agricultural Extension, was annulled, and the following Budget was adopted to take its place:

AGRICULTURAL EXTENSION SERVICE

BUDGET

1915-1916

	Smith-Lever		State Funds Not Offsetting Smith-Lever U.S.D.A.
	Federal	State	
PROJECT NO. 1.—ADMINISTRATION			
FORCE AND EQUIPMENT			
Director, salary			1,000.00
C. S. Wheeler, salary	150.00	2,100.00	
Assistant in Administration			
Expenses			500.00
George B. Crane, salary		1,500.00	
Assistant in Extension			
Elizabeth Hopkins, salary		660.00	
Stenographer			
Lora James, salary			660.00
Stenographer			
Helen Davis, salary	600.00		
Stenographer			
Nora Peck, salary			900.00
Stenographer			
Clerk—part time, salary	240.00		
<i>Office Supplies</i>			
Postage			1,000.00
Stationery			500.00
Educational and Recreational Supplies....			977.00
<i>General Plant Equipment</i>			
Cuts and Photographs	500.00		
Office Equipment			1,000.00
<i>Transportation</i>			
Express and Freight			500.00
Communication			220.00
PRINTING AND DISTRIBUTION OF PUBLICATIONS			
Printing Bulletins			4,000.00
Small Printing			1,000.00
Labor	400.00		
Total for Project No. 1.....	\$1,890.00	\$4,260.00	\$12,257.00

	Smith-Lever		State Funds	U.S.D.A.
	Federal	State	Not Offsetting Smith-Lever	
PROJECT NO 2—COUNTY ADVISERS				
George W. Bush, salary		\$1,000.00		\$2,000.00
Supervisor of County Agents				
Expenses			1,000.00	
Stenographer, salary	600.00			
F. L. Allen, salary	1,400.00			600.00
Expenses			1,000.00	
H. P. Miller, salary	1,200.00			600.00
Expenses			1,000.00	
M. O. Bugby, salary	600.00			600.00
Expenses			1,000.00	
E. A. Brenneman, salary	1,200.00			600.00
Expenses			1,000.00	
M. C. Thomas, salary	600.00			600.00
Expenses			1,000.00	
E. J. Riggs, salary		600.00		600.00
Expenses			1,000.00	
C. E. Bundy, salary		600.00		
Expenses			1,000.00	
Victor Herron, salary		600.00		
Expenses			1,000.00	
D. R. Vanatta, salary		600.00		600.00
Expenses			1,000.00	
D. W. Galehouse, salary		1,200.00		1.00
Expenses			1,000.00	
Eight County Agents to be appointed.....	9,527.00			
Three County Agents to be appointed, \$600 each	1,800.00			
Expenses for County Agents to be ap- pointed			2,460.00	
Total for Project No. 2.....	\$16,927.00	\$4,600.00	\$13,460.00	\$6,201.00
PROJECT NO. 3—SPECIALISTS				
<i>Soils and Crops</i>				
M. A. Bachtell, sal. 8 mos.	\$1,400.00			
Expenses	400.00			
W. E. Hanger, sal. 8 mos.	1,200.00			
Expenses	400.00			
Demonstrator in Soils, sal. 1 mo.			\$200.00	
Expenses	60.00			
Demonstrator in Soils, sal. 2 mos.			400.00	
Expenses	140.00			
<i>Horticulture</i>				
R. B. Cruickshank, sal. 8 mos.			1,400.00	
Expenses	400.00			
<i>Rural Engineering</i>				
Virgil Overholt, sal. 6 mos.			600.00	
Expenses	300.00			
<i>Poultry</i>				
Specialist in Poultry, sal. 9 mos.			1,440.00	
Expenses	450.00			
Total for Project No. 3.....	\$4,750.00		\$4,040.00	

	Smith-Lever		State Funds Not Offsetting Smith-Lever U.S.D.A.	
	Federal	State		
PROJECT NO. 4.—BOYS' AND GIRLS' CLUB WORK				
C. S. Wheeler, salary				\$1.00
Leader				
Assistant Leader, sal. 6 mos.		\$900.00		
Expenses	\$300.00			
<i>Animal Husbandry</i>				
W. H. Palmer, sal. 8 mos.		1,400.00		
Expenses	400.00			
Demonstrator, sal. 4 mos.	320.00	397.00	\$46.00	
Expenses	200.00			
Transportation Club Boys			1,200.00	
Total for Project No. 4.....	\$1,220.00	\$2,697.00	\$1,246.00	\$1.00

PROJECT NO. 5—MOVABLE SCHOOLS				
H. M. Call, sal. 6 mos.	\$840.00			
Expenses			\$300.00	
M. A. Bachtell, sal. 4 mos.	700.00			
Expenses			160.00	
R. B. Cruickshank, sal. 2 mos.			350.00	
Expenses			80.00	
W. H. Palmer, sal. 4 mos.			700.00	
Expenses			160.00	
W. E. Hanger, sal. 4 mos.	600.00			
Expenses			160.00	
Instructor in Soil Fertility, sal. 4 mos. ...	700.00			
Expenses			160.00	
Instructor in Farm Crops, sal. 1 mo.		\$200.00		
Expenses			40.00	
Virgil Overholt, sal. 4 mos.			400.00	
Expenses			200.00	
Instructor in Poultry, sal. 1 mo.			160.00	
Expenses			50.00	
H. E. Eswine, salary	1,500.00			
Expenses			450.00	
Instructor in Dairying, sal. 4 mos.	800.00			
Expenses			160.00	
Instructor in Animal Husbandry, sal. 2 mos.			400.00	
Expenses			80.00	
Speakers for Farmers' Week and Coun- try Life Week, sal.			500.00	
Expenses			500.00	
Total for Project No. 5.....	\$5,140.00	\$200.00	\$5,010.00	

PROJECT NO. 6—HOME ECONOMICS				
Edna N. White, part sal.		\$500.00		
Supervisor				
Expenses	\$300.00			
Rhoda E. Dick, sal.		1,400.00		
Expenses	500.00			
Treva Kauffman, sal.		1,300.00		
Expenses	400.00			

	Smith-Lever		State Funds	U.S.D.A.
	Federal	State	Not Offsetting Smith-Lever	
Mary Betz, sal.		1,200.00		
Expenses	400.00			
Maud Okey, sal.		1,200.00		
Expenses	400.00			
Florence Willison, sal.		\$1,100.00		
Expenses	400.00			
Nan Sharples, sal.		1,100.00		
Expenses	400.00			
Hulda Horst, sal.		1,000.00		
Expenses	400.00			
Mary Graber, sal.		1,000.00		
Expenses	400.00			
Instructor in Home Economics, sal.		1,000.00		
Expenses	400.00			
Instructor in Home Economics, sal.		1,000.00		
Expenses	400.00			
Instructor in Home Economics, sal. 6 mos..		500.00		
Expenses	200.00			
Total for Project No. 6	\$4,600.00	\$12,300.00		

PROJECT NO. 7.—EXTENSION WORK IN DAIRYING

Oscar Erf, part sal.		500.00		
Supervisor Cow Testing				
Field Agent	400.00			1,400.00
Current Expenses		1,000.00		
Total for Project No. 7	\$ 400.00	\$1,500.00		\$1,400.00

PROJECT NO. 8.—DEMONSTRATIONS IN FARM MANAGEMENT

G. N. Dagger, sal.			300.00	1,200.00
Expenses			900.00	
J. I. Falconer, sal. 2 mos.....	360.00			
Expenses			160.00	
H. L. Andrews, sal. 2 mos.	90.00			
Expenses			160.00	
Quincy Main, sal. 2 mos.....	90.00			
Expenses			160.00	
Edwin Spencer, sal. 2 mos.	90.00			
Expenses			160.00	
Total for Project No. 8	\$630.00		\$1,840.00	\$1,200.00

PROJECT NO. 9.—PUBLICATIONS AND CORRESPONDENCE COURSES

J. E. McClintock, sal.		3,000.00		
Supervisor of Publications				
Expenses			100.00	
Assistant in Publications, sal.			500.00	
Luella Searle, sal.			660.00	
Stenographer				

	Smith-Lever		State Funds	U.S.D.A.
	Federal	State	Not Offsetting Smith-Lever	
Instructors, sal.			4,500.00	
Preparing manuscripts for Publications				
Total for Project No. 9			\$8,760.00	
PROJECT NO. 10.—FAIR EXHIBITS.				
R. B. Cruickshank, salary, 2 mos.			350.00	
Expenses			100.00	
Virgil Overholt, salary, 2 mos.			200.00	
Expenses			100.00	
Total for Project No. 10			\$750.00	
Grand Totals	\$35,557.00	\$25,557.00	\$47,363.00	\$8,802.00
All Funds Used for Extension Work		\$117,279.00		

**AGRICULTURAL EXTENSION SERVICE
1915-1916
SALARY ROLL**

Name.	Total Salary	Smith-Lever		State Funds	O.A.E.S.
		Federal	State	Not Offsetting Smith-Lever	and U.S.D.A.
Director	\$5000.00			\$1000.00	
C. S. Wheeler	2251.00	\$ 150.00	\$2100.00		\$ 1.00
G. B. Crane	1500.00		1500.00		
J. E. McClintock	3000.00			3000.00	
G. W. Bush	3000.00		1000.00		2000.00
M. A. Bachtell	2100.00	2100.00			
R. B. Cruickshank	2100.00			2100.00	
W. H. Palmer	2100.00		1400.00	700.00	
W. E. Hanger	1800.00	1800.00			
H. E. Eswine	1500.00	1500.00			
Instructor in Poultry, 10 mos.	1600.00			1600.00	
Virgil Overholt	1200.00			1200.00	
Traveling Assistant in Extension Schools, 6 mos.	840.00	840.00			
Oscar Erf	500.00		500.00		
Edna N. White	500.00		500.00		
Rhoda E. Dick (10 mos.)	1400.00		1400.00		
Treva Kauffman (10 mos.)	1300.00		1300.00		
Mary Betz (10 mos.)	1200.00		1200.00		
Maud Okey (10 mos.)	1200.00		1200.00		
Florence Willison (10 mos.)	1100.00		1100.00		
Nan Sharples (10 mos.)	1100.00		1100.00		
Hulda Horst (10 mos.)	1000.00		1000.00		
Mary Graber (10 mos.)	1000.00		1000.00		
Instructor in Home Economics (10 mos.)	1000.00		1000.00		

Name.	Total Salary	Smith-Lever		State Funds	O.A.E.S.
		Federal	State	Smith-Lever	U.S.D.A.
Instructor in Home Economics (10 mos.)	1000.00		1000.00		
Instructor in Home Economics (5 mos.)	500.00		500.00		
F. L. Allen	2000.00	1400.00			600.00
H. P. Miller	*2500.00	1200.00			600.00
M. O. Bugby	1800.00	600.00			1200.00
D. W. Galehouse	1801.00		1200.00		601.00
M. C. Thomas	1800.00	600.00			1200.00
E. A. Breneman	1800.00	1200.00			600.00
E. J. Riggs	1800.00		600.00		1200.00
C. E. Bundy	1200.00		600.00		600.00
Victor Herron	1200.00		600.00		600.00
D. R. Vanatta	1800.00		600.00		1200.00
Ivan McKellip	1800.00	400.00			1400.00
G. N. Dagger	1500.00			300.00	1200.00
J. I. Falconer (2 mos.)		360.00			
H. L. Andrews (2 mos.)		90.00			
Quincy Main (2 mos.)		90.00			
Edwin Spencer (2 mos.)		90.00			
Instructor in Soil Fertility (4 mos.)		700.00			
Instructor in Farm Crops (1 mo.)			200.00		
Instructor in Dairying (4 mos.)		800.00			
Instructor in Animal Husbandry (2 mos.)				400.00	
Demonstrator in Soils (1 mo.)				200.00	
Assistant Leader in Club Work (6 mos.)			900.00		
Demonstrator in Animal Husbandry (4 mos.)		320.00	397.00	46.00	
Assistant in Publications (1/2 time)				500.00	
Speakers for Farmers' Week and Country Life Week				500.00	
Preparing Manuscripts for Publication				4500.00	
County Agents to be appointed		11,327.00			
Elizabeth Hopkins	660.00		660.00		
Lora James	660.00			660.00	
Luella Searle	660.00			660.00	
Nora Peck	900.00			900.00	
Helen Davis	600.00	600.00			
Stenographer	600.00	600.00			
Clerk, half time	480.00	240.00			
U. S. D. A.					8802.00
O. A. E. S.					4200.00
Totals		\$27,007.00	\$24,557.00	\$17,666.00	\$13,002.00
			17,666.00		
Total State Funds			\$42,223.00		

*Receives \$700.00 from County Improvement Association.

STATE APPROPRIATION

1915-1916

EXTENSION SERVICE

	Personal Service
A-1 Salaries	
Supervisor, C. S. Wheeler	\$2,100.00
Supervisor Publications, J. E. McClintock..	3,000.00
4 Stenographers	2,880.00
Elizabeth Hopkins	\$ 660.00
Lora James	660.00
Luella Searle	660.00
Leonora Peck	900.00
Instructors, 2 months	4,500.00
Instructors, assistants, county agents and field workers	28,243.00
G. B. Crane	1,500.00
George Bush, part salary	1,000.00
E. J. Riggs, part salary	600.00
C. E. Bundy, part salary	600.00
Victor Herron, part salary	600.00
D. R. Vanatta, part salary	600.00
D. W. Galehouse, part salary	1,200.00
Assistant Leader Club Work (6 mos.)	900.00
W. H. Palmer	2,100.00
Demonstrator in Animal Husbandry (4 mos.)	443.00
Edna N. White, part salary	500.00
Rhoda E. Dick	1,400.00
Treva Kauffman	1,300.00
Mary Betz	1,200.00
Maud Okey	1,200.00
Florence Willison	1,100.00
Nan Sharples	1,100.00
Hulda Horst	1,000.00
Mary Graber	1,000.00
Instructor H. E.	1,000.00
Instructor H. E.	1,000.00
Instructor H. E., 6 mos.	500.00
O. Erf	500.00
G. N. Dagger, part salary	300.00
R. B. Cruickshank	2,100.00
Virgil Overholt	1,200.00
Poultry Instructor	1,600.00
Farm Crops	200.00
Assistant in Publications	500.00
	\$28,243.00
A-3 Unclassified Personal Service	1,500.00
Demonstrator in Soils, 1 mo.	200.00
Demonstrator in Soils, 2 mos.	400.00
Instructor in Animal Husbandry, 2 mo.	400.00
Speakers for Farmers' and Country Life Week	500.00
Total for Personal Service	\$42,223.00

MAINTENANCE

	Smith-Lever	State Funds	
	Federal	State	Not Offsetting Smith-Lever
			Other Sources
<i>Central Office</i>			
Office Supplies C-4			
Postage			1,000.00
Stationery			500.00
Printing Bulletins			4,000.00
Small Printing			1,000.00
Educational and Recreational Supplies C-8			977.00
General Plant Equipment E-9			
Cuts and Photographs	500.00		
Office Equipment E-1.....			1,000.00
Transportation F-6			
Express and Freight			500.00
Travel	7,650.00		5,500.00
Communication			220.00
Labor	400.00		
Current Expenses			
County Agents			15,000.00
	\$8,550.00		\$29,697.00

**Funds Appropriated by State under "Extension"
for other Purposes**

<i>Advanced Registry—Cow Testing</i>			
A-1 Clerk Cow Testing			720.00
Maintenance			
C-4 Office Supplies	100.00		
F-6 Transportation	400.00		
		500.00	
<i>Ohio Biological Survey</i>			
C-4 Office Supplies	812.50		
C-8 Educational and Recreational Supplies	6.00		
E-1 Office Equipment	15.00		
F-6 Transportation	200.00		
		1,033.50	
			1,533.50
			\$2,253.50

Funds Used for Extension	
Personal Service	\$42,223.00
Maintenance	29,697.00
Funds used for other purposes	2,253.50
Total State Appropriation under heading	\$74,173.50
"Extension"	\$74,173.50

**EXTENSION SERVICE
EXPENSES**

State Appropriation	\$6,000.00
Transportation	
Project No. 1	
Express and Freight	500.00

	Smith-Lever		State Funds	
	Federal	State	Not Offsetting Smith-Lever	Other Sources
Travel	500.00			
Project No. 4 travel	1,200.00			
Project No. 5 travel	2,500.00			
Project No. 7 travel	1,000.00			
Project No. 9 travel	100.00			
Project No. 10 travel	200.00			
	<u>6,000.00</u>			
Smith-Lever Funds			7,650.00	
Project No. 3	2,150.00			
Project No. 4	900.00			
Project No. 6	4,600.00			
	<u>7,650.00</u>			
Total Transportation			<u>\$13,650.00</u>	
State Appropriation				
Current Expense County Agents.....				\$15,000.00
Project No. 2, expenses	13,460.00			
Project No. 8, expenses	1,540.00			
	<u>\$15,000.00</u>			

Miss Jessie Whitacre was appointed Instructor in Home Economics, Agricultural Extension Department, at a salary of \$1,000.00 for ten months, beginning September 1, 1915.

Melvin Ryder was appointed Assistant in Publications, to serve half time, at a salary of \$500.00, payable in ten monthly installments, effective September 1, 1915.

Milligan Kilpatrick was appointed Instructor in Poultry Husbandry, at a salary of \$1,600.00 per year, payable in twelve monthly installments, effective October 1, 1915.

The amount of the salary of F. L. Allen, County Agent, was corrected to \$1,400.00.

24. The following changes were made in the College of Engineering:

The resignation of C. R. Parkinson, Assistant in the Department of Chemistry, was accepted.

The following appointments were made:

Edgar C. Bain was appointed Graduate Assistant in Chemistry.

Wilbur C. Gangloff was appointed Graduate Assistant in Chemistry.

Emil Balz was appointed Assistant in Chemistry, vice C. R. Parkinson, resigned.

Miss Charlotte Morningstar was appointed Graduate Assistant in Mathematics, and the President was authorized to make some adjustment or appointment for a second Student or Graduate Assistant in the Department of Mathematics and report the same to the next meeting of the Board.

W. C. Dyer was appointed Assistant in the Department of Electrical Engineering for the first semester.

The following readjustment was made in the Department of Engineering Drawing:

W. D. Turnbull, title changed to Assistant Professor.
E. J. Gilbert, salary increased to \$1,300.00.
C. L. Svensen, salary increased to \$1,200.00.
S. S. Withrow, appointed Assistant, salary \$700.00.
Student Assistant, at a salary of \$100.00.

Charles S. Carroll was appointed Instructor in Civil Engineering for the year, at a salary of \$1,100.00.

The title of R. C. Sloane was changed from Instructor to Assistant Professor of Civil Engineering.

The title of Harold Wright was changed from Mechanician to Assistant in Industrial Arts.

25. In accordance with the recommendation of the President and the nomination of the Robinson Fellowship Committee, Panfilo Trombeta was appointed Robinson Fellow for the academic year 1915-1916, at \$500.00 per year, payable monthly, beginning with September.

26. Upon the recommendation of the President, the purchase of an adding machine and theodolite was authorized for the Department of Mathematics, and the amount necessary for this purchase was appropriated from the unassigned funds for equipment.

27. The following changes were made in the College of Education:

Miss Freda Hallie Spring was appointed Graduate Assistant in History of Education, as provided in the Budget.

Dr. Harry Crane, of the Department of Psychology, was granted leave of absence, without-salary, for the current year, in order to take up some investigational work in Arkansas.

28. Upon the recommendation of the President, the following changes in salary assignment were made in the Summer Session Budget:

To correct an error in the Summer Session Budget, the salary of Professor O. E. Williams was changed from \$250.00 to \$300.00, to be paid from unused appropriation for salaries in the Summer Session.

\$100.00 was assigned to Professor S. W. Brown for services rendered outside of the schedule in connection with the supervision of the Course for Superintendents.

29. In accordance with the recommendation of the President and the Graduate Council, the following persons were appointed to scholarships at \$250.00 each:

Jean Hamilton Alexander
Gustav Adolph Meckstroth
Ariel Amos Benedict

30. Upon the recommendation of the President, Roy C. Wolcott of the Class of 1895, was appointed Professor of Internal Medicine in

the College of Homeopathic Medicine, at a salary of \$2,200.00, as provided in the Budget.

31. Upon the recommendation of the President, the following changes were authorized in the College of Law:

Clarence D. Laylin was appointed Professor of Law, at a salary of \$3,500.00, and \$1,000.00 was appropriated to meet this appointment.

The title of W. B. Cockley was changed from Assistant Professor to Professor of Law.

Francis J. Wright, Dudley W. Maxon and Joseph Thomas were appointed Assistants in the library of the College of Law.

32. Upon the recommendation of the President, the following changes were made in the Library:

The resignation of Justus H. Dice was accepted, effective August 15, 1915.

The following appointments were made:

Roy E. Haber was appointed Stack Attendant in the Library, at a salary of \$50.00 per month, effective September 1, 1915.

George E. Russell was appointed Night Assistant, at a salary of \$30.00 per month, effective September 1, 1915, to fill the position made vacant by the transfer of Mr. Haber to the position of Stack Attendant.

Paul R. Byrne was appointed Reference Assistant, vice Mr. Dice, resigned, at a salary of \$1,200.00, and \$200.00 was appropriated to meet this appointment.

33. Upon the recommendation of the President, the tuition fee in the College of Homeopathic Medicine was fixed at \$37.50 per semester or \$75.00 for the current year, and beginning with September, 1916, when the two-year requirement goes into effect, the fee shall be \$50.00 per semester or \$100.00 per annum. A laboratory deposit of \$25.00 per semester shall be charged all students in Homeopathic Medicine, no part of which shall be returnable.

34. Upon the recommendation of the President, the following changes were made in the College of Pharmacy:

The resignation of Paul C. Slater, Assistant in the Department of Pharmacy, was accepted.

Karl Schmidt was appointed Student Assistant in Pharmacy, vice Mr. Slater, resigned.

35. Upon the recommendation of the President, the following changes were made in the Department of Physical Education:

The resignation of George H. Bartholomew, Instructor in Physical Education, was accepted.

The following appointments were made:

Miss Florence A. Meyer was appointed Assistant Professor of Physical Education, at a salary of \$1,600.00, payable from the appropriation made for salaries in that Department.

Miss Margaret C. Hammett was appointed Assistant in Physical Education, at a salary of \$1,000.00, to be paid from the appropriation made for salaries in that Department.

Allison W. Marsh was appointed Instructor in Physical Education, at a salary of \$1,400.00, to be paid from the appropriation made for salaries in that Department.

The salary of Mrs. Clark Hunter was corrected to \$500.00.

36. Upon the recommendation of the President, the following changes were made in the College of Medicine:

The name of the Department of Chemistry was changed to the Department of Medical Chemistry.

The name of the Department of Physiology was changed to the Department of Medical Physiology.

The tuition fees in the Colleges of Medicine and Dentistry were fixed at \$50.00 per semester or \$100.00 per annum, with a laboratory deposit of \$25.00 per semester, no part of which shall be returnable.

The work in Clinical Microscopy was assigned to Drs. H. M. Brundage and R. L. Barnes, under the direction of Dr. Ernest Scott, each to receive \$150.00 for his services.

Dr. J. C. Edwards was appointed Instructor in Physiology, half time, at a salary of \$900.00, the larger portion of his work to be with the dental students.

Robert A. McDonald was appointed Assistant in Anatomy, at a salary of \$75.00 per month, effective July 1, 1915.

Mrs. M. Alice Hughes was appointed Technical Assistant in the Department of Pathology, at a salary of \$60.00 per month, effective August 1, 1915.

The title of Carl C. Hugger was changed from Technician to Assistant in Pathology and Bacteriology.

An appropriation of \$50.00 was made to the College of Medicine for equipment for the Department of Medicine and Clinical Medicine for the use of Dr. Upham, to be charged against the unappropriated balance for equipment.

* * * * *

The minutes of the Board for the period from March 8, 1915, to June 28, 1915, inclusive, were approved, and the Secretary was directed to have the minutes for the year ended June 30, 1915, printed and bound in the usual manner.

* * * * *

Captain Cope presented the following applications for deeds, and on motion, the Chairman of the Board was directed to execute the same:

Application No. 1424-1034 of George Walradt for 54 acres of land in Survey Nos. 14594-16147, in Ross County.

Application No. 1425-1035 of William Howe for 125½ acres of land in Survey No. 15684, in Adams County.

Application No. 1426-1036 of Mary W. Lee for 115 acres of land in Survey Nos. 13953-13967, in Pike County.

Application No. 1427-1037 of James D. Corwine for 110 acres of land in Survey Nos. 13953-13967, in Pike County.

Application No. 1428-1038 of Rosa Johnston for 51¼ acres of land in Survey Nos. 13953-13967, in Pike County.

Application No. 1429-1039 of Rachel M. Foster for 120 acres of land in Survey Nos. 13953-13967, in Pike County.

Application No. 1430-1040 of Mary A. Barton and Mary T. Tremper for 248 acres of land—156 acres in Survey No. 15730 and 92 acres in Survey Nos. 13292-15730, in Scioto County.

Application No. 1431-1041 of J. W. Graham for 63 acres of land in Survey No. 16144, in Adams County.

Application No. 1432-1042 of V. W. Freeman for 128 acres of land in Survey No. 16206, in Adams County.

* * * * *

The President reported the receipt of a letter from the Auditor of State notifying the University that at a meeting of the Board of Control held August 2, 1915, said Board had authorized the transfer from the appropriations made to the Agricultural Commission in House Bill No. 701, to the Ohio State University, of the following items:

1915-1916

A-2	Supplementary Institute Work.....	\$ 2,474.00
	County Farmers' Institute	10,500.00
F-6	4,900.00

* * * * *

The Business Manager presented preliminary plans for the New Shops Building, as prepared by Joseph N. Bradford, University Architect, at an estimated cost of \$120,000.00.

On motion of Mr. Cunningham, said plans were approved and the Architect was directed to proceed with the preparation of the completed plans, specifications and estimates for said building, in accordance with above plans.

On motion of Mr. Kaiser, the location of the New Shops Building was fixed north of the Robinson Laboratory.

* * * * *

The Business Manager presented the preliminary plans for a Small Animal House to be built west of the Veterinary Laboratory, at a cost not to exceed \$3,000.00.

Said plans were approved and the University Architect was directed to prepare completed plans, specifications and estimates for said building.

On motion, \$3,000.00 was appropriated from the unappropriated balance for the Physical Plant for the construction and equipment of the Small Animal Building.

The Business Manager was directed to secure bids and award the contract to the lowest and best bidder.

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On motion of Mr. Bradfute, the organization of the Farmers' Institutes in accordance with appropriations made above, was referred to the President and Secretary with power.

* * * * *

The Executive Committee reported that on July 1, 1915, the following bids had been received for coal for the year ending June 30, 1916:

Hocking Nut, Pea and Slack

The East Hill Coal Company.....	\$1.39	per ton
Victoria Coal Company	1.15	per ton

New River Smokeless—Nut, Pea and Slack

Chesapeake & Ohio Coal & Coke Company....	\$2.15	per ton
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West Virginia Nut, Pea and Slack

A. Simons & Son	\$1.35	per ton
The Elk Coal Company	1.42	per ton
Moreland Coke Company	1.34	per ton
Lorain Coal & Dock Company	1.19	per ton
Halmar Coal Mining Company	1.16	per ton

The Executive Committee reported further that after tests had been made of the coals bid on, it had awarded the contract on July 29, 1915, to the Lorain Coal & Dock Company at its bid of \$1.19 per ton f. o. b. University switch.

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An appropriation of \$250.00 was made for the purchase of a Bending Brake, said appropriation to be credited to account of Betterments of Building Equipment.

* * * * *

On motion, the following resolution was unanimously adopted:

Resolved, That the Board of Trustees authorize the organization of a College of Commerce and Administration based on two years of college work as represented in the several colleges of the University, and, further, that this resolution be referred to the University Faculty with instructions to take the necessary steps to present during the present year a course of study for approval and adoption."

* * * * *

The following revised Rules and Regulations of the Board of Trustees, as presented by the special committee appointed at the last meeting of the Board, were approved and adopted:

RULES AND REGULATIONS OF THE BOARD OF TRUSTEES

CHAPTER 1

ORGANIZATION AND MEETINGS OF THE BOARD OF TRUSTEES

REGULAR MEETINGS

SECTION 1. There shall be regular meetings of the Board on the first Tuesday after the first Monday each month, except in the month of June, when the meeting will fall on Tuesday of Commencement week.

SPECIAL MEETINGS

SECTION 2. Special meetings of the Trustees may be called at any time by the Chairman or upon the written request of at least four members of the Board.

PLACE AND TIME OF MEETINGS

SECTION 3. Unless otherwise ordered, meetings shall be held at the office of the Board of Trustees at the University, beginning at 9 A. M.

PARLIAMENTARY RULES

SECTION 4. General parliamentary rules, as modified by the rules and regulations of the Board, shall be observed in conducting the business of the Board.

QUORUM

SECTION 5. A majority of the Board shall constitute a quorum to do business; but a majority of all the Board shall be necessary to elect or remove a president or professor.

ORDER OF BUSINESS

SECTION 6. The order of business at all meetings shall be as follows:

- 1—Roll call.
- 2—Approval of minutes of preceding meetings.
- 3—Election of officers.
- 4—Report of the President.
- 5—Report of Committees.
- 6—Communications, Petitions and Memorials.
- 7—Unfinished and miscellaneous business.

CHAPTER II

OFFICERS OF THE BOARD AND THEIR DUTIES

OFFICERS

SECTION 1. The officers of the Board shall consist of a Chairman, Vice-Chairman, Secretary and Business Manager, and Treasurer.

MODE OF ELECTION

SECTION 2. The officers shall be chosen by ballot at the June meeting of the Board. They shall take office at the beginning of the next fiscal year and shall hold their office for one year and until their successors are elected and qualified.

DUTIES OF THE BOARD

SECTION 3. The powers and duties of the Trustees shall be such as are derived from the General Statutes of Ohio.

DUTIES OF THE CHAIRMAN

SECTION 4. The Chairman, when present, shall preside at all meetings of the Board; shall sign the journal of all proceedings of the Board; shall perform such duties as usually pertain to this office and such other duties as may be assigned by the Board and except as otherwise specifically provided by the rules of the Board, he shall be governed in his action by the usual parliamentary procedure. All committees shall be appointed by the Chairman, unless otherwise ordered by the Board.

DUTIES OF THE VICE-CHAIRMAN

SECTION 5. The Vice-Chairman shall, in the absence of the Chairman, assume the duties of the Chairman as outlined in the preceding section.

DUTIES OF THE SECRETARY AND BUSINESS MANAGER

SECTION 6. The Secretary and Business Manager shall be responsible for the business affairs of the University, and in all these matters he shall be responsible to the Board of Trustees through the President of the University.

A—As Secretary he shall be custodian of the books and papers of the Trustees, and of the University seal. He shall in all proper cases authenticate the acts of the Board by affixing said seal, and shall conduct the ordinary correspondence of the Board. He shall attend all meetings of the Board, (except when excused,) and keep a correct journal of the same. He shall attend all meetings of the Committees, (except when excused,) and shall keep a correct record of the proceedings.

B—As Business manager, his duties shall be as prescribed below: He shall be the financial officer of the University. He shall receive all moneys due the University and shall pay the same over to the State Treasurer or to the Treasurer of the University in accordance with the law. He shall maintain such systems of accounting as shall conform to the fiscal policy of the State, as well as the standard form of uniform accounting for colleges and universities as now established in the middle west universities.

C—He shall be responsible for and have general supervision over the officers and employees of the Physical Plant, as shown on the organization chart of the University, which chart is made a part of these rules and regulations. (For duties of officers and employees of the Physical Plant see Chapter 11.)

D—He shall give bond to the State of Ohio for the use of the University in the sum of fifty thousand dollars, and conditioned upon the faithful performance of his duties and for the payment to the State Treasurer and Treasurer of the University of all moneys coming into his hands as such officer; said bond shall be signed by a surety company authorized to do business in the State of Ohio, and the premium thereon shall be paid by the University; said bond shall be filed with the Treasurer of the University.

E—He shall furnish to each member of the Board and to the President of the University reports showing the financial condition of the University.

F—He shall also perform such other duties as may be ordered by the Board of Trustees.

DUTIES OF THE TREASURER

SECTION 7. The Treasurer of the University shall receive such moneys as, in accordance with law, are not to be deposited with the State Treasurer. He shall keep an accurate account of all moneys received and disbursed by him, and, at the end of each fiscal year, he shall submit to the Board a detailed statement of all moneys received and disbursed, and at the close of his term of office he shall

deliver over all moneys, books and other properties then in his possession, to his successor in office.

He shall give bond, payable to the State of Ohio, for the use of the University, in the sum of twenty-five thousand dollars, for the safe keeping of said funds, and for the payment of the same in accordance with the rules of the Board, and for the faithful performance of his duties as Treasurer. Said bond shall be signed by a surety company authorized to do business in the State of Ohio, and the premium thereon shall be paid by the University. Said bond shall be approved by the Attorney General and filed with the Secretary of State.

CHAPTER III

COMMITTEES OF THE BOARD OF TRUSTEES

SECTION 1. There shall be one standing committee of the Board, known as the Executive Committee, which shall consist of three members of the Board, appointed by the Chairman at the July meeting, for one year, and such other committees as the Board may from time to time appoint.

SECTION 2. The Executive Committee shall have general executive authority under direction of the Board, and, in case of emergency, shall exercise the functions of the Board when the latter is not in session, subject to the approval of the Board.

SECTION 3. It shall furnish a full written report of its proceedings to the next meeting of the Board.

CHAPTER IV

THE PRESIDENT OF THE UNIVERSITY

SECTION 1. The President shall be the executive head of the University. It shall be his duty to enforce all rules and regulations of the Board and of the Faculty, and he is hereby clothed with all authority requisite to that end.

SECTION 2. He shall be ex-officio the presiding officer of the University Faculty, and shall be the representative and general executive of the Board of Trustees in all University affairs, except as otherwise directed by the Board.

SECTION 3. All professors shall be responsible to him through their Deans, for the faithful and efficient performance of their duties, and all subordinate instructors shall be responsible to the heads of their several departments and through them to the Dean and President.

SECTION 4—He shall have charge of the assignment of rooms for the use of the several departments of instruction. His approval must be secured for any meetings held in the University Chapel, or in any other room in the University Buildings, other than those instructional meetings for which provision is regularly made in the curriculum or the schedule.

SECTION 5. He may appoint at the opening of each University year, one of the University Faculty as President pro-tempore of the University Faculty, who shall act as President of the Faculty when the latter is absent from the Faculty meetings.

SECTION 6. In case of the absence or disability of a professor or teacher, the President shall provide for his work by a temporary assignment from the existing Faculty, or by the employment of additional help—reporting in writing all such action to the Board or the Executive Committee at its next meeting.

SECTION 7. At least one week before the meeting at which the budget is to be considered by the Trustees, the President shall present to each member of the Board the annual budget, or a summary thereof, for the fiscal year beginning July 1, following. The budget shall be based upon a careful estimate of the available income for the year, to be furnished him by the Business Manager; and the said budget shall leave unappropriated a balance of not less than \$10,000.

SECTION 8. The ordinary method of communication between the faculty, members of the instructional force or other officers of the University, and the Board of Trustees, shall be in writing and shall be presented through the President of the University; provided, however, that this rule shall not be interpreted as in any way limiting the right of communication between the faculty or other officers of the University and the Trustees, or as in any way limiting the manner in which the Trustees may gain information as to the work of the University. All business to be presented to the Trustees shall be in the hands of the President not later than one week prior to the day of the meeting at which such business is to be considered.

SECTION 9. The Deans, members of the Faculty or administrative officers of the University shall submit to the President, official reports on the work in their respective departments or divisions, whenever called upon, so to do, by the President.

CHAPTER V

OTHER OFFICERS—EDUCATIONAL DIVISION

THE DEANS

SECTION 1. The Dean of each college, school or division shall be the executive officer of that college, school or division, and shall be directly responsible to the President of the University.

SECTION 2. The ordinary routine of the business of each college, school or division, shall be through the Dean, but any officer or employee of the University may bring directly to the attention of the President any matter which he deems of such importance as to render this desirable.

SECTION 3. The Deans shall prepare the annual budget for their respective colleges, based upon a careful estimate of resources furnished each Dean by the President, and submit the same to the President for his recommendation to the Board of Trustees.

SECTION 4. The Dean shall be the presiding officer of his College Faculty. In the University Faculty his duties shall be such as are provided for under the University Faculty rules.

SECTION 5. Each Dean shall present to the President an annual report of the condition and progress of his college, school or division.

SECTION 6. At the request of the President, the Deans shall furnish him with official reports on any matters connected with their respective colleges.

SECTION 7. On and after the adoption of these regulations, no one shall be eligible for first appointment in the educational division with rank above that of instructor, who shall bear a relationship by ties of blood or marriage as close as cousin, to any one holding the rank of assistant professor or higher.

THE FACULTY

SECTION 8. The Deans, heads of departments and instructors are elected by the Board of Trustees upon the recommendation of the President.

SECTION 9. The legislative authority to establish rules and regulations for the immediate government of the University and students in all that relates to the order and discipline therein, the times of recitation and other matters relating to the internal policy of the University, is vested in the President and professors constituting the University Faculty.

SECTION 10. The Faculty is further empowered to make such rules and regulations, relating to the Military Department, as may be deemed just and proper; provided, however, that all such rules and regulations do not conflict with any law of the State of Ohio or the United States.

SECTION 11. All rules and regulations made by the Faculty or any Board or Committee appointed by it, shall be subject to the approval of, and may be, from time to time, reviewed, modified or annulled by the Board of Trustees.

SECTION 12. The Faculty is authorized to affix such penalties for the violation of the rules and regulations so established, as the nature of the offense may demand, but its action may be modified or annulled by the Board of Trustees.

SECTION 13. The Faculty shall see that a full and complete record of the proceedings of all its meetings is kept; the records at all times being subject to the inspection of any member of the Board of Trustees.

SECTION 14. Absence of any professor or instructor from ordinary service in the University, for any cause other than sickness, must be with the approval of the President of the University, and, if for longer than ten days, with the approval of the Board of Trustees or the Executive Committee.

SECTION 15. Unless by special action of the Trustees, new requirements for admission to the University, new courses of study, or important changes in the existing courses or requirements, shall not be published, or go into effect, until they have been recommended by

the Faculty of some college of the University, approved by the University Faculty, and adopted by the Board of Trustees. When approved by the University Faculty, the President shall report them to the Board of Trustees with his recommendation thereon, which report shall show the amount of teaching required to carry them into effect.

SECTION 16. The professor in charge of a department shall have general charge of the work of the department, and shall submit all recommendations for elections and appropriations to the Dean of his college, sending, at the same time, a copy thereof to the President of the University.

SECTION 17. Each instructor in any department shall have the right to transmit, through the head of the department to the Dean of his college and to the President, any communication bearing upon the work in which he is personally engaged, and the head of the department shall promptly transmit to the Dean and to the President, any communication so received.

SECTION 18. Although the Board of Trustees is required, under the statutes, to elect the President, members of the Faculty and all employees annually, it is the desire and intention of the Board that they shall be permanent in their positions, subject to continued efficiency in service; but the legal right is reserved to terminate such service at such a time as the Board may deem best for the interest of the University, and all employment must be accepted upon this condition.

SECTION 19. Members of the Faculty desiring leave of absence from the University shall first submit to the President, for his consideration and recommendation to the Trustees, a proposed program of work to be carried on during the term of absence. If such request for leave is granted, a report shall be furnished the President at the termination of the period showing the work actually done.

THE SECRETARY OF THE FACULTY

SECTION 20. The Secretary of the Faculty shall be custodian of the books and papers of the Faculty. He shall attend all meetings of the Faculty, (except when excused,) and keep a correct journal of the same.

SECTION 21. He shall furnish to the President for report to the Board of Trustees for its consideration, all actions and rules of a general nature passed by the Faculty, requiring the approval or action of the Trustees.

THE REGISTRAR

SECTION 22. The Registrar shall have general charge of the registration and records of students and shall perform such other duties as may be assigned from time to time by the President of the University. He shall be directly responsible to the President of the University.

SECTION 23. The Registrar shall prepare and be responsible for the University time schedule and the assignment of rooms, subject to the direction of the President.

THE UNIVERSITY EDITOR

SECTION 24. The University Editor shall have general charge of the publication of University catalogues and bulletins and other similar publications.

THE SECRETARY OF THE ENTRANCE BOARD

SECTION 25. The Secretary of the Entrance Board shall have charge of the entrance of new students into the University.

SECTION 26. He shall have charge of the appointment bureau, and shall have charge of the mailing of catalogues, bulletins and other publications. He shall be responsible to the President of the University.

THE LIBRARIAN

SECTION 27. The Librarian shall be responsible for the proper administration of the University Library and shall report directly to the President. He shall make nominations and recommendations to the president as to appointments and salaries of the Library Staff. He shall present an annual report to the President on the condition and progress of the Library.

SECTION 28. The library shall consist of all books, magazines, papers and pamphlets or maps purchased with University money or acquired by the University, or any of its departments, through appropriations by the Board or by gifts or exchange. All books, magazines, papers, pamphlets, and maps owned by the University and in the possession of various departments shall be recorded and catalogued by the Librarian.

THE LIBRARY COUNCIL

SECTION 29. The Library Council shall be composed of the President, the Deans of the several colleges and of the Graduate School and the Librarian, and shall, in an advisory capacity, direct the policy and administration of the Library.

CHAPTER VI

OTHER OFFICERS—ADMINISTRATIVE DIVISION

THE COMPTROLLER

SECTION 1. The comptroller shall be responsible to the Business Manager. He shall have general charge of all the accounts in the business Manager's office. He shall make regular reports to the Business Manager covering financial affairs of the University. He shall endorse on each requisition received by the Purchasing Department, the classification and account to which such requisition shall be charged. He shall also indicate on each requisition received by the Purchasing Department whether or not funds are available to meet the purchase desired. He shall, at regular intervals, audit the accounts of all commercial or rotary departments. He shall perform such other duties as may be assigned from time to time by the Business Manager.

THE PURCHASING AGENT

SECTION 2. The Purchasing Agent shall make all purchases for supplies and equipment for the Departments of the University at large, subject to the rules adopted by the Board of Trustees. He shall be responsible to the Business Manager.

SECTION 3. In making requisitions the heads of departments shall be specific in description of items desired, and, when necessary, proper sketches and specifications shall accompany the requisitions.

SECTION 4. Before placing an order on a requisition, the Comptroller shall indicate on the requisition the classification and account against which the purchase shall be charged. The Comptroller shall also indicate on each requisition whether or not funds are available. If no funds are available, the Purchasing Agent shall return the requisition to the maker, marked "No funds," and the purchase shall not be made.

SECTION 5. The Purchasing Agent shall secure, if possible, competitive prices on all purchases of equipment, supplies, repairs and improvements of any kind whatsoever, and such competitive prices shall be attached to the proper requisition.

SECTION 6. He shall refer to the Business Manager for approval, all requisitions for supplies, equipment, repairs and improvements exceeding \$10.00 in value. The Business Manager shall approve all requisitions for supplies, equipment, repairs and improvements up to \$200.00 in value. All requisitions exceeding \$200.00 in value shall be approved by the President of the University as well as by the Business Manager.

SECTION 7. He shall promptly acknowledge the receipt of each requisition and shall advise the sender thereof as to the approximate date of delivery of articles requisitioned.

SECTION 8. All orders shall bear the signature of the Business Manager.

SECTION 9. Books for the Library shall be ordered on special library orders. The Librarian shall secure prices and make up the orders in triplicate. He shall retain one copy and shall send two copies to the Business Manager's office; the original shall be signed by the Business Manager and mailed to the firm from whom books are ordered. The duplicate copy shall be retained for checking invoices.

SECTION 10. All invoices for items ordered shall be sent to the Business Manager and by him forwarded to the Receiving Department for checking, after which the invoice shall be promptly returned to the Business Manager's office.

SECTION 11. All complaints on articles delivered shall be properly filed, in writing, with the Purchasing Agent, who shall at once take the matter up with the firm from whom the goods were purchased.

SECTION 12. Heads of departments may secure such supplies as are carried in the stores by making proper requisition on the Storekeeper; all such supplies to be charged against the departmental appropriation.

SECTION 13. The head of any department is permitted to incur expenses and pay for the same in cash, in purchases for his department, to be drawn from his funds to the amount of not to exceed five dollars, for what may be properly called petty cash matters. When the amount reaches approximately five dollars, an itemized account of the same, with attached receipts, shall be given the Business Manager, who may approve and pay the same, but the aggregate of such expenses for any one department shall not exceed the sum of five dollars in any month, and the purchases must be such as cannot reasonably be made in the regular way.

SECTION 14. All purchases for the University shall be made as above set forth. Any purchase made in any other manner shall be invalid, and the Business Manager must refuse to approve for payment bills for such irregular purchase.

THE INVENTORY

SECTION 15—The Business Manager shall keep a complete inventory of all University property. He shall furnish the head of each department with a duplicate of his departmental inventory, which shall be carefully preserved and kept by the departments.

(1) The head of each department is responsible to the Board of Trustees for the preservation and safe-keeping of all equipment coming under his charge, and listed in his departmental inventory.

(2) He shall report to the Business Manager each gift of apparatus or equipment made to his department, with the estimated commercial value, as soon as the same has been received.

(3) He shall report to the Business Manager each piece of apparatus or equipment made in his department, with its estimated commercial value, as soon as the same is completed.

(4) He shall not dispose of or destroy any items contained in the inventory, but shall report all worn out or broken items to the Business Manager.

(5) He shall check each item of his inventory at least once each year with the Inventory Clerk.

(6) The disposition of all property shall be upon order of the Board of Trustees.

CHAPTER VII

STUDENTS

GENERAL RULES

SECTION 1. All term bills, laboratory deposits, and fees required from students must be made previous to, and as a condition of registration. Instructors shall not permit students to enter classes in their respective departments unless notified by the Registrar. Instructors shall not permit students to engage in laboratory work unless first shown a receipt from the Bursar for deposits paid.

SECTION 2. The Trustees request all members of the University Faculty and all instructors and students, who shall be on the campus at the hour set for the weekly convocation exercises, to attend these exercises. No instructor or other officer shall, for any reason, detain students from attendance.

SECTION 3. Any student, when sent for by the President or by any member of the Faculty under whom he is placed, shall respond without delay. Students must at all times and in all places obey the President and members of the Faculty in matters pertaining to good order in the University.

SECTION 4. All incidentals, tuition, laboratory and other fees and deposits to be charged students, shall be determined by the Board, from time to time.

SECTION 5. Fees are not returnable except in case of sickness and for causes entirely beyond the control of the student. No part of the fees shall be returned for voluntary withdrawal of the student or enforced withdrawal thirty days after the registration. Students withdrawing under discipline, forfeit all rights to the return of any part of the fees.

Laboratory fees are not returnable.

SECTION 6. On presentation to the Business Manager of the written consent of the teacher in charge and the Dean, and on payment of an auditor's fee of \$1.00, teachers in the public schools shall be permitted to attend any class or course which is announced to be especially for teachers or those intending to teach; provided, that this rule shall not be construed to exclude from class in the University occasional visitors not holding auditor's tickets.

DEGREES

SECTION 7. Regularly earned degrees shall be conferred by the Board upon the recommendation of the Faculty.

SECTION 8. All diplomas issued to those receiving degrees from the University shall be signed by the Chairman and Secretary of the Board of Trustees and by the President of the University.

CHAPTER VIII

FINANCE

THE BUDGET

SECTION 1. The annual budget as adopted by the Board of Trustees shall govern all transactions involving financial obligations. The budget shall comprise the following classifications, in accordance with the Budget System adopted by the State of Ohio:

Personal Service—

- A—Instructional
- B—Administrative officers and other employees
- C—Labor by the hour
- D—Unclassified

Maintenance—

- A—Current expense
- B—Equipment
- C—Improvements
- D—New Construction

PERSONAL SERVICE

SECTION 2. The salaries for the instructional force shall be paid in ten equal installments; the salaries for the administrative officers and other employees on the regular pay roll shall be paid in twelve monthly installments. The Business Manager shall approve vouchers on the Auditor of State in payment of such installments of salaries as they fall due. The salaries of instructors in the Summer Session shall be paid in two equal installments and the Business Manager shall approve vouchers on the Auditor of State as they fall due. The monthly salary installments shall fall due and become payable on the last day of each month.

SECTION 3. Payment for personal service on the hourly basis and all other unclassified services shall be made when properly approved invoices covering such services are received from the department incurring the obligation. After such vouchers have been properly audited in the office of the Business Manager, the Business Manager shall approve vouchers on the Auditor of State in payment of such services.

MAINTENANCE

SECTION 4. All expenditures for current expenses, equipment, improvements and new construction shall be made from the budget allowances for maintenance. Invoices for all purchases must bear the approval of the Receiving Clerk. All invoices for improvements and new construction must bear the approval of the University Architect or the Superintendent of Buildings and Grounds. After such invoices have been properly audited in the office of the Business Manager, the Business Manager shall approve vouchers on the Auditor of State in payment of such invoices.

ENDOWMENTS, ROTARY FUNDS AND GIFTS

SECTION 5. Expenditures from endowment funds, and receipts from rotary funds and gifts for specific purposes shall be made in like manner as outlined in Section 4.

CHAPTER IX

CIVIL SERVICE

SECTION 1. All requests for personal service coming under the terms of the State Civil Service law shall be filed with the President. After such request has been approved by the President, the Business Manager shall make formal application to the Civil Service Commission for certification for the kind of service requested.

SECTION 2. The Business Manager shall be the appointing officer of the University in all positions covered by the State Civil Service.

SECTION 3. The certification blank, when received by the Business Manager, shall be forwarded to the person making original request, for the purpose of interviewing or examining persons certified.

SECTION 4. When a selection has been made, the Business Manager shall sign the formal notice of appointment blank, as the appointing officer of the University, and send the same on to the Civil Service Commission.

SECTION 5. The Business Manager shall prepare and keep in his office such records as will give a complete history of the operation of the Civil Service laws in the University.

CHAPTER X

MISCELLANEOUS

SECTION 1. The Secretary and Business Manager and the Treasurer of the Board shall each be entitled to receive such annual compensation as may be determined by the Board.

SECTION 2. The Trustees shall not receive any compensation for their services, but they shall be paid their reasonable and necessary expenses while engaged in the discharge of their official duties.

SECTION 3. All recommendations, communications and reports to the Board by any one, must be presented in writing, through the President of the University, and must be addressed to the Chairman of the Board of Trustees, except as hereinbefore otherwise provided.

SECTION 4. The Dean of the College of Veterinary Medicine is directed to supervise the sanitary conditions and the health of the live stock belonging to the University, and to report to the President in regard to the same at such time as he may direct; provided, that such report shall be made at least once annually; this shall be interpreted to refer to the prevention of diseases, the treatment of diseased animals, and the disposal of diseased or dead animals. In cases in which the introduction of disease is liable to occur, or the existence of disease is suspected or recognized, the opinion of the Dean of the College of Veterinary Medicine shall govern.

All purchases of cattle shall be subject to the tuberculin test, made under the direction of the Dean of the College of Veterinary Medicine.

SECTION 5. All circular letters, pamphlets, or statements written in the interest or name of the University, or of any college or department of the University and intended for distribution, shall bear the approval of the President before the same shall be printed.

SECTION 6. Eighteen hours of actual recitation or lecture work per week, or its equivalent in laboratory work, shall be regarded as a reasonable minimum of service for professors, associates and assistants.

SECTION 7. Buildings of the University shall not be named after living persons.

SECTION 8. Service in the University assumes a high character, personal life above reproach and free from just criticism. A failure in these particulars will be construed as strictly as inefficiency in academic requirements.

CHAPTER XI

PHYSICAL PLANT

SECTION 1. The Physical Plant shall be understood to cover the following:

A—The Division of Architecture and Construction and its various subdivisions, as outlined in the rules and regulations prescribed for this division and its subdivisions.

B—The Division of Operation and Maintenance and its various subdivisions, as outlined in the rules and regulations prescribed for this division and its subdivisions.

C—The Division of Receiving Department and Stores, as outlined in the rules and regulations prescribed for this division.

SECTION 2. The Business Manager shall receive all recommendations from Heads of Divisions for appointment or dismissal of employees in their respective divisions, in accordance with Civil Service Rules, and shall transmit them, with his written approval or disapproval, to the President of the University for his consideration and action.

SECTION 3. The Business Manager shall receive all reports, of whatever nature, from the Heads of Divisions, and such reports as should be called to the attention of the President shall be properly transmitted to the President. All other reports shall be filed in the office of the Business Manager.

SECTION 4. The Business Manager shall submit to the President (on Form No. 347) a weekly report on the condition of all jobs and projects which have been ordered through his office, said report to show the date order was placed, date completed, and its actual cost.

SECTION 5. He shall keep an accurate and complete cost system of all repairs, alterations and betterments ordered through his office.

SECTION 6. The Business Manager, Superintendent of Buildings and Grounds and University Architect shall constitute a cabinet, which shall hold stated meetings for the purpose of discussing repairs, improvements and betterments of the Physical Plant.

The President of the University shall be ex-officio a member of said cabinet.

Special meetings may be called at any time by the Business Manager.

DIVISION OPERATION AND MAINTENANCE

Superintendent of Buildings and Grounds—In Charge of Division of Operation and Maintenance.

SECTION 7. The Superintendent of Buildings and Grounds shall be responsible to the Business Manager.

He shall receive his orders and instructions from the Business Manager.

He shall report on all matters direct to the Business Manager.

SECTION 8. All requests for repairs, of whatever kind, shall originate in the office of the Superintendent of Buildings, and by him be transmitted to the Business Manager.

SECTION 9. The Superintendent of Buildings and Grounds shall have full charge of, and be responsible for, the Light, Heat and Power Plant.

The Light, Heat and Power Plant shall be understood to cover the engine rooms, the boiler rooms, the coal-handling plant (including locomotive crane), the railway spur, the tunnels, all gas mains, all

water mains, all sewers, all conduits, all overhead lines, and the distribution of the various services and utilities to the various buildings.

The distribution of electric current for lighting covers all wires, conduits and apparatus from the switchboard to and including the terminals in the buildings or on the campus, which terminals are understood to be the bulbs or lamps.

The distribution of hot water and steam for heating purposes, covers all main lines from boiler room and engine room to and including the terminals in the various buildings, which terminals are understood to be radiators or hot blast coils.

The distribution of gas for service covers all main lines, either in the ground or tunnels, to and including the terminals of whatever kind in the various buildings.

The distribution of power covers all mains, conduits and apparatus from the switchboard to and including the various motors, wherever located.

The distribution of compressed air from the Power Plant to the various buildings served, covers all piping and apparatus from the compressors in engine room to and including the various terminals.

The distribution of water service through the grounds, tunnels and buildings covers all mains, branches and water piping, and all fixtures of every description attached to the water service lines.

SECTION 10. He shall be responsible for the general condition of all buildings located on the University Grounds, or under the control of the Board of Trustees.

The general condition of all buildings shall be understood to cover:

- A—Cleanliness;
- B—Sanitary condition;
- C—Maintenance—Repairs;
- D—Ventilation and temperature conditions;
- E—Fire protection.

The condition of cleanliness is covered by the duties of the Inspector of Janitors, and of the Janitors, as given in the detailed rules and regulations for those employees.

The sanitary condition of the buildings covers all toilet rooms, with their various fixtures, soil, waste and vent pipes, and lockers.

The maintenance-repairs of the buildings refers to the general condition of the buildings as to repairs, inside and outside.

The ventilation and temperature condition of the buildings refers to the enforcement of the rules and regulations as prescribed for the Janitors.

The police and night watch service shall be as detailed in the rules and regulations of those employees.

SECTION 11. He shall have charge of and be responsible for:

A—The execution of repairs, betterments or alterations to buildings, as have been regularly ordered by the Business Manager.

B—The construction of equipment or furniture, as has been regularly ordered by the Business Manager.

SECTION 12. Upon receipt of a job or order, he shall advise the head of the department or division for which the job is to be done, as to the approximate date when the job will be commenced and completed.

SECTION 13. He shall have charge of and be responsible for the general condition of the roads and grounds, and the execution of all repairs and improvements regularly ordered by the Business Manager.

He shall advise with the Professor of Horticulture, as to the care and trimming of all trees and shrubs.

The general condition of roads and grounds shall be understood to cover:

- A—Roads and drives;
- B—Pavements and cinder paths;
- C—All planting;
- D—Campus (not including farm lands).

The condition of roads and drives covers the repairs, upkeep and cleaning of existing roads and drives.

The condition of pavements and cinder paths covers the same lines as prescribed for roads and drives.

The condition of planting covers the care of all trees, shrubs, flowers and hedges now on the campus, including the University woods. It also covers all future planting as may be regularly ordered.

The condition of the campus covers the general upkeep of the grounds, the mowing of the grass, the cleaning of the spring and lake, the removal of all rubbish from the grounds; also the removal of all rubbish and refuse from the buildings.

SECTION 14. He shall be responsible for the police and night watch service.

SECTION 15. He shall be responsible for the fire protection.

SECTION 16. He shall be responsible for the University Laundry.

SECTION 17. He shall be the custodian of the keys for all University buildings, and shall issue them upon official order signed by the President.

SECTION 18. In order to properly enforce the rules and regulations prescribed for the employees in the Division of Operation and Maintenance, the Superintendent of Buildings and Grounds shall have power to transfer employees from one building to another, or to a different position in his division; he shall also have power to recommend to the Business Manager the dismissal of any employee of the division subject to the Civil Service rules, the said recommendation to be made in writing, giving cause for same.

SECTION 19. All applications for employment in the Division of Operation and Maintenance shall be filed in the office of the Superintendent of Buildings and Grounds, and, when a vacancy occurs and

a new appointment is necessary, the Superintendent of Buildings and Grounds shall submit his recommendation in writing to the Business Manager, together with proper credentials of the person recommended, subject to the Civil Service rules.

SECTION 20. The list of employees in the division of Operation and Maintenance shall be as follows:

- 1—Clerk and Timekeeper.
- 2—Clerk.

Subdivision of Power Plant:

- A—Master Mechanic;
- B—Engineers;
- C—Fireman;
- D—Blacksmith;
- E—Crane Man;
- F—Wipers;
- G—Ash Wheelers;
- H—Steam Fitters;
- I—Electricians;
- J—Helpers.

Subdivision of Buildings and Grounds:

- A—Carpenters;
- B—Plumbers;
- C—Painters;
- D—Tinner;
- E—Masons;
- F—Foreman of Campus;
- G—Campus Men;
- H—Campus Teamster;
- I—Laborers.

Subdivision of Police and Watchmen:

- A—Day Policemen;
- B—Night Watchmen.

Subdivision of Fire Protection:

- A—In charge of University Plumber.

Subdivision of Janitors:

- A—Inspector of Janitors;
- B—Janitors;
- C—Custodian.

Subdivision of Laundry:

- A—Launderers;
- B—Helpers.

CLERK AND TIMEKEEPER

SECTION 21. The Clerk and Timekeeper shall be responsible to the Superintendent of Buildings and Grounds. He shall receive his orders and instructions from and report to the Superintendent of Buildings and Grounds.

SECTION 22. He shall have charge of and be responsible for:

A—Correspondence of the Division of Operation and Maintenance.

B—Making up all reports, requisitions and orders.

C—Keeping time of employees.

D—Data for cost keeping.

SECTION 23. He shall satisfy himself that all orders issued to the foreman by the Superintendent of Buildings and Grounds are being promptly and properly executed, and shall report thereon direct to the Superintendent of Buildings and Grounds.

SECTION 24. He shall perform such duties as may be especially designated from time to time by the Superintendent of Buildings and Grounds.

SECTION 25. In the absence of the Superintendent of Buildings and Grounds, the Clerk and Timekeeper shall report to and receive his instructions from the Business Manager.

FOREMAN

SECTION 26. The Foreman of each of the following tradesmen shall receive his orders and instructions from the Superintendent of Buildings and Grounds—carpenters, plumbers, painters, tinnern, and masons.

SECTION 27. Each foreman shall be in charge of and responsible for the services of all other employees in his particular trade.

SECTION 28. He shall see that all orders issued to him by the Superintendent of Buildings and Grounds are promptly executed.

SECTION 29. He shall perform such other duties as may be assigned from time to time to him by the Superintendent of Buildings and Grounds.

SECTION 30. In the absence of the Superintendent of Buildings and Grounds he shall receive his orders from and report to the Business Manager through the Clerk and Timekeeper.

SECTION 31. In the absence of the Superintendent of Buildings and Grounds the Inspector of Janitors shall receive his orders from and report to the Business Manager through the Clerk and Timekeeper.

UNIVERSITY CARPENTERS, PAINTERS, PLUMBERS AND TINNERS

SECTION 32. University Carpenters, Painters, Plumbers and Tinnern shall be responsible to the Superintendent of Buildings and Grounds. They shall receive all of their orders for work to be done from the Superintendent of Buildings and Grounds. They shall report on all matters of importance direct to the Superintendent of Buildings and Grounds.

SECTION 33. They shall confine their work to orders issued by the Superintendent of Buildings and Grounds.

SECTION 34. They shall keep an accurate account of all time spent on each job ordered. Each employee shall make up his own time check, using a separate check for each job. Time checks shall be left at the close of each day's work with the University Timekeeper.

SECTION 35. They shall keep an accurate account of all material used on each job. Requisitions for supplies needed shall be given to the Superintendent of Buildings and Grounds.

SECTION 36. The University Plumber, in addition to his regular duties, shall inspect all fire equipment, as designated in the regulations for Fire Protection.

FOREMAN OF CAMPUS

SECTION 37. The Foreman of Campus shall be responsible to the Superintendent of Buildings and Grounds. He shall receive his orders and instructions from and report to the Superintendent of Buildings and Grounds.

SECTION 38. He shall have charge of and be responsible for the services of the following employees: Campus Men, Teamsters and Laborers.

SECTION 39. He shall see that orders issued by the Superintendent of Buildings and Grounds are promptly executed.

SECTION 40. In the absence of the Superintendent of Buildings and Grounds, he shall receive his orders from and report to the Business Manager through the Clerk and Timekeeper.

CAMPUS MEN, TEAMSTERS AND LABORERS

SECTION 41. The Campus Men, Teamsters and Laborers shall be responsible to the Foreman of the Campus. They shall receive their orders and instructions from the Foreman of the Campus. They shall confine their work to the orders assigned to them by the Foreman of the Campus.

SECTION 42. They shall hand in their time checks each night to the University Timekeeper.

SECTION 43. The Teamster shall follow the schedule as prescribed by the Superintendent of Buildings and Grounds for the daily collection of refuse and rubbish from the buildings and grounds, and shall haul the same to such places as may be designated.

SUBDIVISION JANITOR SERVICE INSPECTOR OF JANITORS

SECTION 44. The Inspector of Janitors shall be responsible to the Superintendent of Buildings and Grounds. He shall receive his orders and instructions from the Superintendent of Buildings and Grounds. He shall report on all matters direct to the Superintendent of Buildings and Grounds.

SECTION 45. He shall satisfy himself that all Janitors are on duty each day during the hours to which they have been assigned.

SECTION 46. He shall report at once all repairs needed to the Superintendent of Buildings and Grounds.

SECTION 47. He shall thoroughly inspect each building once each week. He shall report to the Superintendent of Buildings and Grounds at the end of the inspection trip (Form No. 345):

- A—The buildings inspected;
- B—The condition as to cleanliness;
- C—As to the manner in which the several janitors are carrying out their instructions.

SECTION 48. He shall also perform any other duties which may be assigned from time to time by the Superintendent of Buildings and Grounds.

SECTION 49. In the absence of the Superintendent of Buildings and Grounds, he shall be responsible to and receive his orders from the Business Manager through the Clerk and Timekeeper.

JANITORS

SECTION 50. Each janitor shall report for duty at 7:00 a. m. and remain on duty until 5:00 p. m., with a reasonable length of time allowed for luncheon (which will be arranged by the Superintendent of Buildings and Grounds). Janitors shall not leave their buildings during the day except as it is necessary to do so in the proper discharge of their duties; and shall not leave the grounds without permission of the Superintendent of Buildings and Grounds.

SECTION 51. Janitors are responsible to the Superintendent of Buildings and Grounds, and will receive their specific instructions from the Superintendent of Buildings and Grounds through the Inspector of Janitors.

SECTION 52. Janitors will be held responsible for keeping their buildings in clean, presentable condition, and for the performance of such duties as are ordinarily assigned to janitors, which duties are more particularly described as follows:

- A—To see that each room in his building is clean.
- B—In winter-time the Janitor shall clean the snow from the steps and the immediate approaches to the various entrances of the building.
- C—At all times of the year he shall see that the steps, porches and immediate approaches to his building are clean.
- D—The windows in the buildings shall be kept as clean as it is possible to keep them under weather conditions. Special orders will be issued from time to time by the Superintendent of Buildings and Grounds covering this matter.

E—All halls shall be thoroughly mopped at least once each week (using a germicidal solution, which will be provided), or more often if directed.

F—All class room floors shall be thoroughly mopped at least once a month, using germicidal solution.

G—All base boards in halls shall be thoroughly washed once a week, and base boards in recitation rooms shall be thoroughly washed once a month, using germicidal solution.

H—Each blackboard shall be washed once each week with a clean rag and cold water, unless ordered to contrary by notice on the board.

I—Each floor shall be swept daily, first having been sprinkled with an approved no-dust preparation which will be provided.

J—After sweeping, all chairs and furniture in the room shall be carefully dusted with cheese-cloth.

K—The tablet arms of class room chairs shall be washed thoroughly twice a year, using germicidal solution in the water.

L—All lavatories, water-closets, bowls and urinals shall be thoroughly cleaned each day with a germicidal solution. All water-closet partitions shall be thoroughly cleaned once each week.

M—All offices shall be thoroughly cleaned each day, floor mopped weekly, and the windows cleaned as often as is necessary, or the weather will permit.

N—If the outside temperature will permit, Janitors shall, on coming on duty in the morning, open the outside doors and enough windows to cause a circulation of fresh air through the building.

O—At least once during the morning, noon, and at 2:00 p. m., the doors and windows are to be opened as in previous section.

P—During the winter season, Janitors will be expected to observe the thermometers in the various rooms in the building several times each day and shall keep the temperature at or as near 70 degrees as possible.

Q—Each Janitor shall keep the copper sign on the front of his building brightly polished, being careful to keep the cleaning substance from the brick work.

R—Each janitor will carefully drain all acids from jars before emptying the contents in the containers provided.

S—Janitors shall not burn waste paper, boxes or other refuse in or about the building, but shall deposit the same daily in containers provided for that purpose. The refuse will be collected by the wagon each morning.

T—All Janitors shall leave their keys in the key closet before leaving the building in the evening.

U—All requests for supplies shall be approved by the Inspector before presentation to the Storekeeper.

V—Janitors shall wear, while on duty, the regulation cap, badge and uniform provided by the University.

W—Janitors shall also perform any other duties which may be assigned from time to time by the Superintendent of Buildings and Grounds.

ELEVATOR MEN

SECTION 53. The Elevator Men shall be responsible to the Inspector of Janitors. They shall receive their orders and instructions from the Inspector of Janitors, and shall report on all matters to the Inspector of Janitors.

SECTION 54. The Elevator Man shall have charge of the elevator to which he has been assigned.

SECTION 55. He shall keep the elevator machinery and cables thoroughly oiled and cab clean, and shall advise the Inspector of Janitors of all repairs needed for his elevator.

SECTION 56. He shall handle his elevator carefully, at all times looking to the safety and welfare of his passengers.

SECTION 57. Before leaving, at the close of the day's work, he shall see that the main switch to the motor is open and that everything about the elevator is left in a safe condition.

DAY POLICEMEN AND NIGHT WATCHMEN

SECTION 58. The Day Policemen and Night Watchmen shall be responsible to the Superintendent of Buildings and Grounds. They shall receive their orders and instructions from the Superintendent of Buildings and Grounds. They shall report on all matters direct to the Superintendent of Buildings and Grounds.

SECTION 59. In cases of emergency, requiring immediate action, they shall report to the quickest available officer of the University.

SECTION 60. They shall patrol the buildings and grounds in accordance with schedule prescribed by the Superintendent of Buildings and Grounds. In cases of inability to follow the regular schedule, the cause of such inability shall be reported to the Superintendent of Buildings and Grounds at the first opportunity.

SECTION 61. They shall arrest or take into custody any person or persons violating any of the rules of the Board of Trustees, of the City Ordinances or of the State Laws.

SECTION 62. They shall make record of the name and address of each person taken into custody or arrested, the same to be filed, together with a brief of the circumstances relating thereto, with the Superintendent of Buildings and Grounds.

SECTION 63. They shall perform such other duties as may be assigned from time to time by the Superintendent of Buildings and Grounds.

SECTION 64. They shall at all times be on the lookout for fire, and, when passing through buildings, shall be on the lookout for burst water or steam pipes. In case of fire the city alarm shall be promptly turned in, and the officers of the University notified by telephone. In case of burst water pipes during the day, report to the Superintendent of Buildings and Grounds, and at night to the Engineer in charge at the Power House.

SECTION 65. They shall, while patrolling the grounds, observe carefully the condition of roads, walks and the campus in general. They shall report to the Superintendent of Buildings and Grounds all rubbish, scrap iron or tools which have not been removed, within thirty-six hours from time of first observation.

SUBDIVISION FIRE PROTECTION

SECTION 66. The system of fire protection at the University shall cover all fire hose, stand pipes, fire extinguishers, fire cisterns and hydrants connected to water mains.

SECTION 67. It shall be the duty of the Superintendent of Buildings and Grounds to see that the equipment as listed in Section 66 is at all times in proper working condition. To this end inspection of all such equipment shall be made at stated periods by the University Plumber, acting under the direction of the Superintendent of Buildings and Grounds.

SECTION 68. All fire hose shall be tested twice each year, in May and November. All stand pipes, valves and hose racks shall be thoroughly inspected at the same time.

SECTION 69. All fire extinguishers not of the Seagrave Model type shall be fully recharged once each year, in the month of May.

SECTION 70. All Seagrave Models shall have a new soda charge once each year, in the month of May.

SECTION 71. At the time extinguishers are recharged, an examination of the hose, nozzle and case shall also be made.

SECTION 72. An annual inspection of the general condition of fire cisterns shall also be made. During the winter season, the covers of fire cisterns and covers of valve boxes shall be cleared of snow and properly salted whenever weather conditions demand.

SECTION 73. Fire hydrants shall be regularly inspected, during the winter season, to observe any leaks, and, if water is found, it must be pumped out at once, and if, on second inspection, the same quantity of water is found, this fact should be reported promptly to the Water Works Department.

SECTION 74. The large-wheeled extinguisher shall always be in the place provided for it, and shall be readily and easily accessible.

SECTION 75. In making reports on inspections as above ordered, the plumber shall use Form No. 361, which report shall be filed with the Superintendent of Buildings and Grounds.

SECTION 76. The Superintendent of Buildings and Grounds shall transmit to the Secretary a summary of the inspection reports as made by the University plumber, using Form No. 362.

SECTION 77. The Inspector of Janitors, in his weekly inspection of each building, shall satisfy himself that all fire extinguishers are in place and that all fire hose is properly racked or reeled. If any of the equipment is found to be out of place or in need of attention,

he shall report the fact at once to the Superintendent of Buildings and Grounds.

**SUBDIVISION POWER PLANT
MASTER MECHANIC**

SECTION 78. The Master Mechanic shall be responsible to the Superintendent of Buildings and Grounds. He shall receive his orders and instructions from the Superintendent of Buildings and Grounds. He shall report on all matters direct to the Superintendent of Buildings and Grounds.

SECTION 79. He shall have charge of and be responsible for the services of the following employees: Electricians, Steamfitters, Blacksmith, Engineers, Firemen, Crane Men, Helpers and Wipers.

SECTION 80. He shall see that orders issued by the Superintendent of Buildings and Grounds are promptly distributed and promptly executed.

SECTION 81. He shall keep the Superintendent of Buildings and Grounds informed as to the progress of orders.

SECTION 82. He shall perform such other duties as may be assigned from time to time by the Superintendent of Buildings and Grounds. In the absence of the Superintendent of Buildings and Grounds, he shall receive his orders from and report to the Business Manager.

ELECTRICIANS, STEAMFITTERS AND BLACKSMITH

SECTION 83. The Electricians, Steamfitters and Blacksmith shall be responsible to the Master Mechanic. They shall receive orders from the Master Mechanic. They shall report on all matters direct to the Master Mechanic. In the absence of the Master Mechanic, they shall receive their orders from and report to the Superintendent of Buildings and Grounds.

SECTION 84. They shall confine their work to orders issued by the Master Mechanic.

SECTION 85. They shall keep an accurate account of all time and material used on each job.

SECTION 86. Each employee will make up his own time check, using a separate check for each job. Time checks shall be left at the close of each day's work with the University Timekeeper. Requisitions for supplies needed shall be given to the Master Mechanic.

ENGINEERS

SECTION 87. The Engineers shall be responsible to the Master Mechanic. They shall receive their orders and instructions from the Master Mechanic. They shall report on all matters to the Master Mechanic. They shall confine themselves to the duties assigned to them by the Master Mechanic. In the absence of the Master Mechanic, they shall be responsible to and receive their orders from the Superintendent of Buildings and Grounds.

SECTION 88. The Engineer on watch shall be in charge of and responsible for all machinery in the engine room and in the pump room, and at night shall have supervision over the firemen and helpers.

SECTION 89. The Engineers shall perform such other duties as may be assigned from time to time by the Master Mechanic.

FIREMEN

SECTION 90. The Firemen shall be responsible to the Master Mechanic. They shall receive orders and instructions from the Master Mechanic. They shall report on all matters to the Master Mechanic. They shall confine themselves to the duties assigned to them by the Master Mechanic. In the absence of the Master Mechanic, they shall be responsible to and receive orders from the Superintendent of Buildings and Grounds.

SECTION 91. The Fireman on watch at night shall report to the Engineer on watch and take instructions from him.

SECTION 92. The Firemen shall perform such other duties as may be assigned from time to time by the Master Mechanic.

CRANE MAN

SECTION 93. The Crane Man shall be responsible to the Master Mechanic. He shall receive his orders and instructions from the Master Mechanic. He shall report on all matters to the Master Mechanic. He shall confine himself to the duties assigned to him by the Master Mechanic. In the absence of the Master Mechanic, he shall be responsible to and receive orders from the Superintendent of Buildings and Grounds.

SECTION 94. He shall be responsible for the operation and maintenance of the crane and see that all switches, crossings and frogs of the railroad are cleared of ice, snow or dirt.

SECTION 95. The Crane Man shall perform such other duties as may be assigned from time to time by the Master Mechanic.

HELPERS AND WIPERS

SECTION 96. The Helpers and Wipers shall be responsible to the Master Mechanic. They shall receive orders and instructions from the Master Mechanic. They shall report on all matters to the Master Mechanic. They shall confine themselves to the duties assigned to them by the Master Mechanic. In the absence of the Master Mechanic, they shall be responsible to and receive their orders from the Superintendent of Buildings and Grounds.

SECTION 97. The Helpers and Wipers on duty at night shall report to the Engineer on watch, and take instructions from him.

SECTION 98. They shall perform such other duties as may be assigned from time to time by the Master Mechanic.

SUBDIVISION OF LAUNDERING
LAUNDERERS

SECTION 99. The Launderers shall be responsible to the Superintendent of Buildings and Grounds. They shall receive their orders from and report all matters to the Superintendent of Buildings and Grounds. They shall have charge of and be responsible for the Laundry employees, and the general condition of the Laundry.

SECTION 100. They shall requisition all materials needed in carrying on the Laundry work, through the office of the Superintendent of Buildings and Grounds, using the form No. 359.

SECTION 101. They shall receive, sort and check all articles delivered at the Laundry to be washed and ironed.

SECTION 102. They shall see that all articles delivered for laundering are washed clean, neatly ironed, checked out whole and nicely packed in baskets for delivery to their respective buildings or departments.

SECTION 103. They shall make out laundry slips in duplicate, original to be attached to articles to be delivered; the duplicate to be filed with the Clerk and Timekeeper in Superintendent's office each night.

SECTION 104. Hours of service—7:00 to 11:30 a. m., 12:30 to 4:30 p. m.

SECTION 105. They shall perform any other duties which may be assigned from time to time by the Superintendent of Buildings and Grounds.

SECTION 106. In absence of the Superintendent of Buildings and Grounds, they shall report to and receive instructions from the Clerk and Timekeeper.

LAUNDRY HELPERS

SECTION 107. The laundry helpers shall be responsible to the Launderers. They shall receive orders and instructions from the Launderers. They shall confine their work to orders assigned them by the Launderers.

SECTION 108. They shall hand in their time checks each evening to the University Timekeeper.

SECTION 109. Their hours of service shall be from 7:00 to 11:30 a. m. and 12:30 to 4:30 p. m.

DIVISION OF ARCHITECTURE AND NEW CONSTRUCTION
THE UNIVERSITY ARCHITECT—IN CHARGE OF THE DIVISION OF ARCHITECTURE AND NEW CONSTRUCTION

SECTION 110. The University Architect shall be responsible to the Business Manager. He shall receive his orders and instructions

from the Business Manager. He shall report on all matters direct to the Business Manager.

SECTION 111. The University Architect shall have charge of and be responsible for:

A—Preparation of plans, specifications and estimates of all new buildings, and the supervision of the construction of the same.

B—The preparation of plans, specifications and estimates of all repairs, betterments or alterations which shall need plans and specifications to intelligently and efficiently carry them out. He shall have supervision of all work coming under this head which shall have been let by contract.

C—The preparation of plans, specifications and estimates of all furniture and equipment which the Business Manager may order from time to time.

SECTION 112. He shall have the right to inspect the execution of any or all work in process of construction for which he has prepared the plans and specifications, and which work is being done by the University employees. If said plans and specifications are not being properly executed, he shall report his findings in writing to the Superintendent of Buildings, sending a copy thereof to the Business Manager.

SECTION 113. When requested, the University Architect will advise with the Superintendent of Buildings as to:

- 1—The advisability of making any repair or betterment.
- 2—The execution of necessary repairs or betterments about buildings.
- 3—Safety of any building.

SECTION 114. Before the location of any building, tunnel, sewer or conduit is made, the Superintendent of Buildings and Grounds shall be advised, in order that he may know in advance what disposition to make of any planting which might be on the site, or lines to be excavated, and what disposition to make of all excess dirt.

SECTION 115. The University Architect, in conjunction with the Professor of Horticulture, shall prepare such planting schemes for the campus as may be regularly ordered.

SECTION 116. Before preparing any new planting schemes, the University Architect shall consult the Superintendent of Buildings and Grounds, so as to avoid planting objectionable trees, etc., directly over any service lines, tunnels or sewers.

SECTION 117. The University Architect shall make, upon the request of the Business Manager, a thorough inspection of any building on the campus, and shall submit a written report of his findings to the Business Manager; a copy of said report shall at the same time be sent to the Superintendent of Buildings.

SECTION 118. Upon the completion and acceptance of a new building, the University Architect shall receive all keys therefor from the contractor, and turn the same over to the Superintendent of Buildings and Grounds.

SECTION 119. In order to properly enforce the rules and regulations for the employees of the Division of Architecture and New Construction, the University Architect shall have power to transfer employees from one position to another in his division; he shall also have power to recommend to the Business Manager the dismissal of any employee of the division, subject to Civil Service Rules, the said recommendation to be in writing giving cause for same.

SECTION 120. The list of employees in the Division of Architecture and New Construction shall be as follows:

- A—Chief Draftsman
- B—Clerk of Works
- C—Draftsman
- D—Tracers
- E—Stenographer

SECTION 121. In the absence of the University Architect, the work of the division will be in charge of the Chief Draftsman.

STORES AND RECEIVING DEPARTMENT

SECTION 122. The Stores and Receiving Department shall be in charge of the Receiving Clerk.

The Receiving Clerk shall be responsible to the Business Manager.

He shall receive his orders and instructions from the Business Manager, and report all matters directly to the Business Manager.

SECTION 123. Two stores shall be maintained: One, known as the Laboratory Supply Store, shall be in the Chemistry Building; a branch of this shall be established in the Park Street Medical Building. These stores shall handle exclusively laboratory and other educational supplies. All other supplies, such as stationery, cleaning supplies, hardware, lumber, pipe, fittings, lamps, electrical supplies, etc., shall be kept in the General Store located in the Service Building.

The amount and kind of stock to be carried on hand shall be determined by the Purchasing Agent and the Receiving Clerk from an examination of the records. Wherever conditions warrant, purchases shall be made in such quantities as to secure jobbers' best prices.

SECTION 124. All articles purchased by the University shall be delivered to the Receiving Department.

SECTION 125. All express, freight and parcel post packages shall be delivered to the Receiving Department.

SECTION 126. Departments shall not receive University goods directly from expressmen or delivery boys, but shall refer them to the Receiving Department. In case of an emergency goods may be

sent directly to the department concerned, but in all such cases the Receiving Department must be notified at once by telephone.

SECTION 127. All packages (except books for the library) shall be promptly opened by the Receiving Clerk, and each item shall be checked as to quality and quantity with the copy of the order received from the Purchasing Department.

Before certifying as to quality of goods received, the Receiving Clerk shall satisfy himself that the goods are as specified on the order, and, when necessary, shall consult the person making requisition for the same, or shall submit the articles to tests or analysis.

SECTION 128. In checking goods, special Form No. 355, in duplicate, known as the receiving sheet, shall be used.

In case of special apparatus, the receiving sheet shall be made up in triplicate, with a note to the head of the department asking for his approval of the same; the invoice shall not be paid until the approval sheet is returned to the Receiving Department with the signature of the head of the department concerned.

SECTION 129. After goods are checked in the Receiving Department, they shall be delivered promptly to the department making requisition for the same. The original receiving sheet shall be signed by the person receiving the goods; it shall be returned to the Receiving Department, and the duplicate shall be kept in the department for reference.

SECTION 130. When a consignment of goods is received and cannot be accepted, the Receiving Clerk shall notify the Purchasing Agent at once, giving details.

SECTION 131. All shortages shall be reported to the Purchasing Agent at once.

SECTION 132. In case of shortage in the number of packages received from a transportation company, the Receiving Clerk shall at once follow up the shortage and have a tracer issued.

SECTION 133. Persons expecting donations to the University from any source should advise the Receiving Clerk, in order that proper and prompt delivery of the gifts may be made.

SECTION 134. The Receiving Clerk shall be supplied with a copy of each order issued by the Purchasing Agent, on which shall be stated the approximate time of delivery.

SECTION 135. The Receiving Clerk shall keep proper record of the time of completion of orders, and, in cases where delivery is not made as per schedule, he shall advise the Purchasing Agent.

SECTION 136. Goods shall be issued from the General Store on properly signed orders, Stock Issuance Cards, Form No. 484. Filled order blanks, Form 484, shall be priced and deducted from the stock cards daily.

SECTION 137. The Stock Card, Form No. 621, shall be a perpetual inventory, and shall show at all times the amount of stock on

hand, the amount sold and to what departments or jobs, and the selling price per unit.

SECTION 138. The General Store Room shall maintain an appropriation ledger covering the amount set aside for the departmental use in the stores. Each day the stock issuance cards shall be classified and the amounts entered against the proper departments, showing the daily balance of each department's appropriation.

SECTION 139. All discarded valves, fittings, pipe or other articles made of copper, brass, iron, lead, etc., shall be collected by the Division of Operation and Maintenance and deposited in bins built for such purpose. Whenever a sufficient quantity has been collected, the Purchasing Agent shall sell the same, and the moneys so received shall be deposited to the credit of General Store Room Rotary Fund, and the Receiving Clerk shall give proper credit to the departments.

SECTION 140. Excess material purchased from the Stores and not needed to complete the job for which it was ordered shall be returned to the Stores, whereupon proper credit will be issued, using Credit Card, Form No. 587.

SECTION 141. Instructors needing supplies for the use of students in the laboratories shall advise the Storekeeper of the kind required, at least five days prior to the time said supplies are to be used.

SECTION 142. The employees of the Stores and Receiving Department shall be responsible to the Receiving Clerk.

The employees shall be:	General Store
Laboratory Supply Store	Store Clerk
Storekeeper	Stock Clerk
First Assistant	Assistant
Second Assistant	Receiving Department
Third Assistant	Checking Clerk
Stock Clerk	Delivery Man

REGULATIONS GOVERNING THE DAILY TIME OF EMPLOYEES

SECTION 143. The registering Time Clock located in the office of the Superintendent of Buildings and Grounds is to be used by the following employees:

- | | |
|--------------------------|------------------------------------|
| 1. Inspector of Janitors | 10. Craneman |
| 2. Janitors | 11. Wipers and Helpers |
| 3. Plumbers | 12. Ashmen |
| 4. Steamfitters | 13. Engineers |
| 5. Electricians | 14. Firemen |
| 6. Carpenters | 15. Campus Men |
| 7. Painters | 16. Special Mechanics and Laborers |
| 8. Blacksmith | |
| 9. Tanners | 17. Launderers |

SECTION 144. Each employee shall register in, in ample time to be at the place designated for his day's work at the hour prescribed for each employee, and work shall start promptly at said hour.

SECTION 145. Employees will be expected to work full hours and not leave their place of work before the hour for quitting, as stated in the above mentioned regulations.

SECTION 146. Employees desiring to be absent any part of the day, shall first secure permission from the head of the division, and shall register accordingly.

SECTION 147. Employees will be required to observe exactness in taking the noon hour, the same as in the beginning and ending the day's work.

SECTION 148. Each employee shall ring in his own time, and no employee will be permitted to ring time of any other employee.

SECTION 149. All employees of the Physical Plant will abstain from smoking while on duty, in or about the building. Smoking will be permitted in the lunch and rest room in the Service Building during the noon hour only.

SECTION 150. These rules and regulations, or any of them, may be temporarily suspended at any regular meeting of the Board, and may be amended or repealed by a majority vote of the entire Board at any meeting.

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, SEPTEMBER 1, 1915.
8 P. M.

The Board of Trustees met at the Neil House pursuant to the call of the Vice-Chairman.

Present: Benj. F. McCann, Vice-Chairman; Guy W. Mallon, O. E. Bradfute, John F. Cunningham and John Kaiser.

* * * * *

The Secretary reported that on August 27, 1915, in accordance with advertisement, the following bids were re-

ceived, opened and publicly read, for the following improvements:

HOME ECONOMICS BUILDING

GENERAL CONTRACT

D. W. McGrath	Items 1 to 14 inclusive and 17, 18, 19, 20	\$123,911.00
D. W. McGrath	" 1 to 20 "	144,411.00
J. C. Davidson	" 1 to 14 " and 17, 18, 19, 20	137,043.38
Franklin Const. & Sup. Co. . . .	" 1 to 11 " and 13, 14, 17, 18, 19, 20	131,708.25
Cullen & Vaughn Company ..	" 1 to 14 " and 17, 18, 19, 20	125,618.00
E. H. Latham	" 1 to 14 " and 17, 18, 19, 20	141,881.00
E. E. Becket	" 1 to 14 " and 17, 18, 19, 20	155,191.00
Dawson Construction Co.	" 1 to 14 " and 17, 18, 19, 20	130,510.00
F. H. Nichol	" 1 to 14 " and 17, 18, 19, 20	126,008.00
Robert H. Evans & Co.	" 1 to 14 " and 17, 18, 19, 20	116,289.00

HEATING AND VENTILATING, PLUMBING, GAS FITTING AND SEWER

The Wm. H. Conklin Company	\$22,960.00
Huffman-Conklin Company	21,166.00
Huffman-Conklin Company (with alternate covering Carrier Air Washer and American System of Temperature Regulation).....	22,292.00
Thomas F. Ferris (for Heating and Ventilating).....	10,800.00

AUTOMATIC TEMPERATURE REGULATION

American Regulator Company	2,098.00
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ROOFING

The H. W. Johns-Manville Company.....	2,080.00
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ELECTRICAL WORK

The Avery-Loeb Electric Company	\$ 1,940.00
The Entrekin Electric Company	1,750.00
Sackett Mine Supply Company	2,330.00
McKeever Electric Company	2,147.00
Electric Construction Company	2,197.80

PAINTING AND GLAZING

Lewis Fink	3,363.00
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TUNNEL FROM BOTANY AND ZOOLOGY BUILDING TO ELEVENTH AVENUE

M. P. Street	\$ 4,223.00
James Angelo	6,114.25
Standard Paving Company	3,854.00
Iliff Brothers	4,200.00
Robert H. Evans & Company	4,036.00
D. W. McGrath	4,945.00
L. C. Herschler	4,003.00
J. B. Sheets Company	4,100.00
D. E. Sullivan & Son	5,030.00
J. O. Jones	4,433.00
H. A. Mills	4,454.00
C. L. Wright	4,505.00
H. C. McCall	3,333.00
McGarey & Sparks (submitted a bid on the unit basis).....	

NEIL AVENUE DRIVEWAY

- D. E. Sullivan & Son—Excavation, 50c per cu. yd.; Roadway, \$1.35 per sq. yd. for asphalt macadam, concrete foundation, \$1.50 per sq. yd. asphalt concrete, \$1.18 per sq. yd. asphalt macadam, stone foundation; Stone Curb, 20c per lin. ft.; Sewer Inlet, \$25.00 each; Sewer Tile, 50c per lin. ft.
- McGarey & Sparks—Excavation, 60c per cu. yd.; Roadway, \$1.32 per sq. yd. for asphaltic concrete of Tarvia-X binder; Stone Curb, 25c per lin. ft.; Sewer Inlet, \$15.00 each; Sewer Tile, 45c per lin. ft.
- Cleveland Trinidad Paving Company—Excavation, 20c per cu. yd.; Roadway, \$1.69 per sq. yd. for sheet asphalt "Trinidad Pitch Lake," \$1.65 per sq. yd. for sheet asphalt "Montezuma" \$1.56 per sq. yd. asphalt concrete, Topeka mix, Trinidad Pitch Lake, \$1.50 per sq. yd. asphalt concrete, Topeka mix, "Montezuma," \$1.49 per sq. yd. asphalt concrete, Topeka mix, "Mexican"; Stone Curb, 20c per lin. ft., Sewer Inlet, \$25.00 each; Sewer Tile, 75c per lin. ft.

HOMEOPATHIC HOSPITAL BUILDING

GENERAL CONTRACT

L. C. Herschler	Items 1 to 14 inclusive and 17, 18	\$44,440.00
E. K. Hibbs	" 1 to 11 " and 13, 14, 17, 18	52,480.00
D. W. McGrath	" 1 to 14 " and 17, 18	41,858.00
D. W. McGrath	" 1 to 18 "	56,858.00
E. E. Becket	" 1 to 14 " and 17, 18	51,085.00
Adam Pitts	" 1 to 14 " and 17, 18	51,674.00
Dawson Construction Co.	" 1 to 14 " and 17, 18	43,475.00
W. C. Handshy & Son	" 1 to 14 " and 17, 18	47,905.14
Cullen & Vaughn Co.	" 1 to 14 " and 17, 18	43,926.00
M. P. Streett	" 1 to 15 " and 17, 18	52,257.00
Franklin Const. & Sup. Co....	" 1 to 11 " and 13, 14, 17, 18	47,974.33
Robert H. Evans & Company...	" 1 to 14 " and 17, 18	41,720.00

HEATING AND VENTILATING, PLUMBING, GAS FITTING AND SEWER

The Wm. H. Conklin Company	\$15,014.00
Huffman-Conklin Company	14,124.00
Thomas F. Ferris—For Heating and Ventilating.....	5,668.00

ELECTRICAL WORK

The Avery-Loeb Electric Company	\$ 1,618.00
The Entrekin Electric Company	1,550.00
Electric Construction Company	1,158.00
McKeever Electric Company	1,287.00
Sackett Mine Supply Company	1,164.00

PAINTING AND GLAZING

Lewis Fink	\$ 1,690.00
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ROOFING AND CLOTHES CHUTE

The H. W. Johns-Manville Company	757.15
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AUTOMATIC TEMPERATURE REGULATION

American Regulator Company	\$ 1,598.00
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After the reading of the above bids, the same were referred to the University Architect for examination and report.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1433-1043 of Clinton Shoemaker for 100.40 acres of land in Survey No. 13168, in Pike County.

Application No. 1434-1044 of Morgan Clifford for 36.30 acres of land—15.24 acres in Survey No. 11347 and 21.06 acres in Survey No. 15589, in Scioto County.

Application No. 1435-1045 of Rosa Arnold for 75 acres of land—31 acres in Survey No. 11347 and 44 acres in Survey No. 15589, in Scioto County.

Application No. 1436-1046 of Otto Kibler and wife for 31.35 acres of land in Survey No. 13967-13953, in Pike County.

Application No. 1437-1047 of Jesse L. Kagay for 85¾ acres of land in Survey No. 13592, in Union County.

Application No. 1438-1048 of Edward Hudson for 49¼ acres of land in Survey No. 13168, in Pike County.

Application No. 1439-1049 of Belle L. Finley for 101.11 acres of land in Survey No. 3689, in Union County.

Application No. 1440-1050 of Ernest Hamilton for 78 acres of land in Survey No. 15451, in Adams County.

Application No. 1441-1051 of Robert Cochran for 312 acres of land in Survey No. 14354, in Adams County.

Application No. 1442-1052 of K. D. C. Barger for 104 acres of land in Survey No. 13967-13753, in Pike County.

* * * * *

The Secretary reported that Mr. C. S. Wheeler of the Agricultural Extension Department, desires the services of an additional clerk for carrying on the Farmers' Institute work, and, on motion, this matter was referred to a special committee, composed of Mr. Bradfute and Mr. Cunningham, to consult with Mr. Wheeler, with power to act.

* * * * *

The University Architect reported as follows concerning the bids received for the Home Economics Building:

"August 30, 1915.

Mr. C. E. STEEB,
Secretary Board of Trustees,
The Ohio State University.

Dear Sir:

From an examination of the bids received for the construction of the Home Economics Building the following ones are recommended.

Robert H. Evans & Company	\$116,289.00
(This bid includes items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 17, 18, 19, 20.)	
The Huffman-Conklin Company	\$21,166.00
(This bid includes items 15 and 16)	
Bid is based on Acme Air Washer	
If Carrier Air Washer is used, add	431.00
Bid is also based on the Johnson Service	
Temperature Regulation	
If American Temperature Regulation is	
used, add	695.00
Total bid with above additions.....	<u>\$22,292.00</u>
Grand total with above additions	\$138,581.00
Architect's estimate	<u>146,300.00</u>
Bids below estimate	\$7,719.00

Mr. W. C. McCracken, Superintendent of Buildings and Grounds, who will have charge of the operation and maintenance of the building when it is completed, concurs in the recommendation of the Carrier Air Washer and the American System of Temperature Regulation.

The above bids include all items of the drawings, specifications and estimate and comply with all requirements.

It is recommended that the contracts be awarded to the above parties.

Respectfully submitted,

JOS. N. BRADFORD,
University Architect.

NOTE—The bid of Thomas F. Ferris on item 15—Heating and Ventilation, \$10,800.00, which is lower than the bid of The Huffman-Conklin Company, is not recommended for the reason that the bond is not regular, and he is not equipped to handle the work.

J. N. B."

* * * * *

Upon motion of Mr. Mallon, the general contract was awarded to Robert H. Evans & Company at their bid of one hundred and sixteen thousand, two hundred eighty-nine dollars (\$116,289.00), as recommended by the University

Architect, said bid being the lowest bid received for the items covered.

* * * * *

Upon motion of Mr. Kaiser, the contract for Heating & Ventilating, Plumbing, Gas Fitting and Sewer, (covering alternate proposition of Carrier Air Washer and American System of Temperature Regulation) was awarded to The Huffman-Conklin Company at their bid of Twenty-two thousand, two hundred ninety-two dollars (\$22,292.00), in accordance with the recommendation of the Architect, provided the written consent of the Governor, Auditor of State and Secretary of State be obtained, and the Secretary of the Board of Trustees is hereby authorized to obtain the same.

* * * * *

The University Architect reported as follows concerning the bids received for the Tunnel from the Botany and Zoology Building to Eleventh Avenue:

"August 30, 1915.

Mr. C. E. STEEB,
Secretary Board of Trustees,
The Ohio State University.

Dear Sir:

From an examination of the bids received for the construction of a masonry tunnel from the Botany Building to Eleventh Avenue, on the campus, I find the bid of H. C. McCall the lowest.

His bid including all items is\$3,333.00

This bid complies with all requirements, and it is recommended that the contract for this work be awarded to H. C. McCall.

Respectfully submitted,

JOS. N. BRADFORD,
University Architect."

* * * * *

On motion of Mr. Cunningham, the contract for the Tunnel was awarded to Mr. H. C. McCall at his bid of Three thousand, three hundred thirty-three dollars (\$3,333.00), as recommended by the University Architect.

* * * * *

The University Architect reported as follows on the bids received for the Neil Avenue Driveway:

"August, 31, 1915.

Mr. C. E. STEEB,
Secretary Board of Trustees,
The Ohio State University.

Dear Sir:

From an examination of the bids received for the construction of the Neil Avenue Roadway on the University campus, I find that the bid of the Cleveland Trinidad Paving Company is the lowest on the Asphaltic Concrete, using genuine Mexican asphalt, laid on a Portland cement concrete foundation.

Their bid is as follows:

Excavation per cu. yd.	\$.20
Asphaltic concrete per sq. yd.		1.49
Stone curb per lin. ft.20
Sewer inlets, each		25.00
Sewer tile per lin. ft.75
The total quantities multiplied by the above units makes the bid	\$	9,508.30
The estimated cost is		11,000.00

The bid is under the estimate.....\$ 1,491.70

This company states that it will complete the work in thirty working days.

The bid complies with all requirements and it is recommended that the contract be awarded to The Cleveland Trinidad Paving Company.

Respectfully submitted,

JOS. N. BRADFORD,
University Architect."

* * * * *

On motion of Mr. Bradfute, the contract for the Neil Avenue Driveway was awarded to The Cleveland Trinidad Paving Company at its bid on the unit basis as above, in accordance with the recommendation of the University Architect.

* * * * *

The University Architect reported as follows on the bids received for the Homeopathic Hospital Building:

"September 1, 1915.

Mr. C. E. STEEB,
Secretary Board of Trustees,
The Ohio State University.

Dear Sir:

From an examination of the bids received for the Hospital Building, the lowest bids received are as follows:

Robert H. Evans & Company	\$41,720.00
(This bid includes items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14 and 17, 18)	

The Huffman-Conklin Company	\$14,124.00
(This bid includes items 15 and 16)	
Total	\$55,844.00
Architect's estimated cost	49,000.00

The total of the bids exceeds the estimate.....\$ 6,844.00

It is recommended that all bids be rejected; that the building be readvertised for new bids; that the Architect be instructed to revise the plans, specifications and estimates, and present the same to the Board of Trustees at its next meeting.

Respectfully submitted,
 JOS. N. BRADFORD,
 University Architect."

* * * * *

On motion of Mr. Cunningham, the recommendations of the University Architect, concerning the bids received for the Homeopathic Hospital Building, were agreed to, and the Architect was directed to revise the plans, specifications and estimates for said building and to present them to the Board of Trustees for approval at its next meeting.

* * * * *

Thereupon the Board adjourned to meet Tuesday, September 7, 1915.

Attest: CARL E. STEEB, BENJ. F. MCCANN,
Secretary. Vice-Chairman.

OFFICE OF THE BOARD OF TRUSTEES
 THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, OCTOBER 5, 1915.
 9 A. M.

The Board of Trustees met at the University in accordance with the Rules and Regulations of the Board.

Present: F. E. Pomerene, Guy W. Mallon, O. E. Bradfute, John F. Cunningham and John Kaiser.

In the absence of the Chairman and the Vice-Chairman, Mr. Mallon was selected as temporary Chairman.

* * * * *

Professor Joseph N. Bradford, University Architect, presented the completed plans, specifications and estimates for the proposed Shops Building.

Professor F. E. Sanborn, Director of the Department of Industrial Arts, requested a modification of these plans. The plans were referred back to a special committee, to be appointed by the President, for investigation and report at the afternoon session.

* * * * *

The President reported that after consultation with the Architect, it was deemed better not to revise the plans and specifications for the proposed Homeopathic Hospital Building (bids for which exceeded the estimate), but rather to revise the estimate, inasmuch as the Architect had estimated too low on heating, ventilating and plumbing, and the President recommended that in order to take care of the increased estimate, an additional appropriation be made of \$7,000.00, to be taken from the interest on the endowment.

On motion of Mr. Kaiser, the recommendation of the President was agreed to; the appropriation was made, and the revised estimate, as presented by the University Architect, was approved, and the Secretary was directed to present said plans, specifications and estimate to the State Building Commission for its approval, and if approved by it, then the Secretary was directed to give notice, as required by law, of the time and place, when and where sealed proposals will be received for furnishing the materials and performing the labor necessary for the erection of said Homeopathic Hospital Building.

* * * * *

The President presented the following items for consideration and action.

1. The following resignations were accepted:

Miss Mina Kennedy, Stenographer, Hayes Hall, effective August 25, 1915.

A. A. Benedict resigned his scholarship in the Graduate School.
Willis Lane resigned his scholarship in the Graduate School.

Carl Spurgeon Bell, Charles Russell Bennett and Miss Glenna Hesse, Graduate Assistants in the Department of Chemistry, effective September 1, 1915.

Miss Jane L. Taylor, Graduate Assistant in the Department of Psychology, effective September 1, 1915.

A. W. Blizzard, Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1915.

Mrs. Mary Beall Housel, Assistant in English, effective September 1, 1915.

Robert M. Salter, Assistant in the Department of Agricultural Chemistry, effective September 1, 1915.

Max F. Abell, Assistant in Field Crops, effective September 1, 1915.

2. Upon the recommendation of the President, the following appointments were made:

Miss Kaythryn Roeser was appointed Assistant in English, at a salary of \$550.00, as provided in the Budget, effective September 1, 1915.

H. H. Ashinger was appointed Assistant in Mechanics, at a salary of \$600.00, as provided in the Budget, effective September 1, 1915.

A. R. Gilliland was appointed Graduate Assistant in Psychology, at a salary of \$300.00, as provided in the Budget, effective September 1, 1915.

Ernest Siegfried was appointed Graduate Assistant in English, at a salary of \$300.00, as provided in the Budget, effective September 1, 1915.

Miss Ethel Jones was appointed Graduate Assistant in Chemistry, at a salary of \$300.00, as provided in the Budget, effective September 1, 1915.

E. M. Selby was appointed Graduate Assistant in American History, at a salary of \$300.00, as provided in the Budget, effective September 1, 1915.

Paul J. Dolley was appointed Graduate Assistant in Chemistry, at a salary of \$300.00, as provided in the Budget, effective September 1, 1915.

Miss Mary H. Oliver was appointed Graduate Assistant in Zoology and Entomology, at a salary of \$300.00, as provided in the Budget, effective September 1, 1915.

Miss Hannah Scofield was appointed Student Assistant in Physical Education, at a salary of \$300.00, provided in the Budget, effective September 1, 1915.

Campbell Graf was appointed Student Assistant in Physical Education, at a salary of \$300.00, provided in the Budget, effective September 1, 1915.

Glenn O. Swing was appointed Student Assistant in Mathematics, at a salary of \$300.00, provided in the Budget, effective September 1, 1915.

Robert E. Otstot was appointed Student Assistant in Industrial Arts, at a salary of \$300.00, effective September 1, 1915, and \$300.00 was transferred from the departmental appropriation for current expense to personal service.

Walter J. Pouchot was appointed Student Assistant in Mine Engineering, at a salary of \$300.00, provided in the Budget, effective September 1, 1915.

Charles W. Davis was appointed Student Assistant in Mine Engineering, for the first semester, at a salary of \$150.00, provided in the Budget, effective September 1, 1915.

Gus Lee Buller, was appointed Student Clerk in the Veterinary Hospital, at a salary of \$100.00, as provided in the Budget, effective September 1, 1915.

Miss Esther McGinnis was appointed Assistant in the Department of Home Economics, at a salary of \$750.00, provided in the Budget, effective September 1, 1915.

Dr. Karl M. Dallenbach was appointed Instructor in Psychology for the year, at a salary of \$1,600.00 as a substitute for Dr. Harry Crane who is on leave of absence, effective September 1, 1915.

R. D. McKenzie was appointed Instructor in Economics and Sociology, at a salary of \$1,200.00, provided in the Budget for the salary of Miss Emilie C. Renz, resigned, effective September 1, 1915.

G. W. Eckleberry was appointed Assistant in Economics and Sociology, at a salary of \$500.00, as provided in the Budget, effective September 1, 1915.

Miss Carrie B. Miller was appointed to a scholarship in the Graduate School, at \$250.00.

Lear H. Van Buskirk was appointed Instructor in Public Health Laboratory Methods in the Department of Public Health and Sanitation, to serve without salary.

Edgar W. Dean was appointed Comptroller in the office of the Secretary and Business Manager, at a salary of \$1,800.00 per year, effective September 1, 1915.

Harold F. Keenan was appointed Clerk in the office of the Secretary and Business Manager, at a salary of \$50.00 per month, effective September 20, 1915.

Fred Windmiller was appointed Assistant in Floriculture and Vegetable Gardening, at a salary of \$1,000.00 per year and the free use of the house and barn and ten acres of land, now leased to him, with the provision that the University shall control the use of the land, effective September 21, 1915.

3. Upon the recommendation of the President, the following increases in salary were made:

The salary of E. J. Gilbert, Instructor in Engineering Drawing, was increased \$10.00 per month, effective October 1, 1915, said increase to be charged against the appropriation for student assistant.

The salary of Miss Hazel Bratton, Typist in the office of the Secretary and Business Manager, was increased \$5.00 per month, effective July 1, 1915.

4. Upon the recommendation of the President, the following appointments and adjustments were made in the Colleges of Medicine and Dentistry:

The following staff for the Protestant Hospital was approved and adopted:

PROTESTANT HOSPITAL STAFF
VISITING STAFF
Verne A. Dodd, M. D., Chief of Staff

Surgeons

Verne A. Dodd, M. D.
John W. Means, M. D.
Carl D. Hoy, M. D.
Joseph M. Gallen, M. D., Asst.
Philip Wilson, M. D., Asst.

Genito Urinary Surgeon

John A. Riebel, M. D.

Gynecologist

Yeatman Wardlow, M. D.

Proctologist

Edwin A. Hamilton, M. D.

Orthopedist

Alexander M. Steinfeld, M. D.

Urologist

Harley O. Bratton, M. D.

Eye, Ear, Nose and Throat

John E. Brown, M. D.
Charles S. Means, M. D.
Andrew Prout, M. D., Asst.
Samuel Forsythe, M. D., Asst.

Anesthetist

Edward C. Ludwig, M. D.

Philip J. Reel, M. D.
John S. Hattery, M. D.

Physicians

Charles W. McGavern, M. D.
Elijah J. Gordon, M. D.
Adam G. Elder, M. D., Asst.
John W. Sheetz, M. D., Asst.

Pediatrist

Elmer G. Horton, M. D.
Arthur G. Helmick, M. D., Asst.

Dermatologist

Charles J. Shepard, M. D.

Neurologist

George T. Harding, M. D.
G. W. Keil, M. D., Asst.

Obstetricians

William D. Inglis, M. D.
Andrew Rogers, M. D.
Harry H. Snively, M. D.
Charles W. Hadley, M. D., Asst.

Roentgenologist

Hugh J. Means, M. D.

Pathologist

Ernest Scott, M. D.
Jonathan Forman, M. D.

RESIDENT STAFF

John T. Gibbons, M. D.
William N. Taylor, M. D.

The microscope fee of \$5.00 in the Colleges of Medicine and Dentistry was abolished, effective September 1, 1915.

E. R. Logan and M. R. Lorenzen were appointed Student Assistants in the Department of Medical Physiology, at a salary of \$125.00 each, as provided in the Budget, effective September 1, 1915.

The arrangement was approved whereby Dr. H. R. Wright shall serve in the Department of Pathology and that his salary for all services in this Department and in the Department of Physiology shall be \$1,300.00, divided \$750.00 in Physiology and \$550.00 in the Department of Pathology, effective September 1, 1915.

Dr. Irwin Bottenhorn was appointed Clinical Instructor in Dental Pathology, at a salary of \$400.00, provided in the Budget, effective September 1, 1915.

Dr. F. M. Stanton was appointed Instructor in Physiological Chemistry, for the year, at a salary of \$1,200.00, with the understanding that he will also give lectures in the junior class of the College of Dentistry, appointment effective September 1, 1915.

K. D. Multer was appointed Student Assistant in the Park Street Dispensary, at a salary of \$4.00 per week, provided in the Budget, effective October 4, 1915.

F. A. Reickhoff, was appointed Student Assistant in Dental Pathology and Histology, at a salary of \$100.00, as provided in the Budget, effective September 1, 1915.

D. V. Barrett was appointed Student Assistant in the Freshman Dental Laboratory, at a salary of \$100.00, as provided in the Budget, effective September 1, 1915.

Miss Amy C. Crane was appointed Library Attendant and Clerk in the College of Medicine, at a salary of \$50.00 per month, as provided in the Budget, effective September 20, 1915.

The resignation of Dr L. M. Herskowitz, Department of Medicine and Clinical Medicine, was accepted.

5. The following appointments were made in the College of Homeopathic Medicine:

Dr. W. B. Carpenter was appointed Lecturer on Diseases of the Nervous System, effective for the current year, without salary.

Dr. R. O. Keiser was appointed Lecturer on Pediatrics, effective for the current year, without salary.

George B. Faulder was appointed Assistant in the Department of Gynecology and Obstetrics, at a salary of \$200.00, provided in the Budget.

The appointment of four student nurses was authorized, and \$200.00 provided in the Budget was assigned for their cash remuneration.

6. Upon the recommendation of the President, the following emergency appointments were authorized and appropriations made for the various positions, as follows:

Student Assistants for the Departments of	
American History	\$ 300.00
European History	300.00
Journalism	300.00
Graduate Assistants for the Departments of	
English	600.00
Romance Languages	600.00
Assistant in Department of Animal Husbandry	500.00
Instructor in Psychology	1350.00
Physiological Chemistry (College of Medicine) extra services of Instructor	700.00
Emergency Assistance in the Department of Chemistry	600.00

Miss Hazel Beach and Homer C. Haddox were appointed Graduate Assistants in the Department of Romance Languages, in accordance with the above, at a salary of \$300.00 each, effective September 1, 1915.

L. P. McCann was appointed Assistant in Animal Husbandry, at a salary of \$500.00, effective September 1, 1915.

The President was authorized to approve appointments and arrange for the service for the remaining positions and report to the next meeting of the board.

7. Upon the recommendation of the President, the resignation of Dr. E. F. McCampbell from the Department of Bacteriology, effective July 1, 1915, was made a matter of record.

8. Upon the recommendation of the President, the salary of A. D. Taylor, Non-resident Professor of Landscape Architecture, was fixed for the year at \$500.00, with no allowance for expenses, and \$500.00 was appropriated to cover this appointment.

9. Upon the recommendation of the President, the contract with Captain Alexis Cope as Agent for the Virginia Military Lands was renewed for another year.

10. Professor J. E. Hagerty was authorized to represent the University at the inauguration of Professor F. A. McKenzie as President of Fisk University, Nashville, Tennessee, November 9, 1915, at the expense of the University.

11. The President reported the serious illness of Professor George B. Kauffman, Dean of the College of Pharmacy, and recommended that he be granted leave of absence for the year, with a salary allowance of \$1,250.00. This recommendation was approved, and Professor C. A. Dye was appointed Acting Dean for the year and \$250.00 was assigned as salary for said service.

12. Upon the recommendation of the President, the fees of the following students were remitted:

Panfilo Trombetta, Robinson Fellow.

John H. Ralls, a blind student.

Yoshohisha Kawaguchi, a student in the College of Law, for the first semester.

13. Upon the recommendation of the President, an appropriation of \$50.00 was made for current expense for the Department of Public Health and Sanitation.

14. Upon the recommendation of the President, the following changes were approved in the Department of Agricultural Extension:

The following appointments were made:

M. C. Thomas was appointed County Agent for Marion County, at a salary of \$1,200.00 per year, payable from the Smith-Lever Fund, effective September 1, 1915. Mr. Thomas was formerly County Agent in Miami County.

George R. Eastwood was appointed County Agent for Miami County, at a salary of \$600.00 per year, payable from the Smith-Lever Fund, effective September 1, 1915.

Joseph P. Hershberger was appointed County Agent for Highland County, at a salary of \$1,200.00, payable from the Smith-Lever Fund, effective September 1, 1915.

K. C. Egbert was appointed County Agent for Sandusky County at a salary of \$1,200.00, payable from the Smith-Lever Fund, effective September 1, 1915.

CLERKS FOR COUNTY AGENTS

Elwood Ward, Miami County	\$40.00	per month
Estelle I. Byrne, Montgomery County	50.00	" "
Clara Stegner, Washington County	50.00	" "
Jessie M. Haible, Trumbull County	40.00	" "
William C. Joest, Hamilton County	50.00	" "

All of the above appointments are effective as of July 1, 1915.

Miss Helen L. Bush was appointed Clerk and Stenographer in the office of the State Leader, at a salary of \$50.00 per month, effective August 15, 1915.

Miss Lillian Peters was appointed Clerk in Cow Testing, at a salary of \$50.00 per month, effective August 23, 1915.

Miss Hannah Jones was transferred from the service of the State Board of Agriculture to the service of the University as Stenographer in the division of Farmers' Institutes, at a salary of \$90.00 per month, effective September 1, 1915.

The salary of Melvin Ryder, Assistant in Publications, was made \$75.00 per month, effective October 1, 1915, the additional remuneration to be provided from the appropriation for the "Preparation of Correspondence Courses."

The following County Agents were allowed expenses for automobile maintenance, as follows, payable from the appropriation for "Expense for County Agents," Agricultural Extension, H. B. 701:

E. J. Riggs	} \$32.50 per month from July 1, 1915, to May 1, 1916, and \$30.00 per month from May 1, 1916, to July 1, 1916.
C. E. Bundy	
D. R. Vanatta	
D. W. Galehouse	
F. L. Allen	
M. C. Thomas	

M. O. Bugby } \$30.00 per month from July 1, 1915 to July
E. W. Brenneman } 1, 1916.

K. C. Egbert }
J. P. Hershberger } \$32.50 per month from September 1, 1915
Geo. R. Eastwood } to July 1, 1916

The following resignations were accepted :

Elwood Ward, Clerk, Miami County, effective August 25, 1915.

William C. Joest, Clerk, Hamilton County, effective September 18, 1915.

15. Upon the recommendation of the President, G. W. Bush, State Leader, Clark S. Wheeler, Supervisor of Movable Schools, and G. N. Dagger, of the Department of Agricultural Extension, were authorized to attend a conference of Extension Workers, to be held in St. Louis, Missouri, November 16-19, 1915.

16. The President reported the receipt of a letter from the Auditor of State notifying the University that at a meeting of the Board of Control held September 8, 1915, said Board had authorized the transfer from the appropriations made to the Agricultural Commission in H. B. No. 701, to the Ohio State University, of the following item:

F-6 Transportation\$1,400.00

17. The President reported that the Budget Commissioner had authorized the transfer of \$1,500.00 from Classification C-11 to E-8; \$5,000.00 from F-9 to E-9 and \$10,000.00 from C-8 to E-8.

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The Board recessed for luncheon.

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The Board reassembled with the same members present as were in attendance at the morning session.

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The President presented a communication from the Browning Literary Society, asking that plans and specifications be prepared for a permanent improvement near the Spring, and, on motion, this request was referred back to the President for further investigation and report.

* * * * *

Professor Bradford and Professor Sanborn appeared before the Board and reported that the special committee appointed to look into the matter of the plans of the Shops Building, recommended their adoption as presented by the University Architect.

Whereupon, on motion of Mr. Pomerene, said plans, specifications and estimates were approved, and the Secretary was directed to present the same to the State Building Commission for its approval, and if approved by it, then the Secretary was directed to give notice, as required by law, of the time and place, when and where sealed proposals will be received for furnishing the materials and performing the labor necessary for the erection of said Shops Building.

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On motion of Mr. Pomerene, the first unit of the University Hospital Building, the plans of which were approved this morning, was located at the point shown on the site plan of the University, being west of Neil Avenue, on a line extended from Eleventh Avenue.

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The matter of a Dean for the College of Agriculture was referred to a special committee, consisting of Mr. Pomerene, Mr. Bradfute and Mr. Cunningham, with instructions to report its recommendations to the Board at its next meeting.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1443-1053 of Frank & Lucy Cummings for 70 acres of land in Survey No. 14633, in Pike County.

Application No. 1444-1054 of Nannie Harrison for 36½ acres of land in Survey Nos. 13440-16063, in Pike and Ross Counties.

Application No. 1445-1055 of Herbert C. Rowan for 100 acres of land in Survey No. 8171, in Clermont County.

Application No. 1446-1056 of W. S. Freeman for 113 acres of land—131 acres in Survey No. 15451 and 2 acres in Survey No. 16206, in Adams County.

Application No. 1447-1057 of Walter D. Kidder for 67.52 acres of land—42.52 acres in Survey Nos. 15885-15898 and 25 acres in Survey No. 15597, in Scioto County.

Application No. 1448-1058 of John H. Jester for 100.44 acres of land in Survey No. 8171, in Clermont County.

Application No. 1449-1059 of Philip Lovenguth for 64.25 acres of land in Survey Nos. 15885-15898, in Scioto County.

Application No. 1450-1060 of Irwin E. Garst for 115 acres of land in Survey No. 16091, in Scioto County.

Application No. 1451-1061 of Robert A. Penn for 120 acres of land in Survey No. 15585, in Pike County.

Application No. 1452-1062 of Jacob Moyer for 50 acres of land in Survey No. 8171, in Clermont County.

Application No. 1453-1063 of Henry Moyer for 31¼ acres of land in Survey No. 8171, in Clermont County.

Application No. 1454-1064 of Henry W. Harlow for 33 acres of land in Survey No. 8171, in Clermont County.

Application No. 1455-1065 of Lee & Mary Howard for 37.15 acres of land in Survey Nos. 15885-15898, in Scioto County.

Application No. 1456-1066 of Evan T. Howard for 31 acres of land in Survey Nos. 15885-15898, in Scioto County.

Application No. 1457-1067 of Henry C. Burditt for 145 acres of land in Survey Nos. 13968-13953, in Pike County.

Application No. 1458-1068 of Richard Pearce and others for 24.75 acres of land in Survey Nos. 15885-15898, in Scioto County.

Application No. 1459-1069 of C. H. Crowder for 90 acres of land in Survey No. 15830, in Scioto County.

Application No. 1460-1070 of Andrew J. Odle for 101.60 acres of land—57 acres in Survey Nos. 15396-15477 and 34.60 acres in Survey No. 15877, in Scioto County.

Application No. 1461-1071 of Thomas J. Smith for 30½ acres of land in Survey No. 15885-15898, in Scioto County.

Application No. 1462-1072 of Thomas B. McBride for 74.85 acres of land in Survey Nos. 14793-14794, in Scioto County.

Application No. 1463-1073 of G. W. Dugan for 47½ acres of land in Survey Nos. 15885-15898, in Scioto County.

Application No. 1464-1074 of W. A. Johnson for 100.57 acres of land in Survey No. 8171, in Clermont County.

Application No. 1465-1075 of J. B. Peffly for 50 acres of land in Survey Nos. 15885-15898, in Scioto County.

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The Secretary reported that the lease of the Nurses' Home, at 1630 Neil Avenue, had been renewed for a period of two years from September 1, 1915, at a rental of \$45.00 per month, payable quarterly.

* * * * *

The Secretary reported also that the University had entered into a lease for the house located at 524 West Goodale Street, to be used as a free dispensary for the Col-

lege of Homeopathic Medicine, at a monthly rental of \$15.00 per month.

On motion, this action was approved.

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The Secretary reported that The Foley Greenhouse Manufacturing Company had completed its contract for the construction of Greenhouses Nos. 8, 9 and 10 for the Botany and Zoology Building, in a manner satisfactory to the University Architect, and that payment of the final estimate had been made in the amount of \$1,858.35 (including extras amounting to \$150.85).

On motion, the above action was approved.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

GUY W. MALLON,
Temporary Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 6, 1915.
9 A. M.

The Board of Trustees met at the University.

Present: Julius F. Stone, Chairman; Benj. F. McCann, F. E. Pomerene, O. E. Bradfute, John Kaiser and John F. Cunningham.

* * * * *

The President presented the following items for consideration and action:

Upon the recommendation of the President, the following appropriations were made from the equipment fund:

DEPARTMENT	AMOUNT	PURPOSE
Engineering	\$1,000.00	Experiment Station
Mechanical Engineering	5,000.00	Refrigerating Plant
Chemistry, Physics, etc.	2,000.00	Liquid Air Apparatus
Ceramic Engineering	2,000.00	Brick Kiln
Physics	250.00	Engineering Sophomore Laboratory
Anatomy	500.00	Tanks, Binocular, Microscope
St. Francis Hospital	1,800.00	X-Ray Apparatus
Pathology	227.00	Table, Objective, Lockers, Centrifuge
Medical Chemistry (Bio-Chemistry)	500.00	Ordinary discretionary
Agricultural Chemistry	500.00	Ordinary discretionary
Botany	400.00	Temperature and Light Control and Microscopes
Farm Crops	275.00	Thresher and Supplies
Animal Husbandry	255.00	Harness, Slides and Wagon
Dairy	1,000.00	Winter Course and ordinary
Agricultural Engineering	250.00	Farm Power Course and Cement Laboratory
Home Economics—Domestic Science	335.00	Electric Equipment, Ranges and Table
Domestic Art	180.00	Six Machines
Rural Economics	425.00	Adding Machine
Horticulture	1,000.00	Ordinary Equipment
Art	500.00	Ordinary Equipment and Lockers
Greek and Latin	100.00	Reflectoscopes
Psychology	1,000.00	Course 111-112, Variator, Kymograph
German	503.00	Phonetic Laboratory

The President reported that the following persons had declined appointment for the year 1915-1916:

William C. Pryce, Graduate Assistant in English.

George R. Tressel, Instructor in Operative Clinic, College of Dentistry.

L. J. Harter, Assistant in Electrical Engineering.

L. C. Neiswander, Graduate Assistant, College of Homeopathic Medicine.

S. H. Ashman, Student Assistant in Medical Physiology.

M. L. Helfrich, Student Assistant in Medical Physiology.

Peter E. Kern, Interne, St. Francis Hospital.

The President reported the following resignations and upon his recommendation the same were accepted:

Mrs. Carrie Feightner, Janitress at Hayes Hall, effective August 15, 1915.

Frederick Taylor, Janitor at the Park Street Building, effective October 1, 1915.

Upon the recommendation of the President, the following appointments were made:

Robert Arzt was appointed Clerk-Stenographer in the office of the County Agent of Hamilton County, effective October 1, 1915, at a salary of \$50.00 per month.

Howard Kirby was appointed Clerk-Stenographer in the office of the County Agent of Miami County, effective October 18, 1915, at a salary of \$40.00 per month.

Miss Florence M. Spencer was appointed Stenographer at the Judging Pavilion, effective September 13, 1915, at a salary of \$50.00 per month.

Miss Margaret W. Fisher was appointed Stenographer for the College of Homeopathic Medicine, effective September 1, 1915, at a salary of \$50.00 per month.

George C. Hayman was appointed Third Assistant in the Laboratory Supply Store, effective August 1, 1915, at a salary of \$60.00 per month.

Miss Katharine E. Conard was appointed Stenographer in the President's office for the period of five months, beginning July 26, 1915, at a salary of \$60.00 per month.

Miss Ruth M. Ford was appointed Stenographer in Hayes Hall, effective September 21, 1915, at a salary of \$50.00 per month.

Mrs. Agnes McGrail was appointed Janitress at Hayes Hall, effective September 23, 1915, at a salary of \$37.50 per month.

Clark S. Wheeler, Supervisor of Movable Schools, was appointed Director of Agricultural Extension, with a seat in the University Faculty, effective November 1, 1915, at an annual salary of \$3,600.00 for twelve months' service, the salary for the remainder of the year to be paid as follows: \$1,000 from unappropriated funds, and \$1,400.00 from the funds provided in the appropriation bill.

Alfred Vivian, Professor of Agricultural Chemistry, was elected Dean of the College of Agriculture, at an annual salary of \$4,000.00, effective November 1, 1915.

Chester M. Rose was appointed Assistant in the Department of Agricultural Chemistry, at a salary of \$600.00, payable in eight installments of \$75.00 each, beginning with November, appointment effective October 25, 1915. The above salary is provided in the budget.

Upon the recommendation of the President, the following degrees were conferred, as of the Class of 1915, as recommended by the University Faculty.

MASTER OF ARTS

John Brandeberry, B. S. (Mt. Union College)
Elizabeth Barbara Christy, B. A. (Thiel College)
Marvel Corinne Horn, B. A.
Wilmer Charles Gangloff, B. A.

MASTER OF SCIENCE

William Carleton McQuiston, B. Sc. in Agriculture
Paul C. Slater, B. Sc. in Pharmacy

DOCTOR OF MEDICINE

Carl Howard Kent

BACHELOR OF ARTS

Philip P. Bascom
Charles Earl Beatley
Boyd V. Cherry
Mary Ann Crum
Evelyn Barthell Grey
William Gelston Lawrence
Raymond James Miller
Marguerite Mitchell
Errett Morse Selby, B. Sc. in Forestry
William Orson Smith
Frank Carl Vilbrandt
Joseph Galion Willis
Lawrence Crothers Yerges

BACHELOR OF SCIENCE IN EDUCATION

Jean Hamilton Alexander
Ethel Elliott Cherington, B. A.
John B. Conard
Lillie Crethers
Mary Cornelia Dillon
Ralphy Henry Durkee
Bertha Mae Hatch, B. A.
Magdalen Lewis, Ph. B.
Marlow S. Perrin
Inez Eulalia Selegue
Florence Louise Twigg
Elmira Anne Williams, B. A.

Upon the recommendation of the President, a duplicate certificate was authorized for Ray Anson Hedrick in lieu of the one destroyed by fire.

Upon the recommendation of the President, and in accordance with the action of the Board of Trustees August 4, 1914, the remuneration to the Protestant Hospital Association for services and the control of certain clinical wards in the Protestant Hospital, was increased from \$450.00 per month to \$725.00 per month for nine months of the academic year, payable from the funds available for this purpose.

Upon the recommendation of the President, \$500.00 was assigned to Dr. V. A. Dodd, Chief-of-Staff of Protestant Hospital, payment to be made in two equal installments in December and May from the funds appropriated for Protestant Hospital.

Upon the recommendation of the President, an Assistant Armorer was authorized for the Department of Military Science for the period of five months, either by the appointment of an extra person or the employment of student labor, the details to be arranged by the President and the Commandant of Cadets.

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The President presented a communication from Dr. Curtis C. Howard, Secretary of the Board of Trustees of Starling Medical College, and the same was ordered filed.

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The University Architect presented sketches for brick columns at the entrance at Neil and Eleventh Avenues, and the same were approved.

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The University Architect presented samples of brick for the Home Economics Building, University Hospital Building and the Shops Building, and the Claycraft brick was selected and approved for the above buildings.

* * * * *

The Secretary reported that H. C. McCall had completed his contract for the construction of the tunnel from the Botany and Zoology Building to Eleventh Avenue, in a manner satisfactory to the Superintendent of Buildings and Grounds, and payment of the final estimate in the amount of \$2,145.50 was approved and authorized.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

**OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY**

COLUMBUS, OHIO, NOVEMBER 15, 1915.

8 P. M.

The Board of Trustees met at the Neil House pursuant to the call of the Chairman.

Present: Julius F. Stone, Chairman; F. E. Pomerene, Benj. F. McCann and O. E. Bradfute.

* * * * *

The President reported that at twelve o'clock noon, in accordance with advertisement, bids were received, opened and publicly read, according to law, for the Homeopathic Hospital Building and the Shops Building, and found to be as follows:

HOMEOPATHIC HOSPITAL BUILDING

GENERAL CONTRACT

Cullen & Vaughn	Items 1 to 14 inclusive	and 17, 18	\$43,926.00
Franklin Construction Co.	" 1 to 14	" and 17, 18	43,224.00
D. W. McGrath	" 1 to 14	" and 17, 18	41,385.00
James H. Wells	" 1 to 14	" and 17, 18	48,549.00
Robert H. Evans & Co.	" 1 to 14	" and 17, 18	40,470.00
L. C. Herschler	" 1 to 14	" and 17, 18	42,347.00
Dawson Construction Co.	" 1 to 14	" and 17, 18	39,890.00
The Roche-Bruner Co.	" 1 to 14	" and 17, 18	44,940.00
Ernest Kroemer	" 1 to 14	" and 17, 18	44,699.00

The bid of the Carroll Blake Construction Company, Birmingham, Alabama, was received too late for consideration.

HEATING & VENTILATING, PLUMBING, GAS FITTING AND SEWER

The Huffman-Conklin Co.	Items 15 and 16	\$13,298.00
Fitzpatrick & Hoepfner	" 15 and 16	13,970.00
The Wm. H. Conklin Company	" 15 and 16	15,194.00

AUTOMATIC TEMPERATURE REGULATION

American Regulator Company	\$ 1,634.00
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ELECTRICAL WORK

The Avery-Loeb Electric Company.....	Item 12	\$ 1,618.00
The Sackett Mine Supply Company.....	" 12	1,115.00

SHOPS BUILDING

GENERAL CONTRACT

Cullen & Vaughn	Items 1 to 12 inclusive and	15, 16, 17, 18	\$ 96,278.00
Franklin Construction Co.	" 1 to 12	" " 15, 16, 17, 18	91,074.00
D. W. McGrath	" 1 to 12	" " 15, 16, 17, 18	94,885.00
James H. Wells	" 1 to 12	" " 15, 16, 17, 18	102,898.00
E. E. Becket	" 1 to 12	" " 15, 16, 17, 18	99,420.00
E. E. Becket	" 1 to 18 inclusive		118,500.00
Robert H. Evans & Co.	" 1 to 12	" " 15, 16, 17, 18	97,291.00
F. H. Nichol	" 1 to 12	" " 15, 16, 17, 18	106,400.00
Dawson Construction Co.	" 1 to 12	" " 15, 16, 17, 18	84,625.00
F. W. Mark Construction Co. ...	" 1 to 12	" " 15, 16, 17, 18	112,420.00
The Roche-Bruner Co.	" 1 to 12	" " 15, 16, 17, 18	102,594.00
W. C. Handshy & Son	" 1 to 12	" " 15, 16, 17, 18	95,075.00

The bid of the Carroll Blake Construction Company, Birmingham, Alabama, was received too late for consideration.

HEATING & VENTILATING, PLUMBING, GAS FITTING AND SEWER

The Huffman-Conklin Co.	Items 13 and 14	\$17,781.00
Fitzpatrick & Hoepfner	" 13 and 14	17,975.00
The Wm. H. Conklin Co.	" 13 and 14	19,964.00

AUTOMATIC TEMPERATURE REGULATION

American Regulator Co. Regulation valve on supply and return for each radiator	\$ 2,565.00
Regulation valve on supply only, with check valve on return of each radiator	1,785.00

ELECTRICAL WORK

The Avery-Loeb Electric Co.	Item 11	\$ 2,316.50
The Sackett Mine Supply Co.	" 11	2,385.00

The above bids were referred to the University Architect for examination and report.

* * * * *

The President presented the following items for consideration and action.

Upon the recommendation of the President, the following readjustment was made in the Department of Physiology, namely: \$250.00 was assigned to Russell L. Mundhenk for teaching in Histology, effective September 1, 1915, making his total remuneration \$500.00 for the year, the payment of the above \$250.00 to be made from the balance remaining in the appropriation in the Budget for the salary of Dr. H. R. Wright.

Upon the recommendation of the President, the remuneration of E. J. Riggs, County Agent in Washington County, was increased \$200.00, making a total of \$800.00 per year on a basis of twelve months, said increase to be paid from the Federal Smith-Lever Fund, effective October 1, 1915.

Upon the recommendation of the President, the following appointments were made:

C. T. Conklin was appointed Student Assistant in the Department of Animal Husbandry, at a salary of \$250.00, effective September 1, 1915.

Miss Rose Hughes was appointed to a Graduate Scholarship, effective September 1, 1915.

Miss Alice Hock was appointed Stenographer for half time service to the Department of Agricultural Extension, at \$25.00 per month, payable from Extension funds; also for half time service to the Entrance Board at \$25.00 per month, making a total salary of \$50.00 per month, effective October 11, 1915.

Andrew J. Townsend and William F. Krayer were appointed Student Assistants in the Department of American History, at a salary of \$135.00 each, effective October 1, 1915.

Miss Mabel E. Goudge was appointed Instructor in Psychology for the current year at a salary of \$1,200.00, beginning October 1, 1915.

Miss Sarah Fulton and Miss Martha Bower were appointed probationary student nurses in the Training School for Nurses of the College of Homeopathic Medicine, effective September 27, 1915, compensation to be \$50.00 each for the first year, provided in the Budget.

John W. Rees and J. Virgil Lowe were appointed Student Assistants in the Department of Military Science and Tactics, at a salary of \$30.00 per month each, payable from the funds given by Professor Edward Orton and Mr. Ralph D. Mershon. The appointment of Mr. Rees is effective September 1, 1915, and the appointment of Mr. Lowe is effective October 1, 1915.

Evan L. Mahaffey was appointed Graduate Assistant in the Department of Chemistry, at a salary of \$30.00 per month, beginning with the month of November, 1915.

Upon the recommendation of the President, the resignation of Melvin Ryder, Assistant in Publications of the Agricultural Extension Service, was accepted, effective November 1, 1915.

Upon the recommendation of the President, the following persons were granted the degrees indicated, as of the Class of 1915, as recommended by the University Faculty:

BACHELOR OF ARTS

Verner Leslie Finley
Louis Eugene Szendery, B. Sc. in Pharmacy

BACHELOR OF SCIENCE IN EDUCATION

Ursula Anne Minton, B. A.

BACHELOR OF LAWS

Homer Campbell Corry, A. B. (Antioch College)
Lee Charles Hinslea

* * * * *

The University Architect reported as follows concerning the bids received for the Homeopathic Hospital Building:

"Columbus, O., November 15, 1915.

MR. C. E. STEEB, *Secretary*,
Board of Trustees,
Ohio State University.

DEAR SIR:

From an examination of the bids received for the Hospital Building the following bids are recommended:

Dawson Construction Company.....	\$39,890.00
If stone is used in place of terra cotta, deduct....	100.00
	<hr/>
	\$39,790.00

This bid includes items 1, 2, 3, 4, 5, 6,
7, 8, 9, 10, 11, 12, 13, 14 and 17, 18.

The Huffman-Conklin Company.....	\$13,298.00
This bid includes items 15 and 16. American temperature regulation system and B. F. Sturtevant Company's air-washer included in this bid.	

Architect's estimate.....	\$53,088.00
Bid below the estimate.....	\$56,000.00
	<hr/>
	\$ 2,912.00

The above bids include all items of the drawings, specifications and estimate, and comply with all requirements.

It is recommended that the contracts be awarded to the above parties.

Respectfully submitted,

JOS. N. BRADFORD,
University Architect."

* * * * *

On motion of Mr. McCann, the general contract for the Homeopathic Hospital Building was awarded to the Dawson Construction Company, Pittsburgh, Pennsylvania, at its bid of Thirty-nine thousand, eight hundred and ninety dollars (\$39,890.00), as recommended by the University Architect, said bid being the lowest bid received for the items covered.

* * * * *

On motion of Mr. Bradfute, the contract for the Heating & Ventilating, Plumbing, Gas Fitting and Sewer for the Homeopathic Hospital Building was awarded to the Huff-

man-Conklin Company at its bid of Thirteen thousand two hundred and ninety-eight dollars (\$13,298.00), as recommended by the University Architect, said bid being the lowest one received for the items covered.

* * * * *

The University Architect reported as follows on the bids received for the Shops Building:

"Columbus, O., November 15, 1915.

MR. C. E. STEEB, *Secretary*,
Board of Trustees,
Ohio State University.

DEAR SIR:

From an examination of the bids received for the construction of the Shops Building, the following bids are recommended:

Dawson Construction Company.....	\$ 84,625.00
This bid includes items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 15, 16, 17, 18.	
The Huffman-Conklin Company.....	\$ 17,731.00
This bid includes items 13 and 14.	

\$102,356.00

Architect's estimate.....	\$117,600.00
Total bids below the estimate.....	\$ 15,244.00

The above bids include all items of the drawings, specifications and estimate and comply with all requirements.

It is recommended that the contracts be awarded to the above parties.

Respectfully submitted,

JOS. N. BRADFORD,
University Architect."

* * * * *

On motion of Mr. Pomerene, the general contract for the Shops Building was awarded to the Dawson Construction Company, Pittsburgh, Pennsylvania, at its bid of Eighty-four thousand, six hundred and twenty-five dollars (\$84,625.00), in accordance with the recommendation of the University Architect, said bid being the lowest one received for the items covered.

* * * * *

On motion of Mr. Bradfute, the contract for the Heating & Ventilating, Plumbing, Gas Fitting and Sewer for the Shops Building was awarded to The Huffman-Conklin Company at its bid of Seventeen thousand, seven hundred

and thirty-one dollars (\$17,731.00), it being the lowest bid received for the items covered.

* * * * *

The President reported that Hitchings & Company had completed the contract for Greenhouses Nos. 1, 1-A, 1-B, 1-C and 3 for the Horticulture and Forestry Building in a manner satisfactory to the University Architect who recommended the acceptance of the work and payment of the final estimate in the amount of \$2,243.25, which amount includes extras amounting to \$213.20.

On motion, the work was accepted, the extras were approved and payment of the final estimate was authorized.

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB, JULIUS F. STONE,
Secretary. *Chairman.*

* * * * *

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, DECEMBER 7, 1915.

9 A. M.

The Board of Trustees met at the University in accordance with the Rules and Regulations of the Board.

Present: Julius F. Stone, Chairman; Guy W. Mallon, John Kaiser and John F. Cunningham.

* * * * *

The President presented a request for an appropriation for the Ohio Journal of Science. After discussion it was decided that the University should start a journal for the publication of scientific articles prepared by the Faculty, and the President was directed to submit to the Board

at a future meeting a plan for the organization of such a publication.

* * * * *

On motion of Mr. Mallon, \$1,000.00 was appropriated from unappropriated funds to be used to defray expenses connected with the meeting of the American Association for the Advancement of Science to be held at the University during the Christmas holidays.

* * * * *

The President presented the following items for consideration and action:

Upon the recommendation of the President the following appropriations were made:

\$53.60 was appropriated for maps for the Department of Biblical History and Literature, to be charged against the equipment fund.

\$150.00 was appropriated for student assistants in the Department of Farm Crops, effective October 1, 1915.

\$200.00 was appropriated for special engineering lectures, as requested by the Faculty of the College of Engineering.

\$65.00 was appropriated to the Department of Animal Husbandry from the equipment fund, to be used for the purchase of apparatus for graduate work, as outlined in the letter of Professor Plumb, under date of November 15, 1915.

\$3750.00 was assigned for salaries of Graduate Fellows and Graduate Scholars appointed at previous meetings, from the fund of \$10,000.00 appropriated to the Graduate School.

Upon the recommendation of the President, the following resignations were accepted:

Henry Prill, Assistant in the Clinical Laboratory, College of Homeopathic Medicine, effective October 1, 1915.

H. A. Minthorn, Assistant in the Department of Physiology, effective October 1, 1915.

Professor A. G. McCall, Department of Agronomy, effective June 30, 1916.

Miss Lora James, Stenographer in the Department of Agricultural Extension, effective December 1, 1915.

Robert Hall, Janitor Biological Building, effective December 1, 1915.

Upon the recommendation of the President, the following appointments were made:

R. V. Hadley was appointed Assistant in the Clinical Laboratory, College of Homeopathic Medicine, effective October 1, 1915, at a salary of \$450.00 and room in the Homeopathic Dispensary Building on West Goodale Street.

Julius E. Severin was appointed Assistant in the Department of Physiology, effective October 1, 1915, at a salary of \$25.00 per month.

R. E. Crouch was appointed Student Assistant in the accounting laboratory in the Department of Rural Economics in the Three-Year Course in Agriculture, from October to March, at a salary of \$35.00 per month, effective October 11, 1915.

George M. Trautman was appointed Instructor in Physical Education, at a salary of \$1400.00 per year, effective December 1, 1915.

Miss Hannah Jones was appointed Secretary of Farmers' Institutes, at a salary of \$1200.00 per year, effective January 1, 1916.

Miss Margaret McMillan was appointed Stenographer in the Department of Agricultural Extension, at a salary of \$600.00 per year, effective December 1, 1915.

Miss Ethel C. Schramm was appointed Stenographer in the Department of Agricultural Extension, at a salary of \$600.00 per year, effective December 6, 1915.

Charles J. Hufnagel was appointed Assistant in Bacteriology and Serum Therapy, College of Medicine, at a salary of \$450.00 for the current year.

R. S. Haines was appointed Pharmacist at the State Street Dispensary, at a salary of \$4.00 per week, effective November 6, 1915.

Mrs. Mabel Clum was appointed Typist in the Stores and Receiving Department, at a salary of \$55.00 per month, effective December 10, 1915.

Edmund Millfelt was appointed Stenographer in the Department of Operation and Maintenance, at a salary of \$600.00 per year, effective November 8, 1915.

S. T. Brooks was appointed Janitor at the Biological Building, at a salary of \$660.00 per year, effective December 1, 1915.

E. R. Muse was appointed Janitor at the Park Street Building, at a salary of \$540.00 per year, effective October 21, 1915.

Miss Marguerite Lewis was appointed Stenographer in the office of the Secretary and Business Manager, at a salary of \$50.00 per month, effective November 18, 1915, and \$310.38 was appropriated to meet this appointment.

Mrs. Alma B. Veazey was appointed Stenographer at the Physics Building, vice Miss Jessie Bush, resigned, at a salary of \$50.00 per month, effective November 10, 1915.

Upon the recommendation of the President, a salary of \$175.00 each was assigned to Drs. A. G. Elder and J. W. Sheetz, Department of Medicine and Clinical Medicine, for the current year, payable from unappropriated funds.

Upon the recommendation of the President, the following advisory Council was appointed for the Engineering Experiment Station, as provided in the Statutes:

Professor E. F. Coddington, Acting Director for the year.

3 years:

Professor C. E. Sherman
Professor J. R. Withrow

2 years:

Professor W. T. Magruder
Professor D. J. Demorest

1 year:

Professor A. D. Cole
Professor F. C. Caldwell.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1466-1076 of William Case for 75.17 acres of land in Survey No. 15898, in Scioto County.

Application No. 1467-1077 of Henry Saylor for 50 acres of land in Survey No. 15730, in Scioto County.

Application No. 1468-1078 of George A. Miller for 48.75 acres of land in Survey No. 15585, in Pike County.

Application No. 1469-1079 of Emma P. Hotchkinn et al for 150 acres of land in Survey No. 15589, in Scioto County.

Application No. 1470-1080 of Emma Letty Bagwell and Annie Rebecca Perkinson for 100 acres of land in Survey No. 15830-15836 and 15830, in Scioto County.

Application No. 1471-1081 of John L. Praither for 174.25 acres of land in Survey No. 13843, in Scioto County.

Application No. 1472-1082 of Benj. F. Manley for 78 acres of land in Survey No. 15763 and 40 acres of land in Survey No. 16166, in Pike County.

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On motion, the President was directed, after conferring with Dr. Wingert, to make a recommendation for an additional appropriation for the department of Student Health Service to the Board at its next meeting.

* * * * *

The claim of the Hocking Valley Railway Company for damages incurred by derailment of engine was referred to the President and Secretary with power.

The Secretary was authorized to issue the December vouchers for salaries before Christmas.

* * * * *

The Secretary presented a lease with option of purchase, prepared by Louisa Hess Brown, covering the so-called Hess land, for a period of three years, commencing on the first day of April, 1915, and ending on the thirty-first day of March, 1918, the rental for this period to be \$1,650.00 and if the option of purchase is exercised the purchase price to be \$61,000.00.

On motion, the Chairman and Secretary were authorized to execute said lease with option of purchase, and the Secretary was directed to have said lease recorded in the records of Franklin County.

* * * * *

The Secretary reported the completion of the Neil Avenue Roadway by the Cleveland Trinidad Paving Company and the payment of the final estimate in the amount of \$2,446.72 was authorized.

* * * * *

The Secretary presented a communication from the University Architect, showing the necessity for extra excavation and concrete foundation for the Home Economics Building.

On motion, the above mentioned extras were authorized in the amount of \$1,000.00.

* * * * *

Upon the recommendation of the University Architect, the Secretary was directed to incorporate in the contract of the Shops Building an additional bay thirteen feet in length to the north wing of the building, at an additional cost of \$1,200.00 as contained in alternate "B" of the bid of the contractor.

* * * * *

The President was directed to appoint a stenographer for the use of the Graduate School and the Summer Session Board.

Mr. Mallon presented the following resolution which was unanimously adopted:

"WHEREAS, the Board of Trustees at its meeting held August 13, 1915, passed the following resolution:

'RESOLVED, That the Board of Trustees authorize the organization of a College of Commerce and Administration based on two years of college work as represented in the several colleges of the University, and, further, that this resolution be referred to the University Faculty with instructions to take the necessary steps to present during the present year a course of study for approval and adoption,' and,

"WHEREAS, the courses of study in said college should be adopted at an early date in order that proper announcement thereof may be made in the forthcoming University Bulletin, to the end that such college may be inaugurated at the opening of the Fall term 1916;

"THEREFORE, We request the Faculty to report forthwith for our approval the courses to be included in the curriculum of the College of Commerce and Administration, together with the courses to be withdrawn from the College of Arts, together with such other adjustments as may be necessary."

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JANUARY 4, 1916.

The Board of Trustees met at the University at 9 o'clock A. M.

Present: Julius F. Stone, Chairman; Benj. F. McCann, F. E. Pomerene, John Kaiser and John F. Cunningham.

* * * * *

Mr. F. O. Schoedinger appeared before the Board and made a statement in regard to using the Barrett Specification Roof on the new buildings about to be constructed.

Mr. Schoedinger was requested to present in writing, his statement of facts for consideration by the Trustees at their next meeting.

* * * * *

Dean J. V. Denney, Professor J. E. Hagerty and Professor J. E. Leighton, a committee appointed by action of the University Faculty, appeared before the Board to discuss the organization of the College of Commerce and Business Administration.

After some discussion, the entire matter was referred back to the committees represented, with instructions to submit to the President, on or before January 13, 1916, a written report of their views on the organization of the College.

If a division of opinion should exist, then a minority as well as a majority report shall be submitted.

The committee was also directed to be in readiness to appear before the Board at its next meeting, January 14th, in case the Board should so desire.

* * * * *

Upon the recommendation of the President, the following amendment was made in the fees for the College of Dentistry, effective July 1, 1916, at which date the dental course will become a four year course; the fees for the first year to be \$30.00 per year; the fees for the second, third and fourth years to remain as established August 13, 1915, namely: \$100.00 per year, with a non-returnable deposit of \$50.00 per year.

The President reported that upon his order the action in May, 1915, concerning the diploma fee in the College of Medicine and the College of Dentistry had been suspended for the year 1914-1915, because of the understanding that the \$150.00 already paid covered all fees, and recommended that the diploma fee of \$5.00 be collected from graduates in the College of Medicine and in the College of Dentistry, effective at Commencement 1916. This recommendation was agreed to.

Mr. Mallon, Mr. Pomerene and President Thompson were appointed a committee, with power, to prepare and enter into a contract with Captain Alexis Cope for the preparation of a history of The Ohio State University.

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A leave of absence of two weeks was granted to Dr. D. S. White, in order that he might deliver a series of lectures at the University of Minnesota and at the the University of Wisconsin.

* * * * *

G. A. Bricker, Assistant Professor of Agricultural Education, was granted a leave of absence to deliver a series of lectures at Syracuse University.

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The President and Secretary were appointed a committee to prepare a suitable certificate to be furnished by the University to the alumni of the Colleges of Medicine and of the College of Dentistry, and to present said certificate to the Board for approval.

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Mr. Pomerene and the President were appointed a committee to arrange for special lectures for the College of Law and to report back to the Board their recommendations thereon.

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Upon the recommendation of the President, the following degrees were granted as of the Class of 1915, as recommended by the University Faculty:

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MASTER OF ARTS

Mary Helen Griest, B. Ph. (Wooster University)
Guy D. Swartzel, A. B. (Otterbein University)

BACHELOR OF SCIENCE IN AGRICULTURE

Wilber Waight Canaga
Robert Logan Fleming
Samuel Frank Hinkle, B. Sc. (Muskingum College)
Samuel Clarence Plank

BACHELOR OF SCIENCE IN FORESTRY

Henry Dale Sheetz

BACHELOR OF SCIENCE IN EDUCATION

Annie Marie Anderson, B. A.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Ethel Olive Alexander

DOCTOR OF MEDICINE

Perry Lee Helmick

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The President presented the following items for consideration and action:

Upon the recommendation of the President, A. P. Weiss, Assistant Professor of Psychology, was granted leave of absence for the second semester of the current year, without salary.

Upon the recommendation of the President, \$900.00 was appropriated and made available for the District Nursing Association for dispensary service at the State Street and Park Street Dispensaries.

Professor D. J. Dmorest was granted the use of Room 113, Lord Hall, for personal professional service, with the understanding that he make coal and other chemical analyses for the University at cost to him, providing that the University uses at least \$500.00 worth of service per year.

Upon the recommendation of the President, the sum of \$80.00, from the funds for the Graduate School, was assigned to the Department of Physics for the use of Professor F. C. Blake in research work.

The President reported that, in accordance with instructions received at the last meeting of the Board of Trustees, he had advised with the officers of the Ohio State University Scientific Society regarding the publication of the Ohio Journal of Science by the University, and upon his recommendation the publication of this journal by the University was authorized, and an appropriation of \$500.00 was made for this purpose.

Upon the recommendation of the President, the following appointments were made:

Percy Ford Swindle, Ph. D., was appointed Instructor in the Department of Psychology for the second semester, at a compensation of \$850.00 for the semester.

Mrs. Pansy Higbee Bock was appointed Graduate Assistant in the Department of European History, effective November 30, 1915, to be paid from the money assigned to the Department for Student Assistants.

William F. Bruce was appointed Instructor in Farm Crops for the Winter Course, at a salary of \$300.00 for the eight weeks.

Martin Caughlin was appointed carpenter, vice P. S. Neth, retired, effective October 1, 1915, at a salary of \$1,100.00 per year.

Upon the recommendation of the President, the salaries of A. B. Bergman, Editor-in-Chief, and F. D. Richards, Business Manager, of the "Ohio State Lantern," were made \$500.00 instead of \$300.00 for the current year, payment beginning January 1, 1916, to be adjusted to meet this total. An appropriation of \$400.00 was made to meet the above increases.

Upon the recommendation of the President, the wages of Aloysius Zierhut of the Printing Plant were increased \$3.00 per week, effective December 1, 1915.

Upon the recommendation of the President, the following unused salary balances were cancelled:

Agricultural Chemistry.....	\$2,800.00
Principles and Practice of Education.....	700.00
School Administration.....	250.00
Pathology—College of Medicine.....	60.00
Dean, College of Agriculture.....	1,800.00
Dean, College of Pharmacy.....	500.00
University Architect's Office.....	4,350.00

The President presented the Budget for the Summer Session of 1916, and upon his recommendation it was approved and adopted as presented:

AGRICULTURAL CHEMISTRY

George M. McClure	Instructor	\$200.00
F. J. Salter	Instructor	240.00

AMERICAN HISTORY

G. W. Knight	Professor	425.00
A. M. Schlesinger	Assistant Professor	400.00

ANIMAL HUSBANDRY

J. S. Coffey	Assistant Professor	200.00
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BACTERIOLOGY

Charles B. Morrey	Professor	425.00
Vera M. McCoy	Instructor	120.00

BOTANY

W. G. Stover	Assistant Professor	320.00
E. N. Transeau	Professor	400.00

CHEMISTRY

Wm. McPherson	Professor	425.00
W. E. Henderson	Professor	400.00
C. E. Boord	Assistant Professor	150.00
J. W. Shipley	Assistant Professor	300.00
R. C. Hummell	Instructor	240.00
Gebhard Stegeman	Assistant	140.00
	Assistant	50.00

DAIRYING

Oscar Erf	Professor	50.00
O. C. Cunningham	Assistant Professor	150.00

ECONOMICS AND SOCIOLOGY

M. B. Hammond	Professor	160.00
O. C. Lockhart	Professor	320.00
		320.00
T. L. Harris	Professor (Miami Univ.)	400.00

ENGINEERING DRAWING

Robert Meiklejohn	Assistant Professor	360.00
O. E. Williams	Assistant Professor	300.00
Carl L. Svensen	Instructor	240.00

ENGLISH

J. V. Denney	Professor	425.00
W. L. Graves	Professor	400.00
E. L. Beck	Assistant Professor	400.00
J. F. Craig	Instructor	200.00
E. W. Wiley	Instructor	200.00

EUROPEAN HISTORY

W. H. Siebert	Professor	425.00
R. H. McLean	Instructor (Univ. of Mich.)	...	300.00

FARM CROPS

F. W. Stemple	Instructor	200.00
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GEOLOGY

J. E. Carmen	Professor (Univ. of Cincinnati)	400.00
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GERMAN

B. A. Eisenlohr	Professor	400.00
Sarah T. Barrows	Assistant Professor	150.00
Ludwig Lewisohn	Assistant Professor	400.00
H. C. Keidel	Instructor	320.00

GREEK

G. M. Bolling	Professor	225.00
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HISTORY OF EDUCATION		
L. F. Anderson	Professor	425.00
S. L. Eby	Professor (Dept. Pub. Instr.)	400.00
LATIN		
W. S. Elden	Professor	400.00
G. M. Bolling	Professor	200.00
MANUAL TRAINING		
E. L. Usry	Assistant Professor	400.00
R. E. Smith	Assistant	200.00
MATHEMATICS		
S. E. Rasor	Professor	200.00
G. N. Armstrong	Professor (O. W. U.)	400.00
C. L. Arnold	Associate Professor	340.00
C. J. West	Assistant Professor	150.00
MUSIC		
W. W. Campbell	Director (Westminster Col- lege)	425.00
E. F. Hearn	Professor (Westminster Col- lege)	150.00
PHILOSOPHY		
J. A. Leighton	Professor	425.00
PHYSICAL EDUCATION		
L. W. St. John	Professor	300.00
J. W. Wilce	Professor	300.00
F. R. Castleman	Professor	300.00
	Additional Instruction	565.00
PHYSICS		
S. J. Barnett	Professor	400.00
F. C. Blake	Professor	150.00
H. G. Heil	Instructor	300.00
PHYSIOLOGY		
A. M. Bleile	Professor	425.00
E. P. Durrant	Assistant Professor	150.00
POLITICAL SCIENCE		
H. R. Spencer	Professor	425.00
PRINCIPLES OF EDUCATION		
		400.00
PSYCHOLOGY		
Rudolf Pintner	Assistant Professor	400.00
A. P. Weiss	Assistant Professor	340.00
J. E. Evans	Instructor	320.00
J. W. Bridges	Instructor	320.00
C. W. Bock		150.00

ROMANCE LANGUAGES AND LITERATURE

B. L. Bowen	Professor	425.00
C. A. Bruce	Professor	400.00
G. S. Chapin	Assistant Professor	300.00

RURAL ECONOMICS

P. L. Vogt	Professor	425.00
SCHOOL ADMINISTRATION		
S. W. Brown	Professor	425.00
C. C. McCracken	Professor (Western College for Women)	425.00
		400.00

ZOOLOGY

W. M. Barrows	Assistant Professor	400.00
W. J. Kostir	Instructor	150.00
ADMINISTRATIVE AND SPECIAL		
M. B. Evans	Director	500.00
C. F. Kelley	Six lectures on Art	150.00
F. P. Graves	One week—\$200, plus expenses, \$50.....	250.00
Chas. H. Judd	One day—\$50, plus expenses, \$25	75.00
Coburn Players	Stage, seating, wiring	100.00

*	*	*	*	*	*
		Total			\$24,965.00

Thereupon the Board adjourned to meet Friday, January 14, 1916, at 7:30 P. M. at the Neil House.

Attest: CARL E. STEEB, JULIUS F. STONE,
Secretary. *Chairman.*

NEIL HOUSE

COLUMBUS, OHIO, JANUARY 14, 1916.

The Board of Trustees met pursuant to adjournment.
 Present: Julius F. Stone, Chairman; Guy W. Mallon,
 F. E. Pomerene, O. E. Bradfute and John Kaiser.

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The Secretary presented a report from the Secretary of the Faculty, under date of January 13, 1916, advising that at a meeting of the University Faculty held January

12, 1916, the Faculty expressed its approval of the organization of a College of Business Administration, with a two year course based upon two years of work in any other college of the University as a prerequisite.

The Faculty recommended further that courses in Public Service, Social Service and in Journalism be organized in the same college, and that the name be the College of Business Administration.

The Faculty recommended further that a five year combination course in Arts-Business Administration, similar to the existing Arts-Law, Arts-Agriculture and Arts-Engineering Courses, be established.

Upon motion of Mr. Mallon, the report from the Faculty was approved, with the suggestion that the committee be instructed to reconsider the name of the new college.

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The President submitted the following items for consideration and action:

Upon the recommendation of the President, the following resignations were accepted:

Dr. S. T. Forsythe, Assistant in Rhino-Laryngology, College of Medicine, effective January 14, 1916.

A. D. Kilmer, Instructor in Civil Engineering, effective at the end of the present semester.

John Vanatta, campus man, effective November 30, 1915.

Upon the recommendation of the President, Professor Charles F. Kelley, Department of Art, was authorized to attend the annual meeting of the College Art Association to be held at the University of Pennsylvania, April 21-22, 1916, and to visit four eastern institutions for the purpose of inspecting the work done in art, the trip to be made at the expense of the University, subject to the approval and authority of the State Emergency Board.

Upon the recommendation of the President, Professor Joseph S. Myers, Department of Journalism, was authorized to attend the annual meeting of the Teachers of Journalism, at Lawrence, Kansas, during the Easter vacation, the trip to be made at the expense of the University, subject to the approval and authority of the State Emergency Board.

Upon the recommendation of the President, Dr. W. J. Means, Dean of the College of Medicine, was authorized to attend the meetings of the Council on Medical Education and of the Council on Health and Public Instruction of the American Medical Association,

to be held at Chicago, Illinois, February 7 and 8, 1916, the trip to be made at the expense of the University, subject to the approval and authority of the State Emergency Board.

Upon the recommendation of the President, an additional engineer was authorized in the Power House, from now until June 30, 1916, salary at the rate of \$1,000.00 per annum, and \$458.00 was appropriated to meet this appointment.

Upon the recommendation of the President, an appropriation of \$368.70 was made to cover the salary of Mrs. Mabel Clum, who was appointed to the position of Typist in the Stores and Receiving Department at the December meeting; also an appropriation of \$350.00 to cover the compensation assigned to Drs. A. G. Elder and J. W. Sheetz of the Department of Medicine and Clinical Medicine.

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The Secretary reported that the American Engineering Company had completed its contract for the erection of One-5 Retort Underfeed Automatic Stoker in the Boiler House, in a manner satisfactory to the Engineer, and that payment of the final estimate had been made in the amount of \$394.00.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, FEBRUARY 8, 1916.
9 A. M.

The Board of Trustees met at the University in accordance with the rules.

Present: Julius F. Stone, Chairman; F. E. Pomerene, Guy W. Mallon, O. E. Bradfute, Benj. F. McCann, John F. Cunningham and John Kaiser.

* * * * *

President Thompson submitted the following communication to the Board in regard to research professorships:

"I desire to present for future consideration and action by the Trustees, a proposal to establish and maintain one or more research professorships. The purpose in such a plan would be to provide for the setting aside to scientific research selected men recognized for their ability to pursue such studies with efficiency and in the scientific spirit.

"In support of this proposal it may be said that a real university should exercise several functions: first, the teaching function, chiefly for the benefit of leadership and guidance to students; second, the research function in a limited measure as is practicable among men whose chief business is teaching; and third, the development of science and learning for the purpose of widening the horizon and confirming the truth upon which all scholarship and progress are based.

"The Ohio State University—by the terms of the Act of 1862, and all subsequent legislation by the Federal Government and the State of Ohio—is committed to applied science and to a helpful relation to all the industries of the state. No field could be more attractive to the investigator with original power. In my opinion the University will not have measured up to its opportunity until it shall have made provision for a limited number of scholars to devote their chief energies to the work of research while relieved from the ordinary routine of teaching. At the heart of the University is the scholar, the most important asset of the university or the state. Before this scholar should open the opportunity for untiring research in the fields of learning.

"From time to time the University should set apart capable men to this work. Nothing that I know of would do more to strengthen the University or to dignify its relation to the state. The encouragement thus offered to oncoming scholars among us would be a great stimulus to every department of study now organized in the University."

On motion of Mr. Pomerene, the Trustees unanimously approved the principle of research professorships as outlined by the President, and requested him to submit to the Board at a subsequent meeting a plan for its operation.

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The President presented a report from the Secretary of the University Faculty, advising the Trustees that at a meeting of the University Faculty held February 4, 1916, the name of the College of Business Administration was reconsidered and the name was changed to read "College of Commerce and Journalism."

At the same meeting the Faculty approved the report of the Committee on Instruction covering the curricula of the above named college.

On motion, the report of the Faculty was approved and adopted.

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The President submitted the following items for consideration and action:

Upon the recommendation of the President, the following resignations were accepted:

Garland A. Bricker, Assistant Professor of Agricultural Education, effective February 1, 1916.

Arthur C. Harper, Instructor in Engineering Drawing, effective February 1, 1916.

Dr. Alden J. Bush, Professor of Crown and Bridge Work and Orthodontia, effective February 1, 1916. President Thompson and the Dean of the College of Dentistry were authorized to make provision for the work of Professor Bush.

Herman H. Ashinger, Assistant in the Department of Mechanics, effective January 31, 1916.

Roger B. Morrow, Assistant Cataloguer in the University Library, effective January 31, 1916.

George Ely Russell, Night Assistant in the University Library, effective January 20, 1916.

Frederick L. Allen, County Agent for Geauga County, Agricultural Extension, effective March 1, 1916.

Miss Dora Hepner, Stenographer in the Department of Electrical Engineering, effective February 1, 1916.

The President presented the resignation of Dr. W. J. Means, Dean of the College of Medicine, and recommended its acceptance, effective June 30, 1916.

The President also recommended the appointment of Eugene F. McCampbell, Ph. D., M. D., as Dean of the College of Medicine, at a salary of \$4,000.00 a year, effective February 1, 1916, and \$2,000.00 was appropriated to cover the salary from February 1 to June 30, 1916.

The President further recommended that all Budget matters and matters pertaining to the reorganization of the College of Medicine be referred to Dr. McCampbell, and that the ordinary instructional work of the College of Medicine for the remainder of the current year be completed under the jurisdiction of Dr. Means.

On motion, the resignation of Dr. Means was accepted; the appointment of Dr. McCampbell was approved; and the matters pertaining to the administration of the College of Medicine were approved as recommended by the President.

The President reported the receipt of a communication from Mr. J. Warren Smith, under date of January 19, 1916, indicating that his transfer to Washington, D. C., would occur soon after February 1, 1916.

The President and the Dean of the College of Agriculture were authorized to make provision for the service during the second semester, as recommended by the President.

Upon the recommendation of the President, the following named persons were appointed for instructional work in the Winter Course in Agriculture:

C. M. Emerson, Agricultural Engineering Department, at a salary of \$200.00 per month—total salary \$400.00.

E. Glenn McCoy, Dairying Department, at a salary of \$150.00 per month—total salary \$300.00.

Glenn Norton, Dairying Department, at a salary of \$150.00 per month—total salary \$300.00.

A. J. Bishop, Animal Husbandry Department, at a salary of \$150.00 per month—total salary \$300.00.

Upon the recommendation of the President, the following appointments were made:

J. L. Clifton was appointed Assistant Professor of Principles and Practice of Education, for the second semester 1915-1916, salary at the rate of \$2,500.00 per year, to receive \$1,500.00 for the second semester of the current year, and \$1500.00 was appropriated to meet this salary.

T. Y. Inagaky was appointed Instructor in Engineering Drawing, vice A. C. Harper, resigned, effective February 1, 1916, at a salary of \$500.00 for the remainder of the year.

H. S. Perry was appointed Instructor in Civil Engineering, for the second semester, vice A. D. Kilmer, resigned, at a salary of \$500.00 for the five months beginning February 1, 1916.

George B. Faulder, Assistant in Obstetrics and Gynecology, College of Homeopathic Medicine, was appointed Supervising Anesthetist in the University Hospital for the second semester, at a compensation of \$100.00.

Bliss Magly was appointed Night Assistant in the Library, vice G. E. Russell, resigned, effective January 24, 1916, at a salary of \$30.00 per month.

John E. B. Snyder was appointed Engineer to fill the position authorized at the meeting of January 14, 1916.

Miss Ada L. Taylor was appointed Stenographer, vice Miss Hock, resigned, to give half time to the Entrance Board and half time to the Agricultural Extension Department, at a salary of \$50.00 per month, effective January 10, 1916, and an additional appropriation of \$217.31 was made to cover this salary.

Miss Agnes L. Ryan was appointed Stenographer at Townshend Hall, at a salary of \$50.00 per month, effective November 4, 1915, and \$394.23 was appropriated to meet this salary.

Miss Martha Beach was appointed Stenographer in Agricultural Extension service, at a salary of \$50.00 per month, effective January

10, 1916, to be paid from item in H. B. No. 721—"Expenses for County Agents."

Wilber C. Dyer was appointed Assistant in Mechanics, vice H. H. Ashinger, resigned, to carry the work for the remainder of the year, at a salary of \$300.00.

Frederick L. Allen was appointed Supervisor of Institutes and Schools in the Extension Service, at a salary of \$2,500.00 per annum, effective March 1, 1916, and \$833.33 was appropriated to cover this salary.

Miss Katharine E. Conard was appointed Stenographer in the office of the Summer Session and the Graduate School, as authorized by the Board at the December 7th meeting, at a salary of \$60.00 per month, and \$360.00 was appropriated to cover the salary from January 1 to June 30, 1916.

Upon the recommendation of the President, Emmett E. Roberts was appointed to a Graduate Scholarship for the second semester, at the usual compensation of \$250.00 per year.

Upon the recommendation of the President, the following appropriations and transfers were made:

An appropriation of \$300.00 was made for research work of Professor Barnett in the Department of Physics, from the balance in the Equipment Fund.

An appropriation of \$50.00 was made for the office of the Dean of the College of Education.

An appropriation of \$50.00 was made for the office of the Dean of Women.

The President was authorized to make provision for the remainder of the year for any necessary assistance in the Department of Anatomy for Professor Landacre, the same to be reported to the Board at its next meeting.

The transfer was authorized of appropriations from Stenographic and Clerical Service—Budget 1915-1916, (President's Division), to the Budget of the University Library, as follows:

\$469.23 for Library Attendant, College of Medicine, (Miss Crane to be continued in the position).

\$600.00 for Library Attendant, Brown Hall.

Upon the recommendation of the President, the remuneration of Mrs. Lola Stout, Maid in the Women's Gymnasium, was increased from \$420.00 a year to the rate of \$450.00 a year, effective February 1, 1916.

Upon the recommendation of the President, Miss Angie Fuller, having completed a satisfactory probationary period, was appointed a student nurse in the University Hospital Nurses' Training School, effective November 1, 1915, at a compensation of \$50.00 for the first year.

Upon the recommendation of the President, the following rules were adopted, effective February 1, 1916, and the President was

authorized to adjust for the current year certain fees for the first semester:

(1) In consideration of the co-operative relations established between the Ohio State University and the Board of Education of the City of Columbus, providing for observation and practice work by teachers and students in the College of Education, any teacher in active service in any Columbus school may register in and carry any course in the University (except in the professional Colleges of Law, Medicine and Dentistry) for which such teacher is qualified, without payment of any fee whatsoever, except the usual charge for material actually used in laboratory courses, and the invariable diploma fee upon graduation. This shall not apply to teachers who while on formal leave of absence may take work at the University.

(2) A member of the instructional force (above the grade of student assistant) who pursues courses for credit in the University is exempt from the payment of fees, provided the total of credit hours for such courses in any one semester does not exceed one-half of the total permitted to full-time students; but this exemption does not apply to laboratory supplies, diploma fees, nor to the tuition fee in a college having such a fee.

Upon the recommendation of the President, the following named men having completed four years of service in the Military Department February 1, 1916, were granted half-year pay in their grade:

N. A. Mills, Major
T. H. Bowers, Major
Robert Otstot, Major
Robert Barker, Captain

Upon the recommendation of the President, the following named men having served two semesters as commissioned officers, were granted a year's pay:

K. A. Heiny, Captain
Roy Plumb, Lieutenant
W. S. Ferguson, Captain

Upon the recommendation of the President, the Board authorized the appointment of a delegate to the meeting of the North Central Association of Colleges and Secondary Schools, to be held in Chicago, Illinois, March 24 and 25, 1916.

* * * * *

Captain Cope presented the following applications for deeds, and on motion the Chairman of the Board of Trustees was directed to execute the same:

Application No. 1473-1083 of Joseph Clifford for 30.75 acres of land in Survey No. 11347, in Scioto County.

Application No. 1474-1084 of Hettie Journey for 25 acres of land in Survey No. 11347, in Scioto County.

Application No. 1475-1085 of Rosa Zimmer for 135 acres of land in Survey No. 15830, in Scioto County.

Application No. 1476-1086 of John C. Hanesworth for 220 acres of land in Survey No. 13441, in Ross County.

Application No. 1477-1087 of H. W. Spargur for 293.25 acres of land in Surveys Nos. 14472 and 14475, in Pike County.

Application No. 1478-1088 of Angeline Brooks for 38.50 acres of land in Surveys Nos. 15885-15898, in Scioto County.

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The Secretary presented a report from the University Architect recommending extras in the amount of \$378.00 on the contract of the Dawson Construction Company, covering extra excavation and concrete, for the new Hospital Building; also for \$900.00 in favor of Robert H. Evans & Company, for extras on the contract for the Home Economics Building, covering extra excavation and concrete. These extras were approved and ordered paid.

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Upon the recommendation of the University Architect, vacuum cleaning systems were ordered to be installed in the new Hospital Building and the new Home Economics Building. The Secretary was directed to secure bids and enter into contract for such installations.

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The University Architect presented the plans, specifications and estimates for the construction of a floor over the foundry in the north wing of the new Shops Building, and for the extension of the north wing one bay to the west, at an estimated cost of \$4,850.00.

On motion, said plans, specifications and estimates were approved, and the Secretary was directed to present the same to the State Building Commission for approval, and if approved by it, then the Secretary is directed to give notice, as required by law, of the time and place, when and where sealed proposals will be received for furnishing the materials and performing the labor necessary for the erection and completion of the above named improvements.

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In view of the action just taken, the order of the Board

at the meeting of December 7, 1915, authorizing an additional bay to be incorporated in the contract for the Shops Building, was cancelled.

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, MARCH 7, 1916.
9 A. M.

The Board of Trustees met at the University in accordance with the rules.

Present: Julius F. Stone, Chairman; Benj. F. McCann, F. E. Pomerene, John F. Cunningham and John Kaiser.

* * * * *

Mr. Foster Copeland, Mr. O. A. Miller and Mrs. Truitt B. Sellers, a committee representing the Board of Trustees of the Children's Hospital of Columbus, appeared before the Board to ascertain the opinion of the Trustees of the University as to some form of co-operative control of the proposed new Children's Hospital.

After some discussion, a committee, consisting of the President, Mr. Stone and Mr. McCann, was appointed to meet with a like committee from the Children's Hospital Board, to consider the matter of co-operation and to report to their respective Boards with recommendations.

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Dr. E. F. McCampbell, Dean of the College of Medicine, made a preliminary statement as to the proposed reorganization of the College of Medicine to become effective next year.

On motion of Mr. McCann, the following resolution, presented by the President, was unanimously adopted:

"RESOLVED, That the departments of Bacteriology in the College of Medicine and in the College of Arts, be united into one department of Bacteriology, and that the departments of Physiology in the College of Medicine and in the College of Arts, be united into one department of Physiology, both departments to be administered by the College of Medicine, effective July 1, 1916, after which date the name of the department of Pathology and Bacteriology shall be 'Department of Pathology'."

* * * * *

A committee, consisting of the President, Mr. Stone, Mr. Pomerene and two members of the Faculty, to be selected by the President, was appointed to consider and make recommendation to the Board as to the disposition of the space in Hayes Hall which will be vacated by the Departments of Industrial Arts and Home Economics.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1479-1089 of E. Cunningham for 911 acres of land in Survey No. 14656, in Scioto County.

Application No. 1480-1090 of Rebecca E. Edwards for 117½ acres of land—69½ acres in Survey No. 14594-16147 and 48 acres in Survey No. 13697-13953, in Ross County.

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The President presented a communication from Professor Watts of the Department of Ceramic Engineering, concerning the location of a federal engineering experiment station under the control of the Bureau of Mines.

On motion, the Board expressed its favor to the establishment of such experiment station on the campus, and directed the President to take such steps as, in his judgment, may be necessary to secure the location of such station at the University.

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The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following named persons were granted the degree of Bachelor of Arts, as of the Class of 1915, as recommended by the Faculty:

Alden Baughn
Paul Whitney Palmer
Ernest Rey

2. Upon the recommendation of the President, the following persons were granted leave of absence for the year 1916-1917, with the customary adjustment as to salary:

George W. Rightmire	Professor of Law
Frederic C. Blake	Professor of Physics
John F. Lyman	Professor of Agricultural Chemistry
William M. Barrows	Asst. Professor of Zoology and Entomology

3. The President reported the death of Miss Blanche Seipel, Catalogue Assistant in the Library, which occurred February 27, 1916; also the serious illness of Nelson McCombs, Library Assistant, and recommended that he be authorized to make temporary arrangements for service in the Library, which recommendation was agreed to.

4. Upon the recommendation of the President, the following resignations were accepted:

J. Warren Smith, Professor of Meteorology, effective February 1, 1916.

Dr. Carl H. Kent, House Physician in the University Hospital, effective February 29, 1916.

Victor Herron, County Agent, Clermont County, effective January 31, 1916.

Walter J. Harper, Graduate Assistant in Chemistry, effective February 9, 1916.

Miss Emma Ruth, Stenographer in the office of the Entrance Board, effective February 15, 1916.

5. The President presented the resignation of Edward Orton, Jr., as Dean of the College of Engineering and Head of the Department of Ceramic Engineering, effective July 1, 1916, and upon his recommendation the same was accepted:

"Columbus, Ohio, March 7th, 1916.

PRESIDENT W. O. THOMPSON,

Dear Sir:—I desire to be relieved from my duties as Dean of the College of Engineering and as Head of the Department of Ceramic Engineering, and to that end hereby tender my resignation of both offices, which I beg will be accepted at the coming meeting of the Board of Trustees.

I have been thinking of this matter for a year or more, and have reached this decision only after a very complete consideration of all its aspects. Without going into a discussion

of all my reasons for this decision at this time, I may mention the two most important ones, viz:

First. The increasing pressure of business responsibilities, which I ought neither to neglect or avoid.

Second. My desire to devote my future educational efforts to scientific and industrial research along the lines of my specialty rather than to routine teaching or to educational administrative work.

If, in the increasing development of research work at the University, either in the Engineering Experiment Station, or in any other organization that may be created for similar purposes, a desire should be felt by yourself, and the Board of Trustees, and my colleagues of the Engineering Faculty, to use a portion of my time, I should be glad to consider such a plan. My resignation in my present capacity, however, is in no wise conditional or dependent upon any arrangement which may be entered into subsequently in regard to research work.

In conclusion, allow me to thank you, Mr. President, the Board of Trustees, and my colleagues of the Faculty, for the very great opportunity which the University has given me during these years since I was called here to teach, and for the ever-ready assistance, the inspiration, the kind co-operation, and the delightful companionship which I have experienced and enjoyed, and which have been a material factor in whatever of good I may have accomplished here. It is only with the hope that I may still enjoy these relations, in part at least, that I have reached the above decision."

Very respectfully submitted,

EDWARD ORTON, JR."

6. Upon the nomination and recommendation of the President, Professor Orton was appointed Research Professor of Ceramic Engineering, on part time, with the understanding that one-third to one-half of his time shall be available for research work in his chosen field, his salary to be \$1,500.00 per annum, effective July 1, 1916.

7. Upon the recommendation of the President, Herbert Osborn was appointed Research Professor of Zoology and Entomology, effective July 1, 1916, at a salary of \$3,500.00 per annum.

In making this recommendation the President stated that it should be understood that after a period of service in this capacity there shall be no objection to the return of Professor Osborn to the ordinary teaching work.

8. Upon the recommendation of the President, the following arrangement was approved, in order to take care of the work of Dr. Alden J. Bush, resigned:

Dr. R. B. Wiltberger and Dr. F. C. Starr, now in the College of Dentistry, were assigned the work in Crown and Bridge Work, and Dr. Earl G. Jones was appointed Assistant in Orthodontia, each to receive \$200.00 for the current semester, the same to be paid out of the money appropriated for the salary of Dr. Bush.

9. Upon the recommendation of the President, the following appointments were made:

William H. Caine was appointed House Physician at the University Hospital, vice Dr. Kent, resigned, at the same salary, effective March 1, 1916.

Harold F. Cotterman was appointed temporary Assistant in the Department of School Administration for the current semester, at a salary of \$300.00, to be paid from the amount provided for the salary of Professor Bricker.

Mrs. Mae Walker was appointed Library Assistant in Brown Hall, at a salary of \$60.00 per month, effective February 15, 1916.

Howard W. Laymon was appointed Graduate Assistant in Chemistry, vice W. J. Harper, resigned, at the same salary, effective February 10, 1916.

Hanford A. Thirey was appointed Graduate Assistant in Chemistry for the current semester, at a salary of \$150.00, and said amount was appropriated to meet this salary.

Jacob H. Farrand was appointed Assistant Armorer in the Department of Military Science, as authorized by the Board November 6, 1915, and \$250.00 was appropriated to cover this salary from January 1, 1916 to May 30, 1916, as recommended by the President.

Miss Wilda B. Ruth was appointed Stenographer in the office of the Entrance Board, vice Emma Ruth, resigned, at a salary of \$50.00 per month, effective February 15, 1916.

Miss Lulu Shepherd was appointed Stenographer in the Department of Electrical Engineering, vice Miss Hepner, resigned, at the same salary, effective February 3, 1916.

Walter Goodhew was appointed Stenographer in the Extension Service, assigned to D. W. Galehouse, County Agent in Mahoning County, effective February 14, 1916, at a salary of \$600.00 per annum.

10. The following appointments in the Department of Anatomy, authorized by the Board February 8, 1916, were approved, and \$200.00 was appropriated to cover these appointments:

Earl H. Baxter and Howard H. Yoakem were appointed laboratory assistants, each to receive \$50.00 for his services during the second semester.

Earl G. Jones, Assistant in Orthodontia, and Miss Mary H. Oliver, Graduate Assistant in Zoology and Entomology, were appointed laboratory assistants in Anatomy, each to receive \$50.00 additional for this service.

11. The President reported and recommended for approval by the Board the appointment of Mr. O. P. Cockerill, Class of 1902, now a Professor in the University of Washington, Seattle, to represent the Ohio State University at the inauguration of President Henry Suzzallo at the University of Washington, and the inauguration of President Holland at the State College of Washington, Pullman, Washington, his necessary expenses to be paid by the University. The above was approved as recommended.

12. Upon the recommendation of the President, Associate Professor W. A. Knight was given leave of absence for one week, to visit the University of Illinois, his railroad expenses to be paid by the University.

13. Upon the recommendation of the President, it was agreed that students who are in residence at the Ohio Experiment Station doing their work at the Experiment Station and registered at the Ohio State University shall be relieved from paying the incidental fee of \$15.00 per semester.

14. Upon the recommendation of the President, \$500.00 was transferred from the current expense appropriation for the Mailing Room to the Entrance Board current expense account.

15. Upon the recommendation of the President, the following unexpended balances were cancelled:

Sprinkler System—University Hall	\$ 3,999.87
Fire Protection	903.71
Roof Robinson Laboratory	3,653.10
Park Street Boiler	347.66
Table Lights Library	1,200.00
Concrete Pit and Ash Chute	600.00
	<hr/>
Total	\$10,704.34

16. Upon the recommendation of the President, the following appropriations were made:

Raze and rebuild boiler	\$ 950.00
New Roads	1,500.00
State Street Dispensary Building	900.00
Rewire Townshend Hall	600.00
Tunnel Neil Avenue to Oxley Hall	720.00
R. R. Switch to Shops Building	250.00
Roads and Grounds	2,200.00
Light, Heat and Power	3,000.00
	<hr/>
	\$10,120.00

17. The President presented the following communication from Colonel J. G. Battelle, and also his check for \$1,000.00.

“Columbus, O., February 9, 1916.

PRESIDENT W. O. THOMPSON,
Ohio State University.

My dear Mr. President:

Enclosed herein find check for \$1,000.00 which please deposit with the educational funds of the State of Ohio. With your approval I am asking that the interest on this sum of money, 6 per cent per annum, be used as a yearly prize to stimulate the officers of your cadet regiments, and to that end suggest that it be given to one or two officers

for the best solution of a military map problem, the problem to be outlined by the Commandant of Cadets of the University.

Hoping that this gift may be of some benefit to your University and therefore to our Country, I am,

Very respectfully,

J. G. BATTELLE."

On motion, the above gift was accepted upon the conditions named in Colonel Battelle's letter, and the Secretary was directed to express to Colonel Battelle the appreciation of the Board of Trustees for his generosity.

18. The President submitted a brief report from Professor Clyde T. Morris, as to how his time was spent during his leave of absence the first semester of the current year.

19. Upon the recommendation of the President, the following names were authorized for insertion in the Summer Session Budget, adopted January 4, 1916:

Charles E. Persons, Associate Professor of Sociology, Washington University, at a salary of \$320.00.

Miss E. S. Moodie, Associate Professor of Physical Education, Ohio Wesleyan University, at a salary of \$200.00.

Miss M. C. Hammett, Instructor in Physical Education, at a salary of \$150.00.

L. V. Koos for instructional work in the Department of School Administration, at a salary of \$425.00.

Mrs. Clark Hunter, Pianist, Department of Physical Education, at a salary of \$75.00.

20. Upon the recommendation of the President, C. V. Joyce, having completed his work in the Military Department, was granted one year's pay as lieutenant.

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Upon the recommendation of the President, Dr. James E. Hagerty was elected Dean of the College of Commerce and Journalism, effective at once, his salary to be made \$4,000.00 per annum after July 1, 1916.

Upon the recommendation of the President, the Departments of Economics and Sociology and of Journalism were placed in the College of Commerce and Journalism, and Dean Hagerty was directed to prepare the Budget for the College of Commerce and Journalism for the year beginning July 1, 1916.

The President presented extras on the plumbing contract of The Huffman-Conklin Company for the Home Economics Building, in the amount of \$176.00, which extras were approved and ordered paid.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, APRIL 4, 1916.
9 A. M.

The Board of Trustees met at the University pursuant to the rules.

Present: Julius F. Stone, Chairman; F. E. Pomerene, O. E. Bradfute, Guy W. Mallon and John Kaiser.

* * * * *

The following persons appeared before the Board and presented claims for the use of Hayes Hall, after the Departments of Home Economics, Industrial Arts and Manual Training have been moved to their new buildings:

Captain Converse asked for the entire building for the use of the Military Department.

Dean Vivian asked for the entire building for the use of the Department of Agricultural Engineering.

Professor C. E. Sherman requested the use of the foundry for the cement testing laboratory.

Dean Breyfogle asked for the Home Economics office and the laboratory on the first floor, to be used for a luncheon room.

Professor C. F. Kelley wished to keep his present rooms in Hayes Hall, and asked for three portable buildings to be

erected on the campus, to carry on studio work now given in Page Hall.

Professor St. John and Miss Meyer asked for the east end of the first floor and basement, to be used as a gymnasium for women.

Dr. Henderson stated that the Chemistry Department preferred not to use any portion of Hayes Hall for additional laboratories for the Department of Chemistry.

Miss Cockins appeared before the Board, upon the request of the President, and made a general statement as to the needs of the departments now in Hayes Hall, and also made a statement as to the use which could be made of the building after a portion is vacated next year.

Miss Cockins' recommendations will be filed with the Cabinet for presentation to the Board of Trustees at the May meeting.

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1481-1091 of Newton Crain et al for 140 acres of land in Survey No. 15625-15695, in Nile Township, Scioto County.

Application No. 1482-1092 of Albert Monteith for 60 acres of land in Survey No. 15228, in Scioto County.

Application No. 1483-1093 of Sarah M. Harrah for 45 acres of land in Survey Nos. 15830-15836, in Scioto County.

Application No. 1484-1094 of Betty Watkins for 93.08 acres of land in Survey No. 16198, in Scioto County.

Application No. 1485-1095 of Thomas C. Beatty for 46.70 acres of land in Survey No. 15589, in Scioto County.

Application No. 1486-1096 of Julia A. Burriss for 100.10 acres of land in Survey Nos. 15396-15447, in Scioto County.

Application No. 1487-1097 of Estey G. Davis for 70 acres of land in Survey No. 15732, in Scioto County.

Application No. 1488-1098 of George Thompson for 104.08 acres of land in Survey Nos. 15226-15262, in Scioto County.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following resignations were accepted:

Dr. Thomas C. Hoover, Professor of Surgery, College of Medicine, effective March 21, 1916.

Charles S. Carroll, Instructor in Civil Engineering, effective March 18, 1916.

John M. Strait, Assistant in Physics, effective April 10, 1916.

Dr. A. H. Seeds, Interne at St. Francis Hospital, effective April 1, 1916.

President Thompson and Dean Means were authorized to make arrangements to take care of the work until his successor is appointed.

Miss Gertrude Petty, Stenographer at Page Hall, effective April 1, 1916.

Walter Goodhew, Stenographer in the office of the County Agent of Mahoning County, effective March 15, 1916.

2. Upon the recommendation of the President, the following appointments were made:

Miss Alice Cruikshank was appointed Cataloguer in the Library, effective April 1, 1916, at a salary of \$80.00 per month, to be paid from the appropriation made for the salary of Roger B. Morrow.

Carl G. Faehnle was appointed Instructor in Civil Engineering, vice Charles S. Carroll, resigned, at a salary of \$110.00 per month, effective March 18, 1916.

Ralph G. Lockett was appointed Assistant in Physics, vice John M. Strait, resigned, at a salary of \$40.00 per month, effective April 10, 1916.

Miss M. Grace White was appointed Stenographer at Page Hall, vice Miss Petty, resigned, at a salary of \$50.00 per month, effective April 1, 1916.

Charles Hassan was appointed laborer, Division of Operation and Maintenance, at a salary of \$780.00 per annum, effective March 1, 1916.

Milford H. Bartter was appointed County Agricultural Agent for Geauga County, effective March 27, 1916, at a total salary of \$1,800.00 per annum, \$1,200.00 from Federal Smith-Lever funds and \$600.00 to be paid by the States Relation Service of the U. S. Department of Agriculture; he is also allowed \$32.50 per month for automobile maintenance.

3. Charles A. Kuntz, Stenographer, was transferred from the State Board of Health to the University, for service in the office of Dean McCampbell, College of Medicine, at a salary of \$83.33 per month, effective April 1, 1916.

4. Upon the recommendation of the President, the following named persons were granted the degree of Bachelor of Science in Edu-

cation, as of the Class of 1916, in accordance with the recommendation of the University Faculty:

Ella May Reynolds, B. A.
Claire Gertrude Sharpe

5. The President reported the gift of \$500.00 from C. F. Kettering of the Class of 1904, to be used for research work in the College of Homeopathic Medicine. The gift was accepted and the Secretary was directed to make suitable acknowledgment therefor.

6. Upon the recommendation of the President, a duplicate diploma was authorized for Ernest Martin Merrill, Civil Engineer, Class of 1902, the original having been destroyed by fire.

7. The President was authorized to appoint two delegates to attend the exercises in connection with the inauguration of Dr. J. Campbell White as President of the College of Wooster, May 10-12, 1916.

8. Upon the recommendation of the President, the Department of Public Health and Sanitation was assigned to the College of Medicine.

9. The President was given authority to provide a reasonable amount for expenses in connection with the annual conference of Deans of State University Art Colleges, to be held at the Ohio State University, April 27-28, 1916.

10. Upon the recommendation of the President, the following appropriations were made:

An appropriation of \$25.00 was made for research work under the direction of Professor Blake of the Department of Physics, from the fund for the Graduate School.

An appropriation of \$300.00 was made for the compensation of the University Chemist, from January 1 to July 1, 1916, to cover analysis work as set forth in the action of the Board of Trustees under date of January 4, 1916.

Additional appropriations were authorized for current expense for the following departments, to carry them through to July 1, 1916, the amounts to be determined by the President and reported to the Board at its next meeting:

Graduate School
Dean of Women
Department of Bacteriology
Department of Chemistry
Department of Horticulture
Department of Animal Husbandry
Department of Economics and Sociology
Department of Physical Education
Library
Registrar's Office
Student Health Service (Dr. Wingert)

11. Upon the recommendation of the President, the expenses were authorized of four instructors in connection with the annual

inspection trips of the Mechanical Engineering and Electrical Engineering Departments, said expenses not to exceed \$40.00 each.

* * * * *

The matter of sending delegates to the summer military camp was referred to the President with power.

* * * * *

John Kaiser was appointed delegate to represent the University at the dedication of the new buildings of the Massachusetts Institute of Technology, to be held June 14, 1916.

* * * * *

The expenses of President Thompson to St. Louis, to confer with the representatives of the Carnegie Foundation on the matter of pensions for university instructors, were ordered paid.

* * * * *

The matter of constructing a tabernacle building on the campus, for armory and auditorium purposes, was referred to the Cabinet with instructions to prepare a report and recommendations on the construction of such a building, the same to be presented to the Board of Trustees at its May meeting.

* * * * *

The matter of the use of portable structures, as requested by Professor Kelley, was also referred to the Cabinet with request for report.

* * * * *

On motion of Mr. Pomerene, the Faculty Club was given permission to erect a Faculty Club House upon the University campus, the plans for the building and the final site to be approved by the Board of Trustees.

* * * * *

The Secretary presented bids for the construction of a sewer and drainage system for the new Shops Building, and, on motion, the contract was awarded to Pear Nelson at his bid of \$1,350.00, the same to be paid from the appropriation for Shops Building.

Thereupon the Board adjourned to meet Monday, May 1, 1916, 1:30 P. M., at the University, for a two days' session for the consideration of the annual budget.

* * * * *

Attest: CARL E. STEEB, Secretary, JULIUS F. STONE, Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, MAY 1, 1916.

The Board of Trustees met at the University pursuant to adjournment.

Present: Julius F. Stone, Chairman; O. E. Bradfute, John F. Cunningham and John Kaiser.

* * * * *

The President reported that in accordance with the rules and regulations of the Board, the Cabinet, consisting of the President, ex-officio member, the Business Manager, the Superintendent of Buildings and Grounds, and the University Architect, holds regular meetings of which official record is kept, and at those meetings many things are disposed of that should be brought to the attention of the Board for approval.

It was therefore ordered that the Secretary read the minutes of the Cabinet from September 23, 1915, to April 29, 1916, inclusive, and that hereafter the minutes of the Cabinet be read at each meeting of the Board of Trustees.

In accordance with the above action, the Secretary read the minutes from September 23, 1915, to April 29, 1916, inclusive, and the same were approved.

* * * * *

The President presented a communication from Messrs. J. W. and W. J. Dusenbury, offering the use of the

Olentangy Park theatre for the purpose of Commencement free of charge.

The Secretary was directed to express to Messrs. Dusenbury the appreciation of the Board of Trustees for this kind offer, and to advise that because of the sentiment of the alumni in favor of the Commencement on the campus, it was deemed advisable to continue the use of the Armory for Commencement exercises.

* * * * *

In accordance with the recommendation of the Cabinet, Professor Bradford presented the plans for the remodeling of Hayes Hall, at an estimated cost of, approximately, \$6,000.00. These plans provide for the use of said building after the Departments of Home Economics, Industrial Arts, and Manual Training are moved to the new buildings now under construction.

On motion, said plans were approved and the Cabinet was directed to proceed with the work as soon as it is possible to enter the building.

Professor Bradford also presented the recommendations of the Cabinet for the shoring of the floors in the Biological Building, at an estimated cost of \$4,000.00.

On motion these plans were approved, and the Cabinet was directed to proceed with the work, and \$10,000.00 was appropriated from unappropriated funds for the remodeling of Hayes Hall and the shoring of the floors in the Biological Building.

* * * * *

It was ordered that hereafter all requests for duplicate diplomas must be accompanied by satisfactory evidence of the loss or destruction of the original.

* * * * *

Upon the recommendation of the President, the Board authorized the rental of the residence at the corner of Eleventh Avenue and High Street, to the University Plumber, R. C. Kaiser, on the following terms, effective March 15, 1916:

Mr. Kaiser's salary to be \$100.00 per month and house rent free, to pay water and gas bills and to make any minor repairs about the house as needed, and to be subject to call nights and Sundays to care for any emergency that may arise at the University.

The Secretary was directed to prepare and enter into a suitable contract with Mr. Kaiser embodying the above items.

* * * * *

The President presented a petition from the residents of Eleventh Avenue, protesting against the use of the Eleventh Avenue field for baseball purposes. Mr. Wilson appeared in behalf of the petitioners and stated that they did not expect the field to be moved this season, but were anxious that the matter be taken care of before next year.

The Board expressed to Mr. Wilson its sympathy with the petition and advised that if possible satisfactory adjustment would be made.

* * * * *

The President informed the Board that it was necessary to make certain repairs at Lake Laboratory before the opening of the Summer Session.

On motion, this matter was referred to the President with power.

* * * * *

The President presented the following letter from the Auditor of State, under date of April 27, 1916, and the Secretary was directed to make the proper adjustments in the accounts of the University, in accordance with the letter:

"Columbus, O., April 27, 1916.

MR. CARL E. STEEB, Business Manager,
Ohio State University,
Columbus, Ohio.

DEAR SIR:

Taking your statement of to-day as a basis, we have transferred from your Uses and Purposes appropriation account, the sum of \$28,024.70 and have credited \$27,520.38 of this amount to your Interest on Endowment Fund, and \$503.82 to your Rotary Fund.

The balance of \$6,426.97, which remained in your Uses and Purposes account after the above mentioned adjustments were made, was lapsed into the General Revenue Fund. Other lapses of your appropriations made at this time are as follows:

H. B. 314 Personal Service.....	\$456.07
H. B. 314 Maintenance H-8.....	\$793.30

Basing our action on your representations of the 25th inst., we have this day debited your Interest on Endowment Fund account with \$1,652.94 and credited other accounts as follows:

Uses and Purposes	\$502.17
Maintenance H-8, H. B. 314	793.30
Personal Service A-1, H. B. 314	225.00
Maintenance E-8, H. B. 47	132.47

Very truly yours,

A. V. DONAHEY, *Auditor of State.*

By G. L. COFFINBERRY, *Bookkeeper.*"

The Secretary reported a balance of \$8,500.00 remaining in the appropriation for the Shops Building and a balance of approximately \$4,700.00 remaining in the appropriation for the Home Economics Building. He stated further that it was necessary to construct permanent equipment in each of these buildings, which equipment would become a part of the building.

On motion, the Cabinet was directed to enter into contract for such equipment as will become a part of the buildings, making a record thereof in the proceedings of the Cabinet.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following resignations were accepted:

Professor F. B. Pearson, of the Department of School Administration, effective April 1, 1916.

Miss Marian H. Waters, Assistant to the Registrar, effective May 1, 1916.

Miss Nellie H. Copeland, Stenographer, effective April 15, 1916.

N. F. Howard, Graduate Assistant in the Department of Zoology and Entomology, effective May 1, 1916.

Miss Eleanor Schmidt, University Scholar, effective April 1, 1916.

Howard Kirby, Clerk-Stenographer in the office of George R. Eastwood, County Agent, Troy, Ohio, effective April 20, 1916.

Max Wershow, Instructor in Veterinary Pathology, effective July 1, 1916.

Charles Hassan, laborer in the Division of Operation and Maintenance, effective April 10, 1916.

2. Upon the recommendation of the President, the following appointments were made:

Miss Margaret K. Forwick was appointed Library Assistant, to succeed Miss Blanche Seipel, deceased, at a salary of \$50.00 per month, beginning May 1, 1916.

Stanley B. Stowe was appointed County Agent, assigned to Clermont County, effective May 1, 1916, at asalary of \$1,200.00 per annum, payable from State funds offsetting Smith-Lever funds; he was also allowed \$390.00 per annum for automobile maintenance, payable in monthly installments.

John W. Wuichet was appointed Instructor in Animal Husbandry in the Agricultural Extension Service, effective May 1, 1916, at a salary of \$1,800.00 per annum, payable in twelve monthly installments.

Miss Blanche Wilson was appointed Stenographer in the Extension Service, effective April 17, 1916, at a salary of \$600.00 per annum, payable from Federal Smith-Lever funds.

Miss Nellie Weimer was appointed Stenographer in the Extension Service, vice Walter Goodhew, resigned, effective March 27, 1916, at a salary of \$50.00 per month.

3. Upon the recommendation of the President, the following names were ordered inserted in the Summer Session Budget already adopted:

S. S. Willaman, Supervisor of Practice Playground	
(6 weeks)	\$60.00
H. C. Ohlson, Supervisor of Gymnasium (8 weeks).	80.00

4. Upon the recommendation of the President, the following changes in salary were made:

The salary of Charles A. Kuntz, Secretary to the Dean of the College of Medicine, was increased to \$100.00 per month, effective May 1, 1916.

The salary of E. A. Brenneman, County Agricultural Agent in Montgomery County, was increased from \$1,800.00 to \$2,400.00 per annum, effective April 1, 1916, the additional \$600.00 to be paid from the \$1,500.00 deposited by the Auditor of Montgomery County in the State Treasury, to the credit of the Agricultural Extension fund.

The salary of Miss E. I. Byrne, Stenographer in the office of the Montgomery County Agricultural Association, was made \$900.00

per year, effective April 1, 1916, payable from the funds deposited in the State Treasury by the Auditor of Montgomery County, to the credit of the Agricultural Extension fund.

The salary of M. C. Thomas, County Agricultural Agent in Marion County, was made \$2,500.00 per annum, effective April 1, 1916, \$1,300.00 per annum to be paid from the funds deposited in the State Treasury by the Auditor of Marion County, to the credit of the Agricultural Extension fund.

5. Upon the recommendation of the President, R. C. Hummel, of the Department of Chemistry, was given leave of absence for the remainder of the year on salary, owing to serious illness.

6. Upon the recommendation of the President, it was ordered that \$30.00 be refunded to William C. Freter, a former student in the College of Law, said amount having been paid in excess of the total fees for six semesters, as per Board rule of March 16, 1911.

7. Upon the recommendation of the President, a duplicate diploma, so marked, was authorized for James Clyde Sargent, Doctor of Medicine, Class of 1915, the original having been destroyed.

8. Upon the recommendation of the President, \$833.33 appropriated for the salary of F. L. Allen, Supervisor of Institutes and Schools in the Extension Service, was cancelled, as Mr. Allen's salary is being paid from the funds from the counties.

9. Upon the recommendation of the President, Professor W. H. Siebert and Professor Alfred D. Cole were appointed delegates to represent the Ohio State University at the inauguration of J. Campbell White as President of the College of Wooster, at Wooster, Ohio.

10. Upon the recommendation of the President, the expenses of Miss Edna N. White were authorized for a trip to inspect the equipment of Home Economics buildings at such state universities as the President may designate.

11. Upon the recommendation of the President, the expenses of the Secretary and Business Manager were authorized while attending the meeting of the Association of Business Officers of Middle West Universities, to be held at the University of Illinois, May 5-6, 1916, subject to the approval and authority of the State Emergency Board.

12. Upon the recommendation of the President, the expenses were authorized of one delegate from the College of Homeopathic Medicine to attend the meetings of the American Institute of Homeopathy and the American Ophthalmology, Otology and Laryngology Society, in annual session at Baltimore, the week of June 26, 1916, subject to the approval and authority of the State Emergency Board.

13. Upon the recommendation of the President, the expenses were authorized of Eldon L. Usry, Professor of Manual Training, to attend the meeting of the Western Drawing and Manual Training Association, to be held at Grand Rapids, Michigan, May 3-6, 1916, subject to the approval and authority of the State Emergency Board.

14. Upon the recommendation of the President, an appropriation of \$135.00 was made, from the Equipment Fund, for the purchase of

the following equipment to be used by Professor Robert F. Griggs in research work, as set forth in his letter of April 28th:

1 Friez Hygrothermograph	\$ 75.00
5 Rain-proof Atmometers at \$6.00 each	30.00
1 Standard Rain Gauge	10.00
2 Polymeters at \$10.00 each	20.00
	<hr/>
	\$135.00

15. Upon the recommendation of the President, the transfer was authorized of twenty microscopes from the Department of Pathology and Bacteriology, College of Medicine, to the Department of Bacteriology, at the University.

16. Upon the recommendation of the President, the following parcels of land were assigned to the Department of Animal Husbandry for its use as pasture land, building sites, etc.:

(1) That portion of the farm east of the Olentangy River which is now being used by the Department of Animal Husbandry, the corners of which have been located by the Dean of the College of Agriculture and the Department of Animal Husbandry.

(2) That part of the land owned by the University immediately west of the River which lies north of the University spur of the railroad.

(3) The Hess-Brown tract which is now under lease.

(4) Some thirty acres in the southwest corner of the Hansberger tract. This parcel of land is bounded on the east by the fence now running north and south, immediately to the east of the barn. The north boundary of this tract would be the continuation of the north line of the lane leading up to the house.

17. The President recommended that until further action be taken by the Board of Trustees, a Division of Farm Operations be authorized, effective May 1, 1916, said Division to include the Farm Foreman and the farm laborers, and to be responsible directly to the Dean of the College of Agriculture, and that all farm lands not definitely assigned to departments be under the direction of the Division of Farm Operations.

The above was approved and authorized as recommended by the President.

18. Upon the recommendation of the President, it was ordered that the current expense funds in Rural Economics account, excepting a balance of \$200.00, be turned over to the Division of Farm Operations.

19. Upon the recommendation of the President, the following amendments to the Budget were authorized:

(1) That the salary of Professor W. L. Evans be made \$3,500.00.

(2) That the salary of Professor R. D. Bohannon be made \$3,500.00.

Thereupon the Board recessed for supper.

7:30 P. M.

The Board resumed its session with the same members present as at the afternoon session and Messrs. Mallon, Pomerene and McCann.

* * * * *

The President presented the salary budget for the College of Medicine for the year ending June 30, 1917, and recommended its adoption.

Upon the request of the President, Dean McCampbell appeared before the Board and explained the budget in detail.

On motion of Mr. Pomerene, the budget for the College of Medicine was approved and adopted as presented and recommended by the President.

* * * * *

BUDGET FOR THE COLLEGE OF MEDICINE

1916-1917

ANATOMY

Francis L. Landacre	Professor of Anatomy and Head of Department	\$ 3,100.00
Edward C. Buck	Assistant Professor of Anatomy	2,500.00
J. H. Warren	Instructor in Histology and Embryology	1,800.00
R. A. Knouf	Assistant in Anatomy	800.00
Robert A. McDonald	Technician in Anatomy.....	900.00
William P. Smith	Student Assistant (Dental Anatomy)	750.00
R. C. Baker	Student Assistant (Comparative Anatomy)	300.00
E. H. Baxter	Student Assistant (Comparative Anatomy)	200.00
	Graduate Assistant (Veterinary Histology)	250.00
	7 Student Assistants (Gross Anatomy) at \$50 each.....	350.00
		<hr/>
		\$ 10,950.00

BACTERIOLOGY

Charles B. Morrey	Professor of Bacteriology and Head of Department	2,750.00
William A. Starin	Assistant Professor of Bacteri- ology	2,000.00
Henry B. Froning	Instructor in Bacteriology	1,500.00
Vera M. McCoy	Instructor in Bacteriology	1,100.00
Samuel J. Schilling	Assistant in Bacteriology	300.00
Mary Roush	Student Assistant	300.00
W. C. Burkhart	Student Assistant	300.00
	Student Assistant	250.00

\$ 8,500.00

PATHOLOGY

Ernest Scott	Professor of Pathology and Head of Department	3,000.00
Carl L. Spohr	Professor of Clinical Pathology.	2,500.00
Jonathan Forman	Assistant Professor of Pathology	1,900.00
Carl C. Hugger	Assistant in Pathology	900.00
Alice M. Hughes	Technical Assistant in Pathology	840.00

\$ 9,140.00

PUBLIC HEALTH AND SANITATION

Eugene F. McCampbell	Professor of Preventive Medi- cine and Dean of College of Medicine	(See Dean's Budget)
Robert G. Paterson	Assistant Professor of Public Health, Director of Hospital and Dispensary Social Service	2,500.00
Emery R. Hayhurst	Assistant Professor of Industrial Hygiene and Medical Director of Dispensaries	2,500.00
William H. Dittoe	Instructor in Public Health En- gineering	
Frank G. Boudreau	Instructor in Preventive Medi- cine	
Lear H. Van Buskirk	Instructor in Public Health Lab- oratory Methods	
	Assistant Professor in Public Health Nursing	1,000.00

\$ 6,000.00

MEDICINE

J. H. J. Upham	Professor of Clinical Medicine and Acting Head of Depart- ment	1,800.00
Thomas H. Haines	Professor of Medicine (Mental and Nervous Diseases)	
H. B. Blakey	Assistant Professor of Medicine	300.00
J. J. Coons	Assistant Professor of Medicine	200.00
Charles J. Shepard	Assistant Professor of Medicine (Dermatology)	100.00

E. G. Horton	Assistant Professor of Medicine (Pediatrics)	100.00
E. J. Gordon	Instructor in Medicine and Resident Physician at Protestant Hospital	1,000.00
Sol A. Hatfield	Instructor in Medicine and Resident Physician at St. Francis Hospital	1,800.00
H. O. Bratton	Instructor in Medicine (Genito-Urinary Diseases)	100.00
A. G. Helmick	Instructor in Medicine (Pediatrics)	100.00
Robert L. Barnes	Assistant in Medicine.....	100.00
Frederick M. Stanton	Assistant in Medicine.....	100.00
R. A. Ramsey	Instructor in Medicine	400.00
J. W. Sheetz	Assistant in Medicine	200.00
Samuel Hindman	Assistant in Medicine.....	100.00
		<hr/>
		\$ 6,400.00

SURGERY AND GYNECOLOGY

V. A. Dodd	Assistant Professor of Surgery, Acting Head of Department and Chief of Staff Protestant Hospital	2,000.00
Isaac B. Harris	Assistant Professor of Clinical Surgery and Chief of Staff St. Francis Hospital	300.00
Yeatman Wardlow	Assistant Professor of Clinical Gynecology	200.00
Fred Fletcher	Assistant Professor of Gynecology	200.00
Andre Crotti	Assistant Professor of Operative Surgery	
Leslie L. Bigelow	Assistant Professor of Surgery.	200.00
E. A. Hamilton	Assistant Professor of Surgery.	200.00
John W. Means	Instructor in Surgery	200.00
Carl D. Hoy	Instructor in Surgery	200.00
L. V. Zartman	Instructor in Surgery	400.00
Philip Wilson	Instructor in Surgery	200.00
Alexander M. Steinfeld	Instructor in Orthopedic Surgery	100.00
H. A. Baldwin	Instructor in Genito-Urinary Surgery	100.00
C. M. Shepard	Instructor in Orthopedic Surgery	
J. M. Gallen	Instructor in Gynecology	200.00
Hugh J. Means	Instructor in Roentgenology and Radiographer for St. Francis and Protestant Hospitals.....	600.00
Edward C. Ludwig	Assistant in Surgery (Anesthetics)	
E. M. Freese	Assistant in Surgery	100.00
Philip J. Reel	Assistant in Surgery	100.00
	Assistant in Roentgenology....	300.00
		<hr/>
		\$ 5,600.00

PHYSIOLOGY, PHYSIOLOGICAL CHEMISTRY AND PHARMACOLOGY

Clyde Brooks	Professor of Physiology and Pharmacology and Head of Department	3,500.00
A. M. Bleile	Professor of Physiology	2,750.00
Clayton McPeck	Assistant Professor of Physiology	2,500.00
R. J. Seymour	Assistant Professor of Physiology	2,000.00
E. P. Durrant	Instructor in Physiology	1,600.00
	Instructor in Physiological Chemistry	1,500.00
Carlos I. Reed	Instructor in Physiology	1,200.00
	Assistant in Physiology	500.00
	Student Assistant	250.00
	Student Assistant	125.00
	Student Assistant	125.00
		<hr/>
		\$16,050.00

OBSTETRICS

Andrews Rogers	Professor of Obstetrics and Acting Head of Department....	400.00
W. D. Inglis	Professor of Clinical Obstetrics.	200.00
Charles W. Hadley	Assistant in Obstetrics	200.00
Gilbert W. Brehm	Assistant in Obstetrics	200.00
		<hr/>
		\$ 1,000.00

OPHTHALMOLOGY AND OTO-LARYNGOLOGY

John E. Brown	Professor of Oto-Laryngology and Head of Department ...	
Andrew Timberman	Professor of Ophthalmology....	
George C. Schaeffer	Instructor in Ophthalmology....	100.00
Hugh G. Beatty	Instructor in Oto-Laryngology..	200.00
Andrew W. Prout	Instructor in Oto-Laryngology..	200.00
Arthur M. Hauer	Instructor in Oto-Laryngology..	200.00
Ivor G. Clark	Instructor in Ophthalmology....	200.00
John B. Alcorn	Assistant in Ophthalmology....	100.00
	Assistant in Oto-Laryngology...	100.00
		<hr/>
		\$ 1,100.00

DISPENSARIES AND HOSPITALS

	Pharmacist—State Street Dispensary	200.00
	Pharmacist—Park Street Dispensary	200.00
	Interne—St. Francis Hospital..	20.00
	Interne—St. Francis Hospital..	20.00
	Interne—St. Francis Hospital..	20.00
	Interne—Protestant Hospital...	20.00
	Interne—Protestant Hospital...	20.00
	Interne—Protestant Hospital...	20.00
	Interne	20.00
		<hr/>
		\$ 540.00

SUMMARY OF SALARY BUDGET—COLLEGE OF MEDICINE, 1916-1917

Anatomy	\$10,950.00
Bacteriology	8,500.00
Pathology	9,140.00
Public Health and Sanitation	6,000.00
Medicine	6,400.00
Surgery and Gynecology	5,600.00
Physiology, Physiological Chemistry and Pharmacology...	16,050.00
Obstetrics	1,000.00
Ophthalmology and Oto-Laryngology	1,100.00
Dispensaries and Hospitals	540.00
	\$65,280.00
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Thereupon the Board adjourned to meet in the morning at 9:30 o'clock.

MAY 2, 1916, 9:30 A. M.

The Board resumed its session with all members of the Board present.

* * * * *

On motion of Mr. Cunningham, the following statement concerning the reorganization of the College of Medicine was unanimously approved and made a part of the record of this meeting:

“The Board of Trustees in accordance with the general understanding when the College of Medicine was taken over by the University, and in accordance with its intentions subsequently announced, has effected a partial reorganization of the College of Medicine. This work will proceed from time to time until the organization and work of the College shall correspond with the usages in the best medical colleges of the country.

It is proper to record at this time that what the Board has done has been done with full appreciation of the gratuitous services of many men of the medical profession who have laid the foundation of medical education in the City and in the University. Under any principle of reorganization it was impossible to retain in the service of the College all or even a majority of the men whose gratuitous professional services entitle them to honorable recognition. The reduction in the number of the Faculty, therefore, should not in any case be regarded as a personal matter or a willingness on the part of the Board to reflect upon the fitness or the efficiency of the men hitherto in the service of the College.

“The Board at this time records its appreciation of this service and expresses its thanks to all the men who in past

years have rendered gratuitous and honorable service. The Board desires and anticipates the cordial support of the medical profession in the City of Columbus and in the State in an effort through the College of Medicine to advance the interests of medical education and the public welfare."

* * * * *

The Secretary called the attention of the Board to the action of the Cabinet at its meeting April 29, 1916, in regard to the extension of the automatic telephone service on the campus, and presented a letter from the Ohio State Telephone Company, under date of April 3, 1916, in which said Company submitted two propositions:

(1) To furnish all cable, wire, equipment, labor, etc., for the installation and maintenance of a private branch exchange at the University, at the following rental:

- For 50 or more telephones connected for service through the telephone company's exchange\$18.00 per year each
- For 75 or more telephones connected for service through the University exchange only 12.00 per year each
- Extensions on through telephones..... 12.00 per year each
- Extensions on restricted telephones..... 10.00 per year each
- For trunk lines connecting to the telephone company's exchange 40.00 per year each

(2) That should the University take over the present investment of the telephone company in cable on the University grounds and supply additional cable necessary for the proposed exchange, which is estimated to cost \$3,000.00, then the following schedule of rates will be made:

- For telephones connected for service through the telephone company's exchange\$15.00 per year each
- For telephones connected for service through the University exchange only 10.00 per year each
- Extensions on through telephones..... 12.00 per year each
- Extensions on restricted telephones..... 8.00 per year each

On motion of Mr. Mallon, proposition No. 2 of the Ohio State Telephone Company was accepted, and the Secretary was directed to enter into proper contract on behalf of the Board of Trustees with the Ohio State Telephone Company,

and \$3,000.00 was appropriated from unappropriated funds for the purchase of the cable.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1489-1099 of Joseph F. Burgraff for 80 acres of land in Survey No. 15375, in Scioto County.

Application No. 1490-1100 of Anna Kratzer for 66.40 acres of land in Survey No. 15885-15898, in Scioto County.

Application No. 1491-1101 of W. R. Meadows for 65 acres of land in Survey No. 15922, in Scioto County.

Application No. 1492-1102 of B. F. & F. E. Shover for 50 acres of land in Survey No. 15396-15447, in Scioto County.

Application No. 1493-1103 of David Tritt for 50 acres of land in Survey No. 16048, in Scioto County.

Application No. 1494-1104 of Max McBeth for 50 acres of land in Survey No. 15826, in Scioto County.

Application No. 1495-1105 of Pierce & Francis Monroe for 62.50 acres of land in Survey No. 15578, in Adams County.

Application No. 1496-1106 of James P. Colley for 10.50 acres of land in Survey No. 15262-15226, in Scioto County.

Application No. 1497-1107 of William J. Kirker for 101 acres of land—92 acres in Survey No. 15826 and 9 acres in Survey No. 14793-4, in Scioto County.

Application No. 1498-1108 of R. C. Browning for 80 acres of land in Survey No. 16038, in Pike County.

* * * * *

The matter of locating a yard for the hogs west of the river was referred to the President, Dean Vivian and Professor Plumb, with power to act.

* * * * *

The President presented the following current expense budget for the year ending June 30, 1917, and, on motion of Mr. Cunningham, said budget was adopted, with the understanding that fifty per cent of each appropriation shall be available from July 1, 1916, to December 31, 1916; the other fifty per cent to be available from January 1, 1917 to June 30, 1917:

CURRENT EXPENSE BUDGET

1916-1917

COLLEGE OF AGRICULTURE

Agricultural Chemistry and Soils	\$ 1,600.00
Agricultural Engineering	650.00
Animal Husbandry	10,000.00
Botany	800.00
Dairying	25,000.00
Farm Crops	725.00
Forestry	470.00
Home Economics	2,010.00
Horticulture	6,750.00
Rural Economics	750.00
Division of Farm Operations	10,000.00
Zoology and Entomology	800.00
Lake Laboratory	200.00
	\$ 59,755.00

COLLEGE OF ARTS, PHILOSOPHY AND SCIENCE

American History	\$ 50.00
English	300.00
European History	50.00
Geology	300.00
German	50.00
Greek	50.00
Latin	25.00
Philosophy	50.00
Political Science	50.00
Romance Languages	100.00
Geological Museum	175.00
Biblical History and Literature	15.00
	\$ 1,215.00

COLLEGE OF EDUCATION

Art	\$ 500.00
History and Philosophy of Education	25.00
Manual Training	90.00
Principles and Practice of Education	75.00
Psychology	250.00
School Administration	100.00
	\$ 1,040.00

COLLEGE OF COMMERCE AND JOURNALISM

Economics and Sociology	\$ 825.00
Journalism	50.00
*Journalism-Printing	(13,000.00)
	\$ 875.00

*Rotary Fund and not included in total.

COLLEGE OF ENGINEERING

Architecture	\$ 100.00
Astronomy	265.00
Ceramic Engineering	650.00
Chemistry	3,450.00
Civil Engineering	1,000.00
Electrical Engineering	600.00
Engineering Drawing	350.00
Industrial Arts	3,500.00
Mathematics	125.00
Mechanical Engineering	2,350.00
Mechanics	50.00
Metallurgy	800.00
Mine Engineering	350.00
Mineralogy	300.00
Physics	1,050.00

\$ 14,940.00

COLLEGE OF LAW

Law	\$ 100.00
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COLLEGE OF HOMEOPATHIC MEDICINE

Homeopathic Medicine	\$ 1,600.00
Homeopathic Hospital	9,635.00
	(5,000.00)

\$ 11,235.00

COLLEGE OF MEDICINE

Anatomy	\$ 1,070.00
Physiology, Physiological Chemistry, etc.....	2,500.00
Bacteriology	500.00
Pathology	750.00
Public Health and Sanitation	85.00
Medicine	50.00
Surgery and Gynecology	50.00
Ophthalmology and Oto-Laryngology	100.00
Obstetrics	1,000.00
Dispensaries	2,700.00
Hospitals	9,925.00

\$ 18,730.00

COLLEGE OF DENTISTRY

*Dentistry	\$ (5,000.00)
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COLLEGE OF PHARMACY

Pharmacy	\$ 300.00
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COLLEGE OF VETERINARY MEDICINE

Veterinary Medicine	\$ 1,380.00
*Veterinary Clinic	(2,000.00)

\$ 1,380.00

*Rotary Fund and not included in total.

SUMMER SESSION

Summer Session\$ 500.00

SUMMARY OF CURRENT EXPENSE BUDGET—EDUCATIONAL DIVISION

College of Agriculture	\$ 59,755.00
College of Arts, Philosophy and Science	1,215.00
College of Commerce and Journalism	875.00
*(Journalism-Printing)	(13,000.00)
*College of Dentistry	(5,000.00)
College of Education	1,040.00
College of Engineering	14,940.00
College of Homeopathic Medicine	11,235.00
*(Homeopathic Hospital)	(5,000.00)
College of Law	100.00
College of Medicine	18,730.00
College of Pharmacy	300.00
College of Veterinary Medicine	1,380.00
*(Veterinary Clinic)	(2,000.00)
Summer Session (1916)	500.00
Graduate School (See President's Division)	

\$110,070.00

PRESIDENT'S DIVISION

Deans:

College of Agriculture	\$ 1,200.00
College of Arts, Philosophy and Science	100.00
College of Commerce and Journalism	200.00
College of Dentistry	
College of Education	100.00
College of Engineering	125.00
College of Homeopathic Medicine	75.00
College of Law	
College of Medicine	200.00
College of Pharmacy	
College of Veterinary Medicine	
Graduate School	100.00
Military Science	500.00
Physical Education	1,250.00
Library	4,300.00
Library (books and binding)	4,000.00
N. B. M. A.	158.47
*Architecture-Photo	(200.00)
Ohio Journal of Science	500.00
The Ohio History Teachers' Journal	200.00

\$ 13,008.47

ADMINISTRATIVE DIVISION

President's Office	\$ 500.00
Business Manager's Office	2,500.00
Registrar's Office	2,250.00
Entrance Board	300.00
*Stores and Receiving Department	(34,340.00)

*Rotary Fund and not included in total.

Dean of Women	200.00
University Architect	150.00
Incidentals	10,000.00
Virginia Military Lands	3,000.00
Commencement Expense	4,500.00
Trustees' Expense	800.00
Advertising	800.00
Mailing Room	3,500.00
Board of Publications	9,000.00
Y. M. C. A.	700.00
Y. W. C. A.	500.00
Ohio State University Association	2,400.00
	<hr/>
	\$ 41,100.00

PHYSICAL PLANT

Engineer's Office	\$ 200.00
Laundry	1,000.00
Janitors	2,000.00
Betterment of Buildings	20,000.00
Roads and Grounds	4,000.00
Light, Heat and Power	11,000.00
Coal and Gas	27,000.00
Water	9,000.00
Contingencies (unappropriated)	3,200.00
	<hr/>
	\$ 77,400.00

SUMMARY OF CURRENT EXPENSE BUDGET

1916-1917

Educational Division	\$110,070.00
President's Division	13,008.47
Administrative Division	41,100.00
Physical Plant	77,400.00
	<hr/>
Total	\$241,578.47
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On motion of Mr. McCann, the Chairman was directed to appoint a committee to investigate the matter of students' fees, and to report its findings back to the Board as a matter of information.

The Chairman appointed on this committee, the President, Mr. McCann and Mr. Kaiser.

* * * * *

On motion of Mr. Pomerene, the Business Manager was directed to purchase an automobile for the use of the President, and \$2,875.00 was appropriated from the Endowment Fund to meet this purchase.

† On motion, it was ordered that Dr. H. S. Wingert be continued as Director of the Student Health Service, with the rank of Professor, for the year 1916-1917, at a salary of \$2,750.00, the department to be under the direction of the President.

* * * * *

The President presented the salary budget for the year ending June 30, 1917, and recommended its adoption, subject to the modifications authorized by the adoption of items in the President's formal report, and with the privilege of withdrawing from present consideration the portions of the budget involving the College of Pharmacy, the Department of Architecture, and the University Architect.

The President further recommended that \$20,373.00 be appropriated from the Endowment Fund for the purposes of the budget.

On motion, \$20,373.00 was appropriated from the Endowment Fund, and, as requested by the President, the portions of the Budget involving the College of Pharmacy, the Department of Architecture, and the University Architect were withdrawn from present consideration, with the understanding that they will be presented at the June meeting.

On motion, the salary budget was adopted as presented, subject to such modifications as were authorized in the formal report of the President, adopted at this meeting:

SALARY BUDGET

1916-1917

AGRICULTURAL CHEMISTRY AND SOILS

Alfred Vivian	Professor of Agricultural Chemistry and Dean of the College of Agriculture	(See Deans' Budget)
John F. Lyman	Professor of Agricultural Chemistry (on leave 1916-17)	\$ 1,800.00
	Professor of Soils	2,500.00
Thomas G. Phillips	Asst. Professor of Agricultural Chemistry	1,800.00

F. J. Salter	Instructor in Agricultural Chemistry	1,200.00
John L. Hutchinson	Instructor in Agricultural Chemistry	1,200.00
George M. McClure	Instructor in Agricultural Chemistry	1,200.00
E. C. Sleeth	Instructor in Soils	1,000.00
Chester M. Rose	Assistant in Agricultural Chemistry	600.00
P. E. Richards	Assistant in Soils	600.00
	Assistant	600.00
		<hr/>
		\$12,500.00

AGRICULTURAL ENGINEERING

H. C. Ramsower	Professor of Agricultural Engineering	\$ 2,500.00
F. W. Ives	Asst. Prof. of Agricultural Engineering	1,800.00
G. W. McCuen	Instructor in Agricultural Engineering	1,400.00
	Instructor in Agricultural Engineering	1,000.00
John T. Miller	Mechanic (12 mos.)	900.00
		<hr/>
		\$ 7,600.00

ANIMAL HUSBANDRY

Charles S. Plumb	Professor of Animal Husbandry	\$ 3,500.00
D. J. Kays	Professor of Animal Husbandry	2,400.00
Freeman S. Jacoby	Asst. Prof. of Poultry Husbandry	2,200.00
Schuyler M. Salisbury	Asst. Prof. of Animal Husbandry	1,700.00
Joel S. Coffey	Asst. Prof. of Animal Husbandry	2,000.00
Tom Stone	Instructor in Animal Husbandry	1,300.00
	Student Assistant in Poultry Husbandry	250.00
David M. Fyffe	Superintendent of Live Stock (12 mos.)	1,400.00
	Herdsman (12 mos.)	720.00
Arthur Bayes	Poultryman (12 mos.)	780.00
	General Helper (12 mos.)	600.00
Robert Watson	Groom (12 mos.)	780.00
L. H. Myers	Teamster (12 mos.)	600.00
William Franklin	Shepherd (12 mos.)	720.00
Dan Swisher	Herdsman (12 mos.)	600.00
	Herdsman (12 mos.)	600.00
Thomas Bayes	Herdsman (12 mos.)	660.00
	Pavilion Groom (12 mos.)	600.00
		<hr/>
		\$21,410.00

BOTANY

John H. Schaffner	Professor of Botany	\$ 2,750.00
Robert F. Griggs	Asst. Professor of Botany	1,900.00
Edgar N. Transeau	Professor of Botany	2,500.00
Freda Detmers	Asst. Professor of Botany	1,500.00

Wilmer G. Stover	Asst. Professor of Botany	1,700.00
Paul B. Sears	Instructor in Botany	1,000.00
	Graduate Assistant	300.00
	Graduate Assistant	300.00
	Student Assistant	150.00
	Student Assistant	150.00
	Student Assistant	150.00
	Gardener (12 mos.)	900.00
		<hr/>
		\$13,300.00

DAIRYING

Oscar Erf	Professor of Dairying	\$ 3,500.00
O. C. Cunningham	Asst. Professor of Dairying	2,000.00
W. L. Clevenger	Asst. Professor of Dairying	1,700.00
Robert B. Stoltz	Asst. Professor of Dairying	1,800.00
Fred Nobs	Cheese-maker	900.00
A. L. Bates	Driver (12 mos.)	540.00
		<hr/>
		\$10,440.00

FARM CROPS

	Professor of Farm Crops	\$ 2,500.00
Forrest W. Stemple	Assistant Prof. of Farm Crops	1,800.00
Lloyd E. Thatcher	Assistant in Farm Crops	1,000.00
	Assistant in Farm Crops	600.00
		<hr/>
		\$ 5,900.00

FORESTRY

W. R. Lazenby	Professor of Forestry	\$ 2,750.00
Norman W. Scherer	Asst. Professor of Forestry	1,700.00
Otto W. Pflueger	Instructor in Forestry	1,100.00
W. L. Dubois	Temporary Instructor	500.00
		<hr/>
		\$ 6,050.00

HOME ECONOMICS

Edna N. White	Professor of Home Economics ..	\$ 3,000.00
Anna R. Van Meter	Asst. Prof. of Home Economics	2,000.00
Maude C. Hathaway	Asst. Prof. of Home Economics	1,600.00
Grace G. Walker (Mrs.)	Instructor in Home Economics..	1,400.00
Lila Skinner	Instructor in Home Economics..	1,400.00
Marian L. Tucker	Instructor in Home Economics..	1,400.00
Maude G. Adams (Mrs.)	Supervisor of Practice Teaching	1,500.00
	Instructor in Home Economics..	1,200.00
	Assistant in Home Economics..	800.00
Lelia McGuire	Assistant in Home Economics...	750.00
Agnes Brady	Assistant in Home Economics...	750.00
Esther McGinnis	Assistant in Home Economics...	750.00
	Assistant in Home Economics...	600.00
	Assistant in Home Economics...	400.00
Cora Elliott	Maid (12 mos.)	500.00
		<hr/>
		\$17,300.00

HORTICULTURE	
Wendell Paddock	Professor of Horticulture..... \$ 3,000.00
Vernon H. Davis	Professor of Horticulture..... 2,000.00
L. M. Montgomery	Professor of Horticulture..... 2,200.00
P. H. Elwood, Jr.	Asst. Professor of Landscape Architecture 1,800.00
A. D. Taylor	Non-Resident Professor of Land- scape Architecture 500.00
W. H. Mosier	Asst. Professor of Floriculture.. 1,800.00
Fred Windmiller	Instructor in Horticulture..... 1,000.00
H. R. Penton	Assistant in Floriculture and Vegetable Gardening 1,000.00
	Assistant in Horticulture 600.00
	<hr/> \$13,900.00

RURAL ECONOMICS	
Paul L. Vogt	Professor of Rural Economics .. \$ 2,500.00
Thomas D. Phillips	Asst. Professor of Rural Econom- ics (12 mos.) 1,800.00
John I. Falconer	Asst. Professor of Rural Econom- ics 2,000.00
	<hr/> \$ 6,300.00

WINTER COURSE	
Instruction	\$ 2,150.00

ZOOLOGY AND ENTOMOLOGY	
Herbert Osborn	Research Professor of Zoology and Entomology \$ 3,500.00
J. S. Hine	Associate Professor of Zoology and Entomology 1,800.00
W. M. Barrows	Asst. Prof. Zoology and Entomol- ogy (on leave) 1,500.00
Frederick H. Kreckler	Asst. Prof. of Zoology and Ento- mology 1,800.00
C. L. Metcalf	Asst. Prof. of Zoology and Ento- mology 1,800.00
W. J. Kostir	Instructor in Zoology and Ento- mology 1,400.00
C. J. Drake	Assistant in Zoology and Ento- mology 900.00
Vernon Haber	Assistant in Zoology and Ento- mology 800.00
	Substitute 1,200.00
	Six Graduate Assistants at \$300.00 each 1,800.00
	<hr/> \$16,500.00

LAKE LABORATORY	
F. H. Kreckler	Acting Director \$ 300.00
E. L. Fullmer 200.00
S. R. Williams 200.00

Z. P. Metcalf	200.00
J. H. Schaffner	200.00
Extra Lectures	50.00

\$ 1,150.00

DIVISION OF FARM OPERATIONS

A. E. Smith	Farm Foreman (12 mos.)	\$ 1,500.00
Leroy Wilson	Caretaker Horse Barn (12 mos.)	720.00
F. M. Ford	Teamster (12 mos.)	660.00
John Rhone	Teamster (12 mos.)	624.00
Charles Pugh	Teamster (12 mos.)	624.00
John S. Long	Teamster (12 mos.)	624.00
Marion Peck	Teamster (12 mos.)	624.00

\$ 5,376.00

SUMMARY OF SALARY BUDGET—COLLEGE OF AGRICULTURE

Agricultural Chemistry and Soils	\$ 12,500.00
Agricultural Engineering	7,600.00
Animal Husbandry	21,410.00
Botany	13,300.00
Dairying	10,440.00
Farm Crops	5,900.00
Forestry	6,050.00
Home Economics	17,300.00
Horticulture	13,900.00
Rural Economics	6,300.00
Winter Course	2,150.00
Zoology and Entomology	16,500.00
Lake Laboratory	1,150.00
Division of Farm Operations	5,376.00

Total \$139,876.00

AMERICAN HISTORY

G. W. Knight	Professor of American History (See Deans' Budget)	
	and Dean of College of Education	
Homer C. Hockett	Professor of American History	\$ 2,500.00
Arthur M. Schlesinger	Asst. Prof. of American History	2,000.00
George A. Wood	Instructor in American History	1,200.00
	Graduate Assistant	300.00
	Graduate Assistant	300.00

\$ 6,300.00

ENGLISH

J. V. Denney	Professor of English and Dean of the College of Arts, Philosophy and Science (See Deans' Budget)	
J. R. Taylor	Professor of English	\$ 2,750.00
G. H. McKnight	Professor of English	2,750.00
William L. Graves	Professor of English	2,250.00
L. A. Cooper	Asst. Professor of English	2,000.00

E. L. Beck	Asst. Professor of English	2,000.00
V. A. Ketcham	Asst. Professor of English	2,000.00
C. E. Andrews	Asst. Professor of English	2,000.00
Milton Percival	Asst. Professor of English	2,000.00
J. Forrest Craig	Instructor in English	1,000.00
Charles G. Dishong	Instructor in English	1,000.00
Earl W. Wiley	Instructor in English	1,000.00
Gertrude L. Robinson	Instructor in English	750.00
Marjorie McCutcheon	Instructor in English	750.00
C. F. Lindsley	Instructor in English	750.00
Frederick W. Moore	Instructor in English	750.00
Louis Foley	Instructor in English	750.00
Hugo P. Wise	Assistant in English	500.00
O. W. Hankins	Assistant in English	300.00
Edith Sniffen	Assistant in English	300.00
Don L. Demorest	Assistant in English	300.00

\$25,900.00

EUROPEAN HISTORY

W. H. Siebert	Professor of European History..	\$ 3,500.00
Edgar H. McNeal	Professor of European History..	2,500.00
Clarence Perkins	Professor of European History..	2,000.00
Wilmer C. Harris	Instructor in European History	1,500.00
Pansy Higbee Bock	Graduate Assistant	300.00

\$ 9,800.00

GEOLOGY

C. S. Prosser	Professor of Geology	\$ 3,500.00
John A. Bownocker	Professor of Geology and Cura- tor of Museum	2,500.00
Thos. McD. Hills	Asst. Professor of Geology.....	1,800.00
Walter A. Verweibe	Instructor in Geology.....	1,200.00
Clara G. Mark	Instructor in Geology.....	1,100.00
Kenneth Cottingham	Instructor in Geology.....	1,000.00
Raymond E. Lamborn	Graduate Assistant	300.00

\$11,400.00

GERMAN

M. B. Evans	Professor of German	\$ 3,500.00
B. A. Eisenlohr	Professor of German	2,000.00
May Thomas	Asst. Professor of German.....	1,500.00
Sarah T. Barrows	Asst. Professor of German.....	1,500.00
Ludwig Lewisohn	Asst. Professor of German.....	2,250.00
Robert O. Busey	Asst. Professor of German.....	1,500.00
H. C. Keidel	Asst. Professor of German.....	1,800.00
Theodore F. Kotz	Instructor in German.....	1,200.00
Heinrich Reese	Instructor in German.....	1,200.00
Ernest Rey	Assistant in German	500.00
L. Zelenka Lerando	Graduate Assistant	300.00

\$17,250.00

GREEK

George M. Bolling	Professor of Greek	\$ 3,500.00
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LATIN	
S. C. Derby	Professor of Latin \$ 2,750.00
A. W. Hodgman	Professor of Latin 2,500.00
W. S. Elden	Professor of Latin 2,500.00
James E. Dunlap	Instructor in Latin 1,200.00
	<hr/> \$ 8,950.00

PHILOSOPHY	
J. A. Leighton	Professor of Philosophy..... \$ 3,500.00
A. E. Davies	Professor of Philosophy..... 2,250.00
Albert R. Chandler	Asst. Professor of Philosophy.. 1,800.00
	<hr/> \$ 7,550.00

POLITICAL SCIENCE	
Henry R. Spencer	Professor of Political Science... \$ 2,750.00
Francis W. Coker	Professor of Political Science... 2,500.00
	Graduate Assistant 300.00
	<hr/> \$ 5,550.00

ROMANCE LANGUAGES	
Benjamin L. Bowen	Professor of Romance Languages \$ 3,500.00
Charles A. Bruce	Professor of Romance Languages 2,500.00
E. S. Ingraham	Professor of Romance Languages 2,250.00
T. E. Hamilton	Asst. Professor of Romance Languages 1,500.00
G. S. Chapin	Asst. Professor of Romance Languages 1,500.00
W. T. Peirce	Asst. Professor of Romance Languages 2,250.00
J. K. Ditchy	Instructor in Romance Languages 1,200.00
Alexander P. Moore	Instructor in Romance Languages 1,200.00
Leopold Cardon	Instructor in Romance Languages 1,200.00
Ph. Teixido de Berris	Instructor in Romance Languages 1,200.00
Homer C. Haddox	Graduate Assistant 300.00
Luella S. Goode	Graduate Assistant 300.00
Pearl Summy	Graduate Assistant 300.00
R. R. Studler	Assistant 300.00
	<hr/> \$19,500.00

SUMMARY OF SALARY BUDGET—COLLEGE OF ARTS, PHILOSOPHY
AND SCIENCE

American History	\$ 6,300.00
English	25,900.00
European History	9,800.00
Geology	11,400.00
German	17,250.00
Greek	3,500.00
Latin	8,950.00
Philosophy	7,550.00
Political Science	5,550.00
Romance Languages	19,500.00

\$115,700.00

ECONOMICS AND SOCIOLOGY

James E. Hagerty	Professor of Economics and Sociology and Dean of the College of Commerce and Journalism.	(See Deans' Budget)
M. B. Hammond	Professor of Economics and Sociology	\$ 3,500.00
O. C. Lockhart	Professor of Economics and Sociology	2,500.00
C. C. Huntington	Professor of Economics and Sociology	2,500.00
Clyde O. Ruggles	Professor of Economics and Sociology	2,500.00
Henry F. Walradt	Asst. Prof. of Economics and Sociology	1,800.00
E. W. Burgess	Asst. Prof. of Economics and Sociology	2,000.00
Carl E. Parry	Asst. Prof. of Economics and Sociology	2,000.00
Mary Louise Mark	Instructor in Economics and Sociology	1,600.00
Gould F. Harris	Instructor in Economics and Sociology	1,200.00
Walter C. Weidler	Instructor (on leave without salary)	-----
Otto F. Wilkinson	Instructor in Economics and Sociology	900.00
Horace B. Drury	Instructor in Economics and Sociology	1,300.00
Victor W. Bruder	Instructor in Economics and Sociology	1,400.00
R. D. McKenzie	Instructor in Economics and Sociology	1,300.00
G. W. Eckleberry	Assistant in Economics and Sociology	500.00
	Instructor in Economics and Sociology	1,000.00
	Instructor in Economics and Sociology	900.00
		<hr/>
		\$26,900.00

JOURNALISM

Joseph S. Myers	Professor of Journalism	\$ 4,000.00
Paul C. Carty	Instructor in Journalism (12 mos.)	1,804.00
M. H. Hallett	Instructor in Journalism (12 mos.)	1,560.00
Albert P. Taylor	Instructor in Journalism (12 mos.)	1,152.00
	Editor—"The Lantern"	500.00
	Business Manager—"The Lantern"	500.00
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		\$ 9,516.00

SUMMARY OF SALARY BUDGET—COLLEGE OF COMMERCE AND JOURNALISM

Economics and Sociology\$ 26,900.00
 Journalism 9,516.00

DENTISTRY \$ 36,416.00

H. M. Semans	Dean of the College of Dentistry and Professor of Operative Dentistry and Dental Anatomy	(See Deans' Budget)
Harvey V. Cottrell	Professor of Prosthetic Dentistry	\$ 1,200.00
William C. Graham	Instructor in Dental Medicine and Oral Hygiene	600.00
Roland B. Wiltberger	Instructor in Prosthetic Dentistry and Porcelain	800.00
Herbert S. Shumway	Instructor in Prosthetic Laboratory	800.00
Clyde H. Hebble	Superintendent of Operative Clinic and Instructor in Operative Technic	1,200.00
Charles W. Strosnider	Asst. Superintendent of Operative Clinic and Instructor in Dental Technic	1,000.00
Ollie O. Mobberly	Superintendent of Dental Laboratories and Summer Clinic (12 mos.)	1,800.00
Dick P. Snyder	Instructor in Operative Clinic	800.00
Edwin W. Martindale	Instructor in Anaesthetics and Analgesia	400.00
Frank C. Starr	Instructor in Operative Clinic and Metallurgy	600.00
Irwin Bottenhorn	Clinical Instructor in Dental Pathology	600.00
Earl G. Jones	Assistant in Orthodontia	400.00
	Demonstrator in Operative Clinic	500.00
	Student Assistant in Dental Pathology and Histology	100.00
	Student Assistant in Freshman Dental Laboratory	100.00

ART \$10,900.00

Charles F. Kelley	Professor of Art	\$ 2,500.00
Alice Robinson	Instructor in Art	1,600.00
Mary Louise Shepherd	Instructor in Art	1,300.00
W. J. Norris	Instructor in Art	1,400.00
O. E. Christensen	Instructor in Art	1,200.00

\$ 8,000.00

HISTORY AND PHILOSOPHY OF EDUCATION

Lewis F. Anderson	Professor of History and Philosophy of Education	\$ 3,000.00
	Assistant in History and Philosophy of Education	600.00

\$ 3,600.00

MANUAL TRAINING

Eldon L. Usry Professor of Manual Training .. \$ 2,500.00

PRINCIPLES AND PRACTICES OF EDUCATION

	Professor of Principles and Practice of Education	\$ 3,500.00
George R. Twiss	Professor of Principles and Practice of Education (2nd semester)	1,500.00
J. L. Clifton	Asst. Prof. of Principles and Practice of Education	2,500.00
	Asst. Prof. of Agricultural Education	2,000.00
	Critic Teachers	300.00
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		\$ 9,800.00

PSYCHOLOGY

George F. Arps	Professor of Psychology	\$ 3,500.00
Rudolph Pintner	Asst. Professor of Psychology..	2,300.00
A. P. Weiss	Asst. Professor of Psychology..	2,000.00
John E. Evans	Instructor in Psychology	1,800.00
Harry W. Crane	Instructor in Psychology	1,600.00
J. W. Bridges	Instructor in Psychology	1,800.00
Karl M. Dallenbach	Instructor in Psychology	1,600.00
	Laboratory Assistant	500.00
	Laboratory Assistant	400.00
	Graduate Assistant	300.00
	Graduate Assistant	300.00
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		\$16,100.00

SCHOOL ADMINISTRATION

Samuel W. Brown	Professor of School Administration	\$ 2,500.00
	Graduate Assistant	300.00
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		\$ 2,800.00

SUMMARY OF SALARY BUDGET—COLLEGE OF EDUCATION

Art	\$ 8,000.00
History and Philosophy of Education	3,600.00
Manual Training	2,500.00
Principles and Practice of Education	9,800.00
Psychology	16,100.00
School Administration	2,800.00
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	\$ 42,800.00

ARCHITECTURE

(Budget not adopted at this time.)

ASTRONOMY

H. C. Lord	Professor of Astronomy	\$ 3,000.00
E. S. Manson, Jr.	Associate Professor of Astronomy	1,800.00
		\$ 4,800.00

CERAMIC ENGINEERING

Edward Orton Jr.	Research Professor in Ceramic Engineering	\$ 1,500.00
Arthur S. Watts	Professor of Ceramic Engineering	3,000.00
Carl B. Harrop	Assistant Professor of Ceramic Engineering	1,800.00
	Assistant Professor of Ceramic Engineering (½ time)	1,000.00
J. C. Lysatt	Technician	600.00
		\$ 7,900.00

CHEMISTRY

S. A. Norton	Emeritus Professor of Chemistry	\$ 1,250.00
William McPherson	Professor of Chemistry and Dean of the Graduate school	(See Dean's Budget)
W. E. Henderson	Professor of Inorganic and Physical Chemistry	3,000.00
C. W. Foulk	Professor of Analytical Chemistry	2,500.00
William L. Evans	Professor of Chemistry	3,500.00
J. R. Withrow	Professor of Chemistry	3,000.00
J. W. Shipley	Assistant Professor of Chemistry	1,800.00
C. E. Boord	Assistant Professor of Chemistry	1,800.00
R. C. Hummell	Instructor in Chemistry	1,200.00
J. H. Young	Instructor in Chemistry	1,000.00
Edward Schmidt	Assistant in Chemistry	700.00
C. R. McCrosky	Assistant in Chemistry	700.00
G. Stegeman	Assistant in Chemistry	700.00
Marion Hollingsworth	Assistant in Chemistry	700.00
Emil Balz	Assistant in Chemistry	700.00
H. B. Adkins	Assistant in Chemistry	700.00
Melvin G. Mellon	Graduate Assistant	300.00
Evan L. Mahaffey	Assistant in Chemistry (part time)	300.00
Clyde S. Adams	Graduate Assistant	300.00
H. K. Baumgardner	Graduate Assistant	300.00
Charles R. Bennett	Graduate Assistant	300.00
Charles H. Keck	Graduate Assistant	300.00
William W. Lake	Graduate Assistant	300.00
David R. Mellon	Graduate Assistant	300.00
Lowell H. Milligan	Graduate Assistant	300.00
Robert M. Sanford	Graduate Assistant	300.00
Lorin B. Sebrell	Graduate Assistant	300.00
John A. Vanderwerf	Graduate Assistant	300.00

Graduate Assistant	300.00
Graduate Assistant	300.00
Graduate Assistant	300.00

\$28,450.00

CIVIL ENGINEERING

C. E. Sherman	Professor of Civil Engineering..	\$ 2,500.00
F. H. Eno	Professor of Municipal Engineer- ing	2,500.00
Clyde T. Morris	Professor of Structural Engi- neering	3,000.00
W. S. Hindman	Asst. Professor of Civil Engi- neering	1,800.00
G. F. Schlesinger	Asst. Professor of Civil Engi- neering	1,600.00
Roscoe C. Sloane	Asst. Professor of Civil Engi- neering	1,600.00
Wilhelm Neilson	Instructor in Civil Engineering	1,300.00
Carl G. Faehnle	Instructor in Civil Engineering	1,100.00

\$15,400.00

ELECTRICAL ENGINEERING

F. C. Caldwell	Professor of Electrical Engi- neering	\$ 3,000.00
A. E. Flowers	Professor of Electrical Engi- neering	2,500.00
J. E. Shepardson	Instructor in Electrical Engi- neering	1,400.00
R. A. Brown	Instructor in Electrical Engi- neering	1,300.00
T. O. Farmer	Assistant in Electrical Engi- neering	750.00
	Assistant in Electrical Engi- neering (half time)	350.00
Wm. R. Alexander	Machinist (12 mos.)	1,080.00
Elton W. Carlisle	Machinist's Helper (12 mos.)...	510.00

\$10,890.00

ENGINEERING DRAWING

Thomas E. French	Professor of Engineering Draw- ing	\$ 3,500.00
Robert Meiklejohn	Assistant Professor of Engineer- ing Drawing	1,900.00
O. E. Williams	Assistant Professor of Engineer- ing Drawing	1,500.00
Cree Sheets	Assistant Professor of Engineer- ing Drawing	1,500.00
W. D. Turnbull	Assistant Professor of Engineer- ing Drawing	1,500.00
E. J. Gilbert	Instructor in Engineering Draw- ing	1,400.00
C. L. Svensen	Instructor in Engineering Draw- ing	1,500.00

T. Y. Inagaky	Instructor in Engineering Drawing	1,100.00
S. S. Withrow	Assistant in Engineering Drawing	700.00
A. L. Whiteside	Student Assistant	300.00
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		\$14,900.00

INDUSTRIAL ARTS

F. E. Sanborn	Professor of Industrial Arts (11 mos.)	\$ 2,420.00
W. A. Knight	Associate Professor of Machine Shop Practice (11 mos.).....	1,925.00
C. M. Beem	Instructor in Pattern-Making and Founding (11 mos.).....	1,595.00
A. A. Case	Instructor in Vise Work (11 mos.)	1,320.00
U. W. Denman	Instructor in Wood Working (11 mos.)	1,100.00
Jacob A. Foust	Instructor in Forging (11 mos.)	1,210.00
J. J. Breckur	Assistant in Founding (11 mos.)	935.00
R. E. Smith	Assistant in Woodworking (10 mos.)	900.00
Perry L. Wright	Assistant in Forging (11 mos.)	880.00
Harold Wright	Assistant (11 mos.)	715.00
Carl M. Senn	Assistant in Woodworking (10 mos.)	600.00
	Student Assistant (10 mos.)....	300.00
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		\$13,900.00

MATHEMATICS

R. D. Bohannon	Professor of Mathematics	\$ 3,500.00
G. W. McCoard	Professor of Mathematics	1,800.00
K. D. Swartzel	Professor of Mathematics	2,500.00
H. W. Kuhn	Professor of Mathematics	2,500.00
S. E. Rasor	Professor of Mathematics	2,200.00
C. L. Arnold	Associate Professor of Mathematics	2,000.00
J. B. Preston	Assistant Professor of Mathematics	1,500.00
C. C. Morris	Professor of Mathematics	*1,000.00
Grace Bareis	Assistant Professor of Mathematics	1,300.00
C. J. West	Assistant Professor of Mathematics	1,700.00
Hortense Rickard	Assistant in Mathematics	1,300.00
Charlotte Morningstar	Graduate Assistant	300.00
Garbis Keulegan	Graduate Assistant	300.00
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		\$21,900.00

MECHANICAL ENGINEERING

William T. Magruder	Professor of Mechanical Engineering	\$ 3,500.00
F. W. Marquis	Professor of Steam Engineering	2,500.00

*Paid \$1,000.00 as Assistant to Dean of College of Engineering.

Horace Judd	Associate Professor of Experimental Engineering	2,000.00
A. I. Brown	Instructor in Mechanical Engineering	1,500.00
Ray Ellis	Assistant in Mechanical Engineering	750.00
	Assistant in Mechanical Engineering	750.00
	Assistant in Mechanical Engineering	900.00
J. J. Davis	Machinist (12 mos.)	1,020.00
Roy Pratt	Helper and Fireman (12 mos.)..	840.00
	Helper (10 mos.)	500.00

\$14,260.00

MECHANICS

James E. Boyd	Professor of Mechanics	\$ 3,000.00
E. F. Coddington	Professor of Mechanics	2,500.00
	Instructor	1,000.00

\$ 6,500.00

METALLURGY

E. E. Somermeier	Professor of Metallurgy (half time)	\$ 1,200.00
D. J. Demorest	Professor of Metallurgy and Acting Head of Department	2,500.00
E. C. Smith	Instructor	1,400.00

\$ 5,100.00

MINE ENGINEERING

Frank A. Ray	Professor of Mine Engineering.	\$ 2,000.00
Wells H. Minor	Assistant Professor of Mine Engineering	1,800.00
Charles W. Davis	Student Assistant	300.00
	Student Assistant	300.00
	Student Assistant	150.00

\$ 4,550.00

MINERALOGY

W. J. McCaughey	Assistant Professor of Mineralogy and Acting Head of Department	\$ 2,000.00
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\$ 2,000.00

PHYSICS

A. D. Cole	Professor of Physics	\$ 3,500.00
R. F. Earhart	Professor of Physics	2,500.00
F. C. Blake	Professor of Physics (on leave 1916-1917)	1,800.00
S. J. Barnett	Professor of Physics	2,500.00
Charles Sheard	Professor of Physics and Applied Optics	2,250.00
Alpheus W. Smith	Assistant Professor of Physics.	2,500.00

H. G. Heil	Instructor in Physics	1,600.00
D. A. Woodbury	Instructor in Physics	1,300.00
Alva W. Smith	Instructor in Physics	1,200.00
J. H. Service	Assistant in Physics	700.00
C. W. Jarvis	Assistant in Physics	700.00
	Assistant in Physics	600.00
	Assistant in Physics	750.00
B. F. Salisbury	Graduate Assistant	300.00
	Graduate Assistant	300.00
	Graduate Assistant	300.00
Arthur P. Freund	Mechanician (12 mos.)	1,200.00
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		\$24,000.00

SUMMARY OF SALARY BUDGET—COLLEGE OF ENGINEERING

Architecture	(Budget not adopted at this time)	
Astronomy		\$ 4,800.00
Ceramic Engineering		7,900.00
Chemistry		28,450.00
Civil Engineering		15,400.00
Electrical Engineering		10,890.00
Engineering Drawing		14,900.00
Industrial Arts		13,900.00
Mathematics		21,900.00
Mechanical Engineering		14,260.00
Mechanics		6,500.00
Metallurgy		5,100.00
Mine Engineering		4,550.00
Mineralogy		2,000.00
Physics		24,000.00

HOMEOPATHIC MEDICINE

\$174,550.00

Claude A. Burrett	Professor of General and Clinical Surgery and Dean of the College of Homeopathic Medicine	(See Deans' Budget)
Fred B. Grosvenor	Professor of Clinical Diagnosis and Clinical Microscopy	\$ 2,400.00
Albert E. Hinsdale	Professor of Materia Medica and Clinical Therapeutics	2,400.00
J. A. Ferree	Professor of Ophthalmology, Otolology, Laryngology and Rhinology	2,400.00
Roy C. Wolcott	Professor of Internal Medicine.	2,400.00
William A. Humphrey	Professor of Diseases of Women, Surgical Gynecology and Obstetrics	2,400.00
Jacob R. Wiggers	Student Assistant	500.00
H. J. Knapp	Student Assistant	300.00
J. G. Keiser	Graduate Assistant	200.00
John Shoemaker	Student Assistant	200.00
George B. Faulder	Assistant in Gynecology and Supervising Anaesthetist	500.00
R. V. Hadley	Assistant in Clinical Laboratory	500.00

\$14,200.00

HOMEOPATHIC HOSPITAL

Jessie Harrod	Chief Nurse (12 mos.)	\$ 900.00
Helen Johnson	Teacher of Surgical Dressing...	720.00
	House Physician	200.00
	Student Nurse	50.00
Cora Ranous (Mrs.)	Student Nurse	75.00
Louisa Harrod	Student Nurse	75.00
Rena Daly	Student Nurse	75.00
Vera Benjamin	Student Nurse	75.00
Elinor Schlegemilch	Student Nurse	75.00
Hazel Ault	Student Nurse	75.00
Olga Johnson	Student Nurse	75.00
Sarah Fulton	Student Nurse	75.00
Martha Bower	Student Nurse	75.00
Angie Fuller	Student Nurse	75.00
	Night Supervisor of Nurses....	400.00
	14 Nurses	280.00
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		\$ 3,300.00

SUMMARY OF SALARY BUDGET—COLLEGE OF HOMEOPATHIC MEDICINE

Homeopathic Medicine	\$ 14,200.00
Homeopathic Hospital	3,300.00
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	\$ 17,500.00

COLLEGE OF LAW

John J. Adams	Professor of Law and Dean of the College of Law.....	(See Deans' Budget)
W. H. Page	Professor of Law	\$ 3,750.00
George W. Rightmire	Professor of Law (on leave 1916-1917)	2,000.00
A. H. Tuttle	Professor of Law	3,500.00
W. B. Cockley	Professor of Law	2,750.00
Clarence D. Laylin	Professor of Law	3,500.00
	Substitute Instructor	1,500.00
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		\$17,000.00

COLLEGE OF PHARMACY

(Budget not adopted at this time.)

COLLEGE OF VETERINARY MEDICINE

D. S. White	Professor of Veterinary Medicine and Dean of College of Veterinary Medicine	(See Deans' Budget)
Septimus Sisson	Professor of Comparative Anatomy	\$ 3,500.00
O. V. Brumley	Professor of Veterinary Surgery	3,500.00
A. G. G. Richardson	Professor of Veterinary Pathology	2,650.00
F. A. Lambert	Assistant Professor of Comparative Anatomy	1,900.00
J. H. Snook	Assistant Professor of Veterinary Surgery.....	1,900.00

	Dean of the College of Engineering	5,000.00
Eugene F. McCampbell	Dean of the College of Medicine..	4,000.00
	Dean of the College of Pharmacy	1,500.00
D. S. White	Dean of the College of Veterinary Medicine	4,000.00
William McPherson	Dean of the Graduate School...	4,000.00
C. C. Morris	Assistant to Dean of College of Engineering	1,000.00
Verle C. Smith	Assistant to Dean of College of Agriculture	1,800.00
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		\$49,300.00

PHYSICAL EDUCATION

L. W. St. John	Professor of Physical Education	\$ 3,000.00
Henry C. Ohlson	Instructor in Physical Education	1,700.00
Allison W. Marsh	Instructor in Physical Education	1,500.00
George M. Trautman	Instructor in Physical Education	1,500.00
Florence A. Meyer	Assistant Professor of Physical Education	1,700.00
Margaret C. Hammett	Instructor in Physical Education	1,200.00
J. H. Nichols	Assistant Professor of Physical Education	2,250.00
Karl S. McComb	Student Assistant	300.00
Selma Mesloh	Assistant in Physical Education	400.00
Mrs. Clark Hunter	Pianist	500.00
Lola Stout	Maid (12 mos.)	450.00
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		\$14,500.00

MILITARY SCIENCE AND TACTICS

George L. Converse	Professor of Military Science and Tactics	\$ 900.00
Truman D. Thorpe	Assistant to the Commandant..	1,500.00
Gustav Bruder	Band Master	400.00
	Lieutenant Colonels (2 at \$75 each)	150.00
	Majors (6 at \$50 each)	300.00
	Captains (22 at \$40 each).....	880.00
	Lieutenants (42 at \$30 each)...	1,260.00
	Band Lieutenants (1 at \$40)...	40.00
	Band Volunteers (5 at \$20 each)	100.00
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		\$ 5,530.00

LIBRARY

Olive Jones	Librarian (10 mos.)	\$ 2,000.00
Harriet Townshend	Assistant (12 mos.)	840.00
Gertrude Kellicott	Accession Librarian (12 mos.)..	1,500.00
Donald Leidigh	Accession Assistant (12 mos.)..	840.00
Alice D. McKee	Cataloguer (12 mos.)	960.00
	Cataloguing Assistant (12 mos.)	780.00
Maud Jeffrey	Reference Librarian (12 mos.)..	1,500.00
Charles W. Reeder	Reference Librarian (12 mos.)..	1,800.00
Bertha Schneider	Head Cataloguer (12 mos.)....	1,260.00

Nelson McCombs	Library Assistant (12 mos.)	600.00
Louise Schoeneweiss	Library Assistant (12 mos.)	1,020.00
Alice Morris	Library Assistant (12 mos.)	900.00
Roy E. Haber	Stack Attendant (12 mos.)	600.00
E. F. Gerish	Night Assistant (12 mos.)	360.00
Marguerite Mitchell	Library Assistant (12 mos.)	960.00
Lillian Nippert	Library Assistant (12 mos.)	720.00
Alice D. Cruickshank	Cataloguer (12 mos.)	960.00
Harriet S. Dutcher	Assistant Cataloguer (12 mos.)..	960.00
Paul R. Byrne	Reference Assistant (12 mos.)..	1,200.00
	Cataloguer (12 mos.)	960.00
Amy C. Crane	Library Assistant—College of Medicine—(12 mos.)	600.00
Bliss Magly	Night Assistant (12 mos.)	360.00
Mae M. Walker (Mrs.)	Library Assistant—Brown Hall —(12 mos.)	720.00
	Library Assistant (12 mos.)....	720.00
	Check Room Attendant (12 mos.)	840.00
	Loan Desk Attendant (12 mos.)	360.00
	Collation Assistant (12 mos.)...	360.00
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		\$24,680.00

MISCELLANEOUS

H. S. Wingert	Director of Student Health Ser- vice	\$ 2,750.00
Mary Powers	Matron—Rest Room	450.00
D. J. Demorest	University Chemist	500.00
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		\$ 3,700.00

SUMMARY OF SALARY BUDGET—PRESIDENT'S DIVISION

Deans	\$ 49,300.00
Physical Education	14,500.00
Military Science and Tactics	5,530.00
Library	24,680.00
Miscellaneous	3,700.00
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	\$ 97,710.00

PRESIDENT'S OFFICE

W. O. Thompson	President	\$ 7,000.00
Katharine H. Duncan	Executive Clerk	1,500.00
Eva L. Schilling	Stenographer	840.00
	Auditor of Student Accounts...	900.00
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		\$10,240.00

SECRETARY AND BUSINESS MANAGER'S OFFICE

Carl E. Steeb	Secretary and Business Manager	\$ 5,000.00
R. M. Royer	Purchasing Agent	2,000.00
Bess C. Watters	Cashier	1,200.00
Jane S. Haskett	Chief Clerk	1,200.00
Mary Kraus	Auditor	1,200.00
Clara Baker	Book-keeper	900.00
Helen Zeller	Inventory Clerk	1,200.00
Louise Kraus	Cost Clerk	780.00

Ethel Gilkey	Clerk	780.00
Katherine Vogel	Clerk	900.00
Hazel Bratton	Typist	720.00
Harold F. Keenan	Clerk	660.00
Edgar W. Dean	Comptroller	1,900.00
Marguerite Lewis	Stenographer	660.00

\$19,100.00

REGISTRAR'S OFFICE

Edith D. Cockins	Registrar, Secretary of the Faculty and University Editor...	\$ 2,200.00
Lucy Taylor	Assistant	1,200.00
Clara Miller	Assistant	900.00
	Assistant	780.00
Helen Clarke	Assistant	900.00
Sara Jacobs	Assistant	840.00
Winifred Warner	Assistant	780.00
	Assistant	720.00

\$ 8,320.00

ENTRANCE BOARD

Lester E. Wolfe	Secretary	\$ 2,200.00
Frances B. Work	Stenographer	720.00
Wilda B. Ruth	Typist	660.00

\$ 3,580.00

MISCELLANEOUS

W. M. Mutchmore	Custodian	\$ 1,200.00
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STENOGRAPHIC AND CLERICAL

	Stenographer—Townshend Hall.	\$ 660.00
	Stenographer—Townshend Hall.	720.00
	Clerk—Townshend Hall	660.00
	Stenographer—Lord Hall	720.00
	Stenographer—College of Engineering	780.00
	Stenographer—Brown Hall	720.00
	Stenographer—Botany and Zoology Building	720.00
	Armorer—Military Department.	720.00
	Clerk—Military Department....	720.00
	Clerk—Physical Education Department	720.00
	Stenographer—Veterinary Laboratory	660.00
	Stenographer—Horticulture and Forestry Building	720.00
	Clerk—Mailing Room	840.00
	Clerk—University Hall	660.00
	Stenographer—Dairy Department	600.00
	Sales Clerk—Dairy Department	660.00
	Stenographer—Page Hall	660.00
	Stenographer—College of Educa-	

	tion	660.00
Helen Silberbert	Stenographer—Chemistry Building	600.00
Mary Hunter (Mrs.)	Stenographer—Robinson Laboratory, M. E. Dept.	600.00
	Asst. Armorer—Military Science Department	300.00
Carrie Dudley	Clerk—College of Medicine.....	900.00
Allie F. Harness (Mrs.)	Clerk—College of Dentistry....	660.00
Florence M. Spencer	Stenographer—Judging Pavilion	600.00
Margaret W. Fisher	Stenographer—College of Homeopathic Medicine	660.00
Ruth M. Ford	Stenographer—Hayes Hall	660.00
	Stenographer—Entrance Board (half time)	330.00
	Stenographer—Physics Building	600.00
Agnes Ryan	Stenographer—Townshend Hall.	600.00
Katharine Conard	Stenographer—Graduate School and Summer Session	720.00
Lulu Shepherd	Stenographer—Robinson Laboratory, E. E. Dept.	600.00
	Stenographer—Hayes Hall.....	600.00
	Stenographer—Shops Building..	600.00
	Stenographer—University Hall.	600.00
Edith Rathbun	Stenographer—College of Commerce and Journalism	600.00
Charles Kuntz	Secretary to Dean of College of Medicine	1,200.00
	Stenographer—College of Medicine	840.00
	Stenographer—College of Medicine	720.00
	Stenographer—College of Medicine	600.00
	Stenographer—College of Medicine	600.00
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		\$26,790.00

UNIVERSITY ARCHITECT'S OFFICE
(Budget not adopted at this time.)

STORES AND RECEIVING DEPARTMENT

F. E. Jones	Receiving Clerk	\$ 1,900.00
H. W. Brewer	Storekeeper	1,020.00
H. W. Miller	First Assistant	900.00
Errett A. Davis	Second Assistant	840.00
James Lawson	Checking Clerk	840.00
Earl Conway	Stock Clerk	840.00
Blanche Sullivan	Clerk	840.00
Florence Hill	Clerk	780.00
George C. Hayman	Third Assistant	720.00
Mabel Clum	Typist	720.00
Willis Fichtelman	Delivery Man	660.00
	Helper	600.00
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		\$10,660.00

DEAN OF WOMEN

Caroline M. Breyfogle	Dean of Women and Professor of Biblical History and Literature	\$ 2,000.00
	Assistant	660.00
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		\$ 2,660.00

SUMMARY OF SALARY BUDGET—ADMINISTRATIVE DIVISION

President's Office	\$ 10,240.00
Secretary and Business Manager's Office	19,100.00
Registrar's Office	8,320.00
Entrance Board	3,580.00
Medical College—Custodian	1,200.00
Stenographic and Clerical	26,790.00
Stores and Receiving Department	10,660.00
Dean of Women	2,660.00
University Architect (Budget not adopted)	<hr/>
	\$ 82,550.00

ENGINEER'S OFFICE

William C. McCracken	Superintendent of Buildings and Grounds	\$ 3,000.00
C. M. Dunbar	Clerk	1,020.00
Edmund Millfelt	Stenographer	720.00
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		\$ 4,740.00

BUILDINGS AND GROUNDS

Robert C. Kaiser	Plumber (House free)	\$ 1,200.00
H. E. Truxall	Painter	1,050.00
E. Inscho	Plumber's Helper	840.00
T. McGarry	Foreman of Campus (House free)	960.00
H. R. Johnson	Tinner	1,050.00
J. Kraner	Carpenter	1,200.00
J. Brain	Painter	900.00
J. Shotts	Painter	960.00
E. Long	Campus Laborer	690.00
L. Stewart	Campus Laborer	660.00
H. Reasoner	Campus Laborer	660.00
Joseph Venis	Campus Laborer	690.00
Martin Caughlin	Carpenter	1,100.00
G. A. Johnstone	Carpenter	1,100.00
	Mower	780.00
		<hr/>
		\$13,840.00

LIGHT, HEAT AND POWER

J. P. Covan	Master Mechanic	\$ 1,800.00
W. H. Case	Assistant Chief Engineer	1,200.00
Fred Brewer	Engineer	1,020.00
W. D. Hicks	Engineer	1,020.00
C. Ashenhurst	Fireman	900.00
Samuel Lowery	Fireman	900.00
Otto Law	Fireman	900.00

A. O. Kaiser	Helper to Engineer	900.00
Frank Beck	Electrician	1,200.00
G. W. Dillihunt	Assistant Electrician	1,020.00
William Anderson	Craneman	960.00
B. A. LeBay	Steam Fitter	1,020.00
I. C. Reasoner	Blacksmith	900.00
Clinton T. Fippen	Helper	720.00
C. Woodford	Fireman	900.00
G. E. Shepherd	Steam Fitter	1,200.00
J. E. B. Snyder	Engineer	1,020.00
	Night Trouble Man	900.00
J. Fredo	Craneman's Helper	690.00
T. Garson	Ash Wheeler	690.00
L. Mazzola	Ash Wheeler	690.00
F. Richi	Ash Wheeler	690.00
J. Marchezo	Wiper	690.00
Charles Reasoner	Blacksmith's Helper	600.00

\$22,530.00

JANITORS AND ELEVATOR MEN

Chas. M. Hicks	Inspector	\$ 960.00
Richard Brandon	Janitor—Armory	660.00
J. A. Bond	Janitor—Townshend Hall	660.00
Willis M. Stahl	Janitor—Brown Hall	660.00
D. W. Williams	Janitor—Chemistry Building...	660.00
William Daehler	Janitor—Chemistry Building...	660.00
W. H. Spurgeon	Janitor—Armory	660.00
M. N. Cook	Janitor—Brown Hall	660.00
Harry Chantler	Janitor—Library Building	690.00
John O'Rourke	Janitor—University Hall	720.00
O. E. Kiger	Janitor—Library Building	690.00
J. J. Weate	Janitor—Lord Hall	690.00
W. W. Whitmer	Janitor—Lord Hall	690.00
Carl C. Lowe	Student Janitor—Observatory..	300.00
S. A. Williams	Janitor—Townshend Hall	660.00
Mrs. Lou Cornett	Janitress—Orton Hall	450.00
John W. Brown	Janitor—Page Hall	660.00
W. E. Simpson	Janitor—Botany and Horticulture Buildings	660.00
G. C. Denny	Janitor—Horticulture and Forestry Building	690.00
B. N. Lewis	Janitor—Physics and Page Halls	660.00
Oliver Smith	Janitor—Robinson Laboratory..	690.00
R. M. Moore	Janitor—Robinson Laboratory..	690.00
Fred Fleischer	Janitor—Orton Hall	690.00
John DeWitte	Janitor—Physics Building	690.00
Jack Gantz	Janitor—Service Building	660.00
L. F. Jordan	Janitor—University Hall	690.00
B. F. Tallmadge	Janitor—Veterinary Clinic	690.00
G. W. Weygandt	Janitor—Veterinary Clinic	690.00
W. H. Walker	Janitor—Veterinary Clinic	690.00
E. L. Clements	Janitor—Veterinary Laboratory	720.00
Oscar Metzger	Janitor—Veterinary Laboratory	690.00
E. B. Seaman	Janitor—Horse Barn	300.00
G. Miller	Janitor—Chemistry Building...	660.00

Charles A. Hopkins	Janitor—Library Building	690.00
Wilfred Curry	Janitor—Botany and Zoology Building	690.00
James E. Halliday	Janitor—Homeopathic Hospital.	690.00
James Merrill	Janitor—Park Street Building..	600.00
Mrs. James Merrill	Janitress—Park Street Building	232.00
Huston Jones	Diener—Park Street	660.00
Thomas Evans	Janitor—Park Street (for Lab. during session)	660.00
William Pohle	Janitor—State Street Building.	660.00
John Long	Janitor for supply work.....	690.00
Mrs. Agnes McGrail	Janitress—Hayes Hall	450.00
S. T. Brooks	Janitor—Biological Hall	690.00
E. R. Muse	Janitor—Park Street Building..	550.00
L. W. Richardson	Janitor—Hayes Hall	690.00
	Janitor—Armory	660.00
	Janitor—Homeopathic Hospital.	550.00
	Janitor—Homeopathic Hospital.	550.00
	Janitress—Homeopathic Hospital	375.00
	Janitress—Homeopathic Hospital	375.00
	Janitress—Homeopathic Hospital	375.00
	Janitor—Home Economics Building	550.00
	Janitor—Shops Building	550.00
	Janitor—Shops Building	550.00
	Elevator Man	420.00

M. S. Harvey

\$34,597.00

POLICE AND WATCHMEN

William North	Day Policeman	\$ 840.00
William Mahaffey	Night Watchman	750.00
John T. Daniels	Night Watchman	750.00
H. S. Brown	Policeman	780.00

\$ 3,120.00

LAUNDRY

Bert E. Faught	Laundryman	\$ 600.00
Mrs. Myrtle Faught	Laundress	600.00
Grace Graham	Helper in Laundry	450.00

\$ 1,650.00

SUMMARY OF SALARY BUDGET—PHYSICAL PLANT

Engineer's Office	\$ 4,740.00
Buildings and Grounds	13,840.00
Light, Heat and Power	22,530.00
Janitors and Elevator Men	34,597.00
Police and Watchmen	3,120.00
Laundry	1,650.00

\$ 80,477.00

RECAPITULATION

College of Agriculture	\$139,876.00
College of Arts, Philosophy and Science	115,700.00
College of Commerce and Journalism	36,416.00

Perley Isaac Reed, B. Ph. (Lebanon University), B. A., M. A. (Marietta College).

MASTER OF ARTS

Homer Burton Adkins, B. Sc. (Denison University), Jean Hamilton Alexander, B. Sc. in Education, Mary Ruth Almack, B. A., Mary Margaret Anderson, B. A., Howard Clinton Arnold, B. Sc. (University of Illinois), Herman Barnstorff (Bremen Real Gymnasium), Alice Evelyn Beekman, B. A., Edith Letitia Brown, B. Ph. (Denison University), Donna Pearl Carlisle, B. A., Lillian Pearl Clark, B. A. (Western Reserve University), Lillian Elizabeth Coler, B. A., Harvey Evan Conard, B. Sc. (Belmont College), Paul E. Croner, B. A., B. Ped. (Ohio University), Agnes Drury, B. A. (Otterbein University), Mary Caroline Evens, B. A., Walter Ensign Gettys, B. A. (Hiram College), Roy John Gillen, B. A. (Ohio University), William Herman Gysan, B. A. (Capital University), Roy Haber, LL.B., B. A., Vernon Raymond Haber, B. Sc. in Agriculture, Marie Hahn, B. A., William Loring Hall, B. A. (Ohio University), John Cornelius Halsema, B. A. (Miami University), Beulah Wardell Hanley, B. A., Miles Lawrence Hanley, B. A. (Wittenberg College), Julia Anne Hanna, B. A., Gould Leach Harris, B. A., Nellie Frater Henderson, B. Ph. (Franklin College), B. A., Marion Hollingsworth, B. Sc. (Wilmington College), B. A., Ray Franklin Howe, B. A. (Oberlin College), Bennett Hawkins Jackson, B. A., Charles Willard Jarvis, B. Sc. (Valparaiso University), B. A., Ethel May Jones, B. A., Ruth Mildred Keller, B. A., B. Sc. in Education, Ralph Albert Knouff, B. A., Mary Storer Kostir, B. A., Edith Love Laver, B. A., William Cannon Lawson, B. A. (American University), B. Sc. in Education, Emery Clarence Leonard, B. A. (Wittenberg College), Charles Frederick Lindsley, B. A., Elizabeth Long, B. A., Marjorie Lea McCutcheon, B. Ph. (Denison University), Elisabeth Falconer McNally, B. A. (Wittenberg College), Mary Joyce Lower Magness, B. A., Ethel Boyd Merrick, B. A., Carrie Beatrice Miller, B. A., (Ohio Wesleyan University), George McClellan Morris, M. Sc. in Education (Ohio University), Coral Duke Nathan, B. A., Catherine Warner Okey, B. A. (Smith College), Mary Harriet Oliver, B. A. (Mt. Holyoke College), Karl White Reed, B. A. (Miami University), Emmett Ephraim Roberts, B. A. (Ohio University), Gertrude Lucile Robinson, B. A., Jesse Matthew Robinson, B. A. (Miami University), Eugene Holloway Roseboom, B. A., Abigail Ellen Simpson, B. A., John Gordon Strong, B. Sc. (Muskingum College), Pearl Graeff Summy, B. A., Donna Marie Thornton, B. A. (Lake Erie College), Carl DeWitt Washburn, B. A., Bertram Whittier Wells, B. A., Laura Tracie Wheaton, B. A., Harry Sylvester Will, B. A., Alice Martha Zuck, B. A. (Lebanon Valley College).

MASTER OF SCIENCE

William Nelson Ankeney, B. Sc. (Heidelberg University), Emil Harold Jakob Balz, B. Sc. in Chemical Engineering, Dwight Moore DeLong, B. Sc. (Ohio Wesleyan University), Siragan Hovhannes Ezekielian, B. Sc. in Agriculture, Thomas Lee Guyton, B. Sc. in Agriculture, Kenneth Gibson Hancher, B. Sc. in Agriculture, Sih-Van Huang, B. Sc. in Electrical Engineering (Nanyang University), Rose Hughes, B. Sc. in Home Economics, Edward Taylor Kirkendall, B.

Sc. in Agriculture, John Virgil Lowe, M. Ped. (Ohio Northern University), B. Sc. in Agriculture, George Matthew McClure, B. A., Samuel William Phillips, B. Sc. in Agriculture, Arthur Frederick Pott, B. Sc. (University of Wisconsin), Walter Allen Price, B. Sc. in Agriculture, David Elwin Rouse, M. D. (Ohio Medical University), Arthur Henry Smith, B. Sc. in Agriculture, Edwin Spencer, B. Sc. (Hiram College), Panfilo Trombetta, B. E. E., Adolph Edward Waller, B. Sc. in Agriculture (State University of Kentucky), Frank Aldis Welton, B. Sc. (Buchtel College), Percy Barnette Wiltberger, B. Sc. in Entomology, Hal Charles Yingling, B. Sc. (Heidelberg University), James Howard Young, B. Sc. (Kansas State Agricultural College).

BACHELOR OF SCIENCE IN AGRICULTURE

Walter Albert Alexander, Sherman Leo Anderson, William Dayton Axtell, Jr., Clarence Joseph Babcock, George Winston Bacot, Chester Alvan Baird, Clarence Merwyn Baker, Robert Ralph Barker, Lott Emmett Bechtel, Floyd Augustus Bensinger, Elbert Owen Bolender, Oliver Lawrence Bracken, Uri Frederick Bruning, Raymond M. Carr, Charles Adair Carran, Carl Thompson Colt, Clifford Tremain Conklin, Harold F. Cotterman, Otis Raymond Craft, Carl Frederick Cranz, Floyd DeWitt Crim, Robert Eugene Crouch, Arthur Fasold Dachenbach, Eldon F. Dailey, Evan Thomas Davies, Floyd Silas DeLashmutt, Howard Engle DeVore, Thomas Oscar Dickey, Robert Lee Early, John Eckert, Clarence Eisinger, Clayton Hyland Elliott, David Price Evans, Leon Merrill Evans, Sidney Morgan Fenn, Ernest Newton Fergus, Daniel LeRoy Ferguson, William Shauck Ferguson, Verne Harrison Finsterwald, Walter E. Foster, John Bennett Gault, Russell Lowell George, Dwight Clifford Ginn, Ross Mitchell Greenawalt, B. A. (Wittenberg College), Lewis Leslie Guard, George Glenn Guiler, Robert Alexander Hammond, Bert Spencer Harrod, Horace Kostomlatsky Havlicek, Aaron Ferneau Head, John Edwin Hendrix, George Ralph Holman, Donald Dodd Hughes, Rossford Jones, Goeypark Jung, Athanas Kazezis, B. A. (Anatolia College), Jesse Alexander Keyser, Philip James Kimball, Roy Carlton King, B. A. (Marietta College), Charles Kirkwood, Merle Sharon Klinck, Edwin Henry Krause, William Henry Lapp, Harold Mayo Lathrop, William Edward Ivan Laughlin, Henry Ashford Lehman, Henry Lawrence Leimbach, Samuel Lesser, James Cyrus Lewis, Robert Lewis, John Troutman McClure, Olin Ray McMillan, William Thomas Magruder, Jr., B. A., Harold Miller Mahan, Joseph Barnhart Markey, Robert Henry Martin, Leander Duke Mennell, Ralph Emerson Monson, Francis Lewis Morison, Noel Russell Myers, Thomas Francis O'Mara, Harley P. Ortman, Harry Wayne Palmer, Harry Clyde Patterson, Russell Raymond Pearson, Max McKinley Phillips, Roy Priest, Paul Lester Pugh, Walter Stuntz Ritchie, Harry Roads, Samuel Robinson, Otis Carlyle Rogers, Jacob Philip Schmidt, Henry William Schuer, George Lee Schuster, Stanley Herbert Schwarztrauber, Carl Milton Senn, Carl Williamson Shiffler, Herman Simon, William Wallace Smelker, Benjamin Samuel Snode, Wyndham Earl Sparling, Jacob Ray Stear, Rolin Egbert Steen, Carl Raymond Stillings, George Harrison Stuts, Glen Swanger, Henry Bedinger Swearingen, Frank Reed Thompson, Leland Earl Thornberry, Clyde Franklin Tom, Albert Russell Tuttle, John Dayton Van Houten, Harvey Harold Weiss, Ralph William Wells, Jay M. Whitney, Jesse Earl Whonsetler, Arthur Camil Weisenberger, Walter Dawn Will, Harrison William Zuercher.

BACHELOR OF SCIENCE IN ENTOMOLOGY

Charles Wesley Hauck
Frank Hazelton Smith

BACHELOR OF SCIENCE IN FORESTRY

Edward Lieuellen Calland, James Blaine Fullerton, Karl Kuemmerling, Eugene Raymond McGlaughlin, Gordon Dotter Marckworth, Carlos Wheeler Matheny, Milton Kirk Sharp, Ferdinand Nicholas Vincke.

BACHELOR OF SCIENCE IN HORTICULTURE

Herbert Lewis Albing, Orland Dean Bliss, Edward Eastman Clayton, Frank Copper, Jr., Frank Baker Cross, Charles Victor Deibel, Dallas Daniel Dupre, Joel Lindsley Foote, John Dean Forsythe, Christian Robert Gaiser, Norwood Westgate Glines, Albert Charles Kette, B. Sc. in Agriculture, Roeder Julius Kinkel, Robert Austin Knight (as of the Class of 1914), Elmer Philip Knoll, Stanley Wall Leonard, Donnell D. Leyda, Willard Mallalien Loughry, Paul Herbert McClure, Willard Henry Mosier, Merritt Chandler Nauts, Harold Everett Peebles, Harold Ryall Penton, Henry Gustavus Phillips, Clarence Mason Sallee, Harold Schuh, John Story, James McCandless Veazey.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Beatrice Lydia Apple, Fanny Elizabeth Arms, Ruth Schoner Bair, Ruth Ann Beach, Katharine Eloise Davidson, Josephine Davis, Hazel Elizabeth Eichorn, Ruth Kinsell Engle, Sophie Essie Fowler, Nellie Ataline Gard, Grace Louise Garmhausen, Elizabeth Gault, Eva Gossard, Katharine Grant, Emily Ruth Greene, Essie Isabel Heath, Blanche Heckathron, Mary Adelia Hershberger, Helen Dorothy Hicks, Hattie Catherine Holecek, Ruth Emily Horrocks, Edith Blanche Hutchison, Aubrey Isenberg, Henrietta Jettinghoff, Margaret Lawrence, B. A., Ethel Lehman, Esther May McAnall, Laura Claire McCann, Catherine Metzler, Ellen Mary Miller, Helen Ferguson Mougey, Kathryn Hazel Muth, Helen Emily Neighbor, Eva Myrtle Nouse, Amy Elsie Nutt, Rhoda Margaret O'Harra, Florence Margaret Osborn, Irma Marvilla Price (as of the Class of 1915), Vivian Fern Reamer, Mary Ervin Roush, Okla Sanderson, Edith Sherwood, Beatrice Smith, Nellie Kathleen Thurston, Ettie Louise Waid, Susannah Marie Warfield, Barbara Nell Werner, May Whitis, Ruby Naomi Wightman, Stella Miller Wiley, B. A. (Monmouth College), Helen Elizabeth Wylie.

BACHELOR OF ARTS

John Soo Ahrn, Mary Alletta Albaugh, Daphne Ninnette Alloway, Paul Weber Austin, Ransom Clegget Baker, Lewis Elbert Barb, Alfred Soule Barnhart, Lily Mary Batterham, George Nicholas Baumiller, Alatha Regina Beard, Margaret Beattie, Albert Sidney Beckham, George Clement Beery, Aaron Bernard Bergman, Nerissa Franz Bolte, Lucille Agnes Boylan, Leah Roberta Bradford, John William Bricker, Marjorie Lucille Brown, Willard Maltbie Brown, Faith

Bryant, Mary Burbank, Edith Rebecca Burnett, Guy Ewing Gilfillan Byers, Fred Grant Carpenter, Carl Edson Chapman, Paul Hazlett Charlton, Cora Stoner Coddington, Florence Gertrude Collins, Edith Bell Cooperrider, John Milton Costello, Lillie Crethers, B. Sc. in Education, Arthur Crist, Helen Marie Crosby, Daniel Osborne Davis, Marie Louise Davis, Walter Stanley Davis, Geraldine Lillian Dibb, Thomas Arthur Dickerson, Mary Coope Dickinson, Dorothy Kirby Dietz, Newell Dwight Dobson, Ernest Alfred Doerschuk, Mary Catharine Drinkle, Helen Morrison Earnhart, Morris Aaron Epstein, Ethel Ewing, Nancy Ethalinda Finney, B. A. (Cedarville College), Lillian Merle Fitzpatrick, Helen Rose Flexner, Harry Henry Foreman, Glenn Vincent Fuller, James Fitz-James Fullington, Irene Gabriel, Helen Rachel Game, Cordelia Garber, Mary Louise Giesy, William Stevens Gilmore, William Joseph Gorey, Leslie James Gossard, Roy Wissinger Gottschall, Barton Griffith, Jr., Julia Griggs, Louisa Motter Griswold, Dorothy Guy, John Lawrence Hamilton, Jr., Arthur Harmount, Carrie Bessie Harper, Louis Benjamin Harrison, William Franklin Havens, Joseph Wray Henry, Carrie Mathiott Hindman, Albert Watt Hobt, Mary Ruth Hunter, Aubrey Isenberg, Lillian Marie Johnson, Harland Francis Jones, Helen Jones, Henry Reno Kae, Charles Henry Keck, Frances Adaline Kelly, Ralph Edward Kessler, Doris Mithoff Klie, Reuben Koch, Edward Joseph Konrad, Reinhard William Kuhlman, Edna Cinderella Lauer, Harry Alfred Laughridge, Howard Wiley Laymon, Clayton Henry Leatherman, Grace Darling Leckliter, Lenard Koh Leon, Carl Victor Little, Roy Neal McCarty, John McClellan, Wallace Walter McCoy, John Anthony McNamara, Frank Bliss Magly, Anthony Marino, Ralph Wilton Melhorn, Adah Marguerite Merry, Emerson Roekel Miller, Hermann Clinton Miller, Truman Bishop Mills, Roscoe Copeland Morris, George Abbott Mundy, Hettie Barton Murdock, Nina Ethel Musselman, Kathryn Hazel Muth, Edward Connor Neal, Mary Geraldine Nelles, Kenneth Bain Norton, Bessie Bell Obetz, John Elmer Olmstead, Dorothy Osborn, Helene Ruth Patton, Treva Helen Pearson, Lester Champe Peterman, Catharine Leeke Pickering, Russell Monroe Pierson, Tress Ellsworth Pittenger, James Edward Pollard, Louis Roberts Potts, Edwin Homer Poulton, Vera Adele Pryce, Helen Ada Reese, Anna Belle Regenstein, Fletcher Doughitt Richards, Lawrence Kennedy Richey, Mabel Carol Rickenbacher, Alice Louise Ridenour, Emma Wilson Rodgers, Waldo Hussey Rose, Mary Eleanor Ross, Franklin Amos Rupert, Elinor Charlotte Ryan, Aaron Jacob Sackson, Benjamin Franklin Salisbury, Robert Lee Sawyer, Ruth Adelaide Schachne, Dorothy Emelia Schirner, Adolph Judah Schneeweiss, Emma Pearl Scott, Carl Edison Secrest, Walter Edward Shade, Raymond Vance Shepler, Harry Edwin Sheppard, Richard Miles Shively, Morris Silverman, Lois Nell Sinclair, Elizabeth Singleton, Louis Edwin Smart, Vance McDowell Smith, Walter Raleigh Smith, Harry C. St. Clair, Anna Catherine Strait, Grace Wilda Swann, Glenn O'Harra Swing, Grace Tagert, Hanford Augustus Thirey, Herbert Anderson Toops, Andrew Jacke Townsend, Stanley Bannon Tracy, Carl Russell Trautmann, Mabel Orcutt Turner, Charles Victor Vollrath, William Seymour Wabnitz, Van Courtright Walton, Lela Margaret Watterson, Martha Davis Welling, Archie Homer West, Ruby Naomi Wightman, Eva Louise Williams, Herbert Goodrich Williams, Helen Elizabeth Wood, Leo Yassenoff.

DOCTOR OF DENTAL SURGERY

Everett E. Alexander, David Benjamin Barrett, William Arthur Barton, Evan Wilbert Basinger, Frederic Harold Bockoven, Peter Leo Connor, Hearl LaVerne Crowthers, Milton Julius Damos, Taylor Davidson, Clarence LeRoy Ford, Lawrence McKernon Gale, Clare Lovell Goff, Harold George Haas, St. Clair Hasbrouck, Cecil Roger Hays, George William Hill, Jesse Descomb Hotchkiss, Charles Benjamin Johnson, Chadwin Townsend Jury, Fred Calvin Kampf, Rex McKinley McDowell, Frank Albert Miller, Frank Hobart Mozena, Frederick Riley Nice, Chauncey Lyman North, William Earl Park, Walter Burdell Reeves, Louis Everett Reif, William Paul Rutherford, William Henry Shea, Hubert Anderson Smith, Oscar Peter Snyder, Leroy Edwin Struble. John Howard Verigan.

BACHELOR OF SCIENCE IN EDUCATION

Elizabeth Beatrice Abernethy, Mary Alletta Albaugh, Earl Fayette Baum, Margaret Beattie, Louise Amidon Bethel, B. A., Nerissa Franz Bolte, Leah Roberta Bradford, Sylvester Lee Breninger, Mary Lee Concklin, Helen Marie Crosby, Eloise Davison, Harold Lamar Edmonds, Nancy Ethalinda Finney, B. A. (Cedarville College), Georgia Henrietta Fischer, B. A., Josephine Carroll Franklin, B. A. (Hiram College), Hazel Marie Frasch, Kathryn Lurene Gilillan, Opal May Gladden, Ethel Forrest Gossett, Carolyn Ireland Haddox, Carrie Bessie Harper, Helen Florence Haynes, Nellie May Hennel, Joseph Wray Henry, Isabel Hutt, Hilda Marie Joyce, Lora Grace Kays, Frances Adaline Kelley, Blanche May Kern, B. A., Jesse Alexander Keyser, Helen Norris Kinnaird, Ruby Kirkland, Ruth Pauline Kling, William Frederick Krayer, Edna Cinderella Lauer, Elizabeth Frances Lyons, Alice May McNeil, Mildred Burke McVay, Monnie Mary Maize, Anthony Marino, Margaret Ellen Mathias, Ada Marguerite Merry, Juanita Margaret Miller, John Thomas Minton, Marion Mitchell, Sarah Margaret Morton, Hettie Barton Murdock, Mairie Alma Neal, Doris Elizabeth Neer, Bessie Belle Obetz, Nathalie Jane Oram, B. Sc. in Home Economics, Susan Graham Park, Arilla May Patterson, Wilma Genevieve Pohl, B. A., Myrtle Esther Reiser, Mabel Carol Rickenbacher, Carl Edison Secret, Errett Morse Selby, B. Sc. in Forestry, B. A., Walter Edward Shade, Claire Gertrude Sharpe, Rebekah Ruth Shover, Margaret Simon, Dorothy Simpson, Hannah Alys Sinclair, B. A., Florn Washburn Smith, William Timothy Spanton, B. A., Mabel Hester Stephenson, Ruthela Stotts, Harold Blaine Summers, Cecil Vincent Thomas, Andrew Jacke Townsend, Adolph Unger, Mary Isadora Van Meter, B. A., Esther Wallace, Arthur Beecher Waltermire, Edna Earle Wintermute, B. A. (Ohio Wesleyan University), Florence Anna Wright, Florence Wyman, Norma Marie Zeigler.

BACHELOR OF ARCHITECTURE

Henry Edward Clary, William Elmer Curran, Charles Franklin Dunham, Jr., Donald Brown Ewing, Bruce Forman Guthrie, Francis Claire Martin, Meta Phyllis Moeser, William Flynn Mullay, Peter Nachtsheim, Rupert Henry Neubrecht, George William Outland, Ross Edward Shumaker, Frederic Leopold Smith.

BACHELOR OF CERAMIC ENGINEERING

Robert Elmer Anderson, Harold Drummond Barger, John Burdett Blewett, Horace Fleming Crew, Howard Cole Ginn, Thomas Carl Gregorius, Morris Creveling Gregory, Joseph Adelbert Martz.

BACHELOR OF CHEMICAL ENGINEERING

Wilson Forrest Brown, Charles Gross Duncombe, John Walter Elwood, Fontaine Ryon Henninger, Raymond Andrew Jameson, Edward Hirsch Loeb, Richard Emens Maeder, William Thomas Maidens, Harold Edward Mersereau, Lowell Haines Milligan, Norman Anderson Mills, William Leslie Mong, Frank Rankin Porter, Lloyd Elmore Smith.

BACHELOR OF CIVIL ENGINEERING

Karl Adam Borotrager, Thomas Hervey Bower, Darrol Leon Cheney, Orland Charles Daubert, Walter Arthur Draudt, Clemence August Geiger, James Lewis Heath, Maynard Mount Lippincott, George Vilas Long, Orris Joseph Miller, Sidney Earl Mix, Oscar Harold Pocock, Thomas Edward Rees, Earl Ivan Roberts, Howard Lee Rupert, Philip Sanders, John Raphael Scofield, George Carlton Stamm.

CIVIL ENGINEER

Joseph Hamilton Fleming (As of the Class of 1902).

BACHELOR OF ELECTRICAL ENGINEERING

Alvin George Andrews, Walter Baeckler, Wallace Henry Campbell, Noble S. Clay, Harry Charles Coleman, Robert Miller Critchfield, Daniel Adam Dickey, Raymond Percy Dunning, Alfred Melvin Forman, Paul McVay Gillilan, Campbell John Graf, Samuel Tallman Hammond, Julius John Hoerath, Barton Lee Hunt, Ward B. Kindy, Ralph Garver Lockett, Robert Edward Otstot, Lewis Charles Packer, Carl Albert Piercy, Francis Xavier Pilliod, Hugh Franklin Shoffstall, Eugene Rutherford Smith, Albert Waldschmidt.

BACHELOR OF MECHANICAL ENGINEERING

Norbert Smith Atwell, Oswald Benedict Atwell (As of the Class of 1915), Louis Ralph Baker, Dwight Edward Batesole, Harold Hayes Brooks, Charles Howard Marion Burnham, Mau Chow, Samuel Nolan James Cobb, Ray Kile Codner, Ray Ellis, Archibald Charles Huston, Charles Ray Koontz, Alexander Frederick Landefeld, Earl Wilbert Leatherman, Walter Medill Leonard, Roy John Murbach, Maurice Arthur Nettleton, Karl Willson Stinson, Theodore T. Theiss, Harry Walter Trump, Hugh Victor Walborn, Clyde Earl Weir, Earl Robert Wilson, Clarence Franklin Wolf, Jay Austin Wolfe.

BACHELOR OF ENGINEERING IN MINING

Gilbert Davis Brooks, Walter Carroll, Peyton Young Dooley, William Wengerd Heimberger, Guy Ernest Hoover, Walter Jules Pouchot.

ENGINEER OF MINES

Fred Livingood Walker (As of the Class of 1911).

BACHELOR OF ENGINEERING

Cyril Paul Deibel, Fred Hewitt Fox, Marcellus Albert Muskopf, B. A. (Otterbein University), M. Sc.

DOCTOR OF MEDICINE (Homeopathic)

William Altman, William Hatfield Caine, Milton Bassett Crafts, Ralph Gilbert Follansbee, Herman Oliver Hodson, John Ralph Shoemaker, Wilbur George Weiss.

JURIS DOCTOR

Mark Lewis McCave, B. A., Edward John Rosino, B. A.

BACHELOR OF LAWS

Ralph Jackson Bartlett, Charles Donald Brown, B. A., Fred Grant Carpenter, Jay Lord Collins, B. A., Virgil Zartman Dorfmeier, B. A., Huntley Dupre, B. A., Leonard Pearl Henderson, Harry Barclay Holmes, B. A. (Franklin College), Roger Johnson Jones, B. A. (Ohio University), Louis Waks Josephson, James Edgar Kinnison, Jr., Raymond Emil Ladd, Clarence J. Leifeld, Leslie Clair McGinley, B. A., Frank Bliss Magly, Charles Stanley Miller, B. A., Margaret Mulvey, John Nelson Rodgers, Demas Lindley Sears, Edward Sinclair Thomas, B. A., Milo Joseph Warner, B. A., Francis Joseph Wright.

DOCTOR OF MEDICINE

Sterling Hindley Ashmun, Charles Taylor Atkinson, Robert Peter Bausch, Harry Cornelius Albert Beach, Donald Murphy Blizzard, James Maurice Bowman, Harry Ray Burbacher, G. Ph., Cecil Carl Burnett, Guthrie Olaf Burrell, Lewis Richard Carr, Walter Ernest Dapp, Paul Arthur Davis, B. A., M. A., Austin Ray Edwards, John Rudolph Finley, Charles Frederick Finsterwald, Fredericka Florence Freytag, Paul Crankshaw Gauchat, Carl Herman Graf, Gale Clevenger Guthrie, William Minx Hartinger, Martin Lewis Helfrich, Edgar Ward Hill, Jr., Carl Claron Hugger, Matthew Charles Hunter, George Elmer Kalter, Theodore James Kasinski, Francis Marion Kissell, Merton Ray Kittredge, Harold Fredric Koppe, Julius Caesar Kramer, John Kinghorn Lawson, Charles Seymour Lehner, Henry William Lehrer, Charles Robert Lewis, Clarence Alphonso Lindsay, John Henry Luikart, Fred Alexander Lutz, Thomas McElroy, Alfred Parsons Magness, James Sidney Mariner, Charles Levi Maxwell, Gail Eldrid Miller, Justus Ambrose Mouser, Elmer Herman Nagel, Joe Mullineaux Neal, Earl Fray Peinert, David Patterson Phillips, Jr., Harold Vieman Postle, Fred Lawwill Rhodes, Don John Royer, Lecky Harper Russell, B. L. (Kenyon College), Earl Hurst Ryan, G. Ph. (Ohio Northern University), Stanley Charles Schiller, Charles Francis Shively, Carroll Hallam Skeen, Victor Roy Small, James Edward Stewart, Clarence Benson Tanner, D. V. M., Hadley Howard Teter, John Henry Warvel.

BACHELOR OF SCIENCE IN PHARMACY

Harold Aten Bulger, Lee Forest Cherry, Homer Charles Fritsch, Leo Frank Gabel, Russell Sage Haines, B. Sc. (Valparaiso University).

DOCTOR OF VETERINARY MEDICINE

Sam Adelaide Alexander, Roger Shirley Amadon, Albert Edison Bixler, Fred Harrison Bond, Ivan Bertrand Boughton, Albert Leonard Brainard, Gus Lee Buller, Walter Clinton Burkhart, Lester William Burwell, Clifford Cox, Thurman Milton Dick, Charles Wilbur Frush, Frank Herbert George, Ray Delvus Gilbert, Robert Dennis Green, Azriel Greenough, Charles G. Haber, Daniel Leo Haley, Lloyd Berdell Hall, Richard Harvey, Oren Edgar Herl, Charles Arthur Herson, Floyd Edwin Hill, Orville Weldon House, William Faust Joseph, Herbert Henry Kettler, B. Sc. in Agriculture, Harry Lebeson, Lawrence John Lewis, Anthony Joseph Matter, Levi Leeander Menke, David Miller, Frederick Wilhelm Miller, Herbert Edward Miller, John Elias Miller, Ray Daniel Miller, Charles Huston Minor, Russell Lowell Mundhenk, D. Ph. (Philadelphia College of Pharmacy), Robert Erwin Oaks, Orville Omar Osbourne, Harry Lee Reiter, Edwin Whittington Roberts, Melvin Addison Ruck, Julius Eugene Severin, Charles Lewis Smith, Ralph Edward Snedden, Stanley Claudius Starley, Albert Elmer Stettler, Orion Levi Summer, Earl Syferd, Gilbert Leroy Taylor, Malcolm James Thomson, Francis Walton Wand, Earl Edner Watson, Peter Frost Wilson, Winford Charles Woodruff.

Upon the recommendation of the Faculty, the following certificates were granted:

CERTIFICATE IN LAW

Clair Francis Brickner, Clifford Earley, John Edward Foster, William Stanton Foulkes, David Abram Gaskill, Edward Joseph Greely, Jr., Lorin Thomas Lyle, Henry Claire Merrill, Cyril Thomas Moore, Leonard Byron Ogle, Albert Earle Petzke, Louis Edward Pickrel, Floyd A. Rees, Charles McKinley Robinson, Dean Carlyle Throckmorton, Carl August Frederick Tresemer, Albert Edward Wilson.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Robert Joseph Brown, Jefferson Patterson Carson, Warner Dayle Cook, B. Ph. (Kenyon College), Cloyde Watson Derhammer, Donald Edgar Drake, Gordon Leslie Erbaugh, Wallace Hampton Gorrell, Carl David Haugh, Harry Aldridge Heifner, Karl William Multer, Cyril Noble, Charles Edward Pake, Charles Amadon Palmer, Hubert Burrus Pleasant, Russell Howells Powell, John Augustian Ryan, Cecil Stanton Stonebraker, Wallace Wilkins Thompson, Raymond Tillett, George Frederick Zahler.

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Thereupon the Board recessed to attend the Commencement exercises.

2:30 P. M.

The Board came together with the same members present as at the morning session and Mr. McCann.

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The President announced the gift from Mr. Julius F. Stone, to the Department of Architecture, of a projection lantern with microscopic attachment, especially constructed in accordance with Mr. Stone's order by the Bausch & Lomb Optical Company of Rochester, N. Y.

On motion of Mr. McCann, the thanks of the Board were extended to Mr. Stone for his generous gift.

* * * * *

The President reported that the portrait of the late Professor Robert White McFarland, which was secured upon order of the Trustees, is now hanging in the Library.

On motion, the Secretary was directed to pay to Miss Annette Covington the sum of \$300.00 for painting said portrait.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same :

Application No. 1499-1109 of Henry L. Long and Minnie B. Long for 95.44 acres of land in Survey No. 3621, in Clermont County.

Application No. 1500-1110 of Philip Nort for 65.21 acres of land in Survey No. 4458, in Clermont County.

Application No. 1501-1111 of Bascom Chandler for 40 acres of land in Survey No. 15893, in Scioto County.

Application No. 1502-1112 of John M. Lowe for 50 acres of land in Survey No. 13592, in Union County.

Application No. 1503-1113 of Cab Crouch for 40 acres of land in Survey No. 4458, in Clermont County.

Application No. 1504-1114 of Emma V. Tudor for 110 acres of land in Survey No. 3621, in Clermont County.

Application No. 1505-1115 of John W. Patten for 126.48 acres of land in Survey No. 572, in Clermont County.

Application No. 1506-1116 of Jesse B. Hannah for 100.40 acres of land in Survey No. 8290, in Clermont County.

Application No. 1507-1117 of Ida B. Dever et al for 136 acres of land in Survey 15922, in Scioto County.

Application No. 1508-1118 of Frank Dial for 80.53 acres of land in Survey No. 4455, in Clermont County.

Application No. 1509-1119 of John L. Dodds for 41 acres in Survey No. 12325 etc., in Scioto County.

Application No. 1510-1120 of George P. Hibbits for 168.73 acres of land in Survey No. 4458, in Clermont County.

Application No. 1511-1121 of W. H. Frazee for 67.12 acres of land in Survey No. 4458, in Clermont County.

* * * * *

Mr. Pomerene presented a bill from Captain Alexis Cope for \$200.00, covering cash advanced by Captain Cope for stenographic and other services in connection with the writing of the history of The Ohio State University.

On motion, this bill was allowed, and the special committee to which was referred the matter of the contract for the writing of this history, was directed to make a final contract, and when this is agreed upon, payment shall be made of the above bill.

* * * * *

The President presented a report on the relation of the Lake Laboratory to the Cedar Point Resort Company, and, after discussion, the President was directed to formulate definite recommendations and present them to the Board at an early meeting.

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On motion of Mr. Kaiser, the present officers of the Board were unanimously re-elected for the year ending June 30, 1917.

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Carl E. Steeb was re-elected Treasurer of Ohio Union for the year ending June 30, 1917.

* * * * *

The President stated that at the next meeting of the Board of Trustees, sufficient time should be set aside for hearings concerning new buildings to be requested from the next session of the legislature.

It was therefore agreed to hold the next meeting July 10-11, 1916, the meeting to begin at 2:30 P. M., July 10th, at the University.

The President presented the following items for consideration and action:

1. The following persons declined appointment for the year 1916-1917:

Dr. W. D. Inglis, Professor of Clinical Obstetrics.
 Don L. Demorest, Assistant in English.
 Esther McGinnis, Assistant in Home Economics.
 Mabel Burkett, Graduate Scholar.
 Mary Roush, Student Assistant in Bacteriology.

2. Upon the recommendation of the President, the following resignations were accepted:

P. E. Richards, Assistant in the Department of Agricultural Chemistry and Soils, effective July 1, 1916.

Vernon R. Haber, Assistant in Zoology and Entomology, effective July 1, 1916.

H. A. Thirey, Graduate Assistant in Chemistry, effective May 1, 1916.

Miss Harriet N. Griffiths, Library Attendant in the Department of Economics and Sociology, effective March 1, 1916.

Miss Lillian E. Peters, Stenographer, effective July 1, 1916.

Miss Helen Louise Bush, Stenographer, effective July 1, 1916.

Elton W. Carlisle, Machinist's Helper in the Department of Electrical Engineering, effective June 1, 1916.

Karl M. Dallenbach, Instructor in Psychology, effective June 30, 1916.

3. Upon the recommendation of the President, an appropriation of \$450.00 was made for the Civil Engineering Summer Camp, as follows:

G. F. Schlesinger, Assistant Professor, June 15 to July 15....	\$180.00
R. C. Sloane, Assistant Professor, June 15 to July 15	170.00

Salaries	\$350.00
Miscellaneous expenses	100.00

Total	\$450.00
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4. Upon the recommendation of the President, the following named persons were appointed to positions provided in the budget of the Summer Session:

John L. Hutchison, Instructor in Agricultural Chemistry	\$120.00
Miss Helen M. Bennett for six lectures on vocational guidance, \$50.00 plus expenses, \$50.00.....	100.00

The following changes were made in the department of Chemistry:

J. H. Young, Assistant, substitute for R. H. Hummell 140.00
Change salary of present Assistant to 100.00

The above changes make a total of \$240.00 as against \$290.00 previously appropriated.

5. Upon the recommendation of the President, the following appointments were made:

Firman E. Bear was appointed Professor of Soils, at a salary of \$2,750.00 per year, effective July 1, 1916.

Miss Eva M. Nouse was appointed Assistant in the Department of Agricultural Chemistry and Soils, at a salary of \$600.00 per year, effective July 1, 1916.

Harry W. Palmer was appointed Assistant in the Department of Agricultural Chemistry and Soils, at a salary of \$600.00, vice P. E. Richards, resigned.

J. Boardman Park was appointed Professor of Farm Crops and Head of the Department, at a salary of \$2,500.00, effective July 1, 1916.

George L. Schuster was appointed Assistant in Farm Crops, at a salary of \$600.00, effective July 1, 1916.

Alfred C. Hottes was appointed Assistant Professor of Floriculture, at a salary of \$1,800.00, effective July 1, 1916.

C. J. Drake was advanced to the position of Instructor in Zoology and Entomology, at a salary of \$1,200.00, to substitute for Professor W. M. Barrows for one year.

T. L. Guyton was appointed Assistant in Zoology and Entomology, at a salary of \$800.00.

D. M. DeLong was appointed Assistant in Zoology and Entomology, at a salary of \$800.00 in place of Vernon R. Haber.

The following named persons were appointed Graduate Assistants in the Department of Zoology and Entomology for the year 1916-1917, at a salary of \$300.00 each:

L. A. Stearns	C. W. Hauck
C. A. Weigel	Otis Wade
H. J. Hart	Max Kisliuk

The above readjustment leaves a balance of \$100.00 which was assigned for student help by the hour.

George Gephart was appointed Instructor in Economics and Sociology, at a salary of \$900.00, to take the place of Mr. Weidler.

Hubert E. Bice was appointed Instructor in Economics and Sociology, at a salary of \$1,000.00.

Miss Agnes Drury was appointed Assistant in Economics and Sociology, at a salary of \$450.00.

Harry E. Sheppard was appointed Assistant in Economics and Sociology, at a salary of \$225.00.

S. J. Coon was appointed Assistant in Economics and Sociology, at a salary of \$225.00.

The above three assistants to take the place of Mr. Wilkinson.

Elmer Culler was appointed Instructor in Psychology, at a salary of \$1,400.00, vice Karl M. Dallenbach, resigned.

Dr. Mabel E. Goudge was reappointed Instructor in Psychology, at a salary of \$1,400.00.

Russell B. Wilson was appointed Laboratory Assistant in Psychology, at a salary of \$500.00.

Miss Jeannette C. Reamer was appointed Graduate Assistant in Psychology, at a salary of \$300.00.

Dr. W. H. Hodges was appointed Assistant in Oto-Laryngology, at a salary of \$100.00.

Miss Mozelle C. Whipps was appointed Student Assistant in the Department of Bacteriology, at a salary of \$300.00, vice Miss Roush who declined appointment.

Thomas Hewitt was appointed Pharmacist and Henry Rudge was appointed Assistant Pharmacist at the Dispensaries, at a salary of \$200.00 each.

Dr. Carl C. Hugger was appointed Assistant in Roentgenology at Protestant Hospital, at a salary of \$100.00.

Frederick A. Reickhoff was appointed Assistant in Roentgenology, at St. Francis Hospital, at a salary of \$200.00.

Homer C. Corry was appointed Instructor in Law, at a salary of \$1,800.00.

Carl H. Getz was appointed Assistant Professor of Journalism, at a salary of \$1,800.00.

A. F. Puchstein was appointed Assistant in Electrical Engineering for the first semester, at a salary of \$350.00.

Miss Jean Hamilton Alexander was appointed Assistant in the Department of History and Philosophy of Education, at a salary of \$600.00.

James F. Fullington was appointed Assistant in English, at a salary of \$300.00, in place of Don L. Demorest.

Parker K. Baird was appointed Graduate Assistant in Chemistry, at a salary of \$300.00.

Howard A. Durham was appointed Graduate Assistant in Chemistry, at a salary of \$300.00.

Miss Marguerite Williams was appointed Graduate Assistant in American History, at a salary of \$300.00

Karl Willson Stinson was appointed Assistant in Mechanical Engineering for the year 1916-1917, at a salary of \$750.00 per annum.

E. J. Nutt was reappointed Janitor at the Gymnasium for next year.

Miss Marie Hopkins was appointed Loan Desk Assistant in the Library, at a salary of \$360.00, effective July 1, 1916.

E. C. Hedrick was appointed Check Room Attendant in the Library, at a salary of \$840.00, effective July 1, 1916.

The following named persons were appointed Graduate Scholars for the year 1916-1917, at a compensation of \$250.00 each:

Elma G. Baldwin	Marjorie L. Brown
Roy J. Gillen	Rhea W. Shanck

Panfilo Trombetta was reappointed Robinson Fellow for the year 1916-1917, in accordance with the nomination of the Robinson Fellowship Committee.

6. Upon the recommendation of the President, the following appropriations were made:

\$800.00 was appropriated for current expense for the Winter Course in Agriculture.

\$250.00 was appropriated for clerical service in the College of Arts during the summer months.

7. The balance of \$60.00 remaining in the appropriation for the salary of Mr. Thirey, Graduate Assistant in Chemistry, was transferred to the current expense account to secure assistance to take care of the work for the remainder of the year.

8. Upon the recommendation of the President, Associate Professor Hine was made Curator of Zoological Collections, with such teaching work as may be assigned by the head of the department.

9. Upon the recommendation of the President, the budget was amended in the Department of Physiology as to the salary of Dr. A. M. Bleile, which was increased from \$2,750.00 to \$3,000.00.

10. In accordance with his recommendation, the President was authorized to meet a possible deficit of \$30.00 in connection with the establishment of "Deutsches Haus" during the Summer Session, the same to be paid from the incidental fund of the Summer Session appropriation.

11. Upon the recommendation of the President, the overdraft of \$1.32 on the expenses of Professor Marquis and Mr. A. I. Brown was allowed, said amount being in excess of the amount authorized for expenses of instructors accompanying the annual inspection trip of the engineers.

12. Upon the recommendation of the President, Dr. J. R. Withrow was authorized to attend the meeting at the University of Virginia on June 19, 1916, to hear the report on Engineering Education of the Carnegie Foundation by Dr. Mann, and to join in the discussion of the subject.

13. Upon the recommendation of the President, Mr. J. E. McClintock, Supervisor of Publications in the Agricultural Extension Service, was authorized to attend the fourth annual conference of Agricultural College Editors, to be held June 21-23, 1916, at Manhattan, Kansas.

14. Upon the recommendation of the President, it was agreed that students who are candidates for advanced degrees, who are taking their work at Ohio University or at Miami University, shall be exempt from the payment of the incidental fee, effective July 1, 1915.

15. Upon the recommendation of the President, a duplicate diploma was authorized for J. W. Mercer, Bachelor of Civil Engineering, Class of 1915, the original having been lost, the new diploma to bear the word "duplicate" on its face.

16. The President stated that through an oversight at the time the Departments of Physical Education and Competitive and Recreative Athletics were combined into one department, known as the Department of Physical Education, the titles of Mr. Wilce and Mr. Castleman were not changed and he therefore recommended that the record be corrected in this respect and that the names of Mr. Wilce and Mr. Castleman be placed on the budget of the Department of Physical Education, with the title of Professor of Physical Education, without salary, as their salaries are paid by the Athletic Association.

The Secretary was directed to amend the record accordingly.

17. The President presented and recommended for adoption the Budget for the Agricultural Extension Service, for the year ending June 30, 1917, and, on motion, said Budget was adopted as presented:

AGRICULTURAL COLLEGE EXTENSION SERVICE BUDGET

1916-1917

PROJECTS

PROJECT No. 1—ADMINISTRATION

	Smith-Lever		State Not Offsetting	U. S. D. A.
	Federal	State		
<i>Force and Equipment</i>				
Clark S. Wheeler, Director, salary.....	\$ 1,500.00	\$ 2,100.00		
Expense	500.00		500.00	
George B. Crane, Secretary, salary.....		1,800.00		
Elizabeth Hopkins, Stenographer, salary		720.00		
Margaret McMillan, Stenographer, salary	780.00			
Helen Davis, Stenographer, salary.....		660.00		
Edith Ray, Stenographer, salary.....	600.00			
J. A. Bond, Janitor, salary.....	720.00			
Ada Taylor, Stenographer, salary ½ time	300.00			
E. N. Fergus, salary ½ time.....				600.00
Labor				500.00
J. E. McClintock, Editor, ½ salary.....		1,500.00		
<i>Office Supplies</i>				
Small Printing	1,950.00		550.00	
Central Office Stationery, etc.....			750.00	
Correspondence Course Supplies.....			2,000.00	
Postage	400.00		500.00	
Photographs			200.00	
Express and Freight	500.00			
Communication	200.00			
<i>Equipment</i>				
Educational and Recreational	500.00			1,000.00
Office	1,200.00			

	Smith-Lever		State Not Offsetting	U. S. D. A.
	Federal	State		
<i>Printing and Distribution of Publications</i>				
Printing Bulletins	2,500.00			
Labor			250.00	
Cuts			400.00	
Totals	\$11,650.00	\$ 6,780.00	\$ 7,250.00	
Total for Project No. 1.....	\$25,680.00			

PROJECT No. 2—COUNTY AGENTS

O. M. Johnson, County Agent Leader, salary		\$ 750.00		\$ 2,000.00
Expense		1,000.00		
_____, Asst. County Agent Leader, sal- ary, 6 mos.			1,200.00	
Expense		145.00		
Bertha A. Davis, Stenographer, salary...		720.00		
Milford Bartter, salary	1,200.00			600.00
Expenses		400.00		
E. A. Brenneman, salary	1,200.00		600.00	600.00
Expenses		400.00		
M. O. Bugby, salary	600.00			600.00
Expenses		400.00		
George R. Eastwood, salary	600.00			600.00
Expenses		400.00		
K. C. Egbert, salary	900.00			300.00
Expenses		400.00		
D. W. Galehouse, salary	900.00			300.00
Expenses		400.00		
Joseph P. Hershberger, salary.....	900.00			300.00
Expenses		400.00		
H. P. Miller, salary	1,200.00			600.00
Expenses		_____		
E. J. Riggs, salary	800.00			600.00
Expenses		1,000.00		
Stanley B. Stowe, salary	900.00			300.00
Expenses		1,000.00		
M. C. Thomas, salary	900.00		1,300.00	300.00
Expenses		400.00	200.00	
D. R. VanAtta, salary	600.00			600.00
Expenses		1,000.00		
Stark County Agent, salary	900.00		800.00	300.00
Expenses		400.00	700.00	
Cuyahoga County Agent, salary	900.00		1,300.00	300.00
Expenses		400.00	200.00	
Clarke County Agent, salary	900.00		800.00	300.00
Expenses		400.00	700.00	
8 County Agents to be appointed.....	8,400.00	250.00		300.00
Expenses, 8 at \$400.00.....			3,200.00	
Clara E. Stegner, Stenographer, salary..		600.00		
Estelle I. Byrne, Stenographer, salary....			900.00	
Jessie Haible, Stenographer, salary.....		480.00		
Robert B. Arzt, Stenographer, salary....		600.00		

	Smith-Lever		State Not Offsetting	U. S. D. A.
	Federal	State		
Nellie Weimer, Stenographer, salary.....		600.00		
Totals	\$21,800.00	\$12,545.00	\$12,100.00	\$ 8,900.00
Total for Project No. 2.....	\$55,345.00			

PROJECT No. 3—SPECIALISTS

Soils and Crops

M. A. Bachtell, salary 8 mos.....		\$ 1,466.67		
Expenses	400.00			
W. E. Hanger, salary 8 mos.....		1,333.33		
Expenses	400.00			
Demonstrator in Soils, salary 1 mo.....	200.00			
Expenses	50.00			
Demonstrator in Soils, salary 2 mos.....	400.00			
Expenses	100.00			

Horticulture

R. B. Cruickshank, salary 10 mos.....		1,833.33		
Expenses	450.00			

Agricultural Engineering

Virgil Overholt, salary		1,500.00		
Expenses	550.00			
Specialist in Agricultural Engineering salary 12 mos.	35.00		1,165.00	
Expenses	386.66			

Animal Husbandry

John W. Wuichet, salary 8 mos.....		1,200.00		
Expenses	400.00			

Poultry Husbandry

M. C. Kilpatrick, salary 8 mos.....		1,133.33		
Expenses	400.00			

Agriculture

J. S. Hine—no salary			100.00	
Expenses				

Totals	\$ 3,771.66	\$ 8,466.66	\$ 1,265.00	
Total for Project No. 3.....	\$13,503.32			

PROJECT No. 4—BOYS' AND GIRLS' CLUB WORK

W. H. Palmer, State Leader, salary.....		1,000.00		1,500.00
Expenses	800.00			
_____, Asst. State Leader in Girls' Club Work, salary	1,000.00			800.00
Expenses	550.00			
Clifford T. Conklin, Demonstrator, Animal Husbandry, salary	1,200.00			
Expenses	500.00			
3 Demonstrators, 3 mos. each.....	1,200.00			
Expenses	432.00			
4 Demonstrators, 10 wks. each.....	415.00	585.00		
Expenses	480.00			
4 Local Leaders, Club Work.....	600.00			
Blanche Wilson, Stenographer, salary.....	660.00			

	Smith-Lever		State	U. S. D. A.
	Federal	State	Not Offsetting	
<i>Transportation and Maintenance</i>				
150 Prize Winning Boys.....			2,250.00	
50 Prize Winning Girls.....			750.00	
Totals	\$ 7,837.00	\$ 1,585.00	\$ 3,000.00	\$ 2,300.00
Total for Project No. 4.....	\$14,722.00			

PROJECT No. 5—MOVABLE SCHOOLS

H. M. Call, Organizer, salary 6 mos....	960.00			
Expenses			300.00	
M. A. Batchell, salary 4 mos.....			733.33	
Expenses			160.00	
R. B. Cruickshank, salary 2 mos.....			366.67	
Expenses			80.00	
John W. Wuichet, salary 4 mos.....			600.00	
Expenses		82.00	78.00	
W. E. Hanger, salary 4 mos.....			666.67	
Expenses			160.00	
Instructor in Soil Fertility, salary 4 mos.	800.00			
Expenses	185.00		25.00	
Instructor in Farm Crops, salary 1 mo..	200.00			
Expenses			40.00	
M. C. Kilpatrick, salary 4 mos.....			566.67	
Expenses			160.00	
H. E. Eswine, salary		1,500.00		
Expenses		350.00	150.00	
Instructor in Dairying, salary 4 mos....	800.00			
Expenses			160.00	
Instructor in Animal Husbandry, salary 2 mos.	400.00			
Expenses			80.00	
Speakers for Farmers' Week, salary			400.00	
Expenses			500.00	
Totals	\$ 3,295.00	\$ 1,932.00	\$ 5,226.34	
Total for Project No. 5	\$10,453.34			

PROJECT No. 6—HOME ECONOMICS

Edna N. White, part salary (2000.)....		1,000.00		
Supervisor Home Economics				
Expenses	200.00			
Rhoda E. Dick, salary		1,560.00		
Expenses	400.00			
Treva Kauffman, salary		1,440.00		
Expenses	400.00			
Instructor, Home Economics, salary		1,380.00		
Expenses	400.00			
Maud Okey, salary		780.00		600.00
Expenses	400.00			
Florence Willison, salary 9 mos.		945.00		
Expenses	400.00			
Nan Sharples, salary		1,260.00		
Expenses	400.00			

	Smith-Lever		State Not Offsetting	U. S. D. A.
	Federal	State		
Hulda Horst, salary		1,200.00		
Expenses	400.00			
Mary Graber, salary		1,200.00		
Expenses	400.00			
Jessie Whitacre, salary		1,200.00		
Expenses	400.00			
Instructor, Home Economics, salary ...		1,080.00		
Expenses	400.00			
Instructor, Home Economics, salary 6 mos.	500.00			
Expenses	200.00			
Demonstrator, Child Welfare, salary....	250.00			
Expenses	100.00			
Marie Mather, Stenographer, salary.....	600.00			
Totals	\$ 5,850.00	\$13,045.00		\$ 600.00
Total for Project No. 6	\$19,495.00			

PROJECT NO. 7—EXTENSION WORK IN DAIRYING

Oscar Erf, part salary (\$3,000.00).....		500.00		
Supervisor of Cow Testing				
Expenses	200.00			
Ivan McKellip, salary		500.00		1,500.00
Expenses	800.00			
Cow Tester, ½ time	450.00			
Expenses	200.00			
Nora Peck, Stenographer, salary		900.00		
Totals	\$ 1,650.00	\$ 1,900.00		\$ 1,500.00
Total for Project No. 7	\$5,050.00			

PROJECT No. 8—DEMONSTRATIONS IN FARM MANAGEMENT

G. N. Dagger, salary		600.00		1,200.00
Expenses			700.00	
Demonstrator in Farm Management, salary	600.00			900.00
Expenses			600.00	
J. I. Falconer, salary 2 mos.	400.00			
Expenses			120.00	
Ethel Schramm, Stenographer, salary....			660.00	
Equipment			175.00	
Totals	\$ 1,000.00	\$ 600.00	\$ 2,255.00	\$ 2,100.00
Total for Project No. 8	\$5,955.00			

PROJECT No. 9—PUBLICATIONS AND CORRESPONDENCE COURSES

J. E. McClintock, ½ salary		\$1,500.00		
Supervisor of Publications and Cor- respondence Courses				
Expenses			75.00	

	Smith-Lever		State	U. S. D. A.
	Federal	State	Not Offsetting	
Assistant in Publications, salary			1,500.00	
Luella Searle, Stenographer, salary.....			720.00	
Martha Beach, Stenographer, salary.....			600.00	
Instructors, Grading C. C. Lessons			900.00	
Instructors, Writing C. C. Lessons			4,500.00	
Labor on Lessons			200.00	
Total			\$ 9,995.00	
Total for Project No. 9	\$9,995.00			

PROJECT No. 10—FARMERS' INSTITUTES

Personal Service

F. L. Allen, salary			\$2,500.00	
Supervisor Farmers' Institutes				
Hannah Jones, Salary			1,200.00	
Secretary Farmers' Institutes				
County Institutes			9,700.00	
Per diem, 37 speakers				
440 two-day meetings				
Florence Willison, salary 3 mos.....			315.00	
(Dec., Jan., Feb.)				
Special Speakers			1,000.00	
State Round-up			446.00	
Special Speaker, 6 mos., L. O. Lantis...			900.00	
Supplementary Institute Speakers			1,500.00	
Labor			300.00	
Office Supplies			600.00	
Postage	\$100.00			
Stationery	300.00			
Printing	200.00			
Educational and Recreational Supplies...			300.00	
Educational and Recreational Equipment			1,000.00	

Transportation

Supervisor			500.00	
County Institute Speakers			8,500.00	
Supplementary Institute Speakers....			1,000.00	
Special Speakers			500.00	
Experiment Station Field Meet.....			350.00	
Communication			300.00	
Total			\$30,911.00	
Amount to be lapsed			3,889.00	
Total Appropriation			\$34,800.00	

Grand Totals	\$56,853.66	\$46,853.66	\$75,891.34	\$15,400.00
All Funds used for Extension Work	\$194,998.66			

SALARY ROLL
1916-1917

	Total	Smith-Lever		State	U. S. D. A.
		Federal	State	Not Offsetting	
Clark S. Wheeler	\$3,600.00	\$1,500.00	\$2,100.00		
J. E. McClintock	3,000.00		1,500.00	1,500.00	
O. M. Johnson	2,750.00		750.00		2,000.00
F. L. Allen	2,500.00			2,500.00	
Edna N. White (2000.).....	1,000.00		1,000.00		
W. H. Palmer	2,500.00		1,000.00		1,500.00
Oscar Erf (3000.)	500.00		500.00		
Ivan McKellip	2,000.00		500.00		1,500.00
G. N. Dagger	1,800.00		600.00		1,200.00
G. B. Crane	1,800.00		1,800.00		
M. A. Bachtell	2,200.00		1,466.67	733.33	
R. B. Cruickshank	2,200.00		1,833.33	366.67	
W. E. Hanger	2,000.00		1,333.33	666.67	
H. E. Eswine	1,500.00		1,500.00		
Virgil Overholt	1,500.00		1,500.00		
M. C. Kilpatrick	1,700.00		1,133.33	566.67	
John W. Wuichet	1,800.00		1,200.00	600.00	
Clifford T. Conklin	1,200.00	1,200.00			
Rhoda E. Dick	1,560.00		1,560.00		
Treva Kauffman	1,440.00		1,440.00		
Instructor, Home Economics	1,380.00		1,380.00		
Maude Okey	1,380.00		780.00		600.00
Florence Willison	1,260.00		945.00	315.00	
Nan Sharples	1,260.00		1,260.00		
Hulda Horst	1,200.00		1,200.00		
Mary Graber	1,200.00		1,200.00		
Jessie Whitacre	1,200.00		1,200.00		
Instructor, Home Economics	1,080.00		1,080.00		
Asst. Leader Girls' Club Work	1,800.00	1,000.00			800.00
Asst. in Publications	1,500.00			1,500.00	
E. A. Brenneman	2,400.00	1,200.00		600.00	600.00
Milford Bartter	1,800.00	1,200.00			600.00
M. O. Bugby	1,200.00	600.00			600.00
George Eastwood (600.)	1,200.00	600.00			600.00
K. C. Egbert	1,200.00	900.00			300.00
D. W. Galehouse (600.)	1,200.00	900.00			300.00
Joseph Hershberger .. (450.)	1,200.00	900.00			300.00
H. P. Miller	1,800.00	1,200.00			600.00
E. J. Riggs	1,400.00	800.00			600.00
Stanley B. Stowe (600.)	1,200.00	900.00			300.00
M. C. Thomas	2,500.00	900.00		1,300.00	300.00
D. R. VanAtta	1,200.00	600.00			600.00
Stark County Agent	2,000.00	900.00		800.00	300.00
Cuyahoga County Agent	2,500.00	900.00		1,300.00	300.00
Clarke County Agent	2,000.00	900.00		800.00	300.00
Demonstrator in Farm Man- agement	1,500.00	600.00			900.00
Instructor in Home Econom- ics, 6 mos.	500.00	500.00			

Total	Smith-Lever		State	U. S. D. A.
	Federal	State	Not Offsetting	
Demonstrator in Child Welfare	250.00	250.00		
Demonstrator, Soils, 2 mos...	400.00	400.00		
Demonstrator, Soils, 1 mo...	200.00	200.00		
Instructor, Soils, 4 mos.	800.00	800.00		
Instructor, Farm Crops, 1 mo.	200.00	200.00		
Instructor, Dairying, 4 mos...	800.00	800.00		
Instructor, Animal Husbandry, 2 mos.	400.00	400.00		
Howard Call, 6 mos.	960.00	960.00		
J. I. Falconer, 2 mos.	400.00	400.00		
Preparing Correspondence				
Course Lessons	4,500.00		4,500.00	
Grading Lessons	900.00		900.00	
8 County Agents to be appointed	8,700.00	8,400.00		300.00
Farmers' Week Speakers	400.00		400.00	
Hannah Jones	1,200.00		1,200.00	
Elizabeth Hopkins	720.00		720.00	
Luella Searle	720.00		720.00	
Nora Peck	900.00		900.00	
Helen Davis	660.00		660.00	
Margaret McMillan	780.00	780.00		
Martha Beach	600.00		600.00	
Blanche Wilson	660.00	660.00		
Ethel Schramm	660.00		660.00	
Marie Mather	600.00	600.00		
Edith A. Ray	600.00	600.00		
Stenographer, County Agent				
Leader	720.00		720.00	
Ada Taylor, ½ time	300.00	300.00		
J. A. Bond	720.00	720.00		
E. N. Fergus, ½ time	600.00		600.00	
Cow Tester, ½ time	450.00	450.00		
Clara E. Stegner	600.00		600.00	
Estelle I. Byrne	900.00		900.00	
Jessie Haible	480.00	480.00		
Robert B. Arzt	600.00		600.00	
Nellie Weimer	600.00		600.00	
3 Demonstrators, 3 mos. ea...	1,200.00	1,200.00		
4 Demonstrators, 10 wks., ea.	1,000.00	415.00	585.00	
Asst. County Agent Leader ..	1,200.00		1,200.00	
4 Local Leaders, Boys' and Girls' Club Work	600.00	600.00		
Specialist, Agricultural Engineering	1,200.00	35.00	1,165.00	
County Institute Speakers				
440 Two-day meetings...	9,700.00		9,700.00	
Special Speakers	1,000.00		1,000.00	
State Round-up	446.00		446.00	
Special Speakers, 6 mos.	900.00		900.00	

	Total	Smith-Lever		State	U. S. D. A.
		Federal	State	Not Offsetting	
Supplementary Institute					
Speakers	1,500.00			1,500.00	
Totals	\$130,336.00	\$37,370.00	\$37,876.66	\$39,939.34	\$15,400.00

PERSONNEL

NAME	TITLE	RANK
Clark S. Wheeler	Director	Professor
J. E. McClintock	Supervisor Publications and Correspondence Courses	Professor
O. M. Johnson	County Agent Leader	Assistant Professor
F. L. Allen	Supervisor Farmers' Institutes and Extension Schools	Assistant Professor
Edna N. White	Supervisor Extension Work in Home Economics	Professor
W. H. Palmer	State Leader Boys' and Girls' Club Work	Assistant Professor
Oscar Erf	Supervisor Extension Work in Dairying	Professor
Ivan McKellip	Field Man in Cow Testing	Assistant Professor
G. N. Dagger	Farm Management Demonstrator	Instructor
George B. Crane	Secretary	Assistant Professor
M. A. Bachtell	Assistant Professor of Agricultural Chemistry	Assistant Professor
R. B. Cruickshank	Assistant Professor of Horticulture	Assistant Professor
W. E. Hanger	Assistant Professor of Farm Crops	Assistant Professor
H. E. Eswine	Instructor Public School Agriculture	Instructor
Virgil Overholt	Instructor in Agricultural Engineering	Instructor
M. C. Kilpatrick	Instructor, Poultry Husbandry	Instructor
John W. Wuichet	Instructor, Animal Husbandry	Instructor
Rhoda E. Dick	Instructor in Home Economics	Instructor
Treva Kauffman	Instructor in Home Economics	Instructor
	Instructor in Home Economics	Instructor
Maude Okey	Instructor in Home Economics	Instructor
Florence Willison	Instructor in Home Economics	Instructor
Nan Sharples	Instructor in Home Economics	Instructor
Hulda Horst	Instructor in Home Economics	Instructor
Mary Graber	Instructor in Home Economics	Instructor
Jessie Whitacre	Instructor in Home Economics	Instructor
	Instructor in Home Economics	Instructor
	Instructor in Home Economics	Instructor
	Assistant Leader Girls' Club Work	Instructor
	Assistant in Publications	Instructor
Clifford T. Conklin	Instructor, Animal Husbandry	Instructor
Howard Call	Assistant in Extension Schools	Instructor
J. I. Falconer	Assistant in Farm Management Demonstrations	Instructor
E. A. Brenneman	County Agent, Montgomery County	
Milford Bartier	County Agent, Geauga County	
M. O. Bugby	County Agent, Trumbull County	
George R. Eastwood	County Agent, Miami County	
K. C. Egbert	County Agent, Sandusky County	
D. W. Galehouse	County Agent, Mahoning County	

NAME	TITLE	RANK
Joseph Hershberger	County Agent, Highland County	
H. P. Miller	County Agent, Portage County	
E. J. Riggs	County Agent, Washington County	
Stanley B. Stowe	County Agent, Clermont County	
M. C. Thomas	County Agent, Marion County	
D. R. VanAtta	County Agent, Hamilton County	
Hannah Jones	Secretary Farmers' Institutes	
Elizabeth Hopkins	Stenographer	
Luella Searle	Stenographer	
Nora Peck	Stenographer	
Helen Davis	Stenographer	
Margaret McMillan	Stenographer	
Martha Beach	Stenographer	
Blanche Wilson	Stenographer	
Ethel Schramm	Stenographer	
Marie Mather	Stenographer	
Edith A. Ray	Stenographer	
Ada Taylor	Stenographer	
J. A. Bond	Janitor	
Clara Stegner	Stenographer—Washington County	
Estelle I. Byrne	Stenographer—Montgomery County	
Jessie Haible	Stenographer—Trumbull County	
Robert B. Arzt	Stenographer—Hamilton County	
Nellie Weimer	Stenographer—Mahoning County	
Bertha A. Davis	Stenographer	

The amounts in parenthesis at the left of total column should be added to the amounts in this column to give the whole salary.

The amounts in parenthesis are furnished from funds as follows:

Edna N. White	\$2,000.00	The Ohio State University
Oscar Erf	3,000.00	The Ohio State University
M. O. Bugby	600.00	Ohio Agricultural Experiment Station
George Eastwood	600.00	Ohio Agricultural Experiment Station
D. W. Galehouse	600.00	Ohio Agricultural Experiment Station
E. J. Riggs	600.00	Ohio Agricultural Experiment Station
Stanley B. Stowe	600.00	Ohio Agricultural Experiment Station
D. R. VanAtta	600.00	Ohio Agricultural Experiment Station
K. C. Egbert	600.00	Sandusky County Improvement Association
Joseph Hershberger	450.00	Highland County Improvement Association
H. P. Miller	700.00	Portage County Improvement Association

MAINTENANCE

1916-1917

<i>Project No. 1</i>	Smith-Lever		State Not Offsetting	U. S. D. A.
	Federal	State		
Office Supplies—				
Small Printing	\$1,950.00		\$ 550.00	
Central Office Stationery, etc.			750.00	
Correspondence Course Supplies....			2,000.00	
Postage	400.00		500.00	
Photographs			200.00	
Express and Freight	500.00			
Communication	200.00			
Equipment—				
Educational and Recreational	500.00		1,000.00	
Office	1,200.00			
Labor			500.00	
Printing and Distribution of Publications—				
Printing Bulletins	2,500.00			
Labor			250.00	
Cuts			400.00	
<i>Project No. 8</i>				
Equipment			175.00	
<i>Project No. 9</i>				
Labor on C. C. Lessons			200.00	
<i>Project No. 10</i>				
Office Supplies			600.00	
Educational and Recreational Supplies...			300.00	
Educational and Recreational Equipment			1,000.00	
Communication			300.00	
Labor			300.00	
Transportation—				
Project No. 1	500.00		500.00	
Project No. 2		8,545.00	5,200.00	
Project No. 3	3,136.66		100.00	
Project No. 4	2,762.00		2,000.00	
Project No. 5	135.00	432.00	1,893.00	
Project No. 6	4,500.00			
Project No. 7	1,200.00			
Project No. 8			1,420.00	
Project No. 9			75.00	
Project No. 10			10,850.00	
Total Maintenance	\$19,483.66	\$8,977.00	\$32,063.00	

18. Three additional assistants were authorized at \$700.00 each—one in the Department of Physics and two in the Department of Chemistry. The matter of a third assistant in Chemistry was deferred for later consideration.

19. The President presented the plan for financing the proposed Faculty Club House, and also the Architect's sketches for the proposed building.

Action on these plans was deferred until actual bids for the construction of the building are received, said bids to be submitted to the Board of Trustees for consideration.

20. Upon the recommendation of the President, the following distribution of the Equipment Fund was made, in accordance with the report of the Committee of the Administrative Council:

COLLEGE OF AGRICULTURE

Agricultural Chemistry and Soils.....	\$ 1,200.00
Agricultural Engineering	800.00
Animal Husbandry	1,000.00
Botany	1,000.00
Dairying	600.00
Farm Crops	400.00
Farm Operations	600.00
Forestry	400.00
Home Economics	500.00
Horticulture	1,000.00
Rural Economics	200.00
Zoology and Entomology	1,000.00
Lake Laboratory	200.00
	<hr/>
	\$ 8,900.00

COLLEGE OF ARTS, PHILOSOPHY AND SCIENCE

American History	\$161.00
Biblical History and Literature ..	150.00
English	150.00
European History	469.00
Geological Museum	500.00
Geology	400.00
German	235.00
Greek	150.00
Latin	85.00
Philosophy	50.00
Romance Languages	150.00
	<hr/>
	\$2,500.00

COLLEGE OF EDUCATION

Art	950.00
History of Education	120.00
Manual Training	750.00
Principles of Education	80.00
Psychology	2,000.00
School Administration	100.00
	<hr/>
	\$4,000.00

COLLEGE OF ENGINEERING

Architecture	\$ 500.00
Chemistry	1,000.00
Ceramic Engineering	500.00

Civil Engineering	2,000.00
Electrical Engineering	2,000.00
Engineering Drawing	150.00
Industrial Arts	750.00
Mathematics	150.00
Mechanical Engineering	2,000.00
Mechanics	100.00
Metallurgy	1,500.00
Mine Engineering	100.00
Mineralogy	200.00
Physics	600.00
Optometry	200.00
Experiment Station	1,000.00
	<hr/>
	\$12,750.00

COLLEGE OF MEDICINE

Anatomy	1,200.00
Physiology, Physiological Chemistry and Pharmacology	2,300.00
Bacteriology	1,000.00
Pathology	1,000.00
Public Health and Sanitation	500.00
Ophthalmology and Oto-Laryngology ...	400.00
Obstetrics	300.00
Dispensaries (Park St. and State St.)..	1,200.00
Hospitals (Protestant and St. Francis) }	1,300.00
	800.00
	<hr/>
	\$10,000.00
COLLEGE OF COMMERCE AND JOURNALISM ..	250.00
COLLEGE OF HOMEOPATHIC MEDICINE	1,000.00
COLLEGE OF VETERINARY MEDICINE	1,850.00
LIBRARY	1,000.00

SUMMARY

College of Agriculture	\$ 8,900.00
College of Arts, Philosophy and Science..	2,500.00
College of Commerce and Journalism	250.00
College of Education	4,000.00
College of Engineering	12,750.00
College of Homeopathic Medicine	1,000.00
College of Medicine.....	10,000.00
College of Veterinary Medicine	1,850.00
Library	1,000.00
	<hr/>
Total	\$42,250.00

21. Upon the recommendation of the President, the following appropriations were made for equipment for the President's Division, Administrative Division and the Physical Plant:

PRESIDENT'S DIVISION

Military Science and Tactics	\$ 75.00
Physical Education	450.00
Library—Books and Binding	25,000.00
Equipment—Buildings—General	5,000.00
	<hr/>
	\$30,525.00

ADMINISTRATIVE DIVISION

University Architect's Office	200.00
	<hr/>
	\$ 200.00

PHYSICAL PLANT

Roads and Grounds	250.00
Heating and Ventilating—State Street Property	3,000.00
Change Amphitheatre—St. Francis Hos- pital	1,740.00
Floors and Partitions—Amphitheatre...	2,500.00
Cadaver Room—Park Street Building...	1,780.00
Tunnel—Neil Avenue to Homeopathic Hospital	5,880.00
Tunnel—Neil Avenue to Home Economics Building	1,000.00
Tunnel—Robinson Laboratory to Shops Building	3,840.00
Electric Cable	4,000.00
Walks	5,420.00
Roads	10,966.00
Hot Water Extension	8,000.00
Fire Protection	1,800.00
Water Filter and Pump—Gymnasium...	1,155.00
	<hr/>
	\$51,331.00

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The Chairman and the Secretary of the Board were authorized to call for bids and award the contract for coal to be supplied to the University for the year ending June 30, 1917.

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Upon the recommendation of the President, \$1,200.00 was appropriated from unappropriated funds to Betterment of Roads and Grounds, to cover certain planting.

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Upon the recommendation of the President, \$284.00 was appropriated to cover the salary of Miss Mary Farmer,

Stenographer in the office of the Business Manager, for the period from January 12 to June 30, 1916, at \$50.00 per month.

* * * * *

The Secretary reported the following expenditures from the Rotary Fund for the salaries of certain employees in the department of Journalism-Printing and the Homeopathic Hospital, for the year ending June 30, 1916, and the same were approved:

Journalism-Printing	\$3,443.02
Homeopathic Hospital	660.00
* * * * *	

Upon the recommendation of the President, it was ordered that all unencumbered balances remaining on the books June 30, 1916, be cancelled, it being understood that this order is not to include the Rotary, Gifts or Oxley Hall funds.

Upon the recommendation of the President, appropriations were authorized to cover approved expenditures for certain departments, in accordance with the statement submitted by the Secretary.

It was ordered that a statement of the above cancellations and appropriations as made on June 30, 1916, be appended to the minutes of this meeting.

* * * * *

The following resolution was presented and adopted:

“RESOLVED, That the interest on the endowment fund and all other income of the University for the year ending June 30, 1917, not otherwise appropriated, be and the same are hereby appropriated for its support and maintenance.”

* * * * *

Thereupon the Board adjourned to meet July 10-11, 1916, at the University, at 2:30 P. M. Monday.

Attest: CARL E. STEEB, Secretary. JULIUS F. STONE, Chairman.

APPROPRIATIONS

TO COVER APPROVED EXPENDITURES

	Current Expense and		
	Salaries	Equipment	Total
<i>College of Agriculture</i>			
Animal Husbandry		\$509.01	\$509.01
Botany	\$47.50	96.01	143.51
Farm Crops		50.47	50.47
Forestry		54.09	54.09
Horticulture		1,588.05	1,588.05
Rural Economics		265.30	265.30
Lake Laboratory		71.18	71.18
Total College of Agriculture	\$47.50	\$ 2,634.11	\$ 2,681.61
<i>College of Arts, Philosophy and Science</i>			
American History		3.80	3.80
Bacteriology		60.71	60.71
Biblical History		1.98	1.98
Economics and Sociology		46.56	46.56
European History		23.61	23.61
Journalism		205.18	205.18
Physiology	25.00		25.00
Romance Languages		1.56	1.56
Total College of Arts, Philosophy and Science	\$25.00	\$343.40	\$368.40
<i>College of Dentistry</i>			
Total College of Dentistry.....		6.75	6.75
<i>College of Education</i>			
Art		61.73	61.73
Total College of Education		\$61.73	\$61.73
<i>College of Engineering</i>			
Civil Engineering		61.93	61.93
Electrical Engineering		122.69	122.69
Total College of Engineering		\$184.62	\$184.62
<i>College of Homeopathic Medicine</i>			
Homeopathic Hospital		390.02	390.02
Total College of Homeopathic Medicine		\$390.02	\$390.02
<i>College of Medicine</i>			
Anatomy05	.05
Hospital		76.69	76.69
Pathology and Bacteriology84	.84
Total College of Medicine		\$77.58	\$77.58

	Current Expense and		
	Salaries	Equipment	Total
<i>President's Division</i>			
College of Agriculture		14.69	14.69
College of Arts, Philosophy and Science..		13.78	13.78
College of Dentistry		10.36	10.36
College of Law		46.63	46.63
College of Medicine		109.07	109.07
College of Homeopathic Medicine		55.55	55.55
College of Veterinary Medicine		9.45	9.45
Graduate School		98.63	98.63
Library		2,451.16	2,451.16
Military Science and Tactics		125.02	125.02
Physical Education		496.37	496.37
Physical Education—Dr. Wingert		43.40	43.40
American Society for Advancement of Science		298.87	298.87
Total President's Division		\$3,772.98	\$3,772.98
<i>Administrative Division</i>			
Advertising		692.91	692.91
Business Manager's Office	284.00	338.15	622.15
Registrar's Office		461.73	461.73
University Architect		258.69	258.69
Total Administrative Division	\$284.00	\$1,751.48	\$2,035.48
<i>Physical Plant</i>			
Betterment of Roads and Grounds		946.09	946.09
Coal and Gas		3,731.75	3,731.75
Engineer's Office		133.90	133.90
Light, Heat and Power		2,924.10	2,924.10
Small Animal Building		826.69	826.69
Tunnel Botany Building to Medical Group		98.19	98.19
Water		60.00	60.00
Total Physical Plant		\$8,720.72	\$8,720.72
<i>General Store Room</i>			
General Store Room.....		11,156.41	11,156.41
Total General Store Room.....		\$11,156.41	\$11,156.41
APPROPRIATIONS FOR OUTSTANDING ORDERS			
Astronomy—Current Expense		223.42	223.42
Chemistry—Equipment		82.50	82.50
Rural Economics—Equipment		177.12	177.12
Library—Equipment		3,142.55	3,142.55
Mineralogy—Equipment		138.75	138.75
Physics—Equipment		1,037.85	1,037.85
Psychology—Equipment		297.50	297.50
Total		\$5,119.69	\$5,119.69

RECAPITULATION

	Current Expense		
	Salaries	Equipment	Total
College of Agriculture.....	\$ 47.50	\$ 2,634.11	\$ 2,681.61
College of Arts, Philosophy & Science...	25.00	343.40	368.40
College of Dentistry.....		6.75	6.75
College of Education.....		61.73	61.73
College of Engineering.....		184.62	184.62
College of Homeopathic Medicine		390.02	390.02
College of Medicine.....		77.58	77.58
President's Division.....		3,772.98	3,772.98
Administrative Division.....	284.00	1,751.48	2,035.48
Physical Plant.....		8,720.72	8,720.72
General Store Room.....		11,156.41	11,156.41
Outstanding Orders.....		5,119.69	5,119.69
Total Appropriations.....	\$356.50	\$34,219.49	\$34,575.99

CANCELLATIONS

College of Agriculture

Agricultural Chemistry.....	200.00	203.57	403.57
Agricultural Engineering.....		63.97	63.97
Agronomy	3,100.00	470.68	3,570.68
Dairying	1,500.00	85.26	1,585.26
Farm Operations.....		708.41	708.41
Home Economics.....	550.00	139.28	689.28
Horticulture	221.14		221.14
Meteorology	250.00		250.00
Zoology and Entomology.....		35.66	35.66
Lake Laboratory.....	50.00		50.00
Winter Course.....	500.00	770.13	1,270.13
Total College of Agriculture.....	\$6,371.14	\$2,476.96	\$8,848.10

College of Arts, Philosophy and Science

American History.....	30.00		30.00
Economics and Sociology.....	100.02		100.02
English	600.00	82.85	682.85
European History.....	90.00		90.00
Geology		63.39	63.39
Geological Museum		99.55	99.55
German		102.98	102.98
Greek		6.62	6.62
Journalism	300.00		300.00
Latin		43.05	43.05
Philosophy		8.65	8.65
Physiology		107.80	107.80
Political Science.....		15.56	15.56
Total College of Arts, Philosophy & Science	\$1,120.02	\$530.45	\$1,650.47

College of Education

History and Philosophy of Education....		23.90	23.90
Manual Training.....		60.46	60.46

	Current Expense and		
	Salaries	Equipment	Total
Principles and Practice of Education.....	650.00	4.95	654.95
Psychology	150.00	511.94	661.94
School Administration.....	1,550.00	11.11	1,561.11
Total College of Education.....	\$2,350.00	\$612.36	\$2,962.36
<i>College of Engineering</i>			
Architecture		121.66	121.66
Astronomy		223.42	223.42
Ceramic Engineering.....		244.21	244.21
Chemistry	370.00	382.85	752.85
Electrical Engineering.....	13.85		13.85
Engineering Drawing.....	160.00	25.91	185.91
Industrial Arts.....		791.92	791.92
Mathematics		25.91	25.91
Mechanical Engineering.....		602.47	602.47
Mechanics		51.27	51.27
Metallurgy		37.02	37.02
Mineralogy		134.67	134.67
Mine Engineering.....		395.07	395.07
Physics	78.67	321.08	399.75
Total College of Engineering.....	\$622.52	\$3,357.46	\$3,979.98
<i>College of Homeopathic Medicine</i>			
Homeopathic Hospital.....	154.41		154.41
Homeopathic Medicine.....	100.00	427.57	527.57
Total College of Homeopathic Medicine	\$254.41	\$427.57	\$681.98
<i>College of Law</i>			
Law		2.00	2.00
Total College of Law.....		\$2.00	\$2.00
<i>College of Medicine</i>			
Chemistry Medicine.....		668.13	668.13
Dispensaries	802.35	1,659.98	2,462.33
District Nursing Association.....		300.00	300.00
Hospital	130.00		130.00
Medicine and Clinical Medicine.....	100.00	28.89	128.89
Obstetrics		315.30	315.30
Pathology and Bacteriology.....	225.00		225.00
Physiology-Medicine		97.41	97.41
Surgery		241.89	241.89
Surgical Specialties.....		13.02	13.02
Therapeutics	500.00	96.90	596.90
Total College of Medicine.....	\$1,757.35	\$3,421.52	\$5,178.87

	Current Expense and		
	Salaries	Equipment	Total
<i>College of Pharmacy</i>			
Pharmacy	\$70.00	\$833.45	\$903.45
Total College of Pharmacy.....	\$70.00	\$833.45	\$903.45
<i>College of Veterinary Medicine</i>			
Veterinary Medicine.....		12.39	12.39
Total College of Veterinary Medicine		\$12.39	\$12.39
<i>Graduate School</i>			
Graduate School.....	112.00		112.00
Total Graduate School.....	\$112.00		\$112.00
<i>Summer Session</i>			
Summer Session.....	325.00	75.66	400.66
Total Summer Session.....	\$325.00	\$75.66	\$400.66
<i>President's Division</i>			
Architecture-Photo		279.96	279.96
College of Education.....		14.56	14.56
College of Arts.....	166.77		166.77
College of Engineering.....		12.15	12.15
College of Pharmacy.....		24.50	24.50
Engineering Course (Lectures).....		61.78	61.78
Equipment of Buildings General.....		272.76	272.76
Library	786.60		786.60
Library Books and Binding.....		513.68	513.68
Military Science.....	362.50		362.50
Physical Education.....	807.50		807.50
National Brick Makers Association.....		158.47	158.47
Public Health and Sanitation.....		20.52	20.52
Total President's Division.....	\$2,123.37	\$1,358.38	\$3,481.75
<i>Administrative Division</i>			
Board of Publication.....		804.66	804.66
Commencement Expense.....		2,850.46	2,850.46
Dean of Women.....	30.00	13.62	43.62
Entrance Board	20.40	212.94	233.34
Incidentals		1,036.85	1,036.85
Laboratory Supply Store.....	60.00		60.00
Mailing Room.....		2,649.98	2,649.98
President's Office	975.00	358.74	1,333.74
Receiving Department		60.84	60.84
Registrar's Office.....	280.00		280.00
Stenographic and Clerical.....	656.54		656.54
Trustees Expense.....		494.17	494.17
University Architect.....	1,300.02		1,300.02

	Current Expense and		Total
	Salaries	Equipment	
Virginia Military Lands.....		496.67	496.67
Total Administrative Division.....	\$3,321.96	\$8,978.93	\$12,300.89

Physical Plant

Betterment of Buildings.....	89.46	255.24	344.80
Betterment of Roads and Grounds.....	174.11		174.11
Engineer's Office.....	330.00		330.00
Janitors	280.57		280.57
Laundry	363.75	354.56	718.31
Light, Heat and Power.....	86.74		86.74
Operation and Maintenance.....		195.93	195.93
Railway Switch to Robinson Laboratory...		13.14	13.14
Raise and Rebuild Boiler.....		22.46	22.46
Rewire Townshend Hall.....		19.99	19.99
State Street Building—Remodel.....		21.46	21.46
Table Lights Reading Room Library.....		242.57	242.57
Wood Working Machinery.....		149.32	149.32
Total Physical Plant.....	\$1,324.63	\$1,274.67	\$2,599.30

Insurance and Contributions

Insurance		1,101.45	1,101.45
Contributions		3,080.00	3,080.00
Total Insurance and Contributions....		\$4,131.45	\$4,131.45

RECAPITULATION

College of Agriculture.....	\$ 6,371.14	2,476.96	8,848.10
College of Arts, Philosophy and Science.	1,120.02	530.45	1,650.47
College of Education.....	2,350.00	612.36	2,962.36
College of Engineering.....	622.52	3,357.46	3,979.98
College of Homeopathic Medicine.....	254.41	427.57	681.98
College of Law.....		2.00	2.00
College of Medicine.....	1,757.35	3,421.52	5,178.87
College of Pharmacy.....	70.00	833.45	903.45
College of Veterinary Medicine.....		12.39	12.39
Graduate School.....	112.00		112.00
Summer Session.....	325.00	75.66	400.66
President's Division	2,123.37	1,358.38	3,481.75
Administrative Division.....	3,321.96	8,978.93	12,300.89
Physical Plant.....	1,324.63	1,274.67	2,599.30
Insurance and Contributions.....		4,131.45	4,131.45
Total Cancellations.....	\$19,752.40	\$27,493.25	\$47,245.65

INDEX

	PAGE
Abel, Max F.—	
Resignation accepted.....	61
Accountant—	
Office of—abolished.....	6
Adams, Clyde S.—	
Appointed Graduate Assistant in Chemistry.....	141
Adams, John J.—	
Re-elected Professor of Law and Dean of the College of Law.....	146, 147
Adams, Maude G. (Mrs.)—	
Re-elected Supervisor of Practice of Teaching.....	133
Adkins, H. B.—	
Title changed to Assistant in Chemistry.....	141
Agricultural Chemistry—	
McClure, George M.—appointed Instructor.....	7
Salter, R. M.—appointed Assistant	7
Salter, R. M.—resignation accepted.....	61
Appropriation for equipment.....	71
Rose, Chester M.—appointed Assistant.....	72
Salary balance cancelled.....	89
Appropriation for current expense 1916-1917.....	127
Agricultural Chemistry and Soils—	
Appointments for 1916-1917.....	131
Bear, Firman E.—elected Professor of Soils.....	167
Nouse, Eva M.—appointed Assistant.....	167
Palmer, Harry W.—appointed Assistant.....	167
Appropriation for equipment.....	181
Agriculture, College of—	
Matter of election of Dean—referred to special committee....	68
Vivian, Alfred—elected Dean of.....	72
Balance in salary appropriation for Dean—cancelled.....	89
Appropriation for current expense 1916-1917.....	129

Agricultural Engineering—	
McCuen, G. W.—appointed Instructor—appropriation for salary.....	7
Appropriation for equipment.....	71
Appropriation for current expense 1916-1917.....	127
Appropriation for equipment.....	181
Appointments for 1916-1917.....	132
Agricultural Extension, Department of—	
Stenographer authorized.....	7
Williams, Hazel—resignation accepted.....	8
Chenault, Earl—resignation accepted.....	8
Herzer, F. H.—resignation accepted.....	8
Budget adopted June 28, 1915, annulled—new budget adopted.....	8
Whitacre, Jessie—appointed Instructor in Home Economics..	16
Ryder, Melvin—appointed Assistant in Publications.....	16
Kilpatrick, Milligan—appointed Instructor in Poultry Husbandry.....	16
Delegates to attend Conference of Extension Workers.....	67
Wheeler, Clark S.—appointed Director of.....	72
Ryder, Melvin—resignation accepted.....	77
McMillan, Margaret—appointed Stenographer.....	82
Schramm, Ethel—appointed Stenographer.....	82
Budget for 1916-1917—adopted.....	170-180
Rank of instructional and administrative force.....	178
Agronomy—	
Sleeth, E. C.—appointed Instructor.....	7
McCall, A. G.—resignation accepted, effective June 30, 1916..	81
Alcorn, John B.—	
Reappointed Assistant in Ophthalmology and put on salary basis.....	123
Alexander, Ethel Olive—	
Degree conferred on.....	88
Alexander, Jean Hamilton—	
Appointed to graduate scholarship.....	17
Degree conferred on.....	73
Appointed Assistant in History and Philosophy of Education.....	168
Alexander, W. R.—	
Reappointed Machinist and salary increased.....	142

Allen, F. L.—	
Reappointed County Agricultural Agent.....	9
Salary of—corrected.....	16
Resignation accepted as County Agricultural Agent.....	96
Appointed to the position of Supervisor of Institutes and Schools.....	98
Reappointed Supervisor of Institutes and Schools.....	175
Alumni (Colleges of Medicine and Dentistry)—	
Matter of certificates for—committee to prepare suitable certificate and submit to Board of Trustees for ap- proval.....	87
American Association for the Advancement of Science—	
Appropriation for meeting.....	81
American Engineering Company—	
Completion of contract for stoker and payment of final esti- mate.....	94
American History—	
Selby, E. M.—appointed Graduate Assistant.....	61
Student assistants authorized.....	65
Townsend, Andrew J.—appointed Student Assistant.....	77
Kramer, William F.—appointed Student Assistant.....	77
Appropriation for current expense for 1916-1917.....	127
Appointments for 1916-1917.....	135
Williams, Marguerite—appointed Graduate Assistant.....	168
Appropriation for equipment.....	181
American Medical Association—	
Dr. W. J. Means appointed delegate to meeting of.....	93
Anatomy—	
McDonald, Robert A.—appointed Assistant.....	19
Appropriation for binocular, etc.....	71
Laboratory assistants appointed.....	105
Appropriation for laboratory assistants.....	105
Appointments for 1916-1917.....	120
Appropriation for current expense 1916-1917.....	128
Appropriation for equipment.....	182
Anderson, Annie Marie—	
Degree conferred on.....	88
Anderson, Lewis F.—	
Re-elected Professor of History of Education.....	139
Anderson, Margaret M.—	
Appointed Graduate Fellow.....	147

Anderson, William—	
Reappointed Craneman and salary increased.....	153
Andrews, C. E.—	
Re-elected Assistant Professor of English.....	136
Andrews, H. L.—	
Appointed for part time service in Agricultural Extension Department.....	11
Animal Husbandry—	
Assistant in—authorized.....	65
McCann, L. P.—appointed Assistant.....	65
Appropriation for equipment.....	71
Conklin, C. T.—appointed Student Assistant.....	77
Appropriation for graduate work.....	81
Parcels of land for pasture, assigned to.....	119
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	132
Appropriation for equipment.....	181
Applied Optics—	
Four-year course approved.....	5
Students in—relieved from drill on account of schedule con- flicts.....	5
Applications for Deeds—	
Virginia Military Lands 19-20, 55, 68-69, 83, 99-100, 102, 109, 126, 164	
Appropriations—	
For remodeling State Street Dispensary.....	6
For roadway—High Street to Lord Hall.....	6
For roadway—Gymnasium to Athletic Field.....	6
For salary instructor in Agricultural Engineering.....	7
For current expense Department of Farm Crops.....	7
For adding machine and theodolite for Department of Mathe- matics.....	17
For additional salary of Professor of Law.....	18
For equipment Department of Medicine and Clinical Medi- cine.....	19
For Agricultural Commission transferred to the University..	20
For Small Animal House.....	21
For Bending Brake.....	22
For Hospital Building.....	60
For emergency assistance in various departments.....	64
For current expense of Department of Public Health and Sanitation.....	65
For Agricultural Commission transferred to the University..	67

Transfer of appropriations from one classification to another	67
For salary of Non-resident Professor of Landscape Architecture.....	65
Division of equipment fund.....	71
For meeting of American Association for the Advancement of Science.....	81
For maps for Biblical History and Exegesis.....	81
For student assistance in Department of Farm Crops.....	81
For graduate work in Department of Animal Husbandry.....	81
Assigned for salaries of graduate fellows and graduate scholars.....	81
For special engineering lectures.....	81
For salary of stenographer in Secretary's office.....	82
For District Nursing Association.....	88
For research work in Department of Physics.....	88
For increases in salaries in Department of Journalism.....	89
For Ohio Journal of Science.....	88
Cancelled—unused salary balances.....	89
For the salary of an additional Engineer.....	94
For the salary of Typist in Receiving Department.....	94
For salaries in Medicine and Clinical Medicine.....	94
For the salary of Dean of the College of Medicine.....	96
For salary of Assistant Professor of Principles of Education	97
For research work in Department of Physics.....	98
For office of the Dean of College of Education.....	98
For office of the Dean of Women.....	98
For salary of Stenographer in Graduate School and Summer Session.....	98
Transfer from stenographic and clerical salaries appropriation to Library.....	98
For salary of graduate assistant in Chemistry Department..	105
For salary of assistant armorer.....	105
For salaries of assistants in Department of Anatomy.....	105
Transferred from Mailing Room current expense to Entrance Board current expense.....	106
Cancelled—unexpended balances.....	106
For rebuilding boiler, etc.....	106
For research work in Department of Physics.....	111
For University Chemist to cover analysis work.....	111
Additional appropriations for current expense authorized....	111
For remodeling Hayes Hall.....	114
For shoring floors in Biological Building.....	114
Transfer, lapses, etc., of appropriations adjusted in Auditor of State's office.....	115-116
Cancelled—appropriation for the salary of F. L. Allen.....	118

For equipment Department of Botany.....	119
For extension of telephone system on the campus.....	126
For the purchase of an automobile.....	130
From Endowment Fund for budget purposes.....	131
For current expense Administrative Division, 1916-1917.....	129
For current expense Physical Plant, 1916-1917.....	130
For Civil Engineering—Summer Camp 1916.....	166
For current expense—Winter Course in Agriculture 1916-17 session.....	169
For clerical help in College of Arts.....	169
Distribution of the equipment fund.....	180-183
To Betterment of Buildings for planting.....	183
For salary of Stenographer in Secretary's Office.....	183
Cancelled—all unencumbered balances.....	184
To cover approved expenditures.....	184
Interest on Endowment Fund, etc.....	184
Architecture—	
Appropriation for current expense 1916-1917.....	128
Gift to—projection lantern.....	164
Appropriation for equipment.....	181
Arndt, Clarissa—	
Reappointed Stenographer—College of Education.....	150
Arnold, C. L.—	
Re-elected Associate Professor of Mathematics and salary increased.....	143
Arps, George F.—	
Re-elected Professor of Psychology.....	140
Art—	
Appropriation for equipment.....	71
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	139
Appropriation for equipment.....	181
Arts Colleges of State Universities—	
Annual conference of deans—reasonable amount authorized for expenses.....	111
Arzt, Robert—	
Appointed Clerk.....	72
Reappointed Clerk.....	171
Ashenhurst, C.—	
Reappointed Fireman and salary increased.....	152
Ashinger, H. H.—	
Appointed Assistant in Mechanics.....	61
Resignation accepted.....	96

Ashman, S. H.—	
Declined appointment as Student Assistant in Medical Physiology.....	71
Astronomy—	
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	141
Auditor of State—	
Matter of adjustment of University accounts—letter concerning.....	115
Ault, Hazel—	
Reappointed Student Nurse—Homeopathic Hospital.....	146
Bachtell, M. A.—	
Reappointed in Agricultural Extension Service.....	9
Assistant Professor of Agricultural Chemistry—Agricultural Extension Department.....	178
Bacteriology—	
Two departments of united.....	102
Appointments for 1916-1917.....	121
Appropriation for current expense 1916-1917.....	128
Whipps, Mozelle C.—appointed Student Assistant.....	168
Appropriation for equipment.....	182
Hufnagel, Charles J.—appointed Assistant.....	82
Bain, Edgar C.—	
Appointed Graduate Assistant in Chemistry.....	16
Baird, Parker K.—	
Appointed Graduate Assistant in Chemistry.....	168
Baker, Clara—	
Reappointed Book-keeper.....	149
Baker, R. C.—	
Reappointed Student Assistant in Anatomy.....	120
Baldwin, Elma G.—	
Appointed Graduate Scholar.....	169
Baldwin, H. A.—	
Reappointed Instructor in Genito-Urinary Surgery and put on salary basis.....	122
Balz, Emil—	
Appointed Assistant in Chemistry.....	16
Reappointed Assistant in Chemistry.....	141
Bareis, Grace—	
Re-elected Assistant Professor of Mathematics.....	143

Barnes, R. L.—	
Assigned work in clinical microscopy.....	19
Reappointed Assistant in Medicine.....	122
Barnett, S. J.—	
Re-elected Professor of Physics.....	144
Barrett, D. V.—	
Appointed Student Assistant in Freshman Dental Laboratory	64
Barrington, Alfred R.—	
In charge of glee clubs, etc.....	6
Barrows, Sarah T.—	
Re-elected Assistant Professor of German.....	136
Barrows, William M.—	
Granted leave of absence for the year 1916-1917.....	103
Re-elected Assistant Professor of Zoology and Entomology	134
Bartholomew, George H.—	
Resignation accepted.....	18
Bartter, Milford H.—	
Appointed County Agricultural Agent.....	110
Reappointed County Agricultural Agent.....	171
Bascom, Philip P.—	
Degree conferred on.....	73
Bates, A. L.—	
Driver—Dairy Department.....	133
Battelle, J. G.—	
Gift from.....	106
Batterham, Lily M.—	
Appointed Graduate Scholar.....	147
Baughn, Alden—	
Degree conferred on.....	103
Baumgardner, H. K.—	
Appointed Graduate Assistant in Chemistry.....	141
Baumiller, George N.—	
Appointed Graduate Scholar.....	147
Baxter, Earl H.—	
Appointed Laboratory Assistant in Anatomy.....	105
Reappointed Laboratory Assistant in Anatomy.....	120
Bayes, Arthur—	
Poultryman—Department of Animal Husbandry.....	132

Bayes, Thomas—	
Herdsman—Animal Husbandry Department.....	132
Beach, Hazel—	
Appointed Graduate Assistant in Romance Languages.....	65
Beach, Martha—	
Appointed Stenographer.....	97
Reappointed Stenographer.....	175
Bear, Firman E.—	
Elected Professor of Soils.....	167
Beatley, Charles E.—	
Degree conferred on.....	73
Beatty, Hugh J.—	
Re-elected Instructor in Oto-Laryngology and put on salary basis.....	123
Beck, E. L.—	
Re-elected Assistant Professor of English.....	136
Beck, Frank—	
Reappointed Electrician and salary increased.....	153
Beem, C. M.—	
Re-elected Instructor in Pattern-making and Founding.....	143
Bell, Carl Spurgeon—	
Resignation accepted.....	61
Benedict, Amos Ariel—	
Granted graduate scholarship.....	17
Resigned graduate scholarship.....	60
Benjamin, Vera—	
Reappointed Student Nurse—Homeopathic Hospital.....	146
Bennett, Charles R.—	
Resigned.....	61
Appointed Graduate Assistant in Chemistry.....	141
Bennett, Helen M.—	
To give lectures on vocational guidance during Summer Ses- sion.....	166
Bergman, A. B.—	
Salary increased.....	89
Betz, Mary—	
Reappointed Instructor in Home Economics—Agricultural Ex- tension Department.....	11

Biblical History and Literature—	
Appropriation for maps	81
Appropriation for current expense 1916-1917.....	127
Appropriation for equipment.....	181
Bice, Hubert E.—	
Appointed Instructor in Economics and Sociology.....	167
Bigelow, Leslie L.—	
Re-elected Assistant Professor of Surgery and put on salary basis.....	122
Bills—	
Action regarding unpaid bills of students.....	6
Biological Building—	
Plans approved for the shoring of floors.....	114
Appropriation for.....	114
Bishop, A. J.—	
Appointed Instructor in Winter Course in Agriculture.....	97
Blake, Frederic C.—	
Granted leave of absence 1916-1917.....	103
Re-elected Professor of Physics.....	144
Blakey, H. B.—	
Title changed to Assistant Professor of Medicine and put on salary basis.....	121
Bleile, A. M.—	
Re-elected Professor of Physiology.....	123
Salary increased.....	169
Blizzard, A. W.—	
Resignation accepted.....	61
Bock, Carl W.—	
Re-elected Graduate Fellow.....	147
Bock, Pansy Higbee—	
Appointed Graduate Assistant in European History.....	88
Reappointed Graduate Assistant in European History.....	136
Bohannon, R. D.—	
Salary fixed.....	119
Re-elected Professor of Mathematics.....	143
Bohm, Edwin H.—	
Appointed Graduate Fellow.....	147
Bolling, George M.—	
Re-elected Professor of Greek.....	136

Bond, J. A.—	
Reappointed Janitor.....	153
Transferred to Agricultural Extension Service.....	170
Boord, C. E.—	
Re-elected Assistant Professor of Chemistry and salary in- creased.....	141
Booth, W. B.—	
Rent for July and August remitted.....	6
Botany—	
Sears, Paul B.—appointed Instructor.....	7
Appropriation for equipment.....	71
Appropriation for research.....	119
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	132
Appropriation for equipment.....	181
Botany and Zoology Building—	
Greenhouses 8, 9 and 10 completed—payment of final estimate	70
Bottenhorn, Irwin—	
Appointed Clinical Instructor in Dental Pathology.....	64
Reappointed Clinical Instructor in Dental Pathology and sal- ary increased.....	139
Boudreau, Frank G.—	
Appointed Instructor in Public Health and Sanitation.....	6
Title changed to Instructor in Preventive Medicine.....	121
Bowen, B. L.—	
Re-elected Professor of Romance Languages.....	137
Bower, Martha—	
Appointed Student Nurse—Homeopathic Hospital.....	77
Reappointed Student Nurse—Homeopathic Hospital.....	146
Bownocker, John A.—	
Report concerning leave of absence.....	5
Re-elected Professor of Geology and Curator of Museum....	136
Boyd, James E.—	
Re-elected Professor of Mechanics.....	144
Bradfute, O. E.—	
And Mr. Cunningham, a committee on clerk for Farmers' In- stitute work.....	55
Member of committee on dean for College of Agriculture....	68
Brady, Agnes—	
Reappointed Assistant in Home Economics.....	133

Brain, J.—	
Reappointed Painter.....	152
Brandeberry, John—	
Degree conferred on.....	73
Brandon, Richard—	
Reappointed Janitor.....	153
Bratton, Harley O.—	
Member Protestant Hospital Staff.....	63
Re-elected Instructor in Medicine and put on salary basis....	122
Bratton, Hazel—	
Salary increased.....	63
Reappointed Typist and salary increased.....	150
Breckur, J. J.—	
Reappointed Assistant in Founding.....	143
Brehm, Gilbert W.—	
Reappointed Assistant in Obstetrics.....	123
Brenneman, E. A.—	
Reappointed County Agent.....	9
Salary increased.....	117
Reappointed County Agent.....	171
Brewer, Fred—	
Reappointed Engineer and salary increased.....	152
Brewer, H. W.—	
Reappointed Storekeeper.....	151
Breyfogle, Caroline M.—	
Appeared before the Board regarding the use of a part of Hayes Hall.....	108
Reappointed Dean of Women.....	152
Brick—	
For Home Economics Building and Homeopathic Hospital se- lected	74
Brick Columns—	
For Neil Avenue entrance—sketches for, approved.....	74
Bricker, G. A.—	
Leave of absence to deliver a series of lectures.....	87
Resignation accepted.....	96
Bridges, J. W.—	
Re-elected Instructor in Psychology and salary increased...	140

Britton, Guy—	
Duplicate diploma authorized for.....	6
Brooks, Clyde—	
Elected Professor of Physiology, Physiological Chemistry and Pharmacology and Head of the Department.....	123
Brooks, S. T.—	
Appointed Janitor.....	82
Reappointed Janitor and salary increased.....	154
Brown, A. I.—	
Re-elected Instructor in Mechanical Engineering and salary increased.....	144
Brown, H. S.—	
Reappointed Policeman and salary increased.....	154
Brown, John E.—	
Member Protestant Hospital Staff.....	63
Re-elected Professor of Oto-Laryngology and Head of the Department.....	123
Brown, John W.—	
Reappointed Janitor.....	153
Brown, Louisa Hess—	
Option from, on farm land.....	84
Brown, Marjorie L.—	
Appointed Graduate Scholar.....	169
Brown, R. A.—	
Re-elected Instructor in Electrical Engineering and salary increased.....	142
Brown, Samuel W.—	
Additional salary assigned for service in Summer Session... Re-elected Professor of School Administration.....	17 140
Browning Literary Society—	
Communication from regarding improvement at Spring....	67
Bruce, Charles A.—	
Re-elected Professor of Romance Languages and salary in- creased.....	137
Bruce, William F.—	
Appointed Instructor in Farm Crops for the Short Winter Course in Agriculture.....	89
Bruder, Gustav—	
Reappointed Band Master and salary increased.....	148

Bruder, Victor W.—	
Re-elected Instructor in Economics and Sociology and salary increased.....	138
Brumley, O. V.—	
Re-elected Professor of Veterinary Surgery.....	146
Brundage, H. M.—	
Assigned work in clinical microscopy.....	19
Buck, Edward C.—	
Re-elected Assistant Professor of Anatomy.....	120
Budgets—	
Agricultural Extension budget annulled and new budget adopted.....	8-16
Adjustment in salaries in Summer Session Budget.....	17
For Summer Session, 1916, adopted.....	89
Amendments to Annual Budget for 1916-1917.....	119
Salary budget for the College of Medicine, adopted.....	120-124
Current expense budget for 1916-1917, adopted.....	126-130
Salary budget for the year 1916-1917, adopted, with the exception of College of Pharmacy, Department of Architecture and the University Architect.....	131-155
For Agricultural Extension Department, adopted.....	170-180
Bugby, M. O.—	
Reappointed County Agent.....	9, 171
Allowance for automobile maintenance.....	67
Buildings—	
Matter of new buildings to be requested of legislature.....	165
Appropriation for equipment—general.....	183
Buller, Gus Lee—	
Appointed Clerk in Veterinary Hospital.....	62
Bundy, C. E.—	
Reappointed County Agent.....	9
Burgess, E. W.—	
Re-elected Assistant Professor of Economics and Sociology..	138
Burkett, Mabel—	
Appointed Graduate Scholar.....	147
Declined appointment.....	166
Burkhart, W. C.—	
Reappointed Student Assistant in Bacteriology.....	121

Burrett, Claude A.—	
Re-elected Professor of General and Clinical Surgery—Col- lege of Homeopathic Medicine.....	145
Re-elected Dean of College of Homeopathic Medicine.....	147
Busey, Robert O.—	
Re-elected Assistant Professor of German.....	136
Bush, J. Alden—	
Resignation accepted.....	96
Bush, George W.—	
Reappointed Supervisor of County Agents.....	9
Authorized to attend conference of Extension Workers.....	67
Bush, Helen L.—	
Clerk and Stenographer in office of State Leader of County Agents.....	66
Resignation accepted.....	166
Bush, Jessie—	
Resignation accepted.....	82
Byrne, Estelle I.—	
Appointed Clerk in County Agent's office.....	66
Salary increased.....	117
Reappointed Clerk.....	171
Byrne, Paul R.—	
Appointed Reference Assistant in Library.....	18
Reappointed Reference Assistant in Library.....	149
Cabinet—	
Members of, meetings, etc.....	113
Minutes read and approved.....	113
Authorized to contract for certain equipment for Home Eco- nomics and Shops Buildings.....	116
Caine, William H.—	
Appointed House Physician University Hospital.....	105
Caldwell, F. C.—	
Member of Advisory Council of Engineering Experiment Station.....	83
Re-elected Professor of Electrical Engineering.....	142
Call, Howard—	
Assistant in Extension Schools.....	10, 173
Canaga, Wilber Waight—	
Degree conferred on.....	87

Cardon, Leopold—	
Re-elected Instructor in Romance Languages.....	137
Carlisle, Elton W.—	
Reappointed Machinist's Helper and salary increased.....	142
Resignation accepted.....	166
Carpenter, W. B.—	
Lecturer on Diseases of the Nervous System—College of Homeopathic Medicine.....	64
Carroll, Charles S.—	
Appointed Instructor in Civil Engineering.....	17
Resignation accepted.....	110
Carty, Paul C.—	
Reappointed Instructor in Journalism and salary increased..	138
Case, A. A.—	
Re-elected Instructor in Vise-Work.....	143
Case, W. H.—	
Reappointed Assistant Chief Engineer and salary increased	152
Castleman, Frank R.—	
Name placed on budget as Professor of Physical Education..	170
Caughlin, Martin—	
Appointed carpenter.....	89
Reappointed carpenter..	152
Ceramic Engineering—	
Appropriation for brick kiln.....	71
Orton, Edward—resigned as Head of the Department and Dean of the College of Engineering.....	103
Elected Research Professor of Ceramic Engineering.....	104
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	141
Appropriation for equipment.....	181
Certificate—	
For alumni of the Colleges of Medicine and Dentistry.....	87
Chandler, Albert R.—	
Re-elected Assistant Professor of Philosophy and salary in- creased.....	137
Chantler, Harry—	
Reappointed Janitor.....	153
Chapin, G. S.—	
Re-elected Assistant Professor of Romance Languages.....	137

Chemistry—

Parkinson, C. R.—resignation accepted.....	16
Bain, Edgar C.—appointed Graduate Assistant.....	16
Gangloff, Wilmer C.—appointed Graduate Assistant.....	16
Balz, Emil—appointed Assistant.....	16
Bell, Carl S.—resignation accepted.....	61
Bennett, Charles R.—resignation accepted.....	61
Hesse, Glenna—resignation accepted.....	61
Jones, Ethel—appointed Graduate Assistant.....	61
Dolley, Paul J.—appointed Graduate Assistant.....	61
Emergency assistance authorized.....	65
And Physics, etc.—appropriation for liquid air apparatus....	71
Mahaffey, Evan L.—appointed Graduate Assistant.....	77
Laymon, Howard W.—appointed Graduate Assistant.....	105
Thirey, Hanford A.—appointed Graduate Assistant.....	105
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	141-142
Baird, Parker K.—appointed Graduate Assistant.....	168
Durham, Howard A.—appointed Graduate Assistant.....	168
Thirey, Hanford A.—resignation accepted.....	166
Balance in Mr. Thirey's salary to be used for student as- sistance by the hour.....	169
Two additional assistants authorized.....	180
Appropriation for equipment.....	181
Chenault, Earl—	
Resignation accepted.....	8
Cherington, Ethel Elliott—	
Degree conferred on.....	73
Cherry, Boyd V.—	
Degree conferred on.....	73
Children's Hospital—	
Committee from—appeared before the Board.....	101
Committee appointed by University.....	101
Christensen, O. E.—	
Re-elected Instructor in Art.....	139
Christy, Elizabeth Barbara—	
Degree conferred on.....	73
Civil Engineering—	
Carroll, Charles S.—appointed Substitute Instructor.....	17
Kilmer, A. D.—resignation accepted.....	93
Perry, H. S.—appointed Instructor.....	97
Faehnle, Carl G.—appointed Instructor.....	110

Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	142
Appropriation for Summer Camp 1916.....	166
Appropriation for equipment.....	182
Clark, Ivor G.—	
Re-elected Instructor in Ophthalmology and put on salary basis.....	123
Clarke, Helen—	
Reappointed Assistant in Registrar's office and salary increased.....	150
Clements, E. L.—	
Reappointed Janitor and salary increased.....	153
Cleveland Trinidad Paving Company—	
Awarded contract for Neil Avenue Driveway.....	58
Driveway completed and final estimate paid.....	84
Clevenger, W. L.—	
Re-elected Assistant Professor of Dairying.....	133
Clifton, J. L.—	
Appointed Assistant Professor Principles and Practice of Education.....	97
Re-elected Assistant Professor of Principles and Practice of Education.....	140
Clum, Mabel—	
Appointed Typist.....	82
Reappointed Typist and salary increased.....	151
Coal—	
Bids for supply for year ending June 30, 1916—opened; analysis and tests ordered.....	3, 21
Report on tests.....	4
Contract awarded.....	4, 21
Arrangement for analysis by Professor Demorest.....	88
Chairman and Secretary of the Board authorized to award contract for the year ending June 30, 1917.....	183
Cockerill, O. P.—	
To represent University at inaugurations.....	105
Cockins, Edith D.—	
Appeared regarding space in Hayes Hall.....	109
Re-elected Registrar, University Editor and Secretary of the Faculty.....	150

Cockley, W. B.—	
Title changed to Professor.....	18
Re-elected Professor of Law and salary increased.....	146
Coddington, E. F.—	
Acting Director of Advisory Council of Engineering Experiment Station.....	83
Re-elected Professor of Mechanics.....	144
Coffey, Joel S.—	
Re-elected Assistant Professor of Animal Husbandry and salary increased.....	132
Coker, Francis W.—	
Re-elected Professor of Political Science and salary increased	137
Cole, A. D.—	
Member of Advisory Council of Engineering Experiment Station.....	83
Delegate to inauguration of President of Wooster College..	118
Re-elected Professor of Physics.....	144
College of Agriculture—	
Matter of dean referred to special committee.....	68
Vivian, Alfred—elected Dean of College of Agriculture....	72
Balance in salary appropriation for dean—cancelled.....	89
Appropriation for current expense.....	129
College of Arts, Philosophy and Science—	
Appropriation for current expense 1916-1917.....	129
College of Commerce and Administration—	
Organization of—authorized.....	22
Report from Faculty on organization, etc.....	92
Committee to submit views on organization of.....	86
Name to be “College of Commerce and Journalism”.....	95
Curricula approved.....	95
College of Commerce and Journalism—	
Hagerty, James E.—elected Dean of.....	107
Appropriation for current expense 1916-1917.....	129
Appropriation for equipment.....	182
College of Dentistry—	
Fees fixed.....	19
Microscope fee abolished.....	64
Fees amended to meet four-year course.....	86
Diploma fee—certificate for alumni.....	87
Bush, J. Alden—resigned.....	96
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	139

College of Education—	
Appropriation for current expense 1916-1917.....	129
College of Engineering—	
Edward Orton, Jr., resigned as Dean of College of Engineering and Head of Department of Ceramic Engineering.	103-104
Appropriation for current expense 1916-1917.....	129
College of Homeopathic Medicine—	
Wolcott, R. C.—elected Professor of Internal Medicine.....	17
Tuition fees fixed.....	18
Lecturers appointed.....	64
Lease renewed for two years on Home for Nurses.....	69
Four student nurses authorized.....	64
Faulder, George B.—appointed Assistant.....	64
Free dispensary—house leased for.....	69
Student Nurses appointed.....	77
Hadley, R. V.—appointed Assistant in Clinical Laboratory... ..	82
Certificate for alumni of.....	87
Delegate authorized to attend meetings.....	118
Appropriation for current expense 1916-1917.....	128, 129
Appointments for 1916-1917.....	145-146
Appropriation for equipment.....	182
College of Law—	
Laylin, Clarence D.—elected Professor of Law.....	18
Additional appropriation for salaries.....	18
Assistants in Law Library.....	18
Matter of special lectures—committee appointed to arrange	87
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	146
College of Medicine—	
Name of Chemistry Department changed to Medical Chemistry.....	19
Name of Physiology Department changed to Medical Physiology.....	19
Tuition fees fixed.....	19
Staff appointed for Protestant Hospital.....	63
Microscope fee abolished.....	64
Diploma fee—certificate for alumni.....	87
Means, W. J.—resignation accepted as Dean of the College of Medicine, effective July 1, 1916.....	96
McCampbell, E. F.—elected Dean of the College of Medicine..	96
Salary budget for 1916-1917 adopted.....	120-124
Statement concerning reorganization.....	101, 124-125
Appropriation for current expense 1916-1917.....	129
Department of Public Health and Sanitation, assigned to....	111

Committees—

Messrs. Pomerene, Bradfute and Cunningham on dean for College of Agriculture.....	68
On organization for College of Commerce and Business Administration to report to Board.....	22, 86
President Thompson, Messrs. Pomerene and Mallon on history of the University.....	87
President and Secretary to prepare certificate for alumni of Colleges of Medicine and Dentistry.....	87
President Thompson and Mr. Pomerene on lectures for College of Law.....	87
On matter of Children's Hospital.....	101
On space in Hayes Hall.....	102
On students' fees.....	130

Comptroller—

Office of created.....	6
Dean, Edgar W.—appointed.....	62

Conard, John B.—

Degree conferred on.....	73
--------------------------	----

Conard, Katherine E.—

Appointed Stenographer in President's office.....	72
Appointed Stenographer for Summer Session and Graduate School.....	98
Reappointed Stenographer for Summer Session and Graduate School.....	151

Cone, John C.—

Resignation accepted.....	7
---------------------------	---

Conklin, C. T.—

Appointed Student Assistant in Animal Husbandry.....	77
Appointed Instructor in Animal Husbandry in Agricultural Extension Service.....	172

Converse, George L.—

Appeared concerning use of Hayes Hall for Military Department.....	108
Re-elected Professor of Military Science and Tactics and salary increased.....	148

Conway, Earl—

Reappointed Stock Clerk and salary increased.....	151
---	-----

Cook, M. N.—

Reappointed Janitor.....	153
--------------------------	-----

Coon, S. J.—

Appointed Assistant in Economics and Sociology.....	168
---	-----

Coons, J. J.—	
Re-elected Assistant Professor of Medicine and put on a salary basis.....	121
Cooper, L. A.—	
Re-elected Assistant Professor of English and salary increased.....	135
Cope, Alexis—	
Contract with—renewed.....	65
To prepare history of the University.....	87
Bill in connection with preparing history of University.....	165
Copeland, Foster—	
Appeared before the Board as a member of the committee on Children's Hospital.....	101
Copeland, Nellie H.—	
Resignation accepted.....	116
Cornett, Lou (Mrs.)—	
Reappointed Janitress.....	153
Corry, Homer Campbell—	
Degree conferred on.....	77
Appointed Instructor in Law.....	168
Cotterman, Harold F.—	
Appointed Assistant in School Administration.....	105
Cottingham, Kenneth—	
Reappointed Instructor in Geology.....	136
Cottrell, Harvey V.—	
Re-elected Professor of Prosthetic Dentistry.....	139
County Agents—	
Appointments for 1915-1916.....	9, 13
Allowance for automobile maintenance.....	66-67
Allen, F. L.—resigned.....	96
Bartter, Milford H.—appointed.....	110
Courses—	
Four-year course in Applied Optics approved.....	5
Course in Public Health approved.....	5
Covan, J. P.—	
Reappointed Master Mechanic and salary increased.....	152
Craig, J. Forrest—	
Re-elected Instructor in English.....	136
Crane, Amy C.—	
Appointed Library Attendant and Clerk—College of Medicine	64
Reappointed Library Attendant.....	149

Crane, George B.—	
Assistant in Agricultural Extension Service.....	8
Secretary in Agricultural Extension Service.....	170
Crane, Harry—	
Granted leave of absence without salary for 1915-1916.....	17
Re-elected Instructor in Psychology.....	140
Crethers, Lillie—	
Degree conferred on.....	73
Crotti, Andre—	
Re-elected Assistant Professor of Operative Surgery.....	122
Crouch, R. E.—	
Appointed Student Assistant in Rural Economics.....	82
Cruikshank, R. B.—	
Reappointed in Agricultural Extension Service.....	9
Reappointed Assistant Professor of Horticulture in Agricultural Extension Service.....	172
Cruikshank, Alice D.—	
Appointed Cataloguer in Library.....	110, 149
Crum, Mary Ann—	
Degree conferred on.....	73
Culler, Elmer—	
Appointed Instructor in Psychology.....	168
Cunningham, John F.—	
Member of committee on Dean for College of Agriculture....	68
Cunningham, O. C.—	
Re-elected Assistant Professor of Dairying.....	133
Curry, Wilfred—	
Reappointed Janitor.....	154
Daehler, William—	
Reappointed Janitor.....	153
Dagger, G. N.—	
Appointed Demonstrator in Farm Management—Agricultural Extension Department.....	11
Authorized to attend conference of extension workers.....	67
Reappointed Demonstrator in Farm Management—Agricultural Extension Department.....	174
Dairying—	
Appropriation for equipment.....	71
Appropriation for current expense.....	127
Appointments for 1916-1917.....	133
Appropriation for equipment.....	181

Daly, Rena—	
Reappointed Student Nurse.....	146
Dallenbach, Karl M.—	
Appointed Substitute Instructor in Psychology.....	62
Re-elected Instructor in Psychology.....	140
Resignation accepted.....	166
Daniels, John T.—	
Reappointed Night Watchman.....	154
Dapp, W. E.—	
Interne at St. Francis' Hospital.....	123
Davies, A. E.—	
Re-elected Professor of Philosophy and salary increased....	137
Davis, Bertha A.—	
Appointed Stenographer.....	171
Davis, Charles W.—	
Appointed Student Assistant in Mine Engineering.....	62
Reappointed Student Assistant in Mine Engineering.....	144
Davis, Errett A.—	
Reappointed Second Assistant in Labortary Supply Store and salary increased.....	151
Davis, Helen—	
Reappointed Stenographer.....	8, 170
Davis, J. J.—	
Reappointed Machinist in Department of Mechanical Engi- neering.....	144
Davis, Vernon H.—	
Re-elected Professor of Horticulture.....	134
Dawson Construction Company—	
Awarded contract for Homeopathic Hospital Building.....	78
Awarded contract for the Shops Building.....	79
Extras awarded on contract for Hospital Building.....	100
Dean—College of Agriculture—	
Matter of—referred to a special committee.....	68
Dean, Edgar W.—	
Appointed Comptroller.....	62
Reappointed Comptroller and salary increased.....	150
Dean of Women—	
Appropriation for current expense 1916-1917.....	130
Breyfogle, Caroline M.—re-elected.....	152

Deans of State University Arts Colleges—	
Annual conference—appropriation for expenses authorized..	111
DeBerriz, Ph. Teixido—	
Elected Instructor in Romance Languages.....	137
Deeds—	
Applications for....	19-20, 55, 68-69, 83, 99-100, 102, 109, 126, 164
Degrees—	
Granted to.....	72, 73, 77, 87, 103, 111
Granted at Commencement June 6, 1916.....	155-163
Candidates for advanced degrees taking work at Miami or Ohio Universities—exempt from fees.....	169
Delegates—	
Appointed to attend inauguration of President White.....	118
Delegate to attend dedication of new buildings, Massachu- setts Institute of Technology.....	112
DeLong, D. M.—	
Appointed Assistant in Zoology and Entomology.....	167
Demorest, Don L.—	
Appointed Assistant in English.....	136
Declined appointment.....	166
Demorest, D. J.—	
Member of Advisory Council Engineering Experiment Sta- tion.....	83
Granted use of Room 113, Lord Hall, with provision.....	88
Re-elected Professor of Metallurgy and Acting Head of De- partment.....	144
Reappointed University Chemist.....	149
Denman, U. W.—	
Re-elected Instructor in Woodworking.....	143
Denney, J. V.—	
Appeared regarding organization of College of Commerce and Administration.....	86
Re-elected Professor of English and Dean of the College of Arts, Philosophy and Science.....	135, 147
Denny, G. C.—	
Reappointed Janitor.....	153
Derby, Samuel C.—	
Re-elected Professor of Latin.....	137
Detmers, Freda—	
Re-elected Assistant Professor of Botany.....	132

Deutsches Haus—	
President authorized to meet possible deficit.....	169
DeWitte, John—	
Reappointed Janitor and salary increased.....	153
Dice, Justus H.—	
Resignation accepted.....	18
Dick, Rhoda E.—	
Reappointed Instructor in Home Economics in Agricultural Extension Department.....	11
Reappointed Instructor in Home Economics in Agricultural Extension Department.....	173
Dillihunt, G. W.—	
Reappointed Assistant to Electrician and salary increased...	153
Dillon, Mary Cornelia—	
Degree conferred on.....	73
Diplomas—	
Request for duplicate diplomas—evidence of loss.....	114
Dishong, Charles G.—	
Re-elected Instructor in English.....	136
Dispensaries—	
Appropriation for.....	88
Appropriation for current expense.....	128
Pharmacists appointed for.....	168
Appropriation for equipment.....	182
House leased for Homeopathic Dispensary.....	69
District Nursing Association—	
Appropriation for.....	88
Ditchy, J. K.—	
Re-elected Instructor in Romance Languages.....	137
Dittoe, William H.—	
Appointed Instructor in Public Health Engineering.....	6
Re-elected Instructor in Public Health Engineering.....	121
Dodd, Verne A.—	
Chief-of-staff, Protestant Hospital.....	63
Remuneration for services.....	74
Re-elected Assistant Professor of Surgery, Acting Head of Department and Chief of Staff of Protestant Hospital...	122
Doerschuk, Ernest A.—	
Appointed Graduate Scholar.....	147

Dolley, Paul J.—	
Appointed Graduate Assistant in Chemistry.....	61
Drake, C. J.—	
Reappointed Assistant in Zoology and Entomology.....	134
Advanced to position of Instructor in Zoology and Entomology	167
Driveway—	
Neil Avenue to University Hall, bids received for.....	54
Contract awarded to Cleveland Trinidad Paving Company....	58
Payment of final estimate on contract.....	84
Drury, Agnes—	
Appointed Assistant in Economics and Sociology.....	167
Drury, Horace B.—	
Re-elected Instructor in Economics and Sociology and salary	
increased.....	138
Dubois, W. L.—	
Reappointed temporary Instructor in Forestry.....	133
Dudley, Carrie F.—	
Reappointed Clerk.....	151
Dunbar, C. M.—	
Reappointed Clerk and salary increased.....	152
Duncan, Katharine H.—	
Re-elected Executive Clerk.....	149
Dunlap, James E.—	
Re-elected Instructor in Latin and salary increased.....	137
Durham, Howard A.—	
Appointed Graduate Assistant in Chemistry.....	168
Durkee, Ralph Henry—	
Degree conferred on.....	73
Durrant, E. P.—	
Re-elected Instructor in Physiology and salary increased....	123
Dusenbury, J. W., & W. J.—	
Communication from—offering use of Olentangy Park The-	
atre for Commencement.....	113
Dutcher, Harriet S.—	
Reappointed Assistant Cataloguer and salary increased....	149
Dye, C. A.—	
Appointed Acting Dean of the College of Pharmacy.....	65
Dyer, W. C.—	
Appointed Assistant in Electrical Engineering for first se-	
mester.....	17
Appointed Assistant in Mechanics for the second semester..	98

Earhart, Robert F.—	
Re-elected Professor of Physics.....	144
Eason, Alta—	
Reappointed Stenographer.....	150
Eastwood, George R.—	
Appointed County Agent for Miami County—allowance for automobile maintenance.....	66, 67
Reappointed County Agent.....	171
Eckelberry, G. W.—	
Appointed Assistant in Economics and Sociology.....	62
Reappointed Assistant in Economics and Sociology.....	138
Economics and Sociology—	
McKenzie, R. D.—appointed Instructor.....	62
Eckelberry, G. W.—appointed Assistant.....	62
Department placed in College of Commerce and Journalism..	107
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	138
Gephart, George C.—appointed Instructor.....	167
Bice, Hubert E.—appointed Instructor.....	167
Drury, Agnes—Appointed Assistant.....	167
Sheppard, Harry E.—appointed Assistant.....	167
Coon, S. J.—appointed Assistant.....	167
Education, College of—	
Appropriation for current expense 1916-1917.....	129
Edwards, J. C.—	
Appointed Instructor in Medical Physiology.....	19
Egbert, K. C.—	
Appointed County Agent for Sandusky County.....	66, 171
Allowance for automobile maintenance.....	67
Eisenlohr, B. A.—	
Re-elected Professor of German.....	136
Elden, W. S.—	
Re-elected Professor of Latin.....	137
Elder, Adam G.—	
Member Protestant Hospital Staff.....	63
Salary assigned to.....	82
Electrical Engineering—	
Dyer, W. C.—appointed Assistant for first semester.....	17
Stenographer appointed.....	105
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	142
Puchstein, A. F.—appointed Assistant.....	168
Appropriation for equipment.....	182

Eleventh Avenue Field—	
Protest from residents along Eleventh Avenue against use of field for baseball.....	115
Elliott, Cora—	
Reappointed Maid in Department of Home Economics.....	133
Ellis, Ray—	
Appointed Assistant in Mechanical Engineering.....	144
Elwood, P. H., Jr.—	
Appointed Assistant Professor of Landscape Architecture... 7	
Re-elected Assistant Professor of Landscape Architecture... 134	
Emerson, C. M.—	
Appointed Instructor in the Winter Course in Agriculture....	97
Engineering Drawing—	
Readjustment made in department.....	17
Gilbert, E. J.—salary increased.....	63
Harper, A. C.—resignation accepted.....	96
Inagaky, T. Y.—appointed Instructor.....	97
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	142
Appropriation for equipment.....	182
Engineering Experiment Station—	
Appropriation for.....	71
Advisory Council appointed.....	83
Federal Engineering Experiment Station.....	102
Appropriation for equipment.....	182
Engineering Inspection Trips—	
Expenses of four Instructors authorized.....	111
Overdraft of—provided for.....	169
Engineering Lectures—	
Appropriation for.....	81
English—	
Hutsinpillar, Neil—resigned.....	7
Cone, John C.—resigned.....	7
Foley, Louis—appointed Graduate Assistant.....	7
Wiley, Earl W.—appointed Instructor.....	7
Housel, Mary Beal—resigned.....	61
Roeser, Kathryn—appointed Assistant.....	61
Siegfried, Ernest—appointed Graduate Assistant.....	61
Two extra Graduate Assistants authorized.....	65
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	135-136
Fullington, J. F.—appointed Assistant.....	168
Appropriation for equipment.....	181

Eno, F. H.—	
Re-elected Professor of Municipal Engineering.....	142
Entrance Board—	
Stenographer for, authorized.....	7
Funds transferred from Mailing Room current expense to...	106
Erf, Oscar—	
Supervisor of Cow Testing—Agricultural Extension Service	11
Re-elected Professor of Dairying.....	133
Supervisor of Extension work in Dairying.....	174
Eswine, H. E.—	
Reappointed Assistant in Agricultural Extension Service....	10
Instructor in Public School Agriculture—Extension Service..	178
European History—	
Additional student assistants authorized.....	65
Bock, Pansy Higbee—appointed Graduate Assistant.....	88
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	136
Appropriation for equipment.....	181
Evans, John E.—	
Re-elected Instructor in Psychology and salary increased....	140
Evans, M. B.—	
Re-elected Professor of German.....	136
Evans, Robert H. & Company—	
Awarded contract for Home Economics Building.....	56
Extras allowed on contract.....	100
Evans, Thomas—	
Reappointed Janitor and salary increased.....	154
Evans, W. L.—	
Salary fixed for 1916-1917.....	119
Re-elected Professor of Chemistry.....	141
Ewing, Ethel—	
Appointed Graduate Scholar.....	147
Executive Committee—	
Meeting—July 1, 1915.....	3
Bids for coal opened.....	3
Meeting—July 29, 1915.....	4
Report of Mr. McCracken on coal tests.....	4
Contract for coal awarded.....	4
Reported on coal contract.....	21-22

Faculty—

Requested to submit courses for College of Commerce and Administration for approval.....	22, 85
Report concerning organization of College of Business Administration.....	92
Report of—on College of Commerce and Journalism, approved.....	93, 96

Faculty Club House—

Permission given to erect on campus.....	112
Plan for financing—architect's sketches presented.....	180

Faehnle, Carl G.—

Appointed Instructor in Civil Engineering.....	110
Reappointed Instructor in Civil Engineering.....	142

Falconer, John I.—

Appointed for part time service in Agricultural Extension Department.....	11
Re-elected Assistant Professor of Rural Economics.....	134
Appointed for part time service in Agricultural Extension Department.....	174

Farm Crops—

Appropriation for current expense.....	7
Abell, Max F.—resigned.....	61
Appropriation for equipment.....	71
Appropriation for student assistance.....	81
Bruce, William F.—Instructor in Winter Course.....	89
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	133
Park, Jay Boardman—elected Professor and Head of Department.....	167
Shuster, George L.—appointed Assistant.....	167
Appropriation for equipment.....	181

Farm Operations—Division of—

Authorized, effective May 1, 1916.....	119
Matter of current expense.....	119
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	135
Appropriation for equipment.....	181

Farmer, T. O.—

Reappointed Assistant in Electrical Engineering.....	142
--	-----

Farmers' Institutes—	
Organization of—referred to President and Secretary with power.....	21
Additional clerk requested to carry on work of—referred to special committee.....	55
Jones, Hannah—appointed Stenographer.....	66
Title of Miss Hannah Jones changed to Secretary of Farmers' Institutes and salary increased.....	82
Farrand, Jacob A.—	
Appointed Assistant Armorer.....	105
Faught, Bert E.—	
Reappointed Laundryman and salary increased.....	154
Faught, Myrtle—	
Reappointed Laundress and salary increased.....	154
Faulder, George E.—	
Appointed Assistant in the Department of Gynecology.....	64
Supervising Anaesthetist.....	97
Reappointed Assistant in Gynecology and Supervising Anaesthetist and salary increased.....	145
Federal Engineering Experiment Station—	
Matter of establishment on University campus.....	102
Fees—	
For four-year course in Applied Optics.....	5
In College of Homeopathic Medicine—fixed.....	18
In College of Medicine and College of Dentistry—fixed.....	19
Microscope fee abolished.....	64
Of students remitted.....	65
Amended for College of Dentistry.....	86
Diploma fee in Colleges of Medicine and Dentistry.....	86
Teachers in Columbus schools exempt from payment of fees..	99
Members of instructional force exempt from fees.....	99
Students in residence at Ohio Experiment Station exempt from fees.....	106
Committee appointed to investigate.....	130
Students taking work at Ohio or Miami University, working for advanced degrees—exempt from fees.....	169
Feightner, Carrie (Mrs.)—	
Resigned.....	71
Felch, W. F.—	
Reappointed Clerk in Department of Physical Education...	150
Fenton, F. A.—	
Appointed Graduate Fellow.....	147

Fergus, E. N.—	
Appointed for half time service in Agricultural Extension...	170
Ferree, J. A.—	
Re-elected Professor of Ophthalmology, Otology, Laryngology and Rhinology and salary increased.....	145
Fichtelman, Willis—	
Reappointed Delivery Man.....	151
Findlay, Charles E.—	
Reappointed Clerk in Military Department.....	150
Finley, Verner Leslie—	
Degree conferred on.....	77
Fippen, Clinton—	
Reappointed Helper and salary increased.....	153
Fisher, Margaret W.—	
Appointed Stenographer.....	72
Reappointed Stenographer and salary increased.....	151
Fleischer, Fred—	
Reappointed Janitor.....	153
Fleming, Robert Logan—	
Degree conferred on.....	87
Fletcher, Fred—	
Title changed to Assistant Professor of Gynecology and put on a salary basis.....	122
Flowers, A. E.—	
Re-elected Professor of Electrical Engineering and salary increased.....	142
Foley Greenhouse Mfg. Co.—	
Contract for greenhouses completed and final estimate paid..	70
Foley, Louis—	
Appointed Graduate Assistant in English.....	7
Title changed to Instructor in English.....	136
Ford, F. M.—	
Teamster, Division of Farm Operations.....	135
Ford, Ruth M.—	
Appointed Stenographer.....	72
Reappointed Stenographer and salary increased.....	151
Forestry—	
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	133
Appropriation for equipment.....	181

Forman, Jonathan—	
Member Protestant Hospital Staff.....	63
Title changed to Assistant Professor of Pathology and salary increased.....	121
Forsythe, Samuel—	
Member Protestant Hospital Staff.....	63
Resignation accepted.....	93
Forwick, Marguerite K.—	
Appointed Library Assistant.....	117
Fouk, C. W.—	
Re-elected Professor of Analytical Chemistry.....	141
Foust, Jacob A.—	
Re-elected Instructor in Forging.....	143
Franklin, William—	
Shepherd in Department of Animal Husbandry.....	132
Fredo, J.—	
Craneman's Helper—Division of Operation and Maintenance	153
Freese, E. M.—	
Appointed Assistant in Surgery.....	122
French, Thomas E.—	
Request from—for authorization of expenses to Western Conference—no action.....	155
Re-elected Professor of Engineering Drawing.....	142
Freter, William C.—	
Refund of overpayment of fees in College of Law, authorized	118
Freund, Arthur P.—	
Reappointed Mechanician.....	145
Froning, Henry B.—	
Re-elected Instructor in Bacteriology.....	121
Fuller, Angie—	
Appointed Student Nurse.....	98
Reappointed Student Nurse.....	146
Fullington, James F.—	
Appointed Assistant in English.....	168
Fulmer, E. L.—	
Appointed for work at Lake Laboratory 1916.....	134
Fulton, Sarah—	
Appointed Student Nurse.....	77
Reappointed Student Nurse.....	146

Fyffe, D. M.—	
Reappointed Superintendent of Live Stock.....	132
Galehouse, D. W.—	
Reappointed County Agent.....	9
Reappointed County Agent.....	171
Gallen, Joseph M.—	
Member Protestant Hospital Staff.....	63
Re-elected as Instructor in Gynecology and put on salary basis.....	122
Gangloff, Wilmer C.—	
Appointed Graduate Assistant in Chemistry.....	16
Degree conferred on.....	73
Appointed Graduate Fellow.....	147
Gantz, Jack—	
Reappointed Janitor.....	153
Garson, Tony—	
Ash Wheeler—Department of Operation and Maintenance...	153
Geological Museum—	
Appropriation for current expense.....	127
Appropriation for equipment.....	181
Geology—	
Appropriation for current expense.....	127
Appointments for 1916-1917.....	136
Appropriation for equipment.....	181
George, Enoch F.—	
Appointed Graduate Fellow.....	147
Gephart, George C.—	
Appointed Instructor in the Department of Economics and Sociology.....	167
Gerish, Edward F.—	
Reappointed Night Assistant in the Library.....	149
German—	
Nordmeyer, H. W.—resignation accepted.....	7
Reese, Heinrich W.—appointed Instructor.....	7
Appropriation for phonetic laboratory.....	71
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	136
Appropriation for equipment.....	181
Gettys, Warner E.—	
Appointed Graduate Fellow.....	147

Getz, Carl H.—	
Appointed Assistant Professor of Journalism.....	168
Gibbons, John T.—	
Member of resident staff of Protestant Hospital.....	63
Gifts—	
From Edward Orton, Jr.....	5
From Colonel J. G. Battelle.....	106
From C. F. Kettering.....	111
From Julius F. Stone.....	164
Gilbert, E. J.—	
Salary increased.....	17, 63
Re-elected Instructor in Engineering Drawing and salary increased.....	142
Gilkey, Ethel—	
Reappointed Clerk.....	150
Gilliland, A. R.—	
Appointed Graduate Assistant in Psychology.....	61
Gillen, Roy J.—	
Appointed Graduate Scholar.....	169
Glasgow, Lenora—	
Reappointed Stenographer.....	150
Goode, Luella S.—	
Appointed Graduate Assistant in Romance Languages.....	137
Goodhew, Walter—	
Appointed Stenographer in Agricultural Extension Service..	105
Resignation accepted.....	110
Gordon, Elijah J.—	
Member Protestant Hospital Staff.....	63
Re-elected Instructor in Medicine and resident physician at Protestant Hospital and salary increased.....	122
Goudge, Mabel E.—	
Appointed Instructor in Psychology.....	77
Reappointed Instructor in Psychology.....	168
Graber, Mary—	
Appointed Assistant in Home Economics—Agricultural Ex- tension Service.....	11
Reappointed Instructor in Home Economics—Agricultural Ex- tension Service.....	174
Graduate Fellowships—	
Appointments for 1916-1917.....	147

Graduate Scholarships—	
Appointments for 1915-1916.....	17, 62
Appointments for 1916-1917.....	147
Graduate School—	
Stenographer for.....	84
Appropriation for current expense 1916-1917.....	129
Graduate Fellows and Scholars appointed for 1916-1917....	147
McPherson, William—re-elected Dean of.....	148
Additional appointments.....	169
Graf, Campbell—	
Appointed Student Assistant in Physical Education.....	61
Graham, Grace—	
Helper in Laundry.....	154
Graham, William C.—	
Instructor in Dental Medicine and Oral Hygiene and salary increased.....	139
Graves, W. L.—	
Re-elected Professor of English and salary increased.....	135
Gray, Evalyn Barthell—	
Degree conferred on.....	73
Greek and Latin—	
Appropriation for Reflectoscopes.....	71
Greek—	
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	136
Appropriation for equipment.....	181
Greenhouses—	
For Botany and Zoology Building completed, Nos. 8, 9 and 10, final estimate.....	70
For Horticulture and Forestry Building completed, Nos. 1, 1-A, 1-B, 1-C and 3, and final estimate paid.....	80
Gregory, Raymond E.—	
Appointed Graduate Fellow.....	147
Griest, Mary Helen—	
Degree conferred on.....	87
Griffiths, Harriet N.—	
Resignation accepted.....	166
Griggs, Robert F.—	
Re-elected Assistant Professor of Botany and salary increased	132

Grosvenor, F. B.—	
Re-elected Professor of Clinical Diagnosis and Clinical Micro-	
scopy and salary increased.....	145
Guyton, T. L.—	
Appointed Assistant in Zoology and Entomology.....	167
Haber, Naomi—	
Reappointed Clerk and salary increased.....	150
Haber, Roy E.—	
Transferred to position of Stack Attendant in Library and	
salary increased.....	18
Reappointed Stack Attendant	149
Haber, Vernon—	
Reappointed Assistant in Zoology and Entomology and sal-	
ary increased.....	134
Resignation accepted.....	166
Haddox, Homer C.—	
Appointed Graduate Assistant in Romance Languages.....	65
Reappointed Graduate Assistant in Romance Languages....	137
Hadley, Charles W.—	
Member Protestant Hospital Staff.....	63
Reappointed Assistant in Obstetrics and put on salary basis.	123
Hadley, R. V.—	
Appointed Assistant in Clinical Laboratory.....	82
Reappointed Assistant in Clinical Laboratory and salary in-	
creased.....	145
Hagerty, J. E.—	
Appointed to represent the University at inauguration of	
President of Fisk University.....	65
Appeared regarding the organization of College of Commerce	
and Business Administration.....	86
Elected Dean of the College of Commerce and Journalism...	107
Re-elected Professor of Economics and Sociology.....	138
Re-elected Dean of College of Commerce and Journalism and	
salary increased.....	147
Haible, Jessie M.—	
Appointed Clerk.....	66
Reappointed Clerk.....	171
Haines, Marie D.—	
Reappointed Clerk and salary increased.....	150
Haines, R. S.—	
Appointed Pharmacist—State Street Dispensary.....	82

Haines, Thomas H.—	
Elected Professor of Medicine (Mental and Nervous Diseases)	121
Hall, Robert—	
Resignation accepted.....	81
Hallett, M. H.—	
Reappointed Instructor in Journalism and salary increased..	138
Halliday, James E.—	
Reappointed Janitor and salary increased.....	154
Hamilton, Edwin A.—	
Member of Protestant Hospital Staff.....	63
Re-elected Assistant Professor of Surgery and put on a sal-	
ary basis.....	122
Hamilton, T. E.—	
Re-elected Assistant Professor of Romance Languages.....	137
Hammett, Margaret C.—	
Appointed Assistant in Physical Education.....	19
Title made Instructor in Physical Education and salary in-	
creased.....	148
Hammond, M. B.—	
Re-elected Professor of Economics and Sociology.....	138
Hanger, W. E.—	
Reappointed in Agricultural Extension Service.....	9
Reappointed Assistant Professor of Farm Crops—Agricul-	
tural Extension Service.....	178
Hankins, O. W.—	
Appointed Assistant in English.....	136
Harding, George T.—	
Member of Protestant Hospital Staff.....	63
Hardy, Hugh—	
Reappointed Clerk in Mailing Room.....	150
Harness, Allie F. (Mrs.)—	
Reappointed Clerk—College of Dentistry.....	151
Harper, Arthur C.—	
Resignation accepted.....	96
Harper, Walter J.—	
Resignation accepted.....	103
Harris, Gould L.—	
Re-elected Instructor in Economics and Sociology and salary	
increased.....	138

Harris, Isaac B.—	
Re-elected Assistant Professor of Clinical Surgery and Chief of Staff of St. Francis Hospital.....	122
Harris, Wilmer C.—	
Re-elected Instructor in European History and salary in- creased.....	136
Harrod, Jessie—	
Reappointed Chief Nurse, Homeopathic Hospital, and salary increased.....	146
Harrod, Louisa—	
Reappointed Student Nurse.....	146
Harrop, Carl B.—	
Re-elected Assistant Professor of Ceramic Engineering and salary increased.....	141
Hart, H. J.—	
Appointed Graduate Assistant in Zoology and Entomology...	167
Harter, L. J.—	
Declined appointment.....	71
Hartinger, W. M.—	
Appointed Interne at Protestant Hospital.....	123
Harvey, M. S.—	
Reappointed Elevator Man.....	154
Haskett, Jane S.—	
Reappointed Chief Clerk and salary increased.....	149
Hassan, Charles—	
Appointed Laborer in Division of Operation and Maintenance	110
Resignation accepted.....	117
Hatfield, Sol. A.—	
Title changed to Instructor in Medicine—Resident Physician St. Francis Hospital.....	122
Hatch, Bertha Mae—	
Degree conferred on.....	73
Hathaway, Maude C.—	
Re-elected Assistant Professor of Home Economics and sal- ary increased.....	133
Hattery, John S.—	
Member resident staff of Protestant Hospital.....	63
Hauck, C. W.—	
Appointed Graduate Assistant in Zoology and Entomology..	167

Hauer, Arthur M.—	
Elected Instructor in Oto-Laryngology.....	123
Hayes Hall—	
Matter of space disposition.....	102
Claims presented for use of.....	108
Plans and specifications approved for the remodeling of—ap- propriation for.....	114
Hayhurst, Emery R.—	
Appointed Assistant Professor of Industrial Hygiene.....	6
Re-elected Assistant Professor of Industrial Hygiene and Medical Director of Dispensaries and put on salary basis	121
Hayman, George C.—	
Appointed Third Assistant in Laboratory Supply Store.....	72
Reappointed Third Assistant in Laboratory Supply Store....	151
Hebble, Clyde H.—	
Re-elected Superintendent of Operative Clinic and Instructor in Operative Technic.....	139
Hedrick, E. C.—	
Appointed Check Room Attendant in Library.....	169
Hedrick, Ray Anson—	
Duplicate certificate authorized.....	73
Heil, H. G.—	
Re-elected Instructor in Physics and salary increased.....	145
Helfrich, M. L.—	
Declined appointment.....	71
Helmick, A. G.—	
Member Protestant Hospital Staff.....	63
Re-elected Instructor in Medicine (pediatrics) and put on sal- ary basis.....	122
Helmick, Perry Lee—	
Degree conferred on.....	88
Henderson, W. E.—	
Made statement concerning Hayes Hall for chemistry lab- oratories.....	109
Re-elected Professor of Inorganic and Physical Chemistry...	141
Hepner, Dora—	
Resignation accepted.....	96
Herron, Victor—	
Appointed County Agent.....	9
Resignation accepted.....	103

Hershberger, Joseph P.—	
County Agent for Highland County.....	66
Allowance for automobile maintenance.....	67
Reappointed County Agent.....	171
Herskowitz, L. M.—	
Resignation accepted.....	64
Herzer, F. H.—	
Resignation accepted.....	8
Hesse, Glenna—	
Resignation accepted.....	61
Hewitt, Thomas—	
Pharmacist—Dispensary.....	168
Hicks, Charles M.—	
Reappointed Inspector.....	153
Hicks, W. D.—	
Reappointed Engineer and salary increased.....	152
Hill, Florence—	
Reappointed Clerk and salary increased.....	151
Hills, Thomas McD.—	
Re-elected Assistant Professor of Geology and salary in- creased.....	136
Hindman, Samuel—	
Appointed Assistant in Medicine.....	122
Hindman, W. S.—	
Re-elected Assistant Professor of Civil Engineering and sal- ary increased.....	142
Hine, J. S.—	
Re-elected Associate Professor of Zoology and Entomology..	134
Curator of Zoological Collections.....	169
Hinkle, Samuel Frank—	
Degree conferred on.....	87
Hinsdale, Albert E.—	
Re-elected Professor of Materia Medica and Clinical Thera- peutics and salary increased.....	145
Hinslea, Lee Charles—	
Degree conferred on.....	77
History of Education—	
Spring, Freda Hallie—appointed Graduate Assistant.....	17
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	139
Alexander, Jean H.—appointed Assistant.....	168
Appropriation for equipment.....	181

Hitchings & Company—	
Completed contract for greenhouses and final payment made	80
Hobbs, Walter R.—	
Re-elected Instructor in Veterinary Surgery and salary in-	
creased.....	147
Hock, Alice—	
Appointed Stenographer.....	77
Hocking Valley Railway Company—	
Matter of claim for derailment referred to President and	
Secretary.....	83
Hockett, Homer C.—	
Re-elected Professor of American History.....	135
Hodges, W. H.—	
Appointed Assistant in Oto-Laryngology.....	168
Hodgman, A. W.—	
Re-elected Professor of Latin.....	137
Hollingsworth, Marion—	
Reappointed Assistant in Chemistry.....	141
Home Economics—	
McGinnis, Esther—appointed Assistant.....	62
Appropriation for equipment.....	71
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	133
Appropriation for equipment.....	181
Home Economics Building—	
Bids received for.....	53
Contract awarded.....	56
Brick selected.....	74
Extras authorized.....	84
Extras allowed to R. H. Evans & Company.....	100
Vacuum cleaning system authorized.....	100
Extras allowed on plumbing contract.....	108
Equipment authorized.....	116
Homeopathic Hospital—	
Home for Nurses—lease renewed for two years.....	62
Appropriation for current expense.....	128
Four student nurses authorized.....	64
Homeopathic Hospital Building—	
Bids for—received.....	54
Bids rejected; Architect directed to revise plans for.....	59

Estimate to be revised—not the plans and specifications.....	60
Additional appropriation made.....	60
Location fixed.....	68
Brick selected.....	74
New bids received for.....	75
General contract awarded to the Dawson Construction Co....	78
Contract for heating, ventilating, etc., awarded to The Huff- man-Conklin Company.....	78
Extras allowed to Dawson Construction Company.....	100
Vacuum cleaning system authorized for.....	100
Hoover, Thomas C.—	
Resignation accepted.....	110
Hopkins, Charles A.—	
Reappointed Janitor and salary increased.....	154
Hopkins, Elizabeth—	
Reappointed Stenographer.....	8, 170
Hopkins, Marie—	
Appointed Loan Desk Assistant in Library.....	168
Horn, Marvel Corinne—	
Degree conferred on.....	73
Horst, Hulda—	
Appointed Instructor in Home Economics—Agricultural Ex- tension Department.....	11
Reappointed Instructor in Home Economics—Agricultural Extension Department.....	174
Horticulture—	
Elwood, P. H., Jr.—appointed Assistant Professor of Land- scape Architecture.....	7
Taylor, A. D.—appointed Non-resident Professor of Land- scape Architecture.....	7
Appropriation for salary.....	65
Appropriation for equipment.....	71
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	134
Hottes, Alfred C.—appointed Assistant Professor of Flori- culture.....	167
Appropriation for equipment.....	181
Horton, E. G.—	
Member Protestant Hospital Staff.....	63
Re-elected Assistant Professor of Medicine (pediatrics) and put on salary basis.....	122

Hospitals—	
Appropriation for equipment and for current expense.	71, 128, 182
Hottes, Alfred C.—	
Appointed Assistant Professor of Floriculture.	167
Housel, Mary Beal—	
Resignation accepted.	61
Howard, Curtis C.—	
Communication from.	74
Howard, N. F.—	
Resignation accepted.	116
Hoy, Carl D.—	
Member of the staff of Protestant Hospital.	63
Re-elected Instructor in Surgery and put on a salary basis.	122
Huffman-Conklin Co., The—	
Awarded contract for heating, ventilating, etc., Home Economics Building.	56
Awarded contract for Hospital Building and Shops Building.	78-79
Extras allowed on Home Economics Building.	108
Hufnagel, Charles J.—	
Appointed Assistant in Bacteriology.	82
Hugger, Carl C.—	
Title changed to Assistant.	19
Reappointed Assistant in Pathology and salary increased.	121
Assistant in Roentgenology at Protestant Hospital.	168
Hughes, Alice M. (Mrs.)—	
Appointed Technical Assistant in Pathology.	19
Reappointed Technical Assistant in Pathology and salary increased.	121
Hughes, Rose—	
Appointed Graduate Scholar.	77
Hummell, R. C.—	
Granted leave of absence for remainder of year.	118
Re-elected Instructor in Chemistry.	141
Humphrey, William A.—	
Re-elected Professor of Diseases of Women, Surgical Gynecology and Obstetrics, and salary increased.	145
Hunter, Mrs. Clark—	
Salary corrected.	19
Reappointed Pianist in Physical Education.	148

Hunter, Mary J. (Mrs.)—	
Reappointed Stenographer.....	151
Huntington, C. C.—	
Re-elected Professor of Economics and Sociology and salary increased.....	138
Hutchison, John L.—	
Re-elected Instructor in Agricultural Chemistry.....	132
Appointed for work in the Summer Session.....	166
Hutsinpillar, Neil—	
Resignation accepted.....	7
Inagaky, T. Y.—	
Appointed Instructor in Engineering Drawing.....	97
Re-elected Instructor in Engineering Drawing and salary increased.....	143
Industrial Arts—	
Otstot, Robert E.—appointed Student Assistant.....	62
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	143
Appropriation for equipment.....	182
Inglis, W. D.—	
Member of Protestant Hospital Staff.....	63
Re-elected Professor of Clinical Obstetrics.....	123
Declined to accept re-election.....	166
Ingraham, E. S.—	
Re-elected Professor of Romance Languages and salary increased.....	137
Inscho, E.—	
Reappointed Plumber's Helper and salary increased.....	152
Instructional Force—	
Members of—exempt from payment of fees.....	99
Ives, F. W.—	
Title made Assistant Professor of Agricultural Engineering and salary increased.....	132
Jacobs, Sara J.—	
Reappointed Assistant to Registrar and salary increased....	150
Jacoby, Freeman S.—	
Re-elected Assistant Professor of Poultry Husbandry and salary increased.....	132
James, Lora—	
Reappointed Stenographer.....	8
Resignation accepted.....	81

Jarvis, C. W.—	
Appointed Assistant in Physics.....	145
Jeffrey, Maud—	
Re-elected Reference Librarian.....	148
Joest, William C.—	
Appointed Clerk.....	66
Resignation accepted.....	67
Johnson, Helen—	
Reappointed Teacher of Surgical Nursing and salary in- creased.....	146
Johnson, H. R.—	
Reappointed Tinner and salary increased.....	152
Johnson, Olga—	
Reappointed Student Nurse.....	146
Johnson, O. M.—	
Appointed County Agent Leader.....	171
Johnstone, G. A.—	
Appointed Carpenter.....	152
Jones, Earl G.—	
Appointed Assistant in Orthodontia and Laboratory Assistant in Anatomy.....	105
Reappointed Assistant in Orthodontia.....	139
Jones, Ethel—	
Appointed Graduate Assistant in Chemistry.....	61
Jones, F. E.—	
Reappointed Receiving Clerk and salary increased.....	151
Jones, Hannah—	
Transferred from State Board of Agriculture to the Uni- versity.....	66
Title changed to Secretary of Farmers' Institutes and salary increased.....	82
Reappointed Secretary of Farmers' Institutes.....	175
Jones, Huston—	
Reappointed Diener at Park Street Building and salary in- creased.....	154
Jones, Olive B.—	
Re-elected Librarian.....	148
Jordan, L. F.—	
Reappointed Janitor and salary increased.....	153

Journalism—	
Student Assistant authorized.....	65
Appropriation for salaries.....	89
Placed in College of Commerce and Journalism.....	107
Appropriation for current expense.....	127
Appointments for 1916-1917.....	138
Getz, Carl H.—appointed Assistant Professor.....	168
Judd, Horace—	
Re-elected Associate Professor of Experimental Engineering and salary increased.....	144
Kaiser, A. O.—	
Appointed Helper to Engineer and salary increased.....	153
Kaiser, John—	
Delegate to dedication of Massachusetts Institute of Tech- nology.....	112
Member of committee on students' fees.....	130
Kaiser, Robert C.—	
Terms of rental of residence at High Street and 11th Ave- nue.....	114-115
Reappointed Plumber.....	152
Kauffman, George B.—	
President reported serious illness of—leave of absence.....	65
Kaufman, Treva—	
Reappointed Instructor in Home Economics—Agricultural Ex- tension Department.....	12, 173
Kawaguchi, Yoshohisa—	
Fees of—remitted.....	65
Kays, D. J.—	
Re-elected Professor of Animal Husbandry and salary in- creased.....	132
Keck, Charles H.—	
Appointed Graduate Assistant in Chemistry.....	141
Keenan, Harold F.—	
Appointed Clerk.....	62
Reappointed Clerk and salary increased.....	150
Keidel, H. C.—	
Title changed to Assistant Professor and salary increased...	136
Keil, G. W.—	
Member of Protestant Hospital Staff.....	63

Keiser, J. G.—	
Reappointed Graduate Assistant in Homeopathic Medicine..	145
Keiser, R. O.—	
Lecturer on Pediatrics, College of Homeopathic Medicine....	64
Kelley, Charles F.—	
Authorized to attend meeting of College Art Association....	93
Appeared concerning use of rooms in Hayes Hall and portable houses on campus.....	108
Re-elected Professor of Art.....	139
Kellicott, Gertrude S.—	
Re-elected Accession Librarian.....	148
Kennedy, Mina—	
Resignation accepted.....	60
Kent, Carl Howard—	
Degree conferred on.....	73
Resignation accepted.....	103
Kern, Peter E.—	
Declined appointment.....	71
Ketcham, V. A.—	
Re-elected Assistant Professor of English and salary in- creased.....	136
Kettering, C. F.—	
Gift from.....	111
Keulegan, Garbis—	
Appointed Graduate Assistant in Mathematics.....	143
Kiger, O. E.—	
Reappointed Janitor and salary increased.....	153
Kilmer, A. D.—	
Resignation accepted.....	93
Kiln—	
Appropriation for brick kiln for Department of Ceramic En- gineering.....	71
Kilpatrick, Milligan C.—	
Appointed Instructor in Poultry Husbandry—Agricultural Extension Department.....	16
Reappointed Instructor in Poultry Husbandry—Agricultural Extension Department.....	172
Kirby, Howard—	
Appointed Clerk.....	72
Resignation accepted.....	117

Kisliuk, Max—	
Appointed Graduate Assistant in Zoology and Entomology..	167
Knapp, H. J.—	
Reappointed Student Assistant in Homeopathic Medicine...	145
Knight, George Wells—	
Appointed to attend Fiftieth Anniversary of Vassar and inauguration of President McCracken.....	5
Re-elected Professor of American History.....	135
Re-elected Dean of College of Education.....	147
Knight, W. A.—	
Leave of absence to visit University of Illinois.....	106
Re-elected Associate Professor of Machine Shop Practice....	143
Knouf, R. A.—	
Appointed Assistant in Anatomy.....	120
Kostir, W. J.—	
Re-elected Instructor in Zoology and Entomology and salary increased.....	134
Kotz, Theodore F.—	
Re-elected Instructor in German and salary increased.....	136
Kraner, J.—	
Reappointed Carpenter and salary increased.....	152
Kraus, Louise—	
Reappointed Cost Clerk.....	149
Kraus, Mary—	
Reappointed Auditor and salary increased.....	149
Krayer, William F.—	
Appointed Student Assistant in American History.....	77
Krecker, Frederick H.—	
Re-elected Assistant Professor of Zoology and Entomology and salary increased.....	134
Appointed Acting Director at Lake Laboratory Summer 1916	134
Kuhn, H. W.—	
Re-elected Professor of Mathematics.....	143
Kuntz, Charles A.—	
Transferred to University from State Board of Health.....	110
Salary increased.....	117
Reappointed Secretary to Dean of College of Medicine.....	151
Lahmering, Mary—	
Reappointed Stenographer.....	150

Lake Laboratory—	
Repairs authorized for building.....	115
Appropriation for current expense.....	127
Appointments for Summer work, 1916.....	134
Report concerning.....	165
Appropriation for equipment.....	181
Lake, William H.—	
Appointed Graduate Assistant in Chemistry.....	141
Lambert, F. A.—	
Re-elected Assistant Professor of Comparative Anatomy....	146
Lamborn, Raymond E.—	
Appointed Graduate Assistant in Geology.....	136
Land—	
Lease of Hess land, with option, for three years ending March 31, 1918.....	84
Assigned to Department of Animal Husbandry for pasture land, etc.....	119
Landacre, F. L.—	
Re-elected Professor of Anatomy and salary increased.....	120
Lane, Willis—	
Resigned graduate scholarship.....	60
Lapp, William H.—	
Appointed Graduate Scholar.....	147
Latin—	
Appropriation for current expense.....	127
Appointments for 1916-1917.....	137
Appropriation for equipment.....	181
Law, College of—	
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	146
Law, Otto—	
Reappointed Fireman and salary increased.....	152
Lawrence, William Gelston—	
Degree conferred on.....	73
Lawson, James—	
Reappointed Checking Clerk and salary increased.....	151
Laylin, Clarence D.—	
Elected Professor of Law.....	18
Re-elected Professor of Law.....	146

Laymon, Howard W.—	
Appointed Graduate Assistant in Chemistry.....	105
Lazenby, W. R.—	
Re-elected Professor of Forestry.....	133
Lease—	
Renewed on Nurses' Home.....	69
On Hess farm land, with option of purchase.....	84
Leaves of Absence—	
To Dr. D. S. White.....	87
To G. S. Bricker.....	87
To A. P. Weiss.....	88
To G. W. Rightmire.....	103
To F. C. Blake.....	103
To W. M. Barrows.....	103
To John F. Lyman.....	103
LeBay, B. A.—	
Reappointed Steam Fitter and salary increased.....	153
Leidigh, Donald—	
Reappointed Accession Assistant in Library and salary in- creased.....	148
Leighton, J. A.—	
Appeared regarding organization of College of Commerce and Administration.....	86
Re-elected Professor of Philosophy.....	137
Lerando, L. Zelenka—	
Appointed Graduate Assistant in German.....	136
Lewis, B. N.—	
Reappointed Janitor.....	153
Lewis, Magdalen—	
Degree conferred on.....	73
Lewis, Marguerite—	
Appointed Stenographer.....	82
Reappointed Stenographer and salary increased.....	150
Lewisohn, Ludwig—	
Re-elected Assistant Professor of German.....	136
Library—	
Dice, Justus H.—resigned.....	18
Haber, Roy E.—made Stack Attendant.....	18
Russell, George E.—appointed Night Assistant.....	18
Byrne, Paul R.—appointed Reference Assistant.....	18

Russell, George E.—resigned.....	96
Morrow, Roger B.—resigned.....	96
Magly, Bliss—appointed Night Assistant.....	97
Seipel, Blanche L.—death of, February 27, 1916.....	103
Cruikshank, Alice—appointed Cataloguer.....	110
Forwick, Marguerite K.—appointed Library Assistant.....	117
Appropriation for current expense 1916-1917.....	129
Appointments for 1916-1917.....	148
Hopkins, Marie—appointed Loan Desk Assistant.....	168
Hedrick, E. C.—appointed Check Room Attendant.....	169
Appropriation for equipment.....	182, 183
Lindsley, C. F.—	
Title changed to Instructor in English.....	136
Lockett, Ralph G.—	
Appointed Assistant in Physics.....	110
Lockhart, O. C.—	
Re-elected Professor of Economics and Sociology.....	138
Logan, E. R.—	
Appointed Student Assistant in Medical Physiology.....	64
Long, E.—	
Reappointed Campus Laborer and salary increased.....	152
Long, John—	
Reappointed Janitor.....	154
Long, John S.—	
Teamster—Division of Farm Operations.....	135
Lorain Coal & Dock Company—	
Awarded contract for coal for year 1915-1916.....	4, 21
Lord, Henry C.—	
Re-elected Professor of Astronomy.....	141
Lorenzen, M. R.—	
Appointed Student Assistant in Medical Physiology.....	64
Lowe, Carl C.—	
Reappointed Student Janitor at Observatory.....	153
Lowe, J. Virgil—	
Appointed Student Assistant in Military Science.....	77
Lowe, Myrla—	
Appointed Graduate Scholar.....	147
Lowery, Samuel—	
Reappointed Fireman and salary increased.....	152

Ludwig, Edward C.—	
Member Protestant Hospital Staff.....	63
Reappointed Assistant in Surgery (Anaesthetist).....	122
Lyman, John F.—	
Granted leave of absence 1916-1917.....	103
Re-elected Professor of Agricultural Chemistry.....	131
Lysatt, J. C.—	
Reappointed Technician.....	141
McCall, A. G.—	
Resignation accepted, effective June 30, 1916.....	81
McCall, H. C.—	
Awarded contract for tunnel from Botany and Zoology Building to Eleventh Avenue.....	57
Payment of final estimate authorized.....	74
McCampbell, E. F.—	
Head of Department of Public Health and Sanitation.....	5
Resignation from Department of Bacteriology.....	65
Elected Dean of the College of Medicine.....	96
Appeared concerning the reorganization of the College of Medicine.....	101
Re-elected Professor of Preventive Medicine and Dean of the College of Medicine.....	121, 148
McCann, Benj. F.—	
Member of committee on Children's Hospital.....	102
Member of committee on students' fees.....	130
Re-elected Vice-Chairman of the Board of Trustees.....	165
McCann, L. P.—	
Appointed Assistant in Animal Husbandry Department.....	65
McCaughey, W. J.—	
Re-elected Assistant Professor of Mineralogy and Acting Head of the Department.....	144
McClintock, J. E.—	
Supervisor of Publications, Agricultural Extension Department.....	11
Authorized to attend meeting of Agricultural Extension Editors.....	169
Reappointed Supervisor of Publications and Correspondence Courses.....	170
McClure, George M.—	
Appointed Instructor in Agricultural Chemistry.....	7
Reappointed Instructor in Agricultural Chemistry and salary increased.....	132

McCoard, George W.—	
Re-elected Professor of Mathematics.....	143
McComb, Karl S.—	
Appointed Student Assistant in Physical Education.....	148
McCombs, Nelson—	
Reappointed Library Assistant.....	149
McCoy, E. Glenn—	
Appointed Instructor in Winter Course in Agriculture.....	97
McCoy, Vera—	
Re-elected Instructor in Bacteriology and salary increased..	121
McCracken, William C.—	
Reappointed Superintendent of Buildings and Grounds and salary increased.....	152
McCroskey, C. R.—	
Reappointed Assistant in Chemistry.....	141
McCuen, G. W.—	
Appointed Instructor in Agricultural Engineering.....	7
Re-elected Instructor in Agricultural Engineering and salary increased.....	132
McCutcheon, Marjorie—	
Title changed to Instructor in English.....	136
McDonald, Robert A.—	
Appointed Assistant in Anatomy.....	19
Reappointed Assistant in Anatomy.....	120
McFarland, Robert White—	
Portrait of, completed and payment authorized.....	164
McGarry, T.—	
Reappointed Campus Foreman.....	152
McGavran, Charles W.—	
Member of Protestant Hospital Staff.....	63
McGinnis, Esther—	
Appointed Assistant in Home Economics.....	62
Reappointed Assistant in Home Economics—declined reap- pointment.....	133, 166
McGrail, Agnes (Mrs.)—	
Appointed Janitress at Hayes Hall.....	72
Reappointed Janitress.....	154
McGuire, Lelia—	
Reappointed Assistant in Home Economics.....	133

McKee, Alice D.—	
Reappointed Cataloguer in Library and salary increased....	148
McKellip, Ivan—	
Appointed Field Man in Cow Testing—Agricultural Extension Department.....	13
Reappointed Field Man in Cow Testing—Agricultural Ex- tension Service.....	174
McKenzie, F. A.—	
Inauguration of, as President of Fisk University.....	5, 65
McKenzie, R. D.—	
Appointed Instructor in Economics and Sociology.....	62
Reappointed Instructor in Economics and Sociology and sal- ary increased.....	138
McKnight, G. H.—	
Re-elected Professor of English.....	135
McMillan, Margaret—	
Appointed Stenographer.....	82
Reappointed Stenographer.....	170
McNeal, Edgar H.—	
Re-elected Professor of European History.....	136
McNeil, Claude P.—	
Appointed Graduate Fellow.....	147
McPeck, Clayton—	
Re-elected Assistant Professor of Physiology.....	123
McPherson, William—	
Re-elected Professor of Chemistry and Dean of the Graduate School.....	141
McQuiston, William C.—	
Degree conferred on.....	73
Madden, John F.—	
Reappointed Armorer.....	150
Magly, Bliss—	
Appointed Night Assistant in the Library.....	97
Reappointed Night Assistant in Library.....	149
Magruder, William T.—	
Member of Advisory Council of Engineering Experiment Station.....	83
Re-elected Professor of Mechanical Engineering.....	143
Mahaffey, Evan L.—	
Appointed Graduate Assistant in Chemistry.....	77
Reappointed Assistant in Chemistry—part time.....	141

Mahaffey, William—	
Reappointed Night Watchman.....	154
Main, Quincy—	
Appointed for part time service in Agricultural Extension Department.....	11
Mallon, Guy W.—	
Appointed to attend Fiftieth Anniversary of Vassar and inauguration of the President.....	5
Member of committee on history of the University.....	87
Manson, E. S., Jr.—	
Re-elected Associate Professor of Astronomy.....	141
Manual Training—	
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	140
Appropriation for equipment.....	181
Marchezo, J.—	
Put on regular salary roll as wiper—Division of Operation and Maintenance.....	153
Marino, Anthony—	
Appointed Graduate Scholar.....	147
Mark, Clara Gould—	
Re-elected Instructor in Geology.....	136
Mark, Mary Louise—	
Re-elected Instructor in Economics and Sociology and salary increased.....	138
Marquis, F. W.—	
Re-elected Professor of Steam Engineering.....	143
Marsh, Allison W.—	
Appointed Instructor in Physical Education.....	19
Reappointed Instructor in Physical Education and salary in- creased.....	148
Martindale, Edwin W.—	
Re-elected Instructor in Anaesthetics and Analgesia and sal- ary increased.....	139
Mathematics—	
Morningstar, Charlotte—appointed Graduate Assistant.....	16
Adding Machine and Theodolite authorized for.....	17
Swing, Glenn O.—appointed Graduate Assistant.....	62
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	143
Appropriation for equipment.....	182

Mather, Marie—	
Appointed Stenographer—Agricultural Extension Service....	174
Maxon, Dudley—	
Appointed Assistant in Law Library.....	18
Mazzola, L.—	
Ash Wheeler—Division of Operation and Maintenance.....	153
Means, Charles S.—	
Member of Protestant Hospital Staff.....	63
Means, Hugh J.—	
Member of Protestant Hospital Staff.....	63
Re-elected Instructor in Roentgenology, and Radiographer for Protestant and St. Francis Hospitals.....	122
Means, John W.—	
Member of Protestant Hospital Staff.....	63
Re-elected Instructor in Surgery and put on salary basis....	122
Means, W. J.—	
Resignation accepted as Dean of the College of Medicine....	96
Delegate to meeting of American Medical Association.....	93
Mechanical Engineering—	
Appropriation for refrigerating plant.....	71
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	143
Stinson, Karl W.—appointed Assistant.....	168
Appropriation for equipment.....	182
Mechanics—	
Ashinger, H. H.—appointed Assistant, resignation accepted.	61, 96
Dyer, Wilber E.—appointed Assistant.....	98
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	144
Appropriation for equipment.....	182
Meckstroth, Gustav Adolph—	
Granted a Graduate Scholarship.....	17
Medical Chemistry—	
Stanton, F. M.—appointed Instructor in Physiological Chem- istry.....	64
Appropriation for Bio-Chemistry.....	71
Medical Physiology—	
Logan, E. R.—appointed Student Assistant.....	64
Lorenzen, M. R.—appointed Student Assistant.....	64

Medicine—	
Appointments for 1916-1917.....	121
Appropriation for current expense 1916-1917.....	128
Medicine, College of—	
Appropriation for.....	19
Name of Chemistry Department changed to Medical Chemistry.....	19
Name of Physiology Department changed to Medical Physiology.....	19
Tuition fees fixed.....	19
Staff appointed for Protestant Hospital.....	63
Microscope fee abolished.....	64
Diploma fee.....	86
Certificate for alumni.....	87
Means, W. J.—resignation accepted.....	96
McCampbell, E. F.—appointed Dean of.....	96
Salary budget adopted.....	120-124
Statement concerning reorganization of.....	124-125
Appropriation for current expense 1916-1917.....	128
Department of Public Health and Sanitation assigned to....	111
Meetings of Board of Trustees—	
August 13, 1915.....	4
September 1, 1915.....	52
October 5, 1915.....	59
November 6, 1915.....	70
November 15, 1915.....	75
December 7, 1915.....	80
January 4, 1916.....	85
January 14, 1916.....	92
February 8, 1916.....	94
March 7, 1916.....	101
April 4, 1916.....	108
May 1-2, 1916.....	113
June 6, 1916.....	155
Meetings—Executive Committee	
July 1, 1915.....	3
July 29, 1916.....	4
Meiklejohn, Robert—	
Re-elected Assistant Professor of Engineering Drawing and salary increased.....	142
Mellon, David R.—	
Appointed Graduate Assistant in Chemistry.....	141

Mellon, Melvin G.—	
Reappointed Graduate Assistant in Chemistry.....	141
Mercer, J. W.—	
Duplicate diploma authorized for.....	170
Merrill, Ernest Martin—	
Duplicate diploma authorized for.....	111
Merrill, James—	
Reappointed Janitor and salary increased.....	154
Merrill, Sue (Mrs.)—	
Reappointed Janitress.....	154
Mesloh, Selma—	
Appointed Assistant in Physical Education.....	148
Metallurgy—	
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	144
Appropriation for equipment.....	182
Metcalf, C. L.—	
Re-elected Assistant Professor of Zoology and Entomology and salary increased.....	134
Metcalf, Z. P.—	
Appointed for service at Lake Laboratory 1916.....	135
Metze, Oscar—	
Reappointed Janitor and salary increased.....	153
Meyer, Florence A.—	
Elected Assistant Professor of Physical Education.....	18
Re-elected Assistant Professor of Physical Education and salary increased.....	148
Miami University—	
Candidates for advanced degree, taking work at Miami, ex- empt from payment of incidental fee.....	169
Military Camp—Summer—	
Matter of sending delegates, referred to President.....	112
Military Science and Tactics—	
Assistant Armorer—authorized.....	74
Rees, John W.—appointed Student Assistant.....	77
Lowe, J. Virgil—appointed Student Assistant.....	77
Officers—granted pay for service.....	99, 107
Farrand, Jacob A.—appointed Assistant Armorer.....	105
Yearly prize—income from gift of Colonel J. G. Battelle....	106
Appropriation for current expense 1916-1917.....	129
Appointments for 1916-1917.....	148
Appropriation for equipment.....	183

Miller, Carrie B.—	
Appointed Graduate Scholar.....	62
Miller, Clara—	
Reappointed Assistant to Registrar and salary increased....	150
Miller, G.—	
Reappointed Janitor.....	153
Miller, H. W.—	
Reappointed First Assistant in Laboratory Supply Store....	151
Miller, H. P.—	
Reappointed County Agent.....	9, 171
Miller, John T.—	
Reappointed Mechanic—Department of Agricultural Engineering.....	132
Miller, O. A.—	
Appeared before the Board regarding Children's Hospital..	101
Miller, Raymond James—	
Degree conferred on.....	73
Millfelt, Edmund—	
Appointed Stenographer.....	82
Reappointed Stenographer and salary increased.....	152
Milligan, Lowell H.—	
Appointed Graduate Assistant in Chemistry.....	141
Mine Engineering—	
Pouchot, Walter J.—appointed Student Assistant.....	62
Davis, Charles W.—appointed Student Assistant.....	62
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	144
Appropriation for equipment.....	182
Mineralogy—	
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	144
Appropriation for equipment.....	182
Minor, Wells H.—	
Re-elected Assistant Professor of Mine Engineering.....	144
Minthorne, H. A.—	
Resignation accepted.....	81
Minton, Ursula Ann—	
Degree conferred on.....	77
Minutes—	
Approved and ordered to be printed for the year ended June 30, 1915.....	19

Mitchell, Marguerite—	
Degree conferred on.....	73
Reappointed Library Assistant and salary increased.....	149
Mobberly, Ollie O.—	
Re-elected Superintendent of Dental Laboratories and Summer Clinic and salary increased.....	139
Montgomery, L. M.—	
Re-elected Professor of Horticulture.....	134
Moore, Alexander P.—	
Re-elected Instructor in Romance Languages.....	137
Moore, Frederick W.—	
Title changed to Instructor in English.....	136
Moore, R. M.—	
Reappointed Janitor and salary increased.....	153
Moran, Mabel—	
Reappointed Stenographer.....	150
Morningstar, Charlotte—	
Appointed Graduate Assistant in Mathematics.....	16
Reappointed Graduate Assistant in Mathematics.....	143
Morrey, Charles B.—	
Re-elected Professor of Bacteriology.....	121
Morris, Alice—	
Reappointed Library Assistant and salary increased.....	149
Morris, C. C.—	
Re-elected Professor of Mathematics.....	143
Re-elected Assistant to the Dean of College of Engineering.	148
Morris, Clyde T.—	
Report concerning leave of absence first semester 1915-1916.	107
Re-elected Professor of Structural Engineering.....	142
Morrow, Roger B.—	
Resignation accepted.....	96
Mosier, W. H.—	
Title changed to Instructor in Horticulture and salary increased.....	134
Multer, K. D.—	
Appointed Student Assistant at the Park Street Dispensary..	64
Mundhenk, Russell L.—	
Remuneration for extra service.....	76
Appointed Instructor in Veterinary Pathology.....	147

Muse, E. R.—	
Appointed Janitor.....	82
Reappointed Janitor and salary increased.....	154
Mutchmore, W. M.—	
Reappointed Custodian.....	150
Myers, Joseph S.—	
Authorized to attend meeting of Teachers of Journalism....	93
Re-elected Professor of Journalism and salary increased....	138
Myers, L. H.—	
Teamster—Animal Husbandry Department.....	132
Myers, Mildred—	
Appointed Graduate Scholar.....	147
National Brick Manufacturers' Association—	
Appropriation 1916-1917.....	129
Neil Avenue Driveway—	
Bids for.....	54
Contract awarded to Cleveland Trinidad Paving Company....	58
Payment of final estimate.....	84
Neil Avenue Entrance—	
Sketches of brick columns for—approved.....	74
Neilson, Wilhelm—	
Re-elected Instructor in Civil Engineering and salary in- creased.....	142
Neiswander, L. C.—	
Declined appointment.....	71
Nelson, Pear—	
Awarded contract for sewer and drain—New Shops Building.	112
Neth, P. S.—	
Carpenter—retired.....	89
New Lyme Institute—	
Loan of equipment authorized.....	6
Nichols, J. H.—	
Elected Assistant Professor of Physical Education.....	148
Nippert, Lillian—	
Reappointed Library Assistant and salary increased.....	149
Nobs, Fred—	
Appointed Cheese Maker.....	133
Nordmyer, H. W.—	
Resignation accepted.....	7

Norris, W. J.—	
Re-elected Instructor in Art.....	139
North Central Association of Colleges and Secondary Schools—	
Delegate to meeting of—authorized.....	99
North, William—	
Reappointed Policeman and salary increased.....	154
Norton, Glenn—	
Appointed Instructor in Winter Course in Agriculture.....	97
Norton, S. A.—	
Re-elected Emeritus Professor of Chemistry.....	141
Nouse, Eva M.—	
Appointed Assistant in Agricultural Chemistry and Soils....	167
Nurses' Home—	
Lease renewed.....	69
Nutt, E. J.—	
Reappointed Janitor.....	168
Obaugh, Aimee—	
Reappointed Stenographer.....	150
Obstetrics—	
Appointments for 1916-1917.....	123
Appropriation for current expense.....	128
Appropriation for equipment.....	182
Officers of the Board of Trustees—	
Appointed for 1916-1917.....	165
Ohio Biological Survey—	
Budget for.....	15
Ohio Experiment Station—	
Students registered at Ohio State University in residence at Experiment Station and doing work there, relieved from incidental fee.....	106
Ohio History Teachers' Journal—	
Appropriation for 1916-1917.....	129
Ohio Journal of Science—	
Request for an appropriation for.....	80
Publication of by the University authorized and appropriation made for.....	88
Appropriation for current expense 1916-1917.....	129
Ohio State Telephone Company—	
Proposition of—accepted.....	125

Ohio State University—	
Matter of preparing history of.....	87
Ohio State University Association—	
Appropriation for 1916-1917.....	130
Ohio University—	
Candidates for advanced degrees, taking work at Ohio Uni- versity, exempt from incidental fee.....	169
Ohlson, H. C.—	
Appointed Supervisor of Gymnasium for Summer Session...	117
Re-elected Instructor in Physical Education and salary in- creased.....	148
Okey, Maud—	
Reappointed in Home Economics, Agricultural Extension Service.....	11, 173
Oliver, Mary H.—	
Appointed Graduate Assistant in Zoology and Entomology..	61
Additional work as Laboratory Assistant in Anatomy.....	105
Ophthalmology and Oto-Laryngology—	
Appointments for 1916-1917.....	123
Appropriation for current expense 1916-1917.....	128
Hodges, W. H.—appointed Assistant.....	168
Appropriation for equipment.....	182
Option—	
On Hess land.....	84
Optometry—	
Appropriation for equipment.....	182
O'Rourke, John—	
Reappointed Janitor and salary increased.....	153
Orton, Edward, Jr.—	
Gift from.....	5
Resignation accepted as Dean of the College of Engineering and Head of Department of Ceramic Engineering....	103, 104
Elected Research Professor of Ceramic Engineering.....	104
Re-elected Research Professor of Ceramic Engineering.....	141
Osborn, Herbert—	
Elected Research Professor of Zoology and Entomology.....	104
Re-elected Research Professor of Zoology and Entomology..	134
Otstot, Robert E.—	
Appointed Student Assistant in Industrial Arts.....	62

Overholt, Virgil—	
Reappointed in Agricultural Extension Service.....	9
Instructor in Agricultural Engineering in Agricultural Ex- tension Service.....	178
Paddock, Wendell—	
Re-elected Professor of Horticulture.....	134
Page, William H.—	
Re-elected Professor of Law.....	146
Palmer, Harry W.—	
Appointed Assistant in Department of Agricultural Chem- istry and Soils.....	167
Palmer, Paul Whitney—	
Degree conferred on.....	103
Palmer, W. H.—	
Reappointed in Agricultural Extension Service.....	10
State Leader Boys' and Girls' Club Work.....	172
Park, Jay Boardman—	
Elected Professor of Farm Crops.....	167
Park Street Dispensary—	
Multer, K. D.—appointed Student Assistant.....	64
Parkinson, C. R.—	
Resignation accepted.....	16
Parry, Carl E.—	
Re-elected Assistant Professor of Economics and Sociology..	138
Paterson, Robert G.—	
Appointed Assistant Professor of Public Health.....	6
Re-elected Assistant Professor of Public Health and Director of Hospital and Dispensary Social Service and put on a salary basis.....	121
Pathology and Bacteriology—	
Appropriation for tables, etc.....	71
Balance in salaries cancelled.....	89
Name to be "Department of Pathology"—two departments of Bacteriology merged.....	102
Transfer of twenty microscopes to Department of Bacteri- ology authorized.....	119
Appointments for 1916-1917.....	121
Appropriation for current expense.....	128
Appropriation for equipment.....	182

Pathology—(Dental)—	
Bottenhorn, Irwin—appointed Instructor in.....	64
Reickhoff, F. A.—appointed Student Assistant.....	64
Pearson, F. B.—	
Resignation accepted.....	116
Peck, Marion—	
Teamster—Division of Farm Operations.....	135
Peck, Nora—	
Reappointed Stenographer.....	8, 174
Peebles, Harold E.—	
Appointed to a graduate scholarship.....	147
Peirce, W. T.—	
Re-elected Assistant Professor of Romance Languages and salary increased.....	137
Penton, H. R.—	
Appointed Assistant in Horticulture.....	134
Percival, Milton—	
Re-elected Assistant Professor of English and salary in- creased.....	136
Perkins, Clarence—	
Re-elected Professor of European History.....	136
Perrin, Marlow S.—	
Degree conferred on.....	73
Perry, H. S.—	
Appointed Instructor in Civil Engineering.....	97
Peters, Lillian—	
Appointed Clerk in Cow Testing.....	66
Resignation accepted.....	166
Petition—	
From residents of Eleventh Avenue concerning baseball field.	115
Petty, Gertrude—	
Resignation accepted.....	110
Pflueger, Otto W.—	
Re-elected Instructor in Forestry.....	133
Pharmacy—	
Slater, Paul C.—resigned.....	18
Schmidt, Karl—appointed Student Assistant.....	18
Dye, C. A.—appointed Acting Dean of College of.....	65
Balance in appropriation for salary of Dean, cancelled.....	89
Appropriation for current expense for 1916-1917.....	128

Phillips, D. P.—	
Interne at Protestant Hospital.....	123
Phillips, Thomas D.—	
Re-elected Assistant Professor of Rural Economics.....	134
Phillips, Thomas G.—	
Re-elected Assistant Professor of Agricultural Chemistry and salary increased.....	131
Philosophy—	
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	137
Appropriation for equipment.....	181
Physical Education—	
Bartholomew, George H.—resigned.....	18
Meyer, Florence A.—appointed Assistant Professor.....	18
Hammett, Margaret C.—appointed Assistant.....	19
Marsh, Allison W.—appointed Instructor.....	19
Scofield, Hannah—appointed Student Assistant.....	61
Graf, Campbell—appointed Student Assistant.....	61
Trautman, George M.—appointed Instructor.....	82
Salary of Lola Stout increased.....	98
Appropriation for current expense 1916-1917.....	129
Record corrected concerning Mr. Wilce and Mr. Castleman and names placed on budget as Professors of Physical Education.....	170
Appointments for 1916-1917.....	148
Appropriation for equipment.....	183
Physical Plant—	
Appropriations for equipment.....	183
Appointments for 1916-1917.....	152-154
Appropriation for current expense 1916-1917.....	130
Physics—	
Appropriation for engineering sophomore laboratory.....	71
Appropriations for research work.....	88, 98, 111
Strait, John M.—resigned.....	110
Lockett, Ralph G.—appointed Assistant.....	110
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	144
Additional assistant authorized.....	180
Appropriation for equipment.....	182
Physiology, Physiological Chemistry and Pharmacology—	
Readjustment made.....	76
Minthorn, H. A.—resigned.....	81

Severin, Julius E.—appointed Assistant.....	82
Two departments of Physiology united into one department..	102
Appointments for 1916-1917.....	123
Appropriation for equipment.....	182
Appropriation for current expense.....	128
Pintner, Rudolph—	
Re-elected Assistant Professor of Psychology and salary in- creased.....	140
Plank, Samuel Clarence—	
Degree conferred on.....	87
Plumb, Charles S.—	
Re-elected Professor of Animal Husbandry.....	132
Pohle, William—	
Reappointed Janitor and salary increased.....	154
Political Science—	
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	137
Pollard, James E.—	
Appointed Graduate Scholar.....	147
Pomerene, Frank E.—	
Member of committee on Dean for the College of Agriculture	68
Member of committee—history of the University.....	87
And Dr. Thompson to arrange for lectures for College of Law	87
Member of committee on disposition of space in Hayes Hall..	102
Portable Structures—	
Use of—referred to Cabinet for report.....	108, 112
Postle, H. V.—	
Interne at St. Francis Hospital.....	123
Pouchot, Walter J.—	
Appointed Student Assistant in Mine Engineering.....	62
Power Plant—	
Additional Engineer authorized for, and appropriation made	94
Powers, Mary—	
Reappointed Matron in Rest Room.....	149
Pratt, Roy—	
Reappointed Helper and Fireman.....	144
Preston, J. B.—	
Re-elected Assistant Professor of Mathematics.....	143
Prill, Henry—	
Resignation accepted.....	81

Principles and Practice of Education—	
Balances in salaries cancelled.....	89
Clifton, J. L.—appointed Assistant Professor—appropriation for salary.....	97
Appropriation for current expense 1916-1917.....	127
Appropriation for equipment.....	181
Appointments for 1916-1917.....	140
Prosser, Charles S.—	
Re-elected Professor of Geology.....	136
Protestant Hospital—	
Staff appointed.....	63
Remuneration for use of wards, etc., increased.....	73
Internes appointed for the year 1916-1917.....	123
Hugger, Carl C.—appointed Assistant in Roentgenology.....	168
Prout, Andrew W.—	
Member Protestant Hospital Staff.....	63
Re-elected Instructor in Oto-Laryngology and put on salary basis.....	123
Pryce, William C.—	
Declined appointment.....	71
Psychology—	
Crane, Harry W.—leave of absence for 1915-1916.....	17
Taylor, Jane L.—resigned.....	61
Gilliland, A. R.—appointed Graduate Assistant.....	61
Dallenbach, Karl M.—appointed substitute Instructor.....	62
Additional Instructor authorized.....	65
Appropriation for equipment.....	71
Goudge, Miss Mabel E.—appointed Instructor.....	77
Weiss, A. P.—granted leave of absence for second semester..	88
Swindle, Percy Ford—appointed Instructor for the second semester.....	88
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	140
Culler, Elmer—appointed Instructor.....	168
Dallenbach, Karl M.—resigned.....	167
Goudge, Mabel E.—reappointed Instructor.....	168
Wilson, Russell B.—appointed Laboratory Assistant.....	168
Reamer, Jeannette C.—appointed Graduate Assistant.....	168
Appropriation for equipment.....	181
Public Health and Sanitation—	
Department established.....	5
Staff appointed.....	5-6

Van Buskirk, Lear H.—appointed Instructor in Public Health Laboratory Methods.....	62
Appropriation for current expense.....	65
Assigned to the College of Medicine.....	111
Appointments for 1916-1917.....	121
Appropriation for current expense 1916-1917.....	128
Appropriation for equipment.....	182
Puchstein, A. F.— Appointed Assistant in Electrical Engineering Department for the first semester.....	168
Pugh, Charles— Teamster—Division of Farm Operations.....	135
Ralls, John H.— Blind student, fees remitted.....	65
Ramsey, R. A.— Re-elected Instructor in Medicine.....	122
Ramsower, H. C.— Re-elected Professor of Agricultural Engineering.....	132
Ranous, Cora— Reappointed Student Nurse.....	146
Rasor, S. E.— Re-elected Professor of Mathematics and salary increased..	143
Rathbun, Edith— Appointed Stenographer, College of Commerce and Journal- ism.....	151
Ray, Edith A.— Appointed Stenographer—Agricultural Extension Service...	170
Ray, Frank A.— Re-elected Professor of Mine Engineering.....	144
Reamer, Jeannette C.— Appointed Graduate Assistant in Psychology.....	168
Reasoner, Charles— Blacksmith's Helper.....	153
Reasoner, H.— Reappointed Campus Laborer.....	152
Reasoner, I. C.— Reappointed Blacksmith and salary increased.....	153
Reed, Carlos I.— Re-elected Instructor in Physiology.....	123

Reeder, Charles W.—	
Re-elected Reference Librarian.....	148
Reel, Philip J.—	
On resident staff of Protestant Hospital.....	63
Appointed Assistant in Surgery.....	122
Rees, John W.—	
Appointed Student Assistant in Military Science.....	77
Reese, Heinrich W.—	
Appointed Instructor in German.....	7
Re-elected Instructor in German and salary increased.....	136
Reickhoff, F. A.—	
Appointed Student Assistant in Dental Pathology.....	64
Assistant in Roentgenology at St. Francis Hospital.....	168
Reports—	
From John A. Bownocker.....	5
On organization of College of Commerce and Administration	92
From Clyde T. Morris.....	107
Research Professorships—	
Communication regarding the establishment of.....	94-95
Principle of—approved; President to submit plan for.....	95
Edward Orton, Jr., elected Research Professor of Ceramic Engineering.....	141
Herbert Osborn elected Research Professor of Zoology and Entomology.....	134
Residence—	
Corner of High and Eleventh Avenue—rental of, to R. C. Kaiser.....	114-115
Resolutions—	
Establishing College of Commerce and Administration.....	22
Matter of preparing courses for College of Commerce and Administration.....	85
Uniting the Departments of Bacteriology and Physiology...	102
Rey, Ernest—	
Degree conferred on.....	103
Reappointed Assistant in German.....	136
Reynolds, Ella May—	
Degree conferred on.....	111
Rhone, John—	
Teamster—Division of Farm Operations.....	135
Richards, F. D.—	
Salary increased.....	89

Richards, P. E.—	
Reappointed Assistant in Soils.....	132
Resignation accepted.....	166
Richardson, A. G. G.—	
Re-elected Professor of Veterinary Pathology and salary in- creased.....	146
Richardson, L. W.—	
Appointed Janitor—Hayes Hall.....	154
Richi, F.—	
Ash Wheeler—Division of Operation and Maintenance.....	153
Rickard, Hortense—	
Reappointed Assistant in Mathematics and salary increased..	143
Riebel, John A.—	
Member Protestant Hospital Staff.....	63
Riggs, E. J.—	
Reappointed County Agent.....	9
Remuneration increased.....	76
Reappointed County Agent.....	171
Rightmire, George W.—	
Granted leave of absence for 1916-1917.....	103
Re-elected Professor of Law.....	146
Roadways—	
Neil Avenue Roadway—bids for.....	54
Contract awarded to Cleveland Trinidad Paving Company for Neil Avenue.....	58
Roberts, Emmett E.—	
Appointed Graduate Scholar.....	98
Robinson, Alice—	
Re-elected Instructor in Art and salary increased.....	139
Robinson, Gertrude L.—	
Title changed to Instructor in English.....	136
Robinson Fellowship—	
Awarded to Panfilo Trombetta for 1915-1916.....	17
Awarded to Panfilo Trombetta for 1916-1917.....	169
Roeser, Kathryn—	
Appointed Assistant in English.....	61
Rogers, Andrews—	
Member Protestant Hospital Staff.....	63
Elected Professor of Obstetrics and Acting Head of Depart- ment.....	123

Romance Languages—	
Two Graduate Assistants authorized.....	65
Haddox, Homer—appointed Graduate Assistant.....	65
Beach, Hazel—appointed Graduate Assistant.....	65
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	137
Appropriation for equipment.....	181
Rose, Chester M.—	
Appointed Assistant in Agricultural Chemistry.....	72
Reappointed Assistant in Agricultural Chemistry.....	132
Rotary Fund—	
Expenditures from—approved.....	184
Roush, Mary—	
Reappointed Student Assistant in Bacteriology.....	121
Declined reappointment.....	166
Royer, R. M.—	
Re-elected Purchasing Agent.....	149
Rudge, Henry—	
Appointed Assistant Pharmacist.....	168
Ruggles, Clyde O.—	
Re-elected Professor of Economics and Sociology.....	138
Rules and Regulations of the Board of Trustees—	
Revised rules approved and adopted.....	22-52
Rural Economics—	
Appropriation for equipment.....	71
Crouch, R. E.—Student Assistant.....	82
Part of current expense fund transferred to Division of Farm Operations.....	119
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	134
Appropriation for equipment.....	181
Rusk, Rogers D.—	
Appointed Graduate Scholar.....	147
Russell, George E.—	
Appointed Night Assistant in the Library.....	18
Resignation accepted.....	96
Ruth, Emma—	
Resignation accepted.....	103
Ruth, Wilda B.—	
Appointed Stenographer—Entrance Board.....	105
Reappointed Stenographer and salary increased.....	150

Ryan, Agnes L.—	
Appointed Stenographer.....	97
Reappointed Stenographer.....	151
Ryan, E. H.—	
Interne at Protestant Hospital.....	123
Ryder, Melvin—	
Appointed Assistant in Publications, Agricultural Extension Department.....	16
Salary increased.....	66
Resignation accepted.....	77
Salaries—	
For December—authorized to be issued before Christmas....	84
Salisbury, B. F.—	
Appointed Graduate Assistant in Physics.....	145
Salisbury, Schuyler M.—	
Re-elected Assistant Professor of Animal Husbandry and salary increased.....	132
Salter, F. J.—	
Re-elected Instructor in Agricultural Chemistry.....	132
Salter, R. M.—	
Appointed Assistant in Agricultural Chemistry.....	7
Resignation accepted.....	61
Sanborn, F. E.—	
Appeared before the Board regarding plans of Shops Building	60
Re-elected Professor of Industrial Arts.....	143
Sanford, Robert M.—	
Appointed Graduate Assistant in Chemistry.....	141
Sargent, James Clyde—	
Duplicate diploma authorized for.....	118
Schaeffer, George C.—	
Re-elected Instructor in Ophthalmology and put on salary basis.....	123
Schaffner, John H.—	
Re-elected Professor of Botany.....	132
Appointed for service at Lake Laboratory.....	135
Schilling, Eva L.—	
Reappointed Stenographer in President's Office.....	149
Schilling, Samuel J.—	
Title changed to Graduate Assistant.....	7
Reappointed Assistant in Bacteriology.....	121

Schlegelmilch, Elinor—	
Reappointed Student Nurse—Homeopathic Hospital.....	146
Schlesinger, Arthur M.—	
Re-elected Assistant Professor of American History.....	135
Schlesinger, C. F.—	
Re-elected Assistant Professor of Civil Engineering and salary increased.....	142
Scherer, Norman W.—	
Re-elected Assistant Professor of Forestry.....	133
Schmidt, Edward—	
Reappointed Assistant in Chemistry.....	141
Schmidt, Eleanor—	
Resigned University Scholarship.....	116
Schmidt, Karl—	
Appointed Student Assistant in Pharmacy.....	18
Schneider, Bertha—	
Reappointed Head Cataloguer in Library and salary increased	148
Schoedinger, F. O.—	
Appeared regarding Barrett specification roof.....	85
Schoeneweiss, Louise—	
Reappointed Library Assistant.....	149
School Administration—	
Balance in salary appropriations cancelled.....	89
Bricker, G. A.—resigned.....	96
Appropriation for current expense 1916-1917.....	127
Appointments for 1916-1917.....	140
Appropriation for equipment.....	181
Schramm, Ethel C.—	
Appointed Stenographer—Agricultural Extension Department	82
Reappointed Stenographer.....	174
Schuer, Henry W.—	
Appointed Graduate Scholar.....	147
Schuster, George L.—	
Appointed Assistant in Farm Crops.....	167
Scofield, Hannah—	
Appointed Student Assistant in Physical Education.....	61
Scott, Ernest—	
Member Protestant Hospital Staff.....	63
Re-elected Professor of Pathology.....	121

Seaman, E. B.—	
Reappointed Janitor.....	153
Searle, Luella—	
Reappointed Stenographer—Agricultural Extension Department.....	11, 175
Sears, Paul B.—	
Elected Instructor in Botany.....	7
Re-elected Instructor in Botany.....	133
Sebrell, Lorin B.—	
Appointed Graduate Assistant in Chemistry.....	141
Secretary and Business Manager—	
Authorized to issue December salaries before Christmas....	84
And President, a committee to prepare certificate for alumni of Colleges of Medicine and Dentistry.....	87
Authorized to attend meeting of Business Officers of State Universities.....	118
Directed to purchase automobile for the use of the President.	130
And Chairman authorized to call for bids and award coal contract.....	183
Seeds, A. H.—	
Resignation accepted.....	110
Seipel, Blanche L.—	
Death of, February 27, 1916.....	103
Selby, Erret M.—	
Appointed Graduate Assistant in American History.....	61
Degree conferred on.....	73
Selegue, Inez Eulalia—	
Degree conferred on.....	73
Sellers, Mrs. Truitt B.—	
Appeared regarding Children's Hospital.....	101
Semans, H. M.—	
Re-elected Professor of Operative Dentistry and Dental Anatomy and Dean of the College of Dentistry, and salary increased.....	139, 147
Senn, Carl M.—	
Appointed Assistant in Wood Working.....	143
Service, J. H.—	
Appointed Assistant in Physics.....	145
Severin, Julius E.—	
Appointed Assistant in Physiology.....	82

Seymour, R. J.—	
Re-elected Assistant Professor of Physiology and salary in- creased.....	123
Shanck, Rhea W.—	
Appointed Graduate Scholar.....	169
Sharpe, Claire G.—	
Degree conferred on.....	111
Sharples, Nan—	
Reappointed Instructor in Home Economics in Agricultural Extension.....	11, 173
Sheard, Charles—	
Re-elected Professor of Physics and Applied Optics and salary increased.....	144
Sheets, Cree—	
Re-elected Assistant Professor of Engineering Drawing.....	142
Sheets, Henry Dale—	
Degree conferred on.....	88
Sheetz, John W.—	
Member staff of Protestant Hospital.....	63
Salary assigned to.....	82
Reappointed Assistant in Medicine and salary increased....	122
Shepard, Charles J.—	
Member Protestant Hospital Staff.....	63
Re-elected Assistant Professor of Medicine and put on a sal- ary basis.....	121
Shepard, C. M.—	
Re-elected Instructor in Orthopedic Surgery.....	122
Shepardson, J. E.—	
Re-elected Instructor in Electrical Engineering and salary increased.....	142
Shepherd, G. E.—	
Appointed Steam Fitter.....	5
Reappointed Steam Fitter.....	153
Shepherd, Lulu—	
Appointed Stenographer—Department of Electrical Engineer- ing.....	105
Reappointed Stenographer—Department of Electrical En- gineering.....	151
Shepherd, Mary Louise—	
Re-elected Instructor in Art and salary increased.....	139

Sheppard, Harry E.—	
Appointed Assistant in Economics and Sociology.....	167
Sherman, C. E.—	
Member of Advisory Council of Engineering Experiment Station.....	83
Appeared concerning use of foundry in Hayes Hall for ce- ment testing laboratory.....	108
Re-elected Professor of Civil Engineering.....	142
Shipley, J. W.—	
Re-elected Assistant Professor of Chemistry and salary in- creased.....	141
Shively, C. F.—	
Interne at St. Francis Hospital.....	123
Shoemaker, J. N.—	
Re-elected Assistant Professor of Veterinary Medicine and Manager of Summer Clinic.....	147
Shoemaker, John—	
Reappointed Student Assistant in Homeopathic Medicine....	145
Shops Building—	
Preliminary plans presented and approved—location fixed....	20
Completed plans and specifications presented.....	60
Professor Sanborn requested modification of plans.....	60
Plans adopted as originally presented by the University Archi- tect.....	67
Brick selected for.....	74
Bids received for.....	76
General contract awarded to the Dawson Construction Co....	79
Contract awarded to The Huffman-Conklin Company for heat- ing, ventilating, etc.....	79
Extra bay authorized.....	84
Plans and specifications for floor over foundry and extension of north wing approved.....	100
Order of December 7, 1915, for extra bay cancelled.....	101
Advertisement ordered of plans for floor and extra bay.....	100
Contract awarded for sewer and drainage system.....	112
Equipment for, authorized.....	116
Shotts, John—	
Reappointed Painter and salary increased.....	152
Shugert, Annette M.—	
Reappointed Stenographer.....	150
Shumway, Herbert S.—	
Re-elected Instructor in Prosthetic Laboratory.....	139

Siebert, W. H.—	
And Professor A. D. Cole appointed delegates to inauguration of J. Campbell White as President of Wooster College	118
Re-elected Professor of European History.....	136
Siegfried, Ernest—	
Appointed Graduate Assistant in English.....	61
Silberbert, Helen—	
Reappointed Stenographer—Chemistry Building.....	151
Simpson, W. E.—	
Reappointed Janitor.....	153
Sisson, Septimus—	
Re-elected Professor of Comparative Anatomy.....	146
Skinner, Lila—	
Re-elected Instructor in Home Economics and salary increased.....	133
Slater, Paul C.—	
Resignation accepted.....	18
Degree conferred on.....	73
Sleeth, E. C.—	
Appointed Instructor in Agronomy.....	7
Re-elected Instructor in Soils.....	132
Sloane, R. C.—	
Title changed to Assistant Professor of Civil Engineering..	17
Re-elected Assistant Professor of Civil Engineering and salary increased.....	142
Small Animal House—	
Preliminary plans for approved.....	21
Appropriation for—Business Manager directed to secure bids and award contract.....	21
Smith, A. E.—	
Reappointed Farm Foreman.....	135
Smith, Alpheus W.—	
Re-elected Assistant Professor of Physics and salary increased.....	144
Smith, Alva W.—	
Re-elected Instructor in Physics and salary increased.....	145
Smith, E. C.—	
Re-elected Instructor in Metallurgy.....	144
Smith, Eva—	
Reappointed Stenographer.....	150

Smith, J. Warren—	
Transferred to Washington, D. C.....	96
Resignation accepted.....	103
Smith, Joseph D.—	
Appointed Graduate Scholar.....	147
Smith, Oliver—	
Reappointed Janitor.....	153
Smith, Robert E.—	
Reappointed Assistant in Wood Working.....	143
Smith, Verle C.—	
Reappointed Assistant to Dean of College of Agriculture....	148
Smith, William Orson—	
Degree conferred on.....	73
Smith, William P.—	
Reappointed Student Assistant in Anatomy.....	120
Sniffen, Edith—	
Appointed Assistant in English.....	136
Snively, Harry H.—	
Member of Protestant Hospital Staff.....	63
Snook, J. H.—	
Re-elected Assistant Professor of Veterinary Surgery.....	146
Snyder, Dick P.—	
Re-elected Instructor in Operative Clinic, College of Den- tistry, and salary increased.....	139
Snyder, John E. B.—	
Appointed Engineer.....	97
Reappointed Engineer.....	153
Somermeier, E. E.—	
Re-elected Professor of Metallurgy.....	144
Spencer, Edwin—	
Appointed for part time service in Agricultural Extension..	11
Spencer, Florence—	
Appointed Stenographer.....	72
Reappointed Stenographer.....	151
Spencer, Henry R.—	
Re-elected Professor of Political Science.....	137
Spohr, Carl L.—	
Title changed to Professor of Clinical Pathology.....	121

Spring, Freda Hallie—	
Appointed Graduate Assistant in History of Education.....	17
Spurgeon, W. H.—	
Reappointed Janitor.....	153
Stahl, Willis—	
Reappointed Janitor.....	153
Stanton, F. M.—	
Appointed Instructor in Physiological Chemistry.....	64
Reappointed as Assistant in Medicine.....	122
Starin, William A.—	
Re-elected Assistant Professor of Bacteriology.....	121
Starling Medical College—	
Communication from Board of Trustees of.....	74
Starr, F. C.—	
Assigned work in Crown and Bridge Work in Dentistry, extra compensation.....	104
Re-elected Instructor in Operative Clinic and Metallurgy, salary increased.....	139
State Street Dispensary—	
Appropriation for remodeling.....	6
Haines, R. S.—appointed Pharmacist.....	82
Stearns, L. A.—	
Appointed Graduate Assistant in Zoology and Entomology...	167
Steeb, Carl E.—	
Re-elected Secretary and Business Manager.....	149
Re-elected Treasurer of Ohio Union.....	165
Stegeman, G.—	
Reappointed Assistant in Chemistry.....	141
Stegner, Clara—	
Appointed Clerk in office of County Agent of Washington County.....	66
Reappointed Clerk.....	171
Steinfeld, Alexander M.—	
Member Protestant Hospital Staff.....	63
Re-elected Instructor in Orthopedic Surgery and put on sal- ary basis.....	122
Stemple, Forrest W.—	
Title changed to Assistant Professor of Farm Crops and salary increased.....	133

Stewart, L.—	
Reappointed Campus Laborer.....	152
St. Francis Hospital—	
Appropriation for X-Ray apparatus.....	71
Internes for 1916-1917.....	123
Reickhoff, F. A.—appointed Assistant in Roentgenology....	168
Stinson, Karl W.—	
Appointed Assistant in Mechanical Engineering.....	168
St. John, L. W.—	
And Miss Meyer appeared concerning use of Hayes Hall for gymnasium purposes.....	109
Re-elected Professor of Physical Education.....	148
Stoltz, Robert B.—	
Re-elected Assistant Professor of Dairying and salary in- creased.....	133
Stone, Julius F.—	
Member of committee on Children's Hospital matter.....	101
Member committee on space assignment in Hayes Hall.....	102
Gift from.....	164
Reappointed Chairman of the Board of Trustees.....	165
And Secretary authorized to award contract for coal.....	183
Stone, Tom C.—	
Re-elected Instructor in Animal Husbandry and salary in- creased.....	132
Stout, Lola—	
Salary increased.....	98
Reappointed Maid in Department of Physical Education....	148
Stover, Wilmer G.—	
Re-elected Assistant Professor of Botany and salary increased	133
Stowe, Stanley B.—	
Appointed County Agricultural Agent for Clermont County..	117
Reappointed County Agricultural Agent.....	171
Strait, John M.—	
Resignation accepted.....	110
Strosnider, Charles W.—	
Re-elected Assistant Superintendent of Operative Clinic and Instructor in Dental Technic.....	139
Students—	
Rule concerning unpaid bills amended.....	6
In residence at Ohio Experiment Station exempt from inci- dental fee.....	106

Student Health Service—	
Matter of appropriation for.....	83
Dr. Wingert—Director—department under direction of the President.....	131
Studler, R. R.—	
Appointed Assistant in Department of Romance Languages..	137
Sullivan, Blanche—	
Reappointed Clerk and salary increased.....	151
Summer Session—	
Salaries for extra service.....	17
Stenographer for.....	84
Budget for 1916 adopted.....	89
Additional appointments.....	107, 166
Appropriation for current expense.....	129
“Deutsches Haus”—matter of expense.....	169
Summy, Pearl—	
Appointed Graduate Assistant in Department of Romance Languages.....	137
Surgery and Gynecology—	
Appointments for 1916-1917.....	122
Appropriation for current expense.....	128
Svensen, C. L.—	
Salary increased.....	17
Re-elected Instructor in Engineering Drawing and salary increased.....	142
Swartzel, Guy D.—	
Degree conferred on.....	87
Swartzel, Karl D.—	
Re-elected Professor of Mathematics and salary increased..	143
Swindle, Percy Ford—	
Appointed Instructor in Psychology for second semester 1915-1916.....	88
Swing, Glenn O.—	
Appointed Student Assistant in Mathematics.....	62
Appointed Graduate Scholar.....	147
Swisher, Dan—	
Herdsman in Department of Animal Husbandry.....	132
Szendery, Louis Eugene—	
Degree conferred on.....	77

Tabernacle Building—	
Matter of constructing—referred to Cabinet for report.....	112
Tallmadge, B. F.—	
Reappointed Janitor—Veterinary Clinic Building.....	153
Taylor, A. D.—	
Non-resident Professor of Landscape Architecture.....	7
Salary fixed for the year.....	65
Re-elected Non-resident Professor of Landscape Architecture	134
Taylor, Ada L.—	
Appointed Stenographer.....	97
Reappointed Stenographer.....	170
Taylor, Albert P.—	
Reappointed Instructor in Journalism-Mechanics and salary	
increased.....	138
Taylor, Frederic—	
Resignation accepted.....	72
Taylor, Jane L.—	
Resignation accepted.....	61
Taylor, J. R.—	
Re-elected Professor of English.....	135
Taylor, Lucy M.—	
Name inserted in budget for Registrar's office.....	6
Reappointed Assistant to the Registrar and salary increased	150
Taylor, William L.—	
Member resident staff of Protestant Hospital.....	63
Teachers—	
Rule concerning fees of.....	99
Telephone Service—	
Extension of, authorized.....	125
Appropriation for; proposition of Ohio State Telephone Com-	
pany.....	125
Temple, Eunah—	
Appointed Graduate Scholar.....	147
Thatcher, Lloyd E.—	
Reappointed Assistant in Farm Crops.....	133
Thirey, Hanford A.—	
Appointed Graduate Assistant in Chemistry.....	105
Resignation accepted.....	166
Thomas, Joseph—	
Appointed Assistant in Law Library.....	18

Thomas, Mary—	
Reappointed Stenographer.....	150
Thomas, May—	
Re-elected Assistant Professor of German.....	136
Thomas, M. C.—	
Reappointed County Agent for Miami County.....	9
County Agent for Marion County.....	66
Allowance for automobile maintenance.....	66
Salary increased.....	118
Reappointed County Agricultural Agent.....	171
Thompson, William Oxley—	
And Secretary—matter of Farmers' Institutes referred to..	21
To present plan for organization for a journal of science...	80
Member of committee to enter into contract for history of	
University.....	87
And Secretary to prepare certificate for alumni of Colleges	
of Medicine and College of Dentistry.....	87
And Mr. Pomerene to arrange for lectures for College of Law	87
Reported concerning Ohio Journal of Science.....	88
Presented proposal concerning establishment of research	
professorships.....	94-95
Directed to submit plan for operation of research professor-	
ships.....	95
Member of committee on Children's Hospital.....	101
Member of committee on assignment of space in Hayes Hall..	102
Expenses to St. Louis ordered paid.....	112
Member of committee on students' fees.....	130
Re-elected President.....	149
Thorpe, Truman D.—	
Reappointed Assistant to the Commandant.....	148
Timberman, Andrew—	
Re-elected Professor of Ophthalmology.....	123
Townsend, Andrew J.—	
Appointed Student Assistant in American History.....	77
Townshend, Harriet N.—	
Reappointed Assistant in Library.....	148
Transeau, Edgar N.—	
Re-elected Professor of Botany.....	132
Trautman, George M.—	
Appointed Instructor in Physical Education.....	82
Reappointed Instructor in Physical Education and salary	
increased.....	148

Tressel, George R.—	
Declined reappointment.....	71
Trombetta, Panfilo—	
Appointed Robinson Fellow for 1915-1916.....	17
Fees remitted.....	65
Reappointed Robinson Fellow.....	169
Truxall, H. E.—	
Reappointed Painter and salary increased.....	152
Tucker, Marian L.—	
Re-elected Instructor in Home Economics and salary in- creased.....	133
Tunnels—	
From Botany and Zoology Building to Eleventh Avenue—bids received.....	53
Contract awarded.....	57
Payment of final estimate on tunnel to Eleventh Avenue....	74
Turnbull, W. D.—	
Title changed to Assistant Professor of Engineering Drawing	17
Re-elected Assistant Professor of Engineering Drawing....	142
Tuttle, A. H.—	
Re-elected Professor of Law.....	146
Twigg, Florence Louise—	
Degree conferred on.....	73
Twiss, George R.—	
Re-elected Professor of Principles and Practice of Educa- tion for second semester.....	140
University Architect—	
Directed to prepare completed plans for Shops Building.....	20
Directed to prepare completed plans for Small Animal House	21
Reports concerning bids on Home Economics Building, Home- opathic Hospital Building, Tunnels and Roadway.....	55-59
Reported concerning plans for Shops Building.....	67
Reported on bids for Homeopathic Hospital Building and Shops Building.....	78-79
Balance in salaries for office cancelled.....	89
Appropriation for current expense.....	130
Appropriation for office of.....	183
University Hospital—(See Homeopathic Hospital Building)	
University of Washington—	
O. P. Cockerill appointed to represent the University at the inauguration of President Henry Suzzallo, and the inauguration of President Holland at the State College of Washington.....	105

Unpaid Bills of Students—	
Rule amended.....	6
Upham, J. H. J.—	
Re-elected Professor of Clinical Medicine and Acting Head of Department and salary increased.....	121
Usry, Eldon L.—	
Authorized to attend meeting of Manual Training Associa- tion.....	118
Re-elected as Professor of Manual Training and salary in- creased.....	140
Vanatta, D. R.—	
Reappointed County Agent.....	9, 171
Vanatta, John—	
Appointed Mower.....	5
Resignation accepted.....	93
Van Buskirk, Lear H.—	
Appointed Instructor in Public Health Laboratory Methods..	62
Reappointed Instructor in Public Health Laboratory Methods	121
Vanderwerf, John A.—	
Appointed Graduate Assistant in Chemistry.....	141
Van Meter, Anna R.—	
Re-elected Assistant Professor of Home Economics.....	133
Vassar College—	
Delegates appointed to Fiftieth Anniversary and inauguration of President.....	5
Veazey, Alma B.—	
Appointed Stenographer.....	82
Venis, Joseph—	
Appointed Campus Laborer.....	5
Reappointed Campus Laborer and salary increased.....	152
Verweibe, Walter A.—	
Re-elected Instructor in Geology and salary increased.....	136
Veterinary Hospital—	
Student Clerk appointed for.....	62
Veterinary Medicine—	
Wershow, Max—resigned.....	117
Appropriation for current expense 1916-1917.....	128
Appointments for 1916-1917.....	146
Appropriation for equipment.....	182

Vilbrandt, Frank C.—	
Degree conferred on.....	73
Virginia Military Lands—	
Application for deeds... 19-20, 55, 68-69, 83, 99-100,102, 109, 126, 164	
Appropriation.....	130
Contract with Alexis Cope, Agent, renewed.....	65
Vivian, Alfred—	
Elected Dean of the College of Agriculture.....	72
Appeared regarding the use of Hayes Hall for Department of Agricultural Engineering.....	108
Re-elected Professor of Agricultural Chemistry and Dean of the College of Agriculture.....	131, 147
Vogel, Katherine—	
Reappointed Clerk and salary increased.....	150
Vogt, Paul L.—	
Re-elected Professor of Rural Economics.....	134
Wade, Lurene—	
Reappointed Stenographer.....	150
Wade, Otis—	
Appointed Graduate Assistant in Zoology and Entomology...	167
Walker, Grace G. (Mrs.)—	
Re-elected Instructor in Home Economics and salary increased	133
Walker, Mae M. (Mrs.)—	
Appointed Library Assistant at Brown Hall.....	105
Reappointed Library Assistant at Brown Hall.....	149
Walker, W. H.—	
Reappointed Janitor and salary increased.....	153
Walradt, Henry F.—	
Re-elected Assistant Professor of Economics and Sociology..	138
Ward, Elwood—	
Appointed Clerk—resignation accepted.....	66, 67
Wardlow, Yeatman—	
Member Protestant Hospital Staff.....	63
Re-elected Assistant Professor of Clinical Gynecology.....	122
Warner, Winifred—	
Reappointed Assistant in Registrar's office.....	150
Warren, J. H.—	
Re-elected Instructor in Histology and Embryology.....	120

Waters, Marian H.—	
Resignation accepted.....	116
Watson, Robert—	
Groom—Department of Animal Husbandry.....	132
Watters, Bess C.—	
Reappointed Cashier.....	149
Watts, A. S.—	
Communication from regarding federal experiment station on campus.....	102
Re-elected Professor of Ceramic Engineering.....	141
Weate, J. J.—	
Reappointed Janitor.....	153
Weidler, Walter C.—	
Re-elected Instructor in Economics and Sociology.....	138
Weigel, C. A.—	
Appointed Graduate Assistant in Zoology and Entomology..	167
Weimer, Nellie—	
Appointed Stenographer in the Agricultural Extension Service	117
Reappointed Stenographer in the Agricultural Extension Service.....	171
Weiss, A. P.—	
Given leave of absence for the second semester 1915-1916...	88
Re-elected Assistant Professor of Psychology and salary in- creased.....	140
Wende, Harry—	
Degree conferred on.....	5
Wershow, Max—	
Resignation accepted.....	117
West, C. J.—	
Re-elected Assistant Professor of Mathematics and salary in- creased.....	143
Weygandt, G. W.—	
Reappointed Janitor.....	153
Wheeler, Clark S.—	
Authorized to attend Conference of Extension Workers....	67
Reappointed as Assistant in Administration Agricultural Ex- tension.....	8
Appointed Director of Agricultural Extension Department..	72
Reappointed Director of Agricultural Extension Department.	170

Whipps, Mozelle C.—	
Student Assistant in Bacteriology.....	168
Whitacre, Jessie—	
Appointed Instructor in Home Economics—Agricultural Ex- tension.....	16
Reappointed Instructor in Home Economics—Agricultural Extension.....	174
White, D. S.—	
Granted leave of absence to deliver lectures at University of Minnesota and University of Wisconsin.....	87
Re-elected Professor of Veterinary Medicine and Dean of the College of Veterinary Medicine.....	146, 148
White, Edna N.—	
Supervisor of Home Economics in Agricultural Extension Service.....	10
Trip of inspection authorized.....	118
Re-elected Professor of Home Economics and salary increased	133
Supervisor of Extension Work in Home Economics.....	173
White, M. Grace—	
Appointed Stenographer in Page Hall.....	110
Reappointed Stenographer and salary increased.....	150
Whiteside, A. L.—	
Appointed Student Assistant in Engineering Drawing.....	143
Whitmer, W. W.—	
Reappointed Janitor and salary increased.....	153
Wiggers, Jacob R.—	
Reappointed Student Assistant in Homeopathic Medicine....	145
Wilce, J. W.—	
Name placed on budget as Professor of Physical Education..	170
Wiley, Earl W.—	
Elected Instructor in English.....	7
Re-elected Instructor in English.....	136
Wilkinson, Otto F.—	
Re-elected Instructor in Economics and Sociology.....	138
Willaman, S. S.—	
Appointed Supervisor of Practice Playground—Summer Ses- sion 1916.....	117
Williams, D. W.—	
Reappointed Janitor.....	153

Williams, Elmira Anne—	
Degree conferred on.....	73
Williams, Hazel—	
Resignation accepted.....	8
Williams, Marguerite—	
Appointed Graduate Assistant in American History.....	168
Williams, O. E.—	
Salary for service in Summer Session corrected.....	17
Re-elected Assistant Professor of Engineering Drawing....	142
Williams, S. A.—	
Reappointed Janitor.....	153
Williams, S. R.—	
Appointed to work at Lake Laboratory 1916.....	134
Willis, Joseph Galion—	
Degree conferred on.....	73
Willison, Florence—	
Reappointed Instructor in Home Economics—Agricultural Extension.....	11, 173
Wilson, Blanche—	
Appointed Stenographer in Agricultural Extension Depart- ment.....	117
Reappointed Stenographer in Agricultural Extension De- partment.....	172
Wilson, Leroy—	
Caretaker at the Horse Barn.....	135
Wilson, Philip—	
Member Protestant Hospital Staff.....	63
Re-elected Instructor in Surgery and put on salary basis....	122
Wilson, Russell B.—	
Appointed Laboratory Assistant in Psychology.....	168
Wiltberger, Roland B.—	
Assigned work in Crown and Bridge Work in Dentistry—ex- tra compensation.....	104
Re-elected Instructor in Prosthetic Dentistry and Porcelain and salary increased.....	139
Windmiller, Fred W.—	
Appointed Assistant in Floriculture and Vegetable Gardening	62
Reappointed Assistant in Floriculture and Vegetable Gar- dening.....	134

Wingert, H. S.—	
Continued as Director of Student Health Service with rank of Professor.....	131, 149
Winter Course in Agriculture—	
Appointments for 1916.....	97
Appropriations for current expense 1916-1917.....	169
Wise, Hugo P.—	
Appointed Assistant in English.....	136
Withrow, J. R.—	
Member of Advisory Council of Engineering Experiment Station.....	83
Re-elected Professor of Chemistry.....	141
Authorized to attend meeting on Engineering Education.....	169
Withrow, S. S.—	
Appointed Assistant in Engineering Drawing.....	17
Reappointed Assistant in Engineering Drawing.....	143
Wolcott, Roy C.—	
Elected Professor of Internal Medicine—College of Homeopathic Medicine.....	17
Re-elected Professor of Internal Medicine and salary increased.....	145
Wolfe, Carrie E.—	
Appointed Graduate Scholar.....	147
Wolfe, Lester E.—	
Re-elected Secretary of the Entrance Board.....	150
Wood, George A.—	
Re-elected Instructor in American History.....	135
Woodbury, D. A.—	
Re-elected Instructor in Physics.....	145
Woodford, C.—	
Reappointed Fireman and salary increased.....	153
Wooster, College of—	
Delegates appointed to inauguration of President of.....	118
Work, Frances B.—	
Reappointed Stenographer in Entrance Board office.....	150
Wright, Francis J.—	
Appointed Assistant in Law Library.....	18
Wright, Harold—	
Title changed to Assistant.....	17
Reappointed Assistant in Industrial Arts.....	143

Wright, H. R.—	
Matter of service and remuneration.....	64
Wright, Perry L.—	
Reappointed Assistant in Forging.....	143
Wuichet, John W.—	
Appointed Instructor in Animal Husbandry in Agricultural Extension.....	117
Reappointed Instructor in Animal Husbandry in Agricultural Extension.....	172
Yard—(for hogs)—	
Matter of locating referred to President, Dean Vivian and Professor Plumb.....	126
Yerges, Lawrence Crothers—	
Degree conferred on.....	73
Yoakum, Howard H.—	
Appointed Laboratory Assistant in Anatomy.....	105
Young, J. H.—	
Title changed to Instructor in Chemistry and salary increased	141
Young Men's Christian Association—	
Appropriation for 1916-1917.....	130
Young Women's Christian Association—	
Appropriation for 1916-1917.....	130
Zartman, L. V.—	
Re-elected Instructor in Surgery.....	122
Zeller, Helen—	
Reappointed Inventory Clerk and salary increased.....	149
Zierhut, Aloysius—	
Wages increased.....	89
Zoology and Entomology—	
Blizzard, A. W.—resigned.....	61
Oliver, Mary H.—appointed Graduate Assistant.....	61
Osborn, Herbert—elected Research Professor.....	104
Howard, N. F.—resigned.....	116
Appropriation for current expense 1916-1917.....	127
Haber, Vernon R.—resigned.....	166
Drake, C. J.—advanced to the rank of Instructor.....	167
Guyton, T. L.—Assistant.....	167
DeLong, D. M.—Assistant.....	167
Graduate Assistants appointed.....	167

Balance of \$100 in salaries available for student help by the hour.....	167
Hine, J. S.—made Curator of Zoological Collections.....	169
Appointments for 1916-1917.....	134
Appropriation for equipment.....	181

RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1916 to June 30, 1917

Page 2 is blank

Proceedings of the Board of Trustees The Ohio State University

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JULY 10, 1916.
2:30 P. M.

The Board of Trustees met at the University pursuant to adjournment.

Present: Julius F. Stone, Chairman; Benj. F. McCann, Guy W. Mallon, O. E. Bradfute, and John Kaiser.

* * * * *

The President announced that he had arranged for certain deans and members of the Faculty to appear before the Board and make statements in behalf of the needs of new buildings to be asked of the next General Assembly.

Dean Vivian, of the College of Agriculture, presented a comprehensive building scheme, covering a series of years, from which he recommended as the greatest need at the present time, the following:

- 1st. Agricultural Engineering and Farm Crops Building, with greenhouse attachment; estimated cost..\$160,000.00
- 2nd. Dairy Building; estimated cost..... 150,000.00
- 3rd. The purchase of the Hess tract of land, on which the University now holds option at..... 61,000.00

Professor Henry C. Lord requested the purchase of a site of land on the watershed between the Olentangy and Scioto Rivers, and the construction of an observatory on the site, at an estimated cost \$14,000.00.

Mr. McCracken presented the plans and estimate of cost for a new Power House to be built west of the present Power Plant, to cost complete with equipment \$371,000.00.

Mr. McCracken recommended that at least \$200,000.00 should be appropriated at this time to build a portion of the plant.

Dean McCampbell presented the needs of the College of Medicine in the order of their importance, recommending:

- 1st. An addition to the Biological Building, which would house the Departments of Anatomy and Physiology; estimated cost.....\$100,000.00
- 2nd. A building for the Departments of Bacteriology and Pathology, estimated cost..... 75,000.00
- 3rd. A University Hospital Building, estimated cost.. 75,000.00

Professor Magruder, of the Department of Mechanical Engineering, appeared before the Board in behalf of automobile engineering, requesting an addition to Robinson Laboratory and equipment, to cost \$45,000.00.

Professor McPherson requested an addition to the Chemistry Building, to cost \$180,000.00.

Professors Coddington, Bradford, Sherman and Meiklejohn requested an addition to Brown Hall, to cost \$130,000.00.

Professor Kelley requested a new building for the Departments of Art and Architecture.

Dean Knight spoke for a general recitation building for the University as a whole, and also approved of a combination building for Art and Architecture.

* * * * *

The minutes of the Cabinet from April 29 to June 29, 1916, inclusive, were approved.

* * * * *

The Board recessed to look over the University Farm.

* * * * *

7:30 P. M.

The Board reassembled for the evening session, with the same members present as attended the afternoon session.

* * * * *

The University Architect appeared before the Board with completed plans and specifications for the following improvements, which were duly approved:

- 1st. Remodeling basement of Gymnasium; estimated cost\$ 800.00
- 2nd. Tunnel to new Shops Building; estimated cost.... 3,602.94
- 3rd. Tunnel to Homeopathic Hospital Building; estimated cost..... 5,724.74
- 4th. Tunnel to Home Economics Building; estimated cost 587.10

ROADS

Rear of Main Building to Brown Hall; estimated cost...	\$2,231.00
Brown Hall to Receiving Department and Robinson Laboratory; estimated cost.....	4,503.00
Robinson Laboratory to new Shops Building and Woodruff Avenue; estimated cost.....	3,926.00
Neil Avenue to Homeopathic Hospital Building; estimated cost.....	2,775.00

WALKS

For east half of oval; estimated cost.....	\$6,000.00
Two banks of tennis courts at rear of Biological and Physics Buildings; estimated cost.....	2,500.00

The Secretary reported that, upon the advice of the Auditor of State obtained this day, it is not necessary to advertise for bids for roads, walks and tunnels; that it is only necessary to secure competitive bids and award the contracts to the lowest and best bidders.

Therefore, on motion, the Board of Trustees directed the Secretary to secure bids and award the contracts in accordance with the advice of the Auditor of State.

* * * * *

The President stated there would be a meeting of the presidents and deans of the universities and normal schools of Ohio which receive state aid, Saturday, July 15th, at the Neil House, and upon his recommendation, Mr. Stone, Mr. Steeb, Dean McPherson and Dean Knight were directed to represent the University at this meeting.

* * * * *

The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted:

F. W. Stemple, Assistant Professor of Farm Crops, effective July 1, 1916.

Otto F. Wilkinson, Instructor in Economics and Sociology, effective June 30, 1916.

W. H. Dittoe, Instructor in the Department of Public Health and Sanitation, effective June 30, 1916.

Ernest J. Riggs, Agricultural Agent for Washington County, effective August 5, 1916.

Roy Haber, Stack Attendant in the Library, effective June 15, 1916.

F. M. Stanton, Instructor in Medical Chemistry, effective June 30, 1916.

W. W. Lake, Graduate Assistant in Chemistry, effective June 30, 1916.

W. C. Burkhart, Student Assistant in Bacteriology, effective June 30, 1916.

Dr. Andre Crotti, Assistant Professor of Operative Surgery, effective June 30, 1916.

Mrs. Alice M. Hughes, Technical Assistant in the Department of Pathology, effective July 22, 1916.

Ernest Rey, Assistant in German, effective June 30, 1916.

Eunah Temple declined a graduate scholarship for the year 1916-1917.

Rhea W. Shanck declined a graduate scholarship for the year 1916-1917.

2. Upon the recommendation of the President, the following appointments were made:

A. G. Smith was appointed County Agent for Stark County, effective July 1, 1916, at a salary of \$1,800.00 per annum, divided as follows: \$900.00 from Smith-Lever funds; \$600.00 from funds deposited in the State Treasury to the credit of the Agricultural Extension funds by the Auditor of Stark County, and \$300.00 to be paid by the U. S. Department of Agriculture.

Richard C. Miller was appointed Instructor in Agricultural Engineering, Agricultural Extension Service, effective July 1, 1916, at a salary of \$1,200.00 per annum, in twelve installments, from State funds not offsetting Smith-Lever funds and from Smith-Lever funds, as shown in budget, charged to Project 3-B.

Miss Bertha A. Davis was appointed Stenographer in the Agricultural Extension Service, at a salary of \$50.00 per month, effective June 5, 1916, vice Miss Helen Bush, resigned.

Miss Margaret Krause was appointed Instructor in Home Economics, Agricultural Extension Service, at a salary of \$1,080.00 per year, in twelve monthly installments, effective July 1, 1916, as provided in the Budget.

Miss Mary Betz was appointed Instructor in Home Economics, Agricultural Extension Service, at a salary of \$1,380.00 per annum, in twelve monthly installments, effective July 1, 1916, as provided in the Budget.

Floyd De Lashmutt was appointed Cow Tester, giving half time to the Extension Service and half time to the Dairy Department, at a salary of \$900.00 per annum, \$450.00 of which is to be paid from Extension funds, effective July 1, 1916.

Frank C. Dean was appointed Assistant in Publications, Agricultural Extension Service, with the rank of Assistant Professor, at a salary of \$1,800.00 per annum, effective September 1, 1916.

Miss Dora Armstrong was appointed Stenographer in the office of the County Agent at Troy, at a salary of \$40.00 per month, effective June 7, 1916.

P. B. Potter was appointed Instructor in Agricultural Engineering, at a salary of \$1,000.00 per year, as provided in the Budget.

Miss Agnes Jessie Atkinson was appointed Graduate Assistant in American History, at a salary of \$300.00 per year, provided in the Budget.

Forest William Dean was appointed Graduate Assistant in the Department of Botany, at a salary of \$300.00, as provided in the Budget.

Ross C. Burns was appointed Student Assistant in the Department of Botany, at a salary of \$150.00, as provided in the Budget.

Walter Schuster Eckman was appointed Assistant in Botany, at a salary of \$75.00 per month, effective June 12, 1916.

Orland R. Sweeney was appointed Instructor in Industrial Chemistry, at a salary of \$1,000.00 per year, effective July 1, 1916, and \$300.00 was appropriated to meet this salary in addition to the \$700.00 provided in the Budget.

Herbert S. Coith and John C. Bowman were appointed Assistants in Chemistry, at a salary of \$700.00 each, effective July 1, 1916, and \$1,400.00 was appropriated to cover these salaries.

Carl E. Frick was appointed Graduate Assistant in Chemistry, at a salary of \$300.00, effective July 1, 1916, as provided in the Budget.

Carl E. Gifford was appointed Graduate Assistant in Chemistry, vice W. W. Lake, resigned, at a salary of \$300.00, effective July 1, 1916.

Dr. Louis E. Reif was appointed Demonstrator in Operative Clinic, College of Dentistry, at a salary of \$500.00 per year, effective July 1, 1916.

Joseph Greenewald was appointed Machinist's Helper in the Department of Electrical Engineering, vice E. W. Carlisle, resigned, at a salary of \$40.00 per month, effective July 1, 1916. The balance of \$30.00 remaining in the appropriation for this position was cancelled.

Miss Ruth McNary Smith was appointed Instructor in Home Economics, at a salary of \$1,500.00 per annum, effective July 1, 1916, and \$300.00 was appropriated to meet this salary, in addition to the \$1,200.00 already provided in the Budget.

Miss Mary Hershberger was appointed Assistant in Home Economics, vice Miss Esther McGinnis, resigned, at a salary of \$750.00 per annum.

Miss Lena Bumpas was appointed part time Assistant in Home Economics, at a salary of \$400.00, effective July 1, 1916, provided in the Budget.

Miss Gertrude Loessel was appointed Teacher of Surgical Nursing, College of Homeopathic Medicine, effective July 20, 1916, to succeed Miss Helen Johnson, who will discontinue her services July 14, 1916, at a salary of \$600.00 per annum and maintenance.

H. Halouk Fikret was appointed Assistant in Mechanical Engineering, at a salary of \$900.00 per year, effective July 1, 1916, as provided in the Budget.

Jasper O. Draffin was appointed Instructor in Mechanics, at a salary of \$1,000.00, as provided in the Budget.

Dr. Joseph W. Leist was appointed Assistant in Medicine, vice F. M. Stanton, resigned, at a salary of \$100.00 per annum.

Miss Hazel Cameron was appointed Technical Assistant in the Department of Pathology, vice Mrs. Alice M. Hughes, resigned, effective August 1, 1916, at a salary of \$840.00 per annum.

Harry Ingham Spear was appointed Student Assistant in the Department of Bacteriology, at a salary of \$250.00, as provided in the Budget.

William L. Bleecker was appointed Student Assistant in the Department of Bacteriology, vice W. C. Burkhart, resigned, at the same salary.

W. H. Gorrell was appointed Drug Clerk at Park Street and State Street Dispensaries, effective June 23, 1916, until September 15, 1916, at \$4.00 per week, and \$44.00 was appropriated to cover this salary.

George Pierce was appointed Assistant in Physics, at a salary of \$750.00, as provided in the Budget.

C. B. Joliffe was appointed Assistant in Physics, at a salary of \$700.00, as provided in the Budget.

John G. Albright was appointed Graduate Assistant in Physics, as a salary of \$300.00, as provided in the Budget.

George Taylor was appointed Herdsman, Department of Animal Husbandry, at a salary of \$60.00 per month, effective April 5, 1916.

Howard Goff was appointed Herdsman for Hogs, Department of Animal Husbandry, at a salary of \$45.00 per month, effective July 1, 1916.

Miss Mary E. Lewis was appointed Library Assistant, at a salary of \$720.00, effective July 1, 1916.

Bliss Magly was promoted to the position of Stack Attendant in the Library, vice Roy Haber, resigned, at a salary of \$600.00 per year, effective June 16, 1916.

Miss Augusta Eckstine was appointed Collation Assistant in the Library, at a salary of \$360.00 per year, effective July 1, 1916, provided in the Budget.

Miss Esther S. Chapin was appointed Cataloguer in the Library, salary at the rate of \$960.00 per year, beginning September 1, 1916.

L. B. Hoisington was appointed Laboratory Assistant in Psychology, at a salary of \$400.00, as provided in the Budget.

Miss Lillian E. Coler was appointed Graduate Assistant in Psychology, at a salary of \$300.00, as provided in the Budget.

Miss Arema O'Brien was appointed Assistant to the Dean of Women, at a salary of \$70.00 per month for twelve months, effective July 1, 1916, and \$180.00 was appropriated to meet this salary.

John Torr, Jr., was appointed Clerk in the Veterinary Hospital, at a salary of \$50.00 per month, effective July 1, 1916, as provided in the Budget.

Miss Alene Williams was appointed Stenographer, vice Miss Copeland, resigned, at a salary of \$50.00 per month, effective June 5, 1916. The additional amount appropriated for the salary of Miss Copeland was cancelled.

Miss Ada L. Taylor was appointed Stenographer, half time, in the Entrance Board Office, at a salary of \$25.00 per month. The additional \$30.00 in the appropriation was cancelled.

Andrew Armstrong was appointed Laborer in the Division of Operation and Maintenance, vice H. Reasoner, at a salary of \$55.00 per month, effective June 6, 1916.

Grover C. Fairman was appointed Laborer in the Division of Operation and Maintenance, at a salary of \$65.00 per month, effective April 10, 1916.

3. Upon the recommendation of the President, the rank of Dr. C. W. Hadley and of Dr. G. W. Brehm was changed from Assistant to Instructor in Obstetrics, and the \$200.00 appropriated for the salary of Dr. Inglis, resigned, was divided equally between them, making the total salary of each \$300.00.

4. Upon the recommendation of the President, it was agreed that beginning July 1, 1916, the management of the Friends Rescue Home be paid \$50.00 per month for twelve months, making a total expenditure of \$600.00, to be paid from the appropriation for current expense for the Department of Obstetrics which makes provision for compensation to the Friends Rescue Home for clinical facilities in obstetrics.

5. The staffs of the Protestant Hospital and St. Francis Hospital, as reported by the President, were approved:

ST. FRANCIS HOSPITAL

Isaac B. Harris, M. D.—Chief of Staff

Surgery

Isaac B. Harris, M. D.
Verne A. Dodd, M. D.
Leslie L. Bigelow, M. D.
E. A. Hamilton, M. D.
Luke V. Zartman, M. D.

E. M. Freese, M. D.

Gynecology

Fred Fletcher, M. D.
Joseph M. Gallen, M. D.

Orthopedics

C. M. Shepard, M. D.

Genito-Urinary Diseases

H. A. Baldwin, M. D.

Ophthalmology and Otolaryngology

John E. Brown, M. D.
Andrew Timberman, M. D.
Hugh A. Beatty, M. D.
Arthur M. Hauer, M. D.
Ivor G. Clark, M. D.

John B. Alcorn, M. D.

Medicine

J. H. J. Upham, M. D.
J. J. Coons, M. D.
E. F. McCampbell, M. D.
E. R. Hayhurst, M. D.
S. A. Hatfield, M. D.

R. A. Ramsey, M. D.
R. L. Barnes, M. D.
J. W. Leist, M. D.

Neurology

T. H. Haines, M. D.
-----M. D.

Dermatology

Charles J. Shepard, M. D.

Pathology

Ernest Scott, M. D.
Carl L. Spohr, M. D.
Jonathan Forman, M. D.

Roentgenology

Hugh J. Means, M. D.
A. Reickhoff

PROTESTANT HOSPITAL
Verne A. Dodd, M. D., Chief of Staff

ATTENDING STAFF

Surgery

Verne A. Dodd, M. D.
John W. Means, M. D.
Carl D. Hoy, M. D.
Philip Wilson, M. D.

Philip J. Reel, M. D.

Gynecology

Yeatman Wardlow, M. D.

Orthopedics

Alexander M. Steinfeld, M. D.

*Ophthalmology and Oto-
Laryngology*

John E. Brown, M. D.
Andrew Timberman, M. D.
George C. Schaeffer, M. D.
Andrew W. Prout, M. D.
----- M. D.

Roentgenology

Hugh J. Means, M. D.
Carl C. Hugger, M. D.

Anaesthetics

Edward C. Ludwig, M. D.

Medicine

J. H. J. Upham, M. D.
H. B. Blakey, M. D.
E. F. McCampbell, M. D.
E. R. Hayhurst, M. D.
E. J. Gordon, M. D.

J. W. Sheetz, M. D.
Samuel Hindman, M. D.

Pediatrics

Elmer J. Horton, M. D.
Arthur G. Helmick, M. D.

Neurology

T. H. Haines, M. D.
----- M. D.

Dermatology

Charles J. Shepard, M. D.

Genito-Urinary Diseases

H. O. Bratton, M. D.

Obstetrics

Andrews Rogers, M. D.
Charles W. Hadley, M. D.
G. W. Brehm, M. D.

Pathology

Ernest Scott, M. D.
Carl L. Spohr, M. D.
Jonathan Forman, M. D.

6. Upon the recommendation of the President, the following changes and additions were made in the Summer Session coming within the appropriation already made:

A. E. Waller was appointed Assistant in Farm Crops, in place of F. W. Stemple, resigned, at \$150.00.

S. J. Schilling was appointed Graduate Assistant in the Department of Bacteriology, in place of Miss McCoy, resigned, at \$120.00.

S. L. Eby was appointed Professor of Principles and Practice of Education, at a salary of \$150.00.

E. J. Hendrix was appointed Assistant in the Department of Bacteriology, at a salary of \$120.00.

Miles L. Hanley was appointed Assistant in English, at a salary of \$120.00.

Miss Geraldine Rang was appointed Assistant in Physical Education, six weeks, at a salary of \$50.00.

An appropriation of \$50.00 was made for equipment.

7. Upon the recommendation of the President, the following appropriations were made:

Additional appropriations were made to cover salaries for appointments authorized by the Board of Trustees, at the meeting of June 6, 1916, as follows:

\$ 250.00 for the salary of Firman E. Bear, Professor of Soils;

\$ 300.00 for the salary of H. C. Correy, Instructor in Law;

\$1800.00 for the salary of C. Getz, Assistant Professor of Journalism;

\$ 250.00 for the increase in salary of Dr. A. M. Bleile, Professor of Physiology;

\$ 700.00 for the salary of an Assistant in Physics.

\$1200.00 for the salary of Miss Mabel E. Goudge, Instructor in Psychology.

\$3500.00 was appropriated from the Equipment Fund to the Department of Animal Husbandry for live stock.

\$ 100.00 to the Department of European History, and

\$ 50.00 to the Department of Physics, for research work, from the balance of \$320.00 left in the \$10,000.00 set aside for the Graduate School 1915-1916.

8. Upon the recommendation of the President, the appropriation of \$19,000.00 for equipment, now available, was divided between the New Shops Building and the Home Economics Building, as follows:

For the New Shops Building..... \$11,500.00

For the Home Economics Building..... 7,500.00

9. Upon the recommendation of the President, the Secretary was authorized to pay from the Rotary Fund the salaries of certain employees in the Department of Journalism-Printing and the Homeopathic Hospital for the year 1916-1917.

10. The President called the attention of the Board to the fact that the detail of Captain George L. Converse, U. S. A., retired, will expire August 23, 1916, and recommended that the Board of Trustees authorize a formal application for another detail of Captain Converse for service in this institution.

The President stated that Captain Converse has already served the University sixteen years, and that the detail is usually for four years.

On motion, the President was directed to make a formal application to the War Department for another detail.

11. Upon the recommendation of the President, it was ordered that Miss Julia Woodruff and Miss Anna Karger be admitted to classes in the Summer Session without the payment of fees.

12. Upon the recommendation of the President, authority was given for the payment of the premium on the bond of the Secretary and Business Manager, due August 1, 1916, in the amount of \$125.00.

13. The President reported for record that the Controlling Board had authorized the transfer of the following amounts from Classification E-8 (Educational and Recreational Equipment) Maintenance, namely:

\$4,844.12 to C-4 (Office Supplies)

4,500.00 to C-3 (Fuel Supplies)

3,000.00 to C-8 (Educational and Recreational Supplies)

14. The President stated that in accordance with the action of the Board of Trustees at the meeting of June 6, 1916, the Chairman and Secretary of the Board had received bids and awarded the contract for the coal supply for the University for the year ending June 30, 1917. The bids received were as follows:

George M. Jones Company, \$1.45 per ton with 12% ash and 11,000 B. T. U.

Victoria Coal Company, \$1.45 per ton with 13% ash and 12,500 B. T. U.

The Lorain Coal and Dock Company, \$1.49 per ton with 13.5% ash and 12,100 B. T. U.

The contract was awarded to the Victoria Coal Company at its bid of \$1.45 per ton, in accordance with the recommendation of Mr. McCracken.

15. The President presented the following communication from the Dean of the College of Medicine, and upon his recommendation the same was approved:

"I beg to transmit herewith the following recommendations covering the relationship between The Ohio State University and the Protestant Hospital Association. These recommendations are based upon results of conferences held between the Board of Trustees of the Protestant Hospital Association and the President of the University and the Dean of the College of Medicine, representing The Ohio State University.

(a) The Protestant Hospital agrees to furnish the Medical Department of the University with fifty-two charity beds and agrees to provide the necessary care and maintenance of these beds and agrees to provide further for the necessary food supplies and nursing service for the patients confined in the above mentioned fifty-two beds.

(b) The Protestant Hospital agrees to give the Medical Department of the University absolute and complete control for a period of nine months, beginning September 1st, of all of the fifty-two beds above referred to and the patients confined therein.

(c) The Protestant Hospital Trustees agree to the nominations for the staff as made by the University, it being understood that this staff is responsible for the care of the patients confined in the beds in the Hospital over which the University has control.

In consideration of the above service, the following recommendations are made:

(a) That the University pay the Protestant Hospital the sum of \$800.00 per month, beginning September 1st, making a total of \$7,200.00.

(b) It is recommended that the Medical Department of the University provide the necessary medical supplies for the care and treatment of the patients confined in the beds over which the University has absolute control during the period of nine months above referred to. It is proposed to keep a careful check on these supplies and to have them issued only on requisitions.

(c) It is recommended that the sum of \$30.00 per month for a period of nine months, making a total of \$270.00, be appropriated for an orderly to take charge of especially the wards over which the University has control. The Protestant Hospital agrees to maintain the orderly, providing room, board, laundry, etc. This amount of money should be added to the amount paid the Protestant Hospital Association and the orderly should be made responsible to the Hospital Superintendent.

(d) It is recommended that the sum of \$150.00 be appropriated to pay the Protestant Hospital for the heating of the two wards in the Medical College Building.

It is understood that after operating six months under the above plan that a further conference will be held if deemed desirable between the Trustees of the Protestant Hospital Association and the representatives of the Trustees of the Ohio State University for the purpose of considering any readjustment of finances, etc."

16. The President presented a list of the places recommended by the Extension Department where Farmers' Institutes should be granted during the coming year.

On motion, the list was approved and authority was given to make such slight changes in the list as may be desirable.

17. Upon the recommendation of the President, the following temporary organization of the College of Pharmacy was approved, and the President was authorized to proceed with plans for a permanent organization:

Professor C. A. Dye was made Acting Dean for the time being at a salary of \$2,500.00 as professor and at the rate of \$250.00 additional for services as dean; Edward Spease was appointed Assistant Professor at a salary of \$2,250.00; K. F. Schmidt and Charles E. Pake were appointed Student Assistants at a salary of \$350.00 each. The balance of \$500.00 remaining in the appropriation for the College of Pharmacy to revert to unappropriated funds.

* * * * *

Thereupon the Board recessed to meet at 8:30 o'clock in the morning.

JULY 11, 1916. 8:30 A. M.

President Thompson and Mr. Stone, the special committee on the Departments of Architecture and University Architect, presented the following budget for the above departments, and the same was approved:

ARCHITECTURE

Joseph N. Bradford	Professor of Architecture.....	\$1,200.00
C. St. J. Chubb	Professor of Architecture.....	2,500.00
F. H. Haskett	Instructor in Architecture.....	1,600.00
W. C. Ronan	Instructor in Architecture.....	1,500.00
		<hr/>
		\$6,800.00

UNIVERSITY ARCHITECT

Joseph N. Bradford	University Architect.....	\$2,800.00
Ray Sims	Chief Draftsman.....	1,500.00
Coletta Kelley	Stenographer.....	840.00
H. F. Reichard	Clerk of the Works.....	1,320.00
C. F. Mayer	Draftsman.....	1,080.00
		<hr/>
		\$7,540.00

* * * * *

Mr. Stone presented the following resolution and questionnaire, and, on motion, the same were unanimously adopted, and the Secretary was directed to send a copy at once to the President and to each of the Deans:

RESOLUTION

WHEREAS, in the judgment of the Board of Trustees it is deemed advisable that an accurate and exhaustive survey of the efficiency of the University as represented in its administration, its educational policies and its teaching staff be made, and

WHEREAS, it is the judgment of the Board of Trustees that such survey should be made through the President and the Deans of the several colleges, now, therefore,

BE IT RESOLVED, that the Board of Trustees hereby requests and directs the President and the Deans of the various colleges to prepare and accurately tabulate the information requested in the questionnaire appended hereto, and to submit the same to the President of the University on or before November 20, 1916, for transmission to the Board of Trustees; and

BE IT FURTHER RESOLVED, that in the making of this survey any information requested by the Deans from any of the officials or instructors of the University shall be promptly supplied.

QUESTIONNAIRE

A. *Information as to Personnel of Instructional Force.*

The following information dealing with the personnel of the instructional force in each college (including the Dean) is desired.

1. A complete academic history of each instructor in the college:

- (a) Secondary
- (b) Collegiate
- (c) Graduate
- (d) Teaching experience other than at the Ohio State University, giving dates, ranks and salaries.
- (e) Teaching experience at the Ohio State University, giving dates, ranks and salaries.

2. A complete list of original publications, indicating the productive scholarship of each instructor. (Give exact titles, dates and places of publication.)

3. A complete list of publications and reviews, other than original publications, of each instructor. (Give exact titles, dates and places of publication.)

4. A complete list of titles of papers read before classical and scientific societies during the last five years by each instructor. (Give names of organizations and dates.)

5. A statement of original problems under investigation at the present time by each instructor.

6. A statement of original problems that would be investigated if facilities were afforded.

7. A complete list of public addresses delivered by each instructor during the past year.

B. *Information as to Departmental Activities.*

1. Are departmental meetings held at regular intervals for the discussion of problems of departmental management and the progress of research in the departments? (If so, please designate departments.)

2. Are departmental seminars held, participated in by all members of the department, for the discussion of literature and research relating to the work of the department? (If so, please designate departments.)

3. Do the heads of departments in your college visit the classes taught by the instructors in their several departments? (If so, please designate departments.)

C. *Information as to the Work of Instructors for the Year Ending June 30, 1916.*

1. A detailed statement showing the work of each instructor as to

- (a) Number of didactic hours per week each semester.

- (b) Number of laboratory hours per week each semester.
 - (c) Number of hours per week spent in research work each semester.
 - (d) Number of hours per week devoted to committee or faculty work each semester.
 - (e) Number of hours per week devoted to outside activities.
2. A detailed statement showing the number of students taught by each instructor in each course.

D. *General Information.*

To be supplied by the Dean.

1. Give a careful estimate of the teaching ability of each instructor in your college.

2. Give a careful estimate of the productive scholarship of each instructor in your college.

3. Give a complete statement of the outside activities of each instructor in your college, other than regular University activities.

4. Do you visit the classes in the various departments of your college? If so, how frequently? Is such a practice desirable?

5. Do the heads of departments in your college advise with you as to the necessity of new equipment and current expenses requested? (Please designate.)

6. Do the heads of departments in your college consult with you as to the necessity of new courses of study, and the necessity of new instructors? (Please designate.)

7. Are you familiar with the various courses of study offered by each department in your college, to the end that you can state

(a) That all the courses offered are absolutely desirable.

(b) Whether or not certain combinations of courses can be effected. (If so, please designate.)

(c) Whether or not certain courses can be abolished without impairing the general work of the department. (If so, please designate.)

8. Are there any instructors in your college, who, based on their *teaching ability* and *productive scholarship*, are not properly ranked and properly compensated? (If so, please designate.)

(a) Those who should be *demoted* in either rank, salary, or both.

(b) Those who should be *promoted* in either rank, salary, or both.

(Give specific reasons for your recommendations in each instance.)

9. Are there any instructors in the various departments of your college whose services can be dispensed with, without impairing the work of the department? (If so, please designate.)

10. What, in your judgment, are the most important needs of your college?

11. What, in your opinion, should be the duties and functions of a dean of a college in the Ohio State University?

12. What criticism or suggestion would you offer as to the status and functions of the deanship in the Ohio State University?

* * * * *

Mr. E. J. Potter and Mr. M. E. Miller, representing the Executive Committee of the Board of Trustees of the New Lyme Institute, appeared before the Board in regard to the budget to be asked from the State for the support of said institute.

On motion, Dean Vivian and the Secretary of the Board of Trustees were directed to meet the Board of Trustees of the New Lyme Institute, at New Lyme, and go over the budget and report their recommendations to the Board of Trustees at its next meeting.

* * * * *

On motion of Mr. Mallon, the President, Mr. Stone and the Secretary were appointed a committee with power, to determine which buildings shall be requested from the legislature.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1512-1122 of Richard Kirk for 51½ acres of land in Survey No. 3621, in Clermont County.

Application No. 1513-1123 of Joseph E. Rupert et al for 108 acres of land—37 acres in Survey No. 16144 and 71 acres in Survey Nos. 16078-16168, in Adams County.

Application No. 1514-1124 of Louella and John Corbin for 54.53 acres of land in Survey No. 4458, in Clermont County.

Application No. 1515-1125 of Lula C. Rice for 65¼ acres of land in Survey No. 8290, in Clermont County.

Application No. 1516-1126 of Sarah F. Fitzpatrick for 69¼ acres of land in Survey No. 8290, in Clermont County.

Application No. 1517-1127 of Mary E. Canter for 52 acres of land in Survey No. 4458, in Clermont County.

Application No. 1518-1128 of Clark C. Shellinger for 62.75 acres of land in Survey No. 15375, in Scioto County.

Application No. 1519-1129 of Hassie L. Crane et al for 103.62 acres of land in Survey No. 8290, in Clermont County.

Application No. 1520-1130 of Elijah T. Berry for 102.01 acres of land in Survey No. 572, in Clermont County.

Application No. 1521-1131 of Martha J. Cook for 82.05 acres of land in Survey No. 3621, in Clermont County.

* * * * *

Upon the recommendation of the President, Miss Josephine Matthews was re-elected House Superintendent of Oxley Hall at the present salary of \$100.00 per month and maintenance, and Miss Isabel Colmery was reappointed Secretary at a salary of \$65.00 per month.

The House Superintendent was authorized to employ such persons as may be necessary for the operation of the Hall during the current year.

* * * * *

The President recommended that in accordance with the arrangements made through the Agricultural Commission, scholarships for the Three Year Course in Agriculture be awarded for the current year to the winners of the corn contest through the Board of Agriculture; and that for the future an effort be made to have these scholarships awarded through competitive examinations as provided by the Superintendent of Public Instruction.

On motion, the above recommendation was approved.

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, SEPTEMBER 12, 1916.

2:30 P. M.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: Julius F. Stone, Chairman; Guy W. Mallon, John F. Cunningham and John Kaiser.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1522-1132 of G. W. and A. L. Burke for 101.60 acres of land in Survey No. 8290, in Clermont County.

Application No. 1523-1133 of J. L. Broadwell for 61.88 acres of land in Survey No. 2378, in Clermont County.

Application No. 1524-1134 of Sophia Cahill for 52.84 acres of land in Survey No. 3776, in Clermont County.

Application No. 1525-1135 of Albert P. Jarman for 52.40 acres of land in Survey No. 2378, in Clermont County.

Application No. 1526-1136 of Addie Fay for 50.90 acres of land in Survey No. 2378, in Clermont County.

Application No. 1527-1137 of Jennie A. Brown for 23¼ acres of land in Survey No. 2378, in Clermont County.

Application No. 1528-1138 of Smith Poe et ux for 62½ acres of land in Survey No. 2378, in Clermont County.

Application No. 1529-1139 of Chester Campbell for 33 acres of land in Survey Nos. 2286-2948, in Clermont County.

Application No. 1530-1140 of John W. Ingles for 61½ acres of land in Survey No. 15703, in Scioto County.

Application No. 1531-1141 of Levi Wheeler for 100 acres of land in Survey No. 14899, in Scioto County.

Application No. 1532-1142 of Fillmore and Rea Jackson for 251½ acres of land—114.06 acres in Survey No. 16017 and 137.44 acres in Survey No. 15055, in Scioto County.

Application No. 1533-1143 of John Brandel for 70 acres of land in Survey No. 14264, in Scioto County.

Application No. 1534-1144 of Joseph H. Brant for 56 acres of land in Survey No. 16017, in Scioto County.

Application No. 1535-1145 of Thomas L. Watson for 50 acres of land in Survey No. 16012, in Scioto County.

Application No. 1536-1146 of Hattie A. and F. M. Peery for 40 acres of land in Survey No. 16012, in Scioto County.

Application No. 1537-1147 of Simon Labold for 70 acres of land in Survey Nos. 15764-16067, in Scioto County.

Application No. 1538-1148 of Jos. and Florence Wygel for 27¼ acres of land in Survey No. 14826, in Scioto County.

Application No. 1539-1149 of Blanche N. Duncan for 49.65 acres of land in Survey No. 15055, in Scioto County.

Application No. 1540-1150 of Godfrey Haas for 50 acres of land in Survey No. 14826, in Scioto County.

Application No. 1541-1151 of Harvey and Elmer Taylor for 83 acres of land in Survey No. 4458, in Clermont County.

Application No. 1542-1152 of Mary K. Reiser for 28 acres of land—20 acres in Survey Nos. 15396-15477 and 8 acres in Survey No. 10556, in Scioto County.

Application No. 1543-1153 of Sarah V. Hibbs for 50 acres of land in Survey No. 15600, in Scioto County.

Application No. 1544-1154 of James R. Henry for 60¼ acres of land in Survey No. 14899, in Scioto County.

Application No. 1545-1155 of Charles E. Shaffer for 50 acres of land in Survey No. 15421, in Scioto County.

Application No. 1546-1156 of William F. Glassner for 80 acres of land in Survey No. 16110, in Scioto County.

Application No. 1547-1157 of William W. Hoffer for 38.30 acres of land in Survey No. 15502, in Scioto County.

Application No. 1548-1158 of Mary Bell Litner for 47 acres of land in Survey No 14899, in Scioto County.

Application No. 1549-1159 of William Yaeger for 61.20 acres of land—60 acres in Survey No. 15458 and 1.20 acres in Survey Nos. 15423-15424, in Scioto County.

Application No. 1550-1160 of Nancy Ann Allen for 32 acres of land in Survey No. 14899, in Scioto County.

Application No. 1551-1161 of Martha C. Jones for 70 acres of land in Survey No. 15636, in Scioto County.

Application No. 1552-1162 of Ignatius Reitz for 72 acres of land in Survey No. 14362 in Scioto County.

Application No. 1553-1163 of Frank A. Cunningham for 16 acres of land in Survey No. 14899, in Scioto County.

Application No. 1554-1164 of Charles Allison for 72 acres of land in Survey No. 16017, in Scioto County.

* * * * *

The President submitted the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted:

Wells H. Minor, Assistant Professor of Mine Engineering, effective July 27, 1916.

J. W. Shipley, Assistant Professor of Analytical Chemistry, effective August 1, 1916.

Dr. A. G. Helmick, Instructor in Pediatrics, College of Medicine, effective August 9, 1916.

Lieutenant Truman D. Thorpe, Assistant to the Commandant of Cadets, effective August 16, 1916.

W. S. Hindman, Assistant Professor of Civil Engineering, effective August 29, 1916.

Miss M. Margaret Anderson, Graduate Fellow, effective September 1, 1916.

Joseph D. Smith, Graduate Scholar, effective September 1, 1916.

Herman J. Hart, Graduate Assistant in Zoology and Entomology, effective September 1, 1916.

Charles W. Hauck, Graduate Assistant in Zoology and Entomology, effective September 1, 1916.

John E. B. Snyder, Engineer, Division of Operation and Maintenance, effective August 31, 1916.

Miss Dora Armstrong, Stenographer in the office of the County Agent at Troy, Ohio, effective July 31, 1916.

2. Upon the recommendation of the President, the following appointments were made:

H. L. Olin was appointed Assistant Professor of Analytical Chemistry, vice J. W. Shipley, resigned, at a salary of \$1,500.00, effective September 1, 1916. The balance of \$300.00 remaining in the appropriation for the salary of Mr. Shipley was cancelled.

H. E. Nold was appointed Assistant Professor of Mine Engineering, vice Wells H. Minor, resigned, at a salary of \$1,800.00, effective September 1, 1916.

Edward Kromer was appointed Assistant Professor of Civil Engineering, vice W. S. Hindman, resigned, at a salary of \$1,600.00, effective September 1, 1916. The balance of \$200.00 remaining in the appropriation for the salary of Mr. Hindman was cancelled.

R. G. Wiggins was appointed Assistant Professor of Farm Crops, vice F. W. Stemple, resigned, at a salary of \$1,800.00, effective September 1, 1916.

Miss Ruth Bair was appointed Assistant in Home Economics, at a salary of \$600.00, effective September 1, 1916.

Walter French was appointed Assistant in German, vice Ernest Rey, resigned, at a salary of \$500.00, effective September 1, 1916.

T. Reese Williams was appointed Assistant in Ophthalmology, without compensation, for the year 1916-1917.

David Weir was appointed Graduate Assistant in Political Science, at a salary of \$300.00 for 1916-1917, as provided in the Budget.

G. Otto Grady was appointed Graduate Assistant in the Department of School Administration, at a salary of \$300.00 for 1916-1917, as provided in the Budget.

The following named persons were appointed Student Assistants in the Department of Anatomy, at a salary of \$50.00 each for the year 1916-1917, as provided in the Budget:

P. H. Charlton	W. M. Skipp
W. H. Teachnor	B. S. Elam
W. J. Gorey	W. H. Lum
W. S. Taylor	

The following named persons were appointed to Graduate Fellowships for the year 1916-1917, as provided in the Budget:

Adolph E. Waller.....	Botany and Agronomy
Robert Daniel Williams.....	Philosophy
Frank H. Lathrop.....	Zoology and Entomology

V. G. McKinnon was appointed Painter in the Division of Operation and Maintenance, vice John Shotts, resigned, at a salary of \$80.00 per month, effective August 1, 1916.

Thomas V. Allen was appointed Night Trouble Man in the Division of Operation and Maintenance, at a salary of \$75.00 per month, effective July 12, 1916.

Walter M. Penn was appointed Janitor, at a salary of \$50.00 per month, effective August 1, 1916.

Vinton E. McVicker was appointed Editor-in-Chief of "The Lantern," at a salary of \$500.00 per year, effective September 1, 1916, as provided in the Budget.

Harlon P. Stewart was appointed Business Manager of "The Lantern," at a salary of \$500.00 per year, effective September 1, 1916, as provided in the Budget.

H. J. Savage was appointed Student Interne, College of Homeopathic Medicine, to receive maintenance at the Hospital as compensation.

N. W. Shetter was appointed Student Assistant in the X-Ray Laboratory, College of Homeopathic Medicine, to receive maintenance at the Hospital as compensation.

Miss Grace Linder was appointed Instructor in Home Economics, in place of Miss Ruth McNary Smith who declined appointment, at a salary of \$1,500.00 per annum, effective September 1, 1916.

Miss Ethyl Woodbury was appointed Assistant to the Registrar, at a salary of \$60.00 per month, effective August 1, 1916, subject to the probationary period of ninety days as provided in Sec. 486-13 of the civil service law.

John Eckert was appointed Graduate Assistant in the Department of Zoology and Entomology, vice H. J. Hart, resigned, at a salary of \$300.00 per annum.

The following named persons were appointed Assistants in the Law Library for the year 1916-1917:

Dudley W. Maxon
William D. Hood

Joseph Thomas
Guy H. Oxenrider

Donald D. Hughes was appointed Demonstrator in Farm Management, Agricultural Extension Department, at a salary of \$1,200.00 per annum, effective September 1, 1916; the \$1,000 required for remaining ten months of the year to be paid as follows: \$100.00 from Federal Smith-Lever funds, Project 8; \$900.00 States Relation Service, U. S. Department of Agriculture.

W. E. McCoy was appointed County Agricultural Agent for Clark County, effective August 1, 1916, at a salary of \$2,400.00 per annum, divided as follows: \$900.00 from Federal Smith-Lever funds; \$1,200.00 from funds deposited in the State Treasury by the Auditor of Clark County, to the credit of the Agricultural Extension fund; \$300.00 from the U. S. Department of Agriculture.

B. S. Snode was appointed Herdsman in the Department of Animal Husbandry, to succeed Cecil Bayes, at a salary of \$65.00 per month, effective July 1, 1916, and \$120.00 was appropriated to meet this salary.

Harry J. Schleich was appointed Laboratory and Research Assistant in Physiological Chemistry, at a salary of \$800.00 per year, effective September 1, 1916.

William Irving was appointed Technical Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, at a salary of \$1,200.00 per year on a basis of twelve months, effective August 1, 1916.

The salaries of Mr. Schleich and Mr. Irving to be paid from the unused appropriations for an instructor and an assistant in the above department.

George H. Shawaker, M. D., was appointed Assistant in Genito-Urinary Diseases, without salary.

Frederick M. Stanton, M. D., was appointed Assistant in Surgery (Gynecology), without salary.

S. D. Edelman, M. D., was appointed Assistant in Medicine (Pediatrics), without salary.

F. C. Wagenhals, M. D., was appointed Assistant in Medicine (Neurology), without salary.

3. The President reported for record the renewal of the detail of Captain George L. Converse as Professor of Military Science and Tactics, effective August 24, 1916, and also notice from the War Department, under date of September 6, 1916, of the detail of Second Lieutenant Robert G. Sherrard as Professor of Military Science and Tactics at the Ohio State University.

4. Upon the recommendation of the President, it was agreed that Professor A. E. Flowers of the Department of Electrical Engineer-

ing, be permitted to do some investigational work for the Columbus Railway, Power & Light Company, giving part time service to the University for the year 1916-1917, his compensation to be \$700.00 for the year.

5. E. W. Kellogg was appointed substitute Instructor in the Department of Electrical Engineering for the year 1916-1917, at a salary of \$1,800.00, to be paid from the amount appropriated for the salary of Professor Flowers.

6. Upon the recommendation of the President, Professor Edward Orton, Jr., was appointed to represent the University at the celebration of the One Hundred and Fiftieth Anniversary of the founding of Rutgers College October 13-15, 1916, his necessary travelling expenses to be paid by the University.

7. Upon the recommendation of the President, an expense allowance for automobile maintenance of \$400.00 per annum, to be paid in twelve monthly installments, beginning July 1, 1916, was made to the following County Agricultural Agents:

Milford H. Bartter	E. J. Riggs
George R. Eastwood	M. C. Thomas
Joseph P. Hershberger	M. O. Bugby
Stanley B. Stowe	D. W. Galehouse
E. A. Brennehan	A. G. Smith
K. C. Egbert	D. R. Vanatta
Walter E. McCoy	

In the case of Mr. McCoy the above expense allowance is effective as of August 1, 1916.

The above action is in accordance with the Budget already adopted.

8. Upon the recommendation of the President, it was ordered that \$58.00 of the present balance of \$170.00 of the Graduate School fund carried over from last year, be paid to C. W. Bock for his services in the construction of certain apparatus to be used in graduate research work in Psychology.

9. Upon the recommendation of the President, Miss Mildred Victoria Johnson and Miss Helen Miller were appointed student nurses in the training school of the College of Homeopathic Medicine, effective June 1, 1916, at a compensation of \$50.00 per year and maintenance.

10. Upon the recommendation of the President, a duplicate certificate in law was authorized for Frank Wylie Dodds of the Class of 1902, the original having been destroyed.

11. The President recommended as a matter of courtesy between State departments, that the fees of Shreve Clark, in the employ of the State Highway Department, be remitted. This recommendation was agreed to.

12. Upon the recommendation of the President, the following named persons were granted leave of absence without salary until

such time as they are able to return from the border where they are serving in the National Guard:

Dr. E. J. Gordon.....Instructor in Medicine
Dr. Edwin A. Hamilton..Assistant Professor of Surgery
Theodore F. Kotz.....Instructor in German

13. Upon the recommendation of the President, the title of Assistant Professor W. J. McCaughey was changed to Professor of Mineralogy and his salary increased to \$2,500.00, effective September 1, 1916, said increase to be paid from the amount appropriated for the salary of the Dean of the College of Engineering.

14. Upon the recommendation of the President, the \$1,000.00 appropriated for an instructor in public health nursing was made available for the employment of two nurses for service at the Park Street Dispensary, at a salary of \$37.50 each per month.

15. The President reported as a matter of record that \$1,717.61 has been deposited in the State Treasury to the credit of the Senior Class Student Aid Fund, made up as follows: from the Class of 1915, \$1,021.70; from the Class of 1916, \$687.00, and on August 12, 1916, an additional amount of \$8.91 from the Class of 1916.

16. Upon the recommendation of the President, the Trustees authorized the storing of the State Mine Inspection Department Rescue Car on the railway tracks of the University as may be convenient, the University to provide heat and light for the car while it is stored on the University tracks.

17. In accordance with the recommendation of the President, he was authorized to make provision for the necessary expenses in connection with the Human Engineering Congress to be held at The Ohio State University, October 20-26, 1916.

18. Upon the recommendation of the President, an appropriation of \$375.00 was made from the equipment fund to the Department of Mineralogy for the purchase of a petrographic microscope.

19. Upon the recommendation of the President, \$1,200.00 additional was set aside for roads and \$3,200.00 for tunnels, covering pipe fittings, etc., from the unappropriated balance for the Physical Plant.

* * * * *

The President reported that Professor M. B. Hammond of the Department of Economics and Sociology, had been requested to serve on the Board of Appraisers for the Franklin County Conservancy Board, and recommended that Professor Hammond be permitted to spend such time in this service as may be needed.

On motion, the recommendation of the President was approved.

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Professor F. A. Ray of the Department of Mine Engineering was granted leave of absence for the first semester, without salary, in order

that he might make a trip to Russia to investigate the coal fields of southern Russia.

* * * * *

Mr. Kaiser presented a report from the special committee on fees. This report was read and ordered filed. The committee was discharged.

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The matter of continuing the Lake Laboratory at Cedar Point was referred to the Cabinet for consideration and report.

* * * * *

The President presented the plan, as prepared by Professor Clyde T. Morris, for placing a new deck on the railroad bridge in order that the bridge might be used for wagon and foot traffic. It was agreed that this matter should be referred to the Cabinet to proceed with the work, with instructions to substitute, if possible, a concrete floor for the oak floor specified by Professor Morris, the cost of this improvement to be paid from unappropriated funds.

* * * * *

The Secretary read the minutes of the Cabinet from July 3 to September 1, 1916, inclusive, and, on motion of Mr. Mallon, the minutes were accepted and the actions of the Cabinet were approved.

* * * * *

On motion, the Trustees disapproved of the proposed site for tennis courts at the rear of the Biological Building, and requested the Cabinet to give the matter of a new location further consideration and to report back to the Board.

* * * * *

The President presented the preliminary plans for a Faculty Club House, with the request from the Faculty Club that said plans be approved and that the Club be authorized to erect said building on the south side of the Observatory road, between Oxley Hall and the Ohio Union.

On motion, the preliminary plans were approved and permission was granted to erect the building as requested.

* * * * *

The President presented the following statement and recommendation:

"I regret to report to the Trustees the unsatisfactory condition of the provision for the swine. A conference with the Board of Health resulted in an agreement to move all the swine from the quarters usually occupied. Accordingly use has been made of the pasture lots on the west side of the river. It is obvious that the University cannot contemplate returning the swine to the old quarters without controversy with the Board of Health. There is no provision in the way of

shelter on the west side of the Olentangy. I recommend, therefore, that in accordance with plans cherished for some time, a location west of the river be chosen for the necessary provision for the swine, and that the President of the University be authorized to appear before the Emergency Board and request an appropriation for the amount of eight thousand dollars (\$8,000.00) for the purpose of erecting a suitable building for caring for the swine and for such equipment as may be necessary."

On motion, the above recommendation was approved and the President was authorized to appear before the Emergency Board and make request as outlined above.

* * * * *

The President presented the following resolution, and the same was approved and adopted:

"Resolved, That the biennium budget as presented by the committee, be approved and referred to the President with power to act and with power to make any changes in the items as may seem to him desirable after conference with the Budget Commissioner."

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 11, 1916.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Julius F. Stone, Chairman; Benj. F. McCann, F. E. Pomerene, O. E. Bradfute, John Kaiser and John F. Cunningham.

* * * * *

The Secretary reported the following action of the committee meeting held October 3, 1916:

OCTOBER 3, 1916.

A quorum not being present for the regular monthly meeting of the Board of Trustees, the members present organized as a special committee to transact such business as the President might present, the result of the meeting to be reported to the Board of Trustees at its next meeting for action.

Mr. Pomerene was selected as Chairman, the other two members present being Mr. Bradfute and Mr. Cunningham.

* * * * *

President Thompson was directed to attend the meeting called by the War College at Washington, D. C., October 17, 1916, to discuss the administration of the National Defense Act, the expenses of this trip to be paid from the appropriation for "Incidentals."

* * * * *

The matter of remitting fees in special cases was referred to the President with power to act.

* * * * *

The President reported an additional gift of eight thousand dollars (\$8,000.00) from E. A. Deeds and Charles F. Kettering of Dayton, for the use of the College of Homeopathic Medicine.

The president was directed to express the appreciation of the Board of Trustees for this generous gift.

* * * * *

The President reported that in accordance with instructions received from the Board of Trustees, he appeared before the Emergency Board and made request for an allowance to construct a small building for swine.

The Emergency Board requested the President to present revised plans which would give temporary protection only.

The President was directed by the committee to carry out the instructions of the Emergency Board.

* * * * *

The President presented the bill of Mr. N. W. Scherer for expenses incurred while accompanying the remains of the late Professor Lazenby to New York. It was ordered that said bill be paid.

* * * * *

Upon the recommendation of the President, W. M. Mutchmore was assigned to the Division of Operation and Maintenance.

* * * * *

The following resolution, as prepared by the Collector of Customs, was presented and adopted:

"That C. E. Steeb, Secretary, and R. M. Royer, Purchasing Agent, and Gertrude Kellicott, Accession Librarian, Ohio State University, and each of them, be and are hereby authorized and empowered to transact any and all business the Ohio State University may have with any Custom House in the United States of America, to make declarations to entries of merchandise imported by said University; to endorse Bills of Lading and to sign all bonds in the name of said University

as required by law or the regulations of the Collector of Customs or Treasury Department; to secure the duties on importations made by said University; and also in the name of said University to execute and deliver any and all bonds of indemnity to the Collector of Customs for the production of endorsed Bills of Lading, and that a copy of this resolution be sealed with the seal of said University."

The President submitted the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted:

E. W. Burgess, Assistant Professor in the Department of Economics and Sociology, effective September 1, 1916.

E. H. Baxter, Student Assistant in the Department of Anatomy, effective September 1, 1916.

P. H. Charlton, Student Assistant in the Department of Anatomy, effective September 1, 1916.

Edward F. Gerish, Night Assistant in the Library, effective September 15, 1916.

Clyde Adams, Graduate Assistant in the Department of Chemistry, effective September 1, 1916.

Roy J. Gillen, University Scholar, effective September 1, 1916.

Ernest A. Doerschuk, University Scholar, effective September 1, 1916.

H. J. Knapp, Student Assistant in the Department of Homeopathic Medicine, effective September 1, 1916.

John R. Shoemaker, Student Assistant in the Department of Homeopathic Medicine, declined appointment.

2. Upon the recommendation of the President, Assistant Professor H. F. Walradt of the Department of Economics and Sociology, was granted leave of absence for the first semester of 1916-1917, without salary.

3. Upon the recommendation of the President, the following transfers were made:

Miss Carrie F. Dudley was transferred from the President's Division, Stenographic and Clerical, to the College of Dentistry, at the same salary, effective October 1, 1916, salary to be paid from the Dental Clinic Rotary Fund. The balance of \$675.00 remaining in the budget appropriation for this salary was cancelled.

Miss Clara L. Baker, Bookkeeper, Secretary's Office, was transferred to the position of bookkeeper in the Department of Journalism-Printing, at a salary of \$75.00 per month, payable from Journalism-Printing Rotary Fund, effective October 1, 1916.

4. Upon the recommendation of the President, the following appointments were made:

Dr. C. C. North, from DePauw University, was appointed Assistant Professor in the Department of Economics and Sociology, vice E. W. Burgess, resigned, at a salary of \$2,000.00, effective September 1, 1916.

J. Ernest Carman, from the University of Cincinnati, was appointed Assistant Professor of Geology, at a salary of \$2,400.00 per annum, effective September 1, 1916.

Wilford H. Aiken, was appointed Assistant Professor of the Principles of Education, the salary from the University to be \$1,500.00 payable during the second semester. For the first semester of this year he will serve as high school visitor and his salary will be paid by the State Department of Public Instruction.

Robert Pfeiffer was appointed temporary Instructor in the Department of Economics and Sociology, for the first semester, to carry the courses in business law, at a salary of \$200.00, payable from the salary account of that Department.

Miss Charlotte Johnson was appointed Instructor in Home Economics in the Agricultural Extension Service, effective September 1, 1916, at a salary of \$1,080.00, payable in twelve monthly installments.

L. A. Stearns was appointed Assistant in the Department of Zoology and Entomology, effective September 1, 1916, at a salary of \$600.00, to be paid from the appropriation for two graduate assistants.

R. E. Rebrassier was appointed temporary Assistant in Veterinary Pathology, until otherwise ordered, to carry the work of R. L. Mundhenk now with the National Guard at the border, at a salary of \$100.00 per month, payable from the appropriation for salaries in the above Department.

Oscar D. Rickly was appointed Student Assistant in the Department of Industrial Arts, at a salary of \$300.00 provided in the budget, effective October 1, 1916.

R. K. Bowden was appointed Student Assistant in the Department of Mine Engineering for the year 1916-1917, at a salary of \$300.00, provided in the budget.

H. P. Wilkinson, Jr., was appointed Student Assistant in the Department of Mine Engineering for the first semester of 1916-1917, at a salary of \$150.00, provided in the budget.

Ralph C. Lawrence was appointed Student Assistant in the Department of Mine Engineering for the first semester of 1916-1917, at a salary of \$150.00, to be paid from the salary account of the Department.

Harry M. Sage was appointed Assistant in the Department of Eye, Ear, Nose and Throat, College of Homeopathic Medicine, vice J. R. Shoemaker, effective September 1, 1916, at a salary of \$200.00, provided in the budget.

William H. Caine was appointed House Physician in the University Hospital, compensation \$200.00 and maintenance, effective September 1, 1916.

H. H. Yoakum was appointed Student Assistant in the Department of Anatomy, vice E. H. Baxter, resigned, effective September 1, 1916, at a salary of \$200.00, provided in the budget.

E. H. Baxter was appointed Student Assistant in the Clinical Laboratory, College of Homeopathic Medicine, vice H. J. Knapp, resigned, effective September 1, 1916, at a salary of \$300.00, provided in the budget.

N. L. Burrell was appointed Student Assistant in the Department of Anatomy, effective September 1, 1916, at a salary of \$250.00, provided in the budget.

Bernard Raymund was appointed Student Assistant in the Department of Physiology, effective September 1, 1916, at a salary of \$250.00, provided in the budget.

Harry E. Schwall was appointed Night Assistant in the Library, vice Edward F. Gerish, resigned, effective September 16, 1916, at a salary of \$360.00 per year.

Cornelius O. Edington was appointed University Scholar, vice Joseph D. Smith, effective September 1, 1916.

Robert J. Dobson was appointed University Scholar, vice Ernest A. Doerschuk, effective September 1, 1916.

Harry S. Will was appointed University Scholar, vice Roy J. Gillen, effective September 1, 1916.

Gordon L. Erbaugh was appointed Pharmacist, Park Street Dispensary, in place of Thomas Hewitt, effective September 20, 1916, at a salary of \$200.00 per year.

Miss Mary Fouch was appointed Clerk in Cow Testing, at a salary of \$55.00 per month, effective July 1, 1916, to be paid from the appropriation for Cow Testing under Agricultural Extension, but not included in the Agricultural Extension Budget.

Miss Iva M. Eddy was appointed Bookkeeper, Secretary's Office, vice Clara L. Baker, transferred, at a salary of \$75.00 per month, effective October 1, 1916, said salary to be paid from the balance in the appropriation for the salary of Miss Baker. This appointment is subject to the probationary period of ninety days, as provided in Section 486-13 of the Civil Service law.

Miss Minnette Fritts was appointed Student Clerk, Secretary's Office, effective October 1, 1916, at a salary of \$30.00 per month, and \$300.00 was appropriated from salaries in the President's Division to meet this salary.

John S. Ward was appointed Assistant in Physics, effective September 1, 1916, at a salary of \$600.00, provided in the budget.

5. Upon the recommendation of the President, an allowance of \$400.00 was made to R. V. Hadley for the year 1916-1917, in addition to the \$500.00 which he receives as Assistant in the Department of Materia Medica from the regular budget, the above allowance to be taken from the Materia Medica Research Fund, College of Homeopathic Medicine.

6. Upon the recommendation of the President, the following readjustment of salaries was made in the Department of Economics and Sociology, on account of giving the persons named more teaching to do than was intended at the time of appointment:

George W. Eckelberry—salary increased from \$500.00 to \$700.00;

S. J. Coon—salary increased from \$225.00 to \$450.00;

H. E. Sheppard—salary increased from \$225.00 to \$450.00;

said increases to be paid from the appropriation for salaries for the above department.

7. Upon the recommendation of the President, the salary of Assistant Professor Thomas M. Hills of the Department of Geology was increased to the basis of \$2,100.00 per annum, effective October 1, 1916, said additional amount to be paid from the salary appropriation for the department.

8. Upon the recommendation of the President, the record was amended by making the title of E. W. Kellogg Substitute Assistant Professor in the Department of Electrical Engineering for the year 1916-1917.

9. The President reported that Karl S. McComb who was appointed Student Assistant in Physical Education, is absent with the National Guard at the border, and recommended that he be authorized to make provision for the work during the absence of Mr. McComb. This recommendation was approved.

10. Upon the recommendation of the President, V. C. Smith, Assistant to the Dean of the College of Agriculture, was given the rank of assistant professor.

11. Upon the recommendation of the President, Miss Treva Kauffman was transferred within the Extension Service from the position of Instructor in Home Economics to that of Assistant State Leader of Boys' and Girls' Club Work, effective September 1, 1916, her salary to be continued at the rate of \$1,440.00 per annum; the \$1,200.00 for the remaining ten months to be paid as follows: \$400.00 from Federal Smith-Lever funds, Project No. 4, and \$800.00 by the States Relation Service of the U. S. Department of Agriculture.

12. Upon the recommendation of the President, membership for the University was authorized in the Association of Collegiate Schools of Business.

13. Upon the recommendation of the President, \$350.00 was transferred from the equipment fund of the Department of Psychology to the current expense fund of that department.

14. The President was authorized to make some adjustments within the appropriation for instruction in the Department of German, due to the absence of Theodore F. Kotz, at the border, the same to be reported to the Trustees at the next meeting.

15. The President was authorized within the balances available for salaries, to make some adjustments and provide for such additional instruction as seems most imperative, and report to the Board of Trustees at the next meeting.

16. The President reported the death of Professor Charles Smith Prosser on September 12, 1916. Professor Prosser came to the University as the successor of the late Edward Orton in 1899 and served continuously as Head of the Department of Geology for seventeen years, save the leave of absence in 1906-1907. He was well known among geologists and perhaps the first authority in this country on stratigraphical geology. His death as indicated by letters received from prominent geologists is recognized as a distinct loss to the scientific world.

As recommended by the President, the Board authorized the payment of the salary to his estate for the usual period of two months.

17. The President also reported the death of Professor William Rane Lazenby on Friday, September 15, 1916. Professor Lazenby came to the service of the University in 1881 and served continuously in the fields of botany, horticulture and forestry until his death. He was at one time associated with the Ohio Experiment Station when it was located on the campus and served as its first director. Before coming to Ohio State University he served for seven years as an instructor at Cornell University where he graduated in 1874. His long term of service from the early days of the University gave Professor Lazenby a wide acquaintance among alumni and students. He was active in many agricultural organizations but especially in horticultural circles.

As recommended by the President, the Board authorized the payment of his salary to his wife for the usual two months.

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On motion of Mr. Bradfute, the action of the special committee of October 3, 1916, was approved and the minutes of said committee meeting were ordered to be incorporated in the minutes of this meeting and made part of the official record of the Board of Trustees.

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Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1555-1165 of F. W. White for 208.64 acres of land in Survey No. 8290, in Clermont County.

Application No. 1556-1166 of The McDermott Stone Company for 48 acres of land in Survey No. 15213, in Scioto County.

Application No. 1557-1167 of William H. Spradlin for 212.87 acres of land—154.75 acres in Survey No. 15730 and 48.12 acres in

Survey Nos. 15730-15037 and 10 acres in Survey Nos. 15830-15836, in Scioto County.

Application No. 1558-1168 of John Carpenter for 38 acres of land in Survey No. 3621, in Clermont County.

Application No. 1559-1169 of David B. Davis for 34 acres of land in Survey No. 16096, in Scioto County.

Application No. 1560-1170 of Ephraim Liming for 21.81 acres of land in Survey No. 3775, in Clermont County.

Application No. 1561-1171 of Lizzie Lawrence for 27.57 acres of land in Survey No. 2378, in Clermont County.

Application No. 1562-1172 of Jacob Deemer for 27.12 acres of land in Survey No. 14899, in Scioto County.

Application No. 1563-1173 of Jacob L. Horn for 36 acres of land in Survey No. 15055, in Scioto County.

Application No. 1564-1174 of Luella Brophy for 13.11 acres of land in Survey No. 2378, in Clermont County.

Application No. 1565-1175 of S. B. Cantrell for 43 acres of land in Survey No. 15703, in Scioto County.

Application No. 1566-1176 of A. J. Harris for 23.46 acres of land in Survey No. 4458, in Clermont County.

Application No. 1567-1177 of J. J. Brophy & Brothers for 113.33 acres of land in Survey No. 2378, in Clermont County.

Application No. 1568-1178 of Joseph W. Dial for 88.75 acres of land in Survey No. 4455, in Clermont County.

Application No. 1569-1179 of Minnie L. Himes for 128.30 acres of land—120 acres in Survey No. 16092 and 8.30 acres in Survey No. 14354, in Adams County.

Application No. 1570-1180 of Myrtle Cooper for 179.17 acres of land—113.17 acres in Surveys Nos. 12630-1-2-3 and 66 acres in Survey No. 16107, in Ross and Pike Counties.

Application No. 1571-1181 of Hayes Newman for 137 acres of land in Survey No. 14354, in Adams County.

Application No. 1572-1182 of Sarah J. Jacobs for 69.70 acres of land in Surveys Nos. 15885-15898, in Scioto County.

Application No. 1573-1183 of Grant Brown and Alice Brown for 50 acres of land in Survey No. 15451, in Scioto County.

Application No. 1574-1184 of Viola Pertuset for 30 acres of land in Survey No. 15732, in Scioto County.

Application No. 1575-1185 of Frank Brant for 20 acres of land in Survey No. 16017, in Scioto County.

Application No. 1576-1186 of Albert J. Hickock for 25 acres of land in Survey No. 13592, in Union County.

Application No. 1577-1187 of William J. Parrott for 40 acres of land in Survey No. 13592, in Union County.

Application No. 1578-1188 of J. H. Chandler for 16 acres of land in Survey No. 14899, in Scioto County.

Application No. 1579-1189 of William R. Carlisle for 137 acres of land in Survey No. 15027, in Highland County.

Application No. 1580-1190 of Josephus S. Thompson for 16½ acres of land in Survey No. 15703, in Scioto County.

Application No 1581-1191 of John Benson for 3 acres of land in Survey No. 16199, in Scioto County.

Application No. 1582-1192 of E. W. Glaze for 127 acres of land in Survey No. 15027, in Highland County.

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The President presented a communication from Professor Edward Orton, Jr., under date of November 10, 1916.

On motion, the proposal contained in the above letter of Professor Orton was accepted, and he was given permission to proceed with the alterations and reconstruction necessary to carry out the ideas proposed in his letter. The President was directed to present at a later meeting of the Board of Trustees proper resolutions accepting the gift and embodying the terms thereof.

* * * * *

The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted:

William Herbert Page, Professor of Law, to take effect at the close of the current semester.

Edward Spease, Assistant Professor of Pharmacy, effective November 11, 1916.

Dr. Frank G. Boudreau, Instructor in the Department of Public Health and Sanitation, effective September 1, 1916.

D. W. Galehouse, Agricultural Agent for Mahoning County, effective November 30, 1916.

Miss Jean H. Alexander, Assistant in the Department of History and Philosophy of Education, effective September 30, 1916.

Miss Louise Kraus, Assistant Bookkeeper, Secretary's Office, effective October 9, 1916.

Miss Carrie F. Dudley, Clerk, College of Dentistry, effective October 31, 1916.

Miss Katharine E. Conard, Stenographer, effective September 30, 1916.

Miss Alta Eason, Stenographer, effective October 1, 1916.

Arthur Bayes, Poultryman, Department of Animal Husbandry, effective October 1, 1916.

Otto Law, Fireman, Department of Light, Heat and Power, effective October 8, 1916.

Shirley T. Brooks, Janitor, effective September 26, 1916.

Miss Lillian Coler, Graduate Assistant in Psychology, and Hugo Paul Wise, Assistant in English, were appointed to the above named positions but resigned before the opening of college.

The services of the following named persons were discontinued on the dates indicated:

Bert E. Faught, Laundryman, November 1, 1916.

G. A. Johnston, Carpenter, October 31, 1916.

Grover C. Fairman, Campus Laborer, September 29, 1916.

2. Upon the recommendation of the President, the following appointments were made:

Dr. E. Leigh Mudge was appointed Instructor in Psychology, at a salary of \$120.00 per month, effective October 1, 1916.

Carl Wittke was appointed Instructor in American History, at a salary of \$120.00 per month, effective November 1, 1916.

Edward Dawson Davy was appointed temporary Assistant in Pharmacy for the remainder of the year, at a salary of \$150.00 per month, effective November 1, 1916.

Siegmund Muller was appointed temporary Instructor in German during the absence of Mr. Kotz, at a salary of \$100.00 per month, effective October 1, 1916, salary to be paid from the appropriation for the salary of Mr. Kotz.

Miss Verona Mae Dollinger and Walter F. Sheets were appointed Assistants in English, in place of Mr. Wise, resigned, at a salary of \$300.00 each, effective September 1, 1916, said salaries to be paid from the appropriation for the salary of Mr. Wise and an additional appropriation of \$100.00.

William H. Gysan was appointed Assistant in English, at a salary of \$300.00, effective September 1, 1916.

Miss Emma P. Scott was appointed Assistant in English, at a salary of \$300.00, effective September 1, 1916.

An appropriation of \$600.00 was made to meet the salaries of Miss Scott and Mr. Gysan.

Herbert A. Toops was appointed Graduate Assistant in the Department of Psychology, vice Miss Coler, resigned, at a salary of \$300.00, effective October 1, 1916.

Russell Banks was appointed Graduate Assistant in Chemistry, vice Clyde S. Adams, resigned, at a salary of \$300.00, effective September 1, 1916.

Walter Gray was appointed Graduate Assistant in the Department of History and Philosophy of Education, at a salary of \$300.00 for the remainder of the year, effective October 1, 1916, to be paid from the appropriation for the salary of Miss Alexander. The balance of \$240.00 remaining in the appropriation was canceled.

Arthur M. Elam was appointed Student Assistant in the Department of Prosthetic Dentistry, effective September 1, 1916, at a salary of \$100.00, provided in the budget.

Glenn H. Alexander was appointed temporary Student Assistant in the Department of Physical Education, in place of Mr. McComb who is now at the border, at a salary of \$30.00 per month, effective November 1, 1916.

Edgar C. Richey was appointed County Agricultural Agent for Franklin County, at a salary of \$2,200.00 per annum, effective November 1, 1916; \$300.00 to be paid by the States Relation Service, U. S. Department of Agriculture; \$900.00 from Federal Smith-Lever funds and \$1,000.00 from funds deposited in the State Treasury by the Treasurer of Franklin County. Mr. Richey was also allowed \$400.00 per annum to apply on the maintenance of an automobile.

W. W. Brownfield was appointed County Agricultural Agent, assigned to Washington County, effective December 1, 1916, at a salary of \$1,800.00 per annum; \$600.00 to be paid by the States Relation Service, U. S. Department of Agriculture; \$1,200.00 from Federal Smith-Lever funds. Mr. Brownfield was also allowed \$400.00 per annum to apply on the maintenance of an automobile.

R. D. Long was appointed County Agricultural Agent, assigned to Cuyahoga County, effective December 1, 1916, at a salary of \$2,200.00 per annum; \$900.00 to be paid from Federal Smith-Lever funds; \$300.00 by the States Relation Service, U. S. Department of Agriculture; \$1,000.00 from funds deposited in the State Treasury by the Auditor of Cuyahoga County. Mr. Long was also allowed \$400.00 per annum to apply on the maintenance of an automobile.

J. C. Hedge was appointed County Agricultural Agent, assigned to Summit County, at a salary of \$1,800.00 per annum, effective October 23, 1916; \$900.00 to be paid from Federal Smith-Lever funds; \$600.00 from funds deposited in the State Treasury by the Auditor of Summit County; \$300.00 by the States Relation Service, U. S. Department of Agriculture. An allowance of \$400.00 was made from State funds not offsetting to apply on the maintenance of an automobile.

The following persons were appointed, subject to the probationary period of ninety days, as provided in Section 486-13 of the Civil Service Law:

Miss Mary Farmer, Stenographer, was assigned to Physics Hall, effective October 24, 1916, at a salary of \$50.00 per month.

Miss Ethel M. Correy was appointed Stenographer in the office of G. R. Eastwood, County Agricultural Agent at Troy, Ohio, at a salary of \$40.00 per month, effective September 25, 1916.

Miss Faye Warden, Stenographer, was assigned to the College of Medicine, at a salary of \$60.00 per month, effective September 21, 1916.

Miss Helen Jones, Stenographer, was assigned to the College of Medicine, at a salary of \$60.00 per month, effective October 1, 1916.

Miss Alberta Williams, Stenographer, was assigned to Hayes Hall, at a salary of \$50.00 per month, effective October 1, 1916.

Miss Martha B. Smith, Stenographer, was assigned to the Graduate School, at a salary of \$60.00 per month, effective October 4, 1916.

Okley H. Graham, Stenographer, was assigned to the Department of Military Science and Tactics, vice C. E. Findlay, transferred, at a salary of \$60.00 per month, effective October 23, 1916.

Miss Helen H. Patton was appointed Assistant to the Registrar, at a salary of \$60.00 per month, effective August 10, 1916.

Chester McClintock was appointed Assistant Storekeeper, at a salary of \$75.00 per month, effective October 5, 1916, and \$466.35 was appropriated from the Rotary Fund to cover this salary, in addition to the amount available for salaries in the Stores and Receiving Department.

G. J. Hoesch was appointed Janitor, vice S. T. Brooks, resigned, at a salary of \$57.50 per month, effective November 1, 1916.

Virgil E. Brevoort was appointed Janitor, at a salary of \$55.00 per month, effective September 14, 1916.

Robert Petrie was appointed Janitor, at a salary of \$55.00 per month, effective October 9, 1916.

John E. Snodgrass was appointed Janitor, at a salary of \$55.00 per month, effective September 22, 1916.

Fred E. Smith was appointed Janitor, at a salary of \$55.00 per month, effective September 21, 1916.

Augustus A. Hathaway was appointed Janitor, at a salary of \$55.00 per month, effective September 21, 1916.

Delphus R. Kimball was appointed Janitor, at a salary of \$55.00 per month, effective September 25, 1916.

Mrs. Stella Rohr was appointed Janitress, at a salary of \$37.50 per month, effective November 2, 1916.

Mrs. Mary J. Wagner was appointed Janitress, at a salary of \$37.50 per month, effective September 8, 1916.

Coit Clements was appointed Helper in the Stores & Receiving Department, at a salary of \$50.00 per month, effective November 1, 1916.

Charles H. Carter was appointed General Helper, Department of Animal Husbandry, at a salary of \$50.00 per month, effective September 15, 1916.

V. G. Lindamood was appointed Groom, Department of Animal Husbandry, at a salary of \$50.00 per month, effective August 7, 1916.

Thomas O. Dickey was appointed Poultryman, Department of Animal Husbandry, at a salary of \$65.00 per month, effective October 1, 1916.

Randolph M. Ronk was appointed Engineer, at a salary of \$85.00 per month, effective September 18, 1916.

Fletcher R. Knox was appointed Fireman, at a salary of \$75.00 per month, effective October 8, 1916.

J. R. Remy was appointed Laborer in the Stores & Receiving Department, at a salary of \$55.00 per month, effective October 1, 1916.

Elmer George was appointed Laborer in the Division of Operation & Maintenance, vice Grover C. Fairman, at a salary of \$55.00 per month, effective October 16, 1916.

C. J. Leckliter was appointed Laborer in the Division of Operation & Maintenance, at a salary of \$55.00 per month, effective October 10, 1916, and \$480.19 was appropriated to meet this salary.

The President reported for record the name of Estella B. Robinson, who was in the service of the University as Janitress from September 9, 1916, until October 31, 1916, at which time her services were discontinued.

3. The President reported for record the receipt of notice, under date of November 2, 1916, from the U. S. War Department, detailing Captain James D. Tilford, 12th Cavalry, as Professor of Military Science and Tactics at the Ohio State University.

4. Upon the recommendation of the President, the following changes and transfers were made:

The salary of L. Z. Lerando was increased from \$300.00 to \$500.00 and his title was changed to Assistant in German, the additional \$200.00 in salary to be paid from the appropriation for the salary of Mr. Kotz.

The salary of Dr. Philip J. Reel was increased from \$100.00 to \$300.00 for the year, the additional \$200.00 to be paid from the appropriation for the salary of Dr. E. J. Gordon who is now at the border.

The title of R. C. Baker was changed from Assistant to Graduate Assistant in the Department of Anatomy.

The title of Karl F. Schmidt was changed from Student Assistant to Graduate Assistant in Pharmacy, effective September 1, 1916.

Charles A. Kuntz was transferred from the position of Secretary to the Dean of the College of Medicine to the position of Inventory and Budget Clerk in the office of the Secretary and Business Manager, at the same salary, effective October 15, 1916. An appropriation of

\$150.00 was made to cover his salary from October 15 to December 1, 1916, from salaries in the President's Division.

Charles E. Findlay was transferred from the position of Stenographer in the Department of Military Science and Tactics to the position of Secretary to the Dean of the College of Medicine, vice Charles A. Kuntz, transferred to the Secretary's office, at a salary of \$1,000.00 per annum, effective October 15, 1916.

Oscar Metze was transferred from the janitor service to the position of Diener in the Department of Bacteriology, at a salary of \$57.50 per month, effective October 1, 1916. An appropriation of \$517.50 was made to meet this salary.

5. Upon the recommendation of the President, the sum of \$250.00, appropriated for two student assistants in the Department of Physiology, was transferred to the Department of Pathology to be used for the salary of a technical assistant in the Department of Pathology, and Jerry Wright was appointed to the above named position at a salary of \$25.00 per month, effective November 1, 1916.

6. The President recommended that Miss Bernette Boylan be allowed to reenter the University without the payment of fees for the first semester of the current year, as Miss Boylan was forced by ill health to withdraw from the University shortly before the Christmas holidays last year. She wishes to reenter and take up her work where she left off and continue until the end of the semester. This recommendation was approved.

7. As recommended by the University Faculty at its meeting held October 4, 1916, the following named persons were granted the degrees indicated:

MASTER OF ARTS

(As of the Class of 1916.)

Vernard Delano Coe, B. A. (Ohio Wesleyan University)
George Wendell Eckelberry, B. A.
Louis Foley, B. A. (Ohio University)
Wade Emil Miller, B. Ph. (Heidelberg University)
Noble Warren Rockey, B. A.
Charles Ferdinand Rudmann, B. A.
Freda Hallie Spring, B. A. (Mt. Union College)
William Omar Stutz, B. A. (Capital University)
James C. Trimby, B. Sc. (Ohio Wesleyan University)
Frank Carl Vilbrandt, B. A.
William Lesquereux Young, B. A. (Capital University)

MASTER OF SCIENCE

(As of the Class of 1916.)

William John Becker, B. A. (Adelbert College)
Wei Van Cheng, B. Sc. (Nanyang College)
Herbert Spencer Coith, B. Sc. (Kansas State Agricultural College)
Aaron Ferneau Head, B. Sc. in Agriculture.
John L. Hutchison, B. Sc. (Kansas State Agricultural College)
Floyd B. Paddock, B. Sc. (Colorado Agricultural College)
Carl Williamson Shiffler, B. Sc. in Agriculture.
Tuan Ying Woo, B. Sc. (Nanyang College)

BACHELOR OF SCIENCE IN AGRICULTURE

John Lewis Barton (as of the class of 1916).
Henry Hall Boger (as of the Class of 1916).
Andrew Beaumont Johnson (as of the Class of 1914).
Harry Alfred Levine (as of the Class of 1916).
Paul Funk Tressler (as of the Class of 1916).

BACHELOR OF SCIENCE IN FORESTRY

Forest William Dean (as of the Class of 1916).

BACHELOR OF SCIENCE IN HOME ECONOMICS

Arlene J. Beale (as of the Class of 1916).
Dorothy Guy, B.A. (as of the Class of 1916).
Sylvia May Six (as of the Class of 1913).

BACHELOR OF ARTS

(As of the Class of 1916.)

Elma Gertrude Baldwin.
Esther Anna Church.
Helen Coy.
Karl S. Day.
Henry Arthur Fankhouser.
Kathryn Lurene Gillilan, B. Sc. in Education.
Hilda Marie Joyce, B.Sc. in Education.
Ruth Evelyn Leonard.
Richard Benjamin Meckstroth.
Robert Edward Miller.
Sara Margaret Morton, B. Sc. in Education.
Lawrence Byron Wyant.

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1916.)

Edith Bell Cooperrider, B.A.
Marcella Lois Crain.
Mabel Eva DeMuth, B.A.
Ina Fern DeNune, B.A.
Harry Henry Foreman, B.A.
Raymond Clifford Gephart.
Adaline Ruth Giffin.
Mary Ruth Hunter, B.A.
Bertha Ellen Jacobs.
Mildred Jones, B.A. (Wilmington College)
Raymond Pearl Keesecker.
Valerie M. Martin.
Gertrude Ruth Matthias.
Louis Roberts Potts, B.A.
Frieda Hastings Rebov.
Wilhelmina Carleine Slaymaker.
Nelson Leroy Stear.
Lela May Taylor.
Herbert Anderson Toops, B.A.
Clyde Allison Waltz.
Martha Davis Welling, B.A.

BACHELOR OF ELECTRICAL ENGINEERING

(As of the Class of 1916.)

Francis Carlyle Campbell.
Samuel Isaac Cory.

BACHELOR OF ENGINEERING

(As of the Class of 1916.)

Harry John Curts, B.A.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

(As of the Class of 1916.)

Waldo Inman Parks.

The following named persons were granted the degrees indicated as recommended by the University Faculty at its meeting held November 8, 1916:

MASTER OF ARTS

(As of the Class of 1916.)

Cornelius Earl Senseman, B.S. (Antioch College)

BACHELOR OF CIVIL ENGINEERING

(As of the Class of 1916.)

William Frank Kauder.

BACHELOR OF ARTS

(As of the Class of 1916.)

Forrest Edward Deeds.
F. Marion Edmiston.

8. Upon the recommendation of the President, the following delegates were appointed to attend the several meetings to be held in Washington, D. C., November 10 to 17, 1916:

President Thompson, Dean Alfred Vivian, Acting Dean Coddington and Miss Edna N. White were appointed to attend the Thirtieth Annual Convention of the Association of American Agricultural Colleges and Experiment Stations, November 15-17, 1916, with the usual allowance for expenses. The expenses of Miss White to be paid from Agricultural Extension funds.

President Thompson was authorized to attend the Twenty-first Annual Meeting of the National Association of State Universities, November 13-14, 1916, with the usual allowance for expenses.

Clark S. Wheeler, O. M. Johnson and F. L. Allen of the Agricultural Extension Department were authorized to attend the meeting of Extension Directors and County Agent Leaders, November 10-14, 1916, their expenses to be paid from Agricultural Extension funds.

9. The President reported that the Emergency Board has allowed the University the sum of \$880.00 for the erection of temporary service sheds for swine.

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The President presented a communication from the College of Engineering, requesting an appropriation to cover the expense of exchange professorships in the College of Engineering.

On motion, this matter was referred back to the President with power to act.

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A communication from Professor Herbert Osborn relating to the Lake Laboratory and the selection of a new site at Lakeside, was referred to the President and Secretary for examination and report to the Board at its next meeting.

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Mr. J. L. Porter, Attorney, representing C. M. Ludman who recently purchased a tract of land on King Avenue, appeared before the Board of Trustees and made request for rental for the past year, and proposed to lease the property to the University for another year on the same basis as this year; namely, \$15.00 per acre.

This matter was referred to the President and Secretary as a committee to bring in recommendations to the Board at its next meeting.

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The President presented a report from a committee of the Board of Visitors of the Alumni Association, with reference to the College of Law. This report was signed by I. G. Jennings, Charles G. Bond and E. G. Pease.

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The President presented a request from Dr. Claude A. Burrett of the College of Homeopathic Medicine, requesting the Trustees to provide additional quarters for nurses.

This matter was referred to the President, the Secretary and Dean Burrett with power to act.

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The President reported that in the construction of the special kiln by the Department of Ceramic Engineering the cost was exceeding the appropriation, and he recommended that an additional appropriation be made to cover this work.

On motion, the President's recommendation was agreed to, and the matter was referred to the President, Secretary and the University Architect, a report to be presented to the Board at its next meeting.

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Thereupon the Board adjourned to meet November 24, 1916,
7:30 P. M., at the Neil House.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 25, 1916.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Julius F. Stone, Chairman; Benj. F. McCann, O. E. Bradfute, Guy W. Mallon, John F. Cunningham and John Kaiser.

* * * * *

The President submitted the following items for consideration and action:

1. The President reported the death of Dr. Romeo O. Keiser which occurred in Columbus, November 1, 1916.

Dr. Keiser was a graduate of the University, in the College of Arts, Class of 1892, and in the College of Pharmacy in 1896. He received the degree of M. D. from the Ohio Medical University in 1898 and from the Cleveland Homeopathic Medical College in 1899. He held a fellowship in Chemistry at the Ohio State University 1895-1896, and was an assistant in chemistry at Ohio Medical University 1896 to 1898. He was a practicing physician in the City of Columbus and for eight years physician to the Ohio School for the Deaf. He was for some years a trustee of the Cleveland Homeopathic Medical College. Upon the opening of the College of Homeopathic Medicine at the University, he was appointed lecturer in pediatrics and continued in that service until his death.

2. Upon the recommendation of the President, Miss Ada L. Taylor, Stenographer, was transferred to full time service in the Agricultural Extension Service, to be paid \$600.00 per annum, from the Federal Smith-Lever funds, Project No. 1, effective December 1, 1916.

3. Upon the recommendation of the President, Ralph H. Sturgeon was appointed to the position of Student Assistant in the Department of Animal Husbandry, effective September 1, 1916.

4. The President reported for the approval of the Board the reappointment of the following named persons as members of the Advisory Council for the Engineering Experiment Station. As

provided in the statutes, the original appointments were made December 7, 1915.

Professor E. F. Coddington	Acting Director for one year
Professor A. D. Cole	For three years
Professor F. C. Caldwell	For three years
Professor C. E. Sherman	For two years
Professor J. R. Withrow	For two years
Professor W. T. Magruder	For one year
Professor D. J. Demorest	For one year

On motion, the above appointments were approved.

A duplicate diploma was authorized for Walter Medill Leonard, Mechanical Engineer of the Class of 1916, the original diploma having been lost or destroyed, said diploma to bear the word "duplicate" on the face.

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Upon the recommendation of the President, it was agreed that the University should take membership in The Society for the Promotion of Engineering Education.

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The request from Professor Magruder that he be authorized to attend the convention of the Society of Automobile Engineers in New York City was declined.

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Thereupon the Board adjourned to meet at the call of the Chairman.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JANUARY 8, 1917.
12 O'CLOCK NOON.

The Board of Trustees met at the Athletic Club, pursuant to the call of the Chairman.

Present: Julius F. Stone, Chairman; Benj. F. McCann, Guy W. Mallon, F. E. Pomerene, O. E. Bradfute, John Kaiser and John F. Cunningham.

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The Board recessed to attend the exercises in connection with the inauguration of Governor James M. Cox.

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JANUARY 9, 1917.

9 A. M.

The Board met at the University. All members present.

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Upon the recommendation of the President, the name of the new shops building was made "Shops Building."

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The President presented a resolution from the Board of Visitors of the Ohio State University Association, recommending the appointment of consulting professors in the College of Engineering. This report was ordered filed with the Secretary.

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The President presented a preliminary budget for the Summer Session, which was approved in principle, subject to appropriations available for the coming fiscal year.

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The Secretary read the minutes of the Cabinet from September 6, 1916, to January 4, 1917, inclusive, and, on motion, the minutes were accepted and the actions of the Cabinet approved.

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On motion, it was ordered that the annual reports of The Ohio State University be printed hereafter by the University, this order to include the report for two years now in the hands of the State Printer and yet unprinted.

* * * * *

Captain Cope presented the following application for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1583-1193 of James H. Conkel for 139 acres of land in Survey No. 15683, in Scioto County.

Application No. 1584-1194 of J. L. Johnson for 50 acres of land in Survey No. 15607, in Adams County.

Application No. 1585-1195 of Isaac Gravitt and James Gravitt, Jr., for 80 acres of land in Survey No. 14899, in Scioto County.

Application No. 1586-1196 of Charles and Marshall Frost for 105 acres of land—50 acres in Survey No. 15256; 50 acres in Survey Nos. 15937-15938 and 5 acres in Survey Nos. 15723-15861, in Adams County.

Application No. 1587-1197 of John T. Sabie for 100 acres of land in Survey No. 15725, in Scioto County.

Application No. 1588-1198 of William R. Kennedy for 90 acres of land in Survey No. 15200, in Scioto County.

Application No. 1589-1199 of George Thompson for 76 acres of land in Survey No. 14899, in Scioto County.

Application No. 1590-1200 of W. C. Simpson for 51 acres of land in Survey No. 15625, in Scioto County.

Application No. 1591-1201 of B. F. Byerly for 21½ acres of land in Survey No. 10556, in Scioto County.

Application No. 1592-1202 of Lizzie Bierly for 16.90 acres of land in Survey No. 10556, in Scioto County.

Application No. 1593-1203 of John E. Dixon for 15 acres of land in Survey No. 15672, in Scioto County.

Application No. 1594-1204 of Henry Bergman for 121.87 acres of land in Survey No. 3621, in Clermont County.

Application No. 1595-1205 of G. T. Hastings et al for 236 acres of land in Survey No. 1269, in Highland County.

Application No. 1596-1206 of Louis Eichenlaub for 118¼ acres of land in Survey No. 14839, in Scioto County.

Application No. 1597-1207 of J. W. Dalton for 70 acres of land in Survey Nos. 13824-13825, in Scioto County.

Application No. 1598-1208 of Adolph Dinkler for 165.99 acres of land—118.27 acres in Survey No. 14263; 45.72 acres in Survey Nos. 15731-15732 and 2 acres in Survey No. 15732, in Scioto County.

Application No. 1599-1209 of John Morgan for 50 acres of land in Survey No. 15860, in Scioto County.

Application No. 1600-1210 of Fred Cooper for 75 acres of land in Survey No. 15587, in Scioto County.

Application No. 1601-1211 of Martha E. Holt for 51 acres of land—41 acres in Survey No. 14839 and 5 acres in Survey Nos. 16088-16094, in Scioto County.

Application No. 1602-1212 of Verda Robertson for 40 acres of land in Survey No. 14415, in Scioto County.

Application No. 1603-1213 of Walter Hoffer for 20 acres of land in Survey No. 15974, in Scioto County.

Application No. 1604-1214 of George Frey et al for 35 acres of land in Survey No. 15458, in Scioto County.

Application No. 1605-1215 of Zacharia T. Cook for 75 acres of land in Survey No. 15597, in Scioto County.

Application No. 1606-1216 of Mary Ann Cooper for 45 acres of land in Survey No. 15587, in Scioto County.

Application No. 1607-1217 of Artemus Perin and Alice W. Perin for 126 acres of land in Survey No. 706, in Clermont County.

Application No. 1608-1218 of Ida E. Romohr for 43.50 acres of land in Survey No. 706, in Clermont County.

Application No. 1609-1219 of Jonathan B. Cowgill for 28.44 acres of land in Survey No. 7369, in Highland County.

Application No. 1610-1220 of J. M. Murfin for 15 acres of land in Survey No. 14415, in Scioto County.

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As suggested by the Board at the last meeting, the Secretary presented a report from the appraisers of Lot No. 103, Morgan Township, Scioto County, appraising said land at \$1.00 per acre. The Secretary reported further that Captain Cope had received an offer of \$600.00 from Mr. Edward Cunningham and Mr. Frank Brant for said lot.

After discussion, it was agreed not to sell this lot, or any other lot whose title rests in the University, until further examination by the Board of Trustees.

* * * * *

The President presented the following items for consideration and action:

1. As recommended by the University Faculty at its meeting held December 20, 1916, the following named persons were granted the degrees indicated, as of the Class of 1916:

BACHELOR OF SCIENCE IN AGRICULTURE

William Timothy Spanton, B.A., B.Sc. in Education.

BACHELOR OF ARTS

Ralph Henry Brown.

BACHELOR OF LAWS

George W. Biddle, B.A.

CERTIFICATE IN LAW

Everett Alonzo Swartz.

2. Upon the recommendation of the President, the following resignations were accepted:

Paul L. Vogt, Professor of Rural Economics, effective January 1, 1917.

M. O. Bugby, County Agricultural Agent, Trumbull County, effective January 1, 1917.

Walter S. Eckman, Assistant in Botany, effective January 1, 1917.

Panfilo Trombetta, Robinson Fellow, effective December 1, 1916.

Miss Angie S. Fuller, Student Nurse in Training School for Nurses, College of Homeopathic Medicine, effective January 1, 1917.

Cree Sheets, Assistant Professor of Engineering Drawing, effective January 1, 1917.

3. Upon the recommendation of the President, the following leaves of absence were granted:

Dr. Thomas Harvey Haines was given leave of absence for the remainder of the year, beginning January 1, 1917, without salary, to act as Director of the State Survey in Kentucky for the Commission on Feeble-mindedness, under the auspices of the Rockefeller Foundation.

Miss Nellie Weimer, Stenographer in the office of the County Agricultural Agent for Mahoning County, was given leave of absence without salary, effective December 4, 1916, until July 1, 1917, unless in the meantime her name be restored to the payroll. This leave of absence is given because the County Agent for Mahoning County has resigned and his successor has not been appointed. During the interim no clerk is needed.

The President was authorized to arrange for a temporary leave of absence for Professor Charles B. Morrey, on account of illness.

4. Upon the recommendation of the President, the following appointments were made:

L. O. Lantis was appointed temporary Instructor in Rural Economics for the second semester, at a salary of \$900.00, to be paid from the appropriation for salaries for that department.

Clarence M. Baker was appointed Assistant in the Department of Journalism, at a salary of \$100.00 per month, from January 1, 1917, to July 1, 1917, to be paid from the appropriation for the salary of Professor Lazenby.

Mr. Baker is to devote half of his time to the Department of Journalism; the other half to be at the disposal of the Dean of the College of Agriculture, for the purpose of preparing material for papers.

The following named persons were appointed instructors in the Winter Course in Agriculture:

Louis H. Burgwald	Instructor in Dairying
Lott E. Bechtel	Instructor in Dairying
William F. Bruce	Instructor in Farm Crops
A. J. Bishop	Instructor in Animal Husbandry

the compensation in each case to be \$300.00 for two months—\$150.00 per month.

Miss Lucile Myers was appointed Instructor in Nursing and Night Supervisor for the University Homeopathic Hospital, effective

January 1, 1917, compensation \$50.00 per month and maintenance, said amount to be paid from the Rotary Fund.

A. J. Swift was appointed County Agricultural Agent for Preble County, effective February 1, 1917, at a salary of \$2,000.00 per annum; \$1,200.00 to be paid from Smith-Lever funds and \$800.00 from funds deposited in the State Treasury by the Auditor of Preble County. Mr. Swift was also allowed \$400.00 per annum for the maintenance of an automobile.

H. A. Lehman was appointed County Agricultural Agent for Mahoning County, effective January 1, 1917, at a salary of \$1,800.00 per annum; \$1,500.00 to be paid from Smith-Lever funds and \$300.00 by the U. S. Department of Agriculture. Mr. Lehman was also allowed \$400.00 for the maintenance of an automobile.

Charles H. Mahan was appointed County Agricultural Agent for Sandusky County, effective January 1, 1917, at a salary of \$2,400.00 per annum; \$2,100.00 to be paid from Smith-Lever funds and \$300.00 to be paid by the U. S. Department of Agriculture. Mr. Mahan was also allowed \$400.00 per annum for the maintenance of an automobile.

John S. Crabb was appointed Assistant in Botany, in charge of the greenhouse, vice W. S. Eckman, resigned, effective January 1, 1917, at a salary of \$75.00 per month.

The President reported for approval and record the following appointments in the Department of Botany, effective September 1, 1916:

William N. Ankeney, Graduate Assistant, at a salary of \$300.00 per annum.

Jasper D. Sayre, Student Assistant, at a salary of \$150.00 per annum.

E. C. Leonard, Student Assistant, at a salary of \$150.00 per annum.

The President reported for record the detail by the War Department of the following named persons for duty at the Ohio State University:

Sergeant Andrew D. Clark, Troop A., 8th Cavalry.

Sergeant George Armstrong, 10th Recruit Company.

Sergeant John S. Peters, 22nd Recruit Company.

The President also reported that upon his recommendation, Sergeant John F. Madden had been transferred from the retired to the active list and detailed to service at the Ohio State University.

5. Upon the recommendation of the President, an additional \$200.00 was assigned to Dr. John W. Means for salary as Instructor in Oral Surgery, for the year ending June 30, 1917, and \$200.00 was appropriated for salaries of the College of Medicine to meet this salary.

6. Upon the recommendation of the President, the salary of A. G. Smith, County Agricultural Agent, Stark County, was increased

from \$1,800.00 to \$2,000.00 per annum, effective January 1, 1917, the \$100.00 increase during the remainder of the year to be drawn from the funds deposited in the State Treasury by the Auditor of Stark County to the credit of the Agricultural Extension fund.

7. Upon the recommendation of the President, \$100.00 appropriated for the salary of a student assistant in Dental Pathology and Histology, College of Dentistry, was transferred to the current expense account of the Department of Chemistry, to be used for student assistance.

8. Upon the recommendation of the President, \$2,500.00 of the amount appropriated for the salary of Dean of the College of Engineering was cancelled.

9. Upon the recommendation of the President, the following appropriations were made:

Department of Engineering Drawing, for drawing tables	\$ 90.00
Department of Physical Education, equipment Dr. Nichols' office.....	200.00
Department of Student Health Service, current expense	250.00
Department of Chemistry, equipment—reconstruction of laboratories for analytical chemistry.....	750.00
Department of American History, salary of Carl Wittke, Instructor	960.00
Department of Psychology, salary of E. Leigh Mudge, Instructor	1,050.00
Equipment for new Homeopathic Hospital.....	9,000.00

10. Upon the recommendation of the President, it was agreed to continue the lease from C. M. Ludman, Zanesville, Ohio, for one year beginning November 1, 1916, and ending October 31, 1917, on the seven acre strip of land on King Avenue lying directly east of the land leased from William Neil King, on the same terms as for the past year, namely, \$15.00 per acre, and the Secretary was directed to prepare proper voucher for \$105.00 covering rental for the year ending October 31, 1916.

11. Upon the recommendation of the President, Dr. E. F. McCampbell, Dean of the College of Medicine, was appointed to attend the Council on Medical Education and the American Association of Medical Colleges, to be held in Chicago February 5-6, 1917, with the usual allowance for expenses, subject to the approval of the Governor of the State, in accordance with Sec. 2313-3 of the Laws of Ohio.

12. The President reported for the approval of the Board, the appointment of Professor L. W. St. John as delegate to the meeting of the National Collegiate Athletic Association held in New York December 28, 1916. This action was approved and the usual allowance for expenses authorized. (The approval of the Governor was obtained in December).

13. Upon the recommendation of the President, the following arrangement was made for the Department of Engineering Drawing, owing to the resignation of Mr. Sheets:

D. E. Batesole was appointed Instructor, salary on the basis of \$1,100.00 per year; Thomas A Boyd was appointed Student Assistant, salary on the basis of \$300.00 per year, effective January 1, 1917, and an allowance of \$60.00 was made for student help.

14. The President presented the annual report of the Ohio Union, and the same was approved and ordered filed.

15. The President presented the following recommendations of the Administrative Council, and recommended their adoption:

1st. That the privilege extended to the teachers of the Columbus schools to register in the University during the regular session without payment of fees be extended to the Summer Session also.

2nd. That the present practice of charging fees to all other teachers be continued.

On motion, these recommendations were adopted.

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Temporary leave of absence was given to Miss Isabel Colmery, and the President was directed to fill the position with a temporary appointment.

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Upon the recommendation of the President, the salary of Miss Marguerite Lewis was increased to \$65.00 per month, effective December 1, 1916.

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The Secretary presented the final estimates for the Homeopathic Hospital Building and the New Shops Building, in favor of the Dawson Construction Company, with the recommendation that the work of the Dawson Construction Company on these buildings be accepted and that the Secretary be authorized to issue warrants in payment of said final estimates.

The Secretary also presented a report from the University Architect, recommending extras in the amount of \$900.90 on the contract of the Dawson Construction Company, covering extra excavation and concrete work, for the New Shops Building.

On motion, the work of the Dawson Construction Company was accepted, the extras were approved, and the Secretary was authorized and directed to make payment of the final estimates on the above named buildings.

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The Secretary presented the final estimate for the Home Economics Building, in favor of Robert H. Evans & Company, with the recommendation that the work be accepted and that the Secretary be authorized to make payment of the final estimate.

On motion, the work was accepted and payment of the final estimate was authorized.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, FEBRUARY 21, 1917.

7:30 P. M.

The Board of Trustees met at the Neil House pursuant to the call of the Chairman.

Present: Julius F. Stone, Chairman; Benj. F. McCann, F. E. Pomerene, Guy W. Mallon, O. E. Bradfute and John Kaiser.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute said deeds:

Application No. 1611-1221 of Louise Halves for 79.15 acres of land—67.50 acres in Survey No. 15096 and 11.65 acres in Survey No. 16207, in Scioto County.

Application No. 1612-1222 of T. M. Marksberry for 52 acres of land in Survey No. 2378, in Clermont County.

Application No. 1613-1223 of Edmund Martin and another for 181.08 acres of land—110 acres in Survey No. 3093 and 71.08 in Survey No. 1645, in Brown County.

Application No. 1614-1224 of Wesley Ralstin for 120 acres of land in Survey No. 14963, in Scioto County.

Application No. 1615-1225 of Oscar Hoffer for 31 acres of land in Survey No. 15974, in Scioto County.

Application No. 1616-1226 of Clara A. Caldwell and Howard J. Caldwell for 77¼ acres of land in Survey No. 5254, in Clermont County.

Application No. 1617-1227 of Rachel B. Essex for 21¾ acres of land in Survey No. 2378, in Clermont County.

Application No. 1618-1228 of Henry Saddler for 150 acres of land—50 acres in Survey No. 15578 and 100 acres in Survey No. 15259, in Scioto County.

Application No. 1619-1229 of W. V. Diamond for 50 acres of land in Survey No. 15165, in Scioto County.

Application No. 1620-1230 of Charles W. Shirk for 154 acres of land in Survey No. 3689, in Union County.

Application No. 1621-1231 of Philander H. Smith for 156 acres of land in Survey No. 3689, in Union County.

Application No. 1622-1232 of Harold Evans for 45 acres of land in Survey No. 15912, in Union County.

Application No. 1623-1233 of Cora M. Johnson for 48 acres of land in Survey No. 706, in Clermont County.

Application No. 1624-1234 of L. Lee Hill for 135.65 acres of land in Survey No. 7092, in Clermont County.

Application No. 1625-1235 of Florence J. Frazier for 45.03 acres of land in Survey No. 4458 in Clermont County.

Application No. 1626-1236 of S. J. and Ollie Ross for 50 acres of land in Survey No. 7369, in Highland County.

Application No. 1627-1237 of John L. Montgomery for 22¼ acres of land in Survey No. 7369, in Highland County.

Application No. 1628-1238 of Jane Hartman for 35.43 acres of land in Survey No. 7369, in Highland County.

Application No. 1629-1239 of Isaac Hartman for 16.68 acres of land in Survey No. 7369, in Highland County.

Application No. 1630-1240 of William Kremin for 50 acres of land in Survey No. 14839, in Scioto County.

Application No. 1631-1241 of Charles Reese for 25.95 acres of land in Survey No. 2378, in Clermont County.

Application No. 1632-1242 of Ezekiel J. Hutchinson for 126.41 acres of land in Survey No. 8171, in Clermont County.

Application No. 1633-1243 of Emmit A. Vandermark for 50 acres of land in Survey No. 9940, in Union County.

Application No. 1634-1244 of Artie L. Dunlap for 50 acres of land in Survey No. 9940, in Union County.

Application No. 1635-1245 of E. L. Schmelzer for 145 acres of land in Survey No. 9940, in Union County.

Application No. 1636-1246 of Christian Oehler for 100 acres of land in Survey No. 9940, in Union County.

Application No. 1637-1247 of Mary Piles for 140.75 acres of land—90.75 acres in Survey No. 11347 and 50 acres in Survey No. 15860, in Scioto County.

Application No. 1638-1248 of Charles E. Everhart for 36 acres of land in Survey No. 10037, in Hardin County.

Application No. 1639-1249 of Sam J. and Esther C. Clayton for 111 acres of land in Survey No. 12345, in Hardin County.

Application No. 1640-1250 of Edward Cunningham for 70 acres of land in Survey No. 15889, in Scioto County.

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The Secretary read the minutes of the Cabinet from January 11, 1917, to February 15, 1917, inclusive, and, on motion, the minutes were accepted and the actions of the Cabinet approved.

* * * * *

A committee from the Athletic Board appeared before the Board and presented plans for a proposed stadium to be constructed on the University campus by the Athletic Association, and requested that a portion of the wood lot be set aside for such purpose.

On motion, the Secretary was directed to inform the Athletic Board that the Trustees look with favor upon the building of the proposed stadium and will dedicate a portion of the wood lot for athletic purposes, provided the Athletic Board presents to the Trustees a matured financial plan, which the Board of Trustees can approve, for the payment of the construction of said proposed stadium.

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The President presented a new form of diploma with the recommendation that the same be approved and authorized for the coming commencement.

The recommendation of the President was agreed to.

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The President presented the following items for consideration and action:

1. As recommended by the University Faculty, the following named persons were granted the degrees indicated, as of the Class of 1916:

- Philip Darlington Parkinson, Bachelor of Science in Agriculture.
- Edgar Collins Bain, B. Sc. in Chem., Eng., Master of Science.
- Edward Frederick Gerish, B. A., Master of Arts.

2. In accordance with the recommendation of the President, the following action was taken concerning the salary budget:

That in all cases where salaries are provided in the budget for positions, and appointments are made at a later date, if any balance remains to the credit of any such position, the same shall be cancelled; and in cases where either the appropriation is not sufficient to meet an appointment, or the person appointed is not the one named in the budget, then the original appropriation shall be cancelled, and the exact amount necessary to meet the required salary shall be appropriated at the time the appointment is made.

This action shall be in effect for all changes and appointments made on the 1916-1917 budget.

3. Upon the recommendation of the President, the following resignations were accepted:

George W. Eckelberry, Assistant in the Department of Economics and Sociology, effective February 1, 1917. The balance of \$350.00 remaining in the salary appropriation was cancelled.

Miss Agnes Brady, Assistant in the Department of Home Economics, effective February 1, 1917. The balance of \$375.00 remaining in the salary appropriation was cancelled.

Joseph P. Hershberger, County Agricultural Agent, Highland County, effective January 10, 1917.

W. E. Dapp, Interne at St. Francis Hospital, effective February 1, 1917. The balance of \$10.00 in the salary appropriation was cancelled.

N. L. Burrell, Assistant in the Department of Anatomy, effective February 1, 1917. The balance of \$125.00 remaining in the salary appropriation was cancelled.

Miss Helen Zeller, Inventory Clerk, effective November 30, 1916. The balance of \$700.00 remaining in the salary appropriation was cancelled.

Willis Fichtelman, Deliveryman, Stores and Receiving Department, effective October 1, 1916. The balance of \$495.00 in this appropriation was cancelled.

Georgia Johnson, Housekeeper, Nurses' Home, effective December 12, 1916.

John E. Snodgrass, Janitor, effective February 9, 1917. The balance of \$296.06 in the salary appropriation was cancelled.

Miss Faye Warden, Stenographer, College of Medicine, effective February 15, 1917. The balance of \$550.00 remaining in the appropriation for this salary was cancelled.

C. J. Leckliter, Laborer, Division of Operation and Maintenance, effective December 31, 1916. The balance of \$330.00 remaining in this appropriation was cancelled.

Jerry Wright, Technician, Department of Pathology, effective January 1, 1917. The balance of \$200.00 remaining in this appropriation was cancelled.

4. The President reported that the services of the following named persons have been discontinued, and the same was approved:

Harry I. Spear, Student Assistant in the Department of Bacteriology, effective December 1, 1916. The balance of \$175.00 remaining in this appropriation was cancelled.

F. M. Ford, Teamster, Division of Farm Operations, effective August 8, 1916. The balance in the appropriation of \$599.50 was cancelled.

5. The President reported for record that O. E. Sigler served as laundryman from November 14 to December 18, 1916, at a salary of \$50.00 per month. The balance remaining in the salary appropriation of \$342.30 was cancelled.

6. Upon the recommendation of the President, the following appointments were made, and the necessary amounts were appropriated to meet the salaries:

Wilbur Stout was appointed Instructor in the Department of Ceramic Engineering, at a salary of \$100.00 per month, effective January 1, 1917, and \$600.00 was appropriated to meet this salary.

Perry D. Helser was appointed Student Assistant in the Department of Ceramic Engineering, at a salary of \$10.00 per month, and \$50.00 was appropriated to meet this salary.

Dr. Raymond C. Osburn was appointed Professor of Zoology and Head of the Department of Zoology and Entomology, at a salary of \$3,250.00, to become effective July 1, 1917. /

Miss Ellen Miller was appointed Assistant in Home Economics, vice Miss Brady, resigned, at a salary of \$75.00 per month, effective February 1, 1917, and \$375.00 was appropriated to cover this salary.

Miss Laura Neal was appointed Assistant in Home Economics, at a salary of \$40.00 per month, effective February 1, 1917, and \$200.00 was appropriated for this salary.

Hermann C. Miller was appointed Assistant in the Department of Economics and Sociology, at a salary of \$450.00 per annum, effective February 1, 1917, and \$225.00 was appropriated to meet this salary.

Guy Conrey was appointed Instructor in Soils, effective April 1, 1917, with a salary of \$775.00, payable in three installments, from the current budget, his salary to be \$1,000.00 per year after July 1, 1917, with the provision that he will continue the work in soils during July and August without additional salary. An appropriation of \$775.00 was made to meet this appointment.

W. L. Beach was appointed Student Assistant in the Department of Anatomy, vice N. L. Burrell, resigned, at a salary of \$25.00 per month, effective February 1, 1917, and \$125.00 was appropriated for this salary.

W. C. Rohleder, A. R. Spindler and D. L. Welday were appointed Student Assistants in the Department of Anatomy, at a salary of \$100.00 each, effective February 1, 1917, and \$300.00 was appropriated to cover these appointments.

W. R. Wheelock was appointed County Agricultural Agent, Trumbull County, vice M. O. Bugby, resigned, at a salary of \$1,800.00 per year, effective January 6, 1917, said salary to be divided as follows: \$1,200.00 from Smith-Lever funds and \$600.00 from States Relation Service, U. S. Department of Agriculture; also an allowance of \$400.00 per annum for the maintenance of an automobile.

Thomas B. Foster was appointed County Agricultural Agent, Highland County, vice Joseph P. Hershberger, resigned, at a salary of \$2,000.00 per annum, \$300.00 to be paid from funds deposited in the State Treasury by the Auditor of Highland County to the credit of the Agricultural Extension fund and \$1,700.00 from Smith-Lever funds; also an allowance of \$400.00 per annum to apply on the maintenance of an automobile, effective March 1, 1917.

L. P. Beechy was appointed Extension Specialist in Veterinary Science, with academic rank of assistant professor, at a salary of \$2,400.00 per annum, effective February 1, 1917, \$1,800.00 to be paid by the Bureau of Animal Industry, U. S. Department of Agriculture, and \$600.00 from Smith-Lever funds; also an allowance of \$400.00 per annum to cover the cost of all transportation, automobile and otherwise, in going to and from and about in the Springfield and Newark hog cholera areas.

Robert E. Pfeiffer was continued as Instructor in the Department of Economics and Sociology, for the second semester, at a salary of \$200.00, which amount was appropriated to meet this salary.

W. M. Skipp was appointed Technician in the Department of Pathology, vice Jerry Wright, resigned, at a salary of \$25.00 per month, effective February 1, 1917, and \$125.00 was appropriated for this salary.

Miss Ethel M. Schaeffer was appointed Student Nurse in the Training School for Nurses, Homeopathic Hospital, effective November 20, 1916, compensation to be \$50.00 per year and maintenance for the first year, and \$75.00 per year and maintenance for the second and third years, and \$30.71 was appropriated to cover this salary for the first year.

Miss Leota Fisher was appointed Student Nurse in the Training School for Nurses, Homeopathic Hospital, effective November 23, 1916, compensation to be \$50.00 per year and maintenance for the first year, and \$75.00 per year and maintenance for the second and third years, and \$30.29 was appropriated to cover this salary for the first year.

The following named persons were appointed, subject to the probationary period of ninety days, as provided in Section 486-13 of the Civil Service Law:

Miss Esther P. Morrow, Clerk, Business Manager's office, at a salary of \$50.00 per month, effective December 12, 1916, and \$332.69 was appropriated to meet this salary.

Miss Alice A. Moran, Stenographer, Dairy Department, at a salary of \$50.00 per month, effective December 11, 1916, and \$334.61 was appropriated to meet this salary.

Miss M. Helen Pugh, Stenographer, Shops Building, at a salary of \$50.00 per month, effective December 1, 1916, and \$350.00 was appropriated to meet this salary.

E. I. Martin, Carpenter, Division of Operation and Maintenance, at a salary of \$91.66 per month, effective November 27, 1916, and \$652.42 was appropriated for this salary.

William Board, Laborer, Division of Operation and Maintenance, vice C. J. Leckliter, resigned, at a salary of \$55.00 per month, effective January 1, 1917, and \$330.00 was appropriated to cover this salary.

Mrs. Eliza Monnett, Janitress, Homeopathic Hospital, at a salary of \$37.50 per month, effective January 11, 1917, and \$213.46 was appropriated for this salary.

Lillian Monnett, Janitress, Homeopathic Hospital, at a salary of \$37.50 per month, effective January 12, 1917, and \$212.02 was appropriated for this salary.

John R. Butler, Janitor, Homeopathic Hospital, at a salary of \$55.00 per month, effective January 17, 1917, and \$302.50 was appropriated to meet this salary.

J. K. Billingsley, Laborer, Division of Farm Operations, at a salary of \$52.00 per month, effective November 1, 1916, and \$416.00 was appropriated for this salary.

Frank Leezer, Laundryman, at a salary of \$50.00 per month, effective February 1, 1917, and \$250.00 was appropriated to meet this salary. The balance of \$92.30 remaining in the original appropriation was cancelled.

7. Upon the recommendation of the President, the leave of absence granted to Professor F. A. Ray was extended through the second semester, and the balance remaining in the appropriation for his salary was cancelled.

8. Upon the recommendation of the President, the following changes in salary were authorized:

The salary of Miss Vera McCoy, Instructor in the Department of Bacteriology, was increased by \$150.00, making her salary \$1,250.00 for the year, effective January 1, 1917, but this increase shall not

establish a precedent. An appropriation of \$150.00 was made to cover the above increase.

The salary of Miss Blanche Wilson, Stenographer, was increased from \$660.00 per annum to \$780.00, effective January 1, 1917, said increase to be paid from Smith-Lever funds and charged to Project No. 4.

The salary of S. J. Schilling, Assistant in the Department of Bacteriology, was increased from \$30.00 to \$55.00 per month, effective January 1, 1917, and \$150.00 was appropriated to meet this increase.

It was agreed that T. O. Farmer, Assistant in the Department of Electrical Engineering, should decrease the amount of service rendered to the University, and that his salary be decreased from \$75.00 per month to \$60.00 per month, effective February 1, 1917, the balance remaining in the appropriation to be cancelled.

It was also agreed to continue A. F. Puchstein as part time Assistant in the Department of Electrical Engineering, at a salary of \$15.00 per month, and \$75.00 was appropriated for this salary.

9. Upon the recommendation of the President, E. George was transferred from the position of laborer to the position of crane helper, Division of Operation and Maintenance, and J. Fredo was transferred from the position of crane helper to the position of laborer, effective February 1, 1917, the salary of E. George to be \$690.00 per year and that of J. Fredo \$660.00 per year, provided in the budget.

10. Upon the recommendation of the President, the compensation of Alfred R. Barrington, in charge of the glee clubs, baccalaureate rehearsals and service, and the Choral Union, was authorized to be paid from the appropriation for Commencement Expense, and \$500.00 was assigned for this purpose.

11. Upon the recommendation of the President, the remuneration of the non-commissioned officers detailed from the Army to this institution was fixed at the rate of \$12.50 per month while on duty at the University, and the following named persons so detailed are to be paid accordingly:

Sergeant George Armstrong, effective December 5, 1916.

Sergeant John S. Peters, effective December 5, 1916.

Sergeant Andrew Clark, effective December 9, 1916.

Sergeant A. J. Merrill, effective December 20, 1916.

Sergeant J. F. Madden, effective December 20, 1916.

An appropriation of \$410.41 was made to cover the above salaries until June 30, 1917.

In the case of John F. Madden, formerly Clerk in the Department of Military Science and Tactics, and transferred from the retired to the active list and detailed for service at the University, the balance of \$360.00 remaining in the appropriation for his salary was cancelled.

12. The appropriation of \$1,000 for an assistant professor in the Department of Ceramic Engineering was cancelled.

13. Upon the recommendation of the President, the following appropriations were made from unappropriated funds:

\$300.00 for the Department of Metallurgy for installing an electric furnace.

\$250.00 for the Department of Psychology—additional current expense.

\$300.00 for the Dean's office, College of Agriculture—additional current expense.

\$100.00 for the Department of Art—additional current expense.

\$700.00 for the completion of the Liquid Air Plant.

\$140.00 for a dissolving view lantern, to be placed permanently in the auditorium of the Home Economics Building under the control of Dean Vivian.

Two model C. Balopticons arranged with 1000 Watt Mazda Lamp at \$52.50 each.....\$105.00
One Iris Dissolver..... 15.00
Two extra 1000 Watt Lamps for use in case of accident.. 20.00
\$100.00 for Department of Physics—student help.

14. The appropriation of \$300.00 for a graduate assistant in the Department of Physics was cancelled.

15. Upon the recommendation of the President, the fees for the Freshman year in the College of Dentistry were made \$100.00 with the usual freshman year laboratory deposits, to become effective in September 1917.

16. Upon the recommendation of the President, the fees of Clair Kellogg were remitted for the first semester of last year. Mr. Kellogg, among others, received his scholarship too late to take care of the fees of the first semester last year, and through some mistake his name was not on the list of names certified to the Secretary's office for remission of fees.

17. Upon the recommendation of the President, the present method of awarding the scholarships for the Three Year Short Course was abandoned, and the President and the Dean of the College of Agriculture were appointed to take up the matter and report to the Board of Trustees at a later meeting.

18. In accordance with the recommendation of the President, he was authorized to appoint one delegate to represent the University at the meetings in connection with the North Central Association of Colleges and Secondary Schools to be held at St. Louis, Missouri, the week of March 19 to 26, 1917, with the usual allowance for expenses.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JULIUS F. STONE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, APRIL 3, 1917.

9 A. M.

The Board of Trustees met at the University, in accordance with the rules.

Present: Benj. F. McCann, John F. Cunningham, O. E. Bradfute, John Kaiser, Guy W. Mallon and Charles F. Kettering of Dayton, Ohio, appointed by Governor Cox on March 21, 1917, to be a Trustee of the Ohio State University, for the term ending May 13, 1923, succeeding Mr. Julius F. Stone whose original term expired May 13, 1916. Mr. Stone was reappointed by Governor Willis and served as a recess appointee from May 13, 1916, until March 21, 1917.

* * * * *

On motion, Mr. Benj. F. McCann, Vice-Chairman, was elected Chairman of the Board to succeed Mr. Stone, and Mr. John F. Cunningham was elected Vice-Chairman, in place of Mr. McCann, to hold office for the remainder of the year 1916-1917.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute said deeds:

Application No. 1641-1251 of G. A. L. Markwith and Anna A. Markwith for 61.86 acres of land in Survey No. 12345, in Hardin County.

Application No. 1642-1252 of George W. and Myrtle Post for 102.75 acres of land in Survey No. 10037, in Hardin County.

Application No. 1643-1253 of Henry Koons for 204 acres of land in Survey No. 10037, in Hardin County.

Application No. 1644-1254 of Thomas Kearse for 151.29 acres of land in Survey No. 12345, in Hardin County.

Application No. 1645-1255 of Henry Albert for 115.59 acres of land in Survey No. 10037, in Hardin County.

Application No. 1646-1256 of Mary Montgomery et al for 102.50 acres of land in Survey No. 10037, in Hardin County.

Application No. 1647-1257 of Jacob C. Morris for 89.73 acres of land in Survey No. 12345, in Hardin County.

Application No. 1648-1258 of James Williams for 70.06 acres of land in Survey No. 12345, in Hardin County.

Application No. 1649-1259 of William M. Hampton for 51.10 acres of land in Survey No. 12345, in Hardin County.

Application No. 1650-1260 of S. T. Powell for 50 acres of land in Survey No. 10037, in Hardin County.

Application No. 1651-1261 of Jacob F. and Mabel Carmean for 53 acres of land in Survey No. 10037, in Hardin County.

Application No. 1652-1262 of Harry Albert for 41 acres of land in Survey No. 10037, in Hardin County.

Application No. 1653-1263 of Ory C. Bacon for 40 acres of land in Survey No. 10037, in Hardin County.

Application No. 1654-1264 of William Schindewolf and Elizabeth Schindewolf for 40 acres of land in Survey No. 10037, in Hardin County.

Application No. 1655-1265 of George and Kate M. Parish for 37.95 acres of land in Survey No. 12345, in Hardin County.

Application No. 1656-1266 of Frank and Tracey Herman for 20 acres of land in Survey No. 10037, in Hardin County.

Application No. 1657-1267 of Margaret Wittibslager et al for 22 acres of land in Survey No. 12345, in Hardin County.

Application No. 1658-1268 of Ida B. Bell for 80.31 acres of land in Survey No. 12345, in Hardin County.

Application No. 1659-1269 of Robert C. and Lawrence B. Rosebrook for 69.75 acres of land in Survey No. 14912, in Union County.

Application No. 1660-1270 of John Malcolm Lawrence for 102.55 acres of land in Survey No. 10037, in Hardin County.

Application No. 1661-1271 of Alice Hall for 367.49 acres of land—261 acres in Survey No. 15578, 94.12 acres in Survey No. 15259 and 12.37 acres in Survey Nos. 15353-15383, in Scioto County.

Application No. 1662-1272 of William M. Hickok, for 100.50 acres of land in Survey No. 13592, in Union County.

Application No. 1663-1273 of Martha A. Bowman for 56.13 acres of land in Survey No. 1645, in Brown County.

Application No. 1664-1274 of Charles Bales for 9.75 acres of land in Survey No. 11031, in Madison County.

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The Secretary read the minutes of the Cabinet from February 27, 1917, to March 29, 1917, inclusive, and, on motion, the minutes were accepted and the actions of the Cabinet approved.

* * * * *

Upon the recommendation of Captain Cope, the Secretary was directed to cancel on the records the deed issued in the name of Henry Saddler, February 21, 1917, said land having been conveyed to one

Alice Hall on March 2, 1917, by said Henry Saddler before the above deed had been delivered to him. The deed is recorded in Vol. 8, pp. 108-110 in the University Record of Deeds.

* * * * *

The Secretary presented a report from the University Architect covering extras on the contract of The Huffman-Conklin Company, in the amount of \$138.00 on the Homeopathic Hospital Building and \$1,789.00 on the Shops Building.

On motion, the above extras were approved and payment authorized.

* * * * *

The Secretary reported that upon the recommendation of the University Architect, payment of final estimates had been made to The Huffman-Conklin Company, contractors for Heating, Ventilating, Plumbing, Gas Fitting and Sewer, on the following buildings: Shops Building, \$2,800.00; Home Economics Building, \$1,378.00; Homeopathic Hospital Building, \$1,160.10.

On motion, the action of the Secretary was approved.

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An appropriation of \$850.00 was made from unappropriated funds for the completion of the experimental kiln for the Department of Ceramic Engineering.

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The President presented the following letter to be sent to the President of the United States, and, on motion, said letter was approved and ordered sent:

“April 3, 1917.

“Honorable Woodrow Wilson,
“The White House,
Washington, D. C.

“Mr. President:

“By authority of the Faculty of the Ohio State University in session April second, and of the Trustees in session April third, I have the high privilege of assuring you of their recognition of the lofty ideals and the patriotism actuating you in the present crisis; of their unswerving faith in your integrity of purpose and of the righteousness of your stand for humanity and for political freedom of all nations, including the people of Germany.

“The Faculty and Trustees pledge you their loyal support in your leadership. The resources of the University in scientific and research laboratories and in men will be at your command. They will count it great joy under your

leadership to serve the cause of humanity and to aid in ushering in the day when government by treachery will be impossible, when autocracy shall be supplanted by a rule of the people, when diplomacy will be synonymous with truth and honor, and when righteousness shall be the foundation of government and the maintenance of justice the object of its administration.

"Be assured, Mr. President, of the loyal support of the Ohio State University. You have our hearts, our hopes and our prayers.

"With great respect,

"(Signed) W. O Thompson."

* * * * *

The President submitted the following minute which was adopted:

First: That the action of the Faculty of the College of Engineering taken March 6th, and approved by the University Faculty, be approved and the resolution adopted as follows:

Be it Resolved, that the Faculty of the College of Engineering of the Ohio State University communicate with the Council of National Defense, the Advisory Commission of that Council, and with the National Academy of Science and offer its services, in so far as its present duties and responsibilities permit, in industrial research for the United States Government, and that a copy of this resolution be sent to the President of the United States.

Second: That the report of the Graduate School submitted to the University Faculty March 8th be approved and the resolution adopted as follows:

That the President of the University be authorized to appoint a research committee which shall consist (1) of representatives selected from among the members of the instructional force engaged in scientific investigation, (2) of one or more alumni, (3) of at least one member selected from the Board of Trustees, and (4) of the President of the University who shall be chairman of the committee ex-officio.

It shall be the function of this committee to cooperate with the National Research Committee in the manner as outlined under the statement of "The Objects of the National Research Council."

Third: That the Board of Trustees hereby place at the service of the United States any and all facilities of men and of laboratories that may be utilized in the interest of national defense.

Fourth: That the Trustees hereby authorize the President of the University in his discretion to grant leave of absence for men in service of national defense, or to assign men, together with any University resources to service upon problems of national defense in the University laboratories as may be desired by the Government.

Fifth: That the Board of Trustees recommend to the University Faculty suitable provision for the graduation of any students whose services may be accepted by the Government in the present crisis.

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The Trustees now took up for consideration the location of the Woman's Building, Power House, Athletic Field and Stadium, Military Field, Addition to Chemistry Building, and Tennis Courts for the Athletic Department. Definite action on the locations was deferred until the afternoon meeting.

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The Trustees recessed to make an inspection of the sites proposed for the above buildings and of the Hess tract and Kautz tract of land.

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After luncheon the Board convened with the same members present as at the morning session.

The President reported that the legislature had made an appropriation of \$55,000.00 for the purchase of the Hess tract of land, and the Secretary was directed to communicate at once with the owners of said land, advising them that the University will be ready to make the purchase on July 1, 1917.

The President also reported that he held an option on the Kautz tract of land—20 acres, including brick house and other building improvements, east of the Flenniken Pike, connecting the Sells tract with the University farm proper, in the amount of \$25,000.00.

The President and Secretary were directed to arrange at once for closing up this purchase and report to the Board of Trustees at its next meeting. It was agreed that the payment of this land should be made from the interest on the endowment fund.

* * * * *

Dean Vivian was called before the Board to confer on the proposed location of the stadium, power house, armory and drill field on the farm land lying between Neil Avenue and the river and Woodruff Avenue and the sewer.

It was agreed in the conference that all live stock should be housed eventually west of the river, on the high land along Lane Avenue, and the University Architect was directed to confer with the Dean of the College of Agriculture and prepare a layout of live stock buildings needed for said College, this layout to be presented to the Board of Trustees at a future meeting for approval.

The plans as prepared by the University Architect for a Sheep and Swine Building, to be placed in the above mentioned group, were

approved, the location of said building being deferred until the general plan is approved.

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The President, Dr. McCampbell and the Secretary were appointed a committee to confer with the City Council in regard to the contagious hospital authorized by the legislature.

The above committee was also directed to investigate the matter of location of the juvenile research laboratory provided for in the appropriation bill in the recent session of the legislature.

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Upon the recommendation of the President, the President and Dean White were directed to purchase a team of horses for campus use, this team to be under the direct control of the Business Manager and maintained by the Division of Farm Operations, the purchase price to be paid from the appropriation for live stock.

* * * * *

Mr. Bradfute, Mr. McCann and Mr. Cunningham were appointed a special committee to consult with the Dean of the College of Agriculture in regard to the presentation of a definite plan for the purchase, breeding and selling of live stock, with instructions to report back to the Board.

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Dr. Carl D. Hoy appeared before the Board to make a statement concerning the recommendation of the Dean of the College of Medicine, that his services be terminated on March 1, 1917.

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On motion, the Woman's Building was located on Neil Avenue on a site north of Oxley Hall and west of the Observatory.

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The University Architect was directed to prepare plans for an addition to the Chemistry Building, said plans to cover the basement and first floor and a temporary roof, and to include an addition to the present storeroom wing. This addition to be located north of and connected through the stores to the present building.

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On motion, the Power House was located on a site west of Neil Avenue in the space between the Veterinary Laboratory and the Veterinary Clinic Building, as shown on the sketch plan presented by the Architect.

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In regard to the location of the Stadium and Military Field the following resolution was adopted:

Resolved, That the Board of Trustees approve the general plan presented by the Architect, looking to the setting aside of approximately ninety acres of land east of the Olen-tangy River and west of the Agricultural Buildings for athletic and military purposes, said resolution shall become effective when the Athletic Association shall have presented a satisfactory method of financing the proposed stadium and when the Trustees shall be assured of an adequate provision for the College of Agriculture, and

Be It Further Resolved, That the action of the Trustees taken on February 21, 1917, on the proposal to locate the stadium in the wood lot in the northeast portion of the campus be rescinded.

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An appropriation of \$1,300.00 was made for the construction of thirteen tennis courts south of Woodruff Avenue and east of the Shops Building.

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The President presented a request from the Department of Animal Husbandry to purchase a Percheron stallion for the sum of \$2,500.00.

On motion, this request was referred to a committee, consisting of Mr. McCann, Mr. Cunningham and Mr. Bradfute.

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Thereupon the Board recessed for dinner.

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8:30 P. M.

The Board reassembled with the following members present:

Benj. F. McCann, Chairman; Guy W. Mallon, O. E. Bradfute and John Kaiser.

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The President presented the following items for consideration and action:

1. In accordance with the recommendation of the University Faculty, Lawrence Milne Putney was granted the degree of Doctor of Veterinary Medicine as of the Class of 1916.

2. Upon the recommendation of the President, the following resignations were accepted:

E. H. Ryan, Interne at Protestant Hospital, effective February 2, 1917. The balance of \$10.00 remaining in the appropriation for this salary was cancelled.

H. R. Penton, Assistant in the Department of Horticulture, effective February 28, 1917. The balance of \$240.00 in this appropriation was cancelled.

Miss Amy C. Crane, Library Assistant, effective March 31, 1917. The balance of \$150.00 in this appropriation was cancelled.

Robert M. Sanford, Graduate Assistant in the Department of Chemistry, effective March 10, 1917. The balance of \$110.00 in the appropriation for this salary was cancelled.

L. B. Hoisington, Laboratory Assistant in the Department of Psychology, effective March 1, 1917. The balance of \$160.00 in this appropriation was cancelled.

William H. Caine, House Physician, Homeopathic Hospital, effective December 11, 1917. The balance of \$140.00 in this appropriation was cancelled.

Miss Lulu M. Shepherd, Stenographer, effective March 19, 1917. The balance of \$169.23 remaining in this salary appropriation was cancelled.

W. G. Weygandt, Janitor, effective October 31, 1916. The balance of \$460.00 in this appropriation was cancelled.

Coit Clements, Helper, Stores and Receiving Department, effective March 1, 1917. The balance of \$400.00 in this appropriation was cancelled.

Mrs. Stella Rohr, Janitress, effective March 5, 1917. The balance of \$143.75 remaining in the appropriation for this salary was cancelled.

W. L. Clevenger, Assistant Professor of Dairying, effective March 31, 1917. The balance of \$425.00 remaining in the appropriation was cancelled.

Ray Sims, Chief Draftsman, University Architect's office, effective April 15, 1917. The balance of \$312.50 in this appropriation was cancelled.

3. The President reported that the following persons had returned from the Border and resumed their work at the University:

Theodore F. Kotz, Instructor in the Department of German, has resumed his work, and the services of Siegmund Muller who was appointed temporary instructor during the absence of Mr. Kotz, have been discontinued, effective April 1, 1917. The balance of \$240.00 in the appropriation for the salary of Mr. Kotz was cancelled, and \$200.00 was appropriated to cover the salary of Mr. Muller from February 1 to March 31, 1917.

R. L. Mundhenk, Instructor in the Department of Veterinary Medicine, has also resumed his work, effective March 5, 1917. The balance of \$110.00 remaining in the appropriation for this salary was cancelled. The services of R. E. Rebrassier, appointed temporary assistant during the absence of Mr. Mundhenk, are to be continued until the end of the present year, and \$500.00 was appropriated to meet this salary for the second semester.

Dr. E. J. Gordon, Instructor in the Department of Medicine, has also returned to service, effective April 1, 1917, and the balance of \$200.00 in this appropriation was cancelled.

4. Upon the recommendation of the President, the following appointments were made:

Miss Helen Elizabeth Sells was appointed Library Assistant, vice Miss Crane, resigned, at a salary of \$50.00 per month, effective April 1, 1917. An appropriation of \$150.00 was made to cover this salary.

William Lyman Fox was appointed Student Interne in the Homeopathic Hospital, vice W. H. Caine, resigned, effective December 11, 1916. Compensation, room and maintenance.

Frederick H. McMillen was appointed temporary Assistant in Agricultural Education, Department of School Administration, effective March 1, 1917, at a salary of \$180.00 for the remainder of the year, and \$180.00 was appropriated to meet this salary.

Dr. Edward C. Ludwig was appointed resident physician and surgeon, Protestant Hospital, with the rank of assistant in surgery, at a salary of \$100.00 per month, effective March 15, 1917, and \$350.00 was appropriated to meet this salary.

Chauncey N. Waterman, Jr., was appointed Student Assistant in the Department of Psychology, vice L. B. Hoisington, resigned, effective March 15, 1917, at a salary of \$125.00 for the remainder of the year, and \$125.00 was appropriated to meet this salary.

Walter J. King was appointed Graduate Assistant in the Department of Chemistry, vice Robert M. Sanford, resigned, effective March 10, 1917, at a salary of \$30.00 per month, and \$110.00 was appropriated to meet this salary.

Upon the recommendation of the President, the following internes were appointed for the year 1917-1918, at a salary of \$20.00 each per year, effective July 1, 1917, said appointments being made with the understanding that they are contingent upon the successful graduation of the students named:

<i>St. Francis Hospital</i>	<i>Protestant Hospital</i>
Gail Knoer Butt	Roll Harrison Markwith
John Rush Warren	Walter Edwin Duffee
Damon Ambrose Crist	Walter Waldo Beck

Miss Lois Ruth Campbell and Miss Mary Elizabeth Ferguson were appointed graduate teacher nurses in the University Homeopathic Hospital, at a salary of \$600.00 per annum each, effective March 22 and March 10, 1917, respectively, and \$165.00 was appropriated for the salary of Miss Campbell and \$185.00 for the salary of Miss Ferguson.

The following appointments were made subject to the probationary period of ninety days, as provided in Section 486-13 of the Civil Service Law:

Mrs. Blanche L. Clark was appointed Stenographer, vice Miss Lulu M. Shepherd, at a salary of \$50.00 per month, effective March 19, 1917, and \$173.08 was appropriated to meet this salary.

Mrs. Lydia Dawson was appointed Janitress at the Homeopathic Hospital, vice Stella Rohr, resigned, effective March 10, 1917, at a salary of \$37.50 per month, and \$140.00 was appropriated for this salary.

S. J. Green was appointed Laborer in the Department of Animal Husbandry, effective March 1, 1917, at a salary of \$50.00 per month, and \$200.00 was appropriated to cover this salary.

Miss Harriet H. Wylie was appointed Stenographer, College of Medicine, vice Miss Faye Warden, resigned, effective March 1, 1917, at a salary of \$60.00 per month, and \$240.00 was appropriated to meet this salary.

Miss Carrie L. Beach was appointed Stenographer in the Department of Agricultural Extension, at a salary of \$50.00 per month, effective March 21, 1917, salary to be paid from Smith-Lever funds, Project No. 4.

Miss Gertrude F. Klein was appointed Stenographer in the Department of Agricultural Extension, at a salary of \$50.00 per month, effective March 22, 1917, salary to be paid from State funds, not off-setting, Project No. 9.

Miss Lucile F. Hastings, was appointed Stenographer in the Department of Agricultural Extension, at a salary of \$50.00 per month, effective April 2, 1917, to be paid from Smith-Lever funds, Project No. 4.

5. The following transfers were approved:

E. Long was transferred from the position of Laborer, Department of Buildings and Grounds, to the position of Janitor, half time at Botany Building and half time at Horticulture Building, effective February 10, 1917, to take the place of J. E. Snodgrass, resigned, at a salary of \$690.00 per year, and \$270.25 was cancelled in the Department of Buildings and Grounds and a like amount appropriated in the Department of Janitors to meet this salary.

Mrs. Agnes McGrail was transferred from the position of Janitress to the position of Laundress, effective January 1, 1917, and \$225.00 was appropriated to cover this salary. The balance of \$225.00 remaining in the appropriation for Mrs. McGrail's salary as janitress was cancelled. The \$450.00 appropriated for a helper in the laundry was cancelled.

6. Upon the recommendation of the President, the following changes in salary were made:

A. F. Puchstein, part time Assistant in the Department of Electrical Engineering, was given an additional salary of \$40.00 per month for additional services rendered in research work in above department, effective February 1, 1917, and \$200.00 was appropriated to meet this increase.

The salary of W. B. Cockley, Professor of Law, was increased from \$2,750.00 to \$3,500.00 per annum, effective February 1, 1917, and \$375.00 was appropriated to meet this increase.

The salary of J. R. Remy, Laborer, Stores and Receiving Department, was increased from \$55.00 per month to \$65.00 per month, effective March 1, 1917, and \$40.00 was appropriated to meet this increase. (Salary paid from Rotary Fund).

The salary of William Ross Board, Laborer, Division of Operation and Maintenance, was increased from \$55.00 per month to \$65.00 per month, effective January 1, 1917, and \$60.00 was appropriated to cover this increase.

7. Upon the recommendation of the President, the minutes of the Board of Trustees for the year ended June 30, 1916, were ordered to be printed and bound in the usual manner.

8. Upon the recommendation of the President, the following resolution recommended by the Administrative Council was adopted:

"Resolved, That the expenses of the dean or some other representative of each college be paid to the annual meeting of the national association in which each college is most vitally interested."

9. In accordance with the above resolution, the President recommended that Miss Caroline M. Breyfogle, Dean of Women, be appointed to represent the University at the meeting of the Association of Collegiate Alumnae, to be held in Washington, D. C., April 5-7, 1917, with the usual allowance for expenses. This recommendation was approved.

10. Upon the recommendation of the President, Professor Charles F. Kelley, Head of the Department of Art, was authorized to attend the annual meeting of the College Art Association of America, to be held in Cincinnati, Ohio, April 5-7, 1917, with the usual allowance for expenses.

11. Upon the recommendation of the President, Carl E. Steeb, Business Manager, was authorized to attend the annual meeting of the Association of Business Officers of State Universities and Colleges of the Middle West, to be held at Minneapolis, Minnesota, May 11-12, 1917, with the usual allowance for expenses.

12. The President recommended that he be authorized to adjust the fees of students acting in good faith under the following paragraph, copied from the bulletin of 1914-1915 of the Starling-Ohio Medical College, which appears in the bulletins of the Colleges of Medicine, Homeopathic Medicine and Dentistry, and that the procedure be approved for this year and that said paragraph be stricken out hereafter:

"Fees for Special Students.

"Special students shall pay the incidental, material and other fees the same as regular students, if they take laboratory and clinical work. They shall pay tuition for the number of hours in proportion to the number of hours scheduled

in the curriculum. Payment of fees does not carry with it time credit."

The recommendation of the President was approved.

13. Upon the recommendation of the President, Walter T. Peirce, Assistant Professor in the Department of Romance Languages, was given leave of absence without salary for the academic year 1917-1918.

14. Upon the recommendation of the President, \$125.00 was appropriated to cover the cost of installing the machines in the Manual Training Department in the Shops Building.

15. Upon the recommendation of the President and of the Dean of the College of Medicine, it was agreed that medical students shall be required to provide themselves with microscopes of a make approved by the Dean of the College of Medicine, the purchase of which may be made through the University, either by purchase outright, or by the payment of a stated amount each semester, the microscope to remain the property of the University until the entire purchase price has been paid. This regulation to become effective the first semester of 1917-1918.

16. The President recommended that, pursuant to his letter of March 5, 1917, concerning Dr. Carl D. Hoy, the services of Dr. Hoy be discontinued on and after March 1, 1917, in accordance with his letter of that date to Dr. Hoy.

The recommendation of the President was approved.

The balance of \$80.00 remaining in the appropriation for this salary was cancelled.

17. The President presented the Budget for the Summer Session of 1917, in the amount of \$32,755.00, and the same was approved and adopted. \$7,350.00 was appropriated for this budget from the funds available for Personal Service for the year 1917-1918.

SUMMER SESSION BUDGET—1917

AGRICULTURAL CHEMISTRY

J. F. Lyman	Professor	\$ 420.00
F. J. Salter	Instructor	240.00

AMERICAN HISTORY

H. C. Hockett	Professor	500.00
A. M. Schlesinger	Assistant Professor.....	400.00

ANATOMY

F. L. Landacre	Professor	600.00
J. H. Warren	Instructor	360.00

ART

C. F. Kelley	Professor	500.00
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BACTERIOLOGY

Charles B. Morrey	Professor	550.00
Vera M. McCoy	Instructor	250.00

BOTANY

E. N. Transeau	Professor	500.00
W. G. Stover	Assistant Professor.....	340.00

CHEMISTRY

W. L. Evans	Professor	600.00
C. W. Foulk	Professor	500.00
C. E. Boord	Assistant Professor.....	360.00
H. L. Olin	Assistant Professor (½ time)	150.00
R. C. Hummell	Instructor	240.00
J. H. Young	Instructor	200.00
E. H. J. Balz	Assistant	140.00
G. Stegman	Assistant	140.00

COMPARATIVE LITERATURE AND LANGUAGE

G. M. Bolling	Professor (¼ time).....	150.00
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ECONOMICS AND SOCIOLOGY

O. C. Lockhart	Professor (¾ time).....	375.00
C. O. Ruggles	Professor (¾ time).....	375.00
C. E. Persons	Professor (¾ time).....	375.00
E. S. Todd	Professor (¾ time).....	375.00
F. S. Chapin	Professor (¾ time).....	300.00

ENGINEERING DRAWING

R. Meiklejohn	Assistant Professor.....	380.00
C. L. Svensen	Instructor	300.00
O. E. Williams	Assistant Professor.....	300.00

ENGLISH

W. L. Graves	Professor	450.00
G. H. McKnight	Professor (½ time).....	275.00
E. L. Beck	Assistant Professor.....	400.00
V. A. Ketcham	Assistant Professor.....	400.00
J. F. Schneider	Professor	500.00
J. F. Craig	Instructor	200.00
E. W. Wiley	Instructor	200.00

EUROPEAN HISTORY

E. H. McNeal	Professor (¾ time).....	175.00
C. Perkins	Professor	400.00
W. H. Allison	Professor	500.00

GERMAN

B. A. Eisenlohr	Professor	400.00
Ludwig Lewisohn	Assistant Professor.....	400.00
H. C. Keidel	Assistant Professor.....	360.00
S. T. Barrows	Assistant Professor (½ time).	150.00

GREEK

G. M. Bolling	Professor (¼ time).....	150.00
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HISTORY OF EDUCATION

L. F. Anderson	Professor	600.00
A. R. Mead	Associate Professor.....	450.00

JOURNALISM		
J. S. Myers	Professor	600.00
	Assistant	100.00
LATIN		
S. C. Derby	Professor ($\frac{1}{2}$ time).....	275.00
W. S. Elden	Professor	500.00
MANUAL TRAINING		
E. L. Usry	Professor	500.00
R. E. Smith	Assistant	200.00
MATHEMATICS		
H. W. Kuhn	Professor	500.00
S. E. Rasor	Professor	440.00
C. L. Arnold	Associate Professor ($\frac{1}{2}$ time).	200.00
MUSIC		
W. W. Campbell	Director	500.00
E. F. Hearn	Professor	250.00
PHYSIOLOGY		
A. M. Bleile	Professor	600.00
E. P. Durrant	Instructor	320.00
POLITICAL SCIENCE		
F. W. Coker	Professor ($\frac{3}{4}$ time).....	375.00
PRINCIPLES OF EDUCATION		
J. L. Clifton	Professor	400.00
PSYCHOLOGY		
G. F. Arps	Professor	600.00
A. P. Weiss	Assistant Professor.....	400.00
J. E. Evans	Instructor	360.00
J. W. Bridges	Instructor	360.00
C. W. Bock	Assistant	250.00
PHILOSOPHY		
J. A. Leighton	Professor	600.00
A. R. Chandler	Assistant Professor ($\frac{1}{2}$ time).	180.00
PHYSICAL EDUCATION		
L. W. St. John	Professor	250.00
J. W. Wilce	Professor	250.00
F. R. Castleman	Professor	250.00
Miss E. S. Moodie	225.00
A. W. Marsh	Instructor	300.00
G. M. Trautman	Instructor	80.00
Golden Boyer	Assistant	150.00
Selma Mesloh	Assistant	75.00
Mrs. A. C. Hunter	Pianist	85.00

PHYSICS

A. W. Smith	Assistant Professor.....	400.00
D. A. Woodbury	Instructor	260.00

ROMANCE LANGUAGES

C. A. Bruce	Professor	500.00
T. E. Hamilton	Assistant Professor.....	300.00
G. S. Chapin	Assistant Professor (½ time).	150.00
L. Cardon	Instructor	240.00

SCHOOL ADMINISTRATION

S. W. Brown	Professor	500.00
Harlan Updegraff	Professor (Univ. of Pa.)....	1,000.00
L. V. Koos	Assoc. Prof. (Univ. of Wash.)	500.00
W. M. Aiken	Assistant Professor.....	400.00

ZOOLOGY

W. M. Barrows	Assistant Professor.....	400.00
Mrs. Stehle	Assistant	250.00

Total for Salaries—Instruction..... \$31,005.00

ADMINISTRATION

M. B. Evans	Director	750.00
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Total for Salaries—Administration..... 750.00

CURRENT EXPENSE

Coburn Players.....	150.00
Mawson Pictures.....	50.00
Director Judd.....	75.00
Miss Weber.....	50.00
Convocation speakers (three).....	225.00
Entertainment, etc.....	200.00
Apparatus for Physical Education.....	75.00
Unappropriated	175.00

Total for Current Expense..... 1,000.00

Grand Total..... \$32,755.00

18. Upon the recommendation of the President, it was ordered that all unexpended balances in the department equipment fund on May 1, 1917, be cancelled, the amount then available to be expended under the recommendation of the President and the Administrative Council.

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The Secretary was directed to pay the bill of The William J. Burns Detective Agency, in the amount of \$394.18, for professional services, said payment to be made from the endowment fund.

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The President reported that since the last meeting of the Board of Trustees the Commissioners of Franklin County have ordered the construction of a new concrete bridge 336 feet long at Lane Avenue,

to replace a steel bridge 212 feet long now in use. The construction of this concrete bridge will necessitate the lengthening of the railroad bridge owned by the University from 212 feet to 336 feet.

The President reported further that request had been made of the legislature for an appropriation of \$75,000.00 to cover the cost of a new concrete wagon and railroad bridge to replace the present bridge, in accordance with the plans and estimates prepared by Professor Clyde T. Morris. This item was asked to be placed in the general sundry bill. The sundry bill failed of passage and will come up for consideration at the next session of the legislature.

* * * * *

The President presented a communication from Professor Henry C. Lord, requesting the University to allow the Government to install apparatus for carrying on experiments in soil evaporation in front of the Observatory, near the thermometer shelter, the expense of said installation to be borne by the United States Government.

On motion, said permission was granted as requested by Professor Lord.

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On motion, it was agreed that the schedule of fees to be charged to patients in the Homeopathic Hospital be referred to the President of the University with power.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JUNE 4, 1917.

9 A. M.

The Board of Trustees met at the University, in accordance with the rules.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, Guy W. Mallon, F. E. Pomerene, John Kaiser, John F. Cunningham and Charles F. Kettering.

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Upon the recommendation of the Faculty, it was ordered that the following degrees be conferred by the President of the University on Commencement Day, June 5, 1917:

DOCTOR OF PHILOSOPHY

Carl William Bock, B.A., M.A. (University of Missouri), Erwin Herbert Bohm, B.A., M.A., Jesse Erwin Day, B.A. (Miami University), M.A., Wilmer Charles Gangloff, B.A., M.A., Raymond Gregory, B.A., M.A. (Harvard University), Homer Denison Holler, B.Sc. (Denison University), M.A., Josiah Simpson Hughes, B.Sc., M.Sc. (Ohio Wesleyan University), Claude Perkins McNeil, B.Sc. (Wooster University), M.A., Edward Schmidt, B.A., M.A., Gebhard Stegeman, B.A. (Hope College), M.A., Robert Daniel Williams, B.A., M.A. (Princeton University).

MASTER OF ARTS

Eleanor Applegate, B.A. (Western College for Women), Rollo Clyde Baker, B.A., Elma Gertrude Baldwin, B.A., Lily Mary Batterham, B.Ped. (North Carolina Normal College), B.A., George Nicholas Baumiller, B.A., Harry Millard Beatty, B.A. (Ohio Wesleyan University), Charles Russell Bennett, B.Sc. (Otterbein College), Marjorie Lucile Brown, B.A., Charles Henderson Detling, B.A. (Miami University), Paul Turnley Dolley, B.A. (McKendree College), Cornelius Ozroe Edington, B.A. (Antioch College), Ethel Ewing, B.A., Luella Sara Goode, B.A. (Miami University), George Otto Grady, B.Sc. (Ohio Wesleyan University), Homer Carrell Haddox, B.A., Ralph Hathaway, B.Ph. (Heidelberg University), Harry Edwin Jaques, B.Sc. (Iowa Wesleyan University), William Mason Jay, B.A. (Defiance College), Charles Henry Keck, B.A., Walker James King, B.A., Raymond Ellwood Lamborn, B.A., Bliss Magly, B.A., LL.B., Anthony Marino, B.A., B.Sc. in Education, Valerie Maude Martin, B.Sc. in Education, Eugene Paul Metour, B.esL (Montpelier University, France), Hermann Clinton Miller, B.A., Frederick Wall Moore, B. A. (Wooster University), John Gregory Moskoffian, B.Sc. in Education (Ohio University), Mildred Myers, B.A. (Wittenberg College), Walter David Niswander, B.Ph., B.Ped. (Ohio Northern University), James Edward Pollard, B.A., Jeanette Chase Reamer, B.A., Alice Louise Ride-nour, B.A., Rogers D. Rusk, B.Sc. (Ohio Wesleyan University), Adolph Judah Schneeweiss, B.A., Randolph Foster Sellers, B.Sc. (Berea College), John Clyde Shreve, B.Ped. (West Virginia Wesleyan University), Ethel Marie Smith, B.A., Albert Doyle St. Clair, B.A., Robert D. Stratton, B.A. (Miami University), Glenn O'Hara Swing, B.A., Elsa Tway, B.A., James Theobald Weber, B.A. (Ohio Wesleyan University), Earl Wellington Wiley, B.A. (Dartmouth College), Carrie Elizabeth Wolfe, B.A., William Donald Wolfe, B.A. (Marietta College), Clara Worcester, B.Sc. in Home Economics.

MASTER OF SCIENCE

Edward Everett Hale Boyer, B.Sc. (Massachusetts Agricultural College), Yin Hen Chang, B.Sc. (Nanyang University, China), Kirby Lee Cockerham, B.Sc. (Mississippi Agricultural and Mechanical College), John E. Eckert, B.Sc., Daniel LeRoy Ferguson, B.Sc. in

Agriculture, Fontaine Ryon Henninger, B.Ch.E., Goey Park Jung, B.Sc. in Agriculture, William Henry Lapp, B.Sc. in Agriculture, Melvin Guy Mellon, B.Sc. (Allegheny College), Lowell Haines Milligan, B.Ch.E., Francis Lewis Morison, B.Sc. in Agriculture, Harry Wayne Palmer, B.Sc. in Agriculture, Harold Everett Peebles, B.Sc. in Horticulture, Phil Everett Richards, B.Sc. in Agriculture (State University of Kentucky), Leo Leavitt Rummell, B.Sc. in Agriculture, Henry William Schuer, B.Sc. in Agriculture, Jerry Hall Service, B.Sc. (Rose Polytechnic Institute), Earle Campbelle Sleeth, B.Sc. in Agriculture (University of Nebraska), Marion Russell Smith, B.Sc. (Clemson College), Louis Agassiz Stearns, B.A. (Ohio Wesleyan University), Tom Candy Stone, B.Sc. (University of Illinois), John Walter Taylor, B.Sc. (New Hampshire State University), Otis Wade, B.Sc. (Ohio Northern University).

MASTER OF SCIENCE IN PUBLIC HEALTH

Forrest Edward Deeds, B.A., Karl Fred Schmidt, B.Sc. in Pharmacy, Jacob R. Wiggers.

BACHELOR OF SCIENCE IN AGRICULTURE

Jacob Roy Allgyer, Ralph Hugh Anderson, Yervant Boghos Azherian, Alexander Major Bain, Allen Langdon Baker, Dwight Leland Barnes, Earl Elmer Barnes, Harry Franklin Barnes, Hiram Harold Barrick, Theodore Marston Beal, Ralph Evans Beatty, Elbert Lesquereux Becker, Robert Beehly Billman, Paul Green Bradley, George Loy Brown, Eugene William Budd, Harry Oscar Buhrman, Jr., Ralph Leo Bushey, Kenneth Rivers Cade, Pearl Garfield Campbell, George Leland Cassell, Ralph Sylvan Christen, Benjamin Smith Cole, Luke Cooperrider, Joseph Augustus Cross, John McKinley Davis, Ernest Roy DeHaven, Lawrence Earl DeNeen, Almar Hunt Detchon, Walter Smith Donaldson, Virgil Otto Dreyer, Howard Aaron Dunkel, B.A. (Wittenberg College), Rei Duprey, Paul Bradford Edwards, Griff Eidson, Wallace Springsteen Erskine, Fred Charles Evans, Selwyn Ewing, Walter Donald Feller, Edwin Graham Flower, Smith Foster, William Luther Frank, Llewellyn Rothrock Frederick, Paul Raymond Fudge, Louis Phillip Goepfert, William Highland Gowdy, James Isaac Hambleton, Bernard Hatten, Harry Emmett Haymes, Edward George Heinzelman, Elmer John Helbig, William Karl Hershberger, Fred Herbert Hook, Willis Boulden Hooper, John Elliott Hull, Walter David Hunnicutt, Clare Benjamin Irwin, Joseph Henderson Jackson, Howard Glendon Jenkins, Warder Bryan Jenkins, Milo B. Jimison, Arthur Willard Jones, Hamlin Caldwell King, Irving Owen Koch, Edgar Leigh Koebel, Joe Blake Koons, Jesse Benton Lane, Carl Clifford Lowe, Harold Wright McChesney, Karl Stuart McComb (as of the Class of 1916), Edgar Marshall McElwain, Frederick Harlan McMillen, John DeWalt Macklin, Herbert Boyer Marshall, Frank Alexander Meckel, Raymond Francis Miller, Edward Everett Nimmo, Wilbur Arthur North, Jesse Emmet Oakley, Harold Gideon Olin, Victor Jesse Petry, Rollin Lyman Quigley, John Miller Rarey, Edwin Shotwell Renner, Robert Leonard Reynolds, Chaney Hudson Ross, Glenn Kenton Rule, Earl Stanley Santee, John Earl Schaffner, Olen Jay Shong, Ralph DeWitt Seif, Harvey Henry Smith, B.A. (Defiance College), Leonidas James Smith, Russell Wellington Smith, Clifford

Bright Snider, Harry Calvin Solesher, John Wiley Stratton, John Grafton Swickard, Charles Leroy Thrash, Howard Frederick Thwing, Luman Tyler, George Valley, Edmund Hume Vance, B.A. (Ohio Wesleyan University), James McCalmont White, Edward Lawrence Wickliff, Corwin Robert Williams, James William Denver Williams, B.Sc. (Wilmington College), William Henry Williams, Herbert Richey Wills, B.Sc. (Ohio Wesleyan University), Brenton Creamer Zimmerman.

BACHELOR OF SCIENCE IN ENTOMOLOGY

Frank Thomas O'Callahan.

BACHELOR OF SCIENCE IN FORESTRY

Arthur Abel Daus, Matthew Francis Garvey, Thomas Edward Holman, Charles Niman McIntyre, Fred William Norton, Burton Davis Raine, Ernest Lincoln Stover, Richard Perkins Tappenden, Homer Edward Wood.

BACHELOR OF SCIENCE IN HORTICULTURE

Laurence Alman Bulkley, Brooks Daniel Drain, Clarence Edwin Dutton, Clay Brawn Eddy, Joseph Edwin Fouser, Joseph Hynek Hejna, Donald Bowen Hussey, Herbert Samuel Kinsey, Claire Maxwell Lewis, Isaac Peters Lewis, Harry Wilson Lutz, Clarence Marten Ochs, Raymond Roberts Peck, Daniella Perrin, Henry Adam Reinhard, Ralph Watson Rundell, Howard Neff Scarff, Brighton Peterson Slutes, Russell Lowell Stoner, Ralph Albert Van Meter, Leslie George Vonderau, James Blaine Wheelock, Thomas Lyle White.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Lillian Frances Ambrose, B.L. (Berea College), Marie Elizabeth Anderson, Pauline Amanda Atcheson, Helene Vivien Bailey, Ellen Katherine Bazore, Esther Beach, Carolyn Gertrude Blue, Dorothy Boester, Jimsiana Brassfield, Florence Richards Brobeck, Katharine Montgomery Brown, Lena Bumpas, Edna Marguerite Callahan, Carolyn Canfield, Ruth McQueen Cornman, Olga Anne Elifritz, Edna Cary Endley, Lillian Merle Fitzpatrick, Lorma Garmhausen, Estella Edna Greding, Margaret Elizabeth Gullette, Clara May Hall, Gladys Rachel Hatfield, Laura Evelyn Heston, Elizabeth Jane Hill, Anna Lou Hyde, Mary Edith Johns, Eloise Josephine Jones, Anna Forbes Junkermann, Zoda Jane Kelly, Sue Marion Kirkpatrick, Helen Elizabeth Koester (as of the Class of 1915), Helen Grace Lambright, Grace Mildred Long, Dorothy Berniece Lowe, Hazel Charlotte Lyne, Orpha Naomi McCartney, Doris Fredrica MacConathy, Florence Belle March, Mary Martha Merion, Grace Wright Miller, Mary Alice Milner, Alta Jane Morgan, Helen Gregory Morrill, Mabel Nichol, Helen Stirling Nichols, Marcella Eggleston Payne, Ada Louise Pond, Nora Lena Ramsower, Mary Verna Segur, Edith Howell Simmons, Carolyn Martha Smith, Julia Smith, Adah Frances Snelling, Esther Janet Studebaker, Marion Amy Thomas, Emma Louise Uncapher, Helen Clare Verity, Hilda Evelyn Vogan, Esther Mary Waddell, Mozelle Carolyn Whipps, Louise Wood, Elsie Gay Zinn.

BACHELOR OF ARTS

Galen Forest Achauer, Helen Loretta Alkire, Ruth Allbritain, Gilbert Edmunds Allcott, Dwight Spurgeon Allen, Mildred Ashmead, Henrietta Martha Babbert, Emma Laura Ball, Clara Louise Bamback, William Wert Bauer, Carl Frederick Bauman, Helen Beach, Mary Elizabeth Bigger, Robert Elmer Blosser, Cary Weldon Bowers, Golden Anne Boyer, Mary Swann Bradford, Maynard Brown, Walter Vaeth Brown, Clyde Raymond Butt, Harbert William Campbell, Robert Ellis Clayton, Margaret Rickey Cless, Dana Griswold Coe, Frank Harrison Collins, Catherine Naddy Cottingham, Wilhelmina Dahman, Hilda Elizabeth Damm, Jennie Cecil Davis, Sara Lucile Davis, Karl S. Day (as of the Class of 1916), Otto August Digel, William Aldrew Dougherty, Jr., Harley Howard Druhot, John Ruskin Dyer, Philene Elizabeth Earnhart, Herbert Dodd Emswiler, Bessie Chloe Engle, Gladys Estelle Ervin, Daniel Luther Evans, Jean Evans, Mabel McKee Ferguson, Harriet Elizabeth Fischer, Richard Cornelis Fisher, Errol Lionel Fox, George Howard Frech, Helene Garmhausen, George Lawrence Geisler, Eleanor Ida Gekeler, Ray Wallace Gifford, Morris Goldberg, Dwight Randolph Gordon, Mary Magdalene Gordon, George Nelson Graham, Herbert Glenni Green, George Richard Greenbank, Russell Andrew Grimm, Donald Hamilton, Margaret Estelle Hamilton, Emily Tracewell Harris, Floyd Raymond Hartpence, Lloyd Fisher Henderson, Orville Clifton Hensel, Carlene Mary Hermann, Ruth Loving Higgins, James Howard Holmes, Joseph Russell Hull, Robert Hussey, Alyce May Johnson, Garnet Grace Keck, Ralph Leo Kemper, John Marshall Kidd, Henry Cu Kim, Herbert Charles Kimmel, Marjorie Marshall Kinkead, William John Konrad, Harold Waldo Kramer, Bertram Jacob Krohngold, Harry R. Lapp, Gerald Levi Lawrence, Gertrude Lawrence, Dorcas Isabelle Leachman, Benjamin Bernard Levy, Frances Margaret Lorsheter, Thelma Lenore Lyons, Minnie May McClure, Anna Rose McIntire, Katharine Lucile McLellan, Vinton Edward McVicker, Mary Russell Marksbury, John Wesley Marlowe, Don Rannells Martindill, Bruce M. Masters, Helen Katharine Michel, Galen Miller, Lewis Earl Miller, Mary Margaret Miller, May Mounts, Robert Beattie Nevin, Loraine Norris, Guy Heywood Oxenrider, George Leonard Packer, Geraldine Leefe Parker, Joe Topping Parsons, Irene Josephine Patterson, Seth Paulin, Thomas Walter Perry, Walter Holmes Pomerene, Marie Prather, Carl Jacob Purpus, Geraldine Gertrude Rang, James Brooke Reed, Martha Louise Reynolds, Louis Rich, Forrest Dillen Riffe, Frederick Graeter Ritzel, Edna Marie Rogers, Helena Roling, Harry Edgar Rosch, Carl William Rucker, Jasper Dean Sayre, Wesley Elmer Schaaf, Rhoda Elfrieda Schick, Emma Schneider, Harry Edwin Schwall, Walter Franklin Schwall, Anna Laura Sells, Walter DeRoy Sharritt, Owen Shuman, Miriam Elizabeth Simes, Dorwin DeLoss Sims, Robert Bartly Smallwood, John Chester Smith, Milo Benton Smith, Herman Carlyle Spindler, Chloe Sprigg, Arthur Peter Staudt, Margretta Steele, Mabel Elizabeth Stehle, Elizabeth Marshall Stem, Homer Rufus Stine, Jean Stokes, Parke McFadden Stokes, Emma Catherine Stubner, Rene Raimond Studler-Banderet, Charles Luther Swaim, Ruth Elizabeth Swedenborg, John William Tait, Jeretta Ewing Taylor, Scott Matt Taylor, Margaret Virginia Teachnor, James Reece Trout, Frank Warner Watson, Galen Rowland Weaver, Alma Neva Whitacre, Charles Wallace White, Bernard William Winters, Charles Howard Wright, Howard Haynes Yoakem, Ruth Edith Young, Alfred Tennyson Zuck.

BACHELOR OF SCIENCE

Clarence John Burns, Nial Lanson Burrell, Russell Garrett Means, Link McKinley Murphy.

BACHELOR OF SCIENCE IN APPLIED OPTICS

Jack Isador Kurtz, Merle Edison Scott.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Virgil Kenneth Cameron, Donald Hoffman Davis, Raymond Oran Fix, Stanley Russell Galbraith, William Val Gross, Ray Sherman Henning, Alfred Edwin Kober, Wesley H. Lees, John Donald Myer, Myron George Shook, Fred Ross Thomas.

DOCTOR OF DENTAL SURGERY

Otto Fred Apel, John Alexander Bailey, Clarence Fenimore Berry, Elmer James Billman, Walter Elsworth Brehm, Henry Jones Burgoon, Cadie V. Busch, William Burns Caldwell, Hollis Lincoln Coblentz, Harry Truman Coffman, Edward Nicholas Cook, Rozelle Martin Cope, Harry Van Denzer, Harley Joseph Dickey, Lester Lintemoot Dull, Wilbur Simpson Early, Edwin Dain Fletcher, Vassar Gerald Gaut, Edwin Finley Gowdy, Ralph Walker Green, Lazarus Louis Greenblum, Edward Justis Gromme, Loren Emerson Hart, Paul Nevin Hedrick, Arthur Charles Heibert, Robert James Higgins, Isaac Elmer Jones, Joseph Hayden Jones, Walter Alfred Knoderer, Earl Dempsey Lowry, Burton McCroba, Pauline McDonald, Walter Jacob McFarren, James Michael Powers, Walter Andrew Rose, Walter Edwin Schoeneweiss, William Oliver Semans, B.A. (Ohio Wesleyan University), Harold Donald Sharp, Thomas James Smith, Floyd Emerson Stamp, John Ogden Steer, Lelans Walton, Glen Alfred Wilson.

BACHELOR OF SCIENCE IN EDUCATION

Helen Loretta Alkire, Ruth Allbritain, Henrietta Martha Babbert, Mabel Slyva Baker, Emma Laura Ball, Ruth Vashti Banker, Frances Mildred Battles, Owenah Augusta Bauer, Helen Beach, Alice Evelyn Beekman, B.A., M.A., Anna Leah Bergman, Ernest Wayne Blackstone, Charles Alpheus Bloomfield, Martha Katharine Brashear, Whittier Burnet, B.Ph., M.A. (University of Cincinnati), Marlin Blanchard Collins, Irene Compton, Hilda Elizabeth Damm, Marie Louise Davis, B.A., Emilie Hiemke Detmers, Lucinda Mildred Doersam, Bessie Lenore Eager, B.Sc. in Home Economics, Bessie Chloe Engle, Margaret Elizabeth Evans, Gail Frances Farber, Mabel McKee Ferguson, Harriet Elizabeth Fischer, Emerson Blair Graham, Mildred Amelia Greding, Barton Russel Griffith, Russell Andrew Grimm, Marie Guthrie, Olivia Jane Hambleton, Julia Anna Hanna, B.A., M.A., Emily Tracewell Harris, Ruth Loving Higgins, Flora Esther Hillery, Joseph Russell Hull, William Clifton Jordon, Charles Matthias Kelly, Helen Barrington Kershner, Christine Kimball, Frances Kirkland, Cyril Faivre Klinefelter, B.A., Katharine Koehne, Helen Krumm, Monabelle Lentz, Frances Margaret Lorsheter, Henry Franklin Ludeman, Cyrus John William Luttrell, Annabess McCormick, Theresa Hazel Markwith, B.A. (Ohio Wesleyan University),

Fannie Dell Merchant, Helen Katharine Michel, Lucretia Jean Morar, Hula Mae Phillips, Julia Clark Potts, Glen Eustace Rader, Geraldine Gertrude Rang, Carrie Elizabeth Robinson, Florence Emmaruth Rogge, Helen Rook, Allyn Stage Rose, Mary Elmaud Ryan, Josephine Maud Sanner, Rhoda Elfrieda Schick, Anna Laura Sells, Lura Estelle Shafer, Walter DeRoy Sharritt, Margaret Rosalie Shott, Owen Shuman, Ferol Katharine Sibley, Miriam Elizabeth Simes, Kathryn Marie Simpson, Lois Nell Sinclair, B.A., Frederick Lester Smith, Jean David Spaid, Ruth Virginia Sprankle, Chloe Sprigg, Viola Ellen Stilwell, B.A., Grace Allyne Stout, Dora Henrietta Summer, Jeretta Ewing Taylor, J. Lake Vesper, Laura Lisette Von Gerichten, Margaret Gertrude Wagner, Roy Archibald Welday.

BACHELOR OF ARCHITECTURE

Marion Amber Carter, Charles William Cloud, Noah Jacob Donner, William Howard Elliott, Dwight Palmer Ely, Edwin Mahlon McGinnis, Clarence Ames Mathias, William Rigby, Jr., Abraham Albert Sogolovitz, Reed Francis Stockdale, Clifford Raymond Treyens, Edward Hastings Vietmeier, Jacob Bernard Wolstein.

BACHELOR OF CERAMIC ENGINEERING

Henry William Douda, Robert Flick Ewing, Edwin Henry Fritz, Perry D. Helsler, Thomas Blair Hobson, Addis Emmet Hull, Jr., George Graham Kent, Samuel John McDowell, Bryan Augustus Rice, Edward Waugh.

BACHELOR OF CHEMICAL ENGINEERING

Don Fisk Alexander, Samuel Irvine Anderson, Carl Everett Aungst, Arthur Marshall Brant, William Irving Burt, Francis J. Cloran, Edmond Henry Deibel, James Paul Emmet George, James Wallace Kennedy, Walter Leonard Krueger, William Frederic Meyer, Harry Ellsworth Outcault, Fred Neddemeyer Schaad, Earl Rogers Schafer, Frank Lee Sinks, Harry Howard Thompson, William Albert Wirth.

BACHELOR OF CIVIL ENGINEERING

Constantinos Stavrou Demetrapoulos, B.A. (Anatolia College), Ivan Hagan Earhart, Harold Elford, Amberson Raymond Fetzner, Walter William Fleming, Homer Hamilton Harding, Wilbert John Harmish, Clovis Kendrick Holliday, Charles Everett Jefferson, Clay Welty Kull, B.Sc. (Ohio Wesleyan University), Glen R. Leidigh, Russell Edgar Levering, Paul Victor Licht, Carl Lutz (as of the Class of 1916), James Reed McDermott, James Bicking McTomany, George Herbert Miehls, Graciano Juan Milltante, Frederick Christian Scharrer, Grover Cleveland Seegar, Clifford Harry Springer, Joseph Summers, Clarence Ray Sykes, Carl Clayton Walker, Gabriel Weber.

BACHELOR OF ELECTRICAL ENGINEERING

Hugh D. Bender, Leland Watts Birch, Ralph Edward Bock, Frederick Wells Gilchrist, Lowell Creamer Gladden, Maurice Rice Gowing, Fred Lee Haushalter, Clifford Frederick Hawker, Wayne

Moore Holmes, Ernest Barton Lloyd, Clement K. Loshing, Ray Smith Lowry, Waldo Astor McConnell, Hiram Russell Mason, Louis Leon Matson, Chauncey Edwin Mauk, Elmer John Merton, B.Sc. (Ohio Wesleyan University), Albert Frederick Puchstein, Leo Grant Schlegel.

BACHELOR OF MECHANICAL ENGINEERING

Stanley Waldo Bowser, Vally Nicholas Braden, Roscoe Robert Brown, Glenn Wayland Geisinger, Maynard Valiant Hull, Forrest Ward Ingraham, Audrew Frank Irish, Charles Vincent Joyce, Fred Warner Kelley, Elmer Louis Liedel, John Micklethwait Lynn, Vicente Heliodoro Colon Morales, William Gwynfor Owens, Warren R. Peck, Roy Carl Pfeil, James Henry Platt, Otto Frederick Rehn, Walter Edward Rossel, Russell Adair Tobin, Roland Henry Wasson, Perry Elliott Wolcott.

BACHELOR OF ENGINEERING IN MINING

Charles William Davis, Donald Cleatus Gilbert, Arden Leslie Knight, Ralph Clark Lawrence, Charles Eugene Moser, George Putnam.

BACHELOR OF ENGINEERING

John White McFall, Howard Paul Wilkinson, Jr.

DOCTOR OF MEDICINE

(Homeopathic)

William Lyman Fox, John Lee Gates, Joseph Dennis McNearney, William Rohimbox Morrison, Hugh Joseph James Savage, Edward Rudolf Werner, Joseph Gilbert Whitacre, Jacob R. Wiggers.

JURIS DOCTOR

Robert Allen Good, B.A., Robert Day Touvelle, B.A. (Ohio Wesleyan University), Webb Isaac Vorys, B.A. (Williams College).

BACHELOR OF LAWS

Herman Christian Achauer, B.A., Samuel Edward Boin, Russell Strode Cunningham, B.A., Corwin Addison Fergus, B.A., Edward Franklin Heydinger, B.A. (Lebanon University), Earl Glenn King, B.A., Don Robson McGill, Matthew Aloysius McNamara, Henry Harley Metcalf, Frederick Joseph Miller, B.A., Warner Merritt Pomerene, B.A., Erwin Hugh Price, Allen Rathmell Rankin, James Kalb Stevenson, B.A. (Ohio Wesleyan University), Joseph Thomas, B.Ph. (Municipal University of Akron, Ohio), William Edwin Williams, Jr., B.A.

DOCTOR OF MEDICINE

Walter Marion Anderson, P.D. (Philadelphia College of Pharmacy), Karl Herman Barth, Lloyd Vere Bates, B.Sc. in Pharmacy, Walter Waldo Beck, James Andrew Brown, Russel David Bussdicker, Gail Knorr Butt, John Henry Caldwell, Samuel David Cohen, Jay

Randolph Crawley, Damon Ambrose Crist, Claude Vernet Davis, Frederick James Driscoll, Walter Edwin Duffee, G.Ph. (Starling-Ohio Medical College), Charles L. Fox, B.Ped. (Ohio Northern University), David Botimer Gilliam, Fred Ellis Hall, Alfred Paul Hancuff, Forest Clayton Haney, Okey Carl Henderson, George Owen Hoskins, B.A., George Golden Hunter, Mark Walton Jacoby, Harry Buyer La Favre, Reginald Heber Latta, Ernest Roy Logan, Charles Nevin Long, Martin Robert Lorenzen, Orrin Clark McDowell, William Dovey Maag, Roll Harrison Markwith, William Eugene Masters, Frank Edward Miller, Ray Henry Mouser, Robert Wayne Nosker, Anton William Oelgoetz, Charles Donald Padan, Dallas Pond, William Spowart Puncheon, Harry William Reck, Arthur Curtis Richards, Frederick Arthur Reickhoff, Charles James Roach, Everett Chaney Robbins, Edwin Jehu Rose, Frank Lyon Salisbury, Ralph Thomas Saunders, Thekla Agatha Savolainen, Arthur Merrill Shaeffer, Harry Solomon Shamansky, Glen A. Sheppard, Harry Leo Sowash, Forrest Ray Stewart, Jacob Forrest Stultz, Harry John Templeton, Harold Paul Timberlake, B.A. (West Lafayette College), Foye R. Trout, Oliver Frank Walker, Ota Gertrude Walters, B.Sc. (West Virginia University), John Rush Warren, Homer Hamilton Williams, Ralph LeMoyné Woodruff, Ralph Harold Zemer, George Homer Zimmerman.

BACHELOR OF SCIENCE IN PHARMACY

Carl Howard Lowary, Paul LeRoy Saylor, William Sylvanus Stevens.

DOCTOR OF VETERINARY MEDICINE

John James Ash, Benedict K. Bjornson, William Leslie Bleecker, William Cowles Coleman, B.Sc. (Texas Agricultural and Mechanical College), Charles Jephthah Cossairt, Seth C. Dildine, James Ellsworth Edwards, Reuel Fenstermacher, Edward Michael Fitzgerald, Curtis Lozelle Fry, Harry Thomas Grossman, Oscar Vernon Gunning, Ernest Edward Hatton, Ralph Abbott Hendershott, Leo Anthony Hock, Oscar Holloway, Jerry Lee Hopping, Gordon Bancroft Huse, Clio Johnson, Kenneth Uttley Jones, B.Sc. (Mississippi Agricultural and Mechanical College), Arthur David Kammer, Morris Karlin, Foster Bensinger Kimmel, Raymond John King, Clarence Bertrand Lord, Frederik Lowe, Clarence Milton Lutz, Roy Tansill Lutz, James Edward Masterson, Vego Mikkelson, Roscoe George Montgomery, Maurice Weston Neidigh, Herbert Cline Nichols, Carroll C. Page, John William Page, George Smith Place, Delano Lightner Proctor, Dale Pugh, Wayne Collins Reed, Robert Archibald Schaefer, Samuel James Schilling, B.Sc. (University of Wisconsin), Joseph Edward Schneider, Harold Fred Schreck, Guy Melvin Smith, Roy Gilman Smith, Nelson Edward Southard, Henry Kingston Steckel, Joseph Henry Stephens, Russel Deloyd Stewart, John Kelly Sullivan, Alpha Earl Wardlow, William M. Weldishofer, Oliver Henry Welf, Armond Benton White, Henry Gillette Wickes, B.Sc. (Texas Agricultural and Mechanical College), Francis Everette Worch, Samuel Eccles Young, B.Sc. in Chemical Engineering (Carnegie Institute).

In accordance with the recommendation of the Faculty, the following professional certificates were granted:

CERTIFICATE IN LAW

Francis Joseph Eberly, David Franklin Fahrer, Herbert Ray Fairall, John Howard Frick, Saul Green, Rollind Otto Holloway, Price Janson, Whitney Thomas Joseph, John Willis Clayton Knisely, Dudley Wendle Maxon, Wayne Eugene Miller, Grant Earl Mouser, Jr., Roland Harman Rogers, Yale Arthur Roskin, William Schneider, Ralph George Sever, Walter Blaine Wanamaker.

CERTIFICATE IN PUBLIC HEALTH NURSING

Anna L. Penell, Margaret R. Munn.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

John Thomas Bonner, Harry Lytle Hines, James David Kinnaird, Carroll Anthony La Vielle, Harold Morgan Lyon, Joseph Bernard McManes, Charles Henry Dean Mohr, Ralph Thoburn Moore, Samuel Lysanders Moore, John Frederick Robinson, Glen Albright Royer, Henry Rudge, Peter Theodore Straman.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1665-1275 of Herman Tobey for 19.35 acres of land in Survey No. 12343, in Hardin County.

Application No. 1666-1276 of Annalean Hare for 23.2 acres of land in Survey No. 12343, in Hardin County.

Application No. 1667-1277 of Argalus Price for 18 acres of land in Survey No. 12343, in Hardin County.

Application No. 1668-1278 of Hiram Coder for 159.17 acres of land in Survey No. 13592, in Union County.

Application No. 1669-1279 of Fred J. Romine for 70.75 acres of land in Survey No 13592, in Union County.

Application No. 1670-1280 of Charles B. Liggett for 45.50 acres of land in Survey No. 13592, in Union County.

Application No. 1671-1281 of Julia E. Hamilton for 33 acres of land in Survey No. 8171, in Clermont County.

Application No. 1672-1282 of Kilby Moyer for 50 acres of land in Survey No. 8171, in Clermont County.

Application No. 1673-1283 of Lemuel Allen Haines for 50 acres of land in Survey No. 12343, in Hardin County.

Application No. 1674-1284 of Elizabeth Green for 100 acres of land in Survey No. 13592, in Union County.

Application No. 1675-1285 of George W. Joliff for 101.90 acres of land in Survey No. 13592, in Union County.

Application No. 1676-1286 of Margaret Schnitius for 50 acres of land in Survey No. 15830-15836, in Scioto County.

Application No. 1677-1287 of G. E. Boldman for 31.25 acres of land in Survey No. 15885-15898, in Scioto County.

Application No. 1678-1288 of Miranda Black for 50.70 acres of land in Survey No. 13592, in Union County.

Application No. 1679-1289 of Lee S. Kellum for 72.87 acres of land in Survey No. 572, in Clermont County.

Application No. 1680-1290 of Mary H. Hale et al for 40 acres of land in Survey No. 9940, in Union County.

* * * * *

The Secretary was directed to secure bids for the coal supply for the University, on the B. T. U. basis, as heretofore, for the year ending June 30, 1918, and to award the contract to the lowest and best bidder.

* * * * *

Upon the recommendation of the President, the Secretary was directed to notify the Victoria Coal Company that in view of the prompt and efficient service rendered by said Company in keeping the terms of its contract, the University hereby waives its claim for \$1,500.00, the excess cost of coal purchased on the open market by the University in January because of car shortage.

* * * * *

The President reported in detail to the Trustees concerning the aviation school now operating at the University under the direction of the War Department.

* * * * *

The President presented the following items for consideration and action:

1. The following degrees and certificates were granted, as of the Class of 1916:

In accordance with the action of the University Faculty, under date of March 8, 1917, and upon the recommendation of the President, the degree of Doctor of Veterinary Medicine, as of the Class of 1916, was conferred on Stuart Cass Lilly.

In accordance with the action of the University Faculty, under date of May 10, 1917, and upon the recommendation of the President, the degree of Bachelor of Science in Education, as of the Class of 1916, was conferred on George Nicholas Baumiller, B.A., and Hazel Marie Long.

In accordance with the action of the University Faculty, under date of May 10, 1917, and upon the recommendation of the President, certificates in the Short Course in Clayworking were granted to James Miller Coyner, William Kress Cronin and Roy Archie Shipley, and a certificate in the Short Course in Mining was granted to James Jefferson McKittrick.

2. The President reported the death of President Emeritus Walter Quincy Scott at his son's home in Ellenberg, Washington, on May 10, 1917.

3. Upon the recommendation of the President, the following resignations were accepted:

Carl H. Getz, Assistant Professor of Journalism, effective June 30, 1917.

Charles E. Persons of Washington University, St. Louis, Missouri, who was appointed Professor in the Department of Economics and Sociology for the coming Summer Session.

Allison W. Marsh, Instructor in Physical Education, effective June 30, 1917. Mr. Marsh has been elected Assistant Professor of Physical Education at Amherst College.

H. P. Miller, County Agricultural Agent, Portage County, effective May 1, 1917.

Nelson W. McCombs, Assistant in the Library, effective June 1, 1917. The balance of \$50.00 remaining in the appropriation for his salary was cancelled.

Miss Luella E. Searle, Stenographer, Agricultural Extension Service, effective May 1, 1917.

Miss Helen Silberbert, Stenographer, effective May 15, 1917. The balance of \$75.00 remaining in the appropriation for this salary was cancelled.

Mrs. Eva Long Schilling, Stenographer, effective June 30, 1917.

Miss Florence Hill, Clerk, Laboratory Supply Store, effective May 1, 1917. The balance of \$130.00 remaining in the appropriation for this salary was cancelled.

Fred Nobs, Cheesemaker, Dairy Department, effective June 1, 1917. The balance of \$75.00 remaining in the appropriation for this salary was cancelled.

W. B. Cockley, Professor of Law, effective June 30, 1917.

Miss Alene Williams, Stenographer, effective March 15, 1917. The balance of \$175.00 remaining in this salary appropriation was cancelled.

Ross C. Burns, Student Assistant in the Department of Botany, effective April 30, 1917. The balance of \$30.00 remaining in the appropriation for this salary was cancelled.

Carl C. Lowe, Student Janitor at the Observatory, effective May 22, 1917. The balance of \$31.67 remaining in the appropriation for this salary was cancelled.

Fred F. Smith, Janitor, effective April 15, 1917. The balance of \$137.50 in the appropriation for this salary was cancelled.

Fletcher R. Knox, Fireman, effective March 5, 1917. The balance of \$287.50 remaining in this salary appropriation was cancelled.

William Ross Board, Laborer, effective April 15, 1917. The balance of \$162.50 remaining in this appropriation was cancelled.

Lawrence Mazzola, Laborer, Division of Operation and Maintenance, effective May 1, 1917. The balance of \$115.00 in this appropriation was cancelled.

Walter F. Hall, Laborer, effective May 31, 1917. The balance of \$65.00 remaining in this appropriation was cancelled.

Fred Windmiller, Assistant in the Department of Horticulture, effective April 30, 1917. The balance of \$166.70 remaining in the appropriation for this salary was cancelled. Upon the recommendation of the President, Mr. Windmiller was given the use of the buildings and garden tract which he now occupies on University property, free of rent until January 1, 1918.

4. Upon the recommendation of the President, Professor Arthur E. Davies of the Department of Philosophy, was granted leave of absence for the year 1917-1918 on salary.

5. Upon the recommendation of the President, the following appointments were made and the necessary appropriations to meet the salaries:

Earl Warren McCoy was appointed temporary Substitute Instructor in the Department of Civil Engineering, for two months, at a salary of \$160.00 per month, effective April 13, 1917, and \$320.00 was appropriated to meet this salary.

Miss Hilda E. Damm was appointed Student Assistant in the Department of Botany, vice Ross C. Burns, resigned, at a salary of

\$15.00 per month, effective May 1, 1917, and \$30.00 was appropriated to meet this salary.

Miss Evelyn Melsheimer was appointed Library Assistant, vice Nelson McCombs, resigned, at a salary of \$50.00 per month, effective June 1, 1917, and \$50.00 was appropriated to meet this salary.

Paul E. Embler was appointed Assistant in Horticulture, vice Fred Windmiller, resigned, at a salary of \$80.00 per month, effective June 1, 1917, and \$80.00 was appropriated to meet this salary.

Elmer J. Helbig was appointed Assistant in Dairying, vice Fred Nobs, resigned, at a salary of \$80.00 per month, effective June 1, 1917, and \$80.00 was appropriated to meet this salary.

Charles James Roach was appointed Interne at Protestant Hospital, effective July 1, 1917, at a salary of \$20.00 per year.

The President reported that the following named persons have served the probationary period and are recommended as students in the Training School for Nurses, College of Homeopathic Medicine, at a compensation of \$50.00 and maintenance for the first year of service, beginning with the date of entrance:

Miss Amanda Schenck entered December 8, 1916, and \$28.29 was appropriated to cover the salary from December 8, 1916, to June 30, 1917.

Miss Olivia Hill entered January 9, 1917, and \$23.85 was appropriated to cover the salary from January 9 to June 30, 1917.

Miss Nora Turner entered January 9, 1917, and \$23.85 was appropriated to cover the salary from January 9 to June 30, 1917.

Miss Eva Ball Clements entered January 17, 1917, and \$22.88 was appropriated to cover the salary from January 17 to June 30, 1917.

F. Leo Smith was appointed Draftsman, University Architect's office, at a salary of \$83.33 per month, effective April 23, 1917, and \$189.10 was appropriated to meet this salary.

Miss Orleta Ansel was appointed Stenographer, vice Miss Alene Williams, resigned, at a salary of \$50.00 per month, effective March 28, 1917, and \$157.69 was appropriated to meet this salary.

Miss Elizabeth Palmer was appointed Stenographer in the Stores and Receiving Department, vice Miss Hill, resigned, at a salary of \$50.00 per month, effective April 15, 1917, and \$125.00 was appropriated to meet this salary.

Carl Snyder was appointed Helper, Stores and Receiving Department, vice Coit Clements, resigned, at a salary of \$50.00 per month, effective March 26, 1917, and \$161.54 was appropriated to cover this salary.

J. A. Dannley was appointed Student Janitor at the Observatory, vice Carl C. Lowe, resigned, at a salary of \$25.00 per month, effective May 21, 1917, and \$34.17 was appropriated to meet this salary.

J. S. Van Norman was appointed Janitor, at a salary of \$55.00 per month, effective April 23, 1917, and \$124.81 was appropriated to meet this salary.

James F. Walker was appointed Fireman, vice Fletcher R. Knox, resigned, at a salary of \$75.00 per month, effective April 14, 1917, and \$190.00 was appropriated to meet this salary.

Walter Franklin Hall was appointed Laborer, vice W. R. Board, resigned, at a salary of \$65.00 per month, effective April 20, 1917, and \$153.83 was appropriated to cover this salary.

Louis Mazzola was appointed Laborer, vice Lawrence Mazzola, resigned, at a salary of \$57.50 per month, effective May 1, 1917, and \$115.00 was appropriated to meet this salary.

6. Upon the recommendation of the President, the salary of Mrs. Marie D. Haines, Sales Clerk, Dairy Department, was increased from \$55.00 per month, to \$65.00 per month, effective May 1, 1917, and \$20.00 was appropriated to meet this increase.

7. The President reported the transfer of Miss Alice A. Moran, Stenographer, Dairy Department, to the Chemistry Building, to take the place of Miss Silberbert, resigned, said transfer effective as of May 16, 1917, and \$75.00 was appropriated for this salary. The balance of \$75.00 in the appropriation for the salary of a stenographer in the Dairy Department was cancelled.

8. Upon the recommendation of the President \$1,080.00 was appropriated for salaries in the Department of Military Science and Tactics for the year 1916-1917, and an allowance of \$480.00 was assigned to Captain James H. Tilford and an allowance of \$600.00 was assigned to Lieutenant Robert E. Sherrard.

9. The President reported that Sergeants George Armstrong, John S. Peters and Andrew Clark have been detailed for service in the regular army, effective May 12, May 15 and May 7, 1917, respectively, and in accordance with the recommendation of the President, the following balances remaining in the several appropriations were cancelled; \$20.00; \$18.75 and \$22.08.

10. Upon the recommendation of the President, Miss Carolyn Martha Smith was released from the payment of tuition and all fees, as she is passing through a siege of typhoid fever. Miss Smith is registered in the College of Medicine.

11. Upon the recommendation of the President, duplicate diplomas were authorized for the following persons, the word "duplicate" to appear on each diploma:

Athanas Kazezis, B.A. (Anatolia College) Bachelor of Science in Agriculture, as of the Class of 1916.

Harry Wende, Doctor of Veterinary Medicine, as of the Class of 1915.

12. Upon the recommendation of the President, the expenses were authorized of one delegate to attend the annual meeting of the American Institute of Homeopathy, to be held the week of June 17, 1917, at Rochester, N. Y.

13. Upon the recommendation of the President, the expenses of Professor T. E. French, a delegate to the meeting of the Society for the Promotion of Engineering Education, to be held July 6-7, 1917, at Washington, D. C., were authorized for this year without precedent for the future.

14. Upon the recommendation of the President, the course in the Training School for Nurses, College of Homeopathic Medicine, as presented by Dr. C. A. Burrett, was approved.

15. The President presented a communication from Professor Joseph S. Myers of the Department of Journalism concerning the matter of membership in the Association of American Schools and Departments of Journalism, the annual dues being \$20.00.

On motion, the Trustees authorized membership in the above named association and the payment of the annual dues.

16. Upon the recommendation of the President, the following appropriations were made:

An appropriation of \$445.00 was made for the completion of the high temperature testing furnace for use in testing refractories.

The President stated that the only furnace of this kind which has been available heretofore is in the laboratories of the Bureau of Standards and this furnace has been appropriated by the Government to be used exclusively on the testing of materials for government contracts.

An appropriation of \$35.00 was made for the Ohio History Teachers' Journal.

An appropriation of \$150.00 was made to the Department of Anatomy for additional current expense.

17. Upon the recommendation of the President, \$150.00 in the current expense account of the Department of Obstetrics was cancelled.

18. Upon the recommendation of the President, the following provision was made for the Summer Camp of 1917, Department of Civil Engineering, and \$280.00 was appropriated to cover the same:

G. F. Schlesinger, Assistant Professor, salary one month..	\$180.00
Current Expense.....	100.00
	<hr/>
	\$280.00

19. The President stated that in accordance with the action taken at the last meeting of the Board, the following balances in the equipment fund were cancelled on May 1st and the amounts placed to the credit of unappropriated funds:

Agricultural Chemistry and Soils.....	\$ 13.52
Agricultural Engineering.....	14.51
American History.....	7.00
Animal Husbandry.....	.34
Botany	5.56
Ceramic Engineering.....	401.51
Civil Engineering.....	157.86
Dispensaries	82.66
Electrical Engineering.....	487.10
Engineering Drawing.....	2.37
English	14.84
European History.....	59.52
Farm Crops.....	62.03
Farm Operations.....	3.69
Fire Protection.....	11.68
Forestry	217.35
Geology	121.77
German	66.26
Greek	9.80
History and Philosophy of Education.....	3.50
Horticulture	55.13
Hospitals	209.06
Industrial Arts.....	50.37
Lake Laboratory.....	191.00
Library	105.80
Manual Training.....	37.79
Mechanics	25.75
Mechanical Engineering.....	521.33
Metallurgy	164.79
Military Science.....	2.75
Obstetrics	35.36
Ophthalmology and Oto-Laryngology.....	60.65
Pathology	61.43
Philosophy	11.10
Physics	20.98
Physical Education.....	144.60
Physiology, Physiological Chemistry & Pharmacology	10.10
Principles and Practice of Education.....	23.35
Public Health.....	37.49
Romance Languages.....	20.79
Rural Economics.....	140.60
University Architect.....	1.26
Veterinary Medicine.....	32.64
Zoology and Entomology.....	17.31

Upon the recommendation of the President, the following appropriations were cancelled and the amounts placed to the credit of unappropriated funds:

Change Amphitheatre—St. Francis Hospital.....	\$ 650.00
Cadaver Room—Park Street Building.....	600.00
Equipment Buildings—General.....	1,500.00
Electric Cable.....	2,500.00
Floors, Partitions and Amphitheatre—St. Francis Hospital	809.97
Heating and Ventilating—State Street Building....	3,000.00
Remodel Hayes Hall.....	283.43
Shoring Floor—Biological Building.....	4,000.00
Water Filter and Pump—Gymnasium.....	1,155.00
Tunnel—Neil Avenue to Home Economics Building.	15.53

Upon the recommendation of the President, the following appropriations were made from unappropriated funds to cover accounts heretofore authorized by the President:

Betterment of Buildings.....	\$5,000.00
Extension Hot Water Heating System.....	664.18
Homeopathic Hospital Building—Endowment.....	426.22
Homeopathic Hospital Equipment.....	1,946.11
Incidentals	5,000.00
Roads	755.84
Roads and Grounds.....	750.00
Roads and Grounds Equipment.....	76.66
Tunnel—Neil Avenue to Hospital Building.....	1,206.69
Tunnel—Robinson Laboratory to Shops.....	653.59
Walks	161.80
Water	1,000.00
Grading—Homeopathic Hospital.....	1,481.95
Page Hall Fire.....	941.05
Remodel Townshend Hall.....	1,650.00
Equipment Shops Building.....	2,124.47
Anatomy	18.01
Architecture	32.80
Bacteriology	91.77
Chemistry	21.27
Home Economics.....	456.86
Latin	109.01
Mineralogy	34.58
Optometry	74.68
Psychology	121.53
Winter Course.....	88.08

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20. Upon the recommendation of the President, the salary of the Commandant of Cadets for the year 1916-1917 was fixed at \$1,700.00 and an additional appropriation of \$800.00 was made to meet this salary.

21. Upon the recommendation of the President, an appropriation of \$250.00 was made to cover the salary of Professor Edwin F. Coddington for his services as Acting Dean of the College of Engineering for the year 1916-1917.

22. Upon the recommendation of the President, the balance of \$2,000.00 remaining in the appropriation for the salary of a dean for the College of Engineering was cancelled.

23. In accordance with the recommendation of the President, it was agreed that the usual diploma fee be not required from members of the present Senior Class who are at Fort Benjamin Harrison or who have otherwise gone into the service of the Federal Government under existing war conditions; and also that the fee be remitted to those who have paid without knowledge of this fact. In the event of any doubtful cases the administration shall be referred to the President with power to act.

24. Upon the recommendation of the President, Dr. S. Sisson, Professor of Comparative Anatomy, Department of Veterinary Medicine, was given leave of absence, without salary, for the academic year 1917-1918, with the understanding that he is to return to the University at the expiration of said leave of absence. Dr. Sisson is to teach anatomy at the Ontario Veterinary College, Toronto, Canada, during next year.

* * * * *

Mr. Kaiser presented the following resolution which was adopted:

Resolved, That the interest on the endowment fund and all other income of the University for the fiscal year ending June 30, 1918, not otherwise appropriated, be and the same are hereby appropriated for its support and maintenance."

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On motion of Mr. Pomerene, it was agreed that a first edition of the baccalaureate address delivered by President Thompson, consisting of ten thousand copies be published at once and be given general distribution.

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In accordance with the rules and regulations of the Board, the following officers were elected for the year ending June 30, 1918:

Benjamin F. McCann.....	Chairman
John F. Cunningham.....	Vice-Chairman
Julius F. Stone.....	Treasurer
Carl E. Steeb.....	Secretary and Business Manager

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Carl E. Steeb was re-elected Treasurer of Ohio Union for the year ending June 30, 1918, and a member of the Board of Overseers of Ohio Union for the term of three years.

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The President presented the plans for the construction of an asphaltic macadam roadway from Townshend Hall to Woodruff Avenue, as prepared by Professor Joseph N. Bradford, at an estimated cost of \$14,000.00.

On motion, \$14,000.00 was appropriated from the interest on the endowment for the construction of the above roadway, and the Secretary was directed to secure bids and award the contract to the lowest and best bidder.

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The President presented an estimate for building a switch from the main line to the proposed site for the new Power House, in the amount of \$3,161.00.

On motion, this estimate was approved and the work of constructing the switch authorized to proceed at once. An appropriation of \$3,200.00 was made to cover the cost of said work.

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Upon the recommendation of the President, it was ordered that a survey, design and estimate of the proposed improvement of the grounds between Lane and King Avenues, with a view to widening and beautifying the Olentangy River between the above mentioned points, be made during the coming Summer, under the direction of the Department of Civil Engineering as a part of the Summer Camp work, the estimate of cost for this work being \$950.00, which amount is hereby appropriated for this purpose.

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The Secretary read the minutes of the Cabinet from April 5, 1917, to May 3, 1917, inclusive, and, on motion, the minutes were accepted and the actions of the Cabinet approved.

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Upon the recommendation of the President, it was ordered that all unencumbered balances remaining on the books June 30, 1917, be cancelled, it being understood that this order is not to include the Rotary, Gifts or Oxley Hall funds.

Upon the recommendation of the President, appropriations were authorized to cover approved expenditures for certain departments, in accordance with the statement submitted by the Secretary.

It was ordered that a statement of the above cancellations and appropriations as made on June 30, 1917, be appended to the minutes of this meeting.

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Thereupon the Board adjourned to meet in Dayton, Ohio, July 3-4, 1917.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

APPROPRIATIONS

TO COVER APPROVED EXPENDITURES

	Current Expense and Equipment
<i>College of Agriculture</i>	
Agricultural Chemistry and Soils.....	\$ 60.04
Agricultural Engineering.....	1.56
Animal Husbandry.....	2,046.50
Botany.....	35.86
Dairying.....	1,442.13
Farm Crops.....	6.80
Home Economics.....	204.01
Lake Laboratory.....	119.91
Winter Course in Agriculture.....	25.00
Total College of Agriculture.....	\$ 3,941.81
<i>College of Arts, Philosophy and Science</i>	
Geological Museum.....	\$ 72.90
Total College of Arts, Philosophy and Science....	\$ 72.90
<i>College of Dentistry</i>	
Dentistry.....	\$ 24.64
Total College of Dentistry.....	\$ 24.64
<i>College of Education</i>	
Art.....	\$ 20.72
Manual Training.....	109.20
Total College of Education.....	\$ 129.92
<i>College of Engineering</i>	
Architecture.....	\$ 38.74
Electrical Engineering.....	147.31
Engineering Drawing.....	15.12
Industrial Arts.....	607.62
Mechanical Engineering Refrigerating Plant.....	663.41
Metallurgy.....	230.59
Mine Engineering.....	35.42
Total College of Engineering.....	\$ 1,738.21
<i>College of Medicine</i>	
Bacteriology.....	\$ 129.62
Total College of Medicine.....	\$ 129.62
<i>College of Pharmacy</i>	
Pharmacy.....	\$ 151.02
Total College of Pharmacy.....	\$ 151.02

	Current Expense and Equipment
<i>Summer Session</i>	
Summer Session.....	\$ 52.33
Total Summer Session.....	\$ 52.33
<i>President's Division</i>	
College of Agriculture.....	\$ 6.89
College of Arts.....	61.36
Library.....	402.62
National Brickmakers' Association.....	40.97
Ohio History Teachers' Journal.....	16.60
Aviation.....	48.54
Total President's Division.....	\$ 576.98
<i>Administrative Division</i>	
Business Manager's Office.....	\$ 567.01
Commencement Expense.....	588.67
Entrance Board.....	38.46
Incidentals.....	3,144.26
President's Office.....	36.81
Registrar's Office.....	807.64
University Architect.....	294.61
Total Administrative Division.....	\$ 5,477.46
<i>Physical Plant</i>	
Betterment of Buildings.....	\$ 1,323.77
Coal and Gas.....	1,904.41
Extension of Hot Water Heating System.....	4.50
Janitors and Custodian.....	291.72
Laundry.....	643.50
Light, Heat and Power.....	1,187.74
Remodel Townshend Hall.....	1,037.23
Roads and Grounds.....	1,186.15
Water.....	1,737.81
Total Physical Plant.....	\$ 9,316.83
<i>New Buildings</i>	
Home Economics Building.....	\$ 43.10
Homeopathic Hospital Building.....	267.79
Total New Buildings.....	\$ 310.89

RECAPITULATION

College of Agriculture.....	\$ 3,941.81
College of Arts, Philosophy and Science.....	72.90
College of Dentistry.....	24.64
College of Education.....	129.92
College of Engineering.....	1,738.21

	Current Expense and Equipment
College of Medicine.....	129.62
College of Pharmacy.....	151.02
Summer Session.....	52.33
President's Division.....	576.98
Administrative Division.....	5,477.46
Physical Plant.....	9,316.83
New Buildings.....	310.89
Total Appropriations.....	\$21,922.61

CANCELLATIONS

College of Agriculture

Farm Operations.....	\$ 2,060.26
Forestry.....	6.24
Horticulture.....	1,648.12
Rural Economics.....	3.59
Zoology and Entomology.....	2.37
Total College of Agriculture.....	\$ 3,720.58

College of Arts, Philosophy and Science

American History.....	\$ 14.60
Biblical History and Literature.....	9.86
English.....	71.18
European History.....	44.22
Geology.....	67.19
German.....	7.80
Greek.....	95.87
Latin.....	31.73
Philosophy.....	27.36
Political Science.....	8.74
Romance Languages.....	34.33
Total College of Arts, Philosophy and Science....	\$ 412.88

College of Commerce and Journalism

Economics and Sociology.....	\$ 188.85
Journalism.....	19.06
Total College of Commerce and Journalism.....	\$ 207.91

College of Education

History and Philosophy of Education.....	\$ 9.67
Principles and Practices of Education.....	5.17
Psychology.....	160.00
School Administration.....	71.50
Total College of Education.....	\$ 246.34

	Current Expense and Equipment
<i>College of Engineering</i>	
Astronomy.....	\$ 41.12
Ceramics.....	92.35
Chemistry.....	366.35
Civil Engineering.....	187.25
Engineering Experiment Station.....	594.76
Liquid Air Apparatus.....	238.78
Mathematics.....	60.98
Mechanical Engineering.....	57.41
Mechanics.....	28.19
Mineralogy.....	173.55
Optometry.....	23.33
Physics.....	765.58
Total College of Engineering.....	\$ 2,629.65
<i>College of Homeopathic Medicine</i>	
Homeopathic Medicine.....	\$ 47.73
Homeopathic Hospital.....	238.92
Total College of Homeopathic Medicine.....	\$ 286.65
<i>College of Law</i>	
Law.....	\$ 16.95
Total College of Law.....	\$ 16.95
<i>College of Medicine</i>	
Anatomy.....	\$ 165.22
Dispensaries.....	1,057.41
Hospital.....	245.99
Medicine.....	25.82
Obstetrics.....	122.29
Ophthalmology and Oto-Laryngology.....	94.99
Pathology.....	17.88
Physiology, Physiological Chemistry and Pharmacology	231.57
Public Health.....	100.99
St. Francis Hospital X-Ray Apparatus.....	50.03
Surgery and Gynecology.....	18.71
Total College of Medicine.....	\$ 2,130.90
<i>College of Veterinary Medicine</i>	
Veterinary Medicine.....	\$ 272.90
Total College of Veterinary Medicine.....	\$ 272.90
<i>President's Division</i>	
College of Commerce and Journalism.....	\$ 46.50
College of Education.....	15.28
College of Engineering.....	17.00
College of Medicine.....	17.61

	Current Expense and Equipment
Equipment of Buildings, General.....	133.36
Graduate School.....	1.88
Library, Books and Binding.....	3,136.54
Military Science.....	101.52
Physical Education.....	55.30
Student Health Service.....	16.51
Total President's Division.....	\$ 3,541.50
<i>Administrative Division</i>	
Advertising.....	\$ 44.08
Board of Publication.....	2,338.55
Dean of Women.....	8.33
Mailing Room.....	1,671.91
Trustees' Expense.....	341.73
Virginia Military Lands.....	553.14
Total Administrative Division.....	\$ 4,957.74
<i>Physical Plant</i>	
Cadaver Room, Park Street.....	\$ 58.34
Change Amphitheatre, St. Francis.....	41.32
Construction of Tennis Courts.....	471.40
Contingencies.....	3,200.00
Electric Cable.....	163.02
Engineer's Office.....	6.07
Fire Protection.....	413.83
Railways.....	1,088.25
Remodel Hayes Hall.....	342.89
Total Physical Plant.....	\$ 5,785.12
<i>New Buildings and Equipment</i>	
Allowance for Hog Barn.....	\$ 30.00
Home Economics Building Equipment.....	482.71
Shops.....	874.94
New Shops Building Equipment.....	87.70
Total New Buildings and Equipment.....	\$ 1,475.35
<i>Insurance and Contributions</i>	
Contributions.....	\$ 1,852.50
Insurance.....	852.14
Total Insurance and Contributions.....	\$ 2,704.64
Salaries.....	\$16,782.01

RECAPITULATION

College of Agriculture.....	\$ 3,720.58
College of Arts, Philosophy and Science.....	412.88
College of Commerce and Journalism.....	207.91

	Current Expense and Equipment
College of Education.....	246.34
College of Engineering.....	2,629.65
College of Homeopathic Medicine.....	286.65
College of Law.....	16.95
College of Medicine.....	2,130.90
College of Veterinary Medicine.....	272.90
President's Division.....	3,541.50
Administrative Division.....	4,957.74
Physical Plant.....	5,785.12
New Buildings and Equipment.....	1,475.35
Insurance and Contributions.....	2,704.64
Salaries.....	16,782.01
Total Cancellations.....	\$45,171.12

INDEX

	PAGE
Adams, Clyde S.—	
Resignation accepted.....	29
Administrative Council—	
Recommendations adopted concerning fees of teachers.....	52
Advisory Council for Engineering Experiment Station—	
Members appointed.....	44-45
Agricultural Chemistry and Soils, Department of—	
Additional appropriation made for the salary of Professor of Soils.....	11
Conrey, Guy—appointed Instructor in Soils.....	57
Agricultural Engineering, Department of—	
Potter, P. B.—appointed Instructor.....	6
Agricultural Extension Service—	
Riggs, E. J.—resignation accepted.....	5
Smith, A. G.—appointed County Agent.....	6
Miller, R. C.—appointed Instructor in Agricultural Engineering.....	6
Davis, Bertha A.—appointed Stenographer.....	6
Krause, Margaret—appointed Instructor in Home Economics.....	6
Betz, Mary—reappointed Instructor in Home Economics.....	6
DeLashmutt, Floyd—appointed Cow Tester.....	6
Dean, Frank C.—appointed Assistant in Publications.....	6
Armstrong, Dora—appointed Stenographer; resignation accepted.....	6, 21
Hughes, Donald D.—appointed Demonstrator in Farm Management.....	23
McCoy, W. E.—appointed County Agricultural Agent.....	23
Expense allowance to County Agents for automobile maintenance.....	24
Johnson, Charlotte—appointed in Home Economics.....	30
Kauffman, Treva—transferred to position of Assistant Leader of Boys' and Girls' Club Work.....	32
Hershberger, Joseph P.—resignation accepted.....	56
Wheelock, W. R.—appointed County Agricultural Agent....	58
Foster, Thomas J.—appointed County Agricultural Agent....	58
Beechey, L. P.—appointed Specialist in Veterinary Science..	58
Beach, Carrie L.—appointed Stenographer.....	71
Hastings, Lucile F.—appointed Stenographer.....	71
Klein, Gertrude F.—appointed Stenographer.....	71
Searle, Luella E.—resignation accepted.....	88
Aikin, Wilford M.—	
Appointed Assistant Professor of the Principles of Education	30
Albright, John G.—	
Appointed Graduate Assistant in Physics.....	8

Alexander, Glenn H.—	
Appointed temporary student assistant in Physical Education Department.....	37
Alexander, Jean H.—	
Resignation accepted	35
Allen, F. L.—	
Authorized to attend meeting of Extension Directors and County Agent Leaders.....	42
Allen, Thomas V.—	
Appointed Night Trouble Man, Division of Operation and Maintenance.....	22
American History, Department of—	
Atkinson, Agnes Jessie—appointed Graduate Assistant.....	7
Witke, Carl—appointed Instructor.....	36
Appropriation for salaries.....	51
American Institute of Homeopathy—	
One delegate from the University authorized to attend meeting of.....	92
Anatomy, Department of—	
Student Assistants appointed.....	22
Baxter, E. H.—resignation accepted.....	29
Charlton, P. H.—resignation accepted.....	29
Burrell, N. L.—appointed Student Assistant.....	31
Yoakum, H. H.—appointed Student Assistant.....	31
Burrell, N. L.—resignation accepted.....	56
Beach, W. L.—appointed Student Assistant.....	58
Student Assistants appointed.....	58
Anderson, M. Margaret—	
Resigned Graduate Fellowship.....	21
Animal Husbandry, Department of—	
Appropriation for live stock.....	11
Herdsman appointed.....	8
Snoder, Ben S.—appointed Herdsman.....	23
Carter, Charles H.—appointed Helper.....	39
Lindamood, V. G.—appointed Groom.....	39
Dickey, T. O.—appointed Poultryman.....	39
Sturgeon, Ralph H.—appointed Student Assistant.....	44
Request to purchase a Percheron stallion referred to a committee.....	68
Ankeny, William N.—	
Appointed Graduate Assistant in the Department of Botany.	50
Annual Reports of the University—	
To be printed hereafter by the University.....	46
Ansel, Orleta—	
Appointed Stenographer.....	90
Applications for Deeds... 17-18, 19-20, 33-35, 46-48, 53-55, 62-63, 86-87	
Appropriations—	
For salary of Instructor in Chemistry.....	7
For salaries of Assistants in the Department of Chemistry...	7

Cancelled—balance in appropriation for salaries in Electrical Engineering Department.....	7
For salary of Instructor in Department of Home Economics	7
For salary of drug clerk at State and Park Street Dispensaries.....	8
For salary of assistant to the Dean of Women.....	8
Cancelled—balance of \$30.00 in salary appropriation for stenographer for Entrance Board.....	9
Cancelled—\$60.00 in appropriation for salary of stenographer in Townshend Hall.....	8
For salary of Instructor in Psychology.....	11
For salary of Professor of Soils.....	11
For salary of Instructor in Law.....	11
For salary of Assistant Professor of Journalism.....	11
For increase in salary of Professor of Physiology.....	11
For salary of Assistant in the Department of Physics.....	11
For live stock—Department of Animal Husbandry.....	11
For research work—Departments of European History and Physics.....	11
Division of the equipment fund for the Shops and Home Economics Buildings.....	11
Transfer of certain amounts by Controlling Board.....	12
Cancelled—balance of \$500.00 in appropriation for salaries in College of Pharmacy.....	13
Cancelled—\$300.00 in salaries account, Department of Chemistry.....	21
Cancelled—\$200.00 in salaries account of Department of Civil Engineering.....	21
For salary of herdsman in Department of Animal Husbandry	23
For apparatus, Department of Psychology.....	24
For equipment, Department of Mineralogy.....	25
For roads—additional amount.....	25
For tunnels.....	25
Cancelled—balance in salary appropriation for Clerk, College of Medicine.....	29
For salaries in the Department of English.....	36
For salaries in Stores and Receiving Department.....	38-39
For salary of a diener in Department of Bacteriology.....	40
Transferred—\$250.00 from Department of Physiology to Department of Pathology.....	40
For salaries in College of Medicine.....	50
Transferred—100.00 from Dentistry to the Department of Chemistry.....	51
Cancelled—\$2500.00 in appropriation for salary of Dean of the College of Engineering.....	51
For drawing tables—Department of Engineering Drawing..	51
For office equipment—Department of Physical Education...	51
For current expense—Student Health Service.....	51
For equipment—Department of Chemistry.....	51
For salaries—Department of American History.....	51
For salaries—Department of Psychology.....	51
For equipment of the Homeopathic Hospital.....	51
Cancellations—salaries account.....	56-57
Cancelled—salary appropriation for Professor of Mine Engineering.....	59
For non-commissioned officers' compensation.....	60

For electric furnace—Department of Metallurgy.....	61
For current expense—Department of Psychology.....	61
For current expense—College of Agriculture.....	61
For liquid air plant.....	61
For lantern in auditorium of Home Economics Building....	61
For student help in the Department of Physics.....	61
For kiln—Department of Ceramic Engineering.....	64
For purchase of the Hess tract of land.....	66
For tennis courts.....	68
For installing machines in Department of Manual Training..	73
For Summer Session Budget.....	73-76
Cancelled—unexpended balances in equipment fund.....	76
Cancelled—balances in salaries.....	88-89
For salaries.....	89-91
For high temperature testing furnace.....	92
For Ohio History Teachers' Journal.....	92
For current expense—Department of Anatomy.....	92
Cancelled—\$150.00 of appropriation for current expense, De- partment of Obstetrics.....	92
For Summer Camp, 1917.....	92
Cancelled—balances in equipment fund.....	93
Cancelled—balances in appropriations for improvements of Buildings and Grounds.....	94
For various accounts authorized by the President.....	94
For additional salary for the Commandant of Cadets.....	94
For services of Acting Dean of the College of Engineering..	95
Cancelled—balance in salary appropriation for Dean of the College of Engineering.....	95
Appropriation of Endowment Funds, etc.....	95
For roadway; railway switch.....	96
Cancelled—all unencumbered balances.....	96
To cover approved expenditures.....	96
Architecture, Department of— Budget for 1916-1917 adopted.....	14
Art and Architecture— Professor C. F. Kelley appeared regarding new building for departments of.....	4
Armstrong, Andrew— Appointed Laborer, Division of Operation and Maintenance	9
Armstrong, Dora— Appointed Stenographer.....	6
Resignation accepted.....	21
Armstrong, George— Detailed for service by War Department in the Department of Military Science and Tactics.....	50
Detailed for service in the regular army.....	91
Art, Department of— Appropriation for current expense.....	61
Association of American Agricultural Colleges and Experiment Stations— Delegates appointed to attend meeting of.....	42

Association of American Schools and Departments of Journalism— Membership in, authorized.....	92
Association of Collegiate Schools of Business— Membership in, authorized.....	32
Athletic Board— Committee from, appeared concerning stadium.....	55
Athletic Field and Stadium— Matter of location of.....	55, 66, 68
Atkinson, Agnes Jessie— Appointed Graduate Assistant in the Department of American History.....	7
Auditor of State— Opinion concerning the awarding of contracts for roads, walks, tunnels, etc., without advertising for bids.....	5
Aviation School— President reported concerning its operation under the direction of the War Department.....	87
Baccalaureate Address— An edition of 10,000 copies to be printed.....	95
Bacteriology, Department of— Student Assistants appointed..... Metze, Oscar—appointed diener..... Spear, Harry I.—services discontinued..... Burkhart, W. C.—resigned.....	8 40 57 6
Bain, Edgar Collins— Degree conferred on.....	55
Bair, Ruth— Appointed Assistant in the Department of Home Economics..	21
Baker, Clara L.— Transferred to the Department of Journalism-Printing....	29
Baker, Clarence M.— Appointed Assistant in the Department of Journalism.....	49
Baker, R. C. Title changed to Graduate Assistant in the Department of Anatomy.....	39
Baldwin, Elma G.— Degree conferred on.....	41
Banks, Russell— Appointed Graduate Assistant in Chemistry.....	37
Barrington, Alfred R.— Matter of compensation.....	60
Barton, John L.— Degree conferred on.....	41
Batesole, D. E.— Appointed Instructor in Engineering Drawing Department..	52
Baumiller, George Nicholas— Degree conferred on.....	88

Baxter, E. H.—	
Resigned as Student Assistant in the Department of Anatomy	29
Appointed Student Assistant in Clinical Laboratory, College of Homeopathic Medicine.....	31
Bayes, Arthur—	
Resignation accepted.....	36
Beach, Carrie L.—	
Appointed Stenographer in Agricultural Extension Service..	71
Beach, W. L.—	
Appointed Student Assistant in the Department of Anatomy..	58
Beale, Arlene J.—	
Degree conferred on.....	41
Bechtel, Lott E.—	
Appointed Instructor in Dairying in the Winter Course....	49
Becker, William John—	
Degree conferred on.....	40
Beechey, L. P.—	
Appointed Extension Specialist in Veterinary Science.....	58
Betz, Mary—	
Reappointed Instructor in Home Economics in Agricultural Extension Service.....	6
Biddle, George W.—	
Degree conferred on.....	48
Billingsley, J. K.—	
Appointed Laborer, Division of Operation and Maintenance..	59
Bishop, A. J.—	
Appointed Instructor in Animal Husbandry in Winter Course	49
Bleecker, William L.—	
Appointed Student Assistant in Bacteriology.....	8
Board of Visitors of Alumni Association—	
Report from, concerning the College of Law.....	43
Resolution from, concerning consulting professors in the Col- lege of Engineering.....	46
Board, William Ross—	
Appointed Laborer, Division of Operation and Maintenance..	59
Salary increased.....	72
Resignation accepted.....	89
Bock, C. W.—	
Remuneration for services constructing apparatus.....	24
Boger, Henry Hall—	
Degree conferred on.....	41
Bond—	
Payment of premium on bond of Secretary and Business Manager authorized.....	11
Botany, Department of—	
Dean, F. W.—appointed Graduate Assistant.....	7
Burns, Ross C.—appointed Student Assistant.....	7

Eckman, W. S.—appointed Assistant.....	7
Crabb, John S.—appointed Assistant.....	50
Ankeney, William N.—appointed Graduate Assistant.....	50
Sayre, Jasper D.—appointed Student Assistant.....	50
Leonard, E. C.—appointed Student Assistant.....	50
Eckman, W. S.—resignation accepted.....	48
Burns, Ross C.—resignation accepted.....	89
Boudreau, Frank G.—	
Resignation accepted.....	35
Bowden, R. K.—	
Appointed Student Assistant in Mine Engineering Department.....	30
Bowman, John C.—	
Appointed Assistant in the Department of Chemistry.....	7
Boyd, Thomas A.—	
Appointed Student Assistant in Department of Engineering Drawing.....	52
Boylan, Bernette—	
Allowed to re-enter University and finish work without payment of fees.....	40
Bradford, Joseph N.—	
Re-elected Professor of Architecture.....	14
Re-elected University Architect and salary increased.....	14
Bradfute, O. E.—	
Member of committee on the purchase, breeding and selling of live stock.....	67
Brady, Agnes—	
Resignation accepted.....	56
Brehm, G. W.—	
Rank changed to Instructor and salary increased.....	9
Brevoort, Virgil E.—	
Appointed Janitor.....	38
Breyfogle, Caroline M.—	
Authorized to attend meeting of collegiate alumnae.....	72
Bridge—	
Matter of lengthening the railroad bridge.....	76-77
Plan for placing new deck on railroad bridge.....	26
Brooks, Shirley T.—	
Resignation accepted.....	36
Brown Hall—	
Addition to—requested.....	4
Brown, Ralph Henry—	
Degree conferred on.....	48
Brownfield, W. W.—	
Appointed County Agricultural Agent.....	37
Bruce, William F.—	
Appointed Instructor in Farm Crops, Short Winter Course..	49

Budgets—	
Preliminary budget for Summer Session 1917 presented....	46
Action concerning cancellations, appropriations and appointments.....	56
Summer Session Budget adopted (1917).....	73-76
Budget for Department of Architecture and University Architect, adopted.....	14
Bugby, M. O.—	
Resignation accepted.....	48
Buildings—	
Deans and professors appeared before the Board regarding new buildings.....	3-4
Committee appointed to determine the requests to be made to Legislature.....	17
Bumpas, Lena—	
Appointed part-time Assistant in the Department of Home Economics.....	7
Burgess, E. W.—	
Resignation accepted.....	29
Burgwald, Louis E.—	
Appointed Instructor in Dairying in Short Winter Course..	49
Burkhart, W. C.—	
Resignation accepted.....	6
Burns, Ross C.—	
Appointed Student Assistant in Botany.....	7
Resignation accepted.....	89
Burns, William J. Detective Agency—	
Bill of, authorized to be paid.....	76
Burrell, N. L.—	
Appointed Student Assistant in Anatomy.....	31
Resignation accepted.....	56
Butler, John R.—	
Appointed Janitor.....	59
Cabinet—	
Minutes approved.....	4
Referred to—matter of continuing Lake Laboratory at Cedar Point.....	26
Minutes and actions approved.....	26, 46
Minutes read and approved.....	55, 63, 96
Caine, William H.—	
Appointed House Physician at Homeopathic Hospital.....	31
Resignation accepted.....	69
Caldwell, F. C.—	
Appointed a member of the Advisory Council of Engineering Experiment Station.....	45
Cameron, Hazel—	
Appointed Technical Assistant in Department of Pathology	8
Campbell, Francis Carlyle—	
Degree conferred on.....	42

Campbell, Lois Ruth— Appointed Graduate Teacher Nurse, Homeopathic Hospital..	70
Carman, J. Ernest— Appointed Assistant Professor of Geology.....	30
Carter, Charles H.— Appointed General Helper, Department of Animal Husbandry	39
Ceramic Engineering, Department of— Matter of additional appropriation for kiln.....	43
Stout, Wilbur—appointed Instructor.....	57
Helser, Perry D.—appointed Student Assistant.....	57
Appropriation for completion of kiln.....	64
Chapin, Esther S.— Appointed Cataloguer in Library.....	8
Charlton, P. H.— Appointed Student Assistant in Anatomy.....	22
Resignation accepted.....	29
Chemistry Building— Addition to, requested.....	4
University Architect directed to prepare plans for addition..	67
Chemistry, Department of— Additional appropriations for salaries.....	7
Sweeney, Orland R.—appointed Instructor.....	7
Graduate Assistants and Assistants appointed.....	7
Shipley, J. W.—resignation accepted.....	20
Olin, H. L.—appointed Assistant Professor.....	21
Adams, Clyde S.—resignation accepted.....	29
Banks, Russell—appointed Graduate Assistant.....	37
100.00 transferred to current expense account from Dentist- ry Department.....	51
Appropriation for equipment, analytical laboratories.....	51
Lake, W. W.—resignation accepted.....	5
Sanford, Robert M.—resignation accepted.....	69
Cheng, Wei Van— Degree conferred on.....	40
Chubb, C. St. J.— Re-elected Professor of Architecture and salary increased..	14
Church, Esther Anna— Degree conferred on.....	41
Civil Engineering, Department of— Hindman, W. S.—resignation accepted.....	21
Kromer, Edward—appointed Assistant Professor.....	21
McCoy, W. E.—appointed substitute Instructor for two months.....	89
To make survey between Lane and King Avenues, with a view to beautifying the river.....	96
Appropriation for Summer Camp, 1917.....	92
Clark, Andrew D.— Detailed for service by the War Department in the Depart- ment of Military Science and Tactics.....	50
Detailed for service in the regular army.....	91

Clark, Blanche L.—	
Appointed Stenographer.....	71
Clark, Shreve—	
Fees remitted.....	24
Clements, Coit L.—	
Appointed Helper in Stores and Receiving Department.....	38
Resignation accepted.....	69
Clements, Eva Ball—	
Appointed Student Nurse—Homeopathic Hospital.....	90
Clevenger, W. L.—	
Resignation accepted.....	69
Coal—	
Contract awarded to the Victoria Coal Company for year ending June 30, 1917.....	12
Secretary directed to secure bids for year ending June 30, 1918.....	87
Cockley, W. B.—	
Salary increased.....	72
Resignation accepted.....	89
Coddington, E. F.—	
And others appeared before the Board requesting an addi- tion to Brown Hall.....	4
Appointed delegate to annual meeting of Association Ameri- can Agricultural Colleges and Experiment Stations....	42
Reappointed Acting Director of Advisory Council Engineer- ing Experiment Station.....	45
Allowance for services as Acting Dean of College of En- gineering.....	95
Coe, Vernard Delano—	
Degree conferred on.....	40
Coith, Herbert S.—	
Appointed Assistant in the Department of Chemistry.....	7
Degree conferred on	40
Cole, A. D.—	
Appointed member of Advisory Council of Engineering Ex- periment Station.....	45
Coler, Lillian E.—	
Appointed Graduate Assistant in the Department of Psychol- ogy.....	8
Resignation accepted.....	36
College of Agriculture—	
Dean Vivian presented a comprehensive building scheme, covering a series of years.....	3
Manner of awarding scholarships for Three-Year Course in Agriculture.....	18
Appointment of instructors for Short Winter Course.....	49
Appropriation for current expense for Dean's office.....	61
Present method of awarding the scholarships for the Three- Year Course abandoned.....	61
President and Dean of the College of Agriculture to report concerning method of awarding.....	61

College of Dentistry—	
Reif, Louis E.—appointed Demonstrator in Operative Clinic	7
Elam, Arthur—appointed Student Assistant.....	37
Fees fixed for freshman year.....	61
Appropriation for student assistant transferred to the Department of Chemistry.....	51
College of Engineering—	
Request concerning exchange professorships.....	43
Resolution from Board of Visitors of Ohio State University Association regarding consulting professors.....	46
Members of Advisory Board of Engineering Experiment Station.....	45
Cancelled—part of appropriation for the salary of a dean..	51
Appropriation for salary of Acting Dean for 1916-1917.....	95
Cancelled—balance in appropriation for salary of a dean...	95
College of Homeopathic Medicine—	
Loessel, Gertrude—appointed Teacher of Surgical Nursing..	7
Johnson, Helen—services discontinued.....	7
Johnson, Mildred Victoria—appointed Student Nurse in Homeopathic Hospital.....	24
Miller, Helen—appointed Student Nurse in Homeopathic Hospital.....	24
Gift to—from Messrs. Deeds and Kettering.....	28
Knapp, H. J.—resignation accepted.....	29
Shoemaker, J. R.—declined appointment.....	29
Sage, Harry M.—appointed Assistant.....	30
Caine, William H.—appointed House Physician.....	31
Baxter, E. H.—appointed Student Assistant.....	31
Additional allowance for the salary of R. V. Hadley for 1916-1917.....	32
Request for additional quarters for the nurses.....	43
Fuller, Angie S.—resignation accepted.....	49
Meyers, Lucile—appointed Instructor in Nursing and Night Supervisor.....	49
Appropriation for equipment of new Hospital.....	51
Schaeffer, Ethel M.—appointed Student Nurse in Homeopathic Hospital.....	58
Fisher, Leoto—appointed Student Nurse in Homeopathic Hospital.....	58
Matter of fees to be charged patients in new hospital referred to President.....	77
Student Nurses appointed—Amanda Schenck, Olivia Hill, Nora Turner, Eva Ball Clements.....	90
Course in Training School for Nurses approved.....	92
Caine, William H.—resignation accepted.....	69
College of Law—	
Report from Board of Visitors of Alumni Association presented.....	43
Appropriation for salary of instructor.....	11
Assistants appointed for Law Library.....	23
Page, William H.—resignation accepted.....	35
Cockley, W. B.—salary increased.....	72
Cockley, W. B.—resignation accepted.....	89

College of Medicine—	
Dean McCampbell presented the needs of the College of Medicine covering new buildings.....	4
Leist, Joseph W.—appointed Assistant in Department of Medicine	7
Crotti, Andre—resignation accepted.....	6
The rank of C. W. Hadley and G. W. Brehm changed from Assistant to Instructor.....	9
Compensation to Friends' Rescue Home.....	9
Hospital staffs approved.....	9
Agreement with Protestant Hospital.....	12-13
Helmick, A. G.—resignation accepted.....	21
Hoy, Carl D.—services discontinued.....	73
Appropriation for Instructor in Public Health Nursing made available for two nurses.....	25
Boudreau, F. G.—resignation accepted.....	35
Ditoe, William H.—resignation accepted.....	5
Stanton, F. M.—resignation accepted.....	5
Additional salary for Dr. J. W. Means.....	50
Adjustment of fees of special students referred to the President.....	72
Students required to provide microscopes.....	73
Stanton, F. M.—appointed Assistant in Surgery.....	23
Dean McCampbell authorized to attend meetings of Council on Medical Education and American Association of Medical Colleges.....	51
College of Pharmacy—	
Temporary organization approved, and President authorized to proceed with plans for permanent organization.....	13
Spease, Edward—resignation accepted.....	35
Davy, Edward D.—appointed temporary Assistant.....	36
College of Veterinary Medicine—	
Torr, John, Jr.—appointed Clerk in Veterinary Hospital....	8
Rebrassier, R. E.—appointed temporary Assistant.....	30
Colmery, Isabel—	
Reappointed Secretary at Oxley Hall.....	18
Granted temporary leave of absence.....	52
Committees—	
Mr. Stone, President and Secretary—on new buildings.....	17
On students' fees; committee discharged.....	26
Special committee organized to transact Board business, October 3, 1916; minutes of special committee approved....	27, 33
On contagious hospital and juvenile research laboratory....	67
On purchase, breeding and selling of live stock.....	67
Conard, Katherine E.—	
Resignation accepted.....	36
Conrey Guy—	
Appointed Instructor in the Department of Agricultural Chemistry and Soils.....	57
Consulting Professors—	
Resolution concerning from Board of Visitors of Alumni Association.....	46

Contagious Hospital—	
Committee appointed to confer with City Council.....	67
Converse, George L.—	
President to make formal application for another detail of..	11
Detail renewed.....	23
Salary fixed for 1916-1917.....	94
Coon, S. J.—	
Salary increased.....	32
Cooperrider, Edith Bell—	
Degree conferred on.....	41
Correy, Ethel M.—	
Appointed Stenographer.....	38
Cory, Samuel Isaac—	
Degree conferred on.....	42
County Agents—	
Smith, A. G.—appointed for Stark County.....	6
Riggs, E. J.—resignation accepted.....	5
Expense allowance for automobile maintenance.....	24
McCoy, W. E.—appointed County Agent for Clark County...	23
Galehouse, D. W.—resignation accepted.....	35
Richey, Edgar C.—appointed for Franklin County.....	37
Brownfield, W. W.—appointed for Washington County.....	37
Long, R. D.—appointed for Cuyahoga County.....	37
Hedge, J. C.—appointed for Summit County.....	37
Bugby, M. O.—resignation accepted.....	48
Swift, A. J.—appointed for Preble County.....	50
Lehman, H. A.—appointed for Mahoning County.....	50
Mahan, Charles H.—appointed for Sandusky County.....	50
The salary of A. G. Smith increased.....	50
Hershberger, Joseph P.—resignation accepted.....	56
Wheelock, W. R.—appointed for Trumbull County.....	58
Foster, Thomas J.—appointed for Highland County.....	58
Miller, H. P.—resignation accepted.....	88
Coy, Helen—	
Degree conferred on.....	41
Coyner, James Miller—	
Certificate granted to.....	88
Crabb, John S.—	
Appointed Assistant in Botany in charge of greenhouse....	50
Crain, Marcella Lois—	
Degree conferred on.....	41
Crane, Amy C.—	
Resignation accepted.....	69
Cronin, William Kress—	
Certificate granted to.....	88
Crotti, Andre—	
Resignation accepted.....	6

Cunningham, John F.—	
Elected Vice-Chairman of the Board.....	62
Member of committee on purchase, breeding and sale of live stock.....	67
Re-elected Vice-Chairman.....	95
Curts, Harry John—	
Degree conferred on.....	42
Customs House—	
Resolution concerning duty free importations.....	28
Dairying, Department of—	
Nobs, Fred—resignation accepted.....	88
Clevenger, W. L.—resignation accepted.....	69
Damm, Hilda E.—	
Appointed Student Assistant in Botany.....	89
Dannley, J. A.—	
Appointed Student Janitor at the Observatory.....	91
Dapp, W. E.—	
Resignation accepted.....	56
Davies, A. E.—	
Granted leave of absence for 1917-1918.....	89
Davis, Bertha A.—	
Appointed Stenographer.....	6
Davy, Edward Dawson—	
Appointed temporary Assistant in Pharmacy.....	36
Dawson Construction Company—	
Contracts completed for Shops Building and the Homeopathic Hospital Building, work accepted and payment of final estimates authorized.....	52
Dawson, Lydia—	
Appointed Janitress.....	71
Day, Karl S.—	
Degree conferred on.....	41
Dean, Forest William—	
Appointed Graduate Assistant in Botany.....	7
Degree conferred on.....	41
Dean, Frank C.—	
Appointed Assistant in Publications in Agricultural Extension Service.....	6
Deeds—	
Applications for deeds to Virginia Military Lands 17-18, 19-20, 33-35, 46-48, 53-55, 62-63, 86-87	
Deed to Henry Saddler cancelled.....	63
Deeds, E. A.—	
Gift from.....	28
Deeds, Forest Edward—	
Degree conferred on.....	42

Degrees Conferred—	
November 11, 1916.....	40
January 9, 1917.....	48
February 21, 1917.....	55
April 3, 1917.....	68
At Commencement—June 5, 1917.....	78-86
June 4, 1917.....	87-88
DeLashmutt, Floyd—	
Appointed Cow Tester in Agricultural Extension Service....	6
Delegates—	
Appointed to attend meetings.....	5, 42, 61
Demorest, D. J.—	
Appointed member of Advisory Board Engineering Experiment Station.....	45
DeMuth, Mabel Eva—	
Degree conferred on.....	41
Dentistry, College of—	
Reif, Louis E.—appointed Demonstrator in Operative Clinic	7
Elam, Arthur—appointed Student Assistant.....	37
Fees fixed for freshman year.....	61
Appropriation for student assistant transferred to Department of Chemistry.....	51
DeNune, Ina Fern—	
Degree conferred on.....	41
Dickey, Thomas O.—	
Appointed Poultryman.....	39
Diplomas—	
New form approved and authorized.....	55
Fees for—not required from members of Senior Class 1917 who are in military service.....	95
Dispensaries—	
Appropriation for salary of drug clerk.....	8
Dittoe, W. H.—	
Resignation accepted.....	5
Dobson, Robert J.—	
Appointed University Scholar.....	31
Doerschuk, Ernest A.—	
Resigned University Scholarship.....	29
Dodds, Frank Wylie—	
Duplicate certificate in law authorized for.....	24
Dollinger, Verona M.—	
Appointed Assistant in English.....	36
Draffin, Jasper O.—	
Appointed Instructor in Department of Mechanics.....	7
Dudley, Carrie F.—	
Transferred to position of Clerk in College of Dentistry....	29
Resignation accepted.....	35

Duty Free Importations—	
Resolution adopted covering.....	28
Dye, C. A.—	
Appointed Acting Dean of College of Pharmacy and re- elected Professor of Pharmacy.....	13
Eason, Alta—	
Resignation accepted.....	36
Eby, S. L.—	
Appointed Professor of Principles of Education during Summer Session.....	10
Eckelberry, George W.—	
Salary increased.....	32
Degree conferred on.....	40
Resignation accepted.....	56
Eckert, John—	
Appointed Graduate Assistant in Department of Zoology and Entomology.....	22
Eckman, Walter S.—	
Appointed Assistant in Botany; resignation accepted.....	7, 48
Eckstine, Augusta—	
Appointed Collation Assistant in the Library.....	8
Economics and Sociology, Department of—	
Hammond, M. B.—to serve on Board of Appraisers for Con- servancy Board.....	25
Burgess, E. W.—resigned.....	29
Walradt, H. F.—granted leave of absence for the first semes- ter, 1916-1917.....	29
North, C. C.—appointed Assistant Professor.....	30
Pfeiffer, Robert—appointed temporary Instructor.....	30
Adjustment in salaries.....	32
Eckelberry, G. W.—resignation accepted.....	56
Pfeiffer, Robert E.—continued as Instructor for the second semester.....	58
Wilkinson, Otto F.—resigned.....	5
Eddy, Iva M.—	
Appointed Book-keeper.....	31
Edelman, S. D.—	
Appointed Assistant in Medicine.....	23
Edington, Cornelius O.—	
Appointed University Scholar.....	31
Edmiston, F. Marion—	
Degree conferred on.....	42
Elam, Arthur M.—	
Appointed Student Assistant in Prosthetic Dentistry.....	37
Elam, B. S.—	
Appointed Student Assistant in Department of Anatomy....	22

Electrical Engineering, Department of—	
Balance in salary appropriation cancelled.....	7
Greenewald, Joseph—appointed Helper.....	7
Flowers, A. E.—part-time service, 1916-1917.....	23, 24
Kellogg, E. W.—appointed substitute Instructor during 1916-1917.....	24
Farmer, T. O.—services decreased in time.....	60
Puchstein, A. F.—continued as part-time assistant.....	60
Embler, Paul E.—	
Appointed Assistant in Horticulture.....	90
Emergency Board—	
President directed to appear before Emergency Board for appropriation for swine building.....	26-27
President reported concerning building for swine.....	28
Allowed the University \$880.00 for swine sheds.....	43
Engineering Drawing, Department of—	
Sheets, Cree—resignation accepted.....	49
Appropriation for drawing tables.....	51
Batesole, D. E.—appointed Instructor.....	52
Boyd, Thomas A.—appointed Student Assistant.....	52
Allowance for student help.....	52
Engineering Experiment Station—	
Reappointment of members of Advisory Board.....	44-45
English, Department of—	
Assistants appointed.....	36
Appropriation for salaries.....	36
Equipment Fund—	
All unexpended balances May 1, 1917, to be cancelled.....	76
Erbaugh, Gordon L.—	
Appointed Pharmacist.....	31
European History, Department of—	
Appropriation for research work.....	11
Evans, Robert H. & Co.—	
Contract for Home Economics Building completed, work accepted and payment of final estimate authorized.....	53
Exchange Professorships—	
Request of the College of Engineering concerning—referred to President with power.....	43
Experiments in Soil Evaporation—	
Permission to carry on experiments in front of Observatory	77
Extension Directors and County Agent Leaders—	
Delegates appointed to attend meeting of.....	42
Faculty Club House—	
Preliminary plans approved and permission granted to erect the building on the campus.....	26
Fairman, Grover C.—	
Appointed Laborer, Division of Operation and Maintenance..	9
Services discontinued.....	36

Fankhouser, Henry A.—	
Degree conferred on.....	41
Farm Crops, Department of—	
Wiggins, R. G.—appointed Assistant Professor.....	21
Stemple, F. W.—resignation accepted.....	5
Farmer, Mary—	
Appointed Stenographer.....	37
Farmer, T. O.—	
Amount of service decreased.....	60
Farmers' Institutes—	
Places where institutes should be granted.....	13
Faught, Bert E.—	
Services discontinued.....	36
Fees—	
Remitted, of Shreve Clark.....	24
Remitting fees in special cases referred to the President with power.....	28
Remitted, of Miss Bernette Boylan.....	40
Of teachers.....	52
For freshman year in the College of Dentistry.....	61
President authorized to adjust fees of special students in the Colleges of Medicine and Dentistry.....	72
Report from special committee on fees—ordered to be filed..	26
For diplomas not required for members of Senior Class 1917 who are in military service.....	95
Ferguson, Mary Elizabeth—	
Appointed Graduate Teacher-Nurse in Homeopathic Hospital	70
Fichtelman, Willis—	
Resignation accepted.....	56
Fikret, H. Halouk—	
Appointed Assistant in Department of Mechanical Engineer- ing.....	7
Findlay, Charles E.—	
Transferred from the Department of Military Science and Tactics to the College of Medicine.....	40
Fisher, Leoto—	
Appointed Student Nurse.....	58
Flowers, A. E.—	
On part-time service for the year 1916-1917.....	23-24
Foley, Louis—	
Degree conferred on.....	40
Ford, F. M.—	
Services discontinued.....	57
Foreman, Harry Henry—	
Degree conferred on.....	41
Forestry, Department of—	
Death of Prof. W. R. Lazenby, Head of the Department, September 15, 1916.....	33

Foster, Thomas B.—	
Appointed Agricultural Agent for Highland County.....	58
Fouch, Mary—	
Appointed Clerk.....	31
Fox, William Lyman—	
Appointed Student Interne.....	70
Fredo, J.—	
Transferred to position of Laborer, Division of Operation and Maintenance.....	60
French, T. E.—	
Authorized to attend meeting of Society for Promotion of Engineering Education.....	92
French, Walter—	
Appointed Assistant in the Department of German.....	21
Frick, Carl E.—	
Appointed Graduate Assistant in Chemistry.....	7
Friends' Rescue Home—	
Compensation to.....	9
Fritts, Minnette—	
Appointed Student Clerk in Secretary's office.....	31
Fuller, Angie—	
Resignation accepted.....	49
Galehouse, D. W.—	
Resignation accepted.....	35
Geology, Department of—	
Carman, J. Ernest—appointed Assistant Professor.....	30
Hills, Thomas McD.—salary increased.....	32
Death of Professor C. S. Prosser, Head of Department, Sep- tember 12, 1916.....	33
George, Elmer—	
Appointed Laborer, Division of Operation and Maintenance..	39
Transferred to position of Craneman.....	60
Gephart, Raymond Clifford—	
Degree conferred on.....	41
Gerish, Edward Frederick—	
Resignation accepted.....	29
Degree conferred on.....	55
German, Department of—	
French, Walter—appointed Assistant.....	21
President authorized to make adjustments.....	33
Muller, Siegmund—appointed temporary Instructor.....	36
Lerando, L. Z.—salary increased and title changed.....	39
Rey, Ernest—resignation accepted.....	6
Getz, Carl H.—	
Resignation accepted.....	88
Giffin, Adaline Ruth—	
Degree conferred on	41

Gifford, Carl E.—	
Appointed Graduate Assistant in Chemistry.....	7
Gifts—	
From E. A. Deeds and Charles F. Kettering.....	28
Gillen, Roy J.—	
Resigned University Scholarship.....	29
Gillilan, Kathryn L.—	
Degree conferred on.....	41
Goff, Howard—	
Appointed Herdsman in Department of Animal Husbandry..	8
Gordon, E. J.—	
Granted leave of absence.....	25
Returned from the Mexican border.....	70
Gorey, W. J.—	
Appointed Student Assistant in Department of Anatomy....	22
Gorrell, W. H.—	
Appointed Drug Clerk.....	8
Graduate Fellowships and Scholarships—	
Appointments made.....	22
Resignations accepted.....	6, 21, 29
Appointments made.....	31
Grady, G. Otto—	
Appointed Graduate Assistant in Department of School Ad- ministration.....	22
Graham, Okley—	
Appointed Stenographer.....	38
Gray, Walter S.—	
Appointed Graduate Assistant in Department of History and Philosophy of Education.....	37
Green, S. J.—	
Appointed Laborer, Department of Animal Husbandry.....	71
Greenewald, Joseph—	
Appointed Helper in the Department of Electrical Engineer- ing.....	7
Guy, Dorothy—	
Degree conferred on.....	41
Gysan, William H.—	
Appointed Assistant in Department of English.....	36
Haber, Roy—	
Resignation accepted.....	5
Hadley, C. W.—	
Rank changed to Instructor and salary increased.....	9
Hadley, R. V.—	
Extra compensation for the year 1916-1917.....	32
Haines, Marie D.—	
Salary increased.....	91

Haines, Thomas Harvey—	
Granted leave of absence for the remainder of the year.....	49
Hall, Walter F.—	
Appointed Laborer, Division of Operation and Maintenance..	91
Resignation accepted.....	89
Hamilton, Edwin A.—	
Granted leave of absence.....	25
Hammond, M. B.—	
Given permission to serve on Board of Appraisers of Con-	
servancy Board.....	25
Hanley, Miles L.—	
Appointed Assistant in English, Summer Session 1916.....	10
Hart, Herman J.—	
Resignation accepted.....	21
Haskett, F. H.—	
Re-elected Instructor in Architecture and salary increased..	14
Hastings, Lucile F.—	
Appointed Stenographer in Agricultural Extension Service..	71
Hathaway, Augustus A.—	
Appointed Janitor.....	38
Hauck, Charles W.—	
Resignation accepted.....	21
Head, Aaron Ferneau—	
Degree conferred on.....	40
Hedge, J. C.—	
Appointed Agricultural Agent for Summit County.....	37
Helbig, Elmer J.—	
Appointed Assistant in Dairying.....	90
Helmick, A. G.—	
Resignation accepted.....	21
Helser, Perry D.—	
Appointed Student Assistant in Ceramic Engineering.....	57
Hendrix, E. J.—	
Appointed Assistant in Bacteriology Department, Summer	
Session, 1916.....	10
Hershberger, Joseph P.—	
Resignation accepted.....	56
Hershberger, Mary—	
Appointed Assistant in Department of Home Economics.....	7
Hess Land—	
Appropriation for the purchase of.....	66
Hill, Florence—	
Resignation accepted.....	88
Hill, Olivia—	
Appointed Student Nurse.....	90

Hills, Thomas McD.— Salary increased.....	32
Hindman, W. S.— Resignation accepted.....	21
History and Philosophy of Education, Department of— Gray, Walter—appointed Graduate Assistant.....	37
Alexander, Jean H.—resigned.....	35
Hoesch, George J.— Appointed Janitor.....	38
Hoisington, L. B.— Appointed Laboratory Assistant in Department of Psychology	8
Resignation accepted.....	69
Home Economics Building— Appropriation for equipment of.....	11
Work of contractors accepted and payment of final estimate authorized.....	53
Dissolving view lantern for the auditorium of.....	61
Payment of final estimate on heating, ventilating, etc.....	64
Home Economics, Department of— Appropriation for salary of Instructor.....	7
Smith, Ruth McNary—appointed Instructor.....	7
Hershberger, Mary—appointed Assistant.....	7
Bumpas, Lena—appointed Assistant.....	7
Linder, Grace—appointed Instructor.....	22
Smith, Ruth McNary—declined appointment.....	22
Bair, Ruth—appointed Assistant.....	21
Brady, Agnes—resignation accepted.....	56
Miller, Ellen—appointed Assistant.....	57
Neal, Laura—appointed Assistant.....	57
Homeopathic Hospital Building— Work of contractor accepted and payment of final estimate authorized.....	52
Extras on contract authorized.....	64
Payment of final estimate on contract for heating, plumbing, etc.....	64
Homeopathic Medicine, College of— (See College of Homeopathic Medicine.)	
Hood, William D.— Appointed Assistant in Law Library.....	23
Horses—for campus use— President Thompson and Dean White authorized to purchase a team.....	67
Hoy, Carl D.— Appeared concerning the termination of services.....	67
Services discontinued.....	73
Huffman-Conklin Co., The— Extras allowed on contract.....	64
Payment of final estimates on contracts.....	64
Hughes, Alice M.— Resignation accepted.....	6

Hughes, Donald D.—	
Appointed Demonstrator in Farm Management in Agricultural Extension Service.....	23
Human Engineering Congress—	
President authorized to provide for necessary expenses.....	25
Hunter, Mary Ruth—	
Degree conferred on.....	41
Hutchison, John L.—	
Degree conferred on.....	40
Improvement of Grounds and the River—	
Survey, design and estimate ordered to be made.....	96
Industrial Arts, Department of—	
Rickley, Oscar D.—appointed Student Assistant.....	30
Irving, William—	
Appointed Technical Assistant in Department of Physiology, Physiological Chemistry and Pharmacology.....	23
Jacobs, Bertha Ellen—	
Degree conferred on.....	41
Johnson, Andrew Beaumont—	
Degree conferred on.....	41
Johnson, Charlotte—	
Appointed Instructor in Home Economics in Agricultural Extension Service.....	30
Johnson, Georgia—	
Resigned.....	56
Johnson, Helen—	
Services discontinued.....	7
Johnson, Mildred Victoria—	
Appointed Student Nurse in Homeopathic Hospital.....	24
Johnson, O. M.—	
Authorized to attend meeting of Extension Directors and County Agent Leaders.....	42
Johnston, G. A.—	
Services discontinued.....	36
Joliffe, C. B.—	
Appointed Assistant in Department of Physics.....	8
Jones, Helen—	
Appointed Stenographer.....	38
Jones, Mildred—	
Degree conferred on.....	41
Journalism, Department of—	
Appropriation for salary of Assistant Professor.....	11
Baker, Clarence M.—appointed Assistant.....	49
Getz, Carl H.—resignation accepted.....	88
Membership authorized in Association of American Schools and Departments of Journalism.....	92

Joyce, Hilda Marie—	
Degree conferred on.....	41
Juvenile Research Laboratory—	
Committee to investigate matter of location of.....	67
Kaiser, John—	
Reported for special committee on fees—report filed.....	26
Karger, Anna—	
Admitted to classes in Summer Session without fees.....	11
Kauder, William Frank—	
Degree conferred on.....	42
Kauffman, Treva—	
Transferred to position of Assistant State Leader Girls' and Boys' Club Work.....	32
Kautz Tract of Land—	
Matter of option.....	66
Kazezis, Athanas—	
Duplicate diploma authorized.....	91
Keesecker, Raymond Pearl—	
Degree conferred on.....	41
Keiser, Romeo O. (Dr.)—	
Death of—November 1, 1916.....	44
Kelley, Charles F.—	
Appeared concerning a new building for Departments of Art and Architecture.....	4
Authorized to attend meeting of College Art Association....	72
Kelley, Coletta—	
Reappointed Stenographer and salary increased.....	14
Kellogg, Clair—	
Fees remitted for first semester, 1915-1916.....	61
Kellogg, E. W.—	
Appointed substitute Instructor in Electrical Engineering De- partment.....	24
Title amended to Substitute Assistant Professor.....	32
Kettering, Charles F.—	
Gift from.....	28
Appointed a Trustee of the Ohio State University.....	62
Kiln—	
For Department of Ceramic Engineering.....	43
Additional appropriation required.....	43
Appropriation for the completion of.....	64
Kimball, Delphos R.—	
Appointed Janitor.....	38
King, Walter J.—	
Appointed Graduate Assistant in Chemistry.....	70
Klein, Gertrude F.—	
Appointed Stenographer in Agricultural Extension Service..	71

Knapp, H. J.—	
Resignation accepted.....	29
Knight, G. W.—	
Appeared concerning a general recitation building.....	4
Knox, Fletcher R.—	
Appointed Fireman.....	39
Resignation accepted.....	89
Kotz, Theodore F.—	
Leave of absence.....	25
Returned from Mexican Border.....	69
Kraus, Louise—	
Resignation accepted.....	35
Krause, Margaret—	
Instructor in Home Economics in Agricultural Extension Service.....	6
Kromer, Edward—	
Appointed Assistant Professor in Department of Civil Engineering.....	21
Kuntz, Charles A.—	
Transferred from College of Medicine to Secretary's office as Inventory and Budget Clerk.....	39
Lake Laboratory—	
Matter of continuing at Cedar Point.....	26
Communication from Professor Osborn relating to—matter of selection of a site at Lakeside.....	43
Lake, W. W.—	
Resignation accepted.....	5
Land—	
Matter of leasing tract on King Avenue referred to President and Secretary.....	43
Report on Lot No. 103, Morgan Township, Scioto County, not to be sold, or any other lot belonging to the University..	48
To continue lease of land on King Avenue and payment authorized for rental due last year.....	51
Appropriation for purchase of Hess tract of land.....	66
Option on Kautz tract of land.....	66
“Lantern, The”—	
McVicker, Vinton E.—appointed Editor-in-Chief, 1916-1917..	22
Stewart, Harlon P.—appointed Business Manager, 1916-1917	22
Lantis, L. O.—	
Appointed temporary Instructor in Rural Economics.....	49
Lathrop, F. H.—	
Appointed Graduate Fellow.....	22
Law, College of—	
(See College of Law.)	
Law, Otto—	
Resignation accepted as Fireman.....	36

Lawrence, Ralph C.— Appointed Student Assistant in Mine Engineering.....	30
Lazenby, William Rane— Death of—September 15, 1916.....	33
Leckliter, C. J.— Appointed Laborer—Division of Operation and Maintenance Resignation accepted.....	39 56
Leezer, Frank— Appointed Laundryman.....	59
Lehman, H. A.— Appointed County Agricultural Agent.....	50
Leist, Joseph W.— Appointed Assistant in Medicine.....	7
Leonard, E. C.— Appointed Student Assistant in Botany.....	50
Leonard, Ruth Evelyn— Degree conferred on.....	41
Leonard, Walter Medill— Duplicate diploma authorized for.....	45
Lerando, L. Z.— Salary increased and title changed to Assistant.....	39
Levine, Harry Alfred— Degree conferred on.....	41
Lewis, Marguerite— Salary increased.....	52
Lewis, Mary E.— Appointed Library Assistant.....	8
Library— Assistants appointed.....	8
Gerish, Edward F.—resignation accepted.....	29
Schwall, Harry E.—appointed Night Assistant.....	31
McCombs, Nelson W.—resignation accepted.....	88
Haber, Roy—resignation accepted.....	5
Chapin, Esther S.—appointed Cataloguer.....	8
Sells, Helen Elizabeth—appointed Library Assistant.....	70
Lilly, Stuart Cass— Degree conferred on.....	87
Lindamood, V. G.— Appointed Groom in Department of Animal Husbandry.....	39
Linder, Grace— Appointed Instructor in the Department of Home Economics	22
Liquid Air Plant— Appropriation for.....	61
Live Stock— To be housed west of the river.....	66
Plan for the purchase, breeding and selling of—committee to present a definite plan to the Board of Trustees.....	67

Loessel, Gertrude— Appointed Teacher of Surgical Nursing.....	7
Long, E.— Transferred to the janitor service.....	71
Long, Hazel Marie— Degree conferred on.....	88
Long, R. D.— Appointed County Agricultural Agent.....	37
Lord, Henry C.— Appeared regarding the purchase of land and the construction of an observatory..... Communication concerning the carrying on of experiments in soil evaporation by U. S. Government.....	3 77
Lowe, Carl C.— Resignation accepted.....	89
Ludman, C. M.— University to lease land for another year.....	51
Ludwig, Edward C.— Appointed Resident Physician and Surgeon at Protestant Hospital.....	70
Lum, W. H.— Appointed Student Assistant in Department of Anatomy....	22
McCampbell, E. F.— Appeared and presented needs of the College of Medicine.... Appointed to attend Council on Medical Education and American Association of Medical Colleges..... Member committee regarding contagious hospital and juvenile research laboratory.....	4 51 67
McCann, Benj. F.— Elected Chairman of Board of Trustees..... Member of committee on purchase, breeding and selling of live stock..... Re-elected Chairman of Board of Trustees.....	62 67 95
McCaughy, W. J.— Title changed to Professor and salary increased.....	25
McClintock, Chester— Appointed Assistant Storekeeper.....	38
McComb, Karl S.— Absent at the Mexican Border.....	32
McCombs, Nelson W.— Resignation accepted.....	88
McCoy, Earl W.— Temporary substitute Instructor in Department of Civil Engineering.....	89
McCoy, Vera— Salary increased.....	59
McCoy, W. E.— Appointed County Agricultural Agent.....	23

McCracken, William C.— Appeared before the Board and requested an appropriation for a new Power House.....	3
McGrail, Agnes— Transferred to the laundry.....	71
McKinnon, V. G.— Appointed Painter.....	22
McKitterick, James J.— Certificate granted to.....	88
McMillen, Frederick H.— Appointed Assistant in Agricultural Education, Department of School Administration, for the remainder of the year	70
McPherson, William— Appeared before the Board concerning an addition to the Chemistry Building.....	4
McVicker, Vinton E.— Appointed Editor-in-Chief of "The Lantern".....	22
Madden, John F.— Detailed by War Department for service in the Department of Military Science and Tactics.....	50
Magly, Bliss— Promoted to Stack Attendant in Library.....	8
Magruder, William T.— Appeared before the Board concerning addition to Robinson Laboratory..... Appointed member of Advisory Council Engineering Experi- ment Station..... Request to attend convention in New York—declined.....	4 45 45
Mahan, Charles A.— Appointed County Agricultural Agent.....	50
Manual Training, Department of— Appropriation to install machines in the Shops Building....	73
Marsh, Allison W.— Resignation accepted.....	88
Martin, E. I.— Appointed Carpenter.....	59
Martin, Valerie M.— Degree conferred on.....	41
Matthews, Josephine— Re-elected House Superintendent of Oxley Hall..... Authorized to employ help for the operation of the Hall.....	18 18
Matthias, Gertrude Ruth— Degree conferred on.....	41
Mayer, C. F., Jr.— Reappointed Draftsman and salary increased.....	14
Maxon, Dudley W.— Appointed Assistant in Law Library.....	23

Mazzola, Lawrence—	
Resignation accepted.....	89
Mazzola, Louis—	
Appointed Laborer.....	91
Means, John W.—	
Additional salary assigned.....	50
Mechanical Engineering, Department of—	
Fikret, H. Halouk—appointed Assistant.....	7
Mechanics, Department of—	
Draffin, Jasper O.—appointed Instructor.....	7
Meckstroth, Richard B.—	
Degree conferred on.....	41
Medicine, College of—	
(See College of Medicine.)	
Meetings—	
President to attend meetings called by the War College at Washington.....	28
Meetings of the Board of Trustees—	
July 10-11, 1916.....	3
September 12, 1916.....	18
October 3, 1916 (Committee).....	27
November 11, 1916.....	27
November 25, 1916.....	44
January 8-9, 1917.....	45
February 21, 1917.....	53
April 3, 1917.....	62
June 4, 1917.....	77
Melsheimer, Evelyn—	
Appointed Library Assistant.....	90
Memorials—	
Professor C. S. Prosser, September 12, 1916.....	33
Professor W. R. Lazenby, September 15, 1916.....	33
President Emeritus Walter Quincy Scott, May 10, 1917.....	88
Dr. Romeo O. Keiser, November 1, 1916.....	44
Metallurgy, Department of—	
Appropriation for electric furnace.....	61
Metze, Oscar—	
Transferred from janitor service to the position of Diener, Department of Bacteriology.....	40
Military Field—	
Matter of location.....	66, 68
Military Science and Tactics, Department of—	
Detail of Captain Converse expires.....	11
Detail of Captain Converse renewed.....	23
Sherrard, Robert G.—detailed as Professor of.....	23
Thorpe, Truman D.—resigned as Assistant to Commandant..	21
Graham, Okley H.—appointed Stenographer.....	38
Tilford, James D.—detailed by War Department as Professor	39

Clark, Andrew D.—detailed by War Department for duty at the University.....	50
Armstrong, George—detailed by War Department for duty at the University.....	50
Peters, John S.—detailed by War Department for duty at the University.....	50
Merrill, A. J.—detailed by War Department for duty at the University.....	60
Compensation fixed for non-commissioned officers.....	60
Appropriation for salaries.....	60
Salary of the Commandant fixed for year 1916-1917.....	94
Miller, Ellen—	
Appointed Assistant in the Department of Home Economics	57
Miller, Helen—	
Appointed Student Nurse.....	24
Miller, Herman C.—	
Appointed Assistant in the Department of Economics and Sociology.....	57
Miller, H. P.—	
Resignation accepted as County Agricultural Agent.....	88
Miller, Richard C.—	
Appointed Instructor in Agricultural Engineering in Agricultural Extension Service.....	6
Miller, Robert Edward—	
Degree conferred on.....	41
Miller, Wade Emil—	
Degree conferred on.....	40
Mine Engineering, Department of—	
Minor, Wells H.—resignation accepted.....	20
Nold, H. E.—appointed Assistant Professor.....	21
Ray, F. A.—leave of absence for first semester; extended through second semester.....	25, 59
Student Assistants appointed for 1916-1917.....	30
Mineralogy, Department of—	
McCaughey, W. J.—title changed to Professor and salary increased.....	25
Appropriation for petrographic microscope.....	25
Minor, Wells H.—	
Resignation accepted.....	20
Minutes of Board of Trustees—	
To be printed and bound.....	72
Monnett, Eliza—	
Appointed Janitress.....	59
Monnett, Lillian—	
Appointed Janitress.....	59
Moran, Alice A.—	
Appointed Stenographer in Dairy Department.....	59
Transferred to the Department of Chemistry.....	91

Morrow, Esther P.— Appointed Clerk in Business Manager's office.....	59
Morrey, Charles B.— Given temporary leave of absence.....	49
Morton, Sara Margaret— Degree conferred on.....	41
Mudge, E. Leigh— Appointed Instructor in the Department of Psychology.....	36
Muller, Siegmund— Appointed temporary Instructor in Department of German..	36
Mundhenk, Russell L.— Returned from military duty at the border.....	69
Mutchmore, W. M.— Assigned to Division of Operation and Maintenance.....	28
Myers, Lucile— Appointed Instructor in Nursing and Night Supervisor of University Hospital.....	49
National Association of State Universities— President Thompson to attend annual meeting.....	42
Neal, Laura— Appointed Assistant in Home Economics Department.....	57
New Lyme Institute— Representatives of the executive committee appeared con- cerning budget.....	17
Dean Vivian and Secretary to meet the Trustees of.....	17
New Shops Building— Name to be "Shops Building".....	46
Nobs, Fred— Resignation accepted.....	88
Nold, H. E.— Appointed Assistant Professor of Mine Engineering.....	21
North, C. C.— Appointed Assistant Professor in Department of Economics and Sociology.....	30
North Central Association of Colleges and Secondary Schools— Delegate appointed to meetings of.....	61
O'Brien, Arema— Appointed to position of Assistant to the Dean of Women....	8
Officers of the Board— Election of—for the year ending June 30, 1918.....	95
Ohio State University Association— Report from Board of Visitors concerning the College of Law Resolution concerning the appointment of consulting profes- sors in the College of Engineering.....	43 46
Ohio Union— Annual report of—presented and approved.....	52

Olin, H. L.—	
Appointed Assistant Professor of Analytical Chemistry.....	21
Ophthalmology, Department of—	
Williams, T. Reese—appointed Assistant.....	21
Orton, Edward, Jr.—	
Appointed to represent the University at 150th anniversary	
of Rutgers College.....	24
Communication from—presented; proposal accepted and au-	
thority given to proceed with alterations.....	35
Osburn, Raymond C.—	
Appointed Professor of Zoology and Head of the Department	
of Zoology and Entomology, effective July 1, 1917.....	57
Oxenrider, Guy H.—	
Appointed Assistant in Law Library.....	23
Oxley Hall—	
Josephine Matthews re-elected House Superintendent.....	18
Isabel Colmery reappointed Secretary.....	18
Paddock, Floyd B.—	
Degree conferred on.....	40
Page, William Herbert—	
Resignation accepted.....	35
Pake, Charles E.—	
Appointed Student Assistant in Pharmacy.....	13
Palmer, Elizabeth—	
Appointed Stenographer.....	90
Parkinson, Philip Darlington—	
Degree conferred on.....	55
Parks, Waldo Inman—	
Granted certificate.....	42
Pathology, Department of—	
Hughes, Alice M.—resignation accepted.....	6
Cameron, Hazel—appointed Technical Assistant.....	8
Appropriation for salary of a technical assistant.....	40
Wright, Jerry—resigned.....	57
Skipp, W. M.—appointed Technician.....	58
Patton, Helen H.—	
Appointed Assistant to Registrar.....	38
Peirce, Walter T.—	
Leave of absence for 1917-1918.....	73
Penn, Walter M.—	
Appointed Janitor.....	22
Penton, H. R.—	
Resignation accepted.....	69
Percheron Stallion—	
Matter of purchase—referred to a committee.....	68
Persons, Charles E.—	
Appointed for Summer Session, 1917—resigned.....	88

Peters, John S.—	
Detailed by War Department for service at the University..	50
Detailed for service in regular army.....	91
Petrie, Robert—	
Appointed Janitor.....	38
Pfeiffer, Robert E.—	
Appointed temporary Instructor in the Department of Eco-	
nomics and Sociology.....	30
Appointed for second semester.....	58
Pharmacy, College of—	
Temporary organization of—approved, and the President au-	
thorized to proceed with plans for permanent organiza-	
tion.....	13
Spease, Edward—resignation accepted.....	35
Davy, Edward D.—appointed temporary Assistant.....	36
Physiology, Department of—	
Appropriation for increase in the salary of Dr. A. M. Bleile	11
Raymund, Bernard—appointed Student Assistant.....	31
Appropriation transferred to Department of Pathology....	40
Physical Education, Department of—	
President authorized to make provision for work during ab-	
sence of Karl McComb.....	32
Alexander, Glenn H.—appointed temporary Student Assistant	37
Appropriation for equipment.....	51
St. John, L. W.—authorized to attend meeting of National	
Collegiate Athletic Association.....	51
Marsh, Allison W.—resignation accepted.....	88
Physics, Department of—	
Appropriation for salary of an assistant.....	11
Appropriation for research work.....	11
Assistants and graduate assistants appointed.....	8
Ward, John S.—appointed Assistant.....	31
Pierce, George—	
Appointed Assistant in Physics.....	8
Political Science, Department of—	
Weir, David—appointed Graduate Assistant.....	21
Porter, J. L.—	
Appeared regarding tract of land on King Avenue.....	43
Potter, P. B.—	
Appointed Instructor in Agricultural Engineering.....	6
Potts, Louis Robert—	
Degree conferred on.....	41
Power House—	
Plans and estimate of cost presented by Mr. McCracken....	3
Matter of location.....	66, 67
Construction of switch to—authorized.....	96
President of the United States—	
Letter to—pledging the support of the University.....	64-65
Principles and Practice of Education, Department of—	
Aikin, Wilford M.—appointed Assistant Professor.....	30

Prosser, Charles Smith—	
President reported the death of Professor Prosser on September 12, 1916.....	33
Protestant Hospital—	
Staff appointed.....	10
Agreement and regulations concerning beds and remuneration for the service.....	12, 13
Orderly for, authorized.....	13
Matter of heating of two wards in Medical College Building	13
Ryan, E. H.—resigned.....	68
Internes for 1917-1918.....	70
Ludwig, Edward C.—appointed Resident Physician.....	70
Roach, Charles James—appointed Interne.....	90
Psychology, Department of—	
Hoisington, L. B.—appointed Laboratory Assistant.....	8
Coler, Lillian E.—appointed Graduate Assistant; resignation accepted.....	8, 36
Transfer of funds from equipment appropriation to current expense.....	32
Mudge, E. Leigh—appointed Instructor.....	36
Toops, Herbert A.—appointed Graduate Assistant.....	36
Appropriation for salaries.....	11
Appropriation for current expense.....	61
Appropriation for salary of Instructor.....	51
Hoisington, L. B.—resignation accepted.....	69
Public Health and Sanitation, Department of—	
Dittoe, W. H.—resignation accepted.....	5
Puchstein, A. F.—	
Continued as part-time Assistant in Department of Electrical Engineering.....	60
Additional salary granted.....	71
Pugh, M. Helen—	
Appointed Stenographer.....	59
Putney, Lawrence Milne—	
Degree conferred on.....	68
Railroad Bridge—	
Plans for new deck for wagon and foot traffic.....	26
Cabinet to proceed with the work.....	26
Matter of construction of new concrete bridge.....	76-77
Rang, Geraldine—	
Appointed Assistant in Department of Physical Education, Summer Session, 1916.....	10
Ray, F. A.—	
Granted leave of absence for the first semester, 1916-1917....	25
Leave extended through the second semester.....	59
Raymund, Bernard—	
Appointed Student Assistant in Physiology.....	31
Rebov, Frieda Hastings—	
Degree conferred on.....	41

Rebrassier, R. E.—	
Appointed temporary Assistant in Veterinary Pathology.....	30
Service continued for the remainder of the year.....	69
Recitation Building—	
Dean G. W. Knight appeared regarding general recitation building for the University as a whole.....	4
Reel, Philip J.—	
Salary increased.....	39
Reichard, H. F.—	
Reappointed Clerk of the Works and salary increased.....	14
Reif, Louis E.—	
Appointed Demonstrator in Operative Clinic, College of Den- tistry.....	7
Remy, J. R.—	
Appointed Laborer.....	39
Salary increased.....	72
Reports—	
From Board of Visitors of Alumni Association concerning College of Law.....	43
Annual report of Ohio Union presented and approved.....	52
Matter of printing annual report of the University.....	46
Resolutions—	
Concerning survey of the University.....	14
Regarding biennium budget.....	27
Concerning duty free importations.....	28
Offering services of men and of laboratories to the Govern- ment for war service.....	64-65
Regarding location of stadium and military field.....	68
Delegates to attend annual meetings of national associa- tions, etc.....	72
Appropriating income of the University for year 1917-1918..	95
Rey, Ernest—	
Resignation accepted.....	6
Richey, Edgar C.—	
Appointed County Agricultural Agent.....	37
Rickley, Oscar D.—	
Appointed Student Assistant in Department of Industrial Arts.....	30
Riggs, Ernest J.—	
Resignation accepted.....	5
Roach, Charles James—	
Appointed Interne at Protestant Hospital.....	90
Roads—	
Plans and specifications presented and approved.....	4
Opinion of Auditor of State concerning the letting of con- tracts for.....	5
Additional appropriation for.....	25
Plans presented for roadway from Townshend Hall to Wood- ruff Avenue; appropriation for.....	96

Robinson, Estella B.— Janitress at Hayes Hall for a short period.....	39
Robinson Laboratory— Professor W. T. Magruder appeared regarding automobile engineering, requesting an addition to Robinson Lab- oratory.....	4
Rockey, Noble Warren— Degree conferred on.....	40
Rohleder, W. C.— Appointed Student Assistant in Department of Anatomy...	58
Rohr, Stella— Appointed Janitress.....	38
Resignation accepted.....	69
Ronan, W. C.— Reappointed Instructor in Architecture and salary increased	14
Ronk, Randolph M.— Appointed Engineer.....	39
Rotary Fund— Secretary to pay certain salaries from.....	11
Rudmann, Charles F.— Degree conferred on.....	40
Rural Economics, Department of— Vogt, Paul L.—resignation accepted.....	48
Lantis, L. O.—appointed temporary Instructor.....	49
Rutgers College— Edward Orton, Jr., to represent the University at celebra- tion of.....	24
Ryan, E. H.— Resignation accepted.....	68
Saddler, Henry— Deed to—cancelled.....	63
Sage, Harry M.— Appointed Assistant in Department of Homeopathic Medicine	30
Salaries— Action concerning the appropriation and cancellation of sal- aries provided for positions on the budget.....	56
Sanford, Robert M.— Resignation accepted.....	69
Savage, H. J.— Appointed Student Interne at Homeopathic Hospital.....	22
Sayre, Jasper D.— Appointed Student Assistant in Botany Department.....	50
Schaeffer, Ethel M.— Appointed Student Nurse.....	58
Schenck, Amanda— Appointed Student Nurse.....	90

Scherer, N. W.—	
Expense bill for trip to New York—to be paid by University	28
Schilling, Eva Long—	
Resignation accepted.....	88
Schilling, S. J.—	
Appointed for work in Bacteriology in Summer Session.....	10
Salary increased.....	60
Schleich, Harry J.—	
Appointed Laboratory and Research Assistant in Physiological Chemistry.....	23
Schmidt, Karl F.—	
Appointed Student Assistant in Pharmacy.....	13
Title changed to Graduate Assistant.....	39
Scholarships—	
Manner of awarding the scholarships for the Three-Year Course in Agriculture.....	18
Present method of awarding the scholarships for the Three-Year Course abandoned; President and Dean of College of Agriculture to report concerning.....	61
School Administration, Department of—	
Grady, G. Otto—appointed Graduate Assistant.....	22
Schwall, Harry E.—	
Appointed Night Assistant in the Library.....	31
Scott, Emma P.—	
Appointed Assistant in the Department of English.....	36
Scott, Walter Quincy—	
Death of—May 10, 1917.....	88
Searle, Luella E.—	
Resignation accepted.....	88
Secretary of Board of Trustees—	
Directed to award the contracts for roads, walks and tunnels	5
Authorized to pay certain salaries from Rotary Fund.....	11
Premium on bond authorized.....	11
Member of committee on new buildings.....	17
Member of committee on contagious hospital and juvenile research laboratory.....	67
Directed to secure bids for coal for year ending June 30, 1918	87
Matter of new site for Lake Laboratory—referred to President and Secretary for report.....	43
Sells, Helen Elizabeth—	
Appointed Library Assistant.....	70
Senior Class Student Aid Fund—	
Record of amount in the State Treasury.....	25
Senseman, Cornelius Earl—	
Degree conferred on.....	42
Shanck, Rhea—	
Declined Graduate Scholarship.....	6

Shawaker, George H.— Appointed Assistant in Genito-Urinary Surgery.....	23
Sheep and Swine Building— Plans for approved.....	66
Sheets, Cree— Resignation accepted.....	49
Sheets, Walter F.— Appointed Assistant in Department of English.....	36
Shepherd, Lulu M.— Resignation accepted.....	69
Sheppard, H. E.— Salary increased.....	32
Sherman, C. E.— Appointed member of Advisory Council of Engineering Ex- periment Station.....	45
Sherrard, Robert G.— Detailed by War Department as Professor of Military Sci- ence and Tactics..... Salary assigned for 1916-1917.....	23 91
Shetter, N. W.— Appointed Student Assistant in X-Ray Laboratory.....	22
Shiffler, Carl Williamson— Degree conferred on.....	40
Shipley, J. W.— Resignation accepted.....	20
Shipley, Roy Archie— Certificate granted to.....	88
Shoemaker, J. R.— Declined appointment.....	29
Shops Building— Appropriation for equipment..... Name of the new building..... Work of contractors accepted..... Extras approved and payment of final estimate on general contract authorized..... Extras approved and payment of final estimate on heating contract authorized.....	11 46 52 52 64
Sigler, O. E.— Served for a short period as laundryman.....	57
Silbertbert, Helen— Resignation accepted.....	88
Sims, Ray— Reappointed Chief Draftsman and salary increased..... Resignation accepted.....	14 69
Sisson, S.— Leave of absence for 1917-1918.....	95
Six, Sylvia May— Degree conferred on.....	41

Skipp, W. M.—	
Appointed Student Assistant in the Department of Anatomy	22
Appointed Technician in the Department of Pathology.....	58
Slaymaker, Wilhelmina C.—	
Degree conferred on.....	41
Smith, A. G.—	
Appointed County Agent for Stark County.....	6
Salary increased.....	50
Smith, Carolyn Martha—	
Released from the payment of fees.....	91
Smith, Fred F.—	
Appointed Janitor.....	38
Resignation accepted.....	89
Smith, F. Leo—	
Appointed Draftsman.....	90
Smith, Joseph D.—	
Resigned Graduate Scholarship.....	21
Smith, Martha B.—	
Appointed Stenographer.....	38
Smith, Ruth McNary—	
Appointed Instructor in Home Economics Department.....	7
Declined appointment.....	22
Smith, V. C.—	
Given the rank of Assistant Professor.....	32
Snode, B. S.—	
Appointed Herdsman.....	23
Snodgrass, John E.—	
Appointed Janitor.....	38
Resignation accepted.....	56
Snyder, Carl—	
Appointed Helper in Stores and Receiving Department.....	90
Snyder, John E. B.—	
Resigned as Engineer—Division of Operation and Maintenance.....	21
Society for Promotion of Engineering Education—	
University to take membership in.....	45
Professor French appointed delegate to attend meeting of...	92
Soil Evaporation—	
Permission given to carry on experiments near Observatory by U. S. Government.....	77
Spanton, William Timothy—	
Degree conferred on.....	48
Spear, Harry Ingham—	
Appointed Student Assistant in Department of Bacteriology	8
Services discontinued.....	57

Spease, Edward—	
Re-elected Assistant Professor of Pharmacy and salary increased.....	13
Resignation accepted.....	35
Special Committee—	
Organized to transact business of Board of Trustees.....	27
Minutes approved and made part of the record of the Board	33
Spindler, A. R.—	
Appointed Student Assistant in the Department of Anatomy	58
Spring, Freda Hallie—	
Degree conferred on.....	40
Stadium—	
Committee from Athletic Board appeared concerning the dedication of land for.....	55
Trustees favor proposed building and military field.....	55
Matter of location deferred.....	66
Resolution concerning general plan.....	68
Action concerning—rescinded.....	68
Stanton, F. M.—	
Resignation accepted as Instructor in Medical Chemistry....	5
Appointed Assistant in Surgery.....	23
St. Francis Hospital—	
Staff appointed.....	9-10
Dapp, W. E.—Interne, resigned.....	56
Internes named for 1917-1918.....	70
State Mine Inspection Department—	
Rescue car—matter of storing on University tracks.....	25
Stear, Nelson Leroy—	
Degree conferred on.....	41
Stearns, L. A.—	
Appointed Assistant in the Department of Zoology and Entomology.....	30
Steeb, Carl E.—	
Authorized to attend annual meeting of Business Officers of State Universities.....	72
Re-elected Secretary and Business Manager.....	95
Re-elected Treasurer of Ohio Union and member of Board of Overseers.....	95
Stemple, Forrest W.—	
Resignation accepted.....	5
Stewart, Harlon P.—	
Appointed Business Manager of "The Lantern".....	22
St. John, L. W.—	
Authorized to attend meeting of National Collegiate Athletic Association.....	51
Stone, Julius F.—	
Member of committee on new buildings.....	17
Re-elected Treasurer.....	95
Term as Trustee expired.....	62

Stout, Wilbur—	
Appointed Instructor in Department of Ceramic Engineering for six months.....	57
Student Aid Fund of Senior Class—	
Amount in State Treasury.....	25
Student Health Service—	
Appropriation for current expense.....	51
Sturgeon, Ralph H.—	
Appointed Student Assistant in the Department of Animal Husbandry.....	44
Stutz, William Omar—	
Degree conferred on.....	40
Summer Session—	
Changes in budget, 1916.....	10
Appropriation for equipment.....	10
President presented preliminary budget for 1917.....	46
Budget for 1917 adopted.....	73-76
Survey of the University—	
Ordered by the Board of Trustees—resolution and question- naire.....	14
Survey, Design and Estimate—	
Lands between Lane and King Avenues.....	96
Swartz, Everett Alonzo—	
Granted Certificate in Law.....	48
Sweeney, Orland R.—	
Appointed Instructor in Industrial Chemistry.....	7
Swift, A. J.—	
Appointed County Agricultural Agent for Preble County....	50
Swine Building—	
University to request appropriation for.....	26-27
Allowance by Emergency Board for erection of.....	43
Plans for sheep and swine building approved.....	66
Taylor, Ada Lucile—	
Appointed Stenographer.....	9
Put on full time in Agricultural Extension Service.....	44
Taylor, George—	
Appointed Herdsman—Department of Animal Husbandry..	8
Taylor, Lela May—	
Degree conferred on.....	41
Taylor, W. S.—	
Appointed Student Assistant in the Department of Anatomy	22
Teachers—	
Matter of fees of teachers in Columbus Schools—amended to cover the Summer Session also.....	52
Teachnor, W. H.—	
Appointed Student Assistant in Department of Anatomy....	22
Temple, Eunah—	
Declined Graduate Scholarship.....	6

Tennis Courts—	
Site of—disapproved.....	26
Matter of location.....	66
Appropriation for construction of.....	68
Thomas, Joseph—	
Appointed Assistant in Law Library.....	23
Thompson, W. O.—	
Member of committee on new buildings.....	17
Authorized to appear before Emergency Board and request appropriation for building for swine.....	27
Authority given regarding changes in biennium budget.....	27
Directed to attend meeting in Washington called by War College.....	28
Authorized to provide for additional instruction.....	33
Authorized to attend annual meeting of Association of American Agricultural Colleges and Experiment Stations and National Association of State Universities...	42
Matter of exchange professorships in College of Engineering—referred to.....	43
Member of committee on contagious hospital and juvenile research laboratory.....	67
Reported concerning aviation school.....	87
Matter of new site for Lake Laboratory—referred to President and Secretary for report.....	43
Thorpe, Truman D.—	
Resignation accepted.....	21
Tilford, James D.—	
Detailed by War Department as Professor of Military Science and Tactics.....	39
Salary assigned for 1916-1917.....	91
Toops, Herbert A.—	
Appointed Graduate Assistant in Department of Psychology	36
Degree conferred on.....	41
Torr, John, Jr.—	
Appointed Clerk at the Veterinary Hospital.....	8
Training School for Nurses—(Homeopathic Hospital)—	
Course approved.....	92
Tressler, Paul Funk—	
Degree conferred on.....	41
Trimby, James C.—	
Degree conferred on.....	40
Trombetta, Panfilo—	
Resigned Robinson Fellowship.....	49
Tunnels—	
Opinion of Auditor of State regarding contracts.....	5
Additional appropriation for.....	25
Turner, Nora—	
Appointed Student Nurse.....	90

Universities and Normal Schools—	
Meeting of—representatives of Ohio State University to attend.....	5
University—	
Survey of—resolution and questionnaire.....	14-17
To take membership in Association of Collegiate Schools of Business.....	32
To take membership in Society for Promotion of Engineering Education.....	45
To print annual reports hereafter.....	46
Resources of—placed at disposal of government for use in war.....	64-65
University Architect—	
Presented plans and specifications for improvements—walks, roads, etc.....	4-5
To confer with Dean Vivian regarding layout of live stock buildings.....	66
Directed to prepare plans for addition to the Chemistry Building.....	67
VanNorman, J. S.—	
Appointed Janitor.....	91
Veterinary Medicine, College of—	
Rebrassier, R. E.—appointed temporary Assistant in Veterinary Pathology.....	30
Torr, John, Jr.—appointed Clerk in Veterinary Hospital.....	8
Victoria Coal Company—	
Awarded contract for coal for 1916-1917.....	12
Claim of University for excess cost of coal—waived.....	87
Vilbrandt, Frank Carl—	
Degree conferred on.....	40
Vivian, Alfred—	
Appeared regarding new buildings for the College of Agriculture.....	3
Delegate to annual meeting of Association of American Agricultural Colleges and Experiment Stations.....	42
Appeared before Board regarding location of buildings on farm lands.....	66
Vogt, Paul L.—	
Resignation accepted.....	48
Wagenhals, F. C.—	
Appointed Assistant in Medicine.....	23
Wagner, Mary J.—	
Appointed Janitress.....	38
Walker, James F.—	
Appointed Fireman.....	91
Walks—	
Plans and specifications for—approved.....	4
Opinion of Auditor of State—let contracts without advertising.....	5

Waller, A. E.—	
Appointed for work in Summer Session, 1916.....	10
Appointed Graduate Fellow.....	22
Walradt, H. F.—	
Leave of absence for first semester, 1916-1917.....	29
Waltz, Clyde Allison—	
Degree conferred on.....	41
Ward, John S.—	
Appointed Assistant in Department of Physics.....	31
Warden, Faye—	
Appointed Stenographer—College of Medicine.....	38
Resignation accepted.....	56
Waterman, Chauncey N.—	
Appointed Student Assistant in the Department of Psychology	70
Weimer, Nellie—	
Given leave of absence.....	49
Weir, David—	
Appointed Graduate Assistant in Department of Political Science.....	21
Welday, D. L.—	
Appointed Student Assistant in the Department of Anatomy	58
Welling, Martha Davis—	
Degree conferred on.....	41
Wende, Harry—	
Duplicate diploma authorized for.....	92
Weygandt, W. G.—	
Resignation accepted.....	69
Wheeler, Clark S.—	
Appointed delegate to meeting of Extension Directors and County Agent Leaders.....	42
Wheelock, W. R.—	
Appointed County Agent for Trumbull County.....	58
White, Edna N.—	
Appointed delegate to annual meeting of Association of American Agricultural Colleges and Experiment Stations	42
Wiggans, R. G.—	
Appointed Assistant Professor in Department of Farm Crops	21
Wilkinson, H. P.—	
Appointed Student Assistant in Department of Mine Engi- neering.....	30
Wilkinson, Otto F.—	
Resignation accepted.....	5
Will, Harry S.—	
Appointed University Scholar.....	31
Williams, Alberta—	
Appointed Stenographer.....	38

Williams, Alene—	
Appointed Stenographer.....	8
Resignation accepted.....	89
Williams, Robert Daniel—	
Appointed Graduate Fellow.....	22
Williams, T. Reese—	
Appointed Assistant in the Department of Ophthalmology...	21
Wilson, Blanche—	
Salary increased.....	60
Wilson, Woodrow— (President of the United States)—	
Letter to—concerning resources of the University.....	64-65
Windmiller, Fred—	
Resignation accepted.....	89
Winter Course in Agriculture—	
Instructors appointed.....	49
Wise, Hugo Paul—	
Resigned as Assistant in English.....	36
Withrow, J. R.—	
Appointed member of Advisory Council Engineering Experiment Station.....	45
Wittke, Carl—	
Appointed Instructor in Department of American History...	36
Womans' Building—	
Matter of location; location fixed.....	66, 67
Woo, Tuan Ying—	
Degree conferred on.....	40
Woodbury, Ethyl—	
Appointed Assistant to Registrar.....	22
Woodruff, Julia—	
Admitted to classes in Summer Session without payment of fees.....	11
Wright, Jerry—	
Appointed Technical Assistant in Department of Pathology	40
Resignation accepted.....	57
Wyant, Lawrence Byron—	
Degree conferred on.....	41
Wylie, Harriet H.—	
Appointed Stenographer—College of Medicine.....	71
Yoakum, H. H.—	
Appointed Student Assistant in the Department of Anatomy	31
Young, William Lesquereux—	
Degree conferred on.....	40
Zeller, Helen—	
Resignation accepted.....	56

Zoology and Entomology, Department of—	
Eckert, John—appointed Graduate Assistant.....	22
Hauck, C. W.—resignation accepted.....	21
Hart, Herman J.—resignation accepted.....	21
Stearns, L. A.—appointed Assistant.....	30
Osburn, Raymond C.—elected Professor of Zoology and Head of the Department of Zoology and Entomology, effective July 1, 1917.....	57

3-

RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

OHIO STATE
UNIVERSITY

July 1, 1917, to June 30, 1918

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Proceedings of the Board of Trustees The Ohio State University

DAYTON, OHIO

JULY 3, 1917.

The Board of Trustees met at Dayton, Ohio, as per call of the Chairman.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, Guy W. Mallon, John F. Cunningham, John Kaiser and C. F. Kettering.

Governor James M. Cox and Treasurer Julius F. Stone were also present.

* * * * *

The President made a statement to the Board as to the work of the aviation school, and of its need for additional space.

Whereupon the following resolution was unanimously adopted:

Whereas, an emergency has arisen at the University in caring for the aviation school which requires the immediate erection of

1st—A building for instruction in aeronautics, including machine gun range, and

2nd—A barracks and latrine of sufficient size to accommodate at least 200 aviators and their officers,

3rd—An addition to the dining room space and an addition to the refrigeration and storage room of Ohio Union;

Now, Therefore, the President and Secretary are hereby directed to have the necessary plans and estimates prepared forthwith covering the above needs, and to present the same to the Governor of Ohio, with the request that authority be granted by the Emergency Board for the immediate erection of said buildings and additions.

* * * * *

The President reported that Messrs. Kettering, Deeds, Orville Wright and Rinehart visited the grounds surrounding the University property with a view to finding a field suitable as a landing and practice field for the aviation school, and that in their judgment the lands

lying between King Avenue and the trunk sewer, and from the river east to the high land, in all about eighty acres, was the best found, and in fact would make an ideal field for the purpose.

Forty acres of this tract already belongs to the State, the balance is held as follows:

25.19 acres by Elizabeth King Farrington
8.63 acres by William Neil King
7.66 acres by C. M. Ludman

The President reported further, it was the judgment of the gentlemen above mentioned, that the State should purchase the above three tracts of land at once, either by regular purchase or by condemnation proceedings.

Upon motion, the President and Secretary were ordered to lay the matter before the Governor of Ohio, with the request that such purchase be made by the State if at all possible.

* * * * *

The President reported that, acting under the direction of the Trustees, bids were asked for coal from thirty-nine operators and dealers, and only one proposal was received, which was from the Victoria Coal Company, offering coal at \$5.60 per ton delivered, which is \$4.15 per ton in excess of the price paid last year.

As this price would make the aggregate cost of coal for the year at least \$79,000.00, and the appropriation for coal is \$35,000.00, the Budget Commissioner was asked for advice.

The President reported further, that the Budget Commissioner had advised the University not to make a contract at the present time, but to buy coal as needed upon the open market, until such time as the coal market adjusts itself.

Upon motion, the bid of the Victoria Coal Company was rejected, and the Secretary was directed to purchase coal on the open market for such time as suggested by the Budget Commissioner.

* * * * *

The President was granted full power to arrange with members of the instructional force for leaves of absence for those entering the government service. The President was also authorized to make any adjustments of salaries as may be necessary or desirable in individual cases.

* * * * *

The President reported to the Board of Trustees that under the operation of Senate Bill No. 212, effective July 1, 1917, the University is required to furnish monthly estimates of expenditures to the Governor for approval, before any liabilities may be incurred against existing appropriations.

In order to better carry out the provisions of the law above referred to, the President recommended that the appropriations made by the legislature for the University, including Agricultural Extension, for expense and equipment, be held together, and not distributed to the departments at the beginning of the year as heretofore.

He recommended further, that the President be authorized to appoint a committee on appropriations, to meet monthly, to consider requests from departments for expenditures, and that this committee be granted full power to authorize or decline requisitions so presented.

Upon motion, the above recommendations were approved, and the President was directed to appoint such a committee on appropriations, which committee shall have full power over all expenditures, including labor, except for fixed salaries, and such other specific appropriations as may be made from time to time by the Board of Trustees.

Said committee shall prepare such rules and regulations as may be necessary to carry out the provisions of the law and the work of the committee.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1681-1291 of C. E. Reed for 142½ acres of land in Survey No. 572, in Clermont County.

Application No. 1682-1292 of Edwin S. Thorburn and Walter B. Crossett for 95 acres of land in Survey No. 706, in Clermont County.

Application No. 1683-1293 of Granville Walters for 65¾ acres of land in Survey No. 4153, in Ross County.

Application No. 1684-1294 of George A. Polley for 35 acres of land in Survey No. 12630-3, in Ross County.

Application No. 1685-1295 of Jessie F. Walters for 25¼ acres of land in Survey No. 12630-3, in Ross County.

Application No. 1686-1296 of John Bowman for 43 acres of land in Survey No. 9477-16065, in Ross County.

Application No. 1687-1297 of Amanda Hurley for 30 acres of land in Survey No. 12343, in Hardin County.

Application No. 1688-1298 of Frank Hurley for 20 acres of land in Survey No. 12343, in Hardin County.

Application No. 1689-1299 of William J. Dempster for 135¼ acres of land in Survey No. 15466, in Pike County.

Application No. 1690-1300 of Ellen V. Slagle for 50 acres of land in Survey No. 15466, in Pike County.

Application No. 1691-1301 of Harry Knisley and Carry Knisley for 220.39 acres of land, in Survey No. 4064, in Ross County.

Application No. 1692-1302 of Joseph P. Bland for 18 acres of land in Survey Nos. 14594-16147, in Ross County.

Application No. 1693-1303 of Daniel Clotts for 280 acres of land in survey Nos. 15834-15878, in Scioto County.

* * * * *

The Board now recessed to visit the plant of the Delco Company and the aviation field.

JULY 4, 1917.

The Board came together at the home of Judge McCann, same members present as at yesterday's meeting.

* * * * *

The President reported on the purchase of the Hess tract of land as follows:

The option price on said tract is \$61,000.00; the appropriation by the State is \$55,000.00; the owners have agreed to reduce their option price to \$57,500.00; the abstract of title and deed are now in the hands of the Attorney General for approval.

Upon motion, the Secretary was directed to pay to the owners of said tract of land, the sum of \$57,500.00 in full payment therefor, provided the Attorney General approves the abstract and deed.

It was ordered that \$55,000.00 of this amount be paid from the State appropriation and \$2,500.00 from the endowment fund income.

* * * * *

The President reported that the option price on the Kautz tract of land was \$25,500.00, instead of \$25,000.00 as reported at the April meeting; that the abstract of title and deed are now in the hands of the Attorney General for examination and approval.

Upon motion, the Secretary was directed to pay to the owners of the Kautz tract of land the sum of \$25,500.00 from the endowment fund income, in full payment therefor, provided the Attorney General approves the abstract and deed to said land.

In case the purchase is made, it was agreed to permit the present owners to occupy the buildings and land until January 1, 1918, and also to remove such crops as are now growing.

* * * * *

The President announced a gift of \$300.00 from the American Association for International Conciliation, to pay for a series of lectures to be delivered to the Summer Session students by Professor F. J. Klingberg of the University of Southern California.

Upon motion, said gift was accepted, and the Secretary was directed to expend the money as specified.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following resignations were accepted and the salary balances cancelled as indicated:

Miss Katharine H. Duncan, Executive Clerk, effective July 31, 1917.

Miss Ethel Schramm, Stenographer, Agricultural Extension Service, effective June 30, 1917.

Howard Goff, Herdsman, Department of Animal Husbandry, effective June 4, 1917. The balance of \$37.50 remaining in the appropriation for this salary was cancelled.

Carl Snyder, Laborer, Stores and Receiving Department, effective June 13, 1917. The balance of \$28.85 in this appropriation was cancelled.

J. S. Van Norman, Janitor, effective June 4, 1917. The balance of \$48.65 in this appropriation was cancelled.

Frank Richi, Laborer, Division of Operation and Maintenance, effective June 30, 1917.

H. W. Brewer, Storekeeper, Laboratory Supply Store, effective June 30, 1917.

Errett A. Davis, Second Assistant, Laboratory Supply Store, effective June 30, 1917.

2. Upon the recommendation of the President, the following appointments were made, and the amounts necessary to cover the salaries were appropriated:

Edward D. Davy and Charles E. Pake were appointed Pharmacists at the Park Street Dispensary, at a salary of \$20.00 per month each, for three months, effective June 11, 1917, and \$120.00 was appropriated to meet these salaries.

Miss Katherine E. Conard was appointed Stenographer, at a salary of \$60.00 per month, effective June 4, 1917, and \$55.38 was appropriated to cover the salary for the month of June.

Miss Isabel McClure was appointed Stenographer in the Agricultural Extension Service, at a salary of \$50.00 per month, effective June 2, 1917.

Miss Agnes R. Jordan was appointed Stenographer in the Agricultural Extension Service, at a salary of \$50.00 per month, effective June 11, 1917.

Miss Margaret M. Hohmann was appointed Stenographer in the Dairy Department, at a salary of \$50.00 per month, effective June 18, 1917, and \$23.08 was appropriated to cover the salary for the month of June.

Irvin Harrison was appointed Laborer, Division of Operation and Maintenance, at a salary of \$65.00 per month, effective June 1, 1917, and \$65.00 was appropriated to cover the salary for the month of June.

O. G. Long was appointed Laborer, Division of Operation and Maintenance, at a salary of \$57.50 per month, effective June 17, 1917, and \$26.80 was appropriated for this salary for the month of June.

Cecil Bayes was appointed Laborer, Department of Animal Husbandry, at a salary of \$60.00 per month, effective June 4, 1917, and \$54.00 was appropriated to cover this salary for the month of June.

3. In accordance with the recommendation of the Robinson Fellowship Committee, the President recommended that the Robinson Fellowship be awarded to Professor W. B. Stelzner, of Fayetteville, Arkansas, for the academic year 1917-1918, which recommendation was approved.

4. The President reported the following readjustment in the budget for the Summer Session of 1917, and the same was approved:

Owing to the resignation of Dr. A. R. Chandler, Department of Philosophy, his work in the Summer Session has been withdrawn.

H. E. Bice was appointed substitute in the Department of Economics and Sociology for the vacancy caused by the resignation of Dr. C. E. Persons, at a salary of \$150.00.

The appropriation of \$100.00 for an assistant in the Department of Journalism to be equally divided between Miss Frances J. Barker and M. V. Brown for their services.

5. Upon the recommendation of the President, an appropriation of \$250.00 was made to the College of Arts, Philosophy and Science for clerk hire for the months of July and August, the same as was done last year.

6. The President reported that upon his recommendation, the Purchasing Department had purchased a used 1917 Buick roadster for the sum of \$700.00 payable from the endowment fund income, and recommended that the above action be approved, and on motion this action was approved.

7. On August 13, 1915, the following rule was adopted by the Board of Trustees:

The tuition fees in the Colleges of Medicine and of Dentistry were fixed at \$50.00 per semester, or \$100.00 per annum, with a laboratory deposit of \$25.00 per semester, no part of which shall be returnable.

Under the action of the above rule there has accumulated in the stores an unused balance in deposits sufficient to carry the student supplies for the next fiscal year. As the deposit fund is supposed to be self-maintaining only, therefore it is recommended that the deposit fee in the College of Medicine and the College of Dentistry be abolished for the year ending June 30, 1918, and that the fees in the above named colleges be made \$150.00 per year for the same period.

On motion, the recommendation as outlined above was approved.

* * * * *

The President presented the annual budget for the year ending June 30, 1918, as follows, and, on motion, the same was adopted as presented with the following amendment:

Judge McCann presented the following resolution which was unanimously adopted:

"Whereas, Dr. William Oxley Thompson has served The Ohio State University as its President for the past seventeen years with rare tact and wisdom and with marked devotion and efficiency, and

"Whereas, during this period his salary has been much less than that received by presidents of other state universities of equal prominence,

"Therefore, it is Resolved that as a deserved recognition of efficient service rendered and to be rendered and a fitting reward for his loyalty and unselfish devotion to the welfare of the University in particular, and the cause of education in general, the salary of Dr. Thompson as President of The Ohio State University is hereby fixed for the ensuing year by this Board of Trustees at ten thousand dollars."

FINANCIAL BUDGET 1917-1918

Departments

COLLEGE OF AGRICULTURE

Alfred Vivian	Dean of the College of Agriculture.....	\$ 4,000.00
V. C. Smith	Assistant to the Dean.....	1,800.00
		<hr/>
		\$ 5,800.00

AGRICULTURAL CHEMISTRY AND SOILS

Alfred Vivian	Professor and Head of the Department.....	\$
John F. Lyman	Professor of Agricultural Chemistry.....	2,750.00
Firman E. Bear	Professor of Soils	2,750.00
Thomas G. Phillips	Assistant Professor of Agricultural Chemistry..	1,500.00
	(On leave 1917-1918)	
George M. McClure	Instructor in Agricultural Chemistry.....	1,400.00
F. J. Salter	Instructor in Agricultural Chemistry.....	1,200.00
J. L. Hutchison	Instructor in Agricultural Chemistry.....	1,200.00
Guy A. Conrey	Instructor in Soils.....	1,000.00
Earl Barnes	Assistant in Agricultural Chemistry and Soils..	600.00
Charles Thrash	Assistant in Agricultural Chemistry and Soils..	600.00
J. J. Riggle	Graduate Assistant in Agricultural Chemistry and Soils.....	300.00
A. A. Olson	Graduate Assistant in Agricultural Chemistry and Soils.....	300.00
George Valley	Graduate Assistant in Agricultural Chemistry and Soils.....	300.00
Julia Smith	Graduate Assistant in Agricultural Chemistry....	300.00
		<hr/>
		\$ 14,200.00

AGRICULTURAL EDUCATION

Alfred Vivian	Acting Head of the Department.....	\$
W. F. Stewart	Assistant Professor of Agricultural Education..	2,250.00
		\$ 2,250.00

AGRICULTURAL ENGINEERING

H. C. Ramsower	Professor of Agricultural Engineering.....	\$ 2,750.00
F. W. Ives	Asst. Professor of Agricultural Engineering....	2,000.00
G. W. McCuen	Instructor in Agricultural Engineering.....	1,500.00
P. B. Potter	Instructor in Agricultural Engineering.....	1,200.00
J. T. Miller	Mechanic (12 months).....	900.00
		\$ 8,350.00

ANIMAL HUSBANDRY

C. S. Plumb	Professor of Animal Husbandry.....	\$ 3,500.00
D. J. Kays	Professor of Animal Husbandry.....	2,500.00
F. S. Jacoby	Asst. Professor of Poultry Husbandry.....	2,300.00
J. S. Coffey	Asst. Professor of Animal Husbandry.....	2,100.00
S. M. Salisbury	Asst. Professor of Animal Husbandry.....	1,800.00
Tom Stone	Instructor in Animal Husbandry.....	1,400.00
C. T. Conklin	Instructor in Animal Husbandry.....	1,200.00
R. H. Sturgeon	Student Assistant.....	250.00
D. M. Fyffe	Superintendent of Livestock (12 months).....	1,400.00
Ben S. Snode	Assistant Herdsman (12 months).....	1,080.00
Thomas Dickey	Poultryman (12 months).....	900.00
Robert Watson	Groom (12 months).....	780.00
George Taylor	Herdsman (12 months).....	780.00
William Franklin	Shepherd (12 months).....	780.00
Cecil Bayes	Swineherd (12 months).....	720.00
Dan Swisher	Teamster (12 months).....	660.00
L. H. Myer	General Laborer (12 months).....	660.00
V. G. Lindamood	Pavilion Groom (12 months).....	660.00
S. J. Green	Assistant Herdsman (12 months).....	660.00
Charles Carter	Assistant Herdsman (12 months).....	660.00
		\$ 24,790.00

BOTANY

J. H. Schaffner	Professor and Head of Department (on leave)..	\$ 2,500.00
E. N. Transeau	Professor and Acting Head of Department....	2,750.00
Robert F. Griggs	Asst. Professor of Botany.....	2,000.00
W. G. Stover	Asst. Professor of Botany.....	1,800.00
Freda Detmers	Asst. Professor of Botany.....	1,500.00
Paul B. Sears	Instructor in Botany.....	1,400.00
John S. Crabb	Assistant	900.00
Jasper Sayre	Graduate Assistant.....	300.00
E. L. Stover	Graduate Assistant.....	300.00
	Graduate Assistant.....	300.00
	Student Assistant.....	150.00
	Student Assistant.....	150.00
	Student Assistant.....	150.00
		\$ 14,200.00

DAIRYING

Oscar Erf	Professor of Dairying.....	\$ 3,000.00
O. C. Cunningham	Asst. Professor of Dairying.....	2,000.00
R. B. Stoltz	Asst. Professor of Dairying.....	1,800.00
Floyd DeLashmutt	Instructor in Butter Making.....	1,100.00
	Assistant in Cheese Making.....	1,000.00
A. L. Bates	Driver	600.00
		\$ 9,500.00

FARM CROPS

Jay B. Park	Professor of Farm Crops.....	\$ 2,500.00
	Asst. Professor of Farm Crops.....	1,800.00
Lloyd E. Thatcher	Instructor in Farm Crops.....	1,200.00
	Instructor in Farm Crops.....	1,200.00
George L. Schuster	Assistant in Farm Crops.....	600.00
		\$ 7,300.00

FARM OPERATIONS

A. E. Smith	Farm Foreman.....	\$ 1,500.00
Leroy Wilson	Caretaker—Horse Barn.....	720.00
Charles Pugh	Head Teamster.....	720.00
John Rhone	Teamster	720.00
M. Peck	Teamster	720.00
J. S. Long	Teamster	720.00
William Jacobs	Teamster	720.00
		\$ 5,820.00

HOME ECONOMICS

Edna N. White	Professor of Home Economics.....	\$ 2,000.00
Anna R. Van Meter	Professor of Home Economics.....	2,500.00
Maude C. Hathaway	Asst. Professor of Home Economics.....	1,600.00
Maude G. Adams	Supervisor of Practice Teaching.....	1,600.00
Grace Linder	Instructor in Home Economics.....	1,500.00
Grace G. Walker	Instructor in Home Economics.....	1,400.00
Marian Tucker	Instructor in Home Economics.....	1,400.00
Lila Skinner	Instructor in Home Economics.....	1,400.00
	Instructor in Home Economics.....	1,800.00
	Instructor in Home Economics.....	1,200.00
	Assistant in Home Economics.....	800.00
	Assistant in Home Economics.....	800.00
	Assistant in Home Economics.....	750.00
	Assistant in Home Economics.....	750.00
	Short Course Instructor.....	300.00
Cora Elliott	Maid	540.00
		\$ 20,340.00

HORTICULTURE

W. Paddock	Professor of Horticulture.....	\$ 3,250.00
L. M. Montgomery	Professor of Horticulture.....	2,300.00
V. H. Davis	Professor of Horticulture.....	2,000.00

P. H. Elwood	Asst. Professor of Horticulture.....	2,000.00
A. C. Hottes	Asst. Professor of Horticulture.....	1,800.00
Norman W. Scherer	Asst. Professor of Forestry.....	1,800.00
W. H. Mosier	Instructor in Horticulture.....	1,200.00
Paul E. Embler	Assistant in Horticulture.....	960.00
B. D. Drain	Assistant in Horticulture.....	600.00
A. D. Taylor	Non-resident Professor of Landscape Architecture	500.00
	Graduate Assistant	300.00
	Graduate Assistant	300.00
		<hr/>
		\$ 17,010.00

LAKE LABORATORY

F. H. Kreckler	Acting Director.....	\$ 300.00
S. R. Williams	Inv. Zoology.....	200.00
Charles Otis	Ecology.....	200.00
M. E. Stickney	Syst. Botany.....	200.00
P. S. Welch	Entomology.....	200.00
	Additional Instructor or Lectures.....	50.00
		<hr/>
		\$ 1,150.00

RURAL ECONOMICS

John I. Falconer	Asst. Professor and Acting Head of Department	\$ 2,200.00
T. D. Phillips	Asst. Professor of Rural Economics.....	1,900.00
H. E. Erdman	Asst. Professor of Rural Economics.....	1,800.00
L. O. Lantis	Instructor in Rural Economics (half time)....	900.00
		<hr/>
		\$ 6,800.00

WINTER COURSE

Special Instruction.....	\$ 2,150.00
	<hr/>
	\$ 2,150.00

ZOOLOGY AND ENTOMOLOGY

Raymond C. Osburn	Professor and Head of Department.....	\$ 3,250.00
Herbert Osborn	Research Professor of Zoology and Entomology	3,500.00
James S. Hine	Assoc. Professor of Zoology and Entomology and Curator of Museum.....	1,800.00
W. M. Barrows	Asst. Professor of Zoology and Entomology...	2,000.00
C. L. Metcalf	Asst. Professor of Zoology and Entomology...	1,800.00
F. H. Kreckler	Asst. Professor of Zoology and Entomology...	1,800.00
W. J. Kostir	Instructor in Zoology and Entomology.....	1,500.00
	Instructor in Zoology and Entomology.....	1,200.00
D. M. DeLong	Instructor in Zoology and Entomology.....	1,200.00
C. A. Weigel	Graduate Assistant	300.00
R. K. Fletcher	Graduate Assistant	300.00
H. H. Stage	Graduate Assistant	300.00
Mabel Stehle	Graduate Assistant	300.00
Dorothy M. Evans	Graduate Assistant	300.00
John R. Eyer	Graduate Assistant	300.00
		<hr/>
		\$ 19,850.00

SUMMARY BUDGET—COLLEGE OF AGRICULTURE

College of Agriculture—Administration.....	\$ 5,800.00
Agricultural Chemistry and Soils.....	14,200.00
Agricultural Education	2,250.00
Agricultural Engineering.....	8,350.00
Animal Husbandry.....	24,790.00
Botany	14,200.00
Dairying	9,500.00
Farm Crops.....	7,300.00
Farm Operation.....	5,320.00
Home Economics.....	20,340.00
Horticulture	17,010.00
Lake Laboratory.....	1,150.00
Rural Economics.....	6,800.00
Winter Course.....	2,150.00
Zoology and Entomology.....	19,850.00
Total.....	\$159,510.00

COLLEGE OF ARTS, PHILOSOPHY AND SCIENCE

Joseph V. Denney	Dean of the College of Arts, Philosophy and Science	\$ 4,000.00
		\$ 4,000.00

AMERICAN HISTORY

George W. Knight	Professor and Head of Department.....	\$ *
Homer C. Hockett	Professor of American History.....	2,500.00
A. M. Schlesinger	Asst. Professor of American History.....	2,250.00
George A. Wood	Instructor in American History.....	1,500.00
Carl Wittke	Instructor in American History.....	1,200.00
Bertha E. Jacobs	Graduate Assistant	300.00
Forest L. Riffey	Graduate Assistant	300.00
		\$ 8,050.00

ENGLISH

J. V. Denney	Professor and Head of the Department.....	\$ †
J. R. Taylor	Professor of English.....	2,750.00
G. W. McKnight	Professor of English.....	2,750.00
W. L. Graves	Professor of English.....	2,500.00
V. A. Ketcham	Professor of English.....	2,500.00
L. A. Cooper	Asst. Professor of English.....	2,250.00
E. L. Beck	Asst. Professor of English.....	2,250.00
C. E. Andrews	Asst. Professor of English.....	2,000.00
Milton Percival	Asst. Professor of English.....	2,000.00
J. F. Craig	Instructor in English.....	1,200.00
C. G. Dishong	Instructor in English.....	1,200.00
E. W. Wiley	Instructor in English.....	1,200.00
C. F. Lindsley	Instructor in English.....	1,000.00
Louis Foley	Instructor in English.....	1,000.00

*Receives salary as Dean of the College of Education.

†Salary paid as Dean of the College of Arts, Philosophy and Science.

Gertrude L. Robinson	Instructor in English.....	750.00
Marjorie McCutcheon	Assistant in English.....	750.00
O. W. Hankins	Assistant in English.....	500.00
Edith Sniffen	Assistant in English.....	500.00
Verona Dollinger	Assistant in English.....	500.00
Walter F. Sheets	Assistant in English.....	500.00
W. F. Gysan	Assistant in English.....	500.00
Mac Bethel	Assistant in English.....	500.00
Dorothea Knoblach	Assistant in English.....	300.00
Emma Scott	Assistant in English.....	300.00

\$ 29,700.00

EUROPEAN HISTORY

W. H. Siebert	Professor and Head of Department.....	\$ 3,500.00
Edgar H. McNeal	Professor of European History.....	2,500.00
Clarence Perkins	Professor of European History.....	2,000.00
Wilmer C. Harris	Asst. Professor of European History.....	1,800.00
John R. Knipfing	Instructor in European History.....	1,200.00
Louise Abbott	Graduate Assistant	300.00

\$ 11,300.00

GEOLOGY

J. A. Bownocker	Professor of Inorganic Geology and Head of the Department of Geology.....	\$ 2,750.00
J. E. Carman	Professor of Geology and Curator of Museum..	2,750.00
T. M. Hills	Asst. Professor of Geology.....	2,250.00
W. A. Verwiebe	Instructor in Geology.....	1,500.00
Arthur Bevan	Instructor in Geology.....	1,400.00
K. C. Cottingham	Instructor in Geology.....	1,000.00
S. E. Mix	Graduate Assistant	300.00
	Assistant in Museum	300.00

\$ 12,250.00

GERMAN

M. B. Evans	Professor and Head of Department.....	\$ 3,500.00
B. A. Eisenlohr	Professor of German.....	2,000.00
L. Lewisohn	Asst. Professor of German.....	2,250.00
H. C. Keidel	Asst. Professor of German.....	1,800.00
May Thomas	Asst. Professor of German.....	1,500.00
Sarah T. Barrows	Asst. Professor of German.....	1,500.00
R. O. Busey	Asst. Professor of German.....	1,500.00
T. F. Kotz	Instructor in German.....	1,300.00
H. W. Reese	Instructor in German.....	1,300.00
L. Z. Lerando	Assistant in German.....	500.00
M. R. Lugibihl	Graduate Assistant	300.00

\$ 17,450.00

GREEK

G. M. Bolling	Professor and Head of Department.....	\$ 3,500.00
Erwin A. Esper	Graduate Assistant	500.00

\$ 4,000.00

LATIN

S. C. Derby	Professor and Head of Department.....	\$ 2,750.00
A. W. Hodgman	Professor of Latin.....	2,500.00
W. S. Elden	Professor of Latin.....	2,500.00
Carrie E. Wolfe	Assistant in Latin.....	850.00
		\$ 8,600.00

PHILOSOPHY

J. A. Leighton	Professor and Head of Department.....	\$ 3,500.00
A. E. Davies	Professor of Philosophy (on leave).....	2,250.00
A. R. Chandler	Assistant Professor of Philosophy (on leave)...	1,200.00
R. D. Williams	Instructor in Philosophy.....	1,200.00
		\$ 8,150.00

POLITICAL SCIENCE

H. R. Spencer	Professor and Head of Department.....	\$ 2,750.00
F. W. Coker	Professor of Political Science (on leave).....	2,500.00
E. A. Cottrell	Professor of Political Science.....	300.00
Waldo Shoemaker	Graduate Assistant	300.00
		\$ 5,550.00

ROMANCE LANGUAGES

B. L. Bowen	Professor and Head of Department.....	\$ 3,500.00
C. A. Bruce	Professor of Romance Languages.....	2,500.00
E. S. Ingraham	Professor of Romance Languages.....	2,250.00
T. E. Hamilton	Asst. Professor of Romance Languages.....	1,800.00
G. S. Chapin	Asst. Professor of Romance Languages.....	1,800.00
S. C. Guigou	Instructor in Romance Languages.....	1,500.00
Leopold Cardon	Instructor in Romance Languages.....	1,400.00
E. P. Metour	Instructor in Romance Languages.....	1,200.00
R. C. Williams	Instructor in Romance Languages.....	1,200.00
	Instructor in Romance Languages.....	1,200.00
H. H. Druhot	Graduate Assistant	300.00
Mary M. Miller	Graduate Assistant	300.00
Emma C. Stubner	Graduate Assistant	300.00
F. G. Haskins	Graduate Assistant	300.00
		\$ 19,550.00

SUMMARY BUDGET—COLLEGE OF ARTS, PHILOSOPHY AND SCIENCE

College of Arts, Philosophy and Science—Administration.....	\$ 4,000.00	
American History.....	8,050.00	
English	29,700.00	
European History.....	11,300.00	
Geology	12,250.00	
German	17,450.00	
Greek	4,000.00	
Latin	8,600.00	
Philosophy	8,150.00	
Political Science.....	5,550.00	
Romance Languages.....	19,550.00	
Total.....		\$128,600.00

COLLEGE OF COMMERCE AND JOURNALISM

J. E. Hagerty	Dean of the College of Commerce and Journalism	\$ 4,000.00
		<u>\$ 4,000.00</u>

ECONOMICS AND SOCIOLOGY

J. E. Hagerty	Professor and Head of Department.....	\$
M. B. Hammond	Professor of Economics and Sociology.....	3,500.00
O. C. Lockhart	Professor of Economics and Sociology.....	3,000.00
Clyde O. Ruggles	Professor of Economics and Sociology.....	3,000.00
C. C. Huntington	Professor of Economics and Sociology.....	2,750.00
C. C. North	Asst. Professor of Economics and Sociology....	2,250.00
Carl E. Parry	Asst. Professor of Economics and Sociology....	2,200.00
	Professor of Business Organization.....	2,150.00
Henry F. Walradt	Asst. Professor of Economics and Sociology....	2,000.00
Mary Louise Mark	Instructor in Economics and Sociology.....	1,600.00
R. D. McKenzie	Instructor in Economics and Sociology.....	1,400.00
H. B. Drury	Instructor in Economics and Sociology.....	1,300.00
	Instructor in Economics and Sociology.....	1,200.00
	Instructor in Economics and Sociology.....	1,200.00
H. E. Bice	Instructor in Economics and Sociology.....	1,100.00
George Gephart	Instructor in Economics and Sociology.....	1,000.00
	Instructor in Economics and Sociology.....	1,000.00
	Instructor in Economics and Sociology.....	1,000.00
Herman C. Miller	Assistant in Economics and Sociology.....	700.00
Harry E. Sheppard	Assistant in Economics and Sociology.....	450.00
S. J. Coon	Assistant in Economics and Sociology.....	225.00
Agnes Drury	Assistant in Economics and Sociology.....	450.00
		<u>\$ 33,475.00</u>

JOURNALISM

Joseph S. Myers	Professor and Head of Department.....	\$ 4,000.00
	Asst. Professor of Journalism.....	1,800.00
C. M. Baker	Instructor in Agricultural Writing.....	1,200.00
Paul C. Carty	Instructor in Journalism (12 months).....	2,000.00
M. H. Hallett	Instructor in Journalism (12 months).....	1,560.00
Albert P. Taylor	Instructor in Journalism (12 months).....	1,202.00
	Editor of "The Lantern".....	500.00
	Business Manager of "The Lantern".....	500.00
		<u>\$ 12,762.00</u>

SUMMARY BUDGET—COLLEGE OF COMMERCE AND JOURNALISM

College of Commerce and Journalism—Administration.....	\$ 4,000.00
Economics and Sociology.....	33,475.00
Journalism	12,762.00
	<u>\$ 50,237.00</u>

COLLEGE OF DENTISTRY

H. M. Semans	Dean of the College of Dentistry and Professor of Operative Dentistry and Head of Department	\$ 4,000.00
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Harvey V. Cottrell	Professor of Prosthetic Dentistry.....	1,300.00
W. C. Graham	Asst. Professor of Dental Medicine.....	700.00
Roland B. Wiltberger	Asst. Professor of Crown, Bridge and Porcelain.	800.00
Clyde H. Hebble	Asst. Professor of Operative Dentistry.....	1,300.00
H. S. Shumway	Instructor in Prosthetic Laboratory.....	900.00
C. W. Strosnider	Asst. Superintendent of Clinics and Instructor in Dental Anatomy	1,000.00
Ollie O. Mobberly	Superintendent of Laboratories and Summer Clinic	1,800.00
Dick P. Snyder	Instructor in Exodontia.....	800.00
Edwin Martindale	Instructor in Anesthesia.....	400.00
Frank C. Starr	Instructor in Crown, Bridge and Metallurgy.....	600.00
L. A. Bottenhorn	Instructor in Dental Pathology.....	600.00
Earl G. Jones	Assistant in Orthodontia.....	400.00
Louis E. Reif	Instructor in Operative Clinic.....	500.00
	Student Assistant in Prosthetic Laboratory.....	100.00
Total.....		<u>\$ 15,200.00</u>

COLLEGE OF EDUCATION

G. W. Knight	Dean of the College of Education.....	\$ 4,000.00
		<u>\$ 4,000.00</u>

ART

Charles F. Kelley	Professor and Head of Department.....	\$ 2,750.00
Alice Robinson	Asst. Professor of Art.....	1,800.00
W. J. Norris	Instructor in Art.....	1,500.00
E. O. Christensen	Instructor in Art.....	1,300.00
Mildred V. Talbot	Instructor in Art.....	1,100.00
		<u>\$ 8,450.00</u>

HISTORY AND PHILOSOPHY OF EDUCATION

Lewis F. Anderson	Professor and Head of Department.....	\$ 3,250.00
Anthony Marino	Assistant in History and Philosophy of Educa- tion	800.00
		<u>\$ 4,050.00</u>

MANUAL TRAINING

Eldon L. Usry	Professor and Head of Department.....	\$ 2,500.00
Robert E. Smith	Instructor in Manual Training.....	1,100.00
		<u>\$ 3,600.00</u>

PRINCIPLES OF EDUCATION

J. L. Clifton	Professor and Acting Head of Department....	\$ 2,750.00
George R. Twiss	Professor of Principles of Education (2d sem.)..	1,500.00
W. M. Aikin	Asst. Professor of Principles of Education (2d sem.) (on leave).....	1,500.00
		<u>\$ 5,750.00</u>

PSYCHOLOGY

George F. Arps	Professor and Head of Department.....	\$ 3,500.00
Rudolph Pintner	Professor of Psychology.....	2,500.00
A. P. Weiss	Asst. Professor of Psychology.....	2,200.00
J. W. Bridges	Asst. Professor of Psychology.....	1,900.00
John E. Evans	Instructor in Psychology.....	1,800.00
Harry W. Crane	Instructor in Psychology.....	1,700.00
Mabel E. Goudge	Instructor in Psychology.....	1,500.00
Elmer Culler	Instructor in Psychology.....	1,400.00
Genevieve L. Coy	Instructor in Psychology.....	1,400.00
Jeanette C. Reamer	Assistant in Psychology.....	750.00
Russell B. Wilson	Laboratory Assistant	500.00
C. N. Waterman	Laboratory Assistant	400.00
Jean Spaid	Graduate Assistant	300.00
Idella E. Gunn	Graduate Assistant	300.00
		\$ 20,250.00

SCHOOL ADMINISTRATION

Samuel W. Brown	Professor of School Administration.....	\$ 2,750.00
	Professor of School Administration.....	2,750.00
	Graduate Assistant	300.00
		\$ 5,800.00

SUMMARY BUDGET—COLLEGE OF EDUCATION

College of Education—Administration.....	\$ 4,000.00	
Art	8,450.00	
History and Philosophy of Education.....	4,050.00	
Manual Training.....	3,600.00	
Principles and Practice of Education.....	5,750.00	
Psychology	20,250.00	
School Administration.....	5,800.00	
Total.....		\$ 51,900.00

COLLEGE OF ENGINEERING

E. F. Coddington	Acting Dean of College of Engineering.....	\$ 500.00
Lenora H. Glasgow	Assistant to the Dean.....	1,000.00
		\$ 1,500.00

ARCHITECTURE

Joseph N. Bradford	Professor and Head of the Department.....	\$ 1,200.00
C. St. J. Chubb	Professor of Architecture.....	2,500.00
F. H. Haskett	Instructor in Architecture.....	1,600.00
Wilbert C. Ronan	Instructor in Architecture.....	1,500.00
Clarence A. Mathias	Assistant in Architecture.....	600.00
	Instructor in Architecture.....	1,400.00
		\$ 8,800.00

ASTRONOMY

H. C. Lord	Professor and Head of Department.....	\$ 3,000.00
E. S. Manson, Jr.	Assoc. Professor of Astronomy.....	2,000.00
		\$ 5,000.00

CERAMIC ENGINEERING

Edward Orton, Jr.	Research Professor of Ceramic Engineering.....	\$	1,500.00
Arthur S. Watts	Professor and Head of Department.....		3,000.00
Amos P. Potts	Asst. Professor of Ceramic Engineering.....		2,250.00
Carl B. Harrop	Asst. Professor of Ceramic Engineering.....		1,800.00
J. C. Lysatt	Technician		600.00
			\$ 9,150.00

CHEMISTRY

S. A. Norton	Emeritus Professor	\$	1,250.00
William McPherson	Professor and Head of Department.....	*	
W. L. Evans	Professor of Chemistry.....		3,500.00
W. E. Henderson	Professor of Inorganic and Physical Chemistry..		3,250.00
J. R. Withrow	Professor of Chemistry.....		3,000.00
C. W. Foulk	Professor of Analytical Chemistry.....		2,600.00
C. E. Boord	Asst. Professor of Chemistry.....		1,800.00
H. L. Olin	Asst. Professor of Chemistry.....		1,600.00
O. R. Sweeney	Instructor in Chemistry.....		1,500.00
R. C. Hummell	Instructor in Chemistry.....		1,200.00
J. H. Young	Instructor in Chemistry.....		1,000.00
Marion Hollingsworth	Assistant in Chemistry.....		700.00
J. C. Bowman	Assistant in Chemistry.....		700.00
Parker K. Baird	Assistant in Chemistry.....		700.00
Frank C. Vilbrant	Assistant in Chemistry.....		700.00
J. A. Vander Werf	Assistant in Chemistry.....		700.00
Melvin G. Mellon	Assistant in Chemistry.....		700.00
Carl E. Frick	Assistant in Chemistry.....		700.00
Lorin B. Sebrell	Assistant in Chemistry.....		700.00
E. L. Mahaffey	Assistant in Chemistry.....		300.00
W. W. Bauer	Graduate Assistant		300.00
Edward M. Starr	Graduate Assistant		300.00
L. F. Henderson	Graduate Assistant		300.00
Aubrey Bradley	Graduate Assistant		300.00
Genevieve Spencer	Graduate Assistant		300.00
Harold Shattuck	Graduate Assistant		300.00
M. L. Dundon	Graduate Assistant		300.00
Wendell A. Moor	Graduate Assistant		300.00
Robert D. Wetnight	Graduate Assistant		300.00
Clyde S. Adams	Graduate Assistant		300.00
Paul Stegeman	Graduate Assistant		300.00
Merrill Yontz	Graduate Assistant		300.00
Spencer G. Webber	Graduate Assistant		300.00
			\$ 30,800.00

CIVIL ENGINEERING

C. E. Sherman	Professor and Head of Department (on leave)..	\$	2,000.00
C. T. Morris	Professor of Structural Engineering.....		3,250.00
F. H. Eno	Professor of Municipal Engineering.....		2,750.00
G. F. Schlesinger	Asst. Professor of Civil Engineering.....		1,800.00
R. C. Sloane	Asst. Professor of Civil Engineering.....		1,800.00

*Receives salary as Dean of the Graduate School.

Edward Kromer	Asst. Professor of Civil Engineering.....	1,600.00
Wilhelm Neilson	Instructor in Civil Engineering.....	1,400.00
Carl G. Faehle	Instructor in Civil Engineering.....	1,200.00
	Instructor in Civil Engineering.....	1,000.00
		<hr/>
		\$ 16,800.00

ELECTRICAL ENGINEERING

F. C. Caldwell	Professor and Head of Department.....	\$ 3,000.00
Alan Flowers	Professor of Electrical Engineering.....	2,500.00
J. E. Shepardson	Instructor in Electrical Engineering.....	1,500.00
R. A. Brown	Instructor in Electrical Engineering.....	1,400.00
A. F. Puchstein	Assistant in Electrical Engineering.....	700.00
	Assistant in Electrical Engineering.....	700.00
W. R. Alexander	Machinist	1,140.00
Joseph Greenwald	Machinist's Helper	510.00
		<hr/>
		\$ 11,450.00

ENGINEERING DRAWING

T. E. French	Professor and Head of Department.....	\$ 3,500.00
Robert Meiklejohn	Asst. Professor of Engineering Drawing.....	2,100.00
O. E. Williams	Asst. Professor of Engineering Drawing.....	1,700.00
W. D. Turnbull	Asst. Professor of Engineering Drawing.....	1,700.00
E. J. Gilbert	Instructor in Engineering Drawing.....	1,500.00
C. L. Svensen	Asst. Professor of Engineering Drawing.....	1,500.00
	Instructor in Engineering Drawing.....	1,100.00
	Instructor in Engineering Drawing.....	1,100.00
S. S. Withrow	Assistant in Engineering Drawing.....	900.00
A. L. Whiteside	Student Assistant.....	300.00
Thomas A. Boyd	Student Assistant.....	300.00
		<hr/>
		\$ 15,700.00

INDUSTRIAL ARTS

F. E. Sanborn	Professor and Head of Department (11months).	\$ 2,420.00
W. A. Knight	Assoc. Prof. Machine Shop Practice (11 months)	2,200.00
C. M. Beem	Instructor in Pattern-making (11 months).....	1,705.00
A. A. Case	Instructor in Vise Work (11 months).....	1,430.00
J. A. Foust	Instructor in Forging (11 months).....	1,320.00
U. W. Denman	Instructor in Woodworking (11 months).....	1,210.00
J. J. Breckur	Instructor in Industrial Arts (11 months).....	1,100.00
P. L. Wright	Assistant in Forging (11 months).....	935.00
Carl M. Senn	Assistant in Woodworking.....	900.00
Harold Wright	Assistant in Industrial Arts (11 months).....	825.00
O. D. Rickly	Student Assistant.....	300.00
		<hr/>
		\$ 14,345.00

MATHEMATICS

R. D. Bohannon	Professor and Head of Department.....	\$ 3,500.00
K. D. Swartzel	Professor of Mathematics.....	2,500.00
H. W. Kuhn	Professor of Mathematics.....	2,500.00
S. E. Rasor	Professor of Mathematics.....	2,400.00
C. C. Morris	Professor of Mathematics.....	2,000.00
C. L. Arnold	Assoc. Professor of Mathematics.....	2,000.00

G. W. McCoard	Professor of Mathematics.....	1,800.00
C. J. West	Asst. Professor of Mathematics.....	1,700.00
J. B. Preston	Asst. Professor of Mathematics.....	1,500.00
Grace Bareis	Asst. Professor of Mathematics.....	1,800.00
H. Rickard	Instructor in Mathematics.....	1,300.00
	Assistant in Mathematics.....	300.00
		<hr/>
		\$ 22,800.00

MECHANICAL ENGINEERING

W. T. Magruder	Professor and Head of Department.....	\$ 3,500.00
F. W. Marquis	Professor of Steam Engineering.....	2,500.00
Horace Judd	Assoc. Professor of Experimental Engineering..	2,000.00
A. I. Brown	Instructor in Mechanical Engineering.....	1,500.00
H. H. Fikret	Assistant in Mechanical Engineering.....	900.00
Stanley W. Bowser	Assistant in Mechanical Engineering.....	750.00
R. H. Wasson	Assistant in Mechanical Engineering.....	750.00
J. J. Davis	Machinist	1,080.00
R. L. Pratt	Engineer and Fireman.....	840.00
	Helper and Laborer (12 months).....	500.00
		<hr/>
		\$ 14,320.00

MECHANICS

J. E. Boyd	Professor and Head of Department.....	\$ 3,000.00
E. F. Coddington	Professor of Mechanics.....	2,750.00
J. O. Draffin	Instructor in Mechanics.....	1,200.00
		<hr/>
		\$ 6,950.00

METALLURGY

D. J. Demorest	Professor and Head of Department.....	\$ 2,750.00
E. E. Somermeier	Professor of Metallurgy (half time).....	1,200.00
E. C. Smith	Instructor in Metallurgy.....	1,500.00
		<hr/>
		\$ 5,450.00

MINERALOGY

W. J. McCaughey	Professor of Mineralogy.....	\$ 2,500.00
		<hr/>
		\$ 2,500.00

MINE ENGINEERING

Frank A. Ray	Professor and Head of Department.....	\$ 2,000.00
H. E. Nold	Asst. Professor of Mine Engineering.....	1,800.00
R. K. Bowden	Student Assistant.....	300.00
	Student Assistant.....	300.00
	Student Assistant (first semester).....	150.00
		<hr/>
		\$ 4,550.00

PHYSICS

A. D. Cole	Professor of Physics and Head of Department..	\$ 3,500.00
S. J. Barnett	Professor of Physics.....	2,750.00
F. C. Blake	Professor of Physics.....	2,500.00
Charles Sheard	Professor of Physics and Applied Optics.....	2,500.00
Alpheus W. Smith	Professor of Physics.....	2,500.00

R. F. Earhart	Professor of Physics (on leave).....	1,800.00
H. G. Heil	Asst. Professor of Physics.....	1,800.00
D. A. Woodbury	Instructor in Physics.....	1,400.00
Alva W. Smith	Instructor in Physics.....	1,300.00
J. H. Service	Assistant in Physics.....	800.00
C. W. Jarvis	Assistant in Physics.....	800.00
C. Joliffe	Assistant in Physics.....	800.00
George Pierce	Assistant in Physics.....	750.00
J. S. Ward	Assistant in Physics.....	700.00
	Graduate Assistant.....	300.00
	Graduate Assistant.....	300.00
A. C. Freund	Mechanician (12 mos.).....	1,200.00

\$ 25,700.00

SUMMARY BUDGET—COLLEGE OF ENGINEERING

College of Engineering—Administration.....	\$ 1,500.00
Architecture	8,800.00
Astronomy	5,000.00
Ceramic Engineering.....	9,150.00
Chemistry	30,800.00
Civil Engineering	16,800.00
Electrical Engineering.....	11,450.00
Engineering Drawing.....	15,700.00
Industrial Arts.....	14,345.00
Mathematics	22,800.00
Mechanical Engineering.....	14,320.00
Mechanics	6,950.00
Metallurgy	5,450.00
Mine Engineering.....	4,550.00
Mineralogy	2,500.00
Physics	25,700.00

\$195,815.00

COLLEGE OF HOMEOPATHIC MEDICINE

Claude A. Burrett	Dean of the College and Professor of General and Clinical Surgery.....	\$ 3,250.00
J. A. Ferree	Professor of Otology, Ophthalmology, Rhinology and Laryngology.....	2,500.00
Fred B. Grosvenor	Professor of Clinical Diagnosis.....	2,500.00
A. E. Hinsdale	Professor of Materia Medica and Clinical Therapeutics	2,500.00
W. A. Humphrey	Professor of Diseases of Women, Surgical Gynecology and Obstetrics.....	2,500.00
Roy C. Wolcott	Professor of Internal Medicine.....	2,500.00
Floyd R. Towne	Graduate Assistant.....	300.00
John G. Keiser	Graduate Assistant.....	300.00
	Graduate Assistant.....	300.00
Harry M. Sage	Graduate Assistant.....	300.00
W. B. Carpenter	Lecturer	300.00
	Supervising Anaesthetist.....	300.00
E. H. Baxter	Student Assistant.....	300.00
Frank G. Pettibone	Student Assistant.....	250.00

\$ 18,100.00

HOMEOPATHIC HOSPITAL

Lois Campbell	Principal of Nurses' Training School and Supervisor of Nurses.....	\$	780.00
Gertrude Loessel	Teaching Surgery Nurse.....		720.00
Mary E. Ferguson	Teaching Pharmacy Nurse.....		600.00
Lucille Myers	Teaching Night Supervisor.....		600.00
	Teaching Maternity and Children.....		600.00
	House Physician.....		200.00
	Dietitian		600.00
	Teaching Laboratory Nurse (half year).....		300.00
Coral Ranous	Student Nurse.....		75.00
Louise Harrod	Student Nurse.....		75.00
Vera Benjamin	Student Nurse.....		75.00
Rena Daily	Student Nurse.....		75.00
Elinor Schlegelmilch	Student Nurse.....		75.00
Hazel Ault	Student Nurse.....		75.00
Olga Johnson	Student Nurse.....		75.00
Martha Bower	Student Nurse.....		75.00
Sara Fulton	Student Nurse.....		75.00
Mildred Johnson	Student Nurse.....		75.00
Helen Miller	Student Nurse.....		50.00
Ethel Schaffer	Student Nurse.....		50.00
Leota Fisher	Student Nurse.....		50.00
Amanda Schenck	Student Nurse.....		50.00
Olivia Hill	Student Nurse.....		50.00
Nora Turner	Student Nurse.....		50.00
Eva Clements	Student Nurse.....		50.00
Beatrice Jacobs	Student Nurse.....		50.00
Charlotte Bush	Student Nurse.....		50.00
Margaret Pressler	Student Nurse.....		50.00
Margaret Wall	Student Nurse.....		50.00
Emma Herbst	Student Nurse.....		50.00
	Student Nurses (seven).....		350.00
		\$	6,150.00

SUMMARY BUDGET—COLLEGE OF HOMEOPATHIC MEDICINE AND HOSPITAL

College of Homeopathic Medicine.....	\$	18,100.00
Homeopathic Hospital.....		6,150.00
	\$	24,250.00

COLLEGE OF LAW

John J. Adams	Dean of the College of Law and Professor of Law	\$	5,000.00
G. W. Rightmire	Professor of Law.....		4,000.00
A. H. Tuttle	Professor of Law.....		4,000.00
Clarence D. Laylin	Professor of Law.....		4,000.00
Homer C. Corry	Assistant Professor of Law.....		2,500.00
	Assistant Professor of Law.....		2,500.00
		\$	22,000.00

COLLEGE OF MEDICINE

E. F. McCampbell	Dean of the College of Medicine.....	\$ 4,000.00
		<hr/> \$ 4,000.00

ANATOMY

F. L. Landacre	Professor and Head of Department.....	\$ 3,250.00
E. C. Buck	Assistant Professor of Anatomy.....	2,500.00
J. H. Warren	Assistant Professor of Anatomy.....	2,000.00
R. A. Knouf	Instructor in Anatomy.....	1,000.00
R. C. Baker	Assistant in Anatomy.....	900.00
R. A. McDonald	Technician	900.00
William P. Smith	Student Assistant.....	750.00
W. L. Beach	Graduate Assistant.....	300.00
H. H. Yoakum	Student Assistant.....	300.00
A. R. Spindler	Student Assistant.....	150.00
W. Rohleder	Student Assistant.....	150.00
D. L. Welday	Student Assistant.....	150.00
	Student Assistants (7 at \$50.00 each).....	350.00
		<hr/> \$ 12,700.00

BACTERIOLOGY

Chas. B. Morrey	Professor and Head of Department.....	\$ 2,850.00
W. A. Starin	Asst. Professor of Bacteriology.....	2,000.00
H. B. Froning	Instructor in Bacteriology.....	1,500.00
Vera M. McCoy	Instructor in Bacteriology.....	1,250.00
Oscar Metz	Diener	840.00
	Student Assistant.....	300.00
		<hr/> \$ 9,640.00

DISPENSARIES

	Pharmacist—Park Street.....	\$ 200.00
	Pharmacist—State Street.....	200.00
		<hr/> \$ 400.00

HOSPITALS

R. H. Markwith	Interne	\$ 50.00
W. E. Duffee	Interne	\$ 50.00
W. W. Beck	Interne	\$ 50.00
G. K. Butt	Interne	\$ 50.00
J. R. Warren	Interne	\$ 50.00
D. A. Crist	Interne	\$ 50.00
Charles Roach	Interne	\$ 50.00
		<hr/> \$ 350.00

MEDICINE

J. H. J. Upham	Professor of Clinical Medicine and Acting Head of Department.....	\$ 1,900.00
Thomas H. Haines	Professor of Medicine.....	
H. B. Blakey	Asst. Professor of Medicine.....	300.00
J. J. Coons	Asst. Professor of Medicine.....	200.00
C. J. Shepard	Asst. Professor of Medicine.....	200.00
E. G. Horton	Asst. Professor of Medicine.....	300.00
E. J. Gordon	Asst. Professor of Medicine and Resident Physician Protestant Hospital.....	1,200.00
S. A. Hatfield	Asst. Professor of Medicine and Resident Physician St. Francis Hospital.....	2,000.00
H. O. Bratton	Instructor in Medicine.....	200.00
R. A. Ramsey	Instructor in Medicine.....	300.00
J. W. Sheetz	Instructor in Medicine.....	300.00
Samuel Hindman	Instructor in Medicine.....	200.00
Joseph Leist	Instructor in Medicine.....	200.00
R. L. Barnes	Assistant in Medicine.....	100.00
G. H. Shawaker	Assistant in Medicine.....	100.00
S. O. Edelman	Assistant in Medicine.....	100.00
F. C. Wagenhals	Assistant in Medicine.....	200.00
		\$ 7,800.00

OBSTETRICS

Andrews Rogers	Professor of Obstetrics.....	\$ 600.00
G. W. Brehm	Instructor in Obstetrics.....	300.00
C. W. Hadley	Instructor in Obstetrics.....	300.00
		\$ 1,200.00

OPHTHALMOLOGY AND OTO-LARYNGOLOGY

John Edwin Brown	Professor of Oto-Laryngology and Head of Department	\$
Andrew Timberman	Professor of Ophthalmology.....	
George C. Schaeffer	Instructor in Ophthalmology.....	200.00
Hugh G. Beatty	Instructor in Oto-Laryngology.....	200.00
Andrew W. Prout	Instructor in Oto-Laryngology.....	200.00
Ivor G. Clark	Instructor in Ophthalmology.....	200.00
John B. Alcorn	Assistant in Ophthalmology.....	200.00
W. H. Hodges	Assistant in Oto-Laryngology.....	200.00
T. R. Williams	Assistant in Ophthalmology.....	200.00
		\$ 1,400.00

PATHOLOGY

Ernest Scott	Professor of Pathology.....	\$ 3,250.00
Carl L. Spohr	Professor of Clinical Pathology.....	2,600.00
Jonathan Forman	Asst. Professor of Pathology.....	2,000.00
Carl C. Hugger	Assistant in Pathology.....	1,100.00
Hazel Cameron	Assistant in Pathology.....	900.00
	Assistant in Clinical Pathology.....	750.00
		\$ 10,600.00

PHYSIOLOGY, PHYSIOLOGICAL CHEMISTRY AND PHARMACOLOGY

Clyde Brooks	Professor and Head of Department.....	\$ 3,500.00
A. M. Bielle	Professor of Physiology.....	3,000.00
Clayton McPeck	Asst. Professor of Physiology.....	2,500.00
R. J. Seymour	Asst. Professor of Physiology.....	2,000.00
E. P. Durrant	Instructor in Physiology.....	1,600.00
C. I. Reed	Instructor in Physiology.....	1,300.00
William Irving	Technical Assistant.....	1,500.00
	Technical and Research Assistant.....	500.00
	Student Assistant.....	250.00
	Student Assistant.....	125.00
		<hr/>
		\$ 16,275.00

PUBLIC HEALTH AND SANITATION

E. F. McCampbell	Professor of Preventive Medicine.....	\$ "
R. G. Paterson	Asst. Professor of Public Health and Director of Hospital and Dispensary Social Service.....	2,500.00
E. R. Hayhurst	Asst. Professor of Industrial Hygiene and Medical Director of Dispensaries.....	2,700.00
L. H. Van Buskirk	Instructor in Public Health Laboratory Methods	200.00
		<hr/>
		\$ 5,400.00

SURGERY AND GYNECOLOGY

V. A. Dodd	Assistant Professor of Surgery and Acting Head of Department. Chief-of-Staff of Protestant Hospital	\$ 2,250.00
I. B. Harris	Asst. Professor of Surgery. Chief-of-Staff St. Francis Hospital.....	300.00
Yeatman Wardlow	Asst. Professor of Clinical Gynecology.....	200.00
Fred Fletcher	Asst. Professor of Gynecology.....	200.00
L. L. Bigelow	Asst. Professor of Surgery, and Chief-of-Staff of Children's Hospital.....	200.00
E. A. Hamilton	Asst. Professor of Surgery.....	200.00
J. W. Means	Instructor in Surgery.....	400.00
L. V. Zartman	Instructor in Surgery.....	400.00
P. D. Wilson	Instructor in Surgery.....	200.00
A. M. Steinfeld	Asst. Professor of Orthopedic Surgery.....	100.00
H. A. Baldwin	Instructor in Genito-Urinary Surgery.....	100.00
J. M. Gallen	Instructor in Gynecology.....	200.00
H. J. Means	Instructor in Roentgenology and Radiographer for Protestant and St. Francis Hospitals.....	650.00
E. C. Ludwig	Instructor in Surgery.....	150.00
E. M. Freese	Assistant in Surgery.....	100.00
Philip J. Reel	Assistant in Surgery.....	300.00
Carl C. Hugger	Assistant in Roentgenology.....	†
P. E. Stiffey	Assistant in Anesthetics.....	100.00
W. N. Taylor	Assistant in Genito-Urinary Surgery.....	100.00
F. M. Stanton	Assistant in Gynecology.....	100.00
		<hr/>
		\$ 6,250.00

*Salary paid as Dean of the College of Medicine.

†Salary paid in Department of Pathology.

SUMMARY BUDGET—COLLEGE OF MEDICINE

College of Medicine—Administration.....	\$ 4,000.00
Anatomy	12,700.00
Bacteriology	9,640.00
Dispensaries	400.00
Hospitals	350.00
Medicine	7,800.00
Obstetrics	1,200.00
Ophthalmology and Oto-Laryngology.....	1,400.00
Pathology	10,600.00
Physiology, Physiological Chemistry and Pharmacology.....	16,275.00
Public Health and Sanitation.....	5,400.00
Surgery and Gynecology.....	6,250.00
Total.....	\$ 76,015.00

COLLEGE OF PHARMACY

C. A. Dye	Acting Dean of the College of Pharmacy and Professor of Pharmacy.....	\$ 2,750.00
Edward D. Davy	Instructor in Pharmacy.....	1,750.00
Charles E. Pake	Student Assistant.....	350.00
	Student Assistant.....	350.00
	Instructor in Pharmacy.....	1,000.00
Total.....		\$ 6,200.00

COLLEGE OF VETERINARY MEDICINE

David S. White	Dean of the College of Veterinary Medicine and Professor of Veterinary Medicine.....	\$ 4,000.00
Septimus Sisson	Professor of Comparative Anatomy (on leave)..	
O. V. Brumley	Professor of Veterinary Surgery and Director of Clinics	3,500.00
A. G. G. Richardson	Professor of Veterinary Pathology.....	2,750.00
Fonsa A. Lambert	Asst. Professor of Comparative Anatomy.....	2,100.00
J. N. Shoemaker	Asst. Professor of Veterinary Medicine (12 mos.)	2,000.00
James H. Snook	Asst. Professor of Veterinary Surgery.....	1,900.00
Walter R. Hobbs	Instructor in Veterinary Medicine (12 mos.)...	1,600.00
R. L. Mundhenk	Instructor in Pathology.....	1,200.00
R. E. Rebrassier	Instructor in Pathology.....	1,000.00
John Torr	Hospital Clerk.....	600.00
Total.....		\$ 20,650.00

GRADUATE SCHOOL

William McPherson	Dean of the Graduate School.....	\$ 4,000.00
Homer B. Adkins	Fellow	500.00
Herbert Coith	Fellow	500.00
Frederick A. Fenton	Fellow	500.00
Walter French	Fellow	500.00
W. S. Gamertsfelder	Fellow	500.00
Esther Gatewood	Fellow	500.00
Enoch F. George	Fellow	500.00
Adolph E. Waller	Fellow	500.00
Harry S. Will	Fellow	500.00

Myrla Lowe	Fellow	500.00
Donald B. Atwell	Scholar	250.00
(Mrs.) Elizabeth Beatty	Scholar	250.00
Nell C. Crates	Scholar	250.00
William J. Clark	Scholar	250.00
George L. Geisler	Scholar	250.00
Ralph L. Kemper	Scholar	250.00
H. F. Kohl	Scholar	250.00
Esther McClain	Scholar	250.00
Dorothy Osborn	Scholar	250.00
H. E. Rothrock	Scholar	250.00
Herbert A. Toops	Scholar	250.00
Andrew Townsend	Scholar	250.00
J. H. Vogel	Scholar	250.00
Ernest B. Wells	Scholar	250.00
Oscar Wesley	Scholar	250.00
Mary Young	Scholar	250.00
Miriam E. Simes	Scholar	250.00
Ralph G. Koontz	Scholar	250.00
John C. Overpeck	Scholar	250.00
	Scholar	250.00
Total.....		\$ 14,000.00

LIBRARY

Olive Jones	Librarian	\$ 2,000.00
Charles W. Reeder	Reference Librarian.....	2,000.00
Gertrude Kellicott	Accession Librarian.....	1,700.00
Maud D. Jeffrey	Reference Librarian.....	1,700.00
Donald Leidigh	Accession Assistant.....	960.00
Paul R. Byrne	Reference Assistant.....	1,300.00
Margaret Mitchell	Library Assistant.....	960.00
Alice L. Morris	Library Assistant.....	960.00
(Mrs.) Mae Walker	Library Assistant.....	780.00
Helen E. Sells	Library Assistant.....	720.00
	Library Assistant (Botany and Zoology).....	660.00
Bertha M. Schneider	Head Cataloguer.....	1,400.00
Alice D. McKee	Cataloguer	960.00
Harriett S. Dutcher	Cataloguer	960.00
Esther S. Chapin	Cataloguer	960.00
Alice D. Cruikshank	Cataloguer	960.00
Louise Schoeneweiss	Library Assistant.....	1,080.00
Harriett Townshend	Library Assistant.....	840.00
Lillian M. Nippert	Library Assistant.....	720.00
Mary E. Lewis	Library Assistant.....	720.00
Margaret Forwick	Library Assistant.....	660.00
Bliss Magly	Library Assistant.....	600.00
Evelyn Melsheimer	Library Assistant.....	600.00
Marie A. Hopkins	Library Assistant.....	500.00
Augusta Eckstine	Library Assistant.....	500.00
E. G. Schatzman	Night Assistant.....	360.00
E. A. Schwinn	Night Assistant.....	360.00
E. C. Hedrick	Check Room Attendant.....	900.00
	Library Assistant.....	600.00
Total.....		\$ 27,420.00

MILITARY SCIENCE AND TACTICS

George L. Converse	Commandant of Cadets.....	\$ 1,700.00
	Assistant to Commandant.....	600.00
	Assistant to Commandant.....	600.00
	Sergeants U. S. Army—5 at \$125.00 each.....	625.00
	Band Leader.....	450.00
Gustav Bruder	Colonels—2 at \$75.00 each.....	150.00
	Majors—6 at \$50.00 each.....	300.00
	Captains—22 at \$40.00 each.....	880.00
	Lieutenants—44 at \$30.00 each.....	1,320.00
	Band Lieutenant.....	40.00
	Band Volunteers—5 at \$20.00 each.....	100.00
	Total.....	\$ 6,765.00

PHYSICAL EDUCATION

L. W. St. John	Professor and Head of Department.....	\$ 4,000.00
J. W. Wilce	Professor of Physical Education.....	
F. R. Castleman	Professor of Physical Education.....	
J. H. Nichols	Professor of Physical Education.....	2,750.00
Florence A. Meyer	Asst. Professor of Physical Education.....	1,800.00
H. C. Ohlson	Instructor in Physical Education.....	1,700.00
G. M. Trautman	Instructor in Physical Education.....	2,000.00
Margaret Hammett	Instructor in Physical Education.....	1,800.00
Mrs. Clark Hunter	Pianist	600.00
Selma Mesloh	Assistant in Physical Education.....	600.00
	Student Assistant (man).....	300.00
	Instructor in Physical Education.....	1,500.00
Lola Stout	Maid	480.00
	Total.....	\$ 17,030.00

SUMMARY BUDGET—EDUCATIONAL DIVISION

College of Agriculture	\$159,510.00
College of Arts, Philosophy and Science	128,600.00
College of Commerce and Journalism.....	50,237.00
College of Dentistry	15,200.00
College of Education	51,900.00
College of Engineering	195,815.00
College of Homeopathic Medicine	24,250.00
College of Law	22,000.00
College of Medicine	76,015.00
College of Pharmacy	6,200.00
College of Veterinary Medicine	20,650.00
Graduate School	14,000.00
President's Division	51,215.00
Total.....	\$815,592.00

ADMINISTRATIVE DIVISION

PRESIDENT'S OFFICE

W. O. Thompson	President	\$ 10,000.00
	Executive Clerk.....	1,200.00
	Stenographer	720.00
	File Clerk.....	660.00
Katharine H. Duncan	Executive Clerk (July).....	125.00
		\$ 12,705.00

REGISTRAR'S OFFICE

Edith D. Cockins	Registrar, University Editor and Secretary of the Faculty	\$ 2,500.00
Lucy M. Taylor	Assistant to Registrar.....	1,800.00
Clara Miller	Assistant to Registrar.....	960.00
Helen Clarke	Assistant to Registrar.....	960.00
Sara Jacobs	Assistant to Registrar.....	900.00
Winifred Warner	Assistant to Registrar.....	840.00
Ethyl Woodbury	Assistant to Registrar.....	780.00
Helen Patton	Assistant to Registrar.....	780.00
Helen Frame	Assistant to Registrar.....	780.00
		\$ 9,800.00

ENTRANCE BOARD

Lester E. Wolfe	Secretary	\$ 2,200.00
Frances Work	Stenographer	780.00
Wilda Ruth	Stenographer	780.00
		\$ 3,760.00

DEAN OF WOMEN

Caroline Breyfogle	Dean of Women (12 mos.).....	\$ 2,160.00
Arema O'Brien	Assistant to Dean (12 mos.).....	960.00
		\$ 3,120.00

COMMENCEMENT

Alfred R. Barrington	\$ 750.00
		\$ 750.00

STENOGRAPHIC AND CLERICAL

Charles E. Findlay	Clerk	\$ 1,000.00
Hugh Hardy	Clerk	840.00
Annette M. Shugert	Stenographer	780.00
Mabel Moran	Stenographer	780.00
Lurene Wade	Clerk	780.00
Marie D. Haines	Sales Clerk.....	780.00
Clarissa Arndt	Stenographer	780.00
W. Aimee Obaugh	Stenographer	720.00
Naomi Haber	Clerk	720.00
Mary Lahmering	Stenographer	720.00
Mary Thomas	Clerk	720.00
W. F. Felch	Clerk	720.00

Eva Smith	Stenographer	720.00
Margaret W. Fisher	Stenographer	720.00
Ruth M. Ford	Stenographer	720.00
Agnes L. Ryan	Stenographer	720.00
M. Grace White	Stenographer	720.00
Helen Jones	Stenographer	720.00
Martha B. Smith	Stenographer	720.00
Oakley H. Graham	Stenographer	720.00
Harriet H. Wylie	Stenographer	720.00
Mary J. Hunter (Mrs.)	Stenographer	660.00
Florence M. Spencer	Stenographer	660.00
Edith Rathbun	Stenographer	660.00
Blanche L. Clarke (Mrs.)	Stenographer	660.00
Alberta Williams	Stenographer	660.00
M. Helen Pugh	Stenographer	660.00
Mary Farmer	Stenographer	660.00
Alice A. Moran	Stenographer	600.00
Orleta Ansel	Stenographer	600.00
	Stenographer (Lord Hall)	600.00
Margaret M. Hohmann	Stenographer (Dairying)	600.00
	Stenographer (University Hall)	600.00
Nora Peck	Clerk	900.00
Mary Fouch	Stenographer	660.00
Katherine Pugh	Stenographer	660.00
		<hr/>
		\$ 25,660.00

STUDENT HEALTH SERVICE

H. S. Wingert	Director	\$ 2,750.00
		<hr/>
		\$ 2,750.00

SUMMARY BUDGET—ADMINISTRATIVE DIVISION

President's Office	\$ 12,705.00
Registrar's Office	9,800.00
Entrance Board	3,760.00
Dean of Women	3,120.00
Commencement	750.00
Stenographic and Clerical	25,660.00
Student Health Service	2,750.00
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Total	\$ 58,545.00

PHYSICAL PLANT DIVISION

BUSINESS MANAGER'S OFFICE

Carl E. Steeb	Secretary and Business Manager	\$ 5,000.00
Jane S. Haskett	Chief Clerk	1,200.00

Purchasing Department

R. M. Royer	Purchasing Agent	2,500.00
Katherine Vogel	Clerk	960.00
Marguerite Lewis	Clerk	840.00
Mary McGaughey	Stenographer	600.00

Cashier

Bess C. Watters Cashier 1,200.00

Auditing Department

Mary Kraus Auditor 1,300.00
Ethel Gilkey Bill Clerk..... 900.00
Hazel Bratton Voucher Clerk..... 780.00
Esther Morrow Cost Clerk..... 600.00
Minnette Fritts Student Clerk..... 300.00

Accounting Department

Edgar W. Dean Comptroller 1,900.00
Iva M. Eddy Bookkeeper 1,200.00
Harold F. Keenan Clerk 840.00

Budget and Inventory Department

Charles A. Kuntz Budget and Inventory Clerk..... 1,500.00

\$ 21,620.00

ENGINEER'S OFFICE

Wm. C. McCracken Chief Engineer and Superintendent of Buildings
and Grounds..... \$ 3,500.00
C. M. Dunbar Clerk and Timekeeper..... 1,080.00
Edmund R. Millfelt Stenographer 780.00

\$ 5,360.00

SERVICE DEPARTMENT

J. P. Covan Master Mechanic..... \$ 1,900.00
W. H. Case Assistant Chief Engineer..... 1,320.00
Fred Brewer Engineer 1,080.00
W. D. Hicks Engineer 1,080.00
R. M. Ronk Engineer 1,080.00
C. Ashenhurst Fireman 960.00
S. Lowery Fireman 960.00
James F. Walker Fireman 960.00
I. C. Reasoner Blacksmith 960.00
C. Woodford Fireman 960.00
William Anderson Craneman 1,020.00
J. Marchezo Wiper 750.00
T. Garson Ash Wheeler..... 750.00
O. G. Long Ash Wheeler..... 750.00
Louis Mazzola Ash Wheeler..... 750.00
G. E. Shepherd Steam Fitter..... 1,300.00
B. A. LeBay Steam Fitter..... 1,080.00
F. H. Beck Electrician 1,300.00
G. W. Dillahunt Assistant Electrician..... 1,080.00
Thomas Allen Night Trouble Man..... 960.00
A. O. Kaiser Helper to Engineer..... 960.00
C. T. Fippen Helper 780.00
Elmer George Laborer 740.00
Charles Reasoner Helper to Blacksmith..... 690.00
John Kraner Carpenter 1,300.00

Martin Caughlin	Carpenter	1,160.00
E. I. Martin	Carpenter	1,160.00
R. C. Kaiser	Plumber (House \$300)	1,200.00
E. Incho	Plumber's Helper.....	960.00
H. E. Truxall	Painter	1,120.00
V. G. McKinnon	Painter	960.00
J. Brain	Painter	900.00
H. R. Johnson	Tinner	1,120.00
T. McGarry	Foreman of Campus (House \$120)	1,080.00
Irvin Harrison	Laborer	780.00
Joseph Venis	Laborer	780.00
A. Armstrong	Laborer	780.00
	Laborer	780.00
L. Stewart	Laborer	720.00
J. Fredo	Laborer	720.00
William North	Day Policeman	900.00
W. F. Mahaffey	Night Watchman.....	750.00
John T. Daniels	Night Watchman.....	750.00
H. S. Brown	Policeman	840.00
J. W. DeWitt	Watchman	750.00
	Watchman	750.00
John O'Rourke	Supervisor	720.00
C. M. Hicks	Inspector	960.00
R. Brandon	Janitor	720.00
W. M. Penn	Janitor	720.00
Willis M. Stahl	Janitor	720.00
D. W. Williams	Janitor	720.00
William Daehler	Janitor	780.00
W. H. Spurgeon	Janitor	720.00
M. N. Cook	Janitor	720.00
Harry Chantler	Janitor	780.00
G. J. Hoesch	Janitor	780.00
O. E. Kiger	Janitor	780.00
J. J. Weate	Janitor	780.00
W. W. Whitmer	Janitor	780.00
J. A. Dannley	Student Janitor.....	300.00
S. A. Williams	Janitor	720.00
Mrs. Lou Cornett	Janitress	480.00
J. W. Brown	Janitor	720.00
E. Long	Janitor	780.00
G. C. Denny	Janitor	720.00
Ben Lewis	Janitor	720.00
R. M. Moore	Janitor	720.00
Oliver Smith	Janitor	720.00
Fred Fleischer	Janitor	690.00
	Janitor (Physics Building).....	720.00
L. F. Jordan	Janitor	780.00
B. F. Tallmadge	Janitor	780.00
W. H. Walker	Janitor	780.00
E. L. Clements	Janitor	840.00
E. B. Seaman	Janitor	300.00
G. Miller	Janitor	720.00
C. A. Hopkins	Janitor	780.00
W. Curry	Janitor	780.00
J. E. Halliday	Janitor	720.00
James Merrill	Janitor (2 rooms).....	720.00

Huston Jones	Janitor	780.00
Thomas Evans	Janitor	780.00
W. E. Simpson	Janitor	780.00
Jack Gantz	Janitor	660.00
William Pohle	Janitor	780.00
E. R. Muse	Janitor	720.00
John Long	Janitor	780.00
L. W. Richardson	Janitor	780.00
E. J. Nutt	Janitor	720.00
V. E. Brevoort	Janitor	720.00
Mary Wagner	Janitress	480.00
	Janitor	720.00
A. A. Hathaway	Janitor	720.00
D. R. Kimball	Janitor	720.00
Robert Petrie	Janitor	720.00
Eliza Monnett	Janitress	480.00
Lillian Monnett	Janitress	480.00
John R. Butler	Janitor	720.00
Lydia Dawson	Janitress	480.00
M. S. Harvey	Elevator Man.....	420.00
Mary Powers	Matron—Rest Room.....	480.00
W. M. Mutchmore	Custodian	1,200.00
C. Bryan	Laundryman	720.00
Myrtle Faught	Laundress	660.00
Agnes McGrail	Laundress	480.00
		<hr/>
		\$ 86,640.00

UNIVERSITY ARCHITECT

Joseph N. Bradford	University Architect.....	\$ 2,800.00
H. F. Reichard	Chief Draftsman.....	1,600.00
Carl F. Mayer, Jr.	Draftsman	1,260.00
F. Leo Smith	Draftsman	1,000.00
Coletta Kelly	Clerk	840.00
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		\$ 7,500.00

UNIVERSITY CHEMIST

D. J. Demorest	University Chemist.....	\$ 500.00
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		\$ 500.00

SUMMARY BUDGET—PHYSICAL PLANT DIVISION

Business Manager's Office.....	\$ 21,620.00
Engineer's Office.....	5,860.00
Service Department.....	86,640.00
University Architect.....	7,500.00
University Chemist.....	500.00
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Total.....	\$121,620.00

ROTARY BUDGET

DENTAL CLINIC

Mrs. James Merrill	Janitress	\$ 860.00
Allie F. Harness	Assistant Clerk.....	780.00
		\$ 1,140.00

HOMEOPATHIC CLINIC

Jessie Harrod	Superintendent of Hospital.....	\$ 900.00
Alice Taylor	Hospital Clerk.....	600.00
Mabel J. Romick	Clinical Clerk.....	660.00
Lydia Hinderer	Cook	780.00
Anna Dixon	Cook's Assistant.....	260.00
Helen Moore	Waitress	260.00
	Waitress	260.00
	Day Orderly.....	300.00
	Night Orderly.....	300.00
Ruth Minnocks	Housekeeper	312.00
Maria Humphrey	Seamstress	240.00
		\$ 4,872.00

JOURNALISM-PRINTING

R. W. Hodgson	Compositor	\$ 1,378.00
A. Zierhut	Pressman	1,066.00
Sue K. Brown	Feeder and Binder.....	468.00
William Christ	Apprentice	754.00
Clara Baker	Bookkeeper	900.00
		\$ 4,566.00

OXLEY HALL

Josephine Matthews	House Superintendent.....	\$ 1,200.00
Isabel Colmery	Secretary	780.00
Mary Warner	Housekeeper	324.00
		\$ 2,304.00

STORES AND RECEIVING DEPARTMENT

F. E. Jones	Receiving Clerk.....	\$ 2,000.00
Chester McClintock	Storekeeper—Laboratory Supply Store.....	1,200.00
H. W. Miller	First Assistant Storekeeper.....	1,020.00
G. C. Hayman	Second Assistant Storekeeper.....	840.00
	Third Assistant Storekeeper.....	720.00
Elizabeth Palmer	Clerk and Stenographer.....	660.00
	Laborer	660.00
James Lawson	Checking Clerk.....	900.00
Earl Conway	Stock Clerk.....	900.00
J. R. Remy	Deliveryman	840.00
Blanche Sullivan	Clerk and Stenographer.....	900.00
Mabel Chum	Clerk and Typist.....	780.00
C. G. Huffman	Laborer	660.00
		\$ 12,080.00

SUMMARY BUDGET—ROTARY

Dental Clinic.....	\$ 1,140.00
Homeopathic Clinic.....	4,872.00
Journalism-Printing	4,566.00
Oxley Hall.....	2,304.00
Stores and Receiving Department.....	12,080.00
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Total.....	\$ 24,962.00

RECAPITULATION

Educational Division—Instructional	815,592.00
Educational Division—Administrative.....	58,545.00
Physical Plant Division.....	121,620.00
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Total.....	\$995,757.00
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Rotary Budget	\$ 24,962.00
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<i>Grand Total</i>	\$1,020,719.00

* * * * *

The Secretary was directed to notify Messrs. Keidel, Reese and Lewisohn, that the continuation of their services in the University has been referred to the President with full power to act.

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The President presented the following amendments to the budget for the year ending June 30, 1918, with the recommendation that they be approved and adopted, and, upon motion, the amendments were adopted as recommended:

1. In the budget for the Library strike out the position of Reference Assistant at \$1,500.00 per year and insert the position of Library Assistant at \$600.00 per year.
2. Omit position of clerk in the Department of Military Science and Tactics at \$720.00 per year.
3. Increase the salary of Albert Taylor from \$1152.00 to \$1202.00 per year.
4. Add Miss Nora Peck, Clerk at \$900.00 and Miss Mary Fouch, Stenographer, at \$660.00, assigned for advanced registry work in the Department of Dairying, to the budget for Stenographic and Clerical.
5. Insert the name of Miss Katherine Pugh in the budget for Stenographic and Clerical at \$660.00.
6. Transfer Mrs. Allie F. Harness from budget for Stenographic and Clerical to the Dental Clinic.
7. Transfer Mrs. Sue Merrill from budget for Janitors to the Dental Clinic.
8. The totals in the above departments to be changed in accordance with the foregoing amendments.

9. The following changes in titles for the persons named to be inserted in the budget:

- Lloyd E. Thatcher, Instructor in Farm Crops.
Anna R. Van Meter, Professor of Home Economics.
D. M. DeLong, Instructor in Zoology and Entomology.
Wilmer C. Harris, Assistant Professor of European History.
J. E. Carman, Professor of Geology and Curator of Museum.
Alice Robinson, Assistant Professor of Art.
J. L. Clifton, Professor of Principles of Education and Acting
Head of Department.
Rudolph Pintner, Professor of Psychology.
J. W. Bridges, Assistant Professor of Psychology.
C. L. Svensen, Assistant Professor of Engineering Drawing.
J. J. Breckur, Instructor in Industrial Arts.
Hortense Rickard, Instructor in Mathematics.
Alpheus W. Smith, Professor of Physics.
H. G. Heil, Assistant Professor of Physics.
D. J. Demorest, Professor of Metallurgy and Head of the De-
partment.
A. S. Watts, Professor of Ceramic Engineering and Head of the
Department.
J. H. Warren, Assistant Professor of Anatomy.
R. A. Knouff, Instructor in Anatomy.
R. C. Baker, Assistant in Anatomy.
Hazel Cameron, Assistant in Pathology.
E. J. Gordon, Assistant Professor of Medicine.
S. A. Hatfield, Assistant Professor of Medicine.
J. W. Sheetz, Instructor in Medicine.
Samuel Hindman, Instructor in Medicine.
Joseph Leist, Instructor in Medicine.
A. M. Steinfeld, Assistant Professor of Surgery.
E. C. Ludwig, Instructor in Surgery.
Edward D. Davy, Instructor in Pharmacy.
Harriet S. Dutcher, Cataloguer—Library.
Marie A. Hopkins, Library Assistant.
Augusta Eckstine, Library Assistant.
Bliss Magly, Library Assistant.
J. H. Nichols, Professor of Physical Education.
R. B. Wiltberger, Assistant Professor of Crown, Bridge and Porce-
lain (Dentistry).
Clyde H. Hebble, Assistant Professor of Operative Dentistry.
W. C. Graham, Assistant Professor of Dental Medicine.
Robert E. Smith, Instructor in Manual Training.
V. A. Ketcham, Professor of English.
J. A. Bownocker, Professor of Geology and Head of Department.

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Upon the recommendation of the President, the Department of Forestry and the Department of Horticulture were combined into one department to be known as the Department of Horticulture and Forestry, with Professor Wendell Paddock as Head of the Department, effective July 1, 1917.

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Upon the recommendation of the President, the Department of Agricultural Education was established, with Professor Alfred Vivian as Acting Head of the Department, effective July 1, 1917.

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The President submitted the budget for the Agricultural Extension Department for the year 1917-1918, with the recommendation that it be adopted, and, upon motion, the budget was adopted as presented:

AGRICULTURAL EXTENSION SERVICE BUDGET

1917-1918

PROJECTS

PROJECT NO. 1—ADMINISTRATION

	Smith-Lever		State not Offsetting U.S.D.A.
	Federal	State	
<i>Personnel, etc.</i>			
Clark S. Wheeler, salary.....		\$3,600.00	
Expenses	\$ 400.00		\$ 400.00
George B. Crane, salary.....		2,000.00	
Elizabeth Hopkins, salary.....		840.00	
Margaret McMillan, salary.....	840.00		
Helen Davis, salary.....		720.00	
Edith Ray, salary.....		660.00	
Carrie Beach, salary.....	600.00		
Isabel McClure, salary.....	600.00		
J. A. Bond, salary.....	780.00		
E. N. Fergus, salary ½ time.....			720.00
J. E. McClintock, ½ salary.....	200.00		1,400.00
<i>Office Supplies</i>			
Small Printing.....		720.00	2,580.00
Central Office Stationery.....	1,300.00		300.00
Correspondence Course Supplies.....			2,000.00
Postage	580.00		920.00
Photographs	250.00		100.00
Express and Freight.....	700.00		
Communication		300.00	200.00
<i>Equipment</i>			
Education	800.00	600.00	500.00
Office	2,100.00	400.00	
<i>Materials</i>			
General Plant.....			100.00
<i>Printing and Distribution of Publications</i>			
Printing Bulletins.....		1,500.00	2,750.00
Labor			900.00
Cuts	300.00		200.00
Totals			
	\$ 9,450.00	\$11,340.00	\$13,020.00
Total for Project No. 1.....			\$33,810.00

PROJECT NO. 2—COUNTY AGENTS

<i>Personnel, etc.</i>	Smith-Lever		State	U.S.D.A.
	Federal	State	Offsetting	
O. M. Johnson, salary.....		\$ 900.00		\$ 2,000.00
Expenses	\$ 800.00			
A. E. Anderson, salary.....		2,750.00		
Expenses	600.00			
Bertha Davis, salary.....	720.00			
M. H. Bartter, salary.....	1,400.00			600.00
Expenses		400.00		
E. A. Brenneman, salary.....	600.00		\$ 1,200.00	600.00
Expenses		400.00	300.00	
W. W. Brownfield, salary.....	1,400.00			600.00
Expenses	300.00	400.00		
R. F. Donnan, salary.....	900.00		800.00	300.00
Expenses		400.00	700.00	
G. R. Eastwood, salary.....	1,400.00			600.00
Expenses	300.00	400.00		
T. B. Foster, salary.....	1,400.00		300.00	300.00
Expenses	200.00	400.00		
Paul Gerlaugh, salary.....	900.00		1,200.00	300.00
Expenses	400.00		300.00	
A. W. Hayes, salary.....	1,100.00		1,000.00	300.00
Expenses		400.00		
J. C. Hedge, salary.....	900.00		800.00	300.00
Expenses		400.00	700.00	
E. G. Hibbs, salary.....	900.00		800.00	300.00
Expenses		400.00	700.00	
H. A. Lehman, salary.....	1,600.00			300.00
Expenses		400.00		
C. L. Long, salary.....	1,200.00		700.00	
Expenses	400.00		300.00	
R. D. Long, salary.....	900.00		1,000.00	300.00
Expenses		400.00	500.00	
W. E. McCoy, salary.....	900.00		1,200.00	300.00
Expenses		400.00	300.00	
C. A. Mahan, salary.....	1,100.00		1,000.00	300.00
Expenses		400.00		
, salary (200.00).....	1,200.00			600.00
E. C. Richey, salary.....	900.00		1,000.00	300.00
Expenses		400.00	500.00	
E. C. Sleeth, salary.....	1,200.00		600.00	
Expenses	400.00		900.00	
A. G. Smith, salary.....	900.00		800.00	300.00
Expenses		400.00	700.00	
S. B. Stowe, salary.....	1,700.00			300.00
Expenses	300.00	400.00		
A. J. Swift, salary.....	900.00		800.00	300.00
Expenses		400.00	200.00	
M. C. Thomas, salary.....	900.00		1,300.00	300.00
Expenses		400.00	200.00	
D. R. Van Atta, salary.....	600.00		1,200.00	600.00
Expenses		400.00	300.00	

	Smith-Lever		State	State not Offsetting	U.S.D.A.
	Federal	State			
W. R. Wheelock, salary.....	1,300.00				600.00
Expenses	300.00	400.00			
Additional County Agents to be appointed, salary.....	4,800.00				
Expenses	810.78				
Totals	\$36,430.78	\$11,650.00	\$22,800.00		\$10,700.00
Total for Project No. 2.....					\$81,080.78

PROJECT NO. 3-A

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN FARM CROPS

W. E. Hanger, salary.....		\$ 2,200.00			
Expenses	\$ 560.00				
Demonstrator, salary 5 mos.....	750.00				
Expenses	200.00				
<i>Boys' Corn Clubs</i>					
Demonstrator, salary 4 mos.....	600.00				
Expenses	200.00				
Demonstrator, salary 4 mos.....	600.00				
Expenses	200.00				
Totals	\$ 3,110.00	\$ 2,200.00			
Total for Project 3-A.....					\$ 5,310.00

PROJECT NO. 3-B

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN AGRICULTURAL ENGINEERING

Virgil Overholt, salary.....		\$ 1,800.00			
Expenses	\$ 550.00				
R. C. Miller, salary.....			1,400.00		
Expenses	300.00				
Totals	\$ 850.00	\$ 3,200.00			
Total for Project 3-B.....					\$ 4,050.00

PROJECT NO. 3-C

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN VETERINARY MEDICINE

L. P. Beechy, salary.....		\$600.00		\$1,800.00	
Expenses	\$700.00				
Totals	\$700.00	\$600.00		\$1,800.00	
Total for Project No. 3-C.....					\$3,100.00

PROJECT NO. 3-D

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN HORTICULTURE

R. B. Cruickshank, salary.....		\$2,400.00			
Expenses	\$ 590.00				
F. H. Beach, salary.....			1,700.00		
Expenses	590.00				

	Smith-Lever		State not	U.S.D.A.
	Federal	State	Offsetting	
Demonstrator, salary 3 mos.....	450.00			
Expenses			\$180.00	
Demonstrator, salary 3 mos.....	450.00			
Expenses	180.00			
Totals	\$2,260.00	\$4,100.00	\$180.00
Total for Project No. 3-D.....				\$6,540.00

PROJECT NO. 3-E

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN ANIMAL HUSBANDRY

John W. Wuichet, salary.....		\$2,000.00		
Expenses	\$580.00			
Specialist, salary.....		1,800.00		
Expenses	570.00			
6 Demonstrators, salary 3 mos.....	1,160.00	240.00		
Expenses	800.00		100.00	
Totals	\$3,110.00	\$4,040.00	\$100.00
Total for Project No. 3-E.....				\$7,250.00

PROJECT NO. 3-F

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN POULTRY HUSBANDRY

Specialist, salary.....		\$1,700.00		
Expenses	\$ 600.00			
Specialist, salary.....	1,800.00			
Expenses	550.00			
Totals	\$2,950.00	\$1,700.00
Total for Project No. 3-F.....				\$4,650.00

PROJECT NO. 3-G

**DEMONSTRATIONS BY MEANS OF SPECIALISTS
IN VEGETABLE GARDENING**

Specialist, salary.....	\$2,400.00			
Expenses	600.00			
Totals	\$3,000.00
Total for Project No. 3-G.....				\$8,000.00

PROJECT NO. 3-H

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN SOILS

M. A. Bachtell, salary.....		\$2,400.00		
Expenses	\$ 560.00			
J. F. Barker, salary.....		2,750.00		
Expenses	560.00			
Demonstrator, salary 2 mos.....	200.00	200.00		
Expenses			\$100.00	
Instructor, salary 4 mos.....		800.00		
Expenses, 4 mos.....	160.00			
Totals	\$1,480.00	\$6,150.00	\$100.00
Total for Project No. 3-H.....				\$7,730.00

PROJECT NO. 4—BOYS' AND GIRLS' CLUB WORK

	Smith-Lever		State not Offsetting	U.S.D.A.
	Federal	State		
W. H. Palmer, salary.....		\$ 950.00		\$1,650.00
Expenses	\$ 700.00			
Ray Fife, salary.....		1,000.00		1,000.00
Expenses	700.00			
Huldah Horst, salary.....		200.00		1,060.00
Expenses	700.00			
Local Leader, Clarke County.....			600.00	
Three District Leaders, 3 mos.....		450.00		600.00
Expenses	500.00			
Field Agent, salary.....		1,000.00		
Expenses	600.00			
Blanche Wilson.....		840.00		
Lucile Hastings.....		600.00		
H. E. Eswine, salary.....			1,600.00	
Expenses			500.00	
Trips to Washington, Transportation.....			5,000.00	
Totals	\$3,200.00	\$5,040.00	\$7,700.00	\$4,310.00
Total for Project No. 4.....				\$20,250.00

PROJECT NO. 5—MOVABLE SCHOOLS

H. M. Call, salary 6 mos.....	\$960.00			
Expenses			\$300.00	
Farmers' Week Speakers, salary.....			500.00	
Expenses			500.00	
Totals	\$960.00		\$1,300.00	
Total for Project No. 5.....				\$2,260.00

PROJECT NO. 6—HOME ECONOMICS

Edna N. White, salary.....		\$1,000.00		
Expenses	\$ 200.00			
Rhoda E. Dick, salary.....		1,700.00		
Expenses	300.00			
Florence Willison, salary.....		990.00		
Expenses	300.00			
Nan Sharples, salary.....		1,320.00		
Expenses	400.00			
Mary Graber, salary.....		1,260.00		
Expenses	400.00			
Jessie Whitacre, salary.....		1,260.00		
Expenses	400.00			
Charlotte Johnson, salary.....		1,140.00		
Expenses	400.00			
Lena Bumpas, salary.....		600.00	800.00	
Expenses	400.00			
Demonstrator, Child Welfare, salary.....			600.00	
Expenses			200.00	
Marie Mather, salary.....	660.00			
Totals	\$4,060.00	\$3,470.00	\$800.00	
Total for Project No. 6.....				\$14,830.00

PROJECT NO. 6-A—SCHOOL LUNCHES

	Smith-Lever		State not Offsetting U.S.D.A.
	Federal	State	
Treva Kauffman, salary.....		\$1,500.00	
Expenses	\$400.00		
Totals	\$400.00	\$1,500.00	
Total for Project No. 6-A.....			\$1,900.00

PROJECT NO. 7—EXTENSION WORK IN DAIRYING

Oscar Erf, salary.....		\$500.00	
Expenses	\$ 200.00		
Ivan McKellip, salary.....		700.00	\$1,500.00
Expenses	1,000.00		
Asst. Field Agent, ½ time, salary.....		450.00	
Expenses	200.00		
Instructor, salary 4 mos.....		800.00	
Expenses	160.00		
Totals	\$2,810.00	\$1,200.00	\$1,500.00
Total for Project No. 7.....			\$5,510.00

PROJECT NO. 8—DEMONSTRATIONS IN FARM MANAGEMENT

G. N. Dagger, salary.....		\$ 800.00	\$1,200.00
Expenses		400.00	
D. D. Hughes, salary.....		400.00	900.00
Expenses		200.78	199.22
J. I. Falconer, salary 2 mos.....	\$ 400.00		
Expenses			120.00
Stenographer, salary.....	720.00		
Totals	\$1,120.00	\$1,800.78	\$319.22
Total for Project No. 8.....			\$5,840.00

PROJECT NO. 9—PUBLICATIONS AND CORRESPONDENCE COURSES

Publications

Frank Dean, salary.....		\$2,000.00	
Blair Adams, salary ½ time.....	\$ 420.00		
Photographer and Chart Maker, salary.....	840.00		
Lucile Taylor.....		660.00	
Gertrude Klein.....	600.00		
Totals	\$1,860.00	\$2,660.00	

Correspondence Courses

J. E. McClintock, ½ salary.....		\$1,600.00	
Expenses		100.00	
Martha Beach, salary.....		720.00	
Grading Correspondence Courses.....		700.00	
Labor, Mailing C. C. Lessons.....		300.00	
Total for Correspondence Courses....		\$3,420.00	
Total for Publications.....		\$4,520.00	
Total for Project No. 9.....			\$7,940.00

PROJECT NO. 10—FARMERS' INSTITUTES

	Smith-Lever		State not	U.S.D.A.
	Federal	State	Offsetting	
F. L. Allen, salary.....			\$ 2,500.00	
Hannah Jones, salary.....			1,200.00	
County Institute Speakers, Per Diem, 37 speakers, 430 two-day meetings.....			12,000.00	
Florence Willison, salary 3 mos..... (Dec., Jan., Feb.)			330.00	
Supplementary Institute Speakers.....			1,200.00	
<i>Transportation</i>				
F. L. Allen.....			500.00	
County Institute Speakers.....			6,400.00	
Supplementary Institute Speakers.....			600.00	
Educational Meeting at Experiment Station			350.00	
Totals			\$25,080.00	
Total for Project No. 10				\$25,080.00

PROJECT NO. 11—HOME DEMONSTRATION AGENTS

Maud Okey, salary.....		\$1,500.00		
Expenses	\$400.00			
Totals	\$400.00	\$1,500.00		
Total for Project No. 11				\$1,900.00
Grand Totals	\$78,150.78	\$68,150.78	\$74,319.22	\$20,410.00
<i>All Funds used for Extension Work</i>				\$241,030.78

SALARY ROLL

1917-1918

	Total	Smith-Lever		State not	U.S.D.A.
		Federal	State	Offsetting	
Clark S. Wheeler.....	\$3,600.00		\$3,600.00		
J. E. McClintock.....	3,200.00	\$ 200.00		\$3,000.00	
O. M. Johnson.....	2,900.00		900.00		2,000.00
F. L. Allen.....	2,500.00			2,500.00	
W. H. Palmer.....	2,600.00		950.00		1,650.00
G. N. Dagger.....	2,000.00		800.00		1,200.00
Edna N. White (\$2,000).....	1,000.00		1,000.00		
Oscar Erf (\$3,000).....	500.00		500.00		
Ivan McKellip.....	2,200.00		700.00		1,500.00
George B. Crane.....	2,000.00		2,000.00		
Frank Dean.....	2,000.00		2,000.00		
A. E. Anderson.....	2,750.00		2,750.00		
Ray Fife.....	2,000.00		1,000.00		1,000.00
L. P. Beechey.....	2,400.00		600.00		1,800.00
M. A. Bachtell.....	2,400.00		2,400.00		
J. F. Barker.....	2,750.00		2,750.00		
R. B. Cruickshank.....	2,400.00		2,400.00		
W. E. Hanger.....	2,200.00		2,200.00		

	Total	Smith-Lever		State not Offsetting U.S.D.A.
		Federal	State	
H. E. Eswine.....	1,600.00			1,600.00
Virgil Overholt.....	1,800.00		1,800.00	
R. C. Miller.....	1,400.00		1,400.00	
F. H. Beach.....	1,700.00		1,700.00	
Specialist Poultry Husbandry....	1,700.00		1,700.00	
Specialist Poultry Husbandry....	1,800.00	1,800.00		
Specialist Vegetable Gardening..	2,400.00	2,400.00		
John W. Wuichet.....	2,000.00		2,000.00	
Specialist Animal Husbandry....	1,800.00		1,800.00	
D. D. Hughes.....	1,300.00		400.00	900.00
Howard Call, 6 mos.....	960.00	960.00		
J. I. Falconer, 2 mos.....	400.00	400.00		
District and County Leaders				
Boys' and Girls' Clubs.....	1,050.00		450.00	600.00
Field Agent, Boys' and Girls' Clubs	1,000.00		1,000.00	
Local Leader Clarke County.....	600.00			600.00
Rhoda E. Dick.....	1,700.00		1,700.00	
Treva Kauffman.....	1,500.00		1,500.00	
Maud Okey.....	1,500.00		1,500.00	
Florence Willison.....	1,320.00		990.00	330.00
Nan Sharples.....	1,320.00		1,320.00	
Hulda Horst.....	1,260.00		200.00	1,060.00
Mary Graber.....	1,260.00		1,260.00	
Jessie Whitacre.....	1,260.00		1,260.00	
Charlotte Johnson.....	1,140.00		1,140.00	
Lena Bumpas.....	1,400.00	600.00	800.00	
Demonstrator, Child Welfare....	600.00			600.00
M. H. Bartter.....	2,000.00	1,400.00		600.00
E. A. Brenneman.....	2,400.00	600.00		1,200.00 c 600.00
W. W. Brownfield.....	2,000.00	1,400.00		600.00
R. F. Donnan.....	2,000.00	900.00		800.00 c 300.00
G. R. Eastwood.....	2,000.00	1,400.00		600.00
T. B. Foster.....	2,000.00	1,400.00		300.00 c 300.00
Paul Gerlaugh.....	2,400.00	900.00		1,200.00 c 300.00
A. W. Hayes.....	2,400.00	1,100.00		1,000.00 c 300.00
J. C. Hedge.....	2,000.00	900.00		800.00 c 300.00
E. G. Hibbs.....	2,000.00	900.00		800.00 c 300.00
H. A. Lehman.....	1,900.00	1,600.00		300.00
C. L. Long.....	1,900.00	1,200.00		700.00 c
R. D. Long.....	2,200.00	900.00		1,000.00 c 300.00
W. E. McCoy.....	2,400.00	900.00		1,200.00 c 300.00
C. A. Mahan.....	2,400.00	1,100.00		1,000.00 300.00
(\$200.00).....	1,800.00	1,200.00		600.00
E. C. Richey.....	2,200.00	900.00		1,000.00 c 300.00
E. C. Sleeth.....	1,800.00	1,200.00		600.00 c
A. G. Smith.....	2,000.00	900.00		800.00 c 300.00
S. B. Stowe.....	2,000.00	1,700.00		300.00
A. J. Swift.....	2,000.00	900.00		800.00 c 300.00
M. C. Thomas.....	2,500.00	900.00		1,300.00 c 300.00
D. R. Van Atta.....	2,400.00	600.00		1,200.00 c 600.00
W. R. Wheelock.....	1,900.00	1,300.00		600.00
Additional County Agents to be				
appointed.....	4,800.00	4,800.00		
Dem. in Soils, 2 mos.....	400.00	200.00	200.00	

	Total	Smith-Lever		State	U.S.D.A.
		Federal	State	not Offsetting	
Instr. in Soils, 4 mos.....	800.00			800.00	
Dem. Farm Crops, 5 mos.....	750.00	750.00			
2 Dem. Farm Crops, 4 mos.....	1,200.00	1,200.00			
2 Dem. Horticulture, 3 mos.....	900.00	900.00			
6 Dem. An. Husbandry, 3 mos....	1,400.00	1,160.00	240.00		
J. A. Bond.....	780.00	780.00			
E. N. Fergus, ½ time.....	720.00			720.00	
Instr., Dairying, 4 mos.....	800.00	800.00			
Asst. Field Agent, Dairy, ½ time	450.00	450.00			
Photographer and Chart Maker..	840.00	840.00			
Blair Adams, part time.....	420.00	420.00			
Hannah Jones.....	1,200.00				1,200.00
Elizabeth Hopkins.....	840.00		840.00		
Helen Davis.....	720.00		720.00		
Margaret McMillan.....	840.00	840.00			
Martha Beach.....	720.00			720.00	
Blanche Wilson.....	840.00		840.00		
Marie Mather.....	660.00	660.00			
Bertha Davis.....	720.00	720.00			
Lucile Taylor.....	660.00		660.00		
Edith Ray.....	660.00		660.00		
Gertrude Klein.....	600.00	600.00			
Carrie Beach.....	600.00	600.00			
Lucile Hastings.....	600.00		600.00		
Isabel McClure.....	600.00	600.00			
Stenographer.....	720.00	720.00			
County Institute Speakers.....	12,000.00				12,000.00
Supplementary Inst. Speakers....	1,200.00				1,200.00
Farmers' Week Speakers.....	500.00				500.00
Totals	\$166,710.00	\$49,600.00	\$56,030.00	\$40,870.00	\$20,410.00

MAINTENANCE

PROJECT No. 1	Smith-Lever		State	U.S.D.A.
	Federal	State	not Offsetting	
<i>Office Supplies</i>				
Small Printing.....		\$ 720.00	\$2,530.00	
Central Office Stationery.....	\$1,300.00		800.00	
Correspondence Course Supplies.....			2,000.00	
Postage	580.00		920.00	
Photographs	250.00		100.00	
Express and Freight.....	700.00			
Communication		800.00	200.00	
<i>Equipment</i>				
Educational	800.00	600.00	500.00	
Office	2,100.00	400.00		
<i>Materials</i>				
General Plant.....			100.00	

	Smith-Lever		State	U.S.D.A.
	Federal	State	Offsetting	
<i>Printing and Distribution of Publications</i>				
Bulletins		1,500.00	2,750.00	
Labor			900.00	
Cuts	300.00		200.00	
PROJECT No. 2				
Local Expense, County Agents.....	3,310.78	8,000.00	6,600.00	
PROJECT No. 9				
Labor Correspondence Course Lessons.....			300.00	
Grading Lessons.....			700.00	
TRANSPORTATION				
Project No. 1	400.00		400.00	
Project No. 2	1,400.00			
Project No. 3-A.....	1,160.00			
Project No. 3-B.....	850.00			
Project No. 3-C.....	700.00			
Project No. 3-D.....	1,360.00		180.00	
Project No. 3-E.....	1,950.00		100.00	
Project No. 3-F.....	1,150.00			
Project No. 3-G.....	600.00			
Project No. 3-H.....	1,280.00		100.00	
Project No. 4	3,200.00		5,500.00	
Project No. 5			800.00	
Project No. 6	2,800.00		200.00	
Project No. 6-A.....	400.00			
Project No. 7	1,560.00			
Project No. 8		600.78	319.22	
Project No. 9			100.00	
Project No. 10			7,850.00	
Project No. 11	400.00			
Total Maintenance	\$28,550.78	\$12,120.78	\$33,649.22	
Total Personal Service.....	49,600.00	56,080.00	40,670.00	20,410.00
Total Appropriation.....	\$78,150.78	\$68,150.78	\$74,319.22	\$20,410.00

PERSONNEL

NAME	TITLE	RANK
Clark S. Wheeler	Director	Professor
J. E. McClintock	Supervisor Publications and Correspondence Courses	Professor
Oscar Erf	Supervisor Extension Work in Dairying	Professor
Edna N. White	Supervisor Extension Work in Home Economics	Professor
O. M. Johnson	County Agent Leader	Professor
F. L. Allen	Supervisor Farmers' Institutes and Extension Schools	Professor
W. H. Palmer	State Leader Boys' and Girls' Club Work	Professor
J. F. Barker	Professor of Soils	Professor

NAME	TITLE	RANK
A. E. Anderson	Asst. County Agent Leader	Assistant Professor
M. A. Bachtell	Asst Professor of Soils	Assistant Professor
L. P. Beechey	Asst. Professor of Veterinary Medicine	Assistant Professor
George B. Crane	Secretary	Assistant Professor
R. B. Cruickshank	Asst. Professor of Horticulture	Assistant Professor
G. N. Daggar	Farm Management Demonstrator	Assistant Professor
Frank C. Dean	Asst. Supervisor Publications	Assistant Professor
W. E. Hanger	Asst. Professor of Farm Crops	Assistant Professor
Ivan McKellip	Dairy Field Agent	Assistant Professor
Virgil Overholt	Asst. Professor of Agricultural Engineering	Assistant Professor
John W. Wuichet	Asst. Professor of Animal Husbandry	Assistant Professor
F. H. Beach	Instructor in Horticulture	Instructor
H. E. Eswine	Agricultural Education	Instructor
D. D. Hughes	Asst. Farm Management Demonstrator	Instructor
Ray Fife	Asst. State Leader Boys' and Girls' Club Work	Instructor
R. C. Miller	Instructor in Agricultural Engineering	Instructor
Rhoda E. Dick	Asst. Supervisor Home Economics Extension	Instructor
Maude Okey	State Home Demonstration Agent	Instructor
Treva Kauffman	Instructor in Home Economics	Instructor
Florence Willison	Instructor in Home Economics	Instructor
Nan Sharples	Instructor in Home Economics	Instructor
Hulda Horst	Instructor in Home Economics	Instructor
Mary Graber	Instructor in Home Economics	Instructor
Jessie Whitacre	Instructor in Home Economics	Instructor
Charlotte Johnson	Instructor in Home Economics	Instructor
Lena Bumpas	Instructor in Home Economics	Instructor
E. N. Fergus	Chemist	Assistant
M. H. Bartter	County Agent, Geauga County	
E. A. Brenneman	County Agent, Montgomery County	
W. W. Brownfield	County Agent, Washington County	
R. F. Donnan	County Agent, Lucas County	
G. R. Eastwood	County Agent, Miami County	
T. B. Foster	County Agent, Highland County	
Paul Gerlaugh	County Agent, Wood County	
A. W. Hayes	County Agent, Lorain County	
J. C. Hedge	County Agent, Summit County	
E. G. Hibbs	County Agent, Columbiana County	
H. A. Lehman	County Agent, Mahoning County	
C. L. Long	County Agent, Lake County	
R. D. Long	County Agent, Cuyahoga County	
W. E. McCoy	County Agent, Clark County	
C. A. Mahan	County Agent, Sandusky County	
E. C. Richey	County Agent, Franklin County	
E. C. Sleeth	County Agent, Ashtabula County	
A. G. Smith	County Agent, Stark County	
S. B. Stowe	County Agent, Clermont County	
A. J. Swift	County Agent, Preble County	
	County Agent, Portage County	
M. C. Thomas	County Agent, Marion County	
D. R. Van Atta	County Agent, Hamilton County	
W. R. Wheelock	County Agent, Trumbull County	
Blair Adams	Assistant	
J. A. Bond	Janitor	

NAME	TITLE	RANK
Hannah Jones	Secretary Farmers' Institutes	
Elizabeth Hopkins	Stenographer	
Helen Davis	Stenographer	
Margaret McMillan	Stenographer	
Martha Beach	Stenographer	
Blanche Wilson	Stenographer	
Marie Mather	Stenographer	
Bertha Davis	Stenographer	
Lucile Taylor	Stenographer	
Edith Ray	Stenographer	
Gertrude Klein	Stenographer	
Carrie Beach	Stenographer	
Lucile Hastings	Stenographer	
Isabel McClure	Stenographer	

SOURCE AND DISPOSITION OF FUNDS

1917-1918

SOURCE

State—H. B. No. 584 (\$113,270.00).....	\$98,769.31
Smith-Lever Maximum Amount.....	78,150.78
U. S. D. A. States Relations Service.....	17,110.00
U. S. D. A. Bureau of Animal Industry.....	8,300.00
Dairy Division.....	\$ 1,500.00
Veterinary Division.....	1,800.00
County Agent Funds from Counties.....	22,300.00
Ashtabula	1,500.00
Clark	1,500.00
Columbiana	1,500.00
Cuyahoga	1,500.00
Franklin	1,500.00
Hamilton	1,500.00
Highland	800.00
Lake	1,000.00
Lorain	1,000.00
Lucas	1,500.00
Marion	1,500.00
Montgomery	1,500.00
Preble	1,000.00
Sandusky	1,000.00
Stark	1,500.00
Summit	1,500.00
Wood	1,500.00
Institute Funds from Counties.....	21,400.69
1917-18	\$15,400.00
1916-17	5,600.73
1915-16	399.96
Grand Total.....	\$241,030.78

DISPOSITION OF FUNDS

PERSONAL SERVICE

A-1—Salaries

Director		\$ 3,600.00
C. S. Wheeler		
Supervisor of Publications.....		3,000.00
J. E. McClintock (part)		
5 Stenographers		3,600.00
Elizabeth Hopkins.....	\$ 840.00	
Helen Davis.....	720.00	
Martha Beach.....	720.00	
Ada Taylor.....	660.00	
Edith Ray.....	660.00	
Stenographer, Junior Contest Work.....		840.00
Blanche Wilson		
Instructors, Assistants, County Agents and Field Workers.....		46,730.00
George B. Crane.....	\$2,000.00	
E. N. Fergus.....	720.00	
O. M. Johnson (part).....	900.00	
A. E. Anderson.....	2,750.00	
W. E. Hanger.....	2,200.00	
Virgil Overholt.....	1,800.00	
R. C. Miller.....	1,400.00	
L. P. Beechey (part).....	600.00	
R. B. Cruickshank.....	2,400.00	
F. H. Beach.....	1,700.00	
John W. Wuichet.....	2,000.00	
Specialist in Animal Husbandry.....	1,800.00	
Specialist in Poultry Husbandry.....	1,700.00	
M. A. Bachtell.....	2,400.00	
J. F. Barker.....	2,750.00	
H. E. Eswine (part).....	800.00	
Teacher of Agriculture.....	600.00	
6 Demonstrators, 3 mos. (part).....	240.00	
Farmers' Week Speakers.....	500.00	
Edna N. White.....	1,000.00	
Rhoda E. Dick.....	1,700.00	
Treva Kauffman.....	1,500.00	
Maud Okey.....	1,500.00	
Florence Willison.....	990.00	
Nan Sharples.....	1,320.00	
Mary Graber.....	1,260.00	
Demonstrator, Child Welfare.....	600.00	
Jessie Whitacre.....	1,260.00	
Charlotte Johnson.....	1,140.00	
Lena Bumpas (part).....	800.00	
Oscar Erf.....	500.00	
Ivan McKellip (part).....	700.00	
G. N. Dagger (part).....	800.00	
D. D. Hughes (part).....	400.00	
Frank C. Dean.....	2,000.00	

A-2—Wages

Farmers' Institutes.....		4,030.00
Appropriation	\$ 1,000.00	
To be lapsed.....	7,970.00	
F. L. Allen.....	\$ 2,500.00	
Hannah Jones.....	1,200.00	
Florence Willison.....	330.00	
Supplementary Institutes.....		1,200.00
Appropriation	\$2,400.00	
To be lapsed.....	1,200.00	
Demonstrators of Soils, etc.....		1,000.00
1 Demonstrator, 4 mos.....	\$ 800.00	
1 Demonstrator, 1 mo.....	200.00	
Other Wages.....		50.00
Labor Project No. 1		

A-3—Unclassified

Boys' Junior Contest Work.....		5,000.00
W. H. Palmer (part).....	\$ 950.00	
Ray Fife.....	1,000.00	
Field Agent.....	1,000.00	
Huldah Horst (part).....	200.00	
H. E. Eswine (part).....	300.00	
Lucile Hastings.....	600.00	
3 District Leaders (part) 3 months.....	450.00	
Total Personal Service.....		\$69,050.00
Amount to be lapsed.....		9,170.00
Appropriation		\$78,220.00

MAINTENANCE

C—Supplies

C-4 Office		\$ 2,100.00
Correspondence Course.....	\$2,000.00	
Photos	100.00	

D—Materials

D-3 General Plant.....		100.00
Project No. 1		

E—Equipment

E-1 Office		400.00
Project No. 1		
E-8 Educational		1,000.00
Project No. 1		

F—Contract and Open Order Service

F-6 Transportation		
County Agents.....		8,000.00
M. H. Bartter.....	\$ 400.00	
E. A. Brenneman.....	400.00	
W. W. Brownfield.....	400.00	

R. F. Donnan.....	400.00	
G. R. Eastwood.....	400.00	
T. B. Foster.....	400.00	
A. W. Hayes.....	400.00	
J. C. Hedge.....	400.00	
E. G. Hibbs.....	400.00	
H. A. Lehman.....	400.00	
R. D. Long.....	400.00	
W. E. McCoy.....	400.00	
C. A. Mahan.....	400.00	
E. C. Richey.....	400.00	
A. G. Smith.....	400.00	
S. B. Stowe.....	400.00	
A. J. Swift.....	400.00	
M. C. Thomas.....	400.00	
D. R. Van Atta.....	400.00	
W. R. Wheelock.....	400.00	
Boys' Junior Contest.....		1,000.00
Trips to Washington.....		
Farmers' Institutes.....		1,069.81
Appropriation.....	\$6,400.00	
To be lapsed.....	5,330.69	
F. L. Allen.....	\$ 500.00	
County Institutes.....	219.81	
Educational Meeting at Wooster.....	850.00	
Supplementary Institutes.....		600.00
Project No. 10.....		
Other Transportation.....		7,800.00
Trips to Washington.....	\$ 4,000.00	
C. S. Wheeler.....	400.00	
Demonstrator, Child Welfare.....	200.00	
Demonstrator in Horticulture, Exp. 3 mos.....	180.00	
6 Demonstrators in Animal Husbandry, Exp.		
3 mos. (part).....	100.00	
Demonstrator in Soils, Expenses 1 mo.....	100.00	
H. E. Eswine.....	500.00	
H. M. Call.....	300.00	
Farmers' Week Speakers.....	500.00	
G. N. Dagger.....	400.00	
D. D. Hughes.....	400.00	
J. I. Falconer.....	120.00	
J. E. McClintock.....	100.00	
F-7 Communication.....		300.00
Project No. 1.....		
F-9 General Plant.....		7,850.00
Small Printing.....	\$ 2,350.00	
Printing Bulletins.....	3,950.00	
Labor No. 9.....	300.00	
Grading Lessons No. 9.....	700.00	
Labor No. 1.....	550.00	
Total Maintenance.....		\$29,719.81
Amount to be lapsed.....		5,330.69
Appropriation.....		\$35,050.00

DISPOSITION OF FUNDS

SMITH-LEVER

PERSONAL SERVICE

<i>Project No. 1</i>	
Margaret McMillan.....	\$ 840.00
Carrie Beach.....	600.00
Isabel McClure.....	600.00
J. A. Bond.....	780.00
J. E. McClintock.....	200.00
<i>Project No. 2</i>	
Bertha Davis.....	720.00
M. H. Bartter.....	1,400.00
E. A. Brennehan.....	600.00
W. W. Brownfield.....	1,400.00
R. F. Donnan.....	900.00
G. R. Eastwood.....	1,400.00
T. B. Foster.....	1,400.00
Paul Gerlaugh.....	900.00
A. W. Hayes.....	1,100.00
J. C. Hedge.....	900.00
E. G. Hibbs.....	900.00
H. A. Lehman.....	1,600.00
C. L. Long.....	1,200.00
R. D. Long.....	900.00
W. E. McCoy.....	900.00
C. A. Mahan.....	1,100.00
	1,200.00
E. C. Richey.....	900.00
E. C. Sleeth.....	1,200.00
A. G. Smith.....	900.00
S. B. Stowe.....	1,700.00
A. J. Swift.....	900.00
M. C. Thomas.....	900.00
D. R. VanAtta.....	600.00
W. R. Wheelock.....	1,300.00
Additional Agents.....	4,800.00
<i>Project No. 3-A</i>	
Demonstrator in Farm	
Crops, 5 mos.....	750.00
Demonstrator, 4 mos.....	600.00
Demonstrator, 4 mos.....	600.00
<i>Project No. 3-D</i>	
Demonstrator in Horticulture, 3 mos.....	
	450.00
Demonstrator, 3 mos.....	
	450.00
<i>Project No. 3-E</i>	
6 Demonstrators in Animal Husbandry 3 mos. (part)	
	1,160.00
<i>Project No. 3-F</i>	
Specialist in Poultry Husbandry	
	1,800.00

Project No. 3-G

Specialist in Vegetable Gardening 2,400.00

Project No. 3-H

Demonstrator in Soils, 2 mos. 200.00

Project No. 5

H. M. Call..... 960.00

Project No. 6

Lena Bumpas, part sal... 600.00
Marie Mather..... 660.00

Project No. 7

Asst. Field Agent..... 450.00
Instructor in Dairying... 800.00

Project No. 8

Stenographer 720.00
J. I. Falconer..... 400.00

Project No. 9

Gertrude Klein..... 600.00
Blair Adams..... 420.00
Photographer and Chart Maker 840.00

Total Personal Service.. \$49,600.00

EXPENSES

Project No. 1

C. S. Wheeler..... \$ 400.00

Project No. 2

O. M. Johnson..... 800.00
A. E. Anderson..... 600.00
W. W. Brownfield..... 300.00
G. R. Eastwood..... 200.00
T. B. Foster..... 200.00
Paul Gerlaugh..... 400.00
S. B. Stowe..... 800.00
C. L. Long..... 400.00
E. C. Sleeth..... 400.00
W. R. Wheelock..... 300.00
Agents to be appointed... 810.78

Project No. 3-A

W. E. Hanger..... 560.00
Demonstrator Farm Crops 4 mos..... 200.00
Demonstrator, 4 mos..... 200.00
Demonstrator, 5 mos..... 200.00

<i>Project No. 3-B</i>	
Virgil Overholt.....	550.00
R. C. Miller.....	300.00

<i>Project No. 3-C</i>	
L. P. Beechey.....	700.00

<i>Project No. 3-D</i>	
R. B. Cruickshank.....	590.00
F. H. Beach.....	590.00
Demonstrator, 3 mos.....	180.00

<i>Project No. 3-E</i>	
J. W. Wuichet.....	530.00
Specialist in Animal Husbandry	570.00
6 Demonstrators, 3 mos. (part)	800.00

<i>Project No. 3-F</i>	
Specialist in Poultry Husbandry	600.00
Specialist in Poultry Husbandry	550.00

<i>Project No. 3-G</i>	
Specialist in Vegetable Gardening	600.00

<i>Project No. 3-H</i>	
M. A. Bachtell.....	560.00
J. F. Barker.....	560.00
Instructor	160.00

<i>Project No. 4</i>	
W. H. Palmer.....	700.00
Ray Fife.....	700.00
Hulda Horst.....	700.00
3 District Leaders.....	500.00
Field Agent.....	600.00

<i>Project No. 6</i>	
Edna N. White.....	200.00
Rhoda Dick.....	300.00
Florence Willison.....	300.00
Nan Sharples.....	400.00
Mary Graber.....	400.00
Jessie Whitacre.....	400.00
Charlotte Johnson.....	400.00
Lena Bumpas.....	400.00

<i>Project No. 6-A</i>	
Treva Kauffman.....	400.00

<i>Project No. 7</i>	
Oscar Erf.....	200.00
Ivan McKellip.....	1,000.00
Asst. Field Agent.....	200.00
Instructor, Dairying.....	160.00

<i>Project No. 11</i>	
Maud Okey.....	400.00

Total Expense.....	\$22,520.78
Total Personal Service..	49,600.00
Printing Supplies, etc....	6,030.00
Total Smith-Lever	<hr/>
Appropriation	\$78,150.78

U. S. D. A. FUNDS

<i>Project No. 2</i>	
O. M. Johnson.....	\$ 2,000.00
M. H. Bartter.....	600.00
E. A. Brenneman.....	600.00
W. W. Brownfield.....	600.00
R. F. Donnan.....	300.00
G. R. Eastwood.....	600.00
T. B. Foster.....	300.00
Paul Gerlaugh.....	300.00
A. W. Hayes.....	300.00
J. C. Hedge.....	300.00
E. G. Hibbs.....	300.00
H. A. Lehman.....	300.00
R. D. Long.....	300.00
W. E. McCoy.....	300.00
C. A. Mahan.....	300.00
	600.00
E. C. Richey.....	300.00
A. G. Smith.....	300.00
S. B. Stowe.....	300.00
A. J. Swift.....	300.00
M. C. Thomas.....	300.00
D. R. VanAtta.....	600.00
W. R. Wheelock.....	600.00

<i>Project No. 3-C</i>	
L. P. Beechey, B.A.I.....	1,800.00

<i>Project No. 4</i>	
W. H. Palmer.....	1,650.00
Ray Fife.....	1,000.00
Hulda Horst.....	1,060.00
3 District Leaders.....	600.00

<i>Project No. 7</i>	
Ivan McKellip, B.A.I.....	1,500.00

<i>Project No. 8</i>	
G. N. Dagger.....	1,200.00
D. D. Hughes.....	900.00
Total	<hr/>
	\$20,410.00

COUNTY AGENT FUNDS FROM COUNTIES

Project No. 2

Ashtabula County.....	\$ 1,500.00
E. C. Sleeth	
Salary	\$ 600.00
Expenses	900.00
Clark County.....	1,500.00
W. E. McCoy	
Salary	1,200.00
Expenses	300.00
Columbiana County.....	1,500.00
E. G. Hibbs	
Salary	800.00
Expenses	700.00
Cuyahoga County.....	1,500.00
R. D. Long	
Salary	1,000.00
Expenses	500.00
Franklin County.....	1,500.00
E. C. Richey	
Salary	1,000.00
Expenses	500.00
Hamilton County.....	1,500.00
D. R. Van Atta	
Salary	1,200.00
Expenses	300.00
Highland County.....	300.00
T. B. Foster	
Salary	300.00
Lake County.....	1,000.00
C. L. Long	
Salary	700.00
Expenses	300.00
Lorain County.....	1,000.00
A. W. Hayes	
Salary	1,000.00
Lucas County.....	1,500.00
R. F. Donnan	
Salary	800.00
Expenses	700.00
Marion County.....	1,500.00
M. C. Thomas	
Salary	1,300.00
Expenses	200.00

Montgomery County.....	1,500.00
E. A. Brenneman	
Salary	1,200.00
Expenses	300.00
Preble County.....	1,000.00
A. J. Swift	
Salary	800.00
Expenses	200.00
Sandusky County.....	1,000.00
C. A. Mahan	
Salary	1,000.00
Stark County.....	1,500.00
A. G. Smith	
Salary	800.00
Expenses	700.00
Summit County.....	1,500.00
J. C. Hedge	
Salary	800.00
Expenses	700.00
Wood County.....	1,500.00
Paul Gerlaugh	
Salary	1,200.00
Expenses	300.00
Total	<u>\$22,300.00</u>

INSTITUTE FUNDS FROM COUNTIES

Project No. 1

Small Printing.....	\$ 900.00
Educational Equipment....	100.00
Stationery	300.00
Postage	920.00
Communication	200.00
Printing and Distribution of Publications	300.00
Labor	300.00
Cuts	200.00
<i>Project No. 10</i>	
County Institute Speakers...	12,000.00
Transportation—County Institute Speakers.....	6,180.69
Total	<u>\$21,400.69</u>

It was ordered that the expenses of the President be paid for trips to Washington in connection with the present war emergency.

* * * * *

Upon motion, the thanks of the Board were extended to Judge and Mrs. McCann and to Mr. and Mrs. Kettering for their generous hospitality shown to the Trustees at this meeting.

* * * * *

The President reported that the plans for the Power House, the Woman's Building and the Chemistry Building addition will be ready for the approval of the Board July 24th.

* * * * *

Thereupon the Board adjourned to meet July 24, 1917, at the University.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JULY 24, 1917.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; John Kaiser, C. F. Kettering and John F. Cunningham.

* * * * *

Professor Bradford presented completed plans, specifications and estimate of cost for the new Power House. He explained to the Board that, due to the rapidly increasing cost of building materials, it would be impossible to construct and equip the building, as originally proposed, within the amount appropriated by the legislature. The Architect recommended the omission of the engine room from the present plans, explaining that the present engine room will serve for the time being, the present need for relief being for additional boiler facilities which will be provided for in the proposed plans. The Architect's estimate of cost for the building and equipment as amended is \$199,961.00.

On motion, said plans, specifications and estimate were approved, and the Secretary was directed to present the same to the State Building Commission for its approval, and if approved by it, the Secretary was directed to give notice, as required by law, of the time and place, when and where sealed proposals will be received for furnishing materials and performing the labor necessary for the erection and completion of said building.

* * * * *

The Secretary reported that the State Board of Control had decided that it was necessary to advertise for bids for the proposed asphaltic macadam roadway from Townshend Hall to Woodruff Avenue, which plans were approved by the Board of Trustees at the meeting of June 4th.

Therefore, it was ordered that the Secretary give notice, as required by law, of the time and place, when and where sealed proposals will be received for the construction of said roadway.

* * * * *

The President reported the necessity of securing at once adequate quarters to house the thirty student nurses, seven graduate nurses and the housekeeper connected with the College of Homeopathic Medicine. He reported further that, at the present time, the University is renting two houses containing eighteen rooms, at a monthly rental of \$72.50, which accommodate twenty-nine persons, but not in a satisfactory manner.

Upon motion of Mr. Kettering, the Architect was directed to prepare plans and estimate of cost for the remodeling or enlargement of the house now occupied by Professor Denney so as to provide for the above, and the Secretary was directed to request Professor Denney to vacate said house not later than September 1, 1917.

* * * * *

The President presented the following items for consideration and Action.

1. Upon the recommendation of the President, the following resignations were accepted, and the balances remaining in the appropriations were cancelled:

Miss Harriet Wylie, Stenographer, College of Medicine, effective May 31, 1917. The balance of \$60.00 remaining in this appropriation was cancelled.

R. G. Wiggans, Assistant Professor in the Department of Farm Crops, effective July 1, 1917.

Miss Lurene Wade, Stenographer, College of Arts, Philosophy and Science, effective June 30, 1917.

2. Upon the recommendation of the President, Miss Hannah Jones was given leave of absence, without salary, for the month of September, 1917.

3. Upon the recommendation of the President, the following appointments were made, together with the necessary appropriations to meet the salaries named:

Miss Estelle I. Byrne was appointed Stenographer in the Agricultural Extension Service, at a salary of \$900.00 per annum, \$300.00

to be paid from the County Agent Fund, and \$600.00 to be paid by Montgomery County Improvement Association, effective July 1, 1917.

Miss Agnes Jordan's name was added to the Agricultural Extension budget for the year 1917-1918, as a Stenographer at a salary of \$600.00 per year, to be paid from Smith-Lever funds, Project No. 8.

C. R. Shumway was appointed County Agricultural Agent, vice H. P. Miller, at a salary of \$2,000.00 per annum, effective July 1, 1917, to be paid as follows: \$600.00 from U. S. D. A. funds; \$700.00 from Smith-Lever funds in Project No. 2; and \$700.00 from the Portage County Improvement Association. The usual allowance of \$400.00 per annum for automobile maintenance to be paid from Smith-Lever funds in Project No. 2.

Miss Lelia McGuire was appointed Dietitian in the Homeopathic Hospital, at a salary of \$600.00 per annum as provided in the budget, effective July 18, 1917. The amount of \$26.67, covering unused salary from July 1st to July 18th, was cancelled.

Edward Moran was appointed Refrigeration Stationary Engineer in the Department of Mechanical Engineering, at a salary of \$100.00 per month, effective July 18, 1917, and \$1146.15 was appropriated to cover this salary.

Dr. Albert E. Avey was appointed Acting Assistant Professor in the Department of Philosophy, vice Professor Davies, on leave, at a salary of \$1,500.00 per annum, effective September 1, 1917, and \$1,500.00 was appropriated to meet this salary. The \$1,200.00 appropriated for the salary of an instructor in this Department was cancelled.

Santiago Gutierrez was appointed Instructor in Romance Languages, at a salary of \$1,200.00 per annum, as provided in the budget, effective September 1, 1917.

Dean O. Critz was appointed Graduate Assistant in the Department of Chemistry, at a salary of \$300.00 provided in the budget, effective September 1, 1917.

C. G. Williams was appointed Non-resident Professor of Farm Crops, located at the Ohio Agricultural Experiment Station, without salary.

Dr. E. R. Allen was appointed Non-resident Professor of Soils, located at the Ohio Agricultural Experiment Station, without salary.

4. Upon the recommendation of the President, the following provisional appointments were made:

Miss Gladys E. Weyant was appointed Stenographer in the office of the Entrance Board, for a period of four months, at a salary of \$50.00 per month, effective July 1, 1917, and \$200.00 was appropriated to meet this salary.

Miss Helen Irene Johnson was appointed Stenographer in Agricultural Extension Service, at a salary of \$40.00 per month, from July 17 to October 1, 1917.

Miss Marian Tinsley was appointed Stenographer in the office of the Entrance Board, for a period of ninety days, at a salary of

\$50.00 per month, effective July 5, 1917, and \$150.00 was appropriated to meet this salary.

5. Upon the recommendation of the President, the salary of Miss Bertha Davis, Stenographer in the Agricultural Extension Service, was increased from \$720.00 to \$780.00 per annum.

6. Upon the recommendation of the President, John O'Rourke, Supervisor of Watchmen, Division of Operation and Maintenance, was given leave of absence, effective July 31, 1917, as he has been called to the service of the United States Army. The balance of \$660.00 remaining in the appropriation for his salary was cancelled.

7. The President reported that the following named persons had declined appointment for the year 1917-1918:

Andrew J. Townsend, Graduate Scholar. The \$250.00 appropriated for this salary was cancelled.

Gail K. Butt, Interne, St. Francis Hospital. The \$50.00 appropriated for this salary was cancelled.

B. D. Drain, Assistant in the Department of Horticulture. The \$600.00 appropriated for this salary was cancelled.

O. R. Sweeney, Instructor in the Department of Chemistry. The \$1,500.00 appropriated for this salary was cancelled.

Floyd DeLashmutt, Instructor in the Department of Dairying. The \$1,100.00 appropriated for this salary was cancelled.

C. H. Otis, appointed for instructional work at Lake Laboratory. The \$200.00 appropriated for this salary was cancelled.

8. Upon the recommendation of the President, Assistant Professor J. I. Falconer was made Acting Head of the Department of Rural Economics.

9. Owing to the protest of Miss Freda Detmers, Assistant Professor of Botany, against her re-election in view of the minimum salary, upon the recommendation of the President, her title was changed to Instructor in Botany.

10. Upon the recommendation of the President, \$200.00 was appropriated as an addition to the salary of Floyd R. Towne, Graduate Assistant, College of Homeopathic Medicine.

11. Upon the recommendation of the President, R. L. Mundhenk, Instructor in Veterinary Pathology, was granted leave of absence for the period of the war, without salary. The \$1,200.00 appropriated for his salary was cancelled.

12. The President reported that the following persons had completed their probation period in the Training School for Nurses of the College of Homeopathic Medicine at the dates indicated, and recommended that the necessary appropriations be made to meet the salaries for the periods named:

Miss Beatrice Jacobs, March 24, 1917, to June 30, 1917, \$13.61.
Miss Margaret Pressler, April 2, 1917, to June 30, 1917, \$12.50.

Miss Margaret Wall, April 2, 1917, to June 30, 1917, \$12.50.
Miss Emma Herbst, April 9, 1917, to June 30, 1917, \$11.39.
Miss Charlotte Bush, April 30, 1917, to June 30, 1917, \$8.47.

* * * * *

13. Upon the recommendation of the President, it was ordered that \$10,000.00 be set aside from the Endowment Fund income for the purpose of making the following additions to the Ohio Union:

Increasing the capacity of the dining room,
Enlarging the refrigeration and food storage rooms, and the
Purchase of refrigeration apparatus.

The President and Secretary were directed to request from the Governor of Ohio authority to proceed at once with the improvements in the Ohio Union on the basis of a war emergency measure and thus eliminate the delay occasioned by the usual thirty days advertising.

* * * * *

The Secretary reported that on July 20, 1917, the Attorney General approved the abstract of title and deed to the Hess tract of land, and, as directed by the Board at its meeting July 4, 1917, he had made payment to the owners in the amount of \$57,500.00—\$55,000.00 from appropriation made by the State and \$2,500.00 from the Endowment Fund income.

The Secretary further reported that, acting under the instruction of the Attorney General, he had retained \$300.00 of the purchase price to pay the taxes which will be due in December, 1917.

The description of the above named land is as follows:

“(Description from surveys of same made in 1859 and 1891) Situated in Section three, Township one, Range eighteen, United States Military Lands and being part of Lots four (4) and five (5) as shown and designated on the plat in the partition suit of the Hess estate of record in complete record No. 32, pages 479 to 491, Court of Common Pleas, Franklin County, Ohio, and being more particularly described as follows, viz:

Beginning at the southwest corner of lot five (5), named above, thence N. 0° 45' E. along the center of a road on the west line of said lot five (5) ninety and one half (90.5) poles to the northwest corner of said lot five (5) to a stone, thence S. 88° 15' E. on the north line of said lot five (5) one hundred three and seventy-four hundredths (103.74) poles to a stone, an original corner in the center of the Delaware and Sandusky road; thence S. 7° 50' W. with the center of said road three (3) poles to a limestone set for a corner, with a broken sewer pipe around it, from which a maple tree four inches in diameter bears N. 54° W. twenty-three feet and eight inches, another maple eighteen inches in diameter, bears N. 75° 45' E. thirty-seven feet six inches to a blaze on tree 2 feet six inches above the root, and a maple 15 inches in diameter bears S. 80° E. thirty-four feet six inches to a blaze and thirty-three feet and six inches to a chop in root, thence

S. 81° 15' E. nineteen and eighty-eight one hundredths (19.88) poles to a niggerhead stone, three feet long, planted for a corner, October 1891, thence N. 8° 00' E. passing a limestone which is a corner to lot four (4) at twenty-five feet two inches and continuing same course four poles farther to a limestone corner between said lot four (4) and said lot five (5) of the Hess partition, thence S. 88° 15' E. along the line between said lots 4 and 5 forty-eight and twenty-five one hundredths (48.25) poles to a stone from which a sycamore 20" in diameter bears S. 36° W. 17 links distant, thence down the Olentangy River and with the meanders thereof S. 60° 15' W. forty-eight (48) poles, thence S. 33° 15' W. 32 poles, thence S. 8° 20' W. forty-three (43) poles to a stone and buckeye N. E. corner to said E. M. Lisle land, thence N. 88° 15' W. on the south line of said lot five (5) and along the center of Lane Avenue Free Turnpike one hundred eight and twenty-five one hundredths (108.25) poles to the place of beginning, containing sixty-nine acres more or less of land and water."

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Thereupon the Board adjourned to meet at the call of the Chairman.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, SEPTEMBER 4, 1917.

The Board of Trustees met at the University pursuant to the rules.

Present: Benj. F. McCann, Chairman; John F. Cunningham, O. E. Bradfute, Guy W. Mallon, John Kaiser and C. F. Kettering.

* * * * *

The President presented the following options on the land lying between King Avenue and the south line of the University property, formerly rented from William Neil King and C. M. Ludman, with the right of purchase as per prices named:

Elizabeth King Farrington and			
Thayer B. Farrington.....	for	32.093 acres at	\$26,000.00
Mary Horton King, Executrix.....	for	8.631 acres at	8,631.00
C. M. Ludman.....	for	6.684 acres at	6,684.00
			<hr/>
			\$41,315.00

On motion, the Secretary was directed to advise the persons who signed the options that the University would exercise the right of

purchase. The Secretary was further directed to secure abstracts of title and warranty deeds for the above property, to present the same to the Attorney General for approval, and if approved by him, to present proper vouchers to the Auditor of State for the option price as stated, said moneys to be paid from the income of the University endowment fund.

On motion, it was ordered that after the above purchases are made, and after the Governor appoints the "Commission to house State Officers and Departments," (See Ohio Laws No. 107, pages 564-566) the President shall make request from the above commission for a refund of the purchase price paid for this land, in accordance with the authority contained in Section 5 of the act above mentioned, and, if this refund is granted, the same shall be deposited in the State Treasury to the credit of the income of the University endowment fund.

* * * * *

Upon the recommendation of the President, leaves of absence were granted for the current year to the following named persons who have entered the service of the government:

- | | |
|-------------------|--|
| G. W. Trautman | Instructor, Department of Physical Education |
| Paul B. Sears | Instructor, Department of Botany |
| Edward Orton, Jr. | Research Professor, Department of Ceramic Engineering |
| V. A. Dodd | Assistant Professor, Department of Surgery |
| J. W. Means | Instructor, Department of Surgery |
| P. D. Wilson | Instructor, Department of Surgery |
| E. C. Ludwig | Instructor, Department of Surgery |
| P. J. Reel | Assistant, Department of Surgery |
| W. N. Taylor | Assistant, Department of Surgery |
| J. H. Warren | Assistant Professor, Department of Anatomy |
| E. J. Gordon | Assistant Professor, Department of Medicine |
| J. W. Sheetz | Instructor, Department of Medicine |
| Samuel Hindman | Instructor, Department of Medicine |
| S. O. Edleman | Assistant, Department of Medicine |
| G. W. Brehm | Instructor, Department of Obstetrics |
| G. C. Schaeffer | Instructor, Department of Ophthalmology |
| A. M. Hauer | Instructor, Department of Oto-Laryngology |
| Jonathan Forman | Assistant Professor, Department of Pathology |
| C. G. Hugger | Assistant, Department of Pathology |
| C. I. Reed | Instructor, Department of Physiology |
| William McPherson | Professor, Department of Chemistry and Dean of the Graduate School |
| Edmund S. Manson | Associate Professor, Department of Astronomy. |
| Theodore F. Kotz | Instructor, Department of German |
| P. H. Elwood, Jr. | Assistant Professor, Department of Horticulture |
| Frank C. Starr | Instructor, Department of Dentistry |

On motion, it was ordered that there be paid to all men now on the University payroll, who are drafted into service, a compensation equal

to the difference between the amount paid by the government and the amount now contained in the University budget.

The President was directed to present to the Trustees at a future meeting a recommendation covering those persons now on the University payroll who volunteer their services to the government.

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Upon the recommendation of the President, leaves of absence for the current year were granted also to Ludwig Lewisohn, Assistant Professor in the Department of German, and to W. M. Aiken, Assistant Professor in the Department of the Principles and Practice of Education, with the usual allowance of \$1,500.00 each per annum. The balance of \$750.00 remaining in the appropriation for the salary of Mr. Lewisohn was cancelled.

* * * * *

The President presented the following contract with the Protestant Hospital Association for hospital service for the College of Medicine for the year 1917-1918, with the recommendation that it be approved and adopted:

(a) The Protestant Hospital agrees to furnish the Medical College of the University with fifty-two charity beds and agrees to provide the necessary care and maintenance of these beds and agrees to provide further for the necessary food supplies and nursing service for the patients confined in the above mentioned fifty-two beds.

(b) The Protestant Hospital agrees to give the Medical College of the University absolute and complete control for a period of nine months, beginning September 1st, of all of the fifty-two beds above referred to and the patients confined therein.

(c) The Protestant Hospital Trustees agree to the nominations for staff and the chief-of-staff as made by the University, it being understood that this staff is responsible for the care of the patients confined in the beds in the hospital over which the University has control.

In consideration of the above service the following recommendations are made:

(a) That the University pay the Protestant Hospital the sum of \$1,000.00 per month, beginning September 1st, making a total of \$9,000.00.

(b) It is recommended that the Medical College of the University provide the necessary medical supplies for the care and treatment of the patients confined in the beds over which the University has absolute control during the period of nine months above referred to. (It is proposed to keep a careful check on these supplies and to have them issued only on requisitions).

(c) It is recommended that the sum of \$30.00 per month for a period of nine months, making a total of \$270.00, be appropriated for an orderly to take charge of especially the wards over which the University has control. The Protestant Hospital agrees to maintain the orderly, providing room, board, laundry, etc. This amount of money

to be added to the amount paid the Protestant Hospital Association, and the orderly to be responsible to the Hospital Superintendent and the Chief-of-Staff.

(d) It is recommended that the sum of \$150.00 be appropriated to pay the Protestant Hospital for the heating of the two wards in the Medical College Building.

On motion, the President's recommendation was agreed to, and the Secretary was authorized to sign the above contract.

* * * * *

Upon the recommendation of the President, the following resignations were accepted:

Miss Lucile Myers, Night Supervisor, Homeopathic Hospital, effective July 1, 1917. The appropriation of \$600.00 provided for this salary was cancelled.

E. F. George, Graduate Fellow, effective July 1, 1917. The appropriation of \$500.00 for this position was cancelled.

C. B. Joliffe, Assistant in the Department of Physics, effective July 1, 1917. The appropriation of \$800.00 provided for this position was cancelled.

Bliss Magley, Library Assistant, effective September 15, 1917. The balance of \$475.00 remaining in this appropriation was cancelled.

Paul R. Byrne, Reference Assistant in Library, effective August 31, 1917. The balance of \$1,083.34 remaining in this appropriation was cancelled.

R. C. Hummell, Instructor in Chemistry, effective July 1, 1917. The appropriation of \$1,200.00 provided for this salary was cancelled.

Edward Kromer, Assistant Professor of Civil Engineering, effective July 1, 1917. The appropriation of \$1,600.00 provided for this salary was cancelled.

Donald B. Atwell, Graduate Scholar, effective July 1, 1917. The appropriation of \$250.00 provided for this position was cancelled.

Miss Florence Spencer, Stenographer, Judging Pavilion, effective August 1, 1917. The balance of \$605.00 remaining in the appropriation was cancelled.

W. W. Beck, Interne at Protestant Hospital, effective July 19, 1917. The balance of \$47.36 remaining in this appropriation was cancelled.

D. A. Crist, Interne at St. Francis Hospital, effective July 19, 1917. The balance of \$47.36 remaining in this appropriation was cancelled.

A. L. Whiteside, Student Assistant in the Department of Engineering Drawing, effective July 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

Miss Hazel Ault, Nurse, Homeopathic Hospital, effective July 31, 1917. The balance of \$68.75 remaining in the appropriation for this salary was cancelled.

Miss Charlotte Bush, Nurse, Homeopathic Hospital, effective July 31, 1917. The balance of \$45.84 remaining in the appropriation for this salary was cancelled.

V. E. Brevoort, Janitor, effective July 31, 1917. The balance of \$660.00 remaining in the appropriation for this salary was cancelled.

W. H. Spurgeon, Janitor, effective July 21, 1917. The balance of \$671.54 remaining in the appropriation for this salary was cancelled.

O. G. Long, Ash Wheeler, Division of Operation and Maintenance, effective August 8, 1917. The balance of \$679.17 remaining in the appropriation for this salary was cancelled.

Howard E. Rothrock, Graduate Scholar, effective September 1, 1917. The appropriation of \$250.00 provided for this position was cancelled.

The President reported that the following named persons have declined appointment:

Mac S. Bethel, Assistant in the Department of English. The appropriation of \$500.00 provided for this position was cancelled.

Miss Agnes Drury, Assistant in the Department of Economics and Sociology. The appropriation of \$450.00 provided for this salary was cancelled.

Herman C. Miller, Assistant, Department of Economics and Sociology. The appropriation of \$700.00 provided for this salary was cancelled.

J. H. Service, Assistant in Department of Physics. The appropriation of \$800.00 provided for this salary was cancelled.

Miss Mary Young, Graduate Scholar. The appropriation of \$250.00 provided for this position was cancelled.

Lloyd F. Henderson, Graduate Assistant, Department of Chemistry. The appropriation of \$300.00 provided for this salary was cancelled.

Upon the recommendation of the President, the following appointments were made:

Miss Martha Monica Miller was appointed Student Assistant in the Department of Astronomy, at a salary of \$20.00 per month, effective September 1, 1917, and \$200.00 was appropriated to meet this salary.

Homer C. Sampson was appointed Instructor in Botany, at a salary of \$1,500.00 per year, effective September 1, 1917, and \$1,500.00 was appropriated to meet this salary.

Harold K. Baumgardner was appointed Graduate Assistant in Chemistry, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated to cover this salary.

Miss Margaret M. Ryan was appointed Library Assistant (Botany Building) at a salary of \$50.00 per month, effective from August 13 to October 1, 1917. The balance of \$578.34 remaining in the appropriation for this salary was cancelled.

Miss Ethel Melsheimer was appointed Library Assistant (Botany Building) at a salary of \$65.00 per month, effective October 1, 1917, and \$585.00 was appropriated to cover this salary.

Miss Mozelle C. Whipps was appointed Graduate Assistant in Bacteriology, at a salary of \$300.00, provided in the budget, effective September 1, 1917.

Edward E. H. Boyer, was appointed Graduate Assistant in Bacteriology, at a salary of \$300.00, provided in the Budget, effective September 1, 1917.

Glenn D. Sheets was appointed Student Assistant in Bacteriology, at a salary of \$300.00, provided in the budget, effective September 1, 1917.

Elmer L. Roshon was appointed Student Assistant in Bacteriology, at a salary of \$300.00, provided in the budget, effective September 1, 1917.

Bryon M. Warder was appointed Assistant in the Department of Engineering Drawing, effective September 1, 1917, at a salary of \$800.00 per year, and \$800.00 was appropriated to meet this salary. The appropriation of \$1,100.00 provided for the position of Instructor in this Department was cancelled.

Miss Frances M. Lorscheter was appointed Graduate Scholar, effective September 1, 1917, and \$250.00 was appropriated for this salary.

Jessie Erwin Day was appointed Instructor in the Department of Chemistry, effective September 1, 1917, at a salary of \$1,600.00 per year, and \$1,600.00 was appropriated for this salary.

Miss Susan Marksbury was appointed Library Assistant, effective October 1, 1917, at a salary of \$50.00 per month, provided in the budget. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

W. M. Tucker was appointed Assistant Professor of Geology, effective September 1, 1917, at a salary of \$2,250.00 per annum, and \$2,250.00 was appropriated for this salary.

Miss Helen Morningstar was appointed Instructor in Geology, effective September 1, 1917, at a salary of \$1,000.00 per annum, and \$1,000.00 was appropriated for this salary.

Miss Charlotte Morningstar was appointed Assistant in Mathematics, effective September 1, 1917, at a salary of \$300.00, provided in the budget.

Charles C. McCracken was appointed Professor of School Administration, effective September 1, 1917, at a salary of \$2,750.00, provided in the budget.

Joseph W. Madden was appointed Assistant Professor of Law, effective September 1, 1917, at a salary of \$2,500.00 per annum, provided in the budget.

Floyd DeLashmutt was appointed County Agricultural Agent for Athens County, effective July 1, 1917, at a salary of \$1,800.00 per annum, assigned to Project No. 2, \$1,200.00 to be paid from Smith-

Lever funds, \$600.00 from County Agent funds from Athens County. He was also allowed \$400.00 per annum for automobile upkeep, payable from Smith-Lever funds Project No. 2.

Miss Henrietta Hyman was appointed Night Supervisor, Homeopathic Hospital, effective July 13, 1917, at a salary of \$50.00 per month, and \$581.67 was appropriated to meet this salary.

Russell K. Annis was appointed Student Assistant in the Department of Engineering Drawing, effective September 1, 1917, at a salary of \$300.00 per annum, and \$300.00 was appropriated for this salary.

Grover Cleveland Seegar was appointed Instructor in Civil Engineering, effective September 1, 1917, at a salary of \$1,000.00 per annum, provided in the budget.

W. M. Weldishofer was appointed Assistant in Veterinary Medicine for one year, effective September 1, 1917, at a salary of \$1,200.00 per annum, and \$1,200.00 was appropriated for this salary.

J. E. Jones was appointed Ash Wheeler, Division of Operation and Maintenance, vice O. G. Long, resigned, effective August 11, 1917, at a salary of \$62.50 per month, and \$668.75 was appropriated for this salary.

Alphonso Case was appointed Night Watchman, effective August 7, 1917, at a salary of \$65.00 per month, and \$704.17 was appropriated for this salary.

J. Hobert was appointed Campus Laborer, effective August 1, 1917, at a salary of \$65.00 per month, and \$715.00 was appropriated for this salary.

W. Buechler was appointed Janitor, Homeopathic Hospital, effective August 1, 1917, at a salary of \$60.00 per month, and \$660.00 was appropriated for this salary.

C. M. Shelton was appointed Janitor, Gymnasium, at a salary of \$60.00 per month, effective August 1, 1917. The balance of \$60.00 remaining in the appropriation for this salary was cancelled.

Thomas Oram was appointed Inspector of Watchmen, at a salary of \$60.00 per month, effective August 1, 1917, and \$660.00 was appropriated for this salary.

Harrison B. Case was appointed Night Watchman, at a salary of \$65.00 per month, effective August 1, 1917. The balance of \$35.00 remaining in the appropriation for this salary was cancelled.

C. E. Harrold was appointed Janitor, at a salary of \$60.00 per month, effective August 1, 1917, and \$660.00 was appropriated for this salary.

M. Linville was appointed Janitor, at a salary of \$60.00 per month, effective August 1, 1917, and \$660.00 was appropriated for this salary.

Stacy C. Noe was appointed Janitor, vice W. H. Spurgeon, resigned, at a salary of \$60.00 per month, effective August 6, 1917, and \$652.00 was appropriated for this salary.

J. Anton DeHaas was appointed Professor of Economics and Sociology, at a salary of \$2,500.00 per annum, effective September 1,

1917, and \$350.00 was appropriated for this salary in addition to the amount appropriated in the budget for this position.

Donald R. Taft was appointed Instructor in Economics and Sociology, at a salary of \$2,000.00 per annum, effective September 1, 1917, and \$800.00 was appropriated for this salary in addition to the amount appropriated in the budget for this position.

George W. Eckelberry was appointed Instructor in Economics and Sociology, at a salary of \$1,200.00 per annum, provided in the budget, effective September 1, 1917.

G. M. Morris was appointed Acting Professor of the Principles and Practice of Education, for the first semester, to serve as High School Inspector under the direction of the Superintendent of Public Instruction, as provided by law.

Upon the recommendation of the President, the following appropriations were made:

\$ 900.00 for services of nurse at the State Street Dispensary, twelve months, at \$75.00 per month.

2400.00 for the Alumni Association. (From Endowment Fund.)

200.00 for the salary of R. E. Rebrassier, Department of Veterinary Medicine, for the months of July and August, putting him on a twelve months base.

200.00 for the salary of O. C. Cunningham for services during the months of July and August in the Dairy Department.

78.00 to correct an error in the salary of Miss Sue K. Brown, Press-feeder, and to provide for an increase of \$1.00 per week, beginning January 1, 1918.

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Upon the recommendation of the President, a Home Service Institute was authorized and approved, said institute to be under the joint auspices of the National Red Cross, the local Chapter of the Red Cross and the Ohio State University.

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Upon the recommendation of the President the following changes in titles and salaries were made:

The title of Dr. Yeatman Wardlow was changed from Assistant Professor of Clinical Gynecology to Professor of Clinical Gynecology and Acting Chief-of-Staff of Protestant Hospital.

The title of Dr. L. L. Bigelow was changed from Assistant Professor of Surgery to Assistant Professor of Surgery and Acting Head of the Department of Surgery.

The salary of F. W. Marquis, Professor of Steam Engineering, was increased from \$2,500.00 to \$2,750.00 per annum, and \$250.00 was appropriated to cover this increase.

The salary of H. H. Fikret, Assistant in the Department of Mechanical Engineering, was increased from \$900.00 to \$1,300.00 per annum, and \$400.00 was appropriated to meet this increase.

The salary of R. L. Pratt, Engineer and Fireman in the Department of Mechanical Engineering, was increased from \$840.00 to \$1,080.00 per annum, and \$240.00 was appropriated to meet this increase.

The salary of Harold Wright, Assistant in the Department of Industrial Arts, was increased from \$825.00 to \$935.00, effective July 1, 1917, and \$110.00 was appropriated to meet this increase.

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Upon the recommendation of the President, the Homeopathic Dispensary on West Goodale Street was discontinued.

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Upon the recommendation of the President, \$130.00 was assigned for the compensation of Miss Katharine Conard for services as stenographer from July 1 to September 1, 1917, from the appropriation of \$720.00 for a stenographer in the President's office.

The President directed the attention of the Board to the contract signed with the Bureau of Mines, establishing an experiment station in ceramics at the Ohio State University, and recommended that as a matter of record the action be formally approved.

On motion, the above action was approved.

The President reported the transfer of Leroy Wilson from the Division of Farm Operations to the Division of Operation and Maintenance, effective August 1, 1917, at a salary of \$65.00 per month. The balance of \$65.00 remaining in the appropriation for this position in the Division of Operation and Maintenance was cancelled; also the balance of \$660.00 remaining in the appropriation in the Division of Farm Operations.

Edward G. Schatzman was promoted from the position of Night Assistant in the Library to the position of Library Assistant, at a salary of \$50.00 per month, effective September 15, 1917, and \$475.00 was appropriated for this salary. The balance of \$285.00 remaining in the appropriation for the position of Night Assistant was cancelled.

The President reported that the following names were omitted from the budget, and recommended that the same be inserted at the salaries named, which recommendation was agreed to:

Elmer J. Helbig, Assistant in Dairying, effective July 1, 1917, at a salary of \$1,000.00 per annum, provided in the budget.

Arthur M. Hauer, Instructor in Oto-Laryngology, effective July 1, 1917, at a salary of \$200.00, and \$200.00 was appropriated for this salary.

George B. Faulder, Assistant in Gynecology and Obstetrics, in place of the position of Supervising Anaesthetist, College of Homeopathic Medicine, effective July 1, 1917, at a salary of \$300.00, provided in the budget.

The President reported that through error the names of Mrs. Cora Ranous and Miss Vera Benjamin appeared on the budget of the Homeopathic Hospital for the year 1917-1918, and recommended that proper correction be made, as the above named nurses completed the training course June 30, 1917. The \$150.00 appropriated for the above salaries was cancelled.

The President also reported that the name of H. S. Coith should be substituted in the Summer Session budget for that of E. H. J. Balz, as Assistant in Chemistry, effective at the beginning of the Summer Session.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1694-1304 of Isaac and Sylvester Lute for 54 acres of land in Survey No. 15466, in Pike County.

Application No. 1695-1305 of Josiah Adams for 74 acres of land in Survey No. 14905, in Pike County.

Application No. 1696-1306 of James Dillard for 40 $\frac{1}{4}$ acres of land—12 acres in Survey No. 15582 and 28 $\frac{1}{4}$ acres in Survey No. 15465, in Pike County.

Application No. 1697-1307 of Isaac Lute for 50 acres of land in Survey No. 15466, in Pike County.

Application No. 1698-1308 of Charles A. Stubbs for 61.20 acres of land in Survey No. 15439, in Pike County.

Application No. 1699-1309 of John Jones, Jr., for 48 $\frac{1}{4}$ acres of land in Survey No. 12343, in Hardin County.

Application No. 1700-1310 of Albert L. Jones for 26.37 acres of land in Survey No. 6656, in Hardin County.

Application No. 1701-1311 of Phebe M. Romine for 31 $\frac{1}{2}$ acres of land in Survey No. 13592, in Union County.

Application No. 1702-1312 of Albert Haudenschild for 90 acres of land in Survey No. 6656, in Hardin County.

Application No. 1703-1313 of Frank W. Miller for 73.75 acres of land in Survey No. 3776, in Clermont County.

Application No. 1704-1314 of William B. Davis for 99 acres of land in Survey No. 13592, in Union County.

Application No. 1705-1315 of James A. Pray for 88.15 acres of land—53 acres in Survey No. 3775 and 35.15 acres in Survey No. 3776, in Clermont County.

Application No. 1706-1316 of William and Anna Bellaw for 80.50 acres of land in Survey No. 1097, in Pike County.

Application No. 1707-1317 of Cyrus Huling for 150 acres of land in Survey No. 3689, in Union County.

Application No. 1708-1318 of Harry Brown for 78 acres of land in Survey No. 15465, in Pike County.

Application No. 1709-1319 of Earl E. Guthery et al for 25 acres of land in Survey No. 13592, in Union County.

Application No. 1710-1320 of T. E. Thompson for 100 acres of land in Survey No. 15988, in Scioto County.

Application No. 1711-1321 of Charles W. Fox for 40 acres of land in Survey No. 3689, in Union County.

Application No. 1712-1322 of Martha Albert for 43 acres of land in Survey No. 10037, in Hardin County.

Application No. 1713-1323 of Jean D. McKell for 436 acres of land in Survey No. 13694, in Hardin and Logan Counties.

Application No. 1714-1324 of W. H. Phibbs and Dallas Pepple for 34 acres of land in Survey No. 13556, in Highland County.

Application No. 1715-1325 of O. P. Williams for 104 acres of land in Survey No. 3372, in Brown County.

Application No. 1716-1326 of D. L. Tice for 117.18 acres of land in Survey No. 1233, in Highland County.

Application No. 1717-1327 of Wilbur Whiting for 28.67 acres of land in Survey No. 1233, in Highland County.

Application No. 1718-1328 of Mary E. Letherwood for 120 acres of land in Survey No. 15356, in Ross County.

* * * * *

In accordance with advertisement, bids were received, opened and publicly read, as required by law, for the new Power House and equipment, and for the Neil Avenue Driveway, from the Oval to Woodruff Avenue, and found to be as follows:

POWER HOUSE

D. W. McGrath	Items 1 to 16 inclusive, and 20, 21, 23.....	\$108,844.00
D. W. McGrath	Without chimney (item 23).....	97,844.00
R. H. Evans & Company	Items 1 to 16 inclusive, and 20, 21.....	96,043.00
John Hina	Items 1 to 5 inclusive, 7 to 14 inclusive and 20, 21.....	111,804.00
E. H. Latham	Items 1 to 16 inclusive, and 20, 21.....	85,159.00
Cullen & Vaughn Company	Items 1 to 16 inclusive, and 20, 21.....	105,323.00

RADIAL BRICK CHIMNEY

H. R. Heinicke, Inc.....	\$ 9,730.00
The Rust Engineering Company.....	10,637.00
Alphons Custodis Chimney Construction Company.....	9,900.00

TUNNEL

D. W. McGrath.....	\$ 14,885.00
R. H. Evans & Company.....	15,944.00
H. C. McCall.....	12,652.00
M. P. Streett.....	11,518.00

BOILER

Babcock & Wilcox Company (Bid No. 1).....	\$ 21,241.00
Babcock & Wilcox Company (Bid No. 2).....	18,871.00

TURBINE FEEDER

Alberger Pump and Condenser Company 1-3 Stage Turbine Feeder.....	\$ 2,050.00
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COAL BUNKER

The Brown Hoisting Machinery Company.....	\$ 11,025.00
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STOKERS

The Underfeed Stoker Company of America.....	\$ 12,066.00
American Engineering Company.....	10,790.00
Combustion Engineering Corporation.....	8,961.00
Sanford-Riley Stoker Company.....	10,940.00

WATER HEATER AND METER

Harrison Safety Boiler Works.....	\$ 4,500.00
John E. Angell Steam Specialty Company, Inc.....	4,166.25

COAL HANDLING MACHINERY

The Webster Manufacturing Company (Bid No. 1).....	\$ 21,203.00
The Webster Manufacturing Company (Bid No. 2).....	18,369.00
Robins Conveying Belt Company.....	15,500.00

NEIL AVENUE DRIVEWAY

Andrews Asphalt Paving Company—Excavation, 85c per cu. yd.; asphaltic roadway, Trinidad Pitch Lake, \$2.12 per sq. yd.; Standard Mexican, \$2.08 per sq. yd.; brick paving, O. S. U. to furnish brick, \$1.59 per sq. yd.; straight curb including tile drain, O. S. U. to furnish sawed curb, 35c per lineal foot; curved curb including tile drain, O. S. U. to furnish rough curb, 59c per lineal foot; sewer inlet, \$35.00; sewer drain, 8" \$1.15, 10" \$1.20, 12" \$1.40 per lineal foot; railway crossing complete (total of 31 lineal feet) \$135.00.

Cleveland Trinidad Paving Company—Excavation, 90c per cu. yd.; asphaltic roadway, Trinidad, \$2.16 per sq. yd.; Standard Mexican, \$2.11 per sq. yd.; brick paving for gutters, \$1.52 per sq. yd.; straight curb including tile drain, 34c per lineal foot; curved curb including tile drain, 60c per lineal foot; sewer inlet, \$40.00; sewer drain, 8" \$1.20, 10" \$1.30, 12" \$1.50; railway crossing complete, \$140.00.

The above bids were referred to the University Architect and the Engineer for examination and report.

* * * * *

The Board recessed to meet at 2 P. M. with the State Emergency Board, at which time the Trustees will make request for an allowance sufficient to construct the necessary buildings required for carrying on the work of the School of Military Aeronautics.

* * * * *

5 o'clock P. M.

The Trustees came together after the meeting with the Emergency Board, and as no decision was reached by the Emergency Board, it was agreed to recess to meet Friday, September 7, 1917, at 12 o'clock noon at the office of Judge McCann in Dayton, Ohio, to take such action as may be necessary.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

DAYTON, OHIO

SEPTEMBER 7, 1917.

12 o'clock NOON.

The Board of Trustees met at the office of Judge McCann, as per adjournment.

Present: Benj. F. McCann, Chairman; C. F. Kettering, Guy W. Mallon and O. E. Bradfute.

* * * * *

The President reported that the Emergency Board had deferred action on the request for an allowance for buildings for the School of Military Aeronautics, until Monday, September 10, 1917.

On motion, the Secretary was directed to appear before the Emergency Board at its next meeting, and to present the following revised request and to urge its allowance:

One Laboratory Building.....	\$55,000.00
One Machine Gun Range.....	1,400.00
Frame Barracks, similar to those constructed on the Wright Field.....	23,600.00
Total	<u>\$80,000.00</u>

* * * * *

Upon the recommendation of the President, it was ordered that the lands from the sewer to King Avenue, and from the river to the high lands on the east, be set aside for military and aviation purposes. It was ordered that as soon as the present corn crop is removed, the field be seeded and placed in proper condition for immediate use.

* * * * *

The President presented the following report on the examination of bids received for the new Power House and its equipment.

"Columbus, Ohio, September 6, 1917.

"President W. O. Thompson,

"Campus.

"Dear Sir:

"From an examination of the bids received and opened by the Board of Trustees September 4, 1917, for the new Power House and Equipment, authorized by the specific appropriation styled 'Power House completely equipped \$200,000.00,' we find the following bids complying with the law and the specifications, to be the lowest and best bids received, and we recommend their acceptance:

E. H. Latham, for building complete, except plumbing, heating, electrical work and radial brick chimney.....	\$ 85,159.00
H. R. Heinicke, Inc., for radial brick chimney.....	9,780.00
Babcock & Wilcox Co., one 600 H. P. Boiler.....	21,241.00
Sanford-Riley Stoker Co., 1-7 Retort Stoker.....	5,470.00
Alberger Pump Company, 1-3 Stage Turbine Feeder.....	2,050.00
Ohio Board of Administration, Brick.....	6,800.00
Harrison Safety Boiler Works, Water Heater and Meter.....	4,500.00
Brown Hoisting Machinery Company, 1 Coal Bunker.....	11,025.00
M. P. Streett, Tunnel.....	11,513.00
	<hr/>
	\$157,488.00

TOTAL AMOUNT OF BIDS RECOMMENDED

Items contained in Architect's estimate reserved to be done by University

Electrical Work.....	\$ 1,220.00
Heating	1,980.00
Plumbing	2,334.00
Sewer	1,295.00
	<hr/>
	\$ 6,829.00

Items contained in Architect's estimate for which no bids were received and which will be readvertised

Breeching for Boilers.....	\$ 6,000.00
Blast Pipe for Boilers.....	1,500.00
Piping for Valves.....	3,400.00
	<hr/>
	\$ 10,900.00
Architect's and Engineer's Fees.....	5,600.00
	<hr/>
Total required.....	\$180,817.00
Architect's estimate on above.....	199,961.00
Balance remaining for coal handling equipment, plans for which are not completed.....	\$ 19,144.00

"The following bids which are lower than those recommended for acceptance, were not considered because of irregularities:

FOR STOKERS

Combustion Engineering Corporation—Stoker bid upon does not conform to specifications, in that it is not the equal of the Sanford-Riley stoker specified as a standard.

American Engineering Company—Bid irregular, not in accordance with specifications, and bid not signed.

FOR FEED WATER HEATER AND METER

John E. Angell Steam Specialty Company, Inc.—Bid irregular, no bond attached.

"Very truly yours,

"CARL E. STEEB,
Business Manager.

"JOS. N. BRADFORD,
University Architect.

"W. C. McCracken,
Superintendent Buildings and Grounds."

On motion, the recommendations contained in the above report were approved, and the Secretary was directed to prepare proper contracts for the contractors above named at the prices stipulated.

* * * * *

The President presented the following report on the bids received for paving the Neil Avenue Driveway, from the Oval to Woodruff Avenue:

"Columbus, Ohio, September 4, 1917.

"Mr. C. E. Steeb, Secretary.

"Board of Trustees,

"Ohio State University.

"Dear Sir:

"From an examination of the bids opened and read this day for the paving of the Neil Avenue Driveway, from the Oval to Woodruff Avenue, with asphaltic concrete, we find that the bids exceed the estimate by \$1,571.10.

"We are of the opinion that the bids opened are excessive, and recommend that all bids be rejected.

"We recommend further that the old roadway be repaired by the University in the following manner: fill holes

and level, and cover the entire surface with hot tar and sand, this repair to be paid from the appropriation from endowment fund for new road.

"Respectfully submitted,

"JOS. N. BRADFORD,
University Architect.

"W. C. McCracken,
Superintendent of Buildings and Grounds."

On motion, the recommendations in the above report were approved; all bids were rejected, and it was ordered that the driveway be repaired as suggested above, the same to be paid from the appropriation made for new driveway from the income of the University endowment fund.

* * * * *

The President presented a letter from Mr. King Thompson, asking for confirmation of authority to purchase the land north of the University and south of Lane Avenue.

On motion, the principle in said letter was agreed to, and the matter of a contract with Mr. Thompson was referred to the President and Secretary with power to act.

* * * * *

The President presented schedule and recommendation from Dean Vivian, under date of September 4, 1917, concerning Farmers' Institutes to be held during the coming year, and on motion the institutes were granted as recommended, with the understanding that assignments may be altered in a limited degree as the good of the work may indicate.

* * * * *

The President reported that by act of Congress, August 10, 1917, the "Food Production Bill," or "The First Food Bill," allows the sum of \$197,300.00 to be expended for the enlargement of extension work in Ohio.

In order to properly use these funds the Director of Agricultural Extension and the Dean of the College of Agriculture have recommended a readjustment of the present budget for Agricultural Extension.

Therefore, upon the recommendation of the President, it was ordered that the budget as approved for Agricultural Extension for the fiscal year ending June 30, 1918, covering the work under Project No. 2, County Agents; Project No. 4, Boys' and Girls' Club Work, and

Project No. 11, Home Demonstration Agents, be annulled, effective September 1, 1917, and the following budgets be adopted in place of those annulled, the same to be effective September 1, 1917:

PROJECT NO. 2—COUNTY AGENTS

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
O. M. Johnson, salary.....		\$ 900.00		\$ 2,000.00	
Expenses	\$ 800.00				
Bertha Davis, salary.....	780.00				
W. W. Brownfield, salary.....	800.00			1,200.00	
Expenses	300.00	400.00			
R. F. Donnan, salary.....	250.00		800.00	950.00	
Expenses		400.00	700.00		
Paul Gerlaugh, salary.....	250.00		1,200.00	950.00	
Expenses	400.00		300.00		
J. C. Hedge, salary.....	250.00		800.00	950.00	
Expenses		400.00	700.00		
E. G. Hibbs, salary.....	250.00		800.00	950.00	
Expenses		400.00	700.00		
R. D. Long, salary.....	250.00		1,000.00	950.00	
Expenses		400.00	500.00		
W. B. McCoy, salary.....	250.00		1,200.00	950.00	
Expenses		400.00	300.00		
A. J. Swift, salary.....	250.00		150.00	800.00	800.00
Expenses			400.00	200.00	
A. E. Anderson, salary.....		1,550.00			1,200.00
Expenses	600.00				
M. H. Bartter, salary.....	800.00				1,100.00
Expenses		400.00			
E. A. Brennehan, salary.....	200.00		1,200.00	900.00	
Expenses		400.00	300.00		
G. R. Eastwood, salary.....	800.00				1,100.00
Expenses	200.00	400.00			
T. B. Foster, salary.....	500.00		300.00		1,150.00
Expenses	200.00	400.00			
A. W. Hayes, salary.....	250.00		1,000.00		1,100.00
Expenses		400.00			
H. A. Lehman, salary.....	700.00				1,150.00
Expenses		400.00			
C. L. Long, salary.....	300.00		700.00	900.00	
Expenses	400.00		300.00		
G. A. Mahan, salary.....	250.00		1,000.00		1,100.00
Expenses		400.00			
Portage County Agent, salary...	600.00				1,000.00
E. C. Richey, salary.....	250.00		1,000.00	900.00	
Expenses		400.00	500.00		
E. C. Sleeth, salary.....	300.00		600.00	900.00	
Expenses	400.00		900.00		
A. G. Smith, salary.....	250.00		800.00	900.00	
Expenses		400.00	700.00		
S. B. Stowe, salary.....	800.00				1,150.00
Expenses	300.00	400.00			

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
M. C. Thomas, salary.....	250.00		1,300.00		900.00
Expenses		400.00	200.00		
D. R. VanAtta, salary.....	200.00		1,200.00		900.00
Expenses		400.00	300.00		
W. R. Wheelock, salary.....	700.00				1,100.00
Expenses	300.00	400.00			
Floyd DeLashmutt, salary.....	300.00				900.00
Expenses	270.00				
M. E. Laird, salary.....	400.00				1,400.00
Expenses	270.00				
Licking County Agent, salary....	100.00				1,700.00
Expenses	270.78				
Supervisors, District Leaders, County Agents and Assistants..	10.00	1,050.00			101,550.00
Disbursed July 1-Sept. 1.....				1,000.00	
Totals.....	\$16,000.78	\$11,650.00	\$22,300.00	\$10,700.00	\$123,000.00

PROJECT NO. 4—BOYS' AND GIRLS' CLUB WORK

PERSONNEL, ETC.

W. H. Palmer, State Leader					
Salary		\$ 950.00		\$ 1,650.00	
Expenses	\$ 700.00				
Ray Fife, Assistant State Leader					
Salary		1,000.00		1,000.00	
Expenses	700.00				
Hulda Horst, Asst. in Club Work					
Salary		200.00		1,060.00	
Expenses	700.00				
Field Agent, salary.....		1,000.00			
Expenses	600.00				
3 District Leaders, Sal. (3 mos.)		450.00		600.00	
Expenses	500.00				
Local Leader, Clark County.....			\$ 600.00		
H. E. Eswine, salary.....			1,600.00		
Expenses			500.00		
Blanche Wilson, salary.....		840.00			
Stenographer					
Lucile Hastings, salary.....		660.00			
Stenographer					
Transportation, trips to Washington			5,000.00		
Assistant State Leader.....				\$ 1,600.00	
Expenses				600.00	
Township or Local Leaders					
Salaries	400.00			2,400.00	
Expenses				1,000.00	
6 County Leaders, Sal. (4 mos.)..	600.00			2,400.00	
Expenses					
Totals.....	\$4,200.00	\$5,040.00	\$7,100.00	\$4,810.00	\$8,000.00

PROJECT NO. 11—HOME DEMONSTRATION AGENTS

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Maud Okey, Supervisor, salary...		\$ 350.00		\$ 1,150.00	
Expenses	\$ 400.00				
Asst. Supervisor Rural Work....	100.00			1,400.00	
Expenses				700.00	
30 Home Demonstration Agents					
Rural Work.....	2,350.00			34,650.00	
Expenses	4,000.00			10,400.00	
Asst. Supervisor City Work.....		100.00		1,400.00	
Expenses				700.00	
9 Home Demonstration Agents,					
City Work.....		1,050.00		15,900.00	
Expenses to be paid from local sources					
Totals.....	\$6,850.00	\$1,500.00		\$66,300.00	
Total for Project Regular Funds.....				\$ 8,350.00	
Emergency Funds.....				66,300.00	
				\$74,650.00	
* * * * *					

The President presented sketches for the construction of a garage attached to the President's residence, at an estimated cost of \$650.00.

On motion, the plans were approved and the work ordered to be done, and \$650.00 was appropriated for the above work.

* * * * *

On motion, it was ordered that if the Emergency Board grants the \$80,000.00 allowance for aviation buildings, the Secretary shall make request to the Governor for authority to award the contracts at once for this work on the basis of a war measure, and thus eliminate the delay of five weeks required by advertising.

It was ordered further that, in case the above money is granted by the Emergency Board and permission to award contracts without advertising is granted by the Governor, the President and Secretary shall enter into contract at once for the construction of the laboratory building, the machine gun range and the barracks as designed by Professor Bradford and agreed upon at the meeting of this date.

It was agreed and ordered that the barracks be located between Robinson Laboratory and the woods, south of the present tennis courts; the machine gun range and laboratory building were located west of Robinson Laboratory and east of the railroad track.

* * * * *

The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted:

E. L. Stover, Graduate Assistant in the Department of Botany, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

H. H. Druhot, Graduate Assistant in the Department of Romance Languages, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

F. J. Salter, Instructor in the Department of Agricultural Chemistry and Soils, effective September 1, 1917. The appropriation of \$1200.00 for this salary was cancelled.

2. Upon the recommendation of the President, Miss Margaret Fisher was transferred from the College of Homeopathic Medicine to the College of Medicine, at a salary of \$60.00 per month, effective September 1, 1917. The balance of \$600.00 remaining in appropriation for the salary of stenographer, College of Homeopathic Medicine, was cancelled, and \$600.00 was appropriated for the salary of Miss Fisher as stenographer at the College of Medicine.

3. Upon the recommendation of the President, it was ordered that the names of Sergeant A. J. Merrill and Sergeant J. F. Madden be added to the budget of the Department of Military Science and Tactics, effective July 1, 1917, for twelve months, at a salary of \$12.50 per month, and \$50.00 additional was appropriated to cover the months of July and August.

4. Upon the recommendation of the President, the following appointments were made:

Henry W. Schuer was appointed Instructor in Farm Crops, effective August 1, 1917, at a salary of \$100.00 per month. The balance of \$100.00 remaining in the appropriation for this salary was cancelled.

Charles J. Willard was appointed Assistant Professor of Farm Crops, effective September 1, 1917, at a salary of \$1,800.00 per annum, provided in the budget.

Milo B. Jimison was appointed Instructor in Dairying, effective August 1, 1917, at a salary of \$100.00 per month, and \$1100.00 was appropriated to meet this salary.

H. E. Jacob was appointed Assistant in Horticulture, effective September 1, 1917, at a salary of \$600.00 per annum, and \$600.00 was appropriated for this salary.

Miss Ellen Miller was appointed Assistant in Home Economics, effective September 1, 1917, at a salary of \$800.00, provided in the budget.

Miss Olga Elifritz was appointed Assistant in Home Economics, effective September 1, 1917, at a salary of \$750.00 per annum, provided in the budget.

Miss Glenna Hesse was appointed Instructor in Home Economics, effective September 1, 1917, at a salary of \$1,200.00 per annum, provided in the budget.

Miss Marie Freeman was appointed Instructor in Home Economics, effective September 1, 1917, at a salary of \$1,400.00 per annum. The balance of \$400.00 remaining in the appropriation for this salary was cancelled.

Miss Doris MacConathy was appointed Assistant in Home Economics, effective September 1, 1917, at a salary of \$750.00 per annum. The balance of \$50.00 remaining in the appropriation for this salary was cancelled.

Miss Laura Heston was appointed Assistant in Home Economics, effective September 1, 1917, at a salary of \$750.00, provided in the budget.

Mrs. Eva L. Schilling was appointed Stenographer in the President's office, effective September 1, 1917, at a salary of \$70.00 per month, and \$110.00 was appropriated to cover this salary in addition to the amount already on the budget.

Troi O. Farmer was appointed Assistant in Electrical Engineering, effective September 1, 1917, at a salary of \$1,000.00 per annum, and \$300.00 was appropriated to meet this salary.

Ellis Moore Black was appointed Student Assistant in Physiology, effective September 1, 1917, at a salary of \$250.00, provided in the budget.

Miss Lulu Billman was appointed Home Demonstration Agent, Department of Agricultural Extension, effective September 8, 1917, at a salary of \$140.00 per month, on a monthly basis to be paid as follows: from Smith-Lever funds, \$5.00; from U. S. D. A. War Emergency Funds, \$135.00. Miss Billman was also allowed \$33.33 per month for automobile maintenance, to be paid from Smith-Lever Federal Funds in Project No. 11.

Miss Helen Mougey was appointed Home Demonstration Agent, Department of Agricultural Extension, effective September 8, 1917, at a salary of \$1,200.00, to be paid on the monthly basis, as follows: from Smith-Lever Federal Funds, \$5.00; from U. S. D. A. War Emergency Funds, \$75.00 per month; from Youngstown Chapter National League for Women's Service, \$20.00. The \$5.00 per month to be charged to Project No. 11.

Burrell B. Spohn was appointed Assistant State Leader Boys' and Girls' Club Work, Department of Agricultural Extension, effective September 7, 1917, at a salary of \$1,700.00, to be paid on the monthly basis as follows: from Smith-Lever Federal Funds, \$6.66; from U. S. D. A. War Emergency Funds, \$135.00. The \$6.66 per month Smith-Lever Funds to be paid from Project No. 4.

John J. Greeley was appointed Laborer in the Department of Mechanical Engineering, at a salary of \$60.00 per month, effective September 1, 1917. Mr. Greeley was employed on the hourly basis during July and August and his compensation was paid from the appropria-

tion of \$500.00 for Helper and Laborer in the above department. An appropriation of \$219.25 was made to cover the additional salary.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, OCTOBER 2, 1917.

9:30 A. M.

The Board of Trustees met at the University pursuant to the rule.

Present: O. E. Bradfute, F. E. Pomerene, C. F. Kettering and John Kaiser.

* * * * *

Upon the suggestion of the President, record was made of the fact that Mr. Kettering had come to the meeting in an airplane of the Wright Dayton biplane type, landing in the alfalfa field west of Townshend Hall, and that the trip from Dayton had been made in sixty-one minutes.

* * * * *

In the absence of the Chairman and Vice-Chairman, Mr. Bradfute was made Acting Chairman.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1719-1329 of Mabel L. Romine et al for 50 acres of land in Survey No. 13592, in Union County.

Application No. 1720-1330 of Albert L. Ferguson, Executor, for 155.33 acres of land in Survey No. 435, in Greene County.

Application No. 1721-1331 of George Freewald for 39 acres of land in Survey No. 5005, in Union County.

Application No. 1722-1332 of D. H. Hodson for 72 acres of land in Survey No. 1233, in Highland County.

Application No. 1723-1333 of John Jacob Greenbaum for 108.64 acres of land in Survey No. 5005, in Union County.

Application No. 1724-1334 of Cora M. Bowlus for 200 acres of land in Survey No. 16174, in Pike County.

Application No. 1725-1335 of Jasper N. Barrett and Leoenie F. Barrett for 25.66 acres of land in Survey No. 15465, in Pike County.

* * * * *

Upon the request of Captain Cope the deed executed September 4, 1917, to O. P. Williams for 104 acres of land was cancelled, and a new deed executed for 152½ acres of land, an error having been made in the number of acres conveyed in the deed of September 4, 1917.

Captain Copè also requested that a new deed be executed to Amanda Rizor to take the place of the one executed July 3, 1917, to Amanda Hurley, the grantee having remarried after the original application was filed and before the deed was delivered.

On motion, it was ordered that a new deed be executed and the record be corrected accordingly.

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Captain Cope presented a request for the sale of Lot No. 103, Scioto County, containing approximately 300 acres of land.

On motion, it was decided to refer the matter of the sale of this lot to a special committee, consisting of Mr. Pomerene, Mr. Kaiser and Mr. Bradfute, to examine and report back to the Board at a future meeting.

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Mr. McCann having arrived from Dayton, assumed the chair.

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The minutes of the Cabinet, including the meeting of September 26, 1917, were read and approved.

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The Secretary reported that, in accordance with instructions received from the Board of Trustees July 4, 1917, the purchase of the Kautz tract of land, containing 21.90 acres of land, had been completed and the deed for the same received and recorded. The description of the land is as follows:

“Being Lots or Parcels Nos. Six (6), Seven (7) and Eight (8) of a subdivision of lands belonging to Jeremiah O. Lisle, which subdivision was made by order of the Court of Common Pleas, Franklin County, Ohio, in Case No. 33550, as the same are numbered and de-

lined out upon the recorded plat of said subdivision, of record in Plat Book No. 5, page 341, Recorder's office, Franklin County, Ohio."

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On motion, the contract with Captain Cope, as Agent for the Virginia Military Lands, was continued for another year, upon the same terms as heretofore.

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The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following leaves of absence were granted:

Dr. E. F. McCampbell, Dean of the College of Medicine, was granted indefinite leave for war service, effective September 1, 1917.

Dr. David S. White, Dean of the College of Veterinary Medicine, was granted indefinite leave for war service, effective October 1, 1917.

C. C. North, Assistant Professor in the Department of Economics and Sociology, was granted leave for the current year, without salary. The appropriation of \$2,250.00 for this salary was cancelled.

George Gephart, Instructor in the Department of Economics and Sociology, was granted leave of absence for the first semester, without salary. One-half of the appropriation (\$500.00) for this salary was cancelled.

Miss Selma Mesloh, Assistant in the Department of Physical Education, was granted leave of absence for the first semester, with full salary.

Dr. Thomas H. Haines, Professor in the Department of Medicine, was granted leave of absence for the current year.

E. C. Smith, Instructor in the Department of Metallurgy, was granted leave of absence for the current year, without salary. The appropriation of \$1,500.00 for this salary was cancelled.

Dr. L. E. Reif, Instructor in the College of Dentistry, was granted leave for the current year.

Rudolph Pintner, Professor in the Department of Psychology, was granted temporary leave of absence.

J. W. Bridges, Assistant Professor in the Department of Psychology, was granted temporary leave of absence.

C. E. Andrews, Assistant Professor in the Department of English, was granted leave of absence for the current year.

F. M. Stanton, Assistant in the Department of Surgery and Gynecology, was granted leave for the first semester. One-half of the appropriation (\$50.00) for this salary was cancelled; the balance of \$50.00 to be paid in monthly installments upon his return the second semester.

2. Upon the recommendation of the President, the following cancellations were made, covering part salaries of men who are serving part or full time in the School of Military Aeronautics and are paid from that budget:

William T. Magruder	Professor of Mechanical Engineering	\$2,000.00
T. McD. Hills	Assistant Professor of Geology.....	2,000.00
K. C. Cottingham	Instructor in Geology.....	1,000.00
W. A. Knight	Assoc. Prof. of Mach. Shop Practice	1,750.00
H. C. Lord	Professor of Astronomy.....	2,000.00
R. A. Brown	Instructor in Electrical Engineering	900.00
W. C. Ronan	Instructor in Architecture.....	1,500.00

3. Upon the recommendation of the President, the following appointments were made and appropriations were authorized to meet the salaries, in accordance with the general rule:

Miss Emma Schneider was appointed Graduate Assistant in the Department of Psychology, at a salary of \$300.00 per year, effective October 1, 1917, and \$270.00 was appropriated to meet this salary.

Miss Alida C. Bowler was appointed Instructor in the Department of Psychology, at a salary of \$1,500.00 per year, effective October 1, 1917, and \$1,350 was appropriated for this salary.

Carl A. Norman was appointed Professor of Machine Design, Department of Mechanical Engineering, at a salary of \$2,500.00 per year, effective October 1, 1917, and \$2,250.00 was appropriated for this salary.

John T. L. May was appointed Instructor in the Department of Mechanical Engineering, vice A. I. Brown, resigned, at a salary of \$1,500.00 per year, effective September 1, 1917, and \$1,500.00 was appropriated for this salary.

Lloyd Eagle was appointed Instructor in the Department of Engineering Drawing, at a salary of \$1,200.00 per year, effective September 1, 1917, and \$100.00 additional was appropriated for this salary.

Mrs. Alice L. Cardon was appointed Assistant in the Department of Romance Languages, vice H. H. Druhot, resigned, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

Miss Elizabeth Jane Britan was appointed Assistant in the Department of English, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

Miss Audra R. Bickel was appointed Assistant in the Department of Romance Languages, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

Mrs. Angelica Gutierrez was appointed Assistant in the Department of Romance Languages, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

Miss Agnes Jessie Atkinson was appointed Graduate Scholar, at a salary of 250.00 per year, provided in the budget, effective September 1, 1917.

Miss May Phaler was appointed Graduate Scholar, at a salary of \$250.00 per year, effective September 1, 1917, and \$250.00 was appropriated for this salary.

Russell A. Grimm was appointed Graduate Scholar, at a salary of \$250.00 per year, effective September 1, 1917, and \$250.00 was appropriated for this salary.

Bert C. Chambers was appointed Editor of "The Lantern," at a salary of \$500.00 per year, provided in the budget, effective September 1, 1917.

W. Vaeth Brown was appointed Business Manager of "The Lantern," at a salary of \$500.00 per year, effective September 1, 1917, provided in the budget.

A. Dwight Curfman was appointed Business Manager of "The Lantern," at a salary of \$500.00 per year, effective October 1, 1917, and \$450.00 was appropriated for this salary.

Mrs. Della R. Maddox was appointed Assistant in the Department of Romance Languages, at a salary of \$500.00 per year, effective September 1, 1917, and \$500.00 was appropriated for this salary.

F. E. Allen was appointed Assistant Professor of Horticulture, at a salary of \$1,600.00 per year, effective October 1, 1917, and \$1,440.00 was appropriated for this salary.

Thomas C. Coleman was appointed Assistant in Machine Work in the Department of Industrial Arts, at a salary of \$85.00 per month, effective October 1, 1917, and \$765.00 was appropriated for this salary.

Miss Marianna Alff was appointed Research Assistant in the Department of Physiology, at a salary of \$50.00 per month, effective October 1, 1917, and \$450.00 was appropriated for this salary. The appropriation of \$500.00 for Technical and Research Assistant was cancelled.

Walter Weidler was appointed Instructor in the Department of Economics and Sociology, at a salary of \$1,600.00 per year, effective September 1, 1917, and \$600.00 additional was appropriated for this salary.

Frederick Thrasher was appointed Instructor in the Department of Economics and Sociology, at a salary of \$1,100.00 per year, effective September 1, 1917, and \$100.00 additional was appropriated for this salary.

Stanley B. Tracy was appointed Assistant in the Department of Economics and Sociology, at a salary of \$450.00 per year, effective September 1, 1917, and \$450.00 was appropriated for this salary.

George B. Faulder was appointed Supervisor of Anaesthetics in the College of Homeopathic Medicine, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary. The appropriation of \$300.00 for a graduate assistant was cancelled.

Herbert S. Coith was appointed Instructor in the Department of Chemistry, at a salary of \$1,000.00 per year, effective September 1, 1917, and \$1,000.00 was appropriated for this salary.

S. Lantz Shenfield was appointed Student Assistant in the Department of Chemistry, at a salary of \$30.00 per month, effective September 24, 1917, and \$277.00 was appropriated for this salary.

R. C. Ditto was appointed Instructor in the Department of Physics at a salary of \$1,400.00 per year, effective September 1, 1917, and \$1,400.00 was appropriated for this salary.

Miss Julia E. Whitten was appointed Assistant in the Department of Chemistry, at a salary of \$600.00 per year, effective October 1, 1917, and \$540.00 was appropriated for this salary.

Homer B. Adkins was appointed Instructor in the Department of Chemistry, at a salary of \$1,000.00 per year, effective September 1, 1917, and \$1,000.00 was appropriated for this salary.

Robert E. Miller, was appointed Graduate Assistant in the Department of Chemistry, vice Merrill Yontz, resigned, at a salary of \$300.00 per year, effective September 24, 1917, and \$277.00 was appropriated for this salary.

James La Salvia was appointed Student Assistant in the Department of Mechanical Engineering, vice R. H. Wasson, who declined appointment, at a salary of \$750.00 per year, effective September 1, 1917, and \$750.00 was appropriated for this salary.

Ray L. Clapper was appointed Student Assistant in the Department of Engineering Drawing, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

Floyd M. Green was appointed Student Assistant in X-Ray Work, College of Homeopathic Medicine, at a salary of \$200.00 per year, effective September 19, 1917, and \$188.00 was appropriated for this salary.

Miss Laura M. Key was appointed to the position of Teaching Maternity and Children's Nurse, at a salary of \$600.00 per year, effective September 18, 1917. The balance of \$128.33 remaining in this appropriation was cancelled.

Miss Gladys Locke was appointed Teaching Laboratory Nurse in the Homeopathic Hospital, at a salary of \$300.00 per year, (10 mos.) effective September 18, 1917. The balance of \$17.00 remaining in this appropriation was cancelled.

Ray W. Arms was appointed Assistant in the Department of Metallurgy, at a salary of \$50.00 per month for one semester, effective September 1, 1917, and \$250.00 was appropriated for this salary.

Harry E. Lockett was appointed Student Assistant in the Department of Electrical Engineering, at a salary of \$250.00 per year, effective September 1, 1917, and \$250.00 was appropriated for this salary.

C. I. Britt was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, effective September 1, 1917, provided in the budget.

W. H. Buker was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, provided in the budget, effective September 1, 1917.

M. Goldberg was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, provided in the budget, effective September 1, 1917.

E. F. Maag was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, provided in the budget, effective September 1, 1917.

K. D. Sneary was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, provided in the budget, effective September 1, 1917.

Miss Ann P. Warfield was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, provided in the budget, effective September 1, 1917.

R. G. Lewis, was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, provided in the budget, effective September 1, 1917.

Arthur M. Elam was appointed Student Assistant in the College of Dentistry, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

This appointment is conditioned upon the absence of Doctors Starr and Reif and will be cancelled automatically upon the return of one or both.

Richard M. Titus was appointed Student Assistant in the College of Dentistry, at a salary of \$100.00 per year, provided in the budget, effective September 1, 1917.

David Young was appointed Student Assistant in Materia Medica, College of Homeopathic Medicine, at a salary of \$500.00 per year, effective September 1, 1917, and \$500.00 was appropriated for this salary.

Azor Thurston was appointed Lecturer on Pharmaceutical Research in the College of Pharmacy, at a salary of \$1,000.00 per year, effective September 1, 1917, and \$1,000.00 was appropriated for this salary. The appropriation of \$1,000.00 for the salary of an instructor was cancelled.

John C. Hamlin was appointed Graduate Assistant in the Department of Zoology and Entomology, vice H. H. Stage, resigned, at a salary of \$300.00 per year, effective September 1, 1917, and \$300.00 was appropriated for this salary.

H. A. Reinhard was appointed Graduate Assistant in the Department of Botany, at a salary of \$300.00 per year, provided in the budget, effective September 1, 1917.

C. N. McIntyre was appointed Graduate Assistant in the Department of Botany, at a salary of \$200.00, effective September 1, 1917, and \$200.00 was appropriated for this salary. The appropriation of \$150.00 for the salary of a student assistant was cancelled.

S. S. Humphrey was appointed Student Assistant in the Department of Botany, at a salary of \$150.00 per year, provided in the budget, effective September 1, 1917.

H. W. Lutz was appointed Student Assistant in the Department of Botany, at a salary of \$150.00 per year, provided in the budget, effective September 1, 1917.

Hewitt Wilson was appointed Assistant Professor in the Department of Ceramic Engineering, at a salary of \$2,000.00 per year,

effective September 1, 1917, and \$2,000.00 was appropriated for this salary.

J. M. Griffith was appointed Student Assistant in the Department of Anatomy, at a salary of \$50.00 per year, effective September 1, 1917, and \$50.00 was appropriated for this salary.

James H. Weaver was appointed Instructor in the Department of Mathematics, at a salary of \$1,000.00 per year, effective September 1, 1917, and \$1,000.00 was appropriated for this salary.

J. R. Shank was appointed Instructor in the Department of Civil Engineering, at a salary of \$1,600.00 per year, effective September 1, 1917, and \$1,600.00 was appropriated for this salary.

J. R. Allgyer was appointed Local Leader Clark County Boys' and Girls' Club Work in the Agricultural Extension Department, at a salary of \$600.00 per year, effective September 1, 1917, salary to be paid from Not-Offsetting Funds in Extension budget, Project No. 4. (Mr. Allgyer's total salary is \$1,350.00 per annum, \$750.00 being paid by the Harmony Township Board of Education, South Vienna, Ohio.)

Miss Mary Worch was appointed Technician in X-Ray work in the Department of Surgery and Gynecology, at a salary of \$25.00 per month, effective October 1, 1917, and \$225.00 was appropriated for this salary.

Miss Zeta Donahue was appointed Technical Assistant in the Department of Pathology, at a salary of \$60.00 per month, effective September 15, 1917, and \$572.00 was appropriated for this salary.

Frank A. Watson was appointed Student Assistant in the Department of Physiology, at a salary of \$125.00 per year, provided in the budget, effective September 1, 1917.

R. A. Hendershott was appointed Assistant in the Department of Veterinary Medicine, at a salary of \$1,100.00 per year, effective September 1, 1917, and \$1,100.00 was appropriated for this salary.

Miss Mary E. Pennoyer was appointed Clerk in the office of the Dean of the College of Homeopathic Medicine, at a salary of \$60.00 per month, effective September 11, 1917, and \$579.23 was appropriated for this salary.

Dr. F. L. Landacre was appointed Acting Dean of the College of Medicine in the absence of Dr. E. F. McCampbell.

Dr. O. V. Brumley was appointed Acting Dean of the College of Veterinary Medicine in the absence of Dr. D. S. White.

Professor Henry R. Spencer was appointed Acting Dean of the Graduate School in the absence of Professor William McPherson.

R. Ray Steele was appointed Assistant in the Department of English, at a salary of \$500.00 per year, effective September 1, 1917, and \$500.00 was appropriated for this salary.

O. L. Hoover, was appointed Graduate Assistant in the Department of Chemistry, at a salary of \$300.00 per year, effective October 1, 1917, and \$270.00 was appropriated for this salary.

Lester Johnson was appointed Janitor, University Hall, vice M. Linville, resigned, at a salary of \$60.00 per month, effective September 6, 1917, and \$588.46 was appropriated for this salary.

W. C. Harbin was appointed Janitor, Chemistry Building, vice G. Miller, resigned, at a salary of \$60.00 per month, effective September 1, 1917, and \$600.00 was appropriated for this salary.

Frank E. Roberts was appointed Helper in the Laboratory Supply Store, at a salary of \$60.00 per month, effective September 19, 1917, and \$563.08 was appropriated for this salary. The appropriation of \$660.00 for the position of laborer was cancelled.

Walter F. Gahm was appointed Assistant County Agricultural Agent in the Department of Agricultural Extension, at a salary of \$1,600.00 per year, effective September 10, 1917. Salary to be paid as follows: from Special War Emergency appropriation U. S. D. A. funds, \$135.00 per month; from State Funds Offsetting, Project No. 2, \$6.66 per month. Mr. Gahm is also to receive \$33.33 per month for the maintenance of an automobile, from U. S. D. A. funds.

Miss Ruth E. Bryant was appointed Instructor in Home Economics in the Department of Agricultural Extension, at a salary of \$130.00 per month, effective September 1, 1917. Salary to be paid as follows: from U. S. D. A. War Emergency Funds, \$125.00 per month; from State Offsetting Funds, \$5.00 per month, Project No. 11.

H. L. Andrews was appointed Assistant County Agricultural Agent, Department of Agricultural Extension, at a salary of \$1,800.00 per year, effective September 3, 1917. Salary to be paid as follows: from U. S. D. A. War Emergency Funds, \$145.00 per month; from State Offsetting Funds, \$5.00 per month, Project No. 2.

W. D. Axtell, Jr., was appointed Dairy Field Man, Department of Agricultural Extension, at a salary of \$1,400.00 per year, effective September 15, 1917, to be paid from Smith-Lever funds in Project No. 7.

Mrs. Ethel M. Cadley was appointed Assistant in Agricultural Extension, at a salary of \$1,200.00 per year, effective October 1, 1917, to be paid from Smith-Lever funds in Project No. 1.

Charles Carter was appointed Laborer in the Division of Farm Operations, effective September 1, 1917, at a salary of \$60.00 per month, and \$600.00 was appropriated for this salary.

Miss Josephine Richardson was appointed Assistant in the Department of Agricultural Chemistry and Soils, at a salary of \$600.00 per year, effective September 1, 1917, and \$600.00 was appropriated for this salary.

The President reported for record that Mrs. Jessie McK. Schlegel had served as Stenographer in the College of Arts from July 1, to September 1, 1917, taking the place of Miss Lurene Wade who resigned June 30, 1917, and \$101.92 was appropriated for this salary. The appropriation of \$780.00 for a clerk in the College of Arts was cancelled.

4. The President reported that the following named persons had declined appointment for the year 1917-1918:

R. H. Wasson, Assistant in the Department of Mechanical Engineering. The appropriation of \$750.00 for this position was cancelled.

A. P. Potts, Assistant Professor in the Department of Ceramic Engineering. The appropriation of \$2,250.00 provided in the budget for this salary was cancelled.

5. Upon the recommendation of the President, the following changes in titles and increases in salaries were authorized:

S. J. Coon, Assistant in the Department of Economics and Sociology, salary increased from \$225.00 to \$450.00 per year, effective September 1, 1917, and \$225.00 was appropriated for this increase.

Harry E. Sheppard, Assistant in the Department of Economics and Sociology, title changed to Instructor and salary increased from \$450.00 to \$1,100.00 per year, effective September 1, 1917, and \$650.00 was appropriated to cover this increase.

James H. Young, Instructor in the Department of Chemistry, salary increased from \$1,000.00 to \$1,200.00 per year, effective September 1, 1917, and \$200.00 was appropriated to meet this increase.

Cecil E. Boord, Assistant Professor in the Department of Chemistry, salary increased from \$1,800.00 to \$2,000.00, effective September 1, 1917, and \$200.00 was appropriated to meet this increase.

J. W. Leist, Instructor in the Department of Medicine, salary increased from \$200.00 to \$400.00 per year, effective September 1, 1917, and \$200.00 was appropriated to meet this increase.

Miss Hazel Cameron, Assistant in Pathology, salary increased from \$900.00 to \$1,000.00 per year, effective September 1, 1917, and \$100.00 was appropriated to meet this increase.

Dr. Leslie L. Bigelow, Assistant Professor of Surgery and Acting Head of the Department of Surgery, salary increased from \$200.00 to \$2,000.00 per year, effective September 1, 1917, and \$1,800.00 was appropriated to meet this salary.

Miss Alice Moran, Stenographer, Chemistry Building, salary increased from \$50.00 per month to \$60.00 per month, effective September 1, 1917, and \$100.00 was appropriated to meet this increase.

Robert Watson, Groom, Department of Animal Husbandry, salary increased from \$65.00 per month to \$75.00 per month, effective October 1, 1917, and \$90.00 was appropriated to meet this increase.

Miss Verona Mae Dollinger, Assistant in the Department of English, title changed to Instructor and salary increased to \$750.00 per year, effective September 1, 1917, and \$250.00 was appropriated to cover this increase.

Clyde S. Adams, Graduate Assistant in the Department of Chemistry, title changed to Assistant and salary increased from \$300.00 to \$700.00 per year, effective September 1, 1917, and \$400.00 was appropriated to meet this increase.

George Valley, Graduate Assistant in the Department of Agricultural Chemistry and Soils, title changed to Assistant and salary increased from \$300.00 to \$900.00 per year, effective September 1, 1917, and \$600.00 was appropriated for this increase.

Charles A. Weigel, Graduate Assistant in the Department of Zoology and Entomology, title changed to Assistant and salary increased to \$600.00 per year, effective September 1, 1917, and \$300.00 was appropriated to meet this salary.

The salaries of the following named persons in the College of Dentistry were increased, conditioned upon the absence of Doctors Starr and Reif, which increases will be cancelled automatically upon the return of one or both of the above named instructors:

R. B. Wiltberger, Assistant Professor, College of Dentistry, increased by \$200.00, effective September 1, 1917, and \$200.00 was appropriated for this increase.

Edwin Martindale, Instructor, College of Dentistry, increased by \$200.00, effective September 1, 1917, and \$200.00 was appropriated to meet this increase.

William C. Graham, Assistant Professor, College of Dentistry, increased by \$200.00, effective September 1, 1917, and \$200.00 was appropriated for this increase.

6. Upon the recommendation of the President, the following resignations were accepted, and the salary balances were cancelled in accordance with the rule:

Floyd R. Towne, Graduate Assistant, College of Homeopathic Medicine, effective September 1, 1917. The appropriation of \$500.00 for this salary was cancelled.

Herbert S. Coith, Graduate Fellow, effective September 1, 1917. The appropriation of \$500.00 for this salary was cancelled.

Homer B. Atkins, Graduate Fellow, effective September 1, 1917. The appropriation of \$500.00 for this salary was cancelled.

John A. Vander Werf, Assistant in the Department of Chemistry, effective October 1, 1917. The balance of \$630.00 remaining in the appropriation for this salary was cancelled.

Harold K. Baumgardner, Graduate Assistant in the Department of Chemistry, effective October 1, 1917. The balance of \$270.00 in the appropriation for this salary was cancelled.

Merrill Yontz, Graduate Assistant in the Department of Chemistry, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

Robert D. Wetrnight, Graduate Assistant in the Department of Chemistry, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

Merle L. Dundon, Graduate Assistant in the Department of Chemistry, effective October 1, 1917. The balance of \$270.00 in the appropriation for this salary was cancelled.

Russell B. Wilson, Laboratory Assistant in the Department of Psychology, effective September 1, 1917. The appropriation of \$600.00 for this salary was cancelled.

R. J. Koontz, Graduate Scholar, effective September 1, 1917. The appropriation of \$250.00 for this salary was cancelled.

W. J. Clarke, Graduate Scholar, effective September 1, 1917. The appropriation of \$250.00 for this salary was cancelled.

G. L. Geisler, Graduate Scholar, effective September 1, 1917. The appropriation of \$250.00 for this salary was cancelled.

F. G. Haskins, Graduate Assistant in the Department of Romance Languages, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

H. H. Stage, Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

W. Vaeth Brown, Business Manager of "The Lantern," effective October 1, 1917. The balance of \$450.00 in the appropriation for this salary was cancelled.

O. W. Hankins, Assistant in the Department of English, effective September 1, 1917. The appropriation of \$500.00 for this salary was cancelled.

J. E. Halliday, Janitor, Homeopathic Hospital, effective July 31, 1917. The balance of \$660.00 in the appropriation for this salary was cancelled.

Irvin Harrison, Laborer, Division of Operation and Maintenance, effective July 30, 1917. The balance of \$715.00 remaining in the appropriation for this salary was cancelled.

Miss Edith A. Ray, Stenographer, Department of Agricultural Extension, effective September 1, 1917.

Miss Agnes L. Ryan, Stenographer, College of Agriculture, effective September 15, 1917. The balance of \$574.62 in this appropriation was cancelled.

Miss Helen Jones, Stenographer, College of Medicine, effective September 15, 1917. The balance of \$570.00 in this appropriation was cancelled.

M. Linville, Janitor, University Hall, effective August 31, 1917. The balance of \$600.00 in this appropriation was cancelled.

George Miller, Janitor, Chemistry Building, effective August 31, 1917. The balance of \$600.00 in this appropriation was cancelled.

Charles Carter, Assistant Herdsman in the Department of Animal Husbandry, effective July 7, 1917. The balance of \$648.33 in this appropriation was cancelled.

A. I. Brown, Instructor in the Department of Mechanical Engineering, effective July 1, 1917. The appropriation of \$1,500.00 for this salary was cancelled.

7. Upon the recommendation of the President, it was agreed to pay to the Friends' Rescue Home the sum of ten dollars (\$10.00) for each obstetrical case furnished the University, not to exceed fifty cases for the year, payment to be made from rotary funds on bills approved by Dr. Rogers.

8. Upon the recommendation of the President, the sum of \$60.00 was appropriated to pay for the services of Jesse Martin as Assistant

in the Department of Pathology during the months of July and August, 1917.

9. Upon the recommendation of the President, an appropriation of \$500.00 was made to cover expenses in connection with the exhibit at the National Dairy Show to be held in Columbus, October 18-27, 1917.

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The President presented a communication from the Board of Trustees of the Protestant Hospital, stating that said Board could not accept the terms of the proposed contract for the use of certain wards in the Protestant Hospital by the College of Medicine.

The Chairman appointed the President and Mr. Pomerene a committee to confer with a like committee from the Protestant Hospital on the matter of the terms of the proposed agreement.

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The President made a preliminary report to the Trustees on the matter of compensation to be paid to those persons on the University payroll who have volunteered their services to the Government, and stated that he would have a definite report to present at the next meeting of the Board.

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The President presented the following report from the Cabinet concerning the buildings for the School of Military Aeronautics:

“October 2, 1917.

“To the Board of Trustees:

In response to the request made by the Trustees at their meeting held September 7, 1917 the State Emergency Board granted an allowance for buildings for the School of Military Aeronautics, as follows:

2 Barracks for 400 men.....	\$23,600.00
1 Machine Gun Range.....	1,400.00
1 Laboratory Building.....	55,000.00
Total.....	<u>\$80,000.00</u>

The Governor, in response to the request of the Trustees, declared the construction of the proposed buildings a war measure and authorized the awarding of contracts for the same, without formal advertising.

Acting under authority granted by the Trustees, the President and Secretary took immediate steps to have the Architect complete the plans and specifications for the above named buildings, in accordance with the preliminary plans heretofore approved by the Trustees.

The plans and specifications were prepared, approved by the Cabinet, and bidders were invited to submit proposals for the construction work.

On September 24, 1917, bids were received as follows:

FOR BARRACKS BUILDINGS

General Contract

D. W. McGrath.....	\$33,350.00
R. H. Evans & Company.....	31,000.00
Charles W. Schneider & Son.....	32,184.82
H. C. McCall.....	28,405.00
E. H. Latham.....	27,906.00
E. K. Hibbs.....	31,234.00
Federal Construction Company.....	37,000.00

Electrical Contract

O. L. Bowers.....	752.85
Avery & Loeb Company.....	575.00 (incomplete)
The Sackett Mine Supply Company.....	880.00

Heating Contract

The W. H. Conklin Company.....	8,039.00
The Huffman-Conklin Company.....	6,933.00

Plumbing Contract

The W. H. Conklin Company.....	7,358.00
The Huffman-Conklin Company.....	7,214.00

Heating and Plumbing Combined

Fitzpatrick & Hoepfner.....	18,118.00
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Painting Contract

Renner & Company.....	5,225.00
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FOR MACHINE GUN RANGE

D. W. McGrath.....	\$2,685.00
R. H. Evans & Company.....	2,425.00
H. C. McCall.....	1,959.00
Federal Construction Company.....	3,300.00
E. H. Latham.....	1,656.00
Charles W. Schneider & Son.....	2,378.70

On October 1, 1917, the following bids were received for the

LABORATORY BUILDING

General Contract

	Partial	To complete	
		Alternate D	Total
D. W. McGrath.....	\$18,536.00	\$ 9,500.00	\$28,036.00
E. K. Hibbs.....	27,552.00	12,000.00	39,552.00
Charles W. Schneider & Son.....	24,231.23	8,684.82	32,916.05
E. H. Latham.....	18,135.00	7,845.00	25,980.00
H. C. McCall.....	18,460.00	7,293.00	26,383.00
R. H. Evans & Company.....	20,581.00	10,500.00	31,081.00

Heating and Plumbing Contract

The W. H. Conklin Company.....	9,474.00	2,742.00	12,216.00
The Huffman-Conklin Company.....	8,886.00	2,200.00	11,086.00

Electrical Contract

O. L. Bowers..... 834.00

A summary of the above bids shows the lowest and best bids received to be as follows:

FOR BARRACKS BUILDINGS

E. H. Latham	General contract.....	\$27,906.00
The Huffman-Conklin Company	Heating contract.....	6,983.00
The Huffman-Conklin Company	Plumbing contract.....	7,214.00
O. L. Bowers	Electrical contract.....	752.85
Total for Barracks Buildings.....		\$42,805.85

FOR MACHINE GUN RANGE

E. H. Latham	Complete	1,656.00
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FOR LABORATORY BUILDING

E. H. Latham	General contract.....	25,980.00
The Huffman-Conklin Company	Heating and Plumbing.....	11,086.00
O. L. Bowers	Electrical contract.....	834.00
Total for Laboratory Building.....		37,900.00

Grand Total for the Buildings.....	\$82,861.85
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“After an examination of the bids and plans for the Machine Gun Range, it was decided to eliminate the roof from all except twenty feet (20’) of the range immediately over the gun stands, to eliminate the windows from the enclosed portion south, and to construct three 10-foot doors to close the opening. After making these changes in the plans, the contractor offered a bid of \$596.00 which makes the total cost of the buildings as per plans prepared by the Architect, \$81,301.85 to which must be added to complete buildings for use and connect with service lines, the following:

FOR BARRACKS BUILDINGS

Linoleum for floors.....	\$2,500.00
400 Lamps @ 27c.....	108.00
400 Lamp shades @ \$1.00.....	400.00
Transformer	160.00
Pressure Regulator.....	150.00
Trap	100.00
249 Window shades.....	300.00
400 Chairs @ \$1.25.....	500.00
Tunnel 170’ @ 8.00.....	1,360.00
Architect’s fees.....	1,070.00
6,648.00	

FOR LABORATORY BUILDING

Tunnel 160' @ \$6.00.....	960.00	
Lamps and shades.....	50.00	
Transformer	100.00	
Regulator	150.00	
Trap	100.00	
Architect's fees.....	950.00	
Linoleum for Study Rooms.....		2,310.00
		1,500.00

FOR MACHINE GUN RANGE

Architect's fees.....		20.00
Total Complete Cost.....		\$91,779.85

"In addition to the \$80,000.00 allowed by the Emergency Board, it will be necessary for the Trustees to appropriate \$13,000.00 from the Endowment Fund Income account.

"It is also necessary to request the State Emergency Board to readjust the detail of its allowance, by transferring

From Laboratory Building.....	\$15,740.00	
Machine Gun Range.....	804.00	
		\$16,544.00
To Two Barracks for 400 men.....		\$16,544.00

"The following recommendations are made to the Board of Trustees:

1. The approval of the completed plans, specifications and estimates for the buildings.
2. The request to the State Emergency Board to readjust detailed allowance.
3. The appropriation of \$13,000.00 from the Endowment Fund Income account.
4. The cancellation of \$13,000.00 appropriated for the Neil Avenue Roadway.
5. The award of the following contracts:

FOR BARRACKS BUILDINGS

To E. H. Latham	General contract.....	\$27,906.00
To The Huffman-Conklin Company	Heating and Plumbing Contract	14,147.00
To O. L. Bowers	Electrical contract....	752.85

FOR MACHINE GUN RANGE

To E. H. Latham	Revised plan.....	596.00
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FOR LABORATORY BUILDING

To E. H. Latham	General contract.....	25,980.00
To The Huffman-Conklin Company	Heating and Plumbing contract	11,086.00
To O. L. Bowers	Electrical contract....	834.00

6. The authorization to the Cabinet to further complete and equip the buildings as detailed above.

Respectfully submitted,

W. O. Thompson,
President.

Carl E. Steeb,
Secretary."

On motion, the recommendations contained in the above report were approved and the Secretary was directed to prepare the necessary contracts, and to present the plans and specifications for said buildings to the State Building Commission for approval.

* * * * *

The Secretary reported that the Sanford-Riley Stoker Company had declined to accept the contract awarded to them at the last meeting of the Board of Trustees, for the stoker for the new Power House, for the reason that their bid was on two stokers and not on one.

On motion, the action whereby the contract was awarded to the Sanford-Riley Stoker Company, was rescinded.

The Secretary presented specifications and estimates for Breeching for Boilers, Coal Handling Machinery, and for one 6-Retort Stoker for 600 H. P. Boiler, as part of the equipment for the new Power House.

On motion, said specifications and estimates were approved, and the Secretary was directed to present the same to the State Building Commission for its approval, and if approved by it, the Secretary was directed to give notice, as required by law, of the time and place, when and where sealed proposals will be received for the above named equipment.

* * * * *

Upon the recommendation of the President, the following budget was adopted for the School of Military Aeronautics:

DEPARTMENT OF ENGINES

		Monthly Salary	Paid by the University	Paid by School Aeronautics
William T. Magruder	Professor	\$350.00	\$150.00	\$200.00
Theo. T. Theiss	Instructor	100.00		100.00
W. A. Warrick	Instructor	100.00		100.00
R. H. Wasson	Instructor	85.00		85.00
A. I. Brown	Instructor	150.00		150.00
H. H. Fikret	Instructor	125.00		125.00
K. W. Stinson	Instructor	125.00		125.00
J. W. Prinkey	Instructor	100.00		100.00
D. E. Batesole	Instructor	100.00		100.00

DEPARTMENT OF AERIAL OBSERVATION

T. McD. Hills	Asst. Professor.....	225.00	25.00	200.00
Kenneth Cottingham	Instructor	125.00		125.00
Harold Cottingham	Telegrapher ($\frac{3}{4}$ time).....	75.00		75.00
W. C. Ronan	Instructor	150.00		150.00
H. L. Dieter	Telegrapher	100.00		100.00

DEPARTMENT OF THEORY OF FLIGHT AND GUNNERY

W. A. Knight	Assoc. Professor.....	225.00	25.00	200.00
L. G. Schlegel	Instructor	100.00		100.00
R. A. Tobin	Instructor	100.00		100.00
Lewis L. Matson	Instructor	100.00		100.00
Wayne M. Holmes	Instructor	100.00		100.00
N. S. Atwell	Instructor	100.00		100.00
Leland W. Birch	Instructor	100.00		100.00

DEPARTMENT OF CROSS COUNTRY AND GENERAL FLYING

H. C. Lord	Professor	300.00	100.00	200.00
J. H. Service	Instructor	125.00		125.00

DEPARTMENT OF TELEGRAPHY

R. A. Brown	Instructor	200.00	50.00	150.00
C. P. Eich	Instructor	100.00		100.00
H. D. Eisenhauer	Instructor	100.00		100.00

DEPARTMENT OF MILITARY

Warner Pomerene	Assistant to Commandant...	150.00		150.00
C. A. Campbell	Lecturer	150.00		150.00
W. P. Bancroft	Drill Instructor.....	100.00		100.00
V. C. Walton	Assistant to President of Academic Board.....	100.00		100.00
J. C. Ludden	Stenographer	75.00		75.00
J. C. Rohr	Stenographer	75.00		75.00
P. C. Billett	Stenographer	75.00		75.00
Chas. C. Daniel	Clerk	100.00		100.00
Charles Cone	Clerk	100.00		100.00
Q. A. Campbell	Lecturer	100.00		100.00
G. E. Leland	Drill Instructor.....	150.00		150.00

The President reported the following details relating to changes affecting the above budget:

CHANGES IN SALARY AND TITLE

The title of C. A. Campbell was changed from Lecturer to Assistant to Commandant, effective September 1, 1917. At the time of Mr. Campbell's appointment he received a salary of \$95.00 per month, which was increased to \$150.00 per month August 1, 1917. (After September 10th his salary will be paid by the U. S. Government).

The salary of Kenneth Cottingham, Instructor in Aerial Observation, was increased from \$125.00 to \$150.00 per month, effective September 1, 1917.

L. G. Schlegel, Instructor in Theory of Flight and Gunnery, received a salary of \$85.00 per month at time of appointment, which was increased to \$100.00 per month August 1, 1917.

Warner Pomerene, Assistant to the Commandant, received a salary of \$95.00 per month at time of appointment, which was increased to \$150.00 per month July 1, 1917.

RESIGNATIONS

A. I. Brown, Instructor, Department of Engines, effective September 1, 1917.

Warner Pomerene, Assistant to the Commandant, effective August 31, 1917.

W. P. Bancroft, Drill Instructor, effective August 25, 1917.

L. G. Schlegel, Instructor, Theory of Flight and Gunnery, effective September 8, 1917.

H. H. Fikret, Instructor, Department of Engines, effective September 1, 1917.

C. P. Eich, Instructor, Department of Telegraphy, effective September 1, 1917.

* * * * *

The President presented the following salary roll for the School of Military Aeronautics for the month of June, in the case of men already on the payroll, and the same was approved:

W. T. Magruder.....	\$350.00
H. C. Lord.....	300.00
W. A. Knight.....	200.00
R. A. Brown.....	200.00
T. M. Hills.....	225.00
K. W. Stinson.....	100.00
A. I. Brown.....	150.00
H. H. Fikret.....	120.00
Kenneth Cottingham.....	125.00

Total..... \$1,770.00

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 7, 1917.

9:30 A. M.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, Guy W. Mallon, F. E. Pomerene and John Kaiser.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1726-1336 of Leonard F. Middleton for 38 acres of land in Survey No. 14912, in Union County.

Application No. 1727-1337 of Fred E. Guthery for 50.67 acres of land in Survey No. 10192, in Marion County.

Application No. 1728-1338 of David Trihaft for 180 $\frac{3}{4}$ acres of land in Survey No. 10192, in Marion County.

Application No. 1729-1339 of W. E. Denman for 102.87 acres of land in Survey No. 10192, in Marion County.

Application No. 1730-1340 of Mary A. Trihaft and David Trihaft for 116.31 acres of land in Survey No. 10192, in Marion County.

Application No. 1731-1341 of William Grumme for 37 acres of land—21 acres in Survey No. 14362 and 16 acres in Survey No. 14646, in Scioto County.

Application No. 1732-1342 of M. O. Watkins for 90 acres of land in Survey No. 10192, in Marion County.

Application No. 1733-1343 of Max H. Coddling for 68.66 acres of land in Survey No. 10192, in Marion County.

Application No. 1734-1344 of Elmer Harris for 50.62 acres of land in Survey No. 10192, in Marion County.

Application No. 1735-1345 of Melvina Lute for 40 acres of land in Survey No. 15466, in Pike County.

Application No. 1736-1346 of William H. Little for 52.92 acres of land in Survey No. 10192, in Marion County.

Application No. 1737-1347 of Wright Stoddard for 50.63 acres of land in Survey No. 10192, in Marion County.

Application No. 1738-1348 of Charles Melvin et al for 105.75 acres of land in Survey No. 10192, in Marion County.

* * * * *

Mr. Pomerene reported for the committee to which was referred the matter of the sale of Lot No. 103, Scioto County, recommending that the Trustees do not sell said lot at this time.

On motion, the recommendation of the committee was approved, and the Secretary was directed to notify Captain Cope to this effect.

* * * * *

The President presented a preliminary estimate of the Summer Session budget for the year 1918, and, upon his recommendation, \$1,740.00 was reserved from next year's appropriation for Personal Service A-1 to meet the proposed budget.

* * * * *

The President presented the report of Professor George W. Rightmire of the College of Law, covering work done by him during his leave of absence in the year 1916-1917.

* * * * *

Upon the recommendation of the President and of the Faculty of the College of Homeopathic Medicine, certificates were granted to the following named candidates who have completed the three years' course of training for nurses in the University Homeopathic Hospital, said certificates to be presented at the exercises to be held November 8, 1917:

Vera Mabelle Benjamin	Rena Edwards Daily
Louise Jane Harrod	Coral Louise Ranous

* * * * *

Judge McCann presented the following resolution concerning the erection of a contagion hospital on the campus of the University, and, on motion, the same was unanimously adopted:

Resolved, That the Board of Trustees of the Ohio State University hereby respectfully declines to accept the proposition from the City of Columbus for the erection of a Contagious Disease Hospital on the Campus of the University as outlined in an agreement this day presented for the consideration of the Trustees, for the reason, that they deem it unwise and contrary to the future welfare of the University to permit of joint control of any such buildings to be erected on the University grounds."

* * * * *

The financial report of the "Ohio State Lantern" for the year 1916-1917 was read and ordered to be filed.

* * * * *

The financial statement of the Athletic Association for the year 1916-1917 was read, and the Secretary was directed to request a statement of the outstanding liabilities at the close of the fiscal year.

* * * * *

The Secretary reported that the following appropriations had lapsed, under the law, from Appropriation Bill No. 701:

Personal Service—H. B. 701, Sec. 3.	
A-1 Salaries	\$ 1.53
A-2 Wages50
A-3 Unclassified	202.31
Maintenance—H. B. 701, Sec. 3.	
F-3 Water	111.64
G-2 Shops Building.....	3.50
Maintenance—H. B. 701, Sec. 2.	
E-1 Office Equipment.....	29.61
F-1 Repairs06
	<hr/>
	\$ 349.15

AGRICULTURAL EXTENSION

H. B. 701, Sec. 2.	
Personal Service.....	3,927.90
Maintenance	1,695.03
H. B. 701, Sec. 3.	
Personal Service.....	328.55
Maintenance	1,311.37
	<hr/>
	7,262.85
Emergency Appropriation	
Construction of Hog Barn.....	30.00
	<hr/>
	30.00
	<hr/>
	\$7,642.00

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The President presented an outline of a proposed scientific nursing course. The Board expressed itself as favorable to such a course, provided it meets with the approval and the recommendation of the University Faculty.

* * * * *

The President reported that in accordance with instructions and authority granted by the Board of Trustees at its meeting held July 24, 1917, the following bids were received for an addition to the dining room and the enlargement of the refrigeration and food storage rooms of the Ohio Union:

D. W. McGrath.....	\$11,435.00
Moor Brothers.....	16,019.00
E. H. Latham.....	10,384.00
E. K. Hibbs.....	16,900.00
Charles Schneider & Son.....	13,952.00
Robert H. Evans & Company.....	16,328.00
L. S. Steward.....	12,980.00

The President reported further that authority had been given by the Governor to enter into contract for the above work without the

preliminary thirty days' advertising; that the contract had been awarded to E. H. Latham at \$11,084.00, covering his bid of \$10,384.00 and an alternate of \$700.00 for increasing the storage room 7 feet in length, which exceeds the amount set aside from the endowment fund by \$1,084.00, and upon the President's recommendation an additional allowance of \$1,750.00 was made to care for the above contract and other incidental expenses in connection with the work.

* * * * *

The President reported that in accordance with the authority granted by the Board of Trustees, the tract known as the William Neil King lands, had been purchased and paid for, and that the deeds covering said land are recorded and filed with the Auditor of State:

From Elizabeth King Farrington and Thayer B. Farrington, the following described property:

"Being Tract 'D' set off in partition to Elizabeth King in the case of Elizabeth King, an infant, etc., versus William N. King, Case No. 44686 in the Court of Common Pleas of Franklin County, Ohio, and being of record in Complete Record 244 page 390, said Court. Beginning at a point in the North line of King Avenue distanced 371.18 feet westwardly from the southwest corner of Elizabeth J. McMillen's Homestead Addition; thence westwardly with the north line of King Avenue 772.86 feet to the East Bank of the Olentangy River; thence south 37 degrees 29' west 36.80 feet to a point in the center line of King Avenue; thence north 86 degrees 45' west with the center line of King Avenue 221 feet to the center of the Olentangy River as described in the deed of William Neil and wife to Elizabeth J. McMillen, dated March 23, 1853, and recorded in the Franklin County Recorder's office; thence North 31 degrees 15' east with the center line of said river as designated in said deed 165 feet to a point; thence North 86 degrees 45' west 82½ feet to a point on the west bank of said river as described in said deed; thence northerly with the west bank of said river as described in said deed following the meanderings thereof to the north line of said McMillen land; thence south 86 degrees 31' east with said last mentioned line 149 feet to three sycamores on the east bank of said Olentangy river; thence south 86 degrees 31' east with the said north line of said McMillen's land being also the south line of the lands of the Ohio State University 871.20 feet to a point distant 621.18 feet westwardly from an iron pipe in the west line of Perry Street extended northwardly; thence south 3 degrees 14' west parallel with the west line of said Perry Street as extended north and with the west line of said Street 1401.25 feet to the place of the beginning, containing 25.193 acres more or less of dry land on the east side of said river, and 6.9 acres more or less of land between the banks of said river."

From Mary Horton King, the following described property:

"Being part of Tract "C" set off in partition to William N. King in the case of Elizabeth King, an infant, etc., versus William N. King, Case No. 44686 in the Court of Common Pleas of Franklin County, Ohio, and being of record in complete record 244 page 390, said Court. Beginning at a point in the north line of King Avenue distanced 102.76 feet west from the southwest corner of Elizabeth J. McMillen's

Homestead Addition to the City of Columbus; being the southwest corner of Lot No. 129 in said addition; thence North 3 degrees 14' east on a line parallel with the west line of Perry Street and the west line of Perry Street produced northwardly 1400.15 feet to a point in the north line of said McMillen land, being the south line of the lands of the Ohio State University, which said point is distanced 352.76 feet westwardly from an iron pipe in said north line of said McMillen land, which said pipe is placed in said line of the west line of Perry Street produced northwardly; thence westwardly from said point 268.42 feet to a point in said line, being the northwest corner of said Tract 'C' as designated on the plat and report of the commissioners in said partition proceedings; thence southerly parallel with the west line of Perry Street produced northwardly as aforesaid and the west line of Perry Street, south 3 degrees 14' west 1401.25 feet to a point in the north line of King Avenue distanced 268.42 feet westwardly from the place of beginning, thence eastwardly with said north line of King Avenue 268.42 to the place of the beginning, being a strip or parcel of ground 268.42 feet in width off of the west side of said Tract 'C' in said partition, as designated and delineated on the plat filed with said commissioners' report, containing 8.631 acres."

From Charles M. Ludman and Anna B. Ludman, the following described property:

"Beginning at a point in the north line of King Avenue at the southwest corner of Elizabeth J. McMillen's Homestead Addition; being the southwest corner of Lot 129 in said Addition; thence Northwardly with the west line of said Addition 158 feet to a point in the north line of an alley in the rear of said Lot 129, and being the southwest corner of a tract marked 'Reserve' on the plat of said Homestead Addition; thence eastwardly with the north line of said alley and the south line of said Reserve 92 feet to the southwest corner of said Reserve, and the west line of the first alley west of Perry Street; thence northwardly with the east line of said Reserve and the west line of said alley 483.65 feet to a point 140 feet south of the north line of said addition; thence west 20 feet to a point; thence north 140 feet to point in the north line of said addition being 20 feet west of the northeast corner of said Reserve; thence eastwardly along the north line of an alley on the north line of said addition to a point 100 feet west of an iron pin in the west line of Perry Street; thence with a line parallel with the west line of Perry Street produced northwardly north 3 degrees 14' east and 100 feet distant from the west line of Perry Street 617 feet to a point in the north line of said McMillen's land, and being the south line of lands of the Ohio State University; thence westwardly along the south line of lands of The Ohio State University 252.76 feet; thence southwardly and parallel with the west line of Perry Street produced northwardly and with the west line of Perry Street 1400 15-100 feet to a north line of King Avenue distant 102.76 feet westwardly from the beginning; thence eastwardly with the north line of King Avenue 102.76 feet more or less to the beginning; being a parcel off of the east side of Tract 'C' set off in partition to Wm. N. King in case of Elizabeth King vs. Wm. N. King, Court of Common Pleas of Franklin County, Ohio, containing 6.689 acres."

The President reported that in making actual computations on the land purchased from C. M. Ludman, said tract was found to con-

tain 6.689 acres instead of 6.684 acres, which calls for an additional allowance of \$5.00 from the Endowment Fund income.

On motion, the amount of \$5.00 additional was authorized.

* * * * *

The President reported that after bids had been received for the construction of the Barracks Group and the Laboratory Building for the School of Military Aeronautics, it was found necessary to ask the Emergency Board for a readjustment of the allowance made by said Board on September 11, 1917. This adjustment was allowed by the Emergency Board October 11, 1917, as follows:

2 Barracks for 400 men.....	\$40,144.00
1 Machine Gun Range.....	596.00
1 Laboratory Building.....	39,260.00

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following appointments were made, and the necessary amounts were appropriated to meet the salaries named, in accordance with the general rule:

Nelson E. Wistner was appointed Dispenser at the State Street Dispensary, effective September 17, 1917, at a salary of \$20.00 per month, and \$189.33 was appropriated to cover this salary. The appropriation of \$200.00 for a pharmacist was cancelled.

Brooks D. Drain was appointed Instructor in the Department of Horticulture, effective October 25, 1917, at a salary of \$1,400.00 per year, vice W. H. Mosier, (salary on a twelve months' basis) and \$756.67 was appropriated for this salary.

Ellis L. Noble was appointed Student Assistant in the Department of Psychology, vice Emma Schneider, at a salary of \$30.00 per month, effective October 1, 1917, and 270.00 was appropriated for this salary.

E. K. Emslie was appointed Photographer in the Agricultural Extension Service, effective October 16, 1917, at a salary of \$1,600.00 per year, to be paid from Smith-Lever funds in Project No. 1.

Miss Amy Parker was appointed Home Demonstration Agent in the Agricultural Extension Service, effective October 15, 1917, at a salary of \$125.00 per month, to be paid at follows: from U. S. D. A. War Emergency Funds, \$120.00 per month; from State Offsetting Funds, \$5.00 per month, Project No. 11.

Robert Pfeifer was appointed Assistant in the Department of Economics and Sociology, at a salary of \$400.00 per year, effective October 19, 1917, and \$347.33 was appropriated for this salary.

Lloyd Wise was appointed Student Assistant in the Department of Horticulture and Forestry, at a salary of \$300.00 per year, effective

October 15, 1917, and \$255.00 was appropriated for this salary. The appropriation of \$300.00 for a graduate assistant was cancelled.

R. S. Weiser was appointed Student Assistant in the Department of Chemistry, effective October 1, 1917, at a salary of \$15.00 per month, and \$135.00 was appropriated for this salary.

H. B. Wyman was appointed Student Assistant in the Department of Chemistry, effective October 1, 1917, at a salary of \$30.00 per month, and \$230.00 was appropriated for this salary.

Ernest Haber was appointed Student Assistant in the Department of Botany, effective September 1, 1917, at a salary of \$150.00 per year, and \$150.00 was appropriated for this salary.

Miss Lois Lampe was appointed Student Assistant in the Department of Botany, effective September 1, 1917, at a salary of \$100.00 per year, and \$100.00 was appropriated for this salary.

Louis M. Eich was appointed Instructor in Public Speaking in the Department of English, vice C. F. Lindsley, resigned, effective October 1, 1917, at a salary of \$120.00 per month, and \$1,080.00 was appropriated for this salary.

Miss Clara May Hall was appointed Home Demonstration Agent in the Agricultural Extension Service, effective October 5, 1917, at a salary of \$120.00 per month to be paid as follows: from U. S. D. A. War Emergency Funds, \$115.00 per month; from Smith-Lever Funds, Project No. 11, \$5.00 per month. Also an allowance of \$33.33 per month for the maintenance of an automobile, to be paid from Smith-Lever Funds in Project No. 11.

Miss Virginia Given was appointed Stenographer in the Agricultural Extension Service and the Department of Farm Crops, effective October 5, 1917, at a salary of \$600.00 per year, \$300.00 to be paid from Agricultural Extension funds and \$300.00 from budget for Stenographic and Clerical Service. Miss Given served from October 5th to October 23rd and resigned. An appropriation of \$15.00 was made to cover her salary in Stenographic and Clerical Service, the amount due from Extension Department to be paid from State Offsetting funds in Project No. 1.

Miss Ruth Miller was appointed Laboratory Assistant in the Department of Psychology, vice C. N. Waterman, deceased, at a salary of \$40.00 per month, effective October 1, 1917, and \$360.00 was appropriated for this salary. The balance of \$360.00 remaining in the appropriation for the salary of Mr. Waterman was cancelled.

Duncan Cameron was appointed Stenographer in the Department of Military Science and Tactics, at a salary of \$65.00 per month, effective October 15, 1917, vice Oakley H. Graham, resigned, and \$552.50 was appropriated for this salary.

Willard F. Tressel was appointed Student Assistant in the Department of Chemistry, at a salary of \$30.00 per month, effective October 1, 1917, and \$270.00 was appropriated for this salary.

Charles H. Fee was appointed Student Assistant in the College of Homeopathic Medicine, at a salary of \$200.00 per year, effective September 18, 1917, vice Frank G. Pettibone, resigned, and \$200.00 was appropriated for this salary.

Miss Marie Hoffman was appointed Stenographer in the Agricultural Extension Service and in the College of Agriculture, at a salary of \$600.00 per year, effective September 19, 1917, \$300.00 to be paid from Extension Funds, State Offsetting Funds, Project No. 1, and \$300.00 from appropriation for Stenographic and Clerical Service, and \$234.62 was appropriated for this salary in Stenographic and Clerical Division.

Samuel J. Schilling was appointed Instructor in the College of Veterinary Medicine, at a salary of \$135.00 per month, effective October 1, 1917, and \$1,215.00 was appropriated for this salary.

W. S. Erskine was appointed Assistant in the Department of Military Science and Tactics, at a salary of \$1,000.00 per year, effective September 1, 1917, and \$1,000.00 was appropriated for this salary.

Ray B. Roberts was appointed Student Assistant in the Department of Mine Engineering, at a salary of \$300.00 per year, provided in the budget, effective September 1, 1917.

Leopoldo Faustino was appointed Student Assistant in the Department of Mine Engineering for the first semester, at a salary of \$150.00, provided in the budget, effective September 1, 1917.

E. R. Davis was appointed Stenographer in the office of the Chief Engineer, vice Edmund Millfelt, resigned, at a salary of \$65.00 per month, effective October 1, 1917, and \$585.00 was appropriated for this salary.

Miss Helen Lenox was appointed Clerk in the Homeopathic Hospital, at a salary of \$50.00 per month, effective September 11, 1917, and \$482.69 was appropriated for this salary.

Miss Lucile Atcherson was appointed Stenographer in the office of the Graduate School and Summer Session, at a salary of \$50.00 per month, effective September 17, 1917, and \$473.08 was appropriated for this salary.

Miss Josephine Williams was appointed Stenographer in the Judging Pavilion, at a salary of \$50.00 per month, effective September 6, 1917, and \$482.69 was appropriated for this salary.

Miss Florence B. Marsh was appointed Stenographer in the College of Arts, at a salary of \$60.00 per month, effective September 17, 1917, and \$567.69 was appropriated for this salary.

Miss Catherine M. Doody was appointed Stenographer in the College of Engineering, at a salary of \$50.00 per month, effective August 15, 1917, provided in the budget. The balance of \$71.15 remaining in the appropriation was cancelled.

Miss Margaret M. Ryan was appointed Stenographer in the College of Agriculture, at a salary of \$50.00 per month, effective October 1, 1917, and \$450.00 was appropriated for this salary.

Miss Corinne Clingan was appointed Stenographer in the Judging Pavilion, vice Miss Josephine Williams, resigned, at a salary of \$50.00 per month, effective October 1, 1917, and \$450.00 was appropriated for this salary.

Robert L. Farrell was appointed Laborer, Division of Operation and Maintenance, effective September 16, 1917, at a salary of \$65.00 per month, and \$617.50 was appropriated for this salary.

William Richie was appointed Clerk in the Veterinary Clinic, at a salary of \$60.00 per month, effective October 16, 1917, and \$512.31 was appropriated for this salary.

Miss Anne C. Darby was appointed Stenographer in the College of Agriculture, at a salary of \$60.00 per month, effective October 8, 1917, and \$468.46 was appropriated for this salary.

Mrs. Lillian Moor was appointed Stenographer in the College of Medicine, at a salary of \$60.00 per month, effective November 1, 1917, and \$480.00 was appropriated for this salary.

Miss Gail E. Miller was appointed Stenographer in the College of Medicine, effective October 1, 1917, and \$540.00 was appropriated for this salary.

Per Lee McCague was appointed Laborer in the Department of Animal Husbandry, at a salary of \$55.00 per month, effective October 1, 1917, and \$495.00 was appropriated for this salary.

Walter F. Shaw was appointed Assistant Professor in the Department of Principles and Practice of Education, effective February 1, 1918, said appointment to be at an annual salary of \$2,500.00, \$1,500.00 to be paid by the University for the service in the second semester and \$1,000.00 to be paid by the State for services as High School Inspector. An appropriation of \$1,500.00 was made for this salary.

Willard H. Yeager was appointed Night Assistant in the Library, at a salary of \$40.00 per month, effective November 1, 1917, and \$320.00 was appropriated for this salary.

Miss Edith B. Cooperrider was appointed Library Assistant for half time service in the Orton Memorial Library, at a salary of \$30.00 per month, effective November 1, 1917, and \$240.00 was appropriated for this salary.

Miss Julia Smith was appointed Instructor in Home Economics in the Agricultural Extension Service, vice Miss Nan Sharples, resigned, at a salary of \$1,200.00 per year, effective October 22, 1917, said salary to be paid from State Offsetting Funds in Project No. 9.

Miss Martha Walker was appointed Laundress, at a salary of \$40.00 per month, effective November 1, 1917, and \$320.00 was appropriated for this salary.

2. Upon the recommendation of the President, the following resignations were accepted, and in accordance with the general rule the balance remaining in the appropriations was cancelled:

Stanley B. Tracy, Assistant in the Department of Economics and Sociology, effective October 25, 1917, and the balance of \$382.50 in the appropriation for this salary was cancelled.

E. J. Gilbert, Instructor in the Department of Engineering Drawing, effective September 1, 1917, and the \$1,500.00 appropriated for this salary was cancelled.

Miss Lucile F. Hastings, Stenographer in the Agricultural Extension Service, effective October 31, 1917.

Miss Emma Schneider, Graduate Assistant in the Department of Psychology, effective October 1, 1917, and the appropriation of \$270.00 for this salary was cancelled.

C. J. Roach, Interne at Protestant Hospital, effective October 13, 1917, and the balance of \$35.69 remaining in this appropriation was cancelled.

E. L. Mahaffey, Assistant in the Department of Chemistry, effective September 1, 1917. The \$300.00 appropriated for this salary was cancelled.

J. C. Bowman, Assistant in the Department of Chemistry, effective October 1, 1917. The balance of \$630.00 in this appropriation was cancelled.

Paul Stegeman, Graduate Assistant in the Department of Chemistry, effective October 13, 1917. The balance of \$257.00 remaining in the appropriation was cancelled.

Frank G. Pettibone, Student Assistant in the College of Homeopathic Medicine, effective September 1, 1917. The appropriation of \$250.00 for this salary was cancelled.

W. H. Mosier, Instructor in the Department of Horticulture, effective October 5, 1917. The balance of \$1,060.00 in this appropriation was cancelled.

V. H. Davis, Professor of Horticulture, effective October 13, 1917. The balance of \$1,713.33 in this appropriation was cancelled.

Mrs. Eva L. Schilling, Stenographer in the President's office, effective November 1, 1917. The balance of \$560.00 in this appropriation was cancelled.

Oakley H. Graham, Clerk-Stenographer in the Department of Military Science and Tactics, effective October 15, 1917. The balance of \$510.00 in this appropriation was cancelled.

C. F. Lindsley, Instructor in the Department of English, effective October 6, 1917. The balance of \$880.00 remaining in this appropriation was cancelled.

Miss Julia Smith, Graduate Assistant in the Department of Agricultural Chemistry and Soils, effective November 1, 1917. The balance of \$240.00 in this appropriation was cancelled.

Miss Henrietta Hyman, Night Supervisor of Nurses at the Homeopathic Hospital effective November 1, 1917. The balance of \$400.00 remaining in the appropriation for this salary was cancelled.

Ray W. Arms, Assistant in the Department of Metallurgy, effective November 1, 1917. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

Miss Josephine Williams, Stenographer at the Judging Pavilion, effective September 25, 1917. The balance of \$450.00 remaining in the appropriation for this salary was cancelled.

Edmund R. Millfelt, Stenographer in the Office of the Chief Engineer, effective October 1, 1917. The balance of \$585.00 remaining in the appropriation for this salary was cancelled.

Charles T. Bryan, Laundryman, effective October 13, 1917. The balance of \$512.31 remaining in the appropriation for this salary was cancelled.

Huston Jones, Diener, effective October 1, 1917. The balance of \$585.00 remaining in this appropriation was cancelled.

Edward F. Moran, Refrigeration Engineer, Department of Mechanical Engineering, effective October 18, 1917. The balance of \$838.46 remaining in the appropriation for this salary was cancelled.

Miss Naomi Haber, Clerk, College of Agriculture, effective October 27, 1917. The balance of \$484.62 in this appropriation was cancelled.

John Torr, Jr., Clerk, Veterinary Hospital, effective October 1, 1917. The balance of \$450.00 remaining in the appropriation for this salary was cancelled.

S. J. Green, Laborer, Department of Animal Husbandry, effective October 1, 1917. The balance of \$495.00 remaining in this appropriation was cancelled.

Miss Gladys E. Weyant, Stenographer, effective October 1, 1917. The balance of \$50.00 remaining in the appropriation for this salary was cancelled.

Miss Mabel Romick, Clerk, Homeopathic Hospital, effective September 19, 1917. The balance of \$516.15 in this appropriation was cancelled.

Elmer George, Craneman's Helper, effective November 5, 1917. The balance of \$483.87 remaining in the appropriation for this salary was cancelled.

3. Upon the recommendation of the President, the following increases in salary were made and the necessary appropriations were authorized to meet such increases:

The salary of E. R. Muse, Janitor, was increased from \$60.00 to \$65.00 per month, and he was transferred from the Park Street Building to the Small Animal Building, effective October 1, 1917, and \$45.00 was appropriated to meet this increase.

The salary of Mrs. Mary J. Hunter, Stenographer in the Department of Mechanical Engineering, was increased from \$55.00 to \$60.00 per month, effective November 1, 1917, and \$40.00 was appropriated to meet this increase.

Miss Lucile Atcherson was transferred from the position of Stenographer in the office of the Graduate School and Summer Session to the position of Stenographer in the President's office, effective November 1, 1917, and \$480.00 was appropriated for this salary. The balance of \$400.00 remaining in the appropriation for her salary in the office of the Graduate School was cancelled.

Miss Katherine Vogel was transferred from the position of Clerk in the office of the Business Manager to the position of Executive Clerk in the office of the President, at a salary of \$100.00 per month, effective November 1, 1917, and \$800.00 was assigned for this salary

from the appropriation for the position of Executive Clerk with an additional appropriation of \$25.00 to cover the above salary.

The balance of \$640.00 remaining in the appropriation for the salary as Clerk in the Purchasing Department was cancelled.

The following increases in salaries were made in the Division of Operation and Maintenance, owing to the change from nine to twelve hour shifts:

Thomas Oram, Inspector of Watchmen, increased from \$60.00 to \$70.00 per month, effective September 1, 1917, and \$150.00 was appropriated to meet this increase.

J. T. Daniels, Night Watchman, increased from \$62.50 to \$75.00 per month, effective September 1, 1917 and \$125.00 was appropriated to meet this increase.

William Mahaffey, Night Watchman, increased from \$62.50 to \$75.00 per month, effective September 1, 1917, and \$125.00 was appropriated to meet this increase.

Harrison B. Case, Night Watchman, increased from \$65.00 to \$75.00 per month, effective September 1, 1917, and \$100.00 was appropriated to meet this increase.

Alphonso Case, Night Watchman, increased from \$65.00 to \$75.00 per month, effective September 1, 1917, and \$100.00 was appropriated to meet this increase.

The salary of W. A. Starin, Assistant Professor of Bacteriology, was increased from \$2,000.00 to \$2,500.00 per year, effective November 1, 1917, and \$400.00 was appropriated to meet this increase.

The salary of E. W. Martindale, Instructor in the College of Dentistry, was increased an additional \$200.00, making his salary \$800.00, effective September 1, 1917, with the additional title of temporary Instructor in Oral Surgery, to take the place of John W. Means, on leave of absence. An appropriation of \$200.00 was made to cover this increase.

The salary of William W. Bauer was increased from \$300.00 to \$700.00 per year and his title was changed from Graduate Assistant to Assistant in Chemistry, effective October 1, 1917, and \$360.00 was appropriated to meet this increase.

The salary of I. A. Bottenhorn, Instructor in the College of Dentistry, was increased by \$200.00 effective September 1, 1917, conditioned upon the absence of Drs. Starr and Reif, which increase will be cancelled automatically upon the return of one or both of the above named instructors. An appropriation of \$200.00 was made to cover the above increase.

The salary of E. A. Schwinn, Night Assistant in the Library, was increased from \$30.00 to \$40.00 per month, effective November 1, 1917, and \$80.00 was appropriated to meet this increase.

The salary of Charles Thrash, Assistant in the Department of Agricultural Chemistry and Soils, was increased from \$60.00 to \$90.00 per month, effective November 1, 1917, and \$240.00 was appropriated to cover this salary. Mr. Thrash will give three-fourths time service in place of half time, assuming the work of Miss Julia Smith, resigned.

Mrs. Mrytle Faught, Laundress, salary increased to \$70.00 per month, effective November 1, 1917, and \$120.00 was appropriated for this salary. Mrs. Faught will assume the duties of C. Bryan, resigned.

4. Upon the recommendation of the President, it was ordered that W. C. Ronan, Instructor in the Department of Architecture, be paid \$20.00 per month for part time service, effective September 1, 1917, and \$200.00 was appropriated for this salary. Mr. Ronan receives \$1,800.00 per year in the School of Military Aeronautics.

5. Upon the recommendation of the President, the title of C. A. Mathias was changed from Assistant in Architecture to part time Assistant in the Department of Architecture.

6. Upon the recommendation of the President, the agreement covering the payment for obstetrical cases was amended as follows: It was agreed to pay the Friends' Rescue Home and the Elizabeth Home the sum of \$10.00 for each obstetrical case furnished the University, not to exceed fifty cases for the year, payment to be made from Rotary Funds on bills approved by Dr. Rogers.

7. Upon the recommendation of the President the list of Emergency Assistant State Leaders in County Agent Work was approved. The President stated that inasmuch as these men will serve for varying terms as needed, no formal appointment is necessary further than authority to pay the salaries at the rate suggested in a communication presented herewith.

8. The following named persons were granted the degrees indicated, as of the Class of 1917, in accordance with the recommendation of the University Faculty, at its meeting held October 4, 1917:

MASTER OF ARTS

Harriet Louise Abbott, B.A. (Antioch College)
Harold Koppes Baumgardner, B.Sc. (Wooster College)
Albert Sidney Beckham, B.A.
Lawrence Wilford Bridge, B.A. (Butler College)
William Archie Hammond, B.A. (Miami University)
Walter B. Kimpton, B.Ph. (Hiram College)
George Washington Lee, B.Ph. (Heidelberg University)
Pearl Alphonso McCarty, B.A.
George Morton Strong, B.Ph. (Marietta College)
Herbert Anderson Toops, B.A.

MASTER OF SCIENCE

Russell Sage Banks, B.A. (Defiance College)

BACHELOR OF SCIENCE IN AGRICULTURE

Lee Vaughn Bone

BACHELOR OF SCIENCE IN HORTICULTURE

Delbert Fleshman Dunlap

BACHELOR OF SCIENCE IN HOME ECONOMICS

Hazel Bell Cook

BACHELOR OF ARTS

Harry Ernst Caldwell
Thomas Elliott Davey, Jr.
Rachel Edgar
Erwin Allen Esper
Harold Taylor Gates
Alva Lawrence Hindall
Cyrus John William Luttrell
William Collins McCoy
Isaac Harris Peterman
Albert Henry Rummel
Rebekah Ruth Shover, B. Sc. in Education

BACHELOR OF SCIENCE IN EDUCATION

Irene Ann Fletcher
Margaret Estelle Hamilton, B.A.
Edgar Oscar McCowen, B.Sc. (Ohio Northern University)
Mabel M. Moore

BACHELOR OF SCIENCE IN PHARMACY

Harry Louis Cohan

9. Upon the recommendation of the President, the plan submitted for the payment of partial salary to members of the Faculty on leave of absence on account of the war was approved, and the President was authorized to certify to the Secretary of the Board of Trustees the amount to be paid in each case, in accordance with the general principles presented and in agreement with the resolution hitherto adopted by the Board of Trustees; provided that the Secretary of the Board shall also prepare suitable blanks to be signed and filed with the budget as a part of the record in the case.

10. Upon the recommendation of the President, the following persons were granted leave of absence, without salary:

Miss Laura Heston, Assistant in the Department of Home Economics, was given leave of absence for the remainder of the year, effective October 1, 1917, without pay. The balance of \$675.00 remaining in the appropriation for this salary was cancelled.

Miss Mary Fouch, Stenographer in the Dairy Department, was given leave of absence for three months, November 1 to February 1, 1918, without pay. The salary for three months in the amount of \$165.00 was cancelled.

Miss Martha B. Smith, Stenographer, was given leave of absence, without salary, for the remainder of the year, effective September 12, 1917. The balance of \$576.92 in the appropriation for this salary was cancelled.

11. Upon the recommendation of the President, William L. Evans, Professor of Chemistry, was given leave of absence, effective November 1, 1917, on account of service to the U. S. Government.

12. Upon the recommendation of the President, a duplicate diploma was authorized for John Potter Stewart, Mechanical Engineer, Class of 1912, the original having been destroyed.

13. Upon the recommendation of the President, a duplicate diploma was authorized for Samuel James Schilling, Doctor of Veterinary Medicine, Class of 1917, the original having been damaged and returned to the University.

14. Upon the recommendation of the President, the balance of \$342.89 remaining in the appropriation for the remodeling of Hayes Hall was cancelled.

15. Upon the recommendation of the President, the salaries of H. C. Keidel and H. W. Reese, of the Department of German, \$1,800.00 and \$1300.00 respectively, were cancelled, the above instructors having been debarred from the University campus by Federal action.

16. Upon the recommendation of the President, Miss Margaret Fisher was transferred from the position of Stenographer in the College of Medicine to the position of Technical Assistant in the Department of Pathology, at a salary of \$750.00 per year, provided in the budget, effective October 15, 1917, on a twelve months basis. The balance of \$510.00 in the appropriation for stenographer was cancelled; also the balance of \$218.75 in the appropriation for Technical Assistant in Pathology.

17. Upon the recommendation of the President, it was ordered that beginning October 1, 1917, Miss Orleta Ansel, Stenographer, be paid \$300.00 per year from the budget from Agricultural Extension Service, from State Funds Offsetting, Project No. 1; the other \$300.00 per year to be paid from the University budget. The balance of \$225.00 remaining in the appropriation for this salary was cancelled.

18. Upon the recommendation of the President, the salary of Miss Helen Mougey, Home Demonstration Agent in the Agricultural Extension Service, was adjusted to read \$120.00 per month, effective September 8, 1917, the additional \$20.00 per month to be drawn from Federal Smith-Lever Funds, Project No. 11.

19. Upon the recommendation of the President, Miss Marian Tinsley was transferred from the Stenographic and Clerical Division to the office of the Entrance Board, at a salary of \$60.00 per month, effective November 1, 1917, and \$480.00 was appropriated for this salary.

As Miss Tinsley's original appointment called for ninety days only, an appropriation of \$49.23 was made to cover her salary in the Stenographic and Clerical Division from October 5 to November 1, 1917.

20. The President recommended that in reply to the request for additional support from the Protestant Hospital Trustees, the matter lie in abeyance until January, 1918; meantime, that the matter of collecting money from those of the patients able to pay in part for their maintenance be left to the Hospital Trustees, and that the whole matter be reviewed without prejudice at the January meeting in the light of the experience of November and December with regard to collecting from the patients.

Upon motion, the recommendation of the President was agreed to.

21. Upon the recommendation of the President, the following named persons were authorized to attend the convention of the Asso-

ciation of American Agricultural Colleges and Experiment Stations, to be held in Washington D. C., November 14, 15, and 16, 1917, the delegates from the Agricultural Extension Service to be paid from Extension funds, the others from University funds:

Alfred Vivian, Dean of the College of Agriculture.
E. F. Coddington, Acting Dean of the College of Engineering.
W. O. Thompson, President.
C. S. Wheeler, Director of Agricultural Extension.
Edna N. White, Supervisor of Home Economics in the Agricultural Extension Service.
Maude Okey, Agricultural Extension Service.

22. Upon the recommendation of the President, the expenses of Professor Charles Sheard were authorized in connection with a trip to Rochester, N. Y., during the Thanksgiving recess, for the purpose of selecting and making arrangements for the shipment of optical apparatus to be presented to the University by the Bausch & Lomb Optical Company.

25. Upon the recommendation of the President, Professor Henry Osborn, President of the Society for the Promotion of Agricultural Education, was authorized to attend the meeting of that organization to be held in Washington, D. C., in the month of November, his expenses to be paid by the University.

24. Upon the recommendation of the President, Professor E. L. Usry was authorized to attend the Conference on Industrial Education and Manual Arts to be held at the University of Missouri, December 13-15, 1917, his expenses to be paid by the University.

25. Upon the recommendation of the President, Professor Henry R. Spencer was authorized to attend the meeting of the Association of American Universities, to be held at Iowa City, Iowa, November 8-10, 1917, his expenses to be paid by the University.

All of the above trips are authorized subject to the approval of the Governor of Ohio, in accordance with the Laws of Ohio.

26. Upon the recommendation of the President, it was agreed to ask the Board of Control to approve the payment of the following expenses:

An expense bill of \$32.50 of Professor C. A. Dye in connection with his attendance at a meeting of the American Conference of Pharmaceutical Faculties held in Indianapolis, Indiana, August 27 to September 1, 1917.

An expense bill of Dr. C. A. Burrett in connection with his attendance at the Clinical Congress of Surgeons of North America held in Chicago, Illinois, October 22-27, 1917.

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Thereupon the Board adjourned to meet Saturday, November 17, 1917.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 17, 1917.

9:30 A. M.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John F. Cunningham, Vice-Chairman; F. E. Pomerene, O. E. Bradfute and John Kaiser.

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The president made an extended report to the Trustees on his conference in Washington concerning the School of Military Aeronautics.

The President was directed to carry out the wishes of the War Department, in so far as the University has authority.

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The President also reported on the recent meeting of the Association of American Agricultural Colleges and Experiment Stations.

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The President submitted a report of the Dean of Women on the housing conditions for women students.

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The Secretary announced that the financial report submitted by the Athletic Association at the last meeting of the Board of Trustees was correct, as there were no outstanding obligations at the date covered by the report. The report as submitted was ordered to be filed.

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Upon the recommendation of the President, an unencumbered balance of \$405.00 remaining in the summer session salaries account was cancelled.

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The President reported that the enlarged storage room and refrigeration plant at the Ohio Union is now completed, and stated that the increased facilities at the Ohio Union will permit of the centralizing of the purchase and storage of all food supplies used on the campus, especially at the Ohio Union, Oxley Hall, Homeopathic Hospital and the Women's Building. The President and Secretary were directed to prepare a plan in accordance with the above statement and present it to the Trustees for consideration.

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The Secretary reported that in accordance with the action of the Board of Trustees at its meeting of October 2, 1917, bids will be received on December 3, 1917, for Breeching for Boiler, Coal Handling Machinery and for One 6-Retort Stoker for 600 H. P. Boiler for the new Power House.

On motion, the President and Secretary were authorized and directed to open the bids and to award the contracts to the lowest and best bidders.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

JOHN F. CUNNINGHAM,
Vice-chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JANUARY 8, 1918.

9:30 A. M.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; Guy W. Mallon, O. E. Bradfute, John Kaiser and John F. Cunningham.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1739-1349 of Libbie Lane for 75 acres of land in Survey No. 3689, in Union County.

Application No. 1740-1350 of William Erwin and Josie Erwin for 231 acres of land—200 acres in Survey No. 15830-15836 and 31 acres in Survey No. 15496, in Scioto County.

Application No. 1741-1351 of Adam Frick for 258 acres of said land in Survey No. 883, in Scioto County.

Application No. 1742-1352 of John F. and James W. Daulton for 82.27 acres of land in Survey No. 883, in Scioto County.

Application No. 1743-1353 of Elizabeth Nelp for 86.56 acres of land in Survey No. 15830-15836, in Scioto County.

Application No. 1744-1354 of Alice J. Redman for 98.38 acres in Survey No. 15885-15898, in Scioto County.

Application No. 1745-1355 of Edward Kremin for 46½ acres of land—26½ acres in Survey No. 15561 and 20 acres in Survey No. 15830-15836, in Scioto County.

Application No. 1746-1356 of W. C. and Eliza A. Brouse for 42 acres of land in Survey No. 883, in Scioto County.

Application No. 1747-1357 of Eliza A. Brouse for 23 acres of land in Survey No. 883, in Scioto County.

Application No. 1748-1358 of Howard L. Smith for 88.34 acres of land in Survey No. 883, in Scioto County.

Application No. 1749-1359 of Fred Becker and Adah Brouse Becker for 21 acres of land in Survey No. 883, in Scioto County.

Application No. 1750-1360 of B. F. Newlan for 50 acres of land in Survey No. 14961, in Ross County.

Application No. 1751-1361 of A. J. Mershon for 35 acres of land in Survey No. 15830-15836, in Scioto County.

Application No. 1752-1362 of F. C. Fite for 44½ acres of land in Survey No. 15495, in Scioto County.

Application No. 1753-1363 of James H. Hayes' heirs, etc., for 29½ acres of land—23¼ acres in Survey No. 15055 and 6¼ acres in No. 15629, in Scioto County.

Application No. 1754-1364 of Sarah F. Stephens for 30 acres of land in Survey No. 16143, in Scioto County.

Application No. 1755-1365 of William Kraft for 50 acres of land in Survey No. 15937, in Scioto County.

Application No. 1756-1366 of George G. Roehm for 100.87 acres of land in Survey No. 388, in Clermont County.

Application No. 1757-1367 of Ella M. Evans for 91.22 acres of land in Survey No. 453, in Scioto County.

Application No. 1758-1368 of James R. Hogan for 87 acres of land in Survey No. 388, in Clermont County.

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The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted and cancellations were made in accordance with the general rule:

Edward E. H. Boyer, Graduate Assistant in the Department of Bacteriology, effective November 1, 1917. The balance of \$240.00 remaining in the appropriation for this salary was cancelled.

Miss Elizabeth W. Hopkins, Stenographer in the Agricultural Extension Service, effective December 1, 1917.

Miss Nan R. Sharples, Instructor in Home Economics in the Agricultural Extension Service, effective November 1, 1917.

Miss Mary M. M. Miller, Assistant in the Department of Astronomy, effective November 17, 1917. The balance of \$148.67 remaining in the appropriation for this salary was cancelled.

Miss Mozelle C. Whipps, Graduate Assistant in the Department of Bacteriology, effective November 30, 1917. The balance of \$210.00 remaining in the appropriation for this salary was cancelled.

Miss Charlotte H. Johnson, Instructor in Home Economics in the Agricultural Extension Service, effective November 30, 1917.

Eugene P. Metour, Instructor in the Department of Romance Languages, effective December 1, 1917. The balance of \$840.00 remaining in the appropriation for this salary was cancelled.

Miss Laura M. Key, Teaching Maternity Nurse, Homeopathic Hospital effective December 17, 1917. The balance of \$450.00 remaining in the appropriation for this salary was cancelled.

Miss Anne C. Darby, Stenographer in the College of Agriculture, effective December 12, 1917. The balance of \$336.92 remaining in the appropriation for this salary was cancelled.

W. F. Shaw, Assistant Professor in the Department of Principles and Practice of Education, effective December 22, 1917. The \$1,500.00 appropriated for this salary was cancelled.

Arthur A. Olsen, Graduate Assistant in the Department of Agricultural Chemistry and Soils, effective December 1, 1917. The balance of \$210.00 remaining in the appropriation for this salary was cancelled.

Henry A. Reinhard, Graduate Assistant in the Department of Botany, effective January 1, 1918. The balance of \$180.00 remaining in the appropriation for this salary was cancelled.

R. K. Bowden, Student Assistant in the Department of Mine Engineering, effective December 15, 1917. The balance of \$195.00 remaining in the appropriation for this salary was cancelled.

Ray B. Roberts, Student Assistant in the Department of Mine Engineering, effective December 15, 1917. The balance of \$195.00 remaining in the appropriation for this salary was cancelled.

Leopoldo Faustino, Student Assistant in the Department of Mine Engineering, effective December 15, 1917. The balance of \$45.00 remaining in the appropriation for this salary was cancelled.

Parker K. Baird, Assistant in the Department of Chemistry, effective January 1, 1918. The balance of \$420.00 remaining in the appropriation for this salary was cancelled.

Ralph C. Williams, Instructor in the Department of Romance Languages, effective September 1, 1917. The appropriation of \$1,200.00 for this salary was cancelled.

J. Marchezo, Wiper, Division of Operation and Maintenance, effective November 15, 1917. The balance of \$468.75 remaining in the appropriation for this salary was cancelled.

Bert C. Chambers, Editor-in-Chief of "The Lantern," effective December 1, 1917. The balance of \$350.00 remaining in the appropriation for this salary was cancelled.

A. R. Spindler, Student Assistant in the Department of Anatomy, effective September 1, 1917. The appropriation of \$150.00 for this salary was cancelled.

Miss Mary E. Pennoyer, Clerk in the office of the Dean of the College of Homeopathic Medicine, effective January 1, 1918. The balance of \$360.00 remaining in the appropriation for this salary was cancelled.

2. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries named, in accordance with the general rule:

Edgar Walton Bolton was appointed Student Assistant in the Department of Bacteriology, effective November 1, 1917 at a salary of \$30.00 per month, vice E. E. H. Boyer, resigned, and \$240.00 was appropriated for this salary.

Wooster Bard Field was appointed Instructor in the Department of Engineering Drawing, effective November 10, 1917, at a salary of \$1,400.00 per year, vice E. J. Gilbert, resigned, and \$1,078.00 was appropriated for this salary.

Charles N. Ward was appointed Student Assistant in the Department of Engineering Drawing, effective November 20, 1917, at a salary of \$300.00 per year, and \$221.00 was appropriated for this salary.

John O'Rourke, U. S. Army, was appointed Ordnance Sergeant in the Department of Military Science and Tactics, effective November 9, 1917, at a salary of \$12.50 per month, provided in the budget. The balance of \$28.34 remaining in the appropriation for this position was cancelled.

John B. Riley was appointed Instructor in the Department of Romance Languages, effective September 1, 1917, at a salary of \$1,200.00 per year, vice R. C. Williams, resigned, and \$1,200.00 was appropriated for this salary.

Marian Edward Fledderjohann was appointed Student Nurse in the Training School of the Homeopathic Hospital, effective August 1, 1917, at a salary of \$50.00 per year, provided in the budget. The balance of \$4.21 remaining in the appropriation was cancelled.

Juanita Phyllis Hauer was appointed Student Nurse in the Training School of the Homeopathic Hospital, effective August 1, 1917, at a salary of \$50.00 per year, provided in the budget. The balance of \$4.21 remaining in the appropriation for this salary was cancelled.

Ernest S. Berthemey was appointed Instructor in the Department of Romance Languages, effective December 1, 1917, at a salary of \$120.00 per month, vice E. P. Metour, resigned, and \$840.00 was appropriated for this salary.

Miss Olga Elifritz was appointed Instructor in Home Economics in the Agricultural Extension Service, effective December 1, 1917, at a salary of \$1,200.00 per year, vice Charlotte Johnson, resigned.

Miss Anna Junkerman was appointed Assistant in the Department of Home Economics, effective December 1, 1917, at a salary of \$750.00 per year, vice Miss Elifritz, resigned, and \$525.00 was appropriated for this salary.

Fred Speer was appointed Student Assistant in the Department of Bacteriology, effective December 1, 1917, at a salary of \$30.00 per month, vice Miss Mozelle C. Whipps, resigned, and \$210.00 was appropriated for this salary.

Miss Rena Daily was appointed Night Supervisor at the Homeopathic Hospital effective December 3, 1917, at a salary of \$50.00 per month, and \$346.67 was appropriated for this salary.

Allen P. McManigal was appointed Student Assistant in the Department of Mine Engineering, effective December 15, 1917, and continuing throughout the present semester, at a salary of \$30.00 per month, and \$45.00 was appropriated for this salary.

Ossian Clinton Bird was appointed Instructor in the Department of Physical Education, effective January 1, 1918, at a salary of \$1,500.00 per year, provided in the budget. The balance of \$600.00 remaining in the appropriation for this salary was cancelled.

Miss Ann B. Crowley was appointed Stenographer in the Department of Dairying, effective November 12, 1917, at a salary of \$50.00 per month. Miss Crowley served until November 30, 1917, and resigned. \$32.69 was appropriated to cover the salary for the above period.

Miss Ethel Huber was appointed Stenographer in the Agricultural Extension Service and the Department of Farm Crops, vice Miss Virginia Given, resigned, effective November 1, 1917, at a salary of \$600.00 per year, \$300.00 to be paid from budget of Agricultural Extension Service, State Offsetting Funds in Project No. 1, and \$300.00 from budget of Stenographic and Clerical Service. An appropriation of \$200.00 was made for this salary.

A. R. Basinger was appointed Student Assistant in the Department of Anatomy, effective February 1, 1918, at a salary of \$300.00 per year, vice A. R. Spindler, resigned, and \$150.00 was appropriated for this salary.

Miss Emma L. Courtright was appointed Student Assistant in the Department of Anatomy, effective February 1, 1918, at a salary of \$300.00 per year, vice D. L. Welday, deceased, and \$150.00 was appropriated for this salary. The salary of \$150.00 appropriated for Mr. Welday was cancelled.

C. H. McCamish was appointed Student Assistant in the Department of Anatomy, effective February 1, 1918, at a salary of \$300.00 per year, and \$150.00 was appropriated for this salary.

John Law was appointed Teamster in the Division of Operation and Maintenance, effective December 18, 1917, at a salary of \$65.00 per month, vice Leroy Wilson, resigned, and \$420.00 was appropriated for this salary.

Laotin Bradley was appointed Janitor at the Small Animal Building, effective December 1, 1917, at a salary of \$65.00 per month, and \$455.00 was appropriated for this salary. Mr. Bradley takes the place of E. R. Muse who has been transferred to his former position as Janitor at the Park Street Building. The balance of \$35.00 remaining in the appropriation made to meet the increase in the salary of Mr. Muse in the position at the Small Animal Building, was cancelled.

Guy H. Williams was appointed Instructor in Medicine (Nervous Diseases), effective February 1, 1918, at a salary of \$200.00 per year, and \$100.00 appropriated for this salary.

Osman C. Hooper was elected Professor of Journalism, effective February 1, 1918, at a salary of \$3,000.00 per year, and \$1,500.00 was appropriated for this salary. The appropriation of \$1,800.00 provided in the budget for an assistant professor was cancelled.

Howard Dwight Smith was elected Professor of Architecture, effective February 1, 1918, at a salary of \$2,750.00 per year, and \$1,375.00 was appropriated for this salary. The assignment of work between teaching and service in the office of the University Architect was referred to the Head of the Department of Architecture. The appropriation of \$1,400.00 provided in the budget for an instructor was cancelled.

Miss Ruth Ann Beach was appointed Home Demonstration Agent in the Agricultural Extension Service, effective November 7, 1917, at a salary of \$120.00 per month, to be paid as follows: \$110.00 per month from U. S. D. A. War Emergency Funds and \$10.00 per month from Smith-Lever Funds in Project No. 11. Miss Beach was also allowed \$33.33 per month for the maintenance of an automobile, from Smith-Lever funds in Project No. 11.

3. Upon the recommendation of the President, the following increases in salary were authorized and the necessary appropriations to cover said increases:

DEPARTMENT OF ANIMAL HUSBANDRY

George Taylor, Herdsman, increased from \$65.00 to \$75.00 per month, effective December 1, 1917.

Wm. Franklin, Shepherd, increased from \$65.00 to \$75.00 per month, effective December 1, 1917.

Cecil Bayes, Swineherd, increased from \$60.00 to \$75.00 per month, effective December 1, 1917.

Dan Swisher, Teamster, increased from \$55.00 to \$60.00 per month, effective December 1, 1917.

L. H. Myers, Laborer, increased from \$55.00 to \$60.00 per month, effective December 1, 1917.

V. G. Lindamood, Groom, increased from \$55.00 to \$60.00 per month, effective December 1, 1917.

An appropriation of \$350.00 was made to cover the above increases in the Department of Animal Husbandry.

DEPARTMENT OF FARM OPERATIONS

Charles H. Pugh, Teamster, increased from \$60.00 to \$70.00 per month, effective December 1, 1917.

John Rhone, Teamster, increased from \$60.00 to \$70.00 per month, effective December 1, 1917.

John S. Long, Teamster, increased from \$60.00 to \$70.00 per month, effective December 1, 1917.

M. Peck, Teamster, increased from \$60.00 to \$70.00 per month, effective December 1, 1917.

William Jacobs, Teamster, increased from \$60.00 to \$70.00 per month, effective December 1, 1917.

Charles Carter, Laborer, increased from \$60.00 to \$70.00 per month, effective December 1, 1917.

An appropriation of \$420.00 was made to cover the above increases in the Department of Farm Operations.

The salary of Charles E. Findlay, Secretary to the Dean of the College of Medicine, was increased from \$1,000.00 per year to \$1,200.00 per year, effective February 1, 1918, and \$83.33 was appropriated to meet this increase.

The salary of C. St. J. Chubb, Professor in the Department of Architecture, was increased from \$2,500.00 to \$2,750.00 per year, effective February 1, 1918, and \$125.00 was appropriated to meet this increase.

The salary of Miss Josephine Richardson, Assistant in the Department of Agricultural Chemistry and Soils, was increased from \$600.00 to \$900.00 per year, effective December 1, 1917, and \$210.00 was appropriated to meet this increase. This increase is made on account of service being increased to three-fourths time.

4. The President reported for approval that Professor F. C. Blake of the Department of Physics had been transferred to the School of Military Aeronautics as President of the Academic Board, and that Professor R. F. Earhart, on leave of absence, had been requested for the time to carry the work of Professor Blake and had been restored to the payroll at a salary of \$250.00 per month, effective November 26, 1917. The balance of \$1,750.00 in the appropriation for the salary of Professor Blake was cancelled.

The above action was approved.

5. In accordance with the recommendation of the University Faculty at its meetings held October 4 and December 19, 1917, the following named persons were granted the degrees indicated, as of the Class of 1917:

BACHELOR OF ARTS

Harold Finefrock Schory

BACHELOR OF ENGINEERING

Leopoldo Faustino

BACHELOR OF SCIENCE IN HOME ECONOMICS

Alexandria Rickard

BACHELOR OF SCIENCE IN EDUCATION

Henrietta Deona Dupuy

DOCTOR OF MEDICINE (HOMEOPATHIC)

North Withers Shetter

6. Upon the recommendation of the President, Professor George R. Twiss was authorized to attend the meeting of the North Central Association to be held in Chicago, Illinois, during the month of March, his expenses to be paid by the University, subject to the approval of the Governor of Ohio, in accordance with the laws of Ohio.

7. The President reported for approval that Ellsworth Ogden had completed the research work under the direction of Professor Edward Orton and that he had been paid in full from the salary appropriation for Professor Orton, in accordance with an approved arrangement.

The above action was approved.

8. Upon the recommendation of the President, Arthur Bevan, Instructor in the Department of Geology, was transferred to the School of Military Aeronautics, effective January 1, 1918.

9. Upon the recommendation of the President, Professor E. F. Coddington, Acting Dean of the College of Engineering, was authorized to attend the joint meeting of the Federal Board for Vocational Education with representatives of the Association of American Agricultural Colleges and Experiment Stations, to be held in Washington, D. C., January 11-12, 1918, with the usual allowance for expenses, subject to the approval of the Governor of Ohio, in accordance with the Laws of Ohio.

10. Upon the recommendation of the President, Dr. Claude A. Burrett, Dean of the College of Homeopathic Medicine, was authorized to attend the meetings of the College Alliance of American Institutes of Homeopathy, Association of American Medical Colleges and the meeting of the Federation of Medical Examining Boards of the United States, to be held in Chicago, the week of February 3, 1918, his expenses to be paid by the University, subject to the approval of the Governor of Ohio, in accordance with the Laws of Ohio.

11. Upon the recommendation of the President, the following leaves of absence were granted:

George B. Faulder, Assistant in the Department of Homeopathic Medicine, effective January 1, 1918.

D. J. Demorest, Professor of Metallurgy, effective January 1, 1918.

H. R. Spencer, Professor of Political Science, effective December 1, 1917.

James H. Warren, Assistant Professor in the Department of Anatomy, effective January 1, 1918. Dr. Warren was granted leave of absence at the meeting of the Board of Trustees held September 4, 1917, which did not become effective until the above date.

* * * * *

Upon the recommendation of the President, an appropriation of \$1,400.00 was made to the Alumni Association, to be used for war purposes in carrying on the work of registration records of the faculty, alumni and students, the estimated expenditures being

Salary for clerical purposes.....	\$ 357.50
Extra help.....	150.00
Postage	550.00
Supplies	342.50
	<hr/>
	\$1,400.00

* * * * *

The President presented the following resolution, and, on motion, the same was adopted:

Resolved, That on account of war conditions and the consequent heavy drafts upon the State Treasury and on account of the exhaustion of all appropriated funds for coal, due to unusual prices, The Board of Trustees authorizes the President in presenting a request for supplementary appropriations for coal, to propose to the Emergency Board a transfer of such an amount of funds now to the credit of equipment as in his judgment may be made with safety."

* * * * *

The President reported the gift to the University by Professor Robert F. Griggs, of an extensive zoological collection secured in Alaska last Summer, comprising

8,000-10,000 insects—by far the best collection of insects ever made in Alaska.

About 100 bird skins, representative of the avifauna of the region.
A few skins of the smaller mammals.

The gift was accepted and the President was directed to express to Professor Griggs the appreciation of the Board of Trustees for this gift.

* * * * *

The President presented a communication concerning a non-resident Professor of Entomology and Associate Entomologist in connection with the Ohio Agricultural Experiment Station and The Ohio State University, together with the following agreement to be signed by officers of each of the institutions.

Upon the recommendation of the President, the agreement was approved and ordered to be signed on behalf of the Board of Trustees by the President of the University and the Secretary of the Board of Trustees.

“Wooster, Ohio, October 29, 1917.

“Dean Alfred Vivian,

“College of Agriculture, O. S. U.,

“Columbus, Ohio.

“Dear Sir:

“Respectively representing the Departments of Entomology of the Ohio State University and the Ohio Agricultural Experiment Station, we, the undersigned, respectfully submit for your consideration the following proposals:

“1. That Doctor Herbert Osborn, Research Professor of Entomology at the Ohio State University, be elected Associate Entomologist of the Ohio Agricultural Experiment Station, his salary to be paid wholly by the Ohio State University.

“2. That Professor H. A. Gossard be elected non-resident Professor of Entomology in the Ohio State University,

his salary to be paid wholly by the Ohio Agricultural Experiment Station.

"3. The duties of Associate Entomologist Doctor Herbert Osborn shall be to investigate such entomological problems as may be agreed upon by himself and the Entomologist of the Ohio Agricultural Experiment Station, such problems being listed and treated as Station projects or as joint projects with the University or Biological Survey. It is required that such projects shall take the usual course both at the Station and the University, all matters relating thereto, expenditures and proposed expenditures being approved by the officials at each institution whose duty it is to pass on and approve such matters. He may also be called in consultation with reference to entomological projects in progress or proposed in the Experiment Station.

"4. The duties of Non-Resident Professor of Entomology H. A. Gossard shall be to assist, so far as possible and when convenient, in arranging the courses of instruction in Entomology at the Ohio State University, and, when opportunity offers, to attend staff meetings of the University Faculty for this purpose, to participate when convenient in Entomological Seminars held at the University, and to deliver occasional lectures on entomological topics to the classes in entomology at the Ohio State University; and, likewise, at his discretion to designate Associate and Assistant members of his staff stationed at Wooster to give similar lectures when they are specially qualified to do so.

"5. It is understood that neither the authorities of the Ohio State University nor the Ohio Agricultural Experiment Station can make general demands on the time of these proposed officers, but specific agreements may be made from time to time for expressly stipulated service to be rendered in exchange for other expressly stipulated service, or for service to be rendered in consideration of funds advanced for the attainment of specified purposes. All such specific agreements before being entered upon must be approved in the usual way by the executive and proper departmental authorities of the two institutions.

"6. The provisions outlined herein shall become effective when adopted and ratified by the Board of Trustees of the Ohio State University and the Board of Control of the Ohio Agricultural Experiment Station."

(Signed) HERBERT OSBORN,
Research Professor of
Entomology, O. S. U.

H. A. GOSSARD,
Entomologist, O. A. E. S.

Approved and Recommended

RAYMOND C. OSBURN, Chief Department Zoology and
Entomology, O. S. U.

ALFRED VIVIAN, Dean of Agricultural College, O. S. U.

CHARLES E. THORNE, Director, O. A. E. S."

* * * * *

The President reported that it was necessary to appoint a committee to confer with the Trustees of the Protestant Hospital Association in regard to the use of the hospital wards by the College of Medicine for the period from January 1, 1918, to June 1, 1918.

On motion, Judge McCann and President Thompson were appointed such a committee. This committee was also directed to take up with the Board of Trustees the matter of a nursery for the use of the College of Medicine.

* * * * *

The request of M. P. Streett, contractor for the tunnel to the new Power House, for an extension of twenty-five days time on his contract was allowed.

* * * * *

The Secretary reported that in accordance with advertisement, bids were received and opened on December 3, 1917, for Coal Handling Machinery, Breeching for Boilers and one 6-Retort Stoker, for the new Power House, and found to be as follows:

COAL HANDLING MACHINERY

The Jeffrey Manufacturing Company..... \$18,100.00

BREECHING FOR BOILERS

The Graves & Marshall Company..... 3,389.00
 Scioto Boiler Works..... 8,361.00

STOKER

Sanford-Riley Stoker Company (standard stoker)..... 5,645.00
 Sanford-Riley Stoker Company (extra long stoker)..... 5,945.00
 American Engineering Company (Taylor stoker)..... 5,480.00

The bid of the Underfeed Stoker Company of America was received too late for consideration.

The above bids were referred to the Engineer for examination and report.

The contract for the Breeching for Boilers was awarded to The Graves & Marshall Company of Dayton, Ohio, at its bid of \$3,389.00 as recommended by Mr. McCracken, Engineer.

No contracts were awarded for the Stoker and Coal Handling Machinery, in accordance with the recommendation of the Engineer.

On motion, the above action concerning the awarding of the contracts was approved.

* * * * *

Thereupon the Board adjourned to meet January 29, 1918, at 10 o'clock A. M., at the University.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JANUARY 29, 1918.
9:30 A. M.

The Board of Trustees met at the University pursuant to adjournment.

Present: Benj. F. McCann, Chairman; John F. Cunningham, O. E. Bradfute and John Kaiser.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following resignations were accepted and the salary balances cancelled, in accordance with the general rule:

Miss Olga Elifritz, Assistant in the Department of Home Economics, effective December 1, 1917. The balance of \$525.00 remaining in the appropriation for this salary was cancelled.

Mrs. Frances Work Pond, Clerk in the office of the Entrance Board, effective January 14, 1918. The balance of \$397.50 remaining in this appropriation was cancelled.

James John La Salvia, Assistant in the Department of Mechanical Engineering, effective January 15, 1918. The balance of \$412.50 remaining in this appropriation was cancelled.

Miss Margaret M. Hohmann, Stenographer in the Department of Dairying, effective November 10, 1917. The balance of \$382.69 remaining in the appropriation for this salary was cancelled.

Thomas O. Dickey, Poultryman, effective November 13, 1917. The balance of \$568.27 remaining in the appropriation for this salary was cancelled.

T. Garson, Laborer, Division of Operation and Maintenance, effective December 1, 1917. The balance of \$437.50, remaining in the appropriation for this salary was cancelled.

Leroy Wilson, Laborer, Division of Operation and Maintenance, effective December 14, 1917. The balance of \$426.25 remaining in the appropriation for this salary was cancelled.

Miss Mary McGaughy, Stenographer in the Purchasing Department, effective January 15, 1918. The balance of \$275.00 remaining in the appropriation for this salary was cancelled.

Stanley W. Bowser, Assistant in the Department of Mechanical Engineering, effective September 1, 1917. The appropriation of \$750.00 for this salary was cancelled.

Miss Corinne Clingan, Stenographer, Judging Pavilion, effective November 10, 1917. The balance of \$382.69 remaining in the appropriation for this salary was cancelled.

Harold F. Keenan, Clerk, Business Manager's office, effective December 31, 1917. The balance of \$420.00 remaining in the appropriation for this salary was cancelled.

John R. Eyer, Graduate Assistant, Department of Zoology and Entomology, effective September 1, 1917. The \$300.00 appropriated for this salary was cancelled.

Miss Olivia Hill, Nurse, Homeopathic Hospital, effective November 15, 1917. The balance of \$41.68 remaining in the appropriation for this salary was cancelled.

Miss Lois Campbell, Principal of Nurses' Training School and Supervisor of Nurses, effective January 16, 1918. The balance of \$353.17 remaining in the appropriation for this salary was cancelled.

Charles A. Weigel, Assistant, Department of Zoology and Entomology, effective February 1, 1918. The balance of \$300.00 remaining in the appropriation for this salary was cancelled.

Miss Louise J. Harrod, Nurse, Homeopathic Hospital, effective November 15, 1917. The balance of \$46.87 in the appropriation for this salary was cancelled. Miss Harrod completed her course in the Training School.

Miss Rena Daily, Nurse, Homeopathic Hospital, effective December 2, 1917. The balance of \$43.33 in the appropriation for this salary was cancelled. Miss Daily completed her course in the Training School and has been appointed to the position of Night Supervisor at the Hospital, succeeding Miss Hyman.

2. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries named, in accordance with the general rule:

Miss Hazel Eichhorn was appointed Assistant in the Department of Home Economics, effective February 1, 1918, at a salary of \$750.00 per year, vice Miss Ellen Miller, who is serving in the office of the Department. An appropriation of \$375.00 was made for this salary.

Robert Carl Schott was appointed Assistant (half time) in the Department of Electrical Engineering, effective February 1, 1918, at a salary of \$50.00 per month, and \$250.00 was appropriated to meet this salary.

Joseph Scott Gregorius was appointed Assistant in the Department of Metallurgy, effective February 1, 1918, at a salary of \$60.00 per month, and \$300.00 was appropriated to meet this salary.

The following appointments are subject to the probationary period of ninety days as provided in the State Civil Service Law:

Miss Frances Smith was appointed Stenographer in the Agricultural Extension Service, effective November 26, 1917, at a salary of \$600.00 per annum, vice Miss Lucile Hastings, resigned, said salary to be paid from State Offsetting Funds in Project No. 4.

Miss Mary E. McMillin was appointed Stenographer, Judging Pavilion, effective November 12, 1917, at a salary of \$50.00 per month, vice Miss Corinne Clingan, resigned, and \$382.69 was appropriated for this salary.

Miss Helen Marie Dunlap was appointed Stenographer in the Department of Dairying, effective November 7, 1917, at a salary of \$50.00 per month, and \$390.38 was appropriated for this salary.

Miss Bernice Blue was appointed Stenographer in the College of Agriculture, effective December 15, 1917, at a salary of \$65.00 per month, and \$425.00 was appropriated for this salary.

John Conger was appointed Laborer in the Division of Operation and Maintenance, effective November 21, 1917, at a salary of \$62.50 per month, and \$458.33 was appropriated for this salary.

Bryon E. Stahl was appointed Laborer in the Division of Operation and Maintenance, effective from December 1 to December 13, 1917, at a salary of \$62.50 per month, and \$24.75 was appropriated to cover his salary for the above period.

Frank Corrao was appointed Laborer in the Division of Operation and Maintenance, effective January 1, 1918, at a salary of \$62.50 per month, and \$375.00 was appropriated for this salary.

George H. Young was appointed Laborer in the Department of Animal Husbandry, effective November 23, 1917, at a salary of \$75.00 per month, and \$545.19 was appropriated for this salary.

Morris Gans was appointed Orderly at the Homeopathic Hospital, effective November 23, 1917, at a salary of \$25.00 per month, and \$175.00 was appropriated for this salary. ✓

The following appointments were made in the Agricultural Extension Service:

Miss Mary Elliott was appointed Home Demonstration Agent in the Agricultural Extension Service, effective December 29, 1917, at a salary of \$1,920.00 per annum, said salary to be paid as follows: from U. S. D. A. funds, \$150.00 per month; from State Offsetting funds, \$10.00 per month, assigned to Project No. 11.

Miss Martha Jones was appointed Home Demonstration Agent in the Agricultural Extension Service, effective November 12, 1917, at a salary of \$1,600.00 per year, to be paid as follows: from U. S. D. A. funds, \$126.67 per month; from State Offsetting funds, \$6.66 per month, assigned to Project No. 11. Miss Jones was also allowed \$33.33 per month for the maintenance of an automobile, payable from U. S. D. A. funds.

R. F. Taber was appointed Farm Management Demonstrator in Agricultural Extension Service, effective January 4, 1918, at a salary of \$2,000.00 per year, to be paid as follows: from U. S. D. A. funds, \$100.00 per month; from State Offsetting funds, \$66.66 per month, assigned to Project No. 8.

Miss Mary L. Holmes was appointed Home Demonstration Agent in the Agricultural Extension Service, effective November 26, 1917, at a salary of \$1,440.00 per year, to be paid as follows: from U. S. D. A. funds, \$110.00 per month; from Smith-Lever funds, \$10.00 per month, assigned to Project No. 11. Miss Holmes was also allowed \$33.33 per month for the maintenance of an automobile, to be paid from Smith-Lever funds.

Arthur A. Olsen was appointed Assistant County Agricultural Agent in the Agricultural Extension Service, effective December 1,

1917, at a salary of \$1,400.00 per year, to be paid as follows: from U. S. D. A. funds, \$111.66 per month; from State Offsetting funds, \$5.00 per month, assigned to Project No. 2. Mr. Olsen was also allowed \$33.33 per month for the maintenance of an automobile, to be paid from U. S. D. A. funds.

Raymond E. Shook was appointed Assistant County Agricultural Agent in Agricultural Extension Service, effective December 17, 1917, at a salary of \$1,500.00 per year, to be paid as follows: from U. S. D. A. funds, \$116.67 per month; from State Offsetting funds, \$8.33 per month, assigned to Project No. 2. Mr. Shook was also allowed \$33.33 per month for the maintenance of an automobile, to be paid from U. S. D. A. funds.

L. L. Mowls was appointed County Agricultural Agent in the Agricultural Extension Service, effective January 1, 1918, at a salary of \$2,000.00 per year, to be paid as follows: from U. S. D. A. funds, \$91.67 per month; from Smith-Lever funds, \$8.33 per month, from County Agent funds, (Licking County), \$66.66 per month. The funds paid by the University to be assigned to Project No. 2. Mr. Mowls was also allowed \$33.33 per month for the maintenance of an automobile, to be paid from Smith-Lever funds.

Miss Elsa Pearl Page was appointed Home Demonstration Agent in the Agricultural Extension Service, effective December 17, 1917, at a salary of \$1,500.00 per year, to be paid as follows: from U. S. D. A. funds, \$120.00 per month, from Smith-Lever funds, \$5.00 per month, assigned to Project No. 11. Miss Page was also allowed \$33.33 per month for the maintenance of an automobile, to be paid from Smith-Lever funds.

Norwood Glines was appointed Assistant County Agricultural Agent in the Agricultural Extension Service, effective January 1, 1918, at a salary of \$1,500.00 per year, to be paid as follows: from U. S. D. A. funds, \$116.67 per month, from State Offsetting funds, \$8.33 per month, assigned to Project No. 2. Mr. Glines was also allowed \$33.33 per month for the maintenance of an automobile, to be paid from U. S. D. A. funds.

Miss Florence Nesbitt was appointed Home Demonstration Agent in the Agricultural Extension Service, effective January 7, 1918, at a salary of \$2,500.00 per year, to be paid as follows: from U. S. D. A. funds, \$120.00 per month; from State Offsetting funds, \$5.00 per month; by the Cleveland Women's Committee Council of National Defense, \$83.33 per month. The \$5.00 per month from State Offsetting funds to be assigned to Project No. 11.

Milligan C. Kilpatrick was appointed Instructor in Poultry Husbandry in the Agricultural Extension Service, effective January 1, 1918, at a salary of \$1,700.00 per year, to be paid from State Offsetting funds in Project No. 3-F.

3. Upon the recommendation of the President, the following changes in titles and salaries were made, and the necessary appropriations were authorized to cover the increases:

The salary of Robert E. Pfeiffer, Assistant in the Department of Economics and Sociology, was increased from \$400.00 to \$500.00 per year, effective October 19, 1917, and \$74.33 was appropriated to cover this increase.

The salary of Robert K. Fletcher was increased from \$300.00 to \$600.00 per year, effective February 1, 1918, and his title changed from Graduate Assistant to Assistant in the Department of Zoology and Entomology, and \$150.00 was appropriated to cover the above increase.

The salary of Harry W. Lutz was increased from \$15.00 to \$30.00 per month and his title changed from Student Assistant to Graduate Assistant in the Department of Botany, effective January 1, 1918, and \$90.00 was appropriated for this increase.

Miss Ruth Ford was transferred from the office of the Department of Home Economics to the position of Stenographer in the President's office, at a salary of \$65.00 per month, effective January 16, 1918, and \$357.50 was appropriated for this salary. The balance of \$330.00 remaining in the appropriation for her salary in the Stenographic and Clerical Division was cancelled.

Mrs. Blanche L. Clark was transferred from the position of Stenographer in the Department of Electrical Engineering to the office of the Dean of the College of Homeopathic Medicine, effective January 14, 1918, at a salary of \$60.00 per month, and \$20.66 was appropriated to cover the increased salary.

Miss Gertrude Loessel, Teacher of Surgical Nursing in the Homeopathic Hospital, was transferred to the position of Acting Principal of Training School and Supervisor of Nurses, effective January 18, 1918, vice Miss Lois Campbell, resigned, at a salary of \$65.00 per month, and \$351.33 was appropriated for this salary. The balance of \$324.00 remaining in the appropriation for the salary of Miss Loessel as Teacher of Surgical Nursing was cancelled.

Miss Mary Elizabeth Ferguson, Teaching Pharmacy Nurse in the Homeopathic Hospital, was transferred to the position of Teacher of Surgical Nursing, vice Miss Loessel, effective January 18, 1918, at a salary of \$55.00 per month, and \$297.33 was appropriated for this salary. The balance of \$270.00 remaining in the appropriation for the position of Teaching Pharmacy Nurse was cancelled.

Upon the recommendation of the President, the title of Dr. Emery R. Hayhurst was changed from Assistant Professor of Industrial Hygiene to Assistant Professor of Hygiene, Department of Public Health and Sanitation, effective February 1, 1918.

Upon the recommendation of the President, the title of H. H. Fikret was changed from Assistant to Instructor in the Department of Mechanical Engineering, effective February 1, 1918.

4. Upon the recommendation of the President, the following named persons were appointed as Instructors in the Winter Course in Agriculture, beginning January 6th and ending March 1st:

Archie J. Bishop.....	\$300.00	for two months
Oscar D. Allstetter.....	250.00	for two months
Ray Donley.....	250.00	for two months
John Longacher.....	300.00	for two months

5. Upon the recommendation of the President, J. H. Nichols, Professor in the Department of Physical Education, was granted leave of absence, effective February 1, 1918.

6. Upon the recommendation of the President, Miss Selma Mesloh, Assistant in the Department of Physical Education, was granted leave of absence, with pay, for the second semester 1917-1918.

7. In accordance with the recommendation of the University Faculty at its meetings held December 19, 1917 and January 17, 1918, the following named persons were granted the degrees indicated, as of the Class of 1917:

Victor Clare Ketner, Bachelor of Science in Education.
Parker Karns Baird, B.A. (Lawrence College) Master of Arts.
Carl Emmet Frick, B.Sc. (University of Akron), Master of Arts.
Lorin Beryl Sebrell, B.Sc. (Mt. Union College), Master of Science.

8. Upon the recommendation of the President, Miss Lucile Atcherson, Stenographer in the President's office, was granted leave of absence, without salary, effective December 1, 1917. The balance of \$420.00 remaining in the appropriation for this salary was cancelled.

9. The President reported that Miss Hazel Ault, Nurse in the Homeopathic Hospital, who left the service July 31, 1917, returned to service December 1, 1917, at a salary of \$75.00 per year, and \$43.75 was appropriated for this salary.

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The President reported that it was necessary to construct a mezzanine floor in the Armory and Gymnasium, in order to accommodate the increased number in the School of Military Aeronautics, and also to erect a temporary kitchen in connection with the Ohio Union, at an approximate cost of \$3,000.00 for the two improvements, payable from the tuition fund of the School of Military Aeronautics.

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The Secretary reported that advertisement was being published for bids for One 6-Retort Stoker for 600 H. P. Boiler for the new Power House, said bids to be received until twelve o'clock noon, Tuesday, February 19, 1918.

On motion, said action was approved, and the President and Secretary were authorized and directed to open said bids and award the contract to the lowest and best bidder.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, MARCH 5, 1918.

The Board of Trustees met at the University in accordance with the rules.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, Guy W. Mallon, John Kaiser and C. F. Kettering.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1759-1369 of K. B. Herdman for 60 acres of land in Survey No. 15269, in Pike County.

Application No. 1760-1370 of Mary E. Tischer et al for 100.39 acres of land in Survey No. 388, in Clermont County.

Application No. 1761-1371 of M. W. Swearingen for 42.25 acres of land in Survey No. 453, in Scioto County.

Application No. 1762-1372 of Freddie and Ollie Prindle for 52.98 acres of land in Survey No. 5684, in Pickaway County.

Application No. 1763-1373 of Fred and Minnie Hudson for 28½ acres of land in Survey No. 5684, in Pickaway County.

Application No. 1764-1374 of Harry Vaughters for 199 acres of land in Survey No. 453, in Scioto County.

Application No. 1765-1375 of Peter S. Ford for 112 acres of land in Survey Nos. 14800-14391, in Pike County.

Application No. 1766-1376 of George Wardell for 46.65 acres of land in Survey No. 8956, in Pickaway County.

Application No. 1767-1377 of Henry Beagle for 96.98 acres of land in Survey No. 388, in Clermont County.

Application No. 1768-1378 of Ira Kneisley for 25 acres of land in Survey No. 15793, in Pike County.

Application No. 1769-1379 of Timothy Hankins for 120 acres of land in Survey No. 15793, in Pike County.

Application No. 1770-1380 of David M. Prindle for 32 1-3 acres of land in Survey No. 5684, in Pickaway County.

Application No. 1771-1381 of Sarah Birkhead for 28 1-3 acres of land in Survey No. 5684, in Pickaway County.

Application No. 1772-1382 of Elizabeth Hudson et al for 28 1-3 acres of land in Survey No. 5684, in Pickaway County.

Application No. 1773-1383 of Viola Kneisley for 32 acres of land in Survey No. 15793, in Pike County.

Application No. 1774-1384 of Morton Wollman for 214 acres of land in Survey Nos. 12053-12974, in Pike County.

Application No. 1775-1385 of John Mauger et al for 62 acres of land in Survey 15796, in Pike County.

Application No. 1776-1386 of George Bennett for 20 acres of land in Survey No. 15793, in Pike County.

Application No. 1777-1387 of Edward Cunningham for 85½ acres of land in Survey No. 15732, in Scioto County.

Application No. 1778-1388 of Phana E. Depugh for 25 acres of land in Survey No. 12777, in Ross County.

Application No. 1779-1389 of Wood Depugh for 20 acres of land in Survey No. 12777, in Ross County.

Application No. 1780-1390 of Charles A. Love for 290.99 acres of land—198.49 acres in Survey No. 659 and 92.50 acres in Survey No. 388, in Clermont County.

Application No. 1781-1391 of Frank Jaeguener for 30 acres of land in Survey No. 15732, in Scioto County.

Application No. 1782-1392 of Anna and Langdon Turner for 85 acres of land in Survey No. 15793, in Pike County.

Application No. 1783-1393 of William B. Newton et al for 264 acres of land in Survey No. 388, in Clermont County.

Application No. 1784-1394 of George Simmerman for 48.55 acres of land in Survey No. 388, in Clermont County.

Application No. 1785-1395 of Reese W. Curp for 83 acres of land in Survey No. 15900, in Pike County.

Application No. 1786-1396 of Elizabeth Wile for 58½ acres of land in Survey No. 388, in Clermont County.

Application No. 1787-1397 of James D. Bryan et al for 301.86 acres of land in Survey No. 453, in Scioto County.

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The President presented the following budget for the Summer Session, 1918, and upon his recommendation, the same was approved and adopted:

AMERICAN HISTORY		
Homer C. Hockett	Professor	\$ 350.00
George A. Wood	Instructor	300.00
ANATOMY		
F. L. Landacre	Professor	600.00
Rollo C. Baker	Assistant	150.00
ART		
Charles F. Kelley	Professor	350.00
BACTERIOLOGY		
Henry B. Froning	Instructor	300.00
William A. Starin	Assistant Professor.....	500.00

CHEMISTRY

William E. Henderson	Professor	600.00
Charles W. Foulk	Professor	520.00
Jesse E. Day	Instructor	320.00
	Instructor	200.00
	Assistant	140.00
	Assistant	140.00

ECONOMICS AND SOCIOLOGY

Clyde O. Ruggles	Professor	450.00
Henry F. Waldradt	Assistant Professor.....	300.00
Donald R. Taft	Instructor	300.00
Hubert E. Bice	Instructor	165.00
Harry E. Sheppard	Instructor	165.00

ENGINEERING DRAWING

Thomas E. French	Professor	400.00
Carl L. Svensen	Assistant Professor.....	300.00

ENGLISH

J. V. Denney	Professor	600.00
J. R. Taylor	Professor	550.00
G. H. McKnight	Professor	275.00
Milton Percival	Assistant Professor.....	400.00
J. Forest Craig	Instructor	240.00
Earl W. Wiley	Instructor	240.00
V. A. Ketcham	Professor	375.00

EUROPEAN HISTORY

W. H. Siebert	Professor	600.00
Clarence Perkins	Professor	300.00

GERMAN

M. B. Evans	Professor
R. O. Busey	Assistant Professor.....	300.00

HISTORY AND PHILOSOPHY OF EDUCATION

J. H. Coursalt	Professor	600.00
Anthony Marino	Assistant	250.00

JOURNALISM

Joseph S. Myers	Professor	400.00
	100.00

LATIN

S. C. Derby	Professor	125.00
J. E. Dunlap	Instructor	250.00

MANUAL TRAINING

Robert E. Smith	Instructor	220.00
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MATHEMATICS

R. D. Bohannon	Professor	600.00
William D. Cairns	Associate Professor.....	400.00

PHILOSOPHY

Albert E. Avey	Assistant Professor.....	300.00
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	PHYSICAL EDUCATION	
L. W. St. John	Professor	450.00
Frank C. Castleman	Professor	350.00
Edith S. Moodie	Director	250.00
	Assistant	75.00
Dr. E. A. Peterson	Special Lecturer.....	50.00
	PHYSICS	
Alpheus W. Smith	Assistant Professor.....	450.00
Alva W. Smith	Instructor	260.00
	PHYSIOLOGY	
Clyde Brooks	Professor	600.00
	POLITICAL SCIENCE	
Edwin A. Cottrell	Professor	350.00
	PRINCIPLES OF EDUCATION	
John L. Clifton	Assistant Professor.....	550.00
	PSYCHOLOGY	
Rudolf Pintner	Professor	500.00
John E. Evans	Instructor	360.00
Carl W. Bock	Assistant	325.00
Carl M. Dallenbach	Instructor	350.00
	Assistant	75.00
	ROMANCE LANGUAGES	
B. L. Bowen	Professor	600.00
E. S. Ingraham	Professor	450.00
Stephen C. Guigou	Instructor	300.00
Santiago Guitierrez	Instructor	240.00
	SCHOOL ADMINISTRATION	
Charles C. McCracken	Professor	550.00
J. Leslie Purdom	Professor	500.00
John H. Francis	Supt. Columbus Schools.....	300.00
J. L. Manahan	Professor	500.00
	ZOOLOGY	
Raymond C. Osburn	Professor	600.00
Mary K. Strange	Assistant	100.00
	MUSIC	
W. W. Campbell	Director	500.00
	ADMINISTRATION	
M. B. Evans	Director	750.00
	Total Salaries.....	<u>\$24,060.00</u>
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The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule:

Henri Taillart was appointed Instructor in the Department of Romance Languages, at a salary of \$120.00 per month, effective February 1, 1918, and continuing throughout the semester, to take the place of Professor C. A. Bruce, on leave. An appropriation of \$600.00 was made to cover the above salary.

Miss Ruth Megathy was appointed Assistant (half time) in the Department of Home Economics, at a salary of \$40.00 per month, effective February 1, 1918, and \$200.00 was appropriated for this salary.

Miss Ida Marshall was appointed Assistant (half time) in the Department of Home Economics, at a salary of \$40.00 per month, effective February 1, 1918, and \$200.00 was appropriated for this salary.

Aubrey Hess was appointed Assistant in the Department of Chemistry, at a salary of \$70.00 per month, effective February 1, 1918, and \$350.00 was appropriated for this salary.

Miss Florence Williams was appointed Nurse in the Training School for Nurses of the Homeopathic Hospital, at a salary of \$50.00 per annum, provided in the budget, effective October 1, 1917. The balance of \$12.50 remaining in the appropriation was cancelled.

Miss Inez Terry was appointed Nurse in the Training School for Nurses of the Homeopathic Hospital, at a salary of \$50.00 per annum, provided in the budget, effective October 1, 1917. The balance of \$12.50 remaining in the appropriation was cancelled.

Miss Leona Hurst was appointed Nurse in the Training School for Nurses of the Homeopathic Hospital, at a salary of \$50.00 per annum, provided in the budget, effective October 1, 1918. The balance of \$12.50 remaining in the appropriation was cancelled.

Miss Mary Elizabeth Jones was appointed Teacher of Maternity and Children's Nursing in the Homeopathic Hospital, at a salary of \$50.00 per month, effective February 14, 1918, vice Miss Laura M. Key, resigned, and \$225.00 was appropriated for this salary.

Miss Eunice Osea Root was appointed Student Assistant in the Department of Botany, at a salary of \$10.00 per month, effective February 1, 1918, vice Ernest Haber, resigned, and \$50.00 was appropriated for this salary.

William John Walker was appointed Student Assistant in the Department of Industrial Arts, at a salary of \$30.00 per month, effective February 1, 1918, and \$150.00 was appropriated for this salary.

Curtis R. Henry was appointed Student Assistant in the Department of Mine Engineering, at a salary of \$30.00 per month, effective February 1, 1918, and \$150.00 was appropriated for this salary.

Miss Pansy Rauhauser was appointed Graduate Scholar, at a salary of \$250.00 per annum, effective February 1, 1918, and \$125.00 was appropriated for this salary.

I. Garnett Barber was appointed Assistant in the Department of Physics, at a salary of \$90.00 per month, effective February 1, 1918, and \$450.00 was appropriated for this salary.

James W. Wheeler was appointed Assistant in the Department of Economics and Sociology, at a salary of \$200.00 for the semester, effective February 1, 1918, and \$200.00 was appropriated for this salary.

W. F. Bloor was appointed Assistant in the Department of Economics and Sociology, at a salary of \$250.00 for the semester, effective February 1, 1918, and \$250.00 was appropriated for this salary.

James G. Ralston was appointed Student Assistant in the Department of Chemistry, at a salary of \$22.50 per month, effective February 1, 1918, and \$112.50 was appropriated for this salary.

Marion G. Smith was appointed Student Assistant in the Department of Chemistry, at a salary of \$25.00 per month, effective February 1, 1918, and \$125.00 was appropriated for this salary.

Floyd Marion Martin was appointed Assistant in the Department of Engineering Drawing, at a salary of \$900.00 per annum, effective February 15, 1918, vice Lloyd K. Eagle, resigned, and \$405.00 was appropriated for this salary.

Victor Lysander Darnell was appointed Student Assistant in the Department of Mechanical Engineering, at a salary of \$65.00 per month, effective March 1, 1918, vice James J. La Salvia, resigned, and \$260.00 was appropriated for this salary.

Arthur N. Thomas was appointed Library Assistant, at a salary of \$140.00 per month, effective February 15, 1918, and continuing for a period of three months, and \$420.00 was appropriated for this salary.

Miss Kathryn L. Murtha was appointed Stenographer in the Department of Dairying, at a salary of \$50.00 per month, effective February 1, 1918, and \$250.00 was appropriated for this salary.

Miss Clytie H. Davies was appointed Stenographer in the Department of Electrical Engineering, at a salary of \$50.00 per month, effective February 1, 1918, and \$250.00 was appropriated for this salary.

Miss Harriet Sturm was appointed Stenographer in the Purchasing Department, at a salary of \$55.00 per month, effective February 1, 1918, and \$275.00 was appropriated for this salary.

Miss Gladys Laughlin was appointed Stenographer in the Department of Botany, at a salary of \$50.00 per month, effective February 1, 1918, and \$250.00 was appropriated for this salary.

James L. Stainbrook was appointed Laborer in the Division of Operation and Maintenance, at a salary of \$65.00 per month, effective March 1, 1918, and \$260.00 was appropriated for this salary.

Carleton E. Curran was appointed Assistant in the Department of Chemistry, at a salary of \$70.00 per month, effective March 1, 1918, vice Lorin B. Sebrell, resigned, and \$280.00 was appropriated for this salary.

Miss Muriel J. Schabacker was appointed Cataloguer in the Library, at a salary of \$75.00 per month, effective April 1, 1918, vice Miss Dutcher, resigned, and \$225.00 was appropriated for this salary.

Edward F. Johnson was appointed Assistant Professor in the Department of Agricultural Education, at a salary of \$175.00 per month, effective March 1, 1918, said salary to be paid on a twelve month basis from the Smith-Hughes fund. The University is to advance the salary in monthly installments, the amount advanced to be refunded to the University by the State Board of Education. An appropriation of \$700.00 was made for this salary.

Miss Gertrude F. North was appointed Library Assistant, at a salary of \$50.00 per month, effective March 1, 1918, and \$200.00 was appropriated for this salary.

Ralph W. Munger was appointed County Agricultural Agent in the Agricultural Extension Service, effective March 1, 1918, at a salary of \$1,900.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$125.00 per month; from State Offsetting funds \$8.33 per month; from Shelby County funds \$25.00 per month. Mr. Munger was also allowed \$33.33 per month for the maintenance of an automobile, payable from Shelby County funds.

The above funds to be charged to Project No. 2 in the Extension budget.

D. G. Swanger was appointed County Agricultural Agent in the Agricultural Extension Service, effective February 25, 1918, at a salary of \$1,600.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds, \$125.00 per month; from State Offsetting funds, \$8.33 per month, to be charged to Project No. 2 in the Extension budget. Mr. Swanger was also allowed \$33.33 per month for the maintenance of an automobile, payable from Tuscarawas County funds, Project No. 2.

Frank Copper, Jr., was appointed County Agricultural Agent at Large in the Agricultural Extension Service, effective January 15, 1918, at a salary of \$1,800.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$140.00 per month; from State Offsetting funds \$10.00 per month, to be charged to Project No. 2 in the Extension budget. Mr. Copper was also allowed \$60.00 per month traveling expenses, payable from U. S. D. A. War Emergency funds.

Miss Alice Swisher was appointed Home Demonstration Agent in the Agricultural Extension Service, effective February 12, 1918, at a salary of \$1,680.00 per annum, to be paid as follows: from U.S.D.A. War Emergency funds \$120.00 per month; from Smith-Lever funds \$20.00 per month, to be charged to Project No. 11 in the Extension budget. Miss Swisher was also allowed \$33.33 per month for the maintenance of an automobile, payable from Smith-Lever funds in Project No. 11.

Herbert Eichhorn was appointed Assistant County Agricultural Agent in the Agricultural Extension Service, effective January 10, 1918, at a salary of \$1,400.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$106.66 per month; from State Offsetting funds \$10.00 per month, to be charged to Project No. 2 in the Extension budget. Mr. Eichhorn was also allowed \$33.33 per month for automobile maintenance, payable from U. S. D. A. War Emergency funds.

Mrs. Blanche Bowers was appointed Home Demonstration Agent in the Agricultural Extension Service, effective January 21, 1918, at a salary of \$1,440.00 per year, to be paid as follows: from U.S.D.A.

War Emergency funds \$110.00 per month, from Smith-Lever funds \$10.00 per month; the Smith-Lever funds to be charged to Project No. 11. Mrs. Bowers was also allowed \$33.33 per month for the maintenance of an automobile, payable from Smith-Lever funds in Project No. 11.

Miss Mary I. Brown was appointed Home Demonstration Agent in the Agricultural Extension Service, effective February 16, 1918, at a salary of \$1,440.00 per annum, to be paid as follows: from U.S.D.A. War Emergency funds \$110.00 per month; from Smith-Lever funds \$10.00 per month, to be charged to Project No. 11 in the Extension budget. Miss Brown was also allowed \$33.33 per month for the maintenance of an automobile, payable from Smith-Lever funds.

Sherman L. Anderson was appointed County Agricultural Agent in the Agricultural Extension Service, effective February 16, 1918, at a salary of \$1,800.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$125.00 per month; from State Offsetting funds \$5.00 per month; from Knox County funds \$20.00 per month, to be charged to Project No. 2 in the Extension budget. Mr. Anderson was also allowed \$33.33 per month for the maintenance of an automobile, payable from Knox County funds, Project No. 2.

Milo B. Jimison was appointed County Agricultural Agent in the Agricultural Extension Service, effective March 1, 1918, at a salary of \$1,800.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$125.00 per month; from State Offsetting funds \$8.33 per month; from Erie County funds \$16.67 per month, to be charged to Project No. 2 in the Extension budget. Mr. Jimison was also allowed \$33.33 per month for the maintenance of an automobile, payable from Erie County funds, Project No. 2.

Ray A. Cave was appointed County Agricultural Agent in the Agricultural Extension Service, effective March 1, 1918, at a salary of \$2,000.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$125.00 per month; from State Offsetting funds \$8.33 per month; from Fulton County funds \$33.33 per month, to be charged to Project No. 2 in the Extension budget. Mr. Cave was also allowed \$33.33 per month for the maintenance of an automobile, payable from Fulton County funds, Project No. 2.

O. D. Smith was appointed County Agricultural Agent in the Agricultural Extension Service, effective January 1, 1918, at a salary of \$1,600.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$116.67 per month; from State Offsetting funds \$16.66 per month, to be charged to Project 2 in the Extension budget. Mr. Smith was also allowed \$33.33 per month for the maintenance of an automobile, payable from U. S. D. A. War Emergency funds.

H. J. Ridge was appointed County Agricultural Agent in the Agricultural Extension Service, effective February 22, 1918, at a salary of \$1,800.00 per annum, to be paid as follows: from U. S. D. A. War Emergency funds \$125.00 per month, from State Offsetting funds \$8.33 per month; from Auglaize County funds \$16.67 per month, to be charged to Project No. 2 in the Extension budget. Mr. Ridge was also allowed \$33.33 per month for the maintenance of an automobile, payable from Auglaize County funds in Project No. 2.

Myron D. Miller was appointed County Agricultural Agent in the Agricultural Extension Service, effective February 1, 1918, at a salary of \$2,000.00 per year, to be paid as follows: from U. S. D. A. War Emergency funds \$125.00 per month; from State Offsetting funds, \$8.33 per month; from Defiance County funds, \$33.33 per month, to be charged to Project No. 2 in the Extension budget. Mr. Miller was also allowed \$33.33 per month for the maintenance of an automobile, payable from Defiance County funds in Project No. 2.

B. E. Stahl was appointed Assistant in the Department of Farm Crops, at a salary of \$70.00 per month, effective March 1, 1918, and \$280.00 was appropriated for this salary.

William Montgomery was appointed Instructor in the Department of Agricultural Education, effective February 1, 1918, at a salary of \$140.00 per month, to be paid on the twelve months' basis from the Smith-Hughes fund. The University is to advance the salary in monthly installments, the amount advanced to be refunded to the University by the State Board of Education. An appropriation of \$700.00 was made to cover the above salary.

James O. Mason was appointed Groom in the Department of Veterinary Medicine, effective March 1, 1918, at a salary of \$65.00 per month, and \$260.00 was appropriated for this salary.

2. Upon the recommendation of the President, the following resignations were accepted, and cancellations were made of the balances remaining in the salary appropriations, in accordance with the general rule:

R. S. Weiser, Student Assistant in the Department of Chemistry, effective February 1, 1918, and the balance of \$75.00 remaining in the appropriation was cancelled.

Miss Margaret McMillan, Stenographer in the Agricultural Extension Service, effective February 15, 1918.

Glen D. Sheets, Student Assistant in the Department of Bacteriology, effective February 1, 1918, and the balance of \$150.00 in the appropriation was cancelled.

Ernest S. Haber, Student Assistant in the Department of Botany, effective February 1, 1918, and the balance of \$75.00 remaining in the appropriation was cancelled.

Myron R. Lugibihl, Graduate Assistant in the Department of German, effective February 1, 1918, and the balance of \$150.00 remaining in the appropriation was cancelled.

Miss Harriet S. Dutcher, Cataloguer in the Library, effective February 28, 1918, and the balance of \$320.00 remaining in the appropriation was cancelled.

H. S. Will, University Fellow, effective February 1, 1918, and the balance of \$250.00 remaining in the appropriation was cancelled.

John C. Hamlin, Graduate Assistant in the Department of Zoology and Entomology, effective February 1, 1918, and the balance of \$150.00 in the appropriation was cancelled.

Lloyd Wise, Student Assistant in the Department of Horticulture, effective January 1, 1918, and the balance of \$180.00 remaining in the appropriation was cancelled.

Miss Wilda B. Ruth, Clerk in the office of the Entrance Board, effective March 9, 1918, and the balance of \$240.00 remaining in the appropriation was cancelled.

Lorin B. Sebrell, Assistant in the Department of Chemistry, effective March 1, 1918, and the balance of \$280.00 remaining in the appropriation was cancelled.

Lloyd K. Eagle, Instructor in the Department of Engineering Drawing, effective February 5, 1918. The balance of \$580.00 remaining in the appropriation was cancelled.

G. W. Pierce, Assistant in the Department of Physics, effective February 9, 1918, and the balance of \$352.50 remaining in the appropriation was cancelled.

Miss Mary Fouch, Stenographer in the Department of Dairying, effective February 1, 1918, and the balance of \$275.00 remaining in the appropriation was cancelled.

Andrew Armstrong, Laborer in the Division of Operation and Maintenance, effective February 28, 1918, and the balance of \$260.00 remaining in the appropriation for this salary was cancelled.

Mrs. Marjorie M. Sears, Instructor in the Department of English, effective March 1, 1918, and the balance of \$300.00 remaining in the appropriation was cancelled.

Walter F. Sheets, Instructor in the Department of English, effective March 1, 1918, and the balance of \$200.00 remaining in the appropriation was cancelled.

3. Upon the recommendation of the President, the following leaves of absence were granted:

Robert G. Paterson, Assistant Professor in the Department of Public Health and Sanitation, was granted leave of absence, without pay, effective February 1, 1918 and continuing through the second semester. The balance of \$1,250.00 remaining in the appropriation for this salary was cancelled. Dr. Paterson will direct the work of the Division of Public Health Education and Tuberculosis in the State Department of Health.

H. F. Reichard, Chief Draftsman in the office of the University Architect, effective January 1, 1918, during the period of the war. Mr. Reichard is a corporal in the United States Army.

George F. Arps, Professor in the Department of Psychology, was granted leave of absence, effective March 1, 1918.

H. B. Drury, Instructor in the Department of Economics and Sociology, was granted leave of absence, effective February 1, 1918.

R. D. McKenzie, Instructor in the Department of Economics and Sociology, was granted leave of absence, effective February 1, 1918.

George W. Eckelberry, Instructor in the Department of Economics and Sociology, was granted leave of absence, effective February 1, 1918.

George W. Knight, Dean of the College of Education, was granted leave of absence for a period of thirty days, effective March 15, 1918.

4. Upon the recommendation of the President, the following increases in salary and changes in title were authorized, with the necessary appropriations to cover said increases:

Edgar Walter Bolton, Student Assistant in the Department of Bacteriology, salary increased from \$30.00 to \$40.00 per month, effective February 1, 1918, and \$50.00 was appropriated to meet this increase.

Fred Speer, Student Assistant in the Department of Bacteriology, salary increased from \$30.00 to \$40.00 per month, effective February 1, 1918, and \$50.00 was appropriated to meet this increase.

Elmer L. Roshon, Student Assistant in the Department of Bacteriology, salary increased from \$30.00 to \$40.00 per month, effective February 1, 1918, and \$50.00 was appropriated to meet this increase.

Miss Helen M. Davis, Stenographer in the Agricultural Extension Service, salary increased from \$720.00 to \$840.00 per annum, effective January 1, 1918.

S. J. Coon, Assistant in the Department of Economics and Sociology, title changed to Instructor and salary increased from \$450.00 to \$1,600.00 per annum, effective February 1, 1918, and \$575.00 was appropriated for this salary.

Charles Niman McIntyre, Graduate Assistant in the Department of Botany, salary increased from \$20.00 to \$30.00 per month, effective February 1, 1918, and \$50.00 was appropriated to meet this increase.

Miss Edith B. Cooperrider, Library Assistant, salary increased from \$30.00 to \$65.00 per month and service increased from half to full time, effective February 1, 1918, and \$175.00 was appropriated for this salary.

Jasper Dean Sayre, Graduate Assistant in the Department of Botany, title changed to Assistant and salary increased from \$30.00 to \$60.00 per month, effective March 1, 1918, and \$120.00 was appropriated for this salary.

Miss Helen Sells, Library Assistant, salary increased from \$60.00 to \$65.00 per month, effective February 1, 1918, and \$25.00 was appropriated to meet this increase.

Miss Marguerite Lewis, Clerk in the Purchasing Department, salary increased from \$70.00 to \$75.00 per month, effective November 1, 1917, and \$40.00 was appropriated to meet this increase.

Miss Hazel Bratton, Clerk in the Business Manager's Office, salary increased from \$65.00 to \$70.00 per month, effective November 1, 1917, and \$40.00 was appropriated to meet this increase.

Miss Esther Morrow, Clerk in the Business Manager's Office, salary increased from \$50.00 to \$55.00 per month, effective November 1, 1918, and \$40.00 was appropriated to meet this increase.

Chester McClintock, Storekeeper, Laboratory Supply Store, salary increased from \$100.00 to \$110.00 per month, effective January 1, 1918, and \$60.00 was appropriated to meet this increase.

G. C. Hayman, Second Assistant to Storekeeper, Laboratory Supply Store, salary increased from \$70.00 to \$75.00 per month, effective January 1, 1918, and \$30.00 was appropriated to meet this increase.

W. H. Gysan, Assistant in the Department of English, title changed to Instructor and salary increased from \$50.00 to \$100.00 per month, effective March 1, 1918, and \$200.00 was appropriated to meet this increase.

Miss Elizabeth J. Britain, Graduate Assistant in the Department of English, title changed to Assistant and salary increased from \$30.00 to \$50.00 per month, effective March 1, 1918, and \$80.00 was appropriated to meet this increase.

Miss Marie Hopkins, Library Assistant, salary increased from \$500.00 to \$600.00 per annum, effective March 1, 1918, and \$33.33 was appropriated to meet this increase.

Miss Augusta Eckstine, Library Assistant, salary increased from \$500.00 to \$600.00 per annum, effective March 1, 1918, and \$33.33 was appropriated to meet this increase.

Mrs. Marie D. Haines, Sales Clerk in the Dairy Department, was transferred to the position of Clerk in the Business Manager's office, at a salary of \$70.00 per month, effective February 1, 1918 and \$350.00 was appropriated for this salary. The balance of \$325.00 remaining in the appropriation for her salary as Sales Clerk was cancelled.

Mrs. Mary J. Hunter, Stenographer in the Department of Mechanical Engineering, was transferred to the position of Sales Clerk in the Dairy Department, and her salary increased from \$60.00 to \$65.00 per month, effective February 1, 1918, and \$25.00 was appropriated to meet this increase.

5. Upon the recommendation of the President, the following changes were made in salary and title in the Agricultural Extension Service.

Walter F. Gahm, promoted from Assistant County Agent, Washington County, to County Agricultural Agent, Scioto County, effective February 18, 1918, the new salary arrangement, on a monthly basis, to be as follows: from U. S. D. A. War Emergency funds, \$125.00 per month; from State Offsetting funds, \$8.33 per month; from Scioto County funds, \$16.67 per month. Mr. Gahm was also allowed \$33.33 per month for automobile maintenance, payable from Scioto County funds.

Arthur A. Olsen, promoted from Assistant County Agent, Sandusky County, to County Agricultural Agent, Crawford County, effective January 15, 1918, the new salary arrangement, on a monthly basis, to be as follows: from U. S. D. A. War Emergency funds, \$125.00 per month; from State Offsetting funds, \$5.00 per month; from Crawford County funds, \$20.00 per month. Mr. Olsen was also allowed \$33.33 per month for automobile maintenance, payable from Crawford County funds.

M. E. Laird, promoted from Assistant County Agent, Cuyahoga County, to County Agricultural Agent, Huron County, effective February 15, 1918, the new salary arrangement, on a monthly basis, to be as follows: from U. S. D. A. War Emergency funds, \$125.00 per

month; from State Offsetting funds, \$10.00 per month; from Huron County funds, \$31.66 per month. Mr. Laird was also allowed \$33.33 per month for automobile maintenance, payable from Huron County funds.

6. In accordance with the recommendation of the University Faculty at meetings held October 4th and November 8th, 1917, and February 28th, 1918, the following named persons were granted the degrees indicated, as of the Class of 1917:

Deborah May MacNeilan, B. A., Bachelor of Science in Education.
Florence Clara Oswald, Bachelor of Science in Education.
Arthur Peter Staudt, B. A., Bachelor of Science in Education.
Joshua Holmes Vogel, B. Arch., Master of Architecture.
Martha Nelle Ward, B. S., (Rio Grande College) Master of Arts.
Hideo Yamada, Bachelor of Electrical Engineering.

7. The President reported the absence of the following named persons during the second semester:

C. A. Bruce, Professor in the Department of Romance Languages, who is in military service at Camp Sherman.

James E. Hagerty, Professor in the Department of Economics and Sociology, who is serving the Food Administration.

C. E. Parry, Assistant Professor in the Department of Economics and Sociology, who is serving the Council of National Defense.

8. Upon the recommendation of the President, Robert F. Earhart, Professor in the Department of Physics, was appointed to serve half time during the second semester, at a salary of \$125 per month, effective February 1, 1918. The balance of \$633.33 remaining in the appropriation for the salary of Mr. Earhart was cancelled.

9. The President reported that C. W. Reeder, Reference Librarian, has been assigned to the School of Military Aeronautics, the School of Military Aeronautics to pay him \$140.00 per month and the University to pay the difference between that amount and his present salary on the Library budget, effective February 11, 1918. The balance of \$650.00 in the appropriation for the above salary was cancelled.

10. Upon the recommendation of the President, Miss Mary McCaughey, formerly Clerk in the Purchasing Department, was appointed to the position of Secretary of the War Records Committee, at a salary of \$65.00 per month, effective January 16, 1918. An appropriation of \$357.50 was made to meet this salary.

11. The President reported for record that through a typographical error C. H. McCamish was appointed Student Assistant in the Department of Anatomy in place of E. W. Meredith, and that Mr McCamish has withdrawn his name voluntarily in favor of Mr. Meredith. The appropriation of \$150.00 for the salary of Mr. McCamish was cancelled and \$150.00 was appropriated for the salary of Mr. Meredith.

12. The President reported that under date of February 13, 1918, the Emergency Board appropriated to the University the sum of \$20,000 for Maintenance, C-3 Fuel.

The President reported that Professor Osburn of the Department of Zoology and Entomology, has completed arrangements with the State Department of Agriculture whereby the University is permitted to use the building of the State Fish Hatchery at Put-in-Bay during the coming Summer for Lake Laboratory purposes. Inasmuch as the facilities at Put-in-Bay are so far superior to those at Cedar Point, Professor Osburn, together with the President, recommended that the Trustees authorize the work in the Lake Laboratory to be done at Put-in-Bay instead of Cedar Point.

Upon motion, this recommendation was agreed to.

* * * * *

The Secretary reported that on February 19, 1918, in accordance with advertisement, the bid received for One 6-Retort Stoker for the new Power House from the Underfeed Stoker Company of America, (the only bid received) was opened, the amount of said bid being \$6,468.00, with an educational discount of \$600.00 to be deducted by the University from the last payment due on the contract, making the net cost to the University \$5,868.00.

The Secretary reported further that in accordance with the power granted by the Trustees at the meeting of January 29, 1918, the Underfeed Stoker Company of America had been notified that they would be given the contract for this equipment.

On motion, the above action was approved and the contract awarded to the Underfeed Stoker Company of America, Chicago, Illinois, at their bid of \$6,468.00, less the \$600.00 educational discount.

* * * * *

The President explained to the Trustees that in the case of those persons appointed in the Department of Agricultural Education whose salaries must be advanced by the University and then refunded to the University through the terms of the Smith-Hughes law by the State Board of Education, that arrangements have been made through the State Auditor's office for this advance payment to be made from the Interest on the Endowment fund.

* * * * *

The President presented an option on sixty-two acres of land owned by Mrs. Charlotta C. Pheneger immediately adjoining the University Farm on the west, for the sum of \$30,000.00, and recommended the acceptance of the option and the purchase of the property, the same to be paid from the Interest on the Endowment fund.

On motion, the recommendation of the President was agreed to, and the Secretary was directed to proceed with the consummation of the transfer as soon as the abstract of title and deed receive the ap-

proval of the Attorney General, and to pay from the interest on the Endowment \$30,000.00 for the above named property.

* * * * *

The President reported the desirability of erecting a small hospital near the present barracks, at an approximate cost of \$5,000.00, the same to be paid from the tuition funds of the School of Military Aeronautics.

On motion, it was ordered that such a hospital be erected.

* * * * *

The University Architect presented completed plans and specifications and estimate of cost for an addition to the West end of Lord Hall, for the purpose of housing the United States Bureau of Mines.

On motion, the above plans were approved and the Secretary was directed to present the same to the State Building Commission for approval, and if approved by it, the Secretary was directed to give notice, as required by law, of the time and place, when and where, sealed proposals will be received for the erection and completion of said addition to Lord Hall.

On motion, the sum of \$20,000.00 was appropriated from the Interest on the Endowment fund to meet the cost of the above improvement.

* * * * *

The President called the attention of the Board to the necessity of determining the exact location of the proposed landing field for the School of Military Aeronautics.

Upon the recommendation of the President, the matter of the exact location of said field was referred to a committee consisting of Judge McCann, C. F. Kettering, Acting President Adams and the Secretary.

To this same committee was also referred a request from the Department of Physical Education and the Athletic Board for an appropriation of \$5,500.00 to construct a locker house on the site of the proposed new athletic field west of Neil Avenue.

* * * * *

The President presented the following report concerning the commercial departments of the College of Agriculture:

"The Trustees will recall that years ago the College of Agriculture had what was known as a "Produce Fund." At that time the money received from sales of various sorts was a part of the funds available for the operation and maintenance of the College.

"Later this method of procedure was changed and all receipts were directed to the State Treasury and the legislature has appropriated for the operation and maintenance of these departments.

"During these years the University in its growth has developed a dormitory, a hospital and the Ohio Union, and is now preparing to erect a building for the young women to contain the essential features of the Ohio Union. This has brought to the campus a body of consumers and has made the University through its several agencies a considerable commercial factor in the purchase, sale and consumption of food and feed products. This commercial activity has required a considerable quantity of personal service.

"In the changes and development of the past few years it has been the policy of the State, while ordering all cash receipts to the Treasury of the State, to permit the consumption by the University of all feed products arising from the operations of the departments. No account is therefore made of corn consumed as feed—nor of alfalfa or other feed products.

"From an educational point of view most, if not all, of these products serve their purpose when produced. That is to say the Horticultural Department has no educational interest in the produce of the garden or orchard when the fruit has been grown. The interest from that point on is chiefly, if not purely, commercial. An animal used by the Department of Animal Husbandry serves its educational purpose in much the same way. The Dairy Department is both educational and commercial.

"In the study of these activities the conclusion has been reached that the chief educational interest of the University is in the process and the character of the result. The market or commercial phase of these activities is incidental and subordinate. The State on the other hand has a direct interest, under the present system, in the commercial problem because of the receipts.

"The question is now raised whether good policy would not now warrant the consumption by the University of all its feed and food products without introducing the annoying methods of the old produce fund in the transfer of book accounts from department to department. For example, in the course of meat cutting and meat curing, certain animals produced on the farm will be slaughtered and the carcasses cut up in modern fashion. This meat is then ready for consumption. The department has no further use for it or interest in it. If that product were consigned to Ohio Union, Oxley Hall or other agency the department would be relieved of all its commercial activity. That would be transferred to the consignee and account made to the University. All the normal products of the farm and garden would thus be consumed. The details of this plan have not been considered in all their bearings, but after conference with the Dean of the College of Agriculture and the heads of the producing

departments this report is submitted as a basis of the following resolution:

Resolved, That it is the judgment of the Trustees that the best interests of the University require that the commercial activities of the producing departments of the College of Agriculture be reduced to a minimum with a view of their complete abolition at the earliest practicable date.

"The Trustees, therefore, authorize and direct the President of the University to organize and install a method by which the activities in farm operations shall be guided by educational rather than commercial reasons, and to this end all production shall be chiefly for educational purposes and the consumption of products shall be by the University agencies, and the President is hereby directed to present to the Trustees for approval the above suggested plan in all necessary detail."

The above resolution was unanimously adopted.

* * * * *

The President presented a report on the operation of the School of Military Aeronautics and the same was ordered to be filed.

* * * * *

President Thompson was given leave of absence for a speaking tour through the northwestern states to represent the United States Department of Agriculture and Food Administration in a campaign for greater food production, conservation and interpretation of the war.

On motion, Dean Adams of the College of Law was made Acting President of the University during the absence of President Thompson.

* * * * *

The University Architect presented the preliminary plans and estimates for the Woman's Building at the University, said building to contain a women's gymnasium and a women's union, with the necessary accommodations for each function.

The Architect reported that in order to accommodate the needs of the gymnasium and the union, at least 860,000 cubic feet will be required, which, at an estimated cost of 25c per cubic foot, makes the total estimated cost \$215,000.00, exclusive of equipment. This estimated cost is \$65,000.00 in excess of the appropriation for the building, namely, \$150,000.00.

The Architect stated that if the building must be erected within the appropriation of \$150,000.00 it will be necessary to shrink the structure or eliminate parts of the building, or build either the union or the gymnasium. He suggested that inasmuch as the University has an appropriation of \$85,000.00 for an Addition to the Chemistry Building which provides for only part of the added space contem-

plated for the Department of Chemistry, (in other words, which will permit of the erection of a basement story and part of the first story) and in view of the industrial service chemistry is rendering the nation at the present time, there may be altered opinions and desires for the extension of the Chemistry Building after the war is over and conditions become normal.

The Architect recommended, therefore, that if possible permission be secured from the State authorities to transfer the appropriation for the Addition to the Chemistry Building to the Woman's Building, erecting and completing the latter, with the result that the University will have one building adequate and satisfactory, instead of two structures, neither of which will be satisfactory.

On motion, it was ordered that this matter be placed before the proper State authorities, and, if possible, to secure the transfer of the above appropriation.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, APRIL 9, 1918.
9:30 A. M.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, John F. Cunningham and John Kaiser.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1788-1398 of Lydia Hildreth for 90 acres of land in Survey No. 14800-14391, in Pike County.

Application No. 1789-1399 of Daniel Yost for 200 acres of land in Survey No. 455, in Scioto County.

Application No. 1790-1400 of Edwin B. Southerland for 100 acres of land in Survey No. 455, in Scioto County.

Application No. 1791-1401 of J. W. & G. E. Spaulding for 69.29 acres of land in Survey No. 388, in Clermont County.

Application No. 1792-1402 of Charles M. Beatty et al for 106.85 acres of land in Survey No. 5684, in Pickaway County.

Application No. 1793-1403 of William Yeager for 97.71 acres of land in Survey No. 455, in Scioto County.

Application No. 1794-1404 of Jesse D. Bolender for 30 acres of land in Survey No. 388, in Clermont County.

Application No. 1795-1405 of Nettie M. Simon for 46.58 acres of land in Survey No. 388, in Clermont County.

Application No. 1796-1406 of John C. Simon for 37.83 acres of land in Survey No. 388, in Clermont County.

Application No. 1797-1407 of Henry F. Tieman for 149.40 acres of land in Survey No. 455, in Scioto County.

Application No. 1798-1408 of Lewis Kennedy for 100 acres of land in Survey No. 455, in Scioto County.

Application No. 1799-1409 of Joshua W. Green et al for 120 acres of land in Survey No. 16200, in Pike County.

Application No. 1800-1410 of N. W. Bacon for 186.25 acres of land in Survey No. 659, in Clermont County.

Application No. 1801-1411 of Frank K. Jarman et al for 182.75 acres of land in Survey No. 659, in Clermont County.

Application No. 1802-1412 of Frederick Pierce et al for 100.80 acres of land in Survey No. 659, in Clermont County.

Application No. 1803-1413 of Clay H. Slack for 201.78 acres of land in Survey No. 659, in Clermont County.

* * * * *

The President reported that in accordance with instructions received from the Board of Trustees, authorizing a hospital for the barracks, to be paid from the tuition fund of the School of Military Aeronautics, the University Architect made a preliminary plan and estimate of cost, which showed it to be impossible to build a hospital within the amount of \$5,000.00 agreed to by the Trustees.

The President reported further that, inasmuch as the Auditor of State ruled that the construction of the hospital from the tuition fund was not a State matter and did not fall under the State Building laws, it was not necessary to advertise or go through the preliminary routine for the construction of State buildings. Therefore, upon his recommendation, working with the Cabinet, the Architect finally produced a set of plans which provided for a hospital complete in all its details and which would meet the required specifications of the Surgeon General of the Army as represented by the Post Surgeon at the barracks.

Upon these plans the following bids were received:

GENERAL CONTRACT

H. C. McCall	Items 2 to 9 inclusive.....	\$17,000.00
D. W. McGrath	Items 2 to 9 inclusive.....	12,600.00
Adam Pitts	Items 2 to 9 inclusive.....	16,088.50
Moor Brothers	Items 2 to 9 inclusive and screens...	17,440.00
M. P. Streett	Items 2 to 9 inclusive.....	15,819.00
Robert H. Evans & Co.	Items 2 to 9 inclusive and screens....	17,500.00
Dana D. Livingston	Items 2 to 9 inclusive.....	18,685.00
E. H. Latham	Items 2 to 9 inclusive.....	18,803.00

PLUMBING, SEWER AND HEATING

The Wm. H. Conklin Co.	Items 10, 11 and 13.....	\$ 8,712.00
The Huffman-Conklin Co.	Items 10, 11 and 13.....	9,858.00
The Huffman-Conklin Co.	Items 10, 11 and 13 based upon installing a fan ventilating system, etc....	9,681.00
The Fitzpatrick & Hoepfner Co.	Items 10 and 13.....	11,794.00

ELECTRICAL WORK

McMaster Electric Co.	Item 12.....	690.00
Odus L. Bowers	Item 12.....	972.00

The President presented the following report from the University Architect:

"April 8, 1918.

To the Cabinet,
Ohio State University.
Gentlemen:

From an examination of the bids received for the Hospital for the School of Military Aeronautics, I report as follows:

(1) Of the eight bids received for the construction work, items 2, 3, 4, 5, 6, 7, 8, 9 of the specifications, the bid of D. W. McGrath is the lowest \$12,600.00

(2) Of the three bids received for Plumbing, Sewer and Heating, items 10, 11, 13, the bid of Wm. H. Conklin Co. is the lowest.....\$8,712.00
Changing the heating system from the one specified to a Moline system—deduct 490.00 8,222.00

(3) Of the two bids received for the Electrical work, item 12 of the specifications, the bid of the McMaster Electrical Company is the lowest 690.00

Total..... \$21,512.00

All bids comply with the law and it is recommended that contracts be awarded to the firms mentioned above.

Respectfully submitted,
Jos. N. Bradford,
University Architect."

The President recommended that the plans be approved and that the contracts be awarded to D. W. McGrath, at his bid of \$12,600.00, covering the general contract; to The Wm. H. Conklin Company, at its bid of \$8,712.00, less allowance of \$490.00 on account of changing the heating system from the one specified to a Moline system, making the net bid \$8,222.00 for plumbing, sewer and heating; to the McMaster Electric Company, at its bid of \$690.00, covering the electrical work.

Upon motion, the recommendation of the President was unani- mously agreed to, and the contracts were awarded in accordance with his recommendation, the total amount of said contracts to be paid from the tuition fund of the School of Military Aeronautics.

* * * * *

The President reported that the State Building Commission had authorized the securing of bids for the Addition to Lord Hall, without the usual thirty days advertising, and that the following competitive bids had been received for the construction of said Addition to Lord Hall, in accordance with the plans approved by the Trustees at the last meeting:

GENERAL CONTRACT

Robert H. Evans & Co.	Items 1 to 12 inclusive and 16, 17....	\$25,500.00
William Watson	Items 1 to 17 inclusive.....	26,515.00
Edgar H. Latham	Items 1 to 12 inclusive and 16, 17....	18,602.00
D. W. McGrath	Items 1 to 12 inclusive and 16, 17....	18,382.00
H. C. McCall	Items 1 to 12 inclusive and 16, 17....	20,607.00

PLUMBING AND HEATING

The Wm. H. Conklin Co.	Items 14 and 15.....	3,418.00
The Huffman-Conklin Co.	Items 14 and 15.....	4,819.00
The Fitzpatrick & Hoepfner Co.	Items 14 and 15.....	5,503.00

ELECTRICAL WORK

McMaster Electric Co.	Item 13.....	887.00
Odus L. Bowers	Item 13.....	991.00

The President presented the following report from the Univer- sity Architect:

April 8, 1918.

To the Cabinet,
Ohio State University.
Gentlemen:

From an examination of the bids received for the Addi- tion to Lord Hall and Kiln House, I report as follows:

(1) Of the five bids received for the con- struction work, items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 16 and 17, of the specifications, the bid of D. W. McGrath is the lowest..... \$18,382.00

(2) Of the three bids received for Plumbing and Heating, items 14 and 15 of the specifications, the bid of The Wm. H. Conklin Co. is the lowest.. 3,418.00

(3) Of the two bids received for the electrical work, item 13 of the specifications, the bid of the McMaster Electric Co. is the lowest..... 837.00

Total..... \$22,637.00

(4) Architect's estimated cost..... \$24,524.03

All bids comply with the law and it is recommended that contracts be awarded to the firms mentioned above.

Respectfully submitted,

Jos. N. Bradford,

University Architect."

Upon the recommendation of the President, the contracts were awarded to D. W. McGrath, at his bid of \$18,382.00; to The Wm. H. Conklin Company, at its bid of \$3,418.00; to the McMaster Electric Company, at its bid of \$837.00, and \$5,000.00 additional was appropriated from the endowment fund income to meet the cost of the above addition.

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The Secretary was authorized to have one hundred copies of the proceedings of the Board of Trustees for the year ending June 30, 1917, printed in the usual form.

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Upon the recommendation of the President, it was ordered that the rule for the remission of diploma fees, as passed by the Board of Trustees last year, continue in force and operate as of this year.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following appointments were made and the necessary appropriations were authorized to meet the salaries, in accordance with the general rule:

C. Benjamin Irwin was appointed Assistant in the Department of Dairying, at a salary of \$1,200.00 per annum (12 months basis), effective April 1, 1918, vice E. J. Helbig, resigned, and \$300.00 was appropriated for this salary.

Miss Mary E. Clark was appointed Stenographer in the Agricultural Extension Service, at a salary of \$50.00 per month, effective February 20, 1918, said salary to be paid from State Offsetting funds in Project No. 1.

Miss Catherine Ready was appointed Clerk-Stenographer in the Agricultural Extension Service, at a salary of \$70.00 per month, effective March 18, 1918, vice Miss Frances Smith, resigned, said salary to be paid from State Offsetting funds in Project No. 4.

Miss Mary Baker was appointed Stenographer in the Agricultural Extension Service, at a salary of \$50.00 per month, effective March 11, 1918, said salary to be paid from Smith-Lever funds in Project No. 1.

Carl G. Fieldner was appointed County Agricultural Agent in the Agricultural Extension Service, at a salary of \$2,100.00 per annum, effective March 18, 1918, the salary to be paid as follows: from U. S. D. A. funds \$125.00 per month; from State Offsetting funds \$8.33 per month; from Williams County funds \$41.67 per month. The above funds to be charged to Project No. 2.

Mr. Fieldner was also allowed \$33.33 per month for the maintenance of an automobile, payable from Williams County funds.

W. J. Hendrix was appointed County Agricultural Agent in the Agricultural Extension Service, at a salary of \$2,200.00 per annum, effective March 18, 1918, the salary to be paid as follows: from U. S. D. A. funds \$100.00 per month; from State Offsetting funds \$33.33 per month; from Darke County funds \$50.00 per month. The above funds to be charged to Project No. 2.

Mr. Hendrix was also allowed \$33.33 per month for the maintenance of an automobile, payable from Darke County funds.

Miss Kathleen Kent was appointed Home Demonstration Agent in the Agricultural Extension Service, at a salary of \$1,320.00 per annum, effective March 11, 1918, the salary to be paid as follows: from U. S. D. A. funds \$100.00 month; from State Offsetting funds \$10.00 per month. The above funds to be charged to Project No. 11. The Woman's Committee, Council of National Defense of Canton, will pay \$25.00 per month and the same organization of Alliance will pay \$8.33 per month toward the expenses of Miss Kent.

Schuyler M. Salisbury was appointed County Agricultural Agent in the Agricultural Extension Service, at a salary of \$2,400.00 per annum, effective March 16, 1918, the salary to be paid as follows: from U. S. D. A. funds \$125.00 per month; from State Offsetting funds \$8.33 per month; from Medina County funds \$66.67 per month. The above funds to be charged to Project No. 2.

Mr. Salisbury was also allowed \$33.33 per month for the maintenance of an automobile, payable from Medina County funds.

Leon A. Friedman was appointed Editor of "The Lantern," at a salary of \$50.00 per month, effective for the months of March, April and May, and \$150.00 was appropriated for this salary.

Andrew Armstrong was reappointed Campus Laborer, at a salary of \$65.00 per month, effective March 1, 1918, and \$260.00 was appropriated for this salary.

J. Marchezo was appointed Wiper in the Division of Operation and Maintenance, at a salary of \$62.50 per month, effective April 1, 1918, and \$187.50 was appropriated for this salary.

Paul Haag was appointed Laborer in the Department of Animal Husbandry, at a salary of \$70.00 per month, effective April 1, 1918, and \$210.00 was appropriated for this salary.

Miss Mary Yeager was appointed Stenographer in the Agricultural Extension Service, at a salary of \$30.00 per month, effective February 19, 1918.

Miss Jessie Haible was appointed Stenographer in the Agricultural Extension Service, at a salary of \$65.00 per month, effective March 18, 1918, said salary to be paid from Smith-Lever funds in Project No. 1.

Miss Florence Naile was appointed Bookkeeper in the Business Manager's office, at a salary of \$100.00 per month, effective April 1, 1918, and \$300.00 was appropriated for this salary.

Eli E. Sherwood was appointed Painter in the Division of Operation and Maintenance, at a salary of \$80.00 per month, effective April 1, 1918, and \$240.00 was appropriated for this salary.

Mrs. Marie G. Combs was appointed Stenographer in the Department of Psychology, at a salary of \$55.00 per month, effective April 1, 1918, and \$165.00 was appropriated for this salary.

Miss Ednah Pugh was appointed Stenographer in the Entrance Board office, at a salary of \$60.00 per month, effective April 1, 1918, and \$180.00 was appropriated for this salary.

Wayne Wright was appointed Student Assistant in the Department of Physical Education, at a salary of \$50.00 per month for two months, beginning April 1, 1918, and \$100.00 was appropriated for this salary.

The following appointments were made for the Summer Session:

L. R. Geissler was appointed Professor in the Department of Psychology, at a salary of \$350.00 vice Karl M. Dallenbach, resigned, and \$350.00 was appropriated for this salary.

L. Z. Lerando was appointed Accompanist in the Department of Music, at a salary of \$100.00, and \$100.00 was appropriated for this salary.

2. Upon the recommendation of the President, the following resignations were accepted, and the balances remaining in the appropriations were cancelled:

O. C. Cunningham, Assistant Professor in the Department of Dairying, effective April 1, 1918. The balance of \$600.00 remaining in the appropriation for this salary was cancelled.

M. B. Jimison, Instructor in the Department of Dairying, effective February 28, 1918. The balance of \$400.00 remaining in the appropriation for this salary was cancelled.

Curtis R. Henry, Student Assistant in the Department of Mine Engineering, effective March 31, 1918. The balance of \$90.00 remaining in the appropriation for this salary was cancelled.

Earl E. Barnes, Assistant in the Department of Agricultural Chemistry and Soils, effective April 1, 1918. The balance of \$180.00 remaining in the appropriation for this salary was cancelled.

Miss Helen Lennox, Clerk in the University Hospital, effective March 31, 1918. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

J. C. Overpeck, University Scholar, effective January 1, 1918. The balance of \$125.00 remaining in the appropriation for this salary was cancelled.

Miss Marianne Aff, Research Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective April 1, 1918. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

Wendell A. Moor, Graduate Assistant in the Department of Chemistry, effective April 1, 1918. The balance of \$90.00 remaining in the appropriation for this salary was cancelled.

Carl E. Frick, Assistant in the Department of Chemistry, effective February 10, 1918. The balance of \$326.67 remaining in the appropriation for this salary was cancelled.

Per Lee McCague, Laborer in the Department of Animal Husbandry, effective March 31, 1918. The balance of \$165.00 remaining in the appropriation for this salary was cancelled.

S. M. Salisbury, Assistant Professor in the Department of Animal Husbandry, effective March 15, 1918. The balance of \$630.00 remaining in the appropriation for this salary was cancelled.

S. L. Shenefield, Student Assistant in the Department of Chemistry, effective April 1, 1918. The balance of \$90.00 remaining in the appropriation for this salary was cancelled.

V. G. McKinnon, Painter in the Division of Operation and Maintenance, effective March 11, 1918. The balance of \$292.31 remaining in the appropriation for this salary was cancelled.

Miss Frances Smith, Stenographer in the Agricultural Extension Service, effective March 1, 1918.

Miss Glayds Laughlin, Stenographer in the Department of Botany, effective March 31, 1918. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

J. H. Francis, Superintendent of Columbus Schools, appointed for service in the Department of School Administration, Summer Session, 1918. The appropriation of \$300.00 for this salary was cancelled.

Karl M. Dallenbach, Instructor in the Department of Psychology, Summer Session, 1918. The appropriation of \$350.00 for this salary was cancelled.

J. L. Manahan, Professor in the Department of School Administration, Summer Session, 1918. The appropriation of \$500.00 for this salary was cancelled.

3. Upon the recommendation of the President, the following leaves of absence were granted:

F. A. Lambert, Assistant Professor in the Department of Veterinary Medicine, effective April 1, 1918. Professor Lambert has been

assigned to duty in the Veterinary Reserve Corps of the National Army.

Thomas D. Phillips, Assistant Professor in the Department of Rural Economics, effective March 15, 1918. Mr. Phillips is serving the Food Administration of Ohio.

Alan E. Flowers, Professor in the Department of Electrical Engineering, effective April 1, 1918. Professor Flowers has been assigned to duty in the Signal Corps Division of the United States Army.

Miss Iva M. Eddy, Bookkeeper in the Business Manager's office, effective March 31, 1918. The balance of \$300.00 remaining in the appropriation for this salary was cancelled.

4. In accordance with the recommendation of the University Faculty at meetings held October 4, 1917 and February 14 and March 14, 1918, the following named persons were granted the degrees indicated:

BACHELOR OF SCIENCE IN HOME ECONOMICS

(As of the Class of 1917)

Ida Mae Patterson.

BACHELOR OF LAWS

(As of the Class of 1917)

Kenneth Drought Carter

BACHELOR OF ARTS

(As of the Class of 1918)

Louis August Elsesser

BACHELOR OF ARCHITECTURE

(As of the Class of 1917)

Arthur Sherer Brewer

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1917)

Martha Mabel Harris, B.A. (Monmouth College)

Martha Law

Vitus Modustus Mulvey

Helen Louise Murphy

John Ivan Kiseberth

DOCTOR OF VETERINARY MEDICINE

(As of the Class of 1918)

Orris Irven Catlin

Raymond Elmer Lubbehusen

Henry Powell Roberts

Harry A. Stolpestad

5. Upon the recommendation of the President and of the Faculty of the College of Homeopathic Medicine, the following named candi-

dates who have completed the three years' course of training for nurses in the University Homeopathic Hospital, were granted certificates:

Frances Eleanore Schlegelmilch, as of March 27, 1918.

Olga Josephine Johnson, as of April 19, 1918.

6. Upon the recommendation of the President, H. L. Andrew, Assistant County Agricultural Agent, was promoted to the position of County Agricultural Agent, at a salary of \$1,800.00 per annum, effective March 18, 1918, to be paid as follows: from U. S. D. A. funds \$125.00 per month; from the Smith-Lever funds \$8.33 per month; from Van Wert County funds \$16.67 per month, assigned to Project No. 2.

Mr. Andrew was also allowed \$33.33 per month for the maintenance of an automobile, payable from Van Wert County funds.

7. Upon the recommendation of the President, John Conger, Wiper in the Division of Operation and Maintenance, was transferred to the position of Janitor, assigned to Hayes Hall and the Gymnasium, and his salary was increased from \$62.50 to \$65.00 per month, effective March 18, 1918, and \$8.65 was appropriated to cover the increase for the remainder of the year.

8. Upon the recommendation of the President, an appropriation of \$250.00 was made for fencing on the Hess tract of land, the work to be done under contract with proper guarantee and supervision.

9. The President reported for record that O. D. Rickley who was appointed Student Assistant in the Department of Industrial Arts for the year 1917-1918, declined the appointment, effective September 1, 1917. The appropriation of \$300.00 for this salary was cancelled.

10. Upon the recommendation of the President, the administration of the Lake Laboratory was transferred to the Dean of the College of Agriculture.

11. The President reported the death of Professor Charles A. Bruce of the department of Romance Languages, which occurred Wednesday, April 3, 1918, following a ten days' illness with pneumonia, and recommended that his salary be continued for the remainder of the year. This recommendation was agreed to.

12. Upon the recommendation of the President, it was ordered that Captain Edson I. Small of the Department of Military Science be paid \$40.00 per month, effective February 1, 1918. An appropriation of \$200.00 was made for this salary.

13. The President reported the purchase of 61.81 acres of land, more or less, from Darius F. Hiatt, being the tract referred to in the minutes of March 5, 1918, as the Charlotte C. Pheneger land, for the sum of \$30,000.00.

The description of the above land is as follows:

"Being a part of the Third Quarter of the First Town-ship of the Eighteenth Range, United States Military Lands:

Tract 1. Beginning at a point in the west boundary of said Quarter Township Number Three now known as North Starr Avenue being the southwest corner of a 10-acre tract of land owned by Frank Miller et al and in the center line of North Starr Avenue; thence South 109 poles, $4\frac{1}{2}$ links to a point; thence East 73 poles, $4\frac{1}{2}$ links to a point; thence North 109 poles, $4\frac{1}{2}$ links to a point; thence West 73 poles, 7 links to the place of beginning, containing Fifty (50) acres more or less, excepting therefrom a strip fifty-two (52) feet in width by 1840.40 feet in length off of the East side thereof, conveyed by Jacob E. Slyh to Ephriam Sells on April 3, 1891, by deed recorded in Deed Book 223, page 545, Recorder's Office, Franklin County, Ohio, containing $2\frac{1}{2}$ acres.

Tract 2. Beginning at a stake in the Northwest corner of the lands formerly known as the Daniel Lakin Lands; thence with the West line of said Lakin land, S. $2^{\circ} 30' W.$, a distance of 32.61 poles to a stake in said line, the Northeast corner to a Ten-Acre Tract or lot formerly sold by Eli M. Lisle to John H. Reed; thence with the North line of said Ten Acre Tract N. $88^{\circ} W.$, 68.69 poles to a stake in the West line of said Quarter Section; thence with the West Line of said Quarter Township, N. 32.61 poles to a stake or stone, northwest corner to the land formerly known as the Lisle Land; thence with the North Line of said Lisle Land S. $88^{\circ} E.$ 70 poles to the place of beginning, containing 14 acres of land more or less, subject, however, to the rights of the County of Franklin to a strip of land 60 feet wide running East and West across said tract and joining on the East end a strip 60 feet in width deeded by Ephriam Sells to the County of Franklin for road purposes, said 60 foot strip having been conveyed by Jacob E. Slyh to the County of Franklin, April 3, 1891, and recorded in Deed Book 224, page 269, Recorder's Office, Franklin County, Ohio.

The aforesaid tracts join each other North and South and being the same premises conveyed to Charlotte C. Pheneger by Jacob E. Slyh, on September 19, 1905, by deed recorded in Deed Book 410, page 454, Recorder's Office, Franklin County, Ohio, and deeded by the said Charlotte C. Pheneger to Darius F. Hiatt by deed dated the sixteenth day of March, 1918."

* * * * *

Thereupon the Board adjourned to meet Saturday, May 25, 1918.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, MAY 25, 1918.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; John F. Cunningham, F. E. Pomerene, Guy W. Mallon, O. E. Bradfute, John Kaiser and C. F. Kettering.

* * * * *

The President directed attention to the change of date for the Commencement from June 18th to May 28th, and that the diplomas having been ordered as usual, bear the date of June 18th. It was recommended that this change be made a matter of record in the minutes, in order to avoid any misunderstanding.

* * * * *

Upon the recommendation of the University Faculty, it was ordered that the following degrees be conferred by the President of the University on Commencement Day, May 28, 1918:

DOCTOR OF PHILOSOPHY

Homer Burton Adkins, B.Sc. (Denison University), M.A., Herbert Spencer Coith, B. Sc. (Kansas State Agricultural College), M.Sc., Frederick Azel Fenton, B.A. (Clark University), M.S. (University of Wisconsin), Walter French, B.A., M.A., Robert Cleveland Hummell, B.S. (Otterbein College), M.A., Carl Raymond McCrosky, B.A. (Ohio Wesleyan University), M.A., Adolph Waller, B.Sc. in Agr. (University of Kentucky), M.Sc., Harry Sylvester Will, B.A., M.A., James Howard Young, B. Sc. (Kansas State Agricultural College), M.Sc.

MASTER OF ARTS

Agnes Jessie Atkinson, B.A., Elizabeth Grover Beatty, B.Sc. in Edu. (Ohio University), Nell Catharine Crates, B.A. (Ohio Wesleyan University), Mary Lee Deputy, B.Ped. (Ohio University), A.B. (Antioch College), Russell Andrew Grimm, B.A., B.Sc. in Edu., Dorothea Grace Knoblock, B.A. (College of Women, Western Reserve University), Reuben Koch, B.A., Frances Margaret Lorsheter, B.A., B.Sc. in Edu., Esther May McClain, B.A., B.Sc. in Edu., Helen Marshall, A.B. (Lake Erie College), Mary Margaret Miller, B.A., Sidney Earl Mix, B.C.E., Dorothy Osborn, B.A., Waldo Schumacher, A.B. (Bluffton College), Emma Pearl Scott, B.A., Miriam Elizabeth Simes, B.A., B.Sc. in Edu., Edith Mary Sniffen, B.A. (Marietta College), Jean David Spaid, B.Sc. in Edu., Mabel Elizabeth Stehle, B.A., Choming Tsai, B.A. (Miami University), Oscar Wesley, A.B. (Baldwin-Wallace College), Mozelle Carolyn Whipps, B.Sc. in H.E.

MASTER OF SCIENCE

Clyde Stewart Adams, B.Sc. (Denison University), William Wert Bauer, B.A., Aubrey Ottarson Bradley, B.A. (Ohio Wesleyan University), Maud Dawson, B.A. (University of Michigan), Ernest Newton Fergus, B.Sc. in Agr., Roy Israel Grady, B.Sc. (Wooster College), John Calhoun Hamlin, B.Sc. (Clemson Agricultural College), Harry Wilson Lutz, B. Sc. in Hort., Charles Niman McIntyre, B.Sc. in Forestry, Ghulam Mohammed Malik, B.Sc. in Agr. (Utah Agricultural College), Robert Edward Miller, B.A., Wayne Lewis Robison,

B.Sc. in Agr. (Purdue University), George Lee Schuster, B. Sc. in Agr., Verle Cleveland Smith, B.Sc. in Agr., William Boyd Stelzner, B.E. in E.E. (University of Arkansas), Britto Fair Stoner, B.Sc. in H.E., Spencer George Weber, B.Sc. (Denison University), Charles Adolph Weigel, B.Sc. (New Hampshire State College), Pei-Fung Yang, B.S. in C.E. (Government Institute of Technology, Shanghai, China).

BACHELOR OF SCIENCE IN AGRICULTURE

Volney Goffe Applegate, Marion Virgil Bailey, Alvin Charles Barth, Ralph Lawrence Bazler, Thomas Edward Berry, Sidney William Bliss (as of the class of 1917), Henry Gayman Chambers, Arthur Seymour Clark, Harry Warren Clarke, Cloyde Dean Copley, John Peters Courtright, Gordon Dixon, Arthur Tobias Edinger, Richard Cornelis Fisher, Eugene Fox, Lester Newton Geiger, Leroy Grant Gilmore, Emil John Grener, Emmett William Hass, Wallace Luke Hammond, Francis Newman Holcombe, Delmar Corry Jobe, Andrew Wilson Johnson, Millard Leroy Jordan, Walter Keel Kennedy, Harry Leo Kern, George Henry Krill, Chauncey Philip Lang, Dexter Nathaniel Lutz (as of the Class of 1917), William Montgomery, Roy Edgar Moser, Paul Edwin Needham, Ralph Martindale Neher, Marion Cundiff Overturf, Ralph Richardson, John McGrew Sawyer, Everet Leslie Shuck, William Charles Skelley, James Carleton Spence, Ralph Holland Sturgeon, Lowell Allen Sutermeister, Paul Cecil Warner, Joyce Thomas Wilcox.

BACHELOR OF SCIENCE IN HORTICULTURE

Abraham Zayin Chanin, Carl Edwin Hass, Ernest Straign Haber, Harry Ernest Jacob, Ralph Rudolph Rothacker, Melvin Earl Wyant.

BACHELOR OF SCIENCE IN LANDSCAPE ARCHITECTURE

Leo C. Rosenberg

BACHELOR OF SCIENCE IN HOME ECONOMICS

Leah Ascham, Lucie Pearl Atcheson, Marie Jean Barclay, Mary Esther Baumgardner, Frances Elizabeth Bell, Anna Pauline Biebricher, Fannie May Bollinger, Elsie Beatrice Brady, Hazel Marie Brown, Dorris Coss, Florence May Cruickshank, Florence Belle Darrah, Marie Kathryn De Vere, Edith Murnan Dickson, Bertha Grace Dunn, Rachel Edgar, Katherine Geddes Erskine, Margaret Fields, Bertha Beatrice Hays, Bertha Elizabeth Holtkamp, Lois Hunter, Margaret Johnson, Lois Love Kirkpatrick, Elizabeth Cole Lee, Mayme Lewis, Zulu Marie Marshall, Ruth Megathay, Stella Beavers Milburn, Roxie Ann Milliken, Lucile Mary Muth, Florence Eleanore Nolan, Helen Katherine Patterson, Martha Ethel Ralston, Rose Waring Russell, Edith Lillian Simons (as of the Class of 1917), Grace Lienhard Slocum, Elsie Elenora Steiger, Prudence Stevens, Thurza Teegarden, Dorothy Elizabeth Tunnell, Mary Ralston Werner, Margaret Lee White.

BACHELOR OF ARTS

Samuel Earl Ackley, Harriet Page Albright, Ola Mae Arick, Mary Louise Bailey, Lotta Marguerite Barclay, Carl Eugene Barnett,

Nelson Leroy Barnett, Almon Jay Basinger, Arden Ray Basinger, Edward Christian Basselman, Eleanor Rose Batterham, Margaret Batterham, Mary Violet Beard, Lillian Margaret Beatty, Matthew Glendale Beeman, Alva Herschel Bennett, Audra Rosina Bickel, Forest Ira Blanchard, Solomon Bloomfield, Jr., Carl Millard Bohner, Orton Wells Boyd, Marion Williamson Bradley, Hedwig Marie Bretz, A. Margaret Castle, Martha Chambers, Edith Winifred Childs, Ruth Clark, Hobart Raphael Coffey, Grace Marie Cogger, Lucile King Corbett, Wilda Ruth Coulter, Harold Joseph Courtney, Emma Leonard Courtright, Mabel Mason DeBra, Lyndall Johnetta Diebel, Gordon Dixon, Jessie Belle Doersam, Vera Pearl Dull, Reed Bergman Dunn, Henry Feinberg, Vera Lydia Foster, Gordon Stark Frambes, Emma Marie Frechtling, Alfred Earl Galloway, Esther Helen Gary, Howard Manning Gilmore, Boris Glossman, Josephine Hamblin, Elma Elizabeth Hamilton, Harold Eugene Hamilton, Allen Douglas Harlor, Gladys Lucile Hart, Eldra Wade Hartley, Eleanor Helen Hauelsen, Louise Middleton Havens, Alice Marion Hayes, Margaret Ruth Heiner, Tom Helbling, Florence Ethel Heyde, William Edgar Hitchcock, Allen Hamilton Hoskins, Edith Fransonia Hoyer, Esther Romaine Jackson, Paula Mina Janton, Estella Lucille Johnson, Frances May Karns, Jesse Mark Kleinmaier, Leyb Berkoff Komisaruk, Gail Merton Kurtz, Edna Anna Lamb, Ethel McMorris La Velle, Lois Mae Lovett, Louis Lozowick, Floyd Alonzo McClure, Roe Johnson Maier, Helen Markey, Zulu Marie Marshall, Ethel Editha Matson, Evert Waitman Meredith, Harry James Miller, Mary Martha Monica Miller, Mary Jane Milligan, Adah Vivian Morris, Lucile Mary Muth, Mary Elizabeth Myer, William Edward Orthwein, Don Ferdinand Osbun, Hazel Joann Pfau, Maynard French Pierce, Robert Kinsey Porter, Corinne Louise Putnam, Margaret Helen Rathmell, Mildred Mae Rockey, Margaret Roling, Winnifred Virginia Ronan, Ruth Jane Roseboom, Charles Leslie Sammons (as of the Class of 1917), Oscar Hugo Schettler, Gertrude Schutzbach, Charlotte Matilda Scofield, Jenny Elizabeth Scott, Helen Delano Shepard, Ruth Marie Smith, Clifford Bright Snider, B. Sc. in Agr., Wilna Hazel Solt, Jean David Spaid, B. Sc. in Edu., Edna Leah Spencer, Joseph Stanley Stevens, Harold Griffith Sutton, Esther Tanner, Amanda Adeline Thomas, Janeva Christie Trotter, Albert Herman Vilbrandt, Ethel Morse Vorhees, Isabelle Hannah Wallace, Charles Edgar Whitenack, Charles Otis Willson, Rita Kathryn Woods.

BACHELOR OF SCIENCE

Elvin Jackson Bateman, Everett Twinem Bonar, Mary Louise Brown, Earl Huffer, Rudolph Gaylor Lewis, Ernest Fred Maag, Louis Joseph Roth, Erwin Webster Troutman, Ruth Palmer Walker, Ann Pauline Warfield.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Kenneth Miller Beery, William Fred Bloor, Samuel Richard Firestone, Glenn Walter Foster, Glen Kerr Schooler, William Randall Watson, Edwin Herman Weil, Clarence Henry Wiseley, Walter Adrian Yoerger.

BACHELOR OF SCIENCE IN JOURNALISM

Elouise Converse, Leon Alexander Friedman.

BACHELOR OF SCIENCE IN SOCIAL SERVICE

Ada May Remington, Helen Mae Ridsen.

DOCTOR OF DENTAL SURGERY

Thomas Fawns Auld, Harold William Babington, Walter Duff Barcroft, Charles Edwin Beatty, Robert John Bennett, Paul Drumm Black, Dean Howard Booth, William Berdell Braumiller, Edward Pierre Buddenhagen, Claude Morrison Campbell, Leo Michael Carr, Joseph Francis Carroll, Adonis George Cashbaugh, Frank Carter Larimore Claypool, Ralph Boyd Clugh, Clarence S. DeLashmutt, Elijah D. Douglass, Harry Hayman Douglass, John Wesley Dunbar A.B. (Paine College), James Edelen Dunn, Arthur Matthew Elam, B.M.E. (State University of Kentucky), Botner Frederick Elam, Hubert Baker Eyman, Oscar Joseph Fillinger, Austin Thomas Fisher, Phillip Ambrose Floyd, Ira Lee Fulk, Harold William Hart, Arthur Alvern Hartupee, Robert William Heibertshausen, Nelson Sweeney Hoover, Fred Fay Jones, Morton Hanna Jones, LeRoy Henry Kauffman, Albert Nelson Kishler, Robert Alviere Lush, Bruce Atwood Mayer, Robert Perry Merrill, Davison Bay Moore, Alva Clinton Myers, Ernest Ray Myers, Joseph Charles Nageleisen, Ralph Victor Park, Jean McKenzie Putnam, B.Ped. (Ohio University), Chester Eugene Rasor, Thomas William Ream, Earl Miller Sheehan, Alice Marie Smith, Richard Mott Titus, Eurat Dwight Vosper, Homer Cecil Wagner, Everett Lloyd Watkins, Chester Everett Wetherill, Russell Henry Wetzell, Leonard Ordie Wheeler, William Dale Williams, Harold Grover Wolfe.

BACHELOR OF SCIENCE IN EDUCATION

Miller Ayers, Hazel Baver, Jean Ingelow Beery, Helen Fayerma Behrens, Josephine Benson, Helen Rebecca Bloser, Mildred Frances Booth, Hedwig Marie Bretz, Eugenie Josephine Brown, Pauline Temperance Bryant, Walter Austin Burnham, Helen Jeanette Carl, Martha Chambers, Esther Elizabeth Clark, Wilda Ruth Coulter, Mary Naomi Cowling, Marjorie Louise Dean, Mabel Mason DeBra, Mildred Lavinia Dickey, Lyndall Johnetta Diebel, Clara Claudine Dowler, Maria Swope Dreyer, Alice Grace Eckfeld, Dorsie Elizabeth Fisher, Katherine Fisher, Martha Elizabeth Forsythe, Vera Lydia Foster, Nelson William Frasure, Dorothy Evaline Fulcher, Edith Gramm, Josephine Hamblin, Gladys Lucile Hart, Eldra Wade Hartley, Eleanor Helen Hauelsen, Tom Helbling, Martha Jane Hillhouse, Alonzo Franklin Hixson, Winifred Helen Hobart, Clarice Sarah Hobensack, Ethel Selina Hogan, Frances May Karns, Freda Alvina Kautz, Mary Eliza Kennedy, Martha Kathleen Kent (as of the Class of 1917), Josephine Smith Kinney, Rowana Emmitt Kinney, William Alonzo Kline, B.S. (Otterbein University), Florence Edith Knoche, Martha Hannah Koehler, Ruth McMillan Kyle, Edna Anna Lamb, Ethel McMorris La Velle, Mabel Marie Lentz, Lavone Frances McReynolds, Ethel Editha Matson, Ruth Mills, Mary Ada Parsons, Helen Katherine Patterson, Urcell Yates Porter, Aldee Opal Poulson, Helen Elizabeth Price, Mary Lucile Richardson, Norma Lucile Richter, Catherine Marie Rittel, Margaret Mary Ritzler, Mildred Mae Rockey, Margaret Roling, Marion Margaret Ryan, Lillian Margaret Sauer, Alice Rebecca Scatterday, Alexander Joseph Schaefer, Eula Miskel Schaeffer, Britta Henderson Schreck, Irma Ruth Selby, Edith Sherwood, B. Sc. in H. E., Ava Belle Shover, Edna Adella Smelker, Eleanor Cotton

Smith, Miriam Gebest Smith, Edna Leah Spencer, Lorene Teegarden, Clara Catherine Volk, Corinne Elizabeth Volkmann, Rayman Stanley Weiser, Margaret Lee White, Charles Edgar Whitenack, Edward Lawrence Wickliff, B. Sc. in Agr., Harry Ernest Williams, Harry Benjamin Wyman.

PROFESSIONAL DEGREES

CHEMICAL ENGINEER

George A. Burrell

CIVIL ENGINEER

Charles Evan Fowler

BACHELOR OF ARCHITECTURE

Thomas Earl Brand, George Henry Gillespie, Russell Skipton.

BACHELOR OF ARCHITECTURAL ENGINEERING

Carl Eugene Barnett, Paul Ellsworth Crider, John David East, Myron L. Harrison, Byron Hempstead Mills, Charles Walter Scheuneman, Howard Malsbary Templin, Daniel Wilson Weiny.

BACHELOR OF CERAMIC ENGINEERING

Raymond Barker Gilmore, Elmo Henry Lintz, Russell Nevin Long, Lester Michael Merritt, Murray Ransford Scott, William Henry Husband Stephens, Edward Doty Vance.

BACHELOR OF CHEMICAL ENGINEERING

Frederick Thomas Andrews, Thomas Alvin Boyd, Calvin Adam Buehler, Leonard Thomas Capell, Robert Anderson Fisher, Aubrey Emerson Hess, Paul McHehan Horton, Goland Hiatt Hufford, Edwin Wade Mann, H. Alton Mitchell, John Mouk Ort, Samuel Lantz Shenefield, Willard Franklin Tressel, Louis Jacob Trostel.

BACHELOR OF CIVIL ENGINEERING

William Wayne Anderson, John Wesley Bulger, Paul H. Elleman, John Flotron Hale, Waldo Hartline, Leroy Luther Luke, William Kent McIlyar, Lawrence Ley Markel, George Thomas Newman, Donald Colwell Norris, James Charles Ryan, Aaron Jacob Sackson, B.A., Harry Lobsinger Sauer, Edwin John Weigand.

BACHELOR OF ELECTRICAL ENGINEERING

Elmer Clyde Covert, Arthur Peter Grasser, Edward Stanley Gunn, Elmer Leroy Hall, Claud Burton Hersh, Johnston Hixon Hunt, Theodore Donahue Robb, William Sandoz, Max Emmet Shanck, Basil Kissell Smith, Jesse William Wildermuth, Carl Edward Winegartner.

BACHELOR OF MECHANICAL ENGINEERING

Glenn Allen Barber, Dwight Cherrington Batterson, Paul Bucher, Ray Lewis Clapper, Wilford Paul Crise, John Earl Hunt, William Thomas Ladkin, James John La Salvia, Clyde Littick Smith, Falor Edwin Smyser.

BACHELOR OF ENGINEERING IN MINING

Edwin John Lintner, Ernest Frederick Schaefer, Lester Frank Siegel.

BACHELOR OF ENGINEERING

Howard Gray Courtney, Howard Frederick Yerges.

DOCTOR OF MEDICINE (Homeopathic)

Waldo Zimmerly Baker, Earl Hayes Baxter, B.A., Morris Gans, George Finney Linn, Joseph Francis Piotrowski, George Arthur Poe, George Henry Quay, Jr., Morris Hamilton Reno, Sanford E. Rosen, Harry Ingham Spear, George Washington Stober, Lee Browning Warren, William Henry Wolfram.

JURIS DOCTOR

Frank Marcus Cobourn, B.A. (Mt. Union College), Francis Marion Marriott, B.S. (Ohio Wesleyan University).

BACHELOR OF LAWS

Richard Ernest Boesel, Leland Stanford Bricker, Floyd Stanley Crooks, Ph.B. (Ohio University), Stanley Denlinger, A.B. (Wittenberg College), Barton Griffith, Jr., B.A., Herman Benjamin Harris, Walter Lester Krohngold, Charles Don McVay, A.B. (Ohio University), Frederic Joseph Patz, Walter Raleigh Smith, B.A., Howard Dunn Water, B.A.

DOCTOR OF MEDICINE

Ira Guy Allen, John Clinton Bowman, B. Sc. in Pharm., Clifford Franklin Brunck, A.B. (Goshen College), Edward Moschi Feiman, D.D.S. (Western Reserve University), Arthur Frederick Hagedorn, Donald McLeod Harlor, B.A., Earl Huffer, Alfred Evan Jones, Paul Clement Keller (as of the Class of 1917), Ray William Kissane, Howard Smith McClure, Jesse Benton Martin, George Jacob Mateja, William Virgil Parent, Donald Grant Ralston, George Emmet Shields, William Marshall Skipp, William Philip Smith, D.O. (American School of Osteopathy), George Forney Swan, Walter Scott Taylor, Allen Aldean Tombaugh, Carol Castor Webb.

BACHELOR OF SCIENCE IN PHARMACY

Paul Haney Groff, Charles Edward Pake, Cert. in Pharm., William Marvin Rees, Jr., John Yarnell, Jr.

DOCTOR OF VETERINARY MEDICINE

William Theodore Bollmeier, Samuel Nathaniel Bruce, George Washington Lobach, Alfred Lowe Rubin.

Upon the recommendation of the Faculty, the following certificates were granted:

CERTIFICATE IN LAW

Morris Samuel Galvin, William Dillon Hood, Dwight Howard, Charles Raymond Ross, Marcus Atlanta Sullivan.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

G. Hayes Buchanan, Earl George Carpenter, Henry David Duckwald, Ruskin Billings Lawyer, Paul Thomas McCreary, Frank Lee Pattison, Nelson Edward Wistner.

* * * * *

The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted and balances remaining in the salary appropriations were cancelled, in accordance with the general rule:

Thomas A. Boyd, Student Assistant in the Department of Engineering Drawing, effective April 15, 1918. The balance of \$75.00 remaining in the appropriation for this salary was cancelled.

W. S. Gamertsfelder, Graduate Fellow, effective May 1, 1918. The balance of \$100.00 remaining in the appropriation for this salary was cancelled.

Herbert A. Toops, Graduate Scholar, effective May 1, 1918. The balance of \$50.00 remaining in the appropriation for this salary was cancelled..

Elmer J. Helbig, Assistant in the Department of Dairying, effective March 31, 1918. The balance of \$250.03 remaining in the appropriation for this salary was cancelled.

Miss Margaret Pressler, Nurse, Homeopathic Hospital, effective April 1, 1918. The balance of \$12.56 remaining in the appropriation for this salary was cancelled.

Louis Eich, Instructor in the Department of English, effective April 30, 1918. The balance of \$240.00 remaining in the appropriation for this salary was cancelled.

R. Ray Steele, Assistant in the Department of English, effective April 30, 1918. The balance of \$100.00 remaining in this appropriation was cancelled.

G. C. Seegar, Instructor in the Department of Civil Engineering, effective May 1, 1918. The balance of \$200.00 remaining in the appropriation for this salary was cancelled.

Miss Mary Farmer, Stenographer, Physics Building, effective May 2, 1918. The balance of \$107.88 remaining in the appropriation for this salary was cancelled.

E. L. Noble, Student Assistant in the Department of Psychology, effective May 1, 1918. The balance of \$60.00 remaining in the appropriation for this salary was cancelled.

Miss Mary Elizabeth Jones, Teacher of Maternity and Children's Nursing, Homeopathic Hospital, effective May 1, 1918. The balance of \$100.00 remaining in the appropriation for this salary was cancelled.

Robert A. McDonald, Technician in the Department of Anatomy, effective April 30, 1918. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

Erwin A. Esper, Graduate Assistant in the Department of Greek, effective June 1, 1918. The balance of \$50.00 remaining in the appropriation for this salary was cancelled.

D. O. Critz, Graduate Assistant in the Department of Chemistry, effective May 1, 1918. The balance of \$60.00 remaining in the appropriation for this salary was cancelled.

A. O. Bradley, Graduate Assistant in the Department of Chemistry, effective May 1, 1918. The balance of \$60.00 remaining in the appropriation for this salary was cancelled.

Miss Augusta Eckstine, Library Assistant, effective May 15, 1918. The balance of \$75.00 remaining in the appropriation for this salary was cancelled.

Wallace S. Erskine, Assistant in the Department of Military Science, effective May 15, 1918. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

Mrs. Mary Wagner, Janitress, Home Economics Building, effective April 30, 1918. The balance of \$80.00 remaining in the appropriation for this salary was cancelled.

John Conger, Janitor, Hayes Hall and Gymnasium, effective April 24, 1918. The balance of \$142.50 remaining in the appropriation for this salary was cancelled.

D. R. Kimball, Janitor, Chemistry Building, effective April 19, 1918. The balance of \$140.77 remaining in the appropriation for this salary was cancelled.

J. J. Riggle, Graduate Assistant in the Department of Agricultural Chemistry and Soils, effective April 1, 1918. The balance of \$90.00 remaining in the appropriation for this salary was cancelled.

John L. Hutchison, Instructor in the Department of Agricultural Chemistry and Soils, effective March 1, 1918. The balance of \$480.00 remaining in the appropriation for this salary was cancelled.

A. R. Basinger, Student Assistant in the Department of Anatomy, effective May 1, 1918. The balance of \$60.00 remaining in the appropriation for this salary was cancelled.

Henry B. Froning, Instructor in the Department of Bacteriology, effective June 30, 1918.

Mrs. Clytie H. Davies, Stenographer, Department of Electrical Engineering, effective March 31, 1918. The balance of \$150.00 remaining in the appropriation for this salary was cancelled.

Thomas V. Allen, Night Troublemaker, Division of Operation and Maintenance, effective April 30, 1918. The balance of \$160.00 remaining in the appropriation for this salary was cancelled.

Charles A. Hopkins, Janitor, Library Building, effective May 4, 1918. The balance of \$120.00 remaining in the appropriation for this salary was cancelled.

Edgar W. Dean, Comptroller, Business Manager's Office, effective May 15, 1918. The balance of \$237.53 remaining in the appropriation for this salary was cancelled.

Miss Gail E. Miller, Stenographer, College of Medicine, effective May 3, 1918. The balance of \$113.08 remaining in the appropriation for this salary was cancelled.

Miss Ethel Huber, Stenographer, Department of Farm Crops, effective May 7, 1918. The balance of \$44.23 remaining in the appropriation for this salary was cancelled.

Miss Marie Mather, Stenographer in the Agricultural Extension Service, effective May 15, 1918.

Charles M. Dunbar, Clerk, Engineer's Office, effective May 31, 1918. The balance of \$90.00 remaining in the appropriation for this salary was cancelled.

William Jacobs, Laborer, Division of Farm Operations, effective April 1, 1918. The balance of \$210.00 remaining in the appropriation for this salary was cancelled.

Jasper D. Sayre, Assistant in the Department of Botany, effective May 1, 1918. The balance of \$120.00 remaining in the appropriation for this salary was cancelled.

Miss Mary McGaughey, Secretary of the War Records Committee, effective June 1, 1918. The balance of \$65.00 remaining in the appropriation for this salary was cancelled.

Miss Evelyn Melsheimer, Library Assistant, effective June 1, 1918. The balance of \$50.00 remaining in the appropriation for this salary was cancelled.

E. G. Schatzman, Library Assistant, effective June 1, 1918. The balance of \$50.00 remaining in the appropriation for this salary was cancelled.

R. H. Sturgeon, Student Assistant in the Department of Animal Husbandry, effective April 1, 1918. The balance of \$75.00 remaining in the appropriation for this salary was cancelled.

2. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries named, in accordance with the general rule:

William W. Anderson was appointed Instructor in the Department of Civil Engineering, effective May 1, 1918, vice G. C. Seegar, resigned, at a salary of \$50.00 per month to cover half time service for the month of May, and \$50.00 was appropriated for this salary.

George W. Baughman, Jr., was appointed Student Assistant in the Department of Engineering Drawing, effective April 15, 1918, vice T. A. Boyd, resigned, at a salary of \$300.00 per year, and \$45.00 was appropriated for this salary from April 15th until June 1, 1918.

T. H. Parks was appointed Assistant Professor in the Department of Zoology, Extension Service, effective April 16, 1918, at a salary of \$2,600.00 per annum, to be paid from State Offsetting funds in Project No. 2 in the Extension budget.

Miss Helen Beall was appointed Library Assistant, effective May 15, 1918, at a salary of \$50.00 per month, vice Augusta M. Eckstine, resigned, and \$75.00 was appropriated for this salary.

Miss Margaret Hessinger was appointed Janitress, Home Economics Building, effective May 1, 1918, vice Mary Wagner, resigned, at a salary of \$40.00 per month, and \$80.00 was appropriated for this salary.

E. P. Ames was appointed Janitor, effective May 1, 1918, vice D. R. Kimball, resigned, at a salary of \$60.00 per month, and \$120.00 was appropriated to cover this salary.

C. H. McCamish was appointed Student Assistant in the Department of Anatomy, effective for the month of May, at a salary of \$300.00 per annum, and \$30.00 was appropriated to cover this salary.

Miss Katherine A. Burger was appointed Student Nurse, Training School for Nurses, College of Homeopathic Medicine, effective February 1, 1918, at a salary of \$50.00 per annum, and \$20.80 was appropriated for this salary.

Miss Bertha Wolman was appointed Stenographer in the Department of Mechanical Engineering, effective April 1, 1918, at a salary of \$60.00 per month, and \$180.00 was appropriated for this salary.

Edward Lofton was appointed Janitor, effective April 1, 1918, at a salary of \$65.00 per month, and \$195.00 was appropriated for this salary.

Miss Florence M. Bennett was appointed Stenographer in the Department of Botany, effective May 1, 1918, at a salary of \$55.00 per month, and \$110.00 was appropriated for this salary.

Mrs. Dora M. Soler was appointed Stenographer in the Department of Electrical Engineering, effective May 1, 1918, at a salary of \$50.00 per month, and \$100.00 was appropriated for this salary.

Ernest Ford was appointed Janitor, effective May 1, 1918, at a salary of \$60.00 per month, and \$120.00 was appropriated to meet this salary.

Miss Muriel Snyder was appointed Stenographer in the College of Medicine, effective June 1, 1918, at a salary of \$60.00 per month, and \$60.00 was appropriated for this salary.

C. A. Hoppler was appointed Janitor, effective June 1, 1918, at a salary of \$60.00 per month, and \$60.00 was appropriated for this salary.

C. J. Willard was appointed Instructor in the Department of Farm Crops, Summer Session, at a salary of \$300.00 for the eight weeks, and \$300.00 was appropriated for this salary. The University will be reimbursed for the above salary from the Smith-Hughes fund according to the action of the State Board of Education.

A. C. Hottes was appointed Instructor in the Department of Horticulture, Summer Session, at a salary of \$300.00 for the eight weeks, and \$300.00 was appropriated for this salary. The University will be reimbursed for the above salary from the Smith-Hughes fund according to the action of the State Board of Education.

E. B. Saunders was appointed Student Assistant in the Department of Animal Husbandry, at a salary of \$25.00 per month, effective for the months of April and May, and \$50.00 was appropriated for this salary.

Miss Cecilia Ryan was appointed Stenographer, vice Miss Huber, resigned, effective May 10, 1918, half time in the Agricultural Extension Service and half time in the Department of Farm Crops, at a salary of \$600.00 per year, \$300.00 to be paid from State Offsetting funds in Project No. 1, Agricultural Extension budget, and \$300.00 from Stenographic and Clerical budget. An appropriation of \$25.00 was made to cover the salary for the month of June in the Department of Farm Crops.

3. Upon the recommendation of the President, the following leaves of absence were granted:

W. G. Stover, Assistant Professor in the Department of Botany, effective April 1, 1918. Mr. Stover is serving the United States Department of Agriculture.

Carl G. Faehnle, Instructor in the Department of Civil Engineering, effective May 1, 1918. The balance of \$240.00 remaining in the appropriation for this salary was cancelled.

J. G. Keiser, Graduate Assistant in the Department of Surgery, College of Homeopathic Medicine, effective April 1, 1918. Dr. Keiser has enlisted in the Medical Officers' Reserve Corps.

R. A. Knouff, Instructor in the Department of Anatomy, effective May 1, 1918. The balance of \$200.00 remaining in the appropriation for this salary was cancelled.

Fred B. Grosvenor, Professor in the Department of Homeopathic Medicine, was granted leave of absence with pay, effective April 25, 1918. Dr. Grosvenor has been ordered for overseas service in connection with Base Hospital No. 48.

4. In accordance with the recommendation of the University Faculty at meetings held October 4, 1917, and February 14, 1918, the following named persons were granted the degrees indicated, as of the Class of 1917:

BACHELOR OF SCIENCE IN AGRICULTURE

Arthur Horace Carter
William Cooper

DOCTOR OF MEDICINE

Alfred Heacock Whittaker

5. Upon the recommendation of the President, the following increases in salaries, changes in titles and transfers were made:

The salary of Miss Lillian Nippert, Library Assistant, was increased from \$60.00 to \$70.00 per month, effective April 1, 1918, and \$30.00 was appropriated for this increase.

The title of Harold F. Shattuck, Graduate Assistant in the Department of Chemistry, was changed to Assistant in Chemistry and his salary increased from \$300.00 to \$700.00 per annum, and \$120.00 was appropriated to cover this increase.

Thomas Evans, Janitor at the Park Street Building, was transferred to the position of Technician in the Department of Anatomy,

at a salary of \$80.00 per month, effective May 1, 1918, and \$160.00 was appropriated for this salary. The balance of \$130.00 remaining in the appropriation for this salary as janitor was cancelled.

Ernest Long, Janitor at the Botany and Zoology Building, was transferred to the position of Janitor at the School of Military Aeronautics, effective April 1, 1918, at a salary of \$70.00 per month. The balance of \$195.00 remaining in the appropriation for this salary was cancelled.

C. T. Fippin, Helper in the Division of Operation and Maintenance, was promoted to the position of Electrician and his salary increased from \$65.00 to \$80.00 per month, effective May 1, 1918. An appropriation of \$30.00 was made to cover this salary.

6. Upon the recommendation of the President, the services of Arthur N. Thomas, Library Assistant, were continued until the first of June, and \$70.00 additional was appropriated for the salary for the half month.

7. The President reported that Miss Florence Williams, Student Nurse, had discontinued in the Training School for Nurses, because of ill health, effective April 1, 1918. The balance of \$12.51 remaining in the appropriation for this salary was cancelled. Miss Williams expects to return in the Fall.

8. Upon the recommendation of the President, the fees of the following named persons were remitted:

Miss Lelia McGuire, Dietitian, Homeopathic Hospital, for 1st and 2nd semesters, 1917-1918.

C. I. Reed, Instructor in the Department of Physiology, for 1st and 2nd semesters, 1917-1918.

Orestes Theocharides, Residence Marsovan, Turkey, for 2nd semester, 1917-1918.

* * * * *

The President presented the following amendments to the Summer Session budget, and the same were approved and adopted:

PSYCHOLOGY

A. P. Weiss appointed Assistant Professor, to take the place of Professor Rudolph Pintner, resigned, at a salary of \$440.00. The \$500.00 appropriated for the salary of Professor Pintner was cancelled and \$440.00 was appropriated for the salary of Mr. Weiss.

ANATOMY

The salary of R. C. Baker, Assistant, was increased from \$150.00 to \$180.00, and \$30.00 additional was appropriated for this salary.

CHEMISTRY

The following three Assistants were appointed to positions already provided in the budget:

Frank C. Vilbrandt.....	\$140.00
M. Guy Mellon.....	140.00
George M. Strong.....	140.00

The balance of \$60.00 remaining in the appropriation for the salaries in the Department of Chemistry was cancelled.

SCHOOL ADMINISTRATION

C. C. Peters (Ohio Wesleyan University) was appointed Professor in the Department of School Administration, in place of Superintendent J. H. Francis, resigned, at a salary of \$300.00, and this amount was appropriated to cover this salary.

PHYSICAL EDUCATION

The salary of Professor L. W. St. John was made \$600.00 instead of \$450.00, and \$150.00 was appropriated for this increase.

As per agreement between Professor Blake, President of the Academic Board of the School of Military Aeronautics, the Department of Physical Education and the Summer Session, the salary of Professor F. R. Castleman is to be paid by the school of Military Aeronautics. The salary of \$350.00 originally assigned to Professor Castleman in the Summer Session budget was cancelled.

VETERINARY MEDICINE

O. V. Brumley, Acting Dean and Professor.....	\$.....
S. Sisson, Professor.....	600.00
A. G. G. Richardson, Professor.....	550.00
W. L. Beach, Graduate Assistant (Anatomy).....	150.00
E. W. Bolton, Assistant (Bacteriology).....	150.00

An appropriation of \$1,450.00 was made to cover the above salaries.

In addition to the above Assistant Professor J. H. Snook, Assistant Professor J. N. Shoemaker and Instructors W. R. Hobbs and R. E. Rebrassier will give instruction but at no cost to the Summer Session as they are on twelve months' basis.

* * * * *

Upon the recommendation of the President, Mr. Edwin A. Cottrell, Professor of Political Science, was authorized to attend the National Conference on War Economy, to be held in New York City, June 4-5, 1918, under the auspices of the Academy of Political Science and the Bureau of Municipal Research, at the expense of the University, subject to the approval of the Governor of Ohio, in accordance with Sec. 2313-3 of the Laws of Ohio.

* * * * *

The President presented schedule and recommendation from Dean Vivian, under date of May 24, 1918, concerning Farmers' Institutes to be held during the fiscal year 1918-1919, and on motion the list of speakers and of places assigned for institutes were approved.

* * * * *

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1804-1414 of Minnie Cline for 43 acres of land in Survey No. 659, in Clermont County.

Application No. 1805-1415 of John Simmerman and others for 44½ acres of land in Survey No. 659, in Clermont County.

Application No. 1806-1416 of Christina Rice for 44½ acres of land in Survey No. 388, in Clermont County.

Application No. 1807-1417 of John Polster for 70 acres of land in Survey No. 659, in Clermont County.

Application No. 1808-1418 of Edward W. Otten for 100 acres of land in Survey No. 659, in Clermont County.

Application No. 1809-1419 of Morgan Utter and Anna B. Utter for 33.43 acres of land in Survey No. 388, in Clermont County.

Application No. 1810-1420 of O. L. Bolender et al for 50.06 acres of land in Survey No. 659, in Clermont County.

Application No. 1811-1421 of Mary Primmer for 44½ acres of land in Survey No. 659, in Clermont County.

Application No. 1812-1422 of Martha E. Howell for 29.99 acres of land in Survey No. 659, in Clermont County.

Application No. 1813-1423 of Margaret Nutschelknauss for 76.55 acres of land in Survey No. 396, in Brown County.

Application No. 1814-1424 of Howard A. Lewis for 302 acres of land in Survey No. 302, in Madison County.

Application No. 1815-1425 of John Howard for 30¾ acres of land in Survey No. 396, in Brown County.

Application No. 1816-1426 of Jesse E. Edgington and John E. Edgington for 116.86 acres of land—32.50 acres in Survey No. 391 and 84.36 acres in Survey No. 388, in Clermont County.

Application No. 1817-1427 of Emanuel A. Moore for 158.80 acres of land in Survey No. 475, in Scioto County.

Application No. 1818-1428 of George A. Houston for 80.30 acres of land—1 acre in Survey No. 388 and 79.30 acres of land in Survey No. 659, in Clermont County.

Application No. 1819-1429 of John H. Sturm and Nettie J. Sturm for 54.34 acres of land in Survey No. 397, in Brown County.

Application No. 1820-1430 of Lucy J. Tucker for 37½ acres of land—33½ acres in Survey No. 475 and 4 acres in Survey No. 883, in Scioto County.

Application No. 1821-1431 of Melinda Shafer for 26.30 acres of land in Survey No. 397, in Brown County.

Application No. 1822-1432 of Frank J. Kuhn for 36.37 acres of land in Survey No. 475, in Scioto County.

Application No. 1823-1433 of J. F. and J. W. Daulton for 33.30 acres of land in Survey No. 475, in Scioto County.

Application No. 1824-1434 of Alice Hall for 22.16 acres of land in Survey No. 508, in Scioto County.

Application No. 1825-1435 of Henry Ruel for 42.43 acres of land in Survey No. 508, in Scioto County.

Application No. 1826-1436 of Frank B. Gaselle for 20.93 acres of land in Survey No. 508, in Scioto County.

Application No. 1827-1437 of John Garrett et ux for 125.50 acres of land in Survey No. 388, in Clermont County.

Application No. 1828-1738 of Chas. S. Turner for 73.60 acres of land in Survey No. 475, in Scioto County.

Application No. 1829-1439 of David Stahler for 146.11 acres of land in Survey No. 475, in Scioto County.

Application No. 1830-1440 of Isabel E. Smith and Rachel A. S. Wheeler for 162 acres of land in Survey No. 659, in Clermont County.

Application No. 1831-1441 of John Jarman for 36¼ acres of land in Survey No. 659, in Clermont County.

Application No. 1832-1442 of Ella Marvin Power for 63.29 acres of land in Survey No. 396, in Brown County.

Application No. 1833-1443 of George Malone for 38 acres of land in Survey No. 508, in Scioto County.

Application No. 1834-1444 of Jennie Blair for 30 acres of land in Survey No. 475, in Scioto County.

Application No. 1835-1445 of Louise McCoy for 30.12 acres of land in Survey No. 475, in Scioto County.

Application No. 1836-1446 of Winfield S. Noel for 25 acres of land in Survey No. 475, in Scioto County.

Application No. 1837-1447 of Jacob Reither for 36.30 acres of land in Survey No. 659, in Clermont County.

Application No. 1838-1448 of Leo Sommer and W. F. Seymore for 122.84 acres of land in Survey No. 508, in Scioto County.

* * * * *

The Board recessed to meet Tuesday, May 28, 1918.

TUESDAY, MAY 28, 1918.

The Board came together at 10 o'clock to attend the Commencement exercises.

Present: F. E. Pomerene, O. E. Bradfute, J. F. Cunningham and John Kaiser.

* * * * *

Thereupon the Board adjourned to meet June 24-25, 1918, at the Miami Hotel, Dayton, Ohio.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

DAYTON, OHIO

DAYTON, OHIO, JUNE 24, 1918.

The Board of Trustees met at the Miami Hotel, Dayton, Ohio.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, Guy W. Mallon, O. E. Bradfute, F. E. Pomerene and C. F. Kettering.

* * * * *

The President reported that on Saturday, June 22, 1918, Governor Cox reappointed Mr. Guy W. Mallon and Mr. O. E. Bradfute as Trustees, the term of Mr. Mallon to expire May 13, 1924, and the term of Mr. Bradfute on May 13, 1925.

* * * * *

The President presented the following items for consideration and action:

1. Upon the recommendation of the President, the following resignations were accepted and the balance in the various salary appropriations were cancelled, in accordance with the general rule:

William A. Richie, Clerk in the Veterinary Hospital, effective June 1, 1918. The balance of \$60.00 remaining in the appropriation for this salary was cancelled.

William Montgomery, Instructor in the Department of Agricultural Education, effective June 1, 1918. The balance of \$140.00 remaining in the appropriation for this salary was cancelled.

Miss Zeta Donahue, Technician in the Department of Pathology, effective July 1, 1918.

Frank Corrao, Laborer, Division of Operation and Maintenance, effective May 31, 1918. The balance of \$62.50 remaining in the appropriation for this salary was cancelled.

Mrs. Eliza Monnett, Janitress, effective May 31, 1918. The balance of \$40.00 remaining in the appropriation for this salary was cancelled.

Miss Lillian Monnett, Janitress, effective May 31, 1918. The balance of \$40.00 remaining in the appropriation for this salary was cancelled.

Miss Mary E. Lewis, Accession Assistant in the Library, effective June 30, 1918.

Miss Helen Patton, Assistant to the Registrar, effective July 1, 1918.

Miss Winifred Warner, Assistant to the Registrar, effective July 1, 1918.

Miss Lelia McGuire, Dietitian, Homeopathic Hospital, effective May 1, 1918. The balance of \$100.00 remaining in the appropriation for this salary was cancelled.

W. H. Yeager, Night Assistant in the Library, effective July 1, 1918.

E. A. Schwinn, Night Assistant in the Library, effective July 1, 1918.

Miss Sara J. Jacobs, Assistant to the Registrar, effective July 1, 1918.

H. B. Froning, Instructor in the Department of Bacteriology, Summer Session, effective at the beginning of the term. The appropriation of \$300.00 for this salary was cancelled.

E. A. Cottrell, Professor in the Department of Political Science, Summer Session, effective at the beginning of the term. The appropriation of \$350.00 for this salary was cancelled.

2. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule:

Miss Frances Mason was appointed Library Assistant, effective June 1, 1918, at a salary of \$70.00 per month, vice Miss Evelyn Mel-sheimer, resigned, and \$70.00 was appropriated to cover this salary for the month of June.

Hoy J. Bird was appointed Clerk in the Veterinary Hospital, effective June 1, 1918, at a salary of \$60.00 per month, for the months of June, July and August, and \$180.00 was appropriated for this salary.

Miss Victoria Reichel was appointed Stenographer in the Physics Building, effective June 1, 1918, at a salary of \$60.00 per month, and \$60.00 was appropriated to cover this salary for the month of June. (This is a provisional appointment and subject to the regulations of the State Civil Service Commission.)

Miss Lena Gheen was appointed Janitress, effective June 1, 1918, at a salary of \$40.00 per month, and \$40.00 was appropriated for this salary.

Lee E. Vigor was appointed Stenographer in the office of the Chief Engineer, effective June 1, 1918, at a salary of \$65.00 per month, and \$65.00 was appropriated to cover this salary for the month of June. (This is a provisional appointment and subject to the regulations of the State Civil Service Commission.)

J. C. Ludlum was appointed Janitor, effective June 1, 1918, at a salary of \$60.00 per month, and \$60.00 was appropriated to cover this salary for the month of June.

J. W. Connelly was appointed Night Watchman, effective June 1, 1918, at a salary of \$75.00 per month, and \$75.00 was appropriated for this salary for the month of June.

Mrs. Lola Hockenberry was appointed Janitress, effective June 1, 1918, at a salary of \$40.00 per month, and \$40.00 was appropriated for this salary for the month of June.

E. Blesch was appointed Laborer (truck driver), effective June 1, 1918, at a salary of \$65.00 per month, and \$65.00 was appropriated for this salary for the month of June.

Thomas Howard was appointed Laborer, Division of Operation and Maintenance, at a salary of \$62.50 per month, effective May 1, 1918, and \$125.00 was appropriated for this salary for the months of May and June.

Miss Frances Nichol was appointed Dietitian, Homeopathic Hospital, at a salary of \$600.00 per annum and maintenance, effective June 3, 1918, vice Miss Lelia McGuire, resigned, and \$50.00 was appropriated for this salary for the month of June.

Miss Frances E. Schlegelmilch was appointed Pharmacy Nurse, Homeopathic Hospital, at a salary of \$600.00 per annum, effective May 1, 1918, and \$100.00 was appropriated for this salary.

S. J. Schilling was appointed Instructor in the Department of Bacteriology, Summer Session, at a salary of \$270.00, vice H. B. Froning, resigned, and \$270.00 was appropriated for this salary.

G. C. Robinson was appointed Professor in the Department of School Administration, Summer Session, at a salary of \$500.00, and \$500.00 was appropriated for this salary.

F. W. Coker was appointed Professor in the Department of Political Science, Summer Session, at a salary of \$350.00, vice E. A. Cottrell, resigned, and \$350.00 was appropriated for this salary.

Miss Harriett E. Daily was appointed Assistant in the Department of Journalism, Summer Session, at a salary of \$50.00, provided in the budget.

Miss Jeannette C. Reamer was appointed Assistant in the Department of Psychology, Summer Session, at a salary of \$75.00, provided in the budget.

Professor W. H. Siebert was appointed Acting Dean of the Graduate School, effective December 1, 1917, to serve during the absence of Professor Henry R. Spencer, who is in military service. Professor Spencer was appointed Acting Dean last October to serve during the absence of Dean McPherson.

Miss Clara C. Wegener was appointed Research Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective May 1, 1918, at a salary of \$600.00 per annum, and \$100.00 was appropriated for this salary for the months of May and June.

3. Upon the recommendation of the President, the following leaves of absence were granted:

Leave of absence was granted to Donald D. Hughes, Farm Management Demonstrator in the Agricultural Extension Service, effective June 1, 1918. Mr. Hughes is a member of the Fourth Officers' Training Camp, Camp Custer, Battle Creek, Michigan.

Leave of absence was granted to W. D. Axtell, Jr., Dairy Field Man in the Agricultural Extension Service, effective June 30, 1918. Mr. Axtell is a member of the First Replacement Regiment, Camp Gordon, Alabama.

4. Upon the recommendation of the President, \$2400.00 was set aside from the Endowment Fund for the Alumni Association.

5. Upon the recommendation of the President, the following payments for the current year were authorized to men serving as Acting Deans:

F. L. Landacre	Acting Dean of the College of Medicine.....	\$ 500.00
C. A. Dye	Acting Dean of the College of Pharmacy.....	300.00
O. V. Brumley	Acting Dean of the College of Veterinary Medicine	500.00
W. H. Siebert	Acting Dean of the Graduate School.....	300.00

6. Upon the recommendation of the President, Charles A. Kuntz, Inventory and Budget Clerk in the office of the Business Manager, was promoted to the position of Comptroller, effective May 15, 1918.

7. Upon the recommendation of the President, Professor George R. Twiss was authorized to attend the meeting of Science and Vocational Training Commissions at Washington, D. C., May 21-25, 1918, at the expense of the University, subject to the approval of the Governor of Ohio, in accordance with the Laws of Ohio.

* * * * *

The President presented the annual budget for the year ending June 30, 1919.

After a detailed discussion of the budget, the President recommended its adoption, with the exception of the Department of Bacteriology.

On motion of Mr. Bradfute, the President's recommendation was agreed to, and the budget as presented, with the exception of the Department of Bacteriology, was adopted:

SALARY BUDGET

1918-1919

COLLEGE OF AGRICULTURE

Alfred Vivian	Dean of the College of Agriculture.....	\$ 4,800.00
V. C. Smith	Secretary to the Dean.....	1,800.00
		\$ 6,600.00

AGRICULTURAL CHEMISTRY AND SOILS

Alfred Vivian	Professor and Head of the Department.....	\$ *
J. F. Lyman	Professor of Agricultural Chemistry (12 mos.)..	3,000.00
Firman E. Bear	Professor of Soils (12 mos.).....	3,000.00
T. G. Phillips	Assistant Professor of Agricultural Chemistry (military leave).....	
George McClure	Instructor in Agricultural Chemistry and Soils (12 mos.)	1,680.00
A. C. Workman	Instructor in Agricultural Chemistry and Soils..	1,200.00
Guy Conrey	Instructor in Agricultural Chemistry and Soils..	1,200.00
	Instructor in Agricultural Chemistry and Soils..	1,800.00
	Assistant in Agricultural Chemistry and Soils..	1,600.00
Rachel Edgar	Assistant in Agricultural Chemistry and Soils...	600.00

*Salary paid as Dean of the College of Agriculture. \$ 14,080.00

AGRICULTURAL EDUCATION	
W. F. Stewart	Professor and Head of the Department..... \$ *2,700.00
C. M. Baker	Instructor in Agricultural Education (one-half time) 600.00
	\$ 3,300.00
AGRICULTURAL ENGINEERING	
H. C. Ramsower	Professor of Agricultural Engineering..... \$ 2,750.00
F. W. Ives	Professor of Agricultural Engineering (12 mos.) 2,500.00
G. W. McCuen	Asst. Professor of Agricultural Engineering.... 2,000.00
P. B. Potter	Instructor in Agricultural Engineering (12 mos.) 1,800.00
J. T. Miller	Mechanic 1,000.00
	\$ 10,050.00
ANIMAL HUSBANDRY	
Charles S. Plumb	Professor of Animal Husbandry..... \$ 3,500.00
Donald J. Kays	Professor of Animal Husbandry..... 2,500.00
Freeman S. Jacoby	Professor of Animal Husbandry..... 2,500.00
Joel S. Coffey	Professor of Animal Husbandry..... 2,500.00
Tom Stone	Instructor in Animal Husbandry..... 1,600.00
C. T. Conklin	Instructor in Animal Husbandry..... 1,600.00
David M. Fyffe	Superintendent of Livestock (12 mos.)..... 1,500.00
Ben S. Snode	Assistant and Herdsman (12 mos.)..... 1,500.00
A. E. Young	Poultryman (12 mos.)..... 1,020.00
Robert Watson	Groom (12 mos.)..... 1,020.00
George Taylor	Herdsman (12 mos.)..... 1,020.00
William Franklin	Shepherd (12 mos.)..... 1,020.00
	Swine Herdsman (12 mos.)..... 1,020.00
Dan Swisher	Teamster (12 mos.)..... 720.00
L. H. Myers	General Laborer (12 mos.)..... 720.00
V. G. Lindamood	Pavilion Groom (12 mos.)..... 720.00
	Assistant Herdsman (12 mos.)..... 840.00
	Assistant Poultryman (12 mos.)..... 720.00
	\$ 26,020.00
BOTANY	
J. H. Schaffner	Professor of Botany..... \$ 2,750.00
E. N. Transeau	Professor and Head of Department of Botany... 3,000.00
R. F. Griggs	Assistant Professor of Botany..... 2,000.00
W. G. Stover	Assistant Professor of Botany (*12 mos.)..... 1,060.00
Freda Detmers	Instructor in Botany..... 1,500.00
H. C. Sampson	Instructor in Botany..... 1,800.00
Paul B. Sears	Instructor in Botany (military leave).....
John S. Crabb	Assistant—Greenhouse (12 mos.)..... 1,000.00
	Assistant 600.00
A. E. Waller	Instructor in Botany..... 1,200.00
	Graduate Assistant 800.00
	Student Assistant 150.00
	Student Assistant 150.00
	Student Assistant 150.00
	\$ 15,660.00

*Twelve months, two of which will be paid from the Smith-Hughes Fund, the University to be reimbursed by State Board of Education.

†To serve half time in the Department of Journalism and half time in the preparation of material for the Dean of the College of Agriculture.

DAIRYING

Oscar Erf	Professor of Dairying.....	\$ 18,000.00
R. B. Stoltz	Ast. Professor of Dairying (12 mos.).....	2,160.00
	Instructor in Dairying.....	1,500.00
C. B. Irwin	Assistant in Dairy Manufacturing (12 mos.)....	1,200.00

\$ 7,860.00

FARM CROPS

Jay B. Parks	Professor of Farm Crops.....	\$ 2,750.00
C. J. Willard	Ast. Professor of Farm Crops.....	1,800.00
Lloyd E. Thatcher	Instructor in Farm Crops (12 mos.).....	1,600.00
Henry W. Schuer	Instructor in Farm Crops (12 mos.).....	1,400.00
B. E. Stahl	Assistant in Farm Crops (12 mos.).....	840.00
	Assistant in Farm Crops.....	600.00

\$ 8,990.00

FARM OPERATIONS

A. E. Smith	Farm Foreman (12 mos.).....	\$ 1,620.00
Charles Pugh	Head Teamster (12 mos.).....	840.00
John Rhone	Teamster (12 mos.).....	840.00
Marion Peck	Teamster (12 mos.).....	840.00
J. S. Long	Teamster (12 mos.).....	840.00
G. W. Landis	Teamster (12 mos.).....	840.00
Charles Carter	Laborer (12 mos.).....	840.00
Wiley Parker	Laborer (12 mos.).....	720.00

\$ 7,380.00

HOME ECONOMICS

Edna N. White	Professor of Home Economics.....	\$ *2,250.00
Anna R. Van Meter	Professor of Home Economics.....	2,500.00
Maude C. Hathaway	Ast. Professor of Home Economics.....	1,700.00
Grace G. Walker	Instructor in Home Economics.....	1,500.00
Marian Tucker	Instructor in Home Economics.....	1,500.00
Maude G. Adams	Supervisor of Practice Teaching (12 mos.)....	†2,100.00
Lila Skinner	Instructor in Home Economics.....	1,500.00
Grace Linder	Instructor in Home Economics (part time)....	‡ 850.00
	Instructor in Home Economics.....	1,500.00
Marie Freeman	Instructor in Home Economics.....	1,800.00
Ellen Miller	Assistant in Home Economics (12 mos.).....	1,080.00
	Assistant in Home Economics.....	750.00
	Assistant in Home Economics.....	800.00
	Assistant in Home Economics.....	750.00
	Assistant in Home Economics.....	750.00
	Assistant in Home Economics.....	750.00
Edna Elliott	Maid	600.00

\$ 22,680.00

*Five months service in Department of Botany and seven months in the Agricultural Extension Service.

†\$500.00 additional from Agricultural Extension budget.

*\$1000.00 additional from Agricultural Extension budget.

‡\$500.00 of this salary payable from Smith-Hughes Fund, the University to be reimbursed by the State Board of Education.

‡\$750.00 from Agricultural Extension budget.

HORTICULTURE AND FORESTRY

W. Paddock	Professor of Horticulture.....	\$ 3,250.00
L. M. Montgomery	Professor of Horticulture.....	2,500.00
A. C. Hottes	Asst. Professor of Horticulture.....	2,000.00
N. W. Scherer	Asst. Professor of Forestry.....	1,800.00
F. E. Allen	Asst. Professor of Horticulture (military leave)..	
P. H. Elwood, Jr.	Asst. Professor of Landscape Architecture (military leave)	
B. D. Drain	Instructor in Horticulture (military leave).....	
H. E. Jacobs	Assistant in Horticulture (12 mos.).....	1,200.00
P. E. Embler	Assistant in Horticulture (12 mos.).....	1,200.00
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		\$ 11,950.00

LAKE LABORATORY

Herbert Osborn	Director	\$
F. H. Kreckler	Acting Director	350.00
S. R. Williams	Invertebrate Morphology	250.00
M. E. Stickney	Systematic Botany	250.00
Z. P. Metcalf	Entomology	250.00
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		\$ 1,100.00

RURAL ECONOMICS

J. I. Falconer	Professor and Head of Department.....	\$ 2,500.00
T. D. Phillips	Asst. Professor of Rural Economics.....	2,000.00
H. E. Erdman	Asst. Professor of Rural Economics.....	2,000.00
L. O. Lantis	Instructor in Rural Economics (one-half time)..	\$1,000.00
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		\$ 7,500.00

WINTER COURSE IN AGRICULTURE

Lectures		\$ 2,150.00
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		\$ 2,150.00

ZOOLOGY AND ENTOMOLOGY

Raymond C. Osburn	Professor of Zoology and Head of Department...	\$ 3,250.00
Herbert Osborn	Research Professor of Zoology and Entomology..	3,500.00
James S. Hine	Assoc. Professor of Zoology and Entomology and Curator of Museum.....	2,000.00
William M. Barrows	Asst. Professor of Zoology.....	2,000.00
C. L. Metcalf	Asst. Professor of Entomology (on leave).....	1,500.00
F. H. Kreckler	Asst. Professor of Zoology.....	2,000.00
W. J. Kostir	Instructor in Zoology and Entomology.....	1,700.00
D. M. DeLong	Instructor in Zoology and Entomology.....	1,400.00
	Instructor in Zoology and Entomology.....	1,500.00
	Graduate Assistant	300.00
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		\$ 20,650.00

§\$1000.00 from Agricultural Extension budget.

SUMMARY OF SALARY BUDGET—COLLEGE OF AGRICULTURE

College of Agriculture—Administration.....	\$ 6,600.00
Agricultural Chemistry and Soils.....	14,080.00
Agricultural Education	3,300.00
Agricultural Engineering	10,050.00
Animal Husbandry	26,020.00
Botany	15,660.00
Dairying	7,860.00
Farm Crops	8,990.00
Farm Operations	7,380.00
Home Economics	22,680.00
Horticulture and Forestry	11,950.00
Lake Laboratory	1,100.00
Rural Economics	7,500.00
Winter Course in Agriculture.....	2,150.00
Zoology and Entomology	20,650.00
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	\$165,970.00

COLLEGE OF ARTS, PHILOSOPHY AND SCIENCE

J. V. Denney	Dean of the College of Arts, Philosophy and Science	\$ 4,000.00
Louis Foley	Secretary to Dean (2 mos.).....	250.00
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		\$ 4,250.00

AMERICAN HISTORY

George W. Knight	Professor of American History.....	\$ *
H. C. Hockett	Professor of American History.....	2,750.00
A. M. Schlesinger	Professor of American History.....	2,500.00
G. A. Wood	Instructor in American History.....	1,500.00
Carl Wittke	Instructor in American History.....	1,500.00
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		\$ 8,250.00

ENGLISH

J. V. Denney	Professor of English and Head of Department..	\$ †
J. R. Taylor	Professor of English.....	3,000.00
G. H. McKnight	Professor of English.....	3,000.00
William L. Graves	Professor of English.....	2,500.00
L. A. Cooper	Asst. Professor of English.....	2,250.00
E. L. Beck	Asst. Professor of English.....	2,250.00
V. A. Ketcham	Professor of English.....	2,500.00
C. E. Andrews	Asst. Professor of English (military leave).....	
Milton Percival	Asst. Professor of English.....	2,000.00
J. Forest Craig	Instructor in English.....	1,500.00
Earl W. Wiley	Instructor in English.....	1,500.00
Louis Foley	Instructor in English.....	1,200.00
Louis M. Eich	Instructor in English.....	1,200.00
C. G. Dishong	Instructor in English.....	1,500.00
W. F. Gysan	Instructor in English.....	1,000.00
Gertrude L. Robinson	Instructor in English.....	1,000.00
Verona Mae Dollinger	Instructor in English.....	1,000.00
Edith Sniffen	Assistant in English.....	1,000.00
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		\$ 28,400.00

*Salary paid as Dean of the College of Education.

†Salary paid as Dean of the College of Arts, Philosophy and Science.

EUROPEAN HISTORY

W. H. Siebert	Professor of European History.....	\$ 3,500.00
E. H. McNeal	Professor of European History.....	2,750.00
Clarence Perkins	Professor of European History.....	2,250.00
Wilmer C. Harris	Asst. Professor of European History.....	1,800.00
John R. Knipping	Instructor in European History.....	1,500.00

\$ 11,800.00

GEOLOGY

J. A. Bownocker	Professor of Geology and Head of Department..	\$ 2,750.00
Thomas McD. Hills	Asst. Professor of Geology.....	250.00
J. E. Carman	Professor of Geology and Curator of Museum....	2,750.00
W. A. Verweibe	Instructor in Geology.....	1,500.00
W. M. Tucker	Asst. Professor of Geology.....	2,250.00
Helen Morningstar	Instructor in Geology.....	1,200.00
E. W. Hartley	Graduate Assistant	800.00
	Museum Assistant	300.00

\$ 11,300.00

GERMAN

M. B. Evans	Professor of German.....	\$ 3,500.00
B. A. Eisenlohr	Professor of German.....	2,250.00
May Thomas	Asst. Professor of German.....	1,500.00
Sarah Barrows	Asst. Professor of German (on leave).....	1,500.00
Ludwig Lewisohn	Asst. Professor of German (on leave).....	750.00
Robert O. Busey	Asst. Professor of German.....	1,800.00
Theodore F. Kotz	Instructor in German (military leave).....	

\$ 11,300.00

GREEK

G. M. Bolling	Professor of Greek.....	\$ 3,500.00
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\$ 3,500.00

LATIN

S. C. Derby	Professor of Latin	\$ 2,750.00
A. W. Hodgman	Professor of Latin.....	2,750.00
W. S. Elden	Professor of Latin.....	2,750.00
James E. Dunlap	Instructor in Latin.....	1,600.00

\$ 9,850.00

PHILOSOPHY

J. A. Leighton	Professor of Philosophy.....	\$ 3,500.00
A. E. Davies	Professor of Philosophy (on leave).....	1,500.00
Albert R. Chandler	Asst. Professor of Philosophy (on leave).....	
R. D. Williams	Instructor in Philosophy.....	1,800.00
A. E. Avey	Acting Asst. Professor of Philosophy.....	1,800.00

\$ 8,600.00

POLITICAL SCIENCE

H. R. Spencer	Professor of Political Science (military leave)...	\$
Francis W. Coker	Professor of Political Science.....	2,750.00
E. A. Cottrell	Professor of Political Science.....	2,750.00
Janeva B. Trotter	Graduate Assistant	300.00

\$ 5,800.00

ROMANCE LANGUAGES

B. L. Bowen	Professor of Romance Languages.....	\$ 3,500.00
E. S. Ingraham	Professor of Romance Languages.....	2,500.00
T. E. Hamilton	Asst. Professor of Romance Languages.....	1,800.00
G. S. Chapin	Asst. Professor of Romance Languages.....	1,800.00
Leopold Cardon	Instructor in Romance Languages.....	1,500.00
S. C. Guigou	Asst. Professor of Romance Languages.....	1,800.00
Santiago Gutierrez	Instructor in Romance Languages.....	1,500.00
Emma C. Stubner	Assistant in Romance Languages.....	500.00
Ernest S. Berthemy	Instructor in Romance Languages.....	1,200.00
Henri Tailliant	Instructor in Romance Languages.....	1,300.00
E. F. Hacker	Asst. Professor of Romance Languages.....	1,800.00
Bertha P. Arthur	Instructor in Romance Languages.....	1,200.00
Ralph C. Williams	Instructor in Romance Languages.....	1,400.00
H. Masso	Assistant in Romance Languages.....	300.00
Audra R. Bickel	Graduate Assistant	300.00
		\$ 22,400.00

**SUMMARY OF SALARY BUDGET—COLLEGE OF ARTS, PHILOSOPHY
AND SCIENCE**

College of Arts, Philosophy and Science—Administration.....	\$ 4,250.00
American History	8,250.00
English	28,400.00
European History	11,800.00
Geology	11,300.00
German	11,300.00
Greek	3,500.00
Latin	9,850.00
Philosophy	8,600.00
Political Science	5,800.00
Romance Languages	22,400.00
	\$125,450.00

COLLEGE OF COMMERCE AND JOURNALISM

J. E. Hagerty	Dean of the College of Commerce and Journal- ism	\$ 4,000.00
		\$ 4,000.00

ECONOMICS AND SOCIOLOGY

J. E. Hagerty	Professor of Economics and Sociology and Head of Department	\$ *
M. B. Hammond	Professor of Economics and Sociology.....	3,500.00
O. C. Lockhart	Professor of Economics and Sociology.....	3,000.00
C. C. Huntington	Professor of Economics and Sociology.....	2,750.00
C. O. Ruggles	Professor of Economics and Sociology.....	3,000.00
H. F. Walradt	Asst. Professor of Economics and Sociology.....	2,200.00
Carl E. Parry	Professor of Economics and Sociology.....	2,500.00
C. C. North	Professor of Economics and Sociology.....	2,500.00
Mary Louise Mark	Asst. Professor of Economics and Sociology.....	1,800.00
	Instructor in Economics and Sociology.....	1,400.00
R. D. McKenzie	Instructor in Economics and Sociology.....	1,600.00
Harry E. Sheppard	Instructor in Economics and Sociology.....	1,400.00

*Salary paid as Dean of the College of Commerce and Journalism.

S. J. Coon	Instructor in Economics and Sociology.....	1,600.00
J. A. DeHaas	Professor of Economics and Sociology.....	3,000.00
D. R. Taft	Asst. Professor of Economics and Sociology.....	2,000.00
Walter Weidler	Instructor in Economics and Sociology.....	1,800.00
Frederick Thrasher	Instructor in Economics and Sociology.....	1,400.00
W. F. Bloor	Assistant in Economics and Sociology.....	700.00
	Instructor in Economics and Sociology.....	1,700.00
	Instructor in Economics and Sociology.....	1,500.00

\$ 39,350.00

JOURNALISM

Joseph S. Myers	Professor of Journalism	\$ 4,000.00
Osman C. Hooper	Professor of Journalism.....	3,000.00
Clarence M. Baker	Instructor in Journalism (part time).....	600.00
Paul C. Carty	Instructor in Journalism (12 mos.).....	2,100.00
Maurice H. Hallett	Instructor in Journalism (12 mos.).....	1,650.00
Albert P. Taylor	Instructor in Journalism (12 mos.).....	1,254.00
	Editor—"The Lantern"	500.00
	Business Manager—"The Lantern".....	500.00

\$ 13,904.00

SUMMARY OF SALARY BUDGET—COLLEGE OF COMMERCE AND JOURNALISM

College of Commerce and Journalism—Administration.....	\$ 4,000.00
Economics and Sociology.....	39,350.00
Journalism	13,904.00
Total.....	\$ 56,954.00

COLLEGE OF DENTISTRY

H. M. Semans	Dean of the College of Dentistry and Professor of Operative Dentistry	\$ 4,000.00
Harvey V. Cottrell	Professor of Prosthesis	1,300.00
William C. Graham	Asst. Professor of Dental Medicine.....	900.00
R. B. Wiltberger	Asst. Professor of Crown and Bridge Work.....	1,000.00
H. S. Shumway	Instructor in Prosthesis	1,000.00
Clyde H. Hebble	Asst. Professor of Operative Dentistry.....	1,300.00
C. W. Strosnider	Asst. Superintendent of Clinics.....	1,000.00
Ollie O. Moberly	Superintendent of Laboratories	1,800.00
D. P. Snyder	Instructor in Exodontia and X-Ray.....	1,000.00
E. W. Martindale	Instructor in Anaesthesia.....	800.00
Frank C. Starr	Instructor in Crown and Bridge Work (military leave)	
Irwin Bottenhorn	Instructor in Dental Pathology	800.00
Earl G. Jones	Assistant in Orthodontia	600.00
Louis Reif	Instructor in Clinics (military leave).....	
Arthur M. Elam	Assistant	600.00
	Student Assistant	100.00

\$ 16,200.00

COLLEGE OF EDUCATION

G. W. Knight	Dean of the College of Education.....	\$ 4,000.00
C. L. Arnold	Secretary to Dean (2 mos.)	300.00

\$ 4,300.00

AGRICULTURAL EDUCATION

Professor of Agricultural Education..... \$ 3,000.00

\$ 3,000.00

ART

Charles F. Kelley	Professor of Art	\$ 2,750.00
Alice Robinson	Asst. Professor of Art	1,800.00
W. J. Norris	Instructor in Art	1,600.00
E. O. Christensen	Instructor in Art (military leave).....	
	Instructor in Art	1,300.00
Mildred V. Talbot	Instructor in Art	1,200.00

\$ 8,650.00

HISTORY AND PHILOSOPHY OF EDUCATION

J. F. Anderson	Professor of History and Philosophy of Education	\$ 3,250.00
Anthony Marino	Instructor in History and Philosophy of Education	1,100.00

\$ 4,350.00

MANUAL TRAINING

Eldon L. Usry	Professor of Manual Training.....	\$ 2,500.00
R. E. Smith	Instructor in Manual Training.....	1,200.00

\$ 3,700.00

PRINCIPLES AND PRACTICE OF EDUCATION

J. L. Clifton	Professor of Principles and Practice of Education	\$ 2,750.00
George R. Twiss	Professor of Principles and Practice of Education (second semester)	1,500.00
W. M. Aikin	Professor of Principles and Practice of Education	2,750.00
	Asst. Professor of Principles and Practice of Education (second semester)	1,500.00

\$ 8,500.00

PSYCHOLOGY

George F. Arps	Professor of Psychology (military leave).....	\$
Rudolph Pintner	Professor of Psychology	2,750.00
A. P. Weiss	Professor of Psychology	2,500.00
J. W. Bridges	Asst. Professor of Psychology.....	2,100.00
John E. Evans	Instructor in Psychology.....	1,800.00
Harry W. Crane	Asst. Professor of Psychology	1,900.00
Mabel E. Goudge	Asst. Professor of Psychology.....	1,800.00
Elmer Culler	Instructor in Psychology	1,500.00
Genevieve L. Coy	Instructor in Psychology	1,400.00
Alida C. Bowler	Instructor in Psychology	1,500.00
Jeanette C. Reamer	Assistant in Psychology	1,000.00
Ruth Miller	Laboratory Assistant	400.00
A. Dwight Curfman	Graduate Assistant	300.00
Margaret Castle	Graduate Assistant	300.00

\$ 19,250.00

SCHOOL ADMINISTRATION

Samuel W. Brown	Professor of School Administration.....	\$ 2,750.00
C. C. McCracken	Professor of School Administration.....	2,750.00

\$ 5,500.00

SUMMARY OF SALARY BUDGET—COLLEGE OF EDUCATION

College of Education—Administration.....	\$ 4,300.00
Agricultural Education	3,000.00
Art	8,650.00
History and Philosophy of Education.....	4,350.00
Manual Training	8,700.00
Principles and Practice of Education.....	8,500.00
Psychology	19,260.00
School Administration	5,500.00
Total	\$ 57,250.00

COLLEGE OF ENGINEERING

E. F. Coddington	Acting Dean of the College of Engineering.....	\$ 500.00
Lenora Glasgow	Secretary to Dean	1,000.00
		\$ 1,500.00

ARCHITECTURE

J. N. Bradford	Professor of Architecture	\$ 1,200.00
Chas. St. J. Chubb	Professor of Architecture	2,750.00
Howard D. Smith	Professor of Architecture	2,750.00
F. H. Haskett	Instructor in Architecture (12 mos.).....	2,500.00
W. C. Ronan	Instructor in Architecture	200.00
C. A. Mathias	Assistant in Architecture (part time).....	600.00
		\$ 10,000.00

ASTRONOMY

H. C. Lord	Professor of Astronomy	\$ 1,000.00
E. S. Manson, Jr.	Assoc. Professor of Astronomy (military leave)..	
		\$ 1,000.00

CERAMIC ENGINEERING

Edward Orton, Jr.	Research Professor of Ceramic Engineering (military leave)	\$
Arthur S. Watts	Professor of Ceramic Engineering	3,000.00
Carl B. Harrop	Asst. Professor of Ceramic Engineering.....	2,000.00
Hewitt Wilson	Asst. Professor of Ceramic Engineering.....	2,000.00
J. C. Lysatt	Technician	700.00
		\$ 7,700.00

CHEMISTRY

William McPherson	Professor of Chemistry (military leave).....	\$
S. A. Norton	Emeritus Professor	1,250.00
W. E. Henderson	Professor of Inorganic and Physical Chemistry..	3,250.00
William L. Evans	Professor of Chemistry (military leave).....	
J. R. Withrow	Professor of Chemistry	3,000.00
C. W. Foulk	Professor of Analytical Chemistry.....	2,750.00
C. E. Boord	Asst. Professor of Chemistry.....	2,250.00
	Asst. Professor of Chemistry.....	1,600.00
Jesse E. Day	Asst. Professor of Chemistry.....	1,800.00
H. B. Adkins	Instructor in Chemistry.....	1,600.00
Marion G. Smith	Student Assistant	250.00
Marion Hollingsworth	Instructor in Chemistry	1,600.00

O. L. Hoover	Instructor in Chemistry	1,200.00
Melville G. Mellon	Instructor in Chemistry	1,200.00
E. M. Starr	Instructor in Chemistry	1,200.00
	Instructor in Chemistry	1,200.00
F. C. Vilbrandt	Instructor in Chemistry	1,200.00
L. A. Weinland	Instructor in Chemistry	1,200.00
Paul E. Marling	Instructor in Chemistry	1,200.00
Jacob Cornog	Assistant in Chemistry	700.00
W. F. Tressel	Assistant in Chemistry	700.00
C. D. Looker	Assistant in Chemistry	700.00
J. M. Ort	Assistant in Chemistry	700.00
	Graduate Assistant	300.00
R. A. Fisher	Graduate Assistant	300.00
Elizabeth Park	Graduate Assistant	300.00
W. H. Williams	Student Assistant	300.00
Ralph C. Waters	Student Assistant	300.00
Cole Coolidge	Student Assistant	300.00
J. T. Robson	Student Assistant	300.00

\$ 32,650.00

CIVIL ENGINEERING

C. E. Sherman	Professor of Civil Engineering.....	\$ 3,500.00
F. H. Eno	Professor of Municipal Engineering.....	2,750.00
C. T. Morris	Professor of Structural Engineering.....	3,500.00
G. F. Schlesinger	Asst. Professor of Civil Engineering.....	2,000.00
R. C. Sloan	Asst. Professor of Civil Engineering.....	2,000.00
Wilhelm Neilson	Instructor in Civil Engineering.....	1,500.00
J. R. Shank	Instructor in Civil Engineering.....	1,800.00

\$ 17,050.00

ELECTRICAL ENGINEERING

F. C. Caldwell	Professor of Electrical Engineering.....	\$ 3,000.00
Alan E. Flowers	Professor of Electrical Engineering (military leave)	
J. E. Shepardson	Instructor in Electrical Engineering.....	1,600.00
R. A. Brown	Instructor in Electrical Engineering.....	500.00
A. F. Fuchstein	Instructor in Electrical Engineering.....	1,300.00
W. R. Alexander	Machinist (12 mos.)	1,300.00
Joseph Greenwald	Machinist's Helper (12 mos.)	600.00
Harry E. Lockett	Student Assistant	250.00
	Professor or Asst. Professor.....	2,500.00
	Assistant	750.00

\$ 11,800.00

ENGINEERING DRAWING

T. E. French	Professor of Engineering Drawing.....	\$ 3,500.00
Robert Meiklejohn	Asst. Professor of Engineering Drawing.....	2,250.00
O. E. Williams	Asst. Professor of Engineering Drawing.....	1,800.00
W. D. Turnbull	Asst. Professor of Engineering Drawing.....	1,800.00
C. L. Svensen	Asst. Professor of Engineering Drawing.....	1,800.00
Wooster B. Field	Instructor in Engineering Drawing.....	1,400.00
S. S. Withrow	Assistant in Engineering Drawing.....	900.00
Byron M. Warder	Assistant in Engineering Drawing.....	900.00
Floyd M. Martin	Assistant in Engineering Drawing.....	900.00

Charles N. Ward	Student Assistant	300.00
Russell K. Annis	Student Assistant	300.00
Ray L. Clapper	Student Assistant	300.00
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		\$ 16,150.00

INDUSTRIAL ARTS

F. E. Sanborn	Professor of Industrial Arts (11 mos.).....	\$ 2,420.00
W. A. Knight	Assoc. Professor of Machine Shop Practice (11 mos.)	250.00
C. M. Beem	Instructor in Pattern-making (11 mos.).....	1,705.00
A. A. Case	Instructor in Machine Shop Practice (11 mos.)..	1,540.00
U. W. Denman	Instructor in Woodworking (11 mos.).....	1,430.00
J. A. Foust	Instructor in Forging (11 mos.).....	1,430.00
J. J. Breckur	Instructor in Founding (11 mos.).....	1,210.00
Perry L. Wright	Instructor in Blacksmithing (11 mos.).....	1,100.00
Harold Wright	Assistant in Machine Shop Practice (11 mos.)..	1,100.00
Carl M. Senn	Assistant in Woodworking.....	1,000.00
	Student Assistant	300.00
	Assistant in Machine Work (11 mos.).....	935.00
	Shop Assistant (11 mos.).....	800.00
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		\$ 15,220.00

MATHEMATICS

R. D. Bohannon	Professor of Mathematics.....	\$ 3,500.00
K. D. Swartzel	Professor of Mathematics.....	2,760.00
H. W. Kuhn	Professor of Mathematics.....	2,750.00
S. E. Rasor	Professor of Mathematics.....	2,500.00
G. W. McCoard	Professor of Mathematics.....	1,800.00
C. C. Morris	Professor of Mathematics.....	2,000.00
C. L. Arnold	Assoc. Professor of Mathematics.....	2,250.00
J. B. Preston	Asst. Professor of Mathematics.....	1,500.00
Grace Bareis	Asst. Professor of Mathematics.....	1,500.00
C. J. West	Asst. Professor of Mathematics.....	1,800.00
Hortense Rickard	Instructor in Mathematics.....	1,500.00
James H. Weaver	Instructor in Mathematics.....	1,500.00
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		\$ 25,350.00

MECHANICAL ENGINEERING

William T. Magruder	Professor of Mechanical Engineering.....	\$ 1,500.00
F. W. Marquis	Professor of Steam Engineering.....	2,750.00
C. A. Norman	Professor of Machine Design.....	2,750.00
Horace Judd	Assoc. Professor of Experimental Engineering..	2,250.00
John T. L. May	Instructor in Mechanical Engineering.....	1,500.00
J. J. Davis	Machinist (12 mos.).....	1,200.00
Ross LeRoy Pratt	Helper and Fireman (12 mos.).....	1,200.00
John J. Greeley	Laborer (12 mos.).....	780.00
Victor L. Darnell	Student Assistant	650.00
Harry E. Schieber	Student Assistant	650.00
Paul Bucher	Instructor in Mechanical Engineering.....	1,300.00
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		\$ 16,530.00

MECHANICS

J. E. Boyd	Professor of Mechanics.....	\$ 3,250.00
E. F. Coddington	Professor of Mechanics.....	3,000.00
J. O. Draffin	Instructor in Mechanics.....	1,200.00
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		\$ 7,450.00

METALLURGY

D. J. Demorest	Professor of Metallurgy (military leave).....	\$
E. E. Somermeier	Professor of Metallurgy (part time).....	1,200.00
E. C. Smith	Asst. Professor of Metallurgy (on leave).....	
Joseph S. Gregorius	Assistant in Metallurgy.....	600.00
	Student Assistant	300.00
	Student Assistant	200.00
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		\$ 2,300.00

MINERALOGY

W. J. McCaughey	Professor of Mineralogy.....	\$ 2,500.00
	Student Assistant	200.00
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		\$ 2,700.00

MINE ENGINEERING

Frank A. Ray	Professor of Mine Engineering (on leave).....	\$
H. E. Nold	Asst. Professor of Mine Engineering and Acting Head of Department.....	2,250.00
	Student Assistant	300.00
	Student Assistant	150.00
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		\$ 2,700.00

PHYSICS

A. D. Cole	Professor of Physics.....	\$ 3,500.00
R. F. Earhart	Professor of Physics.....	2,750.00
S. J. Barnett	Professor of Physics.....	3,000.00
F. C. Blake	Professor of Physics (S. M. A.).....	
Charles Sheard	Professor of Physics.....	2,500.00
Alpheus W. Smith	Professor of Physics.....	2,750.00
H. G. Heil	Asst. Professor of Physics.....	1,800.00
D. A. Woodbury	Instructor in Physics.....	1,500.00
Alva W. Smith	Instructor in Physics.....	1,500.00
R. C. Ditto	Instructor in Physics.....	1,400.00
C. W. Jarvis	Assistant in Physics.....	950.00
John S. Ward	Assistant in Physics.....	900.00
Arthur P. Freund	Mechanician (12 mos.).....	1,300.00
I. Garnett Barber	Assistant in Physics.....	850.00
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		\$ 24,700.00

SUMMARY OF SALARY BUDGET—COLLEGE OF ENGINEERING

College of Engineering—Administration.....	\$ 1,500.00
Architecture	10,000.00
Astronomy	1,000.00
Ceramic Engineering	7,700.00
Chemistry	32,650.00
Civil Engineering	17,050.00

Electrical Engineering	11,800.00
Engineering Drawing	16,150.00
Industrial Arts	15,220.00
Mathematics	25,850.00
Mechanical Engineering	16,530.00
Mechanics	7,450.00
Metallurgy	2,300.00
Mine Engineering	2,700.00
Mineralogy	2,700.00
Physics	24,700.00

Total \$194,800.00

HOMEOPATHIC MEDICINE

Claude A. Burrett	Dean of the College of Homeopathic Medicine, Professor of Surgery and Clinical Surgery and Director of University Hospital.....	\$ 3,500.00
F. B. Grosvenor	Professor of Clinical Diagnosis and Clinical Microscopy (military leave).....	
A. E. Hinsdale	Secretary of the College, Professor of Materia Medica and Clinical Therapeutics.....	2,750.00
Judson A. Ferree	Professor of Eye, Ear, Nose and Throat.....	2,500.00
Roy C. Wolcott	Professor of Internal Medicine.....	2,500.00
W. A. Humphrey	Professor of Diseases of Women, Surgical Gynecology and Obstetrics	2,500.00
W. B. Carpenter	Lecturer on Diseases of the Nervous System....	300.00
	Lecturer on Clinical Diagnosis.....	300.00
Earl H. Baxter	Instructor in Clinical Diagnosis and Clinical Microscopy	1,200.00
George W. Stober	Assistant in Surgery and Clinical Surgery.....	200.00
George H. Quay, Jr.	Assistant in Eye, Ear, Nose and Throat.....	200.00
	Assistant in Gynecology and Obstetrics.....	300.00
	Supervisor of Anaesthetics.....	300.00
John P. Fairchild	Assistant in Clinical Microscopy.....	200.00
David P. Young	Assistant in Materia Medica.....	500.00
Floyd M. Green	Student Assistant in Roentgenology.....	200.00
Charles H. Fee	Student Assistant in Clinical Microscopy.....	200.00

\$ 17,650.00

HOMEOPATHIC HOSPITAL

Gertrude Loessel	Principal of Nurses' Training School.....	\$ 900.00
Mary Ferguson	Surgery Nurse	720.00
Frances Nichol	Dietitian	600.00
	Night Supervisor	600.00
Rena Daily	Maternity and Children's Nurse.....	600.00
Frances Schlegelmilch	Pharmacy Nurse	600.00
Gladys Locke	Laboratory Technician	300.00
Martha Bower	Student Nurse.....	75.00
Sara Fulton	Student Nurse.....	75.00
Hazel Ault	Student Nurse.....	75.00
Helen Miller	Student Nurse.....	75.00
Ethel Schaeffer	Student Nurse.....	75.00
Leota Fisher	Student Nurse.....	75.00
Amanda Schenck	Student Nurse.....	75.00
Nora Turner	Student Nurse.....	75.00

Joseph W. Leist	Instructor in Medicine.....	1,500.00
R. A. Ramsey	Instructor in Medicine.....	300.00
J. W. Sheetz	Instructor in Medicine (military leave).....	
Samuel Hindman	Instructor in Medicine (military leave).....	
Robert L. Barnes	Assistant in Medicine	100.00
G. H. Shawaker	Assistant in Medicine (Genito-Urinary Diseases) .	200.00
S. D. Edelman	Assistant in Medicine (Pediatrics) (military leave)	
Frank C. Wagenhals	Assistant in Medicine (Nervous Diseases).....	300.00

\$ 7,850.00

OBSTETRICS

Andrews Rogers	Professor of Obstetrics.....	\$ 1,000.00
Charles W. Hadley	Instructor in Obstetrics.....	400.00
G. W. Brehm	Instructor in Obstetrics (military leave).....	
	Resident Obstetrician	500.00

\$ 1,900.00

OPHTHALMOLOGY AND OTO-LARYNGOLOGY

John Edwin Brown	Professor of Oto-Laryngology.....	\$ 500.00
Andrew Timberman	Professor of Ophthalmology.....	200.00
George C. Schaeffer	Instructor in Ophthalmology (military leave)...	
Hugh G. Beatty	Instructor in Oto-Laryngology.....	300.00
Andrew W. Prout	Instructor in Oto-Laryngology.....	300.00
Arthur M. Hauer	Instructor (military leave).....	
Ivor G. Clark	Instructor in Ophthalmology.....	300.00
John B. Alcorn	Instructor	300.00
W. H. Hodges	Assistant in Oto-Laryngology.....	200.00
T. Reese Williams	Assistant in Ophthalmology.....	200.00
	Instructor	300.00

\$ 2,600.00

PATHOLOGY

Ernest Scott	Professor of Pathology.....	\$ 3,250.00
Carl L. Spohr	Professor of Clinical Pathology.....	3,000.00
Jonathan Forman	Asst. Professor of Pathology (military leave)....	
Carl C. Hugger	Assistant in Pathology (military leave).....	
Hazel Cameron	Assistant in Pathology.....	1,200.00
Margaret Fisher	Technical Assistant	900.00
	Technical Assistant	720.00

\$ 9,070.00

PHYSIOLOGY, PHYSIOLOGICAL CHEMISTRY AND PHARMACOLOGY

Clyde Brooks	Professor and Head of Department.....	\$ 3,750.00
A. M. Bleile	Professor of Physiology.....	3,000.00
Clayton McPeck	Asst. Professor of Physiology.....	2,500.00
R. J. Seymour	Asst. Professor of Physiology.....	2,250.00
E. P. Durrant	Instructor in Physiology.....	1,600.00
C. I. Reed	Instructor in Physiology.....	1,000.00
William Irving	Technical Assistant	1,600.00
Ellis M. Black	Student Assistant	250.00
Frank A. Watson	Student Assistant	125.00
	Research Assistant	500.00

\$ 16,575.00

PUBLIC HEALTH AND SANITATION

Eugene F. McCampbell	Professor of Preventive Medicine.....	\$ *
Robert G. Paterson	Asst. Professor of Public Health and Director of Hospitals and Dispensary Social Service.....	2,500.00
Emery R. Hayhurst	Asst. Professor of Hygiene and Medical Direc- tor of Dispensaries	2,800.00
L. H. Van Buskirk	Instructor in Public Health Laboratory Methods..	200.00
	Nurse—District Nursing Association (12 mos.)..	450.00
	Nurse—District Nursing Association (12 mos.)..	450.00
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		\$ 6,400.00

SURGERY AND GYNECOLOGY

Verne A. Dodd	Asst. Professor of Surgery, Chief of Staff of Protestant Hospital (military leave).....	\$
I. B. Harris	Asst. Professor of Surgery, Chief of Staff of St. Francis Hospital	300.00
Yeatman Wardlow	Professor of Surgery and Acting Chief of Staff of Protestant Hospital.....	300.00
Fred Fletcher	Asst. Professor of Gynecology (military leave)...	
	Asst. Professor of Gynecology.....	300.00
Leslie L. Bigelow	Asst. Professor of Surgery, Acting Head of the Department and Chief of Staff of Children's Hospital	2,250.00
E. A. Hamilton	Asst. Professor of Surgery.....	400.00
John W. Means	Instructor in Surgery (military leave).....	
A. M. Steinfeld	Asst. Professor of Orthopedic Surgery.....	100.00
L. V. Zartman	Instructor in Surgery.....	400.00
Philip Wilson	Instructor in Surgery (military leave).....	
H. A. Baldwin	Instructor in Genito-Urinary Surgery.....	200.00
J. M. Gallen	Instructor in Gynecology.....	200.00
Hugh J. Means	Instructor in Roentgenology (12 mos.).....	700.00
Edward C. Ludwig	Instructor in Surgery (Anaesthetics) (military leave)	
E. M. Freese	Assistant in Surgery.....	100.00
Philip J. Reel	Assistant in Surgery (military leave).....	
C. C. Hugger	Assistant in Roentgenology (military leave)....	
P. E. Stiffey	Assistant in Surgery (Anaesthetics).....	200.00
W. N. Taylor	Assistant in Surgery (military leave).....	
F. M. Stanton	Assistant in Gynecology.....	100.00
Mary Worch	Technician (12 mos.)	600.00
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		\$ 6,150.00

SUMMARY OF SALARY BUDGET—COLLEGE OF MEDICINE

College of Medicine—Administration.....	\$ 900.00
Anatomy	12,150.00
Bacteriology	10,400.00
Dispensaries	400.00
Hospitals	400.00
Medicine	7,850.00
Obstetrics	1,900.00
Ophthalmology and Oto-Laryngology	2,600.00

*Salary paid as Dean of the College of Medicine.

Pathology	9,070.00
Physiology, Physiological Chemistry and Pharmacology.....	16,575.00
Public Health and Sanitation	6,400.00
Surgery and Gynecology	6,150.00
Total	\$ 74,795.00

COLLEGE OF PHARMACY

C. A. Dye	Acting Dean and Professor of Pharmacy.....	\$ 3,050.00
Edward D. Davy	Asst. Professor of Pharmacy.....	1,900.00
Azor Thurston	Lecturer in Pharmaceutical Research.....	1,000.00
	Graduate Assistant	850.00
	Student Assistant.....	850.00
		\$ 6,650.00

COLLEGE OF VETERINARY MEDICINE

David S. White	Dean of the College and Professor of Veterinary Medicine (military leave).....	\$ 400.00
O. V. Brumley	Acting Dean, Professor of Veterinary Surgery and Director of Clinics.....	4,500.00
Septimus Sisson	Professor of Comparative Anatomy.....	3,500.00
A. G. G. Richardson	Professor of Veterinary Pathology.....	2,750.00
J. H. Snook	Asst. Professor of Veterinary Surgery.....	2,200.00
Fonsa A. Lambert	Asst. Professor of Comparative Anatomy (military leave)	
John N. Shoemaker	Asst. Professor of Veterinary Medicine (12 mos.)	2,000.00
Walter R. Hobbs	Instructor in Veterinary Medicine (12 mos.)....	1,800.00
R. E. Rebrassier	Instructor in Veterinary Medicine (12 mos.)....	1,500.00
R. L. Mundhenk	Instructor in Pathology (military leave).....	
Samuel J. Schilling	Instructor in Veterinary Medicine (temporary)..	1,400.00
	Assistant in Comparative Anatomy.....	1,200.00
R. A. Hendershott	Assistant in Veterinary Pathology.....	1,100.00
	Hospital Clerk (12 mos.).....	780.00
William H. Walker	Groom (12 mos.).....	900.00
James O. Mason	Groom (12 mos.).....	900.00
		\$ 24,930.00

GRADUATE SCHOOL

William McPherson	Dean of the Graduate School (military leave)....	\$ 400.00
W. H. Siebert	Acting Dean of Graduate School.....	300.00
Elizabeth G. Beatty	Fellow (European History)	500.00
E. E. H. Boyer	Fellow (Bacteriology)	500.00
Eather Gatewood	Fellow (Psychology).....	500.00
Swarna K. Mitra	Fellow (Agriculture)	500.00
Mary B. Housel	Fellow	500.00
	Fellow	500.00
Almon J. Basinger	Scholar (Entomology).....	250.00
Sylvia M. Byer	Scholar (Romance Languages)	250.00
Eva G. Campbell	Scholar (Anatomy)	250.00
Mary Conway	Scholar (Romance Languages)	250.00
Clarissa S. Hobensack	Scholar (Mathematics)	250.00

MILITARY SCIENCE AND TACTICS

George L. Converse	Commandant	\$ 1,700.00
Gustav Bruder	Band Leader	500.00
	Assistant	1,200.00
Edson I. Small	Captain—Assistant to Commandant.....	400.00
J. F. Madden	Sergeant U. S. Army (12 mos.).....	150.00
John O'Rourke	Sergeant U. S. Army (12 mos.).....	150.00
	2 Colonels @ \$75.00.....	150.00
	6 Majors @ \$50.00	300.00
	22 Captains @ \$40.00	880.00
	44 Lieutenants @ \$30.00	1,320.00
	Band Lieutenant	40.00
	5 Band Volunteers @ \$20.00	100.00
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		\$ 6,890.00

PHYSICAL EDUCATION

L. W. St. John	Professor of Physical Education.....	\$ 4,500.00
J. H. Nichols	Professor of Physical Education (military leave)	
F. R. Castleman	Professor of Physical Education.....	2,750.00
Florence A. Myer	Assistant Professor of Physical Education (on leave)	1,500.00
H. C. Ohlson	Instructor in Physical Education (10 mos.).....	1,800.00
Ossian C. Bird	Instructor in Physical Education (10 mos.).....	1,800.00
G. W. Trautman	Instructor in Physical Education (military leave)	
Margaret Hammett	Instructor in Physical Education.....	1,300.00
Selma Mesloh	Assistant in Physical Education.....	750.00
Mrs. Clark Hunter	Pianist	300.00
	Student Assistant	300.00
Lola Stout	Maid (12 mos.)	480.00
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		\$ 15,480.00

WAR RECORDS COMMITTEE

Secretary	\$ 840.00
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	\$ 840.00

SPECIAL LECTURES

T. C. Mendenhall	Lecturer	\$ 500.00
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		\$ 500.00

SUMMARY OF SALARY BUDGET—PRESIDENT'S DIVISION

Library	\$ 32,480.00
Military Science and Tactics	6,890.00
Physical Education	15,480.00
War Records Committee	840.00
Special Lectures	500.00
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Total	\$ 56,190.00

SUMMARY OF SALARY BUDGET—EDUCATIONAL DIVISION

College of Agriculture	\$ 165,970.00
College of Arts, Philosophy and Science	125,450.00
College of Commerce and Journalism.....	56,954.00
College of Dentistry	16,200.00

College of Education	57,250.00
College of Engineering	194,800.00
College of Homeopathic Medicine	23,820.00
College of Law	23,000.00
College of Medicine	74,795.00
College of Pharmacy	6,650.00
College of Veterinary Medicine	24,930.00
Graduate School	10,700.00
President's Division	56,190.00
Total	\$886,709.00

PRESIDENT'S OFFICE

W. O. Thompson	President	\$ 10,000.00
Katherine Vogel	Executive Clerk	1,200.00
Ruth M. Ford	Stenographer	840.00
		\$ 12,040.00

BUSINESS MANAGER'S OFFICE

Carl E. Steeb	Secretary of the Board of Trustees and Business Manager	\$ 5,000.00
Jane S. Haskett	Chief Clerk	1,300.00
R. M. Royer	Purchasing Agent	2,500.00
Marguerite L. Makepeace	Clerk	1,020.00
Ethel Gilkey	Clerk	1,020.00
Harriet Sturm	Stenographer	840.00
Minnette Fritts	Student Clerk	300.00
Bess C. Watters	Cashier	1,300.00
Mary Kraus	Auditor	1,500.00
Hazel Bratton	Voucher Clerk	960.00
Eather Morrow	Bill Clerk	840.00
Charles A. Kuntz	Comptroller	1,300.00
Florence Nalle	Bookkeeper	1,200.00
Marie D. Haines	Clerk	900.00
	Budget and Inventory Clerk	900.00
	Clerk	840.00
		\$ 22,220.00

REGISTRAR'S OFFICE

Edith D. Cockins	Registrar	\$ 2,500.00
Lucy M. Taylor	Assistant to Registrar	1,400.00
Clara Miller	Assistant to Registrar	1,080.00
Helen Clarke	Assistant to Registrar	1,080.00
Ruth Evans Agler	Assistant to Registrar	900.00
Ethyl Woodbury	Assistant to Registrar	900.00
Helen Frame	Assistant to Registrar	900.00
		\$ 9,660.00

ENTRANCE BOARD

Lester E. Wolfe	Secretary	\$ 2,400.00
Ednah Pugh	Stenographer	840.00
	Assistant to Appointment Secretary	840.00
		\$ 4,080.00

DEAN OF WOMEN

Caroline M. Breyfogle	Dean of Women (12 mos.)	\$ 2,400.00
Arema O'Brien	Assistant to Dean	1,080.00
		\$ 3,480.00

COMMENCEMENT

A. R. Barrington		\$ 750.00
		\$ 750.00

STENOGRAPHIC AND CLERICAL

Charles E. Findlay	Secretary to Dean of College of Medicine	\$ 1,200.00
Hugh Hardy	Clerk	840.00
Annette M. Shugert	Stenographer	840.00
Mabel Moran	Stenographer	840.00
Clarissa Arndt	Stenographer	840.00
W. Aimee Obaugh	Stenographer	840.00
Mary Lahmering	Stenographer	840.00
Mary Thomas	Clerk	840.00
W. F. Felch	Clerk	840.00
Eva Smith	Stenographer	840.00
M. Grace White	Stenographer	840.00
Edith Rathbun	Stenographer	840.00
Alberta Williams	Stenographer	840.00
M. Helen Pugh	Stenographer	840.00
Victoria Reichel	Stenographer	840.00
Nora Peck	Clerk	900.00
Katherine Pugh	Stenographer	840.00
Alice Moran	Stenographer	840.00
Duncan Cameron	Stenographer	840.00
Marie Hoffman	Stenographer (half time)	420.00
	Stenographer	840.00
Catherine M. Doody	Stenographer	840.00
Margaret M. Ryan	Stenographer	840.00
Lillian Moor	Stenographer	840.00
Muriel Snyder	Stenographer	840.00
Orleta Ansel	Stenographer (half time)	420.00
Cecelia Ryan	Stenographer (half time)	420.00
Mary E. McMillan	Stenographer	840.00
Bernice Blue	Stenographer	840.00
Helen Dunlap	Stenographer	840.00
Blanche L. Clark	Stenographer	840.00
Kathryn Murtha	Stenographer	840.00
Dora M. Soler	Stenographer	840.00
Florence M. Bennett	Stenographer	840.00
Mrs. Mary J. Hunter	Sales Clerk	840.00
Marian Tinsley	Stenographer	840.00
Marie G. Combs	Stenographer	840.00
Bertha Wollman	Stenographer	840.00
		\$ 31,080.00

STUDENT HEALTH SERVICE

H. S. Wingert	Director	\$ 2,750.00
		\$ 2,750.00

SUMMARY OF SALARY BUDGET—ADMINISTRATIVE DIVISION

President's Office	\$ 12,040.00
Business Manager's Office	22,220.00
Registrar's Office	9,660.00
Entrance Board	4,080.00
Dean of Women	3,480.00
Commencement	750.00
Stenographic and Clerical	31,080.00
Student Health Service	2,750.00
Total	\$ 86,060.00

ENGINEER'S OFFICE

William C. McCracken	Chief Engineer	\$ 3,500.00
	Clerk	1,200.00
E. R. Davis	Stenographer	900.00
		\$ 5,600.00

SERVICE DEPARTMENT

J. P. Covan	Master Mechanic	\$ 2,160.00
W. H. Case	Asst. Chief Engineer	1,440.00
Fred Brewer	Engineer	1,200.00
W. D. Hicks	Engineer	1,200.00
R. M. Ronk	Engineer	1,200.00
C. Ashenhurst	Fireman	1,080.00
S. Lowery	Fireman	1,080.00
James F. Walker	Fireman	1,080.00
C. Woodford	Fireman	1,080.00
	Fireman (9 mos. for new plant)	810.00
	Fireman (9 mos. for new plant)	810.00
	Fireman (9 mos. for new plant)	810.00
I. C. Reasoner	Blacksmith	1,080.00
William Anderson	Craneman	1,120.00
	Wiper	900.00
	Ash Wheeler	900.00
Thomas Howard	Ash Wheeler	906.00
J. E. Jones	Ash Wheeler	900.00
G. E. Shepherd	Steamfitter	1,500.00
B. A. LeBay	Steamfitter	1,200.00
Leon Leathers	Heat Control Mechanician	1,300.00
F. H. Beck	Electrician	1,400.00
G. W. Dillahunt	Asst. Electrician	1,180.00
C. T. Fippen	Night Trouble Man	960.00
A. O. Kaiser	Helper to Engineer	1,060.00
	Helper	840.00
Charles Reasoner	Helper to Blacksmith	780.00
J. Kraner	Carpenter	1,440.00
Martin Caughlin	Carpenter	1,280.00
E. I. Martin	Carpenter	1,280.00
R. C. Kaiser	Plumber	1,350.00
E. Inscho	Plumber's Helper	1,080.00
H. E. Truxall	Painter	1,220.00
Eli Sherwood	Painter	1,080.00
J. Brain	Painter	1,000.00
H. R. Johnson	Tinner	1,260.00

T. McGarry	Foreman of Campus.....	1,140.00
Joseph Venis	Laborer	900.00
L. Stewart	Laborer	900.00
J. Fredo	Laborer	900.00
J. Hobert	Laborer	900.00
Robert L. Farrell	Laborer	840.00
J. L. Stainbrook	Laborer	900.00
A. Armstrong	Laborer	900.00
John Law	Teamster	900.00
	Laborer	900.00
William North	Day Policeman	1,020.00
H. S. Brown	Policeman	960.00
Thomas Oram	Inspector of Watchmen	960.00
J. T. Daniels	Night Watchman	960.00
W. F. Mahaffey	Night Watchman	960.00
H. B. Case	Night Watchman	960.00
Alphonso Case	Night Watchman	960.00
	Night Watchman	960.00
	Inspector	1,080.00
Charles M. Hicks	Repair and Handy Man	1,060.00
Richard Brandon	Janitor	900.00
W. M. Penn	Janitor	900.00
W. M. Stahl	Janitor	900.00
D. W. Williams	Janitor	900.00
William Daehler	Janitor	900.00
M. N. Cook	Janitor	900.00
Harry Chantler	Janitor	900.00
G. J. Hoesch	Janitor	900.00
O. E. Kiger	Janitor	900.00
J. J. Weate	Janitor	900.00
W. W. Whitmer	Janitor	900.00
J. A. Dannley	Student Janitor	360.00
S. A. Williams	Janitor	900.00
Cornett, Lou (Mrs.)	Janitress	600.00
J. W. Brown	Janitor	900.00
	Janitor	900.00
G. C. Denney	Janitor	900.00
B. N. Lewis	Janitor	900.00
R. M. Moore	Janitor	900.00
Oliver Smith	Janitor	900.00
Fred Fleischer	Janitor	900.00
L. F. Jordan	Janitor	900.00
B. F. Tallmadge	Janitor	900.00
E. L. Clements	Janitor	900.00
E. B. Seaman	Janitor	300.00
J. C. Ludlum	Janitor	900.00
W. Curry	Janitor	900.00
James Merrill	Janitor	840.00
	Janitor	900.00
W. B. Simpson	Janitor	900.00
Jack Gantz	Janitor	900.00
William Poile	Janitor	900.00
John Long	Janitor	900.00
L. W. Richardson	Janitor	900.00
E. J. Nutt	Janitor	900.00
	Janitress	600.00

A. A. Hathaway	Janitor	900.00
E. P. Ames	Janitor	900.00
Robert Petrie	Janitor	900.00
Lena Gheen	Janitress	600.00
Lola Hockenberry	Janitress	600.00
J. R. Butler	Janitor	900.00
Lydia Dawson	Janitress	600.00
W. Buechler	Janitor	900.00
C. M. Shelton	Janitor	900.00
C. E. Harrold	Janitor	900.00
Stacy B. Noe	Janitor	900.00
W. C. Harbin	Janitor	900.00
Laotin Bradley	Janitor	900.00
E. R. Muse	Janitor	900.00
C. A. Hoppler	Janitor	900.00
J. W. DeWitte	Janitor	900.00
Ernest Ford	Janitor	900.00
M. S. Harvey	Elevator Man	480.00
Mary Powers	Matron of Rest Room.....	600.00
W. M. Mutchmore	Custodian of Medical Buildings.....	1,200.00
Agnes McGrail	Laundress	600.00
Martha Walker	Laundress	600.00
Myrtle Faught	Laundress	900.00

\$110,300.00

UNIVERSITY ARCHITECT

Joseph N. Bradford	University Architect	\$ 2,800.00
H. F. Reichard	Chief Draftsman (military leave).....	
C. F. Mayer, Jr.	Draftsman	1,500.00
F. Leo Smita	Draftsman	1,400.00
Coletta Kelley	Stenographer	900.00
	Chief Draftsman	1,600.00

\$ 8,200.00

SUMMARY OF SALARY BUDGET—PHYSICAL PLANT DIVISION

Engineer's Office	\$ 5,600.00
Service Department	110,300.00
University Architect	8,200.00
Total	\$124,100.00

ROTARY BUDGET

DENTAL CLINIC

Allie F. Harness	Clerk	\$ 840.00
Mrs. James Merrill	Janitress	360.00

\$ 1,200.00

HOMEOPATHIC CLINIC

Jessie Harrod	Supervising Nurse	\$ 1,000.00
Alice Taylor	Hospital Clerk	840.00
Elizabeth Simonds	Clinical Clerk	840.00
Lydia Hinderer	Cook	780.00

\$ 8,460.00

JOURNALISM-PRINTING

R. W. Hodgson	Compositor	\$ 1,456.00
A. Zierhut	Pressman	1,166.00
Sue K. Brown	Feeder and Binder	780.00
William Christ	Apprentice Printer	1,800.00
Clara Baker	Bookkeeper	1,000.00
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		\$ 5,702.00

OXLEY HALL

Josephine Matthews	House Superintendent	\$ 1,200.00
Isabel Colmery	Secretary	780.00
Mary Warner	Housekeeper	324.00
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		\$ 2,304.00

STORES AND RECEIVING DEPARTMENT

F. E. Jones	Receiving Clerk	\$ 2,100.00
Chester McClintock	Storekeeper Lab. Supply.....	1,500.00
H. W. Miller	First Asst. Storekeeper.....	1,200.00
	Second Asst. Storekeeper.....	1,020.00
Elizabeth Palmer	Clerk and Stenographer.....	750.00
James Lawson	Checking Clerk	1,080.00
Earl Conway	Stock Clerk	1,080.00
J. R. Remy	Deliveryman	960.00
Blanche Sullivan	Clerk and Stenographer	1,020.00
Mabel Clum	Clerk and Typist	900.00
C. G. Huffman	Laborer	780.00
	Helper	800.00
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		\$ 18,190.00

SMITH-HUGHES

W. F. Stewart	Professor of Agricultural Education.....	\$ 450.00
Maude G. Adams	Supervisor of Practice Teaching.....	500.00
		<hr/>
		\$ 950.00

SUMMARY OF SALARIES IN THE ROTARY BUDGETS

Dental Clinic	\$ 1,200.00
Homeopathic Clinic	3,460.00
Journalism-Printing	5,702.00
Oxley Hall	2,304.00
Stores and Receiving Department	18,190.00
Smith-Hughes	950.00
	<hr/>
Total	\$ 26,806.00

RECAPITULATION

Educational Division.....	\$ *836,709.00
Administrative Division.....	86,060.00

*NOTE—The sum of \$950.00 of Smith-Hughes fund is included in this total, (\$450.00 in the Department of Agricultural Education and \$500.00 in Department of Home Economics). As this is considered a Rotary fund it should be deducted from the total.

Physical Plant.....	124,100.00
	\$1,046,869.00
Less amount to be paid from Smith-Hughes fund.....	950.00
	\$1,045,919.00
* * * * * *	

The President presented the budget for the year ending June 30, 1919, for the Agricultural College Extension Service, and the same was adopted:

AGRICULTURAL COLLEGE EXTENSION SERVICE BUDGET 1918-1919

PROJECT NO. 1.—ADMINISTRATION

	Smith-Lever		State not Offsetting U.S.D.A.
	Federal	State	
<i>Personnel, Etc.</i>			
Clark S. Wheeler, salary.....		\$ 3,600.00	
Expenses	\$ 400.00		\$ 400.00
George B. Crane, salary.....		2,300.00	
Helen Davis, salary.....	900.00		
Lucile Taylor salary.....		900.00	
Isabel McClure, salary.....	780.00		
Jessie M. Haible, salary.....	840.00		
<i>Office Supplies</i>			
Small Printing.....	2,000.00	1,000.00	2,000.00
Office Supplies.....	1,200.00		800.00
Correspondence Course Supplies.....			2,000.00
Postage	1,080.00		920.00
Photographs	1,400.00		600.00
Express and Freight.....	600.00		
Communication	1,975.00	425.00	200.00
<i>Equipment</i>			
Educational	1,400.00		1,100.00
Office	2,400.00	600.00	
Automobile	900.00		
<i>Materials</i>			
Motor Supplies.....	500.00		
General Plant.....			100.00
<i>Publications</i>			
J. E. McClintock, ½ salary.....	200.00		1,400.00
Expenses		200.00	
Frank C. Dean, salary.....		2,100.00	
Expenses			200.00
Ethel M. Cadley, salary.....	1,300.00		
E. K. Emslie, salary.....	1,600.00		

	Smith-Lever		State	U.S.D.A.
	Federal	State	not Offsetting	
Expenses			200.00	
Gertrude Klein, salary.....	780.00			
Carrie Beach, salary.....		720.00		
Mary Baker, salary.....		660.00		
J. A. Bond, salary.....	900.00			
Addressing Room Clerk, salary.....	630.00			
Addressing Room Clerk, salary.....	840.00			
Student Labor, chart making, etc.....	600.00		300.00	
<i>Printing and Distribution of Publications</i>				
Printing Bulletins.....	1,700.00	4,000.00	300.00	
Labor	250.00		350.00	
Cuts	800.00		200.00	
<i>Contingent Fund</i>				
Reserve fund for transfers for unclassified expenditures	5,000.00			
Total	\$30,975.00	\$16,505.00	\$10,570.00	
Total Administration.....				\$50,450.00
Total Printing and Distribution of Publications.....				7,600.00
Total Project No. 1.....				\$58,050.00

PROJECT NO. 2—COUNTY AGENTS

	Smith-Lever		State	U. S. D. A.	
	Federal	State	not Offsetting	Regular	Emergency
O. M. Johnson, salary.....		\$ 1,100.00			\$ 2,000.00
County Agent Leader					
Expenses				800.00	
A. E. Anderson, salary.....		1,000.00			2,000.00
Asst. County Agent Leader					
Expenses				800.00	
W. W. Brownfield, salary.....	\$ 300.00				2,100.00
District Supervisor					
Expenses				800.00	
R. D. Long, salary.....	400.00				2,100.00
District Supervisor					
Expenses				800.00	
C. A. Mahan, salary.....	400.00				2,100.00
District Supervisor					
Expenses				800.00	
G. R. Eastwood, salary.....	300.00				2,100.00
District Supervisor					
Expenses				800.00	
R. E. Bothwell, salary.....		1,600.00			
Bertha Davis, salary.....	900.00				
Stenographer					
Agnes Jordan, salary.....	840.00				
Stenographer					
Mary Avery, salary.....		660.00			
Stenographer					
S. L. Anderson, salary.....		100.00	\$ 200.00		1,500.00

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Travel in County.....			500.00		
Misc. Expense.....			800.00		
H. L. Andrew, salary.....		100.00	200.00	\$1,500.00	
Travel in County.....			500.00		
Misc. Expense.....			260.00		
Genevia Albright, salary.....			540.00		
Stenographer					
M. H. Bartter, salary.....		300.00			1,800.00
Travel in County.....			500.00		
E. A. Brenneman, salary.....		100.00	800.00		1,500.00
Travel in County.....			500.00		
Estelle I. Byrne, salary.....			200.00		
Stenographer					
Washington County, salary.....		300.00			1,800.00
Travel in County.....			500.00		
Misc. Expense.....	300.00				
C. F. Class, salary.....		200.00			1,800.00
Travel in County.....			500.00		
Misc. Expense.....	200.00				
R. A. Cave, salary.....		100.00	400.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			240.00		
Lowell D. Perry, salary.....			360.00		
Stenographer					
F. S. DeLashmutt, salary.....		400.00	300.00	1,200.00	
Travel in County.....			500.00		
Misc. Expense.....			700.00		
R. F. Donnan, salary.....		400.00	500.00	1,200.00	
Travel in County.....			500.00		
Misc. Expense.....			500.00		
L. M. Evans, salary.....		100.00	200.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			320.00		
Olive Carmean, salary.....			480.00		
Stenographer					
Miami County, salary.....	300.00				1,800.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
E. H. Faulkner, salary.....		200.00			1,800.00
Travel in County.....			500.00		
Misc. Expense.....	300.00				
C. G. Fieldner, salary.....		100.00	500.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			500.00		
T. B. Foster, salary.....			400.00		1,800.00
Travel in County.....			500.00		
Misc. Expense.....			600.00		
W. F. Gahm, salary.....		100.00	200.00	1,500.00	
Travel in County.....			500.00		
Misc. Expense.....			800.00		
Paul Gerlaugh, salary.....		100.00	900.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			100.00		

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
Lorain County, salary.....		100.00	400.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			100.00		
J. C. Hedge, salary.....		800.00	500.00	800.00	
Travel in County.....			500.00		
Misc. Expense.....			20.00		
Bertha Smith, salary.....			480.00		
Stenographer					
E. G. Hibbs, salary.....		100.00	500.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			500.00		
W. J. Hendrix, salary.....		200.00	500.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			20.00		
Irene Irwin, salary.....			480.00		
Stenographer					
M. B. Jimison, salary.....		100.00	200.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			440.00		
Nettie Baumeister, salary.....			360.00		
Stenographer					
F. G. Ketner, salary.....		400.00			1,800.00
Travel in County.....			500.00		
Misc. Expense.....	400.00				
M. E. Laird, salary.....		100.00	400.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			240.00		
Mary E. Yeager, salary.....			360.00		
Stenographer					
H. A. Lehman, salary.....		200.00			1,800.00
Travel in County.....			500.00		
Misc. Expense.....	300.00				
C. L. Long, salary.....		100.00	400.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			100.00		
Cuyahoga County, salary.....		100.00	800.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			200.00		
W. E. McCoy, salary.....		100.00	900.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			100.00		
Sandusky County, salary.....		300.00	300.00		1,800.00
Travel in County.....			500.00		
Misc. Expense.....			200.00		
M. D. Miller, salary.....		100.00	400.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			600.00		
L. L. Mowls, salary.....		100.00	500.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			80.00		
Alma Grove, salary.....			420.00		
Stenographer					
R. W. Munger, salary.....		100.00	400.00		1,500.00

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
Travel in County.....			500.00		
Misc. Expense.....			600.00		
A. A. Olsen, salary.....		100.00	200.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			320.00		
Ione J. Lamb, salary.....			480.00		
Stenographer					
G. O. Reed, salary.....		100.00	200.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			800.00		
E. P. Reed, salary.....		100.00	200.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			800.00		
E. C. Richey, salary.....	100.00		600.00		1,500.00
Travel in County.....			500.00		
Inez Biddle, salary.....			400.00		
Stenographer					
H. J. Ridge, salary.....		100.00	200.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			560.00		
Lela Esser, salary.....			240.00		
Stenographer					
S. M. Salisbury, salary.....		100.00	800.00		1,500.00
Travel in County.....			500.00		
Mrs. Ellen Sailer, salary.....			200.00		
Stenographer					
C. R. Shumway, salary.....					1,500.00
Travel in County.....		500.00			
E. C. Sleeth, salary.....		400.00	400.00		1,200.00
Travel in County.....			500.00		
Misc. Expense.....			600.00		
A. G. Smith, salary.....		100.00	500.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			500.00		
O. D. Smith, salary.....		300.00		1,500.00	
Travel in County.....	166.66		333.33		
Misc. Expense.....	300.00				
S. B. Stowe, salary.....	300.00				1,800.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
D. G. Swanger, salary.....	100.00		100.00	1,500.00	
Travel in County.....			500.00		
Misc. Expense.....			480.00		
Madge Doney, salary.....			420.00		
Stenographer					
A. J. Swift, salary.....		100.00	500.00		1,500.00
Travel in County.....			500.00		
M. C. Thomas, salary.....	100.00		900.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			100.00		
D. R. Van Atta, salary.....	100.00		900.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			100.00		

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
W. R. Wheelock, salary.....	200.00				1,800.00
Travel in County.....			500.00		
Misc. Expense.....			300.00		
Karl D. Hirn, salary.....	100.00		400.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			600.00		
Ford S. Prince, salary.....	100.00		800.00	1,500.00	
Travel in County.....			500.00		
Misc. Expense.....			200.00		
Jefferson County, salary.....	100.00		600.00		1,500.00
Travel in County.....			500.00		
Misc. Expense.....			400.00		
<i>Assistants, District Men, Confer-</i>					
<i>ences, and Miscellaneous</i>					
F. Copper, Jr., salary.....	120.00				1,680.00
Travel in County.....		500.00			
Misc. Expense.....	200.00				
H. Eichhorn, salary.....	60.00				1,440.00
Travel in County.....		500.00			
Misc. Expense.....	200.00				
N. W. Glines, salary.....	60.00				1,440.00
Travel in County.....		500.00			
Misc. Expense.....	200.00				
C. J. Windau, salary.....	120.00				1,680.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
J. D. Van Houten, salary.....	100.00				1,500.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
J. J. Riggle, salary.....	100.00				1,500.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
W. A. Alexander, salary.....	120.00				1,680.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
S. R. Heffron, salary.....	100.00				1,500.00
Travel in County.....		500.00			
Misc. Expense.....	300.00				
W. L. Hammond, salary.....	60.00				1,140.00
Travel in County.....		500.00			
Misc. Expense.....	100.00				
R. H. Sturgeon, salary.....	60.00				1,140.00
Travel in County.....		500.00			
Misc. Expense.....	100.00				
C. W. Bailey, salary.....	100.00				1,500.00
Travel in County.....		500.00			
Misc. Expense.....	200.00				
J. W. Tulloss, salary.....	100.00				1,500.00
Travel in County.....		500.00			
Misc. Expense.....	200.00				
E. E. Barnes, salary.....	100.00				1,500.00
Travel in County.....		500.00			

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal 300.00	State		Regular	Emergency
Misc. Expense.....					
Additional District Men					
Salary and Expense.....					3,700.00
Twenty-six Additional Counties					
Average 6 months, salary....					25,500.00
Six men part time on organization					
Salary.					6,000.00
Expense					2,400.00
Four conferences, expenses.....	4,000.00	2,000.00			
Travel of Candidates and Emer- gency Men, expense.....	1,502.92				
Total	\$17,209.58	\$22,460.00	\$59,133.34	\$10,700.00	\$140,000.00
Total for Project No. 2.....					\$249,502.92

PROJECT NO. 3-A.

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN FARM CROPS

Personnel, Etc.

W. E. Hanger, salary.....		2,500.00		
Expenses		600.00		
Instructor, 10 mos. salary.....	1,750.00			
Expenses	500.00			
(A) Boys Corn Club Work				
Two Dem., 2 mos. salary....		600.00		
Expenses		100.00	100.00	
(B) Men's Ten-Acre Contest				
Two Dem., 2 mos. salary....	300.00	300.00		
Expenses		179.57	20.43	
(C) Seed Improvement Work				
Demonstrator, 2 mos. salary..	200.00			
Expenses	200.00			
Members of Department acting as Demonstrators, expenses..		500.00		
(D) General Crops Work				
Demonstrator, 3 mos. salary..	225.00			
Expenses	300.00			
Cecelia Ryan, ½ salary.....	300.00			
Stenographer				
Total	\$3,775.00	\$4,779.57	\$ 120.43	
Total for Project No. 3-A.....				\$8,675.00

**PROJECT NO. 3-B.—DEMONSTRATIONS BY MEANS OF SPECIALISTS
IN AGRICULTURAL ENGINEERING**

Specialist, 10 mos. salary.....	2,088.33
Expenses	500.00
Draftsman, salary.....	1,500.00
H. C. Ramsower, 2 mos. salary..	550.00
Expenses	150.00
F. W. Ives, 2 mos. salary.....	400.00
Members of Department acting as Demonstrators, expenses.....	500.00

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Aimee Obaugh, ½ salary.....	450.00				
Totals	\$6,183.33				
Total for Project No. 3-B.....					\$6,183.33

**PROJECT NO. 3-C.—DEMONSTRATIONS BY MEANS OF SPECIALISTS
IN VETERINARY MEDICINE**

			B. A. I.	
L. P. Beechy, salary.....	600.00			1,800.00
Expenses	900.00			
Contributions to salaries of three additional veterinarians.....	540.00			
Total	\$2,040.00			\$1,800.00
Total for Project No. 3-C.....				\$3,840.00

**PROJECT NO. 3-D.—DEMONSTRATIONS BY MEANS OF SPECIALISTS
IN HORTICULTURE**

R. B. Cruickshank, salary.....		2,500.00		
Expenses		600.00		
F. H. Beach, salary.....	1,900.00			
Expenses	590.00			
Demonstrator, 3 mos. salary.....	450.00			
Expenses	180.00			
Demonstrator, 3 mos. salary.....	40.00	410.00		
Expenses	80.00			
Members of Department acting as Demonstrators, expenses.....	150.00			
Landscape drafting.....			250.00	
Total	\$3,390.00	\$3,510.00	\$ 250.00	
Total for Project No. 3-D.....				\$7,150.00

**PROJECT NO. 3-E.—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN ANIMAL HUSBANDRY**

John W. Wuichet, salary.....		2,300.00		
Expenses	700.00			
B. L. Thompson, salary.....		2,500.00		
Expenses		700.00		
D. J. Kays, 2 mos. salary.....	500.00			
Expenses	150.00			
5 Demonstrators, 3 mos. each, Salary	130.00	1,870.00		
Expenses	1,000.00			
Mary E. Clark, salary.....	600.00			
Totals	\$3,080.00	\$7,370.00		
Total for Project No. 3-E.....				\$10,450.00

**PROJECT NO. 3-F.—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN POULTRY HUSBANDRY**

M. C. Kilpatrick, salary.....	1,700.00
Expenses	700.00
A. B. Dann, salary.....	2,500.00

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Expenses					
F. S. Jacoby, 2 mos. salary.....	460.00		700.00		
Expenses	160.00				
Totals	\$ 620.00	\$5,600.00			
Total for Project No. 3-F.....					\$6,220.00

**PROJECT NO. 3-G.—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN VEGETABLE GARDENING**

Specialists, 10 mos. salary.....	1,000.00	1,000.00			
Expenses	500.00				
Demonstrator, 3 mos. salary.....	450.00				
Expenses	225.00				
Members of Department acting as Demonstrators, expenses.....	150.00				
Totals	\$2,325.00	\$1,000.00			
Total for Project No. 3-G.....					\$3,325.00

**PROJECT NO. 3-H.—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN SOILS**

J. F. Barker, salary.....		2,750.00			
Expenses		650.00			
Myron A. Bachtell, salary.....		2,500.00			
Expenses		600.00			
Soils Specialist, 10 mos. salary...	2,083.33				
Expenses	500.00				
George Valley, salary.....			1,200.00		
Two Assistants, part time salary			600.00		
Members of Department acting as Demonstrators, expenses.....	200.00				
Orleta Ansel, ½ salary.....	360.00				
Stenographer					
Totals	\$3,143.33	\$6,500.00	\$,1800.00		
Total for Project No. 3-H.....					\$11,443.33

**PROJECT NO. 3-I.—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN ENTOMOLOGY**

T. H. Parks, salary.....	2,600.00				
Expenses		750.00			
Totals	\$2,600.00	\$ 750.00			
Total for Project No. 3-I.....					\$ 3,350.00

**PROJECT NO. 3-K.—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN PLANT PATHOLOGY**

W. G. Stover, salary.....	210.00*				B. P. I. 1,340.00*
Expenses	750.00				
Total	\$ 960.00				\$1,340.00
Total for Project 3-K.....					\$2,300.00

PROJECT NO. 4—BOYS' AND GIRLS' CLUB WORK

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
W. H. Palmer, salary.....		750.00		2,000.00	
State Leader					
Expenses		800.00			
Ray Fife, salary.....		850.00		1,250.00	
Assistant State Leader					
Expenses	550.00	200.00			
B. B. Spohn, salary.....		380.00			1,620.00
Assistant State Leader					
Expenses					700.00
Hulda Horst, salary.....		440.00		1,060.00	
Assistant State Leader					
Expenses	100.00				650.00
Nelle A. Logan, salary.....	30.00				570.00
County Agent Fulton County					
Expenses					400.00
J. H. Mills, salary.....	20.00				380.00
County Leader, Cuyahoga County					
July, Aug., Sept., and Oct.					
Minnie Porter, salary.....	30.00				570.00
County Leader, Tuscarawas Co.					
Expenses					400.00
J. C. Spence, salary.....	10.00				190.00
County Leader, Clermont Co.					
July, August, September					
Mrs. Bernice Allen, salary.....	10.00				190.00
County Leader, Fayette County					
July, August					
O. C. Croy, salary.....	25.00				225.00
County Leader, Muskingum Co.					
July, August, ½ September					
W. S. Stoddard, salary.....	25.00				225.00
County Leader, Union County					
July, August, ½ September					
Ralph Toll, salary.....	20.00				380.00
County Leader, Highland Co.					
July, Aug., Sept. and Oct.					
Mrs. Winifred Lantz, salary....	35.00				315.00
County Leader, Putnam County					
July, Aug., Sept., ½ Oct.					
Maretta Allen, salary.....	25.00				225.00
County Leader, Van Wert Co.					
July, August, ½ September					
County Leaders for July, August,					
September, 1918, salary.....	120.00				2,280.00
County Leaders, salary.....	300.00				5,680.00
H. E. Eswine, salary.....			1,800.00		
Expenses			700.00		
Catherine Ready, salary.....		840.00			

*B. P. I.—Sept.-Jan. inclusive \$30.00 per month, Feb.-Aug. inclusive \$170.00 per month. Extension Division Feb.-Aug. inclusive \$30.00 per month.

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Stenographer Callie Veidt, salary.....		660.00			
Totals	\$1,800.00	\$4,920.00	\$2,500.00	\$4,810.00	\$15,000.00
Total for Project No. 4.....					\$28,039.00

PROJECT NO. 5.—MOVABLE SCHOOLS

Farmers' Week Speakers Salary			610.00		
Expenses			600.00		
Total			\$1,210.00		
Total for Project No. 5.....					\$1,210.00

PROJECT NO. 6—HOME ECONOMICS

Rhoda E. Dick, salary.....		1,900.00			
Expenses	400.00				
Florence H. Willison, 9 mos. sal..		1,080.00			
Expenses	450.00				
Mary Graber, salary.....		1,400.00			
Expenses	600.00				
Ruth E. Bryant, salary.....		1,400.00			
Expenses	600.00				
Lena Bumpas, salary.....		1,700.00			
Expenses	600.00				
Julia Smith, salary.....		1,320.00			
Expenses	600.00				
Olga Elifritz, salary.....		1,320.00			
Expenses	600.00				
Grace Linder, salary.....			750.00		
Marcella Douglas, salary.....	600.00				
Stenographer					
Total	\$4,450.00	\$10,120.00	\$ 750.00		
Total for Project No. 6.....					\$15,320.00

PROJECT NO. 6-A.—SCHOOL LUNCHES

Treva E. Kauffman, salary.....		1,700.00			
Expenses	600.00				
Total	\$ 600.00	\$1,700.00			
Total for Project No. 6-A.....					\$2,300.00

PROJECT NO. 7.—EXTENSION WORK IN DAIRYING

Oscar Erf, part salary.....		500.00			
Expenses	500.00				
Ivan McKellip, salary.....	667.67	833.33			1,500.00
Expenses		1,000.00			
Dairy Field Man, 10 mos.....	1,333.33				
Expenses	800.00				
Stenographer, salary.....	720.00				
Total	\$4,020.00	\$1,833.33			\$1,500.00
Total for Project No. 7.....					\$7,353.33

**PROJECT NO. 8—DEMONSTRATIONS BY MEANS OF
SPECIALISTS IN FARM MANAGEMENT**

	Smith-Lever		State	U. S. D. A.	
	Federal	State	not Offsetting	Regular	Emergency
R. F. Taber, salary.....		800.00			1,200.00
Expenses		600.00			
Farm Management Demonstrator, Salary	766.66				900.00
Expenses	500.00				
J. I. Falconer, salary 2 mos.....	440.00				
Expenses	250.00				
L. O. Lantis, salary 4 mos.....			666.67*		
Expenses			300.00		
H. E. Erdman, expenses.....	250.00				
Marie Hoffman, salary ½ time.. Stenographer	360.00				
Total	\$2,566.66	\$1,400.00	\$ 966.67		\$2,100.00
Total for Project No. 8.....					\$7,033.33

PROJECT NO. 9.—CORRESPONDENCE COURSES

J. E. McClintock, ½ salary.....		1,600.00			
Expenses		100.00			
Martha Beach, salary.....		900.00			
Grading answers to Correspondence Course lessons.....			900.00		
Labor mailing C. C. lessons.....			300.00		
Total			\$3,800.00		
Total for Project No. 9.....					\$3,800.00

PROJECT NO. 10.—FARMERS' INSTITUTES

F. L. Allen, salary.....		2,700.00			
Expenses		500.00			
Hannah Jones, salary.....		1,200.00			
County Institute Speakers, per diem 37 speakers, 430 two-day meet- ings, salary.....			13,000.00		
Expense			8,000.00		
Florence Willison, salary 3 mos. (Dec., Jan., Feb.).....			360.00		
Supplementary Institute Speakers sal. (L. O. Lantis, 2 mos. 333.33)			900.00		
Expenses			350.00		
Educational Meeting at Experi- ment Station, expenses.....			350.00		
Total			\$27,360.00		
Total for Project No. 10.....					\$27,360.00

PROJECT NO. 11—HOME DEMONSTRATION AGENTS

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Edna N. White.....		1,000.00			
Expenses	400.00				
In charge Urban Agents, salary	120.00				2,380.00
Expenses	800.00				
Matilda Campbell, salary.....	120.00				1,800.00
City Agent					
Martha Jones, salary.....	120.00				1,880.00
City Agent					
Alma Sauer, salary.....	60.00				1,440.00
Assistant City Agent					
Mary Elliott, salary.....	60.00				1,440.00
City Agent					
Amy Parker, salary.....	60.00				1,440.00
City Agent					
Kathleen Kent, salary.....	60.00				1,260.00
City Agent					
Florence Nesbitt, salary.....	120.00				2,380.00
City Agent					
Edna Endly, salary.....	60.00				1,380.00
City Agent					
Helen Mougey, salary.....	120.00				1,480.00
Emergency Agent at Large, salary	60.00				1,440.00
Expenses	600.00				
Wanda Pryzluska, salary.....	60.00				1,440.00
Emergency Agent at Large, salary					
Expenses	600.00				
City Agents to be named, salary.	360.00				4,240.00
Expenses	120.00				
In Charge Rural Agents, salary..	120.00				1,880.00
Expenses	800.00				
Lulu Billman, salary.....	120.00				1,560.00
County Agent					
Expenses					400.00
Clara Hall, salary.....	60.00				1,380.00
County Agent					
Expenses					400.00
Alice Swisher, salary.....	120.00				1,560.00
County Agent					
Expenses					400.00
Mary I. Brown, salary.....	60.00				1,380.00
County Agent					
Expenses					400.00
Cuyahoga County, salary.....	60.00				1,440.00
Expenses					400.00
Mary Holmes, salary.....	60.00				1,380.00
County Agent					
Expenses					400.00
Blanche Bowers, salary.....	60.00				1,380.00
Expenses					400.00
Ruth Beach, salary.....	60.00				1,380.00
County Agent					
Expenses					400.00

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
Josephine Davis, salary.....	60.00				1,140.00
County Agent					
Expenses					400.00
Leah Ascham, salary.....	60.00				1,440.00
County Agent					
Expenses					400.00
Edith Hutchinson, salary.....	60.00				1,440.00
County Agent					
Expenses					400.00
County Agents to be named, average 6 mos. each, salary.....	4,360.00		700.00		14,740.00
Expenses					5,200.00
Travel of Candidates.....	300.00				
Total	\$10,260.00	\$1,000.00	\$ 700.00		\$65,700.00
Total for Project No. 11.....					\$77,660.00

ALL FUNDS USED FOR EXTENSION WORK

Regular	\$319,806.24
Emergency	220,700.00
Grand Total.....	\$540,506.24

SOURCES OF INCOME 1918-1919

State Appropriation (\$180,295.00).....	\$124,075.00
Smith-Lever	99,447.90
Institute Funds from Counties.....	15,400.00
County Agent Funds from Counties.....	59,133.34
Regular U. S. D. A. Funds	
County Agents.....	10,700.00
Boys' and Girls' Clubs.....	4,310.00
Farm Management.....	2,100.00
U. S. D. A. Bureau Funds	
Veterinary Medicine.....	1,800.00
Dairying	1,500.00
Plant Pathology.....	1,340.00
Total	\$319,806.24
U. S. D. A. War Emergency Funds	
County Agents.....	140,000.00
Home Demonstration Agents	
County	41,700.00
City	24,000.00
Boys' and Girls' Clubs.....	15,000.00
Total	220,700.00
Grand Total.....	\$540,506.24

AGRICULTURAL COLLEGE EXTENSION SERVICE
SALARY ROLL

	Total	Smith-Lever		State not Offsetting	U. S. D. A.	
		Federal	State		Regular	Emergency
Clark S. Wheeler.....	\$3,600.00		\$3,600.00			
George B. Crane.....	2,300.00		2,300.00			
Helen Davis.....	900.00	\$ 900.00				
Lucile Taylor.....	900.00		900.00			
Isabel McClure.....	780.00	780.00				
Jessie M. Haible.....	840.00	840.00				
J. E. McClintock, ½ salary.....	1,600.00	200.00		\$1,400.00		
Frank C. Dean.....	2,100.00		2,100.00			
Ethel M. Cadley.....	1,300.00	1,300.00				
E. K. Emslie.....	1,600.00	1,600.00				
Gertrude Klein.....	780.00	780.00				
Carrie Beach.....	720.00		720.00			
Mary Baker.....	660.00		660.00			
J. A. Bond.....	900.00	900.00				
Addressing Room Clerk.....	630.00	630.00				
Addressing Room Clerk.....	840.00	840.00				
Student Labor, Chart Making, etc.....	900.00	600.00		300.00		
O. M. Johnson.....	3,100.00		1,100.00			2,000.00
A. E. Anderson.....	3,000.00		1,000.00			2,000.00
W. W. Brownfield.....	2,400.00	300.00				2,100.00
R. D. Long.....	2,500.00	400.00				2,100.00
C. A. Mahan.....	2,500.00	400.00				2,100.00
G. R. Eastwood.....	2,400.00	300.00				2,100.00
R. E. Bothwell.....	1,600.00		1,600.00			
Bertha Davis.....	900.00	900.00				
Agnes Jordan.....	840.00	840.00				
Mary Avery.....	660.00	660.00				
S. L. Anderson.....	1,800.00		100.00	200.00		1,500.00
H. L. Andrew.....	1,800.00		100.00	200.00	1,500.00	

Genevia Albright.....	540.00		540.00	
M. H. Bartter.....	2,100.00	300.00		1,800.00
E. A. Brenneman.....	2,400.00	100.00	800.00	1,500.00
Estelle I. Bryne.....	200.00		200.00	
Washington County.....	2,100.00	300.00		1,800.00
C. F. Class.....	2,000.00	200.00		1,800.00
R. A. Cave.....	2,000.00	100.00	400.00	1,500.00
Lowell D. Perry.....	360.00		360.00	
F. S. DeLashmutt.....	1,900.00	400.00	800.00	1,200.00
R. F. Donnan.....	2,100.00	400.00	500.00	1,200.00
L. M. Evans.....	1,800.00	100.00	200.00	1,500.00
Olive Carmean.....	480.00		480.00	
Miami County.....	2,100.00	300.00		1,800.00
E. H. Faulkner.....	2,000.00	200.00		1,800.00
C. G. Fieldner.....	2,100.00	100.00	500.00	1,500.00
T. B. Foster.....	2,200.00		400.00	1,800.00
W. F. Gahm.....	1,800.00	100.00	200.00	1,500.00
Paul Gerlaugh.....	2,500.00	100.00	900.00	1,500.00
Lorain County.....	2,000.00	100.00	400.00	1,500.00
J. C. Hedge.....	2,100.00	800.00	500.00	800.00
Bertha Smith.....	480.00		480.00	
E. G. Hibbs.....	2,100.00	100.00	500.00	1,500.00
W. J. Hendrix.....	2,200.00	200.00	500.00	1,500.00
Irene Irwin.....	480.00		480.00	
M. B. Jimison.....	1,800.00	100.00	200.00	1,500.00
Nettie Baumeister.....	360.00		360.00	
F. G. Ketner.....	2,200.00	400.00		1,800.00
M. E. Laird.....	2,000.00	100.00	400.00	1,500.00
Mary E. Yeager.....	360.00		360.00	
H. A. Lehman.....	2,000.00	200.00		1,800.00
C. L. Long.....	2,000.00	100.00	400.00	1,500.00
Cuyahoga County.....	2,400.00	100.00	800.00	1,500.00
W. E. McCoy.....	2,500.00	100.00	900.00	1,500.00
Sandusky County.....	2,400.00	300.00	300.00	1,800.00
M. D. Miller.....	2,000.00	100.00	400.00	1,500.00

	Total	Smith-Lever		State not Offsetting	U. S. D. A.	
		Federal	State		Regular	Emergency
L. L. Mowls.....	2,100.00		100.00	500.00		1,500.00
Elma Grove.....	420.00			420.00		
R. W. Munger.....	2,000.00		100.00	400.00		1,500.00
A. A. Olsen.....	1,800.00		100.00	200.00		1,500.00
Ione J. Lamb.....	480.00			480.00		
G. O. Reed.....	1,800.00		100.00	200.00		1,500.00
E. P. Reed.....	1,800.00		100.00	200.00		1,500.00
E. C. Richey.....	2,200.00	100.00		600.00		1,500.00
Inez Biddle.....	400.00			400.00		
H. J. Ridge.....	1,800.00		100.00	200.00		1,500.00
Lela Esser.....	240.00			240.00		
S. M. Salisbury.....	2,400.00		100.00	800.00		1,500.00
Mrs. Ellen Sailer.....	200.00			200.00		
C. R. Shumway.....	1,500.00					1,500.00
E. C. Sleeth.....	2,000.00		400.00	400.00		1,200.00
A. G. Smith.....	2,100.00		100.00	500.00		1,500.00
O. D. Smith.....	1,800.00		300.00		1,500.00	
S. B. Stowe.....	2,100.00	300.00				1,800.00
D. G. Swanger.....	1,700.00	100.00		100.00	1,500.00	
Madge Doney.....	420.00			420.00		
A. J. Swift.....	2,100.00		100.00	500.00		1,500.00
M. C. Thomas.....	2,500.00	100.00		900.00		1,500.00
D. R. Van Atta.....	2,500.00	100.00		900.00		1,500.00
W. R. Wheelock.....	2,000.00	200.00				1,800.00
Karl D. Hirn.....	2,000.00	100.00		400.00		1,500.00
Ford S. Prince.....	2,400.00	100.00		800.00	1,500.00	
Jefferson County.....	2,200.00	100.00		600.00		1,500.00
F. Copper, Jr.....	1,800.00	120.00				1,680.00
H. Eichhorn.....	1,500.00	60.00				1,440.00
N. W. Glines.....	1,500.00	60.00				1,440.00
C. J. Windau.....	1,800.00	120.00				1,680.00
J. D. Van Houten.....	1,600.00	100.00				1,500.00

J. J. Riggle.....	1,600.00	100.00		1,500.00
W. A. Alexander.....	1,800.00	120.00		1,680.00
S. R. Heffron.....	1,600.00	100.00		1,500.00
W. L. Hammond.....	1,200.00	60.00		1,140.00
R. H. Sturgeon.....	1,200.00	60.00		1,140.00
C. W. Bailey.....	1,600.00	100.00		1,500.00
J. W. Tulloss.....	1,600.00	100.00		1,500.00
E. E. Barnes.....	1,600.00	100.00		1,500.00
Additional District Men.....	3,700.00			3,700.00
Twenty-six additional counties average 6 mos. salary.....	25,500.00			25,500.00
Six men part time on organization, salary.....	6,000.00			6,000.00
W. E. Hanger.....	2,500.00		2,500.00	
Instructor, 10 mos.....	1,750.00	1,750.00		
(A) Boys' Corn Club Work, two Demonstrators 2 mos. sal...	600.00		600.00	
(B) Men's Ten-Acre Contest, two Demonstrators, 2 mos. sal.	600.00	300.00	300.00	
(C) Seed Improvement Work, Demonstrator, 2 mos. salary..	200.00	200.00		
(D) General Crops Work, Demonstrator, 3 mos. salary.....	225.00	225.00		
Cecelia Ryan, ½ salary.....	300.00	300.00		
Specialist, Agricultural Engineering, 10 mos.....	2,083.33	2,083.33		
Draftsman	1,500.00	1,500.00		
H. C. Ramsower, 2 mos.....	550.00	550.00		
F. W. Ives, 2 mos.....	400.00	400.00		
Aimee Obaugh, ½ salary.....	450.00	450.00		
L. P. Beechy.....	2,400.00	600.00		B. A. I. 1,800.00
Contributions to salaries of three additional Veterinarians..	540.00	540.00		
R. B. Cruickshank.....	2,500.00		2,500.00	
F. H. Beach.....	1,900.00	1,900.00		
Demonstrator, 3 mos.....	450.00	450.00		
Demonstrator, 3 mos.....	450.00	40.00	410.00	
Landscape Drafting.....	250.00			250.00
John W. Wuichet.....	2,300.00		2,300.00	
B. L. Thompson.....	2,500.00		2,500.00	
D. J. Kays, 2 mos.....	500.00	500.00		
Five Demonstrators, 3 mos. each.....	2,000.00	180.00	1,870.00	
Mary E. Clark.....	600.00	600.00		

	Total	Smith-Lever		State not Offsetting	U. S. D. A.	
		Federal	State		Regular	Emergency
M. C. Kilpatrick.....	1,700.00			1,700.00		
A. B. Dann.....	2,500.00			2,500.00		
F. S. Jacoby, 2 mos.....	460.00	460.00				
Specialist, Vegetable Gardening 10 mos.....	2,000.00	1,000.00		1,000.00		
Demonstrator, 8 mos.....	450.00	450.00				
J. F. Barker.....	2,750.00			2,750.00		
Myron A. Bachtell.....	2,500.00			2,500.00		
Soils Specialist, 10 mos.....	2,083.33	2,083.33				
George Valley.....	1,200.00				1,200.00	
Two Assistants, part time.....	600.00				600.00	
Orleta Ansel, ½ salary.....	360.00	360.00				
T. H. Parks.....	2,600.00	2,600.00				B. P. I.
W. G. Stover.....	1,550.00	210.00				1,340.00
W. H. Palmer.....	2,750.00			750.00	2,000.00	
Ray Fife.....	2,100.00			850.00	1,250.00	
B. B. Spohn.....	2,000.00			380.00		1,620.00
Hulda Horst.....	1,500.00			440.00	1,060.00	
Nellie A. Logan.....	600.00	30.00				570.00
J. H. Mills.....	400.00	20.00				380.00
Minnie Porter.....	600.00	30.00				570.00
J. C. Spence.....	200.00	10.00				190.00
Mrs. Bernice Allen.....	200.00	10.00				190.00
O. C. Croy.....	250.00	25.00				225.00
W. S. Stoddard.....	250.00	25.00				225.00
Ralph Toll.....	400.00	20.00				380.00
Mrs. Winifred Lantz.....	350.00	35.00				315.00
Maretta Allen.....	250.00	25.00				225.00
8 County Leaders for July, August, September, 1918.....	2,400.00	120.00				2,280.00
County Leaders.....	5,980.00	300.00				5,680.00
H. E. Eswine.....	1,800.00				1,800.00	
Catherine Ready.....	840.00			840.00		
Callie Veidt.....	660.00			660.00		

Farmers' Week Speakers.....	610.00			610.00
Rhoda E. Dick.....	1,900.00		1,900.00	
Florence H. Willison, 9 mos.....	1,080.00		1,080.00	
Mary Graber.....	1,400.00		1,400.00	
Ruth E. Bryant.....	1,400.00		1,400.00	
Lena Bumpas.....	1,700.00		1,700.00	
Julia Smith.....	1,320.00		1,320.00	
Olga Elifritz.....	1,320.00		1,320.00	
Grace Linder.....	750.00			750.00
Marcella Douglas.....	600.00	600.00		
Treva E. Kauffman.....	1,700.00		1,700.00	
Oscar Erf, part salary.....	500.00		500.00	
Ivan McKellip.....	2,500.00	666.67	333.33	B. A. I. 1,500.00
Dairy Field Man, 10 mos.....	1,333.33	1,333.33		
Stenographer	720.00	720.00		
R. F. Taber.....	2,000.00		800.00	1,200.00
Farm Management Demonstrator.....	1,666.66	766.66		900.00
J. I. Falconer, 2 mos.....	440.00	440.00		
L. O. Lantis, 4 mos.....	666.67			666.67
Marie Hoffman, ½ time.....	360.00	360.00		
J. E. McClintock, ½ salary.....	1,600.00			1,600.00
Martha Beach.....	900.00			900.00
F. L. Allen.....	2,700.00			2,700.00
Hannah Jones.....	1,200.00			1,200.00
County Institute Speakers, Per Diem, 37 speakers, 430 two-day meetings.....	13,000.00			13,000.00
Florence Willison, 3 mos.....	360.00			360.00
Supplementary Institute Speakers.....	900.00			900.00
Edna N. White.....	1,000.00		1,000.00	
In Charge Urban Agents.....	2,500.00	120.00		2,380.00
Matilda Campbell.....	1,920.00	120.00		1,800.00
Martha Jones.....	2,000.00	120.00		1,880.00
Alma Sauer.....	1,500.00	60.00		1,440.00
Mary Elliott.....	1,500.00	60.00		1,440.00
Amy Parker.....	1,500.00	60.00		1,440.00

	Total	Smith-Lever		State not Offsetting	U. S. D. A.	
		Federal	State		Regular	Emergency
Kathleen Kent.....	1,320.00	60.00				1,260.00
Florence Nesbitt.....	2,500.00	120.00				2,380.00
Edna Endly.....	1,440.00	60.00				1,380.00
Helen Mougey.....	1,600.00	120.00				1,480.00
Emergency Agent at Large.....	1,500.00	60.00				1,440.00
Wanda Pryzluska.....	1,500.00	60.00				1,440.00
City Agents to be named.....	4,600.00	360.00				4,240.00
In Charge of Rural Agents.....	2,000.00	120.00				1,880.00
Lulu Billman.....	1,680.00	120.00				1,560.00
Clara Hall.....	1,440.00	60.00				1,380.00
Alice Swisher.....	1,680.00	120.00				1,560.00
Mary I. Brown.....	1,440.00	60.00				1,380.00
Cuyahoga County.....	1,500.00	60.00				1,440.00
Mary Holmes.....	1,440.00	60.00				1,380.00
Blanche Bowers.....	1,440.00	60.00				1,380.00
Ruth Beach.....	1,440.00	60.00				1,380.00
Josephine Davis.....	1,200.00	60.00				1,140.00
Leah Ascham.....	1,500.00	60.00				1,440.00
Edith Hutchinson.....	1,500.00	60.00				1,440.00
County Agents to be named, average 6 mos. each.....	19,800.00	4,360.00		700.00		14,740.00
Totals	\$381,728.32	\$47,368.32	\$63,043.33	\$52,456.67	\$17,110.00	\$201,750.00
Total Personal Service.....						\$381,728.32

MAINTENANCE

PROJECT NO. 1

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
<i>Office Supplies</i>					
Small Printing.....	\$2,000.00	\$1,000.00	\$2,000.00		
Office Supplies.....	1,200.00		300.00		
Correspondence Course Supplies..			2,000.00		
Postage	1,080.00		920.00		
Photographs	1,400.00		600.00		
Express and Freight.....	600.00				
Communication	1,975.00	425.00	200.00		
<i>Equipment</i>					
Educational	1,400.00		1,100.00		
Office	2,400.00	600.00			
Automobile	900.00				
<i>Materials</i>					
Motor Supplies.....	500.00				
General Plant.....			100.00		
<i>Printing and Distribution of</i>					
<i>Publications</i>					
Printing Bulletins.....	1,700.00	4,000.00	800.00		
Labor	250.00		350.00		
Cuts	800.00		200.00		
Contingent Fund.....	5,000.00				

PROJECT NO. 2

Local Expense, County Agents...	11,069.58	11,500.00	35,613.34
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PROJECT NO. 9

Labor Correspondence Courses....		300.00	
Lessons, Grading Lessons.....		900.00	
<i>Transportation</i>			
Project No. 1.....	400.00	200.00	800.00
Project No. 2.....			7,200.00
Project No. 3-A.....	1,000.00	1,379.57	120.43
Project No. 3-B.....	1,150.00		
Project No. 3-C.....	900.00		
Project No. 3-D.....	1,000.00	600.00	
Project No. 3-E.....	1,850.00	700.00	
Project No. 3-F.....	160.00	1,400.00	
Project No. 3-G.....	875.00		
Project No. 3-H.....	700.00	1,250.00	
Project No. 3-I.....		750.00	
Project No. 3-K.....	750.00		
Project No. 4.....	650.00	1,000.00	700.00
Project No. 5.....			600.00
Project No. 6.....	3,850.00		
Project No. 6-A.....	600.00		
Project No. 7.....	1,300.00	1,000.00	
			2,150.00

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
Project No. 8	1,000.00	600.00	300.00		
Project No. 9			100.00		
Project No. 10			9,200.00		
Project No. 11	3,620.00				9,600.00
Totals	\$52,079.58	\$26,404.57	\$56,703.77		\$18,950.00
Total Maintenance.....	52,079.58	26,404.57	56,703.77		18,950.00
Total Personal Service....	47,368.82	63,043.33	52,456.67	17,110.00	201,750.00
Total Appropriation.....	99,447.90	89,447.90	109,160.44	17,110.00	220,700.00
Personal Service.....					\$381,728.32
U. S. D. A. Bureau Funds.....					4,640.00
Total Personal Service.....					386,368.32
Total Maintenance.....					154,137.92
Grand Total.....					\$540,506.24

PERSONNEL

NAME	TITLE	RANK
Clark S. Wheeler	Director	Professor
J. E. McClintock	Agricultural Editor	Professor
George B. Crane	Secretary	Assistant Professor
Frank C. Dean	Assistant Agricultural Editor	Assistant Professor
Helen Davis	Stenographer	
Lucile Taylor	Stenographer	
Isabel McClure	Stenographer	
Jessie Haible	Stenographer	
Gertrude Klein	Stenographer	
Carrie Beach	Stenographer	
Mary Baker	Stenographer	
E. K. Emslie	Photographer	
Ethel M. Cadley	Assistant in Agricultural Extension	
J. A. Bond	In charge of Addressing Room	
O. M. Johnson	County Agent Leader	Professor
A. E. Anderson	Assistant County Agent Leader	Professor
W. W. Brownfield	District Supervisor	Assistant Professor
R. D. Long	District Supervisor	Assistant Professor
C. A. Mahan	District Supervisor	Assistant Professor
G. R. Eastwood	District Supervisor	Assistant Professor
R. E. Bothwell	Assistant in County Agent Work	
Bertha Davis	Stenographer	
Agnes Jordan	Stenographer	
Mary Avery	Stenographer	
S. L. Anderson	County Agricultural Agent	
H. L. Andrew	County Agricultural Agent	
M. H. Bartter	County Agricultural Agent	
E. A. Brenneman	County Agricultural Agent	
C. F. Class	County Agricultural Agent	
R. A. Cave	County Agricultural Agent	
F. S. DeLashmutt	County Agricultural Agent	

NAME	TITLE	BANK
R. F. Donnan	County Agricultural Agent	
L. M. Evans	County Agricultural Agent	
E. H. Faulkner	County Agricultural Agent	
C. G. Fieldner	County Agricultural Agent	
T. B. Foster	County Agricultural Agent	
W. F. Gahm	County Agricultural Agent	
Paul Gerlaugh	County Agricultural Agent	
J. C. Hedge	County Agricultural Agent	
E. G. Hibbs	County Agricultural Agent	
W. J. Hendrix	County Agricultural Agent	
M. B. Jimison	County Agricultural Agent	
F. G. Ketner	County Agricultural Agent	
M. E. Laird	County Agricultural Agent	
H. A. Lehman	County Agricultural Agent	
C. L. Long	County Agricultural Agent	
W. E. McCoy	County Agricultural Agent	
M. D. Miller	County Agricultural Agent	
L. L. Mowls	County Agricultural Agent	
R. W. Munger	County Agricultural Agent	
A. A. Olsen	County Agricultural Agent	
G. O. Reed	County Agricultural Agent	
E. P. Reed	County Agricultural Agent	
E. C. Richey	County Agricultural Agent	
H. J. Ridge	County Agricultural Agent	
S. M. Salisbury	County Agricultural Agent	
C. R. Shumway	County Agricultural Agent	
E. C. Sleeth	County Agricultural Agent	
A. G. Smith	County Agricultural Agent	
O. D. Smith	County Agricultural Agent	
S. B. Stowe	County Agricultural Agent	
D. G. Swanger	County Agricultural Agent	
A. J. Swift	County Agricultural Agent	
M. C. Thomas	County Agricultural Agent	
D. R. VanAtta	County Agricultural Agent	
W. R. Wheelock	County Agricultural Agent	
Karl D. Hirn	County Agricultural Agent	
Ford S. Prince	County Agricultural Agent	
Genevia Albright	Stenographer	
Estelle I. Byrne	Stenographer	
Lowell D. Perry	Stenographer	
Olive Carmean	Stenographer	
Bertha Smith	Stenographer	
Irene Irwin	Stenographer	
Nettie Baumeister	Stenographer	
Mary E. Yeager	Stenographer	
Alma Grove	Stenographer	
Ione J. Lamb	Stenographer	
Inez Biddle	Stenographer	
Lela Esser	Stenographer	
Mrs. Ellen Sailer	Stenographer	
Madge Doney	Stenographer	
F. Copper	Assistant County Agent	
H. Eichhorn	Assistant County Agent	
N. W. Glines	Assistant County Agent	
C. J. Windau	Assistant County Agent	

NAME	TITLE	RANK
J. D. VanHouten	Assistant County Agent	
J. J. Riggle	Assistant County Agent	
W. A. Alexander	Assistant County Agent	
S. R. Heffron	Assistant County Agent	
W. L. Hammond	Assistant County Agent	
R. H. Sturgeon	Assistant County Agent	
C. W. Bailey	Assistant County Agent	
J. W. Tulloss	Assistant County Agent	
E. E. Barnes	Assistant County Agent	
W. E. Hanger	Professor of Farm Crops	Professor
Cecelia Ryan	Stenographer	
L. P. Beechy	Assistant Professor of Veterinary Medicine	Assistant Professor
R. B. Cruickshank	Professor of Horticulture	Professor
F. H. Beach	Assistant Professor of Horticulture	Assistant Professor
J. W. Wulchet	Assistant Professor of Animal Husbandry	Assistant Professor
B. L. Thompson	Assistant Professor of Animal Husbandry	Assistant Professor
A. B. Dann	Assistant Professor of Poultry Husbandry	Assistant Professor
M. C. Kilpatrick	Instructor in Poultry Husbandry	Instructor
J. F. Barker	Professor of Soils	Professor
M. A. Bachtell	Professor of Soils	Professor
T. H. Parks	Assistant Professor of Entomology	Assistant Professor
W. G. Stover	Assistant Professor of Plant Pathology	Assistant Professor
W. H. Palmer	State Leader of Boys' and Girls' Club Work	Professor
Ray Fife	Assistant State Leader of Boys' and Girls' Club Work	Assistant Professor
B. B. Spohn	Assistant State Leader of Boys' and Girls' Club Work	Assistant Professor
Hulda Horst	Assistant State Leader of Girls' Club Work	Instructor
Nellie A. Logan	Local Leader Boys' and Girls' Club Work	
J. H. Mills	Local Leader Boys' and Girls' Club Work	
Minnie Porter	Local Leader Boys' and Girls' Club Work	
J. C. Spence	Local Leader Boys' and Girls' Club Work	
Mrs. Bernice Allen	Local Leader Boys' and Girls' Club Work	
O. C. Croy	Local Leader Boys' and Girls' Club Work	
W. S. Stoddard	Local Leader Boys' and Girls' Club Work	
Ralph Toll	Local Leader Boys' and Girls' Club Work	
Mrs. Winifred Lantz	Local Leader Boys' and Girls' Club Work	
Maretta Allen	Local Leader Boys' and Girls' Club Work	
H. E. Eswine	Assistant Professor of Agricultural Education	Assistant Professor
Catherine Ready	Stenographer	
Callie Veidt	Stenographer	
Rhoda E. Dick	Assistant Professor of Home Economics Extension	Assistant Professor
Florence H. Willison	Instructor in Home Economics	Instructor
Mary Graber	Instructor in Home Economics	Instructor
Ruth Bryant	Instructor in Home Economics	Instructor
Lena Bumpas	Instructor in Home Economics	Instructor
Julia Smith	Instructor in Home Economics	Instructor
Olga Elifritz	Instructor in Home Economics	Instructor
Marcella Douglas	Stenographer	
Treva Kauffman	Instructor in Home Economics	Instructor
Oscar Erf	Supervisor of Extension Work in Dairying	Professor
Ivan McKellip	Dairy Field Agent	Professor
R. F. Taber	Demonstrator in Farm Management	Assistant Professor

NAME	TITLE	RANK
L. O. Lantis	Assistant Professor of Rural Economics	Assistant Professor
Marie Hoffman	Stenographer	
Martha Beach	Stenographer	
F. L. Allen	Supervisor of Farmers' Institutes	Professor
Hannah Jones	Secretary of Farmers' Institutes	
Edna N. White	Supervisor of Home Economics Extension	Professor
Matilda Campbell	Home Demonstration Agent	
Martha Jones	Home Demonstration Agent	
Alma Sauer	Home Demonstration Agent	
Mary Elliott	Home Demonstration Agent	
Amy Parker	Home Demonstration Agent	
Kathleen Kent	Home Demonstration Agent	
Florence Nesbitt	Home Demonstration Agent	
Edna Endly	Home Demonstration Agent	
Helen Mougey	Home Demonstration Agent	
Wanda Pryzluska	Home Demonstration Agent	
Lulu Billman	Home Demonstration Agent	
Clara Hall	Home Demonstration Agent	
Alice Swisher	Home Demonstration Agent	
Mary I. Brown	Home Demonstration Agent	
Mary Holmes	Home Demonstration Agent	
Blanche Bowers	Home Demonstration Agent	
Ruth Beach	Home Demonstration Agent	
Josephine Davis	Home Demonstration Agent	
Leah Ascham	Home Demonstration Agent	
Edith Hutchinson	Home Demonstration Agent	

* * * * *

Mr. Mallon presented the following resolution which was adopted:

"RESOLVED, That the interest on the endowment fund and all other income of the University for the fiscal year ending June 30, 1919, not otherwise appropriated, be and the same is hereby appropriated for its support and maintenance."

* * * * *

The President presented the following applications for deeds for Virginia Military Lands, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1839-1449 of Lucy E. Graham et al for 336.42 acres of land in Survey No. 475, in Scioto County.

Application No. 1840-1450 of P. N. Ellis for 317.56 acres of land in Survey No. 397, in Brown County.

Application No. 1841-1451 of Foster and Ballinger for 54.10 acres of land in Survey No. 7288, in Logan County.

Application No. 1842-1452 of Charles Berz for 61.50 acres of land in Survey No. 397, in Brown County.

Application No. 1843-1453 of Charles E. Ellis for 124 acres of land in Survey No. 397, in Brown County.

Application No. 1844-1454 of George Bodey for 100.85 acres of land in Survey No. 396, in Brown County.

Application No. 1845-1455 of Laura Meldahl for 77 acres of land in Survey No. 659, in Clermont County.

Application No. 1846-1456 of Anna Thomas for 35.02 acres of land in Survey No. 397, in Brown County.

Application No 1847-1457 of Edward C. Scott for 74.64 acres of land in Survey No. 396, in Brown County.

Application No. 1848-1458 of Isabella G. Cruse et al for 64 acres of land in Survey No. 659, in Clermont County.

Application No. 1849-1459 of J. W. Johnson for 42.35 acres of land in Survey No. 508, in Scioto County.

* * * * *

Thereupon the Board recessed to meet at 7:30 P. M. at Delco Hall.

JUNE 24, 1918.

DELCO HALL, 7:30 P. M.

The Board came together with the same members present as attended the morning session.

* * * * *

Dean Vivian appeared before the Board and presented a layout for proposed buildings for the Department of Animal Husbandry to be located on the lands west of the river.

The sketches as presented were prepared by the College of Agriculture and the University Architect, as directed at a previous meeting of the Board of Trustees.

Dean Vivian also presented a plan for the division of farm lands for the different departments in the College of Agriculture.

The Trustees by general consent approved of the proposed layout of buildings but suggested that the study of the problem be continued.

The division of the land was referred to the President and the Dean for further report with recommendations to the Trustees.

* * * * *

Thereupon the Board adjourned to meet in the morning at the Engineers' Club.

TUESDAY, JUNE 25, 1918.

ENGINEERS' CLUB.

The Board proceeded to the election of officers for the ensuing year, with the following result:

- | | |
|-------------------------|---------------|
| Benj. F. McCann..... | Chairman |
| John F. Cunningham..... | Vice Chairman |
| Carl E. Steeb..... | Secretary |
| Julius F. Stone..... | Treasurer |

The President presented the following recommendations concerning the discontinuance of the commercial features of certain departments in the College of Agriculture, and on motion, said recommendations were approved:

1. That the commercial sales from the Departments of Animal Husbandry, Dairying and Horticulture be discontinued.

2. That all produce from these departments after their educational uses are exhausted, shall be turned over without monetary consideration to the Ohio Union.

3. That the Manager of the Ohio Union be directed to distribute such produce to the Union, Oxley Hall and the Hospital, to the end that all such produce shall be consumed and not wasted or lost.

4. That all surplus vegetables, fruit, etc., which can not be immediately consumed, shall be canned, dried or preserved under the direction of the Department of Horticulture.

5. That in all cases where expense is incurred, either for labor or materials, in getting the produce to the consuming departments, or in canning, preserving or drying the same, over and above that actually needed for educational purposes, such expense shall be paid for direct by the consuming departments.

6. The departments affected by this order shall submit to the Dean of the College of Agriculture, on such forms and at such times as he may direct, such data as shall show the amount of produce or live stock grown, the cost of producing the crops or livestock ready for the markets, or such other information as the Dean may desire.

7. That reports from time to time as required by the President, shall be presented by the producing and consuming divisions for presentation to the Board of Trustees with such recommendations as the President may desire.

8. The non-consumable products, such as horses, hides, etc. shall be sold as heretofore and the proceeds turned into the State Treasury.

9. That flowers be sent to the hospitals, Union and Oxley Hall and other departments for decorative purposes, after their use for educational purposes is exhausted.

10. The producing departments shall consult and advise with the consuming departments, as represented by the Manager of the Ohio Union, as to the kinds and quantities of produce needed, and in such cases where more planting will be necessary than will be needed for ordinary educational purposes, then the consuming departments shall pay for the additional seed needed, when so determined by the committee named below.

11. That a committee, consisting of the Business Manager, who shall be Chairman, the Dean of the College of Agriculture, and the Manager of the Ohio Union, be appointed with power, subject to the approval of the President and the Trustees, to interpret and carry out the above orders and to make such other adjustments from time to time as experience may develop. This committee is also directed to

make every effort possible to have such supplies produced as may be needed by the consuming departments.

12. That the above order shall go into effect at the close of business June 30, 1918.

* * * * *

The Secretary reported that, acting under the direction of the Board of Trustees, he had secured an option on a tract of land, containing approximately five acres, located at the corner of the Flenniken Pike and Lane Avenue, for the sum of \$2,500.00 which option will expire July 5, 1918.

On motion, the Secretary was directed to proceed with the closing up of the transaction for the purchase of the land, and \$2,500.00 was appropriated for this purpose from the endowment fund.

* * * * *

The President discussed the proposed Four-Quarter Plan recently approved by the University Faculty, and recommended that before the Trustees take final action thereon, the President and Secretary be directed to visit Chicago University and examine into the problem of financing the Four-Quarter Plan.

On motion, the President's recommendation was agreed to, and this committee was directed to visit Chicago University and such other places as may be desirable for the purpose of investigation.

* * * * *

Upon the recommendation of the President, it was ordered that the fees for the College of Medicine for the coming year be \$100.00 tuition fee and a non-returnable deposit of \$50.00, payable one-half at the beginning of each semester.

* * * * *

Upon the recommendation of the President, the following balances remaining in appropriations made from the interest on the endowment fund, were cancelled:

Neil Avenue Roadway.....	\$ 618.16
Expense of Dairy Show.....	207.58
School of Military Aeronautics.....	1,790.37
	<hr/>
	\$2,616.11

and the following additional appropriations from the interest on the endowment fund were made:

Purchase of Kautz Land.....	\$ 32.51
Coal	130.68
Addition to Ohio Union.....	133.97
	<hr/>
	\$297.16

In accordance with the general rule covering the appropriation and cancellation of salaries, it was ordered that the necessary appropriations be made to cover minor changes, and that the unused balances remaining in salaries at the close of business June 30, 1918, be cancelled.

* * * * *

Mr. Mallon presented the following resolution which was unanimously adopted:

The Board of Trustees of The Ohio State University hereby reaffirms its attitude of helpfulness to the Government in the conduct of the war and approves the action of the President in granting leaves of absence to many professors and instructors whose services can be utilized by various branches of the military service.

We believe that the main object of all public institutions, as well as of individual citizens, at the present, is to render the most direct service possible towards winning the war.

We believe also that the experience gained by members of our faculty in active service will become of great value to the University when they return, after the war shall have been won and the great task of reconstruction shall be undertaken.

While maintaining the scholastic and educational work of the University at its present high standard, we are not unmindful of the priority of the country's immediate need, and hereby commend the policy of the President, and assure him of our approval of any action which will place at the command of the Government all the resources of the University, including the services of any or all members of the faculty whose special skill or knowledge may be demanded.

The Secretary was directed to send a copy of the above resolution to the President of the United States and the Secretary of War.

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

INDEX

	PAGE
Abbott, Harriet Louise—	
Appointed Graduate Assistant European History.....	14
Degree Conferred on.....	118
Adams, Blair—	
Appointed Assistant in Agricultural Extension Service.....	48, 48
Adams, Clyde S.—	
Title changed to Assistant and salary increased.....	91
Reappointed Graduate Assistant Chemistry.....	19
Adams, John J.—	
Re-elected Professor Law and Dean College of Law.....	28
Acting President in absence of President Thompson.....	151
Member Committee on Landing Field for S. M. A. and on locker house...	149
Re-elected Professor Law and Dean College of Law.....	195
Adams, Maude G.—	
Reappointed Supervisor Practice Teaching Home Economics; salary in- creased.....	11
Reappointed Supervisor of Practice Teaching (12 months).....	188, 207
Adkins, Homer B.—	
Appointed Graduate Fellow.....	27
Appointed Instructor Chemistry.....	87
Resigned as Graduate Fellow.....	92
Re-elected Instructor in Chemistry.....	190
Aglar, Ruth Evans—	
Appointed Assistant to Registrar.....	202
Agricultural Chemistry and Soils—	
Vivian, Alfred, re-elected Professor and Head of Department.....	9
Appointments for 1917-18.....	9
Allen, E. R., elected non-resident Professor of Soils.....	58
Salter, F. J., resignation accepted.....	80
Richardson, Josephine, appointed Assistant.....	90
Valley, George, title changed to Assistant; salary increased.....	91
Smith, Julia, resigned.....	110
Thrash, Charles, salary increased.....	112
Olsen, Arthur A., resigned.....	120
Richardson, Josephine, salary increased.....	124
Barnes, Earl E., resigned.....	158
Riggle, J. J., resigned.....	170
Hutchison, John L., resigned.....	170
Appointments for 1918-19.....	181
Agriculture, College of—	
Report and resolution concerning the commercial departments of.....	149-151
Agricultural Education, Department of—	
Department Established.....	88
Vivian, Alfred, Acting Head of Department.....	88
Stewart, W. F., elected Assistant Professor.....	10

Matter of reimbursement of funds advanced by University for salaries of appointees of State.....	148
Johnson, Edward F., appointed Assistant Professor.....	141
Montgomery, Wm., appointed Instructor.....	148
Appointments for 1918-19.....	182

Agricultural Engineering—

Appointments for 1917-18.....	10
Appointments for 1918-19.....	182

Agricultural Extension—

Budget for 1917-18 adopted.....	88-85
Allowance to by terms First Food Bill.....	76
Readjustment of Budget.....	76
Schram, Ethel, resigned.....	7
McClure, Isabel, appointed Stenographer.....	7
Jordan, Agnes R., appointed Stenographer.....	7
Billman, Lulu, appointed Home Demonstration Agent.....	81
Mougey, Helen, appointed Home Demonstration Agent.....	81
Allyger, J. R., appointed Local Leader, Boys' and Girls' Club Work.....	89
Bryant, Ruth E., appointed Instructor in Home Economics.....	90
Axtell, W. D., Jr., appointed Dairy Field Man.....	90
Cadley, Ethel M., appointed Assistant.....	90
Ray, Edith, resigned.....	98
Emslie, E. K., appointed Photographer.....	106
Parker, Amy, appointed Home Demonstration Agent.....	106
Given, Virginia, appointed Stenographer for a short period.....	107
Hall, Clara May, appointed Home Demonstration Agent.....	107
Hoffman, Marie, appointed Stenographer.....	108
Smith, Julia, appointed Instructor in Home Economics.....	109
Hastings, Lucile F., resigned.....	110
Emergency Assistant State Leaders—List approved.....	118
Mougey, Helen, salary adjustment.....	115
Hopkins, Elizabeth, resigned.....	119
Sharples, Nan R., resigned.....	119
Johnson, Charlotte, resigned.....	120
Elifritz, Olga, appointed Instructor in Home Economics.....	121
Beach, Ruth Anne, appointed Home Demonstration Agent.....	123
Smith, Frances, appointed Stenographer.....	130
Elliott, Mary, appointed Home Demonstration Agent.....	131
Jones, Martha, appointed Home Demonstration Agent.....	131
Taber, R. F., appointed Farm Management Demonstrator.....	131
Holmes, Mary L., appointed Home Demonstration Agent.....	131
County Home Demonstration Agents appointed.....	131, 132
Clark, Mary E., appointed Stenographer.....	156
Ready, Catherine, appointed Clerk-Stenographer.....	156
Baker, Mary, appointed Stenographer.....	157
Fieldner, Carl J., appointed County Agent.....	157
Hendrix, W. J., appointed County Agent.....	157
Kent, Kathleen, appointed Home Demonstration Agent.....	157
Salisbury, Schuyler M., appointed County Agent.....	157
Yeager, Mary, appointed Stenographer.....	158
Haible, Jessie, appointed Stenographer.....	158
Swisher, Alice, appointed Home Demonstration Agent.....	141
Bowers, Blanche, appointed Home Demonstration Agent.....	141
Brown, Mary I., appointed Home Demonstration Agent.....	142
McMillan, Margaret, resigned.....	148

Davis, Helen M., salary increased.....	145
Parks T. H., appointed Assistant Professor of Zoology.....	171
Appointments 1918-19.....	208-233
Aikin, W. M.—	
Re-elected Assistant Professor Principles of Education (2nd Semester)....	17
Leave of Absence 1917-18.....	63
Re-elected Professor of Principles and Practice of Education; salary in- creased	189
Airplane—	
C. F. Kettering came to Board Meeting in.....	82
Albright, Geneva—	
Appointed Stenographer Agricultural Extension Service.....	210, 231
Alberger Pump Company—	
Awarded Contract for Turbine Feeder.....	74
Alcorn, John B.—	
Reappointed Assistant Ophthalmology.....	25
Reappointed as Instructor in Ophthalmology; salary increased.....	197
Allen, Bernice (Mrs.)—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Allen, E. R.—	
Appointed Non-resident Professor of Soils.....	53
Allen, F. E.—	
Appointed Assistant Professor Horticulture.....	86
Military Leave, 1918-19.....	184
Allen, F. L.—	
Supervisor Farmers' Institutes and Extension Schools.....	44, 47
Supervisor Farmers' Institutes.....	233
Allen, Maretta—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Allen, Thomas V.—	
Reappointed Night Troubleman; salary increased.....	32
Resignation accepted.....	170
Alexander, W. A.—	
Appointed Assistant County Agricultural Agent.....	213, 232
Alexander, W. R.—	
Reappointed Machinist Elec. Eng. Dept.; salary increased.....	20
Reappointed Machinist in Elec. Eng. Dept.; salary increased.....	191
Alff, Marianna—	
Appointed Research Assistant Physiology.....	86
Resignation accepted	159
Allstetter, Oscar D—	
Appointed Instructor Winter Course.....	133
Allyger, J. R.—	
Appointed Local Leader Clark County Boys' and Girls' Club Work.....	89
Alumni Association—	
Appropriation for.....	63
Appropriation for carrying on war records.....	125
Appropriation for.....	180
American Association for International Conciliation—	
Gift from.....	6

American History—	
Appointments for 1917-1918.....	13
Appointments for 1918-1919.....	185
Ames, E. P.—	
Appointed Janitor.....	172
Reappointed Janitor; salary increased 1918-19.....	206
Anderson, A. E.—	
Assistant County Agent Leader.....	39, 44, 48
Reappointed Assistant County Agent Leader, 1918-1919.....	209, 230
Anderson, Sherman L.—	
Appointed County Agricultural Agent.....	142
Reappointed County Agricultural Agent, 1918, 1919.....	209, 230
Anderson, William W.—	
Appointed Instructor Civil Engineering for May, 1918.....	171
Andrews, C. E.—	
Re-elected Assistant Professor English.....	13
Leave of Absence for year.....	84
Military Leave of Absence, 1918-1919.....	185
Applications for Deeds. .5-6, 70-71, 82-83, 101, 118-119, 135-136, 152-153, 175-177, 233-234	
Architecture, Dept. of—	
Appointments for 1917-1918.....	18
Ronan, W. C., salary for part-time service.....	113
Mathias, C. A., title changed to part-time Assistant.....	113
Smith, Howard Dwight, elected Professor of.....	123, 190
Chubb, C. St. J., salary increased.....	124
Reichard, H. F., leave of absence.....	144
Appointments for 1918-1919.....	190
Arms, Ray W.—	
Assistant Dept. Metallurgy.....	87
Resignation Accepted.....	110
Arps, George F.—	
Re-elected Professor Psychology.....	18
Granted Leave of Absence.....	144
Re-elected Professor Psychology with Military Leave.....	189
Arts, Philosophy and Science, College of—	
Appropriation \$250.00 for Clerk hire, July and August.....	8
Anatomy, Department of—	
Appointments for 1917-18.....	24
Student Assistants appointed.....	24
Griffith, J. M., appointed Student Assistant.....	89
Spindler, A. R., resigned.....	24
Basinger, A. R., appointed Student Assistant.....	122
Courtright, Emma L., appointed Student Assistant.....	122
McCannish, C. H., appointed Student Assistant.....	122
McDonald, Robert A., resigned.....	169
Basinger, A. R., resigned.....	170
Meredith, E. W., appointed Student Assistant.....	
Knouff, R. A., leave of absence.....	173
Evans, Thomas, appointed Technician.....	173
Appointments for 1918-19.....	195
Anderson, Lewis F.—	
Re-elected Professor of History of Education and salary increased.....	17
Re-elected Professor of History of Education.....	189

Anderson, William—	
Reappointed Craneman; salary increased.....	82
Reappointed Craneman; salary increased.....	204
Andrew, H. L.—	
Assistant County Agricultural Agent.....	90
Promoted to County Agricultural Agent.....	161
Reappointed County Agricultural Agent.....	210, 280
Animal Husbandry, Department of—	
Appointments for 1917-18.....	10
Goff, Howard, resigned.....	7
Watson, Robert, salary increased.....	91
Carter, Charles, resigned.....	93
McCague, Per Lee, appointed Laborer.....	109
Green, S. J., resigned.....	111
Increases in salaries of herdsmen, etc.....	123
Dickey, Thomas O., resigned.....	129
Young, George H., appointed Laborer.....	131
Haag, Paul, appointed Laborer.....	157
McCague, Per Lee, resigned.....	159
Sturgeon, R. H., resigned.....	171
Saunders, E. B., appointed Student Assistant.....	172
Appointments for 1918-19.....	182
Dean Vivian presented a layout for proposed building.....	234
Commercial Sales of Department discontinued.....	235
Annis, Russell K.—	
Appointed Student Assistant Engineering Drawing.....	67
Reappointed Student Assistant in Engineering Drawing.....	192
Ansel, Orleta—	
Reappointed Stenographer.....	31
Part time to Agricultural Extension.....	115
Reappointed Stenographer (half time); salary increased.....	203
Appropriations—	
From Endowment Fund.....	6
For Salaries, College of Medicine.....	8
For Clerk Hire, College of Arts.....	8
For Buick Roadster.....	8
For Salary Stenographer Entrance Board Office.....	58
For Salary Graduate Assistant, Homeopathic Medicine.....	59
For Student Nurses.....	59
For Addition to Ohio Union.....	60
From Endowment Fund for purchase of land.....	60
For Nursing Service, State Street Dispensary.....	68
For Alumni Association.....	68
For Salary, Instructor Veterinary Medicine.....	68
For Salary, Dairy Department.....	68
For Journalism-Printing, salary press feeder.....	68
For salaries M. E. Department.....	69
For increase Salary Assistant Industrial Arts.....	69
For enlargement of Extension Work in Ohio.....	76, 79
For garage, President's House.....	79
For salary of Sergeants Military Science.....	80
For salary Stenographer, President's Office.....	81
For salary Laborer, M. E. Department.....	81
Salary cancellations of Men Serving in Military Aeronautics.....	85
Appropriations for salaries, new appointees.....	85, 90

For Pathology	89
For Exhibit National Dairy Show.....	94
By Emergency Board.....	97
Cancelled appropriation for Neil Avenue Roadway.....	97
From Endowment Fund.....	97
From Bill No. 701, lapsed.....	103
From Endowment Fund for Addition to Ohio Union.....	103
From Endowment—Land	105, 106
Readjustment for buildings for S. M. A.....	106
Cancelled balance in appropriation for remodeling Hayes Hall.....	115
Cancelled—for salaries of Professors Keidel and Reese.....	115
Cancelled unencumbered balance in salaries Summer Session.....	117
For Animal Husbandry Salaries.....	123
For Farm Operations Salaries.....	123
For Alumni Association	125
Matter of Transfer of appropriation for equipment and current expenses to Fuel Account	126
For Salaries.....111, 132, 133, 138, 145, 156, 171, 173	173
Cancellations.....	169, 175
By Emergency Board for Fuel.....	147
From Endowment for Land.....	148
From Endowment Fund for Addition Lord Hall.....	149
Additional appropriation for Addition to Lord Hall from Endowment Fund	156
Fencing Hess Tract Land.....	161
For Alumni Association.....	180
Endowment Fund and all other income of University.....	233
For Purchase of Land.....	236
Cancelled balances in appropriations made from Endowment Fund.....	236
Balance on Kautz Land.....	236
For Coal	236
For Addition to Ohio Union.....	236
Cancelled unused balances in salaries.....	237
For Minor Changes in Salaries.....	237
Art, Department of—	
Appointments for 1917-18.....	17
Appointments for 1918-19	189
Arthur, Bertha P.—	
Elected Instructor in Romance Languages.....	187
Armory and Gymnasium—	
Mezzanine Floor constructed to accommodate increased number in S.M.A..	134
Armstrong, Andrew—	
Reappointed Laborer; salary increased.....	33
Resignation accepted	144
Reappointed Laborer.....	157
Reappointed Laborer; salary increased.....	205
Arnold, C. L.—	
Re-elected Associate Professor Mathematics.....	20
Appointed Secretary College of Education.....	188
Re-elected Associate Professor Mathematics; salary increased.....	192
Arndt, Clarissa—	
Reappointed Stenographer; salary increased.....	30
Reappointed Stenographer; salary increased, 1918-19.....	203
Ashenhurst, C.—	
Reappointed Fireman; salary increased.....	32
Reappointed Fireman; salary increased.....	204

Ascham, Leah—	
Appointed Home Demonstration Agent.....	238
Astronomy, Department of—	
Appointments for 1917-18.....	18
Miller, Martha Monica, Appointed Student Assistant.....	65
Miller, Martha Monica, resigned.....	120
Appointments for 1918-19.....	190
Association of American Agricultural Colleges and Experiment Stations—	
Delegates to attend meeting.....	116
Atcherson, Lucile—	
Appointed Stenographer office Graduate School and Summer Session.....	108
Transferred to President's Office; salary increased.....	111
Leave of Absence, without salary.....	184
Athletic Association—	
Financial Statement for year 1916-17 presented.....	102
Statement of liabilities requested.....	102
Report to be filed.....	117
Atkinson, Agnes Jessie—	
Appointed Graduate Scholar	85
Atwell, Donald B.—	
Appointed Graduate Scholar.....	28
Resigned Graduate Scholarship.....	64
Ault, Hazel—	
Student Nurse	23
Resignation accepted	64
Returned to service.....	184
Student Nurse, Homeopathic Hospital.....	194
Automobile—	
Buick Roadster purchased.....	8
Avery, Mary—	
Appointed Stenographer in Agricultural Extension Service.....	209, 230
Avey, Albert E.—	
Appointed Acting Assistant Professor Philosophy.....	58
Re-elected Acting Assistant Professor Philosophy; salary increased.....	186
Aviation School—	
Statement by the President concerning work and need of space—matter of field	3, 73
Buildings for—located	79
Report concerning buildings	94
Budget for	109
Axtell, W. D.—	
Appointed Dairy Field Man.....	90
Granted Leave of Absence.....	189
Babcock & Wilcox Company—	
Awarded Contract for Boiler.....	74
Bachtell, M. A.—	
Reappointed Assistant Professor of Soils in Agricultural Extension; salary increased.....	41, 44, 48
Reappointed Assistant Professor of Soils in Agricultural Chemistry.....	232
Bacteriology, Department of—	
Appointments for 1917-18.....	24
Whipps, Mozelle C., appointed Graduate Assistant.....	66

Boyer, Edward E. H., appointed Graduate Assistant.....	66
Sheets, Glen D., appointed Student Assistant.....	66
Roshon, Elmer L., appointed Student Assistant.....	66
Starin, W. A., salary increased.....	112
Boyer, Edward E. H., resigned.....	119
Whipps, Mozelle C., resigned.....	120
Bolton, Edgar Walton, appointed Student Assistant.....	121
Speer, Fred, appointed Student Assistant.....	122
Sheets, Glen D., resigned.....	143
Bolton, Edgar W., salary increased.....	145
Roshon, Elmer L., salary increased.....	145
Speer, Fred, salary increased.....	145
Froning, H. B., resigned.....	170, 179
Appointments for 1918-19.....	196
Bailey, C. W.—	
Appointed Assistant County Agricultural Agent.....	213, 232
Baird, Parker K.—	
Reappointed Assistant in Chemistry.....	19
Resignation accepted	120
Degree conferred on.....	134
Baker, C. M.—	
Reappointed Instructor in Agricultural Writing.....	16
Reappointed Instructor in Agricultural Writing.....	182
Reappointed Instructor in Journalism (part time).....	188
Baker, Clara—	
Bookkeeper Journalism-Printing	35
Reappointed Bookkeeper; salary increased 1918-19.....	207
Baker, Mary—	
Appointed Stenographer Agricultural Extension.....	157
Reappointed Stenographer, Agricultural Extension, 1918-19.....	230
Baldwin, H. A.—	
Re-elected Instructor in Genito-Urinary Surgery.....	26
Re-elected Instructor in Genito-Urinary Surgery; salary increased.....	198
Banks, Russell Sage—	
Degree conferred on.....	113
Barber, I. Garnett—	
Appointed Assistant Department Physics.....	139
Reappointed Assistant Department Physics.....	193
Bareis, Grace—	
Re-elected Assistant Professor Mathematics.....	21
Re-elected Assistant Professor Mathematics; salary increased.....	192
Barker, J. I.—	
Appointed Professor Soils, Agricultural Extension.....	41, 44, 47
Reappointed Professor of Soils, Agricultural Extension.....	232
Bariter, M. H.—	
Reappointed County Agent and salary increased.....	39, 45, 48
Reappointed County Agricultural Agent 1918-19.....	210, 230
Barnes, Earl—	
Appointed Assistant Agricultural Chemistry and Soils.....	9
Resignation accepted	158
Appointed Assistant County Agricultural Agent.....	213, 232
Barnes, R. L.—	
Reappointed Assistant Medicine.....	25, 197

Barnett, S. J.—	
Re-elected Professor Physics; salary increased.....	21
Re-elected Professor Physics; salary increased.....	193
Barracks Building (Aeronautics)—	
Bids for received.....	95
Contract awarded to E. H. Latham.....	97
Barrington, Alfred R.—	
In charge of Music.....	30
Glee Club, etc.; salary increased.....	30
Reappointed in charge of Music.....	203
Barrows, Sarah T.—	
Re-elected Assistant Professor German.....	14
Re-elected Assistant Professor German, with Leave of Absence.....	186
Barrows, Wm.—	
Re-elected Assistant Professor Zoology and Entomology.....	12
Re-elected Assistant Professor Zoology and Entomology.....	184
Basinger, Almon J.—	
Appointed Graduate Scholar.....	199
Basinger, A. R.—	
Appointed Student Assistant Anatomy.....	122
Resigned	170
Bates, A. L.—	
Reappointed Driver Dairy	11
Bauer, William W.—	
Appointed Graduate Assistant Chemistry.....	19
Salary increased and title changed to Assistant.....	112
Baughman, George W., Jr.—	
Appointed Student Assistant Engineering Drawing.....	171
Baumeister, Nettie—	
Appointed Stenographer in Agricultural Extension Service.....	211, 231
Baumgardner, H. K.—	
Appointed Graduate Assistant Chemistry.....	65
Resignation Accepted	92
Degree Conferred on	113
Baxter, E. H.—	
Reappointed Student Assistant Homeopathic Medicine.....	22
Elected Instructor in Clinical Diagnosis and Clinical Microscopy.....	194
Bayes, Cecil—	
Appointed Laborer, Animal Husbandry.....	8
Reappointed Swineherd, Animal Husbandry.....	10
Salary increased	123
Beach, Carrie—	
Reappointed Stenographer Agricultural Extension.....	38, 49
Reappointed Stenographer Agricultural Extension, 1918-19.....	230
Beach, F. H.—	
Appointed Instructor in Horticulture, Agricultural Extension.....	40, 45, 48
Reappointed Assistant Professor of Horticulture in Agricultural Extension.....	232
Beach, Martha—	
Reappointed Stenographer Agricultural Extension; salary increased....	43, 49
Reappointed Stenographer Agricultural Extension.....	233

Beach, Ruth Ann—	
Appointed Home Demonstration Agent.....	123
Reappointed Home Demonstration Agent.....	233
Beach, W. L.—	
Reappointed Graduate Assistant in Anatomy.....	24
Beall, Helen—	
Appointed Library Assistant.....	171
Reappointed Library Assistant.....	200
Bear, Firman E.—	
Re-elected Professor Soils 1917-18.....	9
Re-elected Professor Soils; salary increased; put on 12 months basis.....	181
Beatty, Elizabeth (Mrs.)—	
Appointed Graduate Scholar 1917-18.....	28
Appointed Graduate Fellow 1918-19.....	199
Beatty, Hugh G.—	
Re-elected Instructor Oto-Laryngology, etc.....	25
Re-elected Instructor in Oto-Laryngology; salary increased.....	197
Beck, E. L.—	
Re-elected Assistant Professor in English; salary increased.....	13
Re-elected Assistant Professor in English.....	185
Beck, F. H.—	
Reappointed Electrician; salary increased.....	32
Reappointed Electrician; salary increased.....	204
Beck, W. W.—	
Appointed Interne Protestant Hospital.....	24
Resignation accepted	64
Beckham, Albert Sidney—	
Degree conferred on	113
Beechey, L. P.—	
Reappointed Assistant Professor Veterinary Medicine, Agricultural Extension.....	40, 44, 48
Reappointed Assistant Professor Veterinary Medicine, Agricultural Extension	232
Beem, C. M.—	
Re-elected Instructor Pattern Making; salary increased.....	20
Re-elected Instructor Pattern Making.....	192
Bender, Harry A.—	
Appointed Graduate Scholar	200
Benjamin, Vera—	
Student Nurse, Homeopathic Hospital.....	23
Course as Nurse completed; removed name from Budget.....	70
Granted Certificate in Nursing	102
Bennett, Florence M.—	
Appointed Stenographer	172
Reappointed Stenographer; salary increased.....	203
Berthemy, Ernest S.—	
Appointed Instructor Romance Languages.....	121
Re-elected Instructor Romance Languages.....	137
Bethel, Mac S.—	
Appointed Assistant in English	14
Declined appointment	65

Bevan, Arthur—	
Elected Instructor in Geology.....	14
Transferred to School of Military Aeronautics.....	125
Bice, H. E.—	
Re-elected Instructor Economics and Sociology; salary increased.....	16
Bickel, Audra E.—	
Appointed Graduate Assistant, Romance Languages.....	85
Reappointed Graduate Assistant, Romance Languages.....	187
Biddle, Inez—	
Appointed Stenographer in Agricultural Extension Service.....	212, 231
Bigelow, L. L.—	
Re-elected Assistant Professor Surgery, etc.....	26
Made Acting Head Department of Surgery; salary increased.....	91
Re-elected Assistant Professor Surgery, Acting Head Department of Surgery, and Chief of Staff Children's Hospital.....	68, 198
Billman, Lulu—	
Appointed Home Demonstration Agent.....	81
Reappointed Home Demonstration Agent 1918-19.....	233
Bird, Hoy J.—	
Appointed Clerk Veterinary Hospital 3 months.....	179
Bird, Ossian Clinton—	
Appointed Instructor Physical Education.....	122
Re-elected Instructor Physical Education; salary increased.....	201
Bishop, Archie J.—	
Appointed Instructor Winter Course.....	133
Black, Ellis Moore—	
Appointed Student Assistant Physiology.....	81
Reappointed Student Assistant Physiology, 1918-19.....	197
Blake, F. C.—	
Re-elected Professor Physics.....	21, 193
Trnsferred School Military Aeronautics.....	124
Blakey, H. B.—	
Re-elected Assistant Professor Medicine.....	25
Re-elected Assistant Professor Medicine.....	196
Bleile, A. M.—	
Re-elected Professor Physiology.....	26
Re-elected Professor Physiology.....	197
Blesch, E.—	
Appointed Laborer.....	179
Bloor, W. F.—	
Appointed Assistant Economics and Sociology.....	140
Re-appointed Assistant Economics and Sociology; salary increased.....	138
Blue, Bernice—	
Appointed Stenographer College of Agriculture.....	131
Reappointed Stenographer; salary increased.....	203
Board of Control—	
Necessary to advertise for bids for roadway.....	57
Matter of approving expense bills.....	116
Bohannan, R. D.—	
Re-elected Professor Mathematics.....	20
Re-elected Professor Mathematics.....	192

Bolling, G. M.—	
Re-elected Professor Greek	14
Re-elected Professor Greek	186
Bolton, Edgar W.—	
Appointed Student Assistant Bacteriology	121
Salary increased	145
Reappointed Student Assistant Bacteriology	196
Bond, J. A.—	
Reappointed Janitor Agricultural Extension; salary increased.....	38, 48
In charge of Addressing Room, Agricultural Extension.....	230
Bone, Lee Vaughn—	
Degree conferred on	118
Boord, C. E.—	
Re-elected Assistant Professor Chemistry	19
Salary increased	91
Re-elected Assistant Professor Chemistry; salary increased.....	190
Botany, Department of—	
Appointments for 1917-18.....	10
Sampson, Homer C., appointed Instructor.....	65
Detmers, Freda, title made Instructor in Botany.....	59
Stover, E. L., resigned.....	80
Reinhard, H. A., appointed Graduate Assistant.....	88
McIntyre, C. N., appointed Graduate Assistant.....	88
Humphrey, S. S., appointed Student Assistant.....	88
Lutz, H. W., appointed Student Assistant.....	88
Haber, Ernest, appointed Student Assistant.....	107
Lampe, Lois, appointed Student Assistant.....	107
Reinhard, Henry A., resigned.....	120
Lutz, Harry W., title changed to Graduate Assistant; salary increased....	133
Root, Eunice Osea.....	139
Haber, Ernest S., resigned.....	143
McIntyre, Charles N., salary increased.....	145
Sayer, Jasper D., title changed; salary increased.....	145
Sayre, Jasper D., resigned.....	171
Stover, W. G., leave of absence.....	178
Appointments for 1918-19.....	182
Bothwell, R. E.—	
Assistant in County Agent Work, 1918-19.....	209, 230
Bottenhorn, Irwin A.—	
Re-elected Instructor Dental Pathology	17
Salary increased	112
Re-elected Instructor Dental Pathology.....	188
Bowden, R. K.—	
Reappointed Student Assistant Mine Engineering.....	21
Resignation Accepted	120
Bowen, B. L.—	
Re-elected Professor Romance Languages	15
Re-elected Professor Romance Languages	187
Bowers, O. L.—	
Awarded Contract for electrical work, Barracks and Laboratory Building 97, 98	
Bowler, Alida C.—	
Appointed Instructor Psychology	85
Re-elected Instructor Psychology	189

Bowman, J. C.—	
Reappointed Assistant Chemistry	19
Resignation accepted	110
Bownocker, J. A.—	
Salary increased	14
Title made Professor Geology and Head of Department of Geology.....	37
Re-elected Professor and Head of Department.....	186
Bower, Martha—	
Student Nurse, Homeopathic Hospital	23
Student Nurse, Homeopathic Hospital	194
Bowers, Blanche—	
Appointed Home Demonstration Agent.....	141
Reappointed Home Demonstration Agent.....	233
Bowser, Stanley W.—	
Appointed Assistant, Mechanical Engineering.....	21
Resignation accepted	129
Boyd, James E.—	
Re-elected Professor Mechanics.....	21
Re-elected Professor Mechanics; salary increased.....	193
Boyd, Thomas A.—	
Reappointed Student Assistant Engineering Drawing	20
Resigned	169
Boyer, Edward E. H.—	
Appointed Graduate Assistant Bacteriology	66
Resignation accepted	119
Appointed Graduate Fellow, 1918-19	199
Bradford, Joseph N.—	
Re-elected Professor Architecture.....	18
Re-elected University Architect.....	34
Re-elected Professor Architecture.....	190
Re-elected University Architect.....	206
Bradfute, O. E.—	
Elected Acting Chairman for Meeting, October 2, 1917.....	82
Bradfute, Pomerene, Kaiser, committee on sale of land.....	83
Reappointed Trustee by Governor Cox.....	178
Bradley, Aubrey—	
Appointed Graduate Assistant Chemistry.....	19
Bradley, Laotin—	
Appointed Janitor	122
Reappointed Janitor; salary increased.....	206
Brain, J.—	
Reappointed Painter, 1917-18.....	33
Reappointed Painter; salary increased, 1918-19.....	204
Brandon, R.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Bratton, Hazel—	
Reappointed Voucher Clerk; salary increased.....	32
Salary increased	145
Reappointed Voucher Clerk; salary increased, 1918-19.....	202
Bratton, H. D.—	
Re-elected Instructor, Medicine; salary increased.....	25
Re-elected Instructor, Medicine.....	196

Breckur, J. J.—	
Reappointed Assistant, Industrial Arts.....	20
Title made Instructor in Industrial Arts.....	37
Reappointed Instructor, Foundry; salary increased.....	192
Brehm, G. W.—	
Re-elected Instructor in Obstetrics.....	25
Leave of absence, 1917-18.....	62
Re-elected Instructor in Obstetrics; on Military Leave.....	197
Brenneman, E. A.—	
Reappointed County Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	210, 230
Brevoort, V. E.—	
Reappointed Janitor; salary increased.....	34
Resignation accepted	65
Brewer, Arthur Sherer—	
Degree conferred on.....	160
Brewer, Fred—	
Reappointed Engineer; salary increased.....	32
Reappointed Engineer; salary increased.....	204
Brewer, H. W.—	
Resignation accepted	7
Breyfogle, Caroline M.—	
Re-elected Dean of Women; salary increased (12 months' basis).....	30
Re-elected Dean of Women; salary increased.....	203
Bridges, Lawrence Wilford—	
Degree conferred on.....	113
Bridges, J. W.—	
Salary increased	18
Title made Assistant Professor Psychology.....	37
Leave of absence, temporarily.....	84
Re-elected Assistant Professor Psychology; salary increased.....	189
Britan, Elizabeth Jane—	
Appointed Assistant in English.....	85
Salary increased	146
Britt, C. I.—	
Appointed Student Assistant, Anatomy.....	87
Brooks, Clyde—	
Re-elected Professor Physiology and Head of Department.....	26
Re-elected Professor Physiology; salary increased.....	197
Brown, A. I.—	
Re-elected Instructor, Mechanical Engineering.....	21
Resignation accepted	93
Brown Hoisting Machinery Co.—	
Awarded contract for Coal Bunker.....	74
Brown, H. S.—	
Reappointed Policeman; salary increased.....	33
Salary increased	205
Brown, John Edwin—	
Re-elected Professor Oto-Laryngology and Head of Department.....	25
Re-elected Professor of Oto-Laryngology; salary assigned.....	197
Brown, J. W.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205

Brown, Mary I.—	
Appointed Home Demonstration Agent.....	142
Reappointed Home Demonstration Agent, 1918-19.....	233
Brown, R. A.—	
Re-elected Instructor, Electrical Engineering.....	20
Serving part time in Aeronautics.....	85
Re-elected Instructor, Electrical Engineering, part time.....	191
Brown, Samuel W.—	
Re-elected Professor School Administration, salary increased.....	18
Re-elected Professor School Administration.....	189
Brown, Sue K.—	
Feeder and Binder, Journalism-Printing.....	85
Reappointed Feeder and Binder, salary increased.....	68, 207
Brown, W. Vaeth—	
Appointed Business Manager "Lantern".....	86
Resignation accepted.....	98
Brownfield, W. W.—	
Reappointed County Agent; salary increased.....	39, 45, 48
Appointed District Supervisor, 1918-19.....	209, 230
Bruce, C. A.—	
Re-elected Professor Romance Languages.....	15
Leave of Absence, Second Semester.....	147
Death of, April 3, 1918.....	161
Bruder, Gustav—	
Reappointed Band Leader.....	29
Reappointed Band Leader; salary increased, 1918-19.....	201
Brumley, O. V.—	
Re-elected Professor Veterinary Surgery, Director of Clinic.....	27
Appointed Acting Dean College Veterinary Medicine.....	89
Compensation for services as Acting Dean College of Veterinary Medicine.....	181
Re-elected Acting Dean College Veterinary Medicine and Professor Veterinary Surgery.....	199
Bryan, Charles T.—	
Appointed Laundryman.....	34
Resignation accepted.....	111
Bryant, Ruth E.—	
Appointed Instructor Home Economics, Agricultural Extension.....	90
Reappointed Instructor Home Economics, Agricultural Extension.....	232
Bucher, Paul—	
Appointed Instructor in Mechanical Engineering.....	192
Buck, E. C.—	
Re-elected Assistant Professor of Anatomy.....	24
Re-elected Assistant Professor of Anatomy; salary increased.....	195
Budget—	
Readjustment in Summer Session Budget.....	8
Annual Budget 1917-18 presented and adopted.....	9-36
Amendments to Budget.....	36-37
For Agricultural Extension, adopted.....	38-55
For Summer Session Amended.....	70
Readjustment of Budget for Agricultural Extension.....	76-79
School of Military Aeronautics.....	98-99
Preliminary Estimate for Summer Session, 1918.....	102
Annual Budget 1918-19 presented and adopted.....	181-208
For Agricultural Extension, adopted.....	208, 233

Buechler, W.—	
Appointed Janitor	67
Reappointed Janitor; salary increased.....	296
Buick Roadster—	
Purchase of authorized.....	8
Buker, W. H.—	
Appointed Student Assistant in Anatomy.....	87
Bumpas, Lena—	
Appointed Instructor Home Economics in Agricultural Extension....	42, 45, 48
Reappointed Instructor Home Economics in Agricultural Extension.....	232
Bureau of Mines—	
Contract with approved.....	60
Burger, Katherine A.—	
Appointed Student Nurse, Homeopathic Hospital.....	172
Burrett, Dr. C. A.—	
Re-elected Professor Gen. and Clin. Surgery and Dean College of Homeo- pathic Medicine	22
Authorized to attend meeting College Alliance of American Institute of Homeopathic, etc.	125
Re-elected Dean College Homeopathic Medicine, Professor of Surgery and Clinical Surgery, Director of University Hospital; salary increased...	194
Busey, R. O.—	
Re-elected Assistant Professor German.....	14
Re-elected Assistant Professor German; salary increased.....	186
Bush, Charlotte—	
Student Nurse	23
Completed Probation period as nurse.....	60
Resigned	65
Butler, John R.—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor and salary increased.....	296
Butt, Gail K.—	
Appointed Interne	24
Declined appointment as Interne	50
Byer, Sylvia M.—	
Appointed Graduate Scholar	190
Byrne, Estelle I.—	
Appointed Stenographer Agricultural Extension	87
Reappointed Stenographer	210, 231
Byrne, Paul R.—	
Reappointed Reference Assistant	28
Resignation accepted	64
Cabinet Minutes—	
Read and approved	83
Authorized to complete and equip Aeronautics buildings.....	94
Cadley, Ethel M. (Mrs.)—	
Appointed Assistant Agricultural Extension.....	90
Reappointed Assistant Agricultural Extension.....	230
Caldwell, F. C.—	
Re-elected Professor Electrical Engineering.....	20
Re-elected Professor Electrical Engineering.....	191

Caldwell, Harry Ernest—	
Degree conferred on	114
Call, Howard—	
Reappointed Demonstrator in Farm Management, Agricultural Extension (6 months)	42, 45
Cameron, Hazel—	
Salary increased	91
Cameron, Hazel—	
Reappointed Technical Assistant in Pathology; salary increased.....	25
Title made Assistant in Pathology.....	87
Reappointed Assistant in Pathology; salary increased.....	197
Cameron, Duncan—	
Appointed Stenographer Military Science and Tactics.....	107
Reappointed Stenographer; salary increased.....	203
Campbell, Eva G.—	
Appointed Graduate Scholar.....	199
Campbell, Lois R.—	
Appointed Stenographer, Military Science and Tactics.....	23
Reappointed Stenographer; salary increased.....	130
Campbell, Matilda—	
Appointed Home Demonstration Agent.....	233
Cardon, Alice (Mrs.)—	
Appointed Assistant Romance Languages	85
Cardon, Leopold—	
Re-elected Instructor Romance Languages; salary increased.....	15
Re-elected Instructor Romance Languages; salary increased.....	187
Carnean, Olive—	
Appointed Stenographer in Agricultural Extension Service.....	210, 231
Carpenter, W. B.—	
Appointed Lecturer, Homeopathic Medicine.....	22
Reappointed Lecturer, College Homeopathic Medicine.....	194
Carter, Arthur Horace—	
Degree conferred on	173
Carter, Charles—	
Assistant Herdsman, Animal Husbandry.....	10
Resigned as Assistant Herdsman.....	98
Appointed Laborer, Farm Operations.....	90
Salary increased	124
Reappointed Laborer	183
Carter, Kenneth Drought—	
Degree conferred on	160
Carty, Paul C.—	
Reappointed Instructor Journalism; salary increased.....	16
Reappointed Instructor Journalism; salary increased.....	138
Case, Alphonso—	
Appointed Night Watchman	67
Salary increased	112
Reappointed Night Watchman; salary increased.....	192, 205
Case, A. A.—	
Re-elected Instructor in Vise Work; salary increased.....	20
Re-elected Instructor in Machine Shop Practice; salary increased.....	192

Case, Harrison B.—	
Appointed Night Watchman	67
Salary increased	112
Reappointed Night Watchman; salary increased.....	205
Case, W. H.—	
Reappointed Assistant Chief Engineer; salary increased, 1917-18.....	32
Reappointed Assistant Chief Engineer; salary increased, 1918-19.....	204
Castle, Margaret—	
Appointed Graduate Assistant Psychology	189
Castleman, F. R.—	
Re-elected Professor Physical Education.....	29
Re-elected Professor Physical Education; with salary.....	201
Catlin, Orris Iven—	
Degree conferred on	160
Caughlin, Martin—	
Reappointed Carpenter; salary increased	33
Reappointed Carpenter; salary increased	204
Cave, Ray A—	
Appointed County Agricultural Agent.....	142
Reappointed County Agricultural Agent, 1918-19.....	210, 230
Ceramic Engineering—	
Appointments 1917-18	19
A. S. Watts made Head of Department.....	37
Wilson, Hewitt, appointed Assistant Professor.....	88
Potts, A. P., declined appointment.....	91
Ogden, Ellsworth, completed research work under Professor Orton.....	125
Appointments, 1918-19	190
Chambers, Bert C.—	
Appointed Editor of "Lantern".....	86
Resignation accepted	120
Chandler, A. R.—	
Re-elected Assistant Professor Philosophy with leave of absence.....	15
Re-elected Assistant Professor Philosophy with Military leave.....	186
Chantler, Harry—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Chapin, Esther S.—	
Reappointed Cataloguer	23
Reappointed Cataloguer; salary increased.....	200
Chapin, G. S.—	
Re-elected Assistant Professor Romance Languages; salary increased.....	15
Re-elected Assistant Professor Romance Languages.....	187
Chemistry Building—	
Plans for additions to be ready July 24, 1917.....	56
Matter of transferring appropriation for to Woman's Building.....	151-152
Chemistry Department—	
Appointments, 1917-18.....	19
Hummell, R. C., resigned.....	64
Baumgardner, H. K., appointed Graduate Assistant.....	65
Day, Jesse E., appointed Instructor.....	66
Coith, Herbert S., appointed Instructor.....	86
Shenefield, S. Lantz, appointed Student Assistant.....	86
Whitten, Julia E., appointed Assistant.....	87
Adkins, H. B., appointed Instructor.....	87

Miller, Robert E., appointed Graduate Assistant.....	87
Hoover, O. L., appointed Graduate Assistant.....	89
Young, James H., salary increased.....	91
Boord, Cecil E., salary increased.....	91
Adams, Clyde S., title changed; salary increased.....	91
Vanderwerf, John A., resigned.....	92
Baumgardner, H. K., resigned.....	92
Yontz, Merrill, resigned.....	92
Wetnight, Robert D., resigned.....	92
Dundon, Merle L., resigned.....	92
Weiser, R. S., appointed Student Assistant.....	107
Wyman, H. B., appointed Student Assistant.....	107
Tressel, Willard F., appointed Student Assistant.....	107
Mahaffey, E. L., resigned.....	110
Bowman, J. C., resigned.....	110
Stegeman, Paul, resigned.....	110
Bauer, William W., title changed; salary increased.....	112
Evans, W. L., granted leave of absence.....	114
Baird, Parker K., resigned.....	120
Frick, Carl E., resigned.....	159
Moor, Wendell A., resigned.....	159
Shenefield, S. L., resigned.....	159
Hess, Aubrey, appointed Assistant.....	139
Ralston, James G., appointed Student Assistant.....	140
Smith, Marion G., appointed Student Assistant.....	140
Curran, Carlton E., appointed Assistant.....	140
Weiser, R. O., resigned.....	148
Sebrell, Lorin E., resigned.....	144
Critz, D. O., resigned.....	170
Bradley, A. O., resigned.....	170
Shattuck, H. F., title made Assistant; salary increased.....	178
Appointments, 1918-19	190-191
Christ, William—	
Apprentice, Journalism-Printing.....	85
Reappointed Apprentice-Printer; salary increased.....	207
Christensen, E. O.—	
Re-elected Instructor in Art; salary increased.....	17
Re-elected Instructor in Art; Military leave.....	189
Chubb, C. St. J.—	
Re-elected Professor Architecture.....	18
Salary increased	124
Re-elected Professor Architecture.....	190
Civil Engineering Department—	
Appointments 1917-18	18
Kromer, Edward, resignation accepted.....	64
Sugar, Grover Cleveland, appointed Instructor.....	67
Shank, J. R., appointed Instructor.....	89
Anderson, William W., appointed Instructor.....	171
For May one-half time	
Fachnle, Carl G., leave of absence.....	178
Appointments 1918-19	191
Clapper, Ray L.—	
Appointed Student Assistant, Engineering Drawing.....	87
Reappointed Student Assistant, Engineering Drawing.....	192

Clark, Blanche (Mrs.)—	
Reappointed Stenographer; salary increased.....	81
Transferred to Dean's Office, Homeopathic Medicine; salary increased.....	132
Reappointed Stenographer; salary increased, 1918-19.....	203
Clark, Ivor G.—	
Re-elected Instructor Ophthalmology	25
Re-elected Instructor Ophthalmology; salary increased.....	197
Clark, Mary E.—	
Appointed Stenographer Agricultural Extension Service.....	156
Clarke, Helen—	
Reappointed Assistant to Registrar; salary increased, 1917-18.....	30
Reappointed Assistant to Registrar; salary increased.....	202
Clarke, W. J.—	
Appointed Graduate Scholar	28
Resigned as Graduate Scholar.....	93
Class, C. F.—	
Appointed County Agricultural Agent, 1918-19.....	210, 230
Clements, Eva—	
Student Nurse, Homeopathic Hospital.....	23
Student Nurse, Homeopathic Hospital.....	195
Clements, E. L.—	
Reappointed Janitor; salary increased	33
Reappointed Janitor; salary increased, 1918-19.....	205
Clifton, J. L.—	
Salary increased	
Title made Professor of Principles of Education, and Acting Head of Department	37
Re-elected Professor Principles and Practice of Education.....	17, 189
Clingan, Corinne—	
Appointed Stenographer, Judging Pavilion.....	108
Resignation accepted	129
Clum, Mabel—	
Reappointed Clerk and Typist; salary increased.....	35
Reappointed Clerk and Typist; salary increased 1918-19.....	207
Coal—	
University not to make contract for 1917-18.....	4
Bid of Victoria Coal Company rejected and Secretary directed to purchase coal on open market	4
Coddington, E. F.—	
Reappointed Acting Dean College of Engineering.....	18
Re-elected Professor Mechanics	21
Authorized to attend meeting Federal Board of Vocational Education.....	125
Re-elected Acting Dean of College Engineering.....	190
Re-elected Professor Mechanics; salary increased.....	193
Coffey, Joel S.—	
Re-elected Assistant Professor, Animal Husbandry; salary increased.....	10
Re-elected Professor Animal Husbandry; salary increased.....	182
Coith, Herbert S.—	
Appointed Graduate Fellow	27
Appointed Instructor in Chemistry.....	86
Resigned as Graduate Fellow	92

Cockins, Edith D.—	
Re-elected Registrar, University Editor, and Secretary of Faculty; salary increased	30
Re-elected Registrar, 1918-19	202
Cohan, Harry Louis—	
Degree conferred on	114
Coker, F. W.—	
Re-elected Professor Political Science, with leave of absence.....	15
Re-elected Professor of Political Science	186
Cole, A. D.—	
Re-elected Professor Physics	21
Re-elected Professor Physics	193
Coleman, Thomas C.—	
Appointed Assistant in Machine Work.....	86
College of Agriculture—	
Report and Resolution concerning Commercial Departments of.....	149, 151
Dean Vivian presented a plan for the division of farm lands.....	234
Commercial Departments discontinued.....	235
College of Arts, Philosophy and Science—	
Appropriation for clerk hire for July and August.....	8
College of Dentistry—	
Matter of deposit and fees.....	8
College of Law—	
Appointments, 1917-18	23
Madden, Jos. W., appointed Assistant Professor.....	66
College of Medicine—	
Tuition fees, 1917-18.....	8
Deposit fee abolished for the year.....	8
Tuition fee, 1918-19.....	236
Colmery, Isabel—	
Secretary Oxley Hall	85
Reappointed Secretary Oxley Hall.....	207
Combs, Marie G.—	
Appointed Stenographer	158
Reappointed Stenographer	203
Commission to House State Offices and Departments—	
President to make request to for refund of purchase price of land, etc....	62
Committees—	
On appropriations to prepare Rules and Regulations.....	5
To confer with Trustees Protestant Hospital.....	94
On sale of Lot No. 103 Scioto County.....	83
To confer with Trustees of Protestant Hospital.....	94
Location of Landing Field for School Military Aeronautics; request for locker house	149
Compensation—	
To be paid to men on pay roll who are drafted, and to those who volunteer their services	63
President made preliminary report concerning those who have volunteered	94
Plan for payment of partial salaries to members of faculty on leave account war approved.....	114

Conger, John—	
Appointed Laborer, Operation and Maintenance.....	131
Transferred to position of Janitor.....	161
Resigned	170
Conklin, C. T.—	
Re-elected Instructor Animal Husbandry.....	10
Re-elected Instructor Animal Husbandry; salary increased.....	182
Conklin Co., The Wm. H.—	
Awarded contract for Heating and Plumbing, Hospital S. M. A.....	154, 155
Awarded contract for Heating and Plumbing addition Lord Hall.....	155, 156
Connelly, J. W.—	
Appointed Night Watchman.....	179
Conrey, Guy A.—	
Re-elected Instructor Agricultural Chemistry and Soils.....	9
Salary increased	9
Contagious Disease Hospital—	
Proposition of City of Columbus to erect Contagious Disease Hospital Re-	
jected	102
Converse, George L.—	
Re-elected Professor Military Science.....	29
(Commandant of Cadets)	
Re-elected Commandant	201
Conway, Earl—	
Reappointed Stock Clerk; salary increased.....	35
Reappointed Stock Clerk; salary increased, 1918-19.....	209
Conway, Mary—	
Appointed Graduate Scholar.....	199
Cook, Hazel Bell—	
Degree conferred on.....	113
Cook, M. N.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Coolidge, Cole—	
Appointed Student Assistant Department Chemistry.....	191
Coon, S. J.—	
Reappointed Assistant, Economics and Sociology.....	16
Salary increased	91
Title changed to Instructor; salary increased.....	145
Re-elected Instructor Economics and Sociology.....	188
Coons, J. J.—	
Re-elected Assistant Professor Medicine.....	25
Re-elected Assistant Professor Medicine.....	196
Cooper, William—	
Degree conferred on.....	173
Cooperrider, Edith B.—	
Appointed Library Assistant, Orton M. L.....	109
Salary and service increased.....	145
Reappointed Library Assistant; salary increased.....	200
Cope, Alexis—	
Contract continued for another year.....	84
Copper, Frank, Jr.—	
Appointed County Agricultural Agent at large.....	141
Reappointed Assistant County Agent.....	213, 231

Conrad, Katherine E.—	
Stenographer for June.....	7
Salary assigned for services.....	69
Cooper, L. A.—	
Re-elected Assistant Professor English, salary increased.....	13
Re-elected Assistant Professor English.....	185
Cornett, Lou (Mrs.)—	
Reappointed Janitress; salary increased.....	33
Reappointed Janitress; salary increased.....	205
Cornog, Jacob—	
Appointed Assistant in Chemistry.....	191
Corrao, Frank—	
Appointed Laborer, Operation and Maintenance.....	131
Resignation accepted	178
Corry, Homer C.—	
Re-elected Assistant Professor Law; salary increased.....	23
Re-elected Professor Law, on Military Leave.....	195
Cottingham, K. C.—	
Re-elected Instructor Geology.....	14
Cottrell, E. A.—	
Elected Professor Political Science.....	15
To attend National Conference on War Economy.....	175
Re-elected Professor Political Science; salary increased.....	186
Cottrell, Harvey V.—	
Re-elected Professor Prosthetic Dentistry; salary increased.....	17
Re-elected Professor Prosthetic Dentistry.....	188
County Agents—	
Appointments, 1917-18.....	39, 40
Shumway, C. R., appointed.....	58
De Lashmutt, Floyd, appointed.....	66
Spohn, Burrell B., appointed.....	81
Gahn, Walter F., appointed.....	90
Andrews, H. L., appointed Assistant County Agent.....	90
Olsen, Arthur A., appointed Assistant County Agent.....	131
Shook, Raymond E., appointed Assistant County Agent.....	132
Mowls, L. L.....	132
Fieldner, Cal G., appointed.....	157
Hendrix, W. J., appointed.....	157
Salisbury, Schuyler M.....	157
Andrew, H. L., appointed County Agent.....	161
Munger, Ralph W., appointed.....	141
Swanger, D. G., appointed.....	141
Copper, Frank, Jr.....	141
Eichhorn, Herbert, Assistant County Agent.....	141
Anderson, Sherman L., appointed.....	142
Jimison, Milo B., appointed.....	142
Cave, Ray A., appointed.....	142
Smith, O. D., appointed.....	142
Ridge, H. J., appointed.....	142
Miller, Myron D., appointed.....	143
Gahn, Walter F., Arthur A. Olsen, M. E. Laird, promoted to County Agents; salaries increased.....	146
Courses—	
Outline of proposed Scientific Nursing Course presented.....	103

Courtright, Emma L.—	
Appointed Student Assistant Anatomy.....	122
Reappointed Assistant Anatomy; salary increased.....	196
Covan, J. P.—	
Reappointed Master Mechanic; salary increased.....	32
Reappointed Master Mechanic; salary increased.....	204
Coy, Genevieve L.—	
Elected Instructor Psychology.....	18
Re-elected Instructor Psychology.....	189
Cox, James M. (Governor)—	
Present at Board Meeting at Dayton 7-3 and 4-17.....	3
Crabb, John S.—	
Reappointed Assistant in Botany.....	10
Reappointed Assistant in Botany.....	182
Craig, J. F.—	
Re-elected Instructor in English; salary increased, 1917-18.....	13
Re-elected Instructor in English; salary increased, 1918-19.....	185
Crane, George B.—	
Reappointed Secretary Agricultural Extension; salary increased... 38, 44, 48	
Reappointed Secretary Agricultural Extension.....	230
Crane, Harry W.—	
Re-elected Instructor Psychology; salary increased.....	18
Re-elected Assistant Professor Psychology; salary increased.....	189
Crates, Nell C.—	
Appointed Graduate Scholar.....	28
Crist, D. A.—	
Appointed Interne, St. Francis Hospital.....	24
Resignation accepted.....	64
Critz, Dean O.—	
Appointed Graduate Assistant Chemistry.....	58
Resigned	170
Crowley, Ann B.—	
Appointed Stenographer Dairy Department.....	122
Croy, O. C.—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Cruikshank, Alice D.—	
Reappointed Cataloguer Library.....	28
Reappointed Cataloguer; salary increased, 1918-19.....	200
Cruikshank, R. B.—	
Reappointed Assistant Professor Horticulture, Agricultural Extension	
Department; salary increased.....	40, 44, 48
Reappointed Professor of Horticulture, Agricultural Extension.....	232
Culler, Elmer—	
Re-elected Instructor Psychology.....	18
Re-elected Instructor Psychology; salary increased.....	189
Cunningham, John F.—	
Re-elected Vice Chairman Board of Trustees.....	234
Cunningham, O. C.—	
Re-elected Professor Dairying.....	11
Resignation accepted.....	158

Curfman, A. Dwight—	
Appointed Business Manager "Lantern".....	86
Appointed Graduate Assistant Psychology.....	189
Curran, Carlton E.—	
Appointed Assistant Department Chemistry.....	140
Curry, W.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Daehler, William—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Dagger, G. N.—	
Reappointed Farm Management Demonstrator; salary increased.....	43, 48, 44
Daily, Rena Edwards—	
Student Nurse	23
Granted Certificate in Nursing.....	102
Night Supervisor Homeopathic Hospital.....	122, 130
Appointed Maternity and Children's Nurse.....	194
Dairying, Department of—	
Appointments, 1917-18	11
De Lashmutt, Floyd, declined appointment.....	59
Appropriation for salary for service during July and August, 1917.....	68
Jimison, Miles B., appointed Instructor.....	80
Irwin, C. Benjamin, appointed Assistant.....	156
Cunningham, O. E., resigned.....	158
Jimison, Miles B., resigned.....	158
Helbig, Elmer J., resigned.....	169
Appointments, 1918-19	183
Commercial Sales of Department discontinued.....	235
Daniels, John T.—	
Reappointed Night Watchman.....	33
Salary increased	112
Reappointed Night Watchman; salary increased.....	205
Dann, A. B.—	
Appointed Assistant Professor Poultry Husbandry, Agricultural Extension.	232
Dannley, J. A.—	
Student Janitor Observatory.....	33
Reappointed Student Janitor; salary increased.....	205
Darby, Anne C.—	
Appointed Stenographer College Agriculture.....	109
Resignation accepted	120
Darnell, Victor Lysander—	
Appointed Student Assistant Mechanical Engineering.....	140
Reappointed Student Assistant Mechanical Engineering.....	192
Davey, Thomas Elliott, Jr.—	
Degree conferred on.....	114
Davies, A. E.—	
Re-elected Professor Philosophy with leave of absence.....	15
Re-elected Professor Philosophy with leave of absence.....	186
Davies, Clytie H.—	
Appointed Stenographer, Department Electrical Engineering.....	140
Resigned	170

Davis, Bertha—	
Reappointed Stenographer Agricultural Extension; salary increased...	39, 49
Salary increased	59
Reappointed Stenographer	230
Davis, Errett A.—	
Resignation accepted	7
Davis, E. R.—	
Appointed Stenographer	108
Reappointed Stenographer	204
Davis, Helen—	
Reappointed Stenographer Agricultural Extension; salary increased...	38, 49
Salary increased	145
Reappointed Stenographer, Agricultural Extension.....	230
Davis, Josephine—	
Appointed Home Demonstration Agent, 1918-19.....	233
Davis, J. J.—	
Reappointed Machinist M. E.; salary increased.....	21
Reappointed Machinist M. E.; salary increased.....	192
Davis, V. H.—	
Re-elected Professor Horticulture.....	11
Resignation accepted	110
Davy, Edward D.—	
Pharmacist at Park Street Dispensary, 3 months.....	7
Reappointed Assistant Pharmacist; salary increased.....	27
Title made Instructor in Pharmacy.....	27, 37
Re-elected Assistant Professor Pharmacy.....	199
Dawson, Lydia—	
Reappointed Janitress; salary increased.....	34
Reappointed Janitress; salary increased.....	206
Day, Jesse E.—	
Instructor in Chemistry.....	66
Re-elected Assistant Professor Chemistry; salary increased.....	190
Dean of College of Agriculture—	
Administration of Lake Laboratory transferred to.....	161
Dean, Edgar W.—	
Reappointed Comptroller.....	32
Resignation accepted.....	170
Dean, Frank C.—	
Reappointed Assistant Supervisor of Publications; salary increased..	43, 44, 48
Reappointed Assistant Agricultural Editor, 1918-19.....	230
Deeds—	
Applications for deeds to Virginia Military Lands.....	5
Corrections authorized.....	83
Applications.....	70-71, 82-83, 101
Degrees—	
Granted.....	113
Granted.....	114
Granted.....	124
Granted.....	134
Granted.....	147, 160
Conferred at Commencement May 28, 1918.....	163-169
Granted.....	173

De Haas, J. Anton—	
Appointed Professor Economics and Sociology.....	67
Reappointed Professor Economics and Sociology; salary increased.....	188
De Lashmuth, Floyd—	
Appointed Instructor in Butter Making.....	11
Declined appointment as Assistant in Dairying.....	59
Appointed County Agricultural Agent, 1918-19.....	66, 210, 230
DeLong, D. M.—	
Re-elected Instructor; salary increased.....	12
Re-elected Instructor; salary increased.....	184
Demorest, D. J.—	
Re-elected Professor Metallurgy.....	21
Made Head of Department of Metallurgy.....	37
Granted Leave of Absence.....	125
Reappointed University Chemist.....	34
Military Leave, 1918-19.....	198
Denman, U. W.—	
Re-elected Instructor Woodworking; salary increased.....	20
Re-elected Instructor Woodworking; salary increased.....	192
Denney, G. C.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased, 1918-19.....	205
Denney, J. V.—	
Dean of College Arts, Philosophy and Science.....	13
Re-elected Professor English.....	185
Re-elected Dean Arts, Philosophy and Science.....	185
Re-elected Professor of English.....	185
Denney Residence—	
Remodel for Home for Nurses.....	57
Dentistry, College of—	
Appointments, 1917-18	16
Fees for 1917-18.....	8
Deposit Fee abolished.....	8
Reif, L. E., leave of absence.....	86
Elam, Arthur M., appointed Student Assistant.....	88
Titus, Richard M., appointed Student Assistant.....	88
Wiltberger, R. B.; salary increased.....	92
Martindale, Edwin, salary increased.....	92
Graham, Wm. C., salary increased.....	92
Bottenhorn, I. A.; salary increased.....	112
Appointments for 1918-19.....	188
Derby, S. C.—	
Re-elected Professor Latin.....	15
Re-elected Professor Latin.....	186
Detmers, Freda—	
Re-elected Assistant Professor Botany.....	10
Title made Instructor Botany.....	59
Re-elected Instructor Botany.....	182
De Witte, J. W.—	
Reappointed Watchman; salary increased.....	33
Reappointed Janitor; salary increased, 1918-19.....	206

Dick, Rhoda E.—	
Assistant Supervisor Home Economics Extension; salary increased...	42, 45, 48
Reappointed Assistant Professor Home Economics Agricultural Extension.	232
Diekey, Thomas—	
Reappointed Poultryman; salary increased.....	10
Resignation accepted.....	129
Dillahunt, G. W.—	
Reappointed Assistant Electrician; salary increased.....	32
Reappointed Assistant Electrician; salary increased.....	204
Diploma Fees—	
Action of Board regarding remission of, for those in Military Service (June 4, 1917) to continue in force for 1918.....	156
Dishong, C. G.—	
Re-elected Instructor in English; salary increased, 1917-18.....	13
Re-elected Instructor in English; salary increased, 1918-19.....	185
Dispensaries—	
Pharmacists appointed.....	24, 196
Appropriation for Nurse.....	68
Wistner, Nelson E., appointed Dispenser.....	106
Ditto, R. C.—	
Appointed Instructor Physics.....	87
Re-elected Instructor Physics; salary increased.....	193
Dixon, Mrs. Anna—	
Cook's Assistant, Homeopathic Hospital.....	35
Dodd, V. A.—	
Re-elected Assistant Professor Surgery and Acting Head, etc.....	26
Leave of Absence, 1917-18.....	62
Re-elected Assistant Professor Surgery and Chief of Staff Protestant Hos- pital; on Military leave.....	198
Dollinger, Verona Mae—	
Reappointed Assistant English.....	14
Salary increased and title made Instructor.....	91
Re-elected Instructor English; salary increased.....	185
Donahue, Zeta—	
Appointed Technical Assistant in Pathology.....	89
Resignation accepted.....	178
Doney, Madge—	
Appointed Stenographer Agricultural Extension Service.....	212, 231
Donley, Ray—	
Instructor Winter Course.....	133
Donnon, R. F.—	
Appointed County Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	210, 231
Doody, Catherine M.—	
Appointed Stenographer College Engineering.....	108
Reappointed Stenographer; salary increased.....	203
Draffin, J. O.—	
Re-elected Instructor Mechanics; salary increased.....	21
Re-elected Instructor Mechanics.....	193

Drain, B. D.—	
Appointed Assistant in Horticulture.....	12
Declined appointment	59
Appointed Instructor in Horticulture.....	106
Military Leave, 1918-19.....	184
Driveway—	
Bids for Neil Avenue opened.....	71
Druhoh, H. H.—	
Appointed Graduate Assistant Romance Languages.....	15
Resignation accepted	80
Drury, Agnes—	
Reappointed Assistant Economics and Sociology.....	16
Declined appointment	65
Drury, H. B.—	
Re-elected Instructor Economics and Sociology.....	16
Granted Leave of Absence.....	144
Duffee, W. E.—	
Appointed Interne	24
Dunbar, C. M.—	
Reappointed Clerk and Timekeeper; salary increased.....	32
Resignation accepted	171
Duncan, Katherine H.—	
Resignation accepted	7, 30
Dundon, Merle, L.—	
Appointed Graduate Assistant Chemistry.....	19
Resignation accepted	92
Dunlap, Delbert F.—	
Degree conferred on.....	113
Dunlap, Helen Marie—	
Appointed Stenographer Dairying.....	131
Reappointed Stenographer; salary increased.....	203
Dunlap, James E.—	
Re-elected Instructor Latin, 1918-19.....	186
Dupuy, Henrietta Leona—	
Degree, conferred on.....	124
Durrant, E. P.—	
Re-elected Instructor Physiology.....	26
Re-elected Instructor Psysiology, 1918-19.....	197
Dutcher, Harriet S.—	
Reappointed Assistant Cataloguer.....	
Title made Cataloguer.....	28, 37
Resignation accepted	143
Dye, C. A.—	
Re-elected Professor Pharmacy, and Acting Dean.....	27
Salary assigned for service as Acting Dean of College of Pharmacy.....	131
Reappointed Professor and Acting Dean College of Pharmacy.....	199
Eagel, Lloyd—	
Appointed Instructor Engineering Drawing.....	85
Resignation accepted	144
Earhart, R. F.—	
Re-elected Professor Physics (on leave).....	22
Carrying Work of Professor Blake temporarily.....	124

To serve one-half time second semester.....	147
Re-elected Professor Physics; salary increased.....	198
Eastwood, G. R.—	
Reappointed County Agent.....	39, 45, 48
Reappointed District Supervisor, 1918-19.....	209, 230
Eckelberry, G. W.—	
Appointed Instructor Economics and Sociology.....	68
Granted leave of absence.....	144
Ekstine, Augusta—	
Reappointed Collation Assistant.....	
Title made Library Assistant.....	28, 37
Salary increased	146
Resignation accepted	170
Economics and Sociology, Department of—	
Appointments, 1917-18	16
North, C. C., leave of absence.....	34
Gephart, George, leave of absence.....	34
Drury, Agnes, declined reappointment.....	65
Miller, Herman C., declined appointment.....	65
De Haas, J. Anton, appointed Professor.....	67
Taft, Donald R., appointed Instructor.....	68
Eckelberry, George W., appointed Instructor.....	68
Weidler, Walter, appointed Instructor.....	86
Thrasher, Frederick, appointed Instructor.....	86
Tracy, Stanley B., appointed Assistant.....	86
Coon, S. J., salary increased.....	91
Sheppard, Harry E., title made Instructor; salary increased.....	91
Pfeiffer, Robt., appointed Assistant.....	106
Tracy, Stanley B., resignation accepted.....	109
Pfeiffer, Robert, salary increased.....	132
Wheeler, James W., appointed Assistant.....	140
Bloor, W. F., appointed Assistant.....	140
Coon, S. J., title changed to Instructor; salary increased.....	145
Drury, H. B., leave of absence.....	144
McKenzie, R. B., leave of absence.....	144
Eckelberry, George W., leave of absence.....	144
Hagerty, J. E., leave of absence.....	147
Parry, C. E., leave of absence.....	147
Appointments, 1918-19	139
Eddy, Iva M.—	
Reappointed Bookkeeper; salary increased.....	32
Leave of absence.....	160
Edgar, Rachel—	
Degree conferred on.....	114
Appointed Assistant Department Agricultural Chemistry and Soils.....	181
Edelman, S. D.—	
Reappointed Assistant in Medicine.....	25
Leave of absence, 1917-18.....	62
Reappointed Assistant in Medicine, on Military leave.....	197
Eich, Louis M.—	
Appointed Instructor Public Speaking, Department English.....	107
Resignation accepted	169

Eichhorn, Herbert—	
Appointed Assistant County Agricultural Agent.....	141
Reappointed Assistant County Agricultural Agent, 1918-19.....	213, 231
Eichhorn, Hazel—	
Appointed Assistant Home Economics.....	180
Eisenlohr, B. A.—	
Re-elected Professor German.....	14
Re-elected Professor German; salary increased.....	186
Elam, Arthur M.—	
Appointed Student Assistant Dentistry.....	88
Reappointed Assistant in Dentistry.....	188
Elden, W. S.—	
Re-elected Professor Latin.....	15
Re-elected Professor Latin.....	186
Electrical Engineering, Department of—	
Appointments, 1917-18	20
Farmer, Troi O., appointed Assistant.....	81
Lockett, Harry E., appointed Student Assistant.....	87
Schott, Robert Carl, appointed Assistant, half time.....	130
Appointments for 1918-19	191
Elifritz, Olga—	
Appointed Assistant Home Economics.....	80
Resignation accepted	129
Instructor Home Economics, Agricultural Extension.....	121
Reappointed Instructor Home Economics in Agricultural Extension.....	232
Elizabeth Home—	
Payment for Obstetrical Cases.....	113
Elliott, Cora—	
Reappointed Maid; salary increased.....	11
Elliott, Edna—	
Appointed Maid Department Home Economics.....	183
Elliott, Mary—	
Appointed Home Demonstration Agent.....	131
Reappointed Home Demonstration Agent.....	233
Elsesser, Louis August—	
Degree conferred on.....	160
Elwood, P. H.—	
Re-elected Assistant Professor Horticulture; salary increased.....	12
Leave of absence, 1917-18.....	62
Military leave, 1918-19.....	184
Emergency Board—	
Trustees to meet with.....	72
Appropriation for buildings for School of Military Aeronautics.....	79
Readjustment of appropriation for M. A.....	106
Appropriation for fuel.....	147
Emalie, E. K.—	
Appointed Photographer in Agricultural Extension Service.....	106
Reappointed Photographer in Agricultural Extension Service, 1918-19.....	230
Engineering Drawing, Department of—	
Appointments, 1917-18	20
Whiteside, A. L., resigned.....	64
Warder, Byron M., appointed Assistant.....	66

Annis, Russell K., appointed Student Assistant.....	67
Eagle, Lloyd, Appointed Instructor.....	85
Clapper, Ray L., appointed Student Assistant.....	87
Gilbert, E. J., appointed Student Assistant.....	
Field, Wooster B., appointed Instructor.....	121
Ward, Chas. N., appointed Student Assistant.....	121
Martin, Floyd M., appointed Assistant.....	140
Eagle, Lloyd K., resigned.....	144
Boyd, Thomas A., resigned.....	169
Baughman, George W., Jr., appointed Student Assistant.....	171
Appointments, 1918-19	191
Embler, Paul E.—	
Appointed Assistant in Horticulture.....	12
Reappointed Assistant in Horticulture; salary increased (12 months).....	184
Endly, Edna—	
Appointed Home Demonstration Agent.....	233
English, Department of—	
Appointments, 1917-18	13
Bethel Mac. S., declined appointment.....	65
Andrews, C. E., leave of absence.....	84
Britain, Elizabeth J., appointed Assistant.....	85
Steele, R. Ray, appointed Assistant.....	89
Dollinger, Verona M., title changed to Instructor; salary increased.....	91
Hankins, O. W., resigned.....	93
Eich, Louis M., appointed Instructor Public Speaking.....	107
Lindsley, C. F., resigned.....	110
Sears, Marjorie M., resigned.....	144
Sheets, Walter F., resigned.....	144
Gysan, W. F., title changed to Instructor; salary increased.....	146
Britain, Elizabeth J., title Assistant; salary increased.....	146
Eich, Louis, resigned.....	169
Steele, R. Ray, resigned.....	169
Appointments for 1918-19	185
Eno, F. H.—	
Re-elected Professor Municipal Engineering; salary increased.....	19
Re-elected Professor Municipal Engineering.....	191
Erdman, H. E.—	
Elected Assistant Professor Rural Economics.....	12
Re-elected Assistant Professor Rural Economics; salary increased.....	184
Erf, Oscar—	
Re-elected Professor Dairying.....	11
Re-elected Supervisor Extension work in Dairying.....	43, 44, 47
Re-elected Professor Dairying.....	183
Re-elected Supervisor of Extension Work in Dairying.....	232
Erskine, W. S.—	
Appointed Assistant Department Military Science.....	108
Resignation accepted	170
Esper, Erwin A.—	
Appointed Graduate Assistant in Greek.....	14
Degree conferred on.....	114
Resignation conferred on.....	170
Esser, Lela—	
Appointed Stenographer in Agricultural Extension Service.....	212, 231

Eawine, H. E.—	
Instructor in Agricultural Education, Agricultural Extension; salary in-	
creased.....	42, 45, 48
Reappointed Assistant Professor Agricultural Education, Agricultural Ex-	
tension.....	217, 232
European History, Department of—	
Appointments, 1917-18	14
Appointments, 1918-19	186
Evans, Dorothy M.—	
Appointed Graduate Assistant Zoology and Entomology.....	12
Evans, John E.—	
Re-elected Instructor Psychology; salary increased.....	18
Re-elected Instructor Psychology.....	189
Evans, M. B.—	
Re-elected Professor German.....	14
Re-elected Professor German.....	186
Evans, Thomas—	
Reappointed Janitor; salary increased.....	34
Transferred to position of Technician, Department Anatomy.....	173
Evans, W. L.—	
Re-elected Professor Chemistry.....	19
Granted leave of absence.....	114
Re-elected Professor Chemistry; on Military leave.....	190
Evans, L. M.—	
Appointed County Agricultural Agent, 1918-19.....	210, 231
Expenditures—	
Committee on Appropriations to have full power over.....	4
Eyer, John R.—	
Appointed Graduate Assistant Zoology and Entomology.....	12
Resignation accepted	180
Faculty Members—	
On leave on account Military Service—matter of compensation.....	114
Faehnle, Carl G.—	
Reappointed Instructor Civil Engineering; salary increased.....	20
Leave of absence granted.....	173
Fairchild, John P.—	
Appointed Assistant in Clinical Microscopy.....	194
Falconer, John I.—	
Re-elected Assistant Professor Rural Economics.....	12
Made Acting Head of Department Rural Economics.....	59
Farm Management Demonstrator, 2 months, Agricultural Extension.....	43, 45
Re-elected Professor and Head of Department; salary increased.....	184
Farm Crops, Department of—	
Appointments, 1917-18	11
Williams, C. G., appointed non-resident Professor.....	58
Schuer, Henry W., appointed Assistant.....	80
Willard, Chas. J., appointed Assistant Professor.....	80
Stahl, B. E., appointed Assistant.....	143
Appointments, 1918-19	183
Farm Operations, Division of—	
Appointments, 1917-18	11
Wilson, Leroy, transferred to Division Operation and Maintenance.....	69

Increases in salaries of teamsters.....	123
Appointments, 1918-19	133
Farmer, Mary—	
Reappointed Stenographer; salary increased.....	31
Resignation accepted	169
Farmer, Troi O.—	
Appointed Assistant Electrical Engineering.....	81
Farmers' Institute—	
Schedule and recommendation presented.....	76
Schedule for 1918-19 approved.....	175
Farrell, Robert L.—	
Appointed Laborer Operation and Maintenance.....	109
Reappointed Laborer; salary increased, 1918-19.....	205
Farrington, Elizabeth King, and	
Farrington, Thayer B.—	
Option on land accepted.....	61
Purchase of land from.....	104
Faught, Myrtle—	
Reappointed Laundress; salary increased.....	34
Salary increased	113
Reappointed Laundress; salary increased.....	206
Faulder, George B.—	
Reappointed Assistant in Gynecology and Obstetrics.....	69
Supervisor of Anesthetics.....	86
Granted leave of absence.....	125
Faulkner, E. H.—	
Appointed County Agricultural Agent, 1918-19.....	210, 231
Faustino, Leopoldo—	
Appointed Student Assistant Mine Engineering.....	108
Resignation accepted	120
Degree granted to.....	124
Fee, Charles H.—	
Student Assistant College Homeopathic Medicine.....	107
Reappointed Student Assistant Clinical Microscopy.....	194
Fees—	
Tuition Fees for Colleges of Medicine and Dentistry.....	8
Remission of diploma fees for year 1918 for those in Military Service.....	156
Remission of fees, Lelia McGuire, C. I. Reed, Orestes Theocharides.....	174
For College of Medicine for 1918-19.....	236
Felch, W. F.—	
Reappointed Clerk	30
Reappointed Clerk; salary increased.....	203
Fellowships—	
Appointments, 1916-17	27, 28
Appointments, 1918-19	199
Fenton, Frederick A.—	
Appointed Graduate Fellow.....	27
Fergus, E. N.—	
Reappointed Chemist (one-half time) Agricultural Extension; salary increased	38, 48

Ferguson, Mary Elizabeth—	
Appointed Teaching Pharmal Nurse.....	23
Transferred to position of Teacher of Surgical Nursing; salary increased..	133
Reappointed Surgery Nurse; salary increased.....	194
Ferree, Judson A.—	
Re-elected Professor Ophthalmology, etc.; salary increased.....	22
Re-elected Professor Eye, Ear, Nose, and Throat.....	194
Field, Wooster Bard—	
Appointed Instructor Engineering Drawing.....	121
Reappointed Instructor Engineering Drawing.....	191
Fieldner, Carl G.—	
Appointed County Agricultural Agent.....	157
Reappointed County Agricultural Agent, 1918-19.....	210, 231
Fife, Ray—	
Assistant State Leader Boys' and Girls' Club Work.....	42, 44, 48
Reappointed Assistant State Leader Boys' and Girls' Club Work.....	217, 232
Fikret, H. H.—	
Reappointed Assistant Mechanical Engineering.....	21
Salary increased	69
Title changed to Instructor.....	133
Findlay, Charles E.—	
Reappointed Clerk	30
Salary increased	124
Reappointed Secretary to Dean College of Medicine.....	203
Fippen, C. T.—	
Reappointed Helper O. & M. Division; salary increased.....	32
Promoted to position of Electrician; salary increased.....	174
Reappointed Night Trouble Man.....	204
Fisher, Leota—	
Student Nurse, Homeopathic Hospital.....	23
Student Nurse, Homeopathic Hospital.....	194
Fisher, Margaret—	
Reappointed Stenographer; salary increased.....	31
Transferred from College Homeopathic Medicine to College of Medicine..	80
Transferred to Department Pathology as Technical Assistant.....	115
Reappointed Technical Asst. Pathology; salary increased.....	197
Fisher, R. A.—	
Appointed Graduate Assistant Chemistry.....	191
Fledderjohann, Marian E.—	
Appointed Student Nurse, Homeopathic Hospital.....	121
Reappointed Student Nurse, Homeopathic Hospital.....	195
Fleischer, Fred—	
Reappointed Janitor	33
Reappointed Janitor; salary increased.....	205
Fletcher, Fred—	
Re-elected Assistant Professor Gynecology.....	26
Re-elected Assistant Professor Gynecology, on Military leave.....	198
Fletcher, Irene Ann—	
Degree conferred on.....	114
Fletcher, R. K.—	
Appointed Graduate Assistant Zoology and Entomology.....	12
Salary increased and title changed to Assistant.....	133

Flowers, Alan E.—	
Re-elected Professor Electrical Engineering.....	20
Leave of absence.....	160
Re-elected Professor Electrical Engineering, on Military leave.....	191
Foley, Louis—	
Re-elected Instructor English; salary increased.....	13
Appointed Secretary to Dean College of Arts.....	184
Re-elected Instructor English; salary increased.....	185
Re-elected Instructor English; salary increased, 1918-19.....	185
Food Supplies—	
Matter of centralizing the purchase and storage of.....	117
Ford, Ruth—	
Reappointed Stenographer; salary increased.....	31
Transferred to President's Office; salary increased.....	182
Reappointed Stenographer; salary increased.....	202
Ford, Ernest—	
Appointed Janitor	172
Reappointed Janitor; salary increased, 1918-19.....	206
Forestry, Department of—	
Combined with Department Horticulture.....	37
Forman, Jonathan—	
Re-elected Assistant Professor Pathology.....	25
Leave of absence, 1917-18.....	62
Re-elected Assistant Professor Pathology, on Military leave.....	197
Forwick, Margaret—	
Reappointed Library Assistant; salary increased, 1917-18.....	28
Reappointed Library Assistant; salary increased.....	200
Foster, T. B.—	
Reappointed County Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	210, 281
Fouch, Mary—	
Add to Budget of Stenographic and Clerical.....	31, 36
Granted leave of absence.....	114
Resignation accepted	144
Foulk, C. W.—	
Re-elected Professor Analytical Chemistry; salary increased.....	19
Re-elected Professor Analytical Chemistry; salary increased.....	190
Four Quarter Plan—	
President and Secretary authorized to visit Chicago University for investigation	236
Foust, Jacob A.—	
Re-elected Instructor Forging; salary increased.....	20
Re-elected Instructor; salary increased.....	192
Frame, Helen—	
Appointed Assistant to Registrar.....	30
Reappointed Assistant to Registrar; salary increased.....	202
Franklin, William—	
Reappointed Shepherd; salary increased.....	10
Salary increased	123
Reappointed Shepherd; salary increased.....	182
Fredo, J.—	
Reappointed Laborer; salary increased.....	33
Reappointed Laborer; salary increased.....	205

Freeman Marie—	
Appointed Instructor Home Economics.....	81
Reappointed Instructor Home Economics; salary increased.....	183
Freese, E. M.—	
Reappointed Assistant in Surgery.....	26
Reappointed Assistant in Surgery.....	198
French, Thomas E.—	
Re-elected Professor Engineering Drawing.....	20
Re-elected Professor Engineering Drawing.....	191
French, Walter—	
Appointed Graduate Fellow.....	27
Freund, A. C.—	
Reappointed Mechanician Physics.....	22
Reappointed Mechanician Physics; salary increased.....	193
Frick, Carl E.—	
Reappointed Assistant in Chemistry.....	19
Degree conferred on.....	134
Resigned	159
Friendman, Leon A.—	
Appointed Editor of "The Lantern".....	157
Friend's Rescue Home—	
Basis of payment for Obstetrical cases amended.....	93, 113
Fritts, Minnette—	
Reappointed Student Clerk.....	32
Reappointed Student Clerk.....	202
Froning, Henry B.—	
Re-elected Instructor Bacteriology; salary increased.....	24
Resignation accepted.....	170, 179
Fulton, Sarah—	
Student Nurse, Homeopathic Hospital.....	23
Student Nurse, Homeopathic Hospital.....	194
Fyffe, D. M.—	
Reappointed Superintendent Live Stock.....	10
Reappointed Superintendent Live Stock; salary increased.....	182
Gahm, Walter F.—	
Appointed Assistant County Agricultural Agent.....	90
Title made County Agricultural Agent; salary increased.....	146
Reappointed County Agricultural Agent, 1918-19.....	210, 231
Gallen, J. M.—	
Re-elected Instructor Gynecology.....	26
Re-elected Instructor Gynecology.....	198
Gamertsfelder, W. S.—	
Appointed Graduate Fellow.....	27
Resignation accepted	169
Gans, Morris—	
Appointed Orderly Homeopathic Hospital.....	131
Gantz, Jack—	
Reappointed Janitor	34
Reappointed Janitor; salary increased, 1918-19.....	205
Garage—	
Ordered for President's Residence; appropriation for.....	79

Garson, T.—	
Reappointed Ash Wheeler; salary increased.....	32
Resignation accepted	129
Gates, Harold Taylor—	
Degree conferred on.....	114
Gatewood, Esther—	
Appointed Graduate Fellow.....	27
Reappointed Graduate Fellow.....	199
Geisler, G. L.—	
Appointed Graduate Scholar.....	28
Resigned as Graduate Scholar.....	93
Geology, Department of—	
Appointments for 1917-18.....	14
John A. Bownocker, made Head of Department.....	37
Tucker, W. M., appointed Assistant Professor.....	66
Morningstar, Helen, appointed Instructor.....	66
Bevan, Arthur, transferred to School of Military Aeronautics.....	125
Appointments for 1918-19.....	186
George, Elmer—	
Reappointed Laborer; salary increased.....	32
Resignation accepted	111
George, E. F.—	
Appointed Graduate Fellow.....	27
Resigned Graduate Fellowship.....	64
Gephart, George—	
Re-elected Instructor Economics and Sociology.....	16
Leave of absence for first semester.....	84
Gerlaugh, Paul—	
Appointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	210, 231
German, Department of—	
Appointments for 1917-18.....	14
Matter of Lewisohn, Keidel, and Reese.....	36
Salary appropriation for Keidel and Reese cancelled.....	63
Lewisohn, Ludwig, given leave of absence.....	63
Lugibihl, Myron S., resigned.....	143
Appointments, 1918-19	146
Gheen, Lena—	
Appointed Janitress	179
Reappointed Janitress; salary increased.....	206
Gifts—	
American Association for International Conciliation.....	6
Zoological Collection	126
Gilbert, E. J.—	
Re-elected Instructor Engineering Drawing.....	20
Resignation accepted	109
Gilkey, Ethel—	
Reappointed Bill Clerk; salary increased, 1917-18.....	32
Reappointed Clerk; salary increased, 1918-19.....	202
Gilmore, Howard M.—	
Appointed Student Assistant in Bacteriology.....	196

Given, Virginia—	
Appointed Stenographer	107
Glasgow, Lenora—	
Appointed Assistant to Dean College of Engineering.....	18
Reappointed Assistant to Dean College of Engineering.....	190
Glines, Norwood—	
Assistant County Agricultural Agent.....	132
Reappointed Assistant County Agricultural Agent, 1918-19.....	213, 231
Goff, Howard—	
Resignation accepted	7
Goldberg, M.—	
Appointed Student Assistant Anatomy.....	87
Gordon, E. J.—	
Re-elected Instructor Medicine and Resident Physician Protestant Hospital; salary increased	25
Title made Assistant Professor of Medicine.....	37
Leave of absence, 1917-18.....	62
Re-elected Assistant Professor, Resident Physician Protestant Hospital; on Military leave.....	196
Gouge, Mabel E.—	
Re-elected Instructor Psychology; salary increased.....	18
Re-elected Assistant Professor Psychology; salary increased.....	189
Graber, Mary—	
Reappointed Instructor Home Economics, Agricultural Extension; salary increased.....	42, 45, 48
Reappointed Instructor Home Economics, Agricultural Extension.....	232
Graduate Fellowship—	
George, E. F., resigned.....	64
Coith, Herbert S., resigned.....	92
Adkins, H. B., resigned.....	92
Will, H. S., resigned.....	143
Gamertsfelder, W. S., resigned.....	169
Graduate Scholarships—	
Appointments, 1917-18	28
Townshend, Andrew J., declined appointment.....	59
Atwell, Donald B., resigned.....	64
Rothrock, H. E., resigned.....	65
Young, Mary, declined appointment.....	65
Lorsheter, Frances M., appointed graduate scholar.....	66
Atkinson, Agnes J., appointed.....	85
Grimm, Russell A., appointed.....	86
Koontz, R. J., resigned.....	92
Clarke, W. J., resigned.....	93
Geisler, G. L., resigned.....	93
Overpeck, John C., resigned.....	159
Rauhauser, Pansy, appointed.....	139
Toops, Herbert A., resigned.....	169
Graduate School—	
Appointments, 1917-18.....	27, 28
McPherson, William, Dean of Graduate School, leave for 1917-18.....	62
Spencer, Henry R., appointed Acting Dean.....	89
Appointments, 1918-19	199

Graham, Oakley H.—	
Reappointed Stenographer	81
Resignation accepted	110
Graham, W. C.—	
Salary increased	
Title made Assistant Professor Dental Medicine.....	37
Salary increased	92
Re-elected Assistant Professor Dental Medicine.....	17, 188
Graves, W. L.—	
Re-elected Professor English; salary increased.....	13
Re-elected Professor English.....	185
Graves & Marshall Co.—	
Awarded Contract for breeching boilers.....	128
Greek, Department of—	
Appointments for 1917-18.....	14
Esper, Erwin A., resigned.....	170
Appointments for 1918-19.....	186
Greeley, John J.—	
Appointed Laborer, Department Mechanical Engineering.....	81
Reappointed Laborer; salary increased.....	192
Green, S. J.—	
Reappointed Assistant Herdsman; salary increased.....	10
Resignation accepted	111
Green, Floyd M.	
Appointed Student Assistant X-Ray.....	87
Reappointed Student Assistant Roentgenology.....	194
Greenwald, Joseph—	
Reappointed Machinists's Helper, Electrical Engineering; salary increased	20
Reappointed Machinists's Helper; salary increased.....	191
Gregorius, Joseph Scott—	
Appointed Assistant Department Metallurgy.....	130
Reappointed Assistant Department Metallurgy.....	193
Griffith, J. M.—	
Appointed Student Assistant Anatomy.....	89
Griggs, Robert F.—	
Re-elected Assistant Professor Botany; salary increased.....	10
Gift from, Zoological collection.....	126
Re-elected Assistant Professor Botany.....	182
Grimm, Russell A.—	
Appointed Graduate Scholar.....	86
Grosvenor, F. B.—	
Re-elected Professor Clinical Diagnosis; salary increased.....	22
Granted leave of absence.....	173
Re-elected Professor Clinical Diagnosis and Clinical Microscopy; on Military leave	194
Grove, Alma—	
Appointed Stenographer in Agricultural Extension Service.....	211, 231
Guigou, S. C.—	
Elected Instructor Romance Languages.....	15
Re-elected Instructor Romance Languages; salary increased.....	187
Gunn, Idella E.—	
Appointed Graduate Assistant Psychology.....	18

Gutierrez, Angelica (Mrs.)—	
Appointed Assistant Romance Languages.....	85
Gutierrez, Santiago—	
Appointed Instructor Romance Languages.....	58
Re-elected Instructor Romance Languages; salary increased.....	187
Gysan, W. F.—	
Reappointed Assistant English; salary increased.....	14
Title changed to Instructor; salary increased.....	146
Re-elected Instructor English, 1918-19.....	185
Haag, Paul—	
Appointed Laborer, Department Animal Husbandry.....	157
Haber, Ernest—	
Appointed Student Assistant Botany.....	107
Resigned	143
Haber, Naomi—	
Reappointed Clerk; salary increased.....	30
Resignation accepted	111
Hacker, E. F.—	
Elected Assistant Professor Romance Languages.....	187
Hadley, C. W.—	
Reappointed Instructor Obstetrics.....	25
Reappointed Instructor Obstetrics; salary increased.....	197
Hagerty, J. E.—	
Re-elected Professor Economics and Sociology, Dean of College of Com- merce and Journalism.....	16
Leave of absence, second semester.....	147
Re-elected Dean College Commerce and Journalism, and Professor Econo- mics and Sociology.....	187
Haible, Jessie—	
Appointed Stenographer Agricultural Extension.....	158
Reappointed Stenographer Agricultural Extension, 1918-19.....	230
Haines, Marie D.—	
Reappointed Sale Clerk; salary increased.....	30
Transferred to position Clerk Business Manager's Office; salary increased.	146
Reappointed Clerk; salary increased.....	202
Haines, Thomas H.—	
Re-elected Professor Medicine.....	25
Leave of absence for year.....	84
Re-elected Professor Medicine; on leave.....	196
Hall, Clara May—	
Appointed Home Demonstration Agent, Agricultural Extension.....	107
Reappointed Home Demonstration Agent, 1918-19.....	233
Hallett, M. H.—	
Reappointed Instructor Journalism.....	16
Reappointed Instructor Journalism; salary increased.....	188
Halliday, J. E.—	
Reappointed Janitor; salary increased.....	33
Resignation accepted	93
Hammett, Margaret—	
Re-elected Instructor Physical Education; salary increased, 1917-18.....	29
Re-elected Instructor Physical Education, 1918-19.....	201

Hamilton, E. A.—	
Re-elected Assistant Professor Surgery.....	26
Re-elected Assistant Professor Surgery.....	198
Hamilton, Margaret Estelle—	
Degree conferred on.....	114
Hamilton, T. E.—	
Re-elected Assistant Professor Romance Languages; salary increased.....	15
Re-elected Assistant Professor Romance Languages.....	187
Hamlin, John C.—	
Appointed Graduate Assistant Zoology and Entomology.....	88
Resignation accepted	143
Hammond, M. B.—	
Re-elected Professor Economics and Sociology.....	16
Re-elected Professor Economics and Sociology.....	187
Hammond, William Archie—	
Degree conferred on.....	113
Hammond, W. L.—	
Appointed Assistant County Agricultural Agent.....	213, 232
Hanger, W. E.—	
Reappointed Assistant Professor Farm Crops, Agricultural Extension; salary increased.....	40, 44, 48
Reappointed Professor Farm Crops Agricultural Extension.....	232
Hankins, O. W.—	
Reappointed Assistant English; salary increased.....	14
Resignation accepted	93
Harbin, W. C.—	
Appointed Janitor	90
Reappointed Janitor; salary increased, 1918-19.....	206
Hardy, Hugh—	
Reappointed Clerk	30
Reappointed Clerk	203
Harness, Allie F. (Mrs.)—	
Reappointed Assistant Clerk.....	35
Transferred from Stenographic and Clerical Budget to Dental Clinic (Rotary)	36
Reappointed Clerk and salary increased.....	206
Harris, Martha Mabel—	
Degree conferred on.....	160
Harris, I. B.—	
Re-elected Assistant Professor Surgery and Chief of Staff St. Francis Hospital	26
Re-elected Assistant Professor Surgery and Chief of Staff St. Francis Hospital	198
Harris, Wilmer C.—	
Re-elected Assistant Professor; salary increased.....	14
Title made Assistant Professor European History.....	37
Re-elected Assistant Professor European History.....	186
Harrison, Irvin—	
Appointed Laborer, Operation and Maintenance.....	8, 33
Resignation accepted	93
Harrison Safety Boiler Works—	
Awarded contract for Water Heater and Meter.....	74

Harrod, Jessie—	
Reappointed Superintendent Homeopathic Hospital.....	35
Reappointed Supervising Nurse; salary increased.....	206
Harrod, Louisa Jane—	
Student Nurse Homeopathic Hospital.....	23
Granted Certificate in Nursing.....	102
Resignation accepted	130
Harrold, C. E.—	
Appointed Janitor	67
Reappointed Janitor; salary increased, 1918-19.....	206
Harrop, Carl B.—	
Re-elected Assistant Professor Ceramic Engineering.....	19
Re-elected Assistant Professor Ceramic Engineering; salary increased....	190
Hartley, E. W.—	
Appointed Graduate Assistant Geology.....	186
Harvey, M. S.—	
Reappointed Elevator man.....	34
Reappointed Elevator Man; salary increased.....	206
Haskett, F. H.—	
Re-elected Instructor Architecture.....	18
Re-elected Instructor Architecture; salary increased (12 months basis)....	190
Haskett, Jane S.—	
Reappointed Chief Clerk.....	31
Reappointed Chief Clerk; salary increased, 1918-19.....	202
Haskins, F. G.—	
Appointed Graduate Assistant Romance Languages.....	15
Resignation accepted	93
Hatfield, S. A.—	
Re-elected Instructor Medicine and Resident Physician St. Francis Hos- pital; salary increased.....	25
Title made Assistant Professor Medicine.....	37
Re-elected Assistant Professor Medicine and Resident Physician St. Fran- cis Hospital; salary increased.....	196
Hathaway, A. A.—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor; salary increased.....	206
Hathaway, Maude C.—	
Re-elected Assistant Professor Home Economics.....	11
Re-elected Assistant Professor Home Economics; salary increased.....	133
Hauer, Arthur M.—	
Leave of absence, 1917-18.....	62
Reappointed Instructor Oto-Laryngology.....	69
Reappointed Instructor Oto-Laryngology; Military leave.....	197
Hauer, Juanita Phyllis—	
Appointed Student Nurse Homeopathic Hospital.....	121
Reappointed Student Nurse Homeopathic Hospital.....	195
Hayes, A. W.—	
Appointed County Agricultural Agent.....	39, 45, 48
Hayhurst, Emery R.—	
Re-elected Assistant Professor Industrial Hygiene.....	26
Title changed to Assistant Professor Hygiene.....	133
Re-elected Assistant Professor Hygiene; Medical Director of Dispensaries; salary increased	193

Hayman, George C.—	
Reappointed second Assistant Store Keeper; salary increased.....	35
Salary increased	146
Hebble, Clyde H.—	
Salary increased	
Title made Assistant Professor Operative Dentistry.....	37
Re-elected Assistant Professor Operative Dentistry.....	17, 188
Hedge, J. C.—	
Reappointed County Agent; salary increased.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	211, 281
Hedrick, E. C.—	
Reappointed Check Room attendant Library; salary increased.....	28
Reappointed Check Room attendant Library.....	200
Heffron, S. R.—	
Appointed Assistant County Agent.....	213, 232
Heil, H. G.—	
Re-elected Assistant Professor; salary increased.....	22
Re-elected Assistant Professor Physics.....	37, 193
Heinicke, H. R., Inc.—	
Awarded Contract for Chimney.....	74
Helbig, Elmer J.—	
Reappointed Assistant in Dairying.....	69
Resignation accepted	169
Hendershott, R. A.—	
Appointed Assistant Veterinary Medicine.....	89
Reappointed Assistant Veterinary Pathology.....	199
Henderson, L. F.—	
Appointed Graduate Assistant Chemistry.....	19
Declined appointment	65
Henderson, W. E.—	
Re-elected Professor Inorganic and Physical Chemistry, 1917-18.....	19
Re-elected Professor Inorganic and Physical Chemistry.....	190
Hendrix, W. J.—	
Appointed County Agricultural Agent.....	157
Reappointed County Agricultural Agent, 1918-19.....	211, 281
Henry, Curtis R.—	
Student Assistant Mine Engineering Department.....	189
Resignation accepted	158
Herbst, Emma—	
Student Nurse, Homeopathic Hospital.....	23
Completed probation period as nurse.....	60
Student Nurse, Homeopathic Hospital.....	195
Hess, Aubrey—	
Appointed Assistant Chemistry.....	139
Hess Tract of Land—	
Purchase of reported.....	6, 60
Hesse, Glenna—	
Appointed Instructor Home Economics.....	81
Hessinger, Margaret—	
Appointed Janitress	172

Heston, Laura—	
Appointed Assistant Home Economics.....	81
Granted leave of absence.....	114
Heyde, Florence C.—	
Appointed Graduate Scholar.....	200
Hibbs, E. G.—	
Appointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Hicks, C. M.—	
Reappointed Inspector	33
Reappointed Repair and Handy Man; salary increased.....	205
Hicks, W. D.—	
Reappointed Engineer; salary increased.....	32
Reappointed Engineer; salary increased.....	204
Hill, Olivia—	
Student Nurse, Homeopathic Hospital.....	23
Resigned	130
Hills, T. M.—	
Re-elected Assistant Professor Geology.....	14
Serving in School of Military Aeronautics.....	85
Re-elected Assistant Professor Geology.....	186
Hindale, Alva Lawrence—	
Degree, conferred on.....	114
Hinderer, Lydia—	
Cook, Homeopathic Hospital.....	35
Reappointed Cook	206
Hindman, Samuel—	
Re-elected Assistant Medicine.....	25
Leave of absence, 1917-18.....	62
Re-elected Instructor Medicine; on Military leave.....	37, 197
Hine, James E.—	
Re-elected Associate Professor Zoology and Entomology, and Curator Museum	12
Re-elected Associate Professor Zoology and Entomology, and Curator Museum; salary increased.....	184
Hinsdale, A. E.—	
Re-elected Professor Materia Medica and Clinical Therapeutics; salary increased	22
Re-elected Professor Materia Medica and Clinical Therapeutics; Secretary College of Homeopathic Medicine; salary increased.....	194
Hirn, Karl D.—	
Appointed County Agricultural Agent, 1918-19.....	213, 231
History and Philosophy of Education—	
Appointments, 1917-18	17
Appointments, 1918-19	189
Hobbs, Walter R.—	
Re-elected Instructor Veterinary Medicine (12 months).....	27
Re-elected Instructor in Veterinary Medicine; salary increased.....	199
Hobensack, Clarise S.—	
Appointed Graduate Scholar.....	199
Hobert, J.—	
Appointed Campus Laborer.....	67
Reappointed Campus Laborer; salary increased.....	205

Hockenberry, Lola (Mrs.)—	
Appointed Janitress	179
Reappointed Janitress; salary increased, 1918-19.....	206
Hockett, Homer C.—	
Re-elected Professor American History.....	13
Re-elected Professor American History; salary increased.....	185
Hodges, W. H.—	
Reappointed Assistant Oto-Laryngology.....	25
Reappointed Assistant Oto-Laryngology.....	197
Hodgman, A. W.—	
Re-elected Professor Latin.....	15
Re-elected Professor Latin.....	186
Hodgson, R. W.—	
Compositor Journalism-Printing.....	35
Reappointed Compositor; salary increased.....	207
Hoesch, George J.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Hoffman, Marie—	
Appointed Stenographer	108
Reappointed Stenographer (one-half time); salary increased.....	203, 233
Hohmann, Margaret M.—	
Appointed Stenographer, Dairy Department.....	7, 31
Resignation accepted	129
Holmes, Mary L.—	
Appointed Home Demonstration Agent.....	131
Reappointed Home Demonstration Agent.....	233
Home Economics, Department of—	
Appointments for 1917-18.....	11
Miller, Ellen, appointed Assistant.....	80
Elifritz, Olga, appointed Assistant.....	80
Hesse, Glenna, appointed Assistant.....	81
Freeman, Marie, appointed Instructor.....	81
MacConathy, Doris, appointed Assistant.....	81
Heston, Laura, appointed Assistant and granted leave of absence for remainder of year.....	81, 114
Junkermann, Anna, appointed Assistant.....	121
Elifritz, Olga, resigned.....	129
Eichhorn, Hazel, appointed Assistant.....	130
Megathy, Ruth, appointed Assistant.....	139
Marshall, Ida, appointed Assistant.....	139
Appointments, 1918-19	133
Homeopathic Hospital—	
McGuire, Lelia, appointed Dietitian.....	58
Myers, Lucile, resignation accepted.....	64
Ault, Hazel, resigned.....	64
Bush, Charlotte, resigned.....	65
Hyman, Henrietta, appointed night Supervisor.....	67
Salary appropriations for Vera Benjamin and Coral Ranous cancelled....	70
Key, Laura M., appointed Teacher of Maternity and Children's Nursing...	87
Locke, Gladys M., Teacher Laboratory Nurse.....	87
Lenox, Helen, appointed Clerk.....	108
Hyman, Henrietta, resigned.....	110

Romick, Mabel, resigned.....	111
Key, Laura M., resigned.....	120
Fledderjohann, Marian E., appointed Student Nurse.....	121
Daily, Rena, appointed Night Supervisor.....	122
Hill, Olivia, resigned.....	180
Campbell, Lois, resigned.....	180
Harrod, Louisa J., resigned.....	180
Loessel, Gertrude, transferred to position of Acting Principal Training School; Supervisor of Nurses; salary increased.....	133
Ferguson, Mary E., transferred to position Teaching Surgical Nursing; salary increased	133
Williams, Florence, appointed Nurse.....	139
Terry, Inez, appointed Nurse.....	139
Hurst, Leona, appointed Nurse.....	195, 139
Jones, Mary Elizabeth, appointed Teacher Maternity and Children's Nurse	139
Pressler, Margaret, resigned.....	169
Jones, Mary Elizabeth, resigned.....	169
Burger, Katherine, A., appointed.....	172
Williams, Florence, discontinued training.....	174
McGuire, Lelia, resigned.....	178
Homeopathic Medicine, College of—	
Fees for 1917-18.....	8
Deposit Fee abolished.....	8
Appointments, 1917-18	22
Certificates granted to Nurses.....	102
Appropriations for Nurses.....	59
Faulder, Geo. B., reappointed Assistant Gynecology and Obstetrics.....	69
Green, Floyd M., appointed Student Assistant.....	87
Key, Laura M., appointed.....	87
Young, David, appointed Student Assistant.....	88
Towne, Floyd R., resigned.....	92
Fee, Charles H., appointed Student Assistant.....	107
Pettibone, Frank G., resigned.....	110
Certificates granted to Nurses.....	161
Grosvenor, F. B., leave of absence.....	173
Keiser, J. G., leave of absence.....	173
Appointments for 1918-19.....	194
Home Service Institute—	
Authorized under joint auspices of National Red Cross, Local Chapter, and University	68
Hollingsworth, Marion—	
Reappointed Assistant Chemistry.....	19
Re-elected Instructor Chemistry; salary increased.....	190
Hooper, Osman C.—	
Elected Professor Journalism.....	123
Re-elected Professor Journalism.....	138
Hoover, O. L.—	
Appointed Graduate Assistant Chemistry.....	89
Reappointed Instructor Chemistry.....	191
Hopkins, C. A.—	
Reappointed Janitor; salary increased.....	33
Resignation accepted	170
Hopkins, Elizabeth—	
Reappointed Stenographer Agricultural Extension; salary increased....	38, 49
Resignation accepted	119

Hopkins, Marie A.—	
Reappointed Library Assistant; salary increased.....	28, 37
Salary increased	146
Reappointed Library Assistant.....	200
Hoppler, C. A.—	
Appointed Janitor	172
Reappointed Janitor; salary increased.....	206
Horst, Hulda—	
Reappointed Instructor Home Economics Agricultural Extension; salary increased.....	42, 45, 48
Reappointed Assistant State Leader Girls' Club Work.....	217, 232
Horticulture, Department of—	
Appointments, 1917-18	11
Forestry Department Combined with—to be Department of Horticulture and Forestry	37
Drain, B. D., declined appointment.....	59
Jacob, H. E., appointed Assistant.....	80
Allen, F. E., appointed Assistant Professor.....	86
Drain, Brooks D., appointed Instructor.....	106
Wise, Lloyd, appointed Student Assistant.....	106
Mosier, W. H., resigned.....	110
Davis, V. K., resigned.....	110
Wise, Lloyd, resigned.....	144
Appointments for 1918-19	184
Commercial Sales of Department discontinued.....	235
Horton, E. G.—	
Re-elected Assistant Professor Medicine.....	25
Re-elected Assistant Professor Medicine.....	196
Hospital—	
Trustees decline to accept proposition for erection of Contagious disease Hospital on campus	102
Small Hospital to be erected near barracks.....	149
Statement concerning erection of barracks hospital.....	153
Bids received and contracts awarded.....	154, 155
Hottes, A. C.—	
Re-elected Assistant Professor Horticulture.....	12
Appointed for work Summer Session.....	172
Re-elected Assistant Professor Horticulture; salary increased.....	184
Housel, Mary Beal (Mrs.)—	
Appointed Graduate Fellow.....	199
Howard, Thomas—	
Appointed Laborer, Division Operation and Maintenance.....	180
Reappointed Ash Wheeler and salary increased.....	204
Huber, Ethel—	
Appointed Stenographer Agricultural Extension and Farm Crops Department	122
Resignation accepted	171
Hugger, Carl C.—	
Reappointed Assistant in Pathology.....	25
Reappointed Assistant in Roentgenology.....	26, 198
Reappointed Assistant in Pathology, Military leave.....	62, 197

Hughes, D. D.—	
Reappointed Assistant Farm Management Demonstrator, Agricultural Extension; salary increased.....	43, 45, 48
Granted leave of absence.....	180
Huffman, C. G.—	
Appointed Laborer, Receiving Department.....	35
Reappointed Laborer, Receiving Department; salary increased.....	207
Huffman-Conklin Company—	
Awarded contracts for Barracks and Laboratory Building.....	97, 98
Hummell, R. C.—	
Re-elected Instructor Chemistry.....	19
Resignation accepted	64
Humphrey, Maria (Mrs.)—	
Seamstress, Homeopathic Hospital.....	35
Humphrey, S. S.—	
Student Assistant Botany.....	88
Humphrey, W. A.—	
Re-elected Professor Diseases of Women, Surgical Gynecology and Obstetrics; salary increased.....	22, 194
Hunter, Clark (Mrs.)—	
Reappointed Pianist; salary increased.....	29
Reappointed Pianist	201
Hunter, Mary J.—	
Reappointed Stenographer; salary increased.....	31, 111
Transferred to position sales Clerk, Dairy Department; salary increased	146, 203
Huntington, C. C.—	
Re-elected Professor Economics and Sociology; salary increased.....	16
Re-elected Professor Economics and Sociology.....	187
Hutchinson, Edith—	
Appointed Home Demonstration Agent.....	233
Hutchinson, John L.—	
Re-elected Instructor Agricultural Chemistry and Soils.....	9
Resignation accepted	170
Hurst, Leona—	
Nurse in Training School, Homeopathic Hospital.....	139, 195
Hyman, Henrietta—	
Appointed Night Supervisor.....	67
Resignation accepted	110
Industrial Arts, Department of—	
Appointments, 1917-18	20
Wright, Harrold, salary increased.....	69
Coleman, Thomas C., appointed Assistant.....	86
Rickleby, O. D., declined appointment.....	161
Walker, William John, appointed Student Assistant.....	139
Appointments, 1918-19	192
Ingraham, E. S.—	
Re-elected Professor Romance Languages.....	15
Re-elected Professor Romance Languages; salary increased.....	187
Inscho, E.—	
Reappointed Plumber's Helper; salary increased, 1917-18.....	33
Reappointed Plumber's Helper; salary increased, 1918-19.....	204

Instructional Force, Members of—	
President given power to arrange for leaves, etc.....	4
Matter of compensation to those in Government service.....	68
Preliminary report concerning compensation to those who have volunteered	94
Irving, William—	
Reappointed Technical Assistant in Physiology; salary increased.....	26
Reappointed Technical Assistant in Physiology; salary increased.....	197
Irwin, C. Benj.—	
Appointed Assistant in Dairying.....	156
Reappointed Assistant Dairy Manufacturing.....	183
Irwin, Irene—	
Appointed Stenographer Agricultural Extension Service.....	211, 231
Ives, F. W.—	
Re-elected Assistant Professor Agricultural Engineering; salary increased	10
Re-elected Professor Agricultural Engineering; salary increased (12 months basis)	182
Jacobs, Beatrice—	
Student Nurse	23
Completed probation period training School for Nurses.....	59
Student Nurse Homeopathic Hospital.....	195
Jacobs, Bertha E.—	
Appointed Graduate Assistant American History.....	13
Jacobs, H. E.—	
Appointed Assistant in Horticulture.....	80
Reappointed Assistant Horticulture; salary increased (12 months).....	184
Jacobs, Sara—	
Reappointed Assistant to Registrar; salary increased.....	30
Resignation accepted	179
Jacobs, William—	
Salary increased	124
Resignation accepted	171
Jacoby, F. S.—	
Re-elected Assistant Professor Poultry Husbandry; salary increased.....	10
Re-elected Professor Poultry Husbandry; salary increased.....	182
Jarvis, C. W.—	
Reappointed Assistant Physics; salary increased.....	22
Reappointed Assistant Physics; salary increased.....	193
Jeffrey, Maud D.—	
Re-elected Reference Librarian; salary increased, 1917-18.....	28
Re-elected Reference Librarian, 1918-19.....	200
Jimison, Milo B.—	
Appointed Instructor in Dairying.....	80
Appointed County Agricultural Agent.....	142
Resignation accepted as Instructor Dairying.....	158
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Johnson, Charlotte—	
Reappointed Instructor Home Economics, Agricultural Extension; salary increased.....	42, 45, 48
Resignation accepted	120
Johnson, Edward F.—	
Appointed Assistant Professor Department Agricultural Education.....	141

Johnson, H. R.—	
Reappointed Tinner; salary increased.....	33
Reappointed Tinner; salary increased, 1918-19.....	204
Johnson, Helen Irene—	
Appointed Stenographer, Agricultural Extension Service.....	58
Johnson, Lester—	
Appointed Janitor	89
Johnson, Olga Josephine—	
Student Nurse Homeopathic Hospital.....	23
Certificate granted to.....	161
Johnson, O. M.—	
Re-elected County Agent Leader; salary increased.....	39, 44, 47
Re-elected County Agent Leader.....	209, 230
Joliffe, C. B.—	
Reappointed Assistant Physics.....	22
Resignation accepted	64
Jones, Earl G.—	
Reappointed Assistant Orthodontia.....	17
Reappointed Assistant Orthodontia.....	188
Jones, F. E.—	
Reappointed Receiving Clerk; salary increased.....	35
Reappointed Receiving Clerk; salary increased, 1918-19.....	207
Jones, Hannah—	
Leave of absence for September, 1917.....	57
Reappointed Secretary Farmers' Institute.....	44, 46, 49
Reappointed Secretary Farmers' Institute, 1918-19.....	233
Jones, Helen—	
Reappointed Stenographer	31
Resignation accepted	93
Jones, Huston—	
Reappointed Janitor; salary increased.....	34
Resignation accepted	111
Jones, J. E.—	
Appointed Ash Wheeler, Division Operation and Maintenance.....	66
Reappointed Ash Wheeler; salary increased.....	204
Jones, Martha—	
Appointed Home Demonstration Agent.....	131
Reappointed Home Demonstration Agent.....	233
Jones, Olive—	
Re-elected Librarian	28
Re-elected Librarian	200
Jones, Mary Elizabeth—	
Appointed Teacher Maternity and Children's Nursing.....	139
Resignation accepted	169
Jordan, Agnes—	
Appointed Stenographer, Agricultural Extension Service.....	7, 58
Reappointed Stenographer, 1918-19.....	209, 230
Jordon, L .F.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205

Journalism, Department of—	
Appointments, 1917-18	16
Hooper, Osman C., elected Professor	123
Friedman, Leon, appointed Editor "The Lantern"	157
Appointments, 1918-19	188
Judd, Horace—	
Re-elected Associate Professor Experimental Engineering	21
Re-elected Associate Professor Experimental Engineering; salary increased	192
Junkerman, Anna—	
Appointed Assistant Home Economics	121
Kaiser, A. O.—	
Reappointed Helper to Engineer; salary increased	32
Reappointed Helper to Engineer; salary increased	204
Kaiser, John—	
Member Committee on sale of Lot No. 103, Scioto County	83
Kaiser, R. C.—	
Reappointed Plumber	33
Reappointed Plumber; salary increased, 1918-19	204
Kauffman, Treva—	
Reappointed Instructor Home Economics, Agricultural Extension; salary increased	43, 45, 48
Reappointed Instructor Home Economics, Agricultural Extension	232
Kautz Land—	
Matter of purchase	6
Purchase completed	83
Kays, D. J.—	
Re-elected Professor Animal Husbandry; salary increased, 1917-18	10
Re-elected Professor Animal Husbandry	182
Keidel, H. C.—	
Re-elected Assistant Professor German	14
Concerning continuation of Services	36
Keiser, J. G.—	
Reappointed Graduate Assistant, Homeopathic Medicine; leave of absence ..	173
Kelley, Charles F.—	
Re-elected Professor Art; salary increased	17
Re-elected Professor Art	189
Kelley, Coletta—	
Reappointed Clerk	34
Reappointed Clerk; salary increased	206
Kellicott, Gertrude—	
Re-elected Accession Librarian, salary increased	28
Re-elected Accession Librarian, 1918-19	200
Keenan, Harold F.—	
Reappointed Clerk; salary increased	32
Resignation accepted	130
Kemper, Ralph L.—	
Appointed Graduate Scholar	23
Kent, Kathleen—	
Appointed Home Demonstration Agent	157
Reappointed Home Demonstration Agent	233

Ketcham, V. A.—	
Re-elected; salary increased.....	13
Title made Professor of English.....	37
Re-elected Professor of English.....	185
Ketner, F. G.—	
Appointed County Agricultural Agent, 1918-19.....	211, 231
Ketner, Victor Clare—	
Degree conferred on.....	134
Kettering, Charles F.—	
Came to Board meeting in an Airplane from Dayton.....	32
Member of Committee on location of Landing Field S. M. A., also concern- ing locker house.....	149
Key, Laura M.—	
Appointed Teacher in Maternity and Children's Nurse.....	37
Resignation accepted	120
Kiger, O. E.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Kilpatrick, Milligan—	
Appointed Instructor Poultry Husbandry, Agricultural Extension Service..	132
Reappointed Instructor Poultry Husbandry, Agricultural Extension.....	232
Kimball, D. R.—	
Reappointed Janitor; salary increased.....	34
Resigned	170
Kimpton, Walter B.—	
Degree conferred on.....	113
King, Mary Horton—	
Option on land accepted.....	61
Purchase of land from.....	103, 104
Kiseberth, John Ivan—	
Degree conferred on.....	160
Klein, Gertrude—	
Reappointed Stenographer Agricultural Extension.....	43, 49
Reappointed Stenographer Agricultural Extension, 1918-19.....	230
Klingberg, F. J. (Prof.)—	
Delivered series of lectures.....	6
Knight, George W.—	
Re-elected Professor American History.....	13
Dean of College of Education.....	17
Granted leave of absence.....	145
Re-elected Professor American History.....	135
Re-elected Dean College of Education.....	138
Knight, W. A.—	
Re-elected Associate Professor Machine Shop Practice.....	20
Serving in Aeronautics	85
Re-elected Associate Professor Machine Shop Practice, part time.....	192
Knipping, John R.—	
Elected Instructor European History.....	14
Re-elected Instructor European History.....	136
Knoblach, Dorothea—	
Appointed Assistant in English.....	14

Knouff, R. A.—	
Reappointed Assistant in Anatomy.....	24
Title made Instructor Anatomy.....	37
Leave of absence.....	178
Kohl, H. F.—	
Appointed Graduate Scholar.....	28
Koontz, R. J.—	
Appointed Graduate Scholar.....	28
Resignation accepted as Graduate Scholar.....	92
Kostir, W. J.—	
Re-elected Instructor Zoology and Entomology; salary increased.....	12
Re-elected Instructor Zoology and Entomology; salary increased.....	184
Kotz, Theodore F.—	
Re-elected Instructor German; salary increased.....	14
Leave of absence, 1917-18.....	62
Military leave, 1918-19.....	186
Kraus, Mary—	
Reappointed Auditor; salary increased.....	32
Reappointed Auditor; salary increased.....	202
Krecker, F. H.—	
Appointed Acting Director Lake Laboratory, 1917.....	12
Re-elected Assistant Professor Zoology and Entomology, Acting Director Lake Laboratory, 1918.....	12
Re-elected Assistant Professor Zoology and Entomology; salary increased.....	184
Kromer, Edward—	
Re-elected Assistant Professor Civil Engineering.....	20
Resignation accepted.....	64
Kuhn, H. W.—	
Re-elected Professor Mathematics.....	20
Re-elected Professor Mathematics; salary increased.....	192
Kuntz, Charles A.—	
Reappointed Budget and Inventory Clerk; salary increased.....	32
Promoted to position of Comptroller.....	181
Reappointed Comptroller; salary increased, 1918-19.....	202
Laboratory Building (Aeronautics)—	
Bids received for.....	95
Contract awarded.....	98
Lahmering, Mary—	
Reappointed Stenographer.....	30
Reappointed Stenographer; salary increased, 1918-19.....	203
Laird, M. E.—	
Promoted to County Agricultural Agent; salary increased.....	146
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Lake Laboratory—	
Work for summer 1918 to be done at State Fish Hatchery Building, Put- in-Bay.....	148
Administration of transferred to Dean College of Agriculture.....	161
Appointments, 1918-19.....	184
Lamb, Edna—	
Appointed Graduate Scholar.....	200
Lamb, Ione J.—	
Appointed Stenographer Agricultural Extension Service.....	212, 231

Lambert, Fonsa—	
Re-elected Assistant Profesor Comparative Anatomy; salary increased...	27
Leave of absence	159
Re-elected Assistant Professor Comparative Anatomy; military leave.....	199
Lampe, Lois—	
Appointed Student Assistant Botany.....	107
Land—	
Matter of Purchase of certain tracts for aviation purposes, President and Secretary to lay before the Governor.....	3, 4
Purchase of Hess Tract.....	6
Kautz tract of land, matter of purchase.....	6
Options on King and Ludman tracts, presented and accepted.....	61, 62
To be set aside for military and aviation purposes.....	73
Matter of sale of Lot No. 103 Scioto County, referred to a committee.....	83
Purchase of Kautz tract completed.....	83
Sale of Lot No. 103 not recommended.....	102
Purchase of William Neil King tract completed.....	104
Matter of contract with King Thompson regarding purchase of land north of University and south of Lane Avenue.....	76
Option on 62 acres owned by Mrs. Charlotte Pheneger.....	148
Purchase of land from D. F. Hiatt.....	161, 162
Dean Vivian presented plan for division of farm lands.....	234
Option on 5 acres Flenniken Pike and Lane Avenue, purchase authorized..	236
Landacre, F. L.—	
Re-elected Professor Anatomy; salary increased.....	24
Appointed Acting Dean College of Medicine.....	89
Salary assigned for services as Acting Dean of College of Medicine.....	195
Reappointed Acting Dean College of Medicine.....	195
Re-elected Professor Anatomy.....	195
Landing Field (for S. M. A.)—	
Matter of exact location.....	3, 149
Landis, G. W.—	
Appointed Teamster, Farm Operations.....	183
Lantern, The—	
Financial Report, 1917-18, presented.....	102
Chambers, Bert C., appointed Editor.....	86
Brown, W. Vaeth, appointed Business Manager.....	86
Resigned	93
Curfman, A Dwight, appointed Business Manager.....	86
Chambers, Bert C., resigned.....	120
Lantis, L. O.—	
Re-elected Instructor Rural Economics (one-half time).....	12
Re-elected Instructor Rural Economics (one-half time).....	184
Assistant Professor Rural Economics (part time) Agricultural Extension.	233
Lantz, Winifred (Mrs.)—	
Local Leader Boys' and Girls' Club Work.....	217, 232
La Salvia, James—	
Appointed Student Assistant Mechanical Engineering.....	87
Resignation accepted	129
Latham, E. H.—	
Awarded contract for Power House.....	74
Awarded contracts for Barracks, Machine Gun Range, and Laboratory Buildings	97, 98
Awarded contract additions to Ohio Union.....	103, 104

Latin, Department of—	
Appointments for 1917-18.....	15
Appointments for 1918-19.....	186
Laughlin, Gladys—	
Appointed Stenographer Department Botany.....	140
Resignation accepted	159
Law, College of—	
Appointments for 1917-18.....	23
Madden, Joseph W., appointed Assistant Professor.....	66
Law, John—	
Appointed Teamster Division Operation and Maintenance.....	122
Reappointed Teamster; salary increased.....	205
Law, Martha—	
Degree conferred on.....	160
Law, Department of—	
Appointments, 1917-18	23
Appointments, 1918-19	195
Lawson, James—	
Reappointed Checking Clerk; salary increased.....	35
Reappointed Checking Clerk; salary increased.....	207
Laylin, Clarence D.—	
Re-elected Professor Law; salary increased.....	23
Re-elected Professor Law.....	195
Leathers, Leon—	
Appointed Heat Control Mechanician.....	204
Leaves of Absence—	
President given full power concerning adjustment of salaries, etc.....	4
Mundhenk, R. L.....	59
For 25 persons in Government service.....	62
Lewisohn, Ludwig	63
Aiken, W. M.	63
McCampbell, E. F. (Dr.)	84
White, D. S. (Dr.)	84
North, C. C.	84
Haines, Thomas H.	84
Smith, E. C.	84
Reif, L. E.	86
Pintner, Rudolph, temporary	86
Bridges, J. W., temporary	84
Andrews, C. E.	84
Stanton, F. M., for first semester.....	84
Evans, W. L.	114
Faulder, George B.	125
Demorest, D. J.	125
Spencer, Henry R.	125
Nichols, J. H.	133
Lambert, Fonsa A.	159
Phillips, Thos. D.	160
Flowers, Alan E.	160
Paterson, Robert G.	144
Reichard, H. F.	144
Drury, H. B.	144
McKenzie, R. D.	144
Eckelberry, G. W.	144

Hagerty, James E.	147
Bruce, C. A.	147
Parry, C. E.	147
Knouff, R. A.	173
Grosvenor, Dr. Fred B.	173
Keiser, J. G.	173
Faehnle, Carl G.	173
Stover, W. G.	173
LeBay, B. A.—	
Reappointed Steam Fitter; salary increased.....	32
Reappointed Steam Fitter; salary increased.....	204
Lee, George Washington—	
Degree conferred on	113
Lehman, H. A.—	
Reappointed County Agricultural Agent; salary increased.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Leidigh, Donald—	
Reappointed Accession Assistant; salary increased.....	28
Reappointed Accession Assistant; salary increased.....	200
Leighton, J. A.—	
Re-elected Professor Philosophy	15
Re-elected Professor Philosophy	186
Leist, Joseph—	
Re-elected Assistant in Medicine.....	25
Title made Instructor in Medicine.....	37
Salary increased	91
Re-elected Instructor in Medicine; salary increased.....	197
Lenox, Helen—	
Appointed Clerk Homeopathic Hospital.....	108
Resignation accepted	159
Lerando, L. Z.—	
Reappointed Assistant German	14
Lewis, H. N.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Lewis, Marguerite—	
Reappointed Clerk; salary increased.....	31
Salary increased	145
Lewis, Mary—	
Reappointed Library Assistant.....	23
Resignation accepted	178
Lewis, R. G.—	
Appointed Student Assistant Anatomy.....	88
Lewisohn, Ludwig—	
Re-elected Assistant Professor German.....	14
Concerning continuation of services.....	36
Granted leave for 1917-18.....	63
Re-elected Assistant Professor German with leave of absence, 1918-19....	186
Library—	
Appointments for 1917-18	28
Magly, Bliss, resigned.....	64
Byrne, Paul R., resigned.....	64

Melsheimer, Ethel, appointed Library Assistant.....	28, 66
Marksbury, Susan, appointed Library Assistant.....	66
Schatzman, Edw., G., promoted to position of Library Assistant.....	69
Yeager, Willard H., appointed Night Assistant.....	109
Cooperrider, Edith B., appointed Library Assistant.....	109
Schwinn, E. A., salary increased.....	112
Thomas, Arthur N., appointed Assistant.....	140
Schabacker, Muriel H., appointed Cataloguer.....	140
North, Gertrude, appointed Library Assistant.....	141
Dutcher, Harriet S., resigned.....	143
Cooperrider, Edith B., salary increased, and put on full time.....	145
Sells, Helen, salary increased.....	145
Hopkins, Marie, salary increased.....	146
Eckstine, Augusta, salary increased.....	146
Eckstine, Augusta, resigned.....	170
Melsheimer, Evelyn, resigned.....	171
Schatzman, E. G., resigned.....	171
Beall, Helen, appointed Library Assistant.....	171
Nippert, Lillian, salary increased.....	173
Thomas, Arthur N., services extended one-half month.....	174
Lewis, Mary E., resigned.....	178
Schwinn, E. A., resigned.....	179
Yeager, W. H., resigned.....	178
Mason, Frances, appointed Assistant.....	179
Appointments, 1918-19.....	200
Lindamond, V. G.—	
Reappointed Pavilion Groom; salary increased.....	10
Salary increased.....	123
Reappointed groom.....	182
Linder, Grace—	
Re-elected Instructor Home Economics.....	11
Re-elected Instructor Home Economics (part time).....	183
Lindsley, C. F.—	
Re-elected Instructor English; salary increased.....	13
Resignation accepted.....	110
Linville, M.—	
Appointed Janitor.....	67
Resignation accepted.....	93
Locke, Gladys—	
Appointed Teaching Laboratory Nurse.....	87
Reappointed Laboratory Technician.....	194
Lockett, Harry E.—	
Appointed Student Assistant Electrical Engineering.....	87
Reappointed Student Assistant Electrical Engineering Department.....	191
Lockhart, O. C.—	
Re-elected Professor Economics and Sociology; salary increased.....	16
Re-elected Professor Economics and Sociology.....	187
Loessel, Gertrude—	
Reappointed Teacher Surgical Nursing; salary increased.....	23
Transferred to position Acting Principal Training School Nurses; salary increased.....	183
Reappointed Principal Nurses' Training School; salary increased.....	194
Lofton, Edward—	
Appointed Janitor.....	172

Logan, Nellie A.—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Long, C. L.—	
Appointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Long, Ernest—	
Reappointed Janitor; salary increased.....	34
Transferred to School Military Aeronautics.....	174
Long, John—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Long, J. S.—	
Reappointed Teamster, Farm Operations.....	11
Salary increased	123
Reappointed Teamster	183
Long, O. G.—	
Appointed Laborer, Operation and Maintenance.....	8, 32
Resignation accepted	65
Long, R. D.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed District Supervisor, 1918-19.....	209, 230
Longacher, John—	
Appointed Instructor Winter Course Agriculture.....	133
Looker, C. D.—	
Appointed Assistant in Chemistry.....	191
Lord Hall—	
Addition to West end, plans approved, appropriation for.....	149
Bids received and contracts awarded; additional appropriation.....	155
Lord, Henry C.—	
Re-elected Professor Astronomy.....	18
Serving in School of Military Aeronautics.....	85
Re-elected Professor Astronomy.....	190
Lorsheter, Frances M.—	
Appointed Graduate Scholar.....	66
Lowe, Myra—	
Appointed Graduate Fellow.....	28
Lowery, S.—	
Reappointed Fireman; salary increased.....	32
Reappointed Fireman; salary increased.....	204
Lubbehusen, Raymond Elmer—	
Degree conferred on.....	160
Ludlum, J. C.—	
Appointed Janitor	179
Reappointed Janitor; salary increased.....	205
Ludman, C. M.—	
Option on land accepted.....	61
Purchase of land from.....	105
Ludwig, E. C.—	
Reappointed Assistant in Surgery.....	26
Title made Instructor in Surgery.....	37
Leave of absence, 1917-18.....	62
Re-elected Instructor in Surgery; Military leave, 1918-19.....	198

Lugibihl, M. R.—	
Appointed Graduate Assistant German.....	14
Resignation accepted	143
Luttrell, Cyrus John William—	
Degree conferred on	114
Lutz, H. W.—	
Appointed Student Assistant Botany.....	88
Salary increased; title made Graduate Assistant.....	133
Lyman, John F.—	
Re-elected Professor Agricultural Chemistry.....	9
Salary increased, 1917-18.....	
Re-elected Professor Agricultural Chemistry; salary increased; put on 12 months basis, 1918-19.....	181
Lysatt, J. C.—	
Reappointed Technician Ceramic Engineering.....	19
Reappointed Technician Ceramic Engineering; salary increased.....	190
McCague, Per Lee—	
Appointed Laborer Department Animal Husbandry.....	109
Resigned	159
McCamish, C. H.—	
Appointed Student Assistant Astronomy.....	122
Withdrew voluntarily	147
Appointed Student Assistant (1 month).....	172
McCampbell, E. F. (Dr.)—	
Leave of absence for war service.....	84
Re-elected Dean College Medicine.....	24
Professor Preventive Medicine.....	26, 198
Re-elected Dean College of Medicine, on Military leave.....	195
McCann, Benj. F.—	
And President Thompson, a committee to confer with Trustees Protestant Hospital	128
And C. F. Kettering, Acting President Adams, and Secretary, a committee on Landing Field and Locker House for Physical Education....	149
Re-elected Chairman Board of Trustees.....	234
McCarty, Pearl Alphonso—	
Degree conferred on	113
McCaughy, W. J.—	
Re-elected Professor Mineralogy.....	21
Re-elected Professor Mineralogy.....	193
McClain, Esther—	
Appointed Graduate Scholar.....	23
McClintock, Chester—	
Storekeeper Laboratory Supply Store; salary increased.....	35
Salary increased	145
Reappointed Storekeeper Laboratory Supply; salary increased, 1918-19....	207
McClintock, J. E.—	
Re-elected Supervisor of Publications and Correspondence Courses; salary increased.....	38, 43, 47
Re-elected Agricultural Editor, Agricultural Extension, 1918-19.....	230

McClure, Isabel—	
Appointed Stenographer Agricultural Extension.....	7
Reappointed Stenographer Agricultural Extension.....	38, 44, 47, 49
Reappointed Stenographer Agricultural Extension, 1918-19.....	230
McClure, George M.—	
Reappointed Instructor Agricultural Chemistry and Soils; salary increased, 1917-18	9
Reappointed Instructor Agricultural Chemistry and Soils; salary increased (12 months basis).....	181
McCoard, G. W.—	
Re-elected Professor Mathematics.....	21
Re-elected Professor Mathematics.....	192
McCowen, Edgar Oscar—	
Degree conferred on	114
McCoy, Vera M.—	
Re-elected Instructor Bacteriology.....	24
McCoy, William Collins—	
Degree, conferred on	114
McCoy, W. E.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	211, 231
McCracken, Chas. C.—	
Appointed Professor School Administration.....	66
Re-elected Professor School Administration.....	189
McCracken, Wm. C.—	
Reappointed Chief Engineer and Superintendent Buildings and Grounds; salary increased	32
Reappointed Chief Engineer.....	204
McCuen, G. W.—	
Re-elected Instructor in Agricultural Engineering; salary increased.....	10
Title changed to Assistant Professor Agricultural Engineering; salary increased	182
McDonald, R. A.—	
Reappointed Technician Anatomy.....	24
Resignation accepted	169
McGarry, T.—	
Foreman of campus; salary increased.....	38
Reappointed Foreman of campus; salary increased, 1918-19.....	205
McGaughey, Mary—	
Appointed Stenographer	31
Resignation accepted	129
Appointed Secretary War Records Committee.....	147
McGrail, Agnes—	
Reappointed Laundress; salary increased.....	34
Reappointed Laundress; salary increased, 1918-19.....	206
McGrath, D. W.—	
Awarded Contract for Hospital, School Military Aeronautics.....	154, 155
Awarded contract for addition to Lord Hall.....	155, 156
McGuire, Lelia—	
Appointed Dietitian Homeopathic Hospital.....	58
Fees remitted, 1917-18.....	174
Resignation accepted	178

McIntyre, C. N.—	
Appointed Graduate Assistant Botany.....	88
Salary increased	145
McKee, Alice D.—	
Reappointed Cataloguer	28
Reappointed Cataloguer; salary increased, 1918-19.....	200
McKellip, Ivan—	
Reappointed Dairy Field Agent; salary increased.....	43, 44, 48
Reappointed Dairy Field Agent Agricultural Extension.....	282
McKenzie, R. D.—	
Re-elected Instructor Economics and Sociology; salary increased.....	16
Granted leave of absence.....	144
Re-elected Instructor Economics and Sociology; salary increased.....	187
McKinnon, V. G.—	
Reappointed painter	33
Resignation accepted	159
McKnight, G. H.—	
Re-elected Professor English.....	13
Re-elected Professor English; salary increased.....	185
McManigal, Allen P.—	
Appointed Student Assistant Mine Engineering.....	122
McMaster, Electric Company—	
Awarded contract for electrical work Hospital S. M. A.....	154, 155
Awarded contract for electrical work, addition to Lord Hall.....	155, 156
McMillan, Margaret—	
Reappointed Stenographer Agricultural Extension; salary increased.....	38, 49
Resignation accepted	143
McMillan, Mary E.—	
Appointed Stenographer Judging Pavilion.....	130
Reappointed Stenographer; salary increased.....	203
McNeal, Edgar H.—	
Re-elected Professor European History.....	14
Re-elected Professor European History; salary increased.....	186
McPeck, Clayton—	
Re-elected Assistant Professor Physiology.....	26
Re-elected Assistant Professor Physiology.....	197
McPherson, William—	
Re-elected Professor Chemistry.....	19
Leave of absence, 1917-18.....	62
Dean Graduate School.....	27
Re-elected Professor Chemistry on Military Leave.....	190
Re-elected Dean Graduate School; Military leave.....	199
Maag, E. F.—	
Appointed Student Assistant Anatomy.....	88
MacConathy, Doris—	
Appointed Assistant Home Economics.....	81
MacNeilan, Deborah May—	
Degree, conferred on.....	147
Machine Gun Range (Aeronautics)—	
Bids received	96
Contract awarded	97

Madden, J. F.—	
Added to Budget of Military Science.....	80
Sergeant Department Military Science and Tactics, 1918-19.....	201
Madden, Joseph W.—	
Appointed Assistant Professor Law.....	66
Re-elected Professor Law.....	195
Maddox, Della R.—	
Appointed Assistant Romance Languages.....	86
Magly, Bliss—	
Reappointed Stack Attendant.....	
Title made Library Assistant.....	28, 37
Resignation accepted	64
Magruder, W. T.—	
Re-elected Professor Mechanical Engineering.....	21
Serving in Military Aeronautics.....	85
Re-elected Professor Mechanical Engineering (part time).....	192
Mahan, C. A.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed District Supervisor, 1918-19.....	209, 230
Mahaffey, E. L.—	
Reappointed Assistant in Chemistry.....	19
Resignation accepted	110
Mahaffey, William F.—	
Reappointed Night Watchman.....	33
Salary increased	112
Reappointed Night Watchman; salary increased.....	205
Makepeace, Marguerite L.—	
Reappointed Clerk; salary increased.....	202
Mallon, Guy W.—	
Reappointed Trustee by Governor Cox.....	178
Manson, Edmund S.—	
Re-elected Associate Professor Astronomy.....	18
Leave of absence, 1917-18.....	62
Military leave of absence, 1918-19.....	190
Manual Training, Department of—	
Appointments for 1917-18	17
Appointments for 1918-19	189
Marchezo, J.—	
Reappointed Wiper; salary increased.....	32
Resignation accepted	120
Reappointed Wiper	157
Marino, Anthony—	
Appointed Assistant History of Education.....	17
Title changed to Instructor; salary increased.....	189
Mark, Mary Louise—	
Re-elected Instructor Economics and Sociology.....	16
Title changed to Assistant Professor Economics and Sociology; salary in- creased	187
Marksbury, Susan—	
Appointed Library Assistant.	66
Reappointed Library Assistant; salary increased, 1918-19.....	200

Markwith, R. H.—	
Appointed Interne	24
Marling, Paul E.—	
Elected Instructor in Chemistry.....	191
Martin, E. I.—	
Reappointed Carpenter; salary increased.....	33
Reappointed Carpenter; salary increased, 1918-19.....	204
Martin, Floyd Marion—	
Appointed Assistant Engineering Drawing.....	140
Reappointed Assistant Engineering Drawing.....	191
Martin, Jesse—	
Employed in Department Pathology, July and August, 1917.....	93, 94
Martindale, Edwin—	
Re-elected Instructor Anesthetics.....	17
Salary increased	92
Salary increased	112
Re-elected Instructor Anesthetics	138
Marquis, F. W.—	
Re-elected Professor Steam Engineering.....	21
Salary increased	68
Re-elected Professor Steam Engineering.....	192
Marsh, Florence B.—	
Appointed Stenographer College of Arts.....	108
Marshall, Ida—	
Appointed Assistant Department Home Economics.....	139
Mason, Frances—	
Appointed Library Assistant.....	179
Reappointed Library Assistant.....	200
Mason, James O.—	
Appointed Groom Department Veterinary Medicine.....	143
Reappointed Groom Veterinary Department.....	199
Masso, H.—	
Appointed Assistant Department Romance Languages.....	187
Masters, Vera McCoy—	
Re-elected Instructor Bacteriology; salary increased.....	196
Mathematics, Department of—	
Appointments for 1917-18	20
Morningstar, Charlotte, appointed Assistant.....	66
Weaver, James H., appointed Instructor.....	89
Appointments for 1918-19	192
Mather, Marie—	
Reappointed Stenographer Agricultural Extension; salary increased.....	42, 49
Resignation accepted	171
Mathias, C. A.—	
Appointed Assistant in Architecture.....	18
Title made part time Assistant.....	113
Reappointed Assistant in Architecture (part time).....	190
Matthews, Josephine—	
Reappointed Superintendent Oxley Hall.....	35
Reappointed House Superintendent Oxley Hall.....	207

May, John T. L.—	
Appointed Instructor Mechanical Engineering.....	85
Reappointed Instructor Mechanical Engineering.....	192
Mayer, Carl F., Jr.—	
Reappointed Draftsman; salary increased.....	84
Reappointed Draftsman; salary increased, 1918-19.....	206
Mazzola, Louis—	
Reappointed Ash Wheeler.....	32
Means, H. J.—	
Re-elected Instructor Roentgenology and Radiographer, Protestant and St. Francis Hospitals	26
Re-elected Instructor Roentgenology; salary increased.....	198
Means, J. W.—	
Re-elected Instructor Surgery.....	26
Leave of absence, 1917-18.....	62
Re-elected Instructor Surgery; Military leave of absence, 1918-19.....	198
Mechanics, Department of—	
Appointments, 1917-18	21
Appointments, 1918-19	193
Mechanical Engineering, Department of—	
Appointments, 1917-18	21
Moran, Edward, appointed Refrigeration Stationery Engineer.....	58
Salary F. W. Marquis increased.....	68
Salary H. H. Pikert increased.....	69
Pratt, R. L., salary increased.....	69
Greeley, John J., appointed Laborer.....	81
Norman, Carl A., appointed Professor.....	85
May, John T. L., appointed Instructor.....	85
La Salvia, James, appointed Assistant.....	87
Wasson, R. H., declined appointment.....	90
Brown, A. I., resigned.....	98
Moran, Edw. F., resigned.....	111
La Salvia, James, resigned.....	129
Bowser, Stanley, W., resigned.....	129
Darnell, Victor L., appointed Student Assistant.....	140
Appointments for 1918-19.....	192
Medicine, Department of—	
Appointments, 1917-18	24
Haines, Thomas H., leave of absence.....	84
Leist, J. W.; salary increased.....	91
Williams, Guy H., appointed Instructor.....	128
Appointments, 1918-19	195
Medicine, College of—	
Tuition fees for 1917-18.....	8
Deposit fee abolished	8
Matter of contract with Protestant Hospital.....	63
Friends' Rescue Home, basis of payment for obstetrical cases.....	98
McCampbell, E. F., on leave for War Service.....	84
Elizabeth Home, payment for obstetrical cases.....	113
Appropriation for Nurse State Street Dispensary.....	68
Wardlow, Yeatman, title changed.....	68
Bigelow, L. L., title changed.....	68
Landacre, F. L., appointed Acting Dean.....	89
Matter of Nursery for.....	128

Appointments, 1918-19	195
Fees for year 1918-19.....	236
Meetings—	
July 3-4, 1917 (Dayton).....	3-56
July 24, 1917.....	57-61
September 4, 1917.....	61-73
September 7, 1917 (Dayton).....	73-82
October 2, 1917.....	82-100
November 7, 1917.....	100-116
November 17, 1917.....	116-118
January 8, 1918.....	118-123
January 29, 1918.....	123-134
March 5, 1918.....	135-152
April 9, 1918.....	152-162
May 25 and 28, 1918.....	162-177
June 24-25, 1918 (Dayton).....	178-237
Megathy, Ruth—	
Assistant Home Economics.....	139
Meiklejohn, Robert—	
Re-elected Assistant Professor Engineering Drawing; salary increased...	20
Re-elected Assistant Professor Engineering Drawing; salary increased....	191
Mellon, Melvin G.—	
Reappointed Assistant Chemistry.....	19
Re-elected Instructor Chemistry.....	191
Melsheimer, Ethel—	
Appointed Library Assistant (Botany Building).....	66
Reappointed Library Assistant; salary increased.....	200
Melsheimer, Evelyn—	
Appointed Library Assistant.....	28, 66
Resignation accepted	171
Mendenhall, T. C.—	
Lecturer, 1918-19	201
Meredith, E. W.—	
Appointed Student Assistant Department Anatomy.....	
Merrill, A. J.—	
Added to Budget of Military Science.....	80
Merrill, James—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Merrill, James (Mrs.)—	
Reappointed Janitress	35
Transferred from Budget of Janitors to Dental Clinic (Rotary).....	36
Reappointed Janitress, 1918-19.....	206
Mesloh, Selma—	
Reappointed Assistant Physical Education; salary increased.....	29
Leave of absence for first semester.....	84
Leave for second semester.....	134
Reappointed Assistant Physical Education; salary increased.....	201
Metallurgy, Department of—	
D. J. Demorest made Head of Department.....	37
Appointments, 1917-18	21
Smith, E. C., leave of absence.....	84
Arms, Ray W., appointed Assistant.....	87

Arms, Ray W., resigned.....	110
Gregorious, John S., appointed Assistant.....	130
Appointments, 1918-19	193
Metcalf, C. L.—	
Re-elected Assistant Professor Zoology and Entomology.....	12
Re-elected Assistant Professor Zoology and Entomology with leave of absence	184
Metcalf, Z. P.—	
Appointed for work in Entomology Lake Laboratory, 1918.....	184
Metour, E. P.—	
Appointed Instructor Romance Languages.....	15
Resignation accepted	120
Metze, Oscar—	
Reappointed Diener Bacteriology Department.....	24
Reappointed Diener Bacteriology Department; salary increased.....	196
Meyer, Florence A.—	
Re-elected Assistant Professor Physical Education; salary increased.....	29
Re-elected Assistant Professor Physical Education; leave of absence.....	201
Miller, Clara—	
Reappointed Assistant to Registrar; salary increased, 1917-18.....	30
Reappointed Assistant to Registrar; salary increased, 1918-19.....	202
Miller, Ellen—	
Appointed Assistant Home Economics.....	30
Reappointed Assistant Home Economics; salary increased.....	183
Miller, Gail E.—	
Appointed Stenographer College of Medicine.....	109
Resignation accepted	171
Miller, George—	
Reappointed Janitor; salary increased.....	33
Resignation accepted	93
Miller, Helen—	
Student Nurse, Homeopathic Hospital.....	23
Resignation accepted	194
Miller, Herman C.—	
Reappointed Assistant Economics and Sociology; salary increased.....	16
Declined appointment	65
Miller, H. W.—	
Reappointed First Assistant Storekeeper; salary increased.....	35
Reappointed First Assistant Storekeeper; salary increased.....	207
Miller, J. T.—	
Reappointed Mechanic, Agricultural Engineering; salary increased.....	10, 182
Miller, Martha Monica—	
Reappointed Student Assistant Astronomy.....	65
Resignation accepted	120
Miller, Mary M.—	
Appointed Graduate Assistant, Romance Languages.....	15
Miller, Myron D.—	
Appointed County Agricultural Agent.....	143
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Miller, R. C.—	
Reappointed Instructor Agricultural Engineering in Agricultural Extension; salary increased.....	40, 45, 48

Miller, Robert E.—	
Appointed Graduate Assistant Chemistry.....	87
Miller, Ruth—	
Appointed Laboratory Assistant Psychology.....	107
Reappointed Laboratory Assistant Psychology.....	189
Millfelt, Edmund R.—	
Reappointed Stenographer; salary increased.....	32
Resignation accepted	110
Mills, J. H.—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Military Aeronautics, School of—	
Statement to President concerning work and use of space.....	3
Allowance for buildings.....	72, 73
Buildings for, located.....	79
Report concerning buildings.....	94
Budget for, presented.....	100
Mezzanine floor in Gym. to accommodate increased numbers and tempo- rary kitchen at Ohio Union.....	134
Landing field, exact location of.....	149
Report concerning operation of small hospital for.....	153, 154
Bids received and contracts awarded.....	155
Military Science and Tactics—	
Appointments for 1917-18	29
Sergeants Merrill and Madden added to budget.....	80
John O'Rourke appointed Ordnance Sergeant.....	121
Erskine, W. S., appointed Assistant.....	108
Erskine, W. S., resigned.....	170
Appointments for 1918-19.....	201
Mine Engineering, Department of—	
Appointments for 1917-18.....	21
Roberts, Ray B., appointed Student Assistant.....	108
Faustino, Leopoldo, appointed Student Assistant.....	108
Bowden, R. K., resigned.....	120
Roberts, Ray B., resigned.....	120
Faustino, Leopoldo, resigned.....	120
McManigal, Allen P., appointed Student Assistant.....	122
Henry, Curtis R., resigned.....	158
Small, Edson I., to be paid a salary.....	161
Henry Curtis R., appointed Student Assistant.....	139
Appointments for 1918-19	193
Mineralogy, Department of—	
Appointments for 1917-18.....	21
Appointments for 1918-19.....	193
Mitchell, Margaret—	
Reappointed Library Assistant, 1917-18.....	28
Reappointed Library Assistant; salary increased.....	200
Mitra, Swarna K.—	
Appointed Graduate Fellow.....	199
Mix, S. I.—	
Appointed Graduate Assistant in Geology.....	14
Mobberly, Ollie O.—	
Superintendent of Laboratories and Summer Clinic (Dentistry).....	17
Re-elected Superintendent Laboratories.....	188

Monnett, Eliza—	
Reappointed Janitress; salary increased.....	34
Resignation accepted	178
Monnett, Lillian—	
Reappointed Janitress; salary increased.....	34
Resignation accepted	178
Montgomery, L. M.—	
Re-elected Professor Horticulture; salary increased.....	11
Re-elected Professor Horticulture and Forestry; salary increased.....	184
Montgomery, William—	
Appointed Instructor Department Agricultural Education.....	143
Resignation accepted	178
Moor, Lillian (Mrs.)—	
Appointed Stenographer College of Medicine.....	109
Reappointed Stenographer; salary increased, 1918-19.....	203
Moor, Wendell A.—	
Appointed Graduate Assistant Chemistry.....	19
Resigned	159
Moore, Helen—	
Waitress Homeopathic Hospital.....	35
Moore, Mabel M.—	
Degree conferred on.....	114
Moore, R. M.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Moran, Alice—	
Reappointed Stenographer	31
Salary increased	91
Reappointed Stenographer; salary increased.....	203
Moran, Edward—	
Appointed Refrigeration Stationary Engineer.....	53
Resignation accepted	111
Moran, Mabel—	
Reappointed Stenographer; salary increased.....	30
Reappointed Stenographer; salary increased.....	203
Morningstar, Charlotte—	
Appointed Assistant in Mathematics.....	66
Morningstar, Helen—	
Appointed Instructor in Geology.....	66
Re-elected Instructor Geology; salary increased.....	186
Morrey, C. B.—	
Re-elected Professor Bacteriology; salary increased.....	24
Re-elected Professor Bacteriology; salary increased.....	196
Morris, Alice L.—	
Reappointed Library Assistant.....	28
Reappointed Library Assistant; salary increased, 1918-19.....	200
Morris, C. C.—	
Re-elected Professor Mathematics	20
Re-elected Professor Mathematics	192
Morris, Clyde T.—	
Re-elected Professor Structural Engineering; salary increased.....	19
Re-elected Professor Structural Engineering; salary increased.....	191

Morris, G. M.—	
Appointed Acting Professor Principles and Practice of Education.....	68
Morrow, Esther—	
Appointed Cost Clerk.....	32
Salary increased	145
Reappointed Bill Clerk; salary increased, 1918-19.....	202
Mosier, W. H.—	
Reappointed Instructor Horticulture; salary increased.....	12
Resignation accepted	110
Mougey, Helen—	
Appointed Home Demonstration Agent.....	81
Salary adjustment	115
Reappointed Home Demonstration Agent.....	233
Mowls, L. L.—	
Appointed County Agricultural Agent.....	132
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Mulvey, Vitus Modustun—	
Degree conferred on	160
Mundhenk, R. L.—	
Re-elected Instructor Pathology	27
Leave of absence during War.....	59
Re-elected Professor Pathology (Military leave).....	199
Munger, Ralph W.—	
Appointed County Agricultural Agent.....	141
Reappointed County Agricultural Agent, 1918-19.....	211, 231
Murphy, Helen Louise—	
Degree, conferred on	160
Murtha, Kathryn L.—	
Appointed Stenographer Department Dairying.....	140
Reappointed Stenographer; salary increased.....	203
Muse, E. R.—	
Reappointed Janitor; salary increased.....	34
Salary increased	111
Reappointed Janitor; salary increased, 1918-19.....	206
Mutchmore, W. M.—	
Reappointed Custodian	34
Reappointed Custodian	206
Myer, L. H.—	
Reappointed Laborer, Animal Husbandry; salary increased.....	10
Salary increased	123
Reappointed Laborer Department Animal Husbandry.....	182
Myers, Joseph S.—	
Re-elected Professor Journalism.....	16
Re-elected Professor Journalism.....	183
Myers, Lucile—	
Reappointed Teaching Night Supervisor.....	23
Resignation accepted	64
Naile, Florence—	
Appointed Bookkeeper	158
Reappointed Bookkeeper	202
National Dairy Show—	
Appropriation for expenses of exhibits.....	94

Neil Avenue Driveway—	
Bids opened	71
All bids rejected; driveway to be repaired.....	76
Appropriation cancelled	236
Neilson, Wilhelm—	
Re-elected Instructor Civil Engineering; salary increased.....	20
Re-elected Instructor Civil Engineering; salary increased.....	191
Nesbitt, Florence—	
Appointed Home Demonstration Agent.....	132
Reappointed Home Demonstration Agent, 1918-19.....	233
Nichol, Frances—	
Appointed Dietitian Homeopathic Hospital.....	180, 194
Nichols, J. H.—	
Re-elected Assistant Professor Physical Education; salary increased.....	
Title made Professor Physical Education.....	29, 37
Leave of absence	133
Re-elected Professor Physical Education, Military leave, 1918-19.....	201
Nimocks, Ruth (Mrs.)—	
Housekeeper, Homeopathic Hospital.....	35
Nippert, Lillian M.—	
Reappointed Library Assistant; salary increased.....	28
Salary increased	173
Reappointed Library Assistant; salary increased.....	200
Noble, Ellis L.—	
Appointed Student Assistant Psychology.....	106
Resignation accepted	169
Nold, H. E.—	
Re-elected Assistant Professor Mine Engineering.....	21
Re-elected Assistant Professor Mine Engineering and Acting Head of Department; salary increased	193
Norman, Carl A.—	
Appointed Professor Machine Design.....	85
Re-elected Professor Machine Design; salary increased.....	192
Norris, W. J.—	
Re-elected Instructor Art; salary increased.....	17
Re-elected Instructor Art; salary increased.....	139
North, C. C.—	
Re-elected Assistant Professor Economics and Sociology; salary increased. 16	
Leave of absence for current year.....	84
Re-elected Professor Economics and Sociology; salary increased.....	187
North Central Association—	
Geo. R. Twiss appointed delegate to meeting of.....	124
North, Gertrude F.—	
Appointed Library Assistant.....	141
Reappointed Library Assistant, 1918-19.....	200
North, William—	
Reappointed Policeman; salary increased.....	33
Reappointed Policeman; salary increased, 1918-19.....	205
Norton, S. A.—	
Re-elected Emeritus Professor Chemistry.....	19
Re-elected Emeritus Professor Chemistry.....	190

Nursery—	
For use of College of Medicine.....	128
Nurses Home—	
Denney Residence on Campus to be remodeled for.....	57
Nutt, E. J.—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor; salary increased.....	205
Obaugh, W. Aimee—	
Reappointed Stenographer	30
Reappointed Stenographer; salary increased, 1918-19.....	203
O'Brien, Arema—	
Reappointed Assistant to Dean of Women; salary increased.....	30
Reappointed Assistant to Dean of Women (12 months); salary increased..	203
Obstetrics, Department of—	
Appointments for 1917-18	25
Appointments for 1918-19.....	197
Ockerblad, F. O.—	
Appointed Instructor in Bacteriology.....	196
Officers of the Board—	
Elected for year ending June 30, 1919.....	234
Ogden, Ellsworth—	
Completed research work under Direction of Professor Orton.....	125
Ohio Agricultural Experiment Station—	
Agreement between Experiment Station and Ohio State University concerning non-resident Professor Entomology and Associate Entomology	126
Ohio State Lantern—	
Financial Report for 1916-17 presented.....	102
Ohio Union Building—	
Addition to	60
Appropriation for additions.....	60
Bids for additions received; contract awarded to E. H. Latham.....	103, 104
Store room and refrigeration completed.....	117
Temporary kitchen to accommodate increased number in S. M. A.....	134
Ohlson, H. C.—	
Re-elected Instructor Physical Education.....	29
Re-elected Instructor Physical Education; salary increased.....	201
Okey, Maud—	
Reappointed State Home Demonstration Agent, Agricultural Extension; salary increased.....	44, 48, 45
Olin, H. L. —	
Re-elected Assistant Professor Chemistry; salary increased.....	19, 105
Olsen, A. A.—	
Appointed Graduate Assistant Agricultural Chemistry and Soils.....	9
Resigned	120
Appointed Assistant County Agricultural Agent.....	131
Promoted to County Agricultural Agent; salary increased.....	146
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Ophthalmology and Oto-Laryngology, Department of—	
Appointments for 1917-18	25
Appointments for 1918-19	197

Options on Lands—	
King and Ludman tracts.....	61
Land owned by Mrs. Charlotte C. Pheneger.....	148
Land corner Flenniken Pike and Lane Avenue.....	236
Oram, Thomas—	
Appointed Inspector of Watchmen.....	67
Salary increased	112
Reappointed Inspector of Watchmen; salary increased.....	205
O'Rourke, John—	
Reappointed supervisor	33
Leave of absence, 1917-18.....	59
Ordnance Sergeant Military Science and Tactics.....	121
Reappointed Sergeant, Department Military Science.....	201
Ort, J. M.—	
Appointed Assistant in Chemistry.....	191
Osborn, Dorothy—	
Appointed Graduate Scholar.....	28
Osborn, Herbert—	
Re-elected Research Professor Zoology and Entomology.....	12
Authorized to attend meeting in Washington.....	115
Re-elected Research Professor Zoology and Entomology.....	184
Osburn, Raymond C.—	
Re-elected Professor Zoology and Entomology and Head of Department....	12
Re-elected Professor Zoology and Entomology and Head of Department....	184
Oswald, Florence Clara—	
Degree conferred on.....	147
Otis, C. H.—	
Appointed for Service Lake Laboratory, 1917.....	12
Declined appointment at Lake Laboratory.....	59
Overholt, Virgil—	
Reappointed Assistant Professor Agricultural Engineering, Agricultural Extension; salary increased.....	40, 45, 48
Overpeck, John G.—	
Appointed Graduate Scholar.....	28
Resigned	159
Oxley Hall—	
Appointments, 1917-18	35
Appointments, 1918-19	207
Paddock, W.—	
Re-elected Professor Horticulture; salary increased.....	11
Re-elected Professor Horticulture and Forestry.....	184
Page, Elsa Pearl—	
Appointed Home Demonstration Agent.....	132
Pake, Charles E.—	
Reappointed Student Assistant Pharmacy.....	27
Pharmacist Park Street Dispensary 3 months.....	7
Palmer, Elizabeth—	
Reappointed Clerk and Stenographer; salary increased.....	35
Reappointed Clerk and Stenographer; salary increased.....	207
Palmer, W. H.—	
Re-elected State Leader Boys' and Girls' Club Work; salary increased.....	42, 44, 47
Re-elected State Leader Boys' and Girls' Club Work, 1918-19.....	217, 232

Park, Elizabeth—	
Appointed Graduate Assistant Chemistry.....	191
Park, Jay B.—	
Re-elected Professor Farm Crops.....	11
Re-elected Professor Farm Crops; salary increased.....	183
Parker, Amy—	
Appointed Home Demonstration Agent, Agricultural Extension Service...	106
Reappointed Home Demonstration Agent.....	283
Parker, Wiley—	
Appointed Laborer, Farm Operations.....	183
Parks, T. H.—	
Appointed Assistant Professor Zoology, Agricultural Extension Service...	171
Reappointed Assistant Professor Entomology in Agricultural Extension, 1918-19	282
Parry, Carl E.—	
Re-elected Assistant Professor Economics and Sociology; salary increased.	16
Leave of absence second semester.....	147
Re-elected Professor Economics and Sociology; salary increased.....	187
Paterson, R. G.—	
Re-elected Assistant Professor Public Health and Director Hospital and Dispensary Social Service.....	26
Leave of absence second semester.....	144
Re-elected Assistant Professor Public Health and Director Hospital and Dispensary Social Service.....	198
Pathology, Department of—	
Appointments for 1917-18.....	25
Appropriation for services of Jesse Martin.....	93, 94
Donahue, Zeta, appointed Technical Assistant.....	89
Cameron, Hazel, salary increased.....	91
Fisher, Margaret, appointed Technical Assistant.....	115
Appointments for 1918-19.....	197
Patterson, Ida Mae—	
Degree, conferred on.....	160
Patton, Helen—	
Reappointed Assistant to Registrar; salary increased.....	30
Resignation accepted	178
Peck, M.—	
Reappointed Teamster, Farm Operations.....	11
Salary increased	123
Reappointed Teamster	183
Peck, Nora—	
Clerk, add to Budget of Stenographic and Clerical.....	31, 36
Reappointed Clerk	203
Penn, W. M.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Pennoyer, Mary A.—	
Appointed Clerk, College Homeopathic Medicine.....	89
Resignation accepted	121
Percival, Milton—	
Re-elected Assistant Professor English.....	13
Re-elected Assistant Professor English.....	185

Perkins, Clarence—	
Re-elected Professor European History.....	14
Re-elected Professor European History; salary increased.....	186
Perry, Lowell D.—	
Appointed Stenographer Agricultural Extension Service.....	210, 231
Peterman, Isaac Harris—	
Degree, conferred on	114
Petrie, Robert—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor; salary increased, 1918-19.....	206
Pettibone, Frank G.—	
Appointed Student Assistant Homeopathic Hospital.....	22
Resignation accepted	110
Pfeifer, Robert—	
Appointed Assistant Department Economics and Sociology.....	106
Salary increased	132
Phalor, May—	
Appointed Graduate Scholar.....	86
Pharmacy, College of—	
Appointments, 1917-18	27
Thurston, Azor, appointed Lecturer.....	88
Appointments, 1918-19	199
Phillips, Thomas D.—	
Re-elected Assistant Professor Rural Economics; salary increased.....	12
Leave of absence	160
Re-elected Assistant Professor Rural Economics; salary increased.....	184
Phillips, T. G.—	
Re-elected Assistant Professor Agricultural Chemistry and Soils, with leave of absence, 1917-18.....	9
Military leave, 1918-19.....	181
Philosophy, Department of—	
Appointments, 1917-18	15
Avey, Albert E., appointed Acting Assistant Professor.....	58
Appointments, 1918-19	186
Physical Education, Department of—	
Appointments for 1917-18.....	29
Mesloh, Selma, leave of absence for first and second semesters.....	84, 134
Nichols, J. H., leave of absence.....	133
Request for appropriation for a locker house.....	149
Bird, Ossian C., appointed Instructor.....	122
Wright, Wayne, appointed Student Assistant.....	158
Appointments for 1918-19.....	201
Physical Plant—	
Appointments, 1917-18	34
Appointments, 1918-19	206
Physics, Department of—	
Appointments, 1917-18	21
Joliffe, C. B., resigned.....	64
Service, J. H., declined appointment.....	65
Dittoe, R. C., appointed Instructor.....	87
Blake, Professor, transferred to Military Aeronautics.....	124
Professor Earhart to carry on work for present.....	124
Barber, I. Garnett, appointed Assistant.....	139

Pierce, G. W., resigned.....	144
Earhart, R. F., give one-half time service second semester.....	147
Appointments for 1918-19	198
Physiology, Department of—	
Appointments, 1917-18	26
Black, Ellis Mone, appointed Student Assistant.....	81
Alf, Marianna, appointed Research Assistant.....	86
Watson, Frank A., appointed Student Assistant.....	89
Alf, Marianna, resigned.....	159
Appointments, 1918-19	197
Pierce, George—	
Reappointed Assistant Physics.....	22
Resignation accepted	144
Pintner, Rudolph—	
Salary increased	
Title made Professor of Psychology.....	37
Leave of absence, temporarily.....	86
Re-elected Professor Psychology; salary increased.....	18, 189
Plumb, C. S.—	
Re-elected Professor Animal Husbandry.....	10
Re-elected Professor Animal Husbandry.....	182
Pohle, William—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor; salary increased.....	205
Political Science, Department of—	
Appointments, 1917-18	15
Appointments, 1918-19	186
Pomerene, F. E.—	
And President Thompson on contract with Protestant Hospital.....	94
And Mr. Kaiser and Mr. Bradfute on sale of Lot No. 103, Scioto County..	88
Reported concerning Lot No. 103.....	102
Pond, Mrs. Frances Work—	
Reappointed Clerk Entrance Board.....	30
Resignation accepted	129
Porter, Minnie—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Potter, P. B.—	
Re-elected Instructor Agricultural Engineering; salary increased.....	10
Re-elected Instructor Agricultural Engineering; salary increased (12 months basis)	182
Potts, A. P.—	
Elected Assistant Professor Ceramic Engineering.....	19
Declined appointment	91
Power House—	
Plans to be ready for approval June 24, 1918.....	56
Completed plans	56
Amended plans and estimate approved.....	56
Bids opened	71
Contracts awarded	97, 98
Action rescinded whereby contract for Stoker was awarded to Sanford-Riley Stoker Co.....	98
Specifications and estimate presented and approved for equipment.....	98

Bids to be received for Breeching for boilers; coal handling machinery company	118
Extension of time on contract for tunnel.....	128
Bids received and opened for coal handling machinery, breeching for boilers, etc.	128
Contract for breeching awarded to Graves & Marshall Company.....	128
Advertising for bids for Stoker.....	134
Bids for Stoker received and contract awarded to Underfeed Stoker Co. of America	148
Powers, Mary—	
Reappointed Matron Rest Room; salary increased, 1917-18.....	34
Reappointed Matron Rest Room; salary increased, 1918-19.....	206
Pratt, R. L.—	
Reappointed Engineer and Fireman M. E. Department.....	21
Salary increased	69
Reappointed Helper and Fireman; salary increased.....	192
Pressler, Margaret—	
Student Nurse, Homeopathic Hospital.....	23
Completed probation period as nurse.....	59
Resignation accepted	169
Preston, J. B.—	
Re-elected Assistant Professor Mathematics.....	21
Re-elected Assistant Professor Mathematics.....	192
Prince, Ford S.—	
Appointed County Agricultural Agent, 1918-19.....	213
Principles and Practice of Education, Department of—	
Appointments, 1917-18	17
Aiken, W. M., granted leave.....	63
Morris, G. M., appointed Acting Professor first semester.....	68
Shaw, Walter F., appointed Assistant Professor.....	109
Shaw, Walter F., resigned.....	120
Appointments, 1918-19	189
Proceedings Board of Trustees—	
Printed in usual form for year ending June 30, 1917.....	156
Protestant Hospital—	
Internes appointed	24, 196
Contract presented and adopted.....	63
Communications from Trustees—cannot accept terms of contract.....	94
Committee appointed	94
Matter of additional support to be taken up at January meeting.....	115
Committee appointed to take up matter of Hospital Wards from January 1, 1918 to June 1, 1918, also Nursery.....	123
Beck, W. W., resigned.....	64
Roach, C. J., resigned.....	110
Prout, Andrew—	
Re-elected Instructor Oto-Laryngology.....	25
Re-elected Instructor Oto-Laryngology; salary increased.....	197
Pryzluska, Wanda—	
Appointed Home Demonstration Agent.....	233
Psychology, Department of—	
Appointments, 1917-18	18
Pintner, Rudolph, temporary leave.....	86
Bridges, J. W., temporary leave.....	84

Schneider, Emma, appointed Graduate Assistant.....	85
Bowler, Alida C., appointed Instructor.....	85
Wilson, Russell B., resigned.....	92
Noble, Ellis L., appointed Student Assistant.....	106
Miller, Ruth, appointed Laboratory Assistant.....	107
Schneider, Emma, resigned.....	110
Arps, Geo. F., leave of absence.....	144
Noble, E. L., resigned.....	169
Appointments, 1918-19	189
Public Health and Sanitation—	
Appointments for 1917-18	26
Appointments for 1918-19	198
Puchstein, A. F.—	
Reappointed Assistant Electrical Engineering.....	20
Reappointed Instructor Electrical Engineering.....	191
Pugh, Charles—	
Reappointed Teamster Farm Operations.....	11
Salary increased	123
Reappointed Teamster	183
Pugh, M. Helen—	
Reappointed Stenographer; salary increased.....	31
Reappointed Stenographer; salary increased.....	203
Pugh, Katherine—	
Insert in Budget Stenographic and Clerical.....	86
Reappointed Stenographer; salary increased.....	31, 203
Purchase and Storage of Food Supplies—	
Plan for centralizing.....	117
Quay, George H., Jr.—	
Appointed Assistant in Eye, Ear, Nose and Throat.....	194
Racer, Marion M.—	
Appointed Graduate Scholar.....	200
Ralston, James G.—	
Appointed Student Assistant Department of Chemistry.....	140
Ramsey, R. A.—	
Re-elected Instructor in Medicine.....	25
Re-elected Instructor in Medicine.....	197
Ramsower, H. C.—	
Re-elected Professor Agricultural Engineering; salary increased, 1917-18..	10
Re-elected Professor Agricultural Engineering.....	182
Ranous, Coral Louise—	
Student Nurse, Homeopathic Hospital.....	23
Training Course completed June 30, 1917, remove from Budget.....	70
Granted Certificate in Nursing.....	102
Rasor, S. E.—	
Re-elected Professor Mathematics; salary increased.....	20
Re-elected Professor Mathematics; salary increased.....	192
Rathbun, Edith—	
Reappointed Stenographer; salary increased, 1917-18.....	31
Reappointed Stenographer; salary increased, 1918-19.....	203
Rauhauser, Pansy—	
Appointed Graduate Scholar.....	139

Ray, Edith A.—	
Reappointed Stenographer, Agricultural Extension; salary increased....	38, 49
Resignation accepted	98
Ray, Frank A.—	
Re-elected Professor Mine Engineering.....	21
Re-elected Professor Mine Engineering; on leave, 1918-19.....	193
Ready, Catherine—	
Appointed Clerk-Stenographer, Agricultural Extension.....	156
Reappointed Stenographer Agricultural Extension.....	217, 232
Reamer, Jeannette C.—	
Reappointed Assistant Psychology; salary increased.....	18
Reappointed Assistant Psychology; salary increased.....	189
Reasoner, Charles—	
Appointed Helper to Blacksmith; salary increased.....	32
Reappointed Helper to Blacksmith; salary increased.....	204
Reasoner, I. C.—	
Reappointed Blacksmith; salary increased.....	32
Reappointed Blacksmith; salary increased.....	204
Rebrassier, R. E.—	
Re-elected Instructor Pathology.....	27
Re-elected Instructor Veterinary Medicine; salary increased.....	68, 199
Receiving Department—	
Appointments for 1917-18.....	35
Appointments for 1918-19.....	207
Reed, C. I.—	
Re-elected Instructor Physiology; salary increased.....	26
Leave of absence, 1917-18.....	62
Fees remitted, 1917-18.....	174
Re-elected Instructor in Physiology.....	197
Reed, E. P.—	
Appointed County Agricultural Agent, 1918-19.....	212, 231
Reed, G. O.—	
Appointed County Agricultural Agent, 1918-19.....	212, 231
Reel, P. J.—	
Reappointed Assistant in Surgery.....	26, 198
Leave of absence, 1917-18.....	62
Reese, H. W.—	
Reappointed Instructor German.....	14
Concerning continuation of services.....	36
Reichard, H. F.—	
Appointed Chief Draftsman; salary increased.....	34
Leave of absence	144
Military leave, 1918-19.....	206
Reif, L. E.—	
Re-elected Instructor Operative Clinic.....	17
Leave of absence for one year.....	86
Military leave of absence, 1918-19.....	188
Reinhard, H. A.—	
Appointed Graduate Assistant Botany.....	88
Resignation accepted	120

Remy, J. R.—	
Reappointed Deliveryman; salary increased.....	35
Reappointed Deliveryman; salary increased, 1918-19.....	207
Reichel, Victoria—	
Appointed Stenographer	179
Reappointed Stenographer	203
Reports—	
On bids for Power House and Equipment.....	74, 75
On bids for Neil Avenue Driveway.....	75, 76
Preliminary report by President concerning compensation to persons in Government service	94
Concerning buildings for School of Military Aeronautics.....	94-99
From Professor G. W. Rightmire, covering work done during leave.....	102
Financial report of "Ohio State Lantern".....	102
By President Thompson on School Military Aeronautics.....	117
By President Thompson on meeting of Association American Agricultural Colleges and Experiment Stations.....	117
President submitted report of Dean of Women on housing conditions.....	117
Regarding funds for fuel.....	147
President presented report concerning commercial Department of College of Agriculture	149-151
President presented report on School of Military Aeronautics.....	117, 151
Report and recommendations on discontinuance of commercial Departments of College of Agriculture.....	149-151
Resolutions—	
Concerning Aviation School.....	3
President's Salary	9
Re Transfer of funds for fuel.....	126
Re Commercial Department College of Agriculture.....	149-151, 235
Re Appropriation of Income of University.....	233
Re Affirming attitude of University toward Government in conduct of war	237
Rhone, John—	
Reappointed Teamster Farm Operations.....	11
Salary increased	123
Reappointed Teamster	183
Richardson, A. G.—	
Re-elected Professor Veterinary Pathology; salary increased.....	27
Re-elected Professor Veterinary Pathology.....	199
Richardson, Josephine—	
Appointed Assistant Agricultural Chemistry.....	90
Salary increased	124
Richardson, L. W.—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor; salary increased.....	205
Richey, E. C.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Richi, Frank—	
Resignation accepted	7
Richie, William—	
Appointed Clerk Veterinary Clinic.....	109
Resignation accepted	178

Ridge, H. J.—	
Appointed County Agricultural Agent.....	142
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Rickard, Alexandria—	
Degree, conferred on	124
Rickard, Hortense—	
Reappointed Assistant in Mathematics.....	21
Title made Instructor in Mathematics.....	37
Reappointed Instructor in Mathematics; salary increased.....	192
Rickley, O. D.—	
Reappointed Student Assistant Industrial Arts.....	20
Declined appointment	161
Riffey, Forrest L.—	
Appointed Graduate Assistant American History.....	13
Riggle, J. J.—	
Appointed Graduate Assistant Agricultural Chemistry and Soils.....	9
Resignation accepted	170
Appointed Assistant County Agent.....	213, 232
Rightmire, G. W.—	
Re-elected Professor Law; salary increased.....	23
Report of work done during leave of absence.....	102
Re-elected Professor Law	195
Riley, John B.—	
Appointed Instructor Romance Languages.....	121
Rizor, Amanda—	
Correction authorized in deed.....	83
Roadway, Neil Avenue—	
Townshend Hall to Woodruff Avenue, advertise for bids Board of Control.	57
Bids opened	71
Roberts, Frank E.—	
Appointed Helper Laboratory S. S.....	90
Roberts, Henry Powell—	
Degree, conferred on	160
Roberts, Ray B.—	
Appointed Student Assistant Mine Engineering.....	108
Resignation accepted	120
Robinson, Alice—	
Salary increased	
Title made Assistant Professor Art.....	37
Re-elected Assistant Professor Art.....	17, 139
Robinson Fellow—	
Stelzner, W. B., appointed.....	8
Robinson, Gertrude L.—	
Re-elected Instructor English.....	14
Re-elected Instructor English; salary increased.....	185
Robson, J. F.—	
Appointed Student Assistant Department Chemistry.....	191
Rohleder, W—	
Reappointed Student Assistant Anatomy.....	24
Rogers, Andrews—	
Re-elected Professor Obstetrics.....	25
Re-elected Professor Obstetrics; salary increased.....	197

Romanee Languages, Department of—	
Appointments, 1917-18	15
Druhot, H. H., resigned.....	80
Cardon, Alice L., appointed Assistant.....	85
Bickel, Audra R., appointed Assistant.....	85
Gutierrez, Angelica, appointed Assistant.....	85
Maddox, Della R., appointed.....	86
Haskins, F. G., resigned.....	98
Metour, Eugene P., resigned.....	120
Williams, Ralph C., resigned.....	120
Riley, John B., appointed Instructor.....	121
Berthemy, Ernest S., appointed Instructor.....	121
Bruce, Prof. Charles A., death of.....	161
Tailliant, Henri, appointed Instructor.....	189
Appointments, 1918-19	187
Romick, Mabel—	
Appointed Clinical Clerk.....	85
Resignation accepted	111
Ronan, Wilbert C.—	
Re-elected Instructor Architecture.....	18, 190
Salary for part time service only.....	85
Re-elected Instructor Architecture (part time service).....	112
Ronk, R. M.—	
Reappointed Engineer; salary increased.....	32
Reappointed Engineer; salary increased.....	204
Root, Eunice Osea—	
Student Assistant Department Botany.....	189
Roshon, Elmer L.—	
Appointed Student Assistant Bacteriology.....	66
Salary increased	145
Reappointed Student Assistant Bacteriology.....	196
Rothrock, Howard E.—	
Appointed Graduate Scholar.....	28
Resigned Graduate Scholarship.....	65
Royer, R. M.—	
Reappointed Purchasing Agent; salary increased, 1917-18.....	31
Reappointed Purchasing Agent, 1918-19.....	202
Ruggles, Clyde O.—	
Re-elected Professor Economics and Sociology; salary increased.....	16
Re-elected Professor Economics and Sociology; salary increased.....	187
Rummell, Albert Henry—	
Degree conferred on	114
Rural Economics, Department of—	
Appointments, 1917-18	12
John I. Falconer made Acting Head of Department.....	59
Appointments, 1918-19	184
Ruth, Wilda—	
Reappointed Stenographer, Entrance Board; salary increased.....	30
Resignation accepted	144
Ryan, Agnes L.—	
Reappointed Stenographer; salary increased.....	31
Resignation accepted	93

Ryan, Cecelia—	
Appointed Stenographer	172
Reappointed Stenographer; salary increased (half time).....	202, 232
Ryan, Margaret M.—	
Appointed Library Assistant, August 13--October 1, 1917.....	65
Appointed Stenographer College of Agriculture.....	108
Reappointed Stenographer; salary increased, 1918-19.....	208
Sage, Harry M.—	
Reappointed Graduate Assistant Homeopathic Medicine.....	22
Sailer, Ellen—	
Appointed Stenographer in Agricultural Extension Service.....	212, 231
Salaries—	
Matter of adjustment of those in Government service.....	4
Plan for payment of partial salary to members of Faculty on leave account war approved	114
Salisbury, S. M.—	
Re-elected Assistant Professor Animal Husbandry; salary increased.....	10
Resignation accepted	159
Appointed County Agent.....	157
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Salter, F. J.—	
Resignation accepted	80
Re-elected Instructor Agricultural Chemistry and Soils.....	9
Sampson, Homer C.—	
Appointed Instructor Botany.....	65
Reappointed Instructor Botany; salary increased.....	182
Sanborn, F. E.—	
Re-elected Professor Industrial Arts and Head of Department, 1917-18....	20
Re-elected Professor Industrial Arts, 1918-19.....	192
Sanford-Riley Stoker Company—	
Contract awarded for Stoker.....	74, 75
Declined to accept contract.....	98
Action rescinded by Board.....	98
Sauer, Alma—	
Appointed Home Demonstration Agent, 1918-19.....	220, 233
Saunders, E. B.—	
Appointed Student Assistant Animal Husbandry.....	172
Sayre, Jasper—	
Graduate Assistant Botany.....	10
Title changed to Assistant; salary increased.....	145
Resignation accepted	171
Schabacker, Muriel J.—	
Appointed Cataloguer	140
Reappointed Cataloguer; salary increased.....	200
Schaeffer, G. C.—	
Re-elected Instructor Ophthalmology.....	25
Re-elected Instructor Ophthalmology; military leave.....	62, 197
Schaffer, Ethel—	
Student Nurse, Homeopathic Hospital.....	23
Student Nurse, Homeopathic Hospital.....	194

Schaffner, J. H.—	
Re-elected Professor Botany; leave of absence, 1917-18.....	10
Re-elected Professor Botany.....	182
Schatzman, Edward G.—	
Reappointed night Assistant in Library.....	28
Promoted to Assistant in Library.....	69
Resignation accepted	171
Schenck, Amanda—	
Student Nurse, Homeopathic Hospital.....	23
Student Nurse, Homeopathic Hospital.....	194
Scherer, Norman W.—	
Re-elected Assistant Professor Forestry.....	12
Re-elected Assistant Professor Forestry.....	184
Schieber, Harry E.—	
Appointed Student Assistant, Department Mechanical Engineering.....	192
Schilling, Era L.—	
Appointed Stenographer	81
Resignation accepted	110
Schilling, Samuel J.—	
Appointed Instructor Veterinary Medicine.....	108
Duplicate Diploma authorized.....	115
Re-elected Instructor Veterinary Medicine; salary increased.....	180, 199
Schlegel, Jessie McK.—	
Stenographer College of Arts, July 1—Sept 1.....	90
Schlegelmilch, Frances Eleanore—	
Student Nurse, Homeopathic Hospital.....	23
Certificate granted	161
Appointed Pharmacy Nurse.....	180
Reappointed Pharmacy Nurse.....	194
Schlesinger, Arthur M.—	
Re-elected Assistant Professor American History; salary increased.....	13
Re-elected Professor American History; salary increased.....	185
Schlesinger, G. F.—	
Re-elected Assistant Professor Civil Engineering; salary increased.....	19
Re-elected Assistant Professor Civil Engineering; salary increased.....	191
Schneider, Bertha M.—	
Reappointed Head Cataloguer; salary increased.....	28
Reappointed Head Cataloguer; salary increased.....	200
Schneider, Emma—	
Appointed Graduate Assistant Psychology.....	85
Resignation accepted	110
Schoeneweiss, Louise—	
Reappointed Library Assistant; salary increased, 1917-18.....	28
Reappointed Library Assistant; salary increased.....	200
School Administration, Department of—	
Appointments 1917-18	18
McCracken, Charles C., appointed Professor.....	66
Appointments, 1918-19	189
School Military Aeronautics—	
Matter of request from Emergency Board for buildings.....	94
Appropriation by Emergency Board.....	94
Governor Cox authorizes construction of buildings without advertising...	94

Bids received for buildings.....	95
Budget for adopted.....	98, 99
Contracts awarded for buildings.....	97-98
Mezzanine floor in Gym. to accommodate increased number.....	134
Matter of location of landing field.....	149
Report of President on operation.....	117
Small Hospital for.....	149
Report concerning Hospital.....	153
Bids received and contracts awarded.....	155
Scholarships—	
Appointments, 1916-17	28
Appointments, 1918-19	199, 200
Schory, Harold Finefrock—	
Degree, conferred on.....	124
Schramm, Ethel—	
Resignation accepted	7
Schuer, Henry W.—	
Appointed Instructor Farm Crops.....	80
Reappointed Instructor Farm Crops; salary increased.....	188
Schuster, George L.—	
Reappointed Assistant Farm Crops.....	11
Schwinn, E. A.—	
Appointed Night Assistant Library.....	28
Salary increased	112
Resignation accepted	179
Scientific Nursing Course—	
Outline of proposed course presented.....	108
Scott, Emma P.—	
Reappointed Assistant English.....	14
Scott, Ernest—	
Re-elected Professor Pathology; salary increased.....	25
Re-elected Professor Pathology	197
Scott, Robert Carl—	
Appointed Assistant Electrical Engineering.....	180
Seaman, E. B.—	
Reappointed Janitor	33
Reappointed Janitor	205
Sears, Marjorie McCutcheon—	
Re-elected Instructor English.....	14
Resignation accepted	144
Sears, Paul B.—	
Re-elected Instructor Botany; salary increased.....	10
Leave of absence, 1917-18.....	62
Military leave of absence.....	182
Sebrell, Lorin B.—	
Reappointed Assistant Chemistry.....	19
Degree conferred on	184
Resignation accepted	144
Secretary, Board of Trustees—	
Directed to purchase coal on open market.....	4
Directed to notify Messrs. Keidel, Reese, and Lewisohn concerning continuation of services.....	86

To secure abstracts of title and deeds to land optioned by Elizabeth King Farrington, Mary Horton King, and C. M. Ludman.....	61, 62
To appear before Emergency Board and request allowance of \$80,000.00 for buildings School Military Aeronautics.....	72
To request authority from the Governor to award contracts for aviation buildings without advertising.....	79
Directed to enter into contracts for buildings for school of Aeronautics..	103
And President authorized to open bids and award contracts for breeching for boilers, etc.	118, 134
Directed to proceed with purchase of Pheneger land.....	148
Member of committee on landing field and locker house.....	149
Directed to purchase land corner Flenniken Pike and Lane Avenue.....	236
Seegar, Grover C.—	
Appointed Instructor Civil Engineering.....	67
Resignation accepted	169
Selby, Irma R.—	
Appointed Graduate Scholar.....	200
Sells, Helen E.—	
Reappointed Library Assistant.....	28
Salary increased, 1917-18.....	145
Reappointed Library Assistant; salary increased, 1918-19.....	200
Semans, H. M.—	
Re-elected Professor Operative Dentistry and Dean College of Dentistry; salary increased	16
Re-elected Professor and Dean of College of Dentistry.....	188
Senate Bill No. 212—	
Statement concerning the operation of.....	4
Committee on appropriations appointed to carry out provisions.....	5
Senn, Carl M.—	
Reappointed Assistant in Wood Working; salary increased.....	20
Reappointed Assistant in Wood Working; salary increased.....	192
Service, J. H.—	
Reappointed Assistant Physics; salary increased.....	22
Declined reappointment	65
Seymour, R. J.—	
Re-elected Assistant Professor Physiology.....	26
Re-elected Assistant Professor Physiology.....	197
Shank, J. R.—	
Appointed Instructor Civil Engineering.....	89
Reappointed Instructor Civil Engineering; salary increased.....	191
Sharples, Nan—	
Reappointed Instructor Home Economics, Agricultural Extension; salary in- creased	42, 45, 48
Resignation accepted	119
Shattuck, Harold—	
Appointed Graduate Assistant Chemistry.....	19
Title changed to Assistant; salary increased.....	173
Shaw, Walter F.—	
Appointed Assistant Professor Principles of Education.....	109
Resignation accepted	120
Shawaker, G. H.—	
Reappointed Assistant Medicine.....	25
Reappointed Assistant Medicine; salary increased.....	197

Sheard, Charles—	
Re-elected Professor Physics; salary increased.....	21
Expenses to Rochester authorized.....	116
Re-elected Professor Physics.....	193
Sheets, Glenn D.—	
Appointed Student Assistant Bacteriology.....	66
Resignation accepted	143
Sheets, Walter F.—	
Reappointed Assistant English; salary increased.....	14
Resignation accepted	144
Sheetz, J. W.—	
Re-elected Assistant Medicine.....	28
Title made Instructor in Medicine.....	37
Leave of absence, 1917-18.....	62
Re-elected Instructor Medicine; on Military leave.....	197
Shelton, C. M.—	
Appointed Janitor	67
Reappointed Janitor; salary increased.....	208
Shenfield, S. Lantz—	
Appointed Student Assistant Chemistry.....	86
Shepard, C. J.—	
Re-elected Assistant Professor Medicine.....	25
Re-elected Assistant Professor Medicine.....	196
Shepard, C. M.—	
Re-elected Instructor Orthopedic Surgery.....	
Shepardson, J. E.—	
Re-elected Instructor Electrical Engineering; salary increased.....	20
Re-elected Instructor Electrical Engineering; salary increased.....	191
Shepherd, G. E.—	
Reappointed Steam Fitter; salary increased.....	32
Reappointed Steam Fitter; salary increased, 1918-19.....*	204
Sheppard, Harry E.—	
Reappointed Assistant Economics and Sociology.....	16
Salary increased and title changed to Instructor.....	91
Re-elected Instructor Economics and Sociology; salary increased.....	187
Sherman, C. E.—	
Re-elected Professor Civil Engineering; leave of absence, 1917-18.....	19
Re-elected Professor Civil Engineering; salary increased.....	191
Sherwood, Eli E.—	
Reappointed Painter	158
Reappointed Painter, 1918-19.....	204
Shetler, North Withers—	
Degree, conferred on	124
Shoemaker, J. N.—	
Reappointed Assistant Professor Veterinary Medicine; salary increased...	27
Re-elected Assistant Professor Veterinary Medicine.....	199
Shoemaker, Waldo—	
Appointed Graduate Assistant Political Science.....	15
Shook, Raymond E.—	
Appointed Assistant County Agricultural Agent.....	132
Shover, Rebekah Ruth—	
Degree, conferred on	114

Shugert, Annette M.—	
Reappointed Stenographer; salary increased.....	80
Reappointed Stenographer; salary increased.....	203
Shuman, Lulu E.—	
Appointed Graduate Scholar.....	200
Shumway, C. R.—	
Appointed County Agent for Portage County.....	58
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Shumway, Herbert S.—	
Re-elected Instructor Prosthetic Laboratory; salary increased.....	17
Re-elected Instructor Prothesis; salary increased.....	183
Siebert, W. H.—	
Re-elected Professor European History.....	14
Appointed Acting Dean Graduate School.....	180
Compensation for services as Acting Dean Graduate School.....	181
Re-elected Professor European History.....	186
Reappointed Acting Dean Graduate School, 1918-19.....	199
Simes, Miriam E.—	
Appointed Graduate Scholar.....	28
Simonds, Elizabeth—	
Appointed Clinical Clerk.....	206
Simpson, W. E.—	
Reappointed Janitor; salary increased.....	34
Reappointed Janitor; salary increased, 1918-19.....	205
Sisson, Septimus—	
Re-elected Professor Comparative Anatomy (leave 1917-18).....	27
Re-elected Professor Comparative Anatomy.....	199
Skinner, Lila—	
Re-elected Instructor Home Economics.....	11
Re-elected Instructor Home Economics; salary increased.....	183
Sleeth, E. C.—	
Appointed County Agricultural Agent.....	39, 45, 48
Re-elected County Agricultural Agent, 1918-19.....	212, 231
Sloane, R. C.—	
Re-elected Assistant Professor Civil Engineering; salary increased.....	19
Re-elected Assistant Professor Civil Engineering; salary increased.....	191
Small, Capt. Edson I.—	
To be paid \$40.00 per month effective February 1, 1918.....	161
Reappointed Assistant to Commandant.....	201
Smith, A. E.—	
Reappointed Farm Foreman.....	11
Reappointed Farm Foreman; salary increased.....	183
Smith, A. G.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Smith, Alpheus W.—	
Re-elected Assistant Professor Physics.....	21
Title made Professor Physics.....	37
Re-elected Professor Physics; salary increased.....	193
Smith, Alva W.—	
Re-elected Instructor Physics; salary increased.....	22
Re-elected Instructor Physics; salary increased.....	193

Smith, Bertha—	
Appointed Stenographer Agricultural Extension Service.....	211, 231
Smith, E. C.—	
Re-elected Instructor Metallurgy; salary increased.....	21
Leave of absence, 1917-18.....	84
Leave of absence, 1918-19.....	193
Smith, Eva—	
Reappointed Stenographer	31
Reappointed Stenographer; salary increased, 1918-19.....	203
Smith, F. Leo—	
Reappointed Draftsman	34
Reappointed Draftsman; salary increased, 1918-19.....	206
Smith, Frances—	
Appointed Stenographer Agricultural Extension.....	130
Resigned	159
Smith, Howard Dwight—	
Elected Professor Architecture.....	123, 190
Smith, Julia—	
Appointed Graduate Assistant Agricultural Chemistry and Soils.....	9
Resigned as Assistant Agricultural Chemistry and Soils.....	110
Appointed Instructor Home Economics, Agricultural Extension.....	109
Reappointed Instructor Home Economics in Agricultural Extension.....	232
Smith, Marion G.—	
Appointed Student Assistant Chemistry.....	140
Reappointed Student Assistant Chemistry.....	190
Smith, Martha B.—	
Reappointed Stenographer	31
Granted leave of absence.....	114
Smith, O. D.—	
Appointed County Agricultural Agent.....	142
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Smith, Oliver—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Smith, Robert E.—	
Re-elected and Title made Instructor Manual Training.....	17, 37
Re-elected Instructor in Manual Training; salary increased.....	189
Smith, William P.—	
Reappointed Student Assistant Anatomy.....	24
Reappointed Student Assistant Anatomy; salary increased.....	195
Snearly, K. D.—	
Appointed Student Assistant Anatomy.....	88
Sniffen, Edith—	
Reappointed Assistant English; salary increased.....	14
Reappointed Assistant English; salary increased.....	185
Snode, B. S.—	
Reappointed Assistant Herdsman Animal Husbandry; salary increased....	19
Reappointed Assistant Herdsman Animal Husbandry; salary increased....	182
Snook, James H.—	
Re-elected Assistant Professor Veterinary Surgery.....	27
Re-elected Assistant Professor Veterinary Surgery; salary increased.....	199

Snyder, Carl—		
Resignation accepted	7	
Snyder, Dick P.—		
Re-elected Instructor in Exodontia.....	17	
Re-elected Instructor in Exodontia and X-Ray; salary increased.....	188	
Snyder, Muriel—		
Appointed Stenographer	172	
Reappointed Stenographer; salary increased.....	203	
Soler, Dora M.—		
Appointed Stenographer	172	
Reappointed Stenographer; salary increased.....	203	
Somermeier, E. E.—		
Re-elected Professor Metallurgy (one-half time).....	21	
Re-elected Professor Metallurgy (part time).....	193	
Spaid, Jean—		
Appointed Graduate Assistant Psychology.....	18	
Speer, Fred—		
Appointed Student Assistant Bacteriology.....	122	
Salary increased	145	
Reappointed Student Assistant Bacteriology.....	196	
Spence, J. C.—		
Local Leader Boys' and Girls' Club Work.....	217, 232	
Spencer, Florence—		
Reappointed Stenographer	31	
Resignation accepted	64	
Spencer, Genevieve—		
Appointed Graduate Assistant Chemistry.....	19	
Spencer, Henry R.—		
Re-elected Professor Political Science.....	15	
Appointed Acting Dean Graduate School.....	89	
Authorized to attend meeting Association American Universities.....	116	
Granted leave of absence.....	125	
Military leave of absence.....	186	
Spindler, A. R.—		
Reappointed Student Assistant Anatomy.....	24	
Resignation accepted	121	
Spohn, Burrell B.—		
Appointed Assistant State Leader Boys' and Girls' Club Work.....	81	
Reappointed Assistant State Leader Boys' and Girls' Club Work.....	217, 232	
Spohr, Carl L.—		
Re-elected Professor Clinical Pathology; salary increased.....	25	
Re-elected Professor Clinical Pathology; salary increased.....	197	
Spurgeon, W. H.—		
Reappointed Janitor; salary increased.....	33	
Resignation accepted	65	
Stage, H. H.—		
Appointed Graduate Assistant Zoology and Entomology.....	12	
Resignation accepted	93	
Stahl, Byron, E.—		
Appointed Laborer Operation and Maintenance (services ended December 12, 1917)	181	

Appointed Assistant Farm Crops.....	143
Reappointed Assistant Farm Crops; salary increased.....	183
Stahl, Willis M.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Stainbrook, James L.—	
Appointed Laborer Operation and Maintenance.....	140
Reappointed Laborer; salary increased, 1918-19.....	205
Stanton, F. M.—	
Appointed Assistant Gynecology.....	26
Leave of absence first semester.....	84
Reappointed Assistant Gynecology.....	198
Starin, W. A.—	
Re-elected Assistant Professor Bacteriology.....	24
Salary increased	112
Re-elected Professor Bacteriology.....	196
Starr, Edward M.—	
Appointed Graduate Assistant Chemistry.....	19
Re-elected Instructor Chemistry.....	191
Starr, Frank C.—	
Re-elected Instructor Crown and Bridge and Metallurgy.....	17
Leave of absence, 1917-18.....	62
Military leave of absence.....	188
Staudt, Arthur Peter—	
Degree, conferred on	147
Steeb, Carl E.—	
Re-elected Secretary and Business Manager.....	31
Re-elected Secretary Board of Trustees.....	202, 234
Steele, R. Ray—	
Appointed Assistant English	89
Resignation accepted	169
Stegeman, Paul—	
Appointed Graduate Assistant Chemistry.....	19
Resignation accepted	110
Stehle, Mabel—	
Appointed Graduate Assistant Zoology and Entomology.....	12
Stewart, John Potter—	
Duplicate Diploma authorized.....	114
Stewart, W. F.—	
Elected Assistant Professor Agricultural Education.....	10
Re-elected Professor and Head of Department Agricultural Education.....	182, 207
Stickney, M. E.—	
Appointed for Service Lake Laboratory (1917).....	12
Appointed for Service Lake Laboratory (1918).....	184
Stiffey, P. E.—	
Appointed Assistant in Anaesthetics.....	26
Reappointed Assistant in Surgery; salary increased.....	198
St. Francis Hospital—	
Internes for 1917-18.....	24
Crist, D. A., resigned.....	64

St. John, L. W.—	
Re-elected Professor Physical Education; salary increased.....	29
Re-elected Professor Physical Education; salary increased.....	201
State Fish Hatchery—	
Building to be used summer 1918 for Lake Laboratory purposes.....	148
Steinfeld, A. M.—	
Re-elected Instructor Orthopedic Surgery.....	
Title made Assistant Professor Orthopedic Surgery.....	37
Re-elected Assistant Professor Orthopedic Surgery.....	26, 198
Stelzner, W. B.—	
Appointed Robinson Fellow.....	8
Stenographic and Clerical Service—	
Appointments 1917-18	30-31
Appointments, 1918-19	203
Stewart, L.—	
Reappointed Laborer; salary increased.....	33
Reappointed Laborer; salary increased.....	205
Stober, George W.—	
Appointed Assistant Surgery and Clinical Surgery.....	194
Stoddard, W. S.—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Stolpestad, Harry A.—	
Degree conferred on.....	160
Stoltz, Robert B.—	
Re-elected Assistant Professor Dairying.....	11
Re-elected Assistant Professor Dairying; salary increased (12 months)...	133
Stone, Julius F.—	
Re-elected Treasurer of University.....	234
Stone, Tom—	
Re-elected Instructor Animal Husbandry; salary increased.....	10
Re-elected Instructor Animal Husbandry; salary increased.....	182
Stores and Receiving Department—	
Appointments, 1917-18	35
Snyder, Carl, resigned.....	7
Brewer, H. W., resigned.....	7
Davis, Errett A., resigned.....	7
Roberts, Frank E., appointed Helper.....	90
McClintock, Chester, salary increased.....	145
Hayman, G. C., salary increased.....	146
Appointments, 1918-19	207
Stout, Lola—	
Reappointed Maid Physical Education.....	29
Reappointed Maid Physical Education.....	201
Stover, E. L.—	
Appointed Graduate Assistant Botany.....	10
Resignation accepted	30
Stover, W. G.—	
Re-elected Assistant Professor Botany; salary increased.....	10
Leave of absence granted.....	173
Re-elected Assistant Professor Botany.....	182
Assistant Professor Plant Pathology in Agricultural Extension.....	232

Stowe, S. B.—	
Reappointed County Agricultural Agent; salary increased.....	39-45, 48
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Street, M. P.—	
Awarded contract for Power House Tunnel.....	74
Extension of time on contract.....	128
Strong, George Morton—	
Degree conferred on.....	113
Strosnider, Charles W.—	
Re-elected Assistant Superintendent Clinics; Instructor Dental Anatomy..	17
Re-elected Assistant Superintendent Clinics.....	188
Stubner, Emma C.—	
Appointed Graduate Assistant Romance Languages.....	15
Reappointed Graduate Assistant Romance Language.....	187
Sturgeon, R. H.—	
Reappointed Student Assistant Animal Husbandry.....	10
Resignation accepted	171
Appointed Assistant County Agent.....	213, 232
Sturm, Harriet—	
Appointed Stenographer, Purchasing Department.....	140
Reappointed Stenographer; salary increased.....	202
Sullivan, Blanche—	
Reappointed Clerk and Stenographer; salary increased.....	35
Reappointed Clerk and Stenographer; salary increased.....	207
Summer Session—	
Readjustment of Budget.....	8
Amendment to Budget	70
Preliminary estimate for Budget of 1918.....	102
Budget for 1918 adopted.....	136-138
Additional appointments	158
Resignations accepted	159
Amendments to Budget	174
Amendments to Budgets; resignations.....	179
Additional appointments	175, 180
Surgery and Gynecology, Department of—	
Appointments, 1917-18	26
Stanton, F. M., leave of absence.....	84
Worch, Mary, appointed Technician.....	89
Bigelow, Leslie L., Acting Head of Department; salary increased.....	91
Appointments, 1918-19	198
Svenson, C. L.—	
Re-elected Instructor Engineering Drawing.....	20
Title made Assistant Professor Engineering Drawing.....	37
Re-elected Assistant Professor Engineering Drawing; salary increased....	191
Swanger, D. G.—	
Appointed County Agricultural Agent.....	141
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Sweeney, O. R.—	
Re-elected Instructor Chemistry; salary increased.....	19
Declined appointment	59
Swift, A. J.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	212, 231

Swisher, Alice—	
Appointed Home Demonstration Agent.....	141
Reappointed Home Demonstration Agent.....	238
Swisher, Dan—	
Reappointed Teamster Animal Husbandry; salary increased.....	10
Salary increased	123
Reappointed Teamster	182
Swartzel, K. D.—	
Re-elected Professor Mathematics.....	20
Re-elected Professor Mathematics; salary increased.....	192
Taber, R. F.—	
Appointed Farm Management Demonstrator.....	131
Reappointed Farm Management Demonstrator in Agricultural Extension...	232
Taft, Donald R.—	
Appointed Instructor Economics and Sociology.....	68
Title changed to Assistant Professor; salary increased.....	188
Tailliant, Henri—	
Appointed Instructor Romance Languages.....	139
Re-elected Instructor Romance Languages; salary increased.....	187
Talbot, Mildred V.—	
Appointed Instructor Art.....	17
Re-elected Instructor Art; salary increased.....	189
Tallmadge, B. F.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Taylor, A. D.—	
Re-elected Non-Resident Professor Landscape Architecture.....	12
Taylor, Albert P.—	
Reappointed Instructor Journalism.....	16
Salary increased	36
Reappointed Instructor Journalism; salary increased.....	188
Taylor, Alice—	
Appointed Hospital Clerk.....	35
Reappointed Hospital Clerk.....	206
Taylor, George—	
Reappointed Herdsman; salary increased.....	10
Salary increased	123
Reappointed Herdsman; salary increased.....	182
Taylor, J. R.—	
Re-elected Professor English.....	13
Re-elected Professor English; salary increased.....	185
Taylor, Lucile (Ada L.)—	
Reappointed Stenographer Agricultural Extension; salary increased.....	43, 49
Reappointed Stenographer Agricultural Extension Service, 1918-19.....	230
Taylor, Lucy M.—	
Reappointed Assistant Registrar; salary increased.....	30
Reappointed Assistant Registrar; salary increased.....	202
Taylor, W. N.—	
Appointed Assistant in Genito-Urinary Surgery.....	26
Leave of absence, 1917-18.....	62
Reappointed Assistant in Surgery.....	198

Teegarden, Lorene—	
Appointed Graduate Scholar	200
Terry, Inez—	
Appointed Nurse Training School, Homeopathic Hospital.....	139
Reappointed Student Nurse	195
Thatcher, Lloyd E.—	
Re-elected Instructor; salary increased.....	11
Title changed to Instructor.....	37
Re-elected Instructor Farm Crops; salary increased.....	183
Theocharides, Orestes—	
Fees remitted	174
Thomas, Arthur N.—	
Appointed Library Assistant for three months.....	140
Services continued until June.....	174
Thomas, Mary—	
Reappointed Clerk; salary increased.....	30
Reappointed Clerk; salary increased, 1918-19.....	203
Thomas, May—	
Re-elected Assistant Professor German.....	14
Re-elected Assistant Professor German.....	186
Thomas, M. C.—	
Reappointed County Agricultural Agent.....	39, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	212, 231
Thompson, B. L.—	
Appointed Assistant Professor Animal Husbandry in Agricultural Extension	232
Thompson, King—	
Letter concerning purchase of land north of University.....	76
Thompson, William Oxley—	
Re-elected President	30
Granted full power concerning leaves and compensation.....	4
Salary increased	9
Resolution concerning expenses to Washington, to be paid by University..	55
President and Mr. Pomerene to confer with Trustees of Protestant Hospital	94
President made preliminary report on compensation to persons in Government service	114
To make request of Commission for refund of purchase price of land....	62
President and Judge McCann, a committee concerning Protestant Hospital and Nursery	123
Leave of absence for speaking tour.....	151
Re-elected President	202
Division of Farm Lands referred to President and Dean Vivian for report	234
President and Secretary to visit Chicago University concerning Four-Quarter Plan	236
Thrash, Charles—	
Appointed Assistant Agricultural Chemistry and Soils.....	9
Salary increased	112
Thrasher, Frederic—	
Appointed Instructor Economics and Sociology.....	86
Re-elected Instructor Economics and Sociology; salary increased.....	188

Thurston, Azor—	
Appointed Lecturer Pharmacy.....	88
Reappointed Lecturer Pharmacy.....	199
Timberman, Andrew—	
Re-elected Professor Ophthalmology.....	25
Re-elected Professor Ophthalmology; salary assigned.....	197
Tinsley, Marian—	
Appointed Stenographer, Entrance Board Office.....	58, 115
Reappointed Stenographer Graduate School and Summer Session.....	203
Titus, Richard M.—	
Appointed Student Assistant Dentistry.....	88
Toll, Ralph—	
Local Leader Boys' and Girls' Club Work.....	217, 232
Toops, Herbert Anderson—	
Appointed Graduate Scholar.....	28
Degree conferred on.....	113
Resignation accepted.....	169
Torr, John—	
Reappointed Hospital Clerk.....	27
Resignation accepted.....	111
Towne, Floyd R.—	
Appointed Graduate Assistant Homeopathic Medicine.....	22
Additional salary.....	59
Resignation accepted.....	92
Townsend, Andrew J.—	
Appointed Graduate Scholar.....	28
Declined appointment.....	59
Townshend, Harriett S.—	
Reappointed Library Assistant.....	28
Reappointed Library Assistant; salary increased, 1918-19.....	200
Tracy, Stanley B.—	
Appointed Assistant Economics and Sociology.....	86
Resignation accepted.....	109
Transeau, Edgar N.—	
Re-elected Professor Botany and Acting Head Department, 1917-18; salary increased.....	10
Re-elected Professor and Head of Department Botany, 1918-19.....	182
Trautman, G. M.—	
Re-elected Instructor Physical Education; salary increased.....	29
Leave of absence, 1917-18.....	62
Re-elected Instructor Physical Education; military leave.....	201
Tressel, Willard F.—	
Appointed Student Assistant Chemistry.....	107
Reappointed Assistant Chemistry.....	191
Trotter, Janeva B.—	
Appointed Graduate Assistant, Department Political Science.....	186
Truxall, H. E.—	
Reappointed Painter; salary increased.....	33
Reappointed Painter; salary increased, 1918-19.....	204
Tucker, Marian—	
Re-elected Instructor Home Economics.....	11
Re-elected Instructor Home Economics; salary increased.....	183

Tucker, W. M.—	
Appointed Assistant Professor Geology.....	66
Re-elected Assistant Professor Geology.....	186
Tulloch, J. W.—	
Appointed County Agricultural Agent.....	218, 282
Tunnel to Power House—	
Contract awarded to M. P. Streett.....	74
Contractor given extension of time for completion.....	128
Turnbull, W. D.—	
Re-elected Assistant Professor Engineering Drawing; salary increased....	20
Re-elected Assistant Professor Engineering Drawing; salary increased....	191
Turner, Nora—	
Student Nurse, Homeopathic Hospital.....	23
Student Nurse, Homeopathic Hospital.....	194
Tuttle, Alonzo H.—	
Re-elected Professor Law; salary increase.....	23
Re-elected Professor Law.....	195
Twiss, George R.—	
Re-elected Professor Principles and Practice of Education (2d Semester)..	17
Appointed Delegate to North Central Association.....	124
Authorized to attend meeting Science and Vocational Training Commission	181
Re-elected Professor Principles and Practice of Education.....	189
Underfeed Stoker Company of America—	
Awarded contract for Stoker.....	148
University Architect—	
Presented completed plans for addition to West end of Lord Hall.....	149
Presented preliminary plans and estimates for Women's Building.....	151
Appointments, 1918-19	206
Valley, George—	
Appointed Graduate Assistant Agricultural Chemistry and Soils.....	9
Title changed to Assistant; salary increased.....	91
Vanatta, D. R.—	
Reappointed County Agricultural Agent; salary increased.....	89-45, 48
Reappointed County Agricultural Agent, 1918-19.....	212, 281
Van Buskirk, L. H.—	
Re-elected Instructor Public Health Laboratory Methods; put on salary....	26
Re-elected Instructor Public Health Laboratory Methods.....	198
VanderWerf, John A.—	
Reappointed Assistant Chemistry.....	19
Resignation accepted	92
Van Houten, J. D.—	
Appointed Assistant County Agricultural Agent.....	218, 282
Van Meter, Anna R.—	
Title made Professor.....	37
Re-elected Professor Home Economics; salary increased.....	11, 183
Van Norman, J. S.—	
Resignation accepted	7
Veidt, Callie—	
Appointed Stenographer Agricultural Extension Service.....	217, 282
Venis, Joseph—	
Reappointed Laborer; salary increased.....	33
Reappointed Laborer; salary increased.....	205

Verweibe, W. A.—	
Re-elected Instructor Geology; salary increased.....	14
Re-elected Instructor Geology.....	186
Veterinary Medicine, College of—	
Appointments, 1917-18	27
Mundhenk, R. L., granted leave during war.....	59
Weldishofen, W. M., appointed Assistant.....	67
Appropriation for salary of Instructors.....	68
Hendershott, R. A., appointed Assistant.....	89
Brumley, O. V., appointed Acting Dean.....	89
Dr. D. S. White, on leave for War Service.....	84
Schilling, Samuel J., appointed Instructor.....	108
William Richie, appointed Clerk.....	109
Torr, John, resigned.....	111
Mason, James O., appointed Groom.....	143
Appointments, 1918-19	199
Victoria Coal Company—	
Bid for coal rejected.....	4
Vigor, Lee E.—	
Appointed Stenographer Engineer's Office.....	179
Vilbrandt, Frank C.—	
Reappointed Assistant Chemistry.....	19
Re-elected Instructor Chemistry.....	191
Vivian, Alfred—	
Re-elected Dean College of Agriculture, Professor, and Head of Department Agricultural Chemistry and Soils.....	9
Appeared and presented layout for buildings for Department Animal Hus- bandry west of river.....	234
Presented plan for division of farm lands.....	234
Re-elected Dean College Agriculture and Professor Agricultural Chemistry and Soils; salary increased.....	181
Vogel, Joshua H.—	
Appointed Graduate Scholar.....	28
Degree conferred on.....	147
Vogel, Katherine—	
Reappointed Clerk; salary increased.....	31
Transferred to position of Executive Clerk.....	111
Reappointed Executive Clerk.....	202
Upham, J. H. J.—	
Re-elected Professor Clinical Medicine and Acting Head of Department; salary increased	25
Re-elected Professor Clinical Medicine.....	196
Usry, Eldon L.—	
Re-elected Professor Manual Training.....	17
Authorized to attend meeting on Industrial Education.....	115
Re-elected Professor Manual Training.....	139
Wade, Lurene—	
Resignation accepted	57
Wagenhals, F. C.—	
Reappointed Assistant in Medicine.....	25
Reappointed Assistant in Medicine; salary increased.....	197

Wagner, Mary—	
Reappointed Janitor; salary increased.....	34
Resigned	170
Walker, James F.—	
Appointed Fireman	32
Reappointed Fireman; salary increased.....	204
Walker, Mae (Mrs.)—	
Reappointed Library Assistant; salary increased, 1917-18.....	28
Reappointed Library Assistant; salary increased, 1918-19.....	200
Walker, Martha—	
Appointed Laundress	109
Reappointed Laundress; salary increased, 1918-19.....	206
Walker, W. H.—	
Reappointed Janitor; salary increased.....	33
Appointed Groom, Veterinary Clinic.....	199
Walker, William John—	
Appointed Student Assistant Industrial Arts.....	139
Walker, Grace G.—	
Re-elected Instructor Home Economics.....	11
Re-elected Instructor Home Economics; salary increased.....	183
Wall, Margaret—	
Student Nurse, Homeopathic Hospital.....	23
Completed probation period as nurse.....	60
Student Nurse, Homeopathic Hospital.....	195
Waller, Adolph E.—	
Appointed Graduate Fellow.....	27
Appointed Instructor Botany.....	182
Walradt, Henry F.—	
Re-elected Assistant Professor Economics and Sociology; salary increased	16
Re-elected Assistant Professor Economics and Sociology; salary increased	187
War Records Committee—	
McGaughey, Mary, appointed Secretary for.....	147
McGaughey, Mary, resigned.....	171
War Service—	
Matter of compensation to persons on University payroll who are in gov- ernment service	68
Ward, Charles N.—	
Appointed Student Assistant Engineering Drawing.....	121
Reappointed Student Assistant Engineering Drawing.....	192
Ward, J. S.—	
Reappointed Assistant Physics; salary increased.....	22
Reappointed Assistant Physics; salary increased.....	198
Ward, Martha Nelle—	
Degree, conferred on	147
Wardlow, Yeatman—	
Re-elected Assistant Professor Clinical Gynecology.....	26
Title changed to Professor Clinical Gynecology and Acting Head of De- partment Surgery	68
Re-elected Professor Surgery, Acting Chief of Staff, Protestant Hospital; salary increased	198

Warder, Byron M.—	
Appointed Assistant Engineering Drawing.....	66
Reappointed Assistant Engineering Drawing; salary increased.....	191
Warfield, Ann P.—	
Appointed Student Assistant Anatomy.....	88
Warner, Mary—	
Housekeeper Oxley Hall	85
Reappointed Housekeeper Oxley Hall.....	207
Warner, Winifred—	
Reappointed Assistant to Registrar; salary increased.....	30
Resignation accepted	178
Warren, J. H.—	
Re-elected Instructor Anatomy.....	24
Title made Assistant Professor Anatomy.....	37
Leave of absence, 1917-18.....	62, 125
Re-elected Assistant Professor Anatomy; military leave.....	195
Warren, J. R.—	
Appointed Interne	24
Wasson, R. H.—	
Appointed Assistant Mechanical Engineering.....	21
Declined appointment	90
Waterman, C. N.—	
Appointed Laboratory Assistant Psychology.....	18
Waters, Ralph C.—	
Appointed Student Assistant Chemistry.....	191
Watson, Frank A.—	
Appointed Student Assistant Physiology.....	89
Reappointed Student Assistant Physiology.....	197
Watson, Robert—	
Reappointed Groom	10
Salary increased	91
Reappointed Groom; salary increased.....	182
Watters, Bess C.—	
Reappointed Cashier	32
Reappointed Cashier; salary increased, 1918-19.....	202
Watts, Arthur S.—	
Re-elected Professor Ceramic Engineering and Head of Department.....	37
Re-elected Professor Ceramic Engineering.....	19, 190
Weate, J. J.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased, 1918-19.....	205
Weaver, James H.—	
Appointed Instructor Mathematics.....	89
Reappointed Instructor in Mathematics; salary increased.....	192
Webber, Spencer G.—	
Appointed Graduate Assistant Chemistry.....	19
Wegener, Clara G.—	
Appointed Research Assistant in Physiology for May and June.....	180
Weidles, Walter—	
Appointed Instructor Economics and Sociology.....	86
Re-elected Instructor Economics and Sociology; salary increased.....	188

Weigel, Charles A.—	
Reappointed Graduate Assistant Zoology and Entomology.....	12
Title changed to Assistant; salary increased.....	92
Resignation accepted	180
Weinland, L. A.—	
Elected Instructor Chemistry.....	191
Weiser, R. S.—	
Student Assistant Department of Chemistry.....	107
Resignation accepted	148
Weiss, A. P.—	
Re-elected Assistant Professor Psychology; salary increased.....	18, 174
Re-elected Professor Psychology; salary increased.....	189
Welch, P. S.—	
Appointed for Service Lake Laboratory, 1917.....	12
Welday, D. L.—	
Reappointed Student Assistant Anatomy.....	24
Deceased	
Weldishofer, W. M.—	
Appointed Assistant Veterinary Medicine.....	67
Wells, Ernest B.—	
Appointed Graduate Scholar.....	28
Wesley, Oscar—	
Appointed Graduate Scholar.....	28
West, C. J.—	
Re-elected Assistant Professor Mathematics.....	21
Re-elected Assistant Professor Mathematics; salary increased.....	192
Wetnight, Robert D.—	
Appointed Graduate Assistant Chemistry.....	19
Resigned	92
Wheeler, Clark S.—	
Re-elected Director Agricultural Extension.....	38, 44, 47
Re-elected Director Agricultural Extension, 1918-19.....	230
Wheeler, James W.—	
Appointed Assistant, Department Economics and Sociology.....	140
Wheelock, W. R.—	
Reappointed County Agricultural Agent; salary increased.....	40, 45, 48
Reappointed County Agricultural Agent, 1918-19.....	218, 231
Whipps, Mozelle C.—	
Appointed Graduate Assistant Bacteriology.....	66
Resignation accepted	120
Whitacre, Jessie—	
Reappointed Instructor Home Economics, Agricultural Extension; salary increased	42, 45, 48
White, Edna N.—	
Re-elected Professor Home Economics.....	11
Re-elected Supervisor Extension Work in Home Economics.....	42, 44, 47
Re-elected Professor Home Economics; salary increased.....	183
Re-elected Supervisor Home Economics Extension Work, 1918-19.....	233
White, D. S. (Dr.)—	
Re-elected Professor Veterinary Medicine and Dean.....	27
Leave of absence for war service.....	84
Re-elected Dean and Professor Veterinary Medicine; Military leave.....	199

White, M. Grace—	
Reappointed Stenographer; salary increased.....	31
Reappointed Stenographer; salary increased, 1918-19.....	203
Whiteside, A. L.—	
Reappointed Student Assistant Engineering Drawing.....	20
Resignation accepted	64
Whitmer, W. W.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Whittaker, Alfred Heacock—	
Degree, conferred on	173
Whitten, Julia E.—	
Appointed Assistant Chemistry.....	87
Wiggins, R. G.—	
Resignation accepted	57
Wilce, J. W.—	
Re-elected Professor Physical Education.....	29
Wiley, E. W.—	
Re-elected Instructor English; salary increased, 1917-18.....	13
Re-elected Instructor English; salary increased, 1918-19.....	185
Will, Harry S.—	
Appointed Graduate Fellow.....	27
Resignation accepted	143
Willard, Charles J.—	
Appointed Assistant Professor Farm Crops.....	80
Instructor Farm Crops, Summer Session 182.....	172
Re-elected Assistant Professor Farm Crops.....	183
Williams, Alberta—	
Reappointed Stenographer; salary increased.....	31
Reappointed Stenographer; salary increased, 1918-19.....	203
Williams, C. G.—	
Appointed Non-Resident Professor Farm Crops.....	58
Williams, D. W.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Williams, Florence—	
Nurse Training School, Homeopathic Hospital.....	189
Discontinued training because of ill health.....	174
Williams, Guy H.—	
Appointed Instructor Medicine.....	123
Reappointed Instructor Medicine.....	196
Williams, Josephine—	
Appointed Stenographer	108
Resignation accepted	110
Williams, R. C.—	
Appointed Instructor Romance Languages.....	15
Resignation accepted	120
Elected Instructor Romance Languages.....	187
Williams, R. D.—	
Appointed Instructor Philosophy.....	15
Reappointed Instructor Philosophy; salary increased.....	186

Williams, O. E.—	
Re-elected Assistant Professor Engineering Drawing; salary increased....	20
Re-elected Assistant Professor Engineering Drawing; salary increased....	191
Williams, O. P.—	
Correction ordered in deed.....	83
Williams, S. A.—	
Reappointed Janitor; salary increased.....	33
Reappointed Janitor; salary increased.....	205
Williams, S. R.—	
Appointed Instructor Lake Laboratory, 1917.....	12
Appointed Instructor Lake Laboratory, 1918.....	184
Williams, T. Reese—	
Reappointed Assistant Department Ophthalmology and Oto-Laryngology..	25
Reappointed Assistant in Ophthalmology.....	197
Williams, W. H.—	
Appointed Student Assistant Chemistry.....	191
Willison, Florence—	
Reappointed Instructor Home Economics; Agricultural Extension; salary	
increased.....	42, 44, 48, 45
Reappointed Instructor Home Economics Agricultural Extension.....	232
Wilson, Blanche—	
Reappointed Stenographer Agricultural Extension; salary increased.....	42, 49
Wilson, Hewitt—	
Appointed Assistant Professor Ceramic Engineering.....	88
Re-elected Assistant Professor Ceramic Engineering.....	190
Wilson, Leroy—	
Reappointed caretaker horse barn.....	11
Transferred to Division Operation and Maintenance.....	69
Resignation accepted	129
Wilson, P. D.—	
Re-elected Instructor Surgery	26
Leave of absence, 1917-18.....	62
Re-elected Instructor Surgery; Military leave, 1918-19.....	198
Wilson, Russell B.—	
Reappointed Laboratory Assistant Psychology.....	18
Resignation accepted	92
Wiltberger, R. B.—	
Re-elected as Assistant Professor Crown, Bridge and Porcelain; salary in-	
creased.....	17, 37, 92, 188
Windan, C. J.—	
Appointed Assistant County Agricultural Agent.....	213, 231
Wingert, H. S.—	
Reappointed Director Student Health Service, 1917-18.....	31
Reappointed Director Student Health Service, 1918-19.....	203
Winter Course in Agriculture—	
Instructors appointed	133, 184
Wise, Lloyd—	
Appointed Student Assistant Department Horticulture and Forestry.....	106
Resignation accepted	144
Wistner, Nelson E.—	
Appointed Dispenser State Street Dispensary.....	106

Withrow, J. R.—	
Re-elected Professor Chemistry	19
Re-elected Professor Chemistry	190
Withrow, S. S.—	
Reappointed Assistant, Engineering Drawing; salary increased.....	20
Reappointed Assistant, Engineering Drawing.....	191
Wittke, Carl—	
Reappointed Instructor American History.....	13
Reappointed Instructor American History; salary increased.....	185
Wolcott, Roy C.—	
Re-elected Professor Internal Medicine; salary increased.....	22
Re-elected Professor Internal Medicine.....	194
Wolfe, Carrie E.—	
Appointed Assistant, Latin.....	15
Wolfe, Lester E.—	
Re-elected Secretary Entrance Board, 1917-18.....	30
Re-elected Secretary Entrance Board; salary increased, 1918-19.....	202
Wolman, Bertha—	
Appointed Stenographer	172
Reappointed Stenographer; salary increased.....	203
Womans' Building—	
Plans for to be ready July 24, 1917.....	56
Preliminary plans and estimates presented.....	151
Matter of transferring appropriation for Chemistry Building addition to.....	151-152
Wood, George A.—	
Re-elected Instructor American History; salary increased.....	13
Re-elected Instructor American History.....	185
Woodbury, D. A.—	
Re-elected Instructor Physics; salary increased.....	22
Re-elected Instructor Physics; salary increased.....	193
Woodbury, Ethyl—	
Re-appointed Assistant to Registrar; salary increased.....	30
Reappointed Assistant to Registrar; salary increased.....	202
Woodford, C.—	
Reappointed Fireman; salary increased.....	32
Reappointed Fireman; salary increased.....	204
Worch, Mary—	
Appointed Technician in X-Ray Work, Surgery and Gynecology.....	89
Re-elected Technician in Surgery (12 mos.).....	198
Work, Frances—	
Reappointed Stenographer; salary increased.....	30
Workman, A. C.—	
Appointed Instructor Agricultural Chemistry and Soils.....	181
Wright, Harold—	
Reappointed Assistant, Industrial Arts.....	20
Salary increased	69
Reappointed Assistant, Machine Shop Practice; salary increased.....	192
Wright, Perry L.—	
Reappointed Assistant, Forging; salary increased.....	20
Reappointed Instructor, Blacksmithing; salary increased.....	192
Wright, Wayne—	
Appointed Student Assistant, Physical Education.....	158

Wuichet, John W.—	
Reappointed Assistant Professor Animal Husbandry, Agricultural Extension; salary increased.....	41, 45, 48
Reappointed Assistant Professor Animal Husbandry, Agricultural Extension	282
Wylie, Harriet—	
Resignation accepted	57
Wyman, H. B.—	
Appointed Student Assistant, Chemistry.....	107
Yamada, Hideo—	
Degree conferred on.....	147
Yeager, Mary E.—	
Appointed Stenographer, Agricultural Extension Service.....	158, 211, 231
Yeager, Willard H.—	
Appointed Night Assistant, Library	109
Resignation accepted	178
Yoakum, H. H.—	
Reappointed Student Assistant, Anatomy.....	24
Yontz, Merrill—	
Appointed Graduate Assistant, Chemistry.....	19
Resignation accepted	92
Young, David—	
Appointed Student Assistant, Materia Medica.....	88
Reappointed Assistant, Materia Medica.....	194
Young, George H.—	
Appointed Laborer, Animal Husbandry.....	131
Reappointed Poultryman, Department Animal Husbandry; salary increased	182
Young, James H.—	
Re-elected Instructor Chemistry.....	19
Salary increased	91
Young, Mary—	
Appointed Graduate Scholar.....	28
Declined Graduate Scholarship.....	65
Appointed Graduate Scholar, 1918-19.....	200
Zartman, L. V.—	
Re-elected Instructor Surgery.....	26
Re-elected Instructor Surgery.....	198
Zierhut, A.—	
Appointed Pressman, Journalism-Printing.....	35
Reappointed Pressman; salary increased.....	207
Zoology and Entomology, Department of—	
Appointments, 1917-18	12
Hamlin, John C., appointed Graduate Assistant.....	88
Weigel, C. A., title changed to Assistant; salary increased.....	92
Stage, H. H., resigned.....	93
Eyer, John R., resigned.....	130
Weigel, C. A., resigned.....	130
Fletcher, Robert K., title changed to Assistant; salary increased.....	133
Hamlin, John C., resigned.....	143
Appointments, 1918-19	184

RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1918, to June 30, 1919

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Proceedings of the Board of Trustees The Ohio State University

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, AUGUST 6, 1918.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; C. F. Kettering, John Kaiser, John F. Cunningham and O. E. Bradfute.

* * * * *

The President presented the following items for consideration and action.

1. Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule:

D. E. Haley was appointed Instructor in the Department of Agricultural Chemistry and Soils, effective July 1, 1918, at a salary of \$1000.00 per annum, provided in the budget. The balance of \$600.00 remaining in the budget appropriation for this position was cancelled.

Henry B. Froning was appointed Instructor in the Department of Agricultural Chemistry and Soils, effective July 1, 1918, at a salary of \$1600.00 per annum, provided in the budget. The balance of \$200.00 remaining in the budget appropriation for this position was cancelled.

Verle C. Smith was appointed Assistant Professor in the Department of Farm Crops, Agricultural Extension Service, effective July 1, 1918, at a salary of \$2100.00 per annum, to be paid from Smith-Lever funds in Project 3A in the Extension budget.

Walter Pettit was appointed Instructor in the Department of Agricultural Engineering, Agricultural Extension Service, effective July 1, 1918, at a salary of \$1500.00 per annum, to be paid from Smith-Lever funds in Project No. 3B in the Extension budget.

The following appointments were made for the Summer Session:

Miss Ruth Gordon was appointed Assistant in the Department of Music, at a salary of \$100.00, vice L. Z. Lerando, resigned, and \$100.00 was appropriated for this salary.

K. S. Campbell was appointed Business Manager of "The Lantern," for six weeks, at a salary of \$37.50, provided in the budget.

A. D. Curfman was appointed Business Manager of "The Lantern," for two weeks, at a salary of \$12.50, provided in the budget.

G. S. Chapin was appointed Assistant Professor in the Department of Romance Languages, at a salary of \$100.00, and \$100.00 was appropriated for this salary.

L. Cardon was appointed Instructor in the Department of Romance Languages, at a salary of \$80.00, and \$80.00 was appropriated for this salary.

Fred Speer was appointed Assistant in the Department of Bacteriology, at a salary of \$80.00, and \$80.00 was appropriated for this salary.

D. O. Miller was appointed Assistant in the Department of Engineering Drawing, at a salary of \$60.00, and \$60.00 was appropriated for this salary.

Dwight A. Woodbury was appointed Instructor in the Department of Physics, at a salary of \$100.00, and \$100.00 was appropriated for this salary.

S. S. Willaman was appointed Assistant in the Department of Physical Education, at a salary of \$75.00, provided in the budget.

Miss Selma Mesloh was appointed Assistant in the Department of Physical Education, at a salary of \$75.00, and \$75.00 was appropriated for this salary.

Paul L. Sharritt was appointed County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$1600.00 per annum, vice George R. Eastwood, resigned, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$125.00 per month; from Smith-Lever funds, \$8.33 per month.

Also an allowance of \$41.66 per month from State Offsetting funds for the maintenance of an automobile.

The above items to be charged to Project No. 2 in the Extension budget.

Ralph W. Jordon was appointed County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$2200.00 per annum, vice R. D. Long, resigned, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$125.00 per month; from State Offsetting funds, \$8.33 per month; from Cuyahoga County funds, \$50.00 per month.

Also an allowance of \$41.66 per month from County funds for the maintenance of an automobile.

The above salary and automobile allowance to be charged to Project No. 2 in the Extension budget.

Miss Stella May Fowler was appointed Home Demonstration Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$1680.00 per annum, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$115.00 per month; from Smith-Lever funds, \$25.00 per month.

Miss Alice M. Donaway was appointed Home Demonstration Agent in the Agricultural Extension Service, effective July 1, 1918, at a salary of \$1680.00 per annum, the salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$115.00 per month; from Smith-Lever funds, \$25.00 per month.

Miss Margaret Lawrence was appointed Assistant Home Demonstration Agent in the Agricultural Service, effective July 16, 1918, at a salary of \$1320.00 per annum, the salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$100.00 per month; from Smith-Lever funds, \$10.00 per month.

Miss Emma Munyan was appointed Laundry Helper, effective July 1, 1918, at a salary of \$50.00 per month, and \$600.00 was appropriated for this salary.

G. H. Case was appointed Night Watchman, effective July 1, 1918, at a salary of \$75.00 per month, vice J. W. Connelly, resigned, and \$900.00 was appropriated for this salary.

George Hooley was appointed Janitor, effective July 1, 1918, at a salary of \$75.00 per month, vice Edward Lofton, resigned, salary provided in the budget.

A. L. Bates was reappointed Driver in the Department of Dairying, effective July 1, 1918, at a salary of \$900.00 per annum, and \$900.00 was appropriated for this salary.

Ray De Vault was appointed Laborer in the Division of Operation and Maintenance, effective July 1, 1918, at a salary of \$75.00 per month, vice J. Marchezo, resigned, salary provided in the budget.

Morris M. Leighton was appointed Professor of Historical Geology, at a salary of \$2500.00 per annum, effective September 1, 1918, and \$2500.00 was appropriated for this salary.

Charles Allen Wright was appointed Professor in the Department of Electrical Engineering, at a salary of \$2750.00 per annum, effective September 1, 1918, and \$250.00 was appropriated in addition to the amount appropriated in the budget for this position.

James G. Ralston was appointed Assistant in the Department of Chemistry, at a salary of \$1200.00 per annum, effective September 1, 1918, vice H. F. Shattuck, resigned, and \$1200.00 was appropriated for this salary.

Henry LeRoy Coles was appointed Instructor in the Department of Chemistry, at a salary of \$1600.00 per annum, effective September 1, 1918, vice H. C. Olin, resigned, and \$1600.00 was appropriated for this salary.

J. Charles Rietz was appointed Assistant Professor in the Department of Mathematics, part time, at a salary of \$600.00 per annum, effective September 1, 1918, and \$600.00 was appropriated for this salary.

Harry A. Stolpestad was appointed Assistant in Veterinary Anatomy, at a salary of \$1200.00 per annum, effective September 1, 1918, vice W. M. Weldishofer, who has been called into military service. An appropriation of \$1200.00 was made for this salary.

Arthur C. Bevan was appointed Instructor in the Department of Geology, at a salary of \$1800.00 per annum, effective September 1, 1918, vice W. A. Verwiebe, resigned, and \$1800.00 was appropriated for this salary.

The appropriation for a museum assistant at a salary of \$300.00 was cancelled.

J. R. Shank was appointed Assistant in the Department of Horticulture, at a salary of \$90.00 per month, effective August 1, 1918, and \$990.00 was appropriated for this salary.

Dale Orville Miller was appointed Student Assistant in the Department of Engineering Drawing, at a salary of \$300.00 per annum, effective September 1, 1918, vice R. K. Annis, resigned, and \$300.00 was appropriated for this salary.

Frederick Grover Charles was appointed Instructor in the Department of Horticulture, at a salary of \$1400.00 per annum (12 mos. basis), effective September 1, 1918, vice B. D. Drain, resigned, and \$1166.66 was appropriated for this salary.

John Lang Benbow was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00 per annum, provided in the budget, effective September 1, 1918.

Miss Edna Mosher was appointed Instructor in the Department of Zoology and Entomology, at a salary of \$1500.00 per annum, effective September 1, 1918, salary provided in the budget.

Claiborne Hart Young was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00, provided in the budget, effective September 1, 1918.

Walter Charles Kraatz was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00 per annum, provided in the budget, effective September 1, 1918.

Edward Lawrence Wickliff was appointed Graduate Assistant in the Department of Zoology and Entomology, at a salary of \$300.00, provided in the budget, effective September 1, 1918.

F. H. Neff was appointed Helper in the Dairy Laboratory, at a salary of \$85.00 per month, effective August 1, 1918, and \$935.00 was appropriated for this salary.

F. L. Mills was appointed Pharmacist at the State Street Dispensary, for the months of June, July and August, at a salary of \$25.00 per month, provided in the budget.

Robert K. Fletcher was appointed Assistant in the Department of Zoology and Entomology, effective September 1, 1918, at a salary of \$600.00 per annum, and \$600.00 was appropriated for this salary.

The appropriation for \$600.00 for the salaries of two graduate assistants in the above department was cancelled.

C. I. Britt was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

W. H. Buker was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

M. Goldberg was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

D. H. Downey was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

Miss Clara C. Wegener was appointed Research Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective July 1, 1918, at a salary of \$600.00 per annum, and \$100.00 was appropriated in addition to the amount provided in the budget.

2. Upon the recommendation of the President, the following resignations were accepted, and the balances, if any, remaining in the various salary appropriations were cancelled, in accordance with the general rule:

Verle C. Smith, Assistant to the Dean of the College of Agriculture, effective July 1, 1918. The appropriation of \$1800.00 for this salary was cancelled.

J. J. Riggle, Assistant County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

R. H. Sturgeon, Assistant County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

Miss Florence B. Marsh, Stenographer in the office of the College of Arts, effective July 1, 1918.

Miss Frances Nichol, Dietitian, Homeopathic Hospital, effective August 1, 1918. The balance of \$550.00 remaining in the appropriation for this salary was cancelled.

Edward Lofton, Janitor, effective June 30, 1918.

J. W. Connelly, Night Watchman, effective June 14, 1918.

Miss Alida C. Bowler, Instructor in the Department of Psychology, effective July 1, 1918. The appropriation of \$1500.00 for this salary was cancelled.

George C. Hayman, Second Assistant Storekeeper, Laboratory Supply Store, effective July 1, 1918.

Clarence M. Baker, Instructor in the Department of Journalism, effective July 1, 1918. The appropriation of \$1200.00 for this salary was cancelled.

Miss Treva Kauffman, Instructor in Home Economics in the Agricultural Extension Service, effective July 1, 1918.

Frank E. Roberts, Helper, Stores and Receiving Department, effective July 1, 1918.

Miss Mary L. Holmes, Home Demonstration Agent in the Agricultural Extension Service, effective July 1, 1918.

Miss Ellen Sailor, Clerk in the office of the Agricultural Agent for Medina County, effective June 30, 1918.

Ralph Tolle, Local Leader in Boys' and Girls' Club Work Agricultural Extension Service, effective July 1, 1918.

Miss Mary Elliott, Home Demonstration Agent in the Agricultural Extension Service, effective June 30, 1918.

Miss Edna Endley, Home Demonstration Agent in the Agricultural Extension Service, effective June 30, 1918.

H. L. Olin, Assistant Professor in the Department of Chemistry, effective July 1, 1918.

R. D. Long, County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

George R. Eastwood, County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918.

W. M. Aikin, Professor of Principles and Practice of Education, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled.

Miss Gladys Locke, Laboratory Technician, College of Homeopathic Medicine, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

L. Z. Lerando, Assistant in the Department of Music, Summer Session. The appropriation of \$100.00 for this salary was cancelled.

C. L. Arnold, Secretary of the College of Education, effective July 19, 1918. The appropriation of \$300.00 for this position was cancelled.

George F. Schlesinger, Assistant Professor in the Department of Civil Engineering, effective July 1, 1918. The appropriation of \$2000.00 for this position was cancelled.

Carl J. West, Assistant Professor in the Department of Mathematics, effective July 1, 1918. The appropriation of \$1800.00 for this salary was cancelled.

Miss Caroline M. Breyfogle, Dean of Women, effective August 1, 1918. The balance of \$2200.00 remaining in the appropriation for this salary was cancelled.

A. D. Curfman, Graduate Assistant in the Department of Psychology, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

S. J. Barnett, Professor in the Department of Physics, effective July 1, 1918. The appropriation of \$3000.00 for this salary was cancelled.

Russell K. Annis, Student Assistant in the Department of Engineering Drawing, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

J. Anson DeHaas, Professor in the Department of Economics and Sociology, effective July 1, 1918. The appropriation of \$3000.00 for this salary was cancelled.

3. In accordance with the recommendation of the University Faculty at meetings held October 4, 1917 and February 14, 1918, the

following named persons were granted the degrees indicated, as of the Class of 1917:

BACHELOR OF ARTS
Elwood Neal Hart
Allen Edward Pengelly

4. Upon the recommendation of the President, the following changes in salaries and titles were authorized:

E. E. Barnes was promoted from District Agent to the position of County Agricultural Agent in the Agricultural Extension Service, effective July 1, 1918, salary to be paid as follows, on a monthly basis: from U. S. D. A. War Emergency funds, \$125.00 per month; from Federal Smith-Lever funds, \$8.33 per month; from Sandusky County funds, \$16.67 per month.

Also an allowance of \$41.66 per month for the maintenance of an automobile, payable from county funds.

Miss Mary Worch, Technician in the Department of Surgery, was put on a twelve months' basis, instead of part time, effective July 1, 1918, at a salary of \$50.00 per month.

The appointment of Miss Aimee Obaugh was amended to half-time service, instead of full time, effective July 1, 1918, at a salary of \$420.00 per annum. The balance of \$420.00 remaining in the budget appropriation for this salary was cancelled. Miss Obaugh is serving half time in the Agricultural Extension Department.

The salary of C. A. Norman, Professor in the Department of Mechanical Engineering, was increased to \$3000.00, and \$250.00 was appropriated to meet this increase.

The salary of Hugh Hardy, Clerk, Mailing Room, was increased to \$75.00 per month, effective July 1, 1918, and \$60.00 was appropriated to meet this increase.

The salary of Allando A. Case, Instructor in the Department of Industrial Arts, was increased from \$1540.00 to \$1650.00 for eleven months, effective July 1, 1918, and \$110.00 was appropriated to meet this increase.

The salary of W. G. Stover, Assistant Professor in the Department of Botany, was amended to \$850.00 (5 months at \$170.00 per month). The balance of \$210.00 remaining in the budget appropriation for this salary was cancelled. Mr. Stover will serve part time in the Agricultural Extension Department.

The salary of William Irving, Technician in the Department of Physiology, was increased from \$1600.00 to \$1700.00 per annum, effective July 1, 1918, and \$100.00 was appropriated to meet this increase.

The salary of Albert P. Taylor, Instructor in the Department of Journalism, was increased from \$1254.00 to \$1354.00 per annum, effective August 1, 1918, and \$91.66 was appropriated to meet this increase.

The salary of Wilhelm Neilson, Instructor in the Department of Civil Engineering, was increased from \$1500.00 to \$1600.00 per an-

num, effective July 1, 1918, and \$100.00 was appropriated to meet this increase.

The title of J. R. Shank was changed from Instructor to Assistant Professor in the Department of Civil Engineering, effective July 1, 1918.

J. H. Snook, Assistant Professor in the Department of Veterinary Medicine, was appointed Acting Director of the Veterinary Clinics during the academic year 1918-1919.

H. E. Erdman, Assistant Professor in the Department of Rural Economics, was assigned a salary of \$180.00 per month for the months of July and August, as compensation for research work during the summer, and \$360.00 was appropriated for this salary.

The title of W. R. Hobbs was changed from Instructor to Assistant Professor in the Department of Veterinary Medicine, effective July 1, 1918.

The title of William P. Smith was changed from Student Assistant to Assistant in the Department of Anatomy, effective July 1, 1918.

The salary of E. S. Ingraham, Professor in the Department of Romance Languages, was increased from \$2500.00 to \$2750.00 per annum, effective July 1, 1918, and \$250.00 was appropriated to meet this increase.

The title of Ross LeRoy Pratt was changed from Helper and Fireman to Stationary Engineer in the Department of Mechanical Engineering, effective July 1, 1918.

The following changes in salaries were made in the College of Agriculture, effective as indicated, and the necessary amounts were appropriated to cover the increases:

Department of Animal Husbandry

- D. J. Kays put on 12 mos. basis, at \$240.00 per mo.—\$2880.00 per annum, effective September 1, 1918.
- F. S. Jacoby put on 12 mos. basis, at \$240.00 per mo.—\$2880.00 per annum, effective September 1, 1918.
- J. S. Coffey put on 12 mos. basis, at \$225.00 per mo.—\$2700.00 per annum, effective September 1, 1918.
- C. T. Conklin put on 12 mos. basis, at \$160.00 per mo.—\$1920.00 per annum, effective September 1, 1918.

In accordance with the above, the sum of \$450.00 was cancelled—\$100.00 in the appropriation for the salary of Mr. Kays; \$100.00 in the appropriation for the salary of Mr. Jacoby and \$250.00 in the appropriation for the salary of Mr. Coffey.

Department of Agricultural Engineering

- F. W. Ives, salary increased to \$225.00 per mo.—\$2700.00 per annum, effective August 1, 1918.
- G. W. McCuen, put on 12 mos. basis, at \$210.00 per mo.—\$2520.00 per annum, effective September 1, 1918.

P. B. Potter, salary increased to \$200.00 per mo.—\$2400.00 per annum, effective August 1, 1918.

In accordance with the above increases, \$183.33 additional was appropriated for the salary of Mr. Ives; \$100.00 additional for the salary of Mr. McCuen and \$550.00 additional for the salary of Mr. Potter.

The salary of R. B. Stoltz, Assistant Professor in the Department of Dairying, was increased to \$2400.00 per annum, effective July 1, 1918, and \$240.00 was appropriated to meet this increase.

The following named persons in the Department of Animal Husbandry, were granted increases in salaries, effective August 1, 1918, and the necessary amounts were appropriated to cover the increases:

George H. Young, Poultryman, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

Robert Watson, Groom, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

George Taylor, Herdsman, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

William Franklin, Shepherd, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

_____, Swineherd, salary increased from \$85.00 to \$90.00 per month; \$55.00 appropriated.

Dan Swisher, Teamster, salary increased from \$60.00 to \$65.00 per month; \$55.00 appropriated.

L. H. Myers, Gen. Laborer, salary increased from \$60.00 to \$75.00 per month; \$165.00 appropriated.

V. G. Lindamood, Pavilion Groom, salary increased from \$60.00 to \$75.00 per month; \$165.00 appropriated.

_____, Asst. Herdsman, salary increased from \$70.00 to \$80.00 per month; \$110.00 appropriated.

_____, Asst. Poultryman, salary increased from \$60.00 to \$75.00 per month; \$165.00 appropriated.

The salary of Perry L. Wright, Instructor in the Department of Industrial Arts, was increased from \$1100.00 to \$1430.00 per annum, effective July 1, 1918, and \$330.00 was appropriated for this salary.

The salary of Horace Judd, Associate Professor of Hydraulic Engineering, was increased from \$2250.00 to \$2500.00 per annum, effective July 1, 1918, and \$250.00 was appropriated to meet this increase.

The salary of John T. Lomax May, Instructor in the Department of Mechanical Engineering, was increased from \$1500.00 to \$1800.00 per annum, effective July 1, 1918, and \$300.00 was appropriated to meet this increase.

The salary of George W. Dillahunt, Assistant Electrician, Division of Operation and Maintenance was increased from \$1180.00 to \$1260.00 per annum, effective July 1, 1918, and \$80.00 was appropriated to meet this increase.

The salary of I. C. Reasoner, Blacksmith, Division of Operation and Maintenance, was increased from \$1080.00 to \$1200.00 per annum, effective July 1, 1918, and \$120.00 was appropriated to meet this increase.

The salary of B. A. LeBay, Steamfitter, Division of Operation and Maintenance, was increased from \$1200.00 to \$1300.00 per annum, and his title was changed to Boiler Repair Man, effective July 1, 1918. An additional appropriation of \$100.00 was made to meet this increase.

The salary of James Brain, Painter, Division of Operation and Maintenance, was increased from \$1000.00 to \$1080.00 per annum, effective July 1, 1918, and \$80.00 was appropriated to cover this increase.

The salary of A. O. Kaiser, Helper to Engineer, Division of Operation and Maintenance, was increased from \$1060.00 to \$1140.00 per annum, and \$80.00 was appropriated for this salary.

5. Upon the recommendation of the President, the following leaves of absence were granted:

F. W. Marquis, Professor of Steam Engineering, was granted leave of absence, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled.

Charles E. Findlay, Secretary to the Dean of the College of Medicine, was granted leave of absence, without salary, effective July 15, 1918. The balance of \$1150.00 remaining in the appropriation for this salary was cancelled.

Miss Josephine Matthews, House Superintendent of Oxley Hall, was granted leave of absence, without salary, from July 1 to October 1, 1918.

M. B. Hammond, Professor in the Department of Economics and Sociology, was granted leave of absence with salary, effective July 1, 1918. Mr. Hammond is serving the United States Food Administration.

J. E. Carman, Professor in the Department of Geology, was granted leave of absence, without salary, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled.

Miss Bernice Blue, Stenographer, College of Agriculture, was granted leave of absence, without salary, during the months of July and August. The sum of \$140.00, being salary for two months, was cancelled.

Walter Edwin Duffee, Interne, College of Medicine, effective July 1, 1918. Dr. Duffee is in the Medical Reserve Corps.

J. A. Foust, Instructor in the Department of Industrial Arts, was granted leave of absence, effective July 31, 1918. The balance of \$1300.00 remaining in the appropriation for this salary was cancelled.

D. W. DeLong, Instructor in the Department of Zoology and Entomology, was granted leave of absence, effective July 1, 1918. The appropriation of \$1400.00 for this salary was cancelled.

Robert G. Paterson, Assistant Professor in the Department of Public Health and Sanitation, was granted leave of absence, effective

July 1, 1918. The appropriation of \$2500.00 for this salary was cancelled. Dr. Paterson has accepted an appointment with a Tuberculosis Commission under the auspices of the American Red Cross for service in Italy.

C. I. Reed, Instructor in the Department of Physiology, Physiological Chemistry and Pharmacology, was granted leave of absence, without salary, effective July 1, 1918. The appropriation of \$1000.00 for this salary was cancelled.

Francis W. Coker, Professor in the Department of Political Science, was granted leave of absence, effective July 1, 1918. The appropriation of \$2750.00 for this salary was cancelled. Mr. Coker expects to work under the Y. M. C. A. in the French army.

Carl E. Steeb, Secretary and Business Manager, was granted leave of absence for a period of sixty to ninety days, effective July 24, 1918, to be paid \$250.00 per month during his absence. Mr. Steeb is serving the U. S. Government in the Methods Control Department of the Quartermaster General's Department in Washington, D. C.

W. R. Alexander, Machinist in the Department of Electrical Engineering, was granted leave of absence for half time during the month of July, to receive half time salary. The sum of \$54.16, being one-half of the salary for July, was cancelled.

6. Upon the recommendation of the President, the name of Miss Della Wiley was substituted for that of Miss Olive Carmen as Clerk in the office of the County Agricultural Agent for Ross County, effective July 1, 1918.

7. Upon the recommendation of the President, the appropriation of \$1200.00 for the salary of a clerk in the office of the Chief Engineer was cancelled, and an appropriation of \$780.00 was made for the salary of Lee E. Vigor, Stenographer in the above named office.

8. The President reported that Miss Wanda Pryzluska had declined the appointment of Home Demonstration Agent in the Agricultural Extension Service for the year 1918-1919.

9. Upon the recommendation of the President, the name of Thomas Evans was authorized to be inserted in the budget as Technician in the Department of Anatomy, effective July 1, 1918, at a salary of \$960.00 per annum. The balance of \$40.00 in the budget appropriation for this position was cancelled.

10. Upon the recommendation of the President, R. M Royer was authorized to act as Secretary and Business Manager during the absence of Mr. Steeb, a suitable honorarium to be recommended by the President at the close of the service.

11. Upon the recommendation of the President, Miss Isabel Colmery was authorized to act as House Superintendent of Oxley Hall during the temporary absence of Miss Matthews, and the President was authorized to recommend a suitable honorarium at the close of the service.

12. Upon the recommendation of the President, Dean Alfred Vivian was charged with the duty of arranging for the proper administration of the refrigeration plants in Townshend Hall and the Horticultural Building.

13. Payment was authorized of the premium on the bond of the Secretary, in the amount of \$125.00, due in August.

14. Upon the recommendation of the President, the contract between the Bureau of Mines and the Ohio State University was approved, and the Chairman of the Board of Trustees, the President and the Secretary were authorized to sign said agreement for the year ending June 30, 1919.

15. Upon the recommendation of the President, the budget for the Department of Bacteriology for the year ending June 30, 1919, was adopted, this budget having been withheld at the time the annual budget was adopted at the meeting of June 24, 1918.

* * * * *
The President presented the following communication from Mr. R. F. Wolfe:

"July 31, 1918.

"Gentlemen:

"Being interested in the department of journalism at Ohio State University and wishing to encourage the work of students in that department, I herewith enclose to you a United States government bond for \$1000.00 bearing 4 per cent interest.

"I ask that this bond be accepted by the trustees and remain in their custody until maturity and, at that time, the principal be paid into the state treasury, as provided in Section 7951 Revised Statutes of Ohio, for the special use of Ohio State University as herein indicated.

"I ask that the interest on this bond, and on the principal when it shall have been turned into the treasury, be used annually in providing a suitable medal as an award to the student in journalism who writes the best paper on some phase of the preparation, production or distribution of a newspaper.

"I suggest that the trustees appoint a committee who shall have full authority to arrange the annual contest, including the subject and time limit and to judge the papers submitted, withholding the award in any year, if they find none of the papers worthy of the award, the interest in any such year being added to the principal.

"Sincerely,

"R. F. WOLFE."

"Board of Trustees,
Ohio State University,
City."

Whereupon Mr. Kaiser offered the following motion, which was unanimously adopted:

"That the Trustees accept with thanks and appreciation the gift of Mr. Robert F. Wolfe and record their purpose to carry the conditions into effect, and that the Secretary be directed to notify Mr. Wolfe of this action."

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A committee from the Protestant Hospital Association appeared before the Board regarding the contract for the year 1918-1919.

Judge McCann and President Thompson were appointed a committee to confer with the committee from the Protestant Hospital Association and report at the next meeting of the Board.

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Thereupon the Board recessed to meet at 1:30 P. M. at the President's residence.

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The Board came together with the same members present as attended the morning session, with the exception of Mr. Kettering.

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The President presented a report from Dr. C. A. Burrett, Dean of the College of Homeopathic Medicine, concerning the Homeopathic Hospital, which was approved and ordered to be filed.

* * * * *

The President presented the following report from the Dean of the College of Education, outlining a plan for industrial teacher-training under the Smith-Hughes law, and, on motion, this report was adopted:

First—That the name of the Department of Manual Training be changed to Department of Industrial Education.

Second—That the title of E. L. Usry be changed from Professor of Manual Training to Professor of Industrial Education. That the title of R. E. Smith be changed from Instructor in Manual Training to Instructor in Industrial Education.

Third—That the two above named persons be placed on the twelve months basis and salaries readjusted somewhat on account of this change. Since a portion of the salary of both Professor Usry and Mr. Smith would be paid out of the Smith-Hughes fund (repaid to the University from that fund), I recommend the following adjustment of salary: Professor Usry from the regular University budget, \$2550.00, from the State Board of Education (Smith-Hughes fund) \$750.00, total \$3300.00. Mr. R. E. Smith, Instructor, \$1400.00 from the regular University budget, from State Board of Education (Smith-Hughes fund) \$500.00, total \$1900.00.

Since, however, one month of the current fiscal year has already elapsed, the salary for Mr. Usry for the current year from the University should not exceed what has already been arranged for, \$2500.00, and from the State Board of Education \$750.00, total for the eleven months \$3250.00, effective August 1, 1918. Since Mr. Smith is being paid for two months of the present fiscal year from the Summer Session budget, his salary for the present year from the University should remain as at present, \$1200.00, and \$500.00 from the State Board of Education (Smith-Hughes fund), total \$1700.00, beginning September 1, 1918.

For the work in Engineering Drawing, which will be done by some member of the Engineering Drawing Department, the \$250.00 of the Smith-Hughes fund should be appropriated.

After the present fiscal year, should the arrangement prove satisfactory and be continued, the salaries for the above named men should be as first named in this recommendation. The sum total of the salaries from the Smith-Hughes fund as above apportioned equals the amount allowed by the State Board of Education in their communication to Professor Ury in July, 1918.

* * * * *

Upon the recommendation of the President, the contract between the Ohio State University and the State Board of Education of the State of Ohio regarding the training of teachers of vocational agriculture under the terms of the Smith-Hughes law, was approved and signature authorized.

Pursuant to the above mentioned contract, the following additions were made to the salary budget of the College of Agriculture:

Department of Agricultural Education

E. F. Johnson, Assistant Professor, at a salary of \$2400.00 per annum.
Ralph H. Schreiber, Instructor, at a salary of \$1710.00 per annum.
Frederick McMillen, Instructor, at a salary of \$1800.00 per annum.
_____, Instructor, at a salary of about \$1800.00 per annum.

Department of Home Economics

Treva Kauffman, Instructor, at a salary of \$1800.00 per annum.
Two instructors to be named later as critic teachers at about \$1600.00.

The above appointments are on a twelve months' basis, effective July 1, 1918, the University to be reimbursed for their salaries from the Smith-Hughes fund.

Captain Cope presented the following applications for deeds, and, on motion, the Chairman of the Board was directed to execute the same:

Application No. 1850-1460 of Minnie Stafford for 138.59 acres of land in Survey No. 506, in Clermont County.

Application No. 1851-1461 of James S. Hatcher and Mollie Hatcher for 103.81 acres of land in Survey No. 3621, in Clermont County.

Application No. 1852-1462 of Elizabeth Fetzer for 76.20 acres of land in Survey No. 261, in Clermont County.

Application No. 1853-1463 of Leonard and Mary Faul for 122.33 acres—30 acres in Survey No. 919 and 92.33 acres in Survey No. 397, in Brown County.

Application No. 1854-1464 of Laura E. Guthrie for 79.76 acres of land in Survey No. 400, in Brown County.

Application No. 1855-1465 of Lucy M. Clark et al for 155.74 acres of land—126.74 acres in Survey No. 455 and 29 acres in Survey Nos. 15391-15450, in Scioto County.

Application No. 1856-1466 of John F. Sheehy for 107 acres of land in Survey No. 415, in Clermont County.

Application No. 1857-1467 of Alfred L. Hite for 244.45 acres of land—100.58 acres of land in Survey No. 397; 89.15 acres in Survey No. 1647 and 46.21 acres in Survey No. 919 and 8:51 acres in Survey No. 1649, in Brown County.

Application No. 1858-1468 of J. G. Traub for 70 acres of land in Survey No. 391, in Clermont County.

Application No. 1859-1469 of G. E. Donovan for 40¼ acres of land in Survey No. 415, in Clermont County.

Application No. 1860-1470 of W. C. Staats for 64.25 acres of land in Survey No. 391, in Clermont County.

Application No. 1861-1471 of Charles Kayser for 60.41 acres of land in Survey No. 391, in Clermont County.

Application No. 1862-1472 of Mary Keller for 45 acres of land in Survey No. 391, in Clermont County.

Application No. 1863-1473 of Bertha Judd for 33.88 acres of land in Survey No. 391, in Clermont County.

Application No. 1864-1474 of Edward C. Sutton et al for 42.75 acres of land in Survey No. 7288, in Logan County.

Application No. 1865-1475 of Annabelle Jarman for 153 acres of land in Survey No. 391, in Clermont County.

Application No. 1866-1476 of Omar Harshfield for 48.20 acres of land in Survey No. 7288, in Logan County.

Application No. 1867-1477 of Nancy A. Bricker for 94.19 acres of land in Survey No. 396, in Brown County.

Application No. 1868-1478 of J. W. Houser for 94½ acres of land—50 acres in Survey No. 866 and 44½ acres in Survey No. 1064, in Clermont County.

Application No. 1869-1479 of Christianna Chambers for 103.16 acres of land—2.41 acres in Survey No. 1683 and 100.75 acres of land in Survey No. 391, in Clermont County.

Application No. 1870-1480 of James Cordrey et ux for 104.44 acres of land in Survey No. 765, in Clermont County.

Application No. 1871-1481 of Ida Bushman for 48.04 acres of land in Survey No. 415, in Clermont County.

Application No. 1872-1482 of Albert Hetterick for 87¼ acres of land in Survey No. 391, in Clermont County.

Application No. 1873-1483 of Jennie Pribble for 25 acres of land in Survey No. 391, in Clermont County.

Application No. 1874-1484 of Jacob and Anna Beyersdorfer for 35.64 acres of land—20.81 acres in Survey No. 919 and 14.83 acres in Survey No. 397, in Brown County.

Application No. 1875-1485 of J. L. Passmore for 42 acres of land in Survey No. 415, in Clermont County.

Application No. 1876-1486 of John H. Neu et al for 221 acres of land—139.80 acres in Survey No. 400 and 81.20 acres in Survey No. 397, in Brown County.

Application No. 1877-1487 of John and Margaret Carrigan for 142.75 acres of land in Survey No. 396, in Brown County.

Application No. 1878-1488 of John Schwab, Jr., for 101 acres of land in Survey No. 1064, in Clermont County.

Application No. 1879-1489 of Rosa Myers for 70 acres of land in Survey No. 1064, in Clermont County.

Application No. 1880-1490 of R. G. Dawson for 58 acres of land—13 acres in Survey No. 866 and 45 acres in Survey No. 1064, in Clermont County.

Application No. 1881-1491 of William Lyon for 53½ acres of land in Survey No. 397, in Brown County.

Application No. 1882-1492 of William Neftzer for 52.45 acres of land in Survey No. 1064, in Clermont County.

Application No. 1883-1493 of Benjamin Ingram for 81.62 acres of land in Survey No. 391, in Clermont County.

Application No. 1884-1494 of Benjamin Fisher for 53¼ acres of land in Survey No. 1064, in Clermont County.

Application No. 1885-1495 of Jennie B. Abrams for 91.10 acres of land—20.75 acres in Survey No. 715 and 70.35 acres in Survey No. 1064, in Clermont County.

* * * * *

The President announced the death of Mr. Robert P. Scott of Cadiz, Ohio, and submitted the following minute, which was adopted:

“Mr. Robert P. Scott on January 2, 1909, gave the University the sum of twenty-five thousand dollars known as the Robert P. Scott Student Aid Fund for the aid of worthy students. This fund has served a useful purpose and was accepted at the time as an evidence of Mr. Scott’s philanthropy and of his interest in the education of the rising generation.

“Mr. Scott was born in Lisbon, Columbiana County, Ohio, in the year 1851. He died in Baltimore, July 26, 1918, and was buried in Cadiz, Ohio, July 30, 1918. He was the inventor of many mechanical appliances, chief among them being the pea-hulling machine. He held a prominent place for many years among the leaders in the canning industry and from 1891 to 1895 was president of the Canning Machinery Association. He retired from business a few years before his death, spending his time upon his plantation at Williamsburg, Virginia.”

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Upon the recommendation of the President, Mrs. George L. Converse was appointed Acting Dean of Women, the matter of compensation to be determined later.

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The following resolution was adopted:

“Resolved, That in view of the probable absence of the President to represent the U. S. Department of Agriculture in England and on the continent for a period of two or three

months, Dean John J. Adams be appointed Acting President for the period of the President's absence."

* * * * *

Thereupon the Board adjourned.

Attest: CARL E. STEEB,

Secretary.

BENJ. F. MCCANN,

Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, SEPTEMBER 4, 1918.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; O. E. Bradfute, John Kaiser and C. F. Kettering.

* * * * *

Acting President Adams presented the following items for consideration and action:

1. Upon the recommendation of the Acting President, the following appointments were made and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule:

Aubrey I. Brown was appointed Assistant Professor of Steam Engineering in the Department of Mechanical Engineering, at a salary of \$2200.00 per annum, effective September 1, 1918, and the above amount was appropriated to meet this salary.

Miss Florence Hier was appointed Instructor in the Department of Romance Languages, vice Leopold Cardon, resigned, at a salary of \$1500.00 per annum, effective September 1, 1918, and said amount was appropriated for this salary.

Miss Elma E. Hamilton was appointed Library Assistant, vice Miss Mary Lewis, resigned, at a salary of \$60.00 per month, effective September 15, 1918, and an appropriation of \$570.00 was made to meet this salary.

Miss Thurza Teegarden was appointed Technical Assistant in the Department of Pathology, effective September 1, 1918, vice Zita Donahue, resigned, at a salary of \$720.00 per annum. The balance of \$120.00 remaining in the budget appropriation for this position was cancelled.

Miss Glenna Hesse was appointed Instructor in the Department of Home Economics, at a salary of \$1200.00 per annum, effective September 1, 1918. The balance of \$300.00 remaining in the budget appropriation for this position was cancelled.

Miss Bertha Hayes was appointed Assistant in the Department of Home Economics, at a salary of \$750.00 per annum, effective September 1, 1918, provided in the budget.

Miss Marie De Vere was appointed Assistant in the Department of Home Economics, effective September 1, 1918, at a salary of \$750.00 per annum, provided in the budget.

Miss Anna Junkerman was appointed Assistant in the Department of Home Economics, effective September 1, 1918, at a salary of \$800.00 per annum, provided in the budget.

Miss Margaret F. Smith was appointed Instructor in the Department of Art, effective September 1, 1918, at a salary of \$1200.00 per annum, vice E. O. Christensen, on leave. The balance of \$100.00 remaining in the budget appropriation for this position was cancelled.

Miss A. Sophie Rogers was appointed Instructor in the Department of Psychology, effective September 1, 1918, at a salary of \$1400.00 per annum, vice Miss Alida C. Bowler, resigned. An appropriation of \$1400.00 was made to meet this salary.

Miss Florence Fitzgerald was appointed Graduate Assistant in the Department of Psychology, effective September 1, 1918, at a salary of \$300.00 per annum, vice A. D. Curfman, resigned. An appropriation of \$300.00 was made for this salary.

W. S. Williams was appointed Carpenter, Division of Operation and Maintenance, effective September 1, 1918, at a salary of \$1280.00 per annum. An appropriation of \$1066.67 was made to meet this salary.

Carl L. Svensen, of the Department of Engineering Drawing, was appointed to carry the work in the drawing course to be given under the Smith-Hughes law in the Department of Industrial Education, effective September 1, 1918, at a salary of \$250.00 per annum.

True G. Watson was appointed Instructor in the Department of Agricultural Chemistry, effective September 1, 1918, at a salary of \$135.00 per month, for twelve months. An appropriation of \$1350.00 was made to meet this salary.

Miss Doris MacConathy was appointed Critic Teacher in Smith-Hughes Practice School in the Department of Home Economics, effective September 1, 1918, at a salary of \$1320.00 per annum, twelve months.

Miss Henrietta Gromme was appointed Critic Teacher in Smith-Hughes Practice School in the Department of Home Economics, effective September 1, 1918, at a salary of \$1500.00 per annum, 12 months.

T. P. Glidden was appointed Night Watchman, effective August 1, 1918, at a salary of \$80.00 per month. An appropriation of \$880.00 was made to meet this salary.

Miss Elizabeth Rauhauser was appointed Janitress, Home Economics Building, effective August 1, 1918, at a salary of \$50.00 per month. An appropriation of \$550.00 was made for this salary.

C. D. Lowery was appointed Laborer (truck driver), effective August 1, 1918, at a salary of \$70.00 per month. An appropriation of \$770.00 was made to meet this salary.

L. T. Lawrence was appointed Laborer, Laboratory Supply Store, effective September 1, 1918, at a salary of \$80.00 per month, provided in the budget.

Miss Floris D. Hane was appointed Typist in the Business Manager's office, effective August 1, 1918, at a salary of \$70.00 per month. An appropriation of \$770.00 was made for this salary. The appropriation of \$840.00 for a clerk in this office was cancelled.

George McGinness was appointed Fireman, Division of Operation and Maintenance, effective September 1, 1918, at a salary of \$1080.00 per annum, vice J. F. Walker, dismissed from the service. An appropriation of \$900.00 was made for his salary.

2. Upon the recommendation of the Acting President, the following resignations were accepted:

Miss Ruth E. Bryant, Instructor in Home Economics, Department of Agricultural Extension, effective August 15, 1918.

Tom C. Stone, Instructor in the Department of Animal Husbandry, effective July 1, 1918. The appropriation of \$1600.00 for this salary was cancelled.

Miss Arema O'Brien, Assistant to the Dean of Women, effective August 7, 1918. The balance of \$969.00 remaining in the appropriation for this salary was cancelled.

Miss Alice Donaway, Emergency Home Demonstration Agent in the Agricultural Extension Service, effective August 17, 1918.

Leopold Cardon, Instructor in the Department of Romance Languages, effective July 1, 1918. The appropriation of \$1500.00 for this salary was cancelled.

J. T. L. May, Instructor in the Department of Mechanical Engineering, effective July 1, 1918. The appropriation of \$1800.00 for this salary was cancelled.

John J. Greeley, Laborer, Department of Mechanical Engineering, effective July 31, 1918. The balance of \$715.00 remaining in the appropriation for this salary was cancelled.

Miss Florence M. Bennett, Stenographer, Department of Botany, effective July 1, 1918. The appropriation of \$840.00 for this salary was cancelled.

Fred Fleischer, Janitor, effective July 22, 1918. The appropriation of \$900.00 for this salary was cancelled.

H. W. Miller, First Assistant Storekeeper, effective August 1, 1918. The balance of \$1100.00 remaining in the appropriation for this salary was cancelled.

Henry LeRoy Coles, Instructor in the Department of Chemistry, declined appointment. The appropriation of \$1600.00 for this salary was cancelled.

E. W. Hartley, Graduate Assistant in the Department of Geology, effective July 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

W. A. Verweibe, Instructor in the Department of Geology, effective July 1, 1918. The appropriation of \$1500.00 for this salary was cancelled.

Martin Coughlin, Carpenter, Division of Operation and Maintenance, effective September 1, 1918. The balance of \$1066.68 remaining in the appropriation for this salary was cancelled.

3. Upon the recommendation of Acting President Adams, the following changes in salaries and titles were made, and the necessary appropriations were made to cover the increases in salaries, in accordance with the general rule:

The salary of Dr. A. W. Prout, Instructor in the Department of Ophthalmology and Oto-Laryngology, was increased to \$600.00 per annum, and an appropriation of \$300.00 was made to meet this increase.

The salary of Dr. I. G. Clark, Instructor in the Department of Ophthalmology and Oto-Laryngology, was increased to \$600.00 per annum, and an appropriation of \$300.00 was made to meet this increase.

The salary of Dr. J. B. Alcorn, Instructor in the Department of Ophthalmology and Oto-Laryngology, was increased to \$600.00 per annum, and an appropriation of \$300.00 was made to meet this increase.

The title of Dr. T. Reese Williams was changed from Assistant to Instructor in the Department of Ophthalmology and Oto-Laryngology, effective September 1, 1918.

The salary of Mrs. Grace G. Walker, Instructor in the Department of Home Economics, was increased to \$1800.00 per annum, effective July 1, 1918, and the sum of \$300.00 was appropriated to meet this increase.

The salary of Miss Ellen Miller, Assistant in the Department of Home Economics, was increased to \$1200.00 per annum (12 months) and her title was changed to Instructor in Home Economics, effective September 1, 1918. The sum of \$100.00 was appropriated for this increase.

W. A. Knight, Associate Professor in the Department of Industrial arts, was appointed Acting Head of the Department during the absence of Professor Sanborn.

The salary of Miss Inez Biddle, Stenographer in the office of the County Agent for Franklin County, was increased to \$45.00 per month, effective July 1, 1918.

The salary of Miss Irene Irwin, Stenographer in the office of the County Agent for Darke County, was changed to \$40.00 per month, effective July 1, 1918.

The salary of Miss Ione Lamb, Stenographer in the office of the County Agent for Crawford County, was changed to \$25.00 per month, effective September 1, 1918.

4. Upon the recommendation of the Acting President, J. F. Walker, Fireman, was dismissed from the service of the University, effective September 1, 1918. The balance of \$900.00 remaining in the appropriation for this salary was cancelled.

5. Upon the recommendation of the Acting President, it was agreed that the sum of \$308.00 per annum be paid from Smith-Lever funds in Project No. 4 toward the salary of W. H. Palmer, State Leader of Boys' and Girls' Clubs. The U. S. Department of Agriculture pays \$1692.00, which makes the total salary \$2000.00, the same as is shown in the original budget.

6. In accordance with the recommendation of the Faculty of the College of Homeopathic Medicine, the following named persons were granted certificates of graduation from the University Homeopathic Training School:

Hazel Ault, as of August 4, 1918.

Martha Bower, as of September 14, 1918.

7. Upon the recommendation of Acting President Adams, the following members of the instructional force were reinstated on the University payroll at full-time salary, effective September 1, 1918, and the necessary amounts were appropriated to meet the salaries, in accordance with the general rule. This adjustment is made necessary on the account of the discontinuance of the School of Military Aeronautics.

F. C. Blake, Professor in the Department of Physics, at \$2750.00 per annum, and the above amount was appropriated to cover the salary.

William T. Magruder, Professor of Mechanical Engineering, at \$3500.00 per annum, and the sum of \$2000.00 was appropriated in addition to the \$1500.00 provided in the budget for part-time salary.

Henry C. Lord, Professor of Astronomy, at \$3000.00 per annum, and the sum of \$2000.00 was appropriated in addition to the \$1000.00 provided in the budget for part-time salary.

W. A. Knight, Associate Professor in the Department of Industrial Arts, at \$2200.00 for eleven months, and the sum of \$1750.00 was appropriated in addition to the \$250.00 provided in the budget for part-time salary.

R. A. Brown, Instructor in the Department of Electrical Engineering, at \$1600.00 per annum, and the sum of \$1100.00 was appropriated in addition to the \$500.00 provided in the budget for part-time salary.

T. M. Hills, Assistant Professor in the Department of Geology, at \$2250.00 per annum, and the sum of \$2000.00 was appropriated in addition to the \$250.00 provided in the budget for part-time salary.

8. Acting President Adams reported that the E. I. du Pont de Nemours Company has awarded a fellowship to the University in the amount of \$750.00, the candidate to be a graduate assistant in the Department of Chemistry, and the same was accepted on condition that a suitable candidate could be nominated.

9. Upon the recommendation of Acting President Adams, R. M. Royer, Purchasing Agent, was authorized to attend the meeting of the National Association of Purchasing Agents, to be held at Detroit, Michigan, September 24-26, 1918, with the usual allowance for expenses, subject to the approval of the Governor of Ohio, in accordance with Section 2313-3 of the Laws of Ohio.

10. Upon the recommendation of Acting President Adams, the following leaves of absence were granted:

F. E. Sanborn, Director of Industrial Arts Department, effective September 1, 1918. Professor Sanborn is serving the U. S. Government in the work of re-education of soldiers in hospitals.

W. C. Ronan, Instructor in the Department of Architecture, effective September 1, 1918. Mr. Ronan has been drafted into the service.

B. A. Eisenlohr, Professor in the Department of German, effective July 1, 1918. Professor Eisenlohr has been appointed as representative for the United States at The Hague.

J. W. Bridges, Assistant Professor in the Department of Psychology, effective July 1, 1918, for a period such as the Government desires. Mr. Bridges is serving the Government in a civilian capacity and may be released at any time.

Miss Maude C. Hathaway, Assistant Professor in the Department of Home Economics, effective July 1, 1918, for the first semester, without salary. The sum of \$850.00 being salary for one semester was cancelled.

C. O. Ruggles, Professor in the Department of Economics and Sociology, effective September 1, 1918, with a salary allowance of \$400.00. The balance of \$2600.00 remaining in the appropriation for this salary was cancelled. Mr. Ruggles is serving the United States Shipping Board.

11. The Acting Secretary reported the purchase of the tract of land located at the corner of the Flenniken Pike and Lane Avenue, containing 4.65 acres, more or less, described as follows, for the sum of \$2500.00. This purchase was made in accordance with the action of the Board of Trustees at the meeting of June 24, 1918.

"Being a part of Quarter Township Number Three (3), Township Number One (1), Range Eighteen (18), United States Military Lands: Beginning at the point of intersection of the center line of Lane Avenue and the center line of Flenniken Pike, thence with the center line of Lane Avenue westerly five hundred fifty-one (551) feet to a stake at the northeast corner of lands of William Salzgeber; thence southerly along the east line of said lands of William Salzgeber and parallel with the center line of Flenniken Pike three hundred sixty-nine and seven-tenths (369.7) feet to the north line of lands now owned by said State of Ohio; thence easterly along the north line of said lands last mentioned and parallel with the center line of Lane Avenue five hundred fifty-one (551) feet to the center line of Flenniken

Pike; thence northerly with the center line of Flenniken Pike three hundred sixty-nine and seven-tenths (369.7) feet to the point of beginning, containing four and sixty-five hundredths (4.65) acres, more or less."

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Acting President Adams presented a letter from Professor C. S. Plumb, of the Department of Animal Husbandry, requesting water service on the University Farm, and the same was referred to Dean Vivian for report.

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The Board recessed for luncheon.

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The Board reassembled at 1:30 P. M. with the same members present as attended the morning session.

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Acting President Adams presented a contract with the United State Government for the establishment of a Students' Army Training Corps at the Ohio State University, effective from October 1, 1918, to June 30, 1919.

Upon motion, Acting President Adams was authorized to execute this contract on behalf of the University.

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The Cabinet was authorized to make the necessary changes and repairs in Hayes Hall so that accommodations may be furnished for approximately six hundred students of the training corps.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, OCTOBER 1, 1918.
1:30 P. M.

The Board of Trustees met at the University, pursuant to the call of the Acting President.

Present: John F. Cunningham, Vice-Chairman; Guy W. Mallon, O. E. Bradfute and John Kaiser.

* * * * *

Acting President Adams presented the following items for consideration and action.

1. Upon the recommendation of the Acting President, the following appointments were made and the necessary amounts were appropriated to cover the salaries, in accordance with the general rule:

Frederick C. Landsittel was appointed Assistant Professor of the Principles and Practice of Education, effective September 1, 1918, at a salary of \$1500.00 for the first semester, provided in the budget.

Etheldra Collett was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Anna R. McIntire was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Harry Miller was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Esther Reedy was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Julia R. Woodruff was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Arthur St. C. Sloan was appointed Graduate Fellow, effective September 1, 1918, at a salary of \$500.00 per annum, provided in the budget.

Walter V. Balduf was appointed Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1918, vice Edward L. Wickliff, resigned, at a salary of \$300.00 per annum, and this amount was appropriated to meet the salary.

Katherine Percy was appointed Dietitian at the Homeopathic Hospital, effective August 17, 1918, vice Frances A. Nichol, resigned, at a salary of \$50.00 per month. An appropriation of \$525.00 was made for this salary.

Lova Ethel Swingert was appointed Student Nurse in the Training School for Nurses of the Homeopathic Hospital, effective June 1, 1918, at a salary of \$50.00 per annum, provided in the budget.

Howard Rager was appointed County Agricultural Agent in the Agricultural Extension Service, effective August 1, 1918, vice A. W. Hayes, at a salary of \$1800.00 per annum, to be paid as follows: \$125.00 per month from U. S. D. A. War Emergency Fund; \$8.33 per month from State Offsetting Funds; \$16.67 per month from Lorain County Funds.

Mr. Rager is also to be paid \$41.66 per month from Lorain County Funds for the maintenance of an automobile. Salary and expense items to be charged to Project No. 2 in the Extension budget.

Edith Dickson was appointed Instructor in Home Economics in the Agricultural Extension Service, effective August 1, 1918, at a salary of \$1200.00 per annum, to be paid from State Offsetting Funds in Project No. 6.

Fred E. Riebel was appointed Instructor in Agricultural Engineering in the Agricultural Extension Service, effective September 2,

1918, vice Walter Pettit, at a salary of \$1800.00 per annum, to be paid from Smith-Lever Funds in Project No. 3B.

Mabel Nichol was appointed Instructor in Home Economics in the Agricultural Extension Service, effective September 1, 1918, vice Treva Kauffman, resigned, at a salary of \$1200.00 per annum, to be paid from State Offsetting Funds in Project No. 6A.

Enid W. Lunn was appointed Home Demonstration Agent in the Agricultural Extension Service, effective September 1, 1918, vice Alice Donaway, resigned, at a salary of \$1680.00 per annum, to be paid as follows: \$130.00 per month from U. S. D. A. War Emergency Funds; \$10.00 per month from Smith-Lever Funds, to be charged to Project No. 11 in the Extension budget.

Miss Lunn was also allowed \$400.00 per annum for automobile expenses, to be paid by the U. S. Department of Agriculture.

Lora Grace Kays was appointed Home Demonstration Agent in the Agricultural Extension Service, effective September 16, 1918, vice Eloise Davison, at a salary of \$1800.00 per annum, to be paid as follows: \$140.00 per month from U. S. D. A. War Emergency Funds; \$10.00 per month from Smith-Lever Funds, to be charged to Project No. 11 in the Extension budget.

Miss Kays was also allowed \$400.00 per annum for the maintenance of an automobile, to be paid by the U. S. Department of Agriculture.

H. E. Bice was appointed Instructor in the Department of Economics and Sociology, effective September 1, 1918, at a salary of \$1600.00 per annum, provided in the budget. The balance of \$100.00 remaining in the budget appropriation for this position was cancelled.

Howard H. Yoakum was appointed Student Assistant in the Department of Anatomy, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

Katherine Conrad was appointed Student Stenographer for the Graduate School and Summer Session, effective October 1, 1918, at a salary of \$40.00 per month, and the sum of \$360.00 was appropriated for this salary.

Jean Fitzgerald was appointed Business Manager of "The Lantern," effective September 1, 1918, at a salary of \$500.00 per annum, provided in the budget.

William P. Dumont was appointed Editor-in-chief of "The Lantern," effective September 1, 1918, at a salary of \$500.00 per annum, provided in the budget.

Charlotte Josephine Thomas was appointed Library Assistant, effective October 1, 1918, at a salary of \$80.00 per month, provided in the budget. The appropriation of \$660.00 provided for a library assistant was cancelled.

Edward A. Schwinn was appointed Night Assistant in the Library, effective September 1, 1918, at a salary of \$40.00 per month, provided in the budget. The balance of \$80.00 remaining in the appropriation for this position was cancelled.

W. Hayes Yeager was appointed Night Assistant in the Library, effective September 1, 1918, at a salary of \$40.00 per month, provided in the budget. The balance of \$80.00 remaining in the appropriation for this position was cancelled.

James Bernard Rockwood was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Ernest Rey was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, provided in the budget.

Alice W. Black was appointed Graduate Scholar, effective September 1, 1918, at a salary of \$250.00 per annum, and said amount was appropriated for this salary.

Mrs. Della R. Maddox was appointed Assistant in the Department of Romance Languages, effective September 1, 1918, at a salary of \$500.00 per annum and this amount was appropriated to meet the salary.

Eloise Davison was appointed Instructor in Home Economics in the Agricultural Extension Service, vice Mary Graber, resigned, effective October 1, 1918, at a salary of \$1320.00 per annum, to be paid from State Offsetting Funds in Project No. 6.

Dorothy Lowe was appointed Instructor in Home Economics in the Agricultural Extension Service, vice Lena Bumpas, effective November 11, 1918, at a salary of \$1200.00 per annum, to be paid from State Offsetting Funds in Project No. 6.

Adolph B. Schneider was appointed Lecturer on Clinical Diagnosis and Clinical Microscopy, College of Homeopathic Medicine, effective September 17, 1918, at a salary of \$450.00 per annum, and an appropriation of \$150.00 was made in addition to the \$300.00 provided in the budget.

Harry Millard Beatty was appointed Instructor in the Department of Mathematics, effective September 1, 1918, at a salary of \$1500.00 per annum, and said amount was appropriated to meet the salary.

Elsie Steiger was appointed Assistant in the Department of Home Economics, effective September 1, 1918, at a salary of \$600.00 per annum, provided in the budget. The balance of \$150.00 remaining in the budget appropriation for this position was cancelled.

Charles H. Woodruff was appointed Shop Assistant in the Department of Industrial Arts, effective October 1, 1918, at a salary of \$100.00 per month, on a basis of twelve months, and the sum of \$100.00 was appropriated for this salary in addition to the \$800.00 provided in the budget.

Jerry H. Service was appointed Instructor in the Department of Physics, effective September 1, 1918, at a salary of \$1500.00 per annum, and said amount was appropriated to meet this salary.

Gabriel Weber was appointed Instructor in the Department of Civil Engineering, effective October 1, 1918, at a salary of \$1200.00 per annum, and the sum of \$1080.00 was appropriated to meet this salary.

Shen Hung was appointed Student Assistant in the Department of Mine Engineering, effective September 1, 1918, at a salary of \$300.00 per annum, provided in the budget.

Charlotte Corinne Wilkinson was appointed Assistant in the Department of Engineering Drawing, effective September 1, 1918, vice B. M. Warder, resigned, at a salary of \$900.00 per annum, and said amount was appropriated for this salary.

E. A. Shattuck was appointed Janitor, effective September 1, 1918, vice John Long, resigned, at a salary of \$75.00 per month, and the sum of \$750.00 was appropriated for this salary.

C. M. Spurgeon was appointed Laborer, Laboratory Supply Store, effective September 16, 1918, at a salary of \$900.00 per annum, and the sum of \$712.50 was appropriated to meet this salary.

Rudolph Gaylord Lewis was appointed Student Assistant in the Department of Physiology, effective September 1, 1918, vice Ellis M. Black, resigned, at a salary of \$300.00 per annum, and said amount was appropriated for this salary.

Kenneth Gibson Hancher was appointed Assistant in the Department of Physiology, effective September 1, 1918, vice Carlos I. Reed, on leave, at a salary of \$600.00 per annum, and said amount was appropriated for this salary.

2. Upon the recommendation of the Acting President, the following resignations were accepted, and the balances, if any, remaining in the various salary appropriations were cancelled, in accordance with the general rule:

Mary Graber, Instructor in Home Economics in the Agricultural Extension Service, effective September 1, 1918.

Irma Selby, Graduate Scholar, effective September 1, 1918. The appropriation of \$250.00 for this salary was cancelled.

J. A. Dannley, Student Janitor at the Observatory, effective September 17, 1918. The balance of \$283.00 remaining in the appropriation for this salary was cancelled.

J. L. Benbow, Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

Edward L. Wickliff, Graduate Assistant in the Department of Zoology and Entomology, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

Elizabeth G. Beatty, Graduate Fellow, effective September 1, 1918. The appropriation of \$500.00 for this salary was cancelled.

Isabel Colmery, Secretary to the House Superintendent of Oxley Hall, effective October 1, 1918. The balance of \$585.00 remaining in the appropriation for this salary was cancelled.

Marion Racer, Graduate Scholar, effective September 1, 1918. The appropriation of \$250.00 for this salary was cancelled.

Margaret Castle, Graduate Assistant in the Department of Psychology, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

L. A. Weinland, Instructor in the Department of Chemistry, effective September 1, 1918. The appropriation of \$1200.00 for this salary was cancelled.

W. F. Tressel, Assistant in the Department of Chemistry, effective September 1, 1918. The appropriation of \$700.00 for this salary was cancelled.

R. A. Fisher, Graduate Assistant in the Department of Chemistry, effective September 1, 1918. The appropriation of \$300.00 for this salary was cancelled.

B. M. Warder, Assistant in the Department of Engineering Drawing, effective September 1, 1918. The appropriation of \$900.00 for this salary was cancelled.

Mary E. Ferguson, Surgery Nurse, Homeopathic Hospital, effective October 8, 1918. The balance of \$524.00 remaining in the appropriation for this salary was cancelled.

C. A. Mathias, Assistant, part time, in the Department of Architecture, effective July 1, 1918. The appropriation of \$600.00 for this salary was cancelled.

Roy DeVault, Ash Wheeler, Service Department, effective September 13, 1918. The balance of \$717.50 remaining in the appropriation for this salary was cancelled.

Ellis M. Black, Student Assistant in the Department of Physiology, effective September 1, 1918. The appropriation of \$250.00 for this salary was cancelled.

John Long, Janitor, effective August 1, 1918. The balance of \$825.00 remaining in the appropriation for this salary was cancelled.

3. Upon the recommendation of the Acting President, the following changes in title and salary were made, and the necessary appropriations were authorized to meet the increases:

The title of W. F. Bloor was changed from Assistant to Instructor in the Department of Economics and Sociology and his salary increased from \$700.00 to \$1200.00 per annum, effective September 1, 1918. An appropriation of \$500.00 was made to meet this salary.

The salary of Henri Tailliart, Instructor in the Department of Romance Languages, was increased from \$1300.00 to \$1500.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of Callie Veidt, Stenographer in the Agricultural Extension Service, was increased from \$55.00 to \$70.00 per month, effective September 1, 1918, said increase to be paid from Smith-Lever Funds in Project No. 4.

The salary of Clara Weishaupt, Stenographer in the Department of Agricultural Education, was increased from \$65.00 to \$70.00 per month, effective September 1, 1918, said salary to be paid from Smith-Hughes Fund.

The salary of Marguerite Mitchell, Library Assistant, was increased from \$1080.00 to \$1200.00 per annum, effective October 1, 1918. An appropriation of \$90.00 was made to meet this increase.

The salary of Alice D. McKee, Cataloguer in the Library, was increased from \$1080.00 to \$1200.00 per annum, effective October 1, 1918. An appropriation of \$90.00 was made to meet this increase.

Lena Bumpas was transferred from the position of Instructor in Home Economics in the Agricultural Extension Service to the position of Assistant State Leader in charge of Home Demonstration Agents, effective September 1, 1918, and her salary increased as follows: \$150.00 per month to be paid from U. S. D. A. War Emergency Funds; \$16.66 per month from Smith-Lever Funds, to be charged to Project 11 in the Extension budget.

The salary of C. D. Looker, Assistant in the Department of Chemistry, was increased from \$700.00 to \$1200.00 per annum and his title was made Instructor, effective September 1, 1918. An appropriation of \$500.00 was made to meet this salary.

The salary of Elizabeth Park, Graduate Assistant in the Department of Chemistry, was increased from \$300.00 to \$700.00 per annum and her title was made Assistant, effective September 1, 1918. An appropriation of \$400.00 was made to meet this salary.

The salary of W. H. Williams, Student Assistant in the Department of Chemistry, was increased from \$300.00 to \$600.00 per annum and his title was made Assistant, effective September 1, 1918. An appropriation of \$300.00 was made to meet this salary.

The salary of Jesse E. Day, Assistant Professor in the Department of Chemistry, was increased from \$1800.00 to \$2000.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of H. B. Adkins, Instructor in the Department of Chemistry, was increased from \$1600.00 to \$1800.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of Marion Hollingsworth, Instructor in the Department of Chemistry, was increased from \$1600.00 to \$1800.00 per annum, effective September 1, 1918. An appropriation of \$200.00 was made to meet this salary.

The salary of Melvin G. Mellon, Instructor in the Department of Chemistry, was increased from \$1200.00 to \$1500.00 per annum, effective September 1, 1918. An appropriation of \$300.00 was made to meet this salary.

The salary of F. C. Vilbrandt, Instructor in the Department of Chemistry, was increased from \$1200.00 to \$1500.00 per annum, effective September 1, 1918. An appropriation of \$300.00 was made to meet this salary.

4. Upon the recommendation of the Acting President, the following leaves of absence were granted:

H. F. Walradt, Assistant Professor in the Department of Economics and Sociology, was granted leave of absence, effective Septem-

ber 1, 1918. The appropriation of \$2200.00 for this salary was cancelled.

Mr. Walradt is in the service of the U. S. Government on the War Trade Board.

Marian Tinsley Godman, Stenographer, Graduate School and Summer Session, was granted leave of absence, effective September 1, 1918. The balance of \$700.00 remaining in the appropriation for this salary was cancelled.

E. E. Somermeier, Professor in the Department of Metallurgy, was given leave of absence, with salary, effective September 1, 1918.

O. C. Lockhart, Professor in the Department of Economics and Sociology, was granted leave of absence, effective September 1, 1918. The appropriation of \$3000.00 for this salary was cancelled.

Wilmer C. Harris, Assistant Professor in the Department of European History, was granted leave of absence, effective September 1, 1918. The appropriation of \$1800.00 for this salary was cancelled. Mr. Harris is attending the Officers' Reserve Training Camp.

In accordance with the action of the Board of Trustees at its meeting August 6, 1918, an honorarium of \$105.00 was authorized for Miss Isabel Colmery for services rendered as Acting House Superintendent of Oxley Hall during the absence of Miss Matthews.

The Acting Secretary was directed to renew the lease on the Nurses' Home at 1630 Neil Avenue, for the period of one year from September 1, 1918, at a rental of \$45.00 per month, payable quarterly.

Acting President Adams reported the death of Mr. Sidney A. Norton, Emeritus Professor of Chemistry, which occurred August 30, 1918. Mr. Norton came to the University in 1873 as Professor of Chemistry; he was appointed Lecturer in 1895 and elected Emeritus Professor in 1899 in which capacity he served until his death.

Acting President Adams presented the following plan for housing and messing the Students' Army Training Corps at The Ohio State University:

HOUSING

It is proposed to house the S. A. T. C. students on the campus as follows:

Hayes Hall.....	500
Armory	400
Barracks	350
Shops Building.....	200
Page Hall.....	300
Total capacity.....	1750

In order to provide for the above housing arrangements it has been agreed to make the following necessary changes:

Hayes Hall

1. Install additional urinals
 2. Install new floor and change wiring
 3. Install fire escapes
- The total estimate of the above is \$3500.00.

Armory

Nothing

Barracks

Nothing

Shops

Nothing

Page Hall

- Plumbing, etc.
40 lavatories
8 showers
14 water closets
1 12-foot urinal trough
1 300J Rudd heater and tank
Total estimated cost of the above is \$2400.00.

For the medical and dental students:

It is proposed to rent in the Railway Y. M. C. A. in sufficient numbers to provide capacity for eighty to ninety students. For this purpose a price of 20 cents per man per day has been received.

It is proposed to house the dental students, about seventy in number, in the Park Street Building, first floor, north end.

To properly house these men in the Park Street Building, will require additional plumbing to cost approximately \$400.00.

MESS

It is proposed to mess the S. A. T. C. students living on the campus in the Ohio Union and the Aeronautical Laboratory Building:

- The Ohio Union will seat 450
The Aeronautical Laboratory will seat 800

It is considered that it may be advisable later to feed all the S. A. T. C. students on the campus in the Aeronautical Laboratory, in two sittings.

To establish the mess in the Aeronautical Laboratory, the following changes and equipment are required:

1. Remove partitions north end, first floor.
2. Install complete kitchen equipment in the south-west room and use the south-east room for storage.

The estimated cost of equipment for the kitchen, including tables, dishes, refrigerators, as well as kitchen equipment and cooking utensils is \$9500.00.

Additional plumbing and changes to buildings, to accommodate the kitchen, \$1,000.00.

The mess for the medical and dental students will be supplied at the dining room of the Railway Y. M. C. A., at a price to the University of 80 cents per man per day.

The above changes and equipment will summarize as follows:

Mess Hall Equipment . . .	\$9500.00
Mess Hall Building Changes . . .	1000.00
Hayes Hall Changes	3500.00
Page Hall Changes	2400.00
Park Street Building	400.00
	\$16,800.00

The above plan was approved, subject to the approval of the District Inspector. If said plan is approved by the District Inspector, the Secretary is hereby authorized to sign the same on behalf of the University and to proceed to install the work covering the changes as detailed above.

The Acting Secretary was authorized to sign an agreement with the Railway Y. M. C. A. for housing students at 20 cents per man per day. He was also authorized to sign a contract with Mason's Cafeteria, 16 West Goodale Street, for messing the medical and dental students at 80 cents per man per day.

The Acting Secretary was also directed to make the necessary arrangements with the Ohio Union for messing the S. A. T. C. students on the campus, following out the above proposed outline in so far as practicable.

All of the above to be paid from S. A. T. C. Funds from the U. S. Government.

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Upon the recommendation of Acting President Adams, the Acting Secretary and Business Manager was directed to refund the incidental fee of \$15.00 to all students inducted into the Students' Army Training Corps.

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The leave of absence granted to the Secretary and Business Manager, at the August meeting of the Board was extended.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 26, 1918.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: Benjamin F. McCann, Chairman; John F. Cunningham,
O. E. Bradfute and C. F. Kettering.

* * * * *

Mrs. Alexis Cope, Administratrix of the estate of Captain Alexis Cope, deceased, presented the following applications for deeds and, on motion, the Chairman of the Board was directed to execute the same:

Application 1886-1496 of Emma C. McKibben et al for 79 acres of land in Survey No. 415, in Clermont County.

Application 1887-1497 of John Juengling for 80.5 acres of land—74.5 acres in Survey No. 415 and 6 acres in Survey No. 1197, in Clermont County.

Application 1888-1498 of C. A. Lanham for 100.10 acres of land in Survey No. 1102, in Clermont County.

Application 1889-1499 of John W. Hauserman for 240.98 acres of land in Survey No. 261, in Clermont County.

Application 1890-1500 of Sherman M. Hausermann and Pauline Hausermann for 166.36 acres of land in Survey No. 437, in Clermont County.

Application 1891-1501 of N. E. Watson et ux for 116.12 acres of land in Survey No. 1102, in Clermont County.

Application 1892-1502 of Fred Caldwell for 59.63 acres of land in Survey No. 1102, in Clermont County.

Application 1893-1503 of J. W. Gardner and Etta Gardner for 100 acres of land in Survey No. 1102, in Clermont County.

Application 1894-1504 of Otis Myers for 39.57 acres of land—38.67 acres in Survey No. 1669 and .9 acres in Survey No. 1656, in Clermont County.

Application 1895-1505 of Maude B. Nichols for 124.90 acres of land in Survey No. 1102, in Clermont County.

Application 1896-1506 of Thomas Swearingen for 37.37 acres of land in Survey No. 15391-15450, in Scioto County.

Application 1897-1507 of Cordelia Trump for 52.40 acres of land in Survey No. 1102, in Clermont County.

Application 1898-1508 of Samuel G. Garvin for 15.70 acres of land in Survey No. 508, in Scioto County.

Application 1899-1509 of John W. Crosswell for 157 acres of land—147 acres in Survey No. 1669 and 10 acres in Survey No. 1656, in Clermont County.

Application 1900-1510 of Beulah V. Adams for 74 acres of land in Survey No. 1102, in Clermont County.

Application 1901-1511 of E. T. Housh for 193.83 acres of land in Survey No. 1064, in Clermont County.

Application 1902-1512 of A. L. McFadden for 79.50 acres of land in Survey No. 1659, in Brown County.

Application 1903-1513 of Charles E. and Sophia Bauer for 39.60 acres of land in Survey No. 400, in Brown County.

Application 1904-1514 of Worth Love for 142.09 acres of land—90.09 acres in Survey No. 1662 and 52 acres in Survey No. 1659, in Brown County.

Application 1905-1515 of Jannie Weiss for 160.37 acres of land in Survey No. 437, in Clermont County.

* * * * *
Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries in accordance with the general rule:

Paul B. Shawen, Student Assistant in the Department of Engineering Drawing, vice R. K. Annis, resigned, effective September 1, at a salary of \$300.00 per annum, and this amount was appropriated to meet the salary.

Lois Lampe, Student Assistant in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

Eunice O. Root, Student in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

Mary E. Wurdack, Student Assistant in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

Gladys H. Grim, Student Assistant in the Department of Botany, effective September 1, at a salary of \$200.00 per annum, and this amount was appropriated to meet the salary.

The position of Graduate Assistant at \$300.00 and the three positions of Student Assistants at \$150.00 each in the Department of Botany have been dropped and \$750.00 was cancelled.

Adonis G. Cashbaugh, Supervisor of Anesthetics, Homeopathic Hospital, effective September 1, at a salary of \$300.00 per annum, and this amount was appropriated to meet the salary.

The position of Assistant in Homeopathic Hospital has been dropped and \$300.00 has been cancelled.

Max W. Haverman, Pharmacist and Dispenser, State Street Dispensary, effective September 1, at a salary of \$25.00 per annum, as provided in the budget.

Wilma Balduf, part time Assistant in the Department of Zoology and Entomology, vice J. L. Benbow, effective October 1 at a salary of \$300.00 per annum and \$270.00 was appropriated to meet the salary.

Roy D. Kauffman, Instructor in the Department of Agricultural Education, effective October 1st at a salary of \$1800.00 per annum. This salary is to be paid from the Smith-Hughes Fund.

Franklin H. Pennell, Student Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective September 1 at a salary of \$300.00 per annum and this amount was appropriated to meet the salary.

George Washburne, Acting Professor in the Department of European History, vice Wilmer C. Harris, on leave, effective October 1

at a salary of \$2000.00 per annum and \$1800.00 was appropriated to meet the salary.

Samuel B. Folk, part time Assistant in the Department of Astronomy, effective October 11 at a salary of \$100.00 per month and \$866.67 was appropriated to meet the salary.

Alpha J. Will, Assistant in the Department of Chemistry, effective October 1 at a salary of \$60.00 per month and \$540.00 was appropriated to meet the salary.

Jennie C. Fisher, Assistant in the Department of Chemistry, effective October 1 at a salary of \$600.00 per annum and \$540.00 was appropriated to meet the salary.

Mary Hedges, Student Assistant in the Department of Chemistry, effective October 1 at a salary of \$30.00 per month and \$270.00 was appropriated to meet the salary.

Harvey S. Huston, Student Assistant in the Department of Chemistry, effective October 1 at a salary of \$30.00 per month and \$270.00 was appropriated to meet the salary.

Harrison McJohnston, Instructor in the Department of Economics and Sociology, effective October 1 at a salary of \$1200.00 per annum and \$1080.00 was appropriated to meet the salary.

Webster M. Baker, Student Assistant in the Prosthetic Laboratory, College of Dentistry, effective September 1 at a salary of \$100.00 per annum as provided in the budget.

F. W. Watson, Student Assistant in the Department of Obstetrics, effective September 1 at a salary of \$150.00 per annum and that amount was appropriated to meet the salary.

J. W. Wilce, Student Assistant in the Department of Obstetrics, effective September 1 at a salary of \$150.00 per annum and that amount was appropriated to meet the salary.

Clara Weishaupt, Stenographer in the Department of Agricultural Education, effective July 1. Miss Weishaupt served from July 1 to September 1 at a salary of \$65.00 per month, at which time her salary was increased to \$70.00 per month. This salary is to be paid from the Smith-Hughes Fund.

John F. Cain, Orderly, Homeopathic Clinic. Mr. Cain was appointed July 6 and served until August 30 at a salary of \$25.00 per month.

Ethel Snyder, Stenographer in the office of the College of Arts, effective September 5 at a salary of \$70.00 per month and \$689.23 was appropriated to meet the salary.

Josephine Hamblin, Stenographer in the Department of Botany, effective September 1 at a salary of \$70.00 per month and \$700.00 was appropriated to meet the salary.

Sarah Boatman, Stenographer in the office of the Dean of Women, effective September 1 at a salary of \$70.00 per month and \$700.00 was appropriated to meet the salary.

Kathleen McManigal, Chartmaker in the Agricultural Extension Service, effective August 5 at a salary of \$65.00 per month, the salary to be paid from Smith-Lever Funds in Project No. 1.

George F. Rodocker, Job Pressman in the Department of Journalism-Printing, effective October 1 at a salary of \$95.83 per month.

Margaret V. Vallery, Clerk, Stores and Receiving Department, effective November 1 at a salary of \$65.00 per month.

Benton Thomas, Swine Herdsman in the Department of Animal Husbandry, effective October 1 at a salary of \$85.00 per month and \$765.00 was appropriated to meet the salary.

The position of Swine Herdsman in the Department of Animal Husbandry at \$1080.00 was cancelled.

Ralph Sponsler, Assistant Herdsman in the Department of Animal Husbandry, effective October 1 at a salary of \$75.00 per month and \$675.00 was appropriated to meet the salary.

The position of Assistant Herdsman in the Department of Animal Husbandry at \$960.00 was cancelled.

Charles DeKalb, Printer in the Department of Journalism-Printing at a salary of \$117.00 per month, effective October 1 and continuing throughout the school year.

Chester Davis, Linotype Operator, Department of Journalism-Printing at a salary of \$117.00 per month, effective October 1 and continuing throughout the school year.

Robert J. Sim, Assistant in the Department of Botany at a salary of \$50.00 per month, effective November 1 and continuing until March 1, and \$200.00 was appropriated to meet the salary.

R. B. Tallman, Student Assistant in the Department of Astronomy at a salary of \$30.00 per month, effective September 17 and continuing until October 8 and \$22.00 was appropriated to meet the salary.

J. E. Kimbaugh, Janitor, effective November 1 at a salary of \$900.00 per annum, and \$600.00 was appropriated to meet the salary.

W. J. Baker, Fireman, effective November 1 at a salary of \$1000.00 per annum and continuing until November 21 and \$80.00 was appropriated to meet the salary.

T. Scott, Ashman, effective November 1 at a salary of \$900.00 per annum and \$600.00 was appropriated to meet the salary.

Thomas D. Phillips, Assistant Professor in Rural Economics in the Agricultural Extension Service, effective July 1 at a salary of \$2208.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Funds.....	\$150.00
State Offsetting Funds.....	34.00
	<hr/>
	\$184.00

It is recommended that Mr. Phillips be paid from State Offsetting Funds in Project No. 8 in the Extension Budget.

Walter Holdson, Instructor in the Department of Dairying in the Agricultural Extension Service, effective October 1, at a salary of \$1600.00 per annum, the salary to be paid from Smith-Lever Funds in Project No. 7 in the Extension Budget.

Nan R. Sharples, Assistant State Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1900.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Funds.....	\$140.00
Smith-Lever Funds	18.33
	<u> </u>
	\$158.33

The \$18.33 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Ettie L. Waid, County Home Demonstration Agent in the Agricultural Extension Service, effective October 1, at a salary of \$1320.00 per annum, vice Josephine Davis. It is recommended that Miss Waid's salary be paid as follows on a monthly basis:

U. S. D. A. Funds.....	\$100.00
Smith-Lever Funds	10.00
	<u> </u>
	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Janet C. Ward, Home Demonstration Agent in the Agricultural Extension Service, effective October 1, at a salary of \$1620.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$120.00
Smith-Lever Funds	15.00
	<u> </u>
	\$135.00

The \$15.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Bertha G. Dunn, Assistant County Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1320.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$100.00
Smith-Lever Funds	10.00
	<u> </u>
	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Mrs. Gertrude Day, Assistant County Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1320.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$100.00
Smith-Lever Funds	10.00
	<u> </u>
	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Ethel Lehman, Assistant County Home Demonstration Agent in the Agricultural Extension Service, effective October 16, at a salary of \$1320.00 per annum, the salary to be paid as follows on a monthly basis:

U. S. D. A. Emergency Funds.....	\$100.00
Smith-Lever Funds	10.00
	<u> </u>
	\$110.00

The \$10.00 per month of Smith-Lever Funds may be charged to Project No. 11 in the Extension Budget.

Edwin Spencer, Assistant Farm Management Demonstrator in the Agricultural Extension Service, effective November 15, at a salary of \$1800.00 per annum, the salary to be paid from Smith-Lever Funds in Project No. 8.

Mrs. Adelaide V. Scott, Assistant in Home Economics in the Agricultural Extension Service, effective November 16, at a salary of \$1200.00 per annum, the salary to be paid from State Offsetting Funds in Project No. 6 in the Extension Budget.

Jane Porter, Student Stenographer in the office of the Graduate School (part time), effective November 1, at a salary of \$30.00 per month, and \$240.00 was appropriated to meet the salary.

Edna Marie Rogers, Assistant to the Registrar, effective November 15, at a salary of \$70.00 per month, and \$527.69 was appropriated to meet the salary.

Thomas J. Donohoe, Assistant Mechanician in the Department of Electrical Engineering, effective November 18, at a salary of \$25.00 per month (part time), and \$185.83 was appropriated to meet the salary.

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The following appointments are provisional and as such are subject to the regulations of the State Civil Service Commission:

Mary Egan, Stenographer in the office of the Clinton County Agricultural Agent, effective July 15, at a salary of \$36.00 per month. It is also recommended that Miss Egan's salary be increased to \$45.00 per month, effective November 1, and that this salary be paid from Clinton County Funds in Project No. 2 in the Extension Budget.

Ruth A. Whitehill, Secretary to the War Records Committee, effective September 1, at a salary of \$70.00 per month, and continuing until November 15. On November 15 she was transferred to the position of Assistant to the Registrar. In the former case \$665.00 was cancelled and in the latter case \$525.00 was appropriated.

Alberta Markey, Stenographer in the Agricultural Extension Service, effective June 1, at a salary of \$20 per month.

Florence E. Mowen, Stenographer in the office of the Champaign County Agricultural Agent, effective August 1, at a salary of \$26.00 per month, the salary to be paid from Champaign County Funds in Project No. 2 in the Extension Budget.

Mary L. Davis, Stenographer in the office of the Greene County Agricultural Agent, effective July 15, at a salary of \$40.00 per month, the salary to be paid from Greene County Funds in Project No. 2 in the Extension Budget.

Marjorie Dean, Assistant to the Registrar, effective September 1, at a salary of \$70.00 per month, and \$700.00 was appropriated to meet the salary.

Benjamin M. Ford, Veterinary Clinic Clerk, effective September 1, at a salary of \$85.00 per month, and \$850.00 was appropriated to meet the salary.

Mrs. Ora Cramer, Stenographer in the office of the Auglaize County Agricultural Agent, effective August 3, at a salary of \$40.00 per month, the salary to be paid from Auglaize County Funds in Project No. 2 in the Extension Budget.

Margaret Cromwell, Stenographer in the Department of Animal Husbandry in the Agricultural Extension Service, effective October 5, at a salary of \$70.00 per month, vice Mary Clark, resigned. It is recommended that Miss Cromwell's salary be paid from Smith-Lever Funds in Project No. 3-E in the Extension Budget.

Florence Nill, Stenographer in the office of the Lucas County Agricultural Agent, effective October 1, at a salary of \$20.00 per month, the salary to be paid from Lucas County Funds in Project No. 2 in the Extension Budget.

Nannie Ewing, Stenographer in the office of the Columbiana County Agricultural Agent, effective September 1, at a salary of \$20.00 per month, the salary to be paid from Columbiana County Funds in the Extension Budget.

Amy Waugh, Stenographer in the office of the Wood County Agricultural Agent, effective September 1, at a salary of \$25.00 per month, the salary to be paid from Wood County Funds in Project No. 2 in the Extension Budget.

Vileda Weller, Stenographer in the office of the Lorain County Agricultural Agent, effective October 1, at a salary of \$25.00 per month, the salary to be paid from Lorain County Funds in Project No. 2 in the Extension Budget.

Grace Marie Leslie, Clerk-Stenographer, Engineer's Office, effective November 1, at a salary of \$70.00 per month, and \$400.00 was appropriated to meet the salary.

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Upon the recommendation of the President, the following resignations were accepted and the balances, if any, remaining in the various salary appropriations were cancelled in accordance with the general rule:

I. Garnett Barber, Assistant in the Department of Physics, effective September 1, and \$850.00 was cancelled.

C. W. Jarvis, Assistant in the Department of Physics, effective September 1, and \$950.00 was cancelled.

Rena Daily, Maternity and Children's Nurse, Homeopathic Hospital, effective October 31, and \$400.00 was cancelled.

Harry J. Miller, Scholar, effective October 1, and \$225.00 was cancelled.

Clarice S. Hobensack, Scholar, effective October 1, and \$225.00 was cancelled.

Frank W. Watson, Student Assistant in the Department of Physiology, Physiological Chemistry and Pharmacology, effective September 1, and \$125.00 was cancelled.

Helen Davis, Stenographer in the Agricultural Extension Service, effective October 31.

Aloysius Zierhut, Pressman, Department of Journalism-Printing, effective July 15.

George H. Case, Night Watchman, effective July 1, and \$900.00 was cancelled.

Lela Esser, Stenographer in the office of the Auglaize County Agricultural Agent, effective July 31.

Lowell D. Perry, Stenographer in the office of the Fulton County Agricultural Agent, effective August 31.

Mary E. Clark, Stenographer in the Agricultural Extension Department, effective September 7.

Emerson R. Davis, Stenographer, Engineer's Office, effective August 31, and \$750.00 was cancelled.

Lee Vigor, Stenographer, Engineer's Office, effective September 30, and \$585.00 was cancelled.

Kathryn L. Murtha, Stenographer in the Department of Dairying, effective October 2, and \$624.62 was cancelled.

Hannah Jones, Secretary, Farmers' Institute, effective November 30.

Grace White, Stenographer, Dean's Office, College of Law, effective December 1, and \$490.00 was cancelled.

Madge Doney, Stenographer in the office of the Tuscarawas County Agricultural Agent, effective September 30, 1918.

Bertha M. Smith, Stenographer in the office of the Summit County Agricultural Agent, effective September 18.

George H. McGinness, Fireman, effective October 3, and \$801.00 was cancelled.

Frances E. Schlegemilch, Pharmacy Nurse, Homeopathic Hospital, effective October 31, and \$400.00 was cancelled.

Minnette Fritts, Student Clerk, Business Manager's Office, effective October 10, and \$260.00 was cancelled.

A. W. Hayes, County Agricultural Agent, Lorain County, effective June 30.

Josephine Davis, Home Demonstration Agent in the Agricultural Extension Service, effective October 1.

Alice Swisher, Home Demonstration Agent in the Agricultural Extension Service, effective October 1.

Eloise Davison, Home Demonstration Agent in the Agricultural Extension Service, effective September 16.

Herbert Eichhorn, Assistant County Agricultural Agent in the Agricultural Extension Service, effective September 30.

W. L. Hammond, Assistant County Agricultural Agent in the Agricultural Extension Service, effective September 30.

Laotin Bradley, Janitor, effective October 21, and \$600.00 was cancelled.

Frank H. Beck, Electrician, Service Department, effective October 31 and \$933.36 was cancelled.

Andrew Armstrong, Laborer, effective November 1 and \$600.00 was cancelled.

Ruth M. Ford, Stenographer in the President's Office, effective November 8 and \$541.15 was cancelled.

Ernest Rey, Scholar, effective September 1 and \$250.00 was cancelled.

Joseph M. Greenwald, Assistant Mechanician in the Department of Electrical Engineering, effective November 16 and \$373.33 was cancelled.

Jane S. Haskett, Clerk in the Secretary's Office, effective November 30, and \$758.35 was cancelled.

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Upon the recommendation of the President, leaves of absence were granted the following named persons:

Bertha Davis Wells, Stenographer in the Agricultural Extension Service, without salary for the period November 1, 1918 to January 1, 1919.

F. H. Beach, Assistant Professor of Horticulture in the Agricultural Extension Service, effective November 1.

T. D. Phillips, Assistant Professor in the Department of Rural Economics, effective July 1 and \$200.00 was cancelled.

A. A. Case, Instructor in the Department of Industrial Arts effective November 1. Mr. Case is serving in the Motor Transport Corps, Division of Education, and \$1050.00 was cancelled.

A. M. Steinfeld, Assistant Professor in the Department of Surgery and Gynecology, effective September 1 and \$100.00 was cancelled. Dr. Steinfeld is in Military Service.

H. G. Beatty, Instructor in the Department of Ophthalmology and Oto-Laryngology effective October 1, and \$270.00 was cancelled. Dr. Beatty is in Military Service.

H. B. Blakey, Assistant Professor in the Department of Medicine, effective September 1 and \$300.00 was cancelled. Dr. Blakey is in Military Service.

T. R. Williams, Assistant in the Department of Ophthalmology and Oto-Laryngology, effective October 1, and \$180.00 was cancelled. Dr. Williams is in Military Service.

George R. Twiss, Professor in the Department of Principles and Practice of Education, effective October 16 and \$1500.00 was cancelled. Professor Twiss is in Military Service in connection with the work of the Committee on Education and Special Training.

F. C. Blake, Professor in the Department of Physics, effective October 7, and \$2410.83 was cancelled. Professor Blake has accepted an appointment with the Research Department of the Bureau of Aircraft Production.

Martha Beach, Stenographer in the Agricultural Extension Service, effective October 1.

Blanch L. Clark, Stenographer, Dean's Office, College of Homeopathic Medicine, effective December 1, and \$490.00 was cancelled.

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Upon the recommendation of the President, the following increases in salary were approved and the necessary amounts were appropriated to cover such increases.

John S. Ward, Assistant in the Department of Physics, was increased from \$900.00 to \$1200.00 per annum, effective September 1 and \$300.00 was appropriated to meet the increase.

Cecilia Ryan, Stenographer in the Department of Farm Crops, was increased to \$70.00 per month, effective October 1 and \$30.00 was appropriated to meet the increase.

Harry E. Sheppard, Instructor in the Department of Economics and Sociology was increased from \$1400.00 to \$1600.00 per annum, effective September 1 and \$200.00 was appropriated to meet the increase.

George Dillahunt, Assistant Electrician, Service Department, was increased from \$1260.00 to \$1400.00 per annum and his title changed to that of Electrician, effective November 1 and \$93.33 was appropriated to meet the increase.

J. R. Remy, Deliveryman, Stores and Receiving Department, increased from \$80.00 to \$93.00 per month, effective November 1.

George Rodocker, Pressman, Department of Journalism-Printing was increased from \$1150.00 to \$1200.00 per annum, effective November 1.

Charles Pugh, Department of Farm Operations, increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

Marion Peck, Teamster, Department of Farm Operations was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

J. S. Long, Teamster, Department of Farm Operations was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

G. W. Landis, Teamster, Department of Farm Operations, was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

Charles Carter, Laborer, Department of Farm Operations, was increased from \$70.00 to \$75.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

Wiley Parker, Laborer, Department of Farm Operations, was increased from \$60.00 to \$65.00 per month, effective December 1 and \$35.00 was appropriated to meet the increase.

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In accordance with the recommendations of the University Faculty at meetings held October 4, 1917 and October 3, 1918, the following named persons were granted the degrees and of the class as indicated.

BACHELOR OF ELECTRICAL ENGINEERING

(As of the Class of 1917.)
Leonard Koh Leon, B.A. (Ohio State University)

DOCTOR OF PHILOSOPHY
(As of the Class of 1918.)
Morgan Glen Louis, M.A.

MASTER OF ARTS
(As of the Class of 1918.)
Raymond Leonard Druhot, B.A.
Jay Gilmore Hickox, B.Sc.

MASTER OF SCIENCE
(As of the Class of 1918.)
Max Kisiuk, B.Sc.

BACHELOR OF SCIENCE IN APPLIED OPTICS

(As of the Class of 1918.)
Rees Ellis

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1918.)
Mildred Irene Bishop
Helen May Bradley
Minnie Gatewood
Earl Fenton Hall
Robert F. Klar
Susanne M. Koehler, B.A.
Vista McDonald
Adelaide Francis Marvell
James Garfield Ralston
Leo F. Schieser
Pearl Graeff Summey, B.A.M.A.
Margaret Isabell Todd
Clara Catherine Wegener

BACHELOR OF ENGINEERING

(As of the Class of 1918.)
Albert Leo Stallkamp

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Upon the recommendation of the President the following changes in title were made:

Harriet V. Sturm, Stenographer in the Business Manager's Office to that of Typist, effective October 1.

Carrie Beach, Stenographer in the Agricultural Extension Service to that of Typist, effective October 1.

Upon the recommendation of the President, D. R. Masters was appointed Janitor, effective October 1 at a salary of \$75.00 per month

and his salary was increased to \$83.00 per month effective November 1 and \$739.00 was appropriated to meet the salary.

Upon the recommendation of the President, Charles E. Findlay, Secretary to the Dean College of Medicine, was reinstated on the University pay roll at a salary of \$1200.00 per annum, effective December 1 and \$700.00 was appropriated to meet the salary. Mr. Findlay, who was granted a leave of absence to enter military service, has been discharged from the United States Naval Hospital for physical disability.

The President reported that Colonel George L. Converse has been relieved of his duties at the University and has been transferred to the position of Regional Military Inspector of the Students' Army Training Corps, effective November 1, and \$1360.00 was cancelled.

The President reported that Captain Edson I. Small has been relieved of his duties at the University, effective December 1, and \$280.00 was cancelled.

Upon the recommendation of the President, Francis W. Coker, Professor in the Department of Political Science, was reinstated on the University pay roll at a salary of \$2750.00 per annum, effective September 1 and \$2750.00 was appropriated to meet the salary.

Upon the recommendation of the President, Sara Priscilla Fulton was named as a graduate of the University Homeopathic Training School for Nurses. Miss Fulton completed the prescribed course in nursing on October 5, 1918. The sum of \$50.00 was cancelled in her salary.

The President reported that the Emergency Board granted to the University the sum of \$46,000.00 for Maintenance C-3 Fuel under date of November 9.

Upon the recommendation of the President, Charles R. Ross was granted a duplicate certificate in Law upon the payment of the usual fee of \$1.00. The original certificate was lost by Mr. Ross while crossing the ocean.

Upon the recommendation of the President, the contract between the Ohio State University and the State Board of Education of Ohio, regarding the training of teachers for trades and industries under the Smith-Hughes Law, was approved. The President and Secretary were directed to sign the contract.

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT THE OHIO STATE UNIVERSITY

(1) For salaries of teachers.....	\$1500.00	
(2) For communication	50.00	
(3) For Printing.....	100.00	
(4) For supplies	75.00	\$1725.00

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT LIMA, OHIO—AN EXTENSION CENTER

(1) For salary of teacher.....	\$ 500.00	
(2) For transportation	600.00	1100.00
Grand total		\$2825.00

The President presented a check for \$1500.00 from Frank A. Vanderlip, of New York, who requested that this money be accepted by the Trustees and set aside as a permanent fund, the income to be used each year for the purchase of books on education, the books to be purchased to be selected by the Dean of the College of Education.

Upon motion, this gift was accepted and the fund was designated as the Frank A. Vanderlip Library on Education Fund. The Secretary was directed to deposit this money in the State Treasury in the Investment Fund of the University.

The Acting Secretary reported that, in accordance with instructions received at the last meeting, arrangements had been made with the Ohio Union, through its Manager, to mess the S. A. T. C. students on the campus under the following terms and conditions:

The Ohio Union is to furnish all supplies, labor, and equipment. The mess is to be served in the Ohio Union, and in the Aero Laboratory. The hours of mess and the menu furnished to be subject at all times to the order and approval of the Military authorities.

The Ohio State University is to pay to the Ohio Union 80 cents per day per man for messing, with no deduction for temporary absences. The University is to provide the necessary additional rooms required in the Aero Laboratory and prepare them ready for use, including sufficient tables for the mess hall. The University is also to locate and set in place such kitchen equipment as shall be furnished by the Ohio Union.

Upon motion, the President was authorized to make necessary adjustments to reinstate the military work as provided under rules of the United States Government applying to land-grant colleges and universities.

Upon the recommendation of the President, the salary of Mrs. George L. Converse, Acting Dean of Women, was made \$200.00 per month, effective September 1, 1918, and \$2000.00 was appropriated to meet the salary.

The University Architect presented the following estimate for extras and deductions on Addition to Lord Hall.

Upon the recommendation of the President, the estimate was approved and ordered paid:

The additions total.....	\$237.38
The deductions total.....	176.50
	60.88
To which add 15 percent.....	9.13
	\$ 70.01

Upon the recommendation of the President, an additional salary for Professor E. A. Cottrell as Military Agent was fixed at \$100.00 per month, effective November 25, to continue during service in the Students' Army Training Corps, and \$720.00 was appropriated to meet the salary.

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The Board adjourned to meet December 14 at Dayton, Ohio.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

DAYTON, OHIO, DECEMBER 14, 1918.

The Board of Trustees met at the Miami Hotel at 10:00 o'clock, pursuant to the call of the Chairman.

Present: Benjamin F. McCann, O. E. Bradfute, John Kaiser and C. F. Kettering.

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The President presented the Architect's drawing, showing location of proposed livestock buildings west of the Olentangy River, and upon his recommendation the Board approved this plan.

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At 12 o'clock the Board adjourned to the Engineers' Club for luncheon with Governor James M. Cox.

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The Board reassembled at 2 o'clock at the Engineers' Club, with the same members present as at the morning session.

The President was directed to prepare and present to the Budget Commissioner the University legislative budget for the biennium July 1, 1919, to June 30, 1921. His request to include the following buildings: Sheep, Swine, Woman's, Agricultural Engineering and addition to the Chemistry Building.

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The University Architect presented the following extras and deductions on contracts for the new Power House:

Brown Hoisting Machinery Co.....	\$ 300.00
E. H. Lathem—	
Total additions	1301.62
Total deductions	247.48
	<hr/>
Balance due	\$1054.14

Upon the recommendation of the President, the estimates were approved and ordered paid.

Upon the recommendation of the President, the following appointments were made and the necessary amounts were appropriated to meet the salaries in accordance with the general rule:

Miss Ruth Brown was appointed Library Assistant at a salary of \$90.00 per month, effective January 1, 1919, and \$540.00 was appropriated for this salary.

Erwin A. Esper was appointed Assistant in the Department of English at a salary of \$75.00 per month, effective December 1, 1918, and \$525.00 was appropriated for this salary.

Miss Helen Bennett was appointed Clerk in the Agricultural Extension Service at a salary of \$45.00 per month, effective November 1, 1918.

Miss Marie C. Kuglen was appointed Stenographer in the Agricultural Extension Service at a salary of \$70.00 per month, effective November 6, 1918.

Miss Florence E. Van Courtright was appointed Stenographer in the Department of Dairying at a salary of \$70.00 per month, effective December 1, 1918, and \$490.00 was appropriated for this salary.

Amos Heffner was appointed Assistant Poultryman in the Department of Animal Husbandry at a salary of \$60.00 per month, effective December 2, 1918, and \$240.00 was appropriated for this salary.

Miss Mary Cook was appointed Clerk in the Agricultural Extension Service at a salary of \$70.00 per month, effective December 16, 1918.

Miss Daisy Davis was appointed Secretary of Farmers' Institute at a salary of \$90.00 per month, effective December 17, 1918.

Miss Tessa Webb was appointed Stenographer in the Agricultural Extension Service at a salary of \$90.00 per month, effective November 16, 1918.

2. In accordance with the recommendation of the University Faculty at a meeting held October 3, 1918, the following named person was granted the degree indicated, as of the class of 1918:

DOCTOR OF DENTAL SURGERY
Dean Martin Leuthner

3. Upon the recommendation of the President, the following men were reinstated:

George R. Twiss, Professor in the Department of Principles and Practice of Education, was reinstated on the University salary roll effective February 1, 1918. Professor Twiss was granted leave of absence to enter military service in connection with work of the Committee on Education and Special Training. The sum of \$1500.00 was appropriated to meet the salary.

J. A. Foust, Instructor in Forging, Industrial Arts Department, was reinstated on the University salary roll, effective January 1, 1919, and \$780.00 was appropriated for this salary. Mr. Foust has been serving in the Ordnance Department.

F. C. Blake, Professor in the Department of Physics, was reinstated on the University salary roll, effective January 1, 1919. Professor Blake has been released from war work in the Aircraft Division of the National Research Council at Washington, D. C. The sum of \$1650.00 was appropriated to meet the salary.

4. Upon the recommendation of the President, the following resignations were accepted and in each case the salary was cancelled in accordance with the general rule:

James O. Mason, Groom, Veterinary Medicine, effective October 31, 1918, the balance of his salary, \$600.00, was cancelled.

Thomas Howard, Ash-wheeler, Service Department, effective September 30, 1918, the balance of his salary, \$675.00, was cancelled.

5. The President recommended that Mrs. Alexis Cope be paid \$7,500.00 for the original manuscript of the History of the University, written by Alexis Cope. On motion, this was approved and ordered paid out of the Interest on Endowment Fund.

Upon the recommendation of the President, Professor T. C. Mendenhall was appointed Editor of the History of the University.

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Thereupon the Board adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, February 4, 1919.

The Board of Trustees met at the University at 9 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, John Kaiser, O. E. Bradfute, Guy W. Mallon.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts were appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Jasper D. Sayre	Research Asst., Dept. of Botany	Dec. 1, 1918	\$1000.00	\$700.00
John Lengacher	Cheese Instructor, Winter Course	For months Jan. and Feb.	150.00 mo.	
Archie Bishop	Instructor Animal Hus- bandry, Winter Course	For months Jan. and Feb.	150.00 mo.	
Elmer J. Helbig	Instructor, Milk Testing and Buter Making, Winter Course	For months Jan. and Feb.	150.00 mo.	

College of Engineering

Wallace VanEtten	Asst. Mechanician, Dept. Elec. Engineer.	Dec. 1, 1918	25.00 mo.	175.00
Floyd Grant	Asst. Mechanician, Dept. Elec. Engineer.	Dec. 15, 1918	25.00 mo.	162.50
J. Edwin Balmer	Inst. Machine Work, Dept. Industrial Arts	Feb. 1, 1919	1875.00	625.00

College of Homeopathic Medicine

Elizabeth Strickler	Pharmacy Nurse, Homeopathic Hospital	Dec. 1, 1918	720.00	420.00
Marie Brinkmeyer	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Eva Shapely Smith	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Mrs. Iva Meredith	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Wanda Fay Hahn	Student Nurse, Homeopathic Hospital	Sept. 1, 1918	50.00	
Katherine Hannan	Supervisor Maternity and Children's Ward, Homeopathic Hospital	Dec. 29, 1918	720.00	366.00

College of Medicine

R. A. Knouff	Instructor, Dept. of Anatomy	Jan. 1, 1919	1000.00	600.00
Mary H. Oliver	Student Assistant, Dept. of Anatomy	Jan. 1, 1919	300.00	180.00

President's Division

Mrs. Marie Bulkley	Library Assistant	Jan. 1, 1919	600.00	300.00
Grace Oldham	Library Assistant (part time)	Jan. 1, 1919	300.00	150.00
Minnette Y. Fritts	Library Assistant (part time)	Jan. 1, 1919	300.00	150.00
Laura Elden Fredo	Maid, Dept. Physical Educa.	Feb. 1, 1919	540.00	225.00
Katherine Fischer	Instructor, Dept. Physical Educa.	Feb. 1, 1919	1000.00	500.00
T. H. Connell	Student Assistant, Dept. Physical Educa.	Jan. 1, 1919	300.00	300.00

ADMINISTRATIVE

President's Office

Florence Bradford	Stenographer	Dec. 1, 1919	70.00 mo.	70.00
Hazel Lewis	Stenographer	Jan. 1, 1919	840.00	420.00

Business Manager's Office

Marie Bowman	Stenographer	Jan. 27, 1919	900.00	389.42
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Stenographic and Clerical

Eleanor H. Floyd	Stenographer, Home Economics Dept.	Dec. 5, 1918	840.00	481.92
Ruth Speaker	Stenographer, College Homeo. Med.	Dec. 1, 1918	840.00	490.00
Helen V. Pugh	Stenographer, College of Law	Jan. 14, 1919	840.00	393.08

PHYSICAL PLANT DIVISION

Operation and Maintenance

Wm. T. Hedges	Fireman, Service Department	Jan. 1, 1919	1080.00	540.00
Thomas C. Manes	Fireman, Service Department	Jan. 1, 1919	1080.00	540.00

Frank Revels	Fireman, Service Department	Jan. 1, 1919	1080.00	540.00
C. O'Hana	Laborer, Service Department	Jan. 1, 1919	900.00	450.00
E. E. Evans	Asst. Electrician, Service Department	Jan. 1, 1919	1260.00	630.00
Chas. M. Dunbar	Clerk, Engineer's Office	Jan. 1, 1919	1200.00	600.00

Rotary

L. M. Parker	Instructor in Industrial Arts	Jan. 1, 1919	50.00 mo.	
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Agricultural Extension Service

Jean L. Gribble	County Agri. Agent	Dec. 1, 1918	1700.00	
	U. S. D. A.	\$125.00		
	State-Offsetting Project No. 2 (salary)	16.66		
	State-Offsetting Project No. 2 (auto allowance)	41.66		
Mrs. M. H. Current	Home Dem. Agent	Nov. 16, 1918	1620.00	
	U. S. D. A.	\$120.00		
	Smith-Lever Funds Project 11..	15.00		
	U. S. D. A. (auto allowance)..	33.33		
Faith R. Lanman	Asst. State Leader, Home Dem. Agent	Nov. 16, 1918	2500.00	
	U. S. D. A.	\$190.00		
	Smith-Lever Funds (salary Proj- ect 11)	18.33		
Corrinne Richter	Stenographer	Dec. 4, 1918	840.00	
	(Salary to be paid from not-offsetting funds in Project No. 9.)			

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Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
B. D. Drain	Instructor, Dept. of Horticulture	Jan. 1, 1919		
V. G. Lindamood	Pavilion Groom, Animal Husbandry	Jan. 22, 1919		\$ 320.00
Amos Heffner	Assistant Poultryman, Animal Husbandry	Jan. 11, 1919		158.00
Wiley Parker	Laborer, Farm Operations	Oct. 31, 1918		515.00
Josephine Hamblin	Stenographer, Dept. of Botany	Jan. 31, 1919		350.00

College of Engineering

T. J. Donohoe	Asst. Mechanician, Dept. Elec. Engineer.	Dec. 14, 1919		163.33
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College of Homeopathic Medicine

A. G. Cashbaugh	Supervising Anesthetist, Homeopathic Hospital	Dec. 31, 1918	180.00
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College of Medicine

Guy H. Williams	Instructor, Dept. of Medicine	Jan. 31, 1919	100.00
C. I. Reed	Instructor, Dept. of Physiology	Jan. 31, 1919	
H. H. Yoakum	Student Assistant, Dept. of Anatomy	Jan. 31, 1919	150.00

College of Veterinary Medicine

H. A. Stolpestad	Assistant, Dept. Veterinary Med.	Jan. 31, 1919	600.00
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PHYSICAL PLANT DIVISION

Operation and Maintenance

S. C. Noe	Janitor	Jan. 15, 1919	412.50
W. E. Simpson	Janitor	Dec. 31, 1918	450.00
C. D. Lowry	Laborer, Service Department	Jan. 31, 1919	450.00

Agricultural Extension Service

C. W. Bailey	Asst. County Agricultur- al Agent	Oct. 31, 1918	
Margaret Lawrence	Home Dem. Agent	Nov. 15, 1918	
M. C. Kilpatrick	Instructor in Poultry Husbandry	Feb. 28, 1919	
Helen Mougey	Home Dem. Agent	Nov. 30, 1918	
Dorothy B. Lowe	Instructor in Home Eco- nomics	Jan. 31, 1919	

President's Division

Lola M. Stout	Maid, Dept. Physical Educa.	Dec. 31, 1918	240.00
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The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted as indicated, as of the Class of 1918:

DOCTOR OF PHILOSOPHY

Leon Zelenka Lerando, B.Sc., M.A.

BACHELOR OF ARTS

Richard Simkins
Kedareswar Guha
Fred Clifton Vogelsang

BACHELOR OF SCIENCE IN APPLIED OPTICS

Rees Ellis

DOCTOR OF DENTAL SURGERY

Alton Reeves Hoare

BACHELOR OF CERAMIC ENGINEERING

Ray Thomas Watkins

BACHELOR OF SCIENCE IN EDUCATION
 Cloyd Delson Looker
 Marion Amy Thomas, B.Sc. in H.E.

BACHELOR OF SCIENCE IN AGRICULTURE
 Brant Earley
 Robert Ross Caldwell

BACHELOR OF ARCHITECTURAL ENGINEERING
 Maurice Fahnestock Smith

MASTER OF SCIENCE
 Lily Belle Sefton, B.Sc. (Denison University)
 Harold F. Shattuck, B.A. (Lawrence College).

BACHELOR OF SCIENCE
 Paul Richard Ensign

BACHELOR OF ENGINEERING
 William Frederick Kerber

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The President further recommended the following increases in salary be granted, and that the necessary amounts be appropriated to cover such increases:

College of Engineering

Name	Title	Date Effective	Annual Salary	Appropriations
Jasper O. Draffin	Instructor, Dept. Mechanics	Feb. 1, 1919	\$1500.00	\$ 150.00

President's Division

Mrs. C. A. Hunter	Pianist, Dept. Physical Educa.	Feb. 1, 1919	600.00	150.00
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Agricultural Extension Service

Florence Mowen	Stenographer, Champaign Co. Agricultural Agent	Nov. 1, 1918	\$26.00 to \$40.00 mo.	
Ethel M. Cadley	Assistant (Increase to be paid from Smith-Lever Funds in Project No. 1.)	Jan. 1, 1919	\$1500.00 from \$1300.00	

It was further recommended by the President that the following named persons, having returned from Service, be reinstated on the University salary roll:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
T. G. Phillips	Asst. Professor, Dept. Ag. Chemistry Service: Food Administration of Ohio	Jan. 1, 1919	\$1800.00	\$1080.00
Paul B. Sears	Instructor, Dept. of Botany Service: Military leave	Jan. 1, 1919	1400.00	640.00

College of Arts

H. R. Spencer	Professor, Dept. Political Science Service: Y. M. C. A. in Italy	Jan. 1, 1919	2750.00	1650.00
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Wilmer C. Harris	Asst. Professor, Dept. European Hist. Service: Officers' Reserve Training Camp	Jan. 1, 1919	1800.00	1080.00
<i>College of Engineering</i>				
W. L. Evans	Professor, Dept. of Chemistry Service: U. S. Govern- ment, Washington, D.C.	Jan. 1, 1919	3500.00	2100.00
D. J. Demorest	Professor, Dept. of Metallurgy Service: Military leave	Feb. 1, 1919	2750.00	1375.00
W. C. Ronan	Instructor, Dept. of Architecture Service: Drafted	Jan. 1, 1919	1500.00	900.00
<i>College of Education</i>				
E. O. Christensen	Instructor, Dept. of Art Service: Military leave	Jan. 1, 1919	1300.00	780.00
J. W. Bridges	Asst. Professor, Dept. of Psychology Service: Committee on Education, U. S.	Jan. 1, 1919	2100.00	1260.00
<i>College of Commerce and Journalism</i>				
C. O. Ruggles	Professor, Dept. of Ec. and Soci. Service: U. S. Shipping Board	Jan. 1, 1919	3000.00	1560.00
<i>College of Medicine</i>				
J. R. Warren	Asst. Professor, Dept. of Anatomy Service: Military leave	Jan. 1, 1919	2000.00	1200.00
<i>College of Veterinary Medicine</i>				
F. A. Lambert	Asst. Professor, Dept. Veterinary Med. Service: Assigned to duty in Veterinary Reserve Corps, National Army	Feb. 1, 1919	2100.00	1050.00
<i>Administrative</i>				
C. E. Steeb	Business Manager O.S.U., Sec. Board of Trustees Service: Quartermaster's Dept., Washington, D.C.	Dec. 15, 1919	5000.00	
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The President further recommended that leaves of absence be granted as follows:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
Robert Griggs	Professor, Dept. of Botany	Feb. 1, 1919	\$1500.00	\$ 250.00
Bernice Blue	Stenographer, Dean's office, College of Agri.	Jan. 1, 1919		420.00

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The President further recommended that J. E. Briggs be granted remittance of all fees, not including deposits, for the second semester, account of Mexican Border Service.

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The President reported that upon his request, Professor Clyde T. Morris had prepared preliminary sketches and estimate of cost for a combined railroad and wagon bridge over the Olentangy River, to take the place of the railroad bridge now standing. The new bridge is required because of the fact that the County Commissioners are building a new concrete bridge over Lane Avenue, which necessitates the lengthening of the Ohio State University bridge.

The estimated cost of the bridge as designed by Professor Morris was \$95,000.00, and if prison labor is used, \$85,000.00.

On motion, the President and Secretary were directed to present these sketches to the finance committee with the request that an appropriation be made in the supplementary appropriation bill to cover this proposed bridge.

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The President presented the following budget for the Summer Session, with the recommendation that this budget be adopted, subject to the action of the General Assembly in appropriating the necessary funds, and with the distinct understanding that the University assumes no financial obligation in case the General Assembly shall fail to appropriate the necessary amount:

THE OHIO STATE UNIVERSITY
BUDGET REPORT—SUMMER SESSION
January 31, 1919

AMERICAN HISTORY		
A. M. Schlesinger	Professor	\$ 500.00
C. Wittke	Instructor	300.00
ANATOMY		
F. L. Landacre	Professor	600.00
R. C. Baker	Instructor	260.00
ART		
C. F. Kelly	Professor	550.00
BACTERIOLOGY		
W. A. Starin	Professor	500.00
Assistant		300.00
BOTANY		
E. N. Transeau	Professor	600.00
H. C. Sampson	Instructor	360.00

CHEMISTRY		
W. L. Evans	Professor	600.00
J. R. Withrow	Professor	600.00
C. E. Boord	Assistant Professor	400.00
J. E. Day	Assistant Professor	400.00
Assistants		420.00
ECONOMICS AND SOCIOLOGY		
C. C. Huntington	Professor	550.00
C. O. Ruggles	Professor	600.00
R. D. McKenzie	Instructor	320.00
Assistants		530.00
ENGINEERING DRAWING		
R. Meiklejohn	Assistant Professor	400.00
O. E. Williams	Assistant Professor	360.00
W. B. Fields	Instructor	280.00
ENGLISH		
J. V. Denney	Professor	600.00
J. R. Taylor	Professor	600.00
W. L. Graves	Professor	500.00
L. A. Cooper	Assistant Professor	400.00
E. L. Beck	Assistant Professor	400.00
C. G. Dishong	Instructor	300.00
EUROPEAN HISTORY		
W. A. Allison	Professor (Colgate Univ.)..	600.00
G. A. Washburne	Acting Assistant Professor.	400.00
GERMAN		
Felix E. Held	Associate Professor	340.00
	(Miami University)	
HISTORY OF EDUCATION		
L. F. Anderson	Professor	600.00
JOURNALISM		
J. S. Myers	Professor	600.00
LATIN		
W. S. Elden	Professor	500.00
MATHEMATICS		
R. D. Bohannon	Professor	600.00
H. W. Kuhn	Professor	550.00
C. C. Morris	Professor	400.00
MECHANICS		
E. F. Coddington	Professor	400.00
MUSIC		
W. W. Campbell	Director, Westminster College	500.00
Miss Mary Douthett	Westminster College, N. W., Pa.	200.00
Mrs. F. G. Crowley	Assistant Supervisor of Music, Columbus	100.00
PHILOSOPHY		
J. A. Leighton	Professor	600.00

PHYSICAL EDUCATION		
J. W. Wilce	Professor	500.00
G. M. Trautman	Assistant Professor	400.00
Edith S. Moodie	Columbus School for Girls..	350.00
Assistants		450.00
PHYSICS		
R. F. Earhart	Professor	550.00
F. C. Blake	Professor	550.00
J. H. Service	Instructor	300.00
PHYSIOLOGY		
A. M. Bleile	Professor	600.00
POLITICAL SCIENCE		
H. R. Spencer	Professor	550.00
PRINCIPLES OF EDUCATION		
	400.00
PSYCHOLOGY		
R. Pintner	Professor	550.00
J. W. Bridges	Professor	400.00
E. Culler	Instructor	300.00
Miss A. Sophie Rogers	Instructor	280.00
ROMANCE LANGUAGES		
	Professor	600.00
E. S. Ingraham	Professor	550.00
W. S. Elden	Professor	
T. E. Hamilton	Assistant Professor	360.00
S. Gutierrez	Instructor	300.00
H. Tailliar	Instructor	300.00
SCHOOL ADMINISTRATION		
S. W. Brown	Professor	550.00
G. C. Robinson	Professor	550.00
	Washington State College	
J. Leslie Purdom	Professor, U. of Arkansas..	500.00
ZOOLOGY		
W. J. Kostir	Instructor	340.00
Mary K. Strange	Assistant	150.00
DIRECTOR		
M. B. Evans	Professor	750.00
Grand Total.....		<u>\$29,800.00</u>

The recommendation of the President was agreed to, and the budget was adopted with the above proviso, and the Secretary was directed to notify all persons named in the budget and the Dean of the Summer Session of said action.

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Because of the fact that the United States Department of Agriculture could not pay War Emergency Funds to any man in County Agent work for whom an affidavit had been filed by the Secretary

of Agriculture for deferred classification, the following amendment to the Budget for Project No. 2, "County Agents," effective as of December 1, 1919, was adopted:

PROJECT No. 2—COUNTY AGENTS

"Amendment to budget effective December 1, 1918. Change made necessary by provision of Emergency Food Production Act passed by Congress, which prohibits the payment of emergency funds to any person for whom an affidavit for deferred classification was filed by the Secretary of Agriculture.

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
O. M. Johnson, salary.....					\$3,108.00
Expenses					800.00
A. E. Anderson, salary.....					3,000.00
Expenses					800.00
W. W. Brownfield, salary.....		\$ 900.00		\$1,500.00	
Expenses	\$ 800.00				
R. D. Long, salary.....		1,000.00		1,500.00	
Expenses	800.00				
C. A. Mahán, salary.....	1,000.00			1,500.00	
Expenses	800.00				
G. R. Eastwood, salary.....					2,400.00
Expenses					800.00
S. L. Sanderson, salary.....			\$ 204.00		1,596.00
Travel in county.....			500.00		
H. L. Andrews, salary.....		100.00	200.00	1,500.00	
Travel in county.....			500.00		
M. H. Bartter, salary.....					2,100.00
Travel in county.....		500.00			
E. E. Barnes, salary.....		700.00	200.00	900.00	
Travel in county.....			500.00		
E. A. Brenneman, salary.....			804.00		1,596.00
Travel in county.....			500.00		
C. F. Class, salary.....		200.00			1,800.00
Travel in county.....		500.00			
R. A. Cave, salary.....			404.00		1,596.00
Travel in county.....			500.00		
F. S. DeLashmutt, salary.....		400.00	300.00	1,200.00	
Travel in county.....			500.00		
R. F. Donnon, salary.....		400.00	500.00		
Travel in county.....			500.00		
L. M. Evans, salary.....			204.00		1,596.00
Travel in county.....			500.00		
E. H. Faulkner, salary.....		800.00		1,200.00	
Travel in county.....			500.00		
C. G. Fieldner, salary.....			504.00		1,596.00
Travel in county.....			500.00		
T. B. Foster, salary.....			400.00		1,800.00
Travel in county.....			500.00		
W. F. Gahm, salary.....		100.00	200.00	1,500.00	
Travel in county.....			500.00		
Paul Gerlaugh, salary.....		700.00	800.00	900.00	

	Smith-Lever		State not	U. S. D. A.	
	Federal	State	Offsetting	Regular	Emergency
Travel in county.....			500.00		
J. C. Hedge, salary.....		800.00	500.00	800.00	
Travel in county.....			500.00		
E. C. Hibbs, salary.....			504.00		1,596.00
Travel in county.....			500.00		
W. J. Hendrix, salary.....			520.00		1,680.00
Travel in county.....			500.00		
Karl Hirn, salary.....			404.00		1,596.00
Travel in county.....			500.00		
M. B. Johnson, salary.....			204.00		1,596.00
Travel in county.....			500.00		
R. W. Jordan, salary.....			604.00		1,596.00
Travel in county.....			500.00		
F. G. Ketner, salary.....	4.00				2,196.00
Travel in county.....		500.00			
M. E. Laird, salary.....			404.00		1,596.00
Travel in county.....			500.00		
H. A. Lehman, salary.....	8.00				1,992.00
Travel in county.....		500.00			
C. L. Long, salary.....		700.00	400.00	900.00	
Travel in county.....			500.00		
W. E. McCoy, salary.....		700.00	900.00	900.00	
Travel in county.....			500.00		
M. D. Miller, salary.....			404.00		1,596.00
Travel in county.....			500.00		
L. L. Mowls, salary.....			504.00		1,596.00
Travel in county.....			500.00		
R. W. Munger, salary.....			404.00		1,596.00
Travel in county.....			500.00		
A. A. Olson, salary.....			204.00		1,596.00
Travel in county.....			500.00		
F. S. Prince, salary.....			804.00		1,596.00
Travel in county.....			500.00		
G. O. Reed, salary.....			204.00		1,596.00
Travel in county.....			500.00		
E. P. Reed, salary.....			204.00		1,596.00
Travel in county.....			500.00		
E. C. Richey, salary.....			604.00		1,596.00
Travel in county.....			500.00		
H. J. Ridge, salary.....			204.00		1,596.00
Travel in county.....			500.00		
Howard Rogers, salary.....			204.00		1,596.00
Travel in county.....			500.00		
S. M. Salisbury, salary.....			804.00		1,596.00
Travel in county.....			500.00		
Paul Sharrit, salary.....	4.00				1,596.00
Travel in county.....		500.00			
C. R. Shumway, salary.....					1,500.00
Travel in county.....		500.00			
E. C. Sleeth, salary.....			404.00		1,596.00
Travel in county.....			500.00		
A. G. Smith, salary.....			504.00		1,596.00
Travel in county.....			500.00		
O. D. Smith, salary.....		300.00		1,500.00	

	Smith-Lever		State not Offsetting	U. S. D. A.	
	Federal	State		Regular	Emergency
Travel in county.....		500.00			
S. B. Stowe, salary.....					2,100.00
Travel in county.....		500.00			
D. G. Swanger, salary.....			104.00		1,596.00
Travel in county.....			500.00		
A. J. Swift, salary.....		1,000.00		600.00	
Travel in county.....			500.00		
M. C. Thomas, salary.....			904.00		1,596.00
Travel in county.....			500.00		
D. R. Van Atta, salary.....			904.00		1,596.00
Travel in county.....			500.00		
W. R. Wheelock, salary.....	8.00				1,992.00
Travel in county.....			500.00		
ASSISTANT AGENTS					
W. A. Alexander, salary.....					1,800.00
Travel in county.....		500.00			
F. Copper, Jr., salary.....					1,800.00
Travel in county.....		500.00			
N. W. Glimes, salary.....					1,500.00
Travel in county.....		500.00			
S. R. Heffron, salary.....	4.00				1,596.00
Travel in county.....		500.00			
J. W. Tulloss, salary.....	4.00				1,596.00
Travel in county.....		500.00			
J. D. Van Houten, salary.....	4.00				1,596.00
Travel in county.....		500.00			
C. J. Windau, salary.....					1,800.00
Travel in county.....		500.00			
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The Secretary presented a communication from H. L. McCafferty, Surveyor of Madison County, requesting the Board of Trustees to grant a deed for 116 acres of unpatented land in said county to Raleigh Mitchell. The Secretary was directed to secure the opinion of Judge Adams as to the correctness of the papers, and if found correct, to prepare a deed in favor of Mr. Mitchell, and the Chairman of the Board was directed to execute same.

Upon recommendation of the President, it was agreed to purchase from Mr. C. H. Ludman of Zanesville, Ohio, a tract of land 20 feet by 140 feet, situated on the eastern line of the lands owned by the University, and known as the Aviation Field, the north end of said tract being on a line with the south side of Eighth Avenue extended west, for the sum of \$150.00.

The fees for the College of Medicine for the Second Semester were made as follows:

Tuition	\$50.00
Deposit (non-returnable)	25.00
Total	\$75.00

The secretary reported on the purchases which have been made in the Wood-Brown Place Addition, by Converse and Fulton, Agents for the Board. The Secretary further presented an estimate of \$16,500.00 for the reserve and twenty-two (22) lots still remaining unpurchased, lying in the south half of the Addition.

Upon motion, the Secretary was directed to instruct the Agents to proceed rapidly with the purchase of the remainder of this tract, the same to be paid from the interest on the endowment.

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The President called the attention of the Board to the estimate for the proposed Women's Building as prepared by the University Architect, the estimate for the building as designed being \$240,000.00. The appropriation made by the Legislature was \$150,000.00. The President was directed to make request to the Finance Committee for an additional sum of \$90,000.00 to build the building as designed.

On motion, it was ordered that if the additional appropriation was not allowed, then the completed plans and specifications for that part of the building containing the gymnasium be presented to the State Building Commission for approval, and if approved by them, then the Secretary is directed to advertise for bids in accordance with the law.

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Upon the recommendation of the President, the resignation of Professor Herbert Osborn as Director of the Lake Laboratory, to take effect at once, was agreed to, and upon further recommendation of the President, Dr. Raymond C. Osburn was made director of the Laboratory to succeed Professor Herbert Osborn, resigned.

* * * * *

Action upon the request of Dean Vivian, asking that the Lake Laboratory be moved from Cedar Point to Put-in-Bay, was deferred until the next meeting.

In the meantime, the Secretary was directed to examine into the lease with the Cedar Point Resort Company to determine the exact status of the University, in so far as the Cedar Point site is concerned.

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The President presented the following communication from Mr. F. P. Beaver of Dayton, Ohio:

"Dayton, Ohio, January 16, 1919.

"Board of Trustees,
Ohio State University,
Columbus, Ohio.

"Gentlemen—At the solicitation of my family physician, Dr. T. A. McCann, I am giving five thousand (\$5000.00) dollars to the Ohio State University for the benefit of its College of Homeopathic Medicine, on condition that Two Thousand (\$2000.00) Dollars additional be raised. The express object of the gift is to help provide the Homeopathic College with a building for its research and experimental work.

"The Faculty needs the encouragement and stimulus of proper facilities, especially for this line of work.

"I hope the gift may prove acceptable to your Board and the Homeopathic College of Medicine made more useful thereby.

"Your very truly,
(Signed) F. P. BEAVER."

On motion, said gift of \$5000.00 was accepted subject to the terms named, and the President was directed to express to Mr. Beaver the appreciation of the Board of Trustees for his generosity.

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Adjourned.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, March 12, 1919.

The Board of Trustees met at the University at 9:30 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, John Kaiser, O. E. Bradfute.

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Upon recommendation of the President, the College of Agriculture was authorized to prepare and present a short course in seed examination, in case of the passage, by the Legislature, of the pending Pure Seed Bill.

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The President presented a suggestion from Dean Vivian that the barns north of the Hess house might be recommended for livestock purposes, and he was directed to investigate and report to the Board at the next meeting, with his recommendations.

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The President reported the failure of Congress to pass the Federal Agricultural Appropriation Bill. This prevents the continuation, after July 1, 1919, of the special emergency work now carried on in Ohio, and the President, therefore, presented a revised program for next year's work, the cost of which is reduced so as to come within the available income. Upon his recommendation, the same was approved.

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The President presented the following communication from the Administrative Council, and recommended favorable action by the Trustees:

President W. O. Thompson,
Ohio State University.

My dear President Thompson—The following recommendation was adopted at a meeting of the Administrative Council held March 1, 1919:

That steps be taken at once to provide for a suitable celebration of the fiftieth anniversary of the establishment of this University. We recommend to the Board of Trustees that provision be made for financing the anniversary and for the publication of memorial volumes. The Council requested the President to make this recommendation.

Respectfully,
(Signed) J. V. DENNEY, Dean.

The following resolution was adopted:

Resolved, That the Board of Trustees looks with favor upon a suitable celebration of the fiftieth anniversary of this University, and hereby authorizes the President to present a formal request to the Legislature for \$15,000.00 to properly finance the anniversary, and for the publication of memorial volumes, and to take care of such other approved expenditures as may be called for.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Dexter N. Lutz	Assistant, Dept. Farm Crops	Feb. 1, 1919	\$1000.00	500.00
James R. Shepherd	Assistant, Dept. Ag. Chem.-Soils	Mar. 1, 1919	1000.00	400.00
C. Walter Holdson	Instructor (12 mos.), Dept. Dairying	Jan. 1, 1919	1500.00	900.00
Mrs. Jessie Young	Asst. Poultryman, Dept. An. Husbandry	Feb. 1, 1919	60.00 mo.	300.00
Wm. S. Whittaker	Pavillon Groom	Feb. 5, 1919	75.00 mo.	364.28
Thomas A. Bayes	Poultryman	Feb. 15, 1919	90.00 mo.	405.00
Chas. N. McIntyre	Assistant, Dept. Botany	Mar. 1, 1919	500.00	280.00

College of Arts

Edward H. Young	Instructor, Dept. Romance Lan.	Feb. 4, 1919	1600.00	800.00
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College of Commerce and Journalism

J. W. Eckelberry	Instructor, Dept. Ec. and Sociology	Feb. 1, 1919	1200.00	600.00
Geo. W. Eckelberry	Instructor, Dept. Ec. and Sociology		1600.00	800.00

<i>College of Engineering</i>		Date	Annual	Appropriations
Name	Title	Effective	Salary	
Paul Stegeman	Graduate Assistant, Dept. Chemistry	Feb. 5, 1919	300.00	150.00
Merle L. Dundon	Graduate Assistant, Dept. Chemistry	Feb. 1, 1919	300.00	150.00
<i>College of Homeopathic Medicine</i>				
Jeanette Allmand	Student Nurse, Homeopathic Hospital	Nov. 16, 1918	50.00	
Fern Conway	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Corda Hartman	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Emilie Jungerman	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Minnie Knecht	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
Esther Lyon	Student Nurse, Homeopathic Hospital	Nov. 2, 1918	50.00	
<i>College of Medicine</i>				
Wm. H. Pritchard	Instructor, Dept. of Medicine	Feb. 1, 1919	200.00	100.00
Mrs. Ethel Esper	Student Assistant, Dept. of Anatomy	Feb. 4, 1919	300.00	150.00
Walter E. Duffee	Assistant, Dept. of Obstetrics	Feb. 1, 1919	500.00	250.00
<i>The Graduate School</i>				
J. W. Leonard	Scholar	Feb. 1, 1919	250.00	125.00
Harry Bender	Scholar	Feb. 1, 1919	250.00	125.00
Charles F. Rudman	Scholar	Feb. 1, 1919	250.00	125.00
PRESIDENT'S DIVISION				
<i>Library</i>				
Wm. E. Hanna	Library Assistant, Law Library (half time)	Feb. 1, 1919	25.00 mo.	125.00
Wm. A. Dougherty	Library Assistant, Law Library (half time)	Feb. 1, 1919	25.00 mo.	125.00
Joseph E. Fisher	Library Assistant, Law Library (half time)	Feb. 1, 1919	25.00 mo.	125.00
ADMINISTRATIVE				
<i>Stenographic and Clerical</i>				
Henrietta Jettinghoff	Stenographer	Mar. 1, 1919	840.00	280.00
DIVISION OF OPERATION AND MAINTENANCE				
<i>Service Department</i>				
Emerson R. Davis	Inspector of Buildings and Janitors	Mar. 1, 1919	900.00	300.00
Walter J. Newlon	Janitor	Feb. 1, 1919	75.00 mo.	375.00
Roy McCauley	Truck Driver	Feb. 1, 1919	70.00 mo.	350.00
John O. Kimbrough	Janitor	Feb. 1, 1919	75.00 mo.	375.00
Ernest Long	Janitor	Feb. 1, 1919	75.00 mo.	375.00
Lee E. Vigor	Clerk	Mar. 1, 1919	840.00	280.00

<i>Agricultural Extension</i>		Date	Annual Appropriations
Name	Title	Effective	Salary
James B. Green	Asst. Professor, Dept. Ag. Engineering	Jan. 15, 1919	2500.00
	It is recommended that Mr. Green be paid from Smith-Lever Funds, Project No. 3B, Extension Budget.		
Harry G. Stevens	County Ag. Agent	Dec. 1, 1918	1800.00
	U.S.D.A. War Emergency Funds.		\$125.00
	State-Offsetting Funds		8.33
	Belmont County Funds.....		16.67
	Project No. 2	\$150.00	
	Belmont County Funds (auto allowance)	41.66 mo.	
Hazel Barr	Helper, Mailing Room	Jan. 1, 1919	50.00 mo.
	Salary to be paid from Smith-Lever Funds, Project No. 1.		
Robrt. B. Dustman	Asst. Professor, Agricultural Extension	Apr. 15, 1919	50.00 mo.
	Salary to be paid from Smith-Lever Funds, Project No. 3H.		
H. G. Ingerson	Asst. Professor, Horticulture	Dec. 24, 1918	2200.00
	Salary to be paid from State-Offsetting Funds, Project No. 3D.		
H. D. Munroe	Instructor, Poultry Husbandry	Feb. 10, 1919	1800.00
	Salary to be paid from State-Offsetting Funds, Project No. 3F.		
Grace Cianfonia	Instructor, Dept. Home Economics	Feb. 16, 1919	1380.00
	Salary to be paid from State-Offsetting Funds, Project No. 6.		
G. C. Musgrove	County Ag. Agent	Feb. 16, 1919	2000.00
	U.S.D.A. War Emergency Funds.		\$150.00
	Smith-Lever Funds		16.66
		\$166.66	
	Coshocton County Funds (auto allowance)	41.66 mo.	
Harry P. Curtis	County Ag. Agent	Jan. 1, 1919	2100.00
	U.S.D.A. War Emergency Funds.		\$150.00
	Smith-Lever Funds		25.00
	Project No. 2	\$175.00	
	Jefferson County Funds (auto allowance)	41.66 mo.	
Jacob P. Schmidt	County Ag. Agent	Jan. 1, 1918	1800.00
	U. S. D. A. War Emergency Funds		\$125.00
	Smith-Lever Funds		8.33
	Morrow County Funds.....		16.67
	Project No. 2	\$150.00	

Name	Title	Date Effective	Annual Salary	Appropriations
Hazel Gerhardt	Morrow County Funds (auto allowance)	41.66 mo.		
	County Home Demonstration Agent	Jan. 1, 1919	1620.00	
	U. S. D. A. War Emergency Funds		\$125.00	
	Smith-Lever Funds		10.00	
Hazel B. Joyce	Project No. 11		\$135.00	
	Assistant County Home Demonstration Agent	Jan. 16, 1919	1320.00	
	U. S. D. A. War Emergency Funds		\$100.00	
	Smith-Lever Funds		10.00	
William S. Barden	Project No. 11		\$110.00	
	County Ag. Agent	Mar. 1, 1919	1600.00	
	U. S. D. A. War Emergency Funds		\$125.00	
	Smith-Lever Funds		8.33	
			133.33	
Florence Ross	Morgan County Funds (auto allowance)	41.66 mo.		
	Stenographer, Ross Co. Ag. Agent	Feb. 1, 1919	40.00 mo.	
Nellie Lester	Salary to be paid from Ross County Funds, Project No. 2.			
	Stenographer, Belmont Co. Ag. Agent	Jan. 1, 1919	40.00 mo.	
Laura Overhultzer	Salary to be paid from Belmont County Funds, Project No. 2.			
	Stenographer, Mahoning Co. Ag. Agt.	Jan. 1, 1919	45.00 mo.	
Irene B. Smith	Salary to be paid from Mahoning County Funds, Project No. 2.			
	Stenographer, Summit Co. Ag. Agent	Jan. 15, 1919	40.00 mo.	
Helen Jacobs	Salary to be paid from Summit County Funds, Project No. 2.			
	Stenographer, Auglaize Co. Ag. Agt.	Jan. 6, 1919	45.00 mo.	
Extra Ansteatt	Salary to be paid from Auglaize County Funds, Project No. 2.			
	Stenographer, Clermont Co. Ag. Agt.	Jan. 20, 1919	25.00 mo.	
Edgar J. Bolen	Salary to be paid from Clermont County Funds, Project No. 2.			
	Stenographer, Sandusky Co. Ag. Agt.	Jan. 1, 1919	25.00 mo.	
	Salary to be paid from Sandusky County Funds, Project No. 2.			

Name	Title	Date Effective	Annual Salary	Appropriations
Olen J. Shong	County Club Leader, Auglaize County	Feb. 1, 1919	1800.00	
	U. S. D. A. War Emergency Funds			\$118.00
	Business men of Auglaize County			37.00
				<u>\$150.00</u>
	The business men of Auglaize County will deposit their money in the state treasury in the fund known as "Boys' and Girls' Club Work Fund from Counties." This is considered as not-offsetting in Project No. 4.			
Pearce McMullen	County Club Leader, Highland County	Feb. 1, 1919	1800.00	
	U. S. D. A. War Emergency Funds			\$132.00
	Highland County Farm Bureau Funds			18.00
				<u>\$150.00</u>
	The Highland County Farm Bureau will deposit their money in the state treasury in the fund known as "Boys' and Girls' Club Work from Counties." This is considered as not-offsetting, Project No. 4.			
R. S. Noble	County Club Leader, Cuyahoga County	Feb. 16, 1919	2500.00	
	U. S. D. A. War Emergency Funds			\$125.00
	Community War Service League			83.33
				<u>\$208.33</u>
	The Cleveland Community War Service League has deposited \$1000.00 in the state treasury in the fund known as "Boys' and Girls' Club Work Fund from Counties." This money is considered as not-offsetting, Project No. 4.			

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Upon recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
George H. Young	Poultryman	Feb. 15, 1919		405.00
Lloyd Thatcher	Instructor, Dept. Farm Crops	Sept. 30, 1918		1200.00
B. E. Stahl	Assistant, Dept. Farm Crops	Feb. 28, 1919		280.00

Name	Title	Date Effective	Annual Salary	Cancellations
<i>Stenographic and Clerical</i>				
Edna Pugh	Stenographer, Office Entrance Board	Feb. 28, 1919		280.00
<i>Operation and Maintenance</i>				
Chas. M. Dunbar	Clerk, Engineer's Office	Feb. 15, 1919		445.92
Emma Munyan	Laundress, Service Department	Feb. 28, 1919		200.00
<i>Agricultural Extension</i>				
Mary Baker	Stenographer	Dec. 15, 1918		
Florence Nesbitt	Home Dem. Agent	Dec. 31, 1918		
Walter Holdson	Instructor Dairying	Dec. 31, 1918		
Della Wiley	Stenographer, Ross Co. Ag. Agent	Jan. 31, 1919		
Ora Cramer	Stenographer, Auglaize Co. Ag. Agt.	Dec. 20, 1918		
Amy Waugh	Stenographer, Wood County Ag. Agt.	Feb. 28, 1919		
Vileda Weller	Stenographer, Lorain Co. Ag. Agt.	Jan. 31, 1919		
R. D. Long	District Supervisor County Agent Work	Jan. 31, 1919		
M. C. Kilpatrick	Instructor Poultry Hus- bandry	Jan. 31, 1919		
Mrs. Gertrude Day	Assistant County Home Demonstration Agent	Feb. 28, 1919		
Alma G. Sauer	Assistant Home Demon- stration Agent	Feb. 28, 1919		

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Upon recommendation of the President, the salary of Professor C. O. Ruggles, during his absence from the University, was placed at \$100.00 per month, and \$240.00 was appropriated to meet same.

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The President further recommended the following increases in salary be granted, and that the necessary amounts be appropriated to cover such increases:

<i>College of Commerce and Journalism</i>		Date	Annual	Appropriations
Name	Title	Effective	Salary	
H. McJohnston	Instructor, Dept. Ec. and Sociology	Feb. 1, 1919	\$1800.00	\$ 300.00
<i>College of Arts</i>				
H. Masso	Assistant, Dept. Romance Lan.	Feb. 1, 1919	70.00 mo.	200.00
<i>Agricultural Extension</i>				
Mary Yeager	Stenographer, Huron Co. Ag. Agt.	Feb. 1, 1919	35.00 mo.	
A. A. Olsen	To be paid from Huron Co. Funds. County Ag. Agent, Crawford County Increase to be paid from Crawford County Funds, Project No. 2.	Jan. 1, 1919	2000.00	

Name	Title	Date Effective	Annual Salary	Appropriations
E. P. Reed	County Ag. Agent, Champaign County	Jan. 1, 1919	2000.00	
	Increase to be paid from Champaign County Funds, Project No. 2.			
Ethel Lehman	Asst. Home Demonstration Agt., Tuscarawas County	Jan. 16, 1919		
	Promoted to position of Home Demonstration Agent in Crawford County. That increase of \$10.00 per month may be paid from Smith-Lever Funds, Project No. 11.			
Bertha Dunn	Asst. Home Demonstration Agent, Columbiana County	Jan. 16, 1919		
	Promoted to position of Home Demonstration Agent in Columbiana County. The increase of \$10.00 per month be paid from Smith-Lever Funds, Project No. 11.			

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It was further recommended by the President that the following named persons be reinstated on the University salary roll:

College of Medicine

Jonathan Forman	Asst. Professor Pathology	Feb. 1, 1919	\$ 200.00 mo.	\$1000.00
Philip Reel	Assistant, Dept. Surgery	Feb. 1, 1919	30.00 mo.	150.00
A. M. Hauer	Instructor, Dept. Ophthalmology and Oto-Laryngology	Feb. 1, 1919	20.00 mo.	100.00

President's Division

G. M. Trautman	Instructor, Dept. Physical Educa. And that his title be changed to that of Assistant Professor.	Feb. 1, 1919	225.00 mo.	1125.00
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Physical Plant

H. F. Reichard	Chief Draftsman, University Architect	Feb. 1, 1919	133.33 mo.	666.65
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Agricultural Extension

W. D. Axtell, Jr.	Instructor, Dept. Dairying To be paid from Smith-Lever Funds, Project No. 7.	Jan. 1, 1919	1600.00	
Frank H. Beach	Asst. Professor Horticulture To be paid from Smith-Lever Funds, Project No. 3D.	Feb. 1, 1919	1900.00	

The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted as indicated, as of the Class of 1918:

BACHELOR OF SCIENCE IN AGRICULTURE

Fred Raymond Keeler

BACHELOR OF ARTS

Whun Chang

Edgar William Fasig

Charlotte Eliza Lehman

BACHELOR OF SCIENCE IN EDUCATION

Alice Hortense Meyer

Ethel Irene Schofield, B.A.

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The President further recommended that Helen Pugh, Stenographer in the Department of Industrial Arts, be transferred to the position of Stenographer in the office of the Entrance Board, effective March 10.

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The President also recommended that the services of Robert Sim, Assistant in the Department of Botany, be continued until July 1, and that he receive a salary of \$50.00 per month. \$200.00 was appropriated to cover same.

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The President further recommended that the services of F. C. Landsittel, Assistant Professor in the Department of Principles and Practice of Education, be continued through the second semester and that he receive a salary of \$1000.00 (\$200.00 per month) for the semester. \$1000.00 was appropriated to cover same.

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The President also recommended that J. M. Gallen, Instructor in the Department of Surgery, College of Medicine, be granted a leave of absence for the remainder of the year, effective March 1, and that \$80.00 be cancelled.

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The President also recommended that Rhoda E. Dick, Assistant Professor in Home Economics in the Agricultural Extension Service, be granted a leave of absence without salary for six months, ending June 30, 1919.

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The President reported the death of Edwin Spencer, Assistant Farm Management Demonstration in the Agricultural Extension Service. Mr. Spencer's services were terminated on November 30, 1918.

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The President further recommended that C. E. Curran be granted the E. I. du Pont de Nemours Fellowship of \$750.00, effective February 1, 1919.

The President recommended that the following named persons be reappointed as members of the Advisory Council for the Engineering Experiment Station:

E. F. Coddington, Acting Director

C. E. Sherman, for three years

J. R. Withrow, for three years

W. T. Magruder, for two years

D. J. Demorest, for two years
 F. C. Caldwell, for one year
 A. D. Cole, for one year

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The President presented the following resolution, which was approved:

Resolved: That in view of the increasing demand of the University for space for instruction and, especially in view of the need of providing laboratory facilities for the recently organized Bureaus of Research in the Department of Economics and Sociology and of Political Science, the Board of Trustees hereby directs attention to these needs and requests that the Board of Health arrange, before the close of the current academic year, for new quarters for the administrative offices.

Resolved further: That a copy of this resolution be presented to Governor James M. Cox.

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The Architect presented the preliminary sketches for the Chemistry building which call for factory type of construction, and a location in the west line of the present woods. After considering the suggestions of the Architect, which were approved, he was directed to proceed with the development of plans and submit them to the Trustees at the next meeting.

The Architect presented preliminary sketches for the research laboratory and animal house for the College of Homeopathic Medicine. Said plans were approved, and the location of the buildings was referred to the President and Faculty of the College of Homeopathic Medicine to present recommendations to the Trustees at the next meeting.

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The President reported that he had authorized the following persons to make trips as indicated, and requested the approval of the Board of Trustees in order that formal request might be made of the Governor for his approval; this approval being necessary in order to receive reimbursement for expenses incurred. The action was approved:

<i>Name</i>	<i>Where to</i>	<i>Date</i>
Dr. W. E. Henderson	Buffalo, N. Y.	April 9 and 10, 1919
Dean Alfred Vivian	Baltimore, Md.	January 6 to 10, 1919
Mrs. George L. Converse	Chicago, Ill.	February 24 to 27, 1919
Dr. Harry M. Semans	Atlanta, Ga.	January 26 to 30, 1919
L. W. St. John	New York City	December 27, 1918
Dr. C. A. Burrett	Chicago, Ill.	March 3 and 4, 1919

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The President reported for the special committee having under consideration the Protestant Hospital Contract, recommending:

1. That the appropriation for the current year be \$10,000.00 instead of \$9,000.00.
2. That for the next two years the appropriation be fixed at \$11,000.00 annually instead of \$9,000.00.

3. That the above action be effective, provided the clinical facilities be kept as at present for fifty-two beds.

This recommendation was agreed to, and the President was instructed to so advise the Trustees of the Protestant Hospital Association.

The President presented the following letter and recommendations concerning the disposition of the farm lands:

The following communication received from the Dean of the College of Agriculture is submitted for record:

"I respectfully recommend that formal action be taken by the Board of Trustees placing all of the land owned by the University at the disposal of the Dean of the College of Agriculture; the Dean to have the privilege of allotting parcels of this land to the different departments as they need it and to have authority to make readjustments from time to time as will best serve the needs of the College of Agriculture."

(Signed)

ALFRED VIVIAN.

In response to this communication, I recommend:

1. That the Dean of the College of Agriculture be constituted the representative of the Board of Trustees in charge of all farm lands used for agricultural and experimental purposes, and responsible through the President of the University to the Trustees for the operation and engagement of such lands.

2. I further recommend that he be and hereby is directed to present to the President of the University for his consideration and approval a complete and detailed plan for the use and allotment of all lands owned or leased comprising the University farm.

And further, that when such plans and allotments have been approved by the President, they shall be presented to the Trustees for approval.

3. I recommend that all important changes and adjustments in allotments shall be submitted in the same manner as above outlined.

4. I recommend that this plan be made effective for the current year, and that hereafter all important changes for the year be presented during the winter months not later than the March meeting of the Trustees.

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The above recommendation was agreed to.

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The Secretary was instructed to pay Mr. A. E. Davies, \$1500.00 for the fiscal year, same to be paid in five payments of \$300.00 each.

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Adjourned to meet April 8, 1919, 9:30 A. M., at the University.

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Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, APRIL 8, 1919.

The Board of Trustees met at the University at 9:30 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, John Kaiser, O. E. Bradfute, Guy W. Mallon, C. F. Kettering.

* * * * *
Upon the recommendation of the President the following resolution was unanimously adopted:

Resolved: That the Board of Trustees of the Ohio State University establish a Bureau of Governmental Research, under the direction of the Department of Political Science, for the collection, analysis, and circulation of governmental information; for use as a laboratory for students in political sciences; for the extension of teaching and lecturing to the citizens, officials, and organizations of the city and State; and for such other public service, in harmony with this plan, as may be determined from time to time.

Be It Further Resolved: That Professor Edwin A. Cottrell be appointed Director of the Bureau of Governmental Research.

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Upon the recommendation of the President the following resolution was unanimously adopted:

Resolved: That the Board of Trustees of the Ohio State University establish a Bureau of Business Research, under the direction of the Department of Economics and Sociology, for the collection and classification of materials for courses of study to be found in government documents, in reports of business concerns, in annual and other statements of business concerns, on subjects of applied economics, such as money, banking, finance, taxation, investments, business organization, marketing, salesmanship, advertising, insurance, transportation, labor, etc.

To conduct scientific investigations in business methods and make business surveys. This work to be done by members of the teaching staff and advanced students working under the direction of the Director of the Bureau of Business Research.

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Upon the further recommendation of the President the following resolution was unanimously adopted:

Resolved: That the Board of Trustees of the Ohio State University establish a Bureau of Social Research, under the direction of the Department of Economics and Sociology, to collect, classify, and tabulate material for courses in Applied Sociology. This material will consist of annual reports,

other reports, and publications of public and private philanthropic; charitable and penal, and other social organizations and agencies.

To make social investigations and social surveys by instructors and advanced students under the Director of the Bureau of Social Research.

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Upon the recommendation of the President, the following requests to attend conferences outside of the state were unanimously approved by the Board of Trustees, and the President was directed to present said requests to the Emergency Board for approval and authorization, as required by law:

Name	Conference	Place	Date
C. E. Steeb	Business Officers of Middle West Universities	Chicago, Ill.	May 9-10, 1919
J. V. Denney	Deans of Liberal Arts of State Universities	Lawrence, Kan.	May 1-2, 1919
Edith D. Cockins	American Association of Collegiate Registrars	Chicago, Ill.	May 24-26, 1919
C. F. Kelley	College Art Association of America	New York City	Week May 12, 1919

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The President and Secretary were directed to co-operate with the management of the Methodist Centenary and to offer the use of such buildings and grounds and facilities of the University as may be required by the Centenary Management, and which lies within the power of the University to grant.

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Professor T. E. French appeared before the Board of Trustees and explained the new plan of an athletic field improvement, extending from King Avenue to Woodruff Avenue, and from Neil Avenue to the River.

Professor William McPherson appeared before the Board of Trustees in behalf of the needs of the Department of Chemistry for a new building.

Dr. E. F. McCampbell appeared before the Board of Trustees in behalf of the needs of a hospital building for the College of Medicine.

Dean Alfred Vivian appeared before the Board of Trustees in behalf of request for a building for Agricultural Engineering.

It was decided to take no action on the above hearings until the next meeting of the Board, and the Secretary was directed to call a special meeting of the Board on or about April 17.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Josephine Hamblin	Assistant, Dept. Home Economics	Apr. 1, 1919	\$ 90.00 mo.	\$ 270.00
Sanford J. Green	Assistant, Dept. Farm Crops	Apr. 1, 1919	80.00 mo.	240.00
Harry Thomas	Swine Herdsman	Apr. 1, 1919	90.00 mo.	270.00
John T. Laws	Swine Herdsman	Apr. 1, 1919	70.00 mo.	210.00

College of Engineering

Francis M. Demorest	Assistant, Dept. Metallurgy	Apr. 1, 1919	50.00 mo.	150.00
John J. Greeley	Laborer, Dept. Mech. Eng.	Apr. 1, 1919	780.00	195.00

DIVISION OF OPERATION AND MAINTENANCE

Service Department

Mitchell Bryant	Janitor	Apr. 1, 1919	75.00 mo.	225.00
Thomas Howard	Wiper	Feb. 1, 1919	75.00 mo.	375.00
Jennie Roberts	Laundress	Apr. 1, 1919	50.00 mo.	150.00

ADMINISTRATIVE

Stenographic and Clerical

Edna B. Pratt	Stenographer, Dept. Elec. Eng.	Mar. 1, 1919	70.00 mo.	280.00
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Agricultural Extension

Wm. E. Stone	County Ag. Agent	Mar. 1, 1919	2100.00	
	U. S. D. A. War Emergency Funds			\$125.00
	Smith-Lever Funds			50.00

\$175.00

It is also recommended that Mr. Stone be allowed to travel on U. S. D. A. War Emergency Funds on authorization which permits him to receive six cents per mile for the operation of a personally owned automobile, total not to exceed \$500.00 per annum.

Raymond M. Carr	County Ag. Agent	Mar. 1, 1919	2100.00	
	U. S. D. A. War Emergency Funds			\$150.00
	Smith-Lever Funds			25.00

\$175.00

It is also recommended that Mr. Carr be allowed to travel on U. S. D. A. War Emergency Funds on authorization which permits him to receive six cents per mile for the operation of a personally owned automobile, the total not to exceed \$500.00 per annum.

Name	Title	Date Effective	Annual Salary	Appropriations
Enos M. Rowe	County Ag. Agent	Apr. 1, 1919	1800.00	
	U. S. D. A. War Emergency Funds			\$140.00
	Smith-Lever Funds			10.00
				\$150.00
It is also recommended that Mr. Rowe be allowed \$41.66 per month for the maintenance of an automobile from Smith-Lever Funds, Project No. 2, Extension Budget.				
Charles J. Jones	County Ag. Agent	Apr. 1, 1919	2400.00	
	U. S. D. A. War Emergency Funds			\$125.00
	Smith-Lever Funds			75.00
				\$200.00
It is also recommended that Mr. Jones be paid \$41.66 per month for the maintenance of an automobile from State-Offsetting (F-6 County Agents) Funds, Project No. 2, Extension Budget.				
Mrs. Blanche Clark	Secretary Farmers' Institute	Mar. 17, 1919	90.00 mo.	
	Salary to be paid from Not-Offsetting Funds (A-2 Wages), Project No. 10, Extension Budget.			
Beulah Allen	Clerk, Dept. Dairying	Mar. 8, 1919	70.00 mo.	
	Salary to be paid from State-Offsetting Funds, Project No. 7, Extension Budget.			
*	*	*	*	*

Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Agriculture		Date Effective	Annual Salary	Cancellations
Name	Title			
Henry W. Schuer	Instructor, Dept. Farm Crops	Apr. 1, 1919		\$ 210.00
Benton Thomas	Swine Herdsman	Mar. 31, 1919		255.00
<i>Operation and Maintenance</i>				
W. W. Whitmer	Janitor	Mar. 31, 1919		225.00
Martha Walker	Laundress	Mar. 31, 1919		150.00
ADMINISTRATIVE				
<i>Registrar's Office</i>				
Ruth A. Whitehill	Assistant	Mar. 31, 1919		210.00
<i>Agricultural Extension</i>				
D. R. Van Atta	County Ag. Agent	Feb. 28, 1919		
Daisy Davis	Secretary Farmers' Institute	Feb. 28, 1919		

Name	Title	Date Effective	Annual Salary	Cancellations
Alma Sauer	Asst. Home Demonstration Agent	Feb. 28, 1919		
C. L. Long	County Ag. Agent	Mar. 18, 1919		
Frank Copper, Jr.	Asst. County Ag. Agent	Mar. 31, 1919		
Elma Grove	Stenographer, Licking County Ag. Agent	Mar. 31, 1919		
O. D. Smith	County Ag. Agent, Lawrence County	Mar. 31, 1919		
*	*	*	*	*

Upon recommendation of the President the following named persons were reinstated on the University salary roll:

College of Medicine		Date Effective	Annual Salary	Appropriations
Name	Title			
Halbert B. Blakey	Asst. Professor Medicine	Feb. 1, 1919	\$ 30.00 mo.	\$ 150.00
A. M. Steinfeld	Asst. Professor Surgery	Mar. 1, 1919	10.00 mo.	40.00
College of Engineering—Dean Graduate School				
Wm. McPherson	Dean Graduate School, Professor Chemistry	Mar. 15, 1919	4000.00	1260.00
*	*	*	*	*

Upon the recommendation of the President, the following increases in salary were granted, and the necessary amounts appropriated to cover such increases:

Operation and Maintenance		Date Effective	Annual Salary	Appropriations
Name	Title			
Wm. Anderson	Craneman, Service Dept.	Jan. 1, 1919	\$ 105.00 mo.	\$ 70.02
ADMINISTRATIVE				
President's Office				
Hazel Lewis	Stenographer	Mar. 1, 1919	85.00 mo.	60.00
Agricultural Extension				
Norwood W. Glines	Asst. County Ag. Agent	Apr. 1, 1919	1800.00	
	Increase to be paid from Smith-Lever Funds, Project No. 2.			
Ione Lamb	Stenographer, Crawford Co. Ag. Agt.	May 1, 1919	45.00 mo.	
	Increase to be paid from Crawford County Funds.			
*	*	*	*	*

The President further recommended the following leaves of absence, which were granted:

College of Agriculture		Date Effective	Annual Salary	Appropriations
Name	Title			
Norman W. Scherer	Asst. Professor Horticulture	1919-1920	\$1500.00	
College of Arts				
H. C. Hockett	Professor American History	1919-1920	2000.00	
College of Education				
Alice Robinson	Asst. Professor of Art	1919-1920	1500.00	
*	*	*	*	*

The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted, as indicated:

DOCTOR OF DENTAL SURGERY

(As of the Class of 1918)
 Clarence North Routzong
 Herbert Ferris Brown
 Myron William King
 Harry Ervan Sarchet
 Jasper William Tall

MASTER OF ARTS

(As of the Class of 1918)
 Genevieve Spencer, B.A. (Cornell University)

BACHELOR OF ARTS

(As of the Class of 1918)
 Reuben Jacob Boesel
 James Wilson Wilcox

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1918)
 Elisabeth Ann Torbet
 Ralph Chester Waters

DOCTOR OF MEDICINE

(As of the Class of 1918)
 Roger Q. Davis

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It was further recommended by the President that the sum of \$270.00 be appropriated for the salary of an Orderly in the College of Medicine, and same was approved. (Orderly to be provided by Protestant Hospital.)

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Upon the recommendation of the President, the salary of Edna N. White is to be paid from Extension Funds as follows, effective April 1:

State-Offsetting Funds in Project No. 11....	\$49.33
U. S. D. A. Funds.....	34.00
	\$83.33

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Upon the recommendation of the President, Dora Soler, Stenographer in the Department of Electrical Engineering, was transferred to the Department of Industrial Arts, effective March 10.

* * * * *

The following cancellations were recommended and approved:

COLLEGE OF AGRICULTURE

Department Animal Husbandry

U. G. Lindamood.....	\$ 75.00	Error
Assistant Poultryman....	885.00	Unfilled position
L. H. Myers.....	150.00	Did not work Sept. and Oct.

<i>Department Botany</i>		
Assistant	600.00	Unfilled position
<i>Department Dairying</i>		
Instructor	1500.00	Unfilled position
F. H. Neff	895.33	Resigned August
<i>Department Farm Crops</i>		
Assistant	600.00	Unfilled position
<i>Department Farm Operations</i>		
John Rhone	520.33	Resigned November
<i>Department Home Economics</i>		
Assistant	750.00	Unfilled position
<i>Winter Course</i>		
.....	1250.00	Not used
COLLEGE OF ARTS		
<i>Department English</i>		
Louis M. Eich	1200.00	Did not report
COLLEGE COMMERCE AND JOURNALISM		
<i>Department Economics and Sociology</i>		
Instructor	1500.00	Unfilled position
Instructor	1400.00	Unfilled position
Frederick M. Thrasher....	1400.00	Did not report
COLLEGE OF DENTISTRY		
Arthur M. Elam.....	600.00	Did not report
COLLEGE OF EDUCATION		
<i>Department Agricultural Education</i>		
Professor	3000.00	Unfilled position
COLLEGE OF ENGINEERING		
<i>Department Chemistry</i>		
S. A. Norton	1250.00	Deceased
Assistant Professor	1600.00	Unfilled position
Instructor	1200.00	Unfilled position
Graduate Assistant	300.00	Unfilled position
Ralph C. Waters.....	300.00	Did not report
Cole Coolidge	300.00	Did not report
<i>Department Electrical Engineering</i>		
Harry E. Lockett.....	250.00	Did not report
Assistant	750.00	Unfilled position
<i>Department Engineering Drawing</i>		
R. L. Clapper.....	300.00	Did not report
S. S. Withrow	900.00	Did not report
<i>Department Industrial Arts</i>		
Assistant Machine Work..	935.00	Unfilled position
Student Assistant	300.00	Unfilled position
<i>Department Mathematics</i>		
K. D. Swartzel.....	467.50	Not used
<i>Department Metallurgy</i>		
Student Assistant.....	300.00	Unfilled position
Student Assistant.....	200.00	Unfilled position
<i>Department Mine Engineering</i>		
Student Assistant.....	150.00	Unfilled position

<i>Department Mineralogy</i>		
Student Assistant.....	200.00	Unfilled position
COLLEGE HOMEOPATHIC MEDICINE		
George H. Quay, Jr.....	200.00	Did not report
Supervisor of Anaesthetics	300.00	Unfilled position
COLLEGE OF LAW		
Professor	3000.00	Unfilled position
COLLEGE OF MEDICINE		
<i>Department Anatomy</i>		
Student Assistant.....	200.00	Unfilled position
Student Assistant.....	150.00	Unfilled position
<i>Dispensaries</i>		
Pharmacist	75.00	Unfilled position
<i>Obstetrics</i>		
Resident Obstetrician.....	500.00	Unfilled position
<i>Ophthalmology and Oto-Laryngology</i>		
Instructor	300.00	Unfilled position
<i>Department Surgery and Gynecology</i>		
Assistant Professor.....	300.00	Unfilled position
COLLEGE OF PHARMACY		
Graduate Assistant.....	350.00	Unfilled position
Student Assistant.....	350.00	Unfilled position
COLLEGE OF VETERINARY MEDICINE		
Assistant	1200.00	Unfilled position
Hospital Clerk.....	780.00	Unfilled position
GRADUATE SCHOOL		
Four Fellows.....	2000.00	Unfilled positions
Lulu E. Shuman.....	250.00	Did not report
Harry A. Bender.....	250.00	Did not report
J. W. Leonard.....	125.00	Did not report
LIBRARY		
Reference Assistant.....	1300.00	Unfilled position
Library Assistant	840.00	Unfilled position
MILITARY SCIENCE		
Assistant	1200.00	Unfilled position
PHYSICAL EDUCATION		
Student Assistant.....	300.00	Unfilled position
S. A. T. C.		
Liaison Officer.....	400.00	Not used
BUSINESS MANAGER'S OFFICE		
C. E. Steeb.....	750.00	Not used
Budget Clerk.....	900.00	Unfilled position
REGISTRAR'S OFFICE		
Assistant to Registrar....	900.00	Unfilled position
ENTRANCE BOARD		
Asst. to Appointment Secy.	840.00	Unfilled position

STENOGRAPHIC AND CLERICAL

Stenographer	840.00	Unfilled position
Cecelia Ryan	60.00	Not used
Dora M. Soler	18.85	Not used
Katherine Conard.....	329.23	Resigned
Victoria Reichel.....	120.00	Not used
Duncan Cameron.....	53.84	Not used
Muriel Snyder.....	10.00	Not used
Bertha Wolman.....	23.33	Not used

ENGINEER'S OFFICE

Grace Marie Leslie.....	350.00	Resigned 12-31-18
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SERVICE DEPARTMENT

Three Firemen (9 mos.)..	2430.00	Unfilled positions
Ashwheeler	900.00	Unfilled position
Helper	840.00	Unfilled position
Martin Caughlin.....	106.66	Error
R. L. Farrell.....	163.33	Not used
John Law.....	594.24	Resigned December
Laborer	900.00	Unfilled position
Watchman	960.00	Unfilled position
Inspector	1080.00	Unfilled position
Janitor	900.00	Unfilled position
Janitress	600.00	Unfilled position
Janitor	900.00	Unfilled position

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The following appropriations were recommended and approved:

COLLEGE OF AGRICULTURE

Department Animal Husbandry

Swine Herdsman.....	\$ 5.00	Error in appropriation
Assistant Swin Herdsman	10.00	Error in appropriation

Department Botany

P. B. Sears.....	200.00	Error in appropriation
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Department Farm Operations

Ira Blanchard	375.00	Appointed 2-1-19
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COLLEGE OF ENGINEERING

Department of Astronomy

Student Assistant.....	261.00	
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COLLEGE OF VETERINARY MEDICINE

David S. White.....	1800.00	Reinstated 2-1-19
Leroy Wilson.....	600.00	Appointed 11-1-18

DIVISION OPERATION AND MAINTENANCE

Service Department

A. Armstrong.....	450.00	Appointed 1-1-19
C. D. Lowry.....	100.00	Error in appropriation
John Rhone.....	557.50	Appointed November
Dallas Jennings.....	80.00	Service Jan. and part of Feb.

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Upon the recommendation of the President, it was agreed to proceed with the paving of Neil Avenue Roadway from the oval to Wood-

ruff Avenue, in accordance with the plans and specifications approved by the Trustees June 4, 1917. Said improvement to be paid from the state appropriation styled G-3—Other, \$20,000.00.

The Architect was directed to prepare and present to the Trustees for approval, an amended estimate of cost of such improvement.

Upon motion, the Board then adjourned, subject to special call of the Secretary.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, April 17, 1919.

The Board of Trustees met at the University at 10:30 o'clock, pursuant to adjournment.

Present: Benj. F. McCann, Chairman; J. F. Cunningham, C. F. Kettering, O. E. Bradfute, John Kaiser.

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

College of Engineering

Name	Title	Date Effective	Annual Salary	Appropriations
Lloyd Kerr Eagle	Instructor, Dept. Eng. Drawing	Apr. 15, 1919	\$1200.00	\$ 300.00

College of Medicine

Mortimer Banks	Technical Assistant, Dept. Pathology	Apr. 11, 1919	60.00 mo.	160.00
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Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
Harry E. Jacobs	Assistant, Dept. Horticulture	Apr. 1, 1919		\$ 300.00
Jessie T. Young	Asst. Poultryman, Dept. An. Husbandry	Apr. 1, 1919		180.00

College of Engineering

Name	Title	Date Effective	Annual Salary	Cancellations
Alan E. Flowers	Professor, Dept. Elec. Eng.	June 30, 1919		

College of Homeopathic Medicine

George W. Stober	Assistant, Dept. Surgery	Mar. 1, 1919		80.00
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College of Medicine

Thurza Teegarden	Technician, Dept. Pathology	Mar. 1, 1919		240.00
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Upon the further recommendation of the President, the following named person was reinstated on the University salary roll:

College of Arts

Name	Title	Date Effective	Annual Salary	Appropriations
Theo. F. Kotz	Instructor German	Apr. 15, 1919	\$1300.00	\$ 325.00

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Upon the recommendation of the President, the following named person was granted leave of absence:

College of Homeopathic Medicine

Name	Title	Date Effective	Annual Salary	Cancellations
E. H. Baxter	Instructor, Clinical Diagnosis and Clinical Microscopy	May 1 to Oct 1, 1919		\$ 240.00

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The Trustees informally expressed their opinion as to the relative immediate needs for the various buildings for which appropriation bills are now pending in the Legislature. It was agreed, however, to refer the entire matter to the President with power to act.

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Membership was authorized in the Association of Official Seed Analysts of North America. The annual fee for membership is \$5.00.

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On motion of Mr. Kaiser, the President, the Dean of the College of Homeopathic Medicine, and the Secretary, were directed to enter into an arrangement with the Board of State Charities for the care of children, as requested by C. V. Williams, Director of Children's Welfare Department, in communication of March 29, 1919.

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Amended specifications and estimates, as prepared by the University Architect for the improvement of Neil Avenue Roadway, from the Oval to Woodruff Avenue, were approved, and the Secretary was directed to present same to the State Building Commission for its approval, and, if approved, by said Commission, to advertise for bids, in accordance with law.

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Thereupon the Board adjourned to meet at the University, Tuesday, May 6, 1919, at 9:30 a. m.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. MCCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, May 6, 1919.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; John F. Cunningham, John Kaiser, C. F. Kettering, Guy W. Mallon.

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The University Architect presented completed plans, specifications, and estimates for the Women's Building and the Chemistry Building. On motion, said plans, specifications, and estimates were approved and the Secretary was directed to present same to the State Building Commission for approval. If approved by the State Commission, then the Secretary was directed to give notice as required by law on the time and place, when and where sealed proposals will be received for the construction of said buildings.

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The Secretary was directed to secure bids and award contracts for the supply of coal for the year beginning July 1, 1919, said contract to be awarded on the B. T. U. basis.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Appropriations
Horace E. Bayes	Asst. Poultryman, Dept. An. Husbandry	May 1, 1919	\$ 60.00 mo.	\$ 120.00

College of Arts

Margery McC. Sears	Acting Instructor, Dept. of English	May 1, 1919	150.00	300.00
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Upon the further recommendation of the President, the following resignations were accepted, and in each case the salary was cancelled in accordance with the general rule:

College of Homeopathic Medicine

Name	Title	Date Effective	Annual Salary	Cancellations
Elizabeth Strickler	Pharmacy Nurse, Homeopathic Hospital	May 19, 1919		\$ 82.00

PRESIDENT'S DIVISION

Library

Ruth Brown	Cataloguer	May 1, 1919		180.00
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DIVISION OF OPERATION AND MAINTENANCE

Service Department

Thomas Howard	Wiper	Apr. 18, 1919		187.50
Andrew Armstrong	Laborer	Apr. 30, 1919		150.00

Agricultural Extension

Rhoda E. Dick	Assistant Professor, Dept. Home Economics	Mar. 1, 1919		
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Upon the recommendation of the President, the following named persons were reinstated on the University salary roll:

College of Homeopathic Medicine

Name	Title	Date Effective	Annual Salary	Appropriations
F. B. Grosvenor	Professor	May 1, 1919	\$2500.00	\$ 500.00
George B. Faulder	Assistant	May 1, 1919	300.00	60.00
Harry M. Sage	Assistant	May 1, 1919	300.00	60.00

College of Medicine

Verne A. Dodd	Assistant Professor, Dept. Surgery	May 1, 1919	2250.00	450.00
John W. Means	Instructor, Dept. Surgery	May 1, 1919	400.00	80.00
Samuel Hindman	Instructor, Dept. Medicine	Apr. 1, 1919	200.00	60.00
W. N. Taylor	Assistant, Dept. Surgery	Apr. 1, 1919	100.00	30.00

Rotary

Harold W. Miller	Asst. Storekeeper	May 1, 1919	1200.00	
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The President reported the retirement of Charles G. Dishong, Instructor in the Department of English, effective May 1, 1919, and the balance of \$300.00 remaining in this salary was cancelled according to the general rule.

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The President further recommended leave of absence as follows, which was approved by the Board:

College of Agriculture

James S. Hine	Associate Professor, Dept. of Zoology	May 20, 1919		
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Professor Hine has been appointed Zoologist of the National Geographical Society's Expedition to the Katmai region of Alaska.

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The President reported the following recommendations from the University Faculty as to degrees, and upon his recommendation the same were granted as indicated, as of the Class of 1918:

BACHELOR OF ARTS

James Henry Smith
 Wilhelmina Carleine Slaymaker, B.Sc.
 MASTER OF ARTS

Glenn Walter Foster, B.Sc. in Business Administration
 Robert Lee Morton, B.Sc. in Education (Ohio University)

BACHELOR OF SCIENCE IN FORESTRY

David Stuart Evans
 Lloyd Wilbur Wise

BACHELOR OF SCIENCE IN LANDSCAPE ARCHITECTURE

Norman Sheffield Fish

BACHELOR OF SCIENCE IN POMOLOGY AND VEGETABLE GARDENING

Donald Edward Leader

BACHELOR OF ENGINEERING

Gaylord Thomas Stowe

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The Board then adjourned subject to the call of the Chairman.

Attest: CARL E. STEEB,

BENJ. F. MCCANN,

Secretary.

Chairman.

OFFICE OF THE BOARD OF TRUSTEES

THE OHIO STATE UNIVERSITY

Coshocton, Ohio, June 4, 1919.

The Board of Trustees met at Coshocton, Ohio, pursuant to the call of the Chairman, to attend the funeral of the Honorable Frank E. Pomerene, whose death occurred June 1, 1919.

Present: Benj. F. McCann, Chairman; John F. Cunningham, O. E. Bradfute, John Kaiser.

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The Trustees came into session after the funeral services, and the Chairman was directed to appoint a committee to prepare resolutions on the death of Mr. Pomerene.

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The President reported that two bids had been received on June 3, 1919, for the improvement of the Neil Avenue Roadway, as follows:

Unit Price Per	A. G. Pugh	Franklin Asphalt Paving Co.
Cu. yd. Excavation.....	\$ 1.20	\$.70
Sq. yd. Asphalt Roadway.....	2.62	2.70
Sq. yd. Brick Paving.....	2.70	2.00
Lin. ft. Curb, Straight.....	.92	.77
Lin. ft. Curb, Curved.....	1.70	1.44
Sewer Inlet	70.00	38.00
Lin. ft. Sewer Drain, 8-inch.....	1.10	.75
Lin. ft. Sewer Drain, 10-inch.....	1.30	.80
Lin. ft. Sewer Drain, 12-inch.....	1.60	.90

The above bids were referred to the Architect for his examination, and the following report from the Architect was submitted:

From an examination of the two bids received for the construction of the Neil Avenue Roadway from University Hall to Woodruff Avenue, I find that the bid of the Franklin Asphalt Paving Company is the lowest and is within the University Architect's estimated cost.

The University Architect's Estimated Cost..... \$18,842.85
 The Franklin Asphalt Paving Company's Bid.... 17,379.51

Bid Within the Estimate..... \$ 1,463.34

The bid from the Franklin Asphalt Paving Company conforms to all requirements; therefore, I recommend that the contract for this work be awarded to the Franklin Asphalt Paving Company.

Upon motion, the contract was awarded to the Franklin Asphalt Paving Company at their bid as represented by the unit prices, the total amount of the contract not to exceed \$18,842.85.

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Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

<i>College of Homeopathic Medicine</i>		Date	Annual	Appropriations
Name	Title	Effective	Salary	
Eva Graham	Pharmacy Nurse, Homeopathic Hospital	May 19, 1919	\$ 720.00	\$ 90.00
Aneita Spencer	Teaching Surgical Nursing, Homeopathic Hospital	May 2, 1919	720.00	120.00

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Upon the further recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled in accordance with the general rule:

<i>College of Law</i>		Date	Annual	Cancellations
Name	Title	Effective	Salary	
Homer C. Corry	Assistant Professor, Dept of Law	June 30, 1919		
<i>Department Agricultural Extension</i>				
Hazel Barr	Helper in Mailing Room	Apr. 30, 1919		
Irene B. Smith	Stenographer, Office Summit Co. Ag. Agent	Apr. 30, 1919		
Florence Nill	Stenographer, Office Lucas Co. Ag. Agent	Mar. 31, 1919		
Edgar J. Bolen	Stenographer, Office Sandusky Co. Ag. Agent	Mar. 31, 1919		
J. W. Tulloss	Ast. County Ag. Agent	Apr. 30, 1919		
W. A. Alexander	Emergency Demonstration Agent	May 31, 1919		
Margaret Cromwell	Stenographer, Agricultural Extension Service	Apr. 30, 1919		

It was further recommended by the President that Ezra C. Anstaett, Clerk in the office of the Clermont County Agent, be increased in salary from \$25.00 to \$45.00 per month, effective April 1, 1919. Same was approved by the Board.

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Upon the recommendation of the President, Wayne Brehm, Instructor in the Department of Obstetrics, College of Medicine, was reinstated on the University salary roll, effective May 1, 1919, at a salary of \$300.00 per annum, and \$60.00 was appropriated to meet this salary.

* * * * *

The President reported the following recommendation from the University Faculty as to degrees, and upon his recommendation the same was granted as indicated:

MASTER OF ARTS

Lavone Frances McReynolds, B.Sc. in Education

* * * * *

Thereupon the Board adjourned, subject to the call of the Chairman.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, JUNE 16, 1919.

The Board of Trustees met at the University, at 10:00 o'clock, pursuant to the call of the Chairman.

Present: Benj. F. McCann, Chairman; John F. Cunningham, Guy W. Mallon, John Kaiser, O. E. Bradfute.

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Upon recommendation of the University Faculty, it was ordered that the following degrees be conferred by the President of the University on Commencement Day, June 17, 1919:

DOCTOR OF PHILOSOPHY

Mary Meek Atkeson, A.B., A.M. (West Virginia University); William Gray Bowers, B.Sc. (Ohio Wesleyan University), M.A. (Indiana University); Esther Lucilla Gatewood, B.A., M.A.; Marion Hollingsworth, B.Sc. (Wilmington College), B.A., M.A.

MASTER OF ARTS

Audra Rosina Bickel, B.A.; Alice Warwick Black, A.B. (University of Cincinnati); John Edward Bliss, A.B. (Miami University); Sylvia Margot Byer, A.B. (University of Cincinnati); Eva Galbreath Campbell, B.A. (Ohio Wesleyan University); Etheldra Ellen Collett, Ph.B. (Denison University); Mary Conway, B.A. (Wittenberg College); Emma Leonard Courtright, B.A.; Dorothy Morton Evans, A.B. (University of Missouri); Florence Elizabeth Fitzgerald, B.Sc. in Education; Robert Kemble Fletcher, B.A. (University of Maine); Sylvia Cecilia Fuson, B.A. (Miami University); Florence Ethel Heyde, B.A.; Delbert Leroy Hines, A.B. (Capital University), B.Sc. in Education; Clayton Morgan Howe, A.B. (Oberlin College); Mirza Nassrollah Khan, B.A. (Ohio University); Edna Anna Lamb, B.A., B.Sc. in Education; Anna Rose McIntire, B.A.; John Alfred Nietz, B.A. (Ohio Northern University); Elmer E. Ray, B.Sc. (Ohio Northern University); Esther Reedy, B.A.; Mary Alice Rower, B.A.; Floyd Orvill Russell, A.B. (Defiance College); Arthur St. Clair Sloan, B.A. (Denison University); Emma Catherine Stubner, B.A.; Anna Lorene Teegarden, B.Sc. in Education; Alpha Jay Will, B.A.; Mary Struthers Young, A.B. (Grove City College).

MASTER OF SCIENCE

Ora L. Hoover, B.A. (Manchester College); Lelia Margaret McGuire, B.Sc. in Home Economics; John Mouk Ort, B.Ch.E.; Albert Frederick Puchstein, B.E.E.; John James Riggle, B.Sc. in Agriculture (West Virginia University); George Valley, B.Sc.; Keui Lung Wang, B.Sc. in Engineering (Government Institute of Technology, Shanghai, China); Albert Clinton Workman, Ph.B., A.M. (Hiram College).

CIVIL ENGINEER

Gabriel Weber, B.C.E.

BACHELOR OF SCIENCE IN AGRICULTURE

Lewis Elbert Barb, B.A.; William Samuel Barden; Robert Grant Bruce; Joseph Robert Bullard; William Fleming Burbank, Jr.; Daniel Harvey Byers, A.B. (Ashland College); Walling Corwin; Robert Henry Crehore; Reed Bergman Dunn, B.A.; Dean Peoples Evans; Odin Ezekiel Hearing; Samuel Ray Heffron (as of the Class of 1917); Ralph Aurelius Howard; James Alfred Howenstine; Earle Rathbourn Hurst; George Fiske Johnson; Floyd Alonzo McClure, B.A.; John Stone McCoy; Robert Gates McMurray; Guy Weyer Miller; Wendell Pierson Miller; Herschel Frederick David Pinkley; James Gould Polk; Sanford George Price; Edwin Russell Raymond; Reginald Royston; Charles Raymond Runk; Emmett Bismarck Saunders; Otto James Smith; Charles Hamilton Sprague; Thurlow Glenn Vickery; Theodore John Henry Weigand.

BACHELOR OF SCIENCE IN HORTICULTURE

George Kerr Fulton; John Raymond Herman; Elmer Klein; Frederick Carl Roth.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Dorothy Beem; Jeannette Alvida Bonar; Kathryn Louise Boyenton, B.A.; Josephine Kerr Burnett; Clarice Lorena Chamberlin; Ruth

Edna Christen; Mae Margaret Coffland; Catherine Collart; Laura Maybelle Cornell; Verne Detrick; Vera Pearl Dull, B.A.; Helen Louise Eisele; Rosetta Ruth Harpster; Kathryn Virginia Hubinger; Ella Louise Jones; Hilda Genevieve Kemery; Jessie King; Lois Lampe; Sara MacInnis; Eleanor Newman; Esther Maud Newman; Henrietta Pendergrass; Mildred Postle; Isabelle Price; Dorsey S. Richards; Mabel Johnson Scott; Mary A. V. Smith; Leora Springer; Beatrice Carolyn Stocklin; Helen Bertha Taylor; Winona Vance; Grave Evelyn Wagy; Mary Esther Wenger; Lola Yerkes, R.N. (Bellevue Hospital); Nellie Obery Young.

BACHELOR OF ARTS

Helen Florence Agler; Omar Copeland Amstutz; Dorothy Bailey; Fontabelle Opal Baker; Adelaide Eberly Beeson; Olive Marie Bingham; John Paul Black; Gertrude Boesel; Olga Helena Boynton; Dorothy Rutherford Breyfogle; Esther Anna Brown; Stella Dyas Bruce; Dorothea Cuthbert Hughes Bryan; Albert Raymond Burkhart; Clyde Henry Butler; Mildred Butz; Susan Beecher Chancellor (as of the Class of 1918); Elizabeth Chandler; Mae Margaret Coffland; Anna Cornell; Hester May Courtright; Helen Margaret Cullen; Harriett Esther Daily; Hazel Jane Darby; William McKinley Davis; Elizabeth Partridge Dial; William Francis Drake; Mary Katherine Dunham; Kenneth James Durant; Helen Dorothy Dustman; Henrietta Laura Ebinger (as of the Class of 1918); John Joseph Edmiston, Jr.; Dorothy Mae Evans; Florence Forsythe Evans; Karl Theodore Finn; Jean Katherine Fitzgerald; Hazel Marie Frasch (as of the Class of 1916); Ruth Franklin; Shirley Earick Griffith; Mary Helen Guy; Clarence Eugene Gwinn; Eleanor Pearl Haas; Nellie Virginia Hall; Margaret Walker Harrington; Margaret Hastings; Evelyn Von Der Au Horst; Lillian Evelyn Hoskins; Helen Lavon Huffman; Beulah Grace Hunsberger; Harvey Sawyer Huston; Florence McMillan Jackman; Margaret Eloise Jones; Clara Bell Kealer; Harold Edwin Kuhn; Virginia Lamb; Lois Lampe; Samuel Landau; Mary Bradford Laughead; Ethel Buper; Ralph Lucius McCombs; Lelia Marjorie McDaniel; Oliver Clayton Martin; Jessie Faye Masteller; Edith Kathleen Mendenhall; Frank Gaylord Mercer; Ella Miriam Mielke; Florence Agnes Miller; Herman Allen Miller; Mary Elizabeth Miller; Frances Josephine Mills; Frances Margaret Mitchell; Elizabeth Lowndes Moore; Helen Campbell Morris; John Rayl Morris; Dorothy Morton; Aubrey Reck Moul; Robert Spangler Newdick; Elliott John Nugent; James Chin Oak; Florence Etta Odebrecht; William Ray Palmer; Everett Benjamin Parker; Lucile June Pence; Harold Foster Percival; Arthur Lewis Pierstorff; Marion Edith Poppen; Walter Watson Randolph (as of the Class of 1918); Clara Raynor-Ranck; Ralph Mayer Reel; Elsie Grace Roeser; Elton George Schmidt; Dorothy Elizabeth Schodde; Edward Albert Schwinn; Faye Marie Scott; Max Shapiro; Joy Nichols Rogers; Eunice Osea Root; Harriett Martha Rutherford; Everett Ellsworth Simpson; Louis Homer Skimming; Irma Viola Smith; Mabelle McCarty Snyder; Oliver Marlow Stone; Vale Derwood Stone; Ona Marie Strait; Mary Kenyon Strange; Helen Virginia Terry; Virginia May Titus; Van B. Teach; Christian Van Riper; Delphus Roy Virtue; Gertrude Wack; Marion Elizabeth Weakley; Lucile Marguerite Weinlein; Phyllis Arlin Whitehill; George D. William; William Hunt Williams; Edward Elbert Woldman; Willard Hayes Yeager; Dorothy Kathryn Zwicker.

BACHELOR OF SCIENCE

Jay Walter Calhoun; Joseph Henry Clouse; Ida Elizabeth Fleming; Verl Zane Jarster; Harry Lutz; Charles Duane Miller; Ford Curtis Mohney; Robert Barthold Reed; Daniel Galbreath Sanor; Harry Mast Scott; Robert Sidney Sloan; George Vernon Smith; Alva Reed Spindler; Willis Whitman.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Richard Eli Baker; Clyde William Clark; Loren Ralph Dodson; Mortimer Friedman; Julius Samuel Gross; Manuel Mendelson; Charles Harvey Mote; David Everett Reese; Victor Joseph Robinson; Albert Farwell Voke; Mary Helen Wolfe.

BACHELOR OF SCIENCE IN JOURNALISM

William Paul Dumont; Lillian Evelyn Hoskins; Maurice Lawrence Mullan.

BACHELOR OF SCIENCE IN PUBLIC SERVICE

Fred Feasel.

BACHELOR OF SCIENCE IN SOCIAL SERVICE

Lillian Isabell Jones; Helen Sarah Luchs.

DOCTOR OF DENTAL SURGERY

David Emmett Alban; Walter Seal Bauersach (as of the Class of 1918); Lewis Powell Brunk (as of the Class of 1918); Charles Wilbur Carrick; Homer Walker Castor; Max Horkin; John Jacob Klar; Charles H. Loughry (as of the Class of 1918); John Charles Lupton; Sheldon Jenks Mann; Robert Harris Pinkerton (as of the Class of 1918); Ralph Ellsworth Russell; James Wistar Shreve (as of the Class of 1918); Fred Gilbert Thompson; Sidney David Weisman.

BACHELOR OF SCIENCE IN EDUCATION

Angela Abair; Dorothy Bailey; Fontabelle Opal Baker; Stella Jeannette Becker; Hazel Annetta Bidlack; Olive Marie Bingham; Margaret Ellen Bradfute; Byrl Catherine Brenaman; Dorothy Mae Burrell; Fern Kazmaier Christman; Lola Maye Clark; Ida Coffland; Grace Conklin; Salida Linore Cook; Hester May Courtright; Lillian Cunningham; Sarah Virginia Daily; Harriet Adelia Day; Dorothy Dyer; Bernice Lottie Ferguson; Juanita Winifred Fitzgerald; Katharine Gerlaugh; Mary Gill; Edna Marie Gray; Gladys Henrietta Grim; Irene Hankinson; Margaret Hastings; Lois Adaline Helfer; Ruth Marie Helsel; Helen Lavon Huffman; Margaret Eloise Jones; Bernice Kaylor; Margaret Mary Kelly; Clara Bell Kesler; Elizabeth Clara Kittrell; Jane Holmes Lamon; Dorothy Mary Lickhaupt; Leila Marjorie McDaniel; Flora Margaret McDonald; Mary Loretta McDonald; Lucille Waunita McKinley; Helen A. McKinney; Ethel Pauline Maidlow; Edwin Meyerholtz; Ella Miriam Mielke; Mabel Milroy, B.Sc. (College of Wooster); Frances Margaret Mitchell; Leona Frances Mitchell; Lucile Elizabeth Mull; Hilda Ann Murphy; Margaret Josephine Neff; Rachel Irene Owens; Roseann Pierson; Joy Nichols Rogers; Flora Ellen Roth; Dorothy Elizabeth Schodde; Luetta Eleanor Seitz; Bessie June Swaney; Virginia May Titus; Madeline May Tobias;

Elizabeth Towt; Anna Elizabeth Troxel; Dorothy Grace Twigg; Lorena Lucile Vogel; La Vonne Josephine Walker; Florence Olga Watson; Lucile Margaret Weinlein; Edgar Pomeroy Weltner; Lucile Whan; Howard Dawson Wheeler; Mary Edythe Williams; Harriet Elinor Wilson; Leona Mae Wise; Robin Claire Wood; Hazel Belle Worley.

BACHELOR OF ARCHITECTURE

Mary Martha Manley.

BACHELOR OF ARCHITECTURAL ENGINEERING

Earl Louis Requarth.

BACHELOR OF CERAMIC ENGINEERING

Harry Dennis Callahan; Harry Edward Davis; Chi Chun Lin; Harold Emerson Reeb.

BACHELOR OF CHEMICAL ENGINEERING

Howard Foster Anders; James Thomas Robson; Melvin Edwin Schulz; Hobart William Seyler; Charles Newton Ward; Chester McKinley Wolcott.

BACHELOR OF CIVIL ENGINEERING

John Theodore Bertsch; Fay Olan Brafford; Henry Moses Cudroff; Herbert Ernest Foreman; John Martin Gerber; Arthur Dale Greene; William Earl Keyser; J. Clarence Merrell; Eugene George Rich.

BACHELOR OF ELECTRICAL ENGINEERING

Howard Pleasant Bish; Frederic Harwood Deckman; Clarence Leland Farr; Russell William Forney; Horace Eugustus German; Ralph Peter Graber; Otto Fred Gutheil; Harold Meyer Haase; Leo Emil Kietzman; Harry Elmer Lockett; Wendell L. Martin; Dayl Swigart Myers; Glenn Eugene Park; Russell John Pepper; Pliny Pleutarch Pipes; Louis Ernest Plack; Clarence Gilbert Sears; Stewart Earl Shilling; Raymond Lee Shumaker; Charles Bailey Upp; William John Walker; Charles Earl Weitz; Clifton Horace Wilgus.

BACHELOR OF ENGINEERING

George Albert Schwartz; Hallis Noah Stephan; Alexander Wishevsky.

BACHELOR OF MECHANICAL ENGINEERING

James M. Augustus; Harry Hugo Bruns; Victor Lysander Darnell; Fay Austin Dun; George Marevsky; Harry Elwood Schieber.

BACHELOR OF ENGINEERING IN MINING

Howell Ivan Cobb Jones (as of the Class of 1918); Edward Vincent O'Rourke; Raymond Kelly Van Dyne.

DOCTOR OF MEDICINE (Homeopathic)

Harry Emerson Cauffield; Robert Stanley Coppess; John Paul Fairchild; Floyd Milton Green; Alpha Fritz Hawk; Samuel Albert Leibel; Margaret Jane Rupert; Clarence Elijah Thompson; David Peter Young.

DOCTOR OF MEDICINE

John Earl Briggs; Clarence John Burns, B.Sc.; Nial Lanson Burrell, B.Sc.; Donald Hall Edwards; William Joseph Gorey, B.A.; Joseph Myrhl Griffith, B.A.; Roy Edmund Krigbaum; Easton Huddard Lum, B.A.; Russel Garret Means, B.Sc.; Link McKinley Murphy, B.Sc.; Louis Joseph Roth, B.Sc.; Harold Hobart Stevens; Wells Halderman Teachnor; Frank Warner Watson, B.A.; John Woodworth Wilce, B.A. (University of Wisconsin).

BACHELOR OF SCIENCE IN PHARMACY

Toulon Nannie Haslett; Ta-Chong Lee; Pao Ho Vong.

DOCTOR OF VETERINARY MEDICINE

Alvin Byron Bingham; Hoy Jackson Bird; Malvern Blackman; Edgar Walter Bolton; Lloyd Campbell Brown; Richard Seymour Cooley; Chester Nicholas Dale; James Arthur Ellerton; John Michael Gavin (as of the Class of 1917); Joseph Edward Grey; Ross James Hinkle; Fred William Hock; John Jackman; Hyman Waks Josephson; Fred Louis Junod; Max Kaplan; Wilbur Ross Kidwell; Otto Kinneberg; Joe H. McCune; John B. McQuown; Lester Cook Neer; George Glenn Neilson, B.A. (Monmouth College); Carlton Latimer Phillips, Jr.; Henry Leslie Rae; Elmer Leon Roshon; Marion Leroy Scott; Cecil Francis Shook; John Gamaliel Slade; Ray Sims Smiley; Fred Speer; John Eino Thompson; David Michael Williams; Alton Neri Wilson.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Elmer Patton Bostwick; Clyde Bollin James; Wallace Byron McLaughlin; Ralph Andrew Nobis; S. Johannes Schwarzwaldler; Arthur Marcus Streit (as of the Class of 1916).

* * * * *

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

College of Education

Name	Title	Date Effective	Annual Salary	Appropriations
Harold E. Burt	Instructor, Dept. Psychology	Sept. 1, 1919	\$1600.00	\$1600.00

College of Engineering

F. A. Hobart	Instructor Machine Work, Dept. Industrial Arts	June 23 to July 19, 1919	125.00 55.00	180.00
*	*	*	*	*

Upon the recommendation of the President, the following resignations were accepted, and in each case the salary is to be cancelled, in accordance with the general rule:

College of Engineering

Name	Title	Date Effective	Annual Salary	Cancellations
J. E. Balmer	Instructor Machine Work, Dept. Industrial Arts	June 1, 1919		\$ 125.00

The President further recommended that Louis Foley, Assistant Secretary of the College of Arts, Philosophy and Science, be granted a salary of \$150.00 for the month of July and \$150.00 for the month of August for services in handling the work of pre-registration. Upon motion of the Board, this was agreed to.

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The President further recommended that leaves of absence be granted as follows:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
W. J. Kostir	Instructor, Dept. Zoo. and Ent.	1919-1920	\$1500.00	

College of Arts

R. O. Busey	Asst. Professor German	1919-1920	1500.00	
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College of Veterinary Medicine

Septimus Sisson	Professor Veterinary Medicine	1919-1920	1800.00	
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The President presented the following amendments to the Summer Session Budget, adopted February 4, 1919:

Name	Title	Additions	Reductions
<i>Bacteriology</i>			
Fred Speer	Instructor	\$ 300.00	
<i>Chemistry</i>			
C. D. Looker	Assistant	140.00	
F. C. Vilbrandt	Assistant	140.00	
Wm. H. Williams	Assistant	140.00	
<i>Economics and Sociology</i>			
A. W. Calhoun	Professor	350.00	
W. F. Bloor	Assistant	180.00	
<i>English</i>			
E. W. Wiley	Instructor	300.00	
<i>Journalism</i>			
	Assistants	100.00	
<i>Mathematics</i>			
S. E. Rasor	Professor	500.00	
<i>Physical Education</i>			
Margaret C. Hammett	Instructor	200.00	
Selma Mesloh	Assistant	100.00	
	Assistant	150.00	
<i>Principles of Education</i>			
B. F. Stanton	Superintendent Schools, Alliance, Ohio	400.00	
<i>Romance Languages</i>			
C. E. Young	Associate Professor, University of Iowa	500.00	
<i>School Administration</i>			
Frank C. Touton	Professor	500.00	
<i>Bacteriology</i>			
	Assistant		\$ 300.00

Name	Title	Additions	Reductions
<i>Chemistry</i>	Assistants		420.00
<i>Economics and Sociology</i>	Assistants		530.00
<i>English</i>			
C. G. Dishong	Instructor		300.00
<i>Mathematics</i>			
C. C. Morris	Professor		400.00
<i>Physical Education</i>	Assistants		450.00
<i>Principles of Education</i>			400.00
<i>Romance Languages</i>	Professor		600.00
<i>School Administration</i>			
J. Leslie Purdom	Professor		500.00

Upon the recommendation of the President, the above changes in the Summer Session Budget were approved by the Board.

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It was further recommended by the President that all unencumbered balances remaining on the books June 30, 1919, be cancelled, it being understood that this order is not to include Rotary, Gifts or Oxley Hall Funds. Same was approved.

It was further recommended, and approved by the Board, that the following appropriations be made:

Land— Wood Brown Tract.....	\$21,343.15
Woodruff's Agr. Col. Addition.....	6,536.62
Power House	3,134.14

Upon the further recommendation of the President, the expenses for delegates to the following conventions were approved:

1. Two delegates to be named by the President to attend the meeting of the Society for the Promotion of Engineering Education, called in special session at Washington, D. C., June 23 to 28, for conference with the U. S. Bureau of Education, on changes in the curricula of Colleges of Engineering.
2. One delegate to the meeting of the American Institute of Homeopathy, Asbury Park, New Jersey, June 16 to 21.
3. One delegate (C. A. Norman) to the meeting of the Society of Automotive Engineers, Ottawa Beach, Michigan, and to the meeting of the American Society of Mechanical Engineers at Detroit, Michigan, June 16 to 25.

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The President was directed to send a second notice to the State Department of Health, notifying said Department that it will be necessary for the University to have that part of Page Hall occupied by their offices not later than July 1, 1919. And further, if it becomes necessary, the President was directed to institute legal action in the case.

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The President was directed to prepare an appropriate resolution of thanks and appreciation for the scholarship presented to the University by the E. I. du Pont de Nemours and Company.

* * * * *

Upon the recommendation of the President, the following leases for certain lands from Mary E. Hess were approved and authorized:

This lease, made this — day of April, 1919, between Mary E. Hess, unmarried, hereinafter called the lessor, and The Board of Trustees of The Ohio State University, hereinafter called the lessee.

Witnesseth, That the lessor, in consideration of the rents and covenants hereinafter contained, and by the lessee, its successors in Trust and assigns to be paid and performed, does hereby grant, remise, and release to the lessee, its successors in Trust and assigns, the premises situated in the Township of Clinton, County of Franklin, and State of Ohio, known and described as follows:

Being a tract of land containing 17 $\frac{1}{4}$ acres more or less, bounded on the North by the lands of J. M. Hess; on the East by the Olentangy River; on the South by the lands of the Ohio State University, and on the West by the River Road; together with the appurtenances thereof, excepting therefrom, however, about acres, being the Home Place of lessor and its appurtenances, contained within the following boundaries:

Beginning in the center of the River Road at a point opposite the North End of the iron fence around the lessor's dwelling; thence Easterly along the North side of yard and small orchard to the fence under the row of cedars; thence South to the lessor's garden; thence East on North line of garden and orchard to lot known as the calf lot; thence South along East orchard line to the North line of the lands of the Ohio State University; thence West along the University North line to the road; thence with the center of the road to the beginning.

To have and to hold the same with the appurtenances, unto the said lessee, its successors and assigns, from the 1st day of June, 1919, to and including the 31st day of May, 1924, being for a term of five years, yielding and paying therefor during said term, the sum of Three Thousand Dollars (\$3,000.00), payable as follows: Fifty Dollars (\$50.00) during each month during the five-year period aforesaid, and dairy products as hereinafter stated.

Provided, however, that should said rent or any part thereof remain unpaid for 60 days after due and without demand made therefore; or if said lessee should assign this lease without the written consent of the lessor or if the lessee shall fail to perform any of the terms and conditions of this lease on its part to be performed, it shall be lawful for said lessor into said premises to re-enter and the said premises to possess as in her former estate and thereupon this lease shall be void.

And the said lessee for itself and its successors and assigns agree with said lessor, her heirs and assigns that the lessee will pay the rents in the manner aforesaid, except said premises shall be rendered

untenantable by fire or other unavoidable casualty; that it will not suffer any waste thereon; that it will not assign this lease or sub-let said premises without the written consent of said lessor; that it will permit the lessor to enter upon said premises at all reasonable times to inspect the condition thereof; and at the end of the term will deliver up said premises in as good condition as they now are or may be put, reasonable use and ordinary wear and tear and damage by unavoidable casualty excepted.

The said lessee agrees to make all ordinary repairs to interior of buildings and to do all fencing at its own expense, all such, however, to be done with the approval of the lessor.

As a part consideration for this contract, the lessee agrees to furnish to lessor at the barn herein included, one gallon of cow's milk daily.

The said lessor agrees for herself, her heirs, executors and assigns that the lessee, observing the covenants herein, shall hold and occupy said premises during said term without hindrance by said lessor or any one claiming under her.

In witness whereof, the said lessor, and the said lessee, by its Chairman and Secretary have signed these presents the day and year first written.

Witnesses:

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The Board of Trustees of The Ohio
State University, by
.....
Its Chairman

Attest.....
Secretary

The State of Ohio, Franklin County, ss.:

Before me the subscriber, a Notary Public in and for said County, personally came Mary E. Hess, who, for herself, and J. F. Cunningham and Carl E. Steeb, who, as Chairman and Secretary, respectively, of the Board of Trustees of the Ohio State University, each acknowledged the signing of the foregoing lease to be her and his act and deed for the purposes therein mentioned.

Witness my hand and seal the day and year aforesaid.

.....
Notary Public

This lease, made this 1st day of March, 1919, between Mary E. Hess, unmarried, hereinafter called the lessor, and the Board of Trustees of the Ohio State University, hereinafter called the lessee.

Witnesseth: That the lessor, in consideration of the rents and covenants hereinafter contained, and by the lessee, its successors in Trust and assigns to be paid and performed, does hereby grant, remise and release to the said lessee, its successors in Trust and assigns, the

premises situated in the Township of Clinton, County of Franklin, and State of Ohio, known and described as follows:

First Parcel: Being a tract of land bounded on the North by the Hess Road; on the West by the Hocking Valley Railroad; on the South by the Wightman lands and Lane Avenue, and on the East by parcels Two and the lands of the Ohio State University, and containing 59 acres of land, more or less.

Second Parcel: Being a tract of land bounded on the North by the Hess Road; on the West by Parcel One herein described; on the South by the lands of the Ohio State University; and on the East by the Olentangy River Road, and containing 32 acres, more or less.

Third Parcel: Being a tract of land bounded on the North by the Hess Road; on the West by the Lisle Pike; on the South by the Second Wood Brown Company Addition, and on the East by the Hocking Valley Railway, and containing 19 acres, more or less.

To have and to hold the same with the appurtenances, unto the said lessee, its successors and assigns, from the 1st day of March, 1919, to and including the 29th day of February, 1924, being for a term of five years, yielding and paying therefor during said term the sum of Fifty-five Hundred Dollars (\$5,500.00), payable as follows: Five Hundred and Fifty Dollars (\$550.00) on the 1st day of June, 1919, and a like sum on the 1st day of each December and June thereafter to and including December of 1923.

Provided, however, that should said rent or any part thereof remain unpaid for 60 days after due and without demand made therefor; or if said lessee should assign this lease without the written consent of the lessor or if the lessee shall fail to perform any of the terms and conditions of this lease on its part to be performed, it shall be lawful for said lessor into said premises to re-enter and the said premises to possess as in her former estate and thereupon this lease shall be void.

And the said lessee for itself and its successors and assigns agree with said lessor, her heirs and assigns that the lessee will pay the rents in the manner aforesaid, except said premises shall be rendered untenable by fire or other unavoidable casualty; that it will not suffer any waste thereon; that it will not assign this lease or sub-let said premises without the written consent of said lessor; that it will permit the lessor to enter said premises at all reasonable times to inspect the condition thereof and at the end of the term will deliver up said premises in as good condition as they now are or may be put, reasonable use and ordinary wear and tear and damage by unavoidable casualty excepted.

The said lessee agrees to make all ordinary repairs to interior of buildings and to do all fencing at its own expense, all such, however, to be done with the approval of the lessor.

As a part consideration for this contract and the use of all the water rights in the pond in tract Two, the lessor is given the right by the lessee to pasture, in season, not to exceed three head of stock in the tract immediately South of lessor's barn.

The said lessor agrees for herself, her heirs, executors and assigns, that the lessee, observing the covenants herein, shall hold and

occupy said premises during said term without hindrance by said lessor, or any one claiming under her.

In witness whereof, the said lessor, and the said lessee, by its Chairman and Secretary, have signed these presents the day and year first written.

Witnesses:

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.....
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.....
The Board of Trustees of The Ohio
State University, by
.....
Its Chairman
Attest.....
Secretary

The State of Ohio, Franklin County, ss:

Before me the subscriber, a Notary Public in and for said County, personally came, Mary E. Hess, who for herself, and J. F. Cunningham and Carl E. Steeb, who are Chairman and Secretary, respectively, of the Board of Trustees of the Ohio State University, each acknowledged the signing of the foregoing lease to be her and his act and deed for the purposes therein mentioned.

Witness my hand and seal the day and year aforesaid.

.....
Notary Public
* * * * *

The President further recommended that \$2,400.00 be set aside from Endowment for the Alumni Association for the year 1919-1920, which was agreed to by the Board.
* * * * *

The President reported the following recommendations from the University Faculty at meetings held October 25, 1918, May 10, 1919, and June 12, 1919—that the following named persons be granted degrees as indicated, as of the Class of 1918:

BACHELOR OF ARTS
Esther Reedy
David Wheeler Putnam

MASTER OF ARTS
Hsing Cheng, B.Sc. (St. Johns University)

* * * * *
The President presented a request from the City Engineer asking permission to extend a sewer from Twelfth Avenue diagonally through the grounds to meet the Fourteenth Avenue Sewer. The Secretary was directed to secure a definite proposition from the city covering the terms for the construction of this sewer and to present same to the Board of Trustees at the July meeting for approval. The Secretary

was directed to have incorporated in such proposition the proper disposition of surplus excavation, and a further provision providing free use of the city sewers on the Campus by the University as part of the agreement.

* * * * *

The President reported that the Cabinet had made a contract with the Civil Engineering Department to do the following work:

1. Make two-foot contour topographic maps of all those portions of the University lands which have not been so surveyed.
2. Determine accurately and monument permanently all the corners of the properties now belonging to the University.
3. Set location stakes for the new buildings now to be constructed across the river.
4. Make drainage surveys which will show clearly how to provide for all water falling on or running through University lands west of the Olentangy.
5. To ascertain and present clearly on large scale map the condition of the city lots owned by the University north of the Campus.

The estimated cost of this work to range from \$2,600.00 to \$3,000.00 for the entire proposition. On motion, the action of the Cabinet was approved.

* * * * *

The Secretary was directed to advise Mr. King G. Thompson that the University is not now in position to authorize the securing of options on lands south of the University as contemplated in the communication from Mr. Thompson under date of April 14, 1919. It was further agreed by the Board to adhere to the original plan of securing the property along Lane Avenue and square up the present estate, rather than to go south for additional lands.

* * * * *

Mr. Mallon presented the following resolution, which was unanimously adopted:

“Resolved, That the interest on the Endowment Fund and all other income of the University for the year ending June 30, 1920, not otherwise appropriated be and the same are hereby appropriated for its support and maintenance.”

* * * * *

The Secretary reported that at Twelve O'clock, Noon, this date, in accordance with advertisements, the following bids for the Chemistry Building and the Women's Building were received:

CHEMISTRY BUILDING

Federal Construction Company	
Items 1 to 16 inclusive.....	\$ 81,157.00
D. W. McGrath	
Items 1 to 17 inclusive, and Item 21.....	88,896.00
Cullen & Naughan	
Items 1 to 16 inclusive, also 18 and 21.....	78,800.00

Charles W. Schneider Son	
Items 1 to 16 inclusive, also 18 and 21.....	101,901.00
E. H. Latham	
Items 1 to 16 inclusive, also 21.....	78,377.00
L. G. Foltz Sons	
Items 1 to 16 inclusive, also 21... ..	102,000.00
Fitzpatrick & Hoepfner	
Items 19 and 20.....	52,429.00
Huffman-Wolfe Company	
Items 19 and 20.....	49,060.00
Samuel Esswein Company	
Items 19 and 20.....	52,660.00
W. H. Conklin Company	
Items 19 and 20.....	56,818.00
Sackett Mine Supply Company	
Item No. 18.....	4,243.00
Erner & Hopkins Company	
Item No. 18.....	4,127.00
McMaster Electrical Company	
Item No. 18.....	5,000.00

WOMEN'S BUILDING

Ross H. Evan Company	
Items 1 to 16 inclusive, also 22, 23 and 24..	248,322.00
Charles W. Schneider Son	
Items 1 to 19 inclusive, also 22 and 24.....	273,348.00
D. W. McGrath	
Items 1 to 18 inclusive, also 22, 23 and 24... ..	243,334.00
Huffman-Wolfe Company	
Items 20 and 21.....	61,362.00
Fitzpatrick & Hoepfner Company	
Items 20 and 21.....	70,883.00
Samuel Esswein Company	
Items 20 and 21.....	63,553.00
W. H. Conklin Company	
Items 20 and 21.....	67,869.00
Sackett Mine Supply Company	
Item No. 19.....	5,560.00
Erner & Hopkins Company	
Item No. 19.....	4,959.00
McMasters Electrical Company	
Item No. 19.....	7,900.00

The Secretary reported that all the bids received were in excess of the Architect's estimate filed with the Auditor of State. On motion, all bids were rejected and further advertising was ordered deferred until such time as building conditions may be more normal.

* * * * *

The Board then proceeded to the election of officers for the year ending June 30, 1919, which resulted as follows:

Chairman.....	John F. Cunningham
Vice-chairman.....	John Kaiser
Secretary and Business Manager.....	Carl E. Steeb
Treasurer.....	Julius F. Stone

The special committee appointed at the last meeting of the Board of Trustees, presented the following resolution:

Frank E. Pomerene was appointed a member of the Board of Trustees of the Ohio State University in 1905 and served until his death in 1919.

This University has been fortunate in the devoted service of many able men who have guided its growth from the small beginning of a half century ago to a position in the front rank of the great State Universities which have become the dominate influence in the intellectual development of the country.

Mr. Pomerene was a true and loyal steward of the trust committed to him by the State of Ohio. His sincerity, excellent judgment and genuine devotion, linked with his rare personality, endeared him to his fellow-trustees in an unusual degree.

Moreover, he brought to this service a peculiar interest and an unique tenderness which places him first of Trustees in loyalty.

During his four years as student, the University was small and the touch of professors with students was more intimate than is possible in the large institution of these later days. He regarded this period of his early manhood as most important in the formation of character, the training of mind, and the cultivation of friendships. For these benefits he was ever grateful.

Affection, so characteristic of him, lavished itself upon the institution whose welfare he regarded as his special charge.

He was denied the blessing of children of his own. That need of his nature found expression in his attitude towards his college, which had in it a suggestion of the pride and love of a father towards a child. The Ohio State University came to occupy in the life of Frank E. Pomerene the dual position of Alma Mater and of adopted son.

Its welfare became one of his chief interests and commanded his constant thought as long as his life lasted.

GUY W. MALLON,
O. E. BRADFUTE.
JOHN F. CUNNINGHAM.

* * * * *

Thereupon the Board of Trustees adjourned, to meet for the consideration of the Annual Budget, at Dayton, Ohio, Tuesday, July 8, 1919, 11 a. m., at the Miami Hotel.

Attest: CARL E. STEEB,
Secretary.

BENJ. F. McCANN,
Chairman.

INDEX TO OFFICERS AND EMPLOYEES

	Page		Page
Adams, John J.....	18	Bevan, Arthur C.....	6
Adkins, H. B.....	31	Bice, H. E.....	27
Aikin, W. M.....	8	Biddle, Inez.....	22
Alexander, W. A.....	88	Bishop, Archie.....	50
Alexander, W. R.....	13	Bishop, Mildred Irene.....	45
Alcorn, J. B.....	22	Black, Alice W.....	28
Allen, Beulah.....	77	Black, Ellis M.....	30
Allmand, Jeannette.....	65	Blake, F. C.....	23, 44, 49
Anderson, Wm.....	78	Blakey, H. B.....	43, 78
Annis, Russell J.....	8	Bloor, W. F.....	30
Ansteatt, Ezra.....	67, 88	Blue, Bernice.....	12, 55
Armstrong, Andrew.....	43, 82, 86	Boatman, Sarah.....	37
Arnold, C. L.....	8	Boesel, Reuben Jacob.....	79
Ault, Hazel.....	23	Bolen, Edgar J.....	67, 88
Axtell, W. D. Jr.....	70	Bower, Martha.....	23
Bailey, C. W.....	53	Bowler, Alida C.....	7
Baker, Clarence M.....	7	Bowman, Marie.....	51
Baker, Mary.....	69	Bradford, Florence.....	51
Baker, W. J.....	38	Bradley, Helen May.....	45
Baker, Webster M.....	37	Bradley, Laotin.....	43
Balduf, Walter V.....	26	Brain, James.....	12
Balduf, Wilma.....	36	Brehm, Wayne.....	88
Balmer, J. Edwin.....	50, 94	Breyfogle, Caroline M.....	8
Banks, Mortimer.....	83	Bridges, J. W.....	24, 55
Barber, Garnett.....	41	Briggs, J. E.....	56
Barden, Wm. S.....	67	Brinkmeyer, Marie.....	51
Barnes, E. E.....	9	Britt, C. I.....	6
Barnett, S. J.....	8	Brown, Aubrey I.....	19
Barr, Hazel.....	66, 88	Brown, Herbert Ferris.....	79
Bates, A. L.....	5	Brown, R. A.....	23
Baxter, E. H.....	84	Brown, Ruth.....	48, 86
Bayes, Horace E.....	85	Bryant, Ruth E.....	21
Bayes, Thomas A.....	64	Bryant, Mitchell.....	76
Beach, Carrie.....	45	Buker, W. H.....	7
Beach, F. H.....	43, 70	Bulkley, Mrs. Marie.....	51
Beach, Martha.....	44	Bumpas, Lena.....	31
Beatty, Elizabeth J.....	29	Burrett, Dr. C. A.....	72
Beatty, H. G.....	43	Burt, Harold E.....	94
Beatty, Harry Millard.....	28	Busey, R. O.....	95
Beck, Frank H.....	43	Cadley, Ethel M.....	54
Benbow, John Lang.....	6, 29	Caldwell, F. C.....	72
Bender, Harry.....	65	Caldwell, Robert Ross.....	54
Bennett, Florence M.....	21	Cain, John F.....	37
Bennett, Helen.....	48	Cardon, Leopold.....	21

	Page		Page
Carman, J. E.....	12	Day, Mrs. Gertrude.....	39, 69
Carr, Raymond M.....	76	Day, Jesse E.....	31
Carter, Charles	44	Dean, Marjorie	41
Case, Allando A.....	9, 43	DeHaas, J. Anton.....	8
Case, G. H.....	5, 42	DeKalb, Charles	38
Cashbaugh, Adonis G.....	36, 53	DeLong, D. W.....	12
Castle, Margaret	30	DeVault, Roy.....	5, 30
Chang, Whun	71	DeVere, Marie	20
Charles, Frederick Grover.....	6	Demorest, D. J.....	55, 72
Cheng, Hsing	100	Demorest, Francis M.....	76
Christensen, E. O.....	55	Denney, J. V.....	75
Cianflonia, Grace	66	Dick, Rhoda E.....	71, 86
Clark, Blanch L.....	44, 77	Dickson, Edith	26
Clark, I. G.....	22	Dillahunt, George W.....	11, 44
Clark, Mary E.....	42	Dishong, C. A.....	86
Cockins, Edith D.....	75	Dodd, Verne A.....	86
Coddington, E. F.....	71	Donoway, Alice M.....	5, 21
Coffey, J. S.....	10	Doney, Madge	42
Coker, Francis W.....	13, 46	Donohoe, Thomas J.....	40, 52
Cole, A. D.....	72	Dougherty, Wm. A.....	65
Coles, Henry LeRoy.....	5, 21	Downey, D. H.....	7
Collett, Etheldra	26	Draffin, J. O.....	54
Colmery, Isabel.....	13, 29, 32	Drain, B. D.....	52
Conklin, C. T.....	10	Druhee, Raymond Leonard.....	45
Connell, T. H.....	51	Duffee, Walter Edwin.....	12, 65
Connelly, J. W.....	7	Dumont, William P.....	27
Conrad, Katherine	27	Dunbar, Charles M.....	52, 69
Converse, George L.....	46	Dundon, Merle L.....	65
Converse, Mrs. George L.....	18, 47, 72	Dunn, Bertha G.....	39, 70
Conway, Fern	65	Dustman, Robert B.....	66
Cook, Mary	49		
Cope, Mrs. Alexis.....	50	Eagle, Lloyd Kerr.....	83
Copper, Frank, Jr.....	78	Earley, Brant	54
Corry, Homer C.....	88	Eastwood, George R.....	8
Cottrell, E. A.....	47, 74	Eckelberry, George W.....	64
Coughlin, Martin	22	Eckelberry, J. W.....	64
Courtright, Florence E.....	49	Egan, Mary	40
Cramer, Mrs. Ora.....	41, 69	Eichhorn, Herbert	42
Cromwell, Margaret.....	41, 88	Eisenlohr, B. A.....	24
Curfman, A. D.....	4, 8	Elliott, Mary	8
Curran, C. E.....	71	Ellis, Rees.....	45, 53
Current, Mrs. Marion H.....	52	Endley, Edna	8
Curtis, Harry P.....	66	Ensign, Paul Richard.....	54
		Erdman, H. E.....	10
Daily, Rena	41	Esper, Mrs. Ethel.....	65
Dannley, J. A.....	29	Esper, Erwin A.....	43
Davis, A. E.....	73	Esser, Lela	42
Davis, Chester	38	Evans, David Stuart.....	37
Davis, Daisy.....	49, 77	Evans, E. E.....	52
Davis, Emerson.....	42, 65	Evans, Thomas	13
Davis, Helen	42	Evans, W. L.....	55
Davis, Josephine	42	Ewing, Nannie	41
Davis, Mary L.....	40		
Davis, Roger Q.....	79	Fasig, Edgar William.....	71
Davison, Eloise.....	28, 42	Fauldner, George B.....	86

	Page		Page
Ferguson, Mary E.....	30	Hammond, M. B.....	12
Findlay, Charles E.....	12, 46	Hammond, W. L.....	42
Fischer, Katherine.....	51	Hancher, Kenneth G.....	29
Fisher, Jennie C.....	37	Hane, Floris D.....	21
Fisher, Joseph E.....	65	Hanna, William E.....	65
Fisher, R. A.....	30	Hannan, Katherine.....	51
Fitzgerald, Florence.....	20	Hardy, Hugh.....	9
Fitzgerald, Jean.....	27	Harris, Wilmer C.....	32, 54
Fish, Norman S.....	37	Hart, Elwood Neal.....	9
Fleischer, Fred.....	21	Hartley, E. W.....	21
Fletcher, Robert K.....	6	Hartman, Corda.....	65
Flowers, A. E.....	84	Haskett, Jane S.....	43
Floyd, Eleanor.....	51	Hathaway, Maude C.....	24
Foley, Louis.....	95	Hauer, A. M.....	70
Folk, Samuel B.....	37	Haverman, Max W.....	36
Ford, Benjamin M.....	41	Hayes, A. W.....	42
Ford, Ruth.....	43	Hayes, Bertha.....	19
Forman, Jonathan.....	70	Hayman, George C.....	7
Foster, Glenn Walter.....	37	Hedges, Mary.....	37
Foust, J. A.....	12, 49	Hedges, Wm. T.....	51
Fowler, Stella May.....	5	Heffner, Amos.....	49, 52
Franklin, William.....	11	Helbig, Elmer J.....	50
Fredo, Laura E.....	51	Henderson, Dr. W. E.....	72
French, T. E.....	75	Hess, Mary E.....	97-100
Fritts, Minnette.....	42, 51	Hesse, Glenna.....	19
Froning, Henry B.....	3	Hickox, Jay Gilmore.....	45
Fulton, Sara Priscilla.....	46	Hier, Florence.....	19
		Hills, T. M.....	23
Gallen, J. M.....	71	Hindman, Samuel.....	86
Gatewood, Minnie.....	45	Hine, James S.....	86
Gerhardt, Hazel.....	67	Hoare, Alton Reeves.....	53
Glidden, T. P.....	20	Hobart, F. A.....	94
Glines, Norwood W.....	78	Hobbs, W. R.....	10
Godman, Marian Tinsley.....	32	Hobensack, Clarice S.....	42
Goldberg, M.....	7	Hockett, H C.....	78
Graber, Mary.....	29	Holdson, Walter.....	33, 64, 69
Graham, Eva.....	88	Hollingsworth, Marion.....	31
Grant, Floyd.....	50	Holmes, Mary L.....	7
Greeley, John J.....	21, 76	Hookey, George.....	5
Green, James B.....	66	Howard, Thomas.....	49, 76, 86
Green, Sanford Jackson.....	76	Hung, Shen.....	29
Greenwald, Joseph M.....	43	Hunter, Mrs. C. A.....	54
Gribble, Jean L.....	52	Huston, Harvey S.....	37
Griggs, Robert.....	55		
Grim, Gladys H.....	36	Ingerson, H. G.....	66
Gromme, Henrietta.....	20	Ingraham, E. S.....	10
Grosvenor, F. B.....	86	Irving, William.....	9
Grove, Elma.....	78	Irwin, Irene.....	22
Guha, Kedareswar.....	53	Ives, F. W.....	10
Hahn, Wanda Fay.....	51	Jacobs, Harry E.....	83
Haley, D. E.....	3	Jacobs, Helen.....	67
Hall, Earl Felton.....	45	Jacoby, F. S.....	10
Hamblin, Josephine.....	37, 52, 76	Jarvis, C. W.....	41
Hamilton, Elma E.....	19	Jettinghoff, Henrietta.....	65

	Page		Page
Johnson, E. F.....	16	Lindamood, V. G.....	11, 52
Jones, Charles J.....	77	Locke, Gladys.....	8
Jones, Hannah.....	42	Lockhart, O. C.....	32
Jordan, Ralph W.....	4	Lofton, Edward.....	7
Joyce, Hazel.....	67	Long, C. L.....	78
Judd, Horace.....	11	Long, Ernest.....	65
Jungerman, Emilie.....	65	Long, John.....	30
Junkerman, Anna.....	20	Long, J. S.....	44
		Long, R. D.....	8, 69
Kaiser, A. O.....	12	Looker, C. D.....	31, 54
Kauffman, Roy D.....	36	Lord, Henry C.....	28
Kauffman, Treva.....	7, 16	Louis, Morgan Glenn.....	45
Kays, D. J.....	10	Lowe, Dorothy.....	28, 53
Kays, Lora Grace.....	27	Lowery, C. D.....	20, 53
Keller, Fred Raymond.....	71	Lunn, Enid W.....	27
Kelley, Charles F.....	75	Lutz, Dexter N.....	64
Kerber, Wm. Frederick.....	54	Lyon, Esther.....	65
Kilpatrick, M. C.....	53, 69		
Kimbaugh, James.....	38	McCampbell, Dr. E. F.....	75
Kimbrough, John.....	65	McCauley, Roy.....	65
King, Myron Ferris.....	79	McCuen, G. W.....	10
Kisliuk, Max.....	45	McDonald, Vista.....	45
Klar, Robert F.....	45	McGuinness, George.....	21, 42
Knecht, Minnie.....	65	McIntire, Anna R.....	26
Knight, W. A.....	22, 23	McIntyre, Charles N.....	64
Knouff, R. A.....	51	McJohnston, Harrison.....	37, 69
Koehler, Susanne M.....	45	McKee, Alice D.....	31
Kostir, W. J.....	95	McManigal, Kathleen.....	37
Kotz, Theo. F.....	84	McMillen, Frederick.....	16
Kratz, Walter Charles.....	6	McMullen, Pearce.....	68
Kuglen, Marie C.....	49	McPherson, William.....	75, 78
		McReynolds, Lavone F.....	89
Lamb, Ione.....	22, 78	MacConathy, Doris.....	20
Lambert, F. A.....	55	Maddox, Mrs. Della R.....	28
Lampe, Lois.....	36	Magruder, William T.....	23, 71
Landis, G. W.....	44	Mallon, Guy W.....	101
Landsittel, Frederick C.....	26, 71	Manes, Thomas C.....	51
LANMAN, Faith R.....	52	Markey, Alberta.....	40
Lawrence, L. T.....	20	Marquis, F. W.....	12
Lawrence, Margaret.....	5, 53	Marsh, Florence B.....	7
Laws, John T.....	76	Marvell, Adelaide F.....	45
Leader, Donald Edward.....	87	Mason, John O.....	49
LeBay, B. A.....	12	Masso, H.....	69
Lehman, Charlotte Eliza.....	71	Masters, D. R.....	45
Lehman, Ethel.....	40, 70	Mathias, C. A.....	30
Leighton, Morris M.....	5	Matthews, Josephine.....	12
Lengacher, John.....	50	May, John T. Lomax.....	11, 21
Leon, Leonard Koh.....	45	Means, John W.....	86
Leonard, J. W.....	65	Mellon, Melvin G.....	31
Lerando, Leon Zelenka.....	8, 53	Mendenhall, Dr. T. C.....	50
Leslie, Grace Marie.....	41	Meredith, Mrs. Iva.....	51
Lester, Nellie.....	67	Meyer, Alice Hortense.....	71
Leuthner, Dean Martin.....	49	Miller, Dale Orville.....	6
Lewis, Hazel.....	51, 78	Miller, Ellen.....	22
Lewis, Rudolph Gaylord.....	29	Miller, Harry.....	26, 41

	Page		Page
Miller, H. W.....	21, 86	Pryzluska, Wanda	13
Mills, F. L.....	6	Pugh, Charles	44
Mitchell, Marguerite	31	Pugh, Edna	69
Morton, Robert Lee.....	37	Pugh, Helen	71
Mosher, Edna	6	Pugh, Helen V.....	51
Mougey, Helen	53	Putnam, David Wheeler.....	100
Mowen, Florence E.....	40, 54		
Munroe, H. D.....	66	Racer, Marion	29
Munyan, Emma.....	5, 69	Rager, Howard	26
Murtha, Kathryn L.....	42	Ralston, James G.....	5, 45
Musgrove, G. C.....	66	Rauhauser, Elizabeth	20
Myers, L. H.....	11	Reasoner, I. C.....	12
		Reed, C. I.....	13, 53
Neff, F. H.....	6	Reed, E. P.....	70
Neilson, Wilhelm	9	Reedy, Esther.....	26, 100
Nesbitt, Florence	69	Reel, Philip	70
Newlon, Walter J.....	65	Reichard, H. F.....	70
Nichol, Frances	7	Remy, J. R.....	44
Nichol, Mabel	27	Revels, Frank	52
Nil, Florence.....	41, 38	Rey, Ernest.....	28, 43
Noble, R. S.....	68	Richter, Corinne	52
Noe, S. C.....	53	Riebel, Fred E.....	26
Norman, C. A.....	9	Rietz, J. Charles.....	6
Norton, Sidney A.....	32	Riggle, J. J.....	7
		Roberts, Frank E.....	7
Obaugh, Aimee	9	Roberts, Jennie	76
O'Brien, Arema	21	Robinson, Alice	78
O'Hana, C	52	Rockwood, James Bernard.....	28
Oldham, Grace	51	Rodocker, George F.....	38, 44
Olin, H. L.....	8	Rogers, Edna Marie.....	40
Oliver, Mary H.....	51	Rogers, A. Sophie.....	20
Olsen, A. A.....	69	Ronan, W. C.....	24, 55
Osborn, Herbert	62	Root, Eunice O.....	36
Osburn, Raymond	62	Ross, Charles R.....	46
Overhultz, Laura	67	Ross, Florence	67
		Routzong, Charles N.....	79
Palmer, W. H.....	23	Rowe, Enos N.....	77
Park, Elizabeth	31	Royer, R. M.....	13, 24, 34
Parker, L. M.....	52	Rudman, Charles F.....	65
Parker, Wiley.....	44, 52	Ruggles, C. O.....	24, 55, 69
Paterson, Robert G.....	12	Ryan, Cecelia	44
Peck, Marion	44		
Pengelly, Allen Edward.....	9	Sage, Harry M.....	86
Pennell, Franklin H.....	36	Sailor, Ellen	8
Percy, Katherine	26	St. John L. W.....	72
Perry, Lowell D.....	42	Sanborn, F. E.....	24
Pettit, Walter	3	Sarchet, Harry Eman.....	79
Phillips, Thomas G.....	38, 43, 54	Sauer, Alma G.....	69, 78
Pomerene, Frank E.....	87, 103	Sayre, Jasper D.....	50
Porter, Jane	40	Scheiser, Leo F.....	45
Potter, P. B.....	11	Scherer, Norman W.....	78
Pratt, Edna B.....	76	Schlegemilch, Frances E.....	42
Pratt, Ross LeRoy.....	10	Schlesinger, George F.....	8
Pritchard, Wm. H.....	65	Schmidt, Jacob P.....	66
Prout, A. W.....	22	Schneider, Adolph B.....	28

Page	Page		
Schofield, Ethel Irene.....	71	Steiger, Elsie	23
Schreiber, Ralph H.....	16	Steinfeld, A. M.....	43, 78
Schuer, Henry W.....	77	Stevens, Harry G.....	66
Schwinn, Edward A.....	27	Stober, George W.....	84
Scott, Mrs. Adelaide V.....	40	Stolpestad, Harry A.....	6, 53
Scott, Robert F.....	18	Stoltz, R. B.....	11
Scott, T.....	38	Stone, Tom C.....	21
Sears, Marjory McC.....	85	Stone, Wm. E.....	76
Sears, Paul B.....	54	Stout, Leila M.....	53
Sefton, Lily Belle.....	54	Stover, W. G.....	9
Selby, Irma	29	Stowe, Gaylord Thomas.....	87
Semans, Dr. Harry M.....	72	Strickler, Elizabeth	51, 86
Service, Jerry H.....	28	Sturgeon, R. H.....	7
Shank, J. R.....	6, 10	Sturm, Harriet V.....	45
Sharples, Nan R.....	39	Summey, Pearl Graeff.....	45
Sharritt, Paul L.....	4	Svenson, Carl L.....	20
Shattuck, E. A.....	29	Swingert, Lova Ethel.....	26
Shattuck, Harold F.....	54	Swisher, Alice	42
Shawen, Paul B.....	36	Swisher, Dan	11
Shepherd, James R.....	64		
Sheppard, Harry E.....	44	Tailliant, Henri	30
Sherman, C. E.....	71	Tall, Jasper William.....	79
Shong, Olen J.....	68	Tallman, R. B.....	33
Sim, Robert J.....	38, 71	Taylor, Albert P.....	9
Simkins, Richard	53	Taylor, George	11
Simpson, W. E.....	53	Taylor, W. N.....	86
Sisson, Septimus	95	Teegarden, Thurza	19, 84
Slaymaker, Wilhelmina C.....	87	Thatcher, Lloyd	68
Sloan, Arthur St. C.....	26	Thomas, Benton	38, 77
Small, Captain Edson I.....	46	Thomas, Charlotte Josephine.....	27
Smith, Bertha	42	Thomas, Harry	76
Smith, Eva Shapely.....	51	Thomas, Marian Amy.....	54
Smith, Irene B.....	67, 88	Thompson, President W. O.....	18-19
Smith, James Henry.....	87	Todd, Margaret Isabell.....	45
Smith, Margaret	20	Tolle, Ralph	8
Smith, Maurice F.....	54	Torbet, Elizabeth Ann.....	79
Smith, O. D.....	78	Trautman, G. M.....	70
Smith, R. E.....	15	Tressel, W. F.....	30
Smith, Verle C.....	3, 7	Tulloss, J. W.....	88
Smith, William P.....	10	Twiss, George R.....	43, 49
Snook, J. H.....	10		
Snyder, Ethel	37	Usry, E. L.....	15
Soler, Dora	79		
Somermeier, E. E.....	32	Van Atta, D. R.....	77
Speaker, Ruth	51	Vanderlip, F. A.....	47
Spencer, Aneita	88	Van Etten, Wallace.....	50
Spencer, Edwin.....	40, 71	Vallery, Margaret V.....	38
Spencer, Genevieve	79	Veidt, Callie	30
Spencer, H. R.....	54	Verweibe, W. A.....	21
Sponsler, Ralph	38	Vigor, Lee E.....	13, 42, 65
Spurgeon, C. M.....	29	Vilbrandt, F. C.....	31
Stahl, B. E.....	63	Vivian, Dean Alfred.....	13, 72, 73, 75
Stalkamp, Albert Leo.....	45	Vogelaang, Fred Clifton.....	53
Steeb, Carl E.....	13, 24, 55, 75		
Stegeman, Paul	65	Waid, Ettie L.....	39

	Page		Page
Walker, Mrs. Grace G.....	22	Wilce, J. W.....	37
Walker, J. F.....	22	Wilcox, James Wilson.....	79
Walker, Martha.....	77	Wiley, Della.....	13, 69
Walradt, H. F.....	31	Wilkinson, Charlotte Corinne.....	29
Ward, Janet C.....	39	Will, Alpha J.....	37
Ward, John S.....	44	Williams, Guy H.....	53
Warder, B. M.....	30	Williams, T. Reese.....	22, 43
Warren, J. R.....	55	Williams, W. H.....	31
Washburne, George.....	36	Williams, W. S.....	20
Waters, Ralph Chester.....	79	Wise, Lloyd Wilbur.....	87
Watkins, Ray Thomas.....	53	Withrow, J. R.....	71
Watson, F. W.....	37, 42	Wolfe, R. F.....	14
Watson, Robert.....	11	Woodruff, Charles H.....	23
Watson, True G.....	20	Woodruff, Julia R.....	26
Waugh, Amy.....	41, 69	Worch, Mary.....	9
Webb, Tessa.....	49	Wright, Charles Allen.....	5
Weber, Gabriel.....	28	Wright, Perry L.....	11
Wegener, Clara C.....	7, 45	Wurdack, Mary E.....	36
Weinland, L. A.....	30		
Weishaupt, Clara.....	30, 37	Yeager, Mary.....	69
Wells, Vileda.....	41, 69	Yeager, W. Hayes.....	23
Wells, Bertha Davis.....	43	Yoakum, Howard H.....	27, 53
West, Carl J.....	8	Young, Claiborne Hart.....	6
White, Edna N.....	79	Young, Edward H.....	64
White, Grace.....	42	Young, George H.....	11, 68
Whitehill, Ruth A.....	40, 77	Young, Mrs. Jessie.....	64, 83
Whitmer, W. W.....	77		
Whittaker, William S.....	64	Zierhut, Aloysius.....	42
Wickliff, Edward Lawrence.....	6, 29		

GENERAL INDEX

Administrative Council.....	63-64	Bureau of Governmental Research...	74
Advisory Council, Engineering Ex- periment Station.....	71	Bureau of Mines.....	14
Agricultural Extension, Department of.....	22, 58-61	Bureau of Social Research.....	74
Alumni Association.....	100	Centenary, Methodist.....	75
Anatomy, Department of.....	6, 7	Certificates, granted to nurses.....	23
Animal Husbandry, Dept. of.....	11, 38	Charities, Board of State.....	84
Animal House.....	72	Chemistry Building (New).....	72, 75, 85, 101-102
Anniversary, Fiftieth.....	64	Civil Engineering, Dept. of.....	101
Applications for Deeds.....	16-18, 35-36	Coal.....	85
Appropriations.....	13, 96	College of Agriculture, Short Course	63
Athletic Field.....	75	College of Homeopathic Medicine...	80, 62, 72
Bacteriology, Dept. of.....	14	College of Medicine.....	61, 79
Balances.....	96	Committees.....	15
Board of State Charities.....	84	Congress of United States.....	63
Bond.....	14	County Agricultural Agents.....	58-61
Botany, Dept. of.....	36	Deeds.....	16-18, 35-36
Bridge, over Olentangy.....	56	Degrees.....	8, 9, 45, 49, 53-54, 70-71, 79, 87, 89, 89-94, 100
Budgets.....	14	DuPont de Nemours Fellowship.....	71, 97
Budget Commissioner.....	48	Election of Officers.....	102
Buildings on Campus, new.....	84	Emergency Board.....	46
Bureau of Business Research.....	72, 74		

	Page		Page
Engineer's Office	52	Power House, New.....	48
Engineering Experiment Station....	71	Protestant Hospital	14, 72-73, 79
Farm, Water Service.....	25	Refrigeration Plants	13
Fees, S.A.T.C. Students.....	34	Reports	15
Gifts.....	14, 23, 62	Research Laboratory	72
Graduate Scholars	26	Resolutions	18, 64
Hayes Hall	25	Seed Analysts Association of North America	84
History of the Ohio State University	50	Seed Examination	63
Homeopathic Hospital.....	15, 36	Sewer	100
Industrial Education	15	Smith-Hughes Law	15, 16, 20
Lake Laboratory	62	State Board of Education.....	16, 46
Land.....	24, 61, 62, 73, 101	State Board of Health.....	72, 96
Leases	97-100	Students' Army Training Corps....	25, 32-34, 47
Live Stock Buildings.....	48, 63	Summer Session, 1918....	4, 56-58, 95-96
Lord Hall	47	Travel Orders	72, 96
Manual Training, Dept. of.....	15	Vanderlip, F. A., Library on Edu- cation Fund	47
Meetings, Board of Trustees.....	3, 19, 25, 34, 48, 50, 63, 74, 83,, 85, 87	Virginia Military Lands..	16-18, 35-36, 61
Memorials	18, 32	Water Service for University Farm	25
Military Aeronautics, School of....	23	Women's Building.....	62, 85, 101-102
Military Training	47	Wood-Brown Place Addition.....	62
Neil Avenue Roadway.....	82, 84, 87		
Nurses' Home	32		

RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1919, to June 30, 1920

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Proceedings of the Board of Trustees The Ohio State University

DAYTON, OHIO

JULY 8, 1919.

The Board of Trustees met at the Miami Hotel, at 11:00 A. M., pursuant to the call of the Chairman.

Present: John Kaiser, Vice Chairman; Benj. F. McCann, C. F. Kettering, O. E. Bradfute, and Dr. T. C. Mendenhall of Ravenna, Ohio, appointed by Governor Cox to succeed the late Honorable Frank E. Pomerene.

* * * * *

The President presented the Annual Budget for the year ending June 30, 1920, and certain amendments thereto, and recommended that the amendments be approved and that the Budget as amended be approved and adopted for names, titles, and salaries.

AMENDMENTS

Reduce Andrews Rogers from \$1,100.00 to \$1,000.00.

Reduce John Edwin Brown from \$500.00 to \$300.00.

Reduce George C. Schaeffer from \$400.00 to \$300.00.

Reduce H. G. Beatty from \$500.00 to \$400.00.

Reduce A. M. Hauer from \$500.00 to \$400.00.

Reduce R. A. Knouff from \$1,800 to \$1,700.00.

Add \$300.00 to salary of Charles E. Findlay.

Insert name of A. M. Steinfeld, Assistant Professor Orthopedic Surgery, at a salary of \$100.00.

Insert name of Jessie Harrod, Superintendent of Homeopathic Hospital, at a salary of \$1,100.00.

Insert name of Alice Taylor, Clerk Homeopathic Hospital, at a salary of \$840.00.

Insert name of Elizabeth Simonds, Clerk Homeopathic Hospital, at a salary of \$840.00.

* * * * *

Upon motion, the consideration of the Budget for Physical Education for Women was deferred until the August meeting.

Upon motion, the amendments to the Budget as recommended by the President were adopted, and the Budget as amended was approved and adopted.

* * * * *

BUDGET

COLLEGE OF AGRICULTURE

ADMINISTRATION

Alfred Vivian Dean (12 months)..... \$ 4,800.00

\$ 4,800.00

AGRICULTURAL CHEMISTRY AND SOILS

John F. Lyman Professor (12 months)..... 3,000.00
Firman E. Bear Professor (12 months)..... 3,000.00
Thomas G. Phillips Asst. Professor (12 months)..... 2,100.00
George McClure Instructor (12 months)..... 1,800.00
Guy W. Conrey Instructor..... 1,400.00
Rachel Edgar Assistant..... 900.00
Louise K. Boyenton Assistant..... 600.00
Charles L. Thrash Assistant..... 900.00
Sidney W. Bliss Assistant..... 600.00
Emory F. Almy Assistant..... 600.00
James R. Shepperd Fertility Plot Assistant (12 months)..... 1,200.00
T. G. Watson Instructor (12 months)..... 1,620.00

\$ 17,720.00

AGRICULTURAL EDUCATION

W. F. Stewart Professor (12 months)..... \$ 2,250.00

\$ 2,250.00

AGRICULTURAL ENGINEERING

H. C. Ramsower Professor..... \$ 2,750.00
F. W. Ives Professor (12 months)..... 2,700.00
G. W. McCuen Asst. Professor (12 months)..... 2,520.00
P. B. Potter Asst. Professor (12 months)..... 2,400.00
J. T. Miller Mechanic (12 months)..... 1,000.00

\$ 11,870.00

ANIMAL HUSBANDRY—INSTRUCTIONAL STAFF

C. S. Plumb Professor..... \$ 3,500.00
D. J. Kays Professor (12 months)..... 2,880.00
J. S. Coffey Professor (12 months)..... 2,700.00
F. S. Jacoby Professor (12 months)..... 2,880.00
C. T. Conklin Asst. Professor (12 months)..... 2,400.00

\$ 14,360.00

ANIMAL HUSBANDRY—EMPLOYEES

D. M. Fyffe Superintendent of Livestock (12 months)..... \$ 1,500.00
George Taylor Dairy Cattle Herdsman (12 months)..... 1,080.00
William Franklin Beef Cattle Herdsman (12 months)..... 1,080.00
Robert Watson Shepherd (12 months)..... 1,080.00
Harry Thomas Groom (12 months)..... 1,080.00
Thomas Arthur Bayes Swine Herdsman (12 months)..... 1,080.00
L. G. Souders Poultryman (12 months)..... 1,080.00
Dan Swisher Assistant Herdsman (12 months)..... 900.00
Assistant Shepherd (12 months)..... 780.00

John T. Laws	Assistant Herdsman (12 months).....	840.00
L. H. Myers	Teamster (12 months).....	900.00
William Whittaker	Pavilion Groom (12 months).....	900.00

\$ 12,300.00

BOTANY

E. N. Transeau	Professor and Head.....	\$ 3,000.00
J. H. Schaffner	Professor.....	2,750.00
R. F. Griggs	Asst. Professor.....	1,750.00
H. C. Sampson	Asst. Professor.....	2,400.00
Freda Detmers	Instructor.....	1,500.00
A. E. Waller	Instructor.....	1,800.00
John S. Crabb	Assistant (Greenhouse 12 months).....	1,000.00
J. D. Sayre	Assistant.....	800.00
	Graduate Assistant.....	300.00
	Graduate Assistant.....	300.00
	Student Assistant.....	200.00

\$ 15,800.00

DAIRYING

Oscar Erf	Professor.....	\$ 3,000.00
R. B. Stoltz	Asst. Professor (12 months).....	2,400.00
	Instructor (12 months).....	1,500.00
	Asst. Dairy Mfg. (12 months).....	1,200.00
A. L. Bates	Driver (12 months).....	900.00

\$ 9,000.00

FARM CROPS

Jay B. Park	Professor.....	\$ 2,750.00
C. J. Willard	Asst. Professor.....	1,800.00
Dexter N. Lutz	Instructor (12 months).....	1,500.00
S. J. Green	Assistant (12 months).....	960.00
Walling Corwin	Assistant.....	600.00

\$ 7,610.00

FARM OPERATIONS

A. E. Smith	Farm Foreman (12 months).....	\$ 1,620.00
Charles Pugh	Head Teamster (12 months).....	900.00
Marion Peck	Teamster (12 months).....	900.00
J. S. Long	Teamster (12 months).....	900.00
R. A. Bowers	Laborer (12 months).....	900.00
Charles Carter	Teamster (12 months).....	900.00
Ira Blanchard	Teamster (12 months).....	900.00

\$ 7,020.00

HOME ECONOMICS

Edna N. White	Professor.....	\$ 2,250.00
Anna Van Meter	Professor.....	2,500.00
Maude C. Hathaway	Asst. Professor.....	1,700.00
Grace G. Walker	Asst. Professor.....	1,800.00
Marion Tucker	Instructor.....	1,500.00
Maude C. Adams	Asst. Professor (12 months).....	1,600.00
Lila Skinner	Instructor.....	1,500.00

Grace Linder	Instructor.....	850.00
	Instructor.....	1,200.00
	Instructor.....	1,800.00
Josephine Hamblin	Instructor.....	1,200.00
	Assistant.....	750.00
	Assistant.....	750.00
	Assistant.....	750.00
Edna Elliott	Maid.....	600.00
		<hr/>
		\$ 20,750.00

HORTICULTURE AND FORESTRY

Wendell Paddock	Professor.....	\$ 3,250.00
L. M. Montgomery	Professor.....	2,500.00
N. W. Scherer	Asst. Professor (On leave).....	1,500.00
A. C. Hottes	Asst. Professor.....	2,000.00
P. H. Elwood, Jr.	Asst. Professor.....	2,000.00
F. G. Charles	Instructor (12 months).....	1,500.00
P. E. Embler	Assistant (12 months).....	1,320.00
J. E. Shanck	Assistant (12 months).....	1,080.00
		<hr/>
		\$ 15,150.00

LAKE LABORATORY

F. H. Kreckler	Acting Director.....	\$ 350.00
S. R. Williams	Instructor in Zoology.....	250.00
M. E. Stickney	Instructor in Botany.....	250.00
Edna Mosher	Instructor in Entomology.....	250.00
		<hr/>
		\$ 1,100.00

RURAL ECONOMICS

J. I. Falconer	Professor.....	\$ 2,500.00
D. D. Hughes	Asst. Professor (12 months).....	1,800.00
H. E. Erdman	Asst. Professor (12 months).....	2,400.00
L. O. Lantis	Asst. Professor (6 months).....	1,100.00
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		\$ 7,800.00

WINTER COURSE

Special Instruction.....	\$ 2,150.00
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	\$ 2,150.00

ZOOLOGY AND ENTOMOLOGY

Raymond C. Osburn	Professor and Head.....	\$ 3,250.00
Herbert Osborn	Research Professor.....	3,500.00
James S. Hine	Assoc. Professor and Curator.....	2,000.00
W. M. Barrows	Asst. Professor Zoology.....	2,000.00
C. L. Metcalf	Asst. Professor Entomology.....	2,000.00
F. H. Kreckler	Asst. Professor Zoology.....	2,000.00
W. J. Kostir	Instructor (On leave).....	1,500.00
	Instructor.....	1,500.00
John E. Bauman	Instructor.....	1,200.00
	Graduate Assistant.....	300.00

Graduate Assistant.....	300.00
Graduate Assistant.....	300.00
	<hr/>
	\$ 20,750.00
	<hr/>
Total for College of Agriculture.....	\$169,930.00

COLLEGE OF ARTS, PHILOSOPHY, AND SCIENCE

ADMINISTRATION

J. V. Denney	Dean.....	\$ 4,000.00
Louis Foley	Secretary.....	300.00
		<hr/>
		\$ 4,300.00

AMERICAN HISTORY

George W. Knight	Professor (See College of Education— Administration)	
H. C. Hockett	Professor (On leave).....	2,000.00
	Asst. Professor.....	2,000.00
G. A. Wood	Instructor.....	1,500.00
Carl Wittke	Instructor.....	1,500.00
	Instructor.....	1,500.00
		<hr/>
		\$ 8,500.00

ENGLISH

J. V. Denney	Professor and Head (See College of Arts— Administration)	
J. R. Taylor	Professor.....	\$ 3,000.00
G. H. McKnight	Professor.....	3,000.00
W. L. Graves	Professor.....	2,500.00
V. A. Ketcham	Professor.....	2,500.00
L. A. Cooper	Asst. Professor.....	2,250.00
E. L. Beck	Asst. Professor.....	2,250.00
C. E. Andrews	Asst. Professor.....	2,000.00
M. Percival	Asst. Professor.....	2,000.00
J. F. Craig	Instructor.....	1,500.00
E. W. Wiley	Instructor.....	1,500.00
Louis Foley	Instructor.....	1,500.00
Gertrude L. Robinson	Instructor.....	1,000.00
Verona Dollinger	Instructor.....	1,000.00
Edith Sniffen	Instructor.....	1,000.00
E. A. Esper	Instructor.....	1,000.00
Walter French	Instructor.....	1,000.00
	Instructor.....	1,000.00
	Graduate Assistant.....	300.00
	Graduate Assistant.....	300.00
	Graduate Assistant.....	300.00
		<hr/>
		\$ 30,900.00

EUROPEAN HISTORY

Wilbur H. Siebert	Professor and Head.....	\$ 3,500.00
Edgar H. McNeal	Professor.....	2,750.00
Clarence Perkins	Professor.....	2,500.00

George A. Washburne	Asst. Professor	2,000.00
John R. Knipfing	Asst. Professor	2,000.00

\$ 12,750.00

GEOLOGY

J. A. Bownocker	Professor.....	\$ 2,750.00
J. E. Carman	Professor of Historical Geology and Curator of Museum.....	2,750.00
T. M. Hills	Asst. Professor	2,250.00
W. M. Tucker	Asst. Professor	2,250.00
Arthur Bevan	Instructor.....	1,800.00
Helen Morningstar	Instructor.....	1,200.00

\$ 13,000.00

GERMAN

M. B. Evans	Professor	\$ 3,500.00
B. A. Eisenlohr	Professor	2,250.00
May Thomas	Asst. Professor.....	1,500.00
R. O. Busey	Asst. Professor (On leave).....	1,500.00
T. F. Kotz	Instructor	1,300.00

\$ 10,050.00

GREEK

George M. Bolling	Professor	\$ 3,500.00
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\$ 3,500.00

LATIN

S. C. Derby	Professor	\$ 2,750.00
A. W. Hodgman	Professor	2,750.00
W. S. Elden	Professor	2,750.00
J. E. Dunlap	Asst. Professor	1,800.00

\$ 10,050.00

PHILOSOPHY

J. A. Leighton	Professor	\$ 3,500.00
A. R. Chandler	Asst. Professor	1,800.00
A. E. Avey	Asst. Professor	1,800.00
R. D. Williams	Asst. Professor	1,800.00

\$ 8,900.00

POLITICAL SCIENCE

Henry R. Spencer	Professor	\$ 3,250.00
Francis W. Coker	Professor	3,000.00
Edwin A. Cottrell	Professor	2,750.00

\$ 9,000.00

ROMANCE LANGUAGES

B. L. Bowen	Professor	\$ 3,500.00
E. S. Ingraham	Professor	2,750.00
Walter Peirce	Professor	2,500.00
T. E. Hamilton	Asst. Professor	1,800.00
G. S. Chapin	Asst. Professor	1,800.00
George R. Havens	Asst. Professor	1,800.00
E. F. Hacker	Asst. Professor	1,800.00

Santiago Gutierrez	Asst. Professor	1,800.00
E. S. Berthemy	Instructor	1,200.00
Henri Tailliant	Instructor	1,500.00
Homer C. Haddox	Instructor	1,200.00
R. C. Williams	Instructor	1,600.00
Florence Hier	Instructor	1,500.00
Gildo Masso	Instructor	1,000.00
Arthur St. C. Sloan	Instructor	1,500.00
D. M. Gilbert	Instructor	1,500.00
Wm. F. Smith	Instructor	1,500.00

\$ 30,250.00

Total for College of Arts, Philosophy, and Science..... \$141,200.00

COLLEGE OF COMMERCE AND JOURNALISM

ADMINISTRATION

J. E. Hagerty	Dean	\$ 4,000.00
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\$ 4,000.00

ECONOMICS AND SOCIOLOGY

J. E. Hagerty	Professor (See College of Commerce and Journalism—Administration)	
M. B. Hammond	Professor	\$ 4,000.00
C. C. Huntington	Professor	3,000.00
C. O. Ruggles	Professor	4,000.00
Carl E. Parry	Professor	2,500.00
C. C. North	Professor	2,500.00
H. F. Walradt	Asst. Professor	2,400.00
Mary Louise Mark	Asst. Professor	2,000.00
D. R. Taft	Asst. Professor	2,000.00
R. D. McKenzie	Instructor	1,800.00
Harry E. Sheppard	Instructor	1,600.00
S. J. Coon	Instructor	1,600.00
Walter Weidler	Instructor	2,000.00
H. E. Bice	Instructor	1,600.00
Felix E. Held	Instructor	1,600.00
W. E. Gettys	Instructor	1,400.00
	Instructor	1,700.00
Orton W. Boyd	Assistant	1,000.00
Christian Van Riper	Assistant	500.00

\$ 37,200.00

JOURNALISM

Joseph S. Myers	Professor	\$ 4,000.00
Osman C. Hooper	Professor	3,000.00
Paul C. Carty	Instructor (12 months).....	2,200.00
Maurice H. Hallett	Instructor (12 months).....	1,754.00
Albert P. Taylor	Instructor (12 months).....	1,458.00

\$ 12,412.00

Total for College of Commerce and Journalism..... \$ 53,612.00

COLLEGE OF DENTISTRY

H. M. Semans	Dean and Professor.....	\$ 4,000.00
H. V. Cottrell	Professor	1,300.00
Wm. O. Graham	Asst. Professor	900.00
R. B. Wiltberger	Asst. Professor	800.00
H. S. Shumway	Instructor.....	1,000.00
Clyde H. Hebble	Asst. Professor	1,300.00
C. W. Strosnider	Asst. Superintendent.....	1,000.00
Ollie O. Mobberly	Superintendent of Laboratories (12 months)....	1,800.00
Dick P. Snyder	Instructor.....	1,000.00
E. W. Martindale	Instructor.....	800.00
Frank C. Starr	Instructor.....	800.00
Irwin A. Bottenhorn	Instructor.....	800.00
Earl G. Jones	Instructor.....	600.00
Louis E. Reif	Instructor.....	500.00
Webster M. Baker	Student Assistant.....	100.00
		\$ 16,700.00
		\$ 16,700.00

COLLEGE OF EDUCATION

ADMINISTRATION

George W. Knight	Dean	\$ 4,000.00
		\$ 4,000.00

ART

Charles F. Kelley	Professor and Head.....	\$ 2,750.00
Alice R. Robinson	Asst. Professor (On leave).....	1,500.00
Mildred V. Talbot	Instructor.....	1,300.00
Erwin O. Christensen	Instructor.....	1,400.00
William J. Norris	Instructor.....	1,600.00
Cora F. Braun	Instructor.....	1,500.00
		\$ 10,050.00

HISTORY AND PHILOSOPHY OF EDUCATION

L. F. Anderson	Professor	\$ 3,500.00
	Assistant	1,000.00
		\$ 4,500.00

INDUSTRIAL EDUCATION

Eldon L. Usry	Professor (12 months, half time).....	\$ 1,800.00
Robert E. Smith	Instructor (12 months).....	1,600.00
	Assistant	500.00
		\$ 3,900.00

PRINCIPLES AND PRACTICE OF EDUCATION

J. L. Clifton	Professor (12 months).....	\$ 3,300.00
George R. Twiss	Professor (Second Semester)	1,500.00
Frederick C. Landsittle	Asst. Professor (First Semester).....	1,500.00
		\$ 6,300.00

PSYCHOLOGY

George F. Arps	Professor	\$ 3,500.00
Rudolph Pintner	Professor	3,000.00
A. P. Weiss	Professor	2,500.00
J. W. Bridges	Asst. Professor	2,100.00
Harry W. Crane	Asst. Professor	1,900.00
John E. Evans	Instructor.....	1,800.00
Elmer A. Culler	Instructor.....	1,500.00
Genevieve L. Coy	Instructor.....	1,400.00
A. S. Rogers	Instructors.....	1,400.00
Harold E. Burt	Instructor.....	1,600.00
Florence Fitzgerald	Assistant	900.00
Howard R. Mayberry	Laboratory Assistant	500.00
		<hr/>
		\$ 22,100.00

SCHOOL ADMINISTRATION

Samuel W. Brown	Professor	\$ 2,750.00
C. C. McCracken	Professor, Assistant to Dean and Secretary of College of Education (12 months).....	3,800.00
		<hr/>
		\$ 6,050.00
		<hr/>
Total for College of Education.....		\$ 56,900.00

COLLEGE OF ENGINEERING**ADMINISTRATION**

Edwin F. Coddington	Acting Dean.....	\$ 000.00
Lenora Glasgow	Secretary to Dean (stenographer).....	1,200.00
		<hr/>
		\$ 1,200.00

ARCHITECTURE

Joseph N. Bradford	Professor	\$ 1,200.00
Charles St. J. Chubb	Professor	2,750.00
H. D. Smith	Professor	2,750.00
F. H. Haskett	Instructor (12 months)	2,500.00
W. C. Ronan	Asst. Professor	2,000.00
		<hr/>
		\$ 11,200.00

ASTRONOMY

H. C. Lord	Professor	\$ 3,000.00
E. S. Manson	Assoc. Professor	2,000.00
	Student Assistant.....	300.00
		<hr/>
		\$ 5,300.00

CERAMICS

Edward Orton, Jr.	Research Professor.....	\$ 1,500.00
Arthur Watts	Professor	3,000.00
Carl B. Harrop	Asst. Professor	2,000.00
John Lysatt	Technician.....	700.00
	Asst. Professor	2,000.00
		<hr/>
		\$ 9,200.00

ELECTRICAL ENGINEERING

F. C. Caldwell	Professor	\$ 3,000.00
C. A. Wright	Professor	2,750.00
J. E. Shepardson	Instructor	1,700.00
R. A. Brown	Asst. Professor	1,800.00
A. F. Puchstein	Asst. Professor	1,800.00
W. R. Alexander	Machinist (12 months).....	1,380.00
	Assistant	700.00
Floyd Grant	Asst. Mechanician.....	250.00
Wallace Van Etten	Asst. Mechanician.....	250.00

\$ 13,630.00

ENGINEERING DRAWING

Thomas E. French	Professor	\$ 3,500.00
Robert Meiklejohn	Asst. Professor	2,500.00
O. E. Williams	Asst. Professor	2,000.00
W. D. Turnbull	Asst. Professor	2,000.00
C. L. Svensen	Asst. Professor	2,000.00
W. B. Field	Instructor.....	1,500.00
Lloyd Eagle	Instructor.....	1,200.00
Floyd K. Martin	Assistant	900.00
	Assistant	800.00
Dale O. Miller	Student Assistant	300.00
Paul Shawen	Student Assistant	300.00
Ralph D. Baker	Student Assistant	300.00

\$ 17,300.00

INDUSTRIAL ARTS

W. A. Knight	Assoc. Professor and Acting Head (11 months) .	\$ 2,750.00
C. M. Beem	Instructor (11 months)	1,705.00
A. A. Case	Instructor (11 months)	1,760.00
U. W. Denman	Instructor (11 months)	1,540.00
J. A. Foust	Instructor (11 months)	1,540.00
J. J. Breckur	Instructor (11 months)	1,430.00
P. L. Wright	Instructor (11 months)	1,430.00
Carl M. Senn	Instructor (10 months).....	1,200.00
Harold Wright	Instructor (11 months)	1,430.00
	Student Assistant (10 months).....	800.00
Charles H. Woodruff	Shop Assistant (12 months).....	1,260.00

\$ 16,345.00

MATHEMATICS

R. D. Bohannon	Professor	\$ 3,500.00
K. D. Swartzel	Professor	2,750.00
H. W. Kuhn	Professor	2,750.00
S. E. Rasor	Professor	2,500.00
G. W. McCoard	Professor	1,800.00
C. C. Morris	Professor	2,000.00
C. L. Arnold	Assoc. Professor	2,250.00
J. D. Preston	Asst. Professor	1,500.00
Grace Bareis	Asst. Professor	1,500.00
Harry M. Beatty	Asst. Professor	1,700.00
Hortense Rickard	Instructor.....	1,500.00

James H. Weaver	Instructor.....	1,700.00
J. C. Reitz	Asst. Professor (part time).....	600.00

\$ 26,050.00

MECHANICAL ENGINEERING

William T. Magruder	Professor	\$ 3,500.00
F. W. Marquis	Professor	3,000.00
C. A. Norman	Professor	3,000.00
Horace Judd	Assoc. Professor	2,500.00
Paul Bucher	Instructor.....	1,500.00
Aubrey I. Brown	Asst. Professor	2,200.00
J. J. Davis	Machinist (12 months)	1,200.00
R. L. Pratt	Stationary Engineer (12 months).....	1,200.00
John J. Greeley	Laborer (12 monhs).....	780.00
	Two Assistants	1,500.00

\$ 20,380.00

MECHANICS

James E. Boyd	Professor	\$ 3,250.00
E. F. Coddington	Professor	3,000.00
J. O. Draffin	Instructor.....	1,500.00

\$ 7,750.00

METALLURGY

D. J. Demorest	Professor	\$ 3,000.00
Downs Schaaf	Professor	3,000.00

\$ 6,000.00

MINE ENGINEERING

Frank A. Ray	Professor	\$ 1,000.00
Harry E. Nold	Asst. Professor and Acting Head.....	2,400.00
	Student Assistant	300.00
	Student Assistant (First Semester).....	150.00

\$ 3,850.00

MINERALOGY

W. J. McCaughey	Professor	\$ 2,500.00
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\$ 2,500.00

PHYSICS

A. D. Cole	Professor	\$ 3,500.00
R. F. Earhart	Professor	2,750.00
Alpheus Smith	Professor	2,750.00
F. C. Blake	Professor	2,750.00
	Professor of Optometry	2,500.00
H. G. Heil	Asst. Professor	2,000.00
D. A. Woodbury	Instructor.....	1,600.00
Alva W. Smith	Instructor.....	1,600.00
R. C. Ditto	Instructor.....	1,500.00
John S. Ward	Instructor.....	1,200.00
Jerry H. Service	Instructor.....	1,600.00
Arthur P. Freund	Mechanician (12 months).....	1,500.00

\$ 25,250.00

Total for the College of Engineering..... \$217,755.00

COLLEGE OF HOMEOPATHIC MEDICINE

HOMEOPATHIC MEDICINE

Claude A. Burrett	Dean and Professor of Surgery and Clinical Surgery.....	\$ 3,500.00
J. A. Ferree	Professor of Eye, Ear, Nose, and Throat.....	2,500.00
F. B. Grosvenor	Professor of Clinical Diagnosis and Clinical Microscopy.....	2,500.00
A. E. Hinsdale	Secretary and Professor of Materia Medica and Clinical Therapeutics.....	2,750.00
W. A. Humphrey	Professor of Diseases of Women, Surgical Gynecology and Obstetrics.....	2,500.00
Roy C. Wolcott	Professor of Internal Medicine.....	2,500.00
Earl H. Baxter	Instructor in Pediatrics.....	1,200.00
W. B. Carpenter	Lecturer on Diseases of the Nervous System....	300.00
Harry M. Sage	Assistant in Eye, Ear, Nose, and Throat.....	600.00
George B. Faulder	Clinical Assistant in Gynecology and Obstetrics	600.00
Harry E. Cauffield	Chief Resident Intern.....	400.00
Alpha F. Hawk	Assistant in Surgery.....	600.00
Mozelle Whipps	Assistant in Clinical Diagnosis.....	1,000.00
		\$ 20,950.00

HOMEOPATHIC HOSPITAL

Gertrude Loessel	Principle of Nurses' Training School.....	\$ 900.00
Eva Graham	Pharmacy Nurse.....	720.00
Kathleen Hannon	Supervisor of Maternity and Children's Ward..	720.00
Anita Spencer	Supervisor of Operating Room.....	720.00
Mary I. Hammell	Night Supervisor.....	720.00
Katherine Percy	Dietitian.....	720.00
E. A. Shattuck	Orderly.....	900.00
		\$ 5,400.00

Total for the College of Homeopathic Medicine..... \$ 26,350.00

COLLEGE OF LAW

John J. Adams	Dean and Professor.....	\$ 5,000.00
George W. Rightmire	Professor.....	4,000.00
Alonzo H. Tuttle	Professor.....	4,000.00
Clarence D. Laylin	Professor.....	4,000.00
Joseph W. Madden	Professor.....	3,500.00
		\$ 20,500.00

Total for the College of Law..... \$ 20,500.00

COLLEGE OF MEDICINE

ADMINISTRATION

E. F. McCampbell	Dean.....	\$ 4,000.00
		\$ 4,000.00

ANATOMY

Francis L. Landacre	Professor and Head.....	\$ 3,500.00
Edward C. Buck	Asst. Professor.....	2,750.00

Rollo C. Baker	Instructor.....	1,800.00
R. A. Knouff	Instructor.....	1,800.00
Clarence I. Britt	Assistant.....	750.00
Emma Courtright	Assistant.....	750.00
Thomas Evans	Technician.....	960.00
Mary H. Oliver	Assistant.....	600.00
Mrs. Ethel Esper	Student Assistant.....	300.00
		<hr/>
		\$ 13,210.00

BACTERIOLOGY

Charles B. Morrey	Professor and Head.....	\$ 3,250.00
William A. Starin	Professor.....	2,600.00
F. O. Ockerblad	Instructor.....	1,200.00
Vera McCoy Masters	Instructor.....	1,500.00
James W. Boger	Assistant.....	1,000.00
	Diener.....	900.00
		<hr/>
		\$ 10,450.00

DISPENSARIES

Max Haverman	Pharmacist—State Street (9 months).....	\$ 225.00
R. V. Sosa	Pharmacist—State Street (3 months).....	75.00
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		\$ 300.00

HOSPITALS

	Interne.....	\$ 150.00
	Interne.....	150.00
	Interne.....	150.00
	Interne.....	150.00
	Interne.....	150.00
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		\$ 750.00

MEDICINE

John H. J. Upham	Professor and Acting Head.....	\$ 1,800.00
Halbert B. Blakey	Asst. Professor.....	200.00
Jacob J. Coons	Asst. Professor.....	200.00
Charles J. Shepard	Asst. Professor (Dermatology).....	200.00
Elmer G. Horton	Asst. Professor (Pediatrics).....	300.00
Elijah J. Gordon	Asst. Professor and Resident Physician Prot- estant Hospital.....	1,200.00
Solomon A. Hatfield	Asst. Professor and Resident Physician St. Francis Hospital.....	2,350.00
Joseph W. Leist	Instructor.....	1,200.00
William H. Pritchard	Instructor.....	200.00
Raymond A. Ramsey	Instructor.....	300.00
J. W. Sheetz	Instructor.....	300.00
Samuel Hindman	Instructor.....	300.00
F. C. Wagenhals	Assistant (Nervous Diseases).....	300.00
S. D. Edelman	Assistant (Pediatrics).....	100.00
E. F. Peinert	Assistant.....	100.00
H. A. Minthorn	Assistant.....	100.00
		<hr/>
		\$ 9,150.00

OBSTETRICS

Andrew Rogers	Professor and Head.....	\$	1,100.00
Charles W. Hadley	Instructor.....		400.00
G. Wayne Brehm	Instructor.....		500.00
Walter E. Duffee	Assistant.....		500.00
			\$ 2,500.00

OPHTHALMOLOGY AND OTO-LARYNGOLOGY

John Edwin Brown	Professor and Head.....	\$	500.00
Andrew Timberman	Professor of Ophthalmology.....		200.00
George C. Schaeffer	Instructor in Ophthalmology.....		400.00
Hugh G. Beatty	Instructor in Oto-Laryngology.....		500.00
Andrew W. Prout	Instructor in Oto-Laryngology.....		400.00
Arthur M. Hauer	Instructor in Oto-Laryngology.....		500.00
Ivor G. Clark	Instructor in Ophthalmology.....		400.00
John B. Alcorn	Instructor in Ophthalmology.....		800.00
W. H. Hodges	Assistant in Oto-Laryngology.....		200.00
T. Reese Williams	Assistant in Ophthalmology.....		200.00
			\$ 3,600.00

PATHOLOGY

Ernest Scott	Professor and Head (12 months).....	\$	3,500.00
Carl L. Spohr	Professor of Clinical Pathology.....		3,000.00
Lear H. Van Buskirk	Instructor.....		2,000.00
Phillip J. Reel	Instructor in Surgical Pathology.....		1,200.00
Hazel Cameron	Assistant.....		1,300.00
Margaret Fisher	Technical Assistant.....		1,000.00
Mortimer Banks	Technical Assistant.....		960.00
			\$ 12,960.00

PHYSIOLOGY, PHYSIOLOGICAL CHEMISTRY AND PHARMACOLOGY

Clyde Brooks	Professor of Physiology, Physiological Chemistry and Pharmacology, and Head.....	\$	3,750.00
A. M. Bleile	Professor of Physiology.....		3,000.00
Clayton McPeck	Asst. Professor Physiology.....		2,250.00
Raymond J. Seymour	Asst. Professor Physiology.....		2,250.00
Edwin P. Durrant	Instructor in Physiology.....		1,700.00
William Irving	Technical Assistant.....		1,800.00
Kenneth Hancher	Assistant.....		600.00
Clara Wegener	Research Assistant.....		600.00
	Student Assistant.....		300.00
	Student Assistant.....		300.00
			\$ 16,550.00

PUBLIC HEALTH AND SANITATION

E. F. McCampbell	Professor of Preventive Medicine, and Head (See College of Medicine—Administration)		
Robert G. Paterson	Asst. Professor Public Health and Director of Hospital and Dispensary Social Service.....	\$	2,500.00
Emery R. Hayhurst	Asst. Professor Hygiene and Medical Director of Dispensaries.....		2,800.00
	Two District Nurses (12 months).....		900.00
			\$ 6,200.00

SURGERY AND GYNECOLOGY

Verne A. Dodd	Assistant Professor Surgery, Chief of Clinical Staff, Protestant Hospital, and Acting Head...	\$ 2,500.00
Isaac B. Harris	Asst. Professor Surgery, Chief-of-Staff, St. Francis Hospital	200.00
Yeatman Wardlow	Professor of Gynecology	300.00
Fred Fletcher	Asst. Professor Gynecology	200.00
Leslie L. Bigelow	Asst. Professor Surgery, Chief-of-Staff, Children's Hospital	1,500.00
Edwin A. Hamilton	Asst. Professor Surgery	500.00
John W. Means	Instructor in Surgery	800.00
Phillip D. Wilson	Instructor in Surgery	800.00
H. A. Baldwin	Instructor in Surgery	300.00
Joseph M. Gallen	Instructor in Gynecology	200.00
Hugh J. Means	Instructor in Roentgenology	700.00
G. H. Shawaker	Asst. in Genito-Urinary Surgery	200.00
H. O. Bratton	Instructor in Genito-Urinary Surgery	200.00
P. E. Stiffey	Asst. in Surgery (Anaesthetics)	300.00
W. N. Taylor	Asst. in Surgery (Genito-Urinary)	200.00
F. M. Stanton	Assistant in Gynecology	200.00
Mary Worch	Technician in Surgery	600.00
		\$ 9,700.00
	Total for the College of Medicine.....	\$ 89,370.00

COLLEGE OF PHARMACY

Clair A. Dye	Professor and Acting Dean.....	\$ 3,050.00
Edward D. Davy	Asst. Professor	1,900.00
		1,000.00
		\$ 5,950.00
	Total for the College of Pharmacy.....	\$ 5,950.00

COLLEGE OF VETERINARY MEDICINE

David S. White	Dean and Professor.....	\$ 4,000.00
Septimus Sisson	Professor Comparative Anatomy (on leave)....	1,300.00
Oscar V. Brumley	Professor Veterinary Surgery and Director of Clinics.....	4,500.00
A. G. G. Richardson	Professor Veterinary Pathology.....	2,850.00
James H. Snook	Asst. Professor Veterinary Medicine.....	2,200.00
J. N. Shoemaker	Asst. Professor Veterinary Medicine (12 months)	2,100.00
Walter R. Hobbs	Asst. Professor Veterinary Surgery (12 months)	1,900.00
R. E. Rebrassier	Instructor in Veterinary Pathology (12 months)	1,700.00
Russell L. Mundhenk	Asst. Professor Veterinary Medicine.....	1,800.00
Samuel J. Schilling	Instructor Veterinary Medicine	1,400.00
R. A. Hendershott	Assistant Veterinary Pathology	1,300.00
B. M. Ford	Clerk	1,020.00
William H. Walker	Groom	900.00
Leroy Wilson	Groom	900.00
		\$ 28,370.00
	Total for the College of Veterinary Medicine.....	\$ 28,370.00

GRADUATE SCHOOL

William McPherson	Dean	\$ 4,000.00
	Ten Graduate Fellows at \$500.00.....	5,000.00
	Twenty Graduate Fellows at \$250.00.....	5,000.00
		\$ 14,000.00
	Total for the Graduate School.....	\$ 14,000.00

PRESIDENT'S DIVISION

LIBRARY

Olive Jones	Librarian (10 months).....	\$ 2,000.00
C. W. Reeder	Reference Librarian.....	2,000.00
Maud D. Jeffrey	Reference Librarian.....	1,700.00
Gertrude S. Kellicott	Accession Librarian.....	1,700.00
Bertha M. Schneider	Head Cataloguer.....	1,700.00
Donald Leidigh	Accession Assistant.....	1,020.00
Alice D. McKee	Cataloguer	1,200.00
Esther S. Chapin	Cataloguer	1,080.00
Alice D. Cruikshank	Cataloguer	1,020.00
Muriel J. Schabacker	Cataloguer	1,020.00
Louise Schoeneweiss	Library Assistant.....	1,140.00
Marguerite Mitchell	Library Assistant.....	1,200.00
Alice L. Morris	Library Assistant.....	1,020.00
Mrs. Mae M. Walker	Library Assistant.....	900.00
Harriet N. Townshend	Library Assistant.....	900.00
Lillian M. Nippert	Library Assistant.....	900.00
Ethel Melsheimer	Library Assistant.....	900.00
Edith B. Cooperrider	Library Assistant.....	900.00
Helen E. Sells	Library Assistant.....	900.00
Frances Mason	Library Assistant.....	840.00
Marguerite Forwick	Library Assistant.....	780.00
Susan Marksbury	Library Assistant.....	720.00
Charlotte J. Thomas	Library Assistant.....	960.00
Gertrude F. North	Library Assistant.....	600.00
Marie A. Hopkins	Library Assistant.....	600.00
Helen Beall	Library Assistant.....	600.00
George D. Brush	Night Assistant.....	400.00
	Night Assistant.....	400.00
E. C. Hedrick	Check Room Attendant.....	900.00
Elma E. Hamilton	Library Assistant.....	720.00
Mrs. Marie K. Bulkeley	Library Assistant.....	600.00
Grace Oldham	Library Assistant (part time).....	300.00
Minette Y. Fritts	Library Assistant (part time).....	300.00
	Library Assistant (part time).....	300.00
William A. Dougherty	Library Assistant (part time).....	300.00
Joseph E. Fisher	Library Assistant (part time).....	300.00

\$ 32,820.00

MILITARY SCIENCE

Gustav Bruder	Band Leader.....	\$ 500.00
J. F. Madden	Sergeant U. S. Army.....	150.00
John E. O'Rourke	Sergeant U. S. Army.....	150.00
	Colonels—2 at 75.00 each.....	150.00

Majors—6 at \$50.00 each.....	300.00
Captains—22 at \$40.00 each.....	880.00
Lieutenants—44 at \$30.00 each.....	1,320.00
Band Lieutenant.....	40.00
Band Volunteers—5 at \$20.00 each.....	100.00
	\$ 3,590.00

PHYSICAL EDUCATION

L. W. St. John	Professor	\$ 5,000.00
J. H. Nichols	Professor	2,750.00
F. R. Castleman	Professor	2,750.00
G. M. Trautman	Asst. Professor	2,250.00
O. C. Bird	Asst. Professor	2,000.00
H. C. Ohlson	Instructor.....	1,800.00
	Student Assistants.....	500.00
		\$ 17,050.00

Total for President's Division..... \$ 53,460.00

ADMINISTRATIVE

PRESIDENT'S OFFICE

W. O. Thompson	President	\$ 10,000.00
Katherine A. Vogel	Executive Clerk.....	1,300.00
Hazel M. Lewis	Stenographer.....	1,020.00
Ruth M. Ford	Stenographer.....	

\$ 12,320.00

BUSINESS MANAGER'S OFFICE

Carl E. Steeb	Secy. Board of Trustees and Business Manager..	\$ 5,000.00
Marie Bowman	Chief Clerk.....	900.00

\$ 5,900.00

PURCHASING DEPARTMENT

R. M. Royer	Purchasing Agent.....	\$ 2,500.00
Marguerite L. Makepeace	Clerk	1,020.00
Ethel Gilkey	Clerk	1,020.00
Harriet V. Sturm	Typist	840.00

\$ 5,380.00

ACCOUNTING DEPARTMENT

Charles A. Kuntz	Comptroller.....	\$ 1,900.00
Bess C. Watters	Cashier	1,300.00
Mary Kraus	Auditor.....	1,500.00
Hazel Bratton	Voucher Clerk.....	960.00
Esther Morrow	Bill Clerk.....	840.00
Florence Naile	Bookkeeper.....	1,260.00
Marie D. Haines	Clerk	900.00
Floris D. Hane	Inventory Clerk.....	960.00

\$ 20,900.00

REGISTRAR'S OFFICE

Edith D. Cockins	Registrar, University Editor.....	\$ 2,500.00
	Secretary of the Faculty.....	
Lucy Taylor	Assistant to Registrar.....	1,400.00
Clara Miller	Assistant to Registrar.....	1,080.00
Helen Clarke	Assistant to Registrar.....	1,080.00
Ethel Woodbury	Assistant to Registrar.....	900.00
Helen Frame	Assistant to Registrar.....	900.00
Ruth E. Agler	Assistant to Registrar.....	900.00
Marjorie Dean	Assistant to Registrar.....	840.00
Edna M. Rogers	Assistant to Registrar.....	840.00
Daisy Davis	Assistant to Registrar.....	960.00

\$ 11,400.00

ENTRANCE BOARD

Lester E. Wolfe	Secretary.....	\$ 2,400.00
M. Helen Pugh	Stenographer.....	840.00

\$ 3,240.00

DEAN OF WOMEN

Dean of Women.....	\$ 2,400.00
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\$ 2,400.00

COMMENCEMENT

\$ 750.00

\$ 750.00

STUDENT HEALTH SERVICE

H. S. Wingert	Director.....	\$ 2,750.00
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\$ 2,750.00

STENOGRAPHIC AND CLERICAL

Charles E. Findlay	Secretary to Dean of the College of Medicine....	\$ 1,200.00
	College of Medicine.....	
Hugh Hardy	Clerk.....	900.00
Annette M. Shugert	Stenographer.....	840.00
Mabel Moran	Stenographer.....	840.00
Clarissa Arndt	Stenographer.....	840.00
W. Aimee Obaugh	Stenographer (half time).....	420.00
Mary Lahmering	Stenographer.....	840.00
Mary Thomas	Stenographer.....	840.00
W. F. Felch	Clerk.....	840.00
Eva Smith	Stenographer.....	840.00
Edith Rathbun	Stenographer.....	840.00
Alberta Williams	Stenographer.....	840.00
Victoria Reichel	Typist.....	720.00
Nora Peck	Stenographer.....	900.00
Alice Moran	Stenographer.....	840.00
Duncan Cameron	Stenographer.....	840.00
Marie Hoffman	Stenographer (half time).....	420.00
Catherine M. Doody	Stenographer.....	840.00
Margaret M. Ryan	Stenographer.....	840.00
Lillian Moor	Stenographer.....	840.00
Muriel Snyder	Stenographer.....	840.00

Orleta Ansel	Stenographer (half time)	420.00
Cecelia Ryan	Stenographer (half time)	420.00
Mary McMillen	Stenographer	840.00
Bernice Blue	Stenographer (on leave)	840.00
Helen Dunlap	Stenographer	840.00
Dora M. Soler	Stenographer	840.00
Mary J. Hunter	Stenographer	840.00
Marie G. Combs	Stenographer	840.00
Bertha Wolman	Stenographer	840.00
Ethel Snyder	Stenographer	840.00
Sarah Boatman	Stenographer	360.00
Jane Porter	Stenographer (student)	840.00
Florence E. Courtright	Stenographer	840.00
Ruth Speaker	Stenographer	840.00
Eleanor E. Floyd	Stenographer	840.00
Helen V. Pugh	Stenographer	840.00
Henrietta Jettinghoff	Stenographer	840.00
Edna B. Pratt	Stenographer	840.00
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		\$ 30,960.00

PHYSICAL PLANT DIVISION

SUPERINTENDENT'S OFFICE

William C. McCracken	Superintendent of Buildings and Grounds, and Chief Engineer	\$ 3,500.00
Lee E. Vigor	Stenographer and Clerk	1,000.00
		<hr/>
		\$ 4,500.00

LIGHT, HEAT, AND POWER

John P. Covan	Master Mechanic	\$ 2,160.00
W. H. Case	Assistant Chief Engineer	1,500.00
Fred Brewer	Engineer	1,260.00
W. D. Hicks	Engineer	1,260.00
R. M. Ronk	Engineer	1,260.00
C. Ashenhurst	Fireman	1,140.00
S. Lowery	Fireman	1,140.00
Frank Revels	Fireman	1,140.00
C. Woodford	Fireman	1,140.00
I. C. Reasoner	Blacksmith	1,200.00
William Anderson	Craneman	1,260.00
George S. Shepherd	Steam Fitter	1,620.00
B. A. LeBay	Boiler Repair Man	1,300.00
Leon Leathers	Heat Control Mechanician	1,360.00
George W. Dillahunt	Electrician	1,460.00
E. E. Evans	Assistant Electrician	1,320.00
C. T. Fippin	Assistant Electrician	1,020.00
A. O. Kaiser	Helper and Auto Mechanic	1,200.00
Charles Reasoner	Helper to Blacksmith	840.00
Jonathan Vollmer	Wiper	900.00
William T. Hedges	Fireman (10 months)	950.00
Thomas C. Manes	Fireman (10 months)	950.00
	Fireman (10 months)	950.00
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		\$ 28,330.00

BETTERMENT OF BUILDINGS

H. R. Johnson	Tinner.....	\$ 1,320.00
John Kraner	Carpenter.....	1,500.00
E. I. Martin	Carpenter.....	1,340.00
W. S. Williams	Carpenter.....	1,340.00
Robert C. Kaiser	Plumber.....	1,350.00
E. Inscho	Helper to Plumber.....	1,140.00
H. E. Truxall	Painter.....	1,300.00
Eli Sherwood	Painter.....	1,080.00
James Brain	Painter.....	1,080.00
Roy McCauley	Truck Driver.....	840.00
		<hr/>
		\$ 12,290.00

ROADS AND GROUNDS

T. McGarry	Foreman of Campus.....	\$ 1,200.00
Joseph Venis	Laborer.....	900.00
	Laborer.....	900.00
J. Fredo	Laborer.....	900.00
L. Stewart	Laborer.....	900.00
J. Hobert	Laborer.....	900.00
J. L. Stainbrook	Laborer.....	900.00
C. O'Harra	Laborer.....	900.00
John Rhone	Teamster.....	900.00
		<hr/>
		\$ 8,400.00

POLICE AND WATCHMEN

William North	Day Policeman.....	\$ 1,100.00
H. S. Brown	Night Policeman.....	1,020.00
Thomas Oram	Inspector of Watchmen.....	1,020.00
J. T. Daniels	Night Watchman.....	960.00
W. F. Mahaffey	Night Watchman.....	960.00
H. B. Case	Night Watchman.....	960.00
Alphonso Case	Night Watchman.....	960.00
T. P. Glidden	Watchman.....	960.00
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		\$ 7,940.00

JANITORS

Emerson R. Davis	Inspector of Buildings and Janitors.....	\$ 1,080.00
Charles M. Hicks	Repair and Handy Man.....	1,060.00
Richard Brandon	Janitor.....	900.00
W. M. Penn	Janitor.....	900.00
W. M. Stahl	Janitor.....	900.00
D. W. Williams	Janitor.....	900.00
William Daehler	Janitor.....	900.00
W. N. Cook	Janitor.....	900.00
Harry Chantler	Janitor.....	900.00
G. J. Hoesch	Janitor.....	900.00
O. E. Kiger	Janitor.....	900.00
J. J. Weate	Janitor.....	900.00
S. A. Williams	Janitor.....	900.00
J. W. Brown	Janitor.....	900.00
George Hooley	Janitor.....	900.00
George C. Denny	Janitor.....	900.00
R. M. Moore	Janitor.....	900.00
Oliver Smith	Janitor.....	900.00

L. F. Jordan	Janitor	900.00
B. F. Tallmadge	Janitor	900.00
E. L. Clements	Janitor	900.00
J. C. Ludlum	Janitor	900.00
W. Curry	Janitor	900.00
James Merrill	Janitor	840.00
Jack Gantz	Janitor	900.00
William Pohle	Janitor	900.00
L. W. Richardson	Janitor	900.00
E. J. Nutt	Janitor	900.00
A. A. Hathaway	Janitor	900.00
E. P. Ames	Janitor	900.00
Robert Petrie	Janitor	900.00
Walter J. Newlon	Janitor	900.00
Charles E. Dice	Janitor	900.00
J. R. Butler	Janitor	900.00
Ernest Long	Janitor	900.00
W. Beuchler	Janitor	900.00
C. M. Shelton	Janitor	900.00
C. E. Harrold	Janitor	900.00
W. C. Harbin	Janitor	900.00
John O. Kimbrough	Janitor	900.00
Mitchell Bryant	Janitor	900.00
James Johnson	Janitor	900.00
E. R. Muse	Janitor	900.00
C. A. Hoppler	Janitor	900.00
J. W. DeWitte	Janitor	900.00
Ernest Ford	Janitor	900.00
J. E. Kimbrough	Janitor	900.00
Elizabeth Rauhauser	Janitress.....	600.00
Mrs. Lou Cornett	Janitress.....	600.00
Lena Gheen	Janitress.....	600.00
Nancy R. Davis	Janitress.....	600.00
	Janitress.....	600.00
B. N. Lewis	Janitor (Retired)	300.00
M. S. Harvey	Elevator Man.....	480.00
Mary Powers	Matron—Rest Room.....	600.00
William M. Mutchmore	Custodian—Medical Buildings.....	1,200.00
	Janitress.....	600.00

\$ 48,760.00

LAUNDRY

Mrs. Myrtle Faught	Laundress.....	\$ 900.00
Agnes McGrail	Laundress.....	600.00
Jennie Roberts	Laundress.....	600.00
	Laundress.....	600.00

\$ 2,700.00

UNIVERSITY ARCHITECT

J. N. Bradford	University Architect.....	\$ 2,800.00
H. F. Reichard	Chief Draftsman	2,000.00
C. F. Mayer	Draftsman	1,600.00
Coletta Kelly	Clerk	1,020.00

\$ 7,420.00

UNIVERSITY CHEMIST

D. J. Demorest	University Chemist.....	\$ 500.00
		\$ 500.00

ROTARY

DENTAL CLINIC

Mrs. Allie F. Harness	Clerk.....	\$ 840.00
Mrs. James Merrill	Janitress.....	860.00
Katherine L. Pugh	Stenographer.....	840.00
		\$ 2,040.00

HOMEOPATHIC HOSPITAL

	Anaesthetist	\$ 600.00
	Orderlies.....	600.00
Mrs. Lydia Hinderer	Cook.....	840.00
	Assistant Cook.....	800.00
Mrs. Ruth Nimocks	Housekeeper	416.00
Mrs. Georgia Johnson	Seamstress.....	864.00
	Maid.....	864.00
	Waitress.....	864.00
Helen Miller	Student Nurse.....	75.00
Ethel Schaeffer	Student Nurse.....	75.00
Leota Fisher	Student Nurse.....	75.00
Amanda Schneck	Student Nurse.....	75.00
Nora Turner	Student Nurse.....	75.00
Eva Clements	Student Nurse.....	75.00
Emma Herbst	Student Nurse.....	75.00
Margaret Hall	Student Nurse.....	75.00
Juanita Hauer	Student Nurse.....	75.00
Marian Fledderjohann	Student Nurse.....	75.00
Inez Terry	Student Nurse.....	75.00
Leona Hurst	Student Nurse.....	75.00
Catherine Burger	Student Nurse.....	50.00
Lora Ethel Swingert	Student Nurse.....	50.00
Eva Shaply Smith	Student Nurse.....	50.00
Mrs. Iva Meredith	Student Nurse.....	50.00
Wanda Fay Hahn	Student Nurse.....	50.00
Jeannette Allmand	Student Nurse.....	50.00
Fern Conway	Student Nurse.....	50.00
Corda Hartman	Student Nurse.....	50.00
Emilie Jungerman	Student Nurse.....	50.00
Minnie Knecht	Student Nurse.....	50.00
Esther Lyon	Student Nurse.....	50.00
		\$ 5,298.00

JOURNALISM-PRINTING

R. W. Hodgson	Printer.....	\$ 1,560.00
William Christ	Printer	1,508.00
G. F. Rodocker	Pressman	1,304.00
Clara L. Baker	Bookkeeper.....	1,000.00
Sue K. Brown	Pressfeeder	832.00
	Editor of Lantern	500.00
	Business Manager of Lantern.....	500.00

Chester Davis	Linotype Operator (actual time) (per month)...	125.66
C. D. Kalb	Printer (actual time) (per month).....	125.66

\$ 7,204.00

STORES AND RECEIVING

F. E. Jones	Director	\$ 2,200.00
Chester McClintock	Storekeeper—Laboratory Supply Store	1,700.00
H. W. Miller	First Assistant—Laboratory Supply Store.....	1,320.00
G. C. Hayman	Second Assistant—Laboratory Supply Store.....	1,080.00
Chester Spurgeon	Laborer—Laboratory Supply Store.....	900.00
Elizabeth Palmer Davies	Stenographer—Laboratory Supply Store.....	840.00
Blanche Sullivan	Chief Clerk, Stores and Receiving.....	1,140.00
Mrs. Mabel Clum	Clerk and Typist, Receiving.....	900.00
Margaretha Vallery	Clerk, General Store.....	840.00
Earl Conway	Stock Clerk, General Store.....	1,140.00
James Lawson	Checking Clerk, Receiving.....	1,140.00
J. R. Remy	Deliveryman	960.00
J. R. Remy	Hauling Prison Labor to and from Penitentiary	156.00
C. G. Huffman	Asst. Deliveryman, Stores and Receiving.....	840.00
D. R. Masters	Keeper of Small Animals.....	996.00

\$ 16,152.00

OXLEY HALL

Josephine Matthews	House Superintendent	\$ 1,320.00
Mrs. Mary L. Dilworth	Night Chaperon.....	840.00
Mary Warner	Housekeeper.....	360.00
James Dye	Janitor	600.00
Mrs. M. J. Friend	Cook.....	600.00
R. Mowery	Cook.....	576.00
Nettie Teguel	Waitress (per week).....	\$ 8.00
Servilla Mooty	Waitress (per week)	8.00
Jessie Cook	Waitress (per week)	8.00
Clayetta Rhyne	Waitress (per week)	8.00
Dollie May Jackson	Waitress (per week)	8.00

\$ 4,336.00

* * * * *

The President presented the Budget for Agricultural Extension for the year ending June 30, 1920, and recommended that it be approved and adopted for names, titles, and salaries:

THE OHIO STATE UNIVERSITY

AGRICULTURAL COLLEGE EXTENSION SERVICE

SOURCES OF INCOME

1919-1920

State Appropriation.....	\$151,101.33
Smith-Lever.....	120,745.02
Federal Extension Fund.....	63,891.36
Regular U. S. D. A. Funds.....	8,400.00
U. S. D. A. Bureau Funds.....	3,300.00
County Agent Funds from Counties.....	83,875.00
Institute Funds from Counties.....	15,400.00
Total	\$446,712.71
County Agent Funds from Counties.....	\$ 14,000.00
(Carried Over)	
Institute Funds from Counties.....	10,000.00
(Carried Over)	
Total Income.....	\$470,712.71

AGRICULTURAL COLLEGE EXTENSION SERVICE

1919-1920

PROJECTS

PROJECT NO. 1—ADMINISTRATION

	Smith-Lewis		Federal		Not	
	Federal	State	Ext. Fund	Ext. Fund Offsetting	State	County
<i>Personnel, etc.</i>						
Clark S. Wheeler						
Salary	\$ 600.00	\$ 3,600.00				
Expenses	200.00				\$ 400.00	\$ 200.00
Geo. B. Crane, salary	200.00	2,300.00				
Lucile Taylor, salary.	960.00					
Isabel McClure, salary		900.00				
Jessie Haible, salary..		960.00				
H. L. Fackler, salary	1,140.00					
<i>Office Supplies</i>						
Small Printing	3,000.00		\$ 2,500.00		1,000.00	1,000.00
Office Supplies					800.00	400.00
Correspondence Course						
Supplies					500.00	

	Smith-Lewis		Federal	Federal	Not	
	Federal	State	Ext. Fund	Ext. Fund	State	County
				Offsetting	Offsetting	
Postage	409.35	400.00				500.00
Photographs					300.00	
Express and Freight.	500.00					
Communication	1,000.00	500.00				300.00
Educational Supplies..					300.00	
<i>Equipment</i>						
Office	700.00	300.00				200.00
Educational		1,000.00			1,500.00	
Automobile	200.00					
<i>Material</i>						
Motor Supplies	450.00					
General Plant					100.00	
Repairs					50.00	
<i>Publications</i>						
J. E. McClintock						
½ salary	400.00				1,300.00	
Frank C. Dean, salary	300.00				2,100.00	
Expenses					200.00	
Ethel M. Cadley, salary					1,600.00	
E. K. Emslie, salary...		800.00				800.00
Expenses		200.00				
Gertrude Klein, salary		960.00				
Carrie Beach, salary..	900.00					
Corrine Richter, salary		900.00				
J. A. Bond, salary...	1,080.00					
Kathleen McManigal						
Salary						780.00
Helper, Mailing Room	460.00	140.00				
Student Labor						
Chart Making, Etc...	320.00	200.00				500.00
<i>Printing and Distribu-</i>						
<i>tion of Publications</i>						
Printing Bulletins ...	2,300.00		2,500.00		1,500.00	1,200.00
Labor of Mailing.....					300.00	300.00
Cuts	500.00					300.00
<i>Contingent Fund</i>						
Reserve Fund for						
Transfers.....						
For Unclassified.....						
Expenditures	1,043.34		5,000.00			
Totals.....	\$16,661.69	\$13,160.00	\$10,000.00		\$11,950.00	\$ 648.00
Total Administration						\$49,351.69
Total Printing and Distribution of Publications.....						8,900.00
Total Project No. 1.....						58,251.69

PROJECT NO. 2—COUNTY AGENTS

<i>Personnel, etc.</i>		
O. M. Johnson, (1500)* \$	700.00	\$ 1,100.00
Expenses	600.00	200.00
A. E. Anderson (600)*	1,600.00	1,000.00
Expenses		800.00

	Smith-Lewis		Federal	Federal	Not	
	Federal	State	Ext. Fund	Ext. Fund	Offsetting	County
W. W. Brownfield (600)*	2,100.00					
Expenses		800.00				
G. R. Eastwood (600)*	2,100.00					
Expenses		800.00				
C. A. Mahan (600)*..	2,100.00					
Expenses		800.00				
Assistant, salary	200.00	1,600.00				
Agnes Jordan, salary..	960.00					
Tessa Webb, salary...	1,080.00					
S. L. Anderson, salary		1,400.00		\$ 800.00		
Travel in County...				500.00		
Misc. Expenses				41.36	\$ 358.64	
H. L. Andrew, salary		1,300.00		1,000.00		
Travel in County...				500.00		
Genevia Albright, salary						300.00
W. S. Barden, salary..		1,600.00		200.00		
Travel in County...		500.00				
Misc. Expenses						300.00
E. E. Barnes, salary..		1,200.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses						100.00
Bessie Esley, salary..						300.00
M. H. Bartter, salary	1,600.00	700.00				
Travel in County		500.00				
Montgomery County						
Salary		1,200.00		1,200.00		
Travel in County...				500.00		
Edythe Curtis, salary						200.00
R. M. Carr, salary...		1,200.00		900.00		
Travel in County...				500.00		
Misc. Expenses						80.00
* U. S. D. A. Funds.						
Stenographer, salary.						420.00
R. A. Cave, salary....		1,300.00		900.00		
Travel in County...				500.00		
Misc. Expenses						40.00
Olive Schlatter, salary						360.00
Warren County, salary		1,300.00		700.00		
Travel in County...				500.00		
Misc. Expenses						600.00
H. P. Curtis, salary..		1,200.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses						400.00
F. S. DeLashmutt,						
Salary		1,400.00		900.00		
Travel in County...				500.00		
Misc. Expenses						300.00
R. F. Donnan, salary..		1,200.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses	40.00					
Lela Johnson						360.00

	Smith-Lewis		Federal	Federal	Not	
	Federal	State	Ext. Fund	Ext. Fund	Offsetting	County
L. M. Evans, salary...		1,300.00		800.00		
Travel in County...				500.00		
Misc. Expenses						20.00
Florence Ross, salary..						480.00
E. H. Faulkner, salary		2,200.00				
Travel in County...				500.00		
Misc. Expenses	75.00					
C. G. Fieldner, salary.		1,300.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses						132.00
Carmen Christman						
Salary						168.00
T. B. Foster, salary..		1,400.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses						200.00
W. F. Gahm, salary..		1,300.00		700.00		
Travel in County...				500.00		
Misc. Expenses						600.00
Paul Gerlaugh, salary		1,200.00		1,400.00		
Travel in County...				500.00		
Jean Gribble, salary..		1,500.00				300.00
Travel in County...		500.00				
Misc. Expenses						200.00
J. C. Hedge, salary..		1,300.00		1,000.00		
Travel in County...				500.00		
Stenographer, salary .						300.00
S. R. Heffron, salary..		1,000.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses ...	475.00					125.00
W. J. Hendrix, salary		1,300.00		1,000.00		
Travel in County...				500.00		
Irene Irwin, salary...						300.00
K. D. Hirn, salary....		1,300.00		900.00		
Travel in County...				500.00		
Mary Egan, salary....						400.00
E. G. Hibbs, salary...		1,300.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses						60.00
Nannie E. Ewing,						
Salary						240.00
M. H. Howell, salary.		1,400.00		1,000.00		
Travel in County...				500.00		
Misc. Expenses						200.00
M. B. Jimison, salary		1,400.00		1,000.00		
Travel in County...				500.00		
Nettie Baumster						200.00
C. J. Jones, salary....		1,100.00		1,300.00		
Travel in County..		500.00				
Misc. Expenses						200.00
R. W. Jordan, salary		1,300.00		1,100.00		
Travel in County...				500.00		
Misc. Expenses						200.00

	Smith-Lewis		Federal	Federal	Not	
	Federal	State	Ext. Fund	Ext. Fund	Offsetting	State County
J. D. Hervey, salary..		2,100.00		500.00		
Travel in County..		500.00				
F. G. Ketner, salary...		1,200.00		1,300.00		
Travel in County...				500.00		
Misc. Expenses	60.00					40.00
Chas. H. Kraatz						
Salary	100.00	1,000.00		1,000.00		
Travel in County..		500.00				
Margaret Edwards						
Salary	50.00					250.00
M. E. Laird, salary....		1,300.00		800.00		
Travel in County...				500.00		
Misc. Expenses						140.00
Mary Yeager, salary..						360.00
H. A. Lehman, salary	1,100.00	900.00		300.00		
Travel in County..		500.00				
Laura G. Overhultzer						
Salary						300.00
W. E. McCoy, salary..		1,300.00		1,200.00		
Travel in County...				500.00		
Misc. Expenses						100.00
M. D. Miller, salary	800.00	550.00		650.00		
Travel in County...				500.00		
Misc. Expenses						360.00
Alberta Markey, salary						240.00
L. L. Mowls, salary...	1,400.00			1,000.00		
Travel in County...				500.00		
Alma Grove, salary..						200.00
R. W. Munger, salary	1,300.00			900.00		
Travel in County...				500.00		
Neva Yinger, salary..						400.00
G. C. Musgrove, salary	1,300.00			800.00		
Travel in County...				500.00		
Rachel Emig, salary..						500.00
A. A. Olsen, salary..	1,300.00			900.00		
Travel in County...				500.00		
Ione J. Lamb, salary..						400.00
F. S. Prince, salary..	1,200.00			1,300.00		
Travel in County...						500.00
Mary Davis, salary...						100.00
E. P. Reed, salary....	1,300.00			1,000.00		
Travel in County...						500.00
Florence Mowen, salary						300.00
G. O. Reed, salary....	1,400.00			600.00		
Travel in County...						500.00
Misc. Expenses						600.00
Franklin County, salary	1,200.00			1,000.00		
Travel in County...						500.00
Inez Biddle, salary....						400.00
H. J. Ridge, salary..	1,300.00			900.00		
Travel in County...						500.00
Helen Jacobs, salary..						400.00

	Smith-Lewis		Federal	Federal	Not
	Federal	State	Ext. Fund	Ext. Fund	Offsetting
				Offsetting	State
					County
H. Rogers, salary....	1,400.00			600.00	
Travel in County...					500.00
Misc. Expenses					300.00
Margaret Rose, salary					300.00
E. M. Rowe, salary...	1,100.00				300.00
Travel in County...		500.00			
Misc. Expenses					325.00
S. M. Salisbury, salary	1,300.00			1,300.00	
Travel in County...					500.00
J. P. Schmidt, salary.	1,400.00			600.00	
Travel in County...					500.00
Misc. Expenses					60.00
Bonnie Peshak, salary					540.00
P. L. Sharritt, salary	2,000.00				
Travel in County...		500.00			
Misc. Expenses	140.00				
Mary Dalzell, salary..	360.00				
C. R. Shumway, salary	2,300.00				
Travel in County...					500.00
E. C. Sleeth, salary...	1,300.00			900.00	
Travel in County...					500.00
Helen M. Bennett, salary					400.00
A. G. Smith, salary..	1,300.00			1,000.00	
Travel in County...					500.00
Misc. Expenses	50.00				250.00
H. G. Stevens, salary.	1,200.00			300.00	
Travel in County...					500.00
Misc. Expenses	50.00				70.00
Nellie I. Lester, salary					430.00
W. E. Stone, salary..	1,300.00			900.00	
Travel in County...					500.00
Misc. Expenses					400.00
S. B. Stowe, salary...				300.00	
Travel in County...		500.00			
A. J. Swift, salary...	1,500.00			700.00	
Travel in County...					500.00
Misc. Expenses					100.00
M. C. Thomas, salary	1,300.00			1,200.00	
Travel in County...					500.00
Misc. Expenses					100.00
J. D. Van Houten					
Salary	1,400.00			500.00	
Travel in County...		500.00			
Misc. Expenses	150.00				150.00
C. J. Windau, salary.	1,100.00			900.00	
Travel in County...		500.00			
Misc. Expenses					225.00
Robert Wylie, salary.	1,600.00			200.00	
Travel in County...					400.00
Misc. Expenses					400.00
Carroll County	1,600.00				1,200.00
Lake County	1,600.00				1,500.00

	Smith-Lewis		Federal	Federal	Not
	Federal	State	Ext. Fund	Ext. Fund	Offsetting
				Offsetting	State
					County
Paulding County	1,600.00				1,125.00
Trumbull County	1,600.00				1,500.00
Tuscarawas County ..	1,400.00				1,700.00
Conferences	45.00		3,000.00		
Additional County Agents					
Salary and Expenses			15,000.00		
Totals.....	\$ 59,635.00	\$58,050.00	\$18,000.00	\$63,891.36	\$33,983.64
Total U. S. D. A.....					\$ 3,900.00
Total for Project No. 2.....					\$237,460.00

PROJECT NO. 3-A

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN FARM CROPS

Personnel, etc.

W. E. Hanger, salary				\$ 2,700.00	
Expenses				700.00	
V. C. Smith, salary..	\$ 1,466.67			733.33	
Expenses				700.00	
Cecelia Ryan, ½ salary	420.00				
Members of Dept., act- ing as Demonstrators					
Expenses	200.00		\$ 200.00		
Totals.....	\$ 2,086.00		\$ 200.00	\$ 4,833.33	
Total for Project No. 3-A.....					\$ 7,120.00

PROJECT NO. 3-B

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN AGRICUTURAL ENGINEERING

Personnel, etc.

Virgil Overholt, salary (10 months)	\$ 1,625.33	\$ 208.00			
Expenses	600.00				
James Green, salary..	2,500.00				
Expenses	700.00				
R. C. Miller, Salary..	2,000.00				
H. C. Ramsower, salary			\$ 550.00		
Amy Obaugh, ½ salary	420.00				
Members of Dept., act- ing as Demonstrators					
Expenses	400.00		520.00		
Totals	\$ 8,245.33	\$ 208.00	\$ 1,070.00		
Total for Project No 3-B.....					\$ 9,523.33

PROJECT NO. 3-C
DEMONSTRATIONS BY MEANS OF SPECIALISTS
IN VETERINARY MEDICINE

	Smith-Lewis Federal	State	Federal Ext. Fund	Federal Ext. Fund Offsetting	Not Offsetting State	County
<i>Personnel, etc.</i>						
L. P. Beechy, salary. (1800)*		\$ 700.00				
Expenses	\$ 600.00					
<hr/>						
Totals	\$ 600.00	\$ 700.00				
Total for Project No. 3-C.....					\$ 1,300.00	
* U. S. D. A. Funds.						

PROJECT NO. 3-D
DEMONSTRATIONS BY MEANS OF SPECIALISTS IN HORTICULTURE

<i>Personnel, etc.</i>					
R. B. Cruickshank					
Salary				\$ 2,700.00	
Expenses				700.00	
F. H. Beach, salary...	\$ 2,200.00				
Expenses				700.00	
Members of Dept., act- ing as Demonstrators					
Expenses	100.00		\$ 200.00		
<hr/>					
Totals	\$ 2,300.00		\$ 200.00	\$ 4,100.00	
Total for Project No. 3-D.....					\$ 6,600.00

PROJECT NO. 3-E
DEMONSTRATIONS BY MEANS OF SPECIALISTS IN ANIMAL HUSBANDRY

<i>Personnel, etc.</i>					
John Wuichet, salary.		\$ 2,500.00			
Expenses.....	\$ 460.00	77.02			\$ 162.98
B. L. Thompson					
Salary		2,500.00			
Expenses		700.00			
Stenographer, salary..	840.00				
Members of Dept., act- ing as Demonstrators					
Expenses	100.00		\$ 300.00		
<hr/>					
Totals	\$ 1,400.00	\$ 5,777.02	\$ 300.00		\$ 162.98
Total for Project No. 3-E.....					\$ 7,640.00

PROJECT NO. 3-F
DEMONSTRATIONS BY MEANS OF SPECIALISTS IN POULTRY HUSBANDRY

<i>Personnel, etc.</i>	
A. B. Dann, salary....	\$ 2,600.00
Expenses	700.00

	Smith-Lewis		Federal	Federal	Not
	Federal	State	Ext. Fund	Ext. Fund	Offsetting
				Offsetting	State
					County
H. D. Munroe, salary		1,800.00			
Expenses		700.00			
Members of Dept., acting as Demonstrators					
Expenses	100.00		\$ 200.00		
Totals	\$ 100.00	\$ 5,800.00	\$ 200.00		
Total for Project No. 3-F.....					\$ 6,100.00

PROJECT NO. 3-G

DEMONSTRATIONS BY MEANS OF SPECIALISTS
IN VEGETABLE GARDENING

<i>Personnel, etc.</i>					
Specialist, salary			\$ 2,800.00		
Expenses			700.00		
Members of Dept., acting as Demonstrators					
Expenses	\$ 50.00				
Totals	\$ 50.00		\$ 3,500.00		
Total for Project No. 3-G.....					\$ 3,550.00

PROJECT NO. 3-H

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN SOILS

<i>Personnel, etc.</i>					
J. F. Barker, salary..		\$ 3,000.00			
Expenses		700.00			
M. A. Bachtell, salary \$	850.00	1,850.00			
Expenses		700.00			
Robert Dustman, salary	2,400.00				
Expenses	700.00				
Geo. Valley, salary ..				\$ 1,200.00	
(10 months)					
Orleta Ansel, ½ salary	420.00				
Members of Dept., acting as Demonstrators					
Expenses		200.00	\$ 600.00		
Totals	\$ 4,370.00	\$ 6,450.00	\$ 600.00	\$ 1,200.00	
Total for Project No. 3-H.....					12,620.00

PROJECT NO. 3-I

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN ENTOMOLOGY

<i>Personnel, etc.</i>					
T. H. Parks, salary..	\$ 2,700.00				
Expenses	700.00				
Totals	\$ 3,400.00				
Total for Project No. 3-I.....					\$ 3,400.00

PROJECT NO. 3-K

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN PLANT PATHOLOGY

	Smith-Lewis Federal State	Federal Ext. Fund	Federal Ext. Fund Offsetting	Not Offsetting State	County
<i>Personnel, etc.</i>					
W. G. Stover, salary. \$	60.00		\$ 2,340.00		
Expenses			660.00		
Totals	\$ 60.00		\$ 3,000.00		
Total for Project No. 3-K.....					\$ 3,060.00

PROJECT NO. 4—BOYS' AND GIRLS' CLUB WORK

	Smith-Lewis Federal State	Federal Ext. Fund	Federal Ext. Fund Offsetting	Not Offsetting State	County
<i>Personnel, etc.</i>					
W. H. Palmer, salary \$	650.00	\$ 750.00			
(1500)*					
Expenses		700.00			
B. B. Spohn, salary...	1,920.00	380.00			
Expenses		700.00			
Hulda Horst, salary..	1,260.00	440.00			
Expenses		600.00			
Asst. State Leader					
Salary		\$ 2,400.00			
Expenses		600.00			
H. E. Eswine, salary.				\$ 1,900.00	
Expenses				600.00	
Catherine Ready, salary		900.00			
Callie Veidt, salary...		180.00			
County Club Leaders					
Salary		5,000.00			
Expenses		2,000.00			
Totals	\$ 4,500.00	\$ 4,650.00	\$10,000.00	\$ 2,500.00	
Total for Project No. 4.....					\$23,200.00

PROJECT NO. 5—MOVABLE SCHOOLS

	Smith-Lewis Federal State	Federal Ext. Fund	Federal Ext. Fund Offsetting	Not Offsetting State	County
<i>Personnel, etc.</i>					
Farmers' Week Speak- ers (per diem)....				\$ 750.00	
Expenses				460.00	
Totals				\$ 1,210.00	
Total for Project No. 5.....					\$ 1,210.00

PROJECT NO. 6—HOME ECONOMICS

	Smith-Lewis Federal State	Federal Ext. Fund	Federal Ext. Fund Offsetting	Not Offsetting State	County
<i>Personnel, etc.</i>					
Florence Willison					
Salary (9 months). \$	75.00	\$ 1,050.00			
Expenses					\$ 450.00
Instructor, salary ...	500.00	1,500.00			463.33
Expenses	136.67				
Edith Dickson, salary		1,320.00			
Expenses	600.00				

	Smith-Lewis		Federal Ext. Fund	Federal Ext. Fund Offsetting	Not Offsetting	
	Federal	State			State	County
Olga Elifritz, salary.		1,440.00				
Expenses	600.00					
Eloise Davison, salary	120.00	1,320.00				
Expenses	600.00					
Wanda Przuluska						
Salary	2,400.00					
Expenses	600.00					
Adelaide Scott, salary		1,200.00				
Grace Linder, salary..			\$ 850.00			
Members of Dept., act- ing as Demonstrators						
Expenses	375.00					
Totals	\$ 6,006.67	\$ 7,830.00	\$ 850.00			\$ 913.33
Total for Project No. 6.....						\$15,600.00

PROJECT NO. 6-A—SCHOOL LUNCHES

Personnel, etc.

Mabel Nichol, salary.		\$ 1,320.00				
Expenses	\$ 600.00					
Totals	\$ 600.00	\$ 1,320.00				
Total for Project No. 6-A.....						\$ 1,920.00

PROJECT NO. 7—EXTENSION WORK IN DAIRYING

Personnel, etc.

O. Erf, part salary...			\$ 500.00			
Ivan McKellip, salary (1500)*		\$ 1,200.00				
Expenses		1,000.00				
W. D. Axtell, salary. \$	900.00	900.00				
Expenses		800.00				
Beulah Allen, salary..	840.00					
Members of Dept., act- ing as Demonstrators						
Expenses			340.00			\$ 460.00
Totals	\$ 2,540.00	\$ 3,100.00	\$ 840.00			\$ 460.00
Total for Project No. 7.....						\$ 8,440.00

PROJECT NO. 8

DEMONSTRATIONS BY MEANS OF SPECIALISTS IN FARM MANAGEMENT

Personnel, etc.

G. N. Dagger, salary. \$	1,433.33	\$ 400.00				
(10 months)						
Expenses		600.00				
R. F. Taber, salary (1500)*		800.00				
Expenses		700.00				

* U. S. D. A. Funds.

	Smith-Lewis		Federal	Federal	Not
	Federal	State	Ext. Fund	Ext. Fund	Offsetting
				Offsetting	State
					County
L. O. Lantis, salary.. (4 months)					\$ 733.33
Expenses					233.34
Marie Hoffman, ½ salary	420.00				
Members of Dept., act- ing as Demonstrators Expenses	246.33		\$ 100.00		
Totals	\$ 2,099.66	\$ 2,500.00	\$ 100.00		\$ 966.67
Total for Project No. 8.....					\$ 7,166.33

PROJECT NO. 9—CORRESPONDENCE COURSES

<i>Personnel, etc.</i>					
J. E. McClintock					
½ salary				\$ 1,700.00	
Expenses				100.00	
Martha Beach, salary				960.00	
Grading C. C. Lessons				600.00	
Mailing C. C. Lessons				260.00	
Totals				\$ 3,620.00	
Total for Project No. 9.....					\$ 3,620.00

PROJECT NO. 10—FARMERS' INSTITUTES

<i>Personnel, etc.</i>					
F. L. Allen, Supervisor					
Salary				\$ 2,700.00	\$ 100.00
Blanche Clarke, Secre- tary, salary				1,080.00	
County Institute Speak- ers, (per diem)					
Expenses				7,000.00	6,000.00
Instructor, salary (3 months)					375.00
Supplementary Institute Speakers, expense...					150.00
Supplementary Institute Speakers, salary....					1,005.00
Educational Meeting at Wooster					450.00
Totals				\$10,780.00	\$16,580.00
Total for Project No. 10.....					\$27,360.00

PROJECT NO. 11—HOME DEMONSTRATION AGENTS

<i>Personnel, etc.</i>					
Edna N. White, salary			\$ 1,000.00		
Expenses			400.00		
Lulu Billman, salary. \$	500.00				
(1500)*					
Expenses		\$ 600.00			

	Smith-Lewis		Federal	Federal	Not	
	Federal	State	Ext. Fund	Ext. Fund	Offsetting	County
Faith Lannan, salary	2,700.00					
Expenses		600.00				
Home Demonstration						
Agent, salary	1,000.00					
(Trumbull County)						
Home Demonstration						
Agent, salary	1,440.00					
(Tuscarawas County)						
Expenses	400.00					
Additional Home Dem-						
onstration Agents						
Salary			\$ 8,000.00			
Expenses			1,631.86			
Totals	\$ 6,040.00	\$ 1,200.00	\$11,031.86			
Total for Project No. 11.....						\$19,771.86

PROJECT NO. 12—EXTENSION WORK IN MARKETING

<i>Personnel, etc.</i>						
Specialist, salary.....			\$ 3,000.00			
Expenses			1,000.00			
Totals			\$ 4,000.00			
Total for Project No. 12.....						\$ 4,000.00
Total Budget						\$470,712.71

On motion of Mr. Bradfute, the Budget for Agricultural Extension as recommended by the President, was approved and adopted.

* * * * *

The list of Institute speakers as presented by the President was approved.

* * * * *

The following Resolution was adopted:

Resolved: That the President and Trustees hereby tender their thanks to Professor W. H. Siebert for his services as Acting Dean of the Graduate School during the absence, on military leave, of Professor William McPherson. The Trustees record, with pleasure, their appreciation of the service rendered by Professor Siebert.

* * * * *

The following Resolution was adopted:

Resolved: That the Trustees in recognition of the services rendered by Professor E. F. Coddington as Acting Dean of the College of Engineering from July 1, 1916, to June 30, 1919, place on record and adopt this testimonial of appreciation and tender their sincere thanks.

* * * * *

Upon the suggestion of Judge McCann, the Trustees adopted the following resolution:

Resolved: That the Trustees place on record this expression of appreciation of the services rendered by Mrs. George L. Converse as Acting Dean of Women for the past year. The conditions, due largely to the interruptions of the war, were trying, but were met with an efficiency and wisdom which the Trustees heartily appreciate.

The Trustees hereby tender their thanks to Mrs. Converse for the satisfactory manner in which she conducted the business of the office and administered the problems with the young women.

Action on the request of the Alumni for permission to erect a memorial tower on the campus just south of the Library Building was deferred until the next meeting of the Board.

The President presented a request from the Library Council that the University expend \$500.00 a year, for the next five years, to assist in the publication of the International Catalog of Humanistic Literature; this payment to secure five copies of the catalog for the use of the University. Upon motion, this request was agreed to and it was ordered that the funds be taken from the State Appropriation for Library books.

Upon the recommendation of the President, the following resignations were accepted, and in accordance with the general rule, the balances are to be cancelled:

College of Agriculture

Name	Title	Date Effective	Annual Salary	Cancellations
Walter Holdson	Instructor, Dept. of Dairying	June 30, 1919		

College of Medicine

Jonathan Forman	Assistant Professor Pathology	June 30, 1919		
Jas. H. Warren	Assistant Professor Anatomy	June 30, 1919		

Stenographic and Clerical

Bertha Wolman	Stenographer, Mechanical Engineering	July 31, 1919		
Eleanor Floyd	Stenographer, Home Economics	June 30, 1919		
Ethel Snyder	Stenographer, College of Arts	June 30, 1919		

Agricultural Extension

Lena Bumpas	Asst. State Leader, Home Demonstration Agent	June 30, 1919		
Nan Sharples	Emergency Assistant, Home Demonstration Agent	June 30, 1919		
Stella Fowler	Home Demonstration Agent	June 15, 1919		
D. G. Swanger	County Agricultural Agent	June 15, 1919		

* * * * *

The following resolution was unanimously adopted:

Resolved: That the President be authorized to provide for remitting the fees for the next academic year of the two French scholars sent by the French High Commission with the co-operation of the American Council on Education, and in addition to make any other concessions he may find practicable.

* * * * *

The Secretary was directed to renew the lease for one year for the Nurses' Home on Neil Avenue at the present rental price of \$540.00 per year.

* * * * *

The Secretary reported that in accordance with the law, certain balances in State Appropriations lapsed as of June 30, 1919. The exact amounts of these balances will be reported for record after all outstanding orders have been paid.

* * * * *

The President presented a request from the Department of Journalism for authority to publish a monthly periodical devoted to the interests of Journalism, the estimated cost of this publication to be \$1,000.00 for the year. The Trustees looked with favor upon the request and referred the matter to the Committee on Appropriations with authority to provide funds for this publication.

* * * * *

The following recommendation of the President was unanimously agreed to:

"I recommend the election of Elisabeth Conrad, Ph. D., as Dean of Women, effective August 1, 1919; that she be given a seat with voting privilege in the University Faculty and in such College Faculties as may be deemed desirable and that the salary be fixed at \$2,400.00 on a twelve-month basis with provision for an annual vacation as may be arranged with the approval of the President."

* * * * *

Upon further recommendation of the President, the following names are to be inserted in the Summer Session Budget:

JOURNALISM		
Name	Title	Amount
Margaret Bambach	Assistant.....	\$ 50.00
Lillian B. Finley	Assistant.....	50.00
PHYSICAL EDUCATION		
Oliver S. Matheny	Assistant.....	75.00
Richard S. Cott	Assistant.....	75.00

(These are not additions but are provided for in the Summer Session Budget approved.)

* * * * *

Upon the recommendation of the President, the following leaves of absence were granted:

Name	Title	Date Effective	Annual Salary
Sarah T. Barrows	Asst. Professor German	1919-1920	No Salary
*	*	*	*

Upon the recommendation of the President, Marie Kuglen, Stenographer in the Agricultural Extension Service, was transferred to the position of Stenographer in the Department of Home Economics at a salary of \$70.00 per month, effective July 1, 1919, and \$840.00 was appropriated to cover the salary.

* * * * *

Upon the recommendation of the President, the following degrees were granted as indicated, as of the Class of 1916:

BACHELOR OF ARCHITECTURE
Ralph Webster Wenger

* * * * *

Dr. Mendenhall reported on his work as Editor of the History of the University prepared by Captain Cope. Upon motion, Dr. Mendenhall and the President were appointed to arrange for any additional help necessary for the completion of the History, bringing it down to date, and it was ordered that the editing of the entire History be in charge of Dr. Mendenhall.

* * * * *

The Secretary reported that in accordance with instructions received from the Board of Trustees, the following bids had been received for the coal supply for the year ending June 30, 1920:

Victoria Coal Co.,	Cleveland, Ohio	\$ 2.75
G. C. Silcott Coal Co.,	Columbus, Ohio	To Nov. 1, 1919— 1.70
		To June 30, 1920— 1.90 f.o.b. Mines
New York Coal Co.,	Columbus, Ohio	To Nov. 1, 1919— 2.53
		To June 30, 1920— 2.73
Peacock Coal Co.,	Columbus, Ohio	2.95
New York Coal Co.,	Columbus, Ohio	3.28
New York Coal Co.,	Columbus, Ohio	3.03
Maynard Coal Co.,	Columbus, Ohio	2.45

The contract was awarded to the Maynard Coal Company and the Chairman and Secretary were directed to execute said contract on behalf of the Board of Trustees.

* * * * *

The Secretary presented the following Articles of Agreement with the City of Columbus for granting of right of way from the Board of Trustees to the City of Columbus for the construction of a relief sewer:

GRANT OF RIGHT OF WAY FROM THE BOARD OF TRUSTEES OF
THE OHIO STATE UNIVERSITY

TO

THE CITY OF COLUMBUS

Know All Men by These Presents: That

Whereas, the City of Columbus is constructing a sewer which will pass through the lines hereinafter described, now, therefore, the Board of Trustees of the Ohio State University in consideration of One Dollar, and the right to the free use of the city sewers on the campus of the Ohio State University, and for the purpose of facilitating the construction and completion of said work, does hereby for itself, its successors and assigns, grant and release unto the said City of Columbus, Ohio, the Grantee, its successors and assigns, the right of way for the construction, operation, and maintenance of a 42-inch sewer along the following lines, to-wit:

Situated in the County of Franklin, State of Ohio, and on the grounds of the Ohio State University, beginning at a point in the Ohio State University's grounds, 395 feet north of the north line of 12th Avenue produced westwardly and 475 feet west of the west line of High Street, measured at right angles thereto; thence in a southeasterly direction 618 feet to a point 25 feet west of the west line of High Street, measured along the center line of 12th Avenue produced westwardly; thence eastwardly 25 feet measured along the center line of 12th Avenue produced westwardly to the west line of North High Street.

TO HAVE AND TO HOLD the same unto the said Grantee, its successors and assigns for a right of way for the construction and operation of a sewer as aforesaid.

Said grant is made upon the conditions which the Grantee agrees to fulfill as follows:

First. All excess satisfactory excavations shall be placed on the Ohio State University grounds within 500 feet of the starting point of said sewer.

Second. No stone shall be left within one foot of the surface of the ground, and all excess excavations shall be placed where directed by the Board of Trustees of the Ohio State University, or their duly authorized agent, and leveled off to a smooth surface to the satisfaction of the University.

As a further consideration for the grant from said Board of Trustees to the City of Columbus, the City of Columbus hereby grants the right and privilege to the Board of Trustees of the Ohio State University, and to the Ohio State University, to use the city sewers on the campus of said University without cost or expense to said University, or its Board of Trustees.

In Testimony Whereof, the parties hereto have set their hands this day of July, 1919.

Signed and acknowledged
in the presence of

ETHEL H. GILKEY
ROBERT ENGLER

THE BOARD OF TRUSTEES OF THE
OHIO STATE UNIVERSITY

By JOHN F. CUNNINGHAM
Chairman
CARL E. STEEB
Secretary

THE CITY OF COLUMBUS, OHIO

By George A. Borden
Director of Public Service

THE STATE OF OHIO, }
CUYAHOGA COUNTY } ss.

Before me, a Notary Public, in and for said County, personally appeared John F. Cunningham, Chairman of the Board of Trustees of the Ohio State University, which executed the foregoing instruments, who acknowledged that he signed said instrument as Chairman of the Board of Trustees of the Ohio State University, in their behalf and by their authority. and that said instrument is the free act and deed of said Board of Trustees of the Ohio State University.

In Testimony Whereof, I have hereunto subscribed my name at Columbus, Ohio, this 17th day of July, 1919.

GEORGE C. SCOTT
Notary Public, Franklin County, Ohio

THE STATE OF OHIO, }
CUYAHOGA COUNTY } ss.

Before me, a Notary Public, in and for said County, personally appeared the above named George A. Borden, Director of Public Service, of the City of Columbus, Ohio, who acknowledged that he signed the foregoing instrument, and that the same is his free act and deed as such Director of Public Service.

In Testimony Whereof, I have hereunto subscribed my name at Columbus, Ohio, this 25th day of June, 1919.

(Signed) Hayes L. Jones,
Notary Public, Franklin County, Ohio

The Chairman and Secretary of the Board were directed to execute said agreement on behalf of the Board of Trustees.

* * * * *

The President presented a request from the State Board of Health asking permission to repair that portion of the Old Botany Building now used as an animal house by the State Department of Health, said repairs to consist in the removal of the present glass greenhouse, and constructing in its stead a brick addition. It is understood

that the cost of this repair is to be paid by the State Department of Health and that this consent of the Board of Trustees does not in any way affect the jurisdiction of the Board over the building.

Upon motion, it was agreed to permit the State Department of Health to repair the Botany Building in accordance with the above understanding and the plans presented at this meeting.

* * * * *

The President presented a communication from a Committee appointed by the Local Chapter of the American Association of University Professors and Alumni on the campus referring to the matter of salaries for professors. The Secretary was directed to acknowledge receipt of said communication and to advise the Committee that the Board of Trustees in adopting the budget for the year 1919-1920 recognizes its inadequency and regrets that ample funds to meet the desired increases in salary were not at its disposal. The Board announces its purpose to use all reasonable efforts to provide adequate funds for this purpose and suggests to the Faculty the necessity of a careful revision of the courses offered, of the hours of teaching required, and students enrolled, keeping in mind the most economic and efficient use of all resources as a basis on which better salaries may be secured.

* * * * *

The President presented the following contracts between the Ohio State Board of Education and the Ohio State University, and the same were ordered executed on behalf of the University by the President and by the Secretary of the Board of Trustees:

"In consideration of the fact that the State Board of Education agrees to reimburse the University for its expenditures in the amounts and for the purposes designated in the attached tentative budget for the year 1919-1920, the Ohio State University hereby agrees to maintain in the College of Agriculture of said University a course in training for teachers of vocational agriculture which will meet the requirements of the State Board of Education as set up in its plan for teacher training.

"The University further agrees that the course in teacher training in vocational agricultural shall be under the general supervision of the Board of Education through Alfred Vivian, a member of said Board, who has been designated as a supervisor of teacher training in agriculture.

"The University further agrees that the head of the Department of Agricultural Education (W. F. Stewart) shall devote half of his own time and so much of the time of his associates in the Department of Agriculture Education as may be necessary, to the supervision of the teaching of vocational agriculture throughout the State and to the improvement of teachers in service, and for such work of supervision and improvement of teachers in service he shall be directly responsible to the State Board of Education to which Board he shall make such reports as it demands.

BUDGET

Summer Courses in Agriculture for Teachers.....	\$ 700.00
Part salary for Professor of Agricultural Education.....	750.00
Salary Asst. Professor in charge of Practice Teaching.....	2,700.00
Salary Asst. Professor for Supervision (11 months) at \$200.00	2,200.00
Salary Asst. Instructor for Teacher Improvement.....	1,800.00
Salary five critic teachers.....	10,400.00
Stenographer	840.00
Travel Allowance (automobile) Practice Teaching.....	400.00
Printing	800.00
Illustrative Material.....	100.00
Postage and Communication.....	300.00
Office Supplies.....	200.00
Miscellaneous	200.00

Total \$21,440.00

Signed in behalf of the Ohio State Board of Education.

ALFRED VIVIAN,
President

F. B. PEARSON,
Secretary

Signed in behalf of the Ohio State University.

W. O. THOMPSON,
President

CARL E. STEEB,
Secretary of the Board of Trustees

"In consideration of the fact that the State Board of Education agrees to reimburse the University for its expenditures in the amounts and for the purposes designated in the attached tentative budget for the year 1919-1920, the Ohio State University hereby agrees to maintain in the College of Agriculture of said University, a course for the training of teachers in vocational home economics which will meet the requirements of the State Board of Education as set up in its plan for teacher training.

"The University further agrees that the course in teacher training in vocational home economics shall be under the general supervision of the Board of Education through Alfred Vivian, a member of said Board who has been designated as supervisor of teacher training in Home Economics.

"The University further agrees that the Special Methods Teacher in Vocational Home Economics (Mrs. Maude G. Adams) shall devote half of her own time and so much of the time of her assistants in the Department of Home Economics as may be necessary, to the supervision of the teaching of Vocational Home Economics throughout the state and to the improvement of teachers in service, and for such work of supervision and improvement of teachers in service she shall be directly responsible to the State Board of Education to which Board she shall make such reports as it demands.

BUDGET

Part salary of Special Methods Teacher.....	\$ 800.00
Salary Asst. Professor for Supervision.....	2,100.00
Instructor to help in Teacher Improvement.....	1,800.00
Two Critic Teachers.....	8,800.00
Stenographer	840.00
Printing	500.00
Postage and Communication.....	260.00
Office Supplies.....	200.00
Miscellaneous	200.00
Total.....	\$10,000.00

Signed in behalf of the Ohio State Board of Education.

ALFRED VIVIAN,
President
F. B. PEARSON,
Secretary

Signed in behalf of The Ohio State University.

W. O. THOMPSON,
President
CARL E. STEEB,
Secretary of the Board of Trustees

* * * * *

The President reported that as a result of the action of the Board of Trustees, of March 12, 1919, the Legislature appropriated \$10,000.00 to finance the expenses necessary for the celebration of the Fiftieth Anniversary of the University, and the President presented the report of the Committee on Organization for the observance of the Fiftieth Anniversary of the founding of the Ohio State University.

REPORT OF THE COMMITTEE ON ORGANIZATION FOR THE OBSERVANCE OF THE FIFTIETH ANNIVERSARY OF THE FOUNDING THE OHIO STATE UNIVERSITY

This Committee, appointed by the President of the University on March 24, 1919, in pursuance of the Faculty Resolution of March 13, 1919, begs leave to submit the following report:

1. The celebration should open on Wednesday, October 12, 1920, the fiftieth anniversary of the selection of the site of the University, and should continue through Thursday and Friday following. A program of Athletics and possibly other student activities should be arranged for Saturday, the 16th of October.

2. For this occasion, a comprehensive history of the University should be prepared, and it should include an account of the participation by the University in the World War, material for which is already

being collected. A complete record of the exercises of the celebration should also be set forth in a memorial volume. Preferably one person should be retained as historian and all the work indicated should be under his supervision.

3. There should be a Committee on Invitation to be extended to other colleges and universities; the President and Administrative Council should constitute this committee.

4. The organization for the celebration should be under the direction and control of an Executive Committee of 14 members, comprising two representatives from the Board of Trustees, seven from the Faculty, and three, namely, the President and Secretary and Treasurer from the Ohio State University Association, and the President of the University and the Secretary of the Board of Trustees.

5. Other committees are suggested as follows: the Executive Committee having power to combine, eliminate, or add others, as it may deem desirable, namely:

- a. Decorations and Medal.
- b. Entertainment.
- c. Registration and Badges.
- d. Graduate participation.
- e. Undergraduate participation.
- f. State and Municipal participation.
- g. Addresses, including speakers and subjects.
- h. Historical exhibits.
- i. Educational exhibits.
- j. Publicity and printing.
- k. Music.
- l. Banquet.
- m. Pageantry.
- n. Memorial volume.
- o. Program.

These committees should be appointed by the President of the University, and, as far as possible, the Chairmen should be members of the Executive Committee so as to concentrate the work and make all information as to progress readily available at Executive Committee meetings.

6. The general program should include a program of exercises devoted to education in Ohio, with special reference to the place of the University in the state scheme of education. The Ohio State Teachers' Association should be invited to choose one speaker, and the Ohio College Association another speaker for that occasion.

Respectfully submitted by the Committee on Organization:

Edwin A. Cottrell
David S. White
George W. Rightmire
J. A. Bownocker
J. S. Myers
T. E. French
Clark S. Wheeler

Upon the recommendation of the President, the above report was amended in Article 4 to read 15 members instead of 14, and to insert

the name of the Treasurer of the University as the 15th member of the Committee. This recommendation was agreed to. The President recommended further that a finance committee be included in the list of committees, which was agreed to. The report submitted as amended was adopted, and the President was directed to complete the organization at once.

* * * * *

Upon the recommendation of the President, the following salary budget, to be paid from the Smith-Hughes funds for the year 1919-1920, for Agriculture and Home Economics, was adopted:

AGRICULTURE

L. O. Lantis	Summer Session.....	\$ 400.00
Walter C. Kraatz	Summer Session.....	800.00
W. F. Stewart	Professor Agricultural Education, part salary (12 months).....	750.00
E. F. Johnson	Asst. Professor Agricultural Education (12 mos.)	2,700.00
Ray Fife	Asst. Professor Agricultural Education (11 mos. beginning August 1).....	2,200.00
Harold G. Kenestrick	Instructor Agricultural Education (10 months beginning September 1).....	1,250.00
F. H. McMillen	Instructor Agricultural Education (12 months) Located at Hilliards.....	2,100.00
Roy D. Kauffman	Instructor Agricultural Education (12 months) Located at Canal Winchester.....	2,100.00
Ralph H. Schreiber	Instructor Agricultural Education (12 months) Located at Worthington.....	2,100.00
H. W. Nisonger	Instructor Agricultural Education (12 months) Located at Grove City.....	2,100.00
J. B. Lane	Instructor Agricultural Education (12 months) Located at Hamilton Township.....	1,800.00
Clara Weishaupt	Stenographer (10 months).....	840.00
Automobile Allowance	E. F. Johnson.....	400.00

HOME ECONOMICS

Mrs. Maude G. Adams	Asst. Professor Home Economics Education, part salary (12 months).....	800.00
Treva Kauffman	Asst. Professor Home Economics Education (12 months)	2,100.00
Henrietta Gromme	Instructor Home Economics Education (12 mos.) Located at North High School.....	1,800.00
	Instructor Home Economics Education (12 mos.) Located at Reynoldsburg.....	1,500.00
	Stenographer	840.00

* * * * *

The President reported that certain changes were necessary in Hayes Hall and Page Hall in order to make more class rooms. On motion, this matter was referred to the Cabinet with power.

* * * * *

The President presented preliminary sketches showing changes to be made in the west end of the Main Building for purposes of giving better conditions for the Registrar's office. This matter was referred to the Cabinet with power.

* * * * *

The President presented preliminary sketches for the proposed Artillery Barn for which the Legislature has appropriated \$10,000.00. It was directed that the University Architect prepare further plans and specifications along the same lines showing what can be built within the appropriation.

* * * * *

The President reported that the General Appropriation Bill carries the following items:

For Sheep Building..... \$15,000.00
 For Hog Building..... 10,000.00

The University Architect was directed to prepare preliminary plans and specifications for the above buildings.

* * * * *

The President reported that in accordance with the general rule covering resignations and appointments, the following sums were cancelled and appropriated in the salary budget as of June 30, 1919:

CANCELLATIONS

Ralph Sponsler	Animal Husbandry.....	\$ 300.00
C. Walter Holdson	Dairying	150.00
Marie Freeman	Home Economics	360.00
Ellen Miller	Home Economics	400.00
A. A. Case	Industrial Arts.....	150.00
E. E. Somermeier	Metallurgy.....	120.00
Night Supervisor	Homeopathic Hospital	600.00
Martha Bower	Homeopathic Hospital	59.37
Sarah Fulton	Homeopathic Hospital	6.25
Hazel Ault	Homeopathic Hospital	63.75
Beatrice Jacobs	Homeopathic Hospital	50.00
Emma Herbst	Homeopathic Hospital	12.50
Juanita Hauer	Homeopathic Hospital	2.09
Marion Feldderjohan	Homeopathic Hospital	2.09
Inez Terry	Homeopathic Hospital	6.27
Leona Hurst	Homeopathic Hospital	6.27
Marie Brinkmyer	Homeopathic Hospital	20.88
Eva Smith	Homeopathic Hospital	8.40
Iva Meredith	Homeopathic Hospital	8.40
Wanda Hahn	Homeopathic Hospital	8.40
Jeanette Allmond	Homeopathic Hospital	18.78
Fern Conway	Homeopathic Hospital	16.70
Corda Hartman	Homeopathic Hospital	16.70
Emilie Jungerman	Homeopathic Hospital	16.70

Minnie Knecht	Homeopathic Hospital	20.86
Esther Lyon	Homeopathic Hospital	16.70
Student Nurse	Homeopathic Hospital	50.00
F. L. Landacre	College of Medicine.....	100.00
Two Internes at \$50	College of Medicine.....	100.00
R. L. Barnes	Department of Medicine.....	100.00
W. H. Hodges	Ophthalmology - Oto-Laryngology	200.00
Two Nurses	Public Health and Sanitation....	150.00
E. M. Freese	Surgery.....	10.00
Harry Miller	Graduate School.....	25.00
Military Science	Officers.....	2,260.00
	Special Lectures.....	500.00
L. E. Wolfe	Entrance Board	200.00
Mrs. J. A. Hockenberry	Janitress.....	50.00
Lydia Sawson	Janitress.....	20.00
D. R. Masters	Janitor	249.00
J. N. Bradford	University Architect.....	1,399.98
C. F. Mayer, Jr.	Draftsman.....	750.00
Leo Smith	Draftsman.....	699.96
Coletta Kelly	Stenographer.....	450.00

APPROPRIATIONS

Cecil Bayes	Animal Husbandry.....	120.00
Frederick G. Charles	Horticulture.....	.02
T. V. Armstrong	Astronomy.....	10.00
S. F. Stapleton	Astronomy.....	20.00
Catherine Burger	Homeopathic Hospital	10.45
Lova E. Swingert	Homeopathic Hospital	6.25
E. F. McCampbell	College of Medicine.....	1,260.00
Daisy Davis	Registrar's Office.....	160.00
Charles E. Dice	Janitor	150.00
Corrine Morgan	Janitress.....	50.00
Jonathan Vollmer	Ashwheeler	150.00
James Johnson	Janitor	75.00
Henry Clay	Ashwheeler	75.00

* * * * *

Thereupon the Board adjourned to meet at the Lake Laboratory, Cedar Point, early in August, at a date to be fixed by the Chairman.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES THE OHIO STATE UNIVERSITY

Cedar Point, Ohio, August 4, 1919.

The Board of Trustees met at the Hotel Cedars, Cedar Point, Ohio, pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; Benj. F. McCann, John Kaiser, Dr. T. C. Mendenhall.

* * * * *

Dr. Mendenhall presented the following resolution which was adopted:

Resolved: That a Committee of three members of the Board be appointed whose duty it shall be to make a careful study of the Report on "Personnel and Courses of Study" of the various Colleges of the University, which was submitted by the President at the meeting in Dayton, July 8, 1919; to investigate conditions as revealed therein and to make a report regarding the same, with such suggestions or recommendations as they may deem wise.

* * * * *

Upon the recommendation of the President, the following resignations were accepted, and the balances cancelled in accordance with the general rules:

Name	Title	Date Effective	Annual Salary	Cancellation
<i>College of Agriculture</i>				
Thomas G. Phillips	Asst. Professor Rural Economics	June 30, 1919		
C. B. Irwin	Graduate Assistant Dept. of Dairying	June 30, 1919		
<i>College of Arts</i>				
Edwin A. Cottrell	Prof. Political Science	June 30, 1919		\$2,750.00
J. E. Dunlap	Instructor of Latin	June 30, 1919		1,800.00
<i>College of Commerce and Journalism</i>				
D. R. Taft	Asst. Professor, Economics and Sociology	June 30, 1919		2,000.00
<i>College of Engineering</i>				
J. O. Draffin	Instructor Mechanics	June 30, 1919		1,500.00
<i>College of Homeopathic Medicine</i>				
Helen Miller	Student Nurse Homeopathic Hospital	June 30, 1919		
Iva Meredith	Student Nurse Homeopathic Hospital	June 30, 1919		
Fern Conway	Student Nurse Homeopathic Hospital	June 30, 1919		
PRESIDENT'S DIVISION				
<i>Library</i>				
Marguerite Forwick	Library Assistant	July 31, 1919	\$ 780.00	715.00
Marguerite Mitchell	Library Assistant	Aug. 15, 1919	1,200.00	1,050.00
<i>Agricultural Extension Service</i>				
H. G. Ingerson	Specialist in Horticulture	June 30, 1919		
A. B. Dann	Specialist in Poultry Husbandry	July 31, 1919		
<i>Stenographic and Clerical</i>				
Wm. F. Felch	Clerk, Department Physical Education	June 30, 1919	840.00	840.00

Upon the recommendation of the President, the appropriation of \$300.00 in the Budget for Student Assistant in Physiology was cancelled.

* * * * *

Upon the further recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rules:

Name	Title	Date Effective	Annual Salary	Appropriation
<i>College of Agriculture</i>				
Clarence Kennedy	Instructor Zoology and Entomology	July 1, 1919	\$1,500.00	Budget
Walter Balduf	Graduate Asst. Zoology and Entomology	July 1, 1919	300.00	Budget
Walter Kraatz	Graduate Asst. Zoology and Entomology	July 1, 1919	300.00	Budget
Claiborne Young	Graduate Asst. Zoology and Entomology	July 1, 1919	300.00	Budget
Anna Harshman	Graduate Asst. Zoology and Entomology	July 1, 1919	300.00	Budget
Edwin Hartley	Graduate Asst. Zoology and Entomology	July 1, 1919	300.00	Budget
Enid Lunn	Instructor, Home Economics	July 1, 1919	1,800.00	Smith-Hughes Budget
Ettie Waid	Instructor, Home Economics	July 1, 1919	1,500.00	Smith-Hughes Budget
Lelia McGuire	Instructor, Home Economics	July 1, 1919	1,200.00	\$1,200.00
Clara M. Bancroft	Asst. Critic Teacher Home Economics	July 1, 1919	1,350.00	Smith-Hughes Budget
Adelaide Barer	Asst. Home Economics (2 Assts. at \$4,750.00 to be cancelled — \$1,500.00)	July 1, 1919	800.00	800.00
Elsie Steiger	Asst. Home Economics	July 1, 1919	750.00	Budget
Jeanette Bonar	Asst. Home Economics	July 1, 1919	840.00	Smith-Hughes Budget
<i>College of Arts</i>				
Lenore McAdams	Graduate Assistant English	Sept. 1, 1919	300.00	Budget
Chauncey Boucher	Asst. Professor American History	Sept. 1, 1919	2,300.00	800.00
<i>College Commerce and Journalism</i>				
Edwin F. Clarke	Instructor, Economics and Sociology	July 1, 1919	2,000.00	2,000.00
W. D. Wall	Lecturer, Accounting	July 1, 1919	1,000.00	1,000.00
<i>College of Education</i>				
George E. Side	Assistant, Industrial Education	Sept. 1, 1919	500.00	Budget

Name	Title	Date Effective	Annual Salary	Cancel-lation
<i>College of Engineering</i>				
Howard D. Minchin	Professor, Applied Optics	At Once	3,000.00	500.00
<i>College of Medicine</i>				
Luke V. Zartman	Instructor, Surgery	July 1, 1919	400.00	400.00
Harry Lutz	Student Assistant, Physiology	July 1, 1919	300.00	Budget
<i>College of Homeopathic Medicine</i>				
Edna Ruth Shultz	Student Nurse, Homeopathic Hospital	Feb. 20, 1919	50.00	
Jane Anderson	Student Nurse, Homeopathic Hospital	Feb. 20, 1919	50.00	
Helen Mary Amon	Student Nurse, Homeopathic Hospital	Feb. 20, 1919	50.00	
PRESIDENT'S DIVISION				
<i>Library</i>				
Mary E. Bigger	Library Assistant	Sept. 1, 1919	900.00	750.00
George W. Starr	Night Assistant	Sept. 1, 1919	40.00 mo.	80.00
<i>Stenographic and Clerical</i>				
Anne G. Bierman	Stenographer, Mech. Engineering	Aug. 1, 1919	840.00	770.00

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Upon motion, it was agreed that Mr. Kaiser and Mr. Cunningham represent the Board of Trustees on the General Committee having in charge the Fiftieth Anniversary of the University.

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Upon the recommendation of the President, the following increases in salaries were granted:

Name	Title	Date Effective	Annual Salary	Appro- priation
<i>College of Agriculture</i>				
R. A. Bowers	Laborer, Farm Operations	July 1, 1919	\$1,200.00	\$ 300.00
<i>College of Arts</i>				
W. S. Elden	Professor, Latin	July 1, 1919	3,000.00	250.00
A. W. Hodgman	Professor, Latin	July 1, 1919	3,000.00	250.00
<i>College of Medicine</i>				
Wm. Irving	Technician, Physiology	June 30, 1919	2,000.00	200.00
Clara Wegener	Asst. Physiology	June 30, 1919	700.00	100.00
PRESIDENT'S DIVISION				
<i>Library</i>				
Night Assistants	Library	July 1, 1919	480.00	160.00
Elma E. Hamilton	Library Assistant	July 1, 1919	70.00 mo.	120.00
Susan Marksbury	Library Assistant	July 1, 1919	70.00 mo.	120.00
* * * * *				

Upon the recommendation of the President, the following Leave of Absence was granted:

Name	Title	Date Effective	Annual Salary	Cancellation
<i>College of Arts</i>				
George S. Chapin	Asst. Professor, Romance Languages	1919-1920	No Salary	\$1,800.00
*	*	*	*	*

Upon the recommendation of the President, Marie Combs, Stenographer in the Department of Psychology, was transferred to the position of Stenographer in the office of the Dean of the College of Arts, Philosophy and Science, effective August 1, 1919 at a salary of \$70.00 per month.

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Upon the recommendation of the President, the following changes were made in Titles:

Name	Title	Change
<i>College of Commerce and Journalism</i>		
R. D. McKenzie	Instructor, Economics and Sociology	Assistant Professor, Economics and Sociology
<i>College of Engineering</i>		
W. A. Knight	Assoc. Professor Machine Shop Practice	Professor, Mechanical Practice
*	*	*

The President presented the following resolution with the approval of Dean Denney and Professor S. C. Derby:

“Resolved: That in order to relieve Professor Derby of the administrative work of the Department of Latin, it is hereby authorized to reorganize the Department of Latin with a rotary chairmanship until otherwise ordered; the appointment of Chairman to be made annually by the Trustees upon the nomination of the President.”

This resolution was adopted by the Board of Trustees, and upon the recommendation of the President, Professor Elden was appointed Chairman of the Department for the current year, and Professor Hodgman was appointed for the year 1920-1921.

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It was further recommended by the President and approved by the Board that the appropriation made by the State, namely eighteen hundred dollars (\$1,800.00) be divided equally among the five persons engaged in instruction in the College of Law for the Summer Session.

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The President reported that under date of July 29, 1919, the Protestant Hospital Trustees had accepted the proposal of the Trustees of the University for \$11,000.00 for clinical facilities for the current year and recommended that payment be made monthly for the nine academic months, which was agreed to.

* * * * *

Upon the recommendation of the President, the report from the Advisory Council of the Engineering Experiment Station, authorizing \$2,000.00 for the publication of a Bulletin on the hydrology of the upper Scioto River, was approved and adopted. It was recommended that the appropriation be made against the funds provided by the Legislature for the Engineering Experiment Station, which was agreed to.

* * * * *

The President submitted the following communication, under date of June 18, from Professor Coddington, concerning certain experiments in the sampling of coal by Professor Demorest and recommended that the plan proposed by the Advisory Council of the Engineering Experiment Station be approved and authorized, and that the expenditures be charged against the appropriation for the Engineering Experiment Station. This was agreed to by the Board:

“President W. O. Thompson,
University Hall.

“Dear President Thompson—At a meeting of the Advisory Council of the Engineering Experiment Station, held June 10, 1919, the following motion was passed:

“That the employment of the men for sampling coal during the coming summer be approved and that \$3,000.00 be appropriated for the equipment to be selected by Professor Demorest for the purpose of analyzing and testing the coals of Ohio.

“In accordance with this motion we recommend the appointment of H. J. Schwartz at \$85.00 per month and R. B. Hutcheson at \$50.00 per month, for the summer, to carry on the sampling of coals for Professor Demorest’s use in his survey of the coals of Ohio. The Advisory Council also recommends that the traveling expenses incurred by these men in their work of sampling coals be paid. This recommendation is supplemented by the accompanying letter from Professor J. A. Bownocker.

“Very truly yours,
(Signed) “E. F. CODDINGTON,
“Acting Dean, College of Engineering,
The Ohio State University.”

(Copy of Letter Accompanying Foregoing)

“Dr. E. F. Coddington,
Ohio State University.

“My Dear Dean—Professor Demorest has asked Mr. Stout and myself to look after taking the samples of coal for investigation by the Engineering Experiment Station. We have accordingly selected the coal beds to be tested and where the samples are to be taken.

“Since the samples are to be large (one-half ton), the work will be heavy. Moreover, unless the samples are properly taken the results will not be first class. It follows therefore that two good men are needed, and I am suggesting

the names of H. J. Schwartz and R. B. B. Hutcheson. The former is a senior in Mining Engineering who is well thought of by Professor Demorest and myself. He is 27 years old and reliable. Mr. Hutcheson has just completed his Sophomore year in the Arts College. He is a good student and plans to specialize in Geology. Professor Demorest, Mr. Stout, and I think that \$85.00 per month for Mr. Schwartz and \$50.00 per month for Mr. Hutcheson will be reasonable. Of course their traveling expenses will have to be added.

“Very truly yours,

“(Signed) J. A. BOWNOCKER.”

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The President recommended, and it was unanimously approved by the Board of Trustees, that the contract between the Ohio State University and the Ohio State Board of Education, under the Smith-Hughes Law, be approved; contract follows:

CONTRACT BETWEEN THE OHIO STATE UNIVERSITY AND THE
OHIO STATE BOARD OF EDUCATION REGARDING THE
TRAINING OF TEACHERS FOR TRADES AND INDUSTRIES
UNDER THE SMITH-HUGHES LAW

The Board of Trustees of the Ohio State University herewith agrees to provide in the College of Education of said University, the facilities for the training of teachers for Trades and Industries during the year ending June 30, 1920, in accordance with the requirements of the act of Congress, known as the Smith-Hughes Law, and with the plans as adopted by the Ohio State Board of Education of the State of Ohio for the training of teachers for trades and industries. As a part of this training the Board of Trustees agrees to provide suitable facilities for practice teaching in Trades and Industries and for observation of teaching in Trades and Industries.

The Teacher-Training for Trades and Industries in the College of Education of the Ohio State University will be subject to the general supervision of the State Board of Education through its regularly designated Supervisor of Teacher-Training for Trades and Industries.

In consideration of this action by said Board of Trustees and upon condition of the fulfillment of the same, the Ohio State Board of Education hereby agrees to reimburse the Ohio State University for moneys spent in connection with the courses in Teacher-Training for Trades and Industries in amounts not to exceed those stated for each item in the budget given below. Reimbursements for such expenditures will be made quarterly (the quarters ending September 30, December 31, March 31, and June 30, respectively) upon the presentation of a properly attested affidavit showing the actual expenditures during the quarter.

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES O. S. U.

(1) For salary of Professor Usry (half time)...	\$1,800.00
(2) For salaries of teachers.....	1,000.00
(3) For communication	75.00
(4) For printing	100.00
(5) For supplies	100.00

Total \$3,075.00

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT LIMA, OHIO—AN EXTENSION CENTER

(1) For salary of teachers.....	\$ 500.00
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BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT TOLEDO, OHIO—AN EXTENSION CENTER

(1) For salary of teachers.....	\$1,000.00
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BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES AT SANDUSKY, OHIO—AN EXTENSION CENTER

(1) For salary of teachers.....	\$1,000.00
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Grand Total \$5,575.00

In behalf of the Ohio State University

W. O. THOMPSON,
President

CARL E. STEEB, *Secretary*
Board of Trustees

In behalf of the Ohio State Board of Education

ALFRED VIVIAN,
President

F. B. PEARSON,
Secretary

Dated July 1, 1919.

* * * * *

The President further recommended that the following action taken by the University Faculty, July 23, be approved. This action was as follows:

Resolved, 1: That the requirements in Physical Education for Women be reduced for both Freshmen and Sophomores from four hours per week to three hours per week.

2: That no more than two hours per week be given to work on the gymnasium floor, the additional hour to be spent in outdoor recreational activities in the afternoon hours.

In pursuance of this action, the President further recommended that the resolution upon the Division of Physical Education for Women withdrawn at the last meeting be now adopted and that persons named in the Budget be elected for the current year at the salaries named. The resolution was as follows:

“Resolved: That the Board of Trustees notify all persons on the roll of work for Physical Education for Women and the Head of the Department that no obligation to continue the service or personnel after June 30, 1920, is assumed

and that this notice go with the formal notice of election for the ensuing year.”

This recommendation of the President was agreed to by the Board.

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The President reported the following committee from the Faculty as members of the General Committee on Arrangements for the Semicentennial Celebration:

T. E. French, G. W. Rightmire, C. S. Wheeler, A. Timberman, A. D. Cole, J. S. Myers, M. B. Evans.

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The President called the attention of the Trustees to a letter from the Auditor of State concerning the Endowment Fund of the University. Upon motion, a committee, composed of Judge McCann and Mr. Mallon, was appointed to consider the above matter and to confer with the Auditor of State, and to report back to the Board of Trustees.

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The Secretary was directed to instruct the University Architect to prepare a model of the proposed alumni memorial tower.

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The following recommended list of Fellows and Scholars was approved:

FELLOWSHIPS

Marjorie Aborn	Fellow A. M. Oberlin.....	\$500.00
Harriet Page Albright	Fellow A. M. Radcliffe.....	500.00
E. W. Balduf	Fellow A. M. University of Chicago.....	500.00
H. L. Dozier	Fellow M. S. University of Florida.....	500.00
E. F. George	Fellow M. A. West Virginia University..	500.00
T. L. Guyton	Fellow M. Sc. Ohio State University....	500.00
Eleanor P. Haas	Fellow A. B. Ohio State University.....	500.00
S. K. Mitra	Fellow B. Sc. Ohio State University.....	500.00
Jeanette Reamer	Fellow M. A. Ohio State University.....	500.00
C. F. Rudman	Fellow M. A. Ohio State University.....	500.00
Lily Bell Sefton	Fellow M. A. Ohio State University.....	500.00

SCHOLARSHIPS

Richard Bradfield	Scholar A. B. Otterbein.....	250.00
Harry F. Kohl	Scholar	250.00
Clarice Hobensack	Scholar B. A., M. A. Oberlin.....	250.00
Orville C. Jones	Scholar B. A., M. A. Oberlin.....	250.00
Margaret E. Jones	Scholar B. Sc. Ohio State University....	250.00
C. J. Overpeck	Scholar B. Sc. Ohio State University....	250.00
Jean K. Patton	Scholar A. B. Grove City.....	250.00
Florence H. Rees	Scholar Ph. B. Denison.....	250.00
Ernest Rey	Scholar B. A.	250.00
Marion Racer	Scholar B. A.	250.00
C. L. Underwood	Scholar B. Sc. West Virginia University..	250.00

Total Fellowships		\$5,500.00
Total Scholarships		2,750.00
Total		<u>\$8,250.00</u>
* * * * *		*

The President reported that the following communication had been sent by him to the Emergency Board requesting an allowance of \$35,000.00 for a new six hundred (600) Horsepower Boiler, because of the fact that the Boiler Inspector had condemned Boiler No. 2 in the old Power House:

"July 29, 1919.

"To the Honorable Emergency Board,
"State of Ohio.

"Honorable A. V. Donahey, Secretary.

"Gentlemen—The attention of the Emergency Board is respectfully invited to a report of the Boiler Inspector hereto attached condemning a boiler in the Power House of the Ohio State University and to the fact that this boiler has been in continuous service for 19 years. This inspection was made in accordance with the law requiring such inspection.

"Attention is also invited to the attached report of Mr. W. C. McCracken, Chief Engineer of the University Power Plant.

"Attention of the Board is further invited to Page 222, G. No. 31, of the Executive Budget for 1919-1920, where the University made request for two six hundred (600) Horsepower Boilers. This request was not granted. It may be recalled that at the time it was remarked that if an emergency should develop it could be dealt with at the time as an emergency.

"The University would respectfully suggest that in case any doubt should exist in the mind of any member of the Emergency Board it would be appropriate to make an official inspection by someone designated by the Emergency Board or other state authority.

"It will be obvious that prompt action should be taken if the University is to make purchase of a boiler and provide for its installation in time to meet the needs in the autumn.

"In view of the condition revealed above, which constitutes an emergency for which the University is not responsible, request is hereby made for the sum of thirty-five thousand (\$35,000.00) dollars or so much of the same as may be needed for the immediate purchase of one six hundred (600) Horsepower Boiler with stoker and fittings.

"Respectfully submitted in behalf of the Ohio State University.

"(Signed) W. O. THOMPSON,
President."

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On motion, the action of the President was approved and in case the allowance is made by the Emergency Board, then the Secretary is directed to have proper plans and specifications prepared and approved by the State Building Commission, and to advertise for and receive bids for presentation to the Board of Trustees at a future meeting.

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The President presented a proposal from the Jeffrey Manufacturing Company for the installation of a coal elevator in the new Power House to cost \$2,950.00. On motion, it was agreed to accept the proposal of the Jeffrey Manufacturing Company.

* * * * *

The plans for the Artillery Barn as prepared by the University Architect, payable from a special appropriation of \$10,000.00, were examined and approved. The Secretary was directed to present them to the State Building Commission for approval, and if approved, to advertise for bids in accordance with the law.

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The preliminary plans for the sheep building and swine building as prepared by the University Architect were approved, and it was ordered that said plans and specifications for the two buildings be completed at once.

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Thereupon the Board adjourned to meet in the morning at 10:00 o'clock to go to Put-in-Bay to inspect the new Lake Laboratory.

* * * * *

Tuesday Morning, August 5, 1919, 10:00 O'clock.

The Trustees visited the site of the old Laboratory Building with Mr. G. A. Boeckling, President of the Cedar Point Resort Company, and after this inspection, Mr. Boeckling agreed to present to the Trustees a proposition for the purchase of the old building.

Thereupon the Board adjourned subject to the call of the Chairman.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, SEPTEMBER 2, 1918.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John Kaiser, Vice Chairman; Guy W. Mallon, Dr. T. C. Mendenhall, O. E. Bradfute.

* * * * *

Upon the recommendation of the President, the faculty of the College of Engineering was authorized to co-operate with the Society for the promotion of Engineering Education, in the giving of psychological tests to Engineering students. It is understood that this

co-operative plan will extend over a period of four or five years. The estimated expense to the University will be approximately \$200.00 per year.

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The President presented the contract between the United States Bureau of Mines and the Ohio State University for the fiscal year ending June 30th, 1920. The contract was approved and ordered signed on behalf of the University, by the President, the Chairman and the Secretary of the Board of Trustees.

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Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Salary	Cancel-lation
<i>College of Commerce and Journalism</i>				
Harry E. Sheppard	Instructor, Economics and Sociology	Sept. 1, 1919	\$1,600.00	\$1,600.00
Walter E. Weidler	Instructor, Economics and Sociology	Sept. 1, 1919	2,000.00	2,000.00
	Instructor, Economics and Sociology			1,700.00
<i>College of Engineering</i>				
Stella D. Bruce	Graduate Assistant, Dept. Chemistry	Sept. 1, 1919	300.00	300.00
<i>College of Agriculture</i>				
V. C. Smith	Asst. Professor Farm Crops	Aug. 1, 1919	Agricultural Extension Service	
Ralph Reel	Graduate Assistant, Chemistry	Sept. 1, 1919	300.00	300.00
A. A. Case	Instructor, Industrial Arts	Sept. 1, 1919	1,760.00	1,760.00
<i>Homeopathic Hospital</i>				
Kathleen Hannon	Obstetrical Superv. Homeopathic Hospital	Sept. 1, 1919	720.00	600.00
<i>Library</i>				
Alice L. Morris	Reference Assistant	Aug. 15, 1919	1,020.00	892.50
Marie K. Bulkley	Library Assistant	Sept. 1, 1919	600.00	500.00
<i>College of Veterinary Medicine</i>				
Samuel J. Schilling	Instructor, Veterinary Medicine	Sept. 1, 1919	1,400.00	1,400.00
<i>President's Office</i>				
Hazel M. Lewis	Stenographer	Sept. 15, 1919	1,020.00	807.50
<i>College of Agriculture</i>				
Marion Tucker	Instructor	Sept. 1, 1919	1,500.00	1,500.00

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Upon further recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule.

Name	Title	Date Effective	Annual Salary	Appropriation
<i>College of Arts</i>				
Eugene H. Roseboom	Instructor, American History. (In absence of Professor Hockett) (The position of Instructor at \$1,500.00 is cancelled.)	Sept. 1, 1919	\$1,200.00	\$1,200.00
Alice L. Ridenour	Assistant, Department Latin	Sept. 1, 1919	700.00	700.00
PRESIDENT'S DIVISION				
Virginia Harrison	Library Assistant	Sept. 15, 1919	840.00	665.00
<i>Graduate School</i>				
Irma Ruth Selby	Scholar	Sept. 1, 1919	250.00	Budget
Harry J. Miller	Scholar	Sept. 1, 1919	250.00	Budget
Samuel G. Bridges	Fellow (2 Scholars at \$250.00 cancelled)	Sept. 1, 1919	500.00	500.00
<i>College of Engineering</i>				
Wm. S. Stevens	Instructor, Pharmacy	Sept. 15, 1919	1,000.00	Budget
U. S. Jamison	Graduate Assistant, Chemistry	Sept. 1, 1919	300.00	Budget
Jennie C. Fisher	Assistant, Chemistry	Sept. 1, 1919	500.00	500.00
Pao Ho Vong	Graduate Assistant, Chemistry (Subect to Senate Bill 134)	Sept. 1, 1919	300.00	Budget
Tecla F. Haldy	Assistant, Eng. Drawing (In Addition to Budget)	Sept. 1, 1919	900.00	100.00
Percy W. Ott	Instructor, Mechanics	Sept. 1, 1919	1,500.00	1,500.00
<i>Business Manager's Office</i>				
Harriet Foster	Typist	July 28, 1919	840.00	780.77
<i>College of Commerce and Journalism</i>				
C. D. Bohannon	Instructor, Economics and Sociology	Sept. 1, 1919	1,200.00	1,200.00
Chas. A. Dice	Assist. Prof. Economics and Sociology	Sept. 1, 1919	3,000.00	3,000.00
Agnes Drury	Assistant, Economics and Sociology	Sept. 1, 1919	450.00	450.00
Edward S. Stimson	Assistant, Economics and Sociology	Sept. 1, 1919	450.00	450.00
Forest L. Blanchard	Assistant, Economics and Sociology	Sept. 1, 1919	\$ 450.00	\$ 450.00

Name	Title	Date Effective	Annual Rate	Appropriations
<i>Agricultural Extension</i>				
John J. Riggle	Co. Agri. Agent	July 1, 1919	1,900.00	
	Smith-Lever Funds\$133.33		
	Lake County Funds 25.00		
	Total per mo.\$158.33		
	Auto Allowance\$41.66		
George E. Boltz	Co. Agri. Agent	July 7, 1919	2,200.00	
	Smith-Lever Funds\$116.66		
	Tuscarawas County Funds	66.66		
	Total per mo.\$133.32		
	Auto Allowance\$41.66		
Guy W. Miller	Co. Agri. Agent	July 16, 1919	1,800.00	
	Smith-Lever Funds\$133.33		
	Trumbull County Funds	... 16.67		
	Total per mo.\$150.00		
	Auto Allowance\$41.66		
Collis Jordan	Co. Agri. Agent	July 1, 1919	1,800.00	
	Smith-Lever Funds\$133.33		
	Carroll County Funds 16.67		
	Total per mo.\$150.00		
	Auto Allowance\$41.66		
Walter Petit	Instructor	July 1, 1919	1,800.00	
	Agricultural Engineering (Salary to be paid from Smith-Lever Funds, Project No. 8B.)			
Gertrude Bilbey	Stenographer	July 1, 1919	35.00 per mo.	
	County Agent Department Salary to be paid from Scioto County Funds (not-offsetting) in Project No. 2.			
C. Grace Logan	Stenographer	July 1, 1919	45.00 per mo.	
	County Agent Department Salary to be paid from Lake County Funds (not-offsetting) in Project No. 2			
Mildred Eade	Stenographer	July 1, 1919	70.00 per mo.	
	Department Animal Husbandry Salary to be paid from Smith-Lever Funds in Project No. 8E			

Upon the recommendation of the President, the following increases in salary were granted:

<i>Library</i>				
Charlotte J. Thomas	Library Assistant	Sept. 1, 1919	\$1,200.00	\$ 200.00
<i>College of Arts</i>				
C. S. Boucher	Assistant Professor American History	Sept. 1, 1919	2,500.00	200.00

College of Education

Rudolph Pintner	Professor Psychology	Sept. 1, 1919	4,000.00	1,000.00
Mildred V. Talbot	Instructor	Sept. 1, 1919	1,500.00	200.00
E. O. Christensen	Instructor	Sept. 1, 1919	1,500.00	100.00

Registrar's Office

Helen Frame	Assistant to Registrar	Sept. 1, 1919	1,080.00	150.00
Ethel Woodbury	Assistant to Registrar	Sept. 1, 1919	1,080.00	150.00

* * * * *

Upon the recommendation of the President, the following leave of absence was granted:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Engineering</i>				
Jerry H. Service	Instructor Dept. Physics	1919-1920	No Salary	\$1,600.00

* * * * *

Upon the recommendation of the President, Thomas B. Meek was appointed Editor-in-Chief and W. Vaeth Brown, Business Manager of the Lantern for the years 1919-1920.

* * * * *

Upon the recommendation of the President, the present system of awarding scholarships in short course in Agriculture was formally discontinued, and the following was substituted in its stead, namely, that one scholarship be provided in each county, available for the three-year short course, the appointment to be made by the executive committee of the Farm Bureau in each county in accordance with the rules and approved by the University.

* * * * *

Upon the recommendation of the President, the Trustees authorized travel to Chicago, September 7-12 for C. J. Willard, and J. B. Park, to attend the conference of teachers of Farm Crops and Marketing in Agricultural Colleges of United States. This authorization is subject to the approval of the State Emergency Board.

* * * * *

The President presented the following resolution which was adopted:

"Whereas, The Board of County Commissioners of Highland County, Ohio, acting under authority of Section 9921-4 of the General Code, on February 19, 1917, did appropriate funds for the maintenance and support of County Agent Work, and on May 20, 1918, did appropriate the sum of \$1,500, and

"Whereas, During all of this period a county agricultural agent has been employed in said county by co-operation with the Ohio State University, and

"Whereas, Salary and expense allowance of said agent, as approved by the Board of Trustees of the Ohio State University, for the fiscal year beginning July 1, 1919, in inter-

est of good service requires the sum of \$1,500.00 in addition to the \$1,600.00 allowed by the Ohio State University, be it

Resolved, That the Board of Trustees of the Ohio State University acting under the authority of Section 9921-5 of the General Code of the State of Ohio, does hereby direct the Board of Commissioners of Highland County to appropriate \$1,500.00 for the maintenance and support of county agent work in Highland County during the year beginning July 1, 1919.

* * * * *
The request of a delegate from the Ohio State University to attend the celebration of the 100th anniversary of the founding of Dalhousie University at Halifax, Nova Scotia, was referred to the President, with power.

* * * * *
Thereupon the Board adjourned, subject to the call of the Chairman.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, October 7, 1919.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; John Kaiser, Guy W. Mallon, T. C. Mendenhall.

* * * * *
The following appropriations were made from the Engineering Experiment Station Fund:

1. For the exhibit at the coming convention of the Ohio Independent Telephone Association, \$125.00, this to be under the direction of Professor C. A. Wright.

2. Two thousand dollars was set aside for the Department of Mechanical Engineering for the following purposes:

a. Eight hundred dollars for the continuation of the experimental study of KEROSENE OIL BURNERS FOR MOTOR CARS, the same to include equipment, repairs, fuels, and the time of two students on Saturdays and during vacations until June, 1920.

b. Three hundred dollars for the continuation of the thesis work done on the BEARING TESTING MACHINE, to include equipment, repairs, and the services of a student on Saturdays and during vacations until June, 1920.

c. Four hundred dollars for the continuation of the experimental study of the FLOW OF WATER.

d. Five hundred dollars for the STUDY OF THE PROPERTIES OF COMBUSTIBLE MIXTURES THROUGH CARBURETORS AND MANIFOLDS.

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Upon the recommendation of the President, it was agreed that the allowance for travel and maintenance of automobiles for Home Demonstration Agents shall be \$500.00 per year the same as is now allowed to County Agents.

* * * * *

Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Salary	Cancel-lation
<i>College of Agriculture</i>				
John E. Bauman	Instructor, Zoology and Entomology	Sept. 1, 1919	\$1,200.00	\$1,200.00
<i>College of Arts</i>				
Arthur Bevan	Instructor, Geology	Sept. 25, 1919	800.00	
Gertrude Robinson	Instructor, English	Sept. 1, 1919	1,000.00	1,000.00
Louis Foley	Instructor, English	Sept. 1, 1919	1,500.00	1,500.00
Alice Ridenour	Instructor, Latin	Sept. 1, 1919	700.00	700.00
D. M. Gilbert	Instructor, Romance Languages	Sept. 1, 1919	1,500.00	1,500.00
Walter Pierce	Professor, Romance Languages	Sept. 1, 1919	2,500.00	2,500.00
<i>College of Commerce and Journalism</i>				
Carl E. Parry	Professor, Economics and Sociology	Sept. 1, 1919	2,500.00	2,500.00
<i>College of Education</i>				
Mildred V. Talbot	Instructor, Art	Sept. 1, 1919	1,500.00	1,500.00
Howard R. Mayberry	Laboratory Assistant, Psychology	Sept. 1, 1919	500.00	500.00
E. O. Christenseum	Instructor, Art	Sept. 1, 1919	1,500.00	1,500.00
<i>College of Homeopathic Medicine</i>				
Aneita Spencer	Teacher, Surgical Nursing	Sept. 15, 1919	720.00	570.00
George B. Faulder	Assistant, Gynecology and Obstetrics	Sept. 1, 1919	720.00	600.00
Leona Hurst	Student Nurse Homeopathic Hospital	Aug. 31, 1919		
<i>College of Medicine</i>				
Philip D. Wilson	Instructor, Surgery	Nov. 1, 1919	640.00	640.00

Name	Title	Date Effective	Annual Salary	Cancellation
<i>College of Veterinary Medicine</i>				
Benjamin Ford	Clerk, Veterinary Hospital	Oct. 6, 1919	1,020.00	749.26
<i>Graduate School</i>				
E. W. Balduf	Fellow	Sept. 1, 1919	500.00	500.00
S. G. Bridges	Fellow	Sept. 1, 1919	500.00	500.00
O. C. Jones	Scholar	Sept. 1, 1919	250.00	250.00
Irma Ruth Selby	Graduate Scholar	Oct. 1, 1919	250.00	250.00
Ernest Rey	Graduate Scholar	Oct. 1, 1919	250.00	250.00
<i>Library</i>				
Minnette Fritts	Library Assistant	Sept. 1, 1919	300.00	250.00
<i>Stenographic and Clerical</i>				
Duncan Cameron	Stenographer	Sept. 30, 1919	840.00	630.00
Orleta Ansel	Stenographer	Oct. 1, 1919	420.00	315.00
Mary Thomas Reichel	Stenographer	Sept. 8, 1919	840.00	681.15
Henrietta Jettinghoff	Stenographer	Sept. 17, 1919	840.00	659.62
<i>Business Manager's Office</i>				
Harriet Sturm	Typist, Business Manager's Office	July 1, 1919	840.00	840.00
Marguerite Makepeace	Clerk, Purchasing Department	July 31, 1919	1,020.00	935.00
<i>Operation and Maintenance</i>				
W. S. Williams	Carpenter	Sept. 20, 1919	1,340.00	1,039.38
Jonathan Vollmer	Ashwheeler	Aug. 30, 1919	900.00	750.00
<i>President's Division</i>				
Selma Mesloh	Assistant, Physical Education	Sept. 1, 1919	750.00	750.00
<i>Agricultural Extension</i>				
E. G. Hibbs	County Agricultural Agent, Agricultural Extension Service	Aug. 31, 1919		
Mildred Eade	Stenographer, Animal Husbandry, Agricul- tural Extension Ser- vice	Aug. 31, 1919		
J. F. Barker	Extension Specialist in Soils	Oct. 1, 1919		
Clark S. Wheeler	Director of Agricul- tural Extension	Nov. 15, 1919		

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
Alice Donnelly	Instructor, Home Economics	Sept. 1, 1919	\$1,500.00	\$1,500.00
Don S. Kochheiser	Assistant, Dairy Manufacturing	Aug. 1, 1919	1,200.00	100.00
Arthur deVries Burke	Instructor	Aug. 1, 1919	1,500.00	Can. in Appr. 187.50
Mary E. Wurdack	Student Assistant, Botany	Sept. 1, 1919	200.00	Can. in Appr. Budget
Donovan Church	Graduate Assistant, Botany	Sept. 1, 1919	300.00	Budget
Eunice P. Root	Graduate Assistant, Botany	Sept. 1, 1919	300.00	Budget
Edward Lawrence Wickliff	Instructor, Zoology and Entomology	Sept. 1, 1919	1,200.00	1,200.00
Donald B. Anderson	Student Assistant, Botany	Sept. 1, 1919	200.00	200.00
Elizabeth Baines	Instructor, Home Economics	Sept. 1, 1919	1,500.00	1,500.00
K. Louise Boyenton	Assistant, Home Economics	Sept. 1, 1919	750.00	750.00
(The positions of Instructors at \$1,800.00 and \$1,200.00 are canceled.)				
<i>College of Arts</i>				
Robert E. Rockwood	Asst. Professor, Romance Languages	Sept. 1, 1919	2,250.00	2,250.00
Alexander P. Moore	Instructor, Romance Languages	Sept. 1, 1919	1,600.00	1,600.00
Agnes Ewing Brown	Instructor, Romance Languages	Sept. 1, 1919	1,500.00	1,500.00
Reuben Valentine Smith	Instructor, (half time) Latin	Sept. 25, 1919	700.00	700.00
Raymond E. Lamborn	Instructor, Geology	Sept. 26, 1919	1,800.00	1,800.00
John W. Tait	Instructor, English	Sept. 1, 1919	1,200.00	1,200.00
(The position of Instructor at \$1,000.00 is canceled.)				
<i>College of Commerce and Journalism</i>				
Montgomery Pike	Lecturer, Economics and Sociology	Oct. 1, 1919	800.00	720.00
(The position of Assistant at \$1,500.00 is canceled.)				
Elizabeth Mitchel	Student Asst., Eco- nomics and Sociology	Oct. 1, 1919	150.00	150.00
<i>College of Education</i>				
Ellis L. Noble	Laboratory Assistant, Psychology	Sept. 1, 1919	500.00	500.00
Melville Folsom Webber	Instructor, Art	Sept. 15, 1919	1,200.00	1,200.00
Helen Marshall	Assistant, History and Phil. of Education	Sept. 16, 1919	750.00	250.00
Alma Knauber	Instructor, Art	Sept. 1, 1919	1,500.00	Can. in Appr. 1,500.00

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Engineering</i>				
Philip Lawrence Gierick	Student Assistant, Industrial Arts	Sept. 1, 1919	300.00	Budget
James T. Robson	Instructor, (part time) Ceramic Engineering (The position of Assistant Professor in Ceramics at \$2,000.00 is canceled.)	Sept. 1, 1919	1,000.00	1,000.00
Oscar DeWitt Rickly	Asst. in Machine Work Industrial Arts	Sept. 1, 1919	990.00	900.00
Jerome R. Mueller	Graduate Assistant, Chemistry	Sept. 1, 1919	300.00	300.00
Frank Rockwell Morris	Student Assistant, Mine Engineering	Sept. 1, 1919	300.00	Budget
William Edward Cramer	Student Assistant, Mine Engineering	Sept. 1, 1919	150.00	Budget
Julius Bosway	Student Assistant, Electrical Engineering	Sept. 1, 1919	200.00	200.00
Charles W. Jarvis	Instructor, Physics	Sept. 1, 1919	1,600.00	1,600.00
Robert S. Hanson	Student Assistant, Chemistry	Sept. 16, 1919	250.00	Budget
H. K. Linzell	Student Assistant, Chemistry (The four positions of Student Assistants in Chemistry at \$250.00 are canceled.)	Sept. 16, 1919	300.00	300.00
Karl D. Price	Student Assistant, Electrical Engineering	Sept. 1, 1919	100.00	100.00
Spencer A. Griffin	Student Assistant Electrical Engineering	Sept. 1, 1919	200.00	200.00
Fillmore Dowell Swan	Student Assistant, Mechanical Engineering	Sept. 22, 1919	600.00	600.00
Donald Guthrie	Asst. to Mechanician, Electrical Engineering	Oct. 1, 1919	250.00	225.00
Frank Bisel	Asst. to Mechanician, Electrical Engineering	Oct. 1, 1919	250.00	225.00
Ralph S. Paffenbarger	Instructor, Engineering Drawing	Sept. 29, 1919	1,500.00	1,500.00
Edward H. Mack., Jr.	Asst. Professor, Chemistry	Sept. 1, 1919	2,500.00	Budget
S. F. Stapleton	Student Assistant, Astronomy	Sept. 1, 1919	300.00	Budget
Herman Steiger	Student Assistant, Me- chanical Engineering	Oct. 1, 1919	750.00	675.00
Leonard Ralph Strong	Student Assistant, Me- chanical Engineering	Sept. 23, 1919	80.00	80.00
<i>College of Homeopathic Medicine</i>				
Henrietta Hymans	Supervisor, Maternity and Children's Ward	Sept. 1, 1919	720.00	600.00
Robert Stanley Coppess	Clinical Asst., Gyne- cology and Obstetrics	Sept. 16, 1919	600.00	600.00
Floyd M. Green	Supervising Anaesthetist	Sept. 17, 1919	600.00	600.00

Name	Title	Date Effective	Annual Rate	Appropriations
John Long	Orderly, Operating Room, Homeopathic Hospital	Sept. 1, 1919	900.00	900.00
<i>College of Medicine</i>				
William M. Murray	Laboratory Assistant Bacteriology	Sept. 1, 1919	900.00	900.00
R. V. Sosa	Pharmacist, State Street Dispensary	Sept. 1, 1919	225.00	225.00
Frank W. Watson	Instructor, Bacteriology	Sept. 1, 1919	1,000.00	1,000.00
<i>College of Veterinary Medicine</i>				
John Torr, Jr.	Clerk, Veterinary Hospital	Oct. 6, 1919	1,020.00	752.40
<i>Agricultural Extension</i>				
Mary I. Brown	Home Demon. Agent Federal Extension Fund Erie County Funds	Sept. 1, 1919	1,800.00 \$ 90.00 (Project No. 11) 60.00	
			\$150.00	
Edith Hutchison	Home Demon. Agent Smith-Lever Funds	Sept. 1, 1919	1,800.00 \$150.00 (Project No. 11)	
Mrs. Marion Current	Home Demon. Agent Federal Extension Fund	Sept. 1, 1919	1,800.00 \$150.00 (Project No. 11)	
Ida Patterson	Critic Teacher, Home Economics Smith-Hughes Fund	Sept. 1, 1919	1,500.00	
	(This position was provided for at a recent meeting of the Board of Education and the money appropriated in addition to that previously appropriated.)			
<i>Library</i>				
Helen K. Laughlin	Library Assistant	Oct. 1, 1919	840.00	630.00
Ruth E. Waters	Library Assistant	Sept. 15, 1919	300.00	237.50
<i>Physical Education</i>				
Ethel C. Scofield	Instructor	Sept. 1, 1919	1,300.00	1,300.00
T. H. Connell	Student Assistant	Sept. 1, 1919	300.00	300.00
Clara Raynor-Ranck	Instructor	Oct. 1, 1919	900.00	900.00
<i>Registrar's Office</i>				
Dorothy Morton	Asst. to Registrar	Aug. 25, 1919	960.00	818.46
<i>Business Manager's Office</i>				
Ednah Pugh	Stenographer		900.00	54.80
	(From September 16 to October 8, at which time she was transferred to Agricultural Extension Service.)			
<i>Stenographic and Clerical</i>				
Mary Avery	Stenographer	Aug. 1, 1919	840.00	770.00
Verl Billingsley	Stenographer	Aug. 1, 1919	840.00	770.00
Margaret Hoffman	Stenographer	Sept. 22, 1919	840.00	659.61
Dorothy Swan	Stenographer	Sept. 27, 1919	840.00	638.07
Carman Carlyle	Stenographer	Oct. 1, 1919	840.00	630.00

Name	Title	Date Effective	Annual Rate	Appropriations
<i>Operation and Maintenance</i>				
A. D. Grayson	Janitor	Sept. 1, 1919	900.00	750.00
Jessie Haney	Janitress	Sept. 1, 1919	600.00	500.00

Upon the recommendation of the President, the following increases in salaries were granted:

College of Agriculture

Walter C. Kraatz	Graduate Asst. Zoology and Entomology	Sept. 1, 1919	\$ 600.00	\$ 300.00
J. B. Park	Professor, Farm Crops	Sept. 1, 1919	3,000.00	250.00

College of Arts

Ralph C. Williams	Instructor, Romance Languages	Sept. 1, 1919	1,800.00	200.00
E. H. McNeal	Professor, European History	Sept. 1, 1919	3,000.00	250.00
Wm. L. Graves	Professor, English	Oct. 1, 1919	2,750.00	225.00
V. A. Ketcham	Professor, English	Oct. 1, 1919	2,750.00	225.00
L. A. Cooper	Asst. Professor, English	Oct. 1, 1919	2,500.00	225.00
E. L. Beck	Asst. Professor, English	Oct. 1, 1919	2,500.00	225.00
J. F. Craig	Instructor, English	Oct. 1, 1919	1,800.00	270.00
E. W. Wiley	Instructor, English	Oct. 1, 1919	1,800.00	270.00
Verona Dollinger	Instructor, English	Oct. 1, 1919	1,200.00	180.00
Edith Sniffen	Instructor, English	Oct. 1, 1919	1,200.00	180.00
E. A. Esper	Instructor, English	Oct. 1, 1919	1,200.00	180.00
Walter French	Instructor, English	Oct. 1, 1919	1,200.00	180.00
E. S. Ingraham	Professor, Romance Languages	Oct. 1, 1919	3,000.00	225.00

College of Commerce and Journalism

H. F. Walradt	Asst. Professor, Economics and Sociology	Oct. 1, 1919	2,500.00	90.00
Christian VanRiper	Assistant, Economics and Sociology	Oct. 1, 1919	1,000.00	450.00
Forest L. Blanchard	Assistant, Economics and Sociology (Title changed to Instructor)	Oct. 1, 1919	1,200.00	675.00
Agnes Drury	Assistant, Economics and Sociology	Oct. 1, 1919	700.00	225.00

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Engineering</i>				
Carl B. Harrop	Asst. Professor, Ceramic Engineering	Sept. 1, 1919	2,250.00	250.00
Arthur S. Watts	Professor, Ceramic Engineering	Sept. 1, 1919	8,250.00	250.00
<i>College of Homeopathic Medicine</i>				
Mrs. Ruth Nimrocks	Housekeeper, Homeopathic Hospital	Sept. 15, 1919	42.16 per mo.	
Mrs. Lydia Hinderer	Cook, Homeopathic Hospital	Sept. 15, 1919	77.50 per mo.	
Blanche Smith	Waitress, Homeopathic Hospital	Sept. 15, 1919	85.83 per mo.	
Blanch Wykoff	Waitress, Homeopathic Hospital	Sept. 15, 1919	85.83 per mo.	
<i>Agricultural Extension</i>				
Faith Lanman	State Leader, Home Demon. Agents Smith-Lever Funds Project No. 11	Oct. 1, 1919	3,000.00	
Florence Willison	Instructor, Smith-Lever Funds Project No. 6	Oct. 1, 1919	1,800.00	
Ellen Miller	Instructor, Smith-Lever Funds Project No. 6	Oct. 1, 1919	1,800.00	
Eloise Davison	Instructor, Smith-Lever Funds Project No. 6	Oct. 1, 1919	1,800.00	
Edith Dickson	Instructor, Smith-Lever Funds Project No. 6	Oct. 1, 1919	1,800.00	
<i>Operation and Maintenance</i>				
Mrs. Sue Merrill	Janitress, Park Street Building	Sept. 1, 1919	50.00 per mo.	
James Dye	Janitor, Oxley Hall	Sept. 1, 1919	660.00	

Upon the recommendation of the President, the following Leaves of Absence were granted:

<i>College of Agriculture</i>				
Lila Skinner	Instructor, Home Economics	For 1st semester, half salary		\$75.00
<i>Agricultural Extension</i>				
Clark S. Wheeler	Director of Agricultural Extension preceding Nov. 15	One month	No salary	
<i>Registrar's Office</i>				
Marjorie Dean	Asst. to Registrar	For 3 months	No salary	210.00
Ruth Agler	Asst. to Registrar	For one year	No salary	600.00

Upon the recommendation of the President, Marie Bowman, Stenographer, Business Manager's Office, was transferred to the position of Stenographer, President's Office, at a salary of \$85.00 per month, effective September 15, 1919. Eight hundred and ten dollars and seventy-nine cents was appropriated in the later and \$715.39 was cancelled in the former.

Upon the recommendation of the President, Mary McMillan, Stenographer in the Department of Animal Husbandry, was transferred to the position of Stenographer, Purchasing Department, at a salary of \$70.00 per month, effective September 1, 1919; \$700.00 was cancelled in the former and \$700.00 was appropriated in the later.

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The President recommended that the sum of \$270.00 be appropriated for the year 1919-1920 for orderly service to be furnished by the Protestant Hospital Association. This was agreed to.

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The President recommended that Miss Elisabeth Conrad be appointed Assistant Professor in the Department of Romance Languages, effective September 1, 1919. This was agreed to.

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The President reported that Margaret Hammett, Instructor in the Department of Physical Education, declined appointment for the year 1919-1920, and \$1,300.00 was cancelled.

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The President recommended that the position of Student Assistant in the Department of Chemistry be abolished and that the \$250.00 appropriated for this purpose be added to the salary of Professor C. E. Board, effective September 1, 1919. This was agreed to.

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The President reported that on September 22, 1919, the following request was made from the State Emergency Board:

1. For Personal Service.....	\$36,275.00
2. For construction of 900 chemical desks.....	4,080.94
3. For General Laboratory Equipment required for 900 chemical desks.....	3,237.80
4. For Interior Desk Equipment.....	10,368.01
5. For Physical Education.....	2,175.00
6. Repair of 150 Horsepower Boiler as recom- mended by Emergency Board.....	6,000.00

Grand Total..... \$62,136.75

On motion, the above action of the President was approved.

* * * * *

The President presented the following report from the Secretary of the Emergency Board:

You are hereby notified that the Emergency Board in accordance with the provisions of Sections 2312 and 2313, General Code of Ohio, has granted an emergency allowance

to your institution in the total sum of sixty-two thousand one hundred thirty-six and 75/100 (\$62,136.75) dollars, for the following purposes:

A-1	Personal Service.....		\$36,275.00
G-31	For construction of 900 chemical desks.....	\$ 4,080.94	
	For General Laboratory Equipment.....	3,237.80	
	For Interior Desk Equipment..	10,368.01	
	For Physical Education.....	2,175.00	
			<hr/>
			19,861.75
F-1	Repair of 150 H. P. Boiler....		6,000.00
			<hr/>
			\$62,136.75

The President reported that upon receipt of the above notice of the Emergency Board that contracts were awarded by the Cabinet:

1. For the repair of the boiler.
2. For construction of chemical desks in the east wing of the Aviation Barracks.
3. For the purchase of equipment and supplies needed for the desks.
4. For the lockers and wire baskets and showers for the department of Physical Education.

Upon motion, this action of the Cabinet was approved.

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Upon the recommendation of the President, the following appointments were made from the personal service Emergency Fund as provided by the Emergency Board, September 30, 1919, it being understood that these appointments are for the current year only.

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Engineering</i> Robin Charles Burrell	Graduate Assistant, Chemistry	Oct. 1, 1919	\$ 300.00 for 9 mos.	
Carl Hinkle	Graduate Assistant, Chemistry	Oct. 1, 1919	270.00 for 9 mos.	
Harold Holloway	Graduate Assistant, Chemistry	Oct. 1, 1919	270.00 for 9 mos.	
Robert W. Collins	Assistant, Chemistry	Oct. 1, 1919	450.00 for 9 mos.	
Charles S. Pease	Graduate Assistant, Chemistry	Oct. 1, 1919	270.00 for 9 mos.	
Samuel Landau	Graduate Assistant, Chemistry	Oct. 1, 1919	270.00 for 9 mos.	
Leonard Thomas Capell	Graduate Assistant, Chemistry	Oct. 1, 1919	270.00 for 9 mos.	
Elizabeth Park	Assistant, Chemistry	Oct. 1, 1919	630.00 for 9 mos.	

Name	Title	Date Effective	Annual Rate	Appropriations
Madeline Baird	Assistant, Chemistry	Oct. 1, 1919	630.00	for 9 mos.
Clare S. Martin	Assistant, Chemistry	Oct. 1, 1919	630.00	for 9 mos.
Albert H. Vilbrandt	Assistant, Chemistry	Oct. 1, 1919	630.00	for 9 mos.
J. T. Parsons	Assistant, Chemistry	Oct. 1, 1919	630.00	for 9 mos.
Jacob Cornog	Assistant, Chemistry	Oct. 1, 1919	300.00	for 9 mos.
C. D. Looker	Assistant, Chemistry	Oct. 1, 1919	300.00	for 9 mos.

College of Commerce and Journalism

Marjorie Sheets	Instructor, Economics and Sociology	Oct. 1, 1919	\$1,400.00	for 9 mos.
David E. Reese	Assistant, Economics and Sociology	Oct. 1, 1919	1,300.00	for 9 mos.
Raymond Gauch	Assistant, Economics and Sociology	Oct. 1, 1919	450.00	for 9 mos.
A. H. West	Assistant, Economics and Sociology	Oct. 1, 1919	450.00	for 9 mos.
M. C. Cross	Assistant, Economics and Sociology	Oct. 1, 1919	450.00	for 9 mos.
Clarence Klingler	Assistant, Economics and Sociology	Oct. 1, 1919	500.00	for 9 mos.

(\$450.00 to be paid from emergency appropriation and \$50.00 from department budget)

College of Engineering

James W. Reed	Student Assistant, Engineering Drawing	Oct. 1, 1919	\$ 300.00	for 9 mos.
B. A. Jochen	Student Assistant, Engineering Drawing	Oct. 1, 1919	300.00	for 9 mos.
V. B. Caris	Graduate Assistant, Mathematics	Oct. 1, 1919	500.00	for 9 mos.
Dio Lewin Hall	Graduate Assistant, Mathematics	Oct. 1, 1919	500.00	for 9 mos.
Van B. Teach	Graduate Assistant, Mathematics	Oct. 1, 1919	850.00	for 9 mos.

College of Art

Whittier Burnet	Instructor, English	Oct. 1, 1919	\$1,440.00	for 9 mos.
Sada Annis Harbarger	Instructor, English	Oct. 1, 1919	1,350.00	for 9 mos.
Harold H. Shiveley	Instructor, (half time) English	Oct. 1, 1919	900.00	for 9 mos.
Adelaide Knight	Assistant, Romance Languages	Oct. 1, 1919	750.00	for 9 mos.
Helen Terry	Assistant, Romance Languages	Oct. 1, 1919	750.00	for 9 mos.
Mrs. Humphrey W. Pearson	Instructor, Romance Languages	Oct. 1, 1919	1,500.00	for 9 mos.
Emily Schons	Instructor, Romance Languages	Oct. 1, 1919	1,500.00	for 9 mos.
Ernest Rey	Assistant, Romance Languages	Oct. 1, 1919	750.00	for 9 mos.
Irma Ruth Selby	Assistant, Romance Languages	Oct. 1, 1919	750.00	for 9 mos.

* * * * *

The President was authorized to use a portion of the income from the Student Aid Fund to assist the two French girls now attending the University.

* * * * *

Mr. Kaiser and President Thompson were appointed delegates to attend the inauguration of Edward Smith Parsons as President of Marietta College at Marietta, Ohio, on October 17, 1919.

* * * * *

Upon the recommendation of the President and Dean Knight, permission was granted to Assistant Professor F. C. Landsittel to undertake a survey of the status of public education in Ohio under the direction of the Ohio State Teachers' Association, provided this action has the approval of the Superintendent of Public Instruction.

* * * * *

The President was authorized to have the following certificate prepared for graduates of the Colleges of Medicine acquired by the Ohio State University:

The Ohio State University acting under the authority of law in protecting the status of graduates of the Colleges of Medicine acquired by lease or absorption or otherwise hereby recognizes the graduates of such Colleges as graduates under the jurisdiction of the Ohio State University. It further certifies to the graduation of..... from the.....,, 19.., with the degree of Doctor of Medicine and enrolls him as a graduate in Medicine of the Ohio State University, with all the rights, privileges and immunities pertaining to the degree Doctor of Medicine.

Given under the authority of the Trustees of the Ohio State University at Columbus, Ohio, nineteen hundred nineteen.

Attest:

.....
Chairman of the Board of Trustees
.....
Secretary of the Board of Trustees

.....
President of the University

* * * * *

Subject to the approval of the State Emergency Board the following travel was authorized:

1. Dr. C. A. Burrett to attend the meeting of the Clinical Congress of Surgeons and of the American College of Surgeons, in New York, October 20 to October 24.
2. Professor Oscar Erf and D. S. Kochheiser to the National Dairy Show at Chicago, October 7 to October 9.
3. Mr. O. M. Johnson to attend the sessions of the Association of American Agricultural Colleges and Experiment Stations in Chicago, November 11 to November 14. Mr. Johnson is scheduled to appear on the program.

* * * * *

The President recommended that the following persons attend the Annual Convention of the Association of American Agricultural Colleges and Experiment Stations to be held at the Auditorium Hotel, Chicago, November 12 to November 14, 1919:

Dean Alfred Vivian, Dean E. F. Coddington, Professor Edna N. White.

Upon motion, the above recommendation was approved subject to the approval of the State Emergency Board.

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A committee, consisting of the President, Dr. Mendenhall, Mr. Mallon and the Secretary, was appointed to appear before a sub-committee of the joint committee on taxation to present a request for an adequate and elastic fund for the needs of higher education.

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The President reported the following recommendations from the University Faculty:

At a meeting of the University Faculty held on October 2, the following named persons were recommended to the Board of Trustees for the degrees indicated:

BACHELOR OF ARTS

(As of the Class of 1919.)

Donovan Baker Church
Mary Winifred Greene
Frances Haptonstall
Lucile Henderson
Wayne Leslie Hopkins
Myrtle Mae Jackson
Helen Kathryn Laughlin
Joseph Jonathan Lowden
Charles August Miller
Edith Strickland Moodie
Thomas Henry Sutherland, Jr.
Josiah Gaddis Vance
Carl Frederick Waidner
Byron Zwayer
Edwin Charles Mateja

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1919.)

Mildred Jean Bumgardner
Ethel Ewing, B.A.
George Edward Roudebush

BACHELOR OF MECHANICAL ENGINEERING

(As of the Class of 1919.)

Albert Aloysius Casey

MASTER OF ARTS
(As of the Class of 1919.)
Elizabeth Jane Britan, B.Sc., A.B.
Sadie Elizabeth Overton, Ph. S.

PHARMACEUTICAL CHEMIST
(As of the Class of 1919.)
Bienvenido Rumbaut Yanes

Upon the recommendation of the President, the above degrees were granted.

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Thereupon the Board adjourned to meet November 5, 10:00 a. m., at the University.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

COLUMBUS, OHIO, NOVEMBER 21, 1919.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; Mr. John Kaiser, O. E. Bradfute, Charles F. Kettering, B. F. McCann, T. C. Mendenhall.

* * * * *

The President reported to the Board that he had received an invitation from President Wilson to serve as a member of the Industrial Conference called for December 1, 1919. Whereupon the following resolution was adopted:

RESOLVED, That the Board of Trustees unanimously recommend to the President of the University the acceptance of the invitation of the President of the United States to serve as a member of the Industrial Conference called for December 1, 1919.

Upon motion, President Thompson was granted leave of absence for such time as may be necessary to serve on the Industrial Conference called by the President of the United States.

* * * * *

Upon motion, Judge John J. Adams was appointed Acting President of the University to serve during the absence of President Thompson.

* * * * *

The President presented the following letter tendering his resignation as President of the University:

November 21, 1919.

To the Board of Trustees,
The Ohio State University,
Columbus, Ohio.

Gentlemen—I herewith tender my resignation as President of the Ohio State University effective at the pleasure of the Board of Trustees not later than June 30, 1920.

In presenting this resignation, I am constrained to say that I do it with profound regret. I have enjoyed for twenty years the confidence and cordial support of Trustees, Faculty, students, Alumni, and other interested persons.

Such a period of delightful service cannot be viewed but with profound emotion as well as with gratitude for all the happy experiences of the years.

However, I am profoundly convinced that the University is about to enter upon its greatest period of activity and growth. This means a campaign of from three to five years that will require an educational leader in the full tide of his physical energies. I do not believe that many, if any, men from sixty-five to seventy years of age are equal to the task.

I am confident that it would not be wise for me or just to the University to undertake such a campaign. I am, therefore, following my deliberate judgment and sincerely and earnestly ask your co-operation and approval of my action.

With assurance of my best wishes for the future of the University, and most cordial regards to all personally, I remain,

Yours very sincerely,
(Signed) W. O. THOMPSON, President.

Upon motion, the resignation of President Thompson was laid on the table.

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The following resolution was adopted:

RESOLVED, That the Trustees of the University hereby record their appreciation of the gift of certain scientific books to the University by the late Professor Sidney A. Norton, and also acknowledge the payment of \$25.00 on September 11, 1919, for the completion of the payment for a set of the Handwerker Buch der Chemie.

* * * * *

Upon the recommendation of the President, Dr. D. S. White was authorized, subject to the approval of the State Emergency Board, to attend the meeting of the American Veterinary Medical Association to be held at New Orleans, La., November 17 to 21, the expenses of said trip to be paid by the University.

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Upon the recommendation of the President, Professor C. O. Rugles was authorized, subject to the approval of the State Emergency Board, to attend the meeting of the Association of Schools of Business to be held at Harvard University, November 13 to 15, the expenses incident to this trip to be paid by the University.

* * * * *

Upon the recommendation of the President, James R. Withrow was authorized, subject to the approval of the State Emergency Board, to attend the meeting of the American Institute of Chemical Engineers to be held in Savannah, Ga., December 1-7, 1919, the expenses incident to this trip to be paid by the University.

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Upon the recommendation of the President, Professor Paddock was authorized to select a Coach to accompany the Judging Team at the Interstate Apple Judging Contest to be held at New Brunswick, N. J., January 5 to January 8, 1920, the expenses of this trip to be paid by the University.

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The President reported that Professor Robert F. Griggs, Director of the Katmai Expositions of the National Geographic Society, has offered to turn over to the Museum of the Ohio State University the following materials which were gathered this past summer:

The materials gathered fall into two groups:

1. The Zoological Collection, gathered by Professor J. S. Hine, which comprises a very full collection of birds and insects from the interior of the Alaska Peninsula, a region which has never before been worked by a zoologist, thereby adding much to its value.

2. A collection of articles of native use which will be turned over to the Archaeological Museum. This collection includes a native skin boat, or Bidarka, together with bows, arrows, throwing stick, Kameleke and other garments worn by the natives in connection with the boat—the whole being collected as to make possible the preparation of a boating group in the museum if it is desired so to use them.

Upon motion, the above gift was accepted and the President was directed to express to Professor Griggs the thanks of the Board of Trustees.

Upon motion, the Secretary was directed to pay Professor Griggs \$53.33 as reimbursement for freight and express charges on above material.

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At this time a committee from the Teachers' League appeared before the Board to confer with the President and the Trustees on the matter of University salaries.

* * * * *

The following resolution was unanimously adopted:

RESOLVED, That W. O. Thompson, President of the Ohio State University, be and he is hereby authorized and directed to execute on behalf of the Ohio State University, a bond (Q. M. C. Form No. 100-0) in the sum of \$250,000.00 to cover the value of military property issued and to be issued to the Ohio State University by the War Department under Section 47, National Defense Act of June 3, 1916.

* * * * *

Thereupon the Board recessed to meet in the morning at 9 o'clock, November 22, 1919.

* * * * *

COLUMBUS, OHIO, NOVEMBER 22, 1919.

The Board came together with the same members present as at yesterday's meeting and also Mr. Mallon.

* * * * *

The Secretary was directed to report to the Faculty through the President that the Board of Trustees is ready to receive and consider any propositions or suggestions that the Faculty may care to submit on the matter of conferring honorary degrees, in connection with the celebration of the Semicentennial of the University in 1920.

* * * * *

The Secretary reported that under date of November 11, 1919, he had received from the G. A. Boeckling Company the following two proposals for disposition of the old Laboratory Building located on Cedar Point:

1. We will take the building down, clean up all of the material and give you a correct inventory. We will put the material on the market and if it brings more than the cost of tearing down, we to pay you the difference; if, on the other hand, the cost of tearing down has been more than you realize on the material, we will stand that loss.
2. Or we will take the building for the material.

On motion, proposition No. 1 was accepted.

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Mr. Kaiser, reporting for the committee on the Fiftieth Anniversary Celebration, requested that an appropriation be made to cover the cost of publication of the History of the University. Upon motion, it was ordered that as much as may be necessary of the \$10,000.00 appropriated by the Legislature be used for the publication of the two volumes of history now being prepared by Dr. Mendenhall.

* * * * *

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
Inez P. Biddle	Stenographer, Ag. Chem and Soils	Oct. 1, 1919	\$ 35.00 mo.	\$ 315.00
Francis L. Morison	Assistant, Rural Economics	Oct. 1, 1919	\$ 37.50 mo.	\$ 300.00
Ernest L. Stover	Assistant, Botany	Oct. 1, 1919	\$ 40.00 mo.	\$ 360.00
<i>Agricultural Extension</i>				
Inez P. Biddle	Stenographer, Agr. Extension	Oct. 1, 1919	\$ 35.00 mo.	
Ruth Beach	Home Dem. Agt., Agr. Extension	Sept. 1, 1919	\$1800.00	
	Federal Extension Fund (Project No. 11)		\$ 150.00 mo.	
	Automobile maintenance—Federal Ex- tension Fund (Project No. 11).....		\$ 41.66 mo.	
Mary Field	Home Dem. Agt., Federal Extension Fund (Project No. 11)	Sept. 16, 1919	\$1800.00	
Matilda Campbell	Home Dem. Agt., Federal Extension Fund (Project No. 11)	Sept. 1, 1919	\$2400.00	
	Toledo Board of Education		\$ 50.00	
			\$ 200.00	
	Automobile maintenance—Federal Ex- tension Fund		\$ 33.33 mo.	
	(This rate is recommended because of work done in the city instead of open country.)			
Amy Parker	Home Dem. Agt. Federal Extension Fund (Project No. 11)	Sept. 10, 1919	\$1800.00	
	Akron Board of Education.....		\$ 16.67 mo.	
L. S. Van Atta	County Agr. Agt. State off-setting funds.....	Sept. 1, 1919	\$1800.00	
	Allen County Funds.....		\$ 50.00	
			\$ 150.00	
	The State off-setting funds are taken from funds in State Appropriation "County Agents—44950." The Allen County Funds should be paid from "Federal Extension Fund—Offsetting." Automobile maintenance—Allen County Funds under "Federal Extension Fund Off-setting"			
			\$ 41.66 mo.	
E. L. Dakan	Instructor, Poultry Husbandry	Sept. 15, 1919	\$2000.00	
	State Off-setting Funds (Project No. 3F)			
Pauline Myers	Stenographer, Animal Husbandry	Aug. 29, 1919	\$ 70.00	
	Smith-Lever Funds (Project No. 3E)			

Name	Title	Date Effective	Annual Rate	Appropriations
Esther Hauck	Stenographer (½ time), Crawford Co. Agr. Agent Salary to be paid from funds sent in by Crawford County Auditor for County Agent work, which are not off-setting in Project No. 2.	Sept. 1, 1919	\$ 25.00 mo.	
Mary Chapman	Stenographer, Allen Co. Agr. Agt. Salary to be paid from funds sent in by Allen County Auditor for County Agent work, which are not off-setting in Project No. 2.	Sept. 1, 1919	\$ 45.00 mo.	
Doris Bridinger	Stenographer, Seneca Co. Agr. Agent Salary to be paid from funds sent in by Seneca County Auditor for County Agent work which are not off-setting in Project No. 2.	Aug. 1, 1919	\$ 40.00 mo.	
Otto C. Croy	Assistant, State Leader Boys' and Girls' Work Federal Extension Funds in Project No. 4	Nov. 1, 1919	\$2000.00	
Thomas A. Wheeler	County Agr. Agent Federal Extension Funds..... Holmes County Fund.....	Oct. 1, 1919	\$1800.00 \$ 133.33 \$ 16.67	
			\$ 150.00	
	Automobile maintenance—Holmes County Funds		\$ 41.66 mo.	
<i>College of Arts</i>				
Ruth Shover	Assistant, Geology	Oct. 1, 1919	\$ 5.00 mo. for 9 mos.	\$ 45.00
Edna Vollrath	Assistant, Geology	Oct. 1, 1919	\$ 5.00 mo. for 9 mos.	\$ 45.00
Gladys Ninegar	Assistant, English	Oct. 1, 1919	\$ 500.00 for 9 mos.	\$ 500.00
James Pollard	Assistant, Political Science	Oct. 1, 1919	\$ 300.00 for 9 mos.	\$ 300.00
<i>Commerce and Journalism</i>				
Loretta E. Meinert	Stenographer, Com. and Jour.	Oct. 13, 1919	\$ 70.00 mo.	\$ 605.77
<i>College of Engineering</i>				
John H. Ruth	Student Assistant, Chemistry	Oct. 1, 1919	\$ 225.00 for 9 mos.	\$ 225.00
<i>College of Homeopathic Medicine</i>				
Helen Miller	Pharmacy Nurse, Homeo. Hospital	Oct. 15, 1919	\$ 720.00	\$ 510.00

Name	Title	Date Effective	Annual Rate	Appropriations
Margaret J. Rupert	Assistant, Materia Medica and Therapeutics, Ho- meopathic Medicine (The salary to be paid from the research fund of the department of Materia Medica and Therapeutics.)	Sept. 22, 1919	\$ 500.00	\$ 465.00
<i>College of Medicine</i>				
Roy E. Krigbaum	Interne	Sept. 1, 1919	\$ 150.00	Budget
Charles J. Upham	Interne	Sept. 1, 1919	\$ 150.00	Budget
Joseph M. Griffith	Interne	Sept. 1, 1919	\$ 150.00	Budget
Himey Earl Levi	Interne	Nov. 1, 1919	\$ 150.00	Budget
Harry L. Griffith	Interne	Oct. 1, 1919	\$ 150.00	Budget
<i>Veterinary Medicine</i>				
James D. Grossman	Professor, Vet. Medicine	Nov. 21, 1919	\$3000.00	\$2200.00
<i>Registrar's Office</i>				
Louise K. Leslie	Assistant to Registrar	Nov. 1, 1919	\$ 70.00 mo.	\$ 560.00
<i>Business Manager's Office</i>				
Margaret H. Sturm	Stenographer	Oct. 6, 1919	\$ 75.00 mo.	\$ 666.35
<i>Stenographic and Clerical</i>				
Oleta L. Simmerman	Stenographer	From Oct. 1 to Nov. 13, 1919	\$ 70.00 mo.	\$ 100.80
<i>Operation and Maintenance</i>				
Philo Felker	Carpenter, Service Dept.	Oct. 1, 1919	\$1840.00	\$1005.00
Andrew Armstrong	Wiper, Service Dept.	Oct. 1, 1919	\$ 75.00 mo.	\$ 675.00
Leroy Howell	Chauffeur	Aug. 1, 1919	\$ 75.00 mo.	Cancel \$75.00
Huston T. Jones	Janitor	Sept. 1, 1919	\$ 75.00 mo.	\$ 750.00
Forrest Spencer	Janitor	Oct. 1, 1919	\$ 75.00 mo.	\$ 675.00
William E. Price	Janitor	Oct. 1, 1919	\$ 75.00 mo.	\$ 675.00
Albert Johnson	Janitor	Oct. 1, 1919	\$ 75.00 mo.	\$ 675.00
Ada Jenkins	Laundress	Aug. 1, 1919	\$ 50.00 mo.	Cancel \$50.00
J. L. Huff	Helper to Plumber	Nov. 1, 1919	\$ 85.00 mo.	\$ 680.00
<i>Laboratory Supply Store (Rotary)</i>				
Henrietta Lahmering	Clerk	Sept. 8, 1919	\$ 70.00 mo.	\$ 683.85
W. R. Heiby	Laborer	Oct. 13, 1919	\$ 80.00 mo.	\$ 692.31
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Upon the recommendation of the President, the following appointments were made from the personal service Emergency Fund as provided by the Emergency Board, September 30, 1919, it being understood that these appointments are for the current year only:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Arts</i>				
Vesta Pegg	Instructor, English	Oct. 1, 1919	\$1080.00 for 9 mos.	
Ralph McCombs	Assistant, English	Oct. 1, 1919	\$ 675.00 for 9 mos.	

Name	Title	Date Effective	Annual Rate	Appropriations
Kathryn Mansell	Assistant, English	Oct. 1, 1919	\$ 300.00 for 9 mos.	
Glenn V. Burroughs	Instructor, European History	Oct. 1, 1919	\$1500.00 for 9 mos.	
Jackson B. McKinley	Instructor, English	Nov. 1, 1919	\$ 150.00 mo. for 8 mos.	
<i>College of Education</i>				
Elizabeth Hatch	Instructor, Psychology	Oct. 1, 1919	\$1500.00 for 9 mos.	
Eldra Hartley	Graduate Assistant, Psychology	Oct. 1, 1919	\$ 300.00 for 9 mos.	
John G. Albright	Assistant, Physics	Oct. 15, 1919	\$ 985.00 for 8½ mos.	
<i>College of Engineering</i>				
William Green	Student Assistant, Physics	Oct. 1, 1919 to May 31	\$ 15.00 mo. for 8 mos.	
L. H. Waldrip	Student Assistant, Physics	Oct. 1, 1919 to May 31	\$ 10.00 mo. for 8 mos.	
Frank A. Teach	Student Assistant, Physics	Oct. 1, 1919 to May 31	\$ 15.00 mo. for 8 mos.	
J. H. Roebuck	Student Assistant, Physics	Oct. 1, 1919 to May 31	\$ 10.00 mo. for 8 mos.	
E. B. Candell	Student Assistant, Physics	Oct. 1, 1919 to May 31	\$ 10.00 mo. for 8 mos.	
Q. J. Workman	Student Assistant, Engineering Draw.	Oct. 1, 1919	\$ 270.00 for 9 mos.	
Raymond Hogan	Student Assistant, Engineering Draw.	Oct. 1, 1919	\$ 270.00 for 9 mos.	
George E. Large	Student Assistant, Engineering Draw.	Nov. 15, 1919	\$ 30.00 for 9 mos.	

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Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancellation
<i>Agricultural Extension</i>				
Mabel Nichol	Instructor, Home Economics	Sept. 30, 1919		
Ione Lamb	Stenographer Crawford Co. Agr. Agent	Aug. 15, 1919		
Margaret Rose	Stenographer Lorain Co. Agr. Agent	Aug. 31, 1919		
Bonnie Peshak	Stenographer Morrow Co. Agr. Agent	Aug. 31, 1919		
Inez Biddle	Stenographer Franklin Co. Agr. Agent	Sept. 30, 1919		

Name	Title	Date Effective	Annual Salary	Cancellation
Rachel Emig	Stenographer Coshocton Co. Agr. Agent	Sept. 30, 1919		
Mary Davis	Stenographer Green Co. Agr. Agent	Sept. 30, 1919		
Carmen Christman	Stenographer Williams Co. Agr. Agent	Sept. 30, 1919		
Lela Johnson	Stenographer Lucas Co. Agr. Agent	Sept. 30, 1919		
M. E. Laird	Co. Agr. Agent	Sept. 30, 1919		
Jean Gribble	Co. Agr. Agent	Oct. 15, 1919		
H. L. Andrew	Co. Agr. Agent	Oct. 31, 1919		
<i>Commerce and Journalism</i>				
R. D. McKenzie	Assistant Professor, Econ. and So.	Oct. 31, 1919	\$1800.00	\$1440.00
<i>Stenographic and Clerical</i>				
Edith Rathbun	Stenographer, Com. and Jour.	Oct. 11, 1919	\$ 840.00	\$ 603.08
<i>College of Engineering</i>				
John J. Greeley	Laborer, Mech. Engineering	Aug. 1, 1919	\$ 780.00	\$ 715.00
<i>Homeopathic Medicine</i>				
Eva Graham	Pharmacy Nurse, Homeo. Hospital	Oct. 5, 1919	\$ 720.00	\$ 530.00
E. A. Shattuck	Orderly, Homeo. Hospital	Sept. 1, 1919	\$ 900.00	\$ 750.00
Helen Miller	Student Nurse (Rotary)	June 30, 1919	\$ 75.00	\$ 75.00
Leona Hurst	Student Nurse (Rotary)	Sept. 1, 1919	\$ 75.00	\$ 62.50
Iva Meredith	Student Nurse (Rotary)	June 30, 1919	\$ 50.00	\$ 50.00
Fern Conway	Student Nurse (Rotary)	June 30, 1919	\$ 50.00	\$ 50.00
<i>College of Veterinary Medicine</i>				
R. L. Mundhenk	Instructor, Vet. Medicine	Nov. 21, 1919	\$1800.00	\$1314.00
<i>College of Medicine</i>				
James W. Boger	Assistant, Bacteriology	Sept. 1, 1919	\$1000.00	\$1000.00
<i>Laboratory Supply Store (Rotary)</i>				
G. C. Hayman	2d Assistant, Lab. Supply Store	Oct. 1, 1919	\$1080.00	\$ 990.00
Margaretha Vallery	Clerk, Lab. Supply Store	Sept. 1, 1919	\$ 840.00	\$ 700.00

Name	Title	Date Effective	Annual Salary	Cancellation
<i>Graduate School</i>				
Harriet P. Albright	Fellow	Sept. 1, 1919	\$ 500.00	\$ 500.00
H. J. Miller	Scholar	Sept. 1, 1919	\$ 250.00	\$ 250.00
<i>Business Manager's Office</i>				
Eather Morrow	Clerk	Oct. 11, 1919	\$ 840.00	\$ 603.08
<i>Library</i>				
Elma E. Hamilton	Library Assistant	Nov. 30, 1919	\$ 840.00	\$ 490.00
E. C. Hedrick	Check Room Attend.	Nov. 30, 1919	\$ 900.00	\$ 525.00
<i>Operation and Maintenance</i>				
Leon Leathers	Heat Control Mech., Service Dept.	Oct. 1, 1919	\$1360.00	\$1020.01
J. J. Weate	Janitor	July 1, 1919	\$ 900.00	\$ 900.00
W. Buechler	Janitor	Oct. 11, 1919	\$ 900.00	\$ 646.15
Mitchell Bryant	Janitor	Aug. 2, 1919	\$ 900.00	\$ 825.00
James Johnson	Janitor	June 30, 1919	\$ 900.00	\$ 900.00
*	*	*	*	*

The President recommended the names of Leota C. Fisher, Ethel M. Schaeffer, and Amanda Catherine Schneck as graduates of the University Homeopathic Training School for Nurses. Miss Fisher will have completed the prescribed course in nursing on December 5, Miss Schaeffer on November 21 and Miss Schneck on December 21. Miss Helen Miller who was recommended for certificate under date of July 6 is of the same class. The graduating exercises for nurses was held on November 12, 1919.

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The President recommended that Edgar S. Junkermann be appointed Lecturer in Dermatology, College of Homeopathic Medicine, effective November 1, without salary.

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The President recommended that the title of Joseph T. Parsons, Assistant in the Department of Chemistry be changed to that of Graduate Assistant and that his salary be changed from \$70.00 per month to \$30.00 per month, effective October 1 for nine months. (Emergency appointment.)

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The President recommended that Carleton E. Curran be granted the E. I. du Pont de Nemours Fellowship of \$750.00. (To be paid in ten installments, effective September 1.)

* * * * *

The President recommended that the salary of Ralph Paffenbarger, Instructor in the Department of Engineering Drawing, be transferred from the regular salary budget to the emergency budget, salary to be \$1,425.00 for nine months, effective October 1, 1919; \$1,500.00 was cancelled in the regular budget.

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The President reported that Jasper D. Sayre, Assistant in the Department of Botany, has returned from Alaska and reported for duty on October 15, 1919; \$120.00 was cancelled in the appropriation.

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The President reported the death of B. N. Lewis, Janitor, on July 18, 1919: \$275.00 was cancelled.

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Upon the recommendation of the President, the following increases in salaries were granted:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Veterinary Medicine</i>				
LeRoy Wilson	Groom	Nov. 1, 1919	\$ 90.00 mo.	\$ 120.00
W. H. Walker	Groom	Nov. 1, 1919	\$ 90.00 mo.	\$ 120.00
<i>Library</i>				
Donald Leidigh	Accession Asst.	Dec. 1, 1919	\$ 100.00 mo.	\$ 105.00
<i>Graduate School</i>				
Jane Porter	Stenographer, full time	Oct. 1, 1919	\$ 70.00 mo.	\$ 460.00
<i>Operation and Maintenance</i>				
R. C. Kaiser	Plumber,	Oct. 1, 1919	\$1560.00	\$ 157.50
	Service Dept.			
E. Inscho	Asst. Plumber	Oct. 1, 1919	\$1260.00	\$ 90.00
* * * * *				

The President submitted the following resolution:

Resolved: That the Board of Trustees of the Ohio State University hereby expresses its appreciation and tenders its thanks to the E. I. du Pont de Nemours Company for the research scholarship provided in the amount of \$750.00 for the year ending June 30, 1920. The Board further assures the E. I. du Pont de Nemours Company of its appreciation of this encouragement to advanced study and also expresses its belief that this kind of assistance is of the very first importance both to science and to the industries.

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The President reported the following recommendations from the University Faculty:

At meetings of the University Faculty held on October 2 and October 16, the following named persons were recommended to the Board of Trustees for the degrees indicated:

BACHELOR OF ARTS

(As of the Class of 1919.)

Wallace John Baker, Jr.
John William Flaig
Marjorie Fleming
Louis Harland Mischler
David Aaron Peiros

BACHELOR OF SCIENCE IN AGRICULTURE

(As of the Class of 1919.)

Robert Wayne Gardner
John Grover McGuffey
Harold George Kenestruck
Homer Ward Walter

BACHELOR OF SCIENCE IN HOME ECONOMICS

(As of the Class of 1919.)

Agnes Mildred Moore

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

(As of the Class of 1919.)

Joshua McKinley McNees

Randall Reid Vance

DOCTOR OF DENTAL SURGERY

(As of the Class of 1918.)

Joseph Klase

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1918.)

Robert Hosack Karch

BACHELOR OF SCIENCE IN EDUCATION

(As of the Class of 1919.)

Mabel Grace Robb

BACHELOR OF CHEMICAL ENGINEERING

(As of the Class of 1919.)

Walter Marchand Krieger

DOCTOR OF MEDICINE

(As of the Class of 1919.)

Heimey Earl Levi

MASTER OF ARTS

(As of the Class of 1919.)

Bernard James Rockwood, A.B.

Ralph Everett Stone, A.B.

Florence Swisher, B.L.

Joseph Harvey Young, A.B.

MASTER OF SCIENCE

(As of the Class of 1919.)

Robert Willoughby Collins, B.A.

James Garfield Ralston, B. Sc.

DOCTOR OF VETERINARY MEDICINE

(As of the Class of 1919.)

George Taikin Owyang

* * * * *

The President reported the following recommendations from the University Faculty:

At a meeting of the University Faculty held on October 16 and November 13, the following named persons were recommended to the Board of Trustees for the degrees indicated:

BACHELOR OF SCIENCE IN AGRICULTURE

(As of the Class of 1919.)

Andrew Scott Stauffer

BACHELOR OF SCIENCE IN SOCIAL SERVICE

(As of the Class of 1919.)

Olive Gwendolyn Tannehill

BACHELOR OF ARTS
 (As of the Class of 1915.)
 Glenn William Durflinger

BACHELOR OF ARTS
 (As of the Class of 1919.)
 Paul Raley Hagelbarger
 Minnie Mabel Lindsey
 Carl Henry Reuter
 Clarence Crump Ross, Jr.

BACHELOR OF SCIENCE IN EDUCATION
 (As of the Class of 1919.)
 Lenore Corbin
 Eva Mae Deyo, B. Sc. in H. E.
 Ivan S. Winner

* * * * *

Mr. Kaiser reported that he and President Thompson represented the University at the inauguration of President Parsons of Marietta College as directed by the Trustees.

* * * * *

The Secretary submitted the following report from the University Architect concerning bids on the Hog Building and Sheep Building which in accordance with the advertisement were ordered submitted November 21, at 12:00 o'clock.

The following bids were received for the Sheep Building:

Frank H. Beck	Electrical Work.....	\$ 535.00
McMasters Elec. Co.	Electrical Work.....	500.00
Huffman-Wolfe	Heating.....	1,691.00
S. A. Esswein	Heating.....	2,010.00
Huffman-Wolfe	Plumbing and Gasfitting....	1,251.00
S. A. Esswein	Plumbing and Gasfitting....	1,508.00
E. M. Carmell	Plumbing and Heating.....	3,502.00

The following bids were received for the Hog Building:

Frank H. Beck	Electrical Work.....	\$ 335.00
McMasters Elec. Co.	Electrical Work.....	450.00
Huffman-Wolfe	Heating.....	1,469.00
S. A. Esswein Co.	Heating.....	1,840.00
Huffman-Wolfe	Plumbing, Gasfitting, etc....	1,783.00
S. A. Esswein Co.	Plumbing, Gasfitting, etc....	3,810.00
E. M. Carmell	Plumbing and Heating.....	2,759.00

"Columbus, Ohio, November 21, 1919.

Mr. C. E. Steeb,
 Board of Trustees,
 Ohio State University.

Dear Sir—The University advertised for bids on the Hog Building and Sheep Building to be submitted November 21, at 12 o'clock, with the following results:

No bids were received from general contractors covering the construction of either building. Two bids were received on the electrical work for each building; three bids on the

heating and three bids on the plumbing, gasfitting and drainage of the two buildings.

No bids being received from the general contractors on the general construction work, the sub-contractors requested that their bids should not be opened and read in public.

The Trustees requested that the bids submitted be opened by the Architect and reported to the Trustees, Saturday, November 22. The accompanying Sheets tabulate the bids received, which are in all cases above the Architect's estimate.

The Architect recommends that all bids received be rejected.

(Signed) JOS. N. BRADFORD,
University Architect."

On motion, it was ordered that all bids received on the above buildings be rejected and that the President and Secretary be directed to confer with the State Building Commission and ask for authority to build these two buildings without advertisement, the University to purchase the material and employ the labor to do the work.

* * * * *

It was reported to the Trustees that a proposal was being made to finance the construction of a stadium on the University campus by the sale of bonds. This proposal was not looked upon with favor by the Trustees and upon motion, the following resolution was unanimously adopted:

Resolved: That the Trustees favor the development of recreational facilities upon the campus; that gifts from the Alumni and others interested in the University will be accepted for the purpose of building a suitable stadium.

* * * * *

Upon the recommendation of the President, it was agreed to remit the fees to Miss Picard, and Miss Rousseau, two French students.

* * * * *

Upon the recommendation of the President, the following appropriations were made from the interest upon the endowment fund:

Y. M. C. A.....	\$700.00
Y. W. C. A.....	500.00

* * * * *

Upon motion, the following memorandum agreement between Mr. John VanMeter of Chillicothe, and the Board of Trustees was adopted:

The Board of Trustees of the Ohio State University hereby employs John VanMeter, as the Agent of said Board for a period of one year from December 1, 1919.

1. To reclaim, recover and dispose of lands in the Virginia Military District of Ohio still belonging to the Ohio State University. All negotiations and contracts for the disposal of such lands to be approved by said Board of Trustees.

2. To discover and locate lands in said district, the legal title to which remains in the Ohio State University,

and whose occupants have the right to quiet their titles thereunto under the provision of the Act of March 14, 1889, and to induce said occupants to quiet their titles under said act; but no more than 10,000 acres shall be so discovered, located and the title thereto so quieted during said year by him.

Said Agent shall conduct all correspondence relating to said lands, shall examine the records in the General Land Office at Washington and elsewhere to locate said lands and ascertain the facts in regard thereto, shall ascertain, and if necessary visit the occupants of said lands and take all necessary steps to accomplish the general purposes of this employment.

Said Agent shall submit all applications for deeds under said act to said Board of Trustees for approval and when approved shall prepare the necessary deeds.

3. The said Board of Trustees shall provide all blank forms, stationery, and postage needed in the prosecution of such work and shall pay the traveling expenses of such Agent made necessary by such employment not to exceed \$600.00 and shall also pay any other reasonable expenses incurred by said Agent not to exceed \$200.00.

Said Agent shall have free access at convenient times to all records, plats, files, and correspondence relating to such lands in the office of the said Board of Trustees, and shall be permitted to take copies therefrom.

4. For the services by such Agent as aforesaid, he shall be paid as compensation 20 percent of the net proceeds of the lands disposed of as described in paragraph 1 of this memorandum, to be paid when deeds are delivered, and 20 percent of the net amounts added to the endowment fund of the University under the provisions of the said act of March 14, 1889, as described in paragraph 2 of this memorandum, the same to be paid when the applications are approved and deeds executed, and said Agent shall be paid in addition to the above sum of \$5.00 per day for each day's work in regard to the above business.

5. It is understood that said Agent shall reside in Chillicothe, Ohio, and that his traveling expenses shall include expenses to and in Columbus as well as to and in other places; and it is further understood and agreed that said Agent shall not be required to devote more than 100 days in the year to this work.

* * * * *

Thereupon the Board adjourned, subject to the call of the Chairman.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, December 9, 1919.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: John Kaiser, Guy W. Mallon, T. C. Mendenhall, B. F. McCann. In the absence of Chairman Cunningham, Vice-Chairman Kaiser took the chair:

* * * * *

Acting President Adams presented the following:

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture (Agricultural Extension)</i>				
Carl R. Arnold	Instructor, Rural Economics	Jan. 16, 1920	\$1800.00	
	State Off-setting Funds (Project No. 8)		\$ 75.00	
	Smith-Lever Funds		\$ 75.00	
			\$ 150.00	
Earl Barnes	Assistant Professor Soils	Jan. 1, 1920	\$2500.00	
	State Off-setting Funds in Project No. 3 H.			
Mrs. Blanche B. Bowers	Home Dem. Agent	Jan. 1, 1920	\$1800.00	
	Federal Extension Fund		\$ 104.16	
	Franklin County Fund		\$ 45.84	
			\$ 150.00	
	Automobile maintenance—Franklin County Funds		\$ 41.66 mo.	
Max M. Phillips	County Agr. Agent	Dec. 1, 1919	\$2000.00	
	State Off-setting Funds		\$ 108.33	
	Federal Extension Fund—off-setting (Huron County funds)		\$ 58.33	
			\$ 166.66	
	Automobile maintenance—Federal Ex- tension Fund—off-setting (Huron Co. funds)		\$ 41.66 mo.	
Wm. P. Brodie	County Agr. Agent	Dec. 1, 1919	\$2600.00	
	State Off-setting Funds		\$ 108.33	
	Cuyahoga County Funds		\$ 108.33	
			\$ 216.66	
	Automobile maintenance—Cuyahoga Co. Funds		\$ 41.66 mo.	

Name	Title	Date Effective	Annual Rate	Appropriations
Oren H. Anderson	County Agr. Agent	Dec. 1, 1919	\$2200.00	
	Federal Extension Fund.....		\$ 183.33	
	Federal Extension Fund—Off-setting (Paulding County funds).....		\$ 50.00	
			\$ 183.33	
	Automobile maintenance—Federal Ex- tension Fund—Off-setting (Paulding County Fund)		\$ 41.66 mo.	

College of Commerce and Journalism

Frederick E. Croxton	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 25.00 mo. for 8 mos.	\$ 200.00
Henry J. Miller	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 25.00 mo. for 8 mos.	\$ 200.00
H. F. Vanderlip	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 45.00 mo. for 8 mos.	\$ 360.00
W. D. Walter	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 25.00 mo. for 8 mos.	\$ 200.00
W. J. Blackburn	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 25.00 mo. for 8 mos.	\$ 200.00
Paul W. Eckelberry	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 20.00 mo. for 8 mos.	\$ 160.00
W. H. Gysan	Assistant, Eco. and Soc.	Nov. 1, 1919	\$ 50.00 mo. for 8 mos.	\$ 400.00

* * * * *

Upon the recommendation of the President, H. C. Ramsower, Professor in the Department of Agricultural Engineering, was transferred to the position of Director of Agricultural Extension at a salary of \$4,000.00 per annum, effective January 1, 1920, (12 months basis). The salary is to be paid from moneys allotted to Project No. 1. \$1,650.00 was cancelled in Agricultural Engineering.

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Upon the recommendation of the President, F. W. Ives was appointed head of the Department of Agricultural Engineering, effective January 1.

* * * * *

Upon the recommendation of the President, the following increase in salary was granted:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>Agricultural Extension</i>				
H. D. Munroe	Extension Specialist, Poultry Husbandry	Jan. 1, 1920	\$2000.00	

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Upon the recommendation of the President, the salaries of the following named persons were made effective as of September 1, instead of October 1, as previously reported:

Name	Title	Department	Appropriations
<i>College of Commerce and Journalism</i>			
Montgomery Pike	Lecturer	Eco. and Soc.	\$ 80.00
Christian Van Riper	Assistant	Eco. and Soc.	\$ 50.00
F. L. Blanchard	Assistant	Eco. and Soc.	\$ 75.00
Agnes Drury	Assistant	Eco. and Soc.	\$ 25.00
Elizabeth Mitchel	Student Assistant	Eco. and Soc.	\$ 15.00
H. F. Walradt	Assistant Professor	Eco. and Soc.	\$ 10.00

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Upon the recommendation of the President, the following leaves of absence were granted:

Name	Title	Date Effective	Annual Rate	Cancellations
<i>College of Education</i>				
George R. Twiss	Professor, Principles and Practices of Edu.	Until June 30, 1920	Without salary	\$1500.00
<i>College of Arts</i>				
Benjamin L. Bowen	Professor, Rom. Languages	2d Semester	With salary	

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Upon the recommendation of the President, the following resignation was accepted and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancellations
<i>College of Commerce and Journalism</i>				
C. D. Bohannon	Instructor, Eco. and Soc.	Nov. 1, 1919	\$1200.00	\$ 960.00

* * * * *

The President reported the following recommendations from the University Faculty; and upon motion, the degrees as recommended were granted:

At meetings of the Faculty held on October 2 and October 16 the following named persons were recommended to the Board of Trustees for the degrees indicated:

BACHELOR OF SCIENCE IN EDUCATION
(As of the Class of 1919.)
Edward Christian Basselman, B.A.

BACHELOR OF SCIENCE IN AGRICULTURE
(As of the Class of 1919.)
Frederick F. Roehll
Hazelton Albanus Purvis

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION
(As of the Class of 1919.)
Don Howard Davies

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The President recommended that the following requests for money be granted from the Engineering Experiment Station Fund:

Three hundred dollars (\$300.00) to Professor Alpheus W. Smith, Department of Physics, to be used in the prosecution of his investigation on "The Electrical and Magnetic Properties of Alloys."

Sixty dollars (\$60.00) to Professor F. C. Blake to be used in conjunction with Assistant Professor R. A. Brown in investigation in the region of wireless telegraphy.

Eight hundred dollars (\$800.00) to Professor James R. Withrow to be used in the prosecution of the following studies:

- (a) The study of sulphur dioxide determination in fumes from smelters, sulphuric acid plants and pottery kilns.
- (b) Studies on solid electrolytic amalgams and endosmosis.

Upon motion the above requests were granted.

* * * * *

Upon motion the Trustees authorized, subject to the approval of the State Emergency Board, the following travel:

Miss Olive Jones, Librarian, to attend the Librarians' Conference in Chicago, December 30 to January 3, and also the dedication of the new Michigan University Library in Ann Arbor, January 7, 1920.

Mr. L. W. St. John to attend the annual convention of the National Collegiate Athletic Association to be held in New York City, December 30, 1919.

* * * * *

The Secretary presented the following resolutions adopted by the Directors of the Ohio State University Alumni Association. Upon motion, these resolutions were ordered made a part of the record of this meeting.

"That the Association, through its directors, respectfully begs the President to reconsider his resignation, and the Association pledges him renewed confidence, support and every assistance in the great work to be done.

"That the Directors, speaking for the great body of the Alumni and former students, give unqualified support to the movement and efforts for increased salaries for the instructional force, believing this to be the issue of paramount importance at the present time."

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Thereupon the Board adjourned to meet Tuesday, January 13, 1920.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

* * * * *

**OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY**

Columbus, Ohio, January 13, 1920.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; John Kaiser, O. E. Bradfute, B. F. McCann, T. C. Mendenhall.

* * * * *

On motion, the Secretary was directed to place contract for certificates to be granted to the Alumni from the Colleges of Medicine and Dentistry which have been acquired by the Ohio State University. It is ordered that these certificates be sent from the Secretary's office and that a charge of \$2.50 be made to cover the cost to the University of each certificate.

* * * * *

Professor McPherson, of the Chemistry Department, explained to the Trustees the great need for additional space for the Department of Chemistry for next year, emphasizing particularly the Industrial Chemistry work.

The University Architect was directed to prepare new plans for the Chemistry Building to provide for so much of the building as can be built at this time within the appropriation available.

* * * * *

It was also agreed to instruct the Architect to prepare preliminary sketches of a revised plan for a Woman's Building which can be built at this time within the appropriation available, this plan to contain the gymnasium for women and sufficient room to accommodate the Dean of Women and other activities.

The Architect was directed to prepare a site plan locating the proposed building west of Neil Avenue between the Botany and Home Economics Buildings.

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Acting President Adams presented the budget for the proposed revision of salaries in Agricultural Extension Service. Upon motion, this budget was referred back to the Acting President and Secretary for examination and report to the Board at the next meeting.

* * * * *

Upon the recommendation of the Acting President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancellations
<i>College of Agriculture</i>				
Dan Swisher	Assistant Shepherd, Animal Husbandry	Nov. 30, 1919	\$ 780.00	\$ 455.00
<i>Agricultural Extension</i>				
M. D. Miller	Co. Agr. Agent	Dec. 31, 1919		
E. E. Barnes	Co. Agr. Agent	Dec. 21, 1919		
H. P. Curtis	Co. Agr. Agent	Dec. 31, 1919		

Name	Title	Date Effective	Annual Rate	Cancellations
Helen Bennet	Stenographer, Ashtabula Co. Agr. Agent	Dec. 31, 1919		
<i>College of Commerce and Journalism</i>				
H. E. Bice	Instructor, Eco. and Soc.	Jan. 31, 1920	\$1600.00	\$ 800.00
<i>College of Homeopathic Medicine</i>				
Mary I. Hammell	Night Supervisor, Homeo. Hospital	Dec. 15, 1919	\$ 720.00	\$ 390.00
<i>College of Medicine</i>				
Robert G. Paterson	Professor, Public Health and Sanitation	Feb. 1, 1920	\$2500.00	\$1250.00
Charles J. Upham	Interne	Feb. 1, 1920	\$ 150.00	\$ 75.00
Himey Earl Levi	Interne	Feb. 1, 1920	\$ 150.00	\$ 75.00
Roy E. Krigbaum	Interne	Feb. 1, 1920	\$ 150.00	\$ 75.00
Joseph M. Griffith	Interne	Feb. 1, 1920	\$ 150.00	\$ 75.00
Harry L. Griffith	Interne	Feb. 1, 1920	\$ 150.00	\$ 75.00
<i>Library</i>				
Grace Oldham	Library Assistant	Jan. 1, 1920	\$ 300.00	\$ 150.00
Gertrude North	Library Assistant	Dec. 1, 1919	\$ 600.00	\$ 350.00
<i>Business Manager's Office</i>				
Hazel Bratton	Typist	Dec. 31, 1919	\$ 960.00	\$ 480.00
<i>Registrar's Office</i>				
Edna Rogers	Asst. to Registrar	Dec. 1, 1919	\$ 840.00	\$ 490.00
<i>Stenographic and Clerical</i>				
Clarissa Arndt	Stenographer, College of Edu.	Dec. 31, 1919	\$ 840.00	\$ 420.00
Edna B. Pratt	Stenographer	Nov. 8, 1919	\$ 840.00	\$ 540.40
Mary Avery	Stenographer	Dec. 31, 1919	\$ 840.00	\$ 420.00
Margaret Hoffman	Stenographer	Dec. 19, 1919	\$ 840.00	\$ 444.23
<i>Operation and Maintenance</i>				
William T. Hedges	Fireman	Dec. 5, 1919	\$ 950.00 10 mos.	\$ 649.17
Walter J. Newlon	Fireman	Nov. 30, 1919	\$ 900.00	\$ 525.00
Charles E. Dice	Janitor	Dec. 13, 1919	\$ 900.00	\$ 490.38
C. E. Harrold	Janitor	Nov. 26, 1919	\$ 900.00	\$ 534.00

Upon the recommendation of the Acting President, the following appointments were made, and the necessary amounts appropriated to meet the salaries, in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
Paul Jackson	Dairy Cattle Herdsman, Animal Husbandry	Dec. 1, 1919	\$1080.00	Cancel \$450 in appropriation
R. L. Donley	Instructor, Dairying (Winter Course)	For Jan. and Feb.	\$ 150.00 mo.	
John Lengacher	Instructor, Dairying (Winter Course)	For Jan. and Feb.	\$ 150.00 mo.	
Archie Bishop	Instructor, Animal Husbandry	For Jan. and Feb.	\$ 200.00 mo.	
E. J. Walter	Instructor, Farm Crops	For Jan. and Feb.	\$ 150.00 mo.	
<i>Agricultural Extension Service</i>				
Elizabeth Shelov	Instructor, Home Economics State Off-setting Funds (Project No. 6) Extension Budget.	Jan. 1, 1920	\$ 175.00 mo.	
E. A. French	Co. Agr. Agent State Off-setting Funds (A-1 County Agents) Ashland Co. funds (not off-setting)...	Jan. 1, 1920	\$2200.00 \$ 183.33 \$ 50.00	
			\$183.33	
	Automobile per month (Ashland Co. Funds) not off-setting.....		\$ 41.66	
Robert W. Gardner	Co. Agr. Agent State Off-setting Funds (A-1 County Agents) Perry County Funds (not off-setting)...	Jan. 1, 1920	\$2000.00 \$ 183.33 \$ 33.33	
			\$ 166.66	
	Automobile per month (Perry County Funds) not Off-setting.....		\$ 41.66	
Carl C. Lowe	Co. Agr. Agent State Off-setting Funds (A-1 County Agents) Federal Extension Fund—off-setting (Sandusky County Funds).....	Jan. 1, 1920	\$2200.00 \$ 100.00 \$ 83.33	
			\$ 183.33	
	Automobile (Federal Extension Funds— off-setting per month (Sandusky Co. Funds)		\$ 41.66	

Name	Title	Date Effective	Annual Rate	Appropriations
Glen K. Rule	Co. Agr. Agent	Jan. 1, 1920	\$2100.00	
	State Off-setting Funds (A-1 County Agents)			\$ 108.33
	Federal Extension Fund—off-setting (Van Wert Funds)			\$ 66.67
				\$ 175.00

Automobile—Federal Extension Funds—
off-setting per month (Van Wert Co. Funds)\$ 41.66

Martha Glover	Stenographer,	Dec. 15, 1919	\$ 70.00 mo.	
	Agr. Ex. Service			
	State Off-setting Funds (A 17 Stenographers)			\$ 55.00
	Smith-Lever Funds			\$ 15.00
				\$ 70.00

Each may be charged to Project No. 4
in Extension Budget.

College of Homeopathic Medicine

Ethel Schaeffer	Night Supervisor	Dec. 15, 1919	\$ 720.00	\$ 390.00
Hazel Hawk	Student Nurse	Oct. 1, 1919	\$ 75.00	
Grace Ewing	Student Nurse	Oct. 1, 1919	\$ 50.00	
Elizabeth Gorsach	Student Nurse	Oct. 1, 1919	\$ 50.00	
B. Ann Connor	Student Nurse	Oct. 1, 1919	\$ 50.00	
Louwilda Glover	Student Nurse	Oct. 1, 1919	\$ 50.00	
Madelyn Yaeger	Student Nurse	Oct. 1, 1919	\$ 50.00	

College of Medicine

Herbert V. Weirauch	Assistant in Medicine	Feb. 1, 1920	\$ 200.00	\$ 100.00
Clarence B. Tanner	Assistant in Ophthalmology	Feb. 1, 1920	\$ 300.00	\$ 150.00
Edward C. Ludwig	Instructor in Surgery	Feb. 1, 1920	\$ 300.00	\$ 150.00

Library

Claude J. Bartlett	Library Assistant, Law (half time)	Sept. 16, 1919	\$ 25.00 mo.	\$ 237.50
Mrs. W. V. Balduf	Library Assistant	Jan. 1, 1920	\$ 50.00 mo.	\$ 300.00

Business Manager's Office

Clara La Motte	Clerk	Nov. 3, 1919	\$ 840.00	\$ 557.20
Anna L. O'Rourke	Stenographer	Jan. 1, 1920	\$ 840.00	\$ 420.00
Dorothy M. Lewis	Clerk	Jan. 1, 1920	\$ 480.00	\$ 240.00

Registrar's Office

Eva M. Coons	Asst. to Registrar	Dec. 1, 1919	\$ 960.00	\$ 560.00
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Stenographic and Clerical

Mary G. Judy	Stenographer	Jan. 1, 1920	\$ 840.00	\$ 420.00
Besse Neeff	Stenographer	Nov. 17, 1919	\$ 840.00	\$ 523.60
Lucille B. Miller	Stenographer	Nov. 13, 1919	\$ 840.00	\$ 532.00

Name	Title	Date Effective	Annual Rate	Appropriations
Sylvia M. Byer	Stenographer	Jan. 7, 1920	\$ 840.00	\$ 408.25
Gladys Rice	Stenographer	Jan. 8, 1920	\$ 840.00	\$ 405.92
<i>Operation and Maintenance</i>				
Frank McCarty	Janitor	Nov. 1, 1919	\$ 900.00	\$ 600.00
Jack Foster	Janitor	Dec. 1, 1919	\$ 900.00	\$ 525.00
Gaston Hammond	Janitor	Jan. 1, 1920	\$ 900.00	\$ 450.00
Olaf Christianson	Janitor	Jan. 1, 1920	\$ 900.00	\$ 450.00
Max Lehman	Painter	Jan. 12, 1920	\$1200.00	\$ 566.60
Harry Walker	Laborer (part time), Mech. Engineering	Jan. 1, 1920	\$ 50.00 mo.	\$ 300.00

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Upon the recommendation of the Acting President, the following increases in salaries were granted:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Medicine</i>				
George C. Schaeffer	Instructor, Ophthalmology	Feb. 1, 1920	\$ 400.00	\$ 50.00
Edward C. Buck	Assistant Professor, Anatomy	Feb. 1, 1920	\$3000.00	\$ 125.00
Emery Roe Hayhurst	Assistant Professor, Hygiene	Feb. 1, 1920	\$3000.00	\$ 100.00
Edwin A. Hamilton	Assistant Professor, Surgery	Feb. 1, 1920	\$1000.00	\$ 250.00
Leslie L. Bigelow	Assistant Professor, Surgery	Feb. 1, 1920	\$2000.00	\$ 250.00
A. M. Steinfeld	Assistant Professor, Surgery	Feb. 1, 1920	\$ 300.00	\$ 100.00
Hugh J. Means	Instructor, Roentgenology	Feb. 1, 1920	\$ 900.00	\$ 83.31
Mary Worch	Technician in Surgery	Feb. 1, 1920	\$ 840.00	\$ 100.00
<i>Library</i>				
Esther Chapin	Cataloguer	Jan. 1, 1920	\$ 110.00 mo.	\$ 120.00
Muriel Schabacker	Library	Jan. 1, 1920	\$ 110.00 mo.	\$ 150.00
Alice Cruikshank	Library	Jan. 1, 1920	\$ 100.00 mo.	\$ 90.00
<i>Stores and Receiving (Stores Rotary Fund)</i>				
James Lawson	Employe	Feb. 1, 1920	\$1300.00	
Mabel Clum	Employe	Feb. 1, 1920	\$ 960.00	
J. R. Remy	Employe	Feb. 1, 1920	\$1080.00	
Blanche Sullivan	Employe	Feb. 1, 1920	\$1300.00	
Earl Conway	Employe	Feb. 1, 1920	\$1300.00	
Henrietta Lahmering	Employe	Feb. 1, 1920	\$ 900.00	
C. G. Huffman	Employe	Feb. 1, 1920	\$ 960.00	
Chester McClintoek	Employe	Feb. 1, 1920	\$2000.00	
H. W. Miller	Employe	Feb. 1, 1920	\$1600.00	
Chester Spurgeon	Employe	Feb. 1, 1920	\$ 960.00	
Elizabeth Davies	Employe	Feb. 1, 1920	\$ 960.00	

Upon the recommendation of the Acting President, the following laborers in the Division of Operation and Maintenance are to be paid at the rate of 45 cents per hour, effective January 1, 1920, and

\$80.00 per month of such salary is to be paid from the regular salary appropriation A-1 and any excess over \$80.00 per month to be paid from Wages, A-2.

The Acting President further recommended that \$3,840.00 be appropriated from salaries, A-1 for this purpose:

A. J. Curtis.....	\$80.00 x 6	\$ 480.00
G. Edwards.....	80.00 x 6	480.00
E. Harrison.....	80.00 x 6	480.00
J. E. Jones.....	80.00 x 6	480.00
G. R. Pettibone.....	80.00 x 6	480.00
Robert Sams.....	80.00 x 6	480.00
Thomas Scott.....	80.00 x 6	480.00
William Trent.....	80.00 x 6	480.00
* * * * *		

Upon the recommendation of the Acting President, Mr. J. B. Green was transferred from the Agricultural Extension Department to the position of Assistant Professor in the Department of Agricultural Engineering, effective January 1, 1920, at a salary of \$2,500.00 per annum on a 12 months' basis: \$1,250.00 was cancelled.

Upon the recommendation of the Acting President, the leave of absence for Marjorie Dean, Assistant to the Registrar, was extended until April 1, 1920; \$210.00 was cancelled.

Upon the recommendation of the Acting President, the appointment of Clara R. Ranck, Instructor in the Department of Physical Education, was corrected to read effective October 1, 1919, at a salary of \$1,000.00 for nine months instead of \$1,000.00 per annum as previously reported, and \$100.00 was appropriated to cover same.

The Acting President reported the death of Eli Sherwood, Painter, on December 12, 1919; \$540.00 was cancelled.

Upon the recommendation of the Acting President, \$150.00 was appropriated from the Engineering Experiment Station fund for Professor Earhart, Department of Physics, to be used in his experiments on the properties of the natural gases of this and adjacent states.

Upon the recommendation of the Acting President, E. L. Clements was transferred from the Division of Operation and Maintenance to the College of Veterinary Medicine, his title to be Technician—this transfer to be effective February 1, 1920; \$375.00 was appropriated in Veterinary Medicine and \$375.00 was cancelled in Operation and Maintenance.

Upon the recommendation of the Acting President, the title of Emery Roe Hayhurst was changed from Assistant Professor of Hygiene to that of Professor of Hygiene, effective February 1, 1920.

Upon the recommendation of the Acting President, the position of Student Assistant in Anatomy was created; salary \$150.00 second semester—salary \$300.00 for the year 1920-1921; \$150.00 was appropriated.

Upon the recommendation of the Acting President, the following named persons were authorized to attend the Extension Workers' Conference to be held at Des Moines, Iowa, February 18 and 19, their expenses to be paid from Extension Funds:

Director H. C. Ramsower, O. M. Johnson, W. H. Palmer,
A. E. Anderson, Faith Lanman.

The Secretary reported that the War Department has requested a change in the wording of the resolution adopted by the Board of Trustees, November 21, 1919, concerning the bond required by the War Department and upon motion, the following resolution was unanimously adopted:

Resolved: That W. O. Thompson, President of the Ohio State University, be and he is hereby authorized and directed to execute on behalf of the Board of Trustees of the Ohio State University a bond (Q. M. C. Form No. 100-0) in the sum of \$250,000.00 to cover the value of military property issued and to be issued to the Ohio State University by the War Department under Section 47, National Defense Act of June 3, 1916.

The Acting President reported that on December 17, 1919, the Legislature passed Sub. H. B. 558, making sundry appropriations. This Bill carries the following item:

The Ohio State University
A-1 Salaries — Professors, Instructors, and
other employees 1919-1921..... \$94,240.00

It is therefore recommended that out of the sum so appropriated, the following increases in salaries, effective February 1, 1920, be made:

SUMMARY OF DETAIL

Resources		
House Bill 558 (as above).....		\$94,240.00
Liabilities		
College of Agriculture.....	\$ 4,104.10	\$ 8,890.00
College of Arts.....	3,350.00	6,700.00
College of Commerce and Journalism	979.95	2,042.00
College of Dentistry.....	445.00	920.00
College of Education.....	1,216.60	2,500.00
College of Engineering.....	5,254.15	10,685.00
College of Homeopathic Medicine.	916.65	1,920.00
College of Medicine.....	2,229.10	4,510.00
College of Pharmacy.....	105.00	210.00
College of Veterinary Medicine...	559.95	1,282.00
President's Division.....	1,014.12	2,315.00
Administrative Division.....	2,591.65	6,170.00
Physical Plant Division.....	5,079.20	12,146.00
Special Cases.....	1,150.00	2,480.00
Totals.....	\$28,995.47	\$62,770.00
		91,765.47
Balance Unappropriated.....		\$ 2,474.53

DETAILED STATEMENT

COLLEGE OF AGRICULTURE

	1919-1920	1920-1921
Agricultural Chemistry—		
Guy Conrey.....	\$1400-1700	\$ 150.00
George M. McClure (12 mos.)	1800-1980	75.00
T. G. Watson (12 mos.)	1620-1920	125.00
T. G. Phillips (12 mos.)	2100-2280	75.00
Agricultural Engineering—		
F. W. Ives (12 mos.)	2700-3000	125.00
P. B. Potter (12 mos.)	2400-2580	75.00
J. T. Miller (12 mos.)	1000-1200	83.31
Animal Husbandry—		
D. J. Kays (12 mos.)	2880-3000	50.00
F. S. Jacoby (12 mos.)	2880-3000	50.00
J. S. Coffey (12 mos.)	2700-2820	50.00
D. M. Fyffe (12 mos.)	1500-1680	75.00
George Taylor (12 mos.)	1080-1140	25.00
William Franklin (12 mos.)	1080-1140	25.00
Arthur Bayes (12 mos.)	1080-1140	25.00
Harry Thomas (12 mos.)	1080-1140	25.00
L. G. Souders (12 mos.)	900-960	25.00
John T. Laws (12 mos.)	840- 900	25.00
L. H. Myers (12 mos.)	900- 960	25.00
William Whittaker (12 mos.)	900- 960	25.00
Robert Watson (12 mos.)	1080-1140	25.00
Paul Jackson (12 mos.)	1080-1140	25.00
Botany—		
H. C. Sampson.....	2400-2500	50.00
A. E. Waller.....	1800-2000	100.00
J. S. Crabb (12 mos.)	1000-1140	58.31
J. D. Sayre.....	800-1000	100.00
Dairying—		
R. B. Stoltz (12 mos.)	2400-2580	75.00
A. L. Bates (12 mos.)	900- 960	25.00
Farm Crops—		
C. J. Willard.....	1800-2100	150.00
D. N. Lutz (12 mos.)	1500-1680	75.00
S. J. Green (12 mos.)	960-1020	25.00
Farm Operations—		
A. E. Smith (12 mos.)	1620-1740	50.00
Charles Pugh (12 mos.)	900- 990	37.50
Marion Peck (12 mos.)	900- 990	37.50
J. S. Long (12 mos.)	990- 990	37.50
Charles Carter (12 mos.)	900- 990	37.50
Ira Blanchard (12 mos.)	900- 990	37.50
Home Economics—		
Lelia McGuire.....	1200-1500	150.00
Lila Skinner.....	1500-1700	100.00
Grace G. Walker.....	1800-2000	100.00
Horticulture and Forestry—		
L. M. Montgomery.....	2500-2600	50.00
A. C. Hottes.....	2000-2400	200.00

	1919-1920	1920-1921	
P. H. Elwood, Jr.....	2000-24000	200.00	400.00
F. G. Charles (12 mos.).....	1500-1800	125.00	300.00
P. E. Embler (12 mos.).....	1320-1500	75.00	180.00
J. E. Shanck (12 mos.).....	1080-1140	25.00	60.00
Rural Economics—			
J. I. Falconer.....	2500-2700	100.00	200.00
H. E. Erdman (12 mos.).....	2400-2640	100.00	240.00
D. D. Hughes (12 mos.).....	1800-2040	100.00	240.00
L. O. Lantis (6 mos.).....	1100-1200	83.33	100.00
Zoology and Entomology—			
W. M. Barrows.....	2000-2400	200.00	400.00
F. H. Kreckler.....	2000-2400	200.00	400.00
J. S. Hine.....	2000-2200	100.00	200.00
E. L. Wickliff.....	1200-1300	50.00	100.00
Clarence Kennedy.....	1500-1600	50.00	100.00
Total for College of Agriculture.....			
	\$4087.45	\$8890.00	
COLLEGE OF ARTS			
American History—			
G. A. Wood.....	\$1500-1800	\$ 150.00	\$ 300.00
Carl Wittke.....	1500-1800	150.00	300.00
English—			
C. E. Andrews.....	2000-2500	250.00	500.00
M. Percival.....	2000-2250	125.00	250.00
E. W. Wiley.....	1800-2000	100.00	200.00
Verona Dollinger.....	1200-1500	150.00	300.00
Edith Sniffen.....	1200-1500	150.00	300.00
E. A. Esper.....	1200-1300	50.00	100.00
Walter French.....	1200-1300	50.00	100.00
J. W. Tait.....	1200-1300	50.00	100.00
European History—			
G. A. Washburne.....	2000-2250	125.00	250.00
Geology—			
J. A. Bownocker.....	2750-3000	125.00	250.00
J. E. Carman.....	2750-2850	50.00	100.00
T. M. Hills.....	2250-2400	75.00	150.00
W. M. Tucker.....	2250-2350	50.00	100.00
Helen Morningstar.....	1200-1500	150.00	300.00
German—			
B. A. Eisenlohr.....	2250-2500	125.00	250.00
May Thomas.....	1500-1800	150.00	300.00
T. F. Kotz.....	1300-1500	100.00	200.00
Latin—			
S. C. Derby.....	2750-3000	125.00	250.00
Philosophy—			
A. R. Chandler.....	1800-2000	100.00	200.00
A. E. Avey.....	1800-2000	100.00	200.00
R. D. Williams.....	1800-2000	100.00	200.00

		1919-1920	1920-1921
Romance Languages—			
T. E. Hamilton.....	1800-2000	100.00	200.00
George R. Havens.....	1800-2000	100.00	200.00
E. F. Hacker.....	1800-2000	100.00	200.00
E. S. Berthemy.....	1200-1400	100.00	200.00
Henri Tailliar.....	1500-1600	50.00	100.00
Arthur Sloan.....	1500-1600	50.00	100.00
Gildo Masso.....	1000-1500	250.00	500.00
Total for College of Arts..		\$3350	\$6700.00

COLLEGE OF COMMERCE AND JOURNALISM

Economics and Sociology—			
C. C. North.....	\$2500-3000	\$ 250.00	\$ 500.00
Mary L. Mark.....	2000-2400	200.00	400.00
H. F. Walradt.....	2500-2750	125.00	250.00
F. E. Held.....	1600-1800	100.00	200.00
W. E. Gettys.....	1400-1500	50.00	100.00
E. F. Clarke.....	2000-2100	50.00	100.00
Journalism—			
Paul C. Carty (12 mos.)....	2200-2400	83.31	200.00
M. H. Hallett (12 mos.)....	1754-1920	69.15	166.00
Albert P. Taylor (12 mos.)...	1458-1584	52.50	126.00
Total for College of Commerce and Journalism.		\$ 979.96	\$2042.00

COLLEGE OF DENTISTRY

Dentistry—			
H. V. Cottrell.....	\$1300-1400	\$ 50.00	\$ 100.00
W. C. Graham.....	900-960	30.00	60.00
R. B. Wiltberger.....	800- 860	30.00	60.00
H. S. Shumway.....	1000-1100	50.00	100.00
C. H. Hebble.....	1300-1400	50.00	100.00
C. W. Strosnider.....	1000-1100	50.00	100.00
Frank C. Starr.....	800- 860	30.00	60.00
I. A. Bottenhorn.....	800- 860	30.00	60.00
L. E. Reif.....	500- 600	50.00	100.00
O. O. Mobberly (12 mos.)....	1800-1980	75.00	180.00
Total for College of Dentistry		\$ 445.00	\$ 920.00

COLLEGE OF EDUCATION

Art—			
Charles F. Kelley.....	\$2750-3000	\$ 125.00	\$ 250.00
W. J. Norris.....	1600-1700	50.00	100.00
Industrial Education—			
Robert E. Smith (12 mos.)...	1600-1800	83.31	200.00
Psychology—			
A. P. Weiss.....	2500-3000	250.00	500.00
J. W. Bridges.....	2100-2500	200.00	400.00
H. W. Crane.....	1900-2100	100.00	200.00

	1919-1920	1920-1921	
H. E. Burt.....	1600-1900	150.00	300.00
J. E. Evans.....	1800-1900	50.00	100.00
Genevieve L. Coy.....	1400-1500	50.00	100.00
School Administration—			
S. W. Brown.....	2750-2900	75.00	150.00
C. C. McCracken.....	3300-3500	83.30	200.00
Total for College of Education...		\$1216.61	\$2500.00

COLLEGE OF ENGINEERING

Architecture—			
Charles S. Chubb.....	\$2750-3000	\$ 125.00	\$ 250.00
H. D. Smith (12 mo.).....	2750-3000	104.15	250.00
W. C. Ronan.....	2000-2100	50.00	100.00
Astronomy—			
E. S. Manson.....	2000-2250	125.00	250.00
Chemistry—			
C. W. Foulk.....	2750-3000	125.00	250.00
J. E. Day.....	2000-2250	125.00	250.00
Marion Hollingsworth.....	1800-2000	100.00	200.00
F. C. Vilbrandt.....	1500-1700	100.00	200.00
Civil Engineering—			
R. C. Sloane.....	2250-2500	125.00	250.00
J. R. Shank.....	2000-2250	125.00	250.00
Wilhelm Neilson.....	1700-1800	50.00	100.00
Electrical Engineering—			
C. A. Wright.....	2750-3000	125.00	250.00
R. A. Brown.....	1800-2000	100.00	200.00
A. F. Puchstein.....	1800-1900	50.00	100.00
J. E. Shepardson.....	1700-1900	100.00	200.00
W. R. Alexander (12 mo.)..	1380-1500	50.00	120.00
Engineering Drawing—			
Robert Meiklejohn.....	2500-2600	50.00	100.00
O. E. Williams.....	2000-2250	125.00	250.00
W. D. Turnbull.....	2000-2250	125.00	250.00
C. L. Svenson.....	2000-2250	125.00	250.00
W. B. Field.....	1500-1750	125.00	250.00
Lloyd Eagle.....	1200-1500	150.00	300.00
Floyd K. Martin.....	900-1000	50.00	100.00
Industrial Arts—			
U. W. Denman (11 mos.)....	1540-1595	25.00	55.00
J. A. Foust (11 mos.).....	1540-1595	25.00	55.00
J. J. Breckur (11 mos.)....	1430-1485	25.00	55.00
P. L. Wright (11 mos.)....	1430-1485	25.00	55.00
Carl M. Senn.....	1200-1300	50.00	100.00
C. H. Woodruff (12 mos.)...	1260-1320	25.00	60.00
Harold Wright (11 mos.)...	1430-1485	25.00	55.00
Oscar Rickley (11 mos.)....	990-1100	50.00	110.00
Mathematics—			
K. D. Swartzel.....	2750-3000	125.00	250.00
H. W. Kuhn.....	2750-3000	125.00	250.00
S. E. Rasor.....	2500-2750	125.00	250.00
G. W. McCoard.....	1800-2000	100.00	200.00
C. C. Morris.....	2000-2250	125.00	250.00

		1919-1920	1920-1921
C. L. Arnold.....	2250-2500	125.00	250.00
J. D. Preston.....	1500-1600	50.00	100.00
Grace Bareis.....	1500-1600	50.00	100.00
Harry M. Beatty.....	1700-1800	50.00	100.00
J. H. Weaver.....	1700-1800	50.00	100.00
Hortense Rickard.....	1500-1600	50.00	100.00
Mechanical Engineering—			
H. Judd.....	2500-2750	125.00	250.00
Paul Bucher.....	1500-1700	100.00	200.00
A. I. Brown.....	2200-2400	100.00	200.00
J. J. Davis (12 mos.).....	1200-1440	100.00	240.00
R. L. Pratt (12 mos.).....	1200-1380	75.00	180.00
Mineralogy—			
W. J. McCaughey.....	2500-3000	250.00	500.00
Mine Engineering—			
H. E. Nold.....	2400-2600	100.00	200.00
Physics—			
R. F. Earhart.....	2750-3000	125.00	250.00
Alpheus Smith.....	2750-3000	125.00	250.00
F. C. Blake.....	2750-3000	125.00	250.00
H. G. Heil.....	2000-2250	125.00	250.00
D. A. Woodbury.....	1600-1800	100.00	200.00
Alva Smith.....	1600-1800	100.00	200.00
R. C. Ditto.....	1500-1600	50.00	100.00
J. S. Ward.....	1200-1300	50.00	100.00
C. W. Jarvis.....	1600-1700	50.00	100.00
Total for College of Engineering		\$5254.15	\$10685.00

COLLEGE OF HOMEOPATHIC MEDICINE

Homeopathic Medicine—			
J. A. Ferree.....	\$2500-2700	\$ 100.00	\$ 200.00
F. B. Grosvenor.....	2500-2700	100.00	200.00
A. E. Hinsdale.....	2750-2950	100.00	200.00
W. A. Humphrey.....	2500-2700	100.00	200.00
R. C. Wolcott.....	2500-2700	100.00	200.00
E. H. Baxter.....	1200-1500	150.00	300.00
H. M. Sage.....	600- 700	50.00	100.00
Homeopathic Hospital—			
Jessie Harrod (12 mos.).....	1100-1500	166.65	400.00
Alice Taylor (12 mos.).....	840- 900	25.00	60.00
Elizabeth Simonds (12 mos.).....	840- 900	25.00	60.00
Total for College of Homeopathic Medicine		\$ 916.65	\$1920.00

COLLEGE OF MEDICINE

Anatomy—			
R. C. Baker.....	\$1800-2000	\$ 100.00	\$ 200.00
R. A. Knouff.....	1700-1900	100.00	200.00
Bacteriology—			
W. A. Starin.....	2600-2700	50.00	100.00
E. J. Gordon.....	1200-1300	50.00	100.00
E. G. Horton.....	300- 400	50.00	100.00
S. A. Hatfield (12 mos.).....	2350-2520	70.81	170.00

		1919-1920	1920-1921
J. W. Leist.....	1200-1300	50.00	100.00
Samuel Hindman.....	300- 400	50.00	100.00
S. D. Edelman.....	100- 200	50.00	100.00
F. C. Wagenhals.....	300- 400	50.00	100.00
Obstetrics—			
Andrew Rogers.....	1000 -1100	50.00	100.00
C. W. Hadley.....	400- 500	50.00	100.00
Walter Duffee.....	500- 600	50.00	100.00
Ophthalmology—			
J. B. Alcorn.....	300- 400	50.00	100.00
W. H. Hodges.....	200- 300	50.00	100.00
T. R. Williams.....	200- 300	50.00	100.00
Pathology—			
L. H. Van Buskirk.....	2000-2200	100.00	200.00
Phillip J. Reel.....	1200-1300	50.00	100.00
Hazel Cameron (12 mos.)...	1300-1440	58.31	140.00
Physiology—			
Clayton McPeck.....	2250-2400	75.00	150.00
R. J. Seymour.....	2250-2400	75.00	150.00
E. P. Durrant.....	1700-1800	50.00	100.00
Surgery—			
V. A. Dodd.....	2500-2700	100.00	200.00
J. W. Means.....	800-1000	100.00	200.00
L. V. Zartman.....	400- 500	50.00	100.00
G. H. Shawaker.....	200- 300	50.00	100.00
H. O. Bratton.....	200- 300	50.00	100.00
W. N. Taylor.....	200- 300	50.00	100.00
Resident Physician (New)..	-1000	500.00	1000.00
Total for College of Medicine...		\$2229.10	\$4510.00

COLLEGE OF PHARMACY

Pharmacy—			
Edwin D. Davy.....	\$1900-2060	\$ 80.00	\$ 160.00
Wm. S. Stevens.....	1000-1050	25.00	50.00
Total for College of Pharmacy..		\$ 105.00	\$ 210.00

COLLEGE OF VETERINARY MEDICINE

Veterinary Medicine—			
A. G. G. Richardson.....	\$2850-2900	\$ 25.00	\$ 50.00
J. H. Snook.....	2200-2330	65.00	130.00
J. N. Shoemaker (12 mos.)..	2100-2340	100.00	240.00
Walter R. Hobbs (12 mos.)..	1900-2100	83.31	200.00
R. E. Rebrassier (12 mos.)..	1700-1920	91.65	220.00
R. A. Hendershott.....	1300-1430	65.00	130.00
John Torr, Jr. (12 mos.)....	1020-1092	30.00	72.00
W. H. Walker (12 mos.)....	1080-1140	25.00	60.00
E. L. Clements (12 mos.)....	900-1020	50.00	120.00
LeRoy Wilson (12 mos.)....	1080-1140	25.00	60.00
Total for College of Veterinary Medicine		\$ 559.96	\$1282.00

PRESIDENT'S DIVISION

Library—		1919-1920	1920-1921
C. W. Reeder.....	\$2000-2100	\$ 41.66	\$ 100.00
Maud D. Jeffrey.....	1700-1800	41.66	100.00
Gertrude S. Kellicott.....	1700-1800	41.66	100.00
Bertha Schneider.....	1700-1800	41.66	100.00
Donald Leidigh.....	1200-1300	41.66	100.00
Alice D. McKee.....	1200-1300	41.66	100.00
Louise Schoeneweiss.....	1140-1240	41.66	100.00
Mrs. Mae M. Walker.....	900- 960	25.00	60.00
Harriet Townsend.....	900- 960	25.00	60.00
Lillian Nippert.....	900- 960	25.00	60.00
Ethel M. Miller.....	900- 960	25.00	60.00
Edith Cooperrider.....	900- 960	25.00	60.00
Helen Sells.....	900- 960	25.00	60.00
Frances Mason.....	840- 900	25.00	60.00
Susan Marksbury.....	840- 900	25.00	60.00
Charlotte Thomas.....	1200-1260	25.00	60.00
Marie A. Hopkins.....	600- 660	25.00	60.00
Helen Beall.....	600- 660	25.00	60.00
Mary Bigger.....	900- 960	25.00	60.00
Virginia Harrison.....	840- 900	25.00	60.00
Helen Laughlin.....	840- 900	25.00	60.00
Physical Education—			
J. H. Nichols (10 mos.).....	2750-3000	125.00	250.00
O. C. Bird (10 mos.).....	2000-2250	112.50	225.00
Mrs. Clark Hunter (10 mos.).....	600- 720	60.00	120.00
Laura Ellen Fredo.....	600- 720	50.00	120.00
Total for President's Division		\$ 989.12	\$2255.00

ADMINISTRATIVE DIVISION

President's Office—			
Katherine Vogel.....	\$1300-1380	\$ 33.33	\$ 80.00
Marie Bowman.....	1020-1080	25.00	60.00
Business Manager's Office—			
Margaret Sturm.....	900- 960	25.00	60.00
Ethel Gilkey.....	1020-1080	25.00	60.00
Marie D. Haines.....	900- 960	25.00	60.00
Mary McMillen.....	840- 900	25.00	60.00
Bess C. Watters.....	1300-1400	41.66	100.00
Anna O'Rourke.....	840- 900	25.00	60.00
Clara LaMotte.....	840- 900	25.00	60.00
Florence Naile.....	1260-1320	25.00	60.00
Harriet Foster.....	840- 900	25.00	60.00
Floris D. Hane.....	960-1020	25.00	60.00
Registrar's Office—			
Lucy M. Taylor.....	1400-1500	41.66	100.00
Clara Miller.....	1080-1140	25.00	60.00
Helen Clarke.....	1080-1140	25.00	60.00
Ethel Woodbury.....	1080-1140	25.00	60.00
Helen Frame.....	1080-1140	25.00	60.00
Daisy Davis.....	960-1020	25.00	60.00
Dorothy Morton.....	960-1020	25.00	60.00
Louise K. Leslie.....	840- 900	25.00	60.00

		1919-1920	1920-1921
Entrance Board—			
Helen Pugh.....	840- 900	25.00	60.00
Stenographic—			
Charles E. Findlay.....	1500-1560	25.00	60.00
Hugh Hardy.....	900- 960	25.00	60.00
Annette M. Shugert.....	840- 900	25.00	60.00
Mabel Moran.....	840- 900	25.00	60.00
W. Aimee Obaugh.....	420- 450	12.50	30.00
Mary Lahmering.....	840- 900	25.00	60.00
Eva Smith.....	840- 900	25.00	60.00
Alberta Williams.....	840- 900	25.00	60.00
Victoria Reichel.....	720- 780	25.00	60.00
Nora Peck.....	900- 960	25.00	60.00
Alice Moran.....	840- 900	25.00	60.00
Marie Hoffman.....	420- 450	12.50	30.00
Catherine M. Doody.....	840- 900	25.00	60.00
Margaret M. Ryan.....	840- 900	25.00	60.00
Lillian Moor.....	840- 900	25.00	60.00
Muriel Snyder.....	840- 900	25.00	60.00
Cecilia Ryan.....	420- 450	12.50	60.00
Bernice Blue.....	840- 900	25.00	60.00
Helen Dunlap.....	840- 900	25.00	60.00
Dora M. Soler.....	840- 900	25.00	60.00
Mary J. Hunter.....	840- 900	25.00	60.00
Marie G. Combs.....	840- 900	25.00	60.00
Sarah Boatman.....	840- 900	25.00	60.00
Jane Porter.....	840- 900	25.00	60.00
Florence Courtright.....	840- 900	25.00	60.00
Ruth Speaker.....	840- 900	25.00	60.00
Helen V. Pugh.....	840- 900	25.00	60.00
Anne G. Bierman.....	840- 900	25.00	60.00
Marie Kuglen.....	840- 900	25.00	60.00
Verl Billingsley.....	840- 900	25.00	60.00
Dorothy Swan.....	840- 900	25.00	60.00
Carman Carlyle.....	840- 900	25.00	60.00
Inez P. Biddle.....	420- 450	12.50	30.00
Loretta E. Meinert.....	840- 900	25.00	60.00
Mrs. Besse Neeff.....	840- 900	25.00	60.00
Lucille B. Miller.....	840- 900	25.00	60.00
Mary G. Judy.....	840- 900	25.00	60.00
Student Health Service—			
H. S. Wingert (10 mos.)....	2750-3000	125.00	250.00
Stores—			
F. E. Jones (new).....	-2400	1000.00	2400.00
Total for Administrative Division		\$2566.65	\$6110.00

PHYSICAL PLANT DIVISION

Superintendent's Office—			
Lee E. Vigor.....	\$1000-1120	\$ 50.00	\$ 120.00
Light, Heat and Power—			
J. P. Covan.....	2160-2280	50.00	120.00
W. H. Case.....	1500-1650	62.50	150.00

		1919-1920	1920-1921
Fred Brewer.....	1260-1390	54.15	130.00
W. D. Hicks.....	1260-1390	54.15	130.00
R. M. Ronk.....	1260-1390	54.15	130.00
C. Ashenhurst.....	1140-1284	60.00	144.00
S. Lowery.....	1140-1284	60.00	144.00
Frank Revels.....	1140-1284	60.00	144.00
C. Woodford.....	1140-1284	60.00	144.00
Thomas Manes (10 mos.)...	950-1025	37.50	75.00
Fireman (10 months).....	950-1025	37.50	75.00
Fireman (10 months).....	950-1025	37.50	75.00
I. C. Reasoner.....	1200-1320	50.00	120.00
Wm. Anderson.....	1260-1390	54.15	130.00
G. E. Shepard.....	1620-1770	62.50	150.00
B. A. LeBay.....	1300-1420	50.00	120.00
G. W. Dillahunt.....	1460-1600	58.30	140.00
E. E. Evans.....	1320-1450	54.15	130.00
C. T. Fippin.....	1020-1140	50.00	120.00
A. O. Kaiser.....	1200-1320	50.00	120.00
Charles Reasoner.....	840- 960	50.00	120.00
Andrew Armstrong.....	900- 960	25.00	60.00
Betterment of Buildings—			
J. Kraner.....	1500-1680	75.00	180.00
E. I. Martin.....	1340-1500	66.65	160.00
Philo Felker.....	1340-1500	66.65	160.00
R. C. Kaiser.....	1560-1680	50.00	120.00
E. Inscho.....	1260-1380	50.00	120.00
James A. Huff.....	1020-1120	41.66	100.00
H. E. Truxall.....	1300-1420	50.00	120.00
James Brian.....	1080-1180	41.66	100.00
H. R. Johnson.....	1320-1440	50.00	120.00
Roy McCauley.....	840- 960	50.00	120.00
Roads and Grounds—			
T. McGarry.....	1200-1320	50.00	120.00
Joe Venis.....	900-1000	41.66	100.00
J. Fredo.....	900-1000	41.66	100.00
L. Stewart.....	900-1000	41.66	100.00
James Stainbrook.....	900-1000	41.66	100.00
C. O. O'Harra.....	900-1000	41.66	100.00
John Rhone.....	900-1000	41.66	100.00
Leroy Howell.....	900- 990	37.50	90.00
J. Hobert.....	900-1000	41.66	100.00
Police and Watchmen—			
Wm. North.....	1100-1200	41.66	100.00
H. S. Brown.....	1020-1120	41.66	100.00
Thomas Oram.....	1020-1120	41.66	100.00
J. T. Daniels.....	960-1060	41.66	100.00
W. F. Mahaffey.....	960-1060	41.66	100.00
H. B. Case.....	960-1060	41.66	100.00
Alphonso Case.....	960-1060	41.66	100.00
T. P. Glidden.....	960-1060	41.66	100.00
Janitors—			
E. R. Davis.....	1080-1180	41.66	100.00
C. M. Hicks.....	1060-1160	41.66	100.00

		1919-1920	1920-1921
R. Brandon.....	900- 990	37.50	90.00
W. M. Penn.....	900- 990	37.50	90.00
W. M. Stahl.....	900- 990	37.50	90.00
D. W. Williams.....	900- 990	37.50	90.00
Wm. Daehler.....	900- 990	37.50	90.00
M. N. Cook.....	900- 990	37.50	90.00
Harry Chantler.....	900- 990	37.50	90.00
G. J. Hoesch.....	900- 990	37.50	90.00
O. E. Kiger.....	900- 990	37.50	90.00
A. D. Grayson.....	900- 990	37.50	90.00
S. A. Williams.....	900- 990	37.50	90.00
J. W. Brown.....	900- 990	37.50	90.00
George Hooley.....	900- 990	37.50	90.00
G. C. Denny.....	900- 990	37.50	90.00
R. M. Moore.....	900- 990	37.50	90.00
Oliver Smith.....	900- 990	37.50	90.00
L. F. Jordan.....	900- 990	37.50	90.00
B. F. Tallmadge.....	900- 990	37.50	90.00
J. C. Ludlum.....	900- 990	37.50	90.00
W. Curry.....	900- 990	37.50	90.00
James Merrill.....	840- 925	35.40	85.00
Jack Gantz.....	900- 990	37.50	90.00
William Pohle.....	900- 990	37.50	90.00
L. W. Richardson.....	900- 990	37.50	90.00
E. J. Nutt.....	900- 990	37.50	90.00
A. A. Hathaway.....	900- 990	37.50	90.00
E. P. Ames.....	900- 990	37.50	90.00
Robert Petrie.....	900- 990	37.50	90.00
Gaston Hammond.....	900- 990	37.50	90.00
Olaf Christianson.....	900- 990	37.50	90.00
J. R. Butler.....	900- 990	37.50	90.00
Ernest Long.....	900- 990	37.50	90.00
W. E. Price.....	900- 990	37.50	90.00
C. M. Shelton.....	900- 990	37.50	90.00
Jack Foster.....	900- 990	37.50	90.00
W. C. Harbin.....	900- 990	37.50	90.00
Forrest Spencer.....	900- 990	37.50	90.00
Frank McCarty.....	900- 990	37.50	90.00
J. O. Kimbrough.....	900- 990	37.50	90.00
Huston Jones.....	900- 990	37.50	90.00
Albert Johnson.....	900- 990	37.50	90.00
E. R. Muse.....	900- 990	37.50	90.00
C. A. Hoppler.....	900- 990	37.50	90.00
J. W. DeWitt.....	900- 990	37.50	90.00
Ernest Ford.....	900- 990	37.50	90.00
J. E. Kimbrough.....	900- 990	37.50	90.00
Elizabeth Rauhauser.....	600- 720	50.00	120.00
Mrs. Lou Cornett.....	600- 720	50.00	120.00
Mrs. Lena Gheen.....	600- 720	50.00	120.00
Nancy R. Davis.....	600- 720	50.00	120.00
Jessie Haney.....	600- 720	50.00	120.00
M. S. Harvey.....	480- 550	29.15	70.00
Mary Powers.....	600- 720	60.00	120.00

		1919-1920	1920-1921
Laundry—			
Mrs. Myrtle Faught.....	900-1000	41.66	100.00
Agnes McGrail.....	600- 720	50.00	120.00
Jennie Roberts.....	600- 720	50.00	120.00
Ada Jenkins.....	600- 720	50.00	120.00
University Architect's Office—			
H. F. Reichard.....	2000-2350	145.80	350.00
C. F. Mayer, Jr.....	1600-1950	145.81	350.00
Coletta Kelly.....	1020-1080	25.00	60.00
Total for Physical Plant Division		\$5089.21	\$12,146.00
SPECIAL CASES			
C. L. Metcalf (10 mos.)....	\$2000-3000	\$ 500.00	\$1000.00
G. W. McCuen (12 mos.)....	2520-3000	200.00	480.00
Olive B. Jones (12 mos.)....	2000-2400	200.00	400.00
Charles A. Kuntz (12 mos.)..	1900-2500	250.00	600.00
Total for Special Cases..		\$1150.00	\$2480.00

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Upon motion, the recommendation of the Acting President was agreed to and the distribution of the appropriation of \$94,240.00 was approved and ordered as detailed above.

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Thereupon, the Board adjourned to meet February 3, 1920, at 10:00 a. m., at the University.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio February 3, 1920.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; John Kaiser, O. E. Bradfute, Guy W. Mallon, B. F. McCann, T. C. Mendenhall.

* * * * *

Upon the recommendation of the Acting President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancellation
<i>College of Agriculture</i>				
Edna N. White	Professor, Home Economics	Feb. 1, 1920	\$2250.00	\$1128.00
Maude C. Hathaway	Assistant Professor, Home Economics	Feb. 1, 1920	\$1700.00	\$ 850.00
A. D. Burke	Instructor, Dairying	March 1, 1920	\$1500.00	\$ 500.00
Walter V. Balduf	Graduate Assistant, Zoology and Ento.	Jan. 31, 1920	\$ 300.00	\$ 150.00
Claibourne H. Young	Graduate Assistant, Zoology and Ento.	Jan. 31, 1920	\$ 300.00	\$ 150.00
<i>College of Education</i>				
Florence Fitzgerald	Assistant, Psychology	Jan. 31, 1920	\$ 900.00	\$ 450.00
<i>College of Engineering</i>				
Jacob Cornog	Assistant, Chemistry	Jan. 31, 1920	\$ 700.00	\$ 350.00
Marion G. Smith	Student Assistant, Chemistry	Feb. 1, 1920	\$ 250.00	\$ 125.00
<i>Library</i>				
Mrs. W. V. Balduf	Library Assistant	Jan. 1, 1920	\$ 600.00	\$ 300.00
Joseph E. Fisher	Library Assistant	Jan. 31, 1920	\$ 300.00	\$ 125.00
George D. Brush	Night Assistant	Jan. 31, 1920	\$ 480.00	\$ 200.00
<i>Business Manager's Office</i>				
Bess C. Watters	Cashier	Jan. 31, 1920	\$1300.00	\$ 583.35
<i>College of Homeopathic Medicine</i>				
Robert S. Coppess	Clinical Assistant	Jan. 31, 1920	\$ 600.00	\$ 300.00
<i>Stenographic and Clerical</i>				
Margaret Ryan	Stenographer, College of Agr.	Feb. 4, 1920	\$ 840.00	\$ 365.68

Upon the recommendation of the Acting President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancellation
<i>College of Agriculture</i>				
Rosetta Harpster	Assistant, Home Economics	Feb. 1, 1920	\$ 750.00	\$ 375.00
Cecil Bayes	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 95.00 mo.	\$ 475.00
C. E. Wilson	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 60.00 mo.	\$ 300.00
William Jacobs	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 85.00 mo.	\$ 425.00
Clyde Christman	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 60.00 mo.	\$ 300.00
William Kloeffler	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 30.00 mo.	\$ 150.00

Name	Title	Date Effective	Annual Salary	Cancellation
Paul Haag	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 42.00 mo.	\$ 210.00
Nicholas Platianos	Laborer, Animal Husbandry	Feb. 1, 1920	\$ 42.00 mo.	\$ 210.00
B. L. Johnson	Laborer, Farm Operations	Feb. 1, 1920	\$ 85.00 mo.	\$ 425.00
A. H. McKenzie	Laborer, Farm Operations	Feb. 1, 1920	\$ 82.50 mo.	\$ 412.50
B. E. Stahl	Laborer, Farm Operations	Feb. 1, 1920	\$ 82.50 mo.	\$ 412.50
<i>College of Commerce and Journalism</i>				
G. W. Eckelberry	Instructor, Eco. and Soc.	Feb. 1, 1920	\$ 200.00 mo.	\$1000.00
<i>College of Education</i>				
Ray Bennett	Supervisor Prac. Teach., Principles of Education	Feb. 1, 1920	\$1500.00 2nd semes.	\$1500.00
<i>College of Medicine</i>				
Wadrow C. Rohleder	Student Assistant, Anatomy	Feb. 1, 1920	\$ 150.00 2nd semes.	Budget
<i>College of Homeopathic Medicine</i>				
Charles Guy Swan	Clinical Assistant, Gynecology and Obstetrics	Feb. 1, 1920	\$ 600.00	\$ 300.00
Ethel M. Hardy	Teacher of Surgical Nursing, Homeo. Hospital	Feb. 15, 1920	\$ 770.00	\$ 288.72
<i>Library</i>				
William E. Hanna	Library Assistant, Law Library (half time)	Feb. 1, 1920	\$ 25.00 mo.	\$ 125.00
Mary H. Rinker	Library Assistant	Jan. 15, 1920	\$ 50.00 mo.	\$ 275.00
Jean Evans	Library Assistant	Feb. 1, 1920	\$ 50.00 mo.	\$ 250.00
Calvin H. Cool	Night Assistant	Feb. 1, 1920	\$ 40.00 mo.	\$ 200.00
<i>Graduate School</i>				
Jacob Cornog	Fellow	2d semester	\$ 250.00	Budget

Upon the recommendation of the Acting President, the following increases in salaries were granted:

Name	Title	Date Effective	Annual Rate	Appropriation
<i>College of Agriculture</i>				
G. W. McCuen	Assistant Professor, Agr. Engineering. Title changed to Professor	Feb. 1, 1920	\$3200.00	\$ 83.33
<i>College of Commerce and Journalism</i>				
Clarence Klinger	Assistant (full time), Eco. and Soc.	Feb. 1, 1920	\$ 125.00 mo.	\$ 375.00 In Emergency Cancel \$27.80

Name	Title	Date Effective	Annual Rate	Appropriations
R. W. Hodgson	Printer, Journalism	Feb. 1, 1920	\$1710.00	Rotary
William Christ	Printer, Journalism	Feb. 1, 1920	\$1634.00	Rotary
Louis F. Evans	Linotype Operator, Journalism	Feb. 1, 1920	\$1633.92	Rotary
C. D. Kalb	Printer, Journalism	Feb. 1, 1920	\$1633.92	Rotary
G. F. Rodocker	Pressman, Journalism	Feb. 1, 1920	\$1430.00	Rotary
Sue K. Brown	Pressfeeder, Journalism	Feb. 1, 1920	\$ 958.00	Rotary
Clara L. Baker	Bookkeeper, Journalism	Feb. 1, 1920	\$1126.00	Rotary
<i>Homeopathic Medicine</i>				
Gertrude Loessel	Principal, Nurses' Training School	Feb. 1, 1920	\$1020.00	\$ 50.00
Katherine Percy	Dietitian	Feb. 1, 1920	\$ 780.00	\$ 25.00
Henrietta Hymans	Supervisor, Maternity and Children's Wards	Feb. 1, 1920	\$ 780.00	\$ 25.00
<i>Dental Clinic</i>				
Katherine L. Pugh	Stenographer, College of Dent.	Feb. 1, 1920	\$ 75.00 mo.	Rotary
Mrs. Allie Harness	Clerk	Feb. 1, 1920	\$ 900.00	Rotary
<i>Registrar's Office</i>				
Helen Clarke	Asst. to Registrar	Feb. 1, 1920	\$1200.00	\$ 25.00
Clara Miller	Asst. to Registrar	Feb. 1, 1920	\$1308.00	\$ 70.00
<i>Stenographic and Clerical</i>				
Clara Weishaupt	Stenographer, Agr. Education, Smith-Hughes Fund	Feb. 1, 1920	\$ 900.00	
Bernice Blue	Stenographer, College of Agr. Title changed to Secretary to Dean	Feb. 1, 1920	\$ 85.00 mo.	\$ 50.00
Aimee Obaugh	Stenographer, (half time), Agr. Engineering Ex- tension Funds	Feb. 1, 1920	\$ 450.00	
Marie Hoffman	Stenographer, (half time), Rural Economics, Exten- sion Funds	Feb. 1, 1920	\$ 450.00	
Cecelia Ryan	Stenographer, (half time), Farm Crops, Extension Funds	Feb. 1, 1920	\$ 450.00	
Inez Biddle	Stenographer, (half time), Soils, Extension Funds	Feb. 1, 1920	\$ 450.00	

Name	Title	Date Effective	Annual Rate	Appropriations
<i>Oxley Hall</i>				
Josephine Matthews	House Supt.	Feb. 1, 1920	\$ 135.00 mo.	Rotary
			with maintenance	
Mary Dilworth	Night Chaperon	Feb. 1, 1920	\$ 95.00 mo.	Rotary
			with maintenance	
James Dye	Janitor	Feb. 1, 1920	\$ 65.00 mo.	Rotary
Mrs. M. J. Friend	First Cook	Feb. 1, 1920	\$ 60.00 mo.	Rotary
R. Mowery	Second Cook	Feb. 1, 1920	\$ 55.00 mo.	Rotary
<i>Operation and Maintenance</i>				
Thomas C. Manes	Fireman	Feb. 1, 1920	\$ 107.00 mo.	\$ 22.50
Robert C. Kaiser	Plumber	Feb. 1, 1920	\$ 150.00 mo.	\$ 50.00

Upon the recommendation of the Acting President, the following appointment was made from the personal service emergency fund as provided by the Emergency Board, September 30, 1919, it being understood that this appointment is for the current year only:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Arts</i>				
Eston W. Smith	Instructor, American History	Feb. 1, 1920	\$1250.00 2d semester	\$1250.00

Upon the recommendation of the Acting President the following leaves of absence were granted:

Name	Title	Date Effective	Annual Rate	Cancellation
<i>College of Agriculture</i>				
Robert F. Griggs	Professor, Botany	For 2d sem.	Without salary	\$1000.00
(To complete report on Alaskan trip.)				
<i>College of Arts</i>				
F. W. Coker	Professor, Political Science	For 2d sem.	With salary	
<i>College of Education</i>				
John E. Evans	Instructor, Psychology	Feb. 1, 1920 2d sem.	Without salary	\$ 950.00
				(Not to be reappointed for another year.)
<i>Business Manager's Office</i>				
Mary Kraus	Auditor	March 1, 1920 Six months	Without salary	\$ 500.00

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Upon the recommendation of the Acting President, F. C. Land-sittel, Professor in the Department of Principles and Practice of Education, was authorized to attend the meeting of the North Central Association of Secondary Schools and Colleges to be held in Chicago, Illinois, March 15-19, the expenses incident to the trip to be paid by the University, subject to the approval of the Emergency Board and sufficient funds.

* * * * *

Upon the recommendation of the Acting President, W. L. Evans, Professor in the Department of Chemistry, was authorized to attend the meeting of the American Chemical Society to be held in St. Louis, the first week in April, the expenses incident to the trip to be paid by the University, subject to the approval of the Emergency Board and sufficient funds.

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Upon the recommendation of the Acting President, \$75.00 was appropriated from the Engineering Experiment Station Fund for Professor F. C. Caldwell for the automobile headlamps and lenses for testing purposes.

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Upon the recommendation of the Acting President, \$750.00 was appropriated for a Professional Nurse for duty in the Student Health Department, effective February 1, 1920, at a salary of \$150.00 per month; \$750.00 was appropriated.

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Upon the recommendation of the Acting President, Edwin A. Hartley, Graduate Assistant in the Department of Zoology and Entomology, was promoted to the position of Assistant at a salary of \$600.00 per annum, effective February 1; \$150.00 was appropriated.

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Upon the recommendation of the Acting President, Anna Talmage Harshman, Graduate Assistant in the Department of Zoology and Entomology, was promoted to the position of Assistant at a salary of \$600.00 per annum, effective February 1; \$150.00 was appropriated.

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Upon the recommendation of the Acting President, the salary of Harry Walker, Laborer, (part time) in the Department of Mechanical Engineering, was changed from \$50.00 to \$37.00 per month, effective February 1; \$112.50 was cancelled in the appropriation.

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Upon the recommendation of the Acting President, the title of C. L. Metcalf, Assistant Professor in the Department of Entomology was changed to that of Professor of Entomology, effective February 1.

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Upon the recommendation of the Acting President, Karl L. Hoenig, Director of Music, is to be paid \$750.00 per annum, effective September 1, 1919, the same to be paid from A-3 as heretofore. (Budget.)

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Upon the recommendation of the Acting President, the following positions were created in the Department of Home Economics:

Instructor—at a salary of \$1,800.00 per annum—\$900.00 was appropriated.

Assistant—at a salary of \$750.00 per annum—\$375.00 was appropriated.

(Individuals to be named later.)

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The President was requested to have prepared for each member of the Board copies of his recommendations to be given to each member at the time of the meeting.

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The recommendation from the Administrative Council that a department of Applied Optics be established separate and apart from the Department of Physics and that said department be placed on the budget of the College of Arts, Philosophy, and Science, was referred to a special committee consisting of Dr. Mendenhall and Mr. Mallon to consider and report to the Board at its next meeting.

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Dr. Mendenhall presented a communication from Professor H. C. Lord requesting that certain lands around the Observatory be set aside as a reservation and known as "Observatory Park." The Secretary was directed to present this letter to the University Architect with the request that the Architect submit his recommendations thereon to the Trustees.

* * * * *

The Acting President presented the following communication from Dr. Burrett, Dean of the College of Homeopathic Medicine:

"February 2, 1920.

"My dear Judge Adams—Through the generosity of Mr. Charles F. Kettering of Dayton, I am glad to announce that 60 milligrams of radium element at a cost of seven thousand two hundred dollars (\$7,200.00), have been presented to the College of Homeopathic Medicine for use by the staff in University Hospital. Thirty-seven and one-half milligrams have already been received from the Radium Chemical Company of Pittsburgh, Pennsylvania, and the remaining amount is to be delivered not later than April.

"This splendid gift will make possible the treatment of a certain number of cases of cancer and will, at least, prolong life beyond the point which has been possible in the past. In addition to this, it will enable the staff to carry on investigation along this most important line of medical treatment.

"Very truly yours,
"(Signed) CLAUDE A. BURRETT."

The Secretary was directed to express to Mr. Kettering the appreciation of the Board of Trustees for his generous gift of radium element to the College of Homeopathic Medicine.

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The Acting President presented the following resolutions from the University Faculty, which were read and ordered filed:

"February 3, 1920.

"To the Board of Trustees:

"Gentlemen—The University Faculty at a meeting held on Monday afternoon, February 2, adopted the following resolution:

"The University Faculty desires to commend the Board of Trustees and Carl E. Steeb, Business Manager of the University, for their effective and convincing presentation of the University's needs to the Legislature.

"Also, to express their appreciation of the efforts of the Alumni in the various counties of the state, who rendered such loyal assistance.

"Respectfully submitted,

"E. D. COCKINS,
Secretary, University Faculty."

"February 3, 1920.

"To the Board of Trustees:

"Gentlemen—The University Faculty, at a meeting held on Monday afternoon, February 2, adopted the following resolutions:

"Whereas, The Legislature, by its recent enactment of returning to the University student fees, has made it possible to increase the funds which may be used for personal service in the University; and

"Whereas, The legislative committee report indicates definitely that this increase is for the express purpose of increasing salaries;

"Whereas, It is a fact that the salaries of the members of the instructional force of the University are much lower than the salaries paid in other universities of similar standing.

"Therefore, Be It Resolved, That it is the sense of the University Faculty

"First: That the additional sum of money which has become available on the present rate of fees, for personal service be utilized *entirely* for increasing salaries and not for securing additional service.

"Second: While recognizing that increases in salary should be rather general to meet present economic conditions, nevertheless, it is recommended that special merit be rewarded and that outstanding inequalities be corrected.

"Third: That inasmuch as graduate and research work is one of the most important functions of every real university, the Faculty believes that the Dean of the Graduate School should have a voice in making up the budgets and to this end recommends to the President of the University that all recommendations concerning matters pertaining to the budgets of such departments as offer graduate work be made conjointly by the dean of the appropriate college and the Dean of the Graduate

School and that such method of procedure apply to the proposed increase of salaries.

"Fourth: That these resolutions be transmitted by the President to the Board of Trustees and to the Heads of all departments.

"Respectfully submitted,

"E. D. COCKINS,
Secretary, University Faculty."

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The Secretary presented to the Board a statement of the recent legislation by the General Assembly by which all fees and deposits received from the students on and after February 1, 1920, are to be paid into the State Treasury as now, but credited direct to the University instead of to the General Revenue Fund of the state.

The Trustees discussed the matter of charging a non-resident fee, a matriculation fee and increasing the tuition and incidental fees. On motion, it was ordered that a non-resident fee of \$25.00 be charged, effective July 1, 1920. The motion to establish a matriculation fee of \$10.00 was declared lost by the Chairman and it was agreed to defer further consideration of the fee question until the next meeting of the Trustees.

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The Acting President presented the following budget for increases in the Agricultural Extension Department which was approved, effective February 1.

AGRICULTURAL COLLEGE EXTENSION SERVICE

REVISION OF SALARIES

Name	Present Annual Salary	Annual Increase	Revised Annual Salary	Increase Feb. 1- June 30	Increase Payable from		
					Funds County	Smith Lever	Fed. Ex. State Funds Counties
<i>Administration</i>							
George B. Crane.....	\$ 2,500.00	\$ 500.00	\$ 3,000.00	\$ 208.33	\$ 208.33		
J. E. McClintock.....	3,400.00	200.00	3,600.00	83.33	83.33		
F. C. Dean.....	2,400.00	300.00	2,700.00	125.00	125.00		
Ethel M. Cadley.....	1,600.00	200.00	1,800.00	83.33	83.33		\$ 83.33
E. K. Emslie.....	1,600.00	200.00	1,800.00	83.33	83.33		
J. A. Bond.....	1,080.00	120.00	1,200.00	50.00	50.00		
H. L. Fackler.....	1,140.00	860.00	1,500.00	150.00	150.00		
<i>County Agents</i>							
O. M. Johnson.....	3,800.00	200.00	3,500.00	83.33	83.33	\$ 83.33	
A. E. Anderson.....	3,200.00	200.00	3,400.00	83.33	83.33	83.33	
W. W. Brownfield.....	2,700.00	400.00	3,100.00	166.66	166.66	166.66	
G. R. Eastwood.....	2,700.00	400.00	3,100.00	166.66	166.66	166.66	
C. A. Mahan.....	2,700.00	400.00	3,100.00	166.66	166.66	166.66	
O. H. Anderson.....	2,200.00	200.00	2,400.00	83.33	83.33		
S. L. Anderson.....	2,200.00	300.00	2,500.00	125.00	125.00		
W. S. Barden.....	1,800.00	600.00	2,400.00	250.00	250.00		
M. H. Barter.....	2,300.00	300.00	2,600.00	125.00	125.00		125.00
Geo. E. Boltz.....	2,200.00	300.00	2,500.00	125.00	125.00		
R. A. Cave.....	2,200.00	400.00	2,600.00	166.66	166.66		
R. F. Donnan.....	2,200.00	300.00	2,500.00	125.00	125.00		
E. H. Faulkner.....	2,200.00	300.00	2,500.00	125.00	125.00		
C. G. Fieldner.....	2,300.00	300.00	2,600.00	125.00	125.00		
T. B. Foster.....	2,400.00	400.00	2,800.00	166.66	166.66		
W. F. Gahn.....	2,000.00	500.00	2,500.00	208.33	208.33		
J. C. Hedge.....	2,300.00	200.00	2,500.00	83.33	83.33		
S. R. Heffron.....	2,000.00	400.00	2,400.00	166.66	166.66		
W. J. Hendrix.....	2,300.00	500.00	2,800.00	208.33	208.33		
J. D. Hervey.....	2,600.00	400.00	3,000.00	166.66	166.66		
M. H. Howell.....	2,400.00	400.00	2,800.00	166.66	166.66		

Name	Present Annual Salary	Annual Increase	Revised Annual Salary	Increase Feb. 1- June 30	Funds County	Smith Lever	Fed. Ex. Funds	Inst. Funds from State Counties	Increase Payable from	
									Funds Counties	Smith Lever
M. B. Jimison.....	2,400.00	600.00	3,000.00	250.00	250.00					
Collis Jordan.....	1,800.00	400.00	2,200.00	166.66	166.66					
F. G. Ketter.....	2,400.00	600.00	3,000.00	250.00	250.00					
Chas. H. Kraatz.....	2,100.00	400.00	2,500.00	166.66	166.66					
H. A. Lehman.....	2,300.00	300.00	2,600.00	125.00						125.00
Guy W. Miller.....	1,800.00	400.00	2,200.00	166.66	166.66					
L. L. Movis.....	2,400.00	400.00	2,800.00	166.66	166.66					
R. W. Munger.....	2,200.00	600.00	2,800.00	250.00	250.00					
G. C. Musgrove.....	2,100.00	800.00	2,400.00	125.00	125.00					
A. A. Olsen.....	2,200.00	600.00	2,800.00	250.00	250.00					
M. M. Phillips.....	2,000.00	200.00	2,200.00	88.33	88.33					
F. S. Prince.....	2,500.00	600.00	3,100.00	250.00	250.00					
E. P. Reed.....	2,300.00	700.00	3,000.00	291.66	291.66					
G. O. Reed.....	2,000.00	400.00	2,400.00	166.66	166.66					
J. J. Riggle.....	1,900.00	300.00	2,200.00	125.00	125.00					
Howard Rogers.....	2,000.00	500.00	2,500.00	208.33	208.33					
R. A. Routsong.....	1,800.00	400.00	2,200.00	166.66	166.66					
E. M. Rowe.....	1,900.00	300.00	2,200.00	125.00	125.00					
S. M. Salisbury.....	2,600.00	400.00	3,000.00	166.66	166.66					
J. P. Schmidt.....	2,000.00	400.00	3,000.00	166.66	166.66					
P. L. Sharrit.....	2,000.00	500.00	2,500.00	208.33	208.33				208.33	
C. R. Shumway.....	2,300.00	700.00	3,000.00	291.66	291.66					291.66
E. C. Sleeth.....	2,200.00	600.00	2,800.00	250.00	250.00					
A. G. Smith.....	2,300.00	300.00	2,600.00	125.00	125.00					
W. E. Stone.....	2,200.00	300.00	2,500.00	125.00	125.00					
S. B. Stowe.....	2,400.00	600.00	3,000.00	250.00	250.00					150.00
J. D. Van Houten.....	1,900.00	300.00	2,200.00	125.00	75.00					50.00
T. A. Wheeler.....	2,000.00	200.00	2,200.00	88.33	88.33					
C. J. Windau.....	2,000.00	400.00	2,400.00	166.66	166.66					
Robert Wylie.....	2,200.00	400.00	2,600.00	166.66	100.00					66.66
<i>Farm Crops</i>										
W. E. Hanger.....	2,700.00	300.00	3,000.00	125.00						125.00

Name	Present Annual Salary	Annual Increase	Revised Annual Salary	Increase Feb. 1- June 30	Increase Payable from		
					Funds County	Smith Lever	Fed. Ex. State Funds Counties
<i>Agricultural Engineering</i>							
Virgil Overholt.....	2,200.00	300.00	2,500.00	125.00	125.00		
<i>Horticulture</i>							
R. B. Cruickshank.....	2,700.00	300.00	3,000.00	125.00	125.00		
F. H. Beach.....	2,200.00	300.00	2,500.00	125.00	125.00		
<i>Poultry Husbandry</i>							
H. D. Munroe.....	2,000.00	300.00	2,300.00	125.00	125.00		
E. L. Dakan.....	2,000.00	300.00	2,300.00	125.00	125.00		
<i>Sotia</i>							
M. A. Bachtell.....	2,700.00	300.00	3,000.00	125.00	125.00		
Robert Dustman.....	2,400.00	400.00	2,800.00	166.66	166.66		
<i>Entomology</i>							
T. H. Parks.....	2,700.00	300.00	3,000.00	125.00	125.00		
<i>Plant Pathology</i>							
W. G. Stover.....	2,400.00	300.00	2,700.00	125.00		125.00	
<i>Boys' and Girls' Clubs</i>							
W. H. Palmer.....	2,900.00	300.00	3,200.00	125.00		125.00	
B. B. Spohn.....	2,300.00	200.00	2,500.00	83.33		83.33	
O. C. Croy.....	2,000.00	200.00	2,200.00	83.33		83.33	
Hulda Horst.....	1,700.00	200.00	1,900.00	83.33		83.33	
H. E. Eswine.....	1,900.00	200.00	2,100.00	83.33		83.33	
<i>Dairying</i>							
W. D. Axtell, Jr.....	1,800.00	300.00	2,100.00	125.00	125.00		
<i>Farm Management</i>							
R. F. Taber.....	2,800.00	500.00	2,800.00	208.33	208.33		
<i>Farmers' Institutes</i>							
F. L. Allen.....	2,800.00	200.00	3,000.00	83.33			83.33
<i>Home Demonstration Agents</i>							
Lula Billman.....	2,000.00	200.00	2,200.00	83.33	83.33		
Totals.....	\$171,820.00	\$27,730.00	\$199,600.00	\$11,574.79	\$6,399.89	\$2,366.64	\$166.66

SUMMARY

Increase of \$11,574.79 from February 1 to June 30 can be paid as follows:

County Agent Funds from Counties.....	\$ 6,399.89
Smith-Lever Funds.....	2,366.64
Federal Extension Funds.....	2,641.60
State Appropriation.....	
Institute Funds from Counties.....	166.66
	\$11,574.79

Of total increases 55% can be paid from county funds.

Of total increase to county agents 81% can be paid from county funds.

Of total annual increase of \$27,730, approximately \$15,000 can be paid from county funds next fiscal year. The other \$12,730 annual increase represents about 2.5% of the total Extension Budget and at the present time the funds are not being spent at the rate of 97.5% of the total.

* * * * *

The Acting President presented the Summer Session budget as prepared by Director M. B. Evans, and upon motion, the original budget as presented was adopted with the understanding that the supplementary budget 2 and 3 will be presented to the Trustees for consideration at the next meeting.

SUMMER SESSION

Name	Title	Salary	Request for
<i>American History</i>			
George W. Knight	Professor	\$ 600.00	
George A. Wood	Instructor	300.00	\$ 900.00
<i>Anatomy</i>			
Francis L. Landacre	Professor	600.00	
Ralph A. Knouff	Instructor	340.00	940.00
<i>Bacteriology</i>			
Charles B. Morrey	Professor	600.00	
	Assistant	300.00	900.00
<i>Botany</i>			
Homer C. Sampson	Assistant Professor	400.00	
Jasper D. Sayre	Assistant Professor	160.00	560.00
<i>Chemistry</i>			
William L. Evans	Professor	600.00	
Charles W. Foulk	Professor	550.00	
Cecil E. Boord	Assistant Professor	400.00	
Marion Hollingsworth	Assistant Professor	360.00	
	Assistants	280.00	2190.00
<i>Economics and Sociology</i>			
Charles C. Huntington	Professor	600.00	
Cecil C. North	Professor	400.00	
Henry F. Walradt	Assistant Professor	400.00	
Edwin F. Clark	Instructor	400.00	1800.00

Name	Title	Salary	Request for
<i>Engineering Drawing</i>			
Owen E. Williams	Assistant Professor	400.00	
Wooster B. Field	Instructor	300.00	700.00
<i>English</i>			
Alfred H. Upham	Professor	600.00	
William Strunk, Jr.	Professor	600.00	
Edwin L. Beck	Assistant Professor	400.00	
Milton Percival	Assistant Professor	400.00	
J. Forest Craig	Instructor	360.00	2360.00
<i>European History</i>			
Wilbur H. Siebert	Professor	600.00	
John R. Knipfing	Assistant Professor	400.00	1000.00
<i>German</i>			
Berthold A. Eisenlohr	Professor	450.00	450.00
<i>Greek</i>			
George M. Bolling	Professor	300.00	300.00
<i>History of Education</i>			
H. S. Good	Professor	500.00	
Helen Marshall	Assistant	150.00	650.00
<i>Journalism</i>			
Joseph S. Myers	Professor	600.00	
	Assistant	100.00	700.00
<i>Latin</i>			
Wallace S. Elden (half time)	Professor	300.00	300.00
<i>Mathematics</i>			
Harry W. Kuhn	Professor	550.00	
Samuel E. Rasor	Professor	500.00	
Hortense Rickard	Instructor	300.00	1350.00
<i>Philosophy</i>			
Joseph A. Leighton	Professor	600.00	600.00
<i>Physical Education</i>			
George Trautman	Assistant Professor	400.00	
	Assistants	250.00	
		400.00	
	Assistants	150.00	1200.00
<i>Physics</i>			
Herman G. Heil	Assistant Professor	400.00	
Raymond C. Ditto	Instructor	300.00	700.00
<i>Political Science</i>			
	Professor	600.00	600.00
<i>Psychology</i>			
George F. Arps	Professor	600.00	
Carl A. Murchison	Professor	400.00	
Jasper C. Barnes (part time)		300.00	
Harry W. Crane	Assistant Professor	380.00	1680.00
<i>Romance Languages</i>			
Edgar S. Ingraham	Professor	600.00	
Wallace S. Elden (half time)	Professor	300.00	

Name	Title	Salary	Request for
Robert E. Rockwood	Assistant Professor	400.00	
Santiago Gutierrez	Assistant Professor	360.00	
Henri Taillart	Instructor	300.00	1960.00
<i>School Administration</i>			
Samuel W. Brown	Professor	550.00	
		500.00	
		550.00	1600.00
<i>Zoology and Entomology</i>			
Wencel J. Kostir	Instructor	360.00	
	Assistant	150.00	510.00
<i>Director</i>			
M. B. Evans	Director	750.00	750.00
Total Salaries			
		<u>\$24,700.00</u>	

SUMMARY
Resources

Balance from 1919.....	\$ 1,978.00
State appropriation for 1920.....	25,405.00
Total.....	<u>\$27,383.00</u>
Reserve for 1921.....	2,500.00
Available for 1920.....	24,883.00
Supplementary Budget	24,700.00
Balance.....	<u>\$ 183.00</u>

* * * * *

Thereupon, the Board adjourned to meet upon the return of President Thompson at the University some time during the week of February 15.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, February 20, 1920.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John Kaiser, O. E. Bradfute, Guy W. Mallon, B. F. McCann, T. C. Mendenhall.

Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancellation
<i>College of Agriculture</i>				
Donovan Church	Laboratory Assistant, Botany	Feb. 1, 1920	\$ 300.00	\$ 150.00
Louise Boyenton	Asst., Agricultural Chemistry and Soils	July 1, 1920	600.00	600.00
<i>Agricultural Extension</i>				
Charles H. Kraatz	County Agr. Agent Lawrence County	Feb. 29, 1920	1,000.00	
Paul Gerlaugh	County Agr. Agent Wood County	Feb. 29, 1920	1,200.00	
F. S. Delashmutt	County Agr. Agent Athens County	Feb. 29, 1920	1,400.00	
A. J. Swift	County Agr. Agent Preble County	Feb. 29, 1920	1,500.00	
W. E. McCoy	County Agr. Agent Clarke County	Feb. 15, 1920	1,300.00	
H. J. Ridge	County Agr. Agent Auglaize County	Feb. 29, 1920	1,300.00	
Irene Irwin	Stenographer, Darke County Agent	Jan. 31, 1920	25.00 mo.	
Florence Mowen	Stenographer, Cham- paign Co. Agr. Agent	Jan. 31, 1920	40.00 mo.	
Laura Overhultzter	Stenographer, Mahon- ing Co. Agr. Agent	Jan. 31, 1920	25.00 mo.	
<i>College of Engineering</i>				
George E. Large	Student Assistant Engineering Drawing	Feb. 1, 1920	225.00	150.00
Floyd Grant	Assistant Mechanician Electrical Engineering	Oct. 1, 1919	250.00	175.00
Wallace Van Etten	Assistant Mechanician Electrical Engineering	Oct. 1, 1919	250.00	175.00
Downs SchAAF	Professor, Metallurgy	Feb. 1, 1920	3,000.00	1,500.00
<i>College of Commerce and Journalism</i>				
S. J. Coon	Instructor, Economics and Sociology	July 1, 1920	1,600.00	1,600.00
<i>Physical Education</i>				
O. C. Bird	Assistant Professor (Cancel position of Student Assistant)	Feb. 18, 1920	2,250.00	985.50 500.00
<i>Entrance Board</i>				
Lester E. Wolfe	Secretary	April 1, 1920—or as soon as proper adjustment can be made.		
<i>Graduate School</i>				
Marjorie Aborn	Fellow	Feb. 1, 1920	500.00	250.00
<i>Laboratory Supply Store</i>				
W. R. Helby	Assistant	Feb. 1, 1920	960.00	

Upon the recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
Lewis N. Tiffany	Instructor, Botany	Feb. 1, 1920	\$1,000.00 5 mos.	\$1,000.00
Raymond A. Dobbins	Laboratory Assistant Botany	Feb. 1, 1920	30.00 per mo.	150.00
Catherine Metzler	Instructor, (part time) Home Economics	Feb. 10, 1920	65.00 per mo.	808.20
Mrs. Dorothy Lowe Ronan	Instructor, (part time) Home Economics	Feb. 16, 1920	65.00 per mo.	290.24
Mrs. Louise S. Hengst	Instructor, (part time)	April 8, 1920	60.00 for course	60.00
<i>Agricultural Extension</i>				
Harry S. Lewis	County Agr. Agent	March 1, 1920	2,200.00	
	State-offsetting funds		\$100.00	
	Wood County funds		83.33	
			\$183.33	
	Automobile maintenance month		41.66 (Wood County funds)	
F. S. Hagy	County Agr. Agent	March 1, 1920	2,500.00	
	Federal Extension funds		\$133.33	
	Hardin County funds		75.00	
			\$208.33 (Hardin County funds)	
	Automobile maintenance month		41.66	
M. V. Bailey	County Agr. Agent	Feb. 1, 1920	2,200.00	
	Federal Extension funds		\$141.66	
	Hocking County funds		41.66	
			\$183.32	
	Automobile maintenance month		41.66 (Fed. Extension funds)	
Emin W. Hawkins	County Agr. Agent	Feb. 1, 1920	2,400.00	
	State-offsetting funds		\$108.33	
	Clarke County funds		91.67	
			\$200.00	
	Automobile maintenance month		41.66 (Clarke County funds)	
Ralph W. Wells	County Agr. Agent	Feb. 1, 1920	2,000.00	
	State-offsetting funds		\$125.00	
	Federal Extension funds		41.66	
			\$166.66	
	Automobile maintenance month		41.66 (Monroe County funds)	
R. R. Thompson	Assistant Professor, Agricultural Engi- neering	March 1, 1920	2,400.00 (Smith-Lever—Project No. 3-B)	
<i>College of Education</i>				
Cheves West Perky	Instructor, Psychology	Feb. 1, 1920	900.00 2nd semes.	900.00

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Engineering</i>				
William A. Mueller	Special Instructor, Metallurgy	Feb. 1, 1920	200.00 per mo.	1,000.00
<i>Physical Education</i>				
Samuel H. Cobb	Instructor,	Feb. 18, 1920	2,250.00	985.00
Elsie Hinkle	Student Assistant	Feb. 1, 1920	30.00 per mo.	
	(To be paid from appropriation of \$500 for student assistants.)			
Harry C. Caldwell	Assistant (temporary)	Feb. 12, 1920	200.00 2 mos.	200.00
	(To be paid from \$500 appropriation.)			
<i>Business Manager's Office</i>				
Mary Heiser	Typist	Jan. 29, 1920	75.00 per mo.	382.50

Upon the recommendation of the President, the following appointments were made from the personal service emergency fund as provided by the Emergency Board, September 30, 1919, it being understood that these appointments are for the current year only:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Engineering</i>				
Elsie Jerome Staton	Student Assistant, Engineering Drawing	Feb. 10, 1920	\$ 30.00 per mo.	\$ 140.00
Fred H. Pumphrey	Student Assistant, Engineering Drawing	Feb. 10, 1920	30.00 per mo.	140.00
George M. Strong	Assistant (part time) Chemistry	Feb. 1, 1920	250.00 5 mos.	250.00
Pearl A. McCarty	Assistant (part time) Chemistry	Feb. 1, 1920	200.00 5 mos.	200.00
W. Hale Charch	Student Assistant, Chemistry	Feb. 1, 1920	125.00 5 mos.	125.00

Upon the recommendation of the President, the following increases in salary were granted:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
Jeanette Bonar	Assistant, Home Economics Smith-Hughes funds	Feb. 1, 1920	\$ 90.00 per mo.	\$ 75.00
Edna Elliott	Maid, Home Economics	Feb. 1, 1920	60.00 per mo.	50.00

Upon the recommendation of the President, \$375.00 was appropriated for the position of Typist in the office of the Business Manager.

* * * * *

Upon the recommendation of the President, Helen Marshall, Graduate Assistant in the Department of History of Education, was transferred to the position of Assistant in the Department of Psychology, effective February 1, at a salary of \$450.00 for the second semester; \$375.00 was cancelled in History of Education.

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Upon the recommendation of the President, Emery R. Hayhurst, Professor of Hygiene, was made head of the Department of Public Health and Sanitation, effective at once.

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Upon the recommendation of the President, the money assigned in the budget for a Check Room Attendant, Library, \$75.00 per month, is to be divided among three half-time people at \$25.00 per month, and provision was made for an additional half-time assistant at \$25.00 per month, effective February 15; \$450.00 was appropriated.

* * * * *

The President reported the following recommendations from the University Faculty, and upon motion, the degrees as recommended were granted:

At meetings of the University Faculty held on October 2 and February 12, the following named persons were recommended to the Board of Trustees for the degrees indicated as of the Class of 1919:

BACHELOR OF SCIENCE IN AGRICULTURE

Don Shannon Kochheiser

BACHELOR OF SCIENCE IN EDUCATION

Mildred Washburne Copeland

Margaret Jane Rupert, M.D.

Lydia Schneider

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The President presented a communication from President Bryan, Indiana University, advising of the hundredth anniversary of the passage of the law by which Indiana University was founded. A conference is planned for May 5, 6, and 7 to celebrate the centenary.

* * * * *

The following communication from the University Faculty was read and ordered filed:

"February 14, 1920.

"To the Board of Trustees

"Gentlemen—At a meeting of the University Faculty held on February 12, the following resolution was adopted:

"*Resolved:* That it is the sense of the Faculty that the long-established policy of the University of not conferring honorary degrees is based upon a principle especially sound and wise for a State University, and that it should be rigidly observed at all times by this University."

"Respectfully submitted,

"E. D. COCKINS,

Secretary University Faculty."

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Professor C. A. Dye was appointed delegate to represent the Ohio State University at the coming United States Pharmacopoeal Convention to be held in Washington, May 11, 1920; the payment of the expenses was referred to the President with power.

* * * * *

Dr. E. F. McCampbell was selected delegate to represent the Ohio State University in Chicago, March 1, 2 and 3, at the annual Congress of the American Medical Association and subsidiary Boards; the payment of the expenses of this trip was referred to the President with power.

* * * * *

Upon the recommendation of the President, Colonel James S. Wilson, Medical Corps of the U. S. Army, was given permission to register in the Graduate School for the second semester without payment of fees, in view of the fact that arrangements have been made for Colonel Wilson to give a series of lectures in the College of Medicine.

* * * * *

Upon the President's recommendation, Mr. C. T. Walter Chu, a graduate of Hang Chow, Presbyterian College in China, with the degree of A. B., and a Senior at Cedarville College to graduate with the degree of A. B., was authorized to enter the College of Medicine of the Ohio State University next year without the payment of fees. It was further ordered that as a substitute for the payment of fees he be assigned to such duties in the College of Medicine as the Dean may direct.

* * * * *

The University Architect was directed to prepare a design of the proposed drinking fountain to be presented to the University as a memorial from the Class of 1919.

* * * * *

Judge McCann and Mr. Mallon were appointed a committee with power to act to consider with Mr. Van Meter, Agent for Virginia Military Lands, certain questions raised by Mr. Van Meter.

* * * * *

The Secretary presented an application for a deed for 10.18 acres of land in Survey No. 10430 in Madison County as prepared by Mr. John Van Meter. On motion, the Chairman of the Board was directed to execute said deed.

* * * * *

Dr. William H. Allen, upon the request of the President, appeared before the Board and presented a verbal statement of his findings as a result of the organization survey made by him of the University.

* * * * *

Upon the recommendation of the President, the Secretary was directed to purchase nine and three-eighths acres of land lying between Lane Avenue and the University Farm west of the river at a price of \$600 per acre provided that the deed and abstract of title meet

with the approval of the Attorney General. This amount was ordered paid from the interest on the Endowment.

* * * * *

The President reported that the Legislature has appropriated \$124,000 to the University for the construction of a new railroad-wagon bridge over the Olentangy River, this appropriation to become available as soon as the Alumni and citizens of Columbus have subscribed \$600,000 for the construction of a stadium. In order that the plans for the bridge may be ready by the time the money is subscribed for the stadium, Mr. Clyde T. Morris was selected as engineer for the bridge. The President was directed to confer with Mr. Morris and report to the Board at a later meeting as to compensation for engineering services.

* * * * *

The Secretary presented the following resolution from the University Faculty which was read and upon order was made a part of the minutes of this meeting:

"February 14, 1920.

"To the Board of Trustees

"Gentlemen—The University Faculty at a meeting held on Thursday, February 12, unanimously adopted the following resolution:

"Whereas, President Thompson has tendered his resignation to the Board of Trustees, effective June 30, 1920, giving as the reason his belief that a younger man should lead in the large program of the University for the next few years; and,

"Whereas, the Ohio State University has had a remarkable growth in every direction during the twenty years of President Thompson's administration, due in great part to his capable and inspiring leadership; and,

"Whereas, the University Faculty believes that many years of University usefulness lie before President Thompson, and that his services cannot be spared at this time; therefore, be it

"Resolved, that the University Faculty sincerely regrets that the resignation has been tendered and urgently requests President Thompson to withdraw it.

"Resolved, further, that a copy of these resolutions be transmitted to the Board of Trustees.

"Respectfully submitted,

"E. D. COCKINS,

"Secretary University Faculty."

* * * * *

Upon the recommendation of the President, the action of the Board of Trustees, concerning the non-resident fee taken at the meeting of February 3, was reconsidered and in lieu thereof, the following motion was passed:

"That a non-resident fee of \$25.00 a semester, in addition to the incidental fee charged to resident students, be charged, effective July 1, 1920, for all under-graduate stu-

dents and that said non-resident fee shall be effective for the entire period of under-graduate study for such students as register under this resolution."

Upon the recommendation of the President, a matriculation fee of \$10.00 was established, effective July 1, 1920, to be paid by every student before entering a school or college of the University, this fee to be paid but once and the President was authorized to provide for a suitable rule on this subject and present same to the Trustees for adoption.

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Three hundred dollars was authorized for the Dean of Women in order that a Housing Inspector may be employed for the balance of this fiscal year.

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Upon motion, Judge McCann, Dr. Mendenhall and Mr. Bradfute were appointed to serve as a budget committee to consider in detail the annual budget to be presented by the President for the next fiscal year and to report their recommendations thereof at the April meeting.

* * * * *

Upon the recommendation of the President, a duplicate diploma was granted to Jacob Valley Ariel, sufficient evidence having been given that the original was destroyed. A duplicate diploma was also granted to Stanley H. Watson, the original having been destroyed and returned to the University.

* * * * *

Upon the recommendation of the President, the following resignation was accepted:

"I present herewith the resignation of Professor George W. Knight as Dean of the College of Education. Professor Knight desires to be relieved of this administrative work and to continue in service as Head of the Department of American History. It may be well to state in this connection that Professor Knight has served the University for 35 years, first as teacher in History, Political Economy and Political Science and later in the narrower field as additional teachers were provided until the recent years have limited his teaching to his chosen field of American History. For some years, he served as teacher of Constitutional Law for the College of Law. In May, 1914, he was elected Dean of the College of Education and has served with efficiency in that office. This is not the time to review his work further than to express the appreciation due him for the high quality of his service.

"I recommend, therefore, that Professor Knight's resignation as Dean be accepted, effective June 30, 1920, and that the President be authorized to convey to Professor Knight the thanks and appreciation of the Trustees."

* * * * *

The following amendments to the Summer Session budget adopted February 3, were made:

Name	Amount Requested	Increase
<i>American History</i>		
George A. Wood.....	\$360 instead of \$300	\$60.00
<i>Anatomy</i>		
Ralph A. Knouff.....	380 instead of 340	40.00
<i>Botany</i>		
Jasper D. Sayre.....	200 instead of 160	40.00
<i>Chemistry</i>		
Charles W. Foulk.....	600 instead of 550	50.00
Marion Hollingsworth.....	400 instead of 360	40.00
<i>Engineering Drawing</i>		
Wooster B. Field.....	350 instead of 300	50.00
<i>German</i>		
Berthold A. Eisenlohr.....	500 instead of 450	50.00
<i>Mathematics</i>		
Harry W. Kuhn.....	600 instead of 550	50.00
Samuel E. Rasor.....	550 instead of 500	50.00
Hortense Rickard.....	320 instead of 300	20.00
<i>Physics</i>		
Raymond C. Ditto.....	320 instead of 300	20.00
<i>Psychology</i>		
Harry W. Crane.....	400 instead of 380	20.00
<i>Romance</i>		
Henri Tailliar.....	320 instead of 300	20.00
<i>School Administration</i>		
Samuel W. Brown.....	580 instead of 550	30.00

Further action of Supplementary Budget No. 2 was deferred until a later meeting.

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Thereupon, the Board adjourned to meet in April at the call of the Chairman.

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, April 6, 1920.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; John Kaiser, Guy W. Mallon, O. E. Bradfute, Charles F. Kettering, B. F. McCann, T. C. Mendenhall.

* * * * *

The President presented the following letter from Professor Charles S. Plumb asking to be relieved from administrative duty, with this statement:

In presenting this letter, the President desires to place on record his own appreciation of the value of the services of Professor Plumb and testify to his enthusiasm and efficiency in the Department of Animal Husbandry. He further recommends that the Trustees in accepting this relinquishment of the headship of the department authorize the President to make suitable acknowledgement to Professor Plumb.

“February 26, 1920.

“Dean Alfred Vivian,
College of Agriculture,
Townshend Hall.

“Dear Professor Vivian—Before the completion of this semester I shall have reached the age of 60 years. In that event, I am not unmindful of the fact that the days are passing rapidly, and that my remaining years for active service are necessarily limited.

“For years I have had a desire to undertake some lines of work in the Animal Husbandry field that are impossible while I serve as head of the department. The amount of administrative work for so large a department as the one at Ohio State occupies a great deal of my time, much of which I feel is to my material disadvantage in the educational field. Further, I have felt for some time that this executive work might be more efficiently administered by a younger and more aggressive man.

“Therefore, after 18 years of service as head of the Department of Animal Husbandry, I am requesting that I be relieved of this responsibility, that it be placed in other hands, and that I be relieved of all administrative work. I should be pleased to retain a professorship in the department with a limited amount of instruction, but with ample freedom of time so that I might be able to devote such time as I desire to writing and research. I am naturally deeply interested in the University and if my request is granted, shall anticipate rendering the University and the State much faithful and efficient service in the future.

“Very sincerely yours,

“(Signed) C. S. PLUMB.”

Upon motion, the recommendation of the President was approved.

* * * * *

The President presented the annual budget for the year ending June 30, 1921, for consideration. Upon motion, a separate department of Poultry Husbandry was established with Professor F. S. Jacoby as head of the department.

Upon motion, the following budget was adopted:

**THE OHIO STATE UNIVERSITY
SALARY BUDGET
1920-1921**

RESOURCES

Appropriation Bill H. B. 536...	\$1,047,120.00
Appropriation Bill H. B. 558...	62,770.00
United States Morrill Fund....	50,000.00
University Endowment Fund....	3,000.00
Student Fees and Deposits—	
Second Semester 1919-1920...	\$105,000.00
First and Second Semesters	
1920-1921.....	210,000.00
Matriculation Fee.....	80,000.00
Non-Resident Fee.....	20,000.00
Miscellaneous Fees.....	5,000.00
	370,000.00

Total Student Fees (Estimated) 370,000.00

Total Resources..... \$1,532,890.00

LIABILITIES

1. EDUCATIONAL DIVISION

A. Instructional Colleges

Agriculture.....	\$243,900.00
Arts.....	198,450.00
Commerce and Journalism	87,856.00
Dentistry.....	21,400.00
Education.....	78,050.00
Engineering.....	305,370.00
Homeopathic Medicine....	38,270.00
Law.....	28,250.00
Medicine.....	105,640.00
Pharmacy.....	8,300.00
Veterinary Medicine.....	38,450.00
Graduate School.....	6,000.00
President's Division.....	75,515.00

Total Instructional..... \$1,235,451.00

 B. Administrative..... 115,220.00

Total Educational Division..... \$1,350,671.00

2. PHYSICAL PLANT DIVISION 161,983.80

Total Budget for 1920-1921..... \$1,512,654.80

Balance..... \$ 20,285.20

COLLEGE OF AGRICULTURE

ADMINISTRATION

Alfred Vivian	Dean (12 months).....	\$ 6,000.00
True G. Watson	Assistant to Dean (12 months).....	2,400.00

\$ 8,400.00

AGRICULTURAL CHEMISTRY AND SOILS

John F. Lyman	Professor (12 months).....	\$ 4,500.00
Firman E. Bear	Professor (12 months).....	4,500.00
Thomas G. Phillips	Assistant Professor (12 months).....	2,750.00
George McClure	Instructor (12 months).....	2,400.00
Guy W. Conrey	Instructor.....	2,400.00
Rachel Edgar	Assistant.....	1,000.00
Charles L. Thrash	Assistant (12 months).....	1,500.00
Sidney W. Bliss	Assistant.....	900.00
Emory F. Almy	Assistant.....	1,400.00
James R. Shepperd	Fertility Plot Assistant (12 months).....	1,400.00
		<hr/>
		\$ 22,750.00

AGRICULTURAL EDUCATION

W. F. Stewart	Professor (12 months).....	\$ 2,750.00
		<hr/>
		\$ 2,750.00

AGRICULTURAL ENGINEERING

F. W. Ives	Professor (12 months).....	\$ 3,750.00
G. W. McCuen	Professor (12 months).....	3,600.00
P. B. Potter	Assistant Professor (12 months).....	3,800.00
J. B. Green	Assistant Professor (12 months).....	2,700.00
J. T. Miller	Mechanic (12 months).....	1,400.00
		<hr/>
		\$ 14,750.00

ANIMAL HUSBANDRY

C. S. Plumb	Professor and Head.....	\$ 6,000.00
D. J. Kays	Professor.....	4,000.00
J. S. Coffey	Professor (12 months).....	3,600.00
C. T. Conkfin	Professor (12 months).....	3,500.00
	Assistant Professor (12 months).....	3,300.00
		<hr/>
		\$ 20,400.00

ANIMAL HUSBANDRY—EMPLOYEES

D. M. Fyffe	Superintendent Livestock (12 months).....	\$ 1,800.00
Robert Watson	Groom (12 months).....	1,440.00
William Jacobs	Laborer (12 months).....	1,080.00
L. H. Myers	Teamster (12 months).....	960.00
George Taylor	Beef Cattle Herdsman (12 months).....	1,260.00
Cecil Bayes	Laborer (12 months).....	1,260.00
C. E. Wilson	Laborer (12 months).....	960.00
Paul Jackson	Dairy Cattle Herdsman (12 months).....	1,260.00
L. G. Souders	Assistant Herdsman (12 months).....	1,080.00
William Franklin	Shepherd (12 months).....	1,260.00
	Assistant Shepherd (12 months).....	900.00
	Swine Herdsman (12 months).....	1,260.00
John T. Laws	Assistant Swine Herdsman (12 months).....	1,080.00
William Whittaker	Pavilion Groom (12 months).....	960.00
		<hr/>
		\$ 16,560.00

BOTANY

E. N. Transeau	Professor and Head.....	\$ 5,000.00
J. H. Schaffner	Professor.....	3,500.00
W. G. Stover	Assistant Professor (12 months) (On leave)....	1,800.00
H. C. Sampson	Assistant Professor.....	2,900.00

R. F. Griggs	Assistant Professor.....	2,000.00
A. E. Waller	Instructor.....	2,500.00
Freda Detmers	Instructor.....	1,500.00
J. D. Sayre	Assistant (12 months).....	1,080.00
E. L. Stover	Assistant.....	800.00
J. S. Crabb	Assistant, Greenhouse (12 months).....	1,200.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00

\$ 24,680.00

DAIRYING

	Professor and Head.....	\$ 5,000.00
R. B. Stoltz	Assistant Professor (12 months).....	2,750.00
	Assistant Professor (12 months).....	2,000.00
D. S. Kochheiser	Assistant (12 months).....	1,800.00
A. L. Bates	Driver (12 months).....	1,080.00

\$ 12,630.00

FARM CROPS

Jay B. Park	Professor (12 months).....	\$ 4,000.00
Charles J. Willard	Assistant Professor (12 months).....	2,700.00
Dexter N. Lutz	Instructor (12 months).....	1,800.00
S. J. Green	Assistant (12 months).....	1,200.00
Walling Corwin	Assistant.....	900.00

\$ 10,600.00

FARM OPERATIONS

A. E. Smith	Farm Foreman (12 months).....	\$ 2,000.00
Charles Pugh	Head Teamster (12 months).....	1,080.00
R. A. Bowers	Laborer (12 months).....	1,380.00
Ira Blanchard	Teamster (12 months).....	1,080.00
Charles Carter	Teamster (12 months).....	1,080.00
B. L. Johnson	Laborer (12 months).....	1,080.00
A. H. McKenzie	Laborer (12 months).....	1,080.00
John S. Long	Teamster (12 months).....	1,080.00
M. Peck	Teamster (12 months).....	1,080.00
B. E. Stahl	Laborer (12 months).....	1,080.00

\$ 12,020.00

HOME ECONOMICS

	Professor and Head.....	\$ 4,000.00
Anna R. Van Meter	Professor.....	2,500.00
	Assistant Professor (Textiles).....	2,800.00
Grace G. Walker	Assistant Professor.....	2,400.00
Maude G. Adams	Assistant Professor (12 months).....	2,000.00
Lila Skinner	Instructor.....	1,800.00
Grace Linder	Instructor (half time).....	900.00
Lelia McGuire	Instructor.....	1,650.00
Alice Donnelly	Instructor.....	1,650.00
Elizabeth Baines	Instructor.....	1,650.00
Josephine Hamblin	Instructor (12 months).....	1,200.00

Elsie Steiger	Assistant.....	1,200.00
Adelaide Barer	Assistant.....	900.00
K. Louise Boyenton	Assistant.....	900.00
Rosetta Harpster	Assistant.....	900.00
Edna Elliott	Maid (12 months).....	720.00

\$ 26,670.00

HORTICULTURE AND FORESTRY

W. Paddock	Professor.....	\$ 4,500.00
L. M. Montgomery	Professor.....	3,800.00
A. C. Hottes	Assistant Professor.....	2,750.00
P. H. Elwood	Assistant Professor.....	2,750.00
N. W. Scherer	Assistant Professor.....	2,250.00
F. G. Charles	Instructor (12 months).....	2,160.00
A. D. Taylor	Non-resident Professor.....	500.00
P. E. Emblar	Assistant (12 months).....	1,740.00
J. E. Shanck	Assistant (12 months).....	1,400.00

\$ 21,350.00

LAKE LARORATORY

F. H. Kreckler	Acting Director.....	\$ 500.00
S. R. Williams	Instructor.....	350.00
M. E. Stickney	Instructor.....	350.00
C. H. Kennedy	Instructor.....	350.00

\$ 1,550.00

POULTRY HUSBANDRY

F. S. Jacoby	Professor and Head (12 months).....	\$ 3,500.00
Arthur Bayes	Superintendent of Poultry Plant (12 months)...	1,380.00

\$ 4,880.00

RURAL ECONOMICS

J. I. Falconer	Professor (12 months).....	\$ 3,600.00
H. E. Erdman	Assistant Professor (12 months).....	3,300.00
L. O. Lantis	Assistant Professor (12 months).....	2,500.00
D. D. Hughes	Assistant Professor (12 months).....	2,250.00
F. L. Morrison	Assistant (12 months).....	360.00
	Statistical Clerk (12 months).....	900.00
	Statistical Clerk (12 months).....	900.00

\$ 13,810.00

ZOOLOGY AND ENTOMOLOGY

Raymond C. Osborn	Professor and Head.....	\$ 5,000.00
Herbert Osborn	Research Professor.....	5,000.00
C. L. Metcalf	Professor (12 months).....	3,600.00
J. S. Hine	Associate Professor.....	2,500.00
W. M. Barrows	Assistant Professor.....	2,750.00
F. H. Kreckler	Assistant Professor.....	2,750.00
W. J. Kostir	Instructor.....	2,200.00
C. H. Kennedy	Instructor.....	1,800.00
E. L. Wickliff	Instructor.....	1,500.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00

Graduate Assistant.....	500.00
Graduate Assistant.....	500.00
Graduate Assistant.....	500.00
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	\$ 30,100.00
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Total for College of Agriculture.....	\$243,900.00

COLLEGE OF ARTS, PHILOSOPHY, AND SCIENCE

ADMINISTRATION

Dean (12 months).....	\$ 0,000.00
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	\$ 0,000.00

AMERICAN HISTORY

G. W. Knight	Professor.....	\$ 5,000.00
H. C. Hockett	Professor.....	4,250.00
C. S. Boucher	Assistant Professor.....	3,500.00
G. A. Wood	Instructor.....	2,300.00
Carl Wittke	Instructor.....	2,300.00
	Instructor.....	1,800.00

\$ 19,150.00

ENGLISH

J. V. Denny	Professor.....	\$ 0,000.00
J. R. Taylor	Professor.....	4,000.00
G. H. McKnight	Professor.....	4,500.00
W. L. Graves	Professor.....	3,500.00
V. A. Ketcham	Professor.....	3,500.00
	Assistant Professor.....	3,000.00
E. L. Beck	Assistant Professor.....	3,250.00
C. E. Andrews	Assistant Professor.....	3,250.00
M. Percival	Assistant Professor.....	3,000.00
J. F. Craig	Instructor.....	2,300.00
E. W. Wiley	Instructor.....	2,300.00
Verona Dollinger	Instructor.....	1,700.00
Edith Sniffin	Instructor.....	1,700.00
E. A. Esper	Instructor.....	1,700.00
Walter French	Instructor.....	1,700.00
	Instructor.....	1,400.00
	Assistant.....	500.00
	Assistant.....	500.00
J. B. McKinney	Instructor.....	1,600.00
	Instructor.....	1,600.00
Sada Harbarger	Instructor.....	1,800.00
Vesta Pegg	Instructor.....	1,600.00
H. H. Shively	Instructor.....	1,600.00
Ralph McCombs	Instructor.....	1,500.00

\$ 51,500.00

EUROPEAN HISTORY

Wilbur H. Siebert	Professor and Head.....	\$ 4,750.00
Edgar H. McNeal	Professor.....	3,750.00
Clarence Perkins	Professor.....	2,750.00
John R. Knipping	Assistant Professor.....	2,250.00

George A. Washburne	Assistant Professor (12 months).....	2,700.00
Glenn V. Burroughs	Instructor.....	1,800.00

\$ 18,000.00

GEOLOGY

J. A. Bownocker	Professor.....	\$ 3,750.00
J. E. Carman	Professor.....	3,500.00
W. M. Tucker	Assistant Professor.....	2,750.00
	Assistant Professor.....	2,500.00
Helen Morningstar	Instructor.....	1,800.00
R. E. Lamborn	Instructor.....	2,100.00
	Student Assistant.....	100.00

\$ 16,500.00

GERMAN

M. B. Evans	Professor.....	\$ 4,750.00
B. A. Eisenlohr	Professor.....	2,750.00
May Thomas	Assistant Professor.....	2,000.00
Sarah T. Barrows	Assistant Professor.....	2,000.00

\$ 11,500.00

GREEK

George M. Bolling	Professor.....	\$ 5,000.00
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\$ 5,000.00

LATIN

S. C. Derby	Professor.....	\$ 3,500.00
A. W. Hodgman	Professor.....	3,250.00
W. S. Elden	Professor.....	3,250.00
R. V. Smith	Instructor (half time).....	750.00

\$ 10,750.00

PHILOSOPHY

J. A. Leighton	Professor.....	\$ 4,750.00
A. R. Chandler	Assistant Professor.....	2,700.00
A. E. Avey	Assistant Professor.....	2,500.00
R. D. Williams	Assistant Professor.....	2,500.00

\$ 12,450.00

POLITICAL SCIENCE

H. R. Spencer	Professor.....	\$ 4,000.00
F. W. Coker	Professor.....	3,750.00

\$ 7,750.00

ROMANCE LANGUAGES

B. L. Bowen	Professor.....	\$ 4,500.00
E. S. Ingraham	Professor.....	4,000.00
R. E. Rockwood	Assistant Professor.....	2,500.00
G. R. Havens	Assistant Professor.....	2,500.00
	Assistant Professor.....	2,400.00
T. E. Hamilton	Assistant Professor.....	2,300.00
Santiago Gutierrez	Assistant Professor.....	2,200.00
E. F. Hacker	Assistant Professor.....	2,200.00
R. C. Williams	Assistant Professor.....	2,200.00
	Instructor.....	1,600.00

Arthur C. Sloan	Instructor.....	1,700.00
	Instructor.....	1,700.00
Florence Hier	Instructor.....	1,700.00
	Instructor.....	1,700.00
Agnes E. Brown	Instructor.....	1,700.00
Gildo Masso	Instructor.....	1,500.00
	Instructor.....	1,500.00
Emily Schons	Instructor.....	1,700.00
	Instructor.....	1,700.00
	Instructor.....	1,700.00
Helen Terry	Assistant.....	750.00
	Assistant.....	750.00
	Assistant.....	750.00
Marion L. Racer	Assistant.....	600.00
Elizabeth Conrad	Assistant Professor.....	No salary
		<u>\$ 45,850.00</u>
Total for College of Arts, Philosophy, and Science.....		<u>\$198,450.00</u>

COLLEGE OF COMMERCE AND JOURNALISM

ADMINISTRATION

J. E. Hagerty	Dean (12 months).....	\$ 6,000.00
		<u>\$ 6,000.00</u>

ECONOMICS AND SOCIOLOGY

J. E. Hagerty	Professor and Head.....	Administration
M. B. Hammond	Professor.....	\$ 6,000.00
C. C. Huntington	Professor.....	4,000.00
C. O. Ruggles	Professor.....	5,000.00
C. C. North	Professor.....	3,700.00
H. F. Walradt	Assistant Professor.....	3,200.00
Louise Mark	Assistant Professor.....	3,200.00
C. A. Dice	Assistant Professor.....	3,000.00
Warner E. Gettys	Instructor.....	1,800.00
E. F. Clarke	Instructor.....	2,300.00
F. E. Held	Instructor (12 months).....	2,700.00
Marjorie Sheets	Instructor.....	1,400.00
F. L. Blanchard	Instructor.....	1,400.00
Agnes Drury	Assistant.....	1,400.00
O. W. Boyd	Assistant.....	1,100.00
G. W. Eckelberry	Instructor.....	2,700.00
	Professor Accounting.....	5,000.00
	Professor Business Organization.....	5,000.00
	Professor Finance and Taxation.....	4,500.00
	Professor Insurance and Foreign Trade.....	3,500.00
	Instructor.....	1,800.00
	Instructor.....	1,800.00
	Instructor.....	1,800.00
		<u>\$ 66,800.00</u>

JOURNALISM

Joseph S. Myers	Professor.....	\$ 5,000.00
O. C. Hooper	Professor.....	4,000.00
Paul C. Carty	Instructor (12 months).....	2,500.00

M. H. Hallett	Instructor (12 months).....	2,184.00
Albert P. Taylor	Instructor (12 months).....	1,872.00
		<u>\$ 15,556.00</u>

Total for College of Commerce and Journalism..... \$ 87,856.00

COLLEGE OF DENTISTRY

H. M. Semans	Dean (12 months).....	\$ 5,000.00
H. V. Cottrell	Professor.....	1,800.00
C. H. Hebble	Assistant Professor.....	1,700.00
W. C. Graham	Assistant Professor.....	1,300.00
R. B. Wiltberger	Assistant Professor.....	1,000.00
H. S. Shumway	Instructor.....	1,300.00
C. W. Strosnider	Instructor.....	1,300.00
D. P. Snyder	Instructor.....	1,300.00
F. C. Starr	Instructor.....	1,100.00
E. W. Martindale	Instructor.....	900.00
I. A. Bottenhorn	Instructor.....	900.00
E. G. Jones	Instructor.....	800.00
L. E. Reif	Instructor.....	800.00
O. O. Moberly	Superintendent Laboratories (12 months).....	2,000.00
W. M. Baker	Student Assistant.....	200.00
		<u>\$ 21,400.00</u>

Total for College of Dentistry..... \$ 21,400.00

COLLEGE OF EDUCATION

ADMINISTRATION

Dean (12 months).....	\$ 6,000.00
	<u>\$ 6,000.00</u>

ART

Charles F. Kelley	Professor.....	\$ 3,750.00
Alice R. Robinson	Assistant Professor.....	2,400.00
William J. Norris	Instructor.....	2,100.00
Melville F. Webber	Instructor.....	1,500.00
Alma Knauber	Instructor.....	1,800.00
	Instructor.....	1,600.00
		<u>\$ 18,150.00</u>

HISTORY AND PHILOSOPHY OF EDUCATION

L. F. Anderson	Professor.....	\$ 4,250.00
	Assistant.....	750.00
		<u>\$ 5,000.00</u>

INDUSTRIAL EDUCATION

Eldon L. Usry	Professor (half time) (12 months).....	\$ 2,200.00
Robert E. Smith	Instructor (12 months).....	2,400.00
		<u>\$ 4,600.00</u>

PRINCIPLES AND PRACTICE OF EDUCATION

J. L. Clifton	Professor and Acting Head (12 months).....	\$ 3,900.00
George R. Twiss	Professor (1 semester).....	1,800.00
F. C. Landsittel	Assistant Professor (1 semester).....	1,800.00

\$ 7,500.00

PSYCHOLOGY

George F. Arps	Professor.....	\$ 6,000.00
Rudolph Pintner	Professor.....	4,250.00
Albert P. Weiss	Professor.....	3,750.00
J. W. Bridges	Assistant Professor.....	3,250.00
Harry W. Crane	Assistant Professor.....	2,500.00
	Instructor.....	2,000.00
Elmer A. Culler	Instructor.....	1,500.00
Genevieve L. Coy	Instructor.....	2,000.00
Anna S. Rogers	Instructor.....	1,800.00
Harold E. Burt	Instructor.....	3,000.00
Helen Marshall	Assistant.....	1,000.00
	Laboratory Assistant.....	750.00
Elizabeth Hatch	Instructor.....	1,800.00
	Graduate Assistant.....	500.00

\$ 34,100.00

SCHOOL ADMINISTRATION

Samuel W. Brown	Professor.....	\$ 3,500.00
C. C. McCracken	Professor (12 months).....	4,200.00

\$ 7,700.00

Total for College of Education..... \$ 78,050.00

COLLEGE OF ENGINEERING

ADMINISTRATION

Lenora Glasgow	Dean (12 months).....	\$ 6,000.00
	Secretary to Dean (12 months).....	1,400.00

\$ 7,400.00

ARCHITECTURE

Joseph N. Bradford	Professor (12 months).....	\$ 1,800.00
Charles St. J. Chubb	Professor.....	3,500.00
H. D. Smith	Professor (12 months).....	3,700.00
F. H. Haskett	Instructor (12 months).....	2,750.00
W. C. Ronan	Assistant Professor.....	2,400.00

\$ 14,150.00

ASTRONOMY

Henry C. Lord	Professor.....	\$ 4,000.00
E. S. Manson	Associate Professor.....	2,600.00
S. F. Stapleton	Student Assistant (12 months).....	360.00

\$ 6,960.00

CERAMICS

Arthur S. Watts	Professor.....	\$ 4,500.00
Carl B. Harrop	Assistant Professor.....	2,750.00

James T. Robson	Instructor.....	1,200.00
John Lysatt	Technician (12 months).....	900.00
		<hr/>
		9,350.00

CHEMISTRY

William McPherson	Professor and Head.....	See Graduate School
William E. Henderson	Professor.....	\$ 4,500.00
William L. Evans	Professor.....	5,000.00
James R. Withrow	Professor.....	4,000.00
Charles W. Foulk	Professor.....	8,500.00
C. E. Boord	Assistant Professor.....	3,000.00
J. E. Day	Assistant Professor.....	2,500.00
Marion Hollingsworth	Assistant Professor (12 months).....	2,700.00
Edward Mack, Jr.	Assistant Professor.....	2,750.00
F. C. Vilbrandt	Instructor.....	1,900.00
Albert H. Vilbrandt	Assistant.....	1,100.00
C. D. Looker	Assistant.....	1,100.00
H. J. Bankston, Jr.	Assistant.....	1,000.00
Calvin A. Buehler	Assistant.....	1,000.00
Robin C. Burrell	Assistant.....	1,000.00
Ermina S. Cox	Assistant.....	1,000.00
Merle L. Dundon	Assistant.....	1,000.00
Joseph F. Haskins	Assistant.....	1,000.00
William S. Jones	Assistant.....	1,000.00
Andrew Karsten	Assistant.....	1,000.00
Roger P. Loveland	Assistant.....	1,000.00
Clare S. Martin	Assistant.....	1,000.00
Gordon D. Patterson	Assistant.....	1,000.00
Joel B. Peterson	Assistant.....	1,000.00
Robert W. Collins	Part-time Assistant.....	500.00
George M. Strong	Part-time Assistant.....	500.00
Alpha J. Will	Part-time Assistant.....	500.00
Arthur T. Bawden	Graduate Assistant.....	500.00
G. Romaine Brown	Graduate Assistant.....	500.00
Leonard T. Capell	Graduate Assistant.....	500.00
Wm. H. Charch	Graduate Assistant.....	500.00
Cole Coolidge	Graduate Assistant.....	500.00
Frederick F. Cope	Graduate Assistant.....	500.00
Marion G. Coulter	Graduate Assistant.....	500.00
James B. Fullerton	Graduate Assistant.....	500.00
Eugene G. Haas	Graduate Assistant.....	500.00
Eugene H. Heller	Graduate Assistant.....	500.00
Carl W. Holl	Graduate Assistant.....	500.00
Harold S. Holloway	Graduate Assistant.....	500.00
Lucien F. Hunt	Graduate Assistant.....	500.00
Uel Stitt Jamison	Graduate Assistant.....	500.00
Mendel E. Lash	Graduate Assistant.....	500.00
Edward G. Meiter	Graduate Assistant.....	500.00
Walter H. Moran	Graduate Assistant.....	500.00
James G. Steed	Graduate Assistant.....	500.00
William R. Stemen	Graduate Assistant.....	500.00
Lawrence E. Stout	Graduate Assistant.....	500.00
C. Glenn Tener	Graduate Assistant.....	500.00
George H. Vander Borgh	Graduate Assistant.....	500.00

Arthur J. Yaney	Graduate Assistant.....	500.00
8 Student Assistants	at \$250.00.....	2,000.00

\$ 59,550.00

CIVIL ENGINEERING

C. E. Sherman	Professor.....	\$ 5,000.00
F. H. Eno	Professor.....	3,600.00
C. T. Morris	Professor.....	5,000.00
R. C. Sloane	Assistant Professor.....	2,900.00
J. R. Shank	Assistant Professor.....	2,650.00
Wilhelm Neilson	Instructor.....	2,000.00
Samuel Folk	Instructor.....	1,500.00

\$ 22,650.00

ELECTRICAL ENGINEERING

F. C. Caldwell	Professor.....	\$ 4,000.00
C. A. Wright	Professor.....	3,500.00
J. E. Shepardson	Instructor.....	2,000.00
R. A. Brown	Assistant Professor.....	2,250.00
A. F. Puchstein	Assistant Professor.....	2,250.00
W. R. Alexander	Machinist (12 months).....	1,620.00
	Assistant.....	1,000.00
Donald Guthrie	Student Assistant.....	360.00
Frank Bisel	Student Assistant.....	360.00

\$ 17,340.00

ENGINEERING DRAWING

Thomas E. French	Professor.....	\$ 5,000.00
Robert Meiklejohn	Assistant Professor.....	3,000.00
O. E. Williams	Assistant Professor.....	2,700.00
W. D. Turnbull	Assistant Professor.....	2,700.00
C. L. Svensen	Assistant Professor.....	2,900.00
W. B. Field	Instructor.....	2,250.00
Lloyd Eagle	Instructor.....	1,800.00
Floyd Martin	Assistant.....	1,100.00
Ralph Paffenbarger	Instructor.....	1,700.00
Tecla Haldy	Assistant.....	1,100.00
B. A. Jochen	Student Assistant.....	300.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00

\$ 25,450.00

INDUSTRIAL ARTS

W. A. Knight	Professor (11 months).....	\$ 3,000.00
C. M. Beem	Instructor (11 months).....	1,800.00
U. W. Denman	Instructor (11 months).....	1,700.00
J. A. Foust	Instructor (11 months).....	1,700.00
J. J. Breckur	Instructor (11 months).....	1,700.00
P. L. Wright	Instructor (11 months).....	1,600.00
Carl M. Senn	Instructor (10 months).....	1,600.00
Harold Wright	Instructor (11 months).....	1,600.00
Charles Woodruff	Shop Assistant (12 months).....	1,400.00
Oscar Rickly	Assistant (11 months).....	1,300.00
	Student Assistant (10 months).....	350.00

\$ 17,650.00

MATHEMATICS

	Professor.....	\$ 4,000.00
R. D. Bohannon	Professor.....	3,250.00
K. D. Swartzel	Professor.....	3,250.00
H. W. Kuhn	Professor.....	3,250.00
S. E. Rasor	Professor.....	2,000.00
G. W. McCoard	Professor.....	2,500.00
C. C. Morris	Associate Professor.....	2,750.00
C. L. Arnold	Assistant Professor.....	1,800.00
J. D. Preston	Assistant Professor.....	2,000.00
Grace Bareis	Assistant Professor.....	2,000.00
Harry M. Beatty	Instructor.....	2,000.00
Hortense Rickard	Instructor.....	2,500.00
James H. Weaver	Assistant Professor (part time).....	700.00
J. C. Reitz	Professor.....	4,000.00
	Instructor.....	1,800.00
	Instructor.....	1,800.00
	Instructor.....	1,800.00
		\$ 41,400.00

MECHANICAL ENGINEERING

	Professor.....	\$ 4,250.00
W. T. Magruder	Professor.....	3,750.00
F. W. Marquis	Professor.....	3,600.00
C. A. Norman	Associate Professor.....	3,000.00
Horace Judd	Assistant Professor.....	2,750.00
Aubrey I. Brown	Instructor.....	1,900.00
Paul Bucher	Machinist (12 months).....	1,520.00
J. J. Davis	Stationary Engineer (12 months).....	1,500.00
R. L. Pratt	Assistant.....	1,200.00
	Laborer (12 months).....	900.00
		\$ 24,370.00

MECHANICS

	Professor.....	\$ 4,250.00
James E. Boyd	Professor.....	4,000.00
E. F. Coddington	Instructor.....	1,650.00
Percy W. Ott		\$ 9,900.00

METALLURGY

	Professor.....	\$ 4,250.00
D. J. Demorest	Special Instructor.....	2,500.00
Wm. A. Mueller		\$ 6,750.00

MINE ENGINEERING

	Professor.....	\$ 1,000.00
Frank A. Ray	Assistant Professor.....	3,000.00
H. E. Nold	Instructor.....	1,000.00
		\$ 5,000.00

MINERALOGY

	Professor.....	\$ 4,500.00
W. J. McCaughey		\$ 3,500.00

PHYSICS

A. D. Cole	Professor.....	\$ 4,500.00
R. F. Earhart	Professor.....	3,500.00
Alpheus Smith	Professor.....	4,000.00
F. C. Blake	Professor.....	3,750.00
H. G. Heil	Assistant Professor.....	2,600.00
D. A. Woodbury	Instructor.....	1,900.00
Alva W. Smith	Instructor.....	1,900.00
R. C. Ditto	Instructor.....	1,700.00
John S. Ward	Instructor.....	1,500.00
J. H. Service	Instructor.....	2,000.00
C. W. Jarvis	Instructor.....	1,900.00
A. P. Freund	Mechanician (12 months).....	1,700.00
Howard D. Minchin	Professor of Applied Optics.....	3,000.00
		\$ 33,950.00
Total for College of Engineering.....		\$305,370.00

COLLEGE OF HOMEOPATHIC MEDICINE

HOMEOPATHIC MEDICINE

Claude A. Burrett	Dean and Professor (12 months).....	\$ 5,000.00
Judson A. Ferree	Professor.....	3,000.00
F. B. Grosvenor	Professor.....	2,700.00
A. E. Hinsdale	Professor.....	3,500.00
W. A. Humphrey	Professor.....	2,700.00
R. C. Wolcott	Professor.....	2,700.00
Earl H. Baxter	Instructor.....	1,600.00
W. B. Carpenter	Lecturer.....	800.00
Edgar B. Junkermann	Lecturer.....	300.00
Jay G. Keiser	Lecturer.....	800.00
Alpha F. Hawk	Assistant.....	800.00
Margaret J. Rupert	Assistant.....	700.00
Harry M. Sage	Assistant.....	800.00
Charles G. Swan	Clinical Assistant.....	700.00
Mozelle C. Whipps	Assistant.....	1,000.00
Harry E. Cauffield	Chief Resident Interne.....	400.00
Floyd M. Green	Supervising Anesthetist.....	700.00
		\$ 27,200.00

HOMEOPATHIC HOSPITAL

Jessie Harrod	Superintendent (12 months).....	\$ 1,500.00
Gertrude Loessel	Principal—Nurses (12 months).....	1,200.00
	Training School.....	
Ethel M. Hardy	Supervisor—Operating Room (12 months).....	840.00
Henrietta Hymans	Supervisor—Maternity and Children's Ward (12 months).....	840.00
Helen Miller	Pharmacy Nurse (12 months).....	780.00
Katherine Percy	Dietitian (12 months).....	960.00
Ethel Schaeffer	Night Supervisor (12 months).....	780.00
Elizabeth Simonds	Clerk (12 months).....	960.00
Alice Taylor	Clerk (12 months).....	960.00
	Student Nurse (12 months).....	75.00
	Student Nurse (12 months).....	75.00
	Student Nurse (12 months).....	75.00

Emma Courtright	Assistant.....	850.00
	Assistant.....	850.00
	Assistant.....	800.00
	Assistant.....	600.00
Thomas Evans	Technician (12 months).....	1,100.00

\$ 16,400.00

BACTERIOLOGY

Charles B. Morrey	Professor and Head.....	\$ 3,750.00
W. A. Starin	Professor.....	3,250.00
F. O. Ockerblad	Instructor.....	1,500.00
Vera McCoy Masters	Instructor.....	1,700.00
Frank Watson	Instructor.....	1,100.00
William Murray	Laboratory Assistant (12 months).....	900.00

\$ 12,200.00

DISPENSARIES

R. V. Sosa	Pharmacist (12 months).....	\$ 500.00
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\$ 500.00

HOSPITALS

	Resident Physician.....	1,000.00
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\$ 1,000.00

MEDICINE

J. H. J. Upham	Professor and Acting Head.....	\$ 2,000.00
H. B. Blake	Assistant Professor.....	200.00
J. J. Coons	Assistant Professor.....	300.00
C. J. Shepard	Assistant Professor.....	300.00
E. G. Horton	Assistant Professor.....	500.00
E. J. Gordon	Assistant Professor (12 months).....	1,500.00
S. A. Hatfield	Assistant Professor (12 months).....	2,750.00
W. H. Pritchard	Instructor.....	200.00
J. W. Leist	Instructor.....	1,400.00
R. A. Ramsey	Instructor.....	400.00
J. W. Sheetz	Instructor.....	300.00
Samuel Hindman	Instructor.....	600.00
S. D. Edelman	Assistant.....	300.00
F. C. Wagenhals	Assistant.....	500.00
E. F. Peinert	Assistant.....	200.00
H. A. Minthorn	Assistant.....	200.00
H. V. Weirauch	Assistant.....	200.00

\$ 11,850.00

OBSTETRICS

Andrews Rogers	Professor and Head.....	\$ 1,250.00
	Instructor.....	750.00
G. W. Brehm	Instructor.....	500.00
Walter E. Duffee	Assistant.....	750.00

\$ 3,250.00

OPHTHALMOLOGY AND OTO-LARYNGOLOGY

John Edwin Brown	Professor and Head.....	\$ 300.00
Andrew Timberman	Professor.....	300.00
George C. Schaeffer	Instructor.....	400.00

H. G. Beatty	Instructor.....	400.00
Andrew W. Prout	Instructor.....	400.00
Arthur M. Hauer	Instructor.....	400.00
John B. Alcorn	Instructor.....	400.00
	Instructor.....	400.00
W. H. Hodges	Assistant.....	400.00
T. Reese Williams	Assistant.....	400.00
Clarence B. Tanner	Assistant.....	400.00

\$ 4,200.00

PATHOLOGY

Ernest Scott	Professor and Head (12 months).....	\$ 4,000.00
Carl L. Spohr	Professor (12 months).....	3,300.00
L. H. Van Buskirk	Instructor.....	2,200.00
Phillip J. Reel	Instructor.....	1,600.00
Hazel Cameron	Assistant.....	1,600.00
Clinton L. Bryant	Technical Assistant (12 months).....	1,100.00
Mortimer Banks	Technical Assistant (12 months).....	1,000.00

\$ 14,800.00

PHYSIOLOGY, PHYSIOLOGICAL CHEMISTRY, AND PHARMACOLOGY

Clyde Brooks	Professor and Head.....	\$ 4,250.00
A. M. Bleile	Professor.....	3,500.00
Clayton McPeck	Assistant Professor.....	2,500.00
R. J. Seymour	Assistant Professor.....	2,600.00
E. P. Durrant	Instructor.....	1,900.00
	Assistant.....	600.00
William Irving	Technical Assistant (12 months).....	2,000.00
Gizella Klein	Research Assistant (12 months).....	800.00
Harry Lutz	Student Assistant.....	300.00
	Student Assistant.....	300.00

\$ 18,750.00

PUBLIC HEALTH AND SANITATION

Emery R. Hayhurst	Professor.....	\$ 3,000.00
	Assistant Professor.....	2,500.00

\$ 5,500.00

SURGERY AND GYNECOLOGY

V. A. Dodd	Assistant Professor and Acting Head.....	\$ 3,000.00
I. B. Harris	Assistant Professor.....	300.00
Yeatman Wardlow	Professor.....	300.00
Fred Fletcher	Assistant Professor.....	300.00
L. L. Bigelow	Assistant Professor.....	2,250.00
E. A. Hamilton	Assistant Professor.....	1,000.00
John W. Means	Instructor.....	1,000.00
A. M. Steinfeld	Assistant Professor.....	300.00
L. V. Zartman	Instructor.....	700.00
H. A. Baldwin	Instructor.....	300.00
Joseph M. Gallen	Instructor.....	300.00
H. J. Means	Instructor (12 months).....	900.00
E. C. Ludwig	Instructor.....	300.00
H. O. Bratton	Instructor.....	300.00
C. H. Shawaker	Assistant.....	300.00
P. E. Stiffey	Assistant.....	300.00

W. N. Taylor	Assistant.....	300.00
F. M. Stanton	Assistant.....	200.00
Mary Worch	Technician (12 months).....	840.00
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		\$ 13,190.00

Total for College of Medicine..... \$105,640.00

COLLEGE OF PHARMACY
PHARMACY

C. A. Dye	Professor and Acting Dean.....	\$ 4,000.00
Edward D. Davy	Assistant Professor.....	2,500.00
William S. Stevens	Instructor.....	1,800.00
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		\$ 8,300.00

Total for College of Pharmacy..... \$ 8,300.00

COLLEGE OF VETERINARY MEDICINE
VETERINARY MEDICINE

David S. White	Dean and Professor (12 months).....	\$ 6,000.00
Septimus Sisson	Professor (12 months).....	4,250.00
O. V. Brumley	Professor (12 months).....	4,750.00
A. G. G. Richardson	Professor (12 months).....	3,250.00
James D. Grossman	Professor (12 months).....	3,000.00
James N. Snook	Assistant Professor (12 months).....	3,000.00
J. N. Shoemaker	Assistant Professor (12 months).....	2,700.00
Walter R. Hobbs	Assistant Professor (12 months).....	2,700.00
R. E. Rebrassier	Instructor (12 months).....	2,400.00
R. A. Hendershott	Assistant (12 months).....	1,600.00
John Torr, Jr.	Clerk (12 months).....	1,200.00
E. L. Clements	Technician (12 months).....	1,200.00
W. H. Walker	Groom (12 months).....	1,200.00
Leroy Wilson	Groom (12 months).....	1,200.00
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		\$ 88,450.00

Total for College of Veterinary Medicine..... \$ 88,450.00

GRADUATE SCHOOL

William McPherson	Dean (12 months).....	\$ 6,000.00
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Total for Graduate School..... \$ 6,000.00

PRESIDENT'S DIVISION
COMMENCEMENT

Karl H. Hoenig	Director of Music (10 months).....	\$ 750.00
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\$ 750.00

LIBRARY

Olive B. Jones	Librarian (12 months).....	\$ 3,000.00
C. W. Reeder	Reference Librarian (12 months).....	2,750.00
Maude D. Jeffrey	Reference Librarian (12 months).....	2,400.00
Gertrude S. Kellicott	Accession Librarian (12 months).....	2,400.00
Bertha M. Schneider	Head Cataloguer (12 months).....	2,400.00

Donald Leidigh	Accession Librarian (12 months).....	1,400.00
Alice D. McKee	Cataloguer (12 months).....	1,400.00
Ether S. Chapin	Cataloguer (12 months).....	1,400.00
Alice D. Cruikshank	Cataloguer (12 months).....	1,850.00
Muriel J. Schabacker	Cataloguer (12 months).....	1,400.00
Louise F. Schoeneweiss	Library Assistant (12 months).....	1,500.00
Mae M. Walker	Library Assistant (12 months).....	1,080.00
Harriet N. Townsend	Library Assistant (12 months).....	1,080.00
Lillian M. Nippert	Library Assistant (12 months).....	1,080.00
Ethel M. Miller	Library Assistant (12 months).....	1,080.00
Edith B. Cooperrider	Library Assistant (12 months).....	1,080.00
Helen E. Sells	Library Assistant (12 months).....	1,080.00
Frances Mason	Library Assistant (12 months).....	1,080.00
Susan Marksbury	Library Assistant (12 months).....	1,080.00
Charlotte J. Thomas	Library Assistant (12 months).....	1,500.00
Jean Evans	Library Assistant (12 months).....	720.00
Marie Hopkins	Library Assistant (12 months).....	780.00
Helen Beall	Library Assistant (12 months).....	780.00
Mary Bigger	Library Assistant (12 months).....	1,200.00
Virginia Harrison	Library Assistant (12 months).....	960.00
Helen Laughlin	Library Assistant (12 months).....	960.00
C. H. Cool	Night Assistant (12 months).....	550.00
G. W. Starr	Night Assistant (12 months).....	550.00
	Library Assistant (12 months).....	1,000.00
Mary R. Rinker	Library Assistant (12 months).....	700.00

LIBRARY ASSISTANTS, PART-TIME

William E. Hanna	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00
	Library Assistant (12 months).....	860.00

\$ 42,980.00

MILITARY SCIENCE

C. F. Leonard	(10 months).....	\$ 500.00
E. P. Parker	(10 months).....	250.00
C. H. Wright	(10 months).....	250.00
P. Murray	(10 months).....	250.00
R. C. Benner	(10 months).....	250.00
F. E. Kauffman	(10 months).....	250.00
J. O'Rourke	Sergeant (12 months).....	150.00
Gustave Bruder	Band Leader (10 months).....	500.00
	5 Colonels @ \$75.00.....	375.00
	8 Majors @ \$50.00.....	400.00
	31 Captains @ \$40.00.....	1,240.00
	62 Lieutenants @ \$30.00.....	1,860.00
	Band Lieutenant.....	40.00
	5 Band Volunteers @ \$20.00.....	100.00

\$ 6,415.00

PHYSICAL EDUCATION

L. W. St. John	Professor.....	\$ 5,000.00
J. H. Nichols	Professor.....	4,000.00
F. R. Castleman	Professor.....	3,000.00
G. M. Trautman	Assistant Professor.....	2,500.00
S. H. Cobb	Instructor.....	2,400.00
	Instructor.....	1,800.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00
Florence A. Meyer	Assistant Professor.....	2,000.00
Ethel C. Scofield	Instructor.....	1,500.00
Clara R. Ranck	Instructor.....	1,200.00
Mrs. Clark Hunter	Pianist.....	750.00
Laura E. Fredo	Maid (12 months).....	720.00
	Student Assistant.....	400.00
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		\$ 25,370.00
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Total for President's Division.....		\$ 75,515.00

ADMINISTRATIVE DIVISION

PRESIDENT'S OFFICE

W. O. Thompson	President.....	\$ 10,000.00
Katherine Vogel	Executive Clerk.....	1,800.00
Marie A. Bowman	Stenographer.....	1,200.00
		<hr/>
		\$ 13,000.00

BUSINESS MANAGER'S OFFICE

	Secretary Board of Trustees and Business Manager.....	\$ 6,000.00
Carl E. Steeb	Stenographer.....	1,200.00
Margaret Sturm		

PURCHASING DEPARTMENT

R. M. Royer	Purchasing Agent.....	3,000.00
Corrinne Richter	Clerk.....	1,200.00
Harriet Foster	Typist.....	1,020.00
Mary M. Allen	Stenographer.....	960.00

ACCOUNTING DEPARTMENT

Charles A. Kuntz	Comptroller.....	2,500.00
Floris D. Hane	Acting Cashier.....	1,250.00
Dorothy M. Lewis	Typist.....	1,000.00
Mary Kraus	Auditor.....	1,800.00
Anna L. O'Rourke	Stenographer.....	960.00
Mary Heiser	Typist.....	960.00
Clara La Motte	Clerk.....	960.00
Florence Naile	Bookkeeper.....	1,500.00
	Assistant Bookkeeper.....	1,200.00
	Inventory Clerk.....	1,220.00

MAILING DEPARTMENT

Hugh Hardy	Clerk.....	1,320.00
	Mimeograph Clerk.....	1,200.00
	Mail Carrier.....	1,200.00

\$ 80,460.00

REGISTRAR'S OFFICE

Edith D. Cockins	Registrar.....	\$ 8,600.00
Lucy M. Taylor	Assistant to Registrar.....	2,100.00
Clara Miller	Assistant to Registrar.....	1,500.00
Helen Clarke	Assistant to Registrar.....	1,500.00
Ethel Woodbury	Assistant to Registrar.....	1,200.00
Helen Frame	Assistant to Registrar.....	1,200.00
Daisy Davis	Assistant to Registrar.....	1,200.00
Dorothy Morton	Assistant to Registrar.....	1,140.00
Eva M. Coons	Assistant to Registrar.....	1,200.00
	Assistant to Registrar.....	1,140.00

\$ 15,780.00**ENTRANCE BOARD**

	Secretary (12 months).....	\$ 3,000.00
Helen Pugh	Stenographer (12 months).....	1,020.00

\$ 4,020.00**DEAN OF WOMEN**

Elizabeth Conrad	Dean of Women (12 months).....	\$ 3,000.00
	Assistant Housing.....	
	Inspector (12 months).....	1,500.00
Sarah Boatman	Stenographer (12 months).....	960.00

\$ 5,460.00**STUDENT HEALTH SERVICE**

H. S. Wingert	Director (10 months).....	\$ 3,500.00
Mrs. Ethel Lee Smith	Nurse (10 months).....	1,500.00
	Stenographer (12 months).....	900.00

\$ 5,900.00**STORES AND RECEIVING**

F. E. Jones	Director of Stores (12 months).....	\$ 2,500.00
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\$ 2,500.00**STENOGRAPHIC AND CLERICAL**

(All Persons on 12 months' basis)

Charles E. Findlay	Clerk, College of Medicine.....	\$ 1,800.00
Annette Shugert	Stenographer, Brown Hall.....	960.00
Mabel Moran	Stenographer, Veterinary Medicine.....	960.00
Mary Lahmering	Stenographer, Lord Hall.....	960.00
Eva Smith	Stenographer, Horticulture.....	960.00
Alberta Williams	Stenographer, Art.....	960.00
Nora Peck	Stenographer, Dairying.....	960.00
Alice Moran	Stenographer, Chemistry.....	960.00
Catherine M. Doody	Stenographer, College of Engineering.....	960.00
Lillian Moor	Stenographer, College of Medicine.....	960.00
Muriel Snyder	Stenographer, College of Medicine.....	960.00
Bernice Blue	Stenographer, College of Agriculture.....	1,020.00
Helen Dunlap	Stenographer, Dairying.....	960.00
Dora Soler	Stenographer, Industrial Arts.....	960.00
Mary J. Hunter	Stenographer, Dairying.....	960.00
Marie G. Combs	Stenographer, College of Arts.....	960.00
Jane Porter	Stenographer, Graduate School.....	960.00
Florence Courtright	Stenographer, Dairying.....	960.00

Ruth Speaker	Stenographer, Homeopathic Medicine.....	960.00
Louise Pitts	Stenographer, College of Law.....	960.00
Eleanore Kielmeyer	Stenographer, Zoology and Entomology.....	960.00
Marie Kuglen	Stenographer, Home Economics.....	960.00
Anne G. Bierman	Stenographer, Mechanical Engineering.....	960.00
Verl Billingsley	Stenographer, Physical Education.....	960.00
Dorothy Swan	Stenographer, Military Science.....	960.00
Carman Carlyle	Stenographer, Botany.....	960.00
Loretta Meinert	Stenographer, College of Commerce and Journ...	960.00
Besse Neeff	Stenographer, Electrical Engineering.....	960.00
Lucille B. Miller	Stenographer, Animal Husbandry.....	960.00
Eloise Terbruggen	Stenographer, College of Agriculture.....	960.00
Luella Wright	Stenographer, Romance Languages.....	960.00
Helen Powell	Stenographer, Psychology.....	960.00
Victoria Reichel	Typist, Physics.....	900.00
W. Aimee Obaugh	Stenographer, Agricultural Engineering (½ time)	480.00
Marie Hoffman	Stenographer, Rural Economics (½ time).....	480.00
Cecelia Ryan	Stenographer, Farm Crops (½ time).....	480.00
Inez P. Biddle	Stenographer, Agricultural Chemistry (½ time)	480.00
	Stenographer.....	900.00
	Stenographer.....	900.00
	Stenographer.....	960.00

\$ 88,100.00

Total for Administrative Division..... \$115,220.00

PHYSICAL PLANT DIVISION

SUPERINTENDENT'S OFFICE

(All persons on 12 months' basis)

Wm. C. McCracken	Superintendent Buildings and Grounds and Chief Engineer.....	\$ 4,000.00
Earl R. Cohee	Clerk.....	1,200.00
	Stenographer.....	900.00
		\$ 6,100.00

LIGHT, HEAT AND POWER

John P. Covan	Master Mechanic.....	\$ 2,400.00
W. H. Case	Assistant Chief Engineer.....	1,920.00
Fred Brewer	Engineer.....	1,800.00
W. D. Hicks	Engineer.....	1,800.00
R. M. Ronk	Engineer.....	1,800.00
C. Ashenhurst	Fireman.....	1,350.00
S. Lowery	Fireman.....	1,350.00
Frank Revels	Fireman.....	1,350.00
Charles Woodford	Fireman.....	1,350.00
I. C. Reasoner	Blacksmith.....	1,440.00
Wm. Anderson	Crane Man.....	1,800.00
Montellio Wright	Crane Helper.....	960.00
Elmer Crick	Ash Wheeler.....	960.00
T. Scott	Ash Wheeler.....	960.00
Robert Sams	Ash Wheeler.....	960.00
A. J. Curtis	Ash Wheeler.....	960.00
Carl Snyder	Ash Wheeler.....	960.00
	Ash Wheeler.....	960.00

E. Harrison	Crane Helper and Ash Wheeler.....	480.00
George E. Shepherd	Steamfitter.....	1,920.00
B. A. LeBay	Boiler Repair Man.....	1,440.00
G. W. Dillahunt	Electrician.....	1,718.60
E. E. Evans	Assistant Electrician.....	1,692.00
C. T. Fippin	Assistant Electrician.....	1,326.00
A. O. Kaiser	Auto Mechanic and Helper.....	1,680.00
Charles Reasoner	Helper to Blacksmith.....	1,100.00
Andrew Armstrong	Wiper.....	1,080.00
Thomas Manes	Fireman (10 months).....	1,125.00
	Fireman (10 months).....	1,125.00
	Fireman (10 months).....	1,125.00
	Steamfitter's Helper.....	1,260.00
		<hr/>
		\$ 42,156.60

BETTERMENT OF BUILDINGS

John Kraner	Carpenter.....	\$ 1,860.00
E. I. Martin	Carpenter.....	1,718.60
Philo Felker	Carpenter.....	1,718.60
R. C. Kaiser	Plumber.....	2,400.00
E. Inscho	Plumber's Assistant.....	1,620.00
James A. Huff	Plumber's Assistant.....	1,260.00
H. E. Truxall	Painter.....	1,500.00
Max Lehman	Painter.....	1,320.00
James Brain	Painter.....	1,260.00
H. R. Johnson	Tinner.....	1,600.00
	Truck Driver.....	1,000.00
	Plumber.....	1,680.00
		<hr/>
		\$ 18,927.20

ROADS AND GROUNDS

T. McGarry	Foreman of Campus.....	\$ 1,850.00
Joseph Venis	Laborer.....	1,080.00
J. Fredo	Laborer.....	1,080.00
L. Stewart	Laborer.....	1,080.00
J. Hobert	Laborer.....	1,080.00
James Stainbrook	Laborer.....	1,080.00
C. O'Hara	Laborer.....	1,080.00
John Rhone	Teamster.....	1,080.00
	Laborer.....	1,000.00
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		\$ 9,910.00

POLICE AND WATCHMEN

William North	Day Policeman.....	\$ 1,800.00
H. S. Brown	Night Policeman.....	1,260.00
James V. Kirk	Inspector of Watchmen.....	1,200.00
J. T. Daniels	Night Watchman.....	1,200.00
W. F. Mahaffey	Night Watchman.....	1,200.00
H. B. Case	Night Watchman.....	1,200.00
Alphonso Case	Night Watchman.....	1,200.00
T. P. Glidden	Night Watchman.....	1,200.00
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		\$ 9,760.00

JANITORS

	Inspector of Buildings and Janitors.....	\$ 1,500.00
	Handy Man.....	1,200.00
C. M. Hicks	Janitor.....	1,080.00
Richard Brandon	Janitor.....	1,140.00
W. M. Penn	Janitor.....	1,080.00
W. M. Stahl	Janitor.....	1,080.00
D. W. Williams	Janitor.....	1,140.00
William Daehler	Janitor.....	1,080.00
W. N. Cook	Janitor.....	1,140.00
Harry Chantler	Janitor.....	1,140.00
G. J. Hoesch	Janitor.....	1,140.00
O. E. Kiger	Janitor.....	1,140.00
A. D. Grayson	Janitor.....	1,140.00
S. A. Williams	Janitor.....	1,080.00
J. W. Brown	Janitor.....	1,080.00
George Hooley	Janitor.....	1,140.00
George C. Denny	Janitor.....	1,140.00
R. M. Moore	Janitor.....	1,140.00
Oliver Smith	Janitor.....	1,140.00
L. F. Jordan	Janitor.....	1,140.00
B. F. Tallmadge	Janitor.....	1,140.00
J. C. Ludlum	Janitor.....	1,140.00
W. Curry	Janitor.....	1,080.00
James Merrill	Janitor.....	1,140.00
H. R. Nelson	Janitor.....	1,140.00
William Pohle	Janitor.....	1,140.00
L. W. Richardson	Janitor.....	1,080.00
E. J. Nutt	Janitor.....	1,140.00
A. A. Hathaway	Janitor.....	1,080.00
E. P. Ames	Janitor.....	1,140.00
Robert Petrie	Janitor.....	1,140.00
Olaf Christianson	Janitor.....	1,140.00
G. Hammond	Janitor.....	1,140.00
J. R. Butler	Janitor.....	1,140.00
Ernest Long	Janitor.....	1,080.00
W. E. Price	Janitor.....	1,140.00
C. M. Shelton	Janitor.....	1,140.00
Jack Foster	Janitor.....	1,080.00
W. C. Harbin	Janitor.....	1,140.00
Forest Spencer	Janitor.....	1,080.00
Frank McCarty	Janitor.....	1,140.00
John O. Kimbrough	Janitor.....	1,140.00
Huston Jones	Janitor.....	1,140.00
Albert Johnson	Janitor.....	1,140.00
E. R. Muse	Janitor.....	1,080.00
C. A. Hoppler	Janitor.....	1,080.00
J. W. DeWitte	Janitor.....	1,140.00
Ernest Ford	Janitor.....	1,140.00
J. E. Kimbrough	Janitor.....	750.00
Josephine Bavis	Janitress.....	750.00
Mrs. Lou Cornett	Janitress.....	750.00
Mrs. Lena Gheen	Janitress.....	750.00
Nancy R. Davis	Janitress.....	750.00
Jessie Haney	Janitress.....	750.00

G. R. Pettibone	Janitor.....	1,140.00
W. M. Mutchmore	Custodian of Medical Buildings.....	1,200.00
Mary Powers	Matron Rest Room (10 months).....	720.00
M. S. Harvey	Elevator Man.....	660.00

\$ 62,520.00

LAUNDRY

Mrs. Myrtle Faught	Laundress.....	\$ 1,080.00
Agnes McGrail	Laundress.....	790.00
Jennie Roberts	Laundress.....	750.00
Ada Jenkins	Laundress.....	750.00

\$ 3,370.00

ARCHITECTURE AND NEW CONSTRUCTION

J. N. Bradford	University Architect.....	\$ 3,000.00
H. F. Reichard	Chief Draftsman.....	2,500.00
C. F. Mayer, Jr.	Draftsman.....	2,100.00
Coletta Kelly	Clerk.....	1,140.00

\$ 8,740.00

UNIVERSITY CHEMIST

D. J. Demorest	University Chemist (10 months).....	\$ 500.00
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Total for Physical Plant Division..... \$161,983.80

THE OHIO STATE UNIVERSITY

SALARY BUDGET

1920-1921

RESOURCES

Appropriation Bill H. B. 586. A-3 Unclassified.... \$15,000.00

LIABILITIES

College of Agriculture	Special Lectures.....	\$2,150.00
Winter Course	Orderly Protestant.....	\$ 270.00
College of Medicine	Hospital, 9 months.....	
Hospitals	5 Internes @ \$150.00...	750.00 1,020.00
Public Health and Sanitation 2	District Nurses.....	900.00
	(12 months)	
Graduate School	10 Graduate Fellows	
	@ \$500.00.....	5,000.00
	20 Graduate Scholars	
	@ \$250.00.....	5,000.00 \$10,000.00
TOTAL BUDGET A-3.....		\$14,070.00
Balance Unappropriated.....		\$ 930.00

Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

College of Agriculture

Name	Title	Date Effective	Annual Rate Rotary	Cancel-lation
E. F. Johnson	Assistant Professor, Agricultural Education	April 15, 1920		
B. L. Thompson	Extension Specialist, Animal Husbandry	March 1, 1920		

College of Arts

Lenore McAdams	Graduate Assistant, English	Feb. 1, 1920	\$ 300.00	\$150.00
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College of Engineering

L. R. Strong	Student Assistant, Mechanical Engineering	Feb 1, 1920	80.00	40.00
John G. Albright	Assistant-Physics (Emergency)	Jan. 31, 1920	935.00 for 9 months	550.00

College of Medicine

Margaret Fisher	Technical Assistant, Pathology	Feb. 1, 1920	1,000.00	416.69
Clara C. Wegener	Research Assistant, Physiology	March 1, 1920	700.00	233.36
Kenneth Hancher	Assistant, Physiology	July 1, 1920	600.00	600.00
Ivor G. Clark	Instructor, Ophthalmology and Oto-Laryngology	April 1, 1920	400.00	120.00
Max Haverman	Pharmacist	July 1, 1920	225.00	225.00

Stenographic and Clerical

Helen M. Vogel	Stenographer, College of Law	Jan. 19, 1920	900.00	400.73
Sylvia Byer	Stenographer	Feb. 1, 1920	840.00	350.00
Gladys Rice	Stenographer	Feb. 1, 1920	840.00	350.00

Operation and Maintenance

G. Edwards	Laborer	Feb. 24, 1920	960.00	360.00
Lee E. Vigor	Clerk Engineer's Office	Feb. 29, 1920	1,120.00	873.36
E. R. Davis	Inspector of Janitors	Jan. 19, 1920	1,180.00	529.61
Elizabeth Rauhauser	Janitress	Jan. 31, 1920	720.00	300.00
J. E. Jones	Laborer	Jan. 31, 1920	960.00	440.00
William Trent	Laborer	Jan. 31, 1920	960.00	480.00

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Rate Effective	Annual Rate	Appropriation
<i>Agricultural Extension</i>				
Clarence E. Rowland	County Agr. Agent	March 1, 1920	\$2,000.00	
	State-offsetting funds	\$108.33	(A-1 County Agents)	
	Columbiana Co. funds	58.33		
			\$166.66	
Herbert L. Andrew	Automobile maintenance	\$ 41.66 mo.	(Columbiana Co. funds)	
	County Agr. Agent	March 1, 1920	8,000.00	
	Smith-Lever funds	\$108.33		
	Auglaize County funds	141.67		
			\$250.00	
Edwin R. Raymond	Automobile maintenance	\$ 41.66 mo.	(Auglaize Co. Farm Bu.)	
	County Agr. Agent	March 1, 1920	2,000.00	
	State-offsetting funds	\$116.66	(A-1 County Agents)	
	Athens County funds	50.00		
			\$166.66	
	Automobile maintenance	\$ 41.66 mo.	(Athens County funds)	
<i>College of Arts</i>				
Karl Finn	Assistant,	March 1, 1920	90.00 mo.	\$360.00
	Political Science			
<i>College of Commerce and Journalism</i>				
Golden Dagger	Assistant, Economics	March 1, 1920	50.00 mo.	200.00
	and Sociology			
<i>College of Engineering</i>				
Reina Merle Eyman	Student Assistant,	March 1, 1920	7.50 mo.	30.00
	Mechanical Engineering			
Glenn E. Edmunds	Student Assistant,	Feb. 1, 1920	50.00 mo.	250.00
	Mechanical Engineering			
Ruth Miller	Student Assistant,	Feb. 1, 1920	25.00 mo.	125.00
	Chemistry			
<i>College of Medicine</i>				
Clinton L. Bryant	Technical Assistant,	March 1, 1920	80.00 mo.	320.00
	Pathology			
Gizella A. Klein	Research Assistant,	March 1, 1920	700.00	233.32
	Physiology			
<i>Graduate School</i>				
Harry Ignatius Marshal	Fellow	Feb. 1, 1920	500.00	Budget
<i>Library</i>				
Francis Marian Smith	Library Assistant	March 25, 1920	25.00 mo.	87.50
	Library Asst. (½ time)	Feb. 15, 1920	25.00 mo.	
Harry Whitaker Chance	Library Asst. (½ time)	Feb. 15, 1920	Provided in Budget	
			25.00 mo.	
Wesley Stewart Green	Library Asst. (½ time)	Feb. 15, 1920	Provided in Budget	
			25.00 mo.	
Hugh C. Winbigger	Library Asst. (½ time)	Feb. 15, 1920	Provided in Budget	
			25.00 mo.	
<i>Registrar's Office</i>				
Caroline N. McNeal	Asst. to Registrar (Temporary Substitute)	Feb. 1, 1920	80.00 mo.	400.00

Name	Title	Date Effective	Annual Rate	Appropriations
Louise Leslie	Asst. to Registrar	March 15, 1920	80.00 mo.	240.00
			for 3 months	
Clara Pierce	Asst. to Registrar	March 15, 1920	80.00 mo.	240.00
			for 3 months	
Monabelle Lentz	Asst. to Registrar	March 1, 1920	800.00 mo.	240.00
			for 3 months	
Bonnie Woodbury	Asst. to Registrar	March 15, 1920	80.00 mo.	240.00
			for 3 months	
<i>Stenographic and Clerical</i>				
Eloise Terbruggen	Stenographer	Feb. 12, 1920	900.00	845.00
Luella Wright	Stenographer	Feb. 10, 1920	900.00	850.00
Helen F. Powell	Stenographer	Feb. 4, 1920	900.00	865.00
Louise Pitts	Stenographer	Feb. 28, 1920	900.00	817.50
<i>Student Health Service</i>				
Ethel Lee Smith	Graduate Nurse	Feb. 12, 1920	150.00 mo.	60.00
			Cancel in Appropriation	
<i>Operation and Maintenance</i>				
Earl R. Cohee	Clerk, Engineer's Office	Feb. 15, 1920	1,080.00	405.00
Carl Snyder	Laborer	March 1, 1920	80.00 mo.	320.00
James Kirk	Inspector	Feb. 15, 1920	1,120.00	420.00
H. R. Nelson	Janitor	Feb. 1, 1920	990.00	412.00
Josephine Bavis	Janitress	Feb. 1, 1920	720.00	800.00
Walter Matthews	Laborer	Feb. 15, 1920	80.00 mo.	120.00
Elmer Crick	Laborer	Feb. 1, 1920	80.00 mo.	400.00
Montellio Wright	Laborer	Feb. 1, 1920	80.00 mo.	400.00

Upon the recommendation of the President, the following increases in salary were granted:

Name	Title	Rate Effective	Annual Rate	Appropriation
<i>College of Agriculture</i>				
Dorothy Lowe Ronan	Assistant, Home Economics	Feb. 16, 1920	\$ 130.00 mo.	\$290.24
<i>College of Arts</i>				
Gladys Ninegar	Assistant, English	Feb. 1, 1920	80.00 mo.	122.20

Upon the recommendation of the President, the following leave of absence was granted:

Name	Title	Rate Effective	Annual Rate	Appropriation
<i>College of Medicine</i>				
Hazel Cameron	Assistant, Pathology	For remainder of year	With salary	\$1,440.00

Upon the recommendation of the President, the name of Margaret Wall was recommended as a graduate of the University Homeopathic Training School for Nurses, her diploma to be dated April 4, 1920. Miss Wall completed her course of training on April 4, 1920.

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Upon the recommendation of the President, the salary of Herman Steiger, Student Assistant in the Department of Mechanical Engineering, was reduced from \$67.00 to \$45.00 per month, effective February 1, 1920. (This change is due to reduction in his services.); \$150.00 was cancelled.

Upon the recommendation of the President, the salary of Fillmore Dowell Swan, Student Assistant in the Department of Mechanical Engineering, was reduced from \$60.00 to \$18.00 per month, effective February 1, 1920. (Change due to reduction in his services.) \$210.00 was cancelled.

Upon the recommendation of the President, \$150.00 was appropriated for the salary of F. O. Ockerblad, Department of Bacteriology, for services during the months of July and August, 1919.

Upon the recommendation of the President, Arthur DeVries Burke, Instructor in Dairying, was reinstated on the University salary roll at his former salary, effective March 1 for the remainder of the year; \$500.00 was appropriated.

Upon the recommendation of the President, G. R. Pettibone, Laborer, was transferred to the position of Janitor and his salary was increased from \$960.00 to \$990.00 per annum, effective March 1; \$440.00 was cancelled and \$330.00 was appropriated.

Upon the recommendation of the President, one-half of the salary (\$2,500.00), appropriated for the Dean of the College of Engineering, was cancelled.

The President reported the deaths of the following named men:

Thomas Oran, Inspector of Watchmen, on January 24, 1920; \$466.66 was cancelled.

Jack Gantz, Janitor, on January 18, 1920; \$412.50 was cancelled.

The President reported the following recommendations from the University Faculty:

At meetings of the University Faculty held on January 8, February 12, and March 11, the following named parsons were recommended to the Board of Trustees for the degrees indicated as of the Class of 1919. Upon motion, the degrees as recommended were granted.

DOCTOR OF MEDICINE (HOMEOPATHIC)

Jesse Isaac Jones

DOCTOR OF PHILOSOPHY

Melvin Guy Mellon, B. S. (Allegheny College) M.Sc.
Frank Carl Vilbrandt, B. A., M. A.

MASTER OF ARTS

Edward Marquis Starr, A. B. (Oberlin College)

MASTER OF SCIENCE

Robert Anderson Fisher, B. Ch. E.

Samuel Frank Hinkle, B. Sc. (Muskingum College) B.Sc. in Agr.

BACHELOR OF ARTS

Bryan Heise

Ruth Margaret Romaine, B. Sc. in Edu.

Robert Claudy Shively

BACHELOR OF LAWS

Clarence Klinger, B. A. (Ohio Wesleyan University)

* * * * *
The following rules governing fees were adopted:

All University fees must be paid at the opening of each semester as a condition of admission to classes. Registration is not complete until all fees have been paid. No student will have any privileges in the classes or laboratories until all fees and deposits are paid.

Since all fees are due and payable as a part of the student's registration, no person should come to the University for registration without money sufficient to cover all of his fees and deposits.

Matriculation Fee. Every student, upon his first admission to the University is required to pay a matriculation fee of \$10.00. This fee is paid but once and is in addition to other University fees and entitles the student to the privileges of membership in the University. (Effective July 1, 1920.)

Non-Resident Fee. Every undergraduate student who is not a legal resident of the State of Ohio is required to pay a non-resident fee of \$25.00 each semester of his residence in the University in addition to other University fees. The burden of registering under proper residence is placed upon the student. If there is any possible question of his right to legal residence the matter should be brought to the attention of the Registrar and passed upon, previous to registration or the payment of fees. Any student who registers improperly under this rule shall be required to pay not only the non-resident fee but shall be assessed a penalty of \$10.00. (Effective July 1, 1920.)

No person shall be considered eligible to register in the University as a resident of the State of Ohio unless he has resided in the state twelve months next preceding the date of his proposed enrollment; and no person shall be considered to have gained a residence in the state for the purpose of registering in the University while he is a student in the University.

The residence of minors shall follow that of their legal guardian.

The residence of wives shall follow that of their husbands.

Aliens who have taken out first citizenship papers and who have been residents of Ohio for twelve months next preceding the date of their enrollment in the University, shall be regarded as eligible for registration as residents of Ohio.

Upon the recommendation of the President, \$500.00 was appropriated from the Endowment Fund to be paid to the American Council on Education.

Upon motion, the resignation of President W. O. Thompson was taken off the table. Upon motion, President Thompson was requested to withdraw his resignation.

Upon the recommendation of the President, the following additions were made to the Summer Session Budget:

The following additional persons were elected to the Summer Session:

Ora L. Hoover	Assistant in Chemistry.....	\$ 140.00
F. C. Blake	Professor of Physics.....	300.00
Alpheus W. Smith	Professor of Physics.....	300.00
Wm. M. Tucker	Assistant Professor of Geology....	400.00
Frank F. Bunker	Professor, School Administration...	1,000.00

Two thousand one hundred and forty dollars (\$2,140.00) was appropriated from the student fees to meet this increased payroll.

The following persons were appointed to fill in the Summer Session budget as adopted at the meeting of the Board of Trustees, February 3, 1920:

Vera McCoy Masters	Instructor, Bacteriology.....	\$ 300.00
C. R. Reed	Department School Administration..	500.00
Cloyd D. Looker	Assistant in Chemistry.....	140.00
Roger P. Loveland	Assistant in Chemistry.....	140.00
Karl S. Geiser	Professor of Political Science.....	600.00
Edith S. Moodie	Physical Education.....	450.00
J. L. Stenquist	School Administration.....	550.00

The request for the use of the landing field at the time of the Aero Club Convention, May 6, 7, 8, was referred to the President with power.

The following resolution was adopted:

Resolved: That in view of the prevailing high cost of materials and the constantly advancing prices; and in view of the resulting excessive costs of construction and impossibility of any contracts for buildings, the Trustees of Ohio State University declare their belief that the proper protection of the interests of the state require that money now appropriated and available for construction be not expended and that all building plans be abandoned until industrial conditions warrant the use of public money for construction of buildings.

Upon the recommendation of the President, the following persons were authorized to attend conferences, subject to the approval of the State Emergency Board:

Name	Conference	Place	Date
Clyde Brooks	American Medical Association	New Orleans, La.	May 26, 27, 28, 1920
Carl E. Steeb	Business Officers	Chicago, Ill.	May 5, 6, 1920
E. M. Royer	Business Officers	Chicago, Ill.	May 5, 6, 1920

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Upon the recommendation of the President, Clare O. Ewing, graduate of the four-year course in Pharmacy, and now chief chemist of the Research Department of the United Drug Company of Boston, Massachusetts, was appointed delegate to the coming United States Pharmacopoeal Revision Convention. It is understood that this appointment does not involve the University in any expense.

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Upon motion, the President was directed to request from the State Controlling Board its approval of increased salaries as increased by the Board for positions now fixed in the General Appropriation Bill.

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The Secretary reported that in accordance with instructions of the Board at its meeting, February 20, 1920, the Attorney General has approved the deeds and abstracts of title of nine and three-eighths acres of land lying between Lane Avenue and the University Farm bounded and described as follows:

From O. E. Ballard and wife—

TRACT No. 1—Situated in the County of Franklin, in the State of Ohio and in the township of Clinton, and bounded and described as follows:

Beginning at a point in the center line of Lane Avenue, said point of beginning being 2,359.76 feet westerly from an iron pin at the intersection of the center line of Lane Avenue with the center line of the Fleniken Pike; thence from said point of beginning southerly and parallel with the center line of said Fleniken Pike 464 feet, to a stake in the north line of lands now belonging to Ohio State University; thence westerly with said north line 357.44 feet, more or less, to an iron pin at the southeast corner of the three-acre tract heretofore deeded to Ernestine Hartman; thence northerly with the east line of said three-acre tract 464 feet to a point in the center line of Lane Avenue, passing an iron pin 25 feet south of said center line; thence with said center line easterly 363.14 feet to the place of beginning and containing three and ninety-hundredths (3.90) acres, subject to all legal highways. \$2,340.00

From Harry E. Truxall and wife—

TRACT No. 2—Situated in the County of Franklin, in the State of Ohio and in the township of Clinton, and bounded and described as follows:

Beginning at a point in the center line of Lane Avenue, said point of beginning being 1,847.02 feet westerly from an iron pin at the intersection of the center line of Lane Avenue with the center line of the Fleniken Pike 464 feet to a point in the north line of the lands of the Ohio State University, thence westerly with said north line 512.74 feet to the southeast corner of a three-acre tract of land of O. E. Ballard;

thence northerly along the east line of said Ballard tract and parallel with the center line of the Fleniken Pike 464 feet to the center line of Lane Avenue; thence with the center line of Lane Avenue 512.74 feet to the place of beginning and containing 5.47 acres; subject to all legal highways.

\$3,282.00.

Thereupon, the Board adjourned to meet May 11, 1920.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, May 11, 1920.

The Board of Trustees met at the University, pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; John Kaiser, O. E. Bradfute, B. F. McCann, T. C. Mendenhall.

Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancel-lation
<i>College of Agriculture</i>				
J. B. Lane	Instructor, Agricultural Education	June 1, 1920	\$1,800.00	Rotary
Ralph H. Schreiber	Instructor, Agricultural Education	Apr. 15, 1920	2,100.00	Rotary
Elizabeth Baines	Instructor, Home Economics	Apr. 1, 1920	1,500.00	\$ 450.00 19-20 1,650.00 20-21
Harry Thomas	Swine Herdsman, Animal Husbandry	March 1, 1920	1,140.00	380.00
Nicholas Palatianos	Laborer, Animal Husbandry	Feb. 1, 1920	504.00	210.00
<i>Agricultural Extension</i>				
E. K. Emalie	Photographer	Apr. 20, 1920	800.00	
W. D. Axtell, Jr.	Dairy Field Man	Apr. 12, 1920	900.00	
<i>College of Engineering</i>				
D. A. Woodbury	Instructor, Physics	July 1, 1920	1,900.00	1,900.00 20-21
Edward Mack	Asst. Professor, Chemistry	July 1, 1920	2,750.00	2,750.00 20-21
Jennie Fisher	Student Assistant, Chemistry	Apr. 13, 1920	500.00	128.35

Name	Title	Rate Effective	Annual Salary	Cancel-lation
<i>College of Medicine</i>				
Valerio Sosa	Pharmacist, State Street Dispensary	March 31, 1920	225.00	75.00 19-20 500.00 20-21
<i>Library</i>				
Harry W. Chance	Library Assistant (part time)	March 31, 1920	300.00	75.00 19-20
Ruth E. Waters	Library Assistant	May 1, 1920	300.00	50.00
<i>Business Manager's Office</i>				
Ethel Gilkey	Clerk, Purchasing Dept.	Apr. 1, 1920	1,080.00	270.00
<i>Registrar's Office</i>				
Dorothy Morton	Assistant to Registrar	May 1, 1920	1,020.00	170.00 19-20 1,140.00 20-21
<i>Stenographic and Clerical</i>				
Clara Weishaupt	Stenographer	May 22, 1920	900.00	Rotary
Pauline Myers	Stenographer, Agricultural Extension	Apr. 30, 1920	840.00	Rotary
Catherine Doody	Stenographer	March 31, 1920	900.00	225.00 19-20
Anne G. Bierman	Stenographer	May 14, 1920		960.00 20-21
Mary Judy	Stenographer	May 8, 1920	900.00	180.00
<i>Stores and Receiving</i>				
Glenn Huffman	Assistant Deliveryman	Apr. 30, 1920	960.00	
<i>Operation and Maintenance</i>				
Clyde Christman	Laborer	March 1, 1920	720.00	240.00
Roy McCauley	Truck Driver	March 10, 1920	960.00	292.28
Leroy Howell	Laborer	March 27, 1920	990.00	255.50
Carl Snyder	Laborer	March 31, 1920	960.00	240.00
Tim McGarry	Foreman of Campus	Apr. 30, 1920	1,320.00	220.00 19-20 1,350.00 20-21
W. E. Price	Janitor	March 31, 1920	990.00	247.50
Albert Johnson	Janitor	March 31, 1920	990.00	247.50
Jennie Roberts	Laundress	March 31, 1920	720.00	180.00
Nancy Davis	Janitress	Apr. 30, 1920	720.00	120.00 19-20 750.00 20-21

Upon the recommendation of the President, the following appointments were made, and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
Louise Wood	Instructor (part time)	Apr. 10, 1920	\$ 65.00	\$173.32 19-20
	Home Economics		per mo.	
D. T. Herrman	Swine Herdsman, Animal Husbandry	June 1, 1920		100.00 19-20 500.00 20-21
	\$100.00 per mo. for 4 mos. ending Oct. 1, 1920			
	\$50.00 per mo. for Oct., Nov., Dec., Jan.			

Name	Title	Date Effective	Annual Rate	Appropriations
W. H. Kear	Laborer, Farm Operations	May 1, 1920	81.90 mo. to July, 1920	168.80
(To be named later)	Laborer, Farm Operations	May 1, 1920	81.90 mo. to July, 1920	168.80
Ralph Livingston	Laborer, Farm Crops	May 1, 1920	95.00 mo. to July, 1920	190.00
George C. Everhart	Laborer, Farm Crops	For June only	95.00 mo.	95.00
H. P. Mulford	Laborer, Horticulture	May 1, 1920	90.00 mo. to July, 1920	180.00
L. C. Prickett	Laborer, Horticulture	May 1, 1920	90.00 mo. to July, 1920	180.00
Charles J. Peterson	Laborer (half time) Horticulture	May 1, 1920	45.00 mo. to July, 1920	90.00
Harold Albery	Dean's Office (part time)	May only	30.00 mo.	
<i>Agricultural Extension</i>				
Norwood Glines	Asst. Professor, Vegetable Gardening Federal Extension funds	Apr. 1, 1920	2,500.00	—Project No. 3G
<i>College of Arts</i>				
Robert F. Webb	Instructor, Geology	Sept. 1, 1920	2,500.00	Budget 20-21
Walter French	Instructor, German	May 10, 1920	100.00	100.00 19-20 for remainder of year
Eugene H. Roseboom	Instructor, American History (Position provided for in budget)	Sept. 1, 1920	1,800.00	Budget
<i>College of Commerce and Journalism</i>				
Montgomery Pike	Instructor, Economics and Sociology	Sept. 1, 1920	1,800.00	Budget
<i>College of Education</i>				
Gordon Maffry	Assistant, Psychology (Position provided for in budget)	Sept. 1, 1920	750.00	Budget 20-21
<i>College of Engineering</i>				
Gerard G. Osterhof	Graduate Assistant Chemistry (Position provided for in budget)	Sept. 1, 1920	500.00	Budget 20-21
Dwight D. Gardner	Student Assistant, Engineering Drawing	Apr. 1, 1920	30.00 mo.	Emergency 90.00 19-20
Cecil O. Riggs	Graduate Assistant, Chemistry	Sept. 1, 1920	500.00	500.00 20-21
John Metzler	Graduate Assistant, Chemistry	Sept. 1, 1920	500.00	500.00 20-21
<i>College of Medicine</i>				
Gaylord J. Schutts	Pharmacist, State Street Dispensary	Apr. 1, 1920	500.00	75.00 19-20
<i>Library</i>				
Mrs. Earl Curry	Library Assistant (one-half time)	Apr. 15, 1920	25.00 mo.	62.50 19-20
John W. Winn	Library Assistant (one-half time)	May 1, 1920	25.00 mo.	50.00 19-20

Name	Title	Date Effective	Annual Rate	Appropriations
<i>Stenographic and Clerical</i>				
Eleanor Kiehmeyer	Stenographer	Jan. 29, 1920	900.00	328.50 19-20
Cecil Allen	Clerk	Apr. 1, 1920	840.00	210.00 19-20 840.00 20-21
<i>Stores and Receiving</i>				
Charles H. Pugh, Jr.	Helper	May 8, 1920	70.00 mo.	Rotary
<i>Operation and Maintenance</i>				
James Sharp	Janitor	Apr. 1, 1920	990.00	247.50 19-20 990.00 20-21
William Wallace	Janitor	Apr. 7, 1920	990.00	281.00 19-20 990.00 20-21
Mary Rees	Laundress	May 1, 1920	720.00	120.00 19-20 720.00 20-21
Leo Moran	Truck Driver	May 3, 1920	1,000.00	161.28 19-20 1,000.00 20-21
Earl Bilderback	Foreman of Campus	May 3, 1920	1,620.00	261.80 19-20 1,620.00 20-21

Upon the recommendation of the President, the following increases in salaries were granted:

Name	Title	Date Effective	Annual Rate	Appropriations
<i>College of Agriculture</i>				
William Jacobs	Teamster, Animal Husbandry	July 1, 1920	\$1,140.00	\$ 60.00 20-21
William Franklin	Shepherd, Animal Husbandry	July 1, 1920	1,440.00	180.00 20-21
Paul Jackson	Dairy Cattle Herdsman	July 1, 1920	1,440.00	180.00 20-21
<i>College of Engineering</i>				
Alva W. Smith	Instructor, Physics	July 1, 1920	2,400.00	500.00 20-21
<i>Business Manager's Office</i>				
Dorothy Lewis	Typist (full time)	March 22, 1920	900.00	118.40

Upon the recommendation of the President, the following leave of absence was granted:

Name	Title	Date Effective	Annual Rate	Cancellation
<i>Business Manager's Office</i>				
Marie D. Haines	Clerk	May 10, 1920 for one year	Without salary	133.34

Upon the recommendation of the President, Percy W. Ott, Instructor of Mechanics, was appointed Instructor of Mechanics and Mine Engineering at a salary of \$2,650.00 per annum, effective September 1, 1920, the salary to be apportioned as follows:

Department of Mechanics.....	\$1,650.00
Department of Mine Engineering.....	1,000.00
	<u>\$2,650.00</u>
	Budget

Upon the recommendation of the President, Elizabeth Rourke, Helper in Kitchen, Homeopathic Hospital, was transferred to the position of Janitress and her salary was increased from \$480.00 to \$720.00 per annum, effective April 1. \$180.00 was appropriated, 1919-1920; \$720.00 was appropriated, 1920-1921.

Upon the recommendation of the President, B. F. Tallmadge was transferred from the position of Janitor to that of Truck Driver and his salary was changed from \$990.00 to \$960.00 per annum, effective April 1. \$240.00 was appropriated and \$247.00 was cancelled.

Upon the recommendation of the President, Corinne Richter, Clerk in the Agricultural Extension Department, was transferred to the position of Clerk, Purchasing Department, at a salary of \$1,080.00 per annum, effective March 15, 1920; \$321.00 was appropriated.

Upon the recommendation of the President, the Fellowship of \$750.00 awarded by the E. I. DuPont de Nemours Company, was granted to Ora L. Hoover, effective September 1, 1920.

The President reported the following recommendation from the University Faculty:

At meetings of the University Faculty held on March 11 and April 8, the following named persons were recommended to the Board of Trustees for the degrees indicated as of the Class of 1919. Upon motion, the degrees as recommended were granted.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Arthur Michael McGory
Valerio Rodriguez Sosa

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Harold G. Billingsley
Harold Miller Eswine

BACHELOR OF SCIENCE IN SOCIAL SERVICE

Marian Louise Morrison

BACHELOR OF SCIENCE IN EDUCATION

Freeman Hugh Hoff, A. B. (Ohio Northern University)
Alice Martha Zuck, B. A. (Lebanon Valley College), M. A.

The following budget for the Graduate School was adopted:

Fellows

Marie Drennan	Graduate Fellow	\$500.00
D. Luther Evans	Graduate Fellow	500.00
Samuel Morris	Graduate Fellow	500.00
Gladys Ninegar	Graduate Fellow	500.00
Esther Reedy	Graduate Fellow	500.00
Gertrude Williams	Graduate Fellow	500.00

Scholars

Frances W. Ball	Graduate Scholar	\$300.00
Miles Herbert Cagg	Graduate Scholar	300.00
Marie Davis	Graduate Scholar	300.00
Charles H. Fee	Graduate Scholar	300.00
Emilie Harris	Graduate Scholar	300.00
Fred C. Harrold	Graduate Scholar	300.00
Ruth Loving Higgins	Graduate Scholar	300.00
L. L. Huber	Graduate Scholar	300.00
Mabel Marie Madden	Graduate Scholar	300.00
Mary Florence McCracken	Graduate Scholar	300.00
Ernest Rey	Graduate Scholar	300.00
Edna Rickey	Graduate Scholar	300.00
Thelma W. Sealock	Graduate Scholar	300.00

The following amendments to the Summer Session budget were made:

Department of English

Hodges, J. C.	Associate Professor (O. W. U.)	\$400.00
	(As substitute for A. H. Upham of Miami University.)	

Department of Botany

Harshman, Anna T.	Assistant	150.00
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Department of Chemistry

(Changes due to resignation of Professor Hollingsworth.)

Haskins, Joseph F.	Assistant	180.00
Hoover O. L.	Assistant	180.00
	(Appointed at \$140 to be increased to \$180.)	
Loveland, R. P.	Assistant	140.00
Vilbrandt, Albert H.	Assistant	140.00

Department of Latin

Mitchell, Lynn Boal	Dean, State University of New Mexico (half time)	300.00
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Department of Economics and Sociology

For the American Association on Community Organization
a total of \$700 to be divided as follows:

North, C. C.	Professor	600.00
	(To be increased from \$400 to \$600.)	
Kingsley, Sherman C.	Lecturer, Cleveland, Ohio (two weeks)	125.00
Davis, Otto W.	Lecturer, Minneapolis (two weeks)	125.00
Bookman, C. M.	Lecturer, Cincinnati, Ohio (two weeks)	125.00
Norton, W. J.	Lecturer, Detroit, Michigan (two weeks)	125.00

Department of Romance Languages

Worthington, Hugh S.	Professor	500.00
	Sweet Briar College, Sweet Briar, Virginia. (As substitute for Mr. Rockwood.)	

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Upon motion, the President was directed to select two members of the Board of Trustees to meet with him as a committee to consider requested changes in the budget for 1920-1921 and to make definite recommendations thereon to the Board of Trustees at its next meeting.

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The President presented a request from Joseph B. Kuhn, student, asking permission to use the University Flying Field for commercial purposes.

In accordance with policy of the Board of Trustees, that this field should not be used for commercial purposes, the request was declined.

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Upon the recommendation of the President, a duplicate diploma was authorized for Fred H. Lahrmer, satisfactory evidence having been presented to show that the original diploma was lost.

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Judge McCann presented the following proposal and requested that action be taken thereon at the next meeting of the Board of Trustees:

"Dayton, Ohio, April 1, 1920.

"To the Board of Trustees of
The Ohio State University,
Columbus, Ohio.

"Gentlemen—I hereby offer and propose to give to the Board of Trustees of the Ohio State University and their successors One Thousand shares of the Common Capital Stock of General Motors Corporation, of the par value of One Hundred Dollars (\$100.00) each, for the use and benefit of the Homeopathic College of Medicine of said University. The entire control, management and administration of said stock shall be vested in said Board of Trustees. They shall have full power and authority to convert any part or all of said stock into money on such terms as their judgment may approve, and to invest and re-invest the proceeds thereof in such other manner as they may think best. Said Trustees shall also have the right and authority to expend any part or all of said principal or income or both for any purpose and in any manner that the interests of said Homeopathic College of Medicine may demand, and the judgment of said Board of Trustees or a majority thereof may approve.

"I wish to impose only two conditions to this gift, to-wit:

1. That the control, management and administration of the stock and money realized from the sale thereof be vested in your Board of Trustees and their successors; and,

2. That said gift be administered for the use and benefit of said Homeopathic College of Medicine.

"I am particularly interested in the matter of Medical research work and I am making this gift to provide the means and facilities with which to carry on such work (though imposing no restrictions whatever) with the hope

and expectation that the gift will neither interfere with nor hinder the regular support of this college by the state.

"Said stock will be assigned, transferred and delivered to said Board of Trustees immediately upon their acceptance of this proposition. In case of the exchange of this stock for no par value stock of the General Motors Corporation as is now under consideration, before your acceptance of this proposition, it is understood that I am to substitute for the one thousand shares aforesaid such no par value stock as I shall receive in exchange therefor.

(Signed) "CHARLES F. KETTERING."

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The President reported that after nineteen years of continuous service, the Lime and Soda-Ash Softening Machine is practically worn out and that a new Softener must be installed at once if continuous operation of the boilers during the coming heating season is to be obtained.

The President reported further that the Chief Engineer, after carefully studying apparatus for softening water and after consulting with the University Chemist, recommends the purchase of a Permutit Softener at the cost of approximately \$8,450.00.

Upon the recommendation of the President, the Business Manager was authorized and directed to enter into contract for the Permutit Softener and the cost of said Softener to be paid from the interest on the Endowment Fund.

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Thereupon, the Board adjourned to meet Monday, June 14, 9:30 a. m., at the University.

Attest:

CARL E. STEEB,
Secretary.

JOHN F. CUNNINGHAM,
Chairman.

Columbus, Ohio, June 14, 1920.

The Board of Trustees met at the University pursuant to the call of the Chairman.

Present: John F. Cunningham, Chairman; John Kaiser, O. E. Bradfute, B. F. McCann, Charles F. Kettering, T. C. Mendenhall.

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Upon the recommendation of the Faculty, it was ordered that the following degrees be conferred by the President of the University on Commencement Day, June 15, 1920:

DOCTOR OF PHILOSOPHY

Edward Everett Hale Boyer, B.Sc. (Massachusetts Agricultural College), M.Sc.; Walter Sylvester Gamertsfelder, A.B. (Northwestern College), B.D. (Evangelical Theological Seminary); Enoch Franklin

George, A.B., A.M. (West Virginia University); Swarna Kumer Mitra, B.S., M.S. (University of California); Jeannette Chase Reamer, B.A., M.A.

MASTER OF ARTS

Athel Dale Cotterman, A.B. (Capital University); Maurice Condit Cross, B.A.; William Homer Ellsworth, B.A. (Defiance College); Erwin Allen Esper, B.A.; Daniel Luther Evans, B.A.; Eleanor Pearl Haas, B.A.; Eldra Wade Hartley, B.A., B.Sc. in Education; Clarice Sarah Hobensack, B.Sc. in Education; Dio Lewis Holl, A.B. (Manchester College); Margaret Eloise Jones, B.A., B.Sc. in Education; Adelaide Knight, A.B. (Vassar College); Harry Fisher Kohl, A.B. (Wittenberg College); Walter Charles Kraatz, B.A. (University of Wisconsin); Gertrude Lawrence, B.A.; Elsey L. Lively, B.Sc. in Agriculture; Della Rogers Maddox, A.B. (University of Missouri); Harry Ignatius Marshall, A.B. (Dartmouth College); Cleo Allen Matheny, A.B. (Randolph-Macon Woman's College); Mary Elizabeth Miller, B.A.; Gladys Lynn Ninegar, B.A. (Ohio Wesleyan University); Ellis Leo Nobel; Helen Muzette Noble, B.A. (Muskingum College); Jean Katherine Elaina Patton, A.B. (Grove City College); Florence Helen Rees, Ph.B. (Denison University); Nettie Lee Roth, A. B. (Otterbein College); Scott Matt Taylor, B.A.; Gertrude Wack, B.A.; David Andrew Weir, B.A.; Gertrude Williams, A.B. (Defiance College).

MASTER OF SCIENCE

Walter Valentine Balduf, B.A. (Ohio Wesleyan University); Almon Jay Basinger, B.A.; William Carl Beaver, B.A. (Marietta College); Robert Wells Boreman, M.E. in Electrical Engineering; Arthur DeVries Burke, B.S. (University of Wisconsin); Dorris Cross, B.Sc. in Home Economics; Guy Dowdy, B.S. in Agriculture (West Virginia University); Merle LeRoy Dundon, S.B. (Mt. Union College); Kenneth James Durant, B.A.; Rachel Hartman Edgar, B.Sc. in Home Economics; Alfred Earl Galloway, B.A.; Joseph Frederic Haskins, B.Sc. (Denison University); Glenna Julia Hesse, B.Sc. in Education; Cloyd Delson Looker, B.Sc. in Education; Clare S. Martin, B.Sc. in Forestry; Frank Isaac Mayer, B.S. (Hiram College); Lyle Jordan Michael, B.S. (Otterbein College); John Clay Overpeck, B.Sc. in Agriculture (Purdue University); Gordon Derby Patterson, B.S. (Allegheny College); Joel Bigelow Peterson, B.Sc. (Denison University); Ying Lam Pun, A.B. (Leland Stanford University); James Thomas Robson, B.Ch. in Engineering; Jasper Dean Sayre, B.A.; Isaac Jacob Sollenberger, A.B. (Manchester College); Paul Stegeman, A. B. (Hope College); Charles LeRoy Thrash, B.Sc. in Agriculture; Clarence Lazear Underwood, B. S. in Agriculture (West Virginia University); Edward Lawrence Wickliff, B.Sc. in Agriculture; William Hunt Williams, B.A.

BACHELOR OF SCIENCE IN AGRICULTURE

Aram Krikor Aghababian; Thomas George Allen; Carl Raymond Arnold; George Brunston Arthur; Orson Elmer Barker; Alvin W. Barr; Virgil Leroy Beaber; Gilbert Markley Boehm; Melby William Brady; Reinhard Bretz; Henry Russel Brinker; Thomas Raymond Brownlee; Harley Corwin Brunskill; Thomas Hilbert Connell; Charles Harold Cook; Watson Lyman Deaver; James Cecil Dickson; John Frederick Dowler; Donald Charles Drake; Benjamin Drucker-

man; Bernard Marcellus Durbin; George Alfred Dustman; George Everett Evans; Kennyth Lyoul Ewart; Lawrence Myron Fenner; Ray Fife (as of the Class of 1917); Wilbur H. Ford; Hugo Alfred Fox; Mark Adin Fuller; Willis Root George; Sydney Goldstein; John Kenneth Graham; Carl Eugene Gressle; Albert Theodore Haag, Jr.; Arthur Edwin Halterman; Harold Loucks Hedrick; Richard Earl Helt; George Fred Hennig; Charles Adams Henry; John Leo Hirsch; Hubert Crath Holmes; Lawrence Lester Huber; Earle Levan Johnson; Lawrence Albert Kauffman; Thomas Coe Kennard; Horace Meredith Kidd; Orlo Oscar Koehler; George William Kreidler; Edgar DeWitt Lenhart; Julian Jose Linao; Harold Forest Link; Frank Monroe Long; Philip Rosemand Lowry; Lawrence Franklin McDorman; Warren Morris McVey; Eunice Gertrude Merton; Roger Irving Mitchell; Charles Frederick Monroe; Lawrence Levi Moore; Ralph Max Mork; Willis Shipman Mozier; Jacob Carl Neff; Bertrand Otting; Lewis Shelby Pence; Michel George Pimenides; Lee Clement Prickett; Richard Oliver Raine; Bashford Watts Reading; Harold Adelbert Rose; Clarence Eldo Rowland; Howard Julius Ruetenik; James Herman Scofield; Clarence Wilbur Siddall; Edward Annandale Silver; Mark Earl Simon; Ray Jennings Smylie; Sanford Reed Speelman; Samuel Shoup Studebaker; Russell Lowell Sunderland; Arthur Drummond Swingle; Dann Ohmer Taber; Alvan Chalfant Thompson; Frank Edward Todd; Edward John Walter; Harold Edward Walton; David Stathem Weaver; Thomas Corwin Wiley; Samuel Everett Wissinger; Karl Thomas Woodward.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Christina Wilson Anderson; Edith Bangham; Inez Bernita Blystone; Lelia Evangeline Bocher; Lois Miller Carter; Narzella Hortense Cline; Helen Mary Conrad; Naomi Gereldine Conway; Edith Marie Dakin; Marian Emily Dodez; Camille Justine Ebert; Helen Ferguson; Jennie Cornelia Fisher; Ruth Frazier; Ora Carmhausen; Agnes Howard Grant; Mary Gladwin Hedges; Ruth Elizabeth Heidinger; Glenna Julia Hesse, B.Sc. in Education; Edna Patterson Howell; Anna Josephine Jaros; Hannah Lewis; Marjorie McDowell; Mildred Glick Mason; Ernestine Hunter Miller; Helen Mary Miller; Miriam Mundhenk; Chalotte May Neutse; Iris Enid Plotner; Ruth CoVan Reidenbach; Esther Elizabeth Schrider; Marion Gertrude Smith; Sarah Louise Sparling; Helen Estelle Steele; Mary Retta Titus; Helen Westbrook Tracy; Anna Naomi Tucker; Ruby Tyler; Henrietta Anna Wahlenmaier; Clara Elizabeth Watt; Janet C. Ward; Lena Corrine Waters; Myrtle Rosetta Wolcott.

BACHELOR OF ARTS

Kathryn Lloyd Alban; Earl Dean Alexander; Ryllis Clair Alexander; Marion Eva Allensworth; Donald Benton Anderson; Lawrence G. Andrews; Emerson Victor Arnold; Helen Lucille Arnold; Rodney Brown Baldwin; Marguerite Virginia Ballinger; Leo William Bayles; Mildred Beatty; Harold Frederick Bergener; Eunice Elizabeth Bickel; Olive Florence Bowman; Alfreda Sara Bradley; Clara Nicholson Bream; Joseph Breitbart; Charles Rishell Brokaw; Edward Peter Buckenmeyer; Harry Siering Bugbee; Colin Alfred Campbell; Kenyon Stafford Campbell; Ruth Kious Carvey; Mary Lucille Church; Dorothea Conrad; Edwin Nelson Cole Coolidge; Robert Arthur Cotner; Clarence Jefferson Crossland; Frederick Emory Croxton; George

Richard Daniels; Alice Louise Dann; Atlene Fae Davis; Herman Crow Davis; Mildred Kathryn Dietsch; Minnie Catherine Dietz; Raymond Anson Dobbins; Maynard McClure Donaldson; Adaline Margaret Drake; Clifford Otis Eddy; Gladice Eno; Ethel Cooke Esper; Charles Hugh Fee; Eleanor Mary Ferris; John William Flagg (As of the Class of 1919); Margaret Sutherland Flynn; Herbert Leland Ford; Raymond Henry Frank; Marguerite Frey; Patrick Henry Fusco; Clara Friend Gibson; Pearl Gordon; Wilbur Lee Grandle; Christine Louise Grant; William David Griffith; Esta Floy Hambel; Albert Steele Hand; John J. Hane; John Clayton Harlor; Charles Frederick Harrold; Marie Ann Hauenstein; Ralph Lawrence Hays; George Whiting Hibbitt; Elsie Llewellyn Hinkle; Thomas Allen Hites; Fawn Carman Holland; Lola Hollopeter; William Vermillion Houston; Lee Allen Humphrey, A.B. (Ashland College); Helen Hunter; Harry William Jackman; Lester Lynne Jackson; Josephine Jennings; Carolyn Abbe Joerndt; David Everett Jones; Samuel Albert Jones; Russell Elmore Karns; Altha Kimball; Harold Lee Kime; Glenn Daniel King; Gizella Klein; Delia Klinger; Hazel Carolyn Knight; Charles Shannon La Monte; Frank Lane, Jr.; Mendel Elmer Lash; Ruth Evalyn Lee; Raymond Aloysius Lewis; Robert Parker Little; Ching Hsia Liang; Samuel Oldham Linzell; Wilbur Hoyt Lowden; George Clinton Lynch, Jr.; Arthur Cook McBride; Phila Ann McGillery; Margaret Louise McLeish; Anna Vylee Madden; Mabel Marie Madden; Alice Barnett Maltby; Benjamin Homer Marks; Germaine Marquis, B.Sc. (Universite de Besancon); Florentina Mathias; Margaret Agnes Mattinson; Marie Elizabeth Merriman; Wilbur Thoburn Mills, Jr.; Hazel Florence Minck; Elizabeth Myers Mitchell; Bertha Carolyn Mong; William Lee Montgomery; Paul Franklin Morse; Eugenia Lois Moses; Harper Hale Muff; Giles Justin Mundy; Ellis Leo Noble; Edith Hedwig Huber; Grace Tussing Oldham; Margaret Stanton Osborn; Florence Paas; Joseph Andrew Park; Eugenia Pavey; Ruth Pierce; Robert Harry Phillips; Jacob Placsoon; Russell Stanton Preston; Fred Homer Pumphrey; Charles William Racine; Helen Lansing Rardin; Elizabeth Julietta Richards; Wilbur Anthony Ricketts; Wadrow Chester Rohleder; Miriam Sisler Rood; Edythe Josephine Rose; Howard Grey Rose; Miriam Henrietta Rosenthal; Howard Eugene Russell; Esther Elisabeth Schmidt; Edwin William Schmunk; Eleanore Adolphine Schopke; Luetta Eleanor Seitz; Howard Conaway Shaub; Francis Boyce Shaw; Arminie LaSalle Shields; Ruth Slemmons; Helen Esther Smith; Helen Gertrude Smith; Marie Smith (As of the Class of 1919); Florence Bertha Steuer; Helen Gwendolyn Stiffey; Edward Schaad Stimson; Martha Hartzell Stone; Gloria Strait; Georgia Nelle Swickard; Helen Eliza Swisher; Cora Amelia Sydenstricker; Robert Vassil Tallman; Clara Count Taylor; Tom Vinton Taylor; Tillman Roger Thompson; Ruby Tyler; Mary Elizabeth Weiss; Mildred Jean West; Chauncey Elsworth Wilson; Herbert Charles Wing; Walter George Wirthwein; Myrtle Rosetta Wolcott; Ralph Eugene Wright; Mary Elvira Wurdack; Raymond Andrews Younger.

BACHELOR OF SCIENCE

Robert James Bowman; Leland George Coe; Joseph Hayman Cowan; Chester George Egger, Ph.G. (Toledo University); Maurice Milton Linder; Gordon Frederick Meuser; George Thomas Pack; Herbert William Salter; Loy Curtner Schiff; Frank Frederick

Schmidt; George James Searle; Julius Shamansky; Charles Francis Shonk; Fred Henry Stires; Aaron Dewey Vogelsang; Julien Harmon Wilson.

BACHELOR OF SCIENCE IN APPLIED OPTICS

Harold I. Burt; Earl Baldwin Elliott; Lorie Galloway Fender; Thomas Reed Hedges; West Culbertson; Clarence O. Miller; Otto Meinhardt Schomburg, B.Sc. (Alabama Polytechnic Institute); Earl Oliver Sterzer.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Leonard William Basinger; Walter James Beatty; Theodore N. Beckman; Donald Sprague Beightler; Louis Bernstein; Harold Kennerley Casterton; Ralph Steen Conly; Herbert Samuel Crim; Emerson Donald DeWitt; Maynard McClure Donaldson; Paul Gillilan Eckelberry; Forrester Irvin Ellenberger; Charles Graver Rulass; William Edmund Filiere; Edward Joseph Gould; Solomon Henry Greensberger; Ferd George Holtkamp; Rudolph Henry Jettinghoff; Benjamin Kasner; Thomas Marion Kent; John James Kindel; George Dewey Kneip; Chester Henry Kunning; Herman William Long; Byron Davison Loofbourrow; Bruce A. Lowman; Harold John Marshall; Clyde Wellman Martin; John Charles Martin; Chester Lorenzo Myers; Warren Sells Park; George William Quillin; Meade Henry Ramsey; Ben Ratner; George Elmer Rinck; Homer Leroy Rubrecht; George William Sammons; Ray Starkey Sherer; Edward Schaad Stimson; George Coffman Sturgeon; William Barcus Todd; William Donald Walter; Richard Hill Wasson; Paige Gluck Westfall; Kinsey Brice Wiggins; Frederick Joseph Zint.

BACHELOR OF SCIENCE IN JOURNALISM

Walter Vaeth Brown, B.A.; Margaret Ellen Fisher; Estle Dewey Leonard; Oliver Schley Matheny; Thomas Bradfield Meek.

BACHELOR OF SCIENCE IN SOCIAL SERVICE

Lucile Bergman, William James Blackburn; Alyce Mae Helen Converse; Mary Adeline Griffith; Helen Hayden Harvey; Margaret Ruth Hawley; Mary Bradford Laughead, B.A.; Edith Rebecca Sands; Frances LuVerne Shipton; Myrtle M. Strom; Florence Marie Thornton.

DOCTOR OF DENTAL SURGERY

Harold Leon Aylsworth; Frederick Thomas Baumgartner; Leroy Franklin Cade; Norman Carl Colebrook; Earl Joseph Denser; Dwight Luther Derr; Harold Davies Follansbee; Jacob Abraham Freedman; Frederick Dewey Hamilton; Vancil Guy Hunter; William Russel Kampf; Edward Charles Knoll; Vernon Christian Maurer; Gailord S. Miller; Richard Vance Nelson; Radford Palmblad Potter; Gale Francis Powell; Roy Elden Rock; Maurice Eugene Seiple; Ernest Leroy Shipp; Ralph Ellis Shriber; Herbert Lewis Wallace; Samuel Abraham Wallman; Howard Lee Warner; Jack Campbell Watts; George Frederick Way; Homer Benjamin Wellman; Elbert Benjamin Williams.

BACHELOR OF SCIENCE IN EDUCATION

Jane Colburn Addison; Helen Florence Agler, B.A.; Donald Benton Anderson; Helen Lucille Arnold; Mary Christmas Arrow-smith; Grace Luella Bahls; Mary Ruth Bartlett; Minona Elizabeth

Bauer; Jean Wills Bigger; Uda Mae Bolen; Dorothy Marie Bolin; Josephine Brown; Dorothy Catherine Cassidy; Helen Sylvia Cohen; Mary Angela Costigan; Marie Davis; Esther Almeda Decker; Mary Lucille Derivan; Mary Kathryn Dietsch; Adaline Margaret Drake; Constance Mary Durbin; Clifford Otis Eddy; Taliesin D. Evans; Eleanor Mary Ferris; Nancy Helen Folsom; Gertrude May Ford; Marguerite Frey; Earl Raymond Cabler; Pansy M. Gabriel; Estella May Gerhardt; Lora Elizabeth Gilbert; Raymond Givens; Christine Louise Grant; Mary Gray; Marie Ann Hauenstein; Dorothy Louise Haynes; George Whiting Hibbitt; Durlin Charles Hickok; Mary Smith Hoffman; Fawn Carman Holland; Ruth Walker Homeier; William Vermillion Houston; Helen Winner Howard; Helen Ione Hulett; Helen Hunter; Mary Josephine Innis, B.A. (Ohio Wesleyan University); Kathryn Irwin; Lester Lynne Jackson; Wilford Sherwood Janson; Josephine Jennings; Eleanor Jones; Mildred Ruth Keel; Blanche Orletta Kelly; Florence Gertrude Korner; Leona Smith Lewis; Louise Wilhelmine Losch; Margaret Lucile McCormick; Mabel Marie Madden; Martha Lee Marcy; Florentina Mathias; Virginia Michel; Elizabeth Myers Mitchell; Hortense McClellan Mohr; William Lee Montgomery; Mildred Marie Moul; Jesse William Moyer, (As of the Class of 1918); Fred A. Noller; Edith Hedwig Nuber; Madeline Fern O'Brien; Florence Paas; Gladys Marie Palmer; Helen Andrews Pickerell; Nina Elsie Theo Powell; Hilda Rogers Pricketts; Minnette Fritts Proctor; Consuelo Blue Reinbolt; Clara Ethel Robe; Harold Richard Scheuffer; Mildred Ruth Schmidt; Carl Milton Senn, B.Sc. in Agriculture; Mary Madeline Shover; Genevra Amelia Shull, (As of the Class of 1919); Mary Ruth Shull; George E. Sidle; Ruth Slemmons; Audrey Peters Smith; Helen Gertrude Smith; Robert Ernest Smith; Clara Belle Spilker; Helen Eliza Swisher; Helen Virginia Terry, B.A.; Helen Mary Trafter; Wilma Luella Trappe; Mildred Wilamine Trautman; James Marion Turner, B.S. (Dixon College); Tsu Yin Wen; Ruth Eleanor Wertz; Mildred Florence Wharton; Kathryn Woods Wilkinson, B.A.; Margaret Iola Williams.

PROFESSIONAL DEGREE, CIVIL ENGINEER

John Ross Chamberlin (As of the Class of 1902); Orris Joseph Miller, B.S. (Hiram College) B.C.E.; Frank Carlton Wardwell (As of the Class of 1911.)

BACHELOR OF ARCHITECTURE

Mary Louise Abbott; John Robert Anderson, Jr.; Walter Wood Anderson; Donald Davies Bollinger; Wilson Emery Bradford; Berkeley Reede Hardman; Raymond W. Miller; Galen Francis Oman; Walter Pettit; Clyde Ross Seebach; Claude William Youst.

BACHELOR OF ARCHITECTURAL ENGINEERING

Henry Norton Foster; Glenn William Knorr; Galen Francis Omar.

BACHELOR OF CERAMIC ENGINEERING

John Williams Blum; Lawrence Herbert Brown; William Edward Cramer; Franklin William Gunther; James Wilson Hepplewhite, Jr.; Richard Everette Jones; Eugene Kenneth Koos, (As of the Class of 1919); Gerald Ziegler Minton; Yu Yee Wong; Carl George Zwerner.

BACHELOR OF CHEMICAL ENGINEERING

Clifford Raymond Athy; Ralph Daniel Baker; Frederick Vernon Douth; Philip Mauro Foote; Albert Shirley Fultz; Paul DeWitt Gephart; Russell Floyd Hamilton; Marion Wesley Frederick Harman; John William Horne; Harry Clay Howell; Gabriel Henry Katz; Richard Robert Kennedy; Stuart Anderson Koegle; Louis John Mathias, Jr.; James McKee Montgomery; Robert Ernest Mueller; Angus Herman Orr; Roy Pastor; Victor Jerome Roehm; Harold Theodore Reiner Ruff; Cornelius John Ryan; Ronald Wade Thompson; Harold Van Doren; Joseph Melville Volzer.

BACHELOR OF CIVIL ENGINEERING

Clarence Dewey Bowser; Clarence Leonard Boyer; Frank Kennedy Brown; Colvin Alfred Campbell; Quincy Alexander Campbell; William Charles Dixey; Karl Michael Dussel; Walter John Essman; Samuel Byron Folk; Eugene Francis Gallagher; Harry Lynn Goodnight; Bernard Franklin Hatch; Charles Jensen; Richard Orth; William Evan Owens; Howard Edgell Reynolds; Edward Lawrence Root; Virgil Edwin Schuler; Carl John Setzer; Earl Leon Sheley; Robert Bruning Sherman; Ross Welling Shoemaker; George Allen Shuster; Joseph Robert Smart; Robert Bruce Smith; Delbert Carl Sprau; George Robert Steller; Howard Frederick Stolz; Harry Samuel Taylor; Christos Lazaros Terzopoulos, B.A. (Anatolia College); Louis Edmond Vandergrift; Russel Edwin VanHorn; Claude Hutchinson Wall; Hugh Lynn Waugh; Harold Richard Wheeler; John Jenkins Williams; John Irving Wood.

BACHELOR OF ELECTRICAL ENGINEERING

George Washington Baughman, Jr.; Julius Bosway; Heer Durham; George Frederick Drum; Kenneth Lee Ervin; Spencer Alden Griffin; Charles Otis Hawkins, Jr.; Otto George Hinderer; Dan Larmar Hoffman; Charles Haag Hoover; Hartman Elwood Jenkins; Richard Cyrus Moore; Herbert Conrad Pepper; Harley Phillips; Karl Denver Price; Paul Francis Rei; John Howe Roebuck; Donald Mercer Terry.

BACHELOR OF ENGINEERING

Christian Anton Becker; Lawrence Metters Elliott; Relna Merle Eyman; James Charles Francis; Philip Lawrence Gierich; Joseph Scott Gregorius; Ernest Andrew Grimmer; Kenneth LaDoyt Hertel; Clarence Thomas Kaiser; Herbert John Liedel; James Willard Reed; Harry Alonzo Robinson; Karl Dana Rodebaugh; Paul Burgess Shawen; Don Carlos Steinbrenner; Maurice E. Steinhilber; Carrol Lane Strait.

BACHELOR OF MECHANICAL ENGINEERING

Harry Russel Ansel; Samuel Reid Beitler; Alford Gay Bradbury; Glenn Ellis Edmunds; George Ralston Farley; Ira Foreman; Willard Bryant Hafford; Oscar Wengerd Heimberger; Charles Leslie Meisler; Ronald Clive Hunter; John Maurice Kisselle; Frank August Liebich; Robert Lincoln Miller; Howard Samuel Orth; Edwin August Quebe; Charles Porter Roberts; Oscar Scherr; Fritz Louis Schweitzer; Isadore Herbert Spero; Herman Steiger; Fillmore Dowell Swan; Stanley Robert Weik.

BACHELOR OF ENGINEERING IN MINING

Raymond Keating Bowden; Chen Te Chiang; Otto Carl Gohlke; Chee Kin Ho; Harry John Schwartz; Albert William Seabright.

DOCTOR OF MEDICINE

Charles Huston Minor, D.V.M.

JURIS DOCTOR

William Andrew Dougherty, Jr., B.A.; Charles Luther Swaim, B.A.

BACHELOR OF LAWS

Worth Arlington Bailey; Claude Jay Bartlett; Forrest Revere Black, B.A. (University of Wisconsin), M.A. (Columbia University); John William Bricker, B.A.; Forrest Roedel Detrick; Thomas James Keating; Wendell Hayes Lilly; Harold Douglas McLaughlin; Willis Woehrie Metcalf; Carl Jacob Purpus, B. A.; Dana Osborne Reed; Raymond Vance Shepler, B.A.; Robert Richard Stephenson; Thurman J. Tippy; Archie Homer West, B.A.

DOCTOR OF MEDICINE

Carroll Glenn Barber; Elvin Jackson Bateman, B.Sc.; Will Lake Beach, D.V.M.; Everett Twinem Bonar, B.Sc.; Clarence Irvin Britt; Wallace Hillton Buker; Paul Richard Ensign, B.Sc.; John Ellison Gamble, B.S. (Ohio Wesleyan University); Morris Goldberg, B.A.; Russell Leroy Guffey; James Howard Holmes, B.A.; Carl Aaron Hyer; Rudolph Gaylord Lewis, B.Sc.; Ernest Fred Maag, B.Sc.; Sarah Letitia Norton, A.B. (Vassar College); Franklin Howard Pennell; Robert Barthold Reed, B.Sc.; Raymond Alward Rogers, E.M.; Merle Edison Scott, B.Sc. in Applied Optics; Glenn DeWitt Sheets; Kenneth Douglass Sneary; Erwin Webster Troutman, B.Sc.

BACHELOR OF SCIENCE IN PHARMACY

Piccola Haslett; Minnie Elizabeth Monrad; Fred Lewis Zindler.

DOCTOR OF VETERINARY MEDICINE

James Bliss Ashcraft, Jr.; James Randolph Brown, Jr.; Herbert Vincent Fleming; John Charles Gensburg; Norman Hanson; Claude Caradine Harman, B.Sc. in Agriculture (Clemson Agricultural College); George Everette Jacobi; John Belton O'Neal Jacobs; Edward Charles Kheun; Clinton Farley Kilbury; James Cecil Kile; Abe Albert Kritt; John Vincent Lange; David Leffler; Roy Aiken Mays, B.Sc. in Agriculture (Clemson Agricultural College); Joseph Moeller; Joe Hewell Moore; Leonard Charles Morgan; George William Ides Nelson; Nels Joseph Ides Nelson; Henry Ross; Virgil William Routsong; Simon David Shoulkin, B.Sc. (Cornell University); Elvadore Richard Snedden; Edward Elden Sweebe; William Mogford Thaxton; Charles Owen Williamson.

PROFESSIONAL CERTIFICATE, CERTIFICATE IN LAW

Francis LeBlond Kloeb (As of the Class of 1918).

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Glenn William Barkhurst; George Dexter Bryant; Louis Delucia; John Joseph Enright; Eleanor Agnes Haecker; Mary Emily Haverfield; Waldo Raymond Heiby; William James McManus; Claude Clair Moore; Stuart Harris Peters; Robert William Ralston; Richard Hahn Schiller; Frederick August Schob; Rose Shuall; John Spencer Smith; Charles Chester Watson; Roy Lewis Wentz.

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Upon the recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Cancel-lation
<i>College of Agriculture</i>				
L. C. Prickett	Laborer, Horticulture	June 1, 1920		\$ 90.00 19-20
<i>Agricultural Extension</i>				
Isabel McClure	Stenographer	June 20, 1920	\$ 900.00	
Marion Current	Home Demon. Agent	Feb. 15, 1920	150.00	month
H. J. Ridge	County Agr. Agent	Feb. 29, 1920	1,300.00	
Ruth Beach	Home Demon. Agent	Mar. 15, 1920	150.00	month
E. C. Richey	County Agr. Agent	Mar. 31, 1920	100.00	month
M. C. Thomas	County Agr. Agent	April 15, 1920	1,800.00	
C. A. Mahan	District Supervisor County Agent Work	April 30, 1920	2,100.00	
Mary Brown	Home Demon. Agent	May 11, 1920	90.00	month
Wm. P. Brodie	County Agr. Agent	May 22, 1920	149.99	month
E. A. Routsong	County Agr. Agent	May 22, 1920	100.00	month
F. G. Ketner	County Agr. Agent	May 31, 1920	108.33	month
H. D. Munroe	Poultry Specialist	May 31, 1920	1,800.00	
H. G. Stevens	County Agr. Agent	June 30, 1920	1,200.00	
Matilda Campbell	Home Demon. Agent	June 30, 1920	150.00	month
Ellen M. Miller	Instructor, Home Economics	June 30, 1920	125.00	month
Catherine Ready	Stenographer	June 30, 1920	900.00	
Lucile Taylor	Stenographer	June 30, 1920	960.00	
<i>College of Arts</i>				
E. S. Ingraham	Professor, Romance Languages	June 30, 1920	3,000.00	4,000.00 20-21
<i>College of Education</i>				
Gordon Maffry	Assistant, Psychology	Sept. 1, 1920	750.00	750.00 20-21
<i>College of Engineering</i>				
W. R. Alexander	Machinist, Electrical Engineering	June 1, 1920	1,500.00	125.00 19-20
<i>College of Homeopathic Medicine</i>				
Margaret Rupert	Assistant, Materia Medica	May 31, 1920	500.00	700.00 20-21 Rotary

Name	Title	Date Effective	Annual Rate	Cancel-lation
<i>Operation and Maintenance</i>				
G. Hammond	Janitor	May 21, 1920	990.00	107.25 19-20 1,140.00 20-21
James Sharp	Janitor	June 1, 1920	990.00	82.50 19-20 990.00 20-21
<i>Stenographic and Clerical</i>				
Lucile Miller	Stenographer	June 5, 1920	900.00	62.50 19-20 960.00 20-21

Upon the recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate	Appropriation
<i>College of Agriculture</i>				
H. A. Laws	Swine Herdsman, Animal Husbandry	April and May	\$ 80.00	\$ 160.00 19-20
O. C. Kline	Laborer, Animal Husbandry	June 1, 1920	42.00 month	42.00 19-20
Samuel F. Hinkle	Instructor, Agricultural Education	April 1, 1920	150.00 month	Rotary
R. C. Denkenwalter	Laborer, Horticulture	(To be paid from Smith-Hughes funds) June 1, 1920	90.00 month	90.00 19-20
Mary Auten	Graduate Assistant, Zoology and Entomology	July 1, 1920	500.00	Budget
Fay E. Guyton	Graduate Assistant, Zoology and Entomology	July 1, 1920	500.00	Budget
Clifford O. Eddy	Graduate Assistant, Zoology and Entomology	July 1, 1920	500.00	Budget
Edwin A. Hartley	Graduate Assistant, Zoology and Entomology	July 1, 1920	500.00	Budget
Marguerite Frey	Graduate Assistant, Zoology and Entomology	July 1, 1920	500.00	Budget
Walter C. Kraatz	Graduate Assistant, Zoology and Entomology	July 1, 1920	500.00	Budget
Carl W. Gay	Professor and Head, Animal Husbandry	July 1, 1920	6,000.00	Budget
John Hussey	Assistant, Horticulture	June 15, 1920	1,800.00	
<i>College of Arts</i>				
Herman Miller	Instructor, English	Sept. 1, 1920	1,500.00	1,500.00 20-21
John C. Harlor	Assistant, English	Sept. 1, 1920	500.00	Budget 1,400.00 20-21
(Cancel position of Instructor in English.)				
<i>College of Commerce and Journalism</i>				
Walter C. Weidler	Professor, Insurance and Foreign Trade	Sept. 1, 1920	4,000.00	4,000.00 20-21
(Cancel position of Professor Ins. and Foreign Trade.)				

Name	Title	Date Effective	Annual Rate	Appropriations
Charles J. Sembower	Professor, Advertising and Salesmanship	Sept. 1, 1920	4,000.00	4,000.00 20-21
Frederick E. Lumley	Asst. Professor, Sociology	Sept. 1, 1920	3,250.00	3,250.00 20-21
Christian Van Riper	Assistant, Economics and Sociology	Sept. 1, 1920	1,000.00	1,000.00 20-21
Theodore H. Beckman	Assistant, Economics and Sociology	Sept. 1, 1920	1,200.00	1,200.00 20-21
Frederick E. Croxton	Assistant, Economics and Sociology	Sept. 1, 1920	600.00	600.00 20-21
Golden Dagger	Assistant, Economics and Sociology	Sept. 1, 1920	600.00	600.00 20-21
Horace S. Keifer	Assistant, Economics and Sociology	Sept. 1, 1920	600.00	600.00 20-21
Isaac G. Sollenberger	Assistant, Economics and Sociology	Sept. 1, 1920	600.00	600.00 20-21
Robert M. Hunter	Assistant, Economics and Sociology	Sept. 1, 1920	600.00	600.00 20-21
Edward S. Stimson	Assistant, Economics and Sociology	Sept. 1, 1920	1,200.00	1,200.00 20-21
Charles S. Nelson	Editor of Lantern	Sept. 1, 1920	500.00	500.00 20-21
W. Prentiss Brown	Business Manager, Lantern	Sept. 1, 1920	500.00	500.00 20-21
<i>College of Education</i>				
Raymond H. Franzen	Instructor, Psychology	Sept. 1, 1920	2,000.00	Budget
Eldra W. Hartley	Graduate Assistant, Psychology	Sept. 1, 1920	500.00	Budget
Doris K. Wilson	Instructor, Art	Sept. 1, 1920	1,000.00	1,000.00 20-21 1,600.00 20-21
(Cancel position of Instructor in Art.)				
<i>College of Engineering</i>				
Harry K. Linzell	Student Assistant, Chemistry	Sept. 1, 1920	300.00	300.00 20-21
Carl P. Effler	Temporary Assistant, Industrial Arts	June 1, 1920 for one month	75.00 month	75.00 19-20
W. J. Essman	Instructor, Civil Engineering	Sept. 1, 1920	1,500.00	1,500.00 20-21
Wesley G. France	Asst. Professor, Physical Chemistry	Sept. 1, 1920	2,500.00	2,500.00 20-21
E. A. Hitchcock	Dean, College of Engineering	July 1, 1920	6,000.00	Budget
<i>College of Homeopathic Medicine</i>				
Elizabeth Barrington	Student Nurse, Homeopathic Hospital	Feb. 1, 1920	50.00	Rotary
Ida Eichorn	Student Nurse, Homeopathic Hospital	Feb. 1, 1920	50.00	Rotary
<i>College of Medicine</i>				
Mary H. Oliver	Assistant, Anatomy	Sept. 1, 1920	850.00	Budget
Mrs. Louis Selbert	Asst. Professor, Public Health and Nursing	July 1, 1920	2,500.00 12 month basis	Budget

Name	Title	Date Effective	Annual Rate	Appropriations
Charles H. Hoffhine	Instructor, Ophthalmology	July 1, 1920	400.00	400.00 20-21
Frank T. Gallen	Assistant, Surgery	July 1, 1920	Without salary	
Theodora A. Bloch	Research Assistant, Physiology	July 1, 1920	800.00	800.00 20-21

College of Veterinary Medicine

Leonard W. Goss	Professor, Veterinary Pathology	July 1, 1920	5,000.00	5,000.00
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Graduate School

John Leo Hirsch	Scholar	Sept. 1, 1920	800.00	800.00 20-21
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Library

Ralph H. Stimson	Library Assistant	May 1, 1920	70.00 month	140.00 19-20
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Entrance Board

B. L. Stradley	Secretary, Entrance Board	July 1, 1920	2,750.00 Cancel in	250.00 Appropriation
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Operation and Maintenance

Elmer E. McDowell	Janitor	May 24, 1920	990.00	104.50 19-20 990.00 20-21
Carrie Dunning	Janitress	May 15, 1920	750.00	98.75 19-20 Budget 20-21

Physical Education

Darwin Hindman	Instructor	Sept. 1, 1920	1,500.00	1,500.00 20-21 1,800.00 20-21
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(Cancel position of Instructor in Physical Education.)

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Upon the recommendation of the President, the following increases in salary were granted:

Name	Title	Date Effective	Annual Rate	Appropriation
<i>College of Agriculture</i>				
Lelia McGuire	Instructor, Home Economics	July 1, 1920	\$1,800.00	\$ 150.00
<i>College of Arts</i>				
E. L. Beck	Asst. Professor, English Title changed to Professor	July 1, 1920	8,500.00	250.00
<i>College of Veterinary Medicine</i>				
O. V. Brumley	Professor, Veterinary Medicine	July 1, 1920	5,000.00	250.00

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Upon the recommendation of the President, Jasper D. Sayre, Assistant in the Department of Botany was appointed on a ten months' basis at a salary of \$1,080.00 per annum instead of twelve months as previously stated.

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Upon the recommendation of the President, Anna T. Harshman was appointed Assistant in the Department of Zoology (Summer Session) at a salary of \$150.00. (Budget.) Through error Miss Harshman was appointed Assistant in the Department of Botany; \$150.00 was cancelled in Botany.

Upon the recommendation of the President, \$500.00 was appropriated for E. F. Coddington, as Acting Dean of the College of Engineering.

The President presented the following recommendations from the University Faculty, and upon motion, the degrees as recommended were granted.

At a meeting of the University Faculty held on February 12, the following named persons were recommended to the Board of Trustees for the degrees indicated as of the Class of 1919:

BACHELOR OF SCIENCE IN EDUCATION

Loyd Slavens Bloomfield
Genevra Amelia Shull

Upon the recommendation of the President, a duplicate diploma was authorized for May Eva Lied, satisfactory evidence having been presented that the original was lost.

Upon the recommendation of the President, a duplicate diploma was ordered prepared for Dr. Lou N. Stott, as of the Class of 1913, upon receipt of proper evidence.

In view of the fact that the work for the degree has been completed and the thesis accepted, although not in final typewritten form, the degree of Master of Science in Agricultural Chemistry was granted to Glenna J. Hesse and her name was ordered written in the official program.

The following budget was adopted for the College of Dentistry for the coming year, payable from Rotary Fund:

Katherine Loving Pugh	Stenographer (Dean's Office)	\$ 90.00 mo.
Allie F. Harness	Clerk in Clinic	80.00 mo.
Sue Merrill	Janitress	50.00 mo.

Dr. Mendenhall presented the following resolution which was unanimously adopted:

Resolved: That W. O. Thompson, President of the Ohio State University, be and he is hereby authorized and directed to execute on behalf of the Board of Trustees of the Ohio State University a bond (Q. M. C. Form No. 100-0) in the sum of \$125,000, to cover the value of military property issued and to be issued to the Ohio State University by the War Department under Section 47, National Defense Act of June 3, 1916.

The committee representing the State Dairymen appeared before the Trustees at this time to explain to the Board of Trustees the value of the services of Professor Oscar Erf to the dairy interests of the state.

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Upon the recommendation of the President, it was ordered that the south oval drive be resurfaced with asphaltic concrete similar to Neil Avenue, and the new driveway from Neil Avenue to rear of University Hall which is now excavated be completed in a similar manner to Neil Avenue.

It is further ordered that the surface of the Twelfth Avenue road from High Street to the Union Building be repaired as directed by the University Architect.

The above improvement was ordered paid from the interest on the Endowment Fund.

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The Trustees now took up the consideration of the proposal of Mr. Charles F. Kettering; Judge McCann presented the following resolution and moved its adoption:

Resolved: That the written proposal of Charles F. Kettering, dated April 1, 1920, to give to the Board of Trustees of the Ohio State University and their successors One Thousand Shares of the Common Capital Stock of the General Motors Corporation of the par value of \$100 each for the purpose described therein, be and the same is hereby accepted upon the terms and conditions therein set forth.

During the discussion on the above resolution, Dr. Mendenhall presented the following statement and requested that it be made a part of the record of this meeting which was agreed to:

"Believing that the question of the acceptance of a large gift for the exclusive benefit of the Homeopathic College is of vital importance to the future welfare of the University, I desire to submit a statement of my reasons for voting contrary to the judgment of some of my colleagues, which statement I wish to be made a part of the record of the meeting.

"Opposing the acceptance of a gift which is offered with an unquestionably honest desire to benefit the University is by no means an agreeable task. And when the prospective donor is not only a fellow member of the Board of Trustees but an Alumnus whose eminence in the field of industrial engineering reflects distinction upon the institution which he wishes to benefit, opposition seems especially ungracious.

"But under such circumstances it is evidently the duty of a trustee to put aside all personal consideration, to register his vote according to his mature judgment and also to put before his colleagues a plain statement of his reasons therefor.

"My objections to the acceptance of the generous offer of Mr. Kettering refer entirely to the second condition upon which it is made and are as follows:

"First, it will have a very strong tendency to perpetuate a condition regarding medical education in the University which is and has been from the beginning, deplored by the great majority of friends of

the institution as well as those who are best informed and most interested in the proper training of the medical profession.

"I refer, of course, to the existence in the University of two separate and distinct Colleges of Medicine. This condition results in the waste of many thousands of dollars annually, in unnecessary duplication of professors, instructors, administration expenses, maintenance of buildings, hospitals, schools for nurses, nurses' homes, etc. Two independent studies of the condition of medical education in the University have been made by competent authorities of national reputation and in both instances its policy in this respect has been severely criticized. Logically there is no more reason for the maintenance of two colleges of medicine than two colleges of agriculture, or two departments of chemistry or mathematics. Within the past twenty-five or thirty years, there has occurred a revolution in the character and standards of medical education in America. All of the great schools of medicine have put their work upon a strictly scientific basis, with standards and requirements on a par with other colleges of pure and applied science. In modern, scientific medicine there can be no lasting difference of opinion any more than there can be a lasting difference as to the effect of a certain fertilizer on a given soil, or as to the cube root of a number or the co-efficient expansion of a metal.

"It is a *sine-qua-non* of the scientific method that it freely and promptly accepts whatever is proved to be true and as promptly rejects what is proved to be false. It abandons the theory or hypothesis of yesterday to embrace that of today which grows out of a better knowledge of facts.

"There is no room in it for dogma or arbitrary dictum.

"In this age no system of education which is not founded upon the scientific method is worthy of encouragement. Whatever in the scheme and operation of our Homeopathic College is so founded finds its counterpart in the other college or must find recognition there; whatever is unscientific or rests only on unproved or disproved tenents, is not deserving of support.

"Happily, the door between our two medical colleges does not appear to be very tightly closed. An examination of the latest bulletins shows that of the forty persons listed under the head of 'Faculty and Instructors' of the Homeopathic College, fourteen belong to the faculty of the College of Medicine; that is to say, students in the Homeopathic College already find a large part, probably much the larger part of their work in the College of Medicine. For with the exception of a half a dozen men, these fourteen stand at the head of the list of forty and in the fundamentals of medical science their work is by far the most important.

"Under present conditions it seems not too much to hope that whatever is essential and worthy of perpetuation in the teaching of the six whose work is restricted to the Homeopathic College, may, in the not distant future, find a place in the curriculum of the College of Medicine and that the state will be thus relieved of the great waste resulting from duplication.

"Mr. Kettering's proposed gift with the second condition omitted and made available for medical research in general, would greatly hasten this much desired readjustment.

"Its acceptance *with* that condition will tend strongly to postpone

it indefinitely, with results antagonistic to the best interests of the University for which our action today will be held responsible.

"These results, which I believe will seriously affect the standing and good name of the University among other institutions of equal and higher rank will grow out of the fact, first, that in accepting the gift with the second condition attached we shall be indorsing and promoting a system of medicine which, by the highest medical authorities in this country and in all other countries is condemned as irrational and unscientific, because it is founded upon a trio of dogmas which have long since been proved to be fallacious; and second, because the system of medicine thus indorsed and promoted is not a new or growing medical cult which is challenging the profession for admission, but is an antiquated, decadent doctrine which has all but completely disappeared from the land of its birth and is steadily dying out in this country where for a time it enjoyed its highest development and greatest prosperity.

"I am quite aware that these statements will not pass unchallenged and although a historian of high authority has said of Homeopathy that it is a system 'which modern medicine neither accepts nor finds it worth while to controvert,' I shall mention as briefly as possible the principal facts upon which they are based.

"The three fundamental principles upon which what is known as Homeopathy was founded are: First, the principle of Similars, often but not quite fairly expressed by the phrase, 'Simila Similibus Curantur,' or 'Like Cures Like.' Second, the doctrine of Potencies or Spiritual Dynamization.

"The last, which the microscope quickly proved to be erroneous and absurd, has long ago been abandoned by the advocates of Homeopathy, except a small group known as 'purists' who adhere tenaciously to the doctrine of the sect as originally promulgated by its founder.

"Of the other two the first is still accepted by the great majority of Homeopathic physicians though probably few of them follow it strictly in their practice.

"It requires that every remedial agent or drug should be proved before use by studying its effects when administered to persons in good health, in gradually increasing doses. If these effects are similar in character to the symptoms exhibited by some other person who is ill, then this particular drug is the thing to be administered for the cure of the illness.

"Regarding this it is only necessary to state that among students of medicine as a science, that is among the great majority of the leading medical men of the world today, no such relation as is implied in this principle is recognized and no such relation has been found.

"From the second doctrine, the doctrine of 'Potencies,' which was long recognized as the characteristic feature of Homeopathy and is still so regarded by the majority of laymen, Homeopathic practitioners have departed widely and in increasing numbers during the last quarter of a century.

"According to this principle of 'potency' or healing power of a drug is approximately inversely as to the quantity in a single dose. Small quantities, as a single grain of a given drug are subdivided and attenuated by repeated solutions and re-solutions until the quantity remaining in the very small dose finally administered is not absolutely undetectable by the most refined and sensitive processes

known to chemical science by its minuteness is such as to defy the powers of human imagination.

"The founder of the system urged upon his followers and used most himself what is technically known as the '30th' potency regarding which it has been computed that to divide completely a single grain of a drug to this degree of attenuation would require a quantity of water or other solvent represented by a sphere whose diameter would be three million times the distance of the earth from the sun. According to the present generally accepted theory of the nature of matter such a subdivision would require not only the breaking up of the molecule but the disruption of the atom itself and the scattering of the electrons of which it is composed.

"To these high potencies the founder attributed a sort of spiritual power which made the drug itself more effective and in his belief the potentiality was also enormously increased by the number of shakings given the final solution; so much so that, according to his experience and judgment, *two* were as many as one might safely use.

"This brief presentation of the fundamental principles of the system of Homeopathic Medicine is derived from original and friendly sources, and in defense of my statement that they are irrational and unscientific no comment would seem to be necessary.

"It may be claimed, however, that these fundamentals have been largely abandoned by the followers of Homeopathy at the present time. This is doubtless true especially as regards the dogma of the Psora which was short-lived. The renunciation of the doctrine of potencies and the infinitesimal dose by many practitioners has caused an internal conflict among the followers of Hahnemann quite as bitter as any they have had with the hosts of non-sectarian medicine.

"The principle of similars, the only one of the three fundamentals to which it may be assumed all Homeopaths subscribe today, is subject to widely different interpretations by different individuals and groups.

"But to whatever extent or degree the fundamentals of the system have been abandoned, to that extent and degree it is no longer Homeopathic. To whatever extent theory and practice, based on actual scientific investigation have been accepted, in place of discarded dogmas, to that extent the system is no longer a sect and no longer is there any reason for its separate maintenance in schools and colleges.

"It will be argued that a system or 'school' of medicine should be judged by the results of its practice and this is a perfectly legitimate claim. Indeed no discussion of the merits or demerits of Homeopathy would be just and fair that did not include a full and frank acknowledgment of the benefits it has conferred upon mankind by illustrating and emphasizing the importance—not of medicine but of *no* medicine. At the time of its introduction the practice of medicine was almost empirical. The great curative power of nature, fully recognized by Hippocrates, had been lost sight of and an excessive use of drugs in large doses was prevalent. The introduction of high potencies and great attenuation was practically an absolute abandonment of the use of the drugs, affording an opportunity for the operation of the recuperative powers of nature and it is not surprising that a comparatively high percentage of recoveries resulted, especially as the banishment of drugs was supplemented by excellent nursing and dietetic oversight.

"The medical profession in all parts of the world has not hesitated

to acknowledge its indebtedness to the followers of Hahnemann in this respect and during the past half century non-sectarian medicine has moved rapidly toward the elimination of the excessive use of drugs.

"Curiously enough Homeopathic practitioners have very generally moved quite as rapidly in the opposite direction so that at present they do not differ greatly in this respect from the graduates of non-sectarian schools.

"It should be borne in mind, however, that a high percentage of recovery is very different from a high percentage of cure and is by no means conclusive evidence of the efficacy of the treatment. There are many other medical sects using specific curative methods, all making strong claims of success. In some of the most widely disseminated not only is there no use of internal medicine but there is absolutely no treatment whatever in the ordinary sense, the physician not even *seeing* the patient. And yet these systems of healing make a fine show of recovery percentage. The fallacy is in the fact that two factors of highest significance are ignored: the marvelous power of nature, unaided, to heal wounds and dissipate disease; and the well known fact that in general, sectarian medical practice is mostly concerned with the milder forms of illness, the more rigorous methods or scientific treatment being more often resorted to when the situation becomes more serious.

"My statement regarding the decadence of the cult of Homeopathy can be easily verified by an examination of the catalogues of medical colleges, Reports of the American Medical Association and similar documents. The principal facts are as follows:

"In 1880 there were in this country, 14 Homeopathic Medical Colleges with an attendance of 1,220 students. In 1900 the number of colleges had increased to 22 and the students to 1,909. This was about the period of maximum popularity of this sect. In 1910 the number of colleges had fallen to 12 and the enrollment of students to 867, a drop of more than 50 per cent. In 1916 there were 10 colleges enrolling 638 students; in 1918, 6 colleges with 540 students; at present, 5 colleges, with 397 students. Or, starting from the maximum, 20 years ago, the decadence has been in colleges, 22-12-10-6-5; in students, 1,909-867-658-540-397.

"Of the five with which the system is credited at present, one does not now exist as a separate college having been merged with the regular college of medicine. Of the remaining four, two according to the most recent information are seriously considering a change to a non-sectarian basis.

"Among all the colleges and universities of the United States maintaining schools of medicine, only three give instruction in Homeopathy and in one of these it is given only from a chair in the regular College of Medicine. The College or School of Homeopathic Medicine in the University of Michigan and our own are the only examples of separate organizations devoted to this cult and from present indications they will soon be the only representative of Homeopathic Medicine in the country.

"Of course, the output of these colleges is diminishing with corresponding rapidity. In 1919, in the University of Iowa there was but one single candidate for a degree, and this year I believe our own school presents but a single candidate.

"In the year 1919, just passed, 2,321 persons were graduated from medical colleges in the United States, passed their final examinations

and were admitted to practice; of these 47, almost exactly 2 per cent were from Homeopathic Colleges.

"From such facts as these it seems impossible to draw any other than a single conclusion.

"If our University were a private institution whose trustees were responsible only to themselves, we might with some propriety undertake to foster and encourage any and all medical sects and cults whose methods of healing appealed to us in any way. They are numerous and varied and with a little encouragement undoubtedly others will shortly be knocking at our doors. We are, however, but the temporary custodians of a great educational estate, the result of a half-century of unselfish effort on the part of our predecessors, co-operating with a large group of accomplished and devoted teachers; as a single institution unquestionably the most precious possession of the people of the State of Ohio.

"Among similar institutions we are almost the youngest but already some of our colleges and departments have won recognition as equal to the best of their kind. In medical education we are scarce a half dozen years old. Our record is yet to be made. We have much to learn and if we are wise we will make as much use as possible of the experience of others.

"Inspiring models are found in the great medical schools of Johns Hopkins University, the University of Michigan, the University of Pennsylvania, Washington University, and others, including two in our own state, all schools of scientific medicine with no room for sects or dogmas.

"Out of these schools and their prototypes in Europe has sprung a galaxy of American medical men whose contributions to Theory and Practice during the past twenty years have shed a lustre upon American Science of which we may well be proud.

"The list includes such names as Gorgas, Walter Reed, Loeb, Keene, Barker, Murphy, the Mayos; Theobald Smith, Carrel, Crile, Vaughn, Flexner, Welch, and Osler, with many others, not a single one of whom is the exponent of a system founded upon an arbitrary dictum.

"We cannot ignore these facts.

"The lure of a large endowment must not cause us to forget that this is the twentieth and not the eighteenth century."

The question of the adoption of the resolution was called for and resulted as follows: Ayes—Mr. Kaiser, Mr. Cunningham, Mr. McCann and Mr. Bradfute. No—Dr. Mendenhall. The President declared the motion passed and the resolution adopted.

It was unanimously ordered by the Board that the President express to Mr. Kettering the thanks and appreciation of the University for his splendid gift.

* * * * *

President Thompson was granted leave of absence beginning June 21, to enable him to serve on the Anthracite Coal Commission called by the President of the United States.

* * * * *

The Trustees now proceeded to elect officers for the coming year which resulted as follows: Chairman, John F. Cunningham; Vice-Chairman, John Kaiser; Treasurer, Julius F. Stone; Secretary, Carl E. Steeb.

* * * * *

The President reported that on this day, the Class of 1919 and 1920 have presented to the Ohio State University an automatic striker for the Chimes in commemoration of their obligation to this University and of their appreciation for its services to them.

Upon motion, this gift was accepted and the President was directed to express to the Classes of 1919 and 1920 the thanks of the University for said gift.

* * * * *

The President presented the following telegram which was ordered made a part of the minutes of this meeting:

“Washington, D. C., June 12, 1920.

“Ohio State University is designated as distinguished college nineteen twenty. Secretary of War extends congratulations to you and all concerned upon high standard of efficiency attained by military department in your institution.

(Signed) “MORRIS,
The Adjutant General.”

* * * * *

The following letter received from the Secretary of War was presented by the President and ordered to be made a part of the minutes of this meeting:

“June 10, 1920.

“President W. O. Thompson,
Ohio State University,
Columbus, Ohio.

“My Dear President Thompson—A letter received from the officers of the Ohio State University, Post No. 150, of the American Legion contains a copy of the resolution adopted by the members of that organization with reference to the work of the military department of your institution.

“In acknowledging the receipt of this commendatory resolution by the former service men at the Ohio State University, I desire to express to you the appreciation of the War Department for the hearty co-operation given by you and your faculty without which the splendid results could not have been obtained.

“Any effectual plan for national defense must include a corps of efficient reserve officers and the educational institutions must be depended upon as a principle source of supply of suitable officer material.

“There were over fifty thousand students enrolled in the senior division of the Reserve Officers' Training Corps during the last school year.

"This result obtained through the interest and co-operation of both the educators and students is very gratifying, and I desire to take this opportunity to express my personal appreciation of the inspiration you have put into the movement at your institution.

"Very cordially yours,
"NEWTON D. BAKER,
 Secretary of War."

* * * * *

The President presented the budget for Agricultural Extension for the year ending June 30, 1921. After some consideration, this budget was referred to a select committee consisting of Mr. Cunningham and Mr. Bradfute to consider and report with its recommendations to the Board at its next meeting.

* * * * *

The President presented the contract with the Ohio State Board of Education for the so-called Smith-Hughes work, which contract was ordered signed by the President and the Secretary.

"In consideration of the fact that the State Board of Education agrees to reimburse the University for its expenditures in the amounts and for the purposes designated in the attached tentative budget for the year 1920-1921, the Ohio State University hereby agrees to maintain in the College of Agriculture of said University, a course for the training of teachers of vocational agriculture which will meet the requirements of the State Board of Education as set up in its plan for teacher training.

"The University further agrees that the course in teacher training in vocational agriculture shall be under the general supervision of the Board of Education through Alfred Vivian, a member of said Board, who has been designated as supervisor of teacher training in agriculture.

"The University further agrees that the head of the Department of Agricultural Education (W. F. Stewart) shall devote a part of his own time and so much of the time of his associates in the Department of Agricultural Education as may be necessary, to the supervision of the teaching of vocational agriculture throughout the state and to the improvement of teachers in service, and for such work of supervision and improvement of teachers in service he shall be directly responsible to the State Board of Education to which Board he shall make such reports as it may demand."

Salaries.....	\$23,300.00
Automobile allowance for Supervisor of Practice Teaching.....	400.00
Printing.....	700.00
Postage and communication.....	300.00
Supplies.....	240.00
Miscellaneous.....	200.00
Total.....	\$25,140.00

Signed in behalf of the Ohio State Board of Education.

ALFRED VIVIAN,
President

VERNON M. RIEGEL,
Secretary

Signed in behalf of the Ohio State University.

W. O. THOMPSON,
President.

CARL E. STEEB,
Secretary of the Board of Trustees.

* * * * *

The following Smith-Hughes budget for the year ending June 30, 1921, was adopted:

Agricultural Education

W. F. Stewart	Professor (In addition to the \$2,750 from general University fund)	12 months	\$1,250.00
H. W. Nisonger	Assistant Professor, Practice Teaching	12 months	2,400.00
Ray Fife	Assistant Professor, Supervision	12 months	3,300.00
F. H. McMillan	Assistant Professor, Teacher Improvement	12 months	2,400.00
R. D. Kauffman	Instructor (Located at Canal Winchester)	12 months	2,400.00
H. G. Kenestrick	Instructor (Located at Grove City)	12 months	2,400.00
W. F. Bruce	Instructor (Located at Hamilton Township)	12 months	2,400.00
A. C. Kennedy	Instructor (Located at Worthington)	12 months	2,400.00
	Instructor (Located at Hilliards)	12 months	2,400.00
L. O. Lantis	Assistant Professor (2 months for Summer Session)	12 months	450.00
L. M. Montgomery	(Part time for 2 months Summer Session)	12 months	300.00
Lucy Folsom	Stenographer	12 months	960.00
Bernice Blue	Secretary to Dean (Part time in addition to amount allowed in general University Budget)	12 months	100.00

Home Economics

Mrs. Maude G. Adams	Assistant Professor (In addition to amount in University Budget)	12 months	\$1,000.00
Treva Kauffman	Assistant Professor (For Supervision)	12 months	2,700.00
Enid Lunn	Instructor (Teacher Improvement)	12 months	2,100.00

Henrietta Gromme	Instructor (North High School Training Center)	12 months	2,100.00
Clara Bancroft	Assistant Instructor (North High School Training Center)	12 months	1,800.00
Etta Waid	Instructor (Reynoldsburg Center)	12 months	1,800.00
Ida Patterson	Instructor (Canal Winchester Center)	12 months	1,800.00
	Clerk	12 months	1,200.00

* * * * *

The President presented a list of speakers and dates for Farmers' Institute which was approved.

* * * * *

The following recommendation of the President was unanimously adopted:

"I recommend that the resignation of Professor J. V. Denney, of the office of Dean, under date of March 27, 1920, be accepted and made effective June 30, 1921, after which time his title shall be Professor of English, and head of the department, and further that his salary for the coming year be fixed at \$6,000."

* * * * *

The President presented the following revised budget for the Department of Romance Languages to take the place of the one adopted at the April meeting of the Board of Trustees and on motion this was adopted:

B. L. Bowen	Professor (on leave).....	\$ 4,500.00
R. E. Rockwood	Assistant Professor and Acting Head.....	3,250.00
G. R. Havens	Assistant Professor.....	3,000.00
E. F. Hacker	Assistant Professor.....	2,750.00
T. E. Hamilton	Assistant Professor.....	2,300.00
Santiago Gutierrez	Assistant Professor.....	2,200.00
R. C. Williams	Assistant Professor.....	2,200.00
Miss Hier	Instructor.....	2,000.00
Miss Schons	Instructor.....	2,000.00
Miss Brown	Instructor.....	1,700.00
Arthur Sloan	Instructor.....	1,700.00
Miss Terry	Assistant.....	750.00
Marion Racer	Assistant.....	600.00
Miss Conrad	Assistant Professor (See President's Budget)....	
W. S. Hendrix	Professor.....	4,000.00
Robert Foure	Instructor.....	2,200.00
R. L. Grismer	Instructor.....	2,000.00
W. F. Smith	Instructor.....	1,900.00
Mrs. Bertha Arthur	Instructor.....	1,700.00
H. Tailliant	Instructor.....	1,600.00
Esther Bigger	Instructor.....	1,700.00
Mme. Foure	Assistant.....	1,200.00
		<hr/>
		\$45,250.00

* * * * *

Upon the recommendation of the President, the budget for the College of Law was referred back to a select committee consisting of Judge McCann and Mr. Mallon to consider and report back their recommendations to the Board of Trustees at its next meeting.

* * * * *

Upon motion, \$75.00 was appropriated for the second semester of this year for the services of Dr. Joseph M. Griffith as Interne.

* * * * *

The following internes were elected for the year 1920-1921:

PROTESTANT HOSPITAL
 Will Lake Beach
 Paul Richard Ensign
 Carl Aaron Hyer
 Kenneth Douglass Sneary

ST. FRANCIS HOSPITAL
 Wallace Hilton Buker
 Morris Goldberg

* * * * *

The following budget was adopted for the Stores and Receiving Department for the coming year payable from Rotary Fund:

C. W. McClintock	Storekeeper in Laboratory Supply Store.....	\$ 2,200.00
H. W. Miller	First Assistant in Laboratory Supply Store.....	1,700.00
L. Morrison	Second Assistant in Laboratory Supply Store....	1,200.00
	Third Assistant in Laboratory Supply Store.....	1,200.00
Chester Spurgeon	Laborer.....	1,080.00
Mrs. Davies	Clerk.....	
Mildred Eade	Clerk (to replace Mrs. Davies).....	960.00
James Lawson	Checking Clerk, Receiving.....	1,400.00
Mabel Clum	Typist and Clerk, Receiving.....	1,080.00
J. R. Remy	Deliveryman, Receiving.....	1,140.00
		* 156.00
Blanche Sullivan	Clerk, Stores and Receiving.....	1,400.00
Earl Conway	Stock Clerk, General Store.....	1,400.00
Henrietta Lahmering	Clerk, General Store.....	960.00
Charles Pugh, Jr.	Asst. Deliveryman, General Store.....	900.00
D. R. Masters	Keeper Small Animals.....	1,140.00
		\$17,760.00
* \$156.00 is paid from other funds	(From other funds).....	\$ 156.00
		\$17,916.00
* * * * *		

The following budget was adopted for the College of Journalism and Printing for the coming year payable from Rotary Fund:

Sue K. Brown	Feeder and Binder.....	\$ 1,057.96
Wm. Christ	Compositor.....	1,924.00
Louis F. Evans	Compositor (Linotype).....	1,924.00
R. W. Hodgson	Compositor.....	2,115.96
Chas. D. Kalb	Compositor.....	1,924.00
G. F. Rodocker	Pressman.....	1,752.00
* (Not yet agreed upon by Civil Service Commission)		
Clara L. Baker	Clerk and Bookkeeper.....	1,200.00
* For third linotype purchased on account of printing of Semi-Centennial History and other work.		

* * * * *

The Secretary was directed to request the Attorney General to assist the property owners on Fifteenth Avenue through their attorneys in protecting the building restrictions now existing at the corner of Fifteenth Avenue and High Street.

* * * * *

The budget for the Civil Engineering Summer Camp from June 11, 1919, to June 11, 1920, was approved:

Salaries

R. C. Sloane	Assistant Professor (one month).....	\$ 250.00
J. R. Shank	Assistant Professor (one month).....	225.00
Samuel B. Folk	Instructor (one month).....	150.00
		\$ 625.00

Equipment

Two dozen folding canvas cots.....	\$ 84.00
Miscellaneous repairs and equipment.....	50.00
\$ 134.00	

* * * * *

One thousand dollars was appropriated for the coming year in order to continue the publication of the Ohio Newspaper.

* * * * *

Upon the recommendation of the President, the following changes in the Summer Session budget were approved:

		Rate	Appropriation
<i>Physical Education</i>			
D. V. Peabody	Assistant.....	\$ 100.00	\$ 100.00
Helen Krumm	Assistant.....	150.00	150.00
	Cancel two positions of Assistant at 125.00		Cancel 250.00
<i>Principles of Education</i>			
F. C. Landsittel	Assistant Professor.....	200.00	200.00
<i>Romance Languages</i>			
T. E. Hamilton, Ph.D.	Assistant Professor.....	400.00	400.00

School Administration

A. O. Heck	Professor.....	550.00	550.00
E. C. Broom	Professor.....	1,000.00	1,000.00

* * * * *

The President presented the following Committee Report regarding affiliation with the Cleveland School of Education:

“President W. O. Thompson,
The Ohio State University.

“Dear Sir—The Special Committee appointed by you to visit the Cleveland School of Education and to confer with the Superintendent of the Cleveland schools and the Dean of the Cleveland School of Education respectfully submits the following report:

“The Cleveland School of Education is a definitely organized part of the public educational system of Cleveland, and is devoted to the training of prospective teachers and the after-training of teachers in service. It is the outgrowth and the enlargement of the scope and facilities of the Cleveland Normal Training School, that had been in existence for many years. Without any formal merger of corporate or administrative identity, but by a fairly definite co-operative arrangement the Cleveland Public Library, the Cleveland Museum of Art, the Cleveland School of Art, The Cleveland Kindergarten Training School are contributing facilities of high value for the School of Education.

“At various times within the past six months informal conferences have taken place between the Dean of the School of Education, and the President of this University, the Dean of the College of Education and one or two others of the faculty of this University. These informal conversations brought out the possibility and the desirability of a close affiliation between the Ohio State University and the Cleveland School of Education. The Cleveland school is not a degree-granting institution; its development, however, in the past five years, has brought it to the point where the Cleveland authorities feel that it should become definitely affiliated with a degree-granting institution. In the informal conference the Dean of the school voiced the strong feeling that all teacher-training facilities of the state should center and head at the Ohio State University.

“One of the results of these informal conversations was a definite and formal request within the past few days from Cleveland for a conference between a committee of this University and the Cleveland educational authorities on (1) the establishment of credit relations with this University, and (2) the desirability and possibility for both parties of a definite affiliated relationship between the two institutions for the furtherance of educational progress, including teacher-training, in Ohio, and for degree-granting purposes, as is already the practice in California, Chicago, and Columbia.

"In response to this invitation, your committee was instructed to go to Cleveland, visit and study the educational plant of the school in operation and to confer with the Superintendent and other authorities of the school on the matters involved.

"Your committee spent one whole entire day in the buildings of the School of Education, examining the plant, observing the classes and conferring with the Dean and staff of the school. The following forenoon at the headquarters of the Board of Education a conference took place with the superintendent of schools, Dr. Spalding, and his assistants, including the Dean and Assistant Dean of the School of Education. At this conference, in addition to your committee, Chairman Cunningham of the Board of Trustees of the Ohio State University was present and participated.

"The committee found a thoroughly modern and well equipped plant, an instructional force well trained for their specific work, provision for a summer session faculty, including men and women of national reputation, a live student body, numbering over 2,000 different students during the year, and an intimately correlated system of co-operation with other educational facilities of the city, such as libraries and museums.

"In more detail, the plant consists of three distinct parts: (1) A modern central building containing facilities for the training of those preparing to teach, including a gymnasium and observation school; (2) Two typical training schools, an integral part of the public school system of Cleveland, now under the control of the School of Education, for experimental and practice teaching, with the possibility of expansion to the entire educational offerings of the largest city in the state. These two schools are in regular session during the summer session, also with full enrollment and are used for observation and demonstration teaching; (3) Permanent centers within Cleveland and its immediate vicinity where teachers in service can more conveniently continue their training in after-school and Saturday classes.

"Your committee visited several of the class rooms in the central building and found the instructional work to be of high grade.

"The committee was not only surprised but almost amazed at the magnitude and character of the plant and of the work carried on at the school.

"In the conference of the second day it was stated by the Cleveland authorities that the affiliation under discussion would involve no budgetary outlay by the University, that the degree granted should be that of the University, and it was the opinion of all that the details as to the required amount of residence at Columbus, approval of courses and methods of choosing instructional force might be brought to a satisfactory adjustment through a conference committee, provided both parties definitely approve the principle involved in the affiliation of the School of Education and the University.

"In view, then, of the distinct advantages and opportunities that would accrue to the University from the close affiliation with well established and standard educational institutions, the committee unanimously and urgently recommends such affiliations as an important educational policy for this University; and furthermore, in view of the facts recited in this report regarding the Cleveland School of Education, the committee unanimously recommends that the University take advantage of the great opportunity now afforded and proceed promptly to take further steps necessary to conclude this particular affiliation.

"Respectfully submitted,

A. D. COLE	CARL E. STEEB	C. C. MCCrackEN
C. O. RUGGLES	E. L. USRY	G. W. KNIGHT,
E. N. TRANSEAU		

Committee."

* * * * *

The President reported that at the meeting of the University Faculty on June 11, the recommendations contained in the above report were unanimously adopted.

Upon motion, the principles of affiliation were approved and the President authorized to appoint a committee on organization.

* * * * *

The following budget for the Homeopathic Hospital for the coming year payable from Rotary Fund was adopted:

John Long	Operating-room orderly.....	\$1,140.00
Anna Burgess	Cook.....	900.00
Ruth Nimrocks (Mrs.)	Housekeeper.....	564.00
Georgia Johnson	Seamstress.....	480.00
Sevilla Nooty	Waitress.....	549.00
Isabella Uhrig	Dishwasher.....	480.00
	Assistant Cook.....	600.00
Harry Reinhart	Orderly.....	300.00
E. P. Shepard	Orderly.....	300.00
	Laboratory Assistant.....	360.00

* * * * *

The following budget for Oxley Hall was adopted for the coming year payable from Rotary Fund:

Josephine Matthews	House Superintendent.....	\$135.00 month with maintenance
Mary Dilworth	Night Chaperon.....	95.00 month with maintenance
Mary Warner	Housekeeper.....	30.00 month with maintenance
Mrs. M. J. Friend	First Cook.....	60.00 month with maintenance

R. Mowery	Second Cook.....	55.00 month with maintenance
Willie Humphreys *	Janitor.....	60.00 month with maintenance
Nettie Teguel	Waitress.....	8.75 week
Four waitresses, each		8.50 week

* The present janitor and wife reside at Oxley Hall.

* * * * *

Thereupon the Board adjourned, subject to the call of the Chairman.

Attest:

CARL E. STEEB,
Secretary

JOHN F. CUNNINGHAM,
Chairman

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INDEX TO OFFICERS AND EMPLOYEES

A

Aborn, Marjorie.....	59, 130	Baker, Clara L.....	25, 118, 200
Adams, John Jay.....	15, 79, 152	Baker, Ralph D.....	13
Adams, Maude G.....	5, 49, 141, 198	Baker, Rollo C.....	16, 109, 152
Agler, Ruth E.....	21, 73	Baker, Walter John.....	89
Albery, Harold.....	172	Baker, Webster M.....	10, 146
Albright, Geneviva.....	29	Balduf, E. W.....	59, 68
Albright, Harriet Page.....	59, 88	Balduf, Walter.....	53, 116
Albright, J. G.....	86, 163	Balduf, Mrs. W. V.....	101, 116
Alcorn, J. B.....	17, 110, 154	Baldwin, H. A.....	18, 154
Alexander, W. R.....	13, 108, 148, 185	Bambach, Margaret.....	41
Allen, Beulah.....	37	Bancroft, Clara M.....	53, 199
Allen, Cecil.....	173	Banks, Mortimer.....	17, 154
Allen, F. L.....	38, 126	Bankston, H. J., Jr.....	12, 148
Allen, Mary M.....	157	Barden, W. S.....	29, 124
Allen, Wm. H.....	134	Bareis, Grace.....	13, 109, 150
Allmand, Jeannette.....	25	Barer, Adelaide.....	53, 142
Almy, Emory F.....	4, 140	Barker, J. F.....	35, 68
Ames, E. P.....	24, 114, 161	Barnes, Earl.....	29, 94, 98
Amon, Helen Mary.....	54	Barnes, Jasper C.....	123
Anderson, A. E.....	28, 104, 124	Barrington, Elizabeth.....	187
Anderson, Donald B.....	69	Barrows, Sarah T.....	42, 144
Anderson, Jane.....	54	Barrows, W. M.....	6, 106, 142
Anderson, L. F.....	10, 146	Bartlett, Claude J.....	101
Anderson, Oren H.....	95, 124	Bartter, M. H.....	29, 124
Anderson, S. L.....	29, 124	Basselman, Edward Christian.....	96
Anderson, Wm.....	22, 113, 159	Bates, A. L.....	5, 105, 141
Andrew, H. L.....	29, 87, 164	Bauman, John E.....	6, 67
Andrews, C. E.....	7, 107, 143	Baumster, Nettie.....	30
Ansel, Orleta.....	22, 35, 68	Bavis, Josephine.....	161, 165
Ariel, Jacob Valley.....	136	Bawden, Arthur T.....	148
Armstrong, Andrew.....	85, 113, 160	Baxter, Earl H.....	15, 109, 151
Arndt, Clarissa.....	21, 99	Bayes, Cecil.....	116, 140
Arnold, C. L.....	13, 109, 150	Bayes, Thomas Arthur.....	4, 105, 142
Arnold, Carl R.....	94	Beach, Carrie.....	28
Arps, George F.....	11, 128, 147	Beach, F. H.....	34, 126
Arthur, Mrs. Bertha.....	199	Beach, Martha.....	38
Ashenhurst, C.....	22, 113, 159	Beach, Ruth.....	33, 135
Auten, Mary.....	186	Beach, Will Lake.....	200
Avery, Mary.....	71, 99	Beall, Helen.....	19, 111, 156
Avey, A. E.....	8, 106, 144	Bear, Firman E.....	4, 140
Axtell, W. D., Jr.....	37, 126, 170	Beatty, Harry M.....	13, 109, 150

B

Bachtell, M. A.....	35, 126	Beem, C. M.....	13, 149
Bailey, M. V.....	131	Benner, R. C.....	156
Baines, Elizabeth.....	69, 141, 170	Bennet, Helen.....	32, 99
Baird, Madeline.....	75	Bennet, Ray.....	117

Berthemy, E. S.....	9, 107	Breckur, J. J.....	18, 108, 149
Bevan, Arthur.....	8, 67	Brehm, G. Wayne.....	17, 153
Bice, H. E.....	9, 99	Brewer, Fred.....	22, 113, 159
Biddle, Inez P...31, 88, 86, 112, 118, 159		Bridges, J. W.....	11, 107, 147
Bierman, Anne G.....	54, 112, 159, 171	Bridges, Samuel G.....	63, 68
Bigelow, Leslie L.....	18, 102, 154	Bridinger, Doris.....	84
Bigger, Esther.....	199	Britan, Elizabeth Jane.....	79
Bigger, Mary E.....	54, 111, 156	Britt, Clarence I.....	16
Bilbey, Gertrude.....	64	Brodie, Wm. P.....	94, 185
Bilderback, Earl.....	173	Brooks, Clyde.....	17, 154, 169
Billingsley, Harold G.....	174	Broom, E. C.....	202
Billingsley, Verl.....	71, 112, 159	Brown, Agnes Ewing.....	69, 145
Billman, Lula.....	38, 126	Brown, Aubrey I.....	14, 109, 150
Bird, O. C.....	20, 111, 180	Brown, G. Romaine.....	148, 199
Bisel, Frank.....	70, 149	Brown, H. S.....	23, 113, 160
Bishop, Archie.....	100	Brown, John Edwin.....	3, 17, 153
Blackburn, W. J.....	95	Brown, J. W.....	23, 114, 161
Blake, F. C.....	14, 109, 151, 168	Brown, Mary I.....	71, 185
Blakey, Halbert B.....	16, 153	Brown, R. A.....	13, 103, 149
Blanchard, Forest L... .68, 72, 96, 145		Brown, Samuel W. 11, 108, 129, 187, 147	
Blanchard, Ira.....	5, 105, 141	Brown, Sue K.....	25, 118, 201
Bleile, A. M.....	17, 154	Brown, W. Prentiss.....	187
Bliss, Sidney W.....	4, 140	Brown, W. Vaeth.....	65
Bloch, Theodora Anne.....	188	Brownfield, W. W.....	29, 124
Bloomfield, Loyd Slavens.....	189	Bruce, Stella D.....	12, 62
Blue, Bernice.... .22, 112, 118, 158, 198		Bruce, W. F.....	193
Boatman, Sarah.....	22, 112, 158	Bruder, Gustave.....	19, 156
Boeckling, G. A. Company.....	61, 82	Brumley, Oscar V.....	18, 155, 188
Boger, James W.....	16, 87	Brush, George D.....	19, 116
Bohannon, C. D.....	63, 96	Bryant, Clinton L.....	154, 164
Bohannon, R. D.....	13, 150	Bryant, Mitchell.....	24, 88
Bolling, George M.....	8, 128, 144	Bucher, Paul.....	14, 109, 150
Boltz, George E.....	64, 124	Buck, Edward C.....	15, 102, 152
Bonar, Jeannette.....	53, 132	Buechler, W.....	24, 88
Bond, J. A.....	28, 124	Buehler, C. A.....	12, 148
Bookman, C. M.....	175	Buker, Wallace Hilton.....	200
Boord, C. E.....	12, 74, 127, 148	Bulkley, Marie.....	19, 62
Bosway, Julius.....	70	Bumgardner, Mildred Jean.....	78
Bottenhorn, Irwin A.....	10, 107, 146	Bumpas, Lena.....	40
Boucher, Chauncey.....	53, 64, 143	Bunker, Frank F.....	168
Bowen, B. L.....	8, 96, 144, 199	Burger, Catherine.....	25
Bowers, Mrs. Blanche B.....	94	Burgess, Anna.....	204
Bowers, R. A.....	5, 54, 141	Burke, Arthur DeVries.....	69, 116, 166
Bowman, Marie.....	20, 74, 111, 157	Burnet, Whittier.....	76
Bownocker, J. A.....	8, 106, 144	Burrell, Robin Charles.....	75, 148
Boyd, James E.....	14, 150	Burrett, Claude A.....	15, 77, 121, 151
Boyd, Orton W.....	9, 145	Burroughs, Glenn V.....	86, 144
Boyenton, Louise K.....	4, 69, 130, 142	Burt, Harold E.....	11, 108, 147
Bradfield, Richard.....	59	Busey, R. O.....	8
Bradford, Joseph N.....	11, 24, 147, 162	Butler, J. R.....	24, 114, 161
Bradfute, O. E.....	136, 197	Byer, Sylvia M.....	102, 163
Brain, James.....	23, 113, 160		
Brandon, Richard.....	23, 114, 161		
Bratton, Hazel.....	20, 99		
Bratton, H. O.....	18, 110, 154		
Braun, Cora F.....	10		

C

Cadley, Ethel M.....	28, 124
Caldwell, F. C.....	13, 120, 149

Caldwell, Harry C.....	132	Connor, B. Ann.....	101
Cameron, Duncan.....	21, 68	Conrad, Elisabeth.....	
Cameron, Hazel.....	17, 110, 154, 165	41, 74, 136, 145, 158, 199
Campbell, Matilda.....	83, 185	Conrey, Guy W.....	4, 105, 140
Candell, E. B.....	86	Converse, Mrs. George L.....	40
Capell, Leonard Thomas.....	75, 148	Conway, Earl.....	26, 102, 200
Caris, V. B.....	76	Conway, Fern.....	25, 52, 87
Carlyle, Carman.....	71, 112, 159	Cook, Jessie.....	26
Carman, J. E.....	3, 106, 144	Cook, W. N.....	23, 114, 161
Carpenter, W. B.....	15, 151	Cool, Calvin.....	117, 156
Carr, R. M.....	29	Coolidge, Cole.....	148
Carter, Charles.....	5, 105, 141	Coon, S. J.....	9, 130
Carty, Paul C.....	9, 107, 145	Coons, Eva M.....	101, 158
Case, A. A.....	13, 62	Coons, Jacob J.....	16, 153
Case, Alphonso.....	23, 113, 160	Cooper, L. A.....	7, 72
Case, H. B.....	23, 113, 160	Cooperrider, Edith B.....	19, 111, 156
Case, W. H.....	22, 112, 159	Cope, Frederick F.....	148
Casey, Albert Aloysius.....	78	Copeland, Mildred W.....	133
Castleman, F. R.....	20, 157	Coppess, Robert Stanley.....	70, 116
Caufield, Harry E.....	15, 151	Corbin, Lenore.....	91
Cave, R. A.....	29, 124	Cornett, Mrs. Lou.....	24, 114, 161
Chance, Harry Whitaker.....	164, 171	Cornog, Jacob.....	12, 76, 116, 117
Chandler, A. R.....	8, 106, 144	Corwin, Walling.....	5, 141
Chantler, Harry.....	23, 114, 161	Cott, Richard S.....	41
Chapin, Eather S.....	19, 102, 156	Cottrell, Edwin A.....	8, 52
Chapin, G. S.....	8, 55	Cottrell, H. V.....	10, 107, 146
Chapman, Mary.....	84	Coulter, Marion G.....	148
Charch, W. Hale.....	132, 148	Courtright, Emma.....	16, 153
Charles, F. G.....	6, 106, 142	Courtright, Florence E.....	22, 112, 158
Christ, Wm.....	25, 118, 201	Covan, John P.....	22, 112, 159
Christensen, Erwin O.....	10, 65, 67	Cox, Ermina S.....	12, 148
Christianson, Olaf.....	102, 114, 161	Coy, Genevieve L.....	11, 108, 147
Christman, Carman.....	30, 87	Crabb, John S.....	5, 105, 141
Christman, Clyde.....	116, 171	Craig, J. F.....	7, 72, 123, 143
Chu, C. T. Walter.....	134	Cramer, William Edward.....	70
Chubb, Charles St. J.....	11, 108, 147	Crane, George B.....	27, 124
Church, Donovan.....	69, 73, 130	Crane, Harry W.....	11, 107, 123, 137, 147
Clark, Edwin F.....	53, 107, 127, 145	Crick, Elmer.....	159, 165
Clark, Ivor G.....	17, 163	Cross, M. C.....	76
Clarke, Blanche.....	38	Croxtton, Frederick E.....	95, 137
Clarke, Helen.....	21, 111, 118, 158	Croy, Otto C.....	84, 126
Clements, E. L.....	24, 103, 110, 155	Cruikshank, Alice D.....	19, 102, 156
Clements, Eva.....	25	Cruikshank, R. B.....	34, 126
Clifton, J. L.....	10, 147	Culler, Elmer A.....	11, 147
Cium, Mrs. Mabel.....	26, 102, 200	Cunningham, John F.....	54, 196, 197
Cobb, Samuel H.....	132, 157	Curran, Carleton E.....	88
Cockins, Edith D.....	21, 158	Current, Mrs. Marion.....	71, 155
Coddington, E. F.....	11, 14, 39, 78, 150, 189	Curry, Mrs. Earl.....	172
Coffey, J. S.....	4, 105, 140	Curry, W.....	24, 114, 161
Cohee, Earl R.....	159, 165	Curtis, A. J.....	103, 159
Coker, Francis W.....	8, 119, 144	Curtis, Edythe.....	29
Cole, A. D.....	14, 59, 151	Curtis, H. P.....	29, 98
Collins, Robert W.....	75, 90, 148		
Combs, Marie G.....	22, 55, 112, 158		
Conklin, C. T.....	4, 140		
Connell, T. H.....	71		

D

Daehler, Wm.....23, 114, 161

Dagger, Golden.....37, 164, 187
 Dakan, E. L.....83, 126
 Dalzell, Mary.....32
 Daniels, J. T.....23, 113, 160
 Dann, A. B.....34, 52
 Davies, Dan Howard.....96
 Davies, Elizabeth Palmer...26, 102, 200
 Davis, Chester.....26
 Davis, Daisy.....21, 111, 158
 Davis, Emerson R.....23, 113, 163
 Davis, J. J.....14, 109, 150
 Davis, Mary.....31, 87
 Davis, Nancy.....24, 114, 161, 171
 Davis, Otto W.....175
 Davison, Eloise.....37, 73
 Davy, Edward D.....18, 110, 155
 Day, Jesse E.....12, 103, 148
 Dean, F. C.....23, 124
 Dean, Marjorie.....21, 73, 103
 DeLashmutt, F. S.....29, 130
 Demorest, D. J.....14, 25, 56, 150, 162
 Denkenwalter, R. C.....186
 Denman, U. W.....13, 108, 149
 Denney, J. V.....7, 143, 199
 Denny, George C.....23, 114, 161
 Derby, S. C.....8, 55, 106, 144
 Detmers, Freda.....5, 141
 DeWitte, J. W.....24, 114, 161
 Deyo, Eva Mae.....91
 Dice, Charles A.....63, 145
 Dice, Charles E.....24, 99
 Dickson, Edith.....36, 73
 Dillahunt, George W.....22, 113, 160
 Dilworth, Mrs. Mary L.....26, 119, 204
 Ditto, R. C.....14, 109, 128, 137, 151
 Dobbins, Raymond A.....131
 Dodd, Verne A.....18, 110, 154
 Dollinger, Verona.....7, 72, 106, 143
 Donley, R. L.....100
 Donnan, R. F.....29, 124
 Donnelly, Alice.....69, 141
 Doody, Catherine M.....21, 112, 158, 171
 Dougherty, Wm. A.....19
 Dozier, H. L.....59
 Draffin, J. O.....14, 52
 Drury, Agnes.....63, 72, 96, 145
 Duffee, Walter E.....17, 110, 153
 Dundon, Merle L.....12, 148
 Dunlap, Helen.....22, 112, 158
 Dunlap, J. E.....8, 52
 Dunning, Carrie.....188
 DuPont de Nemours Co.....88, 89, 174
 Durfinger, Glenn William.....91
 Durrant, Edwin P.....17, 110, 154
 Dustman, Robert.....35, 126
 Dye, Clair A.....18, 134, 155

Dye, James.....26, 73, 119

E

Eade, Mildred.....64, 68, 200
 Eagle, Lloyd.....13, 108, 149
 Earhart, R. F.....14, 103, 109, 151
 Early, Esther.....164
 Eastwood, G. R.....29, 124
 Eckelberry, George W.....117, 145
 Eckelberry, Paul W.....95
 Eddy, Clifford O.....186
 Edelman, S. D.....16, 110, 153
 Edgar, Rachel.....4, 140
 Edmunds, Glenn E.....164
 Edwards, G.....103, 163
 Edwards, Margaret.....31
 Effler, Carl P.....187
 Egan, Mary.....30
 Eichorn, Ida.....187
 Eisenlohr, B. A.....8, 106, 128, 137, 144
 Elden, W. S.....8, 54, 55, 128, 144
 Elifritz, Olga.....37
 Elliott, Edna.....6, 132, 142
 Elwood, P. H., Jr.....6, 106, 142
 Emblar, P. E.....6, 106, 142
 Emig, Rachel.....31, 87
 Emslie, E. K.....28, 124, 170
 Eno, F. H.....12, 149
 Ensign, Paul Richard.....200
 Erdman, H. E.....6, 106, 142
 Erf, Oscar.....5, 37, 77, 190
 Esley, Bessie.....29
 Esper, E. A.....7, 72, 106, 143
 Esper, Ethel.....16
 Essman, Walter J.....12, 187
 Eswine, H. E.....36, 126
 Eswine, Harold Miller.....174
 Evans, E. E.....22, 113, 160
 Evans, Jean.....117, 156
 Evans, John E.....11, 108, 119
 Evans, Louis F.....118, 201
 Evans, L. M.....30
 Evans, M. B.....8, 59, 129, 144
 Evans, Thomas.....16, 153
 Evans, Wm. L.....12, 120, 127, 148
 Everhart, George G.....172
 Ewing, Clare O.....169
 Ewing, Ethel.....78
 Ewing, Grace.....101
 Ewing, Nannie E.....30
 Eymann, Relna Merle.....164

F

Fackler, H. L.....27, 124
 Falconer, J. I.....6, 106, 142

Faught, Mrs. Myrtle.....	24, 115, 162
Faulder, George B.....	15, 67
Faulkner, E. H.....	30, 124
Felch, W. F.....	21, 52
Felker, Philo.....	85, 113, 160
Ferree, J. A.....	15, 109, 151
Field, Mary.....	83
Field, W. B.....	13, 108, 128, 137, 149
Fieldner, C. G.....	30, 124
Fife, Ray.....	49, 198
Findlay, Charles E.....	3, 21, 112, 158
Finley, Lillian.....	41
Finn, Karl.....	164
Fippin, C. T.....	22, 113, 160
Fisher, Jennie.....	63, 170
Fisher, Joseph E.....	19, 116
Fisher, Leota.....	25, 88
Fisher, Margaret.....	17, 163
Fisher, Robert Anderson.....	167
Fitzgerald, Florence.....	11, 116
Flaig, John William.....	89
Fledderjohann, Marian.....	25
Fleming, Majorie.....	89
Fletcher, Fred.....	18, 154
Floyd, Eleanor.....	22, 40
Foley, Louis.....	7, 67
Folk, Samuel.....	12, 149, 201
Folsom, Lucy.....	198
Ford, B. M.....	18, 68
Ford, Ernest.....	24, 114, 161
Ford, Ruth.....	20
Forman, Jonathan.....	40
Forwick, Marguerite.....	19, 52
Foster, Harriet.....	63, 111, 157
Foster, Jack.....	102, 114, 161
Foster, T. B.....	30, 124
Foulk, C. W.....	12, 108, 127, 137, 148
Foure, Mme.....	199
Foure, Robert.....	199
Foust, J. A.....	13, 108, 149
Fowler, Stella.....	40
Frame, Helen.....	21, 65, 111, 158
France, Wesley G.....	187
Franklin, William.....	4, 105, 140, 173
Franzen, Raymond H.....	187
Fredo, J.....	23, 113, 160
Fredo, Laura Ellen.....	111, 157
French, E. A.....	100
French, Thomas E.....	13, 59, 149
French, Walter.....	7, 72, 106, 143, 172
Freund, Arthur P.....	14, 151
Frey, Marguerite.....	186
Friend, Mrs. M. J.....	26, 119, 204
Fritts, Minette Y.....	19, 68
Fullerton, James B.....	148
Fyffe, David M.....	4, 105, 140

G

Gahm, W. F.....	30, 124
Gallen, Frank T.....	188
Gallen, Joseph M.....	18, 154
Galloway, A. E.....	12
Gantz, Jack.....	24, 114, 166
Gardner, Dwight DeWitt.....	172
Gardner, Robert Wayne.....	89, 100
Gauch, Raymond.....	76
Gay, Carl W.....	186
Geiser, Karl S.....	168
George, E. F.....	59
Gerlaugh, Paul.....	30, 130
Gettys, W. E.....	9, 107, 145
Gheen, Lena.....	24, 114, 161
Gierick, Philip Lawrence.....	70
Gilbert, D. M.....	9, 67
Gilkey, Ethel.....	20, 111, 171
Glasgow, Lenora.....	11, 147
Glidden, T. P.....	23, 113, 160
Glines, Norwood.....	172
Glover, Louwilda.....	101
Glover, Martha.....	101
Goldberg, Morris.....	200
Good, H. S.....	128
Gordon, Elijah J.....	16, 109, 153
Gorsach, Elizabeth.....	101
Goss, Leonard W.....	188
Graham, Eva.....	15, 87
Graham, Wm. C.....	10, 107, 146
Grant, Floyd.....	13, 130
Graves, W. L.....	7, 72, 143
Grayson, A. D.....	72, 114, 161
Greeley, John J.....	14, 87
Green, Floyd M.....	70, 151
Green, J. B.....	33, 103, 140
Green, Mary Winifred.....	78
Green, S. J.....	5, 105, 141
Green, Wesley Stewart.....	164
Green, William.....	86
Gribble, Jean.....	30, 87
Griffin, Spencer A.....	70
Griffith, Harry L.....	85, 99
Griffith, Joseph M.....	85, 99, 200
Griggs, R. F.....	5, 81, 119, 141
Grismer, R. L.....	199
Gromme, Henrietta.....	49, 199
Grossman, James D.....	85, 155
Grosvenor, F. B.....	15, 109, 157
Grove, Alma.....	31
Guthrie, Donald.....	70, 149
Gutierrez, Santiago.....	9, 129, 144, 199
Guyton, Fay E.....	186
Guyton, T. L.....	59
Gysan, W. H.....	95

H

Haag, Paul.....	117	Hathaway, A. A.....	24, 114, 161
Haas, Eleanore P.....	59	Hathaway, Maude C.....	5, 116
Haas, Eugene G.....	148	Hauch, Esther.....	84
Hacker, E. F.....	8, 107, 144, 199	Hauer, Arthur M.....	3, 17, 154
Haddox, Homer C.....	9	Hauer, Juanita.....	25
Hadley, Charles W.....	17, 110	Havens, George R.....	8, 107, 144, 199
Hagelbarger, Paul Raley.....	91	Haverman, Max.....	16, 168
Hagerty, J. E.....	9, 145	Hawk, Alpha F.....	15, 151
Hagy, F. S.....	181	Hawk, Hazel.....	101
Hahn, Wanda Fay.....	25	Hawkins, Edwin W.....	181
Haible, Jessie.....	27	Hayhurst, Emery R.....	17, 102, 103, 133, 154
Haines, Marie D.....	20, 111, 178	Hayman, G. C.....	26, 87
Haldy, Tecla F.....	63, 149	Hebble, Clyde H.....	10, 107, 146
Hall, Dio Lewin.....	76	Heck, A. O.....	202
Hall, Margaret.....	25	Hedge, J. C.....	30, 124
Hallett, Maurice H.....	9, 107, 146	Hedges, Wm. T.....	22, 99
Hamblin, Josephine.....	6, 141	Hedrick, E. C.....	19, 88
Hamilton, Edwin A.....	18, 102, 154	Heffron, S. R.....	30, 124
Hamilton, Elma E.....	19, 54, 88	Helby, W. R.....	85, 180
Hamilton, T. E.....	8, 107, 144, 199, 201	Heil, H. G.....	14, 109, 128, 151
Hammell, Mary I.....	15, 99	Heise, Bryan.....	167
Hammett, Margaret C.....	74	Heiser, Mary.....	182, 156
Hammond, Gaston.....	102, 114, 161, 186	Held, Felix E.....	9, 107, 145
Hammond, M. B.....	9, 145	Heller, Eugene H.....	148
Hancher, Kenneth.....	17, 168	Hendershott, R. A.....	18, 110, 155
Hane, Floris.....	20, 111, 157	Henderson, Lucille.....	78
Haney, Jessie.....	72, 114, 161	Henderson, W. E.....	12, 148
Hanger, W. E.....	33, 125	Hendrix, W. J.....	30, 124
Hanna, William E.....	117, 156	Hendrix, W. S.....	199
Hannon, Kathleen.....	15, 62	Hengst, Louise Shepherd.....	181
Hanson, Robert S.....	70	Herbst, Emma.....	25
Haptonstall, Francis.....	78	Herrman, D. T.....	171
Harbarger, Sada Annis.....	76, 143	Hervey, J. D.....	31, 124
Harbin, W. C.....	24, 114, 161	Hesse, Glenna J.....	189
Hardy, Ethel M.....	117, 151	Hibbs, E. G.....	30, 68
Hardy, Hugh.....	21, 112, 157	Hicks, C. M.....	23, 113, 161
Harlor, J. C.....	186	Hicks, W. D.....	22, 113, 159
Harness, Mrs. Allie F.....	25, 118, 189	Hier, Florence.....	9, 145, 199
Harpster, Rosetta.....	116, 142	Hills, T. M.....	8, 106
Harris, I. B.....	18, 154	Hinderer, Mrs. Lydia.....	25, 78
Harrison, E.....	103, 160	Hindman, Darwin.....	188
Harrison, Virginia.....	63, 111, 156	Hindman, Samuel.....	16, 110, 158
Harrod, Jessie.....	3, 109, 151	Hine, James S.....	6, 106, 142
Harrold, C. E.....	24, 99	Hinkle, Carl.....	75
Harrop, Carl B.....	11, 78, 147	Hinkle, Elsie.....	132
Harshman, Anna.....	53, 120, 175, 189	Hinkle, Samuel Frank.....	167, 186
Hartley, Edwin.....	53, 120, 186	Hinsdale, A. E.....	15, 109, 151
Hartley, Eldra.....	86, 187	Hirn, K. D.....	30
Hartman, Corda.....	25	Hirsch, John Leo.....	188
Harvey, M. S.....	24, 114, 162	Hitchcock, E. A.....	187
Haskett, F. H.....	11, 147	Hobbs, Walter R.....	18, 110, 155
Haskins, Joseph F.....	12, 148, 175	Hobensack, Clarice.....	59
Hatch, Elizabeth.....	86, 147	Hobert, J.....	23, 113, 160
Hatfield, Solomon A.....	16, 109, 153	Hockett, H. C.....	7, 143
		Hodges, J. C.....	175
		Hodges, W. H.....	17, 110, 154

Hodgman, A. W.....8, 54, 144
 Hodgson, R. W.....25, 118, 201
 Hoenig, Karl L.....120, 155
 Hoesch, G. J.....28, 114, 161
 Hoff, Freeman Hugh.....174
 Hoffne, Charles H.....188
 Hoffman, Margaret.....71, 99
 Hoffman, Marie.....21, 88, 112, 118, 159
 Hogan, Raymond.....86
 Holdson, Walter.....40
 Holl, Carl.....148
 Hollingsworth, Marion.....
 12, 108, 127, 137, 148
 Holloway, Harold.....75
 Holloway, Harold S.....148
 Hooley, George.....23, 114, 161
 Hooper, Osman C.....9, 145
 Hoover, O. L.....12, 168, 174, 175
 Hopkins, Marie A.....19, 111, 156
 Hopkins, Wayne Leslie.....78
 Hoppler, C. A.....24, 114, 161
 Horst, Hulda.....36, 126
 Horton, Elmer G.....16, 109, 153
 Hottes, A. C.....6, 105, 142
 Howell, Leroy.....85, 113, 171
 Howell, M. H.....30, 124
 Huff, J. L.....85, 113, 160
 Huffman, C. G.....26, 102, 171
 Hughes, D. D.....6, 106, 142
 Humphreys, W. A.....15, 109, 151
 Humphreys, Willie.....205
 Hunt, Lucien F.....148
 Hunter, Mrs. Clarke.....111, 157
 Hunter, Mary J.....22, 112, 158
 Hunter, Robert M.....187
 Huntington, C. C.....9, 127, 145
 Hurst, Leona.....25, 67, 87
 Hussey, John.....186
 Hutchison, Edith.....71
 Hyer, Carl Aaron.....200
 Hymans, Henrietta.....70, 118, 151

I

Ingerson, H. G.....52
 Ingraham E. S.....8, 72, 128, 144, 185
 Insko, E.....23, 89, 113, 160
 Irving, William.....17, 54, 154
 Irwin, C. B.....52
 Irwin, Irene.....80, 130
 Ives, F. W.....4, 95, 105, 140

J

Jackson, Dollie May.....28
 Jackson, Myrtle Mae.....78

Jackson, Paul.....100, 105, 140, 173
 Jacobs, Helen.....31
 Jacobs, William.....116, 140, 173
 Jacoby, F. S.....4, 105, 138, 142
 Jamison, U. S.....63, 143
 Jarvis, Charles W.....70, 109, 151
 Jeffrey, Maude D.....19, 111, 155
 Jenkins, Ada.....85, 115, 162
 Jettinghoff, Henrietta.....22, 68
 Jimison, M. B.....30, 125
 Jochen, B. A.....76, 149
 Johnson, Albert.....85, 114, 161, 171
 Johnson, B. L.....117, 141
 Johnson, E. F.....49, 163
 Johnson, Mrs. Georgia.....25, 204
 Johnson, H. R.....23, 113, 160
 Johnson, James.....24, 88
 Johnson, Lela.....29, 87
 Johnson, O. M.....28, 77, 104, 124
 Jones, C. J.....30
 Jones, Earl G.....10, 146
 Jones, F. E.....26, 112, 158
 Jones, Huston T.....85, 114, 161
 Jones, J. E.....103, 163
 Jones, J. L.....166
 Jones, Margaret.....59
 Jones, O. C.....59, 68
 Jones, Olive.....19, 97, 115, 155
 Jones, William S.....12, 148
 Jordan, Agnes.....29
 Jordan, Collis.....64, 125
 Jordan, L. F.....24, 114, 161
 Jordan, R. W.....30
 Judd, Horace.....14, 109, 150
 Judy, Mary G.....101, 112, 171
 Jungerman, Emilie.....25
 Junkermann, Edgar B.....38, 151

K

Kaiser, A. O.....22, 113, 160
 Kaiser, John.....54, 77, 91, 196
 Kaiser, Robert C.....23, 89, 113, 119, 160
 Kalb, C. D.....26, 118, 201
 Karch, Robert Hosack.....90
 Karsten, Andrew.....12, 148
 Kauffman, F. E.....156
 Kauffman, R. D.....49, 198
 Kauffman, Treva.....49, 198
 Kays, D. J.....4, 105, 140
 Kear, W. H.....172
 Keifer, Horace S.....137
 Keiser, Jay G.....151
 Kelley, Charles F.....10, 107, 146
 Kellicott, Gertrude S.....19, 111, 155
 Kelly, Coletta.....24, 115, 162

Kenestrick, Harold George...49, 89, 198
 Kennedy, A. C..... 198
 Kennedy, Clarence.....53, 106, 142
 Ketcham, V. A.....7, 72, 143
 Ketter, F. G.....31, 125, 185
 Kettering, Charles F...121, 176, 190, 195
 Kielmeyer, Eleanore.....159, 173
 Kiger, O. E.....23, 114, 161
 Kimbrough, J. E.....23, 114, 161
 Kimbrough, John O.....24, 114, 161
 Kingsley, Sherman C..... 175
 Kirk, James.....160, 165
 Klase, Joseph..... 90
 Klein, Gertrude..... 28
 Klein, Gizella A.....154, 164
 Kline, O. C..... 186
 Klinger, Clarence.....76, 117, 167
 Kloeffler, William..... 116
 Knauber, Alma.....69, 146
 Knecht, Minnie..... 25
 Knight, Adelaide..... 76
 Knight, George W...7, 10, 127, 136, 143
 Knight, W. A.....13, 55, 149
 Knipfing, John R.....8, 128, 143
 Knouff, R. A...3, 16, 109, 127, 137, 152
 Kochheiser, Don. S.....69, 133, 141
 Kohl, Harry F..... 59
 Kostir, W. J.....6, 129, 142
 Kotz, T. F.....8, 106
 Kraatz, Charles H.....31, 125
 Kraatz, Walter.....49, 53, 72, 136
 Kraner, John.....23, 113, 160
 Kraus, Mary.....20, 119, 157
 Kreckur, F. H.....6, 106, 142
 Krieger, Walter Marchand..... 90
 Krigbaum, Roy E.....85, 99
 Krum, Helen..... 201
 Kuglen, Marie.....42, 112, 159
 Kuhn, H. W.....13, 108, 128, 137, 150
 Kuhn, Joseph B..... 176
 Kuntz, Charles A.....20, 115, 157

L

Lahmering, Henrietta.....85, 102, 200
 Lahmering, Mary.....21, 112, 158
 Lahmer, Fred H..... 176
 Laird, M. E.....31, 87
 Lamb, Ione.....31, 86
 Lamborn, Raymond E.....69, 144
 LaMotte, Clara.....101, 111, 157
 Landacre, Francis L.....15, 127, 152
 Landau, Samuel..... 75
 Landsittel, F. C...10, 77, 119, 147, 201
 Lane, J. B.....49, 170
 Lanman, Faith.....39, 73, 104

Lantis, L. O.....6, 38, 49, 106, 142, 198
 Large, George E.....86, 130
 Lash, Mendel E..... 148
 Laughlin, Helen K.....71, 78, 111, 156
 Laws, H. A..... 186
 Laws, John T.....5, 105, 140
 Lawson, James.....26, 102, 200
 Laylin, Clarence D.....15, 152
 Leathers, Leon.....22, 88
 Le Bay, B. A.....22, 113, 160
 Lehman, H. A.....31, 125
 Lehman, Max.....102, 160
 Leidigh, Donald.....19, 89, 111, 156
 Leighton, J. A.....8, 128, 144
 Leist, Joseph W.....16, 110, 153
 Lengacher, John..... 100
 Lentz, Monabelle..... 165
 Leonard, C. F..... 156
 Leslie, Louise K.....85, 111, 165
 Lester, Nellie..... 32
 Levi, Himey Earl.....85, 90, 99
 Lewis, B. N.....24, 89
 Lewis, Dorothy.....101, 157, 173
 Lewis, Harry S..... 131
 Lewis, Hazel M.....20, 62
 Lied, May Eva..... 189
 Linder, Grace.....6, 37, 141
 Lindsey, Minnie Mabel..... 91
 Linzell, H. K.....70, 187
 Livingston, Ralph..... 172
 Loessel, Gertrude.....15, 118, 151
 Logan, C. Grace..... 64
 Long, Ernest.....24, 114, 161
 Long, John.....71, 204
 Long, J. S.....5, 105, 141
 Looker, C. D.....12, 76, 148, 168
 Lord, Henry C.....11, 121, 147
 Loveland, Roger P...12, 148, 168, 175
 Lowden, Joseph Jonathan..... 78
 Lowe, Carl C..... 100
 Lowery, S.....22, 113, 159
 Ludlur, J. C.....24, 114, 161
 Ludwig, Edward C.....101, 154
 Lumley, Frederick E..... 187
 Lunn, Enid.....53, 198
 Lutz, Dexter N.....5, 105, 141
 Lutz, Harry.....54, 154
 Lyman, John F.....4, 140
 Lyon, Esther..... 25
 Lysatt, John.....11, 148

M

McAdams, Lenore.....53, 163
 McCampbell, E. F.....15, 17, 134, 152
 McCann, B. F...134, 136, 176, 190, 200

McCarty, Frank.....	102, 114, 161	Mason, Francis.....	19, 111, 156
McCarty, Perl A.....	132	Masso, Gildo.....	9, 107, 145
McCaughey, W. J.....	14, 109, 150	Masters, D. R.....	26, 200
McCauley, Roy.....	23, 113, 171	Masters, Vera McCoy.....	16, 153, 168
McClintock, Chester.....	26, 102, 200	Mateja, Edwin Charles.....	78
McClintock, J. E.....	28, 38, 124	Matheny, Oliver S.....	41
McClure, George.....	4, 105, 140	Matthews, Josephine.....	26, 119, 204
McClure, Isabel.....	27, 185	Matthews, Walter.....	165
McCoard, G. W.....	13, 103, 150	Mayberry, Howard R.....	11, 67
McCombs, Ralph.....	85, 143	Mayer, C. F.....	24, 115, 162
McCoy, W. E.....	31, 130	Means, Hugh J.....	18, 102, 154
McCracken, C. C.....	11, 108, 147	Means, John W.....	18, 110, 154
McCracken, Wm. C.....	22, 159	Meek, Thomas B.....	65
McCuen, G. W.....	4, 115, 117, 140	Meikeljohn, Robert.....	13, 103, 149
McDowell, Elmer E.....	188	Meinert, Loretta E.....	84, 112, 159
McGarry, Tony.....	23, 113, 160, 171	Meiter, Edward G.....	148
McGory, Arthur Michael.....	174	Mellon, Melvin Guy.....	166
McGrail, Agnes.....	24, 115, 162	Melsheimer, Ethel.....	19
McGuffey, John Grover.....	89	Mendenhall, Dr. T. C.....	
McGuire, Lelia.....	53, 105, 141, 188	42, 73, 121, 136, 189, 190-195
McKee, Alice D.....	19, 111, 156	Meredith, Mrs. Iva.....	25, 52, 87
McKellip, Ivan.....	37	Merrill, James.....	24, 114, 161
McKenzie, A. H.....	117, 141	Merrill, Mrs. James.....	25
McKenzie, R. D.....	9, 55, 87	Merrill, Mrs. Sue.....	73, 139
McKinney, Jackson B.....	86, 143	Mesloh, Selma.....	68
McKnight, G. H.....	7, 143	Metcalf, C. L.....	6, 115, 120, 142
McManigal, Kathleen.....	28	Metzler, Catherine.....	131
McMillan, F. H.....	49, 198	Metzler, John.....	172
McMillen, Mary.....	22, 74, 111, 157	Meyer, Florence.....	157
McNeal, Caroline N.....	164	Michael, L. J.....	12
McNeal, Edgar H.....	7, 72, 143	Miller, Charles August.....	78
McNees, Joshua McKinley.....	90	Miller, Clara.....	21, 111, 118, 158
McPeck, Clayton.....	17, 110, 154	Miller, Dale O.....	13
McPherson, Wm.....	12, 19, 148, 155	Miller, Ellen.....	73, 135
Mack, Edward H., Jr.....	70, 148, 170	Miller, Ethel M.....	111, 156
Madden, J. F.....	19	Miller, Guy W.....	64, 125
Madden, Joseph W.....	15, 152	Miller, Harry.....	63
Maffry, Gordon.....	172, 185	Miller, Helen.....	25, 52, 84, 87, 151
Magruder, Wm. T.....	14, 150	Miller, Henry J.....	88, 95
Mahaffey, W. F.....	23, 113, 160	Miller, Herman.....	136
Mahan, C. A.....	29, 124, 185	Miller, H. W.....	26, 102, 200
Makepeace, Marguerite L.....	20, 68	Miller, J. T.....	4, 105, 140
Mallon, Guy W.....	78, 121, 134, 200	Miller, Lucille B.....	101, 112, 159, 186
Manes, Thomas C.....	22, 113, 119, 160	Miller, M. D.....	31, 98
Mansell, Kathryn.....	86	Miller, R. C.....	33
Manson, E. S.....	11, 108, 147	Miller, Ruth.....	164
Mark, Mary Louise.....	9, 107, 145	Minchin, Howard D.....	54, 151
Markey, Alberta.....	31	Minthorn, H. A.....	16, 153
Marksbury, Susan.....	19, 54, 111, 156	Mischler, Louis Harland.....	89
Marquis, F. W.....	14, 150	Mitchel, Elizabeth.....	69, 96
Marshall, Harry Ignatius.....	164	Mitchell, Lynn Boal.....	175
Marshall, Helen.....	69, 128, 133, 147	Mitchell, Marguerite.....	19, 52
Martin, Clare S.....	76, 148	Mitra, S. K.....	59
Martin, E. I.....	23, 113, 160	Mobberly, Ollie O.....	10, 107, 146
Martin, Floyd.....	13, 108, 149	Montgomery, L. M.....	6, 105, 142, 193
Martindale, E. W.....	10, 146	Moodie, Edith Strickland.....	78, 163

Moor, Lillian.....21, 112, 158
 Moore, Agnes Mildred..... 90
 Moore, Alexander P..... 69
 Moore, R. M.....23, 114, 161
 Mooty, Sevilla..... 26
 Moran, Alice.....21, 112, 158
 Moran, Leo..... 173
 Moran, Mabel.....21, 112, 158
 Moran, Walter H..... 148
 Morison, Francis L.....83, 142
 Morningstar, Helen.....8, 106, 144
 Morrey, Charles B.....16, 127, 153
 Morris, Alice L.....19, 62
 Morris, C. C.....13, 103, 150
 Morris, C. T.....12, 135, 148
 Morris, Frank Rockwell..... 70
 Morrison, L..... 200
 Morrison, Marian Louise..... 174
 Morrow, Esther.....20, 88
 Morton, Dorothy.....71, 111, 158, 171
 Mosher, Edna..... 6
 Mowen, Florence.....81, 130
 Mowery, R.....26, 119, 205
 Mowls, L. L.....81, 125
 Mueller, Jerome R..... 70
 Mueller, William.....132, 150
 Mulford, H. P..... 172
 Mundhenk, Russell L.....18, 87
 Munger, R. W.....81, 125
 Munroe, H. D.....35, 95, 126, 185
 Murchison, Carl A..... 123
 Murray, P..... 156
 Murray, William M.....71, 153
 Muse, E. R.....24, 114, 161
 Musgrove, G. C.....81, 125
 Mutchmore, Wm. M.....24, 162
 Myers, Joseph S.....9, 59, 123, 145
 Myers, L. H.....5, 105, 140
 Myers, Pauline.....83, 171

N

Naile, Florence.....20, 111, 157
 Neef, Besse.....101, 112, 159
 Neilson, Wilhelm.....12, 103, 143
 Nelson, Charles S..... 137
 Nelson, H. R.....161, 165
 Newlon, Walter J.....24, 99
 Nichol, Mabel.....37, 86
 Nichols, J. H.....20, 111, 157
 Nimrocks, Mrs. Ruth.....25, 73, 204
 Ninegar, Gladys.....84, 165
 Nippert, Lillian M.....19, 111, 156
 Nisonger, H. W.....49, 193
 Noble, Ellis L..... 69
 Nold, Harry E.....14, 109, 150

Nooty, Sevilla..... 204
 Norman, C. A.....14, 150
 Norris, Wm. J.....10, 107, 146
 North, C. C.....9, 107, 127, 145, 175
 North, Gertrude F.....19, 99
 North, Wm.....23, 113, 160
 Norton, Sidney A..... 80
 Norton, W. J..... 175
 Nutt, E. J.....24, 114, 161

O

Obaugh, Aimee.....21, 33, 112, 118, 159
 Ockerblad, F. O.....16, 153, 166
 O'Hara, C.....23, 113, 160
 Ohlson, H. C..... 20
 Oldham, Grace.....19, 99
 Oliver, Mary H.....16, 137
 Olsen, A. A.....81, 125
 Oram, Thomas.....23, 113, 166
 O'Rourke, Anna L.....101, 111, 157
 O'Rourke, John.....19, 156
 Orton, Edward, Jr..... 11
 Osborn, Herbert.....6, 142
 Osburn, Raymond C.....6, 142
 Osterhof, Gerard G..... 172
 Ott, Percy W.....63, 150, 173
 Overhoit, Virgil.....33, 126
 Overhultzter, Laura.....31, 130
 Overpeck, C. J..... 59
 Overton, Sadie Elizabeth..... 79
 Owyang, George Taikin..... 90

P

Paddock, Wendell.....6, 31, 142
 Paffenbarger, Ralph S.....70, 88, 149
 Palmer, W. H.....36, 104, 126
 Park, Elizabeth..... 75
 Park, Jay B.....5, 65, 72, 141
 Parker, Amy..... 83
 Parker, E. P..... 156
 Parks, T. H.....35, 126
 Parry, Carl E.....9, 67
 Parsons, J. T.....76, 88
 Paterson, Robert G.....17, 99
 Patterson, G. D.....12, 143
 Patterson, Ida.....71, 199
 Patton, Jean K..... 59
 Peabody, D. V..... 201
 Pearson, Mrs. Humphrey W..... 76
 Pease, Charles S..... 75
 Peck, Marion.....5, 105, 141
 Peck, Nora.....21, 112, 158
 Pegg, Vesta.....85, 143
 Peinert, E. F.....16, 153

Peirce, Walter.....	8, 67	Rathbun, Edith.....	21, 87
Peiros, David Aaron.....	89	Rauhauser, Elizabeth.....	24, 114, 163
Penn, W. M.....	23, 114, 161	Ray, Frank A.....	14, 150
Percival, M.....	7, 106, 128, 143	Raymond, Edwin R.....	164
Percy, Katherine.....	15, 118, 151	Ready, Catherine.....	36, 185
Perkins, Clarence.....	7, 143	Reamer, Jeanette.....	59
Perky, Cheves West.....	131	Reasoner, Charles.....	22, 113, 160
Peshak, Bonnie.....	82, 86	Reasoner, I. C.....	22, 113, 159
Peterson, Charles J.....	172	Rebrassier, R. E.....	18, 110, 155
Peterson, J. B.....	12, 148	Reed, C. R.....	163
Petit, Walter.....	64	Reed, E. P.....	31, 125
Petrie, Robert.....	24, 114, 161	Reed, G. O.....	31, 125
Pettibone, G. R.....	103, 162, 166	Reed, James W.....	76
Phillips, Max M.....	125	Reed, Rufus D.....	12
Phillips, Thomas G.....	4, 52, 105, 140	Reeder, C. W.....	19, 111, 155
Picard, Miss.....	92	Reel, Philip J.....	17, 110, 154
Pierce, Clara.....	165	Reel, Ralph M.....	12, 62
Pike, Montgomery.....	69, 96, 172	Rees, Florence.....	59
Pintner, Rudolph.....	11, 65, 147	Rees, Mary.....	173
Pitts, Louise.....	159, 165	Reese, David E.....	76
Platianos, Nicholas.....	117, 170	Reichard, H. F.....	24, 115, 162
Plumb, C. S.....	4, 133, 140	Reichel, Mary Thomas.....	68
Pohle, Wm.....	24, 114, 161	Reichel, Victoria.....	21, 112, 159
Pollard, James.....	84	Reif, Louis E.....	10, 107, 146
Porter, Jane.....	22, 89, 112, 153	Reinhart, Harry.....	204
Potter, P. B.....	4, 105, 140	Reitz, J. C.....	14, 150
Powell, Helen F.....	159, 165	Remy, J. R.....	26, 102, 200
Powers, Mary.....	24, 114, 162	Reuter, Carl Henry.....	91
Pratt, Edna B.....	22, 99	Revels, Frank.....	22, 113, 159
Pratt, R. L.....	14, 109, 150	Rey, Ernest.....	59, 68, 76
Preston, J. D.....	13, 109, 150	Rhone, John.....	23, 113, 160
Price, Karl D.....	70	Rhyne, Clayetta.....	26
Price, William E.....	85, 114, 161, 171	Rice, Gladys.....	102, 163
Prickett, L. C.....	172, 185	Richardson, A. G. G.....	18, 110, 155
Prince, F. S.....	31, 125	Richardson, L. W.....	24, 114, 161
Pritchard, William H.....	16, 153	Richey, E. C.....	185
Prout, Andrew W.....	17, 154	Richter, Corrine.....	23, 157, 173
Przyluska, Wanda.....	37	Rickard, Hortense.....	13, 109, 128, 137, 150
Puchstein, A. F.....	13, 108, 149	Rickly, Oscar DeWitt.....	70, 108, 149
Pugh, Charles.....	5, 105, 141	Ridenour, Alice Louise.....	63, 67
Pugh, Charles H., Jr.....	173, 200	Ridge, H. J.....	31, 130, 185
Pugh, Ednah.....	71	Riggle, John J.....	64, 125
Pugh, Helen V.....	22, 112	Riggs, Cecil O.....	172
Pugh, M. Helen.....	21, 112, 153	Rightmire, George W.....	15, 59, 152
Pugh, Katherine L.....	25, 118, 189	Rinker, Mary R.....	117, 156
Pumphrey, Fred H.....	132	Robb, Mabel Grace.....	90
Purvis, Hazelton Albanus.....	96	Roberts, Jennie.....	24, 115, 162, 171
R			
Racer, Marion L.....	59, 145, 199	Robinson, Alice R.....	10, 146
Ralston, James Garfield.....	90	Robinson, Gertrude L.....	7, 67
Ramsey, Raymond A.....	16, 153	Robson, James T.....	70, 143
Ramsower, H. C.....	4, 33, 95, 104	Rockwood, Bernard James.....	90
Ranck, Clara Raynor.....	71, 103, 157	Rockwood, Robert E.....	69, 129, 144, 199
Razor, S. E.....	13, 108, 128, 137, 150	Rodocker, G. F.....	25, 113, 201
		Roebuck, J. H.....	86
		Roehll, Frederick F.....	96
		Rogers, Andrew.....	3, 17, 110, 153

Rogers, A. S.....11, 147
Rogers, Edna M.....21, 99
Rogers, Howard.....32, 125
Rohleder, Wadrow C.....117
Romaine, Ruth Margaret.....167
Ronan, Mrs. Dorothy Lowe.....131, 165
Ronan, W. C.....11, 108, 147
Ronk, R. M.....22, 118, 159
Root, Eunice P.....69
Rose, Margaret.....32, 86
Roseboom, Eugene H.....63, 172
Ross, Clarence Crump.....91
Ross, Florence.....80
Roudebush, George Edward.....78
Rourke, Elizabeth.....174
Rousseau, Miss.....92
Routsong, R. A.....125, 185
Rowe, E. M.....32, 125
Rowland, Clarence E.....164
Royer, R. M.....20, 157, 169
Rudman, C. F.....59
Ruggles, C. O.....9, 81, 145
Rule, Glen K.....101
Rupert, Margaret J.....85, 188, 151, 185
Ruth, John H.....84
Ryan, Cecelia.....22, 83, 112, 118, 159
Ryan, Margaret.....21, 112, 116

S

Sage, Harry M.....15, 109, 151
St. John, L. W.....20, 97, 157
Salisbury, S. M.....32, 125
Sampson, H. C.....5, 105, 127, 140
Sams, Robert.....103, 159
Sayre, J. D.....5, 88, 105, 127, 137, 141, 188
Schaaf, Downs.....14, 130
Schabacker, Muriel J.....19, 102, 156
Schaeffer, Ethel.....25, 88, 101, 151
Schaeffer, George C.....3, 17, 101, 153
Schaffner, J. H.....5, 140
Scherer, N. W.....6, 142
Schilling, Samuel J.....18, 62
Schlatler, Olive.....29
Schmidt, J. P.....32, 125
Schneck, Amanda.....25, 88
Schneider, Bertha.....19, 111, 155
Schneider, Lydia.....133
Schoeneweiss, Louise.....19, 111, 156
Schons, Emily.....76, 145, 199
Schreiber, Ralph H.....170
Schutts, Gaylord J.....172
Scofield, Ethel C.....71, 157
Scott, Adelaide.....87
Scott, Ernest.....17, 154
Scott, Thomas.....103, 159

Sefton, Lilly Bell.....59
Selbert, Mrs. Louis.....187
Selby, Irma Ruth.....63, 68, 76
Sells, Helen E.....19, 111, 156
Semans, H. M.....10, 146
Sembower, Charles J.....187
Senn, Carl M.....13, 108, 149
Service, Jerry H.....14, 65, 151
Seymour, Raymond J.....17, 110, 154
Shanck, J. E.....6, 106, 142
Shank, J. R.....12, 108, 148, 201
Sharp, James.....173, 186
Sharples, Nan.....40
Sharritt, P. L.....32, 125
Shattuck, E. A.....15, 87
Shawaker, G. H.....18, 110, 154
Shawen, Paul.....13
Sheets, Marjorie.....76, 145
Sheetz, J. W.....16, 153
Shelov, Elizabeth.....100
Shelton, C. M.....24, 114, 161
Shepard, Charles J.....16, 153
Shepard, E. P.....204
Shepardson, J. E.....13, 108, 149
Shepherd, George E.....22, 113, 160
Sheppard, Harry E.....9, 62
Shepperd, James R.....4, 140
Sherman, C. E.....12, 149
Sherwood, Eli.....23, 103
Shively, Harold H.....76, 143
Shively, Robert Claudy.....167
Shoemaker, J. N.....18, 110, 155
Shover, Ruth.....84
Shugert, Annette M.....21, 112, 158
Shull, Geneva Amelia.....139
Shultz, Edna Ruth.....54
Shumway, C. R.....32, 125
Shumway, H. S.....10, 107, 146
Sidle, George E.....53
Siebert, Wilbur H.....7, 89, 128, 143
Simmerman, Oleta L.....85
Simonds, Elizabeth.....3, 109, 151
Sisson, Septimus.....18, 155
Skinner, Lila.....5, 73, 105, 141
Sleeth, E. C.....32, 125
Sloan, Arthur St. C.....9, 107, 145, 199
Sloane, R. C.....12, 108, 148, 201
Smith, A. E.....5, 105, 141
Smith, A. G.....32, 125
Smith, Alpheus.....14, 109, 151, 168
Smith, Alva W.....14, 109, 151, 173
Smith, Blanche.....73
Smith, Eston W.....119
Smith, Ethel Lee.....158, 165
Smith, Eva.....21, 25, 112, 158
Smith, Francis Marian.....164

Smith, H. D.....11, 108, 147
 Smith, Marion G.....12, 116
 Smith, Oliver.....23, 114, 161
 Smith, Reuben Valentine.....69, 144
 Smith, Robert E.....10, 107, 146
 Smith, V. C.....33, 62
 Smith, W. F.....9, 199
 Sneary, Kenneth Douglas.....200
 Sniffen, Edith.....7, 72, 106, 143
 Snook, James H.....18, 110, 155
 Snyder, Carl.....159, 165, 171
 Snyder, Dick P.....10, 146
 Snyder, Ethel.....22, 40
 Snyder, Muriel.....21, 112, 158
 Soler, Dora M.....22, 112, 158
 Sollenberger, Isaac G.....187
 Sosa, R. V.....16, 71, 153, 171, 174
 Souders, L. G.....4, 105, 140
 Speaker, Ruth.....22, 112, 159
 Spencer, Aneita.....15, 67
 Spencer, Forrest.....85, 114, 161
 Spencer, Henry R.....8, 144
 Spohn, B. B.....36, 126
 Spohr, Carl L.....17, 154
 Spurgeon, Chester.....26, 102, 200
 Stahl, B. E.....117, 141
 Stahl, W. M.....23, 114, 161
 Stainbrook, J. L.....23, 113, 160
 Stanton, F. M.....18, 155
 Stapleton, S. F.....70, 147
 Starin, Wm. A.....16, 109, 153
 Starr, Edward Marquis.....167
 Starr, Frank C.....10, 107, 146
 Starr, George W.....54, 156
 Staton, Elzie Jerome.....132
 Stauffer, Andrew Scott.....90
 Steeb, Carl E.....20, 60, 61, 78, 92
 121, 122, 134, 157, 169, 177, 196, 201
 Steed, James G.....148
 Stegeman, Paul.....12
 Steiger, Elsie.....53, 142
 Steiger, Herman.....70, 166
 Steinfeld, A. M.....3, 102, 154
 Stemen, Wm. R.....12, 148
 Stenquist, J. L.....168
 Stevens, H. G.....32, 185
 Stevens, William S.....63, 110, 155
 Stewart, L.....23, 113, 160
 Stewart, W. F.....4, 49, 140, 198
 Stickney, M. E.....6, 142
 Stiffey, P. E.....18, 154
 Stimson, Edward S.....63, 187
 Stimson, Ralph H.....188
 Stoltz, R. B.....5, 105, 141
 Stone, Julius F.....196
 Stone, Ralph Everett.....90

Stone, W. E.....32, 125
 Stott, Lou N.....189
 Stout, Lawrence E.....12, 143
 Stover, Ernest L.....83, 141
 Stover, W. G.....36, 126, 140
 Stowe, S. B.....32, 125
 Stradley, B. L.....188
 Strong, George M.....132, 148
 Strong, Leonard Ralph.....70, 163
 Strosnider, C. W.....10, 107, 146
 Strunk, William, Jr.....128
 Sturm, Harriet V.....20, 68
 Sturm, Margaret H.....85, 111, 157
 Sullivan, Blanche.....26, 102, 200
 Sutherland, Thomas Henry, Jr.....78
 Svensen, C. L.....13, 108, 149
 Swan, Charles Guy.....117, 151
 Swan, Dorothy.....71, 112, 159
 Swan, Fillmore Dowell.....70, 166
 Swanger, D. G.....40
 Swartzel, K. D.....13, 108, 150
 Swift, A. J.....32, 130
 Swingert, Lora Ethel.....25
 Swisher, Dan.....4, 98
 Swisher, Florence.....90

T

Taber, R. F.....37, 126
 Taft, D. R.....9, 52
 Tailliart, Henri.....9, 107, 129, 137, 199
 Tait, John W.....69, 106
 Talbot, Mildred V.....10, 65, 67
 Tallmadge, B. F.....24, 114, 161, 174
 Tannehill, Olive Gwendolyn.....90
 Tanner, Clarence B.....101, 154
 Taylor, A. D.....142
 Taylor, Alice.....3, 109, 151
 Taylor, A. P.....9, 107, 146
 Taylor, George.....4, 105, 140
 Taylor, J. R.....7, 143
 Taylor, Lucile.....27, 185
 Taylor, Lucy M.....21, 111, 158
 Taylor, W. N.....18, 110, 155
 Teach, Frank A.....86
 Teach, Van B.....76
 Teguel, Nettie.....26, 205
 Tener, C. Glenn.....148
 Terbreuggen, Eloise.....159, 165
 Terry, Helen.....76, 145
 Terry, Inez.....25, 199
 Thomas, Charlotte J.....19, 64, 111, 156
 Thomas, Harry.....4, 105, 170
 Thomas, M. C.....32, 185
 Thomas, Mary T.....21
 Thomas, May.....8, 106, 144

Thompson, B. L.....	84, 163
Thompson, R. R.....	131
Thompson, W. O.....	20, 77, 78, 79
80, 97, 121, 135, 157, 168, 189, 195	
Thrash, C. L.....	4, 140
Tiffany, Lewis H.....	131
Timberman, A.....	17, 59, 153
Torr, John, Jr.....	71, 110, 155
Townsend, Harriet N.....	19, 111, 156
Transeau, E. N.....	5, 140
Trautman, George M.....	20, 128, 157
Trent, William.....	103, 163
Truxall, H. E.....	23, 113, 160
Tucker, Marion.....	5, 62
Tucker, W. M.....	8, 106, 144, 168
Turnbull, W. D.....	13, 108, 149
Turner, Nora.....	25
Tuttle, Alonzo H.....	15, 152
Twiss, George R.....	10, 96, 147

U

Uhrig, Isabella.....	204
Underwood, C. L.....	59
Upham, Alfred H.....	128
Upham, Charles J.....	85, 99
Upham, John H. J.....	16, 163
Usry, Eldon L.....	10, 146

V

Vallery, Margaretha.....	26, 87
Valley, George.....	35
Van Atta, L. S.....	83
Van Buskirk, Lear H.....	17, 110, 154
Vance, Josiah Gaddis.....	78
Vance, Randall Reid.....	90
Vander Borgh, George H.....	148
Vanderlip, H. F.....	95
Van Etten, Wallace.....	13, 130
Van Houten, J. D.....	32, 125
Van Meter, Anna.....	5, 134, 141
Van Meter, John.....	92
Van Riper, Christian.....	9, 72, 96, 137
Veidt, Callie.....	36
Venis, Joseph.....	23, 113, 160
Vigor, Lee E.....	22, 112, 163
Vilbrandt, A. H.....	76, 148, 175
Vilbrandt, F. C.....	12, 108, 148, 166
Vivian, Alfred.....	4, 78, 139
Vogel, Helen M.....	163
Vogel, Katherine A.....	20, 111, 157
Vollmer, Jonathan.....	22, 68
Vollrath, Edna.....	84
Vong, Pao Ho.....	63

W

Wagenhals, F. C.....	16, 110, 153
Waid, Ettie.....	53, 199
Waidner, Carl Frederick.....	78
Waldrip, L. H.....	86
Walker, Grace G.....	5, 105, 141
Walker, Harry.....	102, 120
Walker, Mae M.....	19, 111, 156
Walker, W. H.....	18, 89, 110, 155
Wall, Margaret.....	165
Wall, W. D.....	53
Wallace, William.....	173
Waller, A. E.....	5, 105, 141
Walradt, H. F.....	9, 72, 96, 107, 127, 145
Walter, E. J.....	100
Walter, Homer Ward.....	89
Walter, W. D.....	95
Ward, John S.....	14, 109, 151
Wardlow, Yeatman.....	18, 154
Warner, Mary.....	26, 204
Warren, Jas. H.....	40
Washburne, George A.....	8, 106, 144
Waters, Ruth E.....	71, 171
Watson, F. W.....	71, 153
Watson, Robert.....	4, 105, 140
Watson, Stanley H.....	135
Watson, T. G.....	4, 105, 139
Watters, Bess C.....	20, 111, 116
Watts, Arthur.....	11, 73, 147
Weate, J. J.....	23, 88
Weaver, James H.....	14, 109, 150
Webb, Robert F.....	172
Webb, Tessa.....	29
Webber, Melville Folsom.....	69, 146
Wegener, Clara.....	17, 54, 163
Weidler, Walter.....	9, 62, 186
Weirauch, Herbert V.....	101, 153
Weishaupt, Clara.....	49, 113, 171
Weiss, A. P.....	11, 107, 147
Wells, Ralph W.....	131
Wenger, Ralph Webster.....	42
West, A. H.....	76
Wheeler, Clark S.....	27, 59, 63, 73
Wheeler, Thomas A.....	84, 125
Whipps, Mozelle.....	15, 151
White, David S.....	18, 80, 155
White, Edna N.....	5, 38, 73, 116
Whittaker, Wm.....	5, 105, 140
Wickliff, Edward Lawrence.....	69, 106, 142
Wiley, E. W.....	7, 72, 106, 143
Will, Alpha J.....	12, 148
Willard, C. J.....	5, 65, 105, 141
Williams, Alberta.....	21, 112, 158
Williams, D. W.....	23, 114, 161
Williams, O. E.....	13, 103, 123, 149

Williams, R. C.....	9, 72, 144, 199	Woodruff, Charles H.....	13, 108, 149
Williams, R. D.....	8, 106, 144	Worch, Mary.....	18, 102, 155
Williams, S. A.....	23, 114, 161	Workman, Q. J.....	86
Williams, S. R.....	6, 142	Worthington, Hugh S.....	175
Williams, T. Reese.....	17, 110, 154	Wright, C. A.....	13, 108, 148
Williams, W. S.....	23, 68	Wright, C. H.....	156
Willison, Florence.....	36, 73	Wright, Harold.....	13, 108, 149
Wilson, C. E.....	116, 140	Wright, Luella.....	159, 165
Wilson, Doris K.....	187	Wright, Montellio.....	159, 165
Wilson, Colonel James S.....	134	Wright, P. L.....	13, 108, 149
Wilson, Leroy.....	18, 89, 110, 155	Wuichet, John.....	34
Wilson, Philip D.....	18, 67	Wurdack, Mary E.....	69
Wiltberger, R. D.....	10, 107, 146	Wykoff, Blanch.....	73
Winbigler, Hugh C.....	164	Wylie, Robert.....	32, 125
Windau, C. J.....	32, 125		
Wingert, H. S.....	21, 112, 158	Y	
Winn, John W.....	172	Yeager, Madelyn.....	101
Winner, Ivan S.....	91	Yaeger, Mary.....	31
Withrow, J. R.....	12, 81, 148	Yanes, Bienvenido Rumbaut.....	79
Wittke, Carl.....	7, 106, 143	Yaney, Arthur J.....	149
Wolcott, Roy C.....	15, 109, 151	Yinger, Neva.....	31
Wolfe, L. E.....	21, 130	Young, Claiborne.....	58, 116
Wolman, Bertha.....	22, 40	Young, Joseph Harvey.....	90
Wood, G. A.....	7, 106, 127, 137, 143		
Wood, Louise.....	171	Z	
Woodbury, Bonnie.....	165	Zartman, Luke V.....	54, 110, 154
Woodbury, D. A.....	14, 109, 151, 170	Zuck, Alice Martha.....	174
Woodbury, Ethel.....	21, 65, 111, 158	Zwayer, Byron.....	78
Woodford, C.....	22, 113, 159		

GENERAL INDEX

A	
Administrative Council.....	121
Advisory Council.....	56
Aero Club.....	163
Agricultural Chemistry and Soils, Department of.....	4, 105, 140
Agricultural Education, Department of.....	4, 149
Agricultural Engineering, Depart- ment of.....	4, 105, 140
Agricultural Extension.....	26, 89, 98, 123, 197
Agriculture, College of.....	49, 65, 105, 123-127, 139
Alumni.....	122, 135
Alumni Association.....	97
American Council on Education.....	41
American History, Department of..	7, 106, 143
Anatomy, Department of.....	15, 103, 109, 152
Animal Husbandry, Department of	4, 105, 140
Applied Optics, Department of.....	121
Appropriations, 47, 50, 66, 74, 82, 92, 104, 120, 132, 135, 166, 168, 189, 200, 201	
Appropriations, State.....	40, 41, 55
Architecture, Department of.....	11, 108, 147
Art, Department of.....	10, 107, 146
Artillery Barns.....	50, 61
Arts, College of.....	7, 107, 143
Astronomy, Department of.....	11, 103, 147
Attorney General.....	169, 201
Aviation Barracks.....	75
B	
Bacteriology, Department of.....	16, 109, 153
Bids.....	42, 91, 92
Board of Trustees.....	121
Boiler.....	60
Bonds.....	32, 92, 104, 139
Botany Building.....	44, 45

Botany, Department of.....	5, 105, 140
Bridge.....	135
Budget.....	3-39, 49, 98
104-115, 123-129, 136, 137, 138-162	
176, 189, 197, 199, 200, 201, 204	
Bureau of Mines.....	62

C

Cancellations.....	50
Ceramics, Department of.....	11, 147
Certificates.....	77, 98
Chemistry, Department of.....	
.....12, 74, 98, 108, 148	
Civil Engineering, Department of..	
.....12, 108, 149, 201	
Cleveland School of Education....	202-204
Coal.....	42
Coal Elevator.....	61
Coal Sampling.....	56
Commerce and Journalism, Depart- ment of.....	9, 107, 145
Committees.....	52, 54, 59, 78, 81
121, 134, 136, 176, 190, 197, 200, 202	
Contracts.....	75, 197
County Agent Work.....	65

D

Dairying, Department of.....	5, 105, 141
Dalhousie University.....	66
Dean of Women.....	21, 136
Deeds.....	134, 169
Degrees..	42, 77, 78, 82, 89-91, 96, 98, 133
136, 165, 166, 174, 176, 177-184, 189	
Dentistry, Department of.....	
.....10, 107, 146, 189	
Dispensaries.....	16, 153

E

Economics and Sociology, Depart- ment of.....	9, 107, 145
Education, American Council on....	163
Education, College of.....	10, 107, 146
Election of Officers.....	196
Electrical Engineering, Department of.....	13, 108, 149
Emergency Board.....	60, 74
Endowment Fund.....	
.....59, 92, 135, 163, 177, 190	
Engineering, College of.....	
.....11, 61, 108, 147, 168	
Engineering Drawing, Department of	
.....	13, 108, 149
Engineering Education.....	61

Engineering Experiment Station....	56
Engineering Experiment Station Fund.....	66, 97, 103, 120
English, Department of.....	7, 106, 143
European History, Department of...	
.....	7, 106, 143

F

Farm Crops, Department of..	5, 105, 141
Farm Operations, Department of....	
.....	5, 105, 141
Farmers' Institute.....	39, 199
Fees.....	41, 92, 122, 123, 135, 136, 167
Fellowships.....	59, 88, 174
Fifteenth Avenue.....	201
Fiftieth Anniversary, Ohio State Uni- versity.....	47-49, 59, 82
Flying Field.....	168, 176
French Students.....	41, 77, 92

G

Geology, Department of.....	8, 106, 144
German, Department of.....	8, 106, 144
Gifts.....	121, 176, 190-195, 196
Graduate School.....	
.....19, 59, 88, 89, 134, 155, 174-175	
Greek, Department of.....	8, 144

H

Hayes Hall.....	49
History of Philosophy of Education, Department of.....	10, 146
History of University.....	42, 82
Hog Building.....	50, 61, 91
Home Demonstration Agents.....	67
Home Economics, Department of....	
.....	5, 49, 105, 120, 141
Homeopathic Hospital.....	
.....	15, 25, 109, 151, 204
Homeopathic Medicine, College of...	
.....	15, 109, 121, 151, 176
Honorary Degrees.....	82, 133
Horticulture and Forestry, Depart- ment of.....	6, 105, 142
House Bill 588.....	104

I

Inauguration, Marietta College..	77, 91
Indiana University.....	133
Industrial Arts, Department of....	
.....	13, 108, 149
Industrial Conference.....	79

Industrial Education, Department of	10, 107, 146
Institute Speakers.....	39

J

Jeffrey Manufacturing Co.....	61
Journalism, Department of.....	9, 41, 107, 145, 200

L

Lake Laboratory.....	6, 61, 82, 142
Landing Field.....	168, 176
Lands.....	134
Lantern.....	65
Latin, Department of.....	8, 106, 144
Law, College of.....	15, 55, 152, 200
Leaves of Absence.....	42, 55, 65, 73, 79, 96, 195
Library.....	19, 111, 133, 155
Library Council.....	40

M

Marietta College.....	77, 91
Mathematics, Department of, 13, 108,	150
Mechanical Engineering, Department of.....	14, 109, 150
Mechanics, Department of.....	14, 150
Medicine, College of.....	15, 77, 98, 109, 134, 152
Meetings, Board of Trustees 3, 51, 61,	66
79, 82, 94, 98, 115, 129, 137, 170,	177
Memorials.....	134
Memorial Tower, Alumni.....	40, 59
Metallurgy, Department of.....	14, 150
Military Science, Department of.....	19, 196
Mine Engineering, Department of...	14, 109, 150
Mineralogy, Department of.....	14, 109, 150

N

Nurses' Home, Neil Avenue.....	41
--------------------------------	----

O

Observatory Park.....	121
Obstetrics, Department of.....	17, 110, 153
Officers, Election of.....	196
Ohio Newspaper.....	201
Ohio State Teachers' Association....	77
Ophthalmology and Oto-Laryngology	17, 110, 153
Oxley Hall.....	26, 204

P

Page Hall.....	49
Pathology, Department of.....	17, 110, 154
Permutit Softener.....	177
Pharmacy, College of.....	18, 110, 155
Philosophy, Department of....	8, 106, 144
Physical Education, Department of..	3, 20, 58, 111
Physics, Department of.....	14, 109, 151
Physiology, Physiological Chemistry and Pharmacy.....	17, 53, 110, 154
Plans.....	61, 98, 168
Political Science, Department of...8,	144
Poultry Husbandry, Department of	138, 142
Power House.....	61
Principles and Practice of Education	10, 147
Protestant Hospital.....	55, 74, 200
Psychology, Department of.....	11, 107, 147
Public Health and Sanitation....	17, 154

R

Registrar's Office.....	21, 50, 111
Reports.....	47-49, 202
Resolutions.....	39-40
41, 52, 55, 58, 65, 79, 80, 82, 89, 92	97, 104, 121, 133, 135, 168, 189, 190
Right of Way.....	42-44
Romance Languages, Department of	8, 107, 144, 199
Rural Economics, Department of...	6, 106, 142

S

St. Francis Hospital.....	200
Salaries for Professors.....	45, 81, 122
Scholarships.....	59, 89
Scholarships in Agriculture.....	65
School Administration, Department of	11, 147
Secretary of War.....	196
Sewer.....	42-44
Sheep Building.....	50, 61, 91
Smith-Hughes Law.....	57, 197
Softening Water Machine.....	177
South Oval Drive.....	190
Stadium.....	92
State Board of Education.....	45-47, 57-58, 197
State Board of Health.....	44
State Controlling Board.....	169

State Dairymen..... 190
 Stores and Receiving Department...
26, 112, 200
 Students' Aid Fund..... 77
 Student Health Department. .21, 112, 120
 Summer Session.....
41, 55, 127, 137, 168, 175, 201
 Surgery and Gynecology, Department
 of.....18, 110, 154
 Swine Building.....53, 61, 91

T

Taxation Committee..... 78
 Teacher-Training.....57-58
 Teachers' League..... 81
 Travel.....65, 77
 78, 80, 81, 97, 104, 119, 120, 134, 169
 Twelfth Avenue Drive..... 190

U

United States Bureau of Mines.....62

University Architect.....
24, 50, 59, 91-92, 98, 115, 134

V

Veterinary Medicine, College of.....
18, 110, 155
 Virginia Military Lands.....92-93, 134

W

Water Softening Machine..... 177
 Women's Building..... 98

Y

Y. M. C. A..... 92
 Y. W. C. A..... 92

Z

Zoology and Entomology, Department
 of.....6, 106, 142

050
 1000

v
 g
 o
 ps
 ct
 s
 t
 @a
 sh
 ca