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Hangchow Christian College

MINUTES

Field Board of Control

May 3, 1926

May 3, 1926

The Field Board of Control of Hangchow Christian College met in the Guest Room of Severance Hall at 8.30 p.m., May 3, 1926. Rev. S. S. Chu, the retiring chairman, opened the meeting with the reading of Scripture and prayer.

The following representatives were present:

1.	Ning-Shao Presbytery	Rev.	Bao	Tseh-wa	(1927)
2.	Soochow Presbytery	Rev.	S. S	. Chu (195	26)

Soochow Presbytery
 Hangchow Presbytery
 Kashing Presbytery
 Wr. Yu Zen Fong

5. Alumni Association Rev. James Y. Yeh (1926)

6. Mid-China Mission { Rev. J. M. Blain, D.D. (1926) Rev. Lowry Davis (1927) Mr. Edward Evans (1926)

7. Central China Mission Mr. R. M. White (Alternate for Rev. J. M. Espey) (1927)
Mr. A. W. March (1926)
Rev. K. Van Evera (1928)

8. Ex-Officio {\begin{aligned} \text{Rev. R. F. Fitch, D. D., President \\ \text{Rev. Andrew V. Wu, Dean \end{aligned} \end{aligned}

The following officers were elected:

Chairman Rev. S. S. Chu
Vice-Chairman Rev. J. M. Blain
Chinese Secretary Rev. Bao Tseh-wa
English Secretary Rev. K. Van Evera

The docket prepared by the President and Dean was adopted.

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The following Committees were appointed:

(a)	Committee on Faculty Minutes	Rev. James Y. Yeh Rev. Lowry Davis
(b)	Committee on Faculty Residences	Rev. J. M. Blain Rev. K. Van Evera Rev. Nyi Hong Ven
(c)	Committee on Faculty Membership	Rev. J. M. Blain Mr. R. M. White Rev. James Y. Yeh
(d)	Committee on Resolution	Mr. R. M. White Mr. Yu Zen Fong Rev. Bao Tseh-wa
(e)	Committee on Auditing of Treasurer's Books	of J. Rev. K. Van Evera (Rev. James Y. Yeh

The Minutes of the Executive Committee of the Field Board of Control and the Actions passed by the Board by circular letter were presented and actions adopted as follows:

Voted—that the draft of the new constitution of the College as submitted by the President be submitted to be annual meeting for adoption.

Voted—that the draft of the new constitution be submitted to the Field Board of Control two weeks before the annual meeting.

Voted—that the new constitution be temporarily put into force.

Voted—that the College Treasurer be instructed to pay certain items of Dr. Fitch's expense connected with the College Campaign in America.

Voted—to approve, on the request of Mr. Wu, of the assignment of Dr. Kiang to the new residence, and that Mr. Wu continue to occupy the western one of the three old houses.

Voted—to approve the proposal to erect a Teachers' Hall for the accommodation of single teachers and teachers whose families are not at the College, using funds received from the College Construction Bureau for this purpose.

Voted—to approve of using \$500 from the Building Fund for making a Faculty Recreation Ground on the East Bluff and for other campus improvement.

Voted—to reaffirm our request that each Board provide \$8,000 Mex. for 1926-27 and \$9,000 Mex. for 1927-28.

Voted—to ask the Nashville Committee thru the Mid-China Mission to make available a sum which may be drawn on, not to exceed \$250 Mex. per month, whenever an emergency makes it necessary to fill vacancies in the quota of teachers, this having already been approved by the New York Board.

Voted—to approve of the Administration's securing more land for an additional athletic field.

Resolved—that we express our appreciation of the faithful and efficient service of Dr. E. L. Mattox as Acting President and wish him and Mrs. Mattox a restful and happy furlough.

Voted—to approve of the use of \$3,000 from the Religious Work and Library Fund for the erection of a building for community work at Zakow.

Voted—to grant the use of \$250 from the General Building Fund for supplying road lights for the Campus.

Voted—to approve of using \$4,100 from the Building Fund for the building of a Gymnasium, from funds designated for that purpose.

Voted—to approve of paying \$2,000 from the Building Fund to the Fu-yang Motor Road Company, to be used in

the construction of that part of the road between the College and Hangehow City, and to refer to the Resolutions Committee of the Field Board of Control the payment of an additional \$500 and the securing of a voting share in the Motor Company.

Voted—to approve of raising the salary of Dean Andrew V. Wu to \$200 per month.

Voted—to approve of a temporary loan of \$4,000 from the Religious Work and Library Fund for the installation of an electric light plant for the College.

The President's Report was presented by Dr. Fitch and approved.

Voted—that the Board convene at 10.00 a.m. tomorrow.

Adjournment with prayer by Rev. Lowry Davis.

May 4, 1926, 10.00 a. m.

The meeting was opened with prayer by Mr. White. The minutes of the previous meeting were read and approved as corrected. Mr. Lee Ba-en who was absent from the previous session was present. The Committee on Faculty Minutes reported their approval of the minutes. The Committee on Faculty Residences stated that they had nothing to report. On the recommendation of the Committee on Faculty Membership the following action was taken:

Voted—that we invite Rev. Frank W. Price to become Head of the Department of Religious Education of Hangchow Christian College and urge the Mid-China Mission to assign him to this work.

The report of the Committee on Resolutions was read and accepted for discussion and action by the Board.

Voted—to approve of the proposal of the Executive Council for cooperation with the Church Missionary Society in pre-medical work, by which the C. M. S. shall put a foreign chemistry teacher in the College Chemistry Department from the fall of 1926 on and in addition a Chinese instructor from the fall of 1927 on in return for the instruction of their students in pre-medical work.

Voted—that we approve of requesting the Southern Mission Board to increase their annual grant to the College to \$8,000 Mex. for 1926-27 and both Boards to \$9,000 Mex. for 1927-28.

Voted—to approve of paying an additional \$500 to the Fu-yang Motor Road Company so as to make the College eligible to election to a seat on the Board of Directors of the road.

Voted—as the chapel hour had arrived to adjourn to attend chapel and to meet again at 1.30 p. m.

At 1.80 p. m. the meeting was opened with prayer by Dr. Fitch. The minutes of the previous session were read and approved.

Voted—to approve of increasing fees by the following amounts:

E	Board																\$3.00
A	thlet	ic	S														1.00
N	Aedica	ıl															1.00

Voted—to approve of the College Faculty's continuing discussions looking toward a federated university for East China.

Voted—to approve of repairs for all college residences being placed upon the College Budget.

Voted—to approve of a united campaign for funds, for Hangehow Christian College, in the United States.

The revised draft of the constitution submitted by the Executive Committee at its meeting in October was aken up for discussion and adopted as printed in these minutes.

A committee consisting of Rev. Lowry Davis, Mr. Lee Ba-en, and Dr. R. F. Fitch was appointed to draw up a statement of aim for the constitution.

At 8.00 p.m. the meeting was opened with prayer by Rev. Bao Tseh-wa. The minutes of the previous n eeting were read and approved.

Voted—to approve the statement of aim for the College as reported by the special committee as follows:

The aim of the College is:

(1) Thru the spirit of Christ to develop the highest type of character.

(2) To create a consciousness of the responsibilities of citizenship.

(3) To provide college training of a high standard for leadership in society.

A letter from the Students' Self-Government Association was read, requesting the Board to take up the question of registration.

Voted—that the Board reply to this letter stating that the Board is aware of the importance of this question, that on account of the changes in the government bureaus it is impossible to take the question up with the Ministry of Education at the present time, that in the future letters from the students should come to the Board in the regular way, thru the College Faculty.

Voted—to accept the report of the Auditing Committee, that the Treasurer's books had been audited and found correct.

Voted—that the raise of salary of a teacher should not depend merely upon experience and term of service but also upon further study and preparation.

Voted—to appoint Dr. Fitch, Dr. Kiang, and Mr. Evans as representatives on the Advisory Council of E. C. C. C. & U.

Voted—to appoint Mr. Lee Ba-en, Dean Wu, and Mr. Day as representatives on the Council of Higher Education.

Voted—to appoint the Executive Committee for the coming year as follows: Rev. Chu Sin-sen, Rev. Bao Tseb-wa, Rev. J. M. Blain, Rev. James Y. Yeh, and Rev. K. Van Evera.

Voted—to elect Rev. Andrew V. Wu as Vice President.

Voted—to appoint Dr. R. F. Fitch and Siao Pin Seh as representatives on the Tsen-tseh School Board.

Voted—to appoint Rev. Andrew V. Wu representative on the Union Committee.

Voted—to elect Dr. David C. T. Yu a member of the Field Board of Control.

Voted—to elect Mr. C. S. Chung a member of the Administrative Faculty.

Voted-to elect Mr. E. Evans College Bursar.

Voted—that Rev. Bao Tseh-wa be appointed to preside at the Chinese Oratorical Contest on Wednesday evening. May 4.

At the close of the session Dr. Fitch expressed his desire that the spiritual aim of this institution might not only be retained but further augmented, that he felt the Institution in many of its departments was becoming more efficient, that in the autumn when he came to this college there were two departments which he felt needed further emphasis, the Chinese Department and the Department of Religious Instruction and Religious Work. The Chinese Department has since been greatly strengthened thru the securing of Mr. Chung. The

Religious Department is now in special need of a strong leader. The College, since it is to emphasize teacher training, should have a Department of Religious Instruction as to train teachers for the middle schools in the development of that work; but religious instruction has little value unless there is very strong emphasis put upon religious activities and the spiritual life of the students. The tendency of our institutions as they grow larger is to become more and more like factories where the process of instruction becomes more and more mechanical and the aim is chiefly the turning out of large numbers of students. It is by making an institution glow and live with the personality of Christ that the highest type of leadership is developed. Doubtless it is in the providence of God that this institution has been retarded in its numerical growth so that there might be laid a surer and better foundation not only in its pedagogical standards but also in its influence for the production of Christian personalities. When these foundations are rightly laid the Institution will grow numerically within well defined limits. The College asks for the prayers of the two Missions in obtaining this more spiritual objective.

Lowry Davis of Kashing followed with a number of remarks supporting the need of emphasis in the spiritual life of the Institution in which there should be no lack of emphasis in the use of modern methods in raising the pedagogical efficiency of the College, but that the soul and heart of the Institution could not be fully nourished without the first emphasis on Christian ideals in the development of personality.

The meeting was closed with prayer by the Chairman, Rev. S. S. Chu.

KEPLER VAN EVERA English Secretary

CONSTITUTION OF HANGCHOW CHRISTIAN COLLEGE

Article I - Name

This institution shall be called in English Hangchow Christian College and in Chinese S Lih Ts Kiang Da Yah.

Article II Aim

The aim of the College shall be:

- (1) Thru the spirit of Christ to develop the highest type of character.
- (2) To create a consciousness of the responsibilities of citizenship.
- (3) To provide college training of a high standard for leadership in society.

Article III-Control

This institution shall be under the joint management of the Field Board of Control in China and a Board of Trustees, the latter representing the Presbyterian Board of Foreign Missions, U. S. A., and the Executive Committee of Foreign Missions of the Presbyterian Church, U. S.

Article IV-Field Board of Control

1. Membership.—This Board shall have a membership of 16; I each from the Presbyteries of Hangchow, Soochow, Ning-Shao, and Kashing; 3 from the Alumni of the College; I Chinese member at large, elected annually by the Board; 3 from the Central China Mission of the Presbyterian Church, U. S. A.; 3 from the Mid-China Mission of the Presbyterian Church, U. S.; and the President and the Dean who shall be ex-officio members. Each Presbytery shall elect its representative for 3 years and the Alumni shall each year elect a representative to serve 3 years. The Presbyteries and the Alumni shall

each provide an alternate in order to secure representation at each meeting of the Board. Each Mission representative shall hold office for 3 years, each Mission electing 1 representative annually.

2. Meetings.—The Board shall have one regular meetings each year as near the close of the school year as practicable. Special meetings shall be called by the Chairman upon the written request of any 3 members of the Board after due notice has been given. A majority of the members shall constitute a quorum.

3. Officers.—The officers of the Board shall be the Chairman, Vice-Chairman, English Secretary, and Chinese Secretary.

4. Executive Committee.—The Board shall have an Executive Committee of 5 members which shall appoint their own chairman, and two secretaries, and which shall have charge of all matters requiring ad-interim action. It shall hold a regular meeting about the first of November to attend to ad-interim business and to prepare a report for the Field Board of Control to the Board of Trustees.

The President and the Dean of the College shall be ex-officio members of the Executive Committee and are expected to attend all meetings of the Committee and to participate in discussion but without power to vote.

5. Powers and Duties.—(a) The Board shall appoint the Administrative Officers of the Institution, the members of the Administrative Faculty, full professors, and assistant professors. (b) The Board shall have general oversight of the policy of the school, shall fix the scale of salaries of teachers and tuition of students, shall have control of the purchase of land, erection of buildings, and of matters of property conservation and extension. It shall audit accounts, approve estimates, and present same to the constituent bodies.

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Article V-Officers of Administration

The President. - The President of the College shall have charge of the general administration of the College and oversight of the work of the other officers of administration. In addition to these duties he shall have responsibility for the external relationships of the Institution to the various contributing constituencies both in China and the United States, to the Alumni, to other colleges and universitites, and to governmental authorities. He shall report the conditions and needs of the College to the Field Board of Control annually or as occasion shall require. He shall preside over the meetings of the Executive Council and of the meetings of the Faculty. His approval must be secured before any appointment can be made to the Administrative Staff, to the Executive Council, or to the Faculty, and he shall have the power of nominating the members of the Administrative Staff, of the Executive Council, and of the Faculty, to the Field Board of Control or to the Trustees or to the Administrative Faculty as the case may require.

The Vice President.—The Vice President shall take temporary charge in the absence of the President and in such case shall assume the duties above mentioned.

The Dean.—The Dean shall have charge of the educational administration of the Institution, the discipline of the students, and the administration of the curriculum. Except for the specific work of the other executive officers of the College he shall have general oversight of internal administration.

The Bursar.—The Bursar shall receive and hold all College moneys on deposit in approved banks. He shall issue the orders for all purchases made for the College, pay all bills, salaries, and other charges originating at the College in accordance with the regulations of the Field Board of Control. He shall furnish a quarterly

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statement of his receipts and disbursements to the Executive Council for their information and guidance. He shall also prepare the budget for each new fiscal year after consultation with the President and the Dean, said budget to have the approval of the Executive Council before being submitted to the Field Board of Control.

The Registrar.—The Registrar shall register all students and assign them to their classes. He shall keep all records of present and past students and present reports for them upon entering other institutions. He shall also report grades to students and parents and prepare statistical reports of the Institution to other educational bodies.

Article VI - The Administrative Faculty

The Administrative Faculty shall consist of the Officers of Administration, full professors, associate professors, and assistant professors, as nominated by the President, approved by the Executive Council, and appointed by the Field Board of Control. It shall determine the distribution of the budget, the departments of instruction, and shall formulate plans and policies for the general development and conduct of the College. It shall be responsible to the Field Board of Control, and shall pass on all recommendations from the College to that body.

The Administrative Faculty shall meet at least twice during each semester, or at any time at the call of the President or of any three members.

Article VII-Executive Council

The members of the Executive Council shall be the President, the Dean, and three members of the Administrative Faculty. These three on the nomination of the President shall be appointed annually by the Administrative Faculty. Temporory vacancies may be filled by the Executive Council.

The Executive Council shall be the responsible governing body within the College, co-ordinating the work of the officers of administration, the departments of instruction, faculty committees, and other groups. It shall formulate regulations as to discipline, admissions, examinations, graduation, and similar matters. Its decisions shall be subject to review by the Administrative Faculty, for whom it acts as an executive body and to whom it is responsible. The meetings of the Executive Council shall be held weekly, or oftener at the call of the President. A copy of its minutes shall be submitted to each members of the Administrative Faculty. Its actions shall stand unless a reconsideration be called for by three members of the Administrative Faculty to the President within one day of their publication. Such reconsideration may, as these three desire be by the Executive Council or in full Faculty session.

Article VIII-Standing Committee on Curriculum

The Heads of Departments.—The Dean and Heads of Departments shall ex-officio constitute this committee, under the chairmanship of the Dean. This committee shall prepare the courses of study, their proper correlation, and submit same to the Executive Council for approval.

Article IX-Diplomas

Students who satisfactorily complete one of the prescribed courses of study shall receive the degree of B. A. or B. S. from the Institution.

Article X Amendments

This constitution may be amended at any regular meeting of the Board by a two-thirds vote of the members present provided that notice of the proposed changes shall have been sent to the members of the Board at least one month in advance.

STANDING RULES OF THE FIELD BOARD OF CONTROL

1. The term of service of a newly elected member of the Board shall commence at the annual meeting immediately subsequent to this election.

2. Committees of the Board are empowered to fill vacancies in their own number until the next annual meeting.

3. The constitution of the College with amendments shall be reported to the missions concerned for their endorsement.



TREASURERS REPORT

Statement of Working Expenses 1925-26

RECEIPTS

From U.S.A.	Educational
C.C.M. Appropriation\$7,500.00	
M.C.M. Appropriation	
Norfleet Scholarship Fund 679.06	
Bethany Scholarship Fund 350.11	
C.C.M. Salaries 1,870.00 (exclusive of 7 missionaries)	Miscellaneous
	Facility 1
(exclusive of 3 missionaries) 8,404.00	\$25,803.17

From Local Sources

OIN MOUNT COMICCO	
From Students	
Tuitions\$12,090.00	Boarding Dept.
Board 10,075.00	
Room 2,015.00	Unkeep of Plant
Fines, Registration 352.00	24,532.00
Campus Income	474.91
Interest & Exchange	C. C. M. Residen 14.41
Suspense Account	69.17 25,220.49
Total Receipts	\$51,023.66
Deficit for Year ending March 31, 19	926 920.41

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\$51.944.07

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EXPENDITURES

Administration Office Assistants		
WagesGeneral Expense	739.57 $1,726.52$	\$ 3,666.09
Educational		From U.S.A.
C. C. M. Salaries	1,870.00	
M. C. M. Salaries	8,404.00	
College Salaries	7,216.00	
Supplies	120.94	
Biology Dept	1,000 00	
Chemistry Dept	1,000.00	
Physics Dept	1,000.00	
Junior Middle School	400.00	21,010.94
Miscellaneous		
Faculty Travel	335.58	
Scholarships & Loans	4,775.00	
Educational Assocns	350.00	
Medical	424.97	
Religious Work	200.00	
Student Activities	600.00	6,685.55
Boarding Dept.	***************************************	
	10,388 09	
Light & Heat,	1,770.40	12,158.49
Unkeep of Plant		
Salaries	360.00	
Wages	2,124.50	
Repairs & Maintenance	2,131.53	
Insurance & Taxes	679.95	5,295.98
C. C. M. Residence Repairs		250.00
Permanent Equipment		
Library	1,500.00	
Furniture & Equipment	990.67	
Campus Improvement	295.35	
Building Additions	91.00	2,877.02
	U1. (()	2,011.02
Total Expenditures		\$51.944 07

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CURRENT ACCOUNT Mexican Dollars

	Can	DOM	10				
Balance from 1924-5							
Spring Tuitions carried forw	ard	-		235.00			
Reserve Surplus	-	•	Ι,	459.95			a quanto de
Deficit on Working Expense 1925	-6	-	-	•	-		\$ 920.41
Balance to 1926-7 Spring Tuitions carried forw							D ======
Reserve Surplus	aru	-	-	•	-	-	8,550.00
Reserve Surpius	•	-		•	-	-	224.54
			\$9,	694.95			\$9,694.95
CONSTRUCTION B	URE	AU I	BUIL	DING	FU	ND	
		Dolla					
Received from Construction Bure	au						
Cash & Fixed Deposits -	_	_	_	_	_		\$16,097.16
Bills collected	-		-	-	-	-	400.87
Payments for work done by H.C.	C.B.	-	-		-	-	1,601.99
Sales of Lumber & Brick -	-	-	-	-	-	-	3,910.46
Interest on Fixed Deposits, &c.	-	-		-	-	•	840.29
Shares in Fuyang Motor Road	-	-		000.00			
Payments on Teachers Dormitor	У	-		749.99			
Balance forward (cash) -	-	-	10,	200.78			
			\$22,	850.77			\$22,850.77
GENERAL	BUI	LDIN	G FU	ND			
		Dolla					
Balance March 31, 1923 -					13.00		\$1 270 16
C.C.M. for Teachers Residence	_	_	2.2				\$1,370.56
R. W. Harbison (G \$500) -	_	-	_		_		900.00
S.S., 1st Ch. Pittsburg (G \$100)	-	-	4		-	4	188.00
Bank Interest	-	-	-	-	-	_	38.41
Organ Repairs & Swell Box	-	-	\$	180.00			
Teachers Residence	-	-		087.96	~		
Dr. Fitch Promotion Expenses	-	-		176.79			
Balance forward	-	-		778.24			
			\$5,	222.99			\$5,222.99
BUILDING FUNDS WI	TH	MISS	ION	TREA	SII	DEP	C
		ollars		LIVER	.50		
Topohoma Donidanaa		Onai a					

Teachers Residence					Gold \$ 120.00
Teachers Residence—East Libert	у .		-		1,700.00
Gymnasium - Louisille			-		215.26
Gymnasium—4th Ave. Louisville	-		-	-	105.00
Building Fund—W. A. Shaw			-	-	00.001
Building—3rd Ch. Pittsburg		-	-	-	200.00
Building—1st Ch. Wilkinsburg	-	-	- 50	•	100.00
Pd. on Dr. Fitch Promotion Expe	nses	-	26	4.96	
Nashville Committee for Building	s -	-			6,740.51
Balance to 1926-7 account	-	-	9,01	5.91	
		-			
		Gold	\$9.28	0.87	Gold \$0.280.87

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FINANCIAL STATEMENT March 31, 1926

an makes against a	outered.
ASSE	TS
Accounts Receivable	\$ 1,232.74
Balances For'd Dr.	
Library	238.68
Deligiona Work	570.21
Religious Work	
Biology & Museum	
Physics Dept	
Chemistry Dept	
Wright Library	
Bookroom Inventory	200 20
Cash on hand	27,098.26
	*00 000 00
	\$32,000.22
LIABIL	ITIES
Accounts Payable	\$ 1,146.41
Balances For'd Cr.	
Student Deposits	1,184.00
Student Organizations	********
Student Accounts	
Donations	
Bookroom	
Athletic Dept	
Other Depts	
C.C.M. Repair Account	64 38
Suspense Account	
Building Funds	
Construction Bureau	
General Bldg. Fund	778.24
Motor Boat Fund	724.50
Athletic Field Fund	1,954.08
Current Account	
Bal. from 1924-5	\$9694.95
Less deficit 25-26	
Liens denote 20 20	
Bal. to 1926-7	8,774.54
	\$32,000.22
EDWARD EVANS JR.	Audited and Found Correct
Treasurer	KEPLER VAN EVERA
	JAMES Y. YEH
	May 4, 1926.

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