

The Bulletin
of the University of
Minnesota

Twentieth Biennial Report
of the Board of Regents
for the Fiscal Years Ending
July 31, 1917, 1918



Vol. XXII No. 4 February 1 1919

Entered at the post-office in Minneapolis as second-class matter
Minneapolis, Minnesota

Acceptance for mailing at special rate of postage provided for in section 1103,
Act of October 3, 1917, authorized July 12, 1918

TWENTIETH BIENNIAL
REPORT OF THE
BOARD OF REGENTS

FISCAL YEARS ENDING
JULY 31, 1917, 1918

LETTER OF TRANSMITTAL

To His Excellency, J. A. A. Burnquist, Governor of the State of Minnesota:

SIR: I have the honor to present, in the name of the Board of Regents of the University of Minnesota, the Twentieth Biennial Report of the institution, for the period extending from August 1, 1916, to July 31, 1918.

It will be observed that this report includes the estimates of the financial needs of the biennium ending July 31, 1921.

The University has two outstanding needs which must be provided for liberally or the efficiency and high quality of the work done by the University will be seriously conditioned. These needs are (1) an increase in the funds available for salaries both for the present staff and necessary additions to the teaching force, and (2) the provision of funds adequate for launching and developing during the next decade the comprehensive building plan included in the biennial estimates.

Very truly your obedient servant,

FRED B. SNYDER,

President of the Board of Regents

January 23, 1919.

OFFICERS AND COMMITTEES OF THE BOARD OF REGENTS

President of the Board, Regent FRED B. SNYDER

Vice-President of the Board, Regent A. E. RICE

Executive Committee

Regent BUTLER, chairman; Regents PARTRIDGE, SOMMERS,
GLOTFELTER, BURNQUIST, SNYDER, BURTON

Agricultural Committee

Regent RICE, chairman; Regents GLOTFELTER, BUTLER,
SCHULZ, WILLIAMS, J. G., WILLIAMS, M. M., SOMMERS,
BURTON

Buildings and Grounds Committee

Regent PARTRIDGE, chairman; Regents BUTLER, RICE, WIL-
LIAMS, M. M., BURTON

Salaries Committee

Regent SOMMERS, chairman; Regents BUTLER, SCHULZ, MAYO,
SNYDER, BURTON

Auditing Committee

Regent SOMMERS, chairman; Regents PARTRIDGE, RICE,
WILLIAMS, M. M., BURTON

Investment Committee

Regent SNYDER, chairman; Regents BUTLER, WILLIAMS, M.
M., BURTON

Consulting Committees

It is further recommended that the President consult with
reference to matters which concern the following colleges
with the Regents whose names are in each case designated:

Agriculture—Regent RICE

Medicine, Dentistry, and Pharmacy—Regent MAYO

Law—Regent BUTLER

Education and Extension—Regent SCHULZ

Engineering—Regent M. M. WILLIAMS

Mines—Regent J. G. WILLIAMS

CONTENTS

	Page
Letter of transmittal.....	3
The Board of Regents.....	4
Officers and committees of the Board of Regents.....	5
Needs for the Biennium.....	7-33
Guiding considerations.....	7-12
Tables I to IV.....	13-33
The President's Report.....	34-134
Statistics of registration	35-47
Tables I to VII	
Figures 1 to 5	
The students.....	47-54
Changes in administrative staff.....	54-58
The teaching staff.....	58-68
Adjustments to war conditions.....	68-78
Improvements in educational organization.....	78-85
Developments of educational policy.....	85-107
Developments in administrative organization.....	107-114
Administrative policies.....	114-15
Finances	116-18
Physical plant and equipment.....	118-19
A survey of the colleges.....	120-34
Figure 6	
Problems ahead.....	134
Financial Report	137-255
The Comptroller's report.....	137-52
Trolley line tables.....	137-42
Mayo Foundation tables.....	143-44
Trust Funds tables.....	145-50
Financial tables (for list, see pages 154-55).....	153-255
Index	257-60

NEEDS FOR THE BIENNIUM 1919-1921

In presenting to the Legislature of 1919 the needs of the University for the next biennium, the Regents realize the necessity of stating briefly the fundamental principles and policies which have guided them in preparing the estimates.

Without a great deal of time, it is difficult, if not impossible, for one wisely to pass judgment upon all of the details which are inevitably involved in the activities of a large institution. It ought not to be difficult, however, in a comparatively short time, to discover the chief considerations which have prompted the recommendations and to become familiar with the general policies which the biennial estimates represent. The brief statements which follow are intended to enable the members of the Legislature to accomplish such a result as quickly as possible.

I

Aim of the University.—We believe firmly that the University of Minnesota must aim to give to the young men and women of the state that higher training in all branches which will enable them to become useful and honorable citizens of the state and nation. We are convinced that the fathers and mothers of Minnesota want their sons and daughters to receive this training under conditions which are wholesome and which ensure high standards of character and conduct. It becomes the duty of the Regents to set forth the plans and policies by which these high aims may be realized. Failure to study carefully the needs of the University and to state them clearly to the Legislature would be nothing less than the breach of a public trust. Surely no one can question the importance of the University to the future of the great state of Minnesota. It is with this high aim and this solemn sense of responsibility that these plans have been prepared.

II

The effects of the war.—It should be pointed out that the war has affected profoundly the life of the University. The marvelous part that the students, alumni, and faculty have taken in the great world struggle can not be detailed here. It is suffi-

cient to say that the University has stood the test remarkably. Minnesota may be justly proud of the results. The war has put heavy burdens on the University. It has compelled many readjustments and much reorganization. At all times, the Regents have striven to meet the new conditions and to make the changes as wisely and as economically as possible. The hasty organization and early demobilization of the Students' Army Training Corps brought many questions of great difficulty. We now go back to normal university life, but the problems of reconstruction in education are among the most complicated and most significant that confront America to-day. We must be prepared to meet the needs of the men returning from camps and from overseas. Our programs must be more flexible and our facilities at all times must be placed at the disposal of our young people. We have been studying carefully the peculiar situations which will inevitably arise during the transitional period just ahead. In a word, our plans involve a frank acceptance of the new obligations arising out of the war.

III

Improvement rather than expansion.—A careful study of our estimates for the next biennium will make clear a very important principle. We are firmly convinced that just now the University should not adopt a policy of expansion. We are engaged in a large number of activities and are fostering many projects of primary value to the state. Our first duty now is to strengthen, to improve, to stabilize the work already undertaken. Some new things of course must be done. We are a living, growing institution serving a great, developing state; but as a general policy we must set our faces strongly in the direction of raising our standards, of improving the quality of our product, and of making steady and firm the work which we all agree is our chief responsibility.

IV

General salary situation.—In realizing these aims, our outstanding difficulty centers in the general salary situation. The seriousness of this problem can not be exaggerated. Improvement here is our first necessity. The members of the Legislature

may ask whether we intend to say that we put the salary question ahead of all others. Our answer is "Yes." It strikes at the very heart of our efficiency. From the standpoint of the future, nothing will determine our success more definitely. Unless we can pay larger salaries, we can not hold the very members of the staff who are most essential, nor can we command from other sources the type of men we must have. From 1912 to 1918 the University lost, by reason of inadequate salaries, 75 professors and instructors. The whole teaching profession is at present seriously endangered. Men of first-class abilities can not enter upon the teaching career with assurance. Their self-respect compels them to seek other lines of service. This state must help immediately in counteracting this tendency. Without any exception, the world now knows that no activity is more important to a state or a nation than its educational system. The high cost of living has produced a very difficult situation for large numbers of our staff. At the present time 261 professors and instructors are receiving salaries ranging between \$1,000 and \$2,500. From the standpoint of purchasing power, the entire staff has experienced a sharp reduction in income. We are not proposing a "blanket increase" in salaries. We believe that the question should be decided upon the basis of services rendered and upon the merits of the case. It will be noted from the tables that we are asking for appropriations both for increasing the salaries of the present members of the faculty, and for the salaries of additions to the staff where the work must be strengthened and improved.

V

Comprehensive building plan.—The comprehensive building plan included in our estimates is the second distinctive feature of our proposals. It links itself logically into the aims and policies already outlined. The time has come when the University should present to the Legislature a comprehensive, statesmanlike, systematic building plan. In such a plan is to be found genuine economy. Appropriations can be used much more wisely and economically under a far-seeing, inclusive program than by the haphazard, occasional construction of buildings.

The following statement of student registration at different periods since 1890 will show why new buildings are a necessity:

	COLLEGIATE	NON- COLLEGIATE	TOTAL
1890	828	179	1,007
1900	2,482	782	3,264
1907	3,199	1,008	4,207
1911	3,824	2,258	6,082
1917	6,311	8,662	14,973

The extraordinary growth of the University from 1890 to 1917 demonstrates the necessity for a larger campus and more buildings. Many of the buildings of the University are quite inadequate for present needs. For instance, the Library building was erected in 1895, when the total registration of the University was only 2,469. The University Armory was built in 1896, when the registration was 2,647. When Pillsbury Hall was constructed in 1889 it housed a large number of the University departments, while now it is scarcely adequate for the work in Botany and Geology.

It is absolutely imperative that a consistent, comprehensive building plan be adopted in order to relieve the crowded and unsanitary conditions which now exist upon the campus.

The state wisely has spent huge sums of money in providing the larger campus. Is not this the time to go forward to the realization of the plans originally contemplated? We are in reality only advocating the fulfillment of purposes already made. Our first new structure should be the central Library which serves the entire University. Our proposed building plan makes \$100,000 available immediately for a storehouse, \$330,000 for the first year of the new biennium, and then the income from a 35/100 mill tax annually for the next ten years. The University has had very small building appropriations for the last four years: Session of 1915, \$296,650.00. Session of 1917, \$125,250.00. A large share of this was for buildings at sub-stations. The campus needs immediate improvement. We ask for these buildings solely because they are absolutely essential to the conduct of the work of the University. Our aim is, not to have buildings, but to be able to do for the students the things that they have a right to expect.

VI

Dormitory systems.—An essential feature of our building program is the proposal to establish a system of dormitories for men and women. This is not a new policy. We have dormitories for both men and women at the University Farm and a dormitory for women on the main campus. Likewise, dormitories have been provided for the Schools of Agriculture at Crookston and Morris.

It should be stated emphatically at this point that we believe the state should not be expected to incur any expense in the housing and feeding of its students, when once it has provided adequate dormitories.

Undoubtedly one of the problems arising out of the rapid growth of the University is the housing question. Parents are right in insisting upon proper living conditions for their boys and girls. Students who are sent to the University should be given an opportunity to live, at reasonable prices, under conditions which will satisfy discriminating parents. The state can not afford to force its sons and daughters to enter private institutions to secure adequate housing facilities. The gradual development of dormitory systems would produce very desirable results upon student life. The present lack of cohesion would be corrected. The students would become more unified and undoubtedly a higher quality of scholastic work would result. Again it should be said that we do not merely want buildings, but we desire to establish those conditions under which it will be possible for our students to do their work well and to make the most of the facilities for education offered by the state.

VII

Four-quarter system.—One further step of importance is involved in our plans. It seems obvious that the equipment of the University should be utilized as many months in the year as possible. At present we have the regular academic year divided into two semesters and a summer session. It now seems desirable to strengthen our work, and to make our facilities available all the year through by adopting the four-quarter system. This can be done only if our estimates for salary increases and additions to

the staff are made available. The four-quarter system coordinates the work of the entire year; it adds great flexibility to the organization of the University, making its privileges available at any time, which is particularly important as the soldiers return from the war; it utilizes a great plant throughout the year; and beyond all doubt it makes possible a more economical administration of the University as a whole.

VIII

Such, then, are the outstanding features of our plans for the coming biennium. During the critical period of reconstruction the University has confidence to ask for appropriations which will enable it to serve the state as never before. It believes that retrenchment now would prove almost fatal to the highest interests of the people as a whole. The war has taught us how to give and to sacrifice for our country in times of war. It now becomes our duty to make and to keep that country true to its lofty aims. Education and democracy are inseparable. Curtailment now would prove a very expensive type of economy. The strengthening of our present work along the lines of a comprehensive, far-reaching, systematic policy will prove in the long run to be the wisest use of the state's resources.

NEEDS FOR THE BIENNIUM

TABLE I. SUMMARY OF THE UNIVERSITY'S NEEDS FOR THE BIENNIUM ENDING JULY 31, 1921, COMPARED WITH APPROPRIATIONS FOR THE BIENNIUM ENDING JULY 31, 1919

	Granted 1917-1918	Granted 1918-1919	Requested 1919-1920	Requested 1920-1921
<i>Mill Tax</i>	\$351,775	\$360,000	\$365,000	\$365,000
Actual for the year 1917-18.				
Estimated for other years.				
<i>General Maintenance</i>	1,365,000	1,365,000	1,865,000	1,865,000
This will be used to maintain all departments of the Univer- sity including sub-stations.				
<i>Buildings</i>	125,250			
Business Building, Storehouse, and Shops			*200,000	
Preparation General Library Plans			5,000	
Addition to Shevlin Hall Din- ing Room			35,000	
Addition to High School Build- ing			50,000	
Completion of Veterinary Barn, Farm Campus			25,000	
Dining Hall, Crookston			100,000	
Superintendent's House, Waseca			6,000	
Replacing burned buildings, Duluth			9,000	
Mill Tax .0035 per year for ten years to cover comprehensive building plan to be laid before the Legislature and fully ex- plained, raising approximately.				560,000
<i>Lands, Roads, and Paving</i>			49,000	
Total for each year.....	\$1,842,025	\$1,725,000	\$2,709,000	\$2,790,000
		1,842,025		2,709,000
Total for each biennium..		\$3,567,025		\$5,499,000

* Because of the fire in the Storehouse Building last September, it is desired to have \$100,000 for the erection of Business Building, Storehouse, and Shops available immediately.

TABLE II. ESTIMATES OF SALARY INCREASES OF ALL KINDS AND ADDITIONS TO STAFF REQUESTED FOR THE BIENNIUM 1919-1921 TOGETHER WITH STATEMENT OF BUDGET EXPENDITURES FOR THE YEAR 1917-1919

All Sub-Stations Are Included

This table has been prepared in conformity with the forms of schedules provided by the Governor's office in accordance with the provision of the Act, Chapter 356, General Laws of 1915.

Figures in italics represent new average with proposed salary increase.

POSITION	PRESENT AND PROPOSED SALARY INCREASES			PROPOSED ADDITIONS TO STATE		TOTAL REQUESTED FOR EACH 1919-20 AND 1920-21		
	Number	Average Salary	Total Present and Increase	Number	Amount Average Salary	Number	Average Salary	Annual Amount
1. <i>President</i>	1	\$10,000	\$10,000		1	\$10,000	\$10,000
2. <i>Deans</i>	14	5,088	71,250		14	5,356	75,000
No general increase proposed. Increase needed to bring salaries to amounts heretofore paid, for instance, a new dean in Agriculture has been appointed at a less salary than the retiring dean.								
3. <i>Professors</i>	88½	3,437	304,181	20	73,000	108½	3,700	402,000
It is not proposed to give a general increase but in order to retain efficient professors individual increases must be made. As a result of shortage of funds the number of professors has been reduced from 92¾ in the year 1916-1917 to 88½ at the present time. An increase of 20 professors is requested.								

4. <i>Associate Professors</i>	46½	2,746 3,032	127,688 13,312	16	47,000 2,937	62½	3,000	188,000
Same general principles as above apply here. here is now an increase of 5 over the previous biennial report.								
5. <i>Assistant Professors</i>	117	2,032 2,231	237,741 23,259	35	78,000 2,229	152	2,230	339,000
The present average salary, \$2,000, is entirely too low to secure efficient assistant professors. The rate should be increased and 35 additional new appointments provided for.								
6. <i>Instructors</i>	181	1,392 1,592	252,036 36,164	33½	52,800 1,575	214½	1,590	341,000
Average salary too low. Increases are necessary to retain the more efficient instructors. The increase in number is not out of proportion to the increase in enrollment.								
7. <i>Assistants, Fellows, and Scholars</i> ..	128	605 687	77,384 10,616	128	687	88,000
Increase in rate only requested.								
8. <i>Lecturers</i>	14,119 1,881	2,000	18,000
Increase requested is necessary in order to retain the present cooperation.								
9. <i>Experiment and Extension Workers</i>	18	1,469 1,666	26,450 3,550	30,000
Salary increases are merited.								
10. <i>Lyceum Talent</i>	33,637	33,600
Engaged under special contract paid by local community; no expense to State.								

TABLE II—Continued

POSITION	PRESENT AND PROPOSED SALARY INCREASES			PROPOSED ADDITIONS TO STATE		TOTAL REQUESTED FOR EACH 1919-20 AND 1920-21		
	Number	Average Salary	Total Present and Increase	Number	Amount Average Salary	Number	Average Salary	Annual Amount
11. <i>Laboratory Assistants</i> Deserved recognition for improvement in scientific laboratory work.	44	\$775 847	\$34,123 3,177	2	\$1,700 850	46	\$848	\$39,000
12. <i>Mechanicians</i> Increase deserved and necessary in competition with contractors and factories.	9	1,341 1,500	12,073 1,427	1	1,500 1,500	10	1,500	15,000
13. <i>Librarians</i> Deserved advancement for responsible work.	3	2,579	7,737 963	3	2,900	8,700
14. <i>Assistant Librarians, Catalogers</i> An increase in the scale is necessary to retain the present skilled corps.	23	1,117 1,260	25,701 3,299	2	2,000 1,000	25	1,240	31,000
15. <i>Editors and Assistants</i> Minor adjustments are necessary to retain the present force.	3	1,505 1,667	4,515 485	5,000
16. <i>Executive Heads, Superintendents</i> .. Deserved recognition for efficient men.	14	2,820 3,214	39,479 5,521	45,000
17. <i>Stenographers and Clerks</i> The raised scale is deserved and necessary in competition with commercial firms.	192	827 906	158,953 15,047	10	10,000 1,000	202	910	184,000

18. <i>Telephone Operators</i>	7	715 754	5,005 275	1	720 720	8	750	6,000
Increase necessary to meet the general increase granted by tele- phone companies.								
19. <i>Matrons</i>	5	1,446 1,800	7,231 1,769	5	1,800	9,000
Increase deserved by present effi- cient persons. A large portion will come from receipts.								
20. <i>Nurses and Orderlies</i>	29	827 1,000	23,986 5,014	3	3,000	32	1,000	32,000
Increase necessary to meet out- side demands.								
21. <i>Pharmacists and Assistants</i>	3	1,110 1,233	3,331 369	1	1,000	4	1,175	4,700
Increase deserved by experienced persons.								
22. <i>Maids</i>	11	600 682	6,595 905	11	682	7,500
Increase necessary to meet the ad- vanced scale.								
23. <i>Engineers and Firemen</i>	16	1,021 1,125	16,347 1,653	16	1,125	18,000
Increase requested to meet the union scale.								
24. <i>Coal and Ash Handlers</i>	8,430 1,770	10,200
Increase necessary to secure the help as needed.								
25. <i>Mechanics—Power House</i>	2	1,426 1,500	2,852 148	2	1,300	3,000
Increase necessary to meet the union scale.								
26. <i>Janitors</i>	70	790 900	55,310 7,690	5½	5,000 900	75½	900	68,000
Raising the maximum scale to correspond with rates paid in the Twin Cities.								

TABLE II—Continued

POSITION	PRESENT AND PROPOSED SALARY INCREASES			PROPOSED ADDITIONS TO STATE		TOTAL REQUESTED FOR EACH 1919-20 AND 1920-21		
	Number	Average Salary	Total Present and Increase	Number	Amount Average Salary	Number	Average Salary	Annual Amount
27. <i>Dining Hall Help</i> Entirely from receipts from dining halls.		\$39,020		\$39,000
28. <i>Unclassified Labor</i> Increase needed to meet the scale of wages paid by firms.		49,251 13,749		63,000
29. <i>Farm Labor</i> Increase necessary to secure farm help.		116,315 26,985		143,300
Totals.....		\$1,770,740 207,597		\$277,720		\$2,256,000

TABLE III. ESTIMATES OF REQUIREMENTS FOR SUPPLIES

NOTE: The estimate includes the total cost for supplies, including the expenditures of Federal funds and miscellaneous receipts. It will be noted that the estimated expenditures for 1918-19 are in most instances considerably in excess of 1917-18. These additions will be met from Reserve, the increase in mill tax, swamp land interest, miscellaneous receipts, and unexpended salary balances.

Expenses and Supplies	Present		Annual	Increase
	1917-18	Estimated 1918-19	Requirements 1919-20, 1920-21	
1. <i>Telephones and Telegraph</i> On account of the increase in telephone and telegraph rates the budget for 1918-19 had to be increased over 1917-18 approximately \$4,600. It is estimated that the annual expenditures for 1919-21 will be approximately the same.	\$11,383	\$16,000	\$16,000	
2. <i>Traveling Expenses</i> This item is chiefly made up from expense for extension work, lyceum courses, stock inspection, etc. The major part is paid from miscellaneous receipts, not from State funds. Assuming that the present rates will continue an increase of \$3,000 will be necessary.	41,859	57,000	60,000	\$3,000
3. <i>Light and Water</i> No increase is requested over and above the expenditure for the present year.	30,164	32,000	32,000	
4. <i>Printing and Advertising</i> This includes University publications, bulletins, and Government reports which require a large stock of paper, which has increased more than 100 per cent. It is estimated that an increase of \$2,000 will be required for each year of the next biennium.	19,368	30,000	32,000	2,000

NEEDS FOR THE BIENNium

TABLE III—Continued

Expenses and Supplies	Present		Annual	Increase
	1917-18	Estimated 1918-19	Requirements 1919-20, 1920-21	
5. <i>Freight, Express, Drayage, and Trolley</i> Increase is due to increased freight and express rates and assuming that the present rates will continue an increase of \$3,000 is required.	\$18,746	\$27,000	\$30,000	\$3,000
6. <i>General Repairs</i> On account of the increased cost of supplies the budget for general repairs for 1918-19 had to be reduced. We will need to increase the budget \$5,000 per annum for the next biennium.	93,818	75,000	80,000	5,000
7. <i>Special Repairs and Replacements</i> The estimate of expenditures for the present year is \$30,000, which is a reduction of approximately \$10,000 over last year.	40,091	30,000	30,000	
8. <i>Miscellaneous Expenses</i> No increase over the present year is requested.	13,142	15,000	15,000	
9. <i>Postage</i> On account of the increase in postage rates it has been necessary to increase the allotment for 1918-19 approximately \$8,000. Assuming that the present rate will continue an increase of \$2,000 per annum will be necessary.	15,939	24,000	26,000	2,000
10. <i>Stationery and Office Supplies</i> It is found necessary to increase the budgets for stationery and office supplies for the present year over that expended for the year 1917-18. It is believed that an equal amount annually will suffice.	58,147	65,000	65,000	

11. <i>Fuel</i>	151,593	165,000	165,000	
The University expended for the year 1915-16, \$106,000. It was estimated that we would need annually for the biennium 1917-19 \$130,000. It was found that this amount was entirely inadequate and fuel will cost us the present fiscal year approximately \$165,000.				
12. <i>Clothing</i>	4,721	4,721	4,721	
The income for the purchase of clothing is entirely from miscellaneous receipts.				
13. <i>Provisions</i>	158,040	163,000	163,000	
With the exception of provisions for the University hospital the income used in the purchase is entirely from miscellaneous receipts.				
14. <i>Household and Janitors' Supplies</i>	10,479	12,000	13,000	1,000
A large portion of the income expended for household and janitors' supplies is from miscellaneous receipts. Only a slight increase is necessary.				
15. <i>Forage and Veterinary Supplies</i>	61,046	70,000	70,000	
An increase for the budget 1918-19 was found necessary and no increase for the biennium ending 1921 is necessary.				
16. <i>Miscellaneous Supplies</i>	115,605	120,000	120,000	
An increase in miscellaneous supplies was found necessary for the fiscal year 1918-19. No increase is asked for the next biennium.				
17. <i>Storehouse</i>	1,433			
This represents simply an increase in the Storehouse inventory over the previous year.				
18. <i>Furniture and Furnishings</i>	80,016	80,000	80,000	
No increase requested.				

TABLE III—Continued

Expenses and Supplies	Present		Annual	Increase
	1917-18	Estimated 1918-19	Requirements 1919-20, 1920-21	
19. <i>Livestock</i>	\$13,127	\$20,000	\$20,000	
It should not be inferred that the University expends annually \$15,000 to \$20,000 of State funds for livestock. The experiments in feeding and the demand for new stock for class use necessitate frequent changes. The cash for stock sold is included in miscellaneous receipts.				
20. <i>Tools, Machinery, and Equipment</i>	43,701	35,000	35,000	
No increase is requested.				
21. <i>Vehicles</i>	960	7,800		
It is not expected that the University will be required to make any expenditures for vehicles during the next biennium. If it becomes necessary the money should be procured from some other classification.				
22. <i>Miscellaneous Equipment</i>	95			
Inasmuch as the item under equipment classified as miscellaneous is so small it is not believed desirable to ask for a classification allotment.				
23. <i>Fixed Charges and Contributions</i>	110,500	110,500	110,500	
This includes rents, assessments, insurance, refundment of fees and deposits and bond premiums. Approximately \$100,000 is from miscellaneous receipts.				
24. <i>Specials</i>	97,625	97,600	97,600	
This includes collections from students for publications, sundry trust funds, and income from Mayo Foundation investments. Entirely from University income.				

TABLE IV. REPAIRS, SPECIAL REPAIRS—SCHEDULE B

Buildings	Inventory Aug. 1, 1917	New Construction	General Repairs 1917-18	Special Repairs 1917-18	Special Repairs & Replacements Required for 1919-21 Annually
UNIVERSITY CAMPUS					
Alice Shevlin Hall.....	\$85,000.00		\$1,375.89		
Animal Biology	200,000.00		1,250.09		
Armory	87,000.00		2,320.21		
Barn	1,000.00				
Chemistry	382,500.00		3,001.58	322.84	
Dentistry	75,000.00		3,387.91	2,000.00	
Education	100,000.00		666.35		
Electrical Engineering	20,232.00		635.30		
Elliot Hospital and Service Building.....	210,000.00		3,812.78		
Experimental Engineering	100,000.00		122.48		
Folwell Hall	375,000.00		813.76	3,567.97	
Greenhouse	13,825.00		208.77		
Heating Plant with tunnels.....	328,884.00	\$4,001.01	422.74	2,822.87	
Institute of Anatomy	244,000.00		876.45		
Institute of Health and Pathology.....	100,000.00		1,040.12		
Law Building	63,000.00		711.11		
Library	179,000.00		3,039.50	590.97	
Main Engineering	240,000.00		1,604.87		
Mechanic Arts	40,000.00		635.99		
Mechanical Engineering	32,000.00		201.31		
Millard Hall	262,000.00		2,417.87		

TABLE IV—Continued

24

TWENTIETH BIENNIAL REPORT

Buildings	Inventory Aug. 1, 1917	New Construction	General Repairs 1917-18	Special Repairs 1917-18	Special Repairs & Replacements Required for 1919-21 Annually
Minnesota Union	\$93,000.00		\$3,560.53	\$4,006.00	
Music Building	12,000.00		14.81	667.90	
Observatory	2,266.00		12.16		
Ore Testing Works	12,500.00		105.72		
Pharmacognosy Plant Laboratory.....	10,000.00		57.66		
Pharmacy	90,000.00		457.83		
Physics Building	66,000.00		1,008.50	142.62	
Pillsbury Hall	138,000.00		117.80	4,793.19	
Sanford Hall and Tunnels.....	90,000.00		1,086.42	2,213.22	
School of Mines.....	145,000.00		1,890.62	4,002.00	
Storehouse	14,128.00		1,573.25		
Women's Gymnasium	125,000.00		1,127.52		
Campus Houses and Campus.....	101,200.00		15,545.68	7,156.32	
University Free Dispensary.....	15,000.00				
Fences and High Brick Wall around Northrop Field and Skating Rink.....	29,000.00		191.08		
Pillsbury Statue	15,000.00				
Soldier's Monument	7,000.00				
Dorr Fountain	2,500.00				
Intercampus Car Line and Equipment.....	89,258.14		93.45		
Military Shed		1,631.36			
Miscellaneous—All Buildings.....			3,871.80	3,006.01	
Total University	\$4,195,293.14	\$5,632.37	\$60,264.91	\$35,291.91	\$15,000.00

UNIVERSITY FARM

Farm House and Apiary.....	\$20,000.00	\$86.47	
Farm Barn and Wings.....	Burned	78.02	
Home Building	15,750.00	144.87	144.36
Pendergast Hall	36,500.00	165.91	
Soils Survey Lab. (Old Home Econ.)	8,000.00	67.72	114.90
Dairy Hall	42,500.00	798.86	
Industrial Botany	38,000.00	596.94	
Storehouse and Service Building.....	3,000.00		
Hog Barn	2,500.00	451.96	
Sheep Barn	3,000.00	25.02	
Dining Hall	80,000.00	1,348.90	825.67
Power House, Addition, and Mechanical Equip.	90,000.00	2,205.48	370.29
Girls' Dormitory No. 1.....	42,000.00	1,586.93	45.36
Horticulture	30,000.00	293.19	17.60
Meat House	7,500.00	275.98	
Veterinary and Addition	34,800.00	741.28	785.03
Chemistry	25,000.00	318.45	2,364.05
Poultry House	3,000.00		
Poultry Practice House	3,465.00		
Poultry Hospital	175.00		
Fourteen Poultry Colony Houses.....	420.00		
Eighteen Poultry Colony Coops.....	270.00		
Poultry House No. 1.....	268.00		
Poultry House No. 2.....	125.00		
Poultry House No. 3.....	275.00		
Poultry Laying House.....	164.00	282.73	

TABLE IV—Continued

Buildings	Inventory Aug. 1, 1917	New Construction	General Repairs 1917-18	Special Repairs 1917-18	Special Repairs & Replacements Required for 1919-21 Annually
Poultry Brooder House.....	\$2,400.00				
Boys' Dormitory	35,000.00		191.05		
Machinery Building and Annex.....	6,500.00		46.03	1,168.35	
Livestock Pavilion	32,000.00		622.04		
Main Building	200,000.00		1,832.10	1,000.00	
Insectary, Spray Laboratory	2,000.00				
Root Cellar	500.00				
Shop and Fire Barn.....	4,000.00				
Dairy Nutrition Barn, Silos, and Milk House..	27,500.00		249.07	1,156.28	
Water Tank	4,000.00		11.40		
Tuberculosis Barn	1,000.00				
Hog Cholera Vaccine.....	3,000.00		1,216.68	610.57	
Bleeding Building No. 1.....	800.00				
Scale Room and Receiving Shed.....	450.00				
Hyperimmune Shed No. 1.....	1,300.00				
Hyperimmune Shed No. 2.....	3,110.00				
Bleeding Building No. 2.....	3,236.00				
Animal Building No. 1.....	1,800.00				
Animal Building No. 2.....	1,800.00				
Swamp Fever Stable.....	700.00				
Cold Storage	18,000.00		41.93		
Agricultural Engineering	160,000.00		1,461.06	1,391.06	

Shops	100,000.00				
Home Economics and Addition	92,850 00		331.44		
Greenhouses Nos. 7 to 14.....	8,000.00				
Greenhouses Nos. 3 to 6.....	12,500.00				
Greenhouses Nos. 1 and 2.....	2,500.00		170.82	545.84	
Botany Field House, New.....	1,250.00		28.77		
Bull Barn	1,385.00				
Entomology Machine Shed.....	300.00				
Botany Field House, Old.....	50.00				
Girls' Dormitory No. 2.....	45,000.00				
Horse Barn	8,800.00		54.68		
Hog Barn	700.00				
Gymnasium	81,267.54		525.53		
Seed Storage Plant		14,913.50	887.64		
Beef Cattle Barn		16,067.44	4,298.47		
Miscellaneous—Snowplow, Silos, etc.....			1,033.10	790.44	
Total University Farm.....	\$1,350,410.54	\$30,980.94	\$22,470.52	\$11,329.80	\$15,000.00

\$15,000 Special Repairs will be distributed between University Farm and the Sub-Stations.

SUB-STATIONS

CROOKSTON

Robertson Hall	\$23,500.00
Kiehle Building	38,000.00
Home Economics	12,000.00
Owen Hall.....	22,700.00

TABLE IV—Continued

Buildings	Inventory Aug. 1, 1917	New Construction	General Repairs 1917-18	Special Repairs 1917-18	Special Repairs & Replacements Required for 1919-21 Annually
Stephen Hall	\$35,000.00				
Hill Building	36,000.00				
Farm House, Dwelling House No. 1.....	4,100.00				
Horse Barn	5,000.00				
Slaughter House	1,000.00				
Machine Shed No. 1.....	1,000.00				
Machine Shed No. 2.....	2,000.00				
Poultry Brooder House.....	1,000.00				
Hog Barn	1,500.00				
Poultry House	1,500.00				
Dairy Barn	4,000.00				
Sheep Barn	1,200.00				
Superintendent's House	3,500.00				
Cottage No. 1	2,500.00				
Cottage No. 2	2,500.00				
Cottage No. 3	2,500.00				
Cottage No. 4	2,500.00				
Poultry House, Frame.....	150.00				
Poultry House, Cement.....	150.00				
Paint Supply House	75.00				
Horticulture Tool House	50.00				
Greenhouse and Implement House.....	1,500.00				

Grain Storage	5,000.00
Heating and Power Plant, including equipment and tunnels	41,836.00
Senior Hall	37,800.00
Ice House	394.00
Clay Block Silo.....	384.00
Agronomist's Cottage	2,685.00
Dwelling House No. 2.....	4,800.00
Total	\$297,824.00

\$4,126.27

MORRIS

Superintendent's Cottage	\$2,500.00
Spooner Hall	50,000.00
Seed House	1,800.00
Poultry House	800.00
Office	15,000.00
Machine Shed	1,000.00
Faculty Building	10,000.00
Horse Barn	2,000.00
Home Economics	12,000.00
Ice House	100.00
Hog House	700.00
Heating Plant	35,000.00
Girls' Dormitory	50,000.00
Forge Shop and Engineering Building.....	26,200.00
Dining Hall	20,000.00
Dairy Building	4,000.00
Cow Barn and Silo.....	3,500.00

TABLE IV—Continued

Buildings	Inventory Aug. 1, 1917	New Construction	General Repairs 1917-18	Special Repairs 1917-18	Special Repairs & Replacements Required for 1919-21 Annually
Agronomy Building	\$12,000.00				
Farm Cottage	4,500.00				
Milk House	1,080.00				
Dining Hall and Assembly Room.....	}				
Sheep Barn		59,773.75			
Total	\$252,180.00	\$59,773.75	\$3,348.19		
ITASCA PARK					
Cottage No. 1.....	\$250.00				
Cottage No. 2	225.00				
Cottage No. 3	750.00				
Cottage No. 4	700.00				
Cottage No. 5	800.00				
Dining Hall and Kitchen.....	400.00				
Barn and Lean-to Machine Shed.....	900.00				
Library	500.00				
Shop	200.00				
Bunk House	800.00				
Ice House	125.00				
Boat House	75.00				
Pump House	50.00				
Nursery House and Seed Extracting Laboratory	350.00				
Total	\$6,125.00				

CLOQUET

Water Tower	\$350.00
Director's Cottage	2,000.00
Foreman's Cottage	1,400.00
Barn	400.00
Barn (replaces old barn)*	
Office	350.00
Bunk House	350.00
Shop	150.00
Cottage	1,600.00
Total	\$6,600.00

* Decrease of \$400.

ZUMBRA HEIGHTS

Foreman's House and Greenhouse.....	\$5,000.00
Superintendent's Cottage	3,500.00
Machine Shed	350.00
Water Tower and Tank, pump house.....	735.00
Professor's Cottage	300.00
Barn	900.00
Old Farm House	1,800.00
Chicken House	125.00
Windmill and Woodshed	200.00
Total	\$12,910.00

\$198.04

TABLE IV—Continued

Buildings	Inventory Aug. 1, 1917	New Construction	General Repairs 1917-18	Special Repairs 1917-18	Special Repairs & Replacements Required for 1919-21 Annually
GRAND RAPIDS					
Superintendent's Residence	\$3,500.00				
Farm House, Addition 1916	4,342.00				
Poultryman's Residence	1,600.00				
Dairy Barn No. 1 and Silo.....	4,000.00				
Dairy Barn No. 2 and Silo.....	4,000.00				
Hog Barn	300.00				
Root Cellar	200.00				
Ice House	200.00				
Vegetable Warehouse, Creamery and Library..	2,500.00				
Poultry House	1,000.00				
Machine Shed	1,400.00				
Granary and Lean-to	500.00				
Horse Barn and Sheep House.....		4,797.80			
Total	\$23,542.00	\$4,797.80	\$772.61		
DULUTH					
Machine Shed	\$1,328.00				
Poultry House	1,272.00				
Farm House	4,688.00				
Pump and Milk House.....	888.00				
Poultryman's Cottage	2,693.00				

Superintendent's Office*	4,100.00
Horse Barn*	2,132.00
Dairy Barn	4,470.00
Hog Barn	1,080.00
Old House*	750.00
Stable and Poultry House.....	200.00
Assembly Hall*	6,500.00

Total	\$30,101.00
-------------	-------------

* These buildings were burned in October, 1918.

WASECA

Superintendent's House	\$3,700.00
Feeding Shed and Silo.....	1,400.00
Institute Hall	6,000.00
New Barn	3,500.00
Old Farm Barn	1,000.00
Milk House	250.00
Poultry House	250.00
Ice House.....	150.00
Corn Crib	200.00
Horse Barn	500.00
Well House	50.00
Water Tank	50.00
Engine House	100.00
Granary	400.00
Sheep Shed and Machine Shed.....	500.00

Total	\$18,050.00
Total Sub-Stations	\$647,332.00
Grand Total	\$6,193,035.68

\$1,124.40

\$64,571.55
\$101,184.86

\$234.83
\$9,804.34
\$92,539.77

\$46,621.71

\$30,000.00

THE PRESIDENT'S REPORT

To the President of the Board of Regents of the University of Minnesota:

SIR: I have the honor to submit herewith my report for the biennium extending from August 1, 1916, to July 31, 1918. The first eleven months of this period do not fall within my administration, as I assumed the presidency of the University on July 1, 1917. Nevertheless, I have endeavored, with the assistance and coöperation of the other administrative officers of the University, to prepare an accurate record of the entire period under review.

Anyone desirous of securing a more detailed knowledge of the life of the University than is available in this biennial report is advised to read the annual reports of the president. This statement applies with particular force to the biennium with which we are now concerned, for President Vincent in his last annual report (for the year 1916-17) deals with the events which occurred during his own administration and concludes his report with a very significant résumé of "the evolution and development of University policy and administration during the period from April 1, 1911, to June 30, 1917" (pages 51-64). Moreover, the annual reports of the presidents contain the detailed annual reports of the deans and directors of the separate schools, colleges, departments, and other administrative units which make up the University. In my annual report for 1917-18 some of the general university problems are discussed and possible solutions suggested.

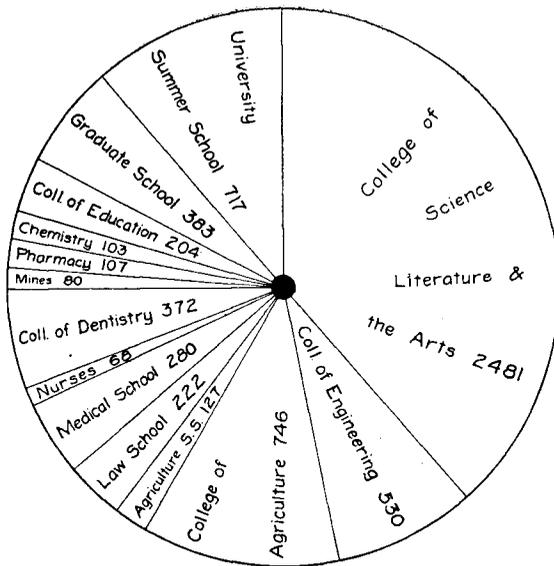
From a careful perusal of the following report it will be observed that the biennium under review is abnormal in several respects. The war has affected profoundly the life of the entire University. This statement applies to students, faculty, and alumni. The spirit and atmosphere of the University inevitably reflected the conditions which were disturbing all mankind. The biennium has been marked by unusual changes in the administrative staff. There is ample evidence in the following pages to sustain the conclusion that the biennium has been one of distinct progress in both administrative and educational policies and

methods. In view of the record here presented, the citizens of Minnesota may find just satisfaction in the assurance that the resources of the state expended through the University have been wisely and effectively administered.

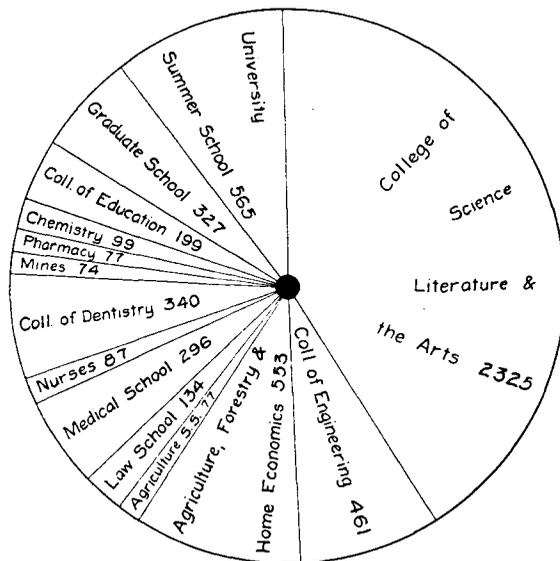
STATISTICS OF REGISTRATION

Collegiate students.—Table I shows the comparative enrollment for the two-year period in those departments of the University, termed collegiate, which require that all entrants hold at least a diploma from an approved four-year preparatory course. It is the total of this group which must be kept in mind in comparing the University with other institutions, inasmuch as very few, if any, other universities have departments corresponding to our subcollegiate group. The loss in 1917-18 of 744 students is pretty generally distributed and is unquestionably explained by the war. The only gains appear in the Medical School and the School for Nurses, the former having an increase of 6 per cent and the latter 27 per cent. The Minneapolis campus Summer Session had the largest numerical loss of 262 students, but the greatest relative loss is in the Law School, which suffered a depletion of practically 42 per cent. Agriculture, Forestry, and Home Economics lost 25.8 per cent, Pharmacy 28 per cent, Graduate School 14.6 per cent, Engineering 13 per cent, Dentistry 8 per cent, Mines 7 per cent, Liberal Arts College 5.7 per cent, Chemistry 3 per cent, Education 2.4 per cent. The net loss for the entire group is 11.7 per cent. These same facts are shown graphically (Figure 1, page 36).

Subcollegiate students.—Table II comprises that group of students enrolled in departments where the entrance requirement is less than a four-year high-school course, altho quite a number of the students in this group would be qualified to enter the collegiate division. Here the war made even greater inroads than in the collegiate division. Losses are particularly noted in Agricultural short courses for mature persons, altho the registration in the boys' and girls' week course at the Central School is a marked exception. Undoubtedly the increased necessity for agricultural effort, because of war conditions, has a very direct relation to the loss in this group. It should be noted that the elevator men's short course, the mess sergeants' course, and the



Collegiate Registration 1916-17. Total, 6,311



Collegiate Registration 1917-18. Total, 5,567

Fig. 1. Collegiate Registration Distributed by Colleges and Schools

farmers' tractor course at Morris are offered for the first time. The net loss for the entire group over the preceding year is 28 per cent.

TABLE I. COLLEGIATE STUDENTS BY SCHOOLS AND COLLEGES, 1916-1918

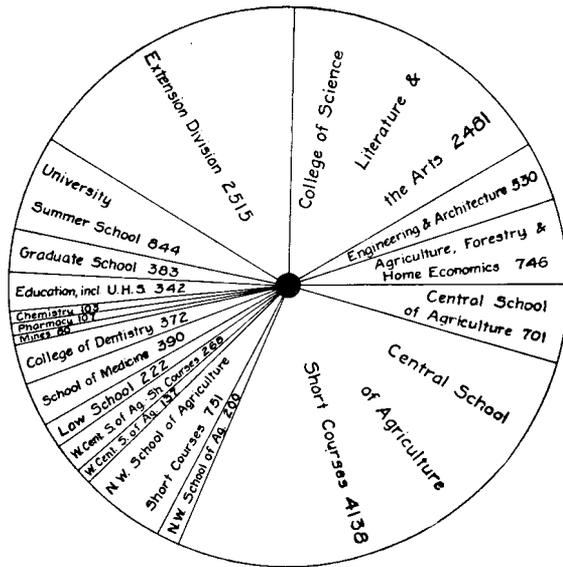
COLLEGE OR SCHOOL	YEAR 1916-17			YEAR 1917-18			GAIN	Loss
	Men	Women	Total	Men	Women	Total		
Science, Literature, and the Arts	1166	1289	2455	934	1381	2315	140
Engineering and Architecture	523	7	530	457	4	461	69
Agriculture	419	327	746	267	286	553	193
Law	246	2	248	142	2	144	104
Medical	267	13	280	283	13	296	16
Nurses		68	68		87	87	19
Dentistry	366	6	372	336		340	32
Mines	80		80	74		74	6
Pharmacy	95	12	107	59	18	77	30
Analytical and Applied								
Chemistry	101	2	103	97	2	99	4
Education	39	165	204	39	160	199	5
Graduate	285	98	383	221	106	327	56
Summer Session:								
Minneapolis Campus	592	654	1246	415	569	984	262
Agricultural	134	67	201	40	87	127	74
Total	726	721	1447	455	656	1111	336
General Totals	4313	2710	7023	3364	2729	6083	940
Less duplicates	454	258	712	304	212	516	940
Grand Total—Net...	3859	2452	6311	3060	2507	5567	744

Extension students.—Table III records the numbers of extension students who are grouped into A: those who pursued evening courses under personal instruction, and B: those who received instruction by correspondence. The students in the General and Law divisions fall in the first group, the others being non-resident students.

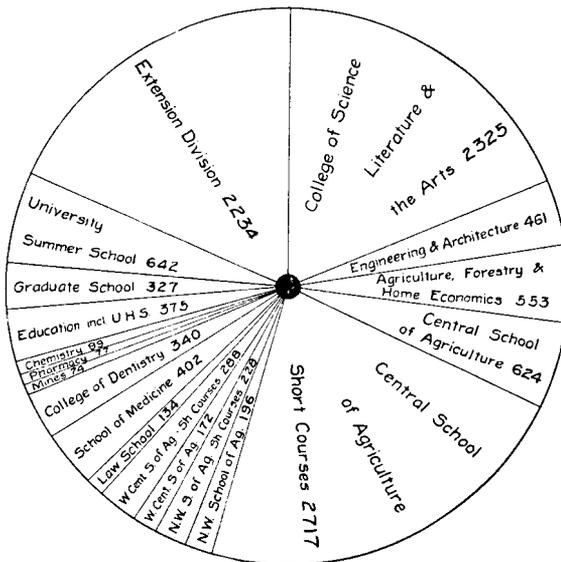
Summary.—Tables IV and V summarize the totals of the preceding tables and show the complete registration for the entire University. These same facts are recorded graphically (page 39, see Figure 2). In comparing the enrollment figures of universities and colleges, it is not customary to include students of preparatory or subcollegiate grade. The figure 5,567 shows Minnesota's standing among other colleges of this country for the year 1917-18. However, the figure 12,113 actually shows the number of students who received instruction at her hands during the past year. The institution as a whole suffered a net loss of 18.4 per cent in 1917-18, as compared with the preceding year.

TABLE II. SUBCOLLEGIATE STUDENTS, 1916-1918

SCHOOL	YEAR 1916-17			YEAR 1917-18			GAIN	Loss
	Men	Women	Total	Men	Women	Total		
CENTRAL SCHOOL OF AGRICULTURE:								
Seniors	154	60	214	85	38	123	91
Juniors	121	52	173	136	48	184	11
Freshmen	187	49	236	201	64	265	29
Unclassified	63	3	66	33	7	40	26
Normal Course	12	12	1	12	13	1
Total	456	169	625
Less duplicates	1	1	1
Net total	525	176	701	456	168	624	77
NORTHWEST SCHOOL OF AGRICULTURE, CROOKSTON:								
Regular students	147	53	200	148	48	196	4
WEST CENTRAL SCHOOL OF AGRICULTURE, MORRIS:								
Regular students	88	49	137	122	50	172	35
University High School	82	56	138	87	89	176	38
Totals, Schools	842	334	1176	813	355	1168	8
SHORT COURSES:								
Traction Engineering	26	26	46	46	20
Dairy School	104	104	50	50	54
Rural Life Short Course	136	34	170	17	6	23	147
Editor's Week	58	2	60	53	2	55	5
Elevator Men's Short Course	20	3	23	23
Mess Sergeants	12	12	12
Consolidated School Prin.	73	15	88	88
Extension Gymnasium	25	25	45	32	77	52
Farmers' and Home Makers' Week:								
Central	1324	307	1631	1039	259	1298	333
Crookston	477	25	502	502
Morris	53	53	53
Boys' and Girls' Week (Junior Short Course):								
Central	666	314	980	188	91	279	701
Crookston	51	9	60	55	33	88	28
Morris	15	17	32	61	39	100	68
Teachers' Training School:								
Central	135	1007	1142	21	757	778	364
Crookston	14	175	189	6	134	140	49
Morris	8	139	147	4	97	101	46
Farmers' Tractor School:								
Morris	87	87	87
Mothers' Week:								
Morris	36	36	36
Embalmers	40	2	42	18	1	19	23
Totals	3132	2067	5199	1795	1469	3264
Less duplicates	6	12	12
Net total	1789	1463	3252	1947
Grand total (less duplicates)	3791	2356	6147	2602	1818	4420	1727



Total Registration 1916-17, 14,973



Total Registration 1917-18, 12,113

Fig. 2. Total Registration Distributed by Administrative Units

TABLE III. EXTENSION STUDENTS, 1916-1918

COURSE	YEAR 1916-17			YEAR 1917-18			GAIN	Loss
	Men	Women	Total	Men	Women	Total		
General	1230	1024	2254	1098	973	2071	183
Correspondence	113	120	233	73	64	137	96
Law	27	1	28	25	1	26	2
Total	1370	1145	2515	1196	1038	2234	281

TABLE IV. SUMMARY, 1916-1918

DIVISION	YEAR 1916-17			YEAR 1917-18			GAIN	Loss
	Men	Women	Total	Men	Women	Total		
Collegiate students	3859	2452	6311	3060	2507	5567	744
Subcollegiate students	3791	2356	6147	2602	1818	4420	1727
Less duplicates	79	29	108	108
Net total	2523	1789	4312
Extension students	1370	1145	2515	1196	1038	2234	281
Grand total	9020	5953	14973	6779	5334	12113	2860

University growth in numbers of students.—Figure 3 (page 41) shows the registrations for each year of the University, from 1887-88 to 1917-18. The diagram indicates a very steady growth in the University enrollment up to 1910-11. Then came a marked advance in subcollegiate registration, which continued up to 1913-14. The next year, 1914-15, showed marked increase in all three divisions of the University, collegiate, subcollegiate, and extension. The following two years the collegiate enrollment made rapid advances, while the other divisions remained practically static. In 1916-17 the University enrollment reached its height, with 6,311 students of collegiate grade and a grand total of 14,973. There is every reason to believe that the University would have continued its ratio of growth during 1917-18, had it not been for the war.

Degrees conferred during the biennium.—Table VI records the number and kinds of degrees issued during the past two years. The current year shows 245 fewer candidates than in the preceding year, or a decrease in graduates of 26 per cent. There are no changes of importance in the list except the establishment of the degree of Bachelor of Medicine. This degree supplants the certificate of completed work heretofore given to students at the end of the six-year period. This plan not only gives the

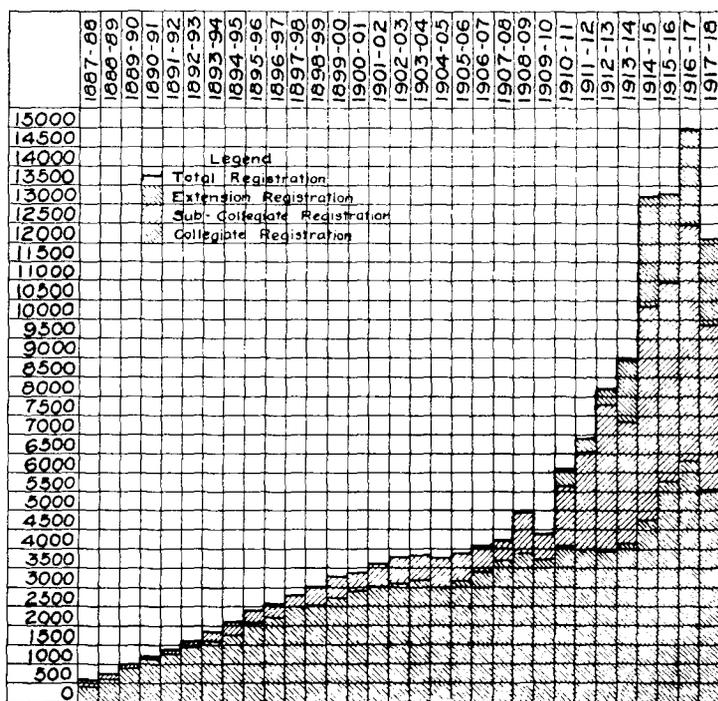


Fig. 3. Growth in Registration from 1877-88 to 1917-18

student proper recognition of his completion of the residence study requirement, but gives him a deserved alumni status and contributes to class solidarity. The M.D. degree, when granted, after the completion of the internship or laboratory year, will bear the date of issue rather than the date the student left the institution.

Geographical distribution.—Table VII, Figures 4 and 5 show the distribution of collegiate enrollment for the year 1917-18 within the state of Minnesota and among the states of the Union. Counting the six students who came from Alaska, Porto Rico, and Cuba, there were 56 foreign students who came from 21 different countries. Thirty-six states of the United States were represented. Every county of the state of Minnesota sent at least one student to the University. Of the college students registered between September and June, 14.5 per cent were from outside the state of Minnesota. Of these students 37 per cent

came for the Arts College courses, 14.5 per cent for Graduate work, 11 per cent for Engineering and Architecture, 8 per cent for Agriculture, 8 per cent for Medicine, 6 per cent for Dentistry. The remainder were distributed among the other colleges of the University in the following order: Education, Law, Chemistry, Pharmacy, Nurses, and Mines. Of the 278 accredited high schools in the state of Minnesota, 186 sent students during 1917-18. Nineteen private preparatory schools and the University High School also contributed their graduates.

TABLE V. COMPARATIVE REGISTRATION FIGURES, 1916-1918

COLLEGE	1916-17			1917-18			GAIN		Loss	
	Men	Women	Total	Men	Women	Total	Men	Women	Men	Women
Science, Literature, and the Arts,...	1192	1289	2481	944	1381	2325	92	248
Engineering and Architecture ...	523	7	530	457	4	461	66	3
Agriculture	4184	2656	6840	2713	2034	4747	1471	622
Law	221	1	222	132	2	134	1	89
Medical (including nurses and em- balmers)	307	83	390	301	101	402	18	6
Dentistry	366	6	372	336	4	340	30	2
Mines	80	80	74	74	6
Pharmacy	95	12	107	59	18	77	6	36
Chemistry	101	2	103	97	2	99	4
Education (includ- ing Univ. High School)	121	221	342	126	249	375	5	28
Graduate	285	98	383	221	106	327	8	64
Summer Session (net)	256	461	717	165	400	565	91	61
Total	7731	4836	12567	5625	4301	9926	2106	535
Less duplicates ...	81	28	109	42	5	47	39	23
Net total	7650	4808	12458	5583	4296	9879	2067	512
Extension:										
General	1230	1024	2254	1098	973	2071	132	51
Correspondence	113	120	233	73	64	137	40	56
Law	27	1	28	25	1	26	2
SUMMARY	1370	1145	2515	1196	1038	2234	174	107
Total, residence students	7650	4808	12458	5583	4296	9879	2067	512
Total, extension students	1370	1145	2515	1196	1038	2234	174	107
Grand Totals	9020	5953	14973	6779	5334	12113	2241	619

TABLE VI. DEGREES CONFERRED, 1916-1918

COLLEGES AND DEGREES	YEAR 1916-1917			YEAR 1917-1918		
	Men	Women	Total	Men	Women	Total
SCIENCE, LITERATURE, AND THE ARTS:						
B.A.	89	168	257	47	165	212
B.A. in Music.....	1	4	5	2	2
B.S. (Medicine)	52	1	53	39	4	43
ENGINEERING AND ARCHITECTURE:						
C.E.	8	8
E.E.	14	14	1	1
M.E.	4	4	2	2
B.S. in Engineering.....	50	50	28	28
B.S. in Architecture.....	8	8	4	4
AGRICULTURE:						
B.S. (Agriculture)	75	75	34	34
B.S. (Home Economics).....	55	55	64	64
FORESTRY:						
B.S.	3	3	5	5
LAW:						
L.L.B.	34	34	18	18
*MEDICINE:						
M.D.	39	2	41	12	12
Certificates	22	2	24
M.B.	39	39
Graduates in Nursing.....	12	12	13	13
DENTISTRY:						
D.D.S.	90	5	95	75	1	76
MINES:						
E.M.	10	10	6	6
E.M. in Geology.....	5	5	4	4
Met.E.	1	1	3	3
PHARMACY:						
D.S. in Phm.....	1	1
B.S. in Phm.	1	1
Phm.C.	3	1	4
G.Phm.	30	2	32	5	3	8
CHEMISTRY:						
Chem. Eng.	1	1	1	1
B.S.	8	8	4	4
B.S. in Chemistry.....	8	1	9	4	4
EDUCATION:						
B.A. in Educ.	16	22	38	4	31	35
GRADUATE:						
M.A.	25	20	45	13	19	32
M.S.	19	5	24	8	1	9
M.S. in Orthopedic Surgery.....	1	1
M.S. in Surgery.....	4	4
Ph.D.	9	2	11	10	1	11
Ph.D. in Surgery.....	1	1
D.S.	1	1
D.S. in Neurology.....	1	1
D.S. in Pediatrics.....	1	1
Totals	625	301	926	376	305	681

* Graduates of this class who enlisted in active service received their M.D. degrees prior to their year of internship.

THE PRESIDENT'S REPORT

TABLE VII. GEOGRAPHICAL DISTRIBUTION OF MINNESOTA STUDENTS OF COLLEGIATE GRADE (OTHER THAN SUMMER SESSION)

1917-1918

COUNTIES:	Science, Literature, and the Arts	Engineering	Agriculture	Law	Medical	Nurses	Dentistry	Mines	Pharmacy	Chemistry	Education	Graduate	Total
Aitkin	3	..	2	5
Anoka	6	2	3	..	2	2	1	16
Becker	9	3	3	2	1	1	2	1	1	22
Beltrami	6	3	3	15
Benton	1	..	1	1	1	..	1	3
Big Stone	6	..	1	1	2	1	1	..	11
Blue Earth	9	6	6	3	2	3	5	3	4	..	43
Brown	11	3	6	..	1	1	3	1	26
Carlton	2	..	2	1	1	1	1	13
Carver	3	3	2	1	1	11
Cass	3	3	1	..	1	1	6
Chippewa	6	4	1	..	1	1	..	1	..	13
Chisago	5	2	2	3	1	15
Clay	4	4	..	2	1	11
Clearwater	1	1	1
Cook	1	1	2
Cottonwood	9	1	2	1	1	..	2	17
Crow Wing	5	2	3	1	3	2	1	17
Dakota	15	5	3	1	2	..	1	2	29
Dodge	3	3	3	2	1	..	9
Douglas	4	5	3	1	3	1	17
Faribault	1	2	2	..	2	2	1	1	2	2	21
Fillmore	8	1	4	1	1	..	5	..	1	1	1	..	23
Freeborn	7	2	2	..	2	5	1	19
Goodhue	20	8	2	..	1	4	3	1	3	44
Grant	2	1	3	1	1	..	1	1	..	10
Hennepin	1090	164	153	52	105	14	100	33	21	39	80	110	1961
Houston	5	..	4	1	2	2	..	16
Hubbard	2	..	1	1	3
Isanti	1	1	1	..	1	..	1	..	6
Itasca	7	2	..	1	1	..	1	..	2	..	1	..	15
Jackson	5	1	5	2	1	..	1	19
Kanabec	3	1	3	2	..	1	1	11
Kandiyohi	4	4	3	1	3	2	1	18
Kittson	5	1	1	7
Koochiching	3	..	3	1	1	..	1	9
Lac qui Parle	8	..	4	2	5	1	1	1	22
Lake	3	2	..	1	1	7
Le Sueur	10	5	5	..	2	2	3	..	1	1	29
Lincoln	2	1	1	1	5
Lyon	5	1	2	..	2	1	3	2	..	1	17
McLeod	19	3	6	2	4	1	2	38
Mahnomen	1	1
Marshall	5	3	3	..	1	2	2	1	17
Martin	4	3	1	1	1	..	1	1	1	1	14
Meeker	16	3	2	1	1	24
Mille Lacs	2	4	1	7
Morrison	8	1	3	..	1	1	14
Mower	17	4	7	..	3	..	3	34
Murray	3	1	3	1	1	1	1	..	1	11
Nicollet	2	..	2	..	2	..	1	1	..	8
Nobles	4	2	4	1	1	1	13
Norman	6	..	4	1	1	1	..	14
Olmsted	13	7	2	..	2	1	3	1	2	31	62
Otter Tail	14	..	1	2	6	3	7	1	1	..	4	2	41
Pennington	4	..	2	8
Pine	12	..	1	1	2	..	16
Pipestone	5	1	3	1	10
Polk	7	1	1	1	..	2	..	1	1	1	1	2	18
Pope	8	4	2	3	4	..	2	..	2	..	25
Ramsey	365	48	103	12	39	8	34	11	5	15	37	50	727
Red Lake	1	1	1	2
Redwood	12	3	6	2	..	1	1	..	1	..	2	..	28

TABLE VII—Continued

	Science, Literature, and the Arts	Engineering	Agriculture	Law	Medical	Nurses	Dentistry	Mines	Pharmacy	Chemistry	Education	Graduate	Total
Renville	1	1	9	2	2	1	6			2		1	35
Rice	11		3		5	2	2		3		1	2	29
Rock	9	1	2									1	13
Roseau		1											1
St. Louis	66	16	12	3	5	5	11	9	2	6	4		139
Scott	3	1	1	1	4	1	4						15
Sherburne	3	1	4				1		1				10
Sibley	3	4	5		1		2						15
Stearns	18	4	11		1	1	2	2			2		46
Steele	11		9				2		1		1		24
Stevens	1	2	1								1		5
Swift	7	3	1	1			3	1				1	17
Todd	9	2	2	1	2		1				1	1	19
Traverse	4	2	2		1		1			1	1	2	12
Wabasha	8	4	4		2		6					1	25
Wadena	3	4	3	1	1		1			1			10
Waseca	5	1	1		2	4	3		4	1			21
Washington	18	5	5		1		4	3				2	38
Watonwan	6	3	7	1	2		2						21
Wilkin	1										1		2
Winona	6	1	4		1	2	2				3		19
Wright	5	2	5			1	5		1		2		21
Yellow Medicine	9	2	2		2		2						17
Totals	2058	382	493	106	236	75	294	65	63	85	170	224	4251
STATES:													
Arkansas									1				1
California					2							2	4
Colorado	3											1	4
Florida	1												1
Idaho	1				1	1						1	4
Illinois	4	2	3	3	3					1		6	22
Indiana	1	3	2								1	4	11
Iowa	59	10	11	7	12	1	2			4	4	10	120
Kansas	1	1											2
Kentucky												2	2
Maine	1				1								4
Maryland					1							2	3
Massachusetts	1	1					1					4	7
Michigan	7	3	1		3			1			4		19
Mississippi												1	1
Missouri	3	2			1						1	3	10
Montana	21	11	7	1	3		3		3	1	1	1	52
Nebraska	1		2								1	5	9
New Hampshire											1		1
New Jersey	1												1
New York	2		3		4					1		1	15
North Dakota	51	8	4	6	9	4	17	3	2	2	1		110
Ohio	3										1	6	10
Oklahoma	1												1
Oregon												2	2
Pennsylvania			1					1				1	3
Rhode Island												1	1
South Carolina												5	5
South Dakota	62	21	9	2	6	1	5		2		4	5	117
Tennessee												1	1
Texas												2	2
Vermont											1		1
Virginia												2	2
Washington	4		2	1	7		1					3	18
West Virginia												2	2
Wisconsin	29	10	9	4	3	3	11		3	2	9	12	95
Wyoming										1		1	2

TABLE VII—Continued

	Science, Literature, and the Arts	Engineering	Agriculture	Law	Medical	Nurses	Dentistry	Mines	Pharmacy	Chemistry	Education	Graduate	Total
U. S. POSSESSIONS:													
Alaska	1				1								2
Cuba		1											1
Porto Rico												2	3
OTHER COUNTRIES:													
Canada													1
China	2	1	3			1	2						9
Egypt	3	2	1					4		1			12
Finland	1			1									1
Greece		1											1
India	1		1		2								1
Japan									1			3	8
Korea							1						1
Mexico									1				1
Norway												1	1
Russia	1	1			1		3						7
Siberia	1												1
South Africa										1			1
South America			1										1
Sweden		1											1
Syria												1	1
Turkey						1							1
Wales									1				1
Grand total..	2325	461	553	134	296	87	340	74	77	99	199	327	4972

THE STUDENTS

Student expenses.—The past two years have been so abnormal, students leaving to enter agricultural service, the Army and Navy, that accurate data could not be gathered. Even if gathered it would not in any way have been representative of normal times.

A summary of data gathered for the year 1915-1916, representing a normal pre-war year, is of interest, tho these figures can not be used as a proper basis of cost for the coming year, as there is no factor as yet determined which will take into proper account increased cost of living and supplies.

For the year 1915-1916 the average total expense for students living away from home was approximately \$487. The average varied within colleges—Chemistry, the lowest, being \$369, and Dentistry, the highest, \$647. The high averages occurred of course in the professional schools requiring tuition fees and special equipment, which in some cases the student had to buy—in part, at least.

The average for all of those students living at home was \$276.

Distribution of expenses.—The above expenses may be roughly distributed as follows, for those living away from home:

	MEN	WOMEN
Tuition	\$63.00	\$48.00
Books	44.00	24.00
Board and room	203.00	224.00
Recreation	51.00	28.00
Clothing	64.00	113.00
Miscellaneous	62.00	50.00
Total	\$487.00	\$487.00

There was a wide variation in the percentage distribution of these items in the various colleges—for example, tuition. The lowest percentage was in the Graduate School with 4 per cent and the highest in the Medical School, with 28 per cent.

A rough grouping of those students living away from home shows that: 71 per cent spend less than \$550 per school year, and 86 per cent spend less than \$650 per school year.

There seemed to be no striking difference between the expenses of the men and of the women.

Earnings of students.—A large number of the students of the University earn, at least in some part, a portion of the money necessary for their expenses. Data gathered show that 60 per cent or better of all students engage in some form of remunerative occupation. The average earnings of this group of students was \$167. Seventy-nine (79) per cent of the men showed earnings averaging \$176, and twenty-two (22) per cent of the women showed earnings averaging \$99. Total earnings reported for the year were \$270,316.

Free and Service Scholarships.—Beginning with the year 1916-1917 there was made available one hundred Free Scholarships each semester. These scholarships were of the value of twenty dollars (\$20) each, to be granted to needy students of the Colleges of Science, Literature, and the Arts, Agriculture, Education, and Engineering. Two thousand dollars (\$2,000) were set aside from the Ludden Fund Bequest by the Board of Regents to care for these Free Scholarships. At the same time there was established fifty Service Scholarships, each of the same value as the Free Scholarships, these to be sustained by support

funds. Holders of these scholarships render an equivalent service in laboratories, offices, etc.

At no time since the establishment of these scholarships has there been sufficient demand to call for the granting of all scholarships available. The following Free and Service Scholarships were granted for the past two years :

	1916-1917	
Free		81
Service		42
		<hr/>
Total		123
	1917-1918	
Free		63
Service		9
		<hr/>
Total		72

Student loan funds.—During the past two years the demands made upon the student loan funds have been heavier than usual. Repayments have been slower and made in smaller amounts. The explanation is apparently the uncertainty among students as to the period of time which they might be able to spend at the University due to draft, enlistment, etc., and the demands made upon students by various public loans and subscriptions. There has also been a larger group of those students needing assistance.

Supervision of boarding-houses.—The policy of the supervision and inspection of boarding- and rooming-houses for women has been continued. This includes the segregation of men and women students, a reasonable provision of proper facilities for receiving callers, a reasonable standard of sanitary safety which includes not only plumbing, heating, and ventilation, but also a good standard of cleanliness and care in housekeeping, and a satisfactory social environment.

The part of this work having to do with sanitary safety—plumbing, heating, ventilation, and cleanliness—has been gradually extended in the effort to control such conditions in all places open to the students, men as well as women. Inspections have been carefully made and card records kept.

With the aid of the new University Health Department (established 1917-1918) this work will be carried forward and de-

veloped to the advantage both of the student body and the community surrounding the University.

Coöperative houses for women.—The first of these houses to be established, the Elizabeth Northrop House, having proved so successful, there has been a growing demand for the further development of such accommodations. The year 1917-1918 saw four such coöperative houses in operation. Every place in these houses was filled. Many applications had to be refused. Final responsibility and control of these houses rest with the University authorities. Much interest has been shown and assistance given by committees of the alumnae and of the Faculty Women's Club. Such coöperation is greatly to be desired and is gladly welcomed.

The facilities for caring for women students under these conditions should be increased.

Intramural sports.—The past two years have shown a gratifying development of intramural sports. The organization of teams in all branches of athletics, among fraternities, and colleges, among men and women, has drawn each year an increasing number of students to some form of out-of-doors exercise.

During the past year, notwithstanding the adverse conditions, there were organized:

MEN	
Football teams	57*
Basket-ball teams	252
Baseball, 26 teams.....	111
Track	409
Hockey	84
Wrestling	18
Swimming	25
Boxing	30
Volley-ball	57
WOMEN	
Tennis	35†
Field-hockey	69
Ice-hockey	59
Basket-ball	130
Baseball	70
Swimming	900‡

* Men participating.

† Regular participants.

‡ Other than those required to report.

The value of this work in the betterment of the physical condition of the student, which in turn means a greatly increased mental return, can not be overestimated.

Student self-government.—During the year 1916-1917 there was a steady and satisfactory development of the sense of student responsibility. The student councils and other organizations interested in this phase of student life were increasingly alive to the problems confronting them. The year 1917-1918 was not as satisfactory, due, not to a direct decrease of interest, but the many other problems connected with the war which overshadowed the local problems. The fact that the personnel was continually changing, that faster than memberships could be filled withdrawals were taking place, due to draft, enlistments, etc., made it impossible to maintain any continuity of thought or policy. Before the end of the year there was not a working council on the campus. The various Senate Committees were in the main without student members.

There is no question that with the return to normal conditions the reorganization of these groups will take place rapidly, for the spirit which caused their growth and development had grown too strong and deep seated to make possible a return to the old conditions.

During the last few years there has been an increasing number of students each year giving serious thought to the problems of their community life, and to the problems of the University. This coöperation has shown good fruit in many ways and at many times.

Audit of student finances.—In the past, in this institution and all others, student enterprises have been made the medium through which individuals have made large personal gains. Such a situation here some years ago was the cause of a request by a group of older representative students that there be established and maintained a close supervision of the finances of all recognized official student organizations. An effort is made to supervise the finances of the various temporary organizations which are continually springing up.

Publicity regarding income, expenditure, and disposal of profits is the greatest safeguard which can be devised.

An added duty which the Committee has taken upon itself is that of mediating between individual students and groups of

students and creditors. It is always to be distinctly understood that the University assumes no responsibility in such cases through this Committee, but is always willing to use its best endeavors as a friendly mediator to obtain satisfactory settlement of all cases.

Student advisers for freshmen.—A group of senior men and junior women selected through the Academic Students' Council and the Women's Self-Government Association. The chief duty and responsibility of these two groups is to assist freshmen at registration. After that each individual adviser is assigned a small group of freshmen whose friendship they are to cultivate, in order that each freshman may have some older and experienced student to whom he or she may feel free to go for advice and direction. This plan has been working with a very considerable degree of success for the last few years.

For the year 1917-1918 the plan, so far as the men were concerned, was not successful, due to the frequent changes in personnel of the advisers. Men were leaving constantly, due to draft or enlistment. At no time was it possible to keep a group of advisers together for a sufficient length of time for them to become acquainted with their advisees.

Caring for Arts College freshmen.—The constant endeavor of the University for some years past has been to build up and maintain as close a contact with the students and their problems as possible. This is particularly true in the case of new students. The new group of students each year finds the change from high school and its close supervision to the University and its greater liberty, confusing and perplexing. It is at this period that a friendly and kindly supervision will yield the greatest returns.

In order to establish contact with freshmen needing this help at the earliest opportunity, the College of Science, Literature, and the Arts has made use of the Senior Advisers previously mentioned. In addition frequent reports have been called for from instructors. The College of Agriculture and the School of Chemistry likewise call for similar reports from instructors. Students whom the reports show to be making unsatisfactory progress are personally interviewed by officials who devote most of their time to such work. Every effort is made to determine if possible the cause, and suggest and plan a remedy. During the last two years the officers in charge of this work had, during the

first semester of each year—the most critical semester—the following number of personal conferences:

1916	997
1917	897

These were all required conferences. In addition there were many more solicited by the students.

The student is assigned to an instructor who has volunteered his assistance. It is his duty to confer at least once a week with the student, also with the student's instructors, aiding the student with advice and suggestions. Correspondence is carried on with parents and school principals. This work with the individual is continued, not for any specified time, but until such time as it becomes evident that the best interests of all concerned require that the student cease his work and make a new start later, or until he shows satisfactory improvement.

This past year the College of Engineering has undertaken detailed work with its freshmen students. These students are assigned, as registered, to a faculty man whose duty it is to keep in close touch with the students assigned him at all times, studying individual cases and correcting so far as possible, weaknesses and faults. This system, called the Mentor System, gives promise of excellent results within groups where the student body is not too large, and where there is a sufficient number of instructors who will give the time and who possess the human interest and sympathy absolutely necessary.

Fraternities and sororities.—The scholarship of the fraternities and sororities for the last two years has shown no falling of, or, if there has been any, it has been due to the disturbing conditions of war times and has affected the general student body in the same proportion. A comparison of the fraternity and sorority groups shows that the slight lead of the fraternity group of three years ago has been maintained during the last two years and that the slight lead of non-sorority over sorority has been maintained.

The general relation of the fraternities and sororities to the University has been good. The relations between the fraternity group and non-fraternity group has been good, with no line of demarkation drawn. At the close of the year 1917-1918 many of the fraternity groups had entirely disappeared, owing to all

men entering some branch of the Service. All groups had been reduced at the most to a mere handful.

CHANGES IN ADMINISTRATIVE STAFF

Rarely does a large university within the short period of one biennium undergo so many significant changes in its administrative staff as the University of Minnesota has during the last two years.

1. On December 7, 1916, President George Edgar Vincent notified the Board of Regents that it was his intention to resign in order that he might accept the presidency of the Rockefeller Foundation of New York City. On January 31, 1917, he tendered his resignation in the following official communication :

"I hereby submit my resignation as President of the University to become effective at the pleasure of the Board, with the understanding that in no event will my term extend beyond June 30, 1917."

On May 1, 1917, the Board of Regents, recognizing that the action was inevitable, accepted the resignation with great reluctance and caused to be spread upon its minutes the following resolution :

"At this Commencement time ends the service of George Edgar Vincent as President of this University. During the last six years he has well discharged all the duties of that important office. He brought to the work high purpose and great vigor of body and mind. Ripe in experience and well prepared, he contributed in full measure to the growth of the University, the elevation of its standards, and the improvement of its work.

"He led effectively in the coördination of the work of the University with that of the other educational activities of the state. Sympathetic interest and friendship characterized relations with privately supported schools, academies, and colleges.

"Inspired by the truth that the development of the kind of character that guarantees right thought and conduct is the highest purpose of education, that morals are most secure when resting upon a religious foundation, and that freedom of conscience is a highly prized heritage of our people, he has been a model in broad-minded leadership.

"He has stimulated all to a love of the right and to unselfish and patriotic endeavor. Fearless in the discharge of duty, loving justice, he has ever been chivalrous, gentle, and kind. Under his guidance, the University entered broader fields of usefulness. The efficiency of the business department, as well as of every branch of the educational work of the University, has been greatly advanced by his skilled ability.

"While regretting that duty has called him to another field, where exists unparalleled opportunity for useful work, and in which no one is better fitted to serve than he, the Board of Regents unanimously records its unqualified approval of his work here, and extends to him the best wishes of the University and of the people of the state. May success ever attend his labors and may many years be given to him."

Anyone who studies the history of the University of Minnesota from April 1, 1911, to June 30, 1917, will be deeply impressed by the changes and improvements which were brought about under the leadership of President Vincent. No phase of university life escaped his attention and interest. Undoubtedly one of his great contributions to the University of Minnesota was the clarification of both the administrative and the educational organization and the consequent centralization and unification of the University. He was a constant stimulus to those who were interested in graduate study and research. He insisted upon lofty standards in all educational work. He constantly endeavored to bring to the University men of the highest training and abilities. During his administration the business methods of the institution were greatly improved and the budget system adopted.

President Vincent came to his great task with rare training and rich experience. A graduate of Yale University, a teacher and administrator at the University of Chicago, he knew and appreciated all that was best in both eastern and western educational institutions. He worked indefatigably for the highest welfare of this University and the Commonwealth of Minnesota. Endowed with unusual mental acumen and precision of thought, he was capable of dealing effectively with the most baffling and difficult administrative problems. He proved himself to be a platform orator of the very first rank. The University of Minnesota desires to record in no formal or conventional manner its profound appreciation of the services which he rendered during the six years and more of his administration.

It is fitting to note here that a committee of which Professor J. Corrin Hutchinson was chairman, representing the several faculties of the University, in June, 1918, presented to the University a splendid portrait of President Vincent painted by Louis Betts of New York. The painting is hung in Alice Shevlin Hall

and is recognized by all visitors "as a notable work of art and as an admirable likeness of Dr. Vincent."

Together with former presidents Folwell and Northrop, President Vincent participated in the fiftieth anniversary exercises of the University on June 19, 1918. Owing to war conditions, making the usual formal exercises inappropriate, the present president of the University was officially inaugurated upon this occasion.

2. On January 31, 1917, Dean A. F. Woods resigned as Dean and Director of the Department of Agriculture in order to accept the presidency of the Maryland Agricultural College. On August 3, 1917, R. W. Thatcher, for four years Professor of Agricultural Chemistry and Chief of the Division of Agricultural Biochemistry and Assistant Director of the Experiment Station, was elected Dean of the Department of Agriculture and Director of the Experiment Station. At the same meeting of the Board of Regents, Assistant Dean E. M. Freeman was promoted to the position of Dean of the College of Agriculture.

3. F. C. Shenhon, having resigned the Deanship of the College of Engineering and Architecture, on May 14, 1917, the Board of Regents elected John R. Allen as Dean of the College, Professor of Mechanical Engineering, and Head of the Department of Experimental Engineering. Dean Allen was trained at the University of Michigan where he served as Professor of Mechanical Engineering from 1906 to 1917. During this period he was on leave of absence for two years (1911-13) and served as Dean of Engineering at Robert College, Constantinople, Turkey.

4. The School of Chemistry, during the biennium under review, has been given most careful and prolonged consideration by the Board of Regents. It is quite unnecessary to enter into a detailed description of the searching investigation through which the School has passed. In the printed minutes of the Board of Regents a complete record of the official decisions may be found. The subject was first brought to the attention of the Board on May 1, 1917, and was referred to the Executive Committee. On June 13, 1917, the chairman of the committee reported that "data concerning the School of Chemistry administration question had been submitted so recently that there had been no time for consideration and the formulation of recom-

mendations." The matter was then taken under careful advisement by the Board of Regents and at a meeting held on August 20, 1917, the following decision was reached:

"Voted, that the Board of Regents after investigation and consideration of the charges made by Mr. Gerhard Dietrichson against Dean George B. Frankforter finds

"(1) That there is no support for any charge of dishonesty, lack of veracity, or misappropriation of property.

"(2) That the relations of Mr. Gerhard Dietrichson with the University have been properly terminated.

"(3) That the situation does not require at the present time any findings concerning any of the other charges.

"(4) That the hearing has shown such evidences of disorganization and lack of coöperation in the School of Chemistry that a committee consisting of the President of the University, the President of the Board, and the Chairman of the Executive Committee is appointed to investigate and report to this Board the advisability of a reorganization of the School of Chemistry."

On September 13, 1917, it was voted to add Regent Charles L. Sommers to this committee appointed to deal with the problem of the reorganization of the School of Chemistry. This committee studied the problem with great care and thoroughness. The advisability of merging the School with the College of Science, Literature, and the Arts or with the College of Engineering, or parts of it with each of these Colleges, was the subject of frequent deliberations. Experts in various parts of the country were consulted and asked to express their judgment upon the need of a separate school of Chemistry within a university. Owing to the new emphasis which the war was giving to Chemistry, and the growing importance of the subject to the industries of the state, it was finally decided on March 15, 1918, to maintain the School as a separate unit.

In the meantime, Dean George B. Frankforter, having been commissioned in the Army, presented the following letter to the President on October 25, 1917:

"In view of the fact that I have been commissioned Major in the United States Ordnance Department and in view of the fact that I am already doing research work for the government, I respectfully ask to be relieved of the administrative duties of the Dean of the School of Chemistry for the remainder of the year. I shall expect, however, to continue my Organic and Industrial Organic work until the government demands my entire time."

The Board of Regents, after conference with Dean Frankforter, voted to accede to his request and further decided that he should "devote his time to research work and teaching as Professor of Organic and Industrial Organic Chemistry at the same salary he heretofore has received as Dean and Professor."

On May 7, 1918, the special committee of the Regents dealing with the question of the reorganization of the School made a report. The whole question again received full consideration. It was finally voted that the office of Dean of the School of Chemistry should be declared vacant and that Professor Frankforter should continue to serve the University in the capacities and under the conditions named in the action of October 25, 1917.

On June 3, 1918, Professor Lauder W. Jones, of the University of Cincinnati, was appointed Dean of the School of Chemistry. Dean Jones is a graduate of Williams College and received the degree of Ph.D. at the University of Chicago. From 1897 to 1907 he was Professor of Chemistry at the University of Chicago, and from 1907 to 1918 he served as Head of the Department of Chemical Engineering at the University of Cincinnati. After his appointment he was granted a leave of absence from the University for the period of the war to act as Chief of the Research Section, Offense, in the Research Division of the United States Chemical Warfare Service at Washington.

5. Miss Margaret Sweeney, Dean of Women, having resigned her position because of illness, Miss Gertrude Harper Beggs was appointed to the position on August 20, 1918. Miss Beggs received her doctorate at Yale University in 1904. She came to Minnesota from the University of Michigan.

On May 7, 1918, upon the recommendation of the Administrative Committee of the University Senate, the Board of Regents adopted the following statement defining the functions of the Dean of Women:

"The function of the Dean of Women, under the direction of the Board of Regents and the President, is to have supervision of all those affairs of the women students of the University which are not specifically included in the curricula of studies of the several colleges or schools."

THE TEACHING STAFF

It should be observed that a complete record of professorial appointments, promotions, and resignations appears in each of

the annual reports of the president. It seems fitting, therefore, to deal here with the general conditions which concern the teaching staff as a whole and to set forth any new regulations or policies which have been adopted during the biennium under review.

1. *Sabbatical furloughs and leaves of absence.*—For some time, in keeping with the practice of universities throughout the country, the University of Minnesota has offered to the members of the staff the privileges of sabbatical furloughs. In the light of the experience of recent years, the Administrative Committee of the University Senate decided to reconsider the whole problem with the hope of clarifying the regulations. It seemed wise to draw a sharp line of distinction between a "sabbatical furlough" and a "leave of absence." The new regulations as finally adopted by the Board of Regents on May 7, 1918, are as follows:

A. *Sabbatical Furlough*

The purpose of the sabbatical furlough is to encourage special studies, investigations, and research on the part of members of the faculty and thereby to increase their scholarship and capacity for service to the University.

1. Application for sabbatical furlough may be made by any member of the faculty who has served the University for six consecutive years, of which at least two years must have been with a rank not lower than that of Assistant Professor. The application may be for furlough for a year or for one semester at the option of the applicant.

2. The application shall be made upon a blank to be provided, containing:

- a. Name, age, rank, department, college, and subjects taught.
- b. Date of leaving and of returning.
- c. Statement of successive changes in rank and salary.
- d. Reason for wishing furlough, place where furlough would be spent, and an outline of the program of studies or other activities which he proposes to follow.
- e. Statement of any previous furlough or leave granted.
- f. A definite statement of intention to devote his sabbatical furlough to the program outlined, and to continue his service to this University, after his furlough, for at least one year on the same pay, tho with no prejudice to his receiving any advance which he would have received had he not been absent on leave.

3. Such application will be granted by the Board of Regents subject to the following conditions:

- a. The Board shall be satisfied that the applicant's ability and aptitudes are such that the University is likely to benefit from the increased efficiency acquired during his absence.

b. The Board shall be satisfied that, by securing assistants with the other half of the applicant's pay, distributing his work among other members of his department, or by other adjustment, arrangement can be made so that the work of the department can be carried on satisfactorily during his absence.

c. The application must have the approval of the dean of the applicant's college, and, unless he himself be the head of the department, of the head of his department.

4. Service in another institution in which sabbatical furloughs are granted may be taken into account in granting the sabbatical furlough.

5. For the period of the furlough, the University will pay the absentee one half of his regular salary.

6. It is understood that the half salary paid to the absentee is not to be regarded as additional compensation for services rendered during the preceding six years, but as contemporaneous compensation for services rendered to the University during his furlough, in acquiring greater efficiency for subsequent service to be rendered to the University.

B. Leave of Absence under Special Conditions

In exceptional cases a member of the faculty, having rank not lower than that of assistant professor, to whom are presented opportunities to increase his professional efficiency and his value to the University by engaging temporarily in private or public business, or in the practice of a profession, may make application for leave of absence. Upon approval of such application by the dean of the college concerned, the Board of Regents may grant special leave of absence on such terms as to salary and period of absence as the particular facts of each case may warrant.

2. *Classification of all appointments.*—During the academic year 1917-18 a new system for the classification of all appointments was adopted. Considerable confusion inevitably arose in regard to the details of the terms of service of the various appointees serving the separate colleges, schools, departments, and other organizations and administrative units constituting the University. A study of existing appointments and contracts showed widely varying conditions of employment. The nature of the work to be done was the inevitable occasion of these differences. Considerable misunderstanding existed as to the length of vacations to which members of the various staffs were entitled. Moreover, while the majority of the teaching force is engaged on a full-time basis, there is a considerable portion of the staff which serves only part time. Some persons are on regular appointments, others are engaged as substitutes for those on leaves of absence. Consequently, without a detailed,

intimate knowledge of every appointment, it was quite impossible for an administrative officer by consulting the budget really to know the conditions and terms of employment of any member of the staff.

Accordingly, a simple system of symbols was adopted which at a glance enables one to understand the nature of any given appointment. These symbols appear after the names of all appointees in the printed budget of the University.

A Class A appointee is expected to give eleven months service each year, is entitled to one month's vacation, and receives his salary in twelve equal installments. A Class B appointee is expected to give forty weeks service, beginning one week prior to the opening of the University in the fall, is entitled to twelve weeks' vacation, and receives his salary in ten installments. A Class C appointee is on a special term appointment. He may be employed for any definitely stated period. A Class D appointment is in every case supplemental. That is to say, this symbol always notifies one that the person in question holds some other appointment, and therefore instantly promotes careful scrutiny of the proposal. For example, a full-time Class A appointee could not be given a Class D appointment. A Class B appointee, however, is entirely eligible, let us say, for a D appointment as a teacher in the summer session. A Class E appointee renders service only for the academic year of nine months, is entitled to three months' vacation, and receives his salary in nine equal installments.

In addition to these five main symbols, two others seemed necessary. The letter H is used to indicate a part-time appointment. Where it does not appear it is understood the person is serving on a full-time basis. The letter X indicates that the person is a substitute. A mere glance at the budget employing these symbols enables one at once to understand rather definitely the terms of employment of any member of the staff. All recommendations of appointments begin by indicating the classification by use of these symbols. The adoption of this system has clarified greatly everyone's understanding of the terms of appointment of all members of the staff.

3. *Plan of salary payments.*—The old plan of paying salaries in twelve installments regardless of when the service was rendered was found quite unsatisfactory as it involved constant readjust-

ments in case of illness or resignation. In the spring of 1917 it was decided to adopt the plan of paying salaries in ten installments which proved to be a distinct hardship to the staff. Accordingly, as a transitional plan, salaries during 1917-18 were paid in eleven installments. Owing to war conditions, frequent and difficult readjustments were necessary. Members of the staff in large numbers entered the military or government service. A study of this whole problem resulted in the adoption of a plan which makes adjustments entirely unnecessary. Every appointee is paid on the first of the month for the services rendered. No salary installments are paid before the University opens, and none during the long vacation. At any given time, a member of the staff receives the salary which he has earned. In case of resignation or leave of absence no adjustments are required.

4. *Instructors' salaries in the College of Science, Literature, and the Arts.*—On February 18, 1918, the Board of Regents approved a plan for dealing in a systematic manner with the increasing of the salaries of instructors in the College of Science, Literature, and the Arts. The plan is governed by the following principles:

(1) The instructorship is a temporary appointment during the term of which the Instructor is on probation with regard to his future relations in the University.

(2) So far as possible only persons who hold the Doctor's degree from reputable institutions or who have demonstrated equivalent attainments should be appointed as Instructors. Other persons who are capable of doing the same teaching as Instructors should be given the rank of Assistants.

(3) Instructors may be appointed at the minimum salary, or at such a salary within the range of Instructors' salaries as is justified by their experience in teaching or other special qualifications in addition to their academic training.

(4) The teaching and the scientific research and other work of each Instructor shall be carefully examined by the older members of his department and the Dean of the College.

(5) In case the Instructor's work, personality, and interests warrant the expectation that he will prove a desirable permanent member of the University faculty, he shall be advanced in salary by a uniform increment not less than one hundred dollars each year for three years, and at the end of the fourth year of service shall be considered for promotion to the rank of Assistant Professor with appropriate salary.

(6) In case his claim to normal advancement at the end of any year is not clear, an Instructor may receive re-appointment without increase of salary. Such appointment will usually be for one year only and will be followed either by merited advancement or by termination of service.

(7) In case of unusual service or attainments any Instructor may be advanced earlier or by larger increments of salary.

(8) In case the work of an Instructor does not warrant his re-appointment, he shall be notified of that fact not later than March 1 of any year.

The main object of this plan is to encourage successful instructors and to give others definite information as to their value and future prospects in the institution. It must be borne in mind that there will always be a few men whose abilities will not allow them to wait for this routine rate of advancement.

5. *Registration in Graduate School required of members of staff expecting exemption from tuition fees.*—Upon the recommendation of the Administrative Committee of the University Senate, the Board of Regents on March 5, 1918, voted that:

“Since the primary purpose of the original rule concerning free tuition is to encourage advanced work, the exemption from fees be restricted to those registering in the Graduate School, in other words, that the present rule be modified to read as follows: ‘All fellows, scholars, assistants, instructors, and all members of the teaching staff and scientific bureaus or experiment stations, when regularly enrolled as students in the Graduate School shall not be required to pay University fees or tuition.’ Voted also that where necessary in individual cases the salaries of teachers may be increased to cover the amount of free tuition withdrawn in their cases.”

6. *Professional services rendered by members of staff.*—The University has definite regulations in regard to the members of its staff rendering professional services to private enterprises. On January 31, 1917, the Board of Regents amended these regulations by the adoption of the following action:

“Members of the School of Mines faculty who are in any way connected with the making of estimates for the Tax Commission will abstain from accepting private employment from owners of Minnesota ore even when the work is done in connection with properties outside the state when these are a part of the holdings which include Minnesota deposits.”

7. *Faculty statistics and teaching strength.*—The accompanying table (No. VIII), indicating the strength of the faculty in August, 1916, and August, 1918, is very illuminating. It shows

the numerical changes in each rank of the teaching force during the biennium under review. The first half of the table gives the facts regarding the faculty when the biennium began, and the second half when the biennium closed. On page 46 of the *Nineteenth Biennial Report* will be found similar data for the preceding biennium if anyone desires to make further comparisons. The outstanding fact is that the total number has fallen from 717 in 1916 to 624 in 1918. Moreover, this represents an actual decrease in full-time teaching strength from 458 to 436.39. On the other hand, a study of the table will show the encouraging fact that in collegiate teachers only there has been an increase from 378 to 404.8. It is scarcely necessary to point out that war conditions account fully for these changes. This table shows in striking form the fact that the Board of Regents has endeavored with considerable success to meet the changing conditions arising out of the war.

In studying this table it is important to keep in mind the fact that the total numbers alone can not be used as the basis for determining the teaching strength of the faculty. It will be observed that in 1916 there were 256, and in 1918 there were 268, part-time teachers. Therefore, when these numbers are reduced to full-time teaching units we have a teaching strength of 458 in 1916 and 436.39 in 1918. Again, it must be remembered that the extension staff, since it does not teach resident students, must be deducted. Furthermore, the teachers in our School of Agriculture and the University High School must be omitted in arriving at the number of collegiate teachers. When these corrections are made, the total of 436.39 is reduced to 404.8.

War conditions practically vitiate any statistics indicating the ratio of teachers to students, particularly as compared with similar figures for the preceding biennium. Any student of educational problems has available in this report all of the data necessary for computing the ratios. This table (No. VIII), giving faculty statistics and teaching strength combined with the enrollment data in Figure 4, will give the ratio for the entire University. Difficulty arises from the fact that such figures do not adequately and truthfully set forth the situations that arise within any particular college. For example, the ratio for the University as a whole quite misrepresents the situation in the

College of Science, Literature, and the Arts. This condition arises from the fact that in the professional Schools of Medicine, Dentistry, Pharmacy, Mines, and others, the teaching staff inevitably is larger in proportion to the student body than in the Arts College. Consequently the situation in Liberal Arts is set forth in the next section.

TABLE VIII. NUMBERS OF THE FACULTY OF EACH GRADE AS OF AUGUST, 1916, AND AUGUST, 1918

RANK	AUGUST, 1916			AUGUST, 1918				
	Full time	Part time	Total	Full time	Part time	Total	Teaching strength	Collegiate only
Administrators	25	0	25	14	4	18	7.9	5.4
Professors	82	14	96	76	17	93	91.2	71.9
Associate professors....	30	19	49	26	24	50	37.11	34.11
Assistant professors....	83	31	114	76	39	115	89.25	76.4
Instructors	200	61	261	112	72	184	134.65	127.99
Assistants	26	71	97	17	70	87	31.81	56.5
Lecturers	3	23	26	4	13	17	6.37	18.0
Fellows	18	18	..	19	19	7.0	14.5
Extension	12	19	31	31	10	41	31.0
Totals.....	461	256	717	356	268	624	436.39	404.80
Mayo Foundation.....	..	25	25	..	31	31

8. *Conditions in the College of Science, Literature, and the Arts.*—The last biennial report called attention to the extraordinary growth of this College during the years 1914-15 and 1915-16; the dependence of the Graduate School and several of the colleges upon the Liberal Arts College for teaching in academic subjects; the relatively small increase of funds and the consequent deterioration of the faculty and lowering of the grade of teaching. Students increased during the biennium 47.5 per cent while the funds available for salaries increased only 3.4 per cent.

In one respect the conditions have been considerably improved during the biennium 1916-17, 1917-18. The actual funds have been greatly increased because of the alarming conditions mentioned and this has enabled us to make improvement in the number of professors as compared with the number of instructors in the faculty. The facts are shown in the accompanying table.

	1914-15	1915-16	1916-17	1917-18	October 1918	Reasonable provision for 1917-18
Students taught	2043	2439	2718	2444	2622	2444
Faculty	116	132	148	133	137	204
Professors	63	66	72	73	76	136
Instructors	53	66	76	60	61	68
Funds	\$278,000	\$290,000	\$329,000	\$346,000	\$542,000
Funds per student....	\$136.08	\$118.94	\$121.05	\$141.57	\$221.70
Funds per faculty....	\$2396.66	\$2196.96	\$2222.97	\$2601.50	\$2650.00
Faculty-student ratio .	1:17.6	1:18.5	1:18.4	1:18.4	1:19.1	1:12

In 1909 there were 67 teachers of professorial rank, with 22 instructors and assistants. In 1915-16 there were 72 teachers of professorial rank with 76 instructors and assistants. In 1917-18 there were 73 professors and 60 instructors and assistants. A still larger proportion of professors is needed, since the number of professors in the corresponding college of other state universities of the first rank is twice as great as the number of instructors.

The improvement noted has been made possible only by the increase of funds available for this College from \$290,000 in 1914-15 to \$346,000 in 1917-18. This increase of funds, however, did not keep pace with the further increase of students during the first year of this biennium. In the second year of the biennium there appeared a slight improvement of funds per student as compared with the condition in 1914-15. The same thing is true regarding the amount of funds per faculty member. The increase in funds per faculty in 1917-18 is not due mainly to an increase in the scale of salaries, but to the conditions brought on by the war. When the United States entered the war in April, 1917, a decrease in the number of students was anticipated for the year 1917-18, and the number of the faculty was reduced (as events proved) just in proportion to the loss of students. This reduction of faculty was effected by dropping instructors and assistants on one-year appointments, so that the larger funds-per-faculty is due chiefly to the larger proportion of professors in the faculty. The figures for funds per faculty do not represent

average salaries, since these funds include all expenditures for supplies and equipment as well as those for salaries.

In spite of the increase of funds, the number of the faculty in proportion to the number of students did not improve, but instead grew worse during the biennium. This was due chiefly to the effort to combat the alarming growth of the number of inexperienced instructors and assistants in the faculty. In 1916-17 this growth reached its climax (76 instructors to 72 professors) along with the highest point in the number of students. In adjusting the college to war conditions in 1917-18 the faculty-student ratio was maintained at exactly the same level (1:18.4), while a considerable improvement was made in the ratio of professors (73) to instructors (60). In the fall of 1918 the ratio of faculty to students became still worse (1:19.1).

Some progress has been made, then, in overcoming the alarming conditions brought about by the great increase of students between 1913-14 and 1916-17. There is still required, however, a much larger faculty and a larger number of teachers in professorial ranks relative to the number of instructors and assistants. What this means is shown in the last column of the table, where the figures indicate what would have been *reasonably adequate* provision for teaching the students in attendance in 1917-18. This is based upon a faculty student ratio of 1 to 12, which is about that which is maintained in the Universities of Michigan, Wisconsin, Illinois, Missouri, and other states. For the teaching required of it that year the College should have had over 200 in its faculty, two thirds of whom should have been of professorial rank, while the funds available should have been increased by more than one half. For lack of such provision the College was compelled to withdraw many courses of advanced study which should have been offered to graduate students, and taught its undergraduatè students in classes which were too large for the best work.

The estimate just made takes no account of the inadequate scale of salaries. The average salary of the full professor in the College is \$3,316. The full professors in the University should not be men of lower mental and moral calibre than other public servants in important positions of responsibility, such as the judges of our district courts. Yet the salaries of these judges in

the larger districts amount to \$5,800, plus travelling expenses. The average instructor's salary used in the estimate is \$1,500, a sum less than the earnings of good plumbers or mechanics. The mechanic gains his training while he earns his living working in his trade. The college instructor spends six or seven years and several thousand dollars in University study in fitting himself for *public service* in which he is paid this meagre wage.

If reasonable salaries had been paid to the number of faculty required to perform well the service to the state expected of this College in 1917-18, there would have been necessary at least twice the funds that were actually provided.

Finally, there are many demands made upon the College for the development of new lines of work (such as Journalism) which we have been unable to attempt, owing to the conditions described above. The provision of funds enabling us to inaugurate these new lines of work will incidentally relieve somewhat the departments which are at present overburdened.

ADJUSTMENTS TO WAR CONDITIONS

The life of the University during the past biennium can only be understood by viewing it in the light of the world war. On April 6, 1917, the United States entered the great conflict. From that moment, the University sought in every possible way to render to the government every service within its power. Students, faculty, and alumni gave instant proof of their loyalty and devotion to the country. It is scarcely possible to exaggerate the profound effects of the war upon every phase of university life. It is a credit to the University that its registration statistics presented earlier in this report show a reduction in enrollment throughout the institution. Facts will be presented later in this section of the report which will give some evidence of the extent to which the University accepted its war obligations.

1. *Adjustments for the benefit of students.*—As soon as war was declared, it became evident that educational institutions would be confronted with many new questions. Shall academic credit be given for military service? What adjustments in credit should be made for students who leave in the midst of a semester's work and are unable to take final examinations? These

and similar questions were given careful consideration and always with the thought of serving the best interests of the student.

As early as May 1, 1917, upon recommendation of the Administrative Committee of the University Senate, the Board of Regents took the following action:

"Any student in his last year whose work is of passing grade may be graduated at any time before commencement day 1917, provided: (a) that the College to which he belongs recommends him for his degree, and (b) that he presents written evidence that he is immediately to enter the service of the United States or to take up some other form of work which is duly certified to have a direct bearing on the national emergency.

"Any undergraduate in similar circumstances may receive credit for the year's work, unless his College deems it necessary that he should complete certain subjects or pass certain final examinations, to which additional work or examinations on his return he shall be held, but without extra fees. Credits of undergraduate students who take up other than government work, e.g., agriculture, will be suspended until reports have been received of satisfactory service rendered until September 1, or until such students are drafted into the United States Army or Navy."

On December 20, 1917, the University Senate, acting in accordance with the report of a special committee appointed to consider the question, took the following action concerning credits for students withdrawing for military service:

"(a) Any student who, at the time of receiving a call for military, naval, or other urgent government service, has completed satisfactorily all but the last four weeks of class work in a given semester, shall be entitled to full credit for the semester's work with grades as of date of leaving. In studies in which the work is unsatisfactory a mark of cancellation without grade shall be entered.

"(b) Any other student who has completed not less than eight weeks of work with a satisfactory grade at time of such call shall receive grades of incomplete. Upon reëntering the University, he may resume the work in class at the point of leaving and make up the work missed; or, if this is not feasible, he may receive half credit, defined or undefined, for the period involved. The student whose work is below grade at the time of the call shall have his registration cancelled without grade."

As the academic year 1917-18 brought to light new phases of these problems, and presented new conditions owing to the duration of the war, it became possible to formulate a definite policy. A special meeting of the University Senate was held on June 8, 1918, for the sole purpose of considering the question of academic credits for students entering military service. The following recommendations were adopted:

"The University of Minnesota, recognizing the loyalty and devotion of her sons, desires to express the highest appreciation of the patriotic service of those who have entered the armed forces of the United States or her allies during the present war.

"1. Every such student whose scholarship record was satisfactory at the time of entering military service, will be given a special certificate by the President, showing the work completed and the classification of the student at that time.

"a. If not less than one half of any semester has been completed, time credit will be given in proportion to the work done.

"b. If all but four weeks of any semester has been completed, course credit for the semester will be given on the recommendation of the instructor.

"2. It is further understood that in the case of seniors and others, who have entered upon the second semester of the year in which they expect to graduate, if such men enter the service of the government and are engaged in activities along the line of their professional or technical education, the experience gained while in the discharge of such duties may be recognized as the equivalent of work which would have been taken in course had the student remained in the University. Each College may demand additional or supplementary requirements according to their respective practices; that is, if these are now necessary for graduation such these may still be required before the degree is conferred.

"3. If the student's class graduates while he is still in military service, the student's name will be printed on the commencement program of his class as one absent in military service.

"4. When the student returns to the University he may gain the regular degree by completing the requirements therefor without loss of time due to any changes made meanwhile; or, if he has gained the rank of a commissioned officer or has a record of exceptional service or experience, he may have the option of submitting his military record as a substitute for a part of the residence requirement. In proportion to the length, character, and distinction of his service, the faculty may grant time credit of one semester or one year toward the degree. In this case the diploma shall bear a statement showing the recognition given to military service. In professional schools the student shall be granted the degree only after he has completed all the requirements necessary to the recognition of his degree by the state examining boards having jurisdiction over admission to practice in the profession."

The Board of Regents at its meeting held on June 19, 1918, approved these recommendations. They were formulated after gathering evidence from leading universities, east and west. The University of Minnesota believes that these official actions just quoted will give ample evidence of a desire to cooperate in every possible way with the student whose course of study was interrupted by military duty.

2. *Adjustments for the benefit of the faculty.*—The war made a severe demand upon the teaching staff. From the Medical School alone fifty-seven men entered the service. From the very beginning of the war the University endeavored by every honorable and legal means to cooperate with the members of the staff who entered the service. In the spring of 1917 actions were taken looking only to the completion of the fiscal year ending July 31, 1917. The official resolutions upon this subject show an interesting evolution. At the first meeting (May 1, 1917) of the Board of Regents held after the declaration of war, this recommendation of the Administrative Committee of the University Senate was adopted:

"Any member of the faculty or any employee of the business or clerical staff who enters the national service shall, until July 31, 1917, either receive full salary or in case he receives pay for his government or other service, be guaranteed against a diminution of income below the level of his University salary.

"Persons who under normal conditions would be retained, but leave the employ of the University to enter the national service, shall either have their positions held open for them or be given preference over others in reappointment or reemployment.

"Members of the Medical staff on full time who enter the service of the Red Cross unit shall, without diminution of net income below the level of their University salaries, continue to give instruction to medical students who will accompany the unit into the field. Part-time teachers will continue to receive their full University salaries in addition to the compensation allowed by the Government, in lieu of professional incomes surrendered."

At the meeting of the Board of Regents held on June 13, 1917, the regulations just quoted were amended to read as follows:

"Any employee of the business or clerical staff, or any member of the faculty whose administrative duties continue through the summer vacation as well as the regular academic session, who enters the national service, shall, until July 31, 1917, either receive full salary or, in case he receives pay for his government or other service, be guaranteed against a diminution of income below the level of his University salary.

"Inasmuch as members of the teaching staff who have no regular administrative duties during the summer vacation receive their annual salaries in twelve monthly installments for services rendered during the nine months of the academic year, and are deemed free to make other engagements for the vacation period, such members who enter the national service shall be entitled to receive those installments of their annual

salaries regularly payable on June 1, July 1, and August 1, without diminution because of the receipt of money from other sources unless the withdrawal of such persons from the active discharge of their duties to the University prior to the close of the session shall have caused additional expenditures by the University, in which event the amount of such additional expenditures shall be deducted from the amounts payable by the University to July 31, 1917.

"Persons who under normal conditions would be retained after July 31, 1917, but are unable to remain in the service of the University because of engagements to serve the government of the United States or of the State of Minnesota shall not continue to receive payments from the University but shall either have their positions held open for them or be given preference over others in reappointment or reemployment.

"After August 1, 1917, members of the Medical staff and Dental staff on full time, who enter the service of the Red Cross unit shall, without diminution of net income below the level of their University salaries, continue to give instruction to medical students who may accompany the unit into the field. Part-time teachers on the Medical staff engaged in such service, in addition to the compensation allowed by the Government regarded as being received in lieu of professional incomes surrendered, shall continue to receive their full University salaries. These provisions shall continue for so long a period as such members of the Medical staff shall remain in such service and continue to give instruction to medical students accompanying the unit."

These regulations were further amended by the adoption on August 3, 1917, of the following policy:

"Voted that any member of the faculty or staff who shall engage in any branch of the government war service during the present war shall receive in whole or in part the balance of his salary over that paid to his substitute or substitutes, provided only that his combined income from the Government and the University shall not exceed his regularly established salary."

It should be borne in mind that the universities of the country were struggling with an entirely new problem in this question of salary adjustment. Widely varying policies were adopted. Full data were gathered from other state universities in regard to this question. Careful consideration was given to the active operation of the principle expressed in the resolution adopted on August 3, 1917. Certain unexpected tendencies developed which finally led the Regents on January 18, 1918, "to rescind the action of August 3, 1917, so far as its application to cases *arising in the future* is concerned." At this time it became quite clear that it would be necessary "to deal with each application upon its own

merits." Accordingly it seemed wise to announce that "the Board of Regents reserves the right after July 31, 1918, to reconsider the cases of those now engaged in accordance with the resolution in question, and to take action in keeping with the facts in each case." Every member absent in government or military service was communicated with at once informing him of this action, which some six months in advance gave official notice of possible impending changes of considerable moment.

A new phase of the question now arose. Many members of our staff receive their salaries from funds provided by both the state and federal governments. The Department of Agriculture at Washington was informed fully of the policy we were pursuing in the partial payments of salaries to those engaged in military service. In response, the federal authorities expressed appreciation of our methods and policies and then pointed out that "unfortunately for the program, as far as the funds derived by the University are concerned, the Congress in providing these appropriations has imposed very definite limitations in their use which this department has no authority to waive or modify." In other words, the University could not legally use federal funds for the partial payments of salaries. Upon consideration, the Board of Regents concluded that it was scarcely wise to use the funds of the State of Minnesota in ways which could not apply to federal funds. Accordingly, at a meeting held on March 15, 1918, with great reluctance the Regents directed the President to bring definitely to the attention of every member of the staff the strong possibility, if not probability, that after July 31, 1918, the partial payment of salaries to members of the staff engaged in government or public service would be discontinued. It was definitely voted at the same time that in accordance with the action of June 13, 1917, exceptions to the decision would be made in cases where services for the University were actually being performed. This decision was accordingly communicated to the staff.

Only one step remained in the evolution of this problem. On July 24, 1918, the Regents voted to discontinue the policy of partial payments of salaries to members of the staff engaged in government service after August 1, 1918. Immediate notification of this final decision was sent to all concerned. It may

reasonably be observed at this juncture that during the year 1917-18 the University by its coöperation enabled members of the staff to be of genuine service to the federal government. After the first year of the war the transition period was passed and it is hoped that individual members of the staff experienced no undue hardship in readjusting their plans to the new conditions.

One further adjustment to meet the needs of members of the faculty was made at the meeting of the Regents on August 20, 1918. The regulations then in force for sabbatical furloughs were modified in accordance with the following action:

"Voted that any member of the faculty or staff who shall engage in any form of government war service during the present war and who is entitled under existing regulations to a sabbatical leave of absence, shall be granted, upon application, the full privileges and benefits of such an absence provided only that his combined income from the Government and the University shall not exceed his regularly established salary."

3. *Loyal support of the government required.*—The University of Minnesota recognizes fully the principle of academic freedom and believes strongly in protecting the tenure of office of those who constitute its staff. As President Vincent said in his last annual report, "the appointment of no member of the faculty of rank above instructor is terminated or allowed to lapse without the knowledge of his colleagues, or before their judgment has been secured." He then calls particular attention to the fact that "this principle can not be stretched to cover cases which involve questions of personal morality or of national loyalty." Unfortunately, during the year 1917-18 both of these exceptions were encountered. At this juncture it seems fitting to speak only of the case of Professor William A. Schaper. On September 13, 1917, the Board of Regents adopted unanimously the following resolution:

"Whereas, the Minnesota Commission of Public Safety by letter addressed to the President of this Board, advised that it was claimed by informants of that Commission that W. A. Schaper is a rabid Pro-German, and, on this day, at the request of the Board, Professor Schaper appeared before it and was interrogated concerning his loyalty to this Government, and,

"Whereas, the statements made by him before this Board satisfy it that his attitude of mind, whether due to conscientious considerations or otherwise, and his expressed unwillingness to aid the United States in

the present war render him unfit and unable rightly to discharge the duties of his position as Professor in the Department of Political Science of this University, and,

"Whereas, this Board holds that the best interests of the University, the State, and the Nation require unqualified loyalty on the part of all teachers in the University, coupled with willingness and ability by precept and example to further the national purpose in the present crisis,

"Therefore, be it resolved that the relations existing between W. A. Schaper and this University be, and the same are, hereby terminated."

In order to make their official position perfectly clear, the Regents on December 11, 1917, passed the following vote:

"Voted that no person whose disloyalty to the Government in the present crisis is established before the Board of Regents shall be continued upon the pay-rolls of the University, and that no citizen of an enemy country shall be appointed upon the staff without a written presentation of the facts and the express sanction of the appointment by the Board of Regents."

4. *War service of the University.*—It is quite impossible to put in writing any adequate account of the war service of the University. It took so many varied forms, and manifested itself in so many different ways that it almost defies description. Those who were here felt that a totally new spirit was dominating the campus. A new atmosphere of intellectual seriousness permeated the University. Everywhere one was conscious of the purpose and the determination to place at the disposal of the government all of the resources and facilities of the institution.

A few statistics will help to justify these assertions. More than 3,100 persons from the University entered the service. Of these approximately 1,000 were students from the classes of 1917 to 1922. The faculty supplied 104 persons for military and government service. The University sent 225 men into the Navy, 180 men into the Marines, 26 into the British service, 2 into the French Army, and 1 into the Russian Army. The number of men and women from the University engaged in non-military overseas service reached a total of 75. With solemn pride it must be recorded that 53 Minnesota men lost their lives in the service of their country.

Army training on the campus.—The war service of the University, however, was by no means confined to military activities in the field. The University placed itself at the disposal of the Government and stood ready to coöperate

in every possible way in the training of men on the campus for military service. As early as February 18, 1918, the Board of Regents voted its approval of the plan for the training of enlisted men in vocational work on both campuses. Accordingly, on April 8, 500 drafted men were sent to the University, and housed on the Farm Campus. They were given training in carpentry, bench wood work, blacksmithing and electrical work. Beginning in June, 1918, hundreds of enlisted men were trained on the Main Campus in connection with the College of Engineering. This important service continued throughout the summer on both campuses. Under the direction of the Medical School, three different groups of one hundred each of Naval Hospital Corps men were trained for periods of four months each. Letters commending in high terms the quality of this work and the service which the University rendered were received from Government officials. The College of Dentistry offered first-aid courses to the Naval Hospital Corps men. The College of Pharmacy rendered a real service to the army in preparing literally thousands of bottles of tincture of digitalis. The faculty of the School of Mines coöperated with the Bureau of Mines in the manganese investigation.

Base Hospital No. 26.—Any description of the war record of the University which failed to speak of Base Hospital No. 26 would be incomplete and inadequate. Ninety persons from the University joined the Base Hospital. This organization was distinctly a product of the University of Minnesota. It was financed by those who were primarily interested in the University. It was manned and officered by representatives of this institution. It was organized shortly after the declaration of war in April, 1917, and left the University in December. After a period of preparation and military training at Fort McPherson, Georgia, it was sent overseas in June, 1918. It is impossible to give at this time any adequate description of the far-reaching and significant service of this great organization. It is possible to report that the hospital has been filled to its capacity, and that the character of its work has been given the highest commendation.

The Norton-Harjes Ambulance Corps.—It seems fitting here to allude to the Norton-Harjes Ambulance Corps. During the spring of 1917, the University became interested in this

enterprise and about 29 men from the institution went overseas to work with the organization. Special credit is due to these men because of the fact that they are to be numbered among the first Minnesota men who felt the urgent call of the war. It is a fact worthy of just pride that practically half of them received the Croix de Guerre, either as individuals or as units.

Faculty members in service.—While it is impossible to allude to the activities of all of the individuals who left the University to serve the country in its hour of need, it is appropriate by way of illustration to mention some of the important positions which have been occupied by representatives of the University of Minnesota. Dean Guy Stanton Ford of the Graduate School served as the Director of the Division of Civic and Educational Coöperation of the Committee on Public Information. Dean William R. Vance of the Law School has carried very heavy responsibilities in connection with the War Risk Insurance Bureau. Dean Lotus D. Coffman of the College of Education has served as the Head of the Department of Education in the Surgeon General's Office. His work included a study of the problems of reëducation and rehabilitation of wounded and maimed soldiers. Dean Lauder W. Jones of the School of Chemistry served as Director of the Research Laboratory for the Gas Defense work at the American University Experiment Station. Mr. A. D. Wilson, Director of the Division of Agricultural Extension, has served as Federal Food Administrator for the State of Minnesota. Mr. J. T. Gerould, the University Librarian, has devoted much time and interest to the important work of the Red Cross. Professor Willard E. Hotchkiss, Director of Business Education, has been on a leave of absence rendering service in connection with the Shipbuilding Labor Adjustment Board. In short, wherever members of the faculty and staff, by virtue of their special training and equipment, were in a position to render expert service to the Government, the University showed no hesitancy in making it possible for these members of the staff to accept their public obligations. The names of many others who have rendered equally important services might be mentioned. We believe, however, that sufficient evidence has been submitted to show that the State of Minnesota

may take just pride in the activities of the representatives of the University, both in the military and naval forces, as well as in practically all of the important forms of civilian service.

IMPROVEMENTS IN EDUCATIONAL ORGANIZATION

In this report we wish to draw a sharp distinction between educational and administrative organization. In this section of the report, we shall deal with improvements in educational organization. A later section will consider the developments of administrative organization.

The past biennium has been marked by many important changes in the organization of our educational units. While no one of these changes may seem to be of unusual significance, it becomes quite evident from a survey of the biennium as a whole that consistent and painstaking efforts have been put forth to clarify and strengthen the organization of the various schools, colleges, departments, and organizations which constitute the University.

Animal Husbandry, Dairy Husbandry, and Veterinary Science.

—Within the Department of Agriculture a very significant reorganization of all of the work in Animal Husbandry, Dairy Husbandry, and Veterinary Science was effected very early in the biennium. In fact, the plan of reorganization was presented on July 25, 1916, and approved by the Board of Regents at their meeting on September 25, 1916. The plan as finally approved was as follows:

- I. Animal Husbandry Division
 1. Section of Horse Husbandry
 2. Section of Swine Husbandry
 3. Section of Beef Cattle and Sheep
- II. Division of Dairy Husbandry
 1. Section of Dairy Stock and Production
- III. Division of Animal Nutrition
- IV. Division of Poultry Husbandry
- V. Division of Veterinary Science
 1. Section of Veterinary Sanitation
 2. Section of Veterinary Anatomy
 3. Section of Veterinary Physiology

4. Section of Veterinary Pathology
5. Section of Veterinary Medicine and Surgery
6. Section of Veterinary Biochemical Products

Change in title for College of Agriculture.—Another change of importance within the Department of Agriculture was the combining of all of the collegiate work under the name of the College of Agriculture, Forestry, and Home Economics.

The College of Dentistry has shown distinct progress in a more complete departmentalization of its work, and in the definite adoption of a five-year course. Both of these changes have been approved by the Board of Regents. It is understood that the five-year course will be introduced, provided that other colleges of the Dental Faculties Association of American Universities take similar action.

Organization of departments.—The University as a whole shows an interesting paradox in regard to its attitude to the question of the organization of departments. Whether departments shall be organized as committees with chairmen, or whether they shall be under the control of professors who are technically described as "Heads," is a subject which has received careful consideration by American universities for many years. In colleges as distinguished from universities, particularly where the departments are small, there seems to be considerable unanimity of opinion that the work of a department will develop best under the headship plan. In a large university where each department has many members, and where the most distinguished scholars can not always afford to give their time and attention to the administrative details of departments, the chairmanship plan seems to be growing in favor. Both of these tendencies at the present moment are manifest in the University of Minnesota. Within the College of Science, Literature, and the Arts, it may be said that the chairmanship plan is looked upon with greater favor than the headship plan. On the other hand, in the Department of Agriculture during the past year, it was definitely decided to abandon the chairmanship plan and to reestablish the organization of the departments upon the headship basis. This decision is not as strange as it may seem at first thought. Conditions in the Department of Agriculture,

owing to the existence of the Experiment Station and the necessity of carrying on many administrative activities throughout the entire year, justify the policy that men of responsibility must be placed in administrative authority, and given an opportunity to develop the work of the separate divisions and departments. By this plan the distribution of administrative responsibility among heads of the various sections within each division is made unnecessary and gives many more members of the staff the opportunity to devote their undivided attention to their primary tasks of teaching and research.

The Junior and Senior Colleges in the College of Science, Literature, and the Arts.—Within the College of Science, Literature, and the Arts, there have been changes in educational organization of primary importance. Undoubtedly the most significant change was the division into Junior and Senior Colleges. The Junior College comprises the work of the freshman and sophomore years and aims to secure intellectual discipline and to lay adequate foundations for the advanced and specialized work of the last two years. The Senior College comprises the work of the junior and senior years and offers opportunity for the more complete development of the individual student's powers and for special training for definite purposes. Senior College courses may be taken only by students who have met certain requirements (as to quantity and quality of work) for promotion from the Junior to the Senior College.

Division of the Department of Philosophy and Psychology.—In keeping with a tendency manifested in many other universities, the Department of Philosophy and Psychology has been separated into two departments, one of Philosophy and the other of Psychology. This decision is eminently in keeping with the character of the work of the two departments. Psychology should be classified with the sciences rather than with Philosophy.

The union of the Departments of English and Rhetoric.—An equally wise decision, looking in just the opposite direction, has brought about a more thoro coöperation of the Departments of English and Rhetoric. The Board of Regents at its meeting on June 3, 1918, approved the following action:

"Voted to approve the proposed union of the departments of Rhetoric and English in the Arts College for a trial period of three years under the direction of a Council consisting of three representatives of each department, Professor J. M. Thomas to be the Chairman of this Council for the next fiscal year."

This plan is of sufficient importance to justify here a statement of the details.

A. The Department of English and the Department of Rhetoric and Public Speaking believe that the interests of English in the University will be best served by the close coöperation of all who are engaged in the teaching of English in its varied forms. They are unable to determine at the present time whether this end can best be attained by the union of all the divisions of English in a single department or through some form of coöperative action of existing departments. They, therefore, enter into an agreement to carry on the work in English during the next three years according to the plan outlined below.

B. It is distinctly understood that this action is experimental in character and that in assenting to it no member of either Department thereby commits himself as to the form of organization to be adopted at the close of this three-year period.

C. It is further understood that no member of either Department, as at present constituted, shall be put under any constraint or pressure to teach courses now in the other Department.

D. It is further agreed that during this period each Department shall maintain its present form of organization subject to such modification or to such restriction of its action as may be determined by the plan for coöperative action.

E. The Department of English and the Department of Rhetoric and Public Speaking hereby agree to act until August 31, 1921, as a combined Department in accordance with the following plan.

I. OFFICERS

The officers in the combined Departments shall be:

1. A Chairman of the English Department, to be elected annually by the English faculty.
2. The Head of the Department of Rhetoric and Public Speaking, hereafter to be designated as the Chairman of the Department of Rhetoric.
3. A Director of Graduate work in the combined Departments, to be elected annually by the Council.
4. A Bibliographer, to be elected annually by the Council.

II. THE COUNCIL

Membership and organization:

1. The Council shall consist of the Chairmen of the Rhetoric and English Departments *ex officio*, and four other members elected annually, two by the English Department and two by the Rhetoric Department.

2. At meetings of the Council the Chairmen of the English and Rhetoric Departments shall preside by turn, in terms of one year each. The Chairman not presiding shall keep the records of the proceedings of the Council.

Powers:

3. The Council shall have general control of all courses given by the Departments of English and of Rhetoric and Public Speaking, with power to determine:

- (a) What courses shall be given
- (b) By whom they shall be given
- (c) Under what conditions they shall be given.

4. The special supervision of the required courses in English and Rhetoric shall be assigned to standing committees appointed by the Council.

Voting:

Whenever demanded, the vote of the Council shall be taken by Departments. In such cases, if the vote of the majority in either Department is opposed to the majority in the other, a deadlock shall be declared. If the deadlock continues at the next meeting of the Council, the matter at issue shall be referred to the Dean of the College for settlement.

III. APPOINTMENTS AND PROMOTIONS

All recommendations relating to the appointment, reappointment, increase of salary, or promotion of assistants and instructors in the Departments of English and of Rhetoric and Public Speaking shall be made by the Council. Similar recommendations relating to members of either Department above the rank of instructor shall be made by their seniors in rank in the Council, provided that, in case there is a division of opinion among the members along departmental lines, the recommendation of each Department shall be transmitted to the Dean as being of equal weight irrespective of the number voting.

Establishment of a Training Course for Social and Civic Workers.—The Board of Regents at its meeting on May 1, 1917, approved a recommendation of the faculty of the College of Science, Literature, and the Arts, authorizing the establishment of a Training Course for Social and Civic Workers. The plan of organization for this work represents a distinctly new approach to problems of educational organization within the Arts College, and therefore is worthy of detailed description here.

PLAN OF ORGANIZATION OF A TRAINING COURSE FOR SOCIAL AND CIVIC WORKERS

1. The administration of this training course in the College of Science, Literature, and the Arts is primarily in the hands of a Director, working with an executive committee and a faculty.

Director

2. The Director is nominated to the President by the Dean and appointed by the Regents. His duties are to advise students in the makeup of their programs of study, to enforce the scholastic standards adopted by the Training Course, to act as chairman of its faculty and ex officio chairman of its executive committee, to prepare bulletins and other printed matter relating to its work, to advise with the several departments offering courses in it on any matters pertaining to either instructors or their courses, to confer with the Dean of the College of Science, Literature, and the Arts and with the President on matters concerning the Training Course as a whole or any department or individual connected with it, to advise with departments and administrative authorities concerning appointments to the teaching staff of persons qualified to carry the work contemplated by this course.

Executive Committee

3. The executive committee consists of the Director as ex officio chairman, and four members appointed for the first year by the Dean of this College, but thereafter elected by the faculty of the Course at its last spring meeting. The secretary of this committee may act as secretary of the faculty. Its duties are to select the faculty, to prepare the budget, to prepare matters for discussion by the faculty or to decide matters referred to it by the faculty, and to act as adviser to the Director on matters of general policy.

Faculty

4. The faculty consists of the Director, the Dean of this College, and the Dean of the Graduate School ex officio, persons specifically appointed for service in it, and such other members as may be selected by the executive committee from the following groups:

(a) Instructors giving courses designed primarily for students in this Training Course.

(b) Representatives recommended by departments giving courses required or advised by it for the third and later years of work.

(c) Members of the University staff who are interested in the field of social and civic work regardless of whether they offer specific courses in the Training Course (such members to be without voting privileges).

(d) Special lecturers on its staff.

This faculty shall (within the regulations which apply to the Arts College) exercise primary jurisdiction over the following matters:

(1) Special entrance requirements or special requirements for obtaining the various degrees or certificates to be granted; curricula; methods of maintaining proper standards of scholarship.

(2) The recommendation to the Dean of the College of Science, Literature, and the Arts or the Dean of the Graduate School as candidates for the degree of B.A. In Social Work, students who complete

satisfactorily the prescribed four-year course, and for the special certificate or M.A. degree, students who complete the prescribed five-year course.

Budget

5. To provide for salaries, special lecturers' fees, printing, stenographic service, traveling expenses, and other incidentals, a special budget must be prepared by the Executive Committee of the Training Course for submission through the Dean of this College to the President.

Organization by groups.—Without question one of the most difficult problems confronting American educators is the question of educational organization. Possibly the present existence of the separate schools and colleges within the University prevents that intimate association and coöperation between members of the staff interested in the same field of study, and consequently limits the efficiency of the teaching and research staff. At any rate, any plan which looks to the fullest possible coöperation between all persons interested in the same science or field of knowledge is to be heartily encouraged. During the past biennium, the members of the faculty who were primarily interested in Animal Biology organized in a way which gave promise of very desirable results. This action was given careful consideration by the Committee on Education of the University Senate. In its report submitted to the Senate on May 17, 1917, the following statement occurred which was endorsed by an action of the Senate:

"The Committee calls attention to the fact that there has recently been organized in the University a group of Professors and Instructors, whose interest and teaching is related to Animal Biology. This group has for its object the development of all phases of this science and includes men from several colleges. It has placed itself in a position to coordinate work now separated and to avoid unnecessary duplication. It has already planned a pamphlet outlining for students the available courses offered in that field in the University.

"The Committee wishes to express its hearty approval of this movement and to recommend its extension. By the formation of other similar groups, the University would secure that essential coöperation and coordination among the various departments of the different colleges, which has been menaced, and in some cases actually disturbed, by the rapid creation of schools and colleges as a consequence of the rapid expansion of the institutions. The unification of the work of the University, according to content or subject matter of the instruction offered is, in the opinion of the Committee, one of our most actual and pressing needs.

"In case the recommendation of the Committee is favorably received, and such groups formed, this would lead to conferences between departments and members of the faculty (irrespective of school or college) giving instruction or conducting investigation in closely allied fields. The object of these conferences would be to form a federation of scientific interests, to improve and correlate the work now being done, and incidentally to prepare and offer to students and investigators a concise exposition of all the courses offered in the field represented by the group concerned."

DEVELOPMENTS OF EDUCATIONAL POLICY

Doubtless the success and efficiency of an institution may be judged in part by the improvements which it shows in both educational and administrative organization. Of far greater importance, however, is the evidence which it gives of genuine development in its educational policies. A university exists to educate its students and to make vital contributions to the various fields of knowledge. The real test of a university, therefore, lies in the progress which it makes in adjusting its educational policies to the needs and changing conditions of the social order. Here as everywhere, the war has raised new issues and challenged every tradition and every principle of education. The universities of the land have responded remarkably to the call of the new era, but there has not been sufficient time for the emergence of new, dominating, regnant ideas and policies. It is scarcely to be expected that the biennium under review will reveal any startling readjustments to new conditions. On the other hand, there have been certain movements and developments which deserve our attention.

1. *Coöperation with outside agencies.*—The past two years at the University of Minnesota have been marked by the definite adoption of the educational policy of coöperation with outside organizations and agencies. This principle has been frankly recognized for years by some institutions, notably the University of Cincinnati. It is an issue which all educational institutions—whether privately endowed or tax supported—must face in the immediate future. Almost unlimited resources and equipment for educational work are available outside of the regularly established institutions. Coöperation with the agencies possessing these resources seems not only economical but wise. It means

greatly increased opportunities for the students, and the fuller utilization of existing properties. For example, the plan of the University of Cincinnati, where students spend part time at the university and part time in the shops and factories of near-by companies, has proven eminently satisfactory. Under the leadership of the new Dean of the School of Chemistry at this University we may anticipate the probable adoption of this same policy in our work in industrial chemistry. Proper methods, just arrangements, and sound principles must of course be formulated to guide us in the actual operation of this plan.

The Mayo Foundation.—During the past biennium this policy has been illustrated strikingly at the University of Minnesota by the establishment of the Mayo Foundation for Medical Education and Research. President Vincent in his last annual report (page 13) outlines the history of this movement up to May 1, 1917. The early controversy upon this subject brought out three main objections: (1) that an actual gift establishing the Foundation had not been made, but only an experiment had been proposed; (2) that the "Rochester Clause" limiting the activities of the Foundation in perpetuity to the city of Rochester was unwise; and (3) that a state institution under no circumstances should affiliate with a private enterprise. The donors, Doctors William J. Mayo and Charles H. Mayo, generously and magnanimously indicated their entire willingness to meet the first two points by making an outright gift of the endowment, and by agreeing that the work after a certain number of years could be removed from Rochester by action of the Board of Regents. Upon the third point, sincere differences of opinion existed. Viewed in the light of far-reaching educational policy it seemed wise to the Board of Regents to accept the very generous gift. In order that there may be no possible misunderstanding in regard to the actual agreements upon which the Mayo Foundation is established, it should be recorded here that all of the original documents are printed in full in the minutes of the Board of Regents and are therefore matters of public record. This statement applies to the original temporary proposals as well as to the final permanent agreements. These latter are given here in full in order that they may be easily accessible to all those who are interested in this very significant action, and that other educational institutions may be

fully apprised of the actual terms of the Foundation. The gift is of unusual significance educationally because of the great stimulus which it has given to the highest forms of scientific research. The Report of the Comptroller printed in this volume gives the financial statements regarding the Foundation.

At a meeting of the Board of Regents held on July 9, 1917, the President of the Board, Mr. Fred B. Snyder, presented a communication addressed to him by Doctors William J. Mayo and Charles H. Mayo under date of July 2, 1917. This letter was accompanied by two documents setting forth the conditions of the new proposals. These communications will be found in the printed minutes of the Regents for the year 1916-17, No. 22, Appendix, pages 178-84, and read as follows:

July 9, 1917

TO THE HONORABLE BOARD OF REGENTS, University of Minnesota.

Gentlemen: On June 9, 1915, William J. Mayo and Charles H. Mayo and the Mayo Foundation for Medical Education and Research, Incorporated, Burt W. Eaton, George W. Granger, and Harry W. Harwick, Trustees, donated to the University as a gift, bonds and securities to the amount of \$1,500,000, and the use of certain clinical opportunities upon the condition that the University would conduct graduate medical and surgical instruction and research work at Rochester, Minnesota, for a temporary period of six years with the option to continue the work after that experimental period at Rochester perpetually, and upon the further condition that \$1,500,000 should be invested until principal and interest reach \$2,000,000, after which time the income should be used for the work. In the meantime the donors agreed to pay all the expenses of the work at Rochester.

The University accepted the gift subject to the trial period, and since 1915 has been successfully carrying on the work at Rochester, and the principal of \$1,500,000 now amounts to \$1,656,072.

At the time the gift was made and accepted and ever since then there has been opposition to the action taken by the University in accepting the gift subject to the trial period; the medical profession has divided on the question; and public discussion at times has been heated and disturbing to the best interests of the University.

The main point of difference seems to have been the fact that the final acceptance of the proposed gift carried with it the doing of the work for all time at Rochester.

Hoping to harmonize the differences on this point it being clear that all parties have had at heart the highest good of the medical profession and the University, and for reasons stated in the letter addressed by the Mayos to me, they have suggested that the terms of the gift of June 9,

1915, be modified to meet the objection above stated, and all possible objections.

The Mayos have in a most praiseworthy spirit proposed to do so in the two instruments which I now have the honor to present to the honorable Board.

It is not suggested that any action should be taken at this time. Preferably these proposals should be laid over and published.

If the gifts set forth in these new instruments are finally accepted by the University, all arrangements now existing between the University and the Mayos, the Mayo Foundation, and the Trustees, under the writing of June 9, 1915, will be terminated and come to an end, and the conditions will be as if that instrument or the arrangements heretofore made under that instrument had never existed.

The Trustees will surrender to the Mayos the securities now amounting to \$1,656,072, and they in turn will deliver them direct to the University. Thereafter the University will be owner of the fund and free to use the same as it sees fit for the purposes thereof.

By the terms of the first of these instruments it is provided as an entirely new feature to the gift that at the end of twenty-five years and three years' notice first given by a three-fourths vote of the Board the work may be transferred from Rochester. And after the period of the notice, in case the work is not then transferred from Rochester, the right is perpetually given to make the change upon the same notice.

Under the second instrument the Mayos give to the University the use of all their clinical material at Rochester reasonably necessary for carrying on the work in that city and further propose that until the fund of \$1,656,072 delivered to the University reaches \$2,000,000 they will pay the expenses of the work conducted at Rochester.

It is respectfully submitted that the University can not afford to refuse these magnificent gifts. They afford unexcelled opportunities for graduate work without expense to the taxpayers of the State.

Respectfully submitted,

FRED B. SNYDER

Rochester, Minn., Monday, July 2, 1917

To the HONORABLE FRED B. SNYDER, President,
Board of Regents, U. of M.,
Minneapolis, Minnesota.

Dear Mr. Snyder:

We have the honor to submit to you herewith a revised proposal for the endowment of a Foundation for Medical Education and Research, which, in the discretion of the Board, may be used to replace the temporary agreement entered into June 9th, 1915. The new plan eliminates the principal objection which was brought out in the discussion that followed the presentation of the former one. The main source of criticism was the clause which directed that the work of the Foundation must

always be conducted in the city of Rochester. We have made a provision to waive that clause under proper restriction against hasty action, if, after a trial term, the Board of Regents believes it will elsewhere fulfil a larger measure of usefulness.

We are impelled to take this action now because of war conditions. Our country faces perhaps the greatest crisis in its history and one of the tragedies of the present war to the Allies has been the lack of sufficient medical preparation. The controversy which has taken place over the affiliation should be eliminated that the medical profession of our state may be fully united in this endeavor. It is incumbent upon the American medical profession to exert itself to the utmost to provide for the best possible care of both the military and civil population.

One provision which we believe will meet with general approval is that which permits a sum of money—not less than 10 per cent of the income—to be used annually outside the State. This will provide funds for medical investigation of war conditions abroad while Minnesota's troops are at the front. It will also provide for investigation of those diseases which occur in foreign countries, of an infectious or contagious nature which may, as a result of war, become engrafted upon the citizens of Minnesota, for pestilence like famine has ever attended upon war.

Yours sincerely,

(Signed) WILLIAM J. MAYO
CHARLES H. MAYO

KNOW ALL MEN BY THESE PRESENTS, that we, William J. Mayo and Charles H. Mayo, of Rochester, Minnesota, in order to create an endowment fund to aid and promote graduate medical and surgical instruction and research which is to be carried on by the University of Minnesota, do hereby donate, give, grant, assign, transfer, set over and deliver to said University all the bonds, evidences of debt, securities and property of every kind and description referred to and described in the writing hereto attached, marked "Schedule A," identified by the signatures of the donors, and made a part thereof.

TO HAVE AND TO HOLD the same forever, in trust, nevertheless, for the purposes and upon the conditions following, that is to say:

1. The said University may, in the discretion of the Board of Regents, invest all or any part of the net income received therefrom in securities of the kind hereinafter referred to, and accumulate and add the same to the principal of said fund until in the aggregate there shall be produced an endowment fund, the principal of which shall amount to Two Million Dollars (\$2,000,000). The principal of said fund perpetually shall be kept invested and reinvested in such securities, and all the net income therefrom, excepting only such part thereof as shall be accumulated and added to the principal as aforesaid, perpetually shall be used for the purpose of graduate medical and surgical instruction and research to be carried on by and under the direction of the University; in each year there shall be appropriated out of income at least ten per cent thereof and

the sum shall be used outside of the State for emergency or unanticipated research or medical investigation, when and as the said Board may deem proper. If all of the amount so appropriated shall not be so used in any year, the amount thereof unused shall not be used for any other purpose, but shall be accumulated and be used for the same purposes in any subsequent year or years. The University may, from time to time, use any portion of the income remaining after deducting the amount so appropriated for the rental or erection, maintenance and equipment of a building or buildings convenient or proper to carry on such work, but the entire principal of the fund shall forever be held as an endowment, in order that the net income therefrom may be perpetually used for the purposes in this writing expressed.

The place of carrying on the graduate medical and surgical instruction and research work with the endowment income shall be Rochester, Minnesota, but all of the net income need not be expended in the city of Rochester, and, while the graduate medical and surgical instruction will be there maintained and the medical and scientific work will be conducted and directed by the Board of Regents from Rochester, such appropriations as the Board of Regents may make from time to time out of the income of the endowment fund may be used for the promotion of medical research or in any work of medical investigation anywhere outside of, or within, the State of Minnesota. Provided, however, that, after the lapse of twenty-five (25) years from the date hereof, the Board of Regents, at any regular meeting, by resolution adopted by vote of three-fourths of all members of the Board, may give notice that, after three (3) years next following the adoption of said resolution, no part of said work need be carried on at or directed from Rochester, and, on the expiration of said three (3) years, shall have power within six months thereafter, at a regular meeting, by a resolution adopted by a vote of three-fourths of all members, to cause all of the net income to be expended for such graduate medical and surgical investigation and research work to be carried on at and directed from the University of Minnesota at Minneapolis, or such other place or places, including Rochester, as from time to time may by said Board be deemed best to effectuate the purposes of the gift and of the donors. The power hereby granted to give the first notice shall nevertheless be a continuing power and may be exercised in the manner aforesaid, whenever it is necessary and proper to do so. But if the Board does not pass the second resolution within the six months after the end of the three (3) year period, the Board shall not have power to pass said second resolution without again giving the three (3) year notice.

2. The University shall have power to demand, sue for, collect and receive all moneys, debts, interest, securities and other property of every kind and description belonging to or which at any time hereafter shall be a part of the fund hereby created and provided for; to sell, assign, grant and convey any of the property of whatever kind or description coming into its possession or control as a part of such fund, and it shall

be its duty to hold, manage, invest and reinvest the said fund, the proceeds thereof and all principal sums coming into its possession or control hereunder, in first class Municipal, County, State and Federal securities; provided, however, that, by unanimous vote of all the Regents present at any regular meeting, such funds, or any part thereof, may be authorized to be invested in other safe and conservative securities.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this.....day of....., 1917.

.....(Seal)

.....(Seal)

In presence of:

.....
.....

The University of Minnesota does hereby accept the gift and grant evidenced by the foregoing writing, in trust, and upon the terms and conditions, therein specified, and the same shall be known as "Mayo Foundation for Medical Education and Research."

THE UNIVERSITY OF MINNESOTA,

By.....

President of the Board of Regents

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, William J. Mayo and Charles H. Mayo, are associated in the practice of medicine and surgery at Rochester, Minnesota, and

WHEREAS, contemporaneously herewith, we have made a gift to the University of Minnesota evidenced by a writing dated the first day of July, 1917, and which has been accepted by the University and is known as the "Mayo Foundation for Medical Education and Research," and

WHEREAS, the University is carrying on graduate medical and surgical instruction and research at Rochester in connection with its Medical School,

NOW, THEREFORE, in order to promote graduate medical and surgical instruction and research,

1. We do hereby donate, give and undertake at all times to furnish free of charge, to the University of Minnesota, the right to use, in connection with its graduate medical and surgical instruction and research, such part of the facilities, housing, instruments, apparatus, clinical and other material of every kind and description belonging to us as may be reasonably necessary, to carry on the work.

2. We do hereby undertake and promise at all times to furnish and provide free of charge to the University of Minnesota such part as may be reasonably necessary of the clinical and other material and opportunities for graduate medical and surgical teaching and research which are or may become available for the aforesaid uses and purposes at St. Mary's Hospital, the Kahler Sanitarium, the Colonial Sanitarium, or at

any similar institution which hereafter may be controlled by us, as long as we have control of the same.

3. Until the principal fund of said Mayo Foundation, by additions thereto from the income thereof, shall amount to \$2,000,000, we do hereby give and from time to time will provide and furnish to the University of Minnesota all the sums of money, less an amount not to exceed in any year that portion of the income which in such year shall not be added to the principal fund of said gift, necessary to pay the salaries fixed by the Board of Regents for the Mayo Foundation professors, assistant professors and instructors appointed by the said Board, and to pay the wages fixed by said Board for all non-professional employes who may be engaged by said Board to render service in and about said work to be carried on by the University at Rochester, Minnesota, provided, however, that gifts and undertakings in this paragraph specified are made and assumed upon the conditions following, that is to say, the Board of Regents, prior to July 31st, of each year during the period aforesaid, will make for the ensuing year appointments of all such Mayo Foundation professors, assistant professors and instructors, and shall make and deliver to the undersigned an annual budget stating the compensation fixed by said Board to be paid each of said Mayo Foundation professors, assistant professors and instructors and such other employes for services in connection with the aforesaid graduate work of the University together with the amount of money required during the ensuing year for purposes aforesaid.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this.....day of....., 1917.

.....(Seal)
.....(Seal)

In presence of:

.....
.....

These documents were printed in full in the daily press and discussion of them was invited. The Administrative Board and General Faculty of the Medical School endorsed the new proposals without a dissenting vote. At a meeting of the Regents held on September 13, 1917, the final agreements were presented and subjected to careful scrutiny and serious deliberation. The resolutions of the Board adopting the new proposals will be found upon pages 28-29 of the minutes of the Regents for 1917, No. 3. In view of the fact that certain changes were made in the wording of the documents as presented on July 9, 1917, and in order to make this official record full and complete, thus avoiding any possible misunderstanding, the exact official text of the agreements as finally adopted is here given:

MAYO FOUNDATION

THIS AGREEMENT, made this 13th day of September, 1917, by and between WILLIAM J. MAYO and CHARLES H. MAYO (hereinafter called the "Founders"); THE MAYO FOUNDATION FOR MEDICAL EDUCATION AND RESEARCH, INCORPORATED (hereinafter called the "Foundation"); BURT W. EATON, GEORGE W. GRANGER and HARRY J. HARWICK (hereinafter called "Trustees"); and UNIVERSITY OF MINNESOTA (hereinafter called the "University");

WITNESSETH:

That on or about the 9th day of February, 1915, the Founders and the Trustees entered into two certain agreements in writing wherein and whereby the Founders assigned, transferred and delivered to the Trustees certain securities aggregating one million, five hundred thousand dollars (\$1,500,000.00), the same to be held, managed and controlled and the income therefrom used in the manner and for the purposes set forth in said instruments.

That on the 9th day of June, 1915, the parties hereto entered into a certain instrument in writing wherein and whereby the Founders, Trustees and Foundation made certain gifts and grants to the University subject to certain conditions, all of which are fully set forth in the instrument and were accepted and agreed to by the University.

That the said University has, in order to effectuate the purposes of the gifts and grants, appointed associate professors, assistant professors and instructors, and other appointees, to carry on at Rochester, Minnesota, in connection with the University Graduate Medical School, graduate medical and surgical instruction and research at Rochester, and is now conducting said work at Rochester.

That all the parties hereto desire to cancel, abrogate and set aside the three instruments above mentioned, and to assign and deliver to the Founders all of the securities above mentioned, as well also as any other securities which may have accumulated in the hands of the said Trustees, as an addition to said fund, in order that the Founders may make their gift to the University in a new form and with certain modifications to the original instruments.

The three instruments above mentioned are hereby referred to and made a part of this instrument as fully as if they were incorporated at length in this instrument.

THEREFORE, in consideration of the premises and other considerations passing reciprocally between the parties hereto, the sufficiency of which is hereby mutually acknowledged, it is agreed:

1. The Founders and Trustees agree that those two certain instruments mentioned above and bearing date the 9th day of February, 1915, are hereby cancelled, annulled and at an end, and the Trustees do hereby sell, assign, transfer, surrender, set over and deliver to the Founders each

and every of the securities therein particularly described and also all other securities which have come into the hands of the Trustees under the terms of said two instruments since the making thereof.

2. All of the parties to this instrument do hereby jointly and severally agree that the certain instrument in writing above mentioned and dated the 9th day of June, 1915, be, and the same is hereby, cancelled, annulled and declared at an end, saving, excepting and reserving, however, such rights, benefits and privileges as may have arisen thereunder to appointees made by the Board of Regents under and pursuant to its terms and to such graduate students as are now participating in the benefits offered by said instrument.

3. This instrument is made, executed and delivered upon the understanding that concurrently with the execution hereof the Founders will make, execute and deliver to the University new gifts of all of said securities upon terms and conditions which will be acceptable to the University, and in case such gifts are not made and accepted by the University, then this instrument shall be null and void, otherwise in full force and effect.

IN WITNESS WHEREOF, the Trustees and Founders have executed this instrument, and the Foundation and the University have caused the same to be executed by their duly authorized officers, all in quadruplicate the day and year first above written.

WILLIAM J. MAYO (Seal)

CHARLES H. MAYO (Seal)

Founders

KNOW ALL MEN BY THESE PRESENTS, that we, William J. Mayo and Charles H. Mayo, of Rochester, Minnesota, in order to create an endowment fund to aid and promote graduate medical and surgical instruction and research which is to be carried on by the University of Minnesota, do hereby donate, give, grant, assign, transfer, set over and deliver to said University all the bonds, evidences of debt, securities and property of every kind and description referred to and described in the writing hereto attached, marked "Schedule A," and made a part thereof.

TO HAVE AND TO HOLD the same forever, in trust, nevertheless, for the purposes and upon the conditions following, that is to say:

1. The said University may, in the discretion of the Board of Regents, invest all or any part of the net income received therefrom in securities of the kind hereinafter referred to, and accumulate and add the same to the principal of said fund until in the aggregate there shall be produced an endowment fund, the principal of which shall amount to not less than Two Million Dollars (\$2,000,000). The fund shall be known as the "Mayo Foundation for Medical Education and Research." The principal of said fund perpetually shall be kept invested and reinvested in such securities, and all the net income therefrom, excepting only such part thereof as shall be accumulated and added to the principal as aforesaid, perpetually shall be used for the purpose of graduate medical and

surgical instruction and research to be carried on by and under the direction of the University; in each year there shall be appropriated out of income at least ten per cent thereof and the sum shall be known as the "Emergency Research Fund" and shall be used outside of the State for emergency or unanticipated research or medical investigation, when and as the said Board may deem proper. If all of the amount so appropriated shall not be so used in any year, the amount thereof unused shall not be used for any other purpose, but shall be accumulated and be used for the same purposes in any subsequent year or years. Also in each year there shall be appropriated and set aside out of income an additional ten per cent (10%) thereof, to be known as the "Contingent fund" and held in reserve for emergencies, and may be used at the discretion of said Board either within or outside of the State for emergency research or unanticipated medical investigation. If all the amount so set aside shall not be used in any year the unused portion shall revert to and become a part of income for the succeeding year.

The University may, from time to time, use any portion of the income remaining after deducting the amounts so appropriated, for the rental or erection, maintenance and equipment of a building or buildings convenient or proper to carry on such work, but the entire principal of the fund shall forever be held as an endowment, in order that the net income therefrom may be perpetually used for the purposes in this writing expressed.

The plan of carrying on the graduate medical and surgical instruction and research work with the endowment income shall be Rochester, Minnesota, but all of the net income need not be expended in the City of Rochester, and, while the graduate medical and surgical instruction will be there maintained and the medical and scientific work will be conducted and directed by the Board of Regents from Rochester, such appropriations as the Board of Regents may make from time to time out of the income of the endowment fund may be used for the promotion of medical research or in any work of medical investigation anywhere outside of, or within, the State of Minnesota. Provided, however, that, after the lapse of twenty-five (25) years from the date hereof, the Board of Regents, at any regular meeting, by resolution adopted by vote of three-fourths of all members of the Board, may give notice that, after three (3) years next following the adoption of said resolution, no part of said work need be carried on at or directed from Rochester, and, on the expiration of said three (3) years, shall have power within six months thereafter, at a regular meeting, by a resolution adopted by a vote of three-fourths of all members, to cause all of the net income to be expended for graduate medical and surgical investigation and research work to be carried on at or directed from the University of Minnesota at Minneapolis, or such other place or places, including Rochester, as from time to time may by said Board be deemed best to effectuate the purposes of the gift and of the donors. The power hereby granted to give the first notice shall nevertheless be a continuing power and may be exercised

in the manner aforesaid, whenever it is necessary and proper to do so. But if the Board does not pass the second resolution within the six months after the end of the three (3) year period, the Board shall not have power to pass said second resolution without again giving the three (3) year notice.

2. The University shall have power to demand, sue for, collect and receive all moneys, debts, interest, securities and other property of every kind and description belonging to or which at any time hereafter shall be a part of the fund hereby created and provided for; to sell, assign, grant and convey any of the property of whatever kind or description coming into its possession or control as a part of such fund, and it shall be its duty to hold, manage, invest and reinvest the said fund, and all principal sums coming into its possession or control hereunder, in first class Municipal, County, State and Federal securities; provided, however, that, by unanimous vote of all the Regents present at any regular meeting, such funds, or any part thereof, may be authorized to be invested in other safe and conservative securities.

"Net income" as used in this instrument shall mean the gross income derived from the endowment fund and the "Contingent Fund" each year less the necessary expenses of handling and managing the same.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 13th day of September, 1917.

WILLIAM J. MAYO (Seal)
CHARLES H. MAYO (Seal)

In presence of:
LOUIS B. WILSON
WAYNE W. BISSELL

The University of Minnesota does hereby accept the gift and grant evidenced by the foregoing writing, in trust, and upon the terms and conditions, therein specified, and the same shall be known as "Mayo Foundation for Medical Education and Research."

THE UNIVERSITY OF MINNESOTA,

By.....
President of the Board of Regents
Attest.....
Secretary

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, William J. Mayo and Charles H. Mayo, are associated in the practice of medicine and surgery at Rochester, Minnesota, and

WHEREAS, contemporaneously herewith, we have made a gift to the University of Minnesota evidenced by a writing dated the first day of July, 1917, and which has been accepted by the University and is known as the "Mayo Foundation for Medical Education and Research," and

WHEREAS, the University is carrying on graduate medical and surgical instruction and research at Rochester in connection with its Medical School,

NOW, THEREFORE, in order to promote graduate medical and surgical instruction and research,

1. We do hereby donate, give and undertake at all times to furnish free of charge, to the University of Minnesota, the right to use, in connection with its graduate medical and surgical instruction and research, such part of the facilities, housing, instruments, apparatus, clinical and other material of every kind and description belonging to us as may be reasonably necessary, to carry on the work.

2. We do hereby undertake and promise at all times to furnish and provide free of charge to the University of Minnesota such part as may be reasonably necessary of the clinical and other material and opportunities for graduate medical and surgical teaching and research which are or may become available for the aforesaid uses and purposes at St. Mary's Hospital, the Kahler Sanitarium, the Colonial Sanitarium or at any similar institution which hereafter may be controlled by us, as long as we have control of the same.

3. Until the principal fund of said Mayo Foundation, by additions thereto from the income thereof, shall amount to \$2,000,000, we do hereby give and from time to time will provide and furnish to the University of Minnesota all the sums of money, less an amount not to exceed in any year that portion of the income which in such year shall not be added to the principal fund of said gift, necessary to pay the salaries fixed by the Board of Regents for the Mayo Foundation professors, assistant professors, instructors and fellows appointed by the said Board, and to pay the wages fixed by said Board for all non-professional employes who may be engaged by said Board to render service in and about said work to be carried on by the University at Rochester, Minnesota, provided, however, that gifts and undertakings in this paragraph specified are made and assumed upon the conditions following, that is to say, the Board of Regents, prior to July 31st, of each year during the period aforesaid, will make for the ensuing academic year appointments of all such Mayo Foundation professors, assistant professors, instructors and fellows, and shall make and deliver to the undersigned an annual budget stating the compensation fixed by said Board to be paid each by said Mayo Foundation professors, assistant professors, instructors and fellows, and such other employes for services in connection with the aforesaid graduate work of the University together with the amount of money required during the ensuing academic year for the purposes aforesaid.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 13th day of September, 1917.

WILLIAM J. MAYO (Seal)
CHARLES H. MAYO (Seal)

In presence of:
LOUIS B. WILSON
WAYNE W. BISSELL

The University of Minnesota does hereby accept the gift and undertakings evidenced by the foregoing writing.

THE UNIVERSITY OF MINNESOTA,

By.....

President of the Board of Regents

Attest.....

Secretary

Schedule A giving a full list of the securities will be found in the minutes of the Regents for 1917-18, pages 44-49. Certain minor amendments to this list of securities appear on pages 106-7 of the minutes for the same year.

It should be recorded here that the most painstaking care and attention has been given to the question of the safeguarding of these securities.

One single interpretation of these documents as here set forth has been made by the Board of Regents. It has reference only to the so-called "Emergency Research Fund." This action was taken on January 18, 1918, and was expressed in the following resolution :

"Whereas, doubt has arisen as to the interpretation to be placed upon the words 'in each year there shall be appropriated out of income at least ten per cent thereof and the sum shall be known as the "Emergency Research Fund" and shall be used outside the State for emergency or unanticipated research or medical investigation, when and as the said Board may deem proper,' where found in paragraph 1 of the Deed of Gift; and

"Whereas, conferences have been had with the Donors as to the interpretation to be placed thereon, and consideration has been given thereto by the Medical Graduate Committee of the University in the light of their experience in the operation of the fund;

"Now, therefore, be it resolved that the interpretation to be placed thereon should be that which would be given if said portion of said paragraph read as follows :

"In each year there shall be appropriated out of income at least ten per cent thereof and the sum shall be known as the "Emergency Research Fund" and shall be used, when and as the said Board shall deem proper, by the staff or employees of the Mayo Foundation for Medical Education and Research, outside of the State, in cases of emergency or other unanticipated research; investigation, experimentation, or medical education not provided for in the budget of the current year.'

"For example, an epidemic or other conditions arising outside the State might need expert medical investigation. Or someone might be sent to visit other institutions to investigate medical or surgical discoveries, or new educational methods likely to be of importance. Or properly trained investigators might be sent to any part of the world to

search, either alone or in coöperation with others, for improved remedial agents or methods. Where necessary, persons outside the regular staff might be utilized for such investigation under temporary or special appointment. It is understood that not only salaries and traveling expenses, but also any equipment and supplies necessary for the investigation outside the State may be charged to the 'Emergency Research Fund.'

With a desire to express in a slight measure their appreciation of this generous gift, the Regents at their meeting on September 13, 1917, adopted the following resolution:

"Whereas, Dr. William J. Mayo and Dr. Charles H. Mayo of Rochester, Minnesota, have given the sum of \$1,650,344.79 to the University of Minnesota for the establishment of a fund to be known as the 'Mayo Foundation for Medical Education and Research,' and,

"Whereas, this gift has been duly accepted by unanimous action of the Board of Regents,

"Therefore, be it resolved that the Board of Regents record its profound sense of gratitude to the donors. The gift is unique in the annals of American Education. It represents the lofty purposes of two of the most distinguished citizens of our commonwealth. They believe that this money has come from the people and that it should be returned to the people. It has been the sole aim of the donors to provide a fund which would be of permanent benefit to the state of Minnesota and to mankind as a whole. They have wisely and appropriately provided that the income of the fund shall be used for medical education and research. American universities should be encouraged in the prosecution of an educational policy which aims to develop investigators and scientists of the first rank. One clear function of a true university is to make actual contributions to various fields of knowledge. This new foundation, therefore, relates itself very intimately to the realization of our highest educational aims. Both for the gift itself and for the genuine impetus which it will impart to scholarly investigation in this University, we desire to convey to the donors our sincere appreciation."

Thyroxin.—A second illustration of the educational policy of coöperation with outside agencies in both teaching and research is to be found in the acceptance by the Board of Regents of certain proposals in regard to the manufacture and sale of thyroxin, a chemical discovered by E. C. Kendall, Ph.D. These proposals first came to the Board on January 18, 1918, and a period of ninety days was granted for the consideration of the plan. After a careful investigation it was finally voted on July 24, 1918, to approve the contract which gives the University control of the production of thyroxin, and provides that the proceeds shall be used for the promotion of research. The official text of the agreement follows:

THIS AGREEMENT, made in triplicate this.....day of January, A. D. 1918, by and between E. C. Kendall, party of the first part, William J. Mayo and Charles H. Mayo, parties of the second part, and University of Minnesota, party of the third part, witnesseth:

WHEREAS, the party of the first part, working under the auspices and in the employment of the parties of the second part, has discovered an agent for the treatment of disease, which has been by him designated "Thyroxin," and has applied for Letters Patent of the United States thereon, and intends hereafter to apply for Letters Patent in various foreign countries; and

WHEREAS, it is the desire of all the parties hereto that said substance shall not be commercially exploited for private gain, and that it shall be manufactured and sold with the expressed object of making it available for use in such a way as to do the greatest amount of good for the greatest numbers, and that the same may be dispensed free of charge to patients unable to pay for it;

NOW, THEREFORE, to carry said objects into effect, it is mutually agreed by and between the parties hereto, that the said party of the first part does hereby give, grant and convey unto the said party of the third part, the said preparation and trade-name and all and every of his rights as a discoverer thereof, and in order further to vest title thereto in said party of the third part, does hereby agree to make, execute, acknowledge and deliver unto said party of the third part so soon as any patent or patents shall be granted unto him, all deeds, assignments and other conveyances necessary to transfer to said party of the third part any and all patents, whether domestic or foreign, which may be hereafter issued to said party of the first part in connection with said discovery, and any and all patents, foreign or domestic, concerning the production of the active constituent of the thyroid, and does hereby further give, grant and convey all his right, title and interest in and to the trade-name hereinbefore set forth.

The said parties of the second part do hereby also give, grant and convey unto said party of the third part all their right, title and interest in and to said preparation and said trade-name.

It is further mutually understood and agreed by and between the parties hereto that said gift is made by said parties of the first and second part, and accepted by said party of the third part, upon the following conditions, to wit:

1. That the said party of the third part shall cause said preparation or any improvement or alteration thereof to be manufactured and placed upon the market for such monetary return as shall be consistent with making it available for use in such a way as to do the greatest good and render the use thereof most generally available for the benefit of the human race, and may cause the same, when so manufactured, to be distributed without charge to persons who can not afford to pay for it. The party of the third part shall have the right to grant subsidiary rights and privileges thereunder, either upon royalties or otherwise. The party

of the third part agrees that it will use reasonable diligence to utilize said rights as aforesaid, but it is particularly agreed, and the party of the third part accepts said gift only upon the condition, that it shall be the sole judge as to what is reasonable diligence in the respect mentioned, and that it shall not be pecuniarily or legally responsible for any want of diligence in such respect unless the same be in bad faith or the equivalent of bad faith and that in view of the fact that the party of the third part is a public corporation all of whose funds are derived from the public or held upon trust, the party of the third part shall not be pecuniarily or legally liable under any circumstances whatsoever except to the extent of such rights or the proceeds, profits or returns thereof in its hands at the time of recovery against it.

2. That said party of the third part may annually pay said party of the first part such sums as the said party of the third part may deem to be equitable, but in no event to exceed in any year 10 per cent of the net proceeds received by the party of the third part from the sale of the substance in that year; and in the event of the death of said party of the first part may annually pay such sums as the said party of the third part may deem equitable to the wife or heirs at law of said party of the first part not to exceed in any year 10 per cent of the net proceeds received by the party of the third part from the sale of the substance in that year; providing that all such payment to the heirs at law of the party of the first part shall cease when the youngest child of the said party of the first part shall become 21 years of age.

3. That the money which shall have been derived from the sale of this substance shall become part of the funds of "The Mayo Foundation for Medical Education and Research," and except as hereinbefore provided, shall be expended for research into the physical and chemical properties and mode of action particularly of the substances now known as Hormones in the animal organism, and generally, into the physical and chemical properties and mode of action of the substances now known as Enzymes.

4. The expenditure of the funds so derived shall be under the direction of an Executive Committee consisting of three men engaged primarily and directly in research work, which said Committee shall be appointed by said party of the third part. Members of the said Committee shall each be appointed for a term of six years and shall be eligible for reappointment. The first appointees, however, shall serve as designated in their appointments for terms of two, four and six years respectively. Any member of said Committee may be removed upon recommendation of two-thirds thereof, and upon a vote, in favor of such removal, of the majority of the Regents of said party of the third part.

5. Should it at any time be decided, by the vote of two-thirds of said Executive Committee, concurred in by the vote of a majority of said Board of Regents, that it shall no longer be desirable to continue such research work along the lines hereinbefore set forth, and that the same shall be permanently abandoned, then, and in that event, all of the funds

then on hand arising from the sale of said preparation, and all funds which may thereafter arise therefrom, shall become and be a part of the funds of said "Mayo Foundation for Medical Education and Research" and be administered in accordance with the contract relating thereto heretofore entered into by the said parties of the second and third part.

IN TESTIMONY WHEREOF, the said parties of the first and second part have hereunto set their hands and seals; and the said party of the third part has caused this instrument to be executed by its proper officers and its Corporate Seal to be hereunto affixed the day and year first above written.

Graduate fellowships.—A third illustration of the principle under discussion is found in the acceptance of the graduate fellowships provided by Doctors Todd and Burch. The minutes of the Board of Regents for May 1, 1917, indicate the acceptance of the following gifts of money for graduate fellowships:

"From Dr. Frank C. Todd the sum of \$2,250 to be used for a teaching fellowship in Ophthalmology and Oto-Laryngology for three years from August 1, 1917, at the usual stipends, namely, \$500 for the first year, \$750 for the second, and \$1,000 for the third.

"From Dr. F. E. Burch the sum of \$2,250 to be used for a teaching fellowship in Ophthalmology and Oto-Laryngology for three years from August 1, 1917, at the usual stipends, namely, \$500 for the first year, \$750 for the second, and \$1,000 for the third."

These actions later were the subject of considerable discussion with the result that on September 13, 1917, the Board of Regents definitely voted to approve the principle involved in the establishment of such fellowships by private subscription. In other words, the University of Minnesota has now definitely and positively committed itself to this policy. No doubt the future, with increasing frequency, will bring further illustrations of the same principle. With the proper safeguards, it is difficult to conceive how any results harmful to the interests of the University or the state can follow the adoption of such a policy. It is perfectly obvious that by the proposed coöperation greatly increased privileges are made available for the students, and unusual opportunities for research are provided for members of the staff.

2. *Petition asking for academic credit for subjects commonly denominated religious.*—During the academic year 1916-17 the question of the University giving credit for religious courses taught at other institutions was definitely raised by the following petition:

"To the Regents of the University of Minnesota:

"We the undersigned citizens of the State of Minnesota,—duly recognizing that the Charter of the University provides that 'in all the management and government thereof, no partiality or preference shall be shown to one sect or religious denomination over another, nor shall anything sectarian be taught therein,'—do hereby respectfully petition your honorable body to take formal action whereby the Faculty shall be authorized and instructed to provide for the giving of academic credits for any religious or other work which may be carried on by any reputable and duly organized college or school in this State, without any partiality, provided that such instruction shall be of such scholastic grade and of such thoroughness as may satisfy the Faculty that it conforms to the intellectual and pedagogic standards of the University.

(Signed) SAMUEL COOK EDSALL
 CHARLES BAYARD MITCHELL
 ALFRED G. PINKHAM,
Grand Master of Masons
 T. MOREY HODGMAN
 JOHN IRELAND
 G. ARVID HAGSTROM
 GEORGE H. TRABERT
 S. H. DEINARD."

The Board of Regents at a meeting held on May 1, 1917, concluded that in any case the University could give credit toward the degrees it confers only for courses which it actually offers to students or at least deems proper to be offered. This principle is so obvious and is so generally recognized and accepted that it demands no comment. Accordingly it seemed to the Regents a logical answer to the petitioners to pass the following vote:

"Voted to recommend to the Faculty of the College of Science, Literature, and the Arts that an attempt be made to work out a system of courses in Biblical Literature, Biblical History, and Ethics, that these be offered in the College and that University credit be given for equivalent courses conducted by other institutions of collegiate grade."

In accordance with this action, the subject was given the most careful, sympathetic, and prolonged consideration. The Advisory Committee of the College of Liberal Arts discussed the subject in four different meetings and in three separate conferences with the President. As a result the Committee transmitted its answer to the Board of Regents which was presented at a meeting held on March 23, 1918. It was voted to send a copy of the report to each member of the Board and to defer action until the next meeting. On May 7, 1918, the report was

adopted. It should be observed that the immediate answer to the request made by the petitioners is given in the fifth section. The report read as follows:

First.—The University is frequently petitioned to add new work to its curriculum, to make provision for training in some new profession, and so forth. Demands of this kind have been made upon this college recently in the fields of business education, journalism, household science, and special vocations for women.

With regard to all such requests the University must consider the propriety of a University supported by public funds and conducted for the best interests of the people of the state undertaking the work in question. The University must also consider the demand that exists or is likely to arise for the work proposed and must weigh the demands for various lines of work against one another and in relation to the resources of the University. The responsibility for deciding what is most necessary or valuable to be done rests with the University. It should be noted that all the new work mentioned above has thus far been postponed for lack of funds, except a small provision for business education.

Second.—It is a clearly recognized principle that the University can give credit toward its degrees only for work which it offers or considers proper to be offered at the University.

Third.—The University will offer as its resources permit such courses of study dealing with the philosophy of religion and with the history and literature of Christianity and other great religions of the world, as are clearly in demand by a sufficient body of students prepared to pursue such studies with profit. Such studies must needs be presented in the same spirit and by the same methods as now prevail in the departments of history, literature, and philosophy in dealing with other subjects, namely, the spirit of scientific search for truth by the method of independent thought and investigation.

Fourth.—This college has offered courses in the following subjects of interest to the petitioners:

Languages and Literature—

Semitic Languages (Hebrew, Arabic, Aramaic)

Later Greek: "The Septuagint and the New Testament"

The Bible as Literature (English Department)

History—

The History of the Old Orient (Egyptians, Babylonians, Assyrians, and Hebrews)

The History of the Hebrews (Department of Semitic Languages)

Philosophy, Psychology and Sociology—

The Philosophy of Religion

The Psychology of Moral and Religious Development

Biblical Sociology

Some of this work has been discontinued because of lack of sufficient demand to warrant the expenditure, but most of the courses are still

offered. Whenever students have presented credentials from accredited institutions for work equivalent to these courses, credit has been granted for such work.

Fifth.—Inasmuch as the question of granting credit for work denominated religious affects all state universities and inasmuch as the instruction in religious subjects has not been standardized in these universities, this question should be made a matter for decision in conference between the universities. This situation arises from the agreement and practice among universities to the effect that each University is guided in its rating of colleges and schools and in its granting of advanced credits by the judgment and practice of the State University of the state in which the college or school in question is located. Therefore, if the University of Minnesota were to give advanced credit for religious work done in the colleges in this state, the Universities of Wisconsin, Iowa, Michigan, Illinois, and other states would be practically bound to give the same credit to colleges located in their own states. Other inequalities and complications would arise from a change in the practice of one University without similar action by the others.

The University therefore intends to bring this problem to the attention of the universities of the middle western states with a view to securing a common agreement as to future practice.

Sixth.—Notice should be taken of the fact that the University is operating under an exceedingly liberal rule as regards vocational and miscellaneous subjects accepted for admission from accredited secondary schools. The rule reads:

“Not more than four units (three in Engineering) in studies of this group may be counted towards admission. The subjects are no longer designated by the University. The applicant is free to present in this division such studies as are not listed in Groups A, B, C, D, and E, but which are certified by the superintendent or principal as of acceptable nature and counted towards graduation.”

3. *Full-time clinical professorships.*—The principle of full-time clinical professorships in the Medical School has been given further recognition during the biennium by the appointments of Dr. J. P. Sedgwick as Chief of the Department of Pediatrics and of Dr. J. C. Litzenberg as Chief of the Department of Obstetrics. It should be clearly understood that these appointments are more accurately described as “practically full-time,” for the appointees are available for consultation work during a part of their time. The principle involved, however, is of primary importance to medical education, and the plans being developed in the Medical

School deserve the coöperation of everyone interested in the highest standards of medical and surgical training.

4. *Journalism*.—The question of developing the work in Journalism has received frequent consideration. Undoubtedly the University must provide more adequate training in this field. On October 25, 1917, the Board of Regents, upon the recommendation of the Dean of the Department of Agriculture, changed the title of the Division of Publications to that of Division of Publications and Rural Journalism. The minutes of the meetings of the Board of Regents show clearly that the importance of this work is fully recognized and that plans for its development will be encouraged if funds are available. For example, on December 11, 1917, the Board approved a plan for the enlargement of instruction in business organization for printers and publishers, but was compelled to postpone action on account of lack of funds.

On June 3, 1918, the Regents approved a plan looking to the development of instruction in Journalism in the College of Science, Literature, and the Arts, and directed that the work be inaugurated provided only that necessary funds could be procured.

It is therefore reasonably to be expected that work in Journalism on both campuses which will meet the needs of the editors and publishers of the state will be developed. The University is definitely committed to this policy.

5. *Business Education*.—During the biennium frequent requests have come to the University from commercial clubs and trade organizations urging the early establishment of a School of Commerce. These petitions have been effective and have made clear the strong demand for the development of instruction in business education. The University took a long step forward when it established its course in business training and appointed Willard E. Hotchkiss as Director of Business Education and Professor of Economics. He is a man of thoro training and for nearly a decade has been Dean of the School of Commerce of Northwestern University. For the present, at least, it has not seemed wise to the Regents to organize a separate school of business education. A thoro course extending over five years and aiming to give a student a fundamental training in business

has been organized within the Arts College on lines parallel to the organization of the Training Course in Social and Civic Work. It is confidently expected that this business course will show unusual development in the years just ahead.

6. *Normal Art Course.*—The work in the College of Education has been strengthened and enlarged by the taking over of the Handicraft Guild School of Minneapolis. By this plan the University is now prepared to offer teacher training in the Fine Arts. This work is of high value to those who are planning to teach in the public schools. By action of the University Senate on May 23, 1918, the students of the Guild School were admitted to the junior year of the College of Education, under the conditions named in the following action:

“That in view of the articulation of the Handicraft Guild of Minneapolis with the College of Education, the recommendation of the Executive Committee, that all Guild students who have completed the two-year course be admitted to the junior class of the College of Education, and that they receive the Bachelor’s degree and Teacher’s Certificate upon completing satisfactorily the requirements of the College of Education on the basis of a four-year course, be approved. It is understood that all Handicraft students were high-school graduates before entering the Guild.”

7. *Institutional Management.*—An important development in the Department of Agriculture deserves mention at this juncture. It represents an educational policy which holds great possibilities for the future. The management of the dining halls at the Farm has been combined with the instructional work in Institutional Management.

DEVELOPMENTS IN ADMINISTRATIVE ORGANIZATION

1. *Organization of the Department of Agriculture.*—With the change in the Deanship of the Department of Agriculture there has come a distinct clarification and simplification of the organization of the Department. The efficient administration of Dean Woods prepared the way for the changes which have been made. The aim has been to reduce to a minimum the administrative responsibilities of the members of the staff in order to make possible the highest efficiency in teaching and research. The

realization of these plans has resulted in the organization of the Department into five distinct units: (1) the College of Agriculture, Forestry, and Home Economics; (2) the Schools of Agriculture; (3) the Agricultural Extension work; (4) the Short Courses; and (5) the Experiment Station. Moreover, as already pointed out in an earlier section of this report, the chairmanship plan for the organization of departments has been abandoned for the headship plan, with a consequent concentration of administrative responsibilities in the heads and chiefs of divisions.

2. *Deanship of Student Affairs.*—The students of the University have many problems in common which deserve the careful scrutiny of a University official directly connected with the central administration. For the purpose of unifying and standardizing University procedure in these important matters, and in accordance with similar organization in other large universities, the Board of Regents on June 13, 1917, decided to establish a new office, the holder of which would be known as "Dean of Student Affairs." The status of this office and the duties of the officer were defined in the following action:

"(1) The Dean of Student Affairs shall be a University officer responsible to the central administration, from which he shall derive his status and authority; (2) he shall be ex officio a member of all faculties and of all committees which deal with student affairs, delinquencies in studies, and disciplinary measures; (3) as a member of any college faculty or committee he shall be subject to the rules and administration of the educational unit concerned; (4) he shall be a member of the Administrative Committee of the University Senate and ex officio of all Senate Committees which deal with students' affairs; (5) it shall be the duty of the Dean of Student Affairs under the President and the various officers responsible for the different educational units of the institution to: (a) oversee student activities; (b) cooperate with the organs of student self-government; (c) administer general University regulations concerning eligibility for public appearances; (d) seek so far as possible to give consistency to disciplinary procedures; (e) to do all in his power to promote among students and faculty a spirit of mutual understanding and good-will."

3. *Vocational Adviser for Women.*—A further indication of the determination of the University to care adequately for its students is seen in the establishment of a new office designed to help chiefly the women students of the College of Science, Literature, and the Arts in connection with the large and difficult problems of vocations open to women of collegiate training. The

duties of this new officer to be known as "Vocational Adviser for Women" were defined by the Board of Regents as follows :

"1. To make a study of vocations open to college women, the qualifications required, the opportunities, the remuneration, the conditions of work, etc.

"2. To study the qualifications, interests, and preparation of women students upon entering and during their course in the University.

"3. To confer personally with students about their plans and to advise them in their choice of studies in preparation for their vocations.

"4. In every way possible (by lectures, public conferences, and otherwise) to promote among women students seriousness of purpose and an intelligent appreciation of their duties and responsibilities as University graduates."

4. *University Health Service.*—The biennium is marked by the actual adoption of plans for a University Health Service and by the appointment of a Director. On October 25, 1917, upon recommendation of the University Public Health Committee, the Regents appropriated the sum of five thousand dollars in order that a University Health Officer might be appointed. For months this whole problem was the object of careful planning on the part of the University Public Health Committee. On March 15, 1918, the Board of Regents gave approval to the immediate establishment of a University Health Department in accordance with the following recommendations :

"1. That a University Health Department be created.

"2. That all related agencies be correlated in support of this department and be represented by a health committee to be appointed by the President, which will serve in an advisory capacity to the Health Officer.

"3. That a health fee of \$3.00 per semester be charged to each student of collegiate rank and that a fee prorated to the period of study be charged to students of less than collegiate rank, beginning with the University session of 1918-19, and that such fees be used as a fund for the establishment of free health service for the students of the University.

"4. That under the health fee system a force of physicians and nurses be selected by the Health Officer and appointed by the Board of Regents in the service of the department."

Then followed a long search for a director which resulted most happily in the appointment on July 24, 1918, of Dr. John Sundwall as Director of the University Health Service and Professor of Hygiene in the Medical School. The new biennium therefore will witness the actual inauguration of this service.

It will by no means confine itself to the medical care of the individual student, altho this phase of its work will be vitally important. It will give careful attention both to general problems of public health and campus sanitation and also to the very significant task of educating the students in personal hygiene and public health problems. Other large state universities have found an organized health service absolutely essential. It is confidently believed that this new organization will improve the quality of the scholastic work of the students and add greatly to their individual efficiency.

5. *Appointments Committee.*—At a meeting held on October 12, 1916, the University Senate approved of the organization of a new committee to be known as the "Appointments Committee." The chief function of this committee has been to aid students in securing teaching positions and to assist school officials in the selection of new teachers. During the year 1917-18 the work of this committee increased 196 per cent. It should be supported by much larger appropriations and placed upon a more permanent basis. In fact, it would be wise seriously to consider enlarging its functions and transforming it into a placement bureau which would serve our students in securing positions in all gainful occupations open to trained men and women.

6. *Committee for judging objects of art given to the University.*—The Board of Regents on March 5, 1918, established a committee for the purpose of judging all objects of art presented to the University. It becomes the duty of this committee to decide upon the acceptance of such gifts and to designate their location within the University buildings.

7. *Regulations governing secretarial, clerical, and stenographic service.*—In accordance with the recommendations of the Administrative Committee of the University Senate, the Board of Regents adopted the following regulations:

"I. Classification. Distinction shall be made between the work required in various offices as follows:

"A. Administrative offices. The distinguishing characteristic of the service is that the employee must represent the administrative officer in the application of general regulations and in the decision of minor questions in accordance with the practice of the office. Employees carrying this responsibility may be entitled *secretaries*. Salaries from \$840 in proportion to responsibilities of the position filled and the experience and ability of the employee.

"B. Departmental and Divisional offices. In these the element of independent responsibility is not great but there may be a considerable amount of clerical work which the employee must be able to do without minute direction. Employees may be entitled *clerks* or *stenographers*. Salaries from \$720 for the full year; in case of departments requiring less than the full year's service, \$50 to \$75 per month.

"C. Stenographic work requiring little clerical responsibility. In smaller departments or as assistants in the larger offices. Salaries from \$540 to \$720 a year; or \$40 to \$60 a month; or 25 to 40 cents per hour of service.

"2. Promotions:

"Advance in rank and salary shall recognize primarily ability and expertness, rather than length of service. Appointments to vacant positions shall be made when practicable within the existing staff by transfer and advance, rather than from outside the University.

"3. Tenure:

"Original appointments which contemplate service for the calendar or the academic year shall be probational and terminable at the end of any month, if service proves unsatisfactory. Successive appointments should be for one year, terminable within that year only for adequate causes.

"Employment for shorter periods should be terminable at will.

"4. Working Day and Vacations:

"Each office should have a definitely established practice. Two alternatives are suggested:

"A. A working day of eight hours (usually 8-12 and 1-5) with a vacation period of four weeks with pay.

"B. A working day of seven and one half hours (usually 8:30-12 and 1-5) with a vacation period of three weeks with pay.

"Employees will be allowed a half holiday on Saturday afternoon whenever the work in their department is completed and there is no other necessary work to be done. Overtime without pay shall be required whenever necessary, but the same may be compensated for in a reasonable manner by hours of leave at times when the work of the office will allow it.

"The vacation period with pay shall be granted only to persons on twelve months' employment and shall be taken at a time acceptable to and convenient for the department concerned; provided, however, no leave is permissible until six months' service has been rendered.

"5. Sick Leave:

"In addition to the vacation period defined in paragraph 4, leave with pay not exceeding four weeks may be allowed in cases of actual disabling illness as certified by physicians' certificates.

"6. Recesses:

"Student recesses or vacations in addition to legal holidays do not apply to secretarial, clerical, or stenographic employees.

"Vacations are not permissible for short term employees, secretaries, clerks, and stenographic employees.

"7. Central stenographic service:

"The establishment of facilities for stenographic or clerical service for the intermittent or occasional uses of various members of the instructional staff should be left to each College.

"Interdepartmental service already exists in Arts, Engineering, and Agriculture. The Dean's office appears to be the logical station for calls for stenographic assistance, and the assignment of service.

"8. Range of Legitimate Work:

"Departments should encourage members of staff to use stenographers or clerks to assist in preparing reports of investigations or otherwise in furthering research work.

"Manuscript for publication for which compensation is expected, and manuscript for paid lectures should not be prepared at the expense of the University."

8. *Organization and conduct of the Summer Session.*—On January 18, 1918, the Board of Regents approved for one year the following regulations for the Summer Session:

"1. Subject to the approval of the President and Board of Regents, the University of Minnesota shall maintain an annual summer session to be of such length and to embrace such courses as may be determined by the Director in consultation with the Advisory Committee hereinafter constituted. Such summer session shall be administered as a separate unit in the organization of the University, and shall offer only work of collegiate grade properly articulated with the collegiate work of the regular session of the University.

"2. The maintenance of said summer session shall be provided for through the appropriation by the Regents of a definite sum annually. All income accruing from the summer session shall be paid into the general University fund.

"3. At the first meeting of the Board of Regents after the beginning of each University year a Director of the summer session shall be appointed by the Regents to serve for the period of one year next ensuing. In case the Director is a member of the staff on the main campus, there shall be appointed, upon the recommendation of the Director, a Vice-Director for work offered on the campus of the Department of Agriculture.

"4. The Deans of the several schools and colleges, or their representatives approved by the President, together with the Director and Vice-Director, shall constitute an Advisory Committee of the summer session. The Director shall advise with this committee concerning all questions of policy relating to the organization and administration and the work of the summer session.

"5. The Director with the approval of the President and the Board of Regents shall prepare a budget, arrange for the teaching staff, salary

schedule, list of courses, prepare the announcements, bulletins, and teaching schedules, and take such other measures as he may deem necessary for the proper conduct and development of the work of the summer session.

"6. The Director shall also prepare and submit to the President an annual report on the work of the summer session together with such recommendations as he may choose.

"7. In the conduct of the work in the College of Agriculture the Vice-Director shall exercise all the powers and discharge the duties of the Director, subject, however, to the approval of the Director.

"8. The Director upon the advice of the Advisory Committee may present to the University Senate recommendations relating to the length of the summer session, the articulation of the summer session with the work of the regular year, and such other matters as may affect general University policy."

9. *Regulations concerning the housing of students.*—Owing to the fact that the University on its main campus has no dormitories for men and only one dormitory for women in addition to the four coöperative cottages, the housing of both men and women students has become a serious problem. It affects seriously the whole atmosphere of the University and inevitably limits and conditions the academic work of the students. At the earliest possible moment dormitories should be provided. In the meantime every effort is being made to keep at a minimum the disadvantages which inhere in the present system, and to eliminate just so far as possible all occasion for controversy between students and householders. Accordingly, on June 19, 1918, the following regulations were approved by the Regents:

"1. It is understood that a room is engaged for a complete semester. If, however, a student withdraws from the University, such student is released from financial obligations one week from date of written notification to the householder, approved by the proper University official.

"2. It is understood that a room is automatically released at the conclusion of each semester.

"3. A deposit fee of five dollars (\$5.00) is to be made to the householder when a room is engaged. Both householder and student are to sign the residence agreement card which may be obtained from the office of the housing bureau.

"4. As soon as a room is engaged the householder is to send to the office of the housing bureau one of the three signed agreement cards, the student is to retain another and the householder is to retain the third.

"5. It is advisable to make separate financial arrangements for board and room.

"6. No rebate in room rent is allowed for absence.

"7. Rebate in charges for board is made only if absence exceeds a week, and if notice has been given in advance. This rule applies to absence during vacations as well as to all other absences.

"8. A special charge is made for meals served to guests or for extra service to guests.

"9. Students are expected to furnish their own towels and have them laundered.

"10. Any deviation from these instructions is to be arranged through the housing bureau."

A Housing Bureau with Mrs. Jessie S. Ladd as Director has been organized to assist women students in finding suitable lodgings.

ADMINISTRATIVE POLICIES

1. *Regulations regarding purchases.*—The whole problem of purchases for a large state institution requires frequent consideration. In an effort to avoid possible misunderstandings and complications the Board of Regents on June 3, 1918, adopted the following regulations:

"1. No purchase is to be made except upon a requisition approved by the Board (ordinary supplies for dining halls and laboratories of a general order only may be purchased prior to the approval of the requisition, the Comptroller assuming the responsibility). The Purchasing Agent shall have charge under the general direction and supervision of the Comptroller, of the purchase of all materials and supplies for the University and the several colleges and departments thereof.

"2. As far as practicable purchases will be made on competitive bids and awards made to the lowest bidder (quality to be considered).

"3. It is recognized that judicious purchasing of supplies requires approximately thirty days. Departments must anticipate their needs and avoid unnecessary 'rush' purchases. The policy of anticipating annual or quarterly needs and combining requisitions for purchasing in quantities is endorsed and departments requested to cooperate.

"4. All correspondence with reference to quotations or the possible purchase of equipment, or with reference to specifications and availability of equipment, must be carried on through the Purchasing Agent's office, provided that correspondence with reference to specifications of highly specialized equipment will be carried on by departments with the understanding that copies of the communications will be sent to the Purchasing Department.

"5. No member of the staff will be permitted to place any order or contract any liability against the University except upon a Purchasing Agent's order. Minor cash emergency purchases will be reimbursed upon

presentation to the Business Office of a bill accompanied with receipted subvouchers."

2. *Regulations concerning the control and protection of University property.*—In the interests of economy, it has become necessary to regard all property as belonging not to departments or colleges but to the University as such, and to provide regular methods for the exchange and transfer of apparatus and equipment between the various schools which make up the University. Consequently on September 13, 1917, the Board of Regents adopted these recommendations:

"1. All University property and equipment shall be considered as of institutional ownership.

"2. The University inventory clerk shall be considered the general custodian of all University property and shall maintain records showing descriptions, valuation, and location.

"3. Departmental heads will be responsible for the proper use and protection of equipment and supplies in their departments.

"4. The interchange and transfer of equipment from one department to another shall be handled in the following manner:

"a. Departments requiring temporary use of equipment shall apply to the inventory clerk.

"b. The inventory clerk from the official inventory will ascertain the location of the equipment desired and negotiate with the department having the same in charge for the transfer.

"c. If the department in charge is not using the equipment desired, the inventory clerk shall have authority to make the transfer.

"5. Equipment or supplies which may become obsolete in departments where inventoried may be transferred by the inventory clerk to the storehouse or to a department which has use for the same.

"6. Fixtures or mechanical equipment removed in the repairs or remodeling of any building, shall be considered of institutional ownership and in charge of the Superintendent of Buildings and Grounds.

"7. Should a department head feel that equipment selected for transfer may be injured, or for any reason or reasons object to the transfer, he may appeal to the President for a decision.

"8. When notice of appeal to the President is given, the inventory clerk will await the decision."

3. *Policy regarding advertising.*—On October 25, 1917, the Regents gave careful consideration to the question of advertising. The general principle finally adopted indicates that the Board does not look with favor upon advertising and in any case prohibits all advertising without the express sanction of the Regents.

FINANCES

It is quite unnecessary here to enlarge upon the financial situation of the University. The complete and extended report of the Comptroller published in this volume (page 137 and following) is intended to present any and all facts of interest to the public. Moreover, the statement of needs of the biennium given at the very beginning of this report (pages 7-33) shows many interesting financial details. In brief tabular form it shows the appropriations received from the Legislature in 1917 and indicates in outline the proposed plans for the new biennium. At this juncture, therefore, we shall present certain changes and developments affecting financial matters which should be made a part of this official record.

1. *Reapportionment of University receipts.*—The Legislative Committee on Efficiency and Economy in 1916 recommended that all receipts of public institutions should be turned into the State Treasury. The Board of Regents at a meeting on December 4, 1916, after considering the effects of such a policy upon the University, adopted the following statement:

“A proposal has been made to cover into the State Treasury all receipts of all state institutions and boards, and then, presumably, to make appropriations based upon the demonstrated needs of these various public agencies. Even if the question of the constitutional right of the Regents to hold and to use tuition fees and other receipts be waived, it can be shown that, so far at any rate as the University is concerned, the suggested policy would be inexpedient and uneconomical. For to a large extent expenses vary with receipts. This may be illustrated by reference to certain items of receipts: (1) Tuition receipts from students. These receipts increase with the increased number of students and enable the University to secure additional instructors to meet the enlarged demand. Here is a certain amount of valuable flexibility in the University budget. (2) Hog cholera serum receipts. The University manufactures serum and sells it. When an epidemic prevails there is a large demand. When the disease is not prevalent the demand falls off. For example, the receipts for the year just closed (1915-16) are approximately \$35,000 less than those of the year before. (3) The University bookstore receipts. The Bookstore is a business enterprise, conducted at the University Farm for the convenience of the students; the receipts determine expenditures. The same principle applies to the Printing Office. (4) Dining-hall, cafeteria, and dormitory receipts. These establishments are supported by the receipts from student patronage. Here again expenditures are dependent upon receipts. It is obvious that any attempt to determine in

advance by statutory appropriations the expenditures of the kind cited above, would lead either to *under*-appropriation which would be embarrassing and might compel the University to divert funds from educational purposes to business enterprises, or it might result in *over*-appropriation which would be an extravagant use of public funds, or would at least tie up funds which might be used for other state purposes. The present policy of reappropriating to the University all receipts is sound and businesslike and should be continued."

2. *Funds for Summer Session*.—The Board of Regents, in providing for the summer session of 1918, set aside for the first time a definite appropriation for the conduct of the session. This action was taken in accordance with a recommendation of Dean L. D. Coffman, Director of the Summer Session. The appropriation was \$22,000.

3. *Financial aid for students*.—Earlier in this report, (page 48) a statement has been made in regard to the Free and Service Scholarships provided for students. On May 1, 1917, the Board of Regents, in the light of the successful experiment in the use of these scholarships, voted to continue them for the second year (1917-18) of the biennium.

The Laws of 1917, Chapter 279, provided for the refundment of tuition fees up to a maximum amount of \$250 to each student who served as a soldier on the Mexican border.

At the meeting of the Regents held on June 19, 1918, in accordance with plans of the American Council on Education, it was voted to remit the tuition and fees of five French visiting scholars. Many of the leading American universities have cooperated in this plan which can not fail to produce international good-will and mutual understanding of great benefit to both France and America.

4. *Increased fees*.—In view of the increased cost of living it became necessary to increase the resident fee for Sanford Hall, the dormitory for women, from \$225 to \$250 per year beginning in September, 1918. It is now the definite policy of the University to insist upon all its dining halls and dormitories being self-supporting.

On June 3, 1918, the Board of Regents voted to increase the tuition fee of the University High School from \$5 to \$10 per semester beginning with the opening of the school in 1918.

5. *Gifts*.—It is appropriate to record here the gifts made to the University during the past biennium. The Board of Regents

wishes to express its genuine appreciation of each one of these gifts. Aside from the large contribution establishing the Mayo Foundation, the following gifts have been presented:

- Scholarship in Otology, by Dr. Horace Newhart.
 Scholarships and prizes given by individuals and organizations for Northwest School and Station, Crookston.
 Gift of books, by Dr. H. T. Eddy.
 \$1,000 by Mrs. Chas. M. Loring, for the furnishing of an additional cottage for University women.
 \$200 for Scholarship in Otology (anonymous).
 \$2,250 by Dr. F. C. Todd, for Teaching Fellowship in Ophthalmology and Oto-Laryngology.
 \$2,250 by Dr. F. E. Burch, for Teaching Fellowship in Ophthalmology and Oto-Laryngology.
 Small Deister Concentrator, laboratory size, by Deister Machine Co., Fort Wayne, Ind.
 130 volumes of technical books and pamphlets by Edward P. Burch.
 \$75 Scholarship in Pharmacy, by Minnesota State Pharmaceutical Association. To be awarded annually.
 Habitat group of white-tailed deer, by F. G. Atkinson, to Zoological Museum.
 Herbarium and botanical library from L. H. Moyer of Montevideo, Minn.
 \$350 Scholarship in Department of German.
 \$1,000 for establishment of Scholarships for women, donated by Regent Partridge and other friends of the University.
 Fifteenth-century broadsword, by Lieut. Col. Geo. Thorpe of the U. S. Marines.
 Pair of Poland China pigs to Northwest School and Station, Crookston, by M. A. Helgeson, of Crookston.
 Library of Engineers' Club of Minneapolis.
 Furniture, linen, and belongings in Northrop, Folwell, Loring, and Winchell Cottages, by Faculty Women's Club.
 Horse to Department of Agriculture, by Dr. G. E. Vincent.
 Hydraulic dynamometer, by Studebaker Corporation.
 Prizes in History offered by H. V. Jones of the *Minneapolis Journal*.
 Painting of Dr. G. E. Vincent.
 Two and one-half horse-power gasoline engine to the Department of Agricultural Engineering, by Montgomery Ward & Co.

PHYSICAL PLANT AND EQUIPMENT

Little needs to be said about the physical plant of the University. War conditions have kept building operations at a minimum. The state in 1917 provided for the biennium a total of \$125,250 for buildings. Doubtless, in view of the war, this was

a wise and inevitable decision. Of this amount approximately \$56,000 was spent for the dining hall and assembly room at Morris. As compared with earlier appropriations this amount seemed hopelessly inadequate to meet the needs of the entire University. It is confidently to be expected that a large appropriation will be made by the Legislature of 1919 to meet the accumulated and serious building needs of the University. This entire situation has been set forth at the beginning of this report where the needs of the biennium are outlined.

During the past two years (August 1, 1916 to July 31, 1918) the list of new buildings that have been constructed and of the additions to existing structures that have been made is as follows:

University Campus

Interne's Suite Roof House, Service Building, Hospital...	\$7,500.00
Addition to Ore Testing Building for use of U. S. Bureau of Mines	3,800.00
Garage for housing of cars used by Vocational Students, S. A. T. C. This was completed before Aug. 1, 1918, but additions such as interior lining and heat have since been added.....	1,600.00

Farm Campus

Hog Barn	700.00
Beef Cattle Barn and two Silos.....	30,100.00
Seed Storage Plant	15,000.00

Crookston

Dwelling House No. 2.....	4,800.00
---------------------------	----------

Morris

Forge Shop and Engineering Building.....	25,200.00
Dining Hall and Assembly Hall.....	56,000.00
Sheep Barn	3,500.00

Duluth

Granary	500.00
Garage	500.00

Cloquet

Cottage	1,600.00
Barn	800.00

Grand Rapids

Horse Barn and Sheep Shed.....	5,500.00
--------------------------------	----------

A SURVEY OF THE COLLEGES, ETC.

In the following statements an effort has been made to state succinctly the outstanding features of the work of the separate schools and colleges during the past biennium. Anyone who desires a full account of the activities of the various parts of the University should refer to the President's reports where the annual reports of the deans and other administrative officers will be found.

College of Science, Literature, and the Arts.—(1) Division of the work of the College into Junior and Senior Colleges; (2) certain changes in the curriculum in the direction of simplification and clearer statement of the requirements; (3) beginning of investigations to discover some form of examination or test which should be a reliable and just means of determining the fitness of students to undertake university work; (4) organization of the five-year Course in Training for Social and Civic Work; (5) separation of the Department of Psychology from that of Philosophy and appointment of a new staff in Psychology; (6) appointment of a Vocational Adviser for Women; (7) Department of Architecture recognized as a department of this College and a four-year Course in Interior Decoration and a six-year Course in Arts and Architecture announced; (8) change of the degree for the four-year course in Music to Bachelor of Music; (9) the educational work of the College has been hampered by the continued growth in 1916-17; and by the curtailment of income and reduction of the faculty in 1917-18 owing to the entrance of the country into the war.

College of Engineering and Architecture.—(1) Entrance requirements to the College of Engineering and Architecture have been changed to conform more nearly to those of the College of Science, Literature, and the Arts; (2) the Engineering degrees have been changed to conform to the practice of other institutions; (3) the course in Architectural Engineering has been re-established; (4) the various Engineering courses in the College were rearranged at the request of the War and Navy Departments so that men would be better prepared to enter army and navy service; (5) the Experimental Engineering Department was used a portion of the year for the instruction of automobile

mechanics and machinists mates for the United States Government. The Electrical Engineering Department instructed men for the Signal Corps particularly as radio operators and telephone electricians. The Mechanical Engineering shops were used for the instruction of blacksmiths, machinists, and machinists mates in pattern making.

The Department of Agriculture.—(1) The organization of the department into administrative units under supervision of a responsible officer made more definite and progress made on the plan of organizing subject-matter Divisions into Groups for correlation and coördination of work along closely associated lines; (2) the abandonment of the separate College of Forestry and organization of all collegiate work of the Department into a single College of Agriculture, Forestry, and Home Economics; (3) a sharper distinction followed by a closer coördination between the work of the College and that of the Schools of Agriculture, with the adoption of a definite plan whereby graduates of the School may secure entrance to the College; (4) the chairmanship system of supervision of Divisions abandoned in favor of appointment of a permanent Chief of each Division; (5) inauguration of courses for training of teachers in agriculture and home economics under the terms of the Smith-Hughes act; (6) completion of the plan for unification of teacher-training work with the College of Education; (7) enlargement of facilities for instruction in Rural Journalism; (8) reorganization and enlargement of the instruction in Agricultural Engineering so as to lay greater emphasis upon the work with farm motors and farm machinery; (9) additional elective courses in the School of Agriculture in order to permit students to prepare themselves specifically for the kind of farm life and work which they expect to pursue; (10) establishment of systematic supervision of the summer work of the students from each of the three Schools; (11) organization of the Experiment Station staff into committees to coöperate with state and national agencies for the promotion of war work; (12) a total of 1,618 army men given an eight-week's intensive course of training in carpentry, bench wood-working, blacksmithing or electrical work, with facilities for military drill and housing and food furnished by the Department; (13) active participation in the campaign for increased

food production and conservation, including service by members of the Department as Federal Food Administration officials for Minnesota, organization of a Farm Bureau in each of the eighty-six counties of the state with a county agricultural agent in each one and a home demonstrator in four counties, the conducting of special concentration courses for college students as preparation for leadership in this work, an almost complete revolution in methods and material used for agricultural extension work, and the enlistment of a large number of men in special war time work; (14) the following publications issued:

15 Experiment Station Bulletins.....	652 pages	128,500 copies
3 Reprints	192 pages	40,000 copies
9 Annual reports	407 pages	24,500 copies
5 Farmers' Library Series.....	66 pages	365,000 copies
3 Reprints	48 pages	75,000 copies
22 Special Series	214 pages	235,000 copies
4 Miscellaneous publications	23 pages	85,000 copies
91 Articles in scientific journals		

(15) a new dining hall constructed at Morris, and special alterations and repairs made on the Home Economics, Agricultural Chemistry, Horticulture, Administration, Veterinary Science, and Machine Shed buildings at University Farm; (16) better coöperative arrangements established with other agencies for promotion of agricultural conditions and development work throughout the state.

The Law School.—(1) First semester attendance, 1916-17, increased 30 per cent, the second semester witnessed the loss of two professors by reason of calls to eastern schools, and the student body disintegrated through enlistments; (2) first semester attendance 1917-18 decreased by reason of the selective draft and enlistments, 40 per cent, and before the end of the second semester had reached 74; Professor Thurston had enlisted and was a Lieutenant Colonel in the Judge Advocate General's office; Professor Everett Fraser, Dean of the George Washington Law School, elected as professor of Law in the spring of 1917 assumed his position, Mr. Wilbur F. Cherry was elected a professor giving two-thirds time, Mr. A. L. Fletcher was elected as instructor, Judge A. A. Bruce, Chief Justice of the Supreme Court of North Dakota was elected a professor of Law in the spring of 1918; (3) strength of character and fidelity of purpose shown

by students and faculty in the quality of work done amid the confusion and distraction incident to the continual change in the student body and faculty due to war conditions; (4) development of the finest traits in character among the student body by the further expansion of the Law School Council and the Honor System; (5) continued success of the *Minnesota Law Review*, an inspiration to the student body and faculty, strengthening the work of the student body, and rendering a real service to the bar; (6) addition during the biennium of 3,011 volumes to the Law Library.

The Medical School.—(1) Further development of graduate work and granting of first advanced degrees in clinical subjects; (2) organization in coöperation with the School of Education of a Psychologic and Psychiatric Clinic; (3) large contribution to war service, including organization of Base Hospital 26 (University of Minnesota Unit); (4) extension of practically full time principle to Department of Pediatrics; Dr. J. P. Sedgwick, Chief; (5) training of 400 Hospital Corps men for the Navy; (6) Bachelor of Medicine conferred on class of 1918 as a war measure; (7) coöperation with State Board of Health in problem of control of venereal disease.

The College of Dentistry.—(1) The response of the alumni, faculty, and students to the call of the government for service in various ways; (2) the establishment of the five-year course; (3) the establishment of extension courses at stated periods and throughout the year; (4) the first announcement of definite graduate work; (5) the first announcement of the Mayo Fellowships in dentistry.

The School of Mines.—(1) Manganiferous ore as a war mineral investigation; (2) investigation in coöperation with United States Bureau of Mines of the Jones' Process for the reduction of manganese ores; (3) roasting and leaching of manganiferous iron ores; (4) investigation in coöperation with United States Bureau of Mines of the Bourcoud Process for the reduction of iron ores; (5) continued investigation of the eastern Mesabi magnetites; (6) coöperative mining field work with the United States Bureau of Mines on the manganiferous deposits of the Cuyuna range; (7) final coöperative agreement with the United States Bureau of Mines resulting in the establishment of the Lake

Superior Station on the University campus; (8) ore estimating for the Tax Commission; (9) revised maps of the iron ranges; (10) metallographic investigation with the United States Bureau of Mines covering the use of domestic alloys in open-hearth steel work; (11) metallographic investigation of the forging practice on railway material; (12) identification of numerous samples and conferences with interested parties; (13) numerous tests on improving the value of low-grade iron ores and ore material.

The College of Pharmacy.—(1) Abolition of the old two-year course and establishment of a three-year minimum course generally approved; (2) no diminution in enrollment because of advanced entrance and graduation requirements; (3) proposed increase in faculty and plans for strengthening and popularizing the four-year and higher courses deferred temporarily on account of war conditions; (4) graduated the first student from the six-year course; (5) upwards of one hundred and fifty students and graduates were in war service; (6) the College prepared for the Medical Department of the United States Army over eight thousand bottles of tincture of digitalis from drug grown in the College medicinal plant garden; (7) senior students dispensed under competent supervision 42,011 physicians' prescriptions; (8) physicians' prescription specification of College-grown digitalis is increasing rapidly.

The School of Chemistry.—(1) Further equipment of the Chemical Laboratory; (2) research work on various problems continued throughout the first year of the biennium, but materially interfered with during the second year because many graduate students were called into war service; (3) several members of the faculty granted leave of absence for the duration of the war to enter government service; (4) continuation of survey of industrial work throughout the state.

The College of Education.—(1) Actual number of students registered (a) 1916-17, 206; (b) 1917-18, 217; (2) actual number of students receiving professional instruction registered in this and other colleges (a) 1916-17, 1,111; (b) 1917-18, 1,391; enrollment of University High School increased 62 per cent during the biennium; (4) conference of high-school teachers of English, history, mathematics, home economics, commercial subjects; (5) Short Course for Superintendents and Principals held

in conjunction with the Superintendents' Section of the M. E. A.; (6) Bureau of Research in coöperation with one hundred English teachers of the state carried on experiment for measuring growth in ability of pupils to write English composition; (7) Handicraft Guild taken over by the University and made the Department of Art Education of the College of Education; (8) College of Education established as a professional school and organized by departments and curricula; (9) College of Education designated as the agency for training of teachers in trade and industries.

The Graduate School.—The entrance of America into the war falls in this biennium. The war simply transferred a large part of our graduate work—faculty, students, and facilities, visibly and directly into the service of the nation. America at war turned to its trained men in chemistry, physics, geology, psychology, medicine, agriculture, economics, law, politics, history. The government service took either directly or indirectly not only the research and scientific staff on this campus and at the Mayo Foundation, but it took the best of their graduate students with them. The spirit, personnel, and methods of the Graduate School at Minnesota have been part of the state's contribution to the winning of the war. Without the development of science and research in the graduate schools of America in the last twenty-five years, this country could not have played its part in overwhelming Germany which had put all its science at the service of a militaristic state. If the state had not supported it even modestly the University would have made no showing in the fields where research and special training were absolutely vital to the war program.

All the processes of peace are ultimately dependent for proper guidance and methods upon studies and investigations made by the trained specialist. The education of this type is the work of the Graduate School. Not a great deal has been done in the last two years directly on the campus, but in the larger business of the nation, the Graduate School and the type of instructor and student it encourages has done the important thing of justifying research and advanced scholarship in a democracy.

Report of the Dean of Women.—(1) The various women's self-government associations of the different colleges have been merged into one Women's Self-Government Association of the

whole University; this organization has been largely responsible for the successful management of the University social life and has been active in many phases of war work and benevolent enterprises; its "Big Sister" system assists freshmen throughout the year, but especially during registration week; its House Council has been most efficient in regulating the dormitories, sorority houses, coöperative houses, and lodging-houses, both at the farm campus and the main campus; (2) Sanford Hall has been most successfully managed, but several hundred applications have had to be refused for lack of room; (3) four coöperative cottages, housing about sixty girls, are permanently established and have accomplished their purpose of giving these University girls a real home; (4) the establishment of a Housing Bureau has put the inspection of all lodging-houses for women under the able management of Mrs. Jessie S. Ladd, who also attends to the securing of accommodations for students in these houses; (5) the appointment of a Vocational Adviser for Women has stimulated interest in vocational subjects; (6) the St. Paul College Club is at present providing three scholarships of \$150 each; the Minneapolis College Women's Club provides one scholarship of \$100; Mr. George H. Partridge contributes several scholarships annually for the help of poor girls; (7) many girls have been helped with loans from the Loan Fund for Women Students of the University, established by Mrs. George E. Vincent, and repayment of loans is fairly satisfactory.

The Library.—(1) 35,249 volumes added to the Library at an expense of \$63,960.33; (2) 350,000 used in reading-rooms and loaned for outside use; (3) many books loaned to students and citizens in all parts of the state; (4) reading-rooms unable to accommodate all those who wish to use the Library; (5) sales of University publications increasing; (6) catalog of books on seventeenth century English history ready for publication.

Agricultural Extension.—(1) Farmers' Institutes held 606 meetings, attendance 86,730; 50,000 copies of *Farmers' Institute Annual* No. 29, and 40,000 copies of *Farmers' Institute Annual* No. 30 distributed; (2) 2 state leaders, 6 assistant state leaders, and 70 local leaders, whose territory has been a county or less, conducted industrial contests, organized boys' and girls' clubs, and promoted agriculture and home economics in rural

schools; eleven different boys' and girls' club projects had an enrollment of 28,500, and produced farm products and canned goods to the value of \$240,725.90; (3) judges furnished for 239 county, street, and community fairs and festivals; (4) three bulletins sent to a mailing list of over 55,000 names; 24 numbers each year of *University Farm Press News* issued to local papers; reprints of six extension bulletins to supply individual requests; 239,082 bulletins sent to farmers and others making request; 12 special bulletins issued, total 180,000 copies; (5) county agent personnel increased from 21 to 86 at close of period, with 6 district leaders, to give scientific instruction and demonstrations; (6) 59 farmers' short courses held with total attendance of 26,753; (7) 18 privately owned farms operated for demonstration purposes under the direction of the Division; (8) 26 cow testing associations in operation under direction of Division; 14 other associations unable to continue because of lack of competent testers; (9) assistance given in organizing livestock shipping associations—over 450 shipping associations now in operation; (10) assistance given in organizing farmers' clubs and in furnishing programs for same; 1,200 farmers' clubs listed with Division; (11) 760 farmers assisted in starting system of farm accounts; 147 farmers assisted in completing summaries of farm business for the year; (13) 25 demonstrations conducted in liming soils for production of alfalfa and other crops; (14) intensive campaigns carried on each year for the selection and testing of seed corn; (15) information gathered on condition of all creameries in the state, and assistance given to weaker creameries; (16) over 900 blue prints of poultry houses and barn plans furnished interested parties; (17) extensive campaigns conducted for the eradication of smuts of grain crops and diseases of potatoes.

General Extension Division.—The war had the effect of curtailing the normal activities of the Division. A brief summary of the work done during the biennium follows: (1) evening classes in business, engineering, and collegiate subjects conducted in Minneapolis, St. Paul, Duluth, Stillwater, and Red Wing; total semester registrations for the biennium, 7,516; (2) contracts for University Weeks entered into with 12 towns for June, 1917, but abandoned because of the United States' participation in the

war; (3) correspondence courses in business, engineering, and collegiate subjects offered to the general public; total number of registrations for the biennium, 416; (4) short courses conducted during the biennium; annual Course in Merchandising, registration for biennium 250; Red Cross work, registration 60; Historical Backgrounds of the War (Winona), registration 109; Training Course for Volunteers in Social Service Work, registration 41; Short Course for Dentists, registration 50; (5) 1,029 sets of lantern slides lent to schools in 157 towns; (6) 316 localities supplied with lyceum courses of lectures and entertainments; 26 towns supplied with single lectures or entertainments; 72 towns furnished commencement speakers; total number of these engagements filled, 1,672; in addition patriotic addresses were supplied to 49 communities, and 16 lectures and entertainments were furnished to Camp Dodge; (7) Drama Service answered 714 inquiries and assisted organizations in 419 towns in selecting plays for amateur production; 3,061 copies of plays were sent out; (8) an organizer and adviser were sent out to coöperate in organizing community centers; advice given to commercial clubs with reference to extending the circle of their activities; (9) Municipal Reference Bureau affiliated with the League of Minnesota Municipalities; League membership 136 villages and cities in the state; bimonthly magazine, *Minnesota Municipalities*, edited by the Secretary of the Municipal Reference Bureau, established by the League as official publication; organization of National Septic Process Protective League to defend patent litigation threatened against cities, encouraged and participated in; 174 villages and cities supplied with information by the Bureau, 450 inquiries answered; (10) state-wide organization of commercial clubs stimulated and perfected; now suspended because of war conditions; (11) Information Bureau maintained on government publications and activities during the war; numerous inquiries answered; (12) assistance rendered through organization and personnel to successive campaigns for Liberty Loans, Red Cross, Y. M. C. A., and other activities; service of one man lent to National War Camp Lecture Bureau for one month and to Northwest Red Cross Campaigns for six weeks; (13) 35,000 bulletins on various phases of the Extension work prepared and circulated.

Physical Education for Men.—(1) Physical examinations made and recorded, 5,900; (2) special lecture on sex hygiene given to 2,553 men; (3) disease census taken of 2,353 freshmen; (4) gymnasium instruction given to 1,386; (5) lectures in personal hygiene were given to 1,408 students; (6) efficiency tests in various athletic and gymnastic events applied to all students in required physical education courses; (7) contests in football (including soccer), baseball, basket-ball, handball, swimming, boxing, and wrestling organized and conducted; (8) an athletic fraternity to encourage all-round physical development promoted; (9) interfraternity athletic league organized as formerly.

Physical Education for Women.—(1) Physical examinations made and recorded for all women students entering the University: 1916-17, 725; 1917-18, 669; (2) follow-up work in health carried on for freshmen through biweekly habit reports, consultations, and by physical reexamination in the spring; for sophomores and juniors by annual interviews; (3) physical examinations made of all senior women applicants for teachers' certificates, and estimate of their vigor and power of service furnished for College of Education; (4) visits made to schools at Morris and Crookston for physical examination and health talks; (5) physical examinations made of all entrants in School of Agriculture and University High School; (6) course of twelve lectures in Personal Hygiene given to freshman women; (7) semester courses in Personal Hygiene and Family Hygiene given for upperclass women; (8) gymnasium class work required of all freshmen, graded in three groups according to physical condition—large classes of girls in strong and fairly strong condition, small, carefully supervised classes of girls needing corrective and remedial exercise; (9) swimming required of all sophomores who could not pass test; (10) elective gymnasium work included gymnastics, esthetic and folk dancing, fencing, swimming, group and team games; (11) contests held in basket-ball, swimming, tennis, field-hockey, baseball, newcomb, volley-ball, and ice-hockey, the last being an innovation; (12) open-air field-day for games and sports held in spring; (13) gymnasium classes organized for freshman and sophomore classes in University High School; (14) teachers' courses in gymnastics, games, and dances organized in summer session; (15) close coöperation of

Women's Athletic Association with this department continued with very helpful results in stimulating interest in exercise.

Military Department.—(1) Students enrolled for military instruction in Reserve Officers' Training Corps, 1,311; (2) cadets other than members of R. O. T. C., 350; (3) R. O. T. C. summer training camp, one month, 127 selected members making up the total quota; (4) Students' Army Training Corps, camp two months, 132 selected members of the R. O. T. C. unit comprising the quota; (5) during the war emergency, several hundred men once trained in the Military Department were given commissions in the United States Army; (6) thousands of men who received instruction in the Military Department served in the ranks of the United States Army in a very responsible capacity; (7) for the fifth consecutive year the work of the Military Department has given the University the designation of "distinguished college"; (8) complete uniforms, arms and other equipment now on hand to equip completely members of the Reserve Officers' Training Corps.

The Geological Survey.—During the past biennial period, the coöperation with the United States Geological Survey was discontinued. The nature of the work of the Minnesota Geological Survey and of the United States Geological Survey has changed somewhat, because of problems which have arisen in connection with the war. Owing to the demand for certain materials, these Surveys have either discontinued or have spent less effort upon systematic mapping, and were more largely engaged in the problems of immediate interest. Our coöperation with the School of Mines was continued, and we coöperated with the School of Mines Experiment Station and the United States Bureau of Mines in the investigation of concentration of iron and manganese ores.

During the biennium, the map to accompany the bulletin on the surface formations and agricultural conditions of the southern half of Minnesota has been completed and it is now ready for distribution. The text is now in page proof and will be issued within a short time. The survey has also completed a report on the geology of east central Minnesota, including the Cuyuna iron ore district, by E. C. Harder and A. W. Johnston. This bulletin, which comprises 178 pages and a considerable

number of maps, is of interest in connection with the exploration of the Cuyuna range for iron and manganese ores. This range probably contains the largest body of manganiferous iron ore in the United States, and was an important factor in supplying our furnaces during the recent period, when foreign ores could no longer be imported. The field work has been completed for a report on the geology of the east Mesabi iron range. This work was done by F. F. Grout and T. M. Broderick. During the past two years this portion of the range has been developed and a plant in Duluth has been engaged in concentrating these ores which are suitable for making a very high-grade steel product. A bulletin by E. K. Soper has been issued on the peat deposits of Minnesota. In this the extent of the deposits is shown and numerous soundings are reported, together with analyses showing the character of the peat. There have been issued, also, in connection with the United States Geological Survey, a bulletin on the building and ornamental stones of Minnesota, and one on the clays and shales of Minnesota.

Other investigations that are in progress or soon to be undertaken include: (1) magnetic iron ores in igneous rocks of northern Minnesota; (2) survey of limestones and marls of Minnesota; (3) water resources of the northern half of Minnesota; (4) surveys of deposits of graphite, feldspars, and colored shales; (5) the location of road materials in Minnesota; (6) educational bulletins; (7) foundry sands for steel, iron, and brass foundries; (8) pyrite deposits. In addition to the more comprehensive investigations outlined above, many inquiries are received in the office of the Survey concerning the geologic structure in different parts of the state, by those who contemplate drilling for water or ore.

The Botanical Survey.—(1) Under the direction of the Division of Soils a survey of the native vegetation of the Peat Experiment Farms at Golden Valley, Goodridge, Grand Rapids, Fens, and the Northeast Station at Duluth has been carried on, the work supported by the Division of Soils; (2) a survey has been made of northern Minnesota bogs for the purpose of discovering species of sphagnum moss suitable for surgical dressings and of locating extensive bogs containing the most promising

species of the moss, the work supported by the Geological Survey; (3) systematic and phytogeographic studies of the southeastern and eastern portions of the state have been carried on together with studies on the factors determining the ranges within the state of some of the principal forest trees, the work done at private expense; (4) publications: no publications have been issued by the survey during the biennium; (5) publications of which the edition is exhausted: *Trees and Shrubs of Minnesota*; *Guide to Ferns and Fern Allies*; *Guide to Mushrooms*.

Committee on Physical Education, and Intramural Sports.—

(1) Interclass, intercollege, and interfraternity contests in basket-ball and baseball, intercollege and interfraternity contests in swimming and hockey, intercollege football, intercollege and all-University tennis and track, all-University wrestling and gymnastics, intercollege, interfraternity, and all-University handball, the supervision of Sigma Delta Psi athletic trials; (2) supervision of tennis-courts, ball grounds, hockey rinks, etc.; codifying rules for games and drawing up schedules, supplying equipment such as tennis-balls, hockey pucks, baseballs, etc.; (3) under management of the Women's Athletic Association—girls' contests in tennis, basket-ball, swimming, baseball, cricket, field-hockey, newcomb, and volley-ball.

The Academic Fraternities.—(1) Card index of fraternity men and pledged men kept; (2) moral and material conditions of the fraternities exceptionally good; (3) fraternity scholarship has maintained a slight superiority over non-fraternity scholarship established during 1915-16; (4) material prosperity of the fraternities seriously affected by enlistments prior to August, 1918. Before this date the majority of the active fraternity members had joined some branch of the United States service.

The General Alumni Association.—(1) *Alumni Weekly* published regularly—now in its eighteenth year; (2) *Handbook of Alumni Work* completed and financed; (3) Association represented at meeting of Association of Alumni Secretaries at Yale; (4) membership in American University Union in Europe financed; (5) reorganization of Association completed; (6) cooperation with intercollegiate intelligence bureau in war work; (7) assisted in providing a service medal for men and women in service; (8) kept up war records until University appointed

special clerk for this purpose; (9) Committee on Grounds and Buildings created and active—recommendations adopted; (10) Marjorie Sloane, assistant secretary, for ten years in the service of the Association, resigned to be married; (11) list of men in service published as special number of the *Weekly*; (12) endowment fund of Association now amounts to \$31,172.09; (13) celebrated fiftieth anniversary of founding of the University; (14) Proceedings of celebration published as special number of the *Weekly*; (15) planning for a change in *Weekly* and campaign to increase subscription list; (16) suggested plans for a state memorial to Minnesota men and women for University campus.

PROBLEMS AHEAD

In the annual report of the President for the year 1917-18 the outstanding problems of the University are discussed. The statement of the needs of the next biennium printed at the beginning of this volume (pages 7-33) sets forth in concrete form the situation of the University. Without any qualification our greatest problem concerns the general salary situation. The high cost of living has virtually produced a sharp reduction in income for everyone who lives on a salary. The building needs of the University can only be met by a far-seeing, systematic, comprehensive building plan looking at least to a period of development covering the next ten years. Included within this program should be a plan for the establishment of systems of dormitories. Large funds should be available for campus maintenance. Continuous attention must be given to the problems of student life. All forces which make for the unity and cohesion of the student body must be encouraged and strengthened.

In this new era of reconstruction the University stands ready to serve the state in every possible way. The war has vindicated beyond all intelligent doubting the supreme value of education to a state and nation. Surely in this critical period, every effort will be made to strengthen this institution and to provide it with the resources and equipment necessary for its largest usefulness to the people of Minnesota.

Respectfully submitted,

M. L. BURTON,

President

FINANCIAL REPORT
FOR THE
FISCAL YEARS ENDING JULY 31, 1917
AND JULY 31, 1918

THE COMPTROLLER'S REPORT

To the President of the University:

SIR: I submit herewith a report of the financial operations of the University covering the biennial period ending July 31, 1918.

The organization.—The past two years have brought many changes in the personnel of the Business Office. Mr. H. J. Loucks, former purchasing agent, resigned to accept a position with the Washburn-Crosby Company. Mr. R. S. Callaway, who was at that time general storekeeper, was promoted to the position of purchasing agent with Mr. C. J. Holmes, former order clerk, as his assistant. Mr. A. H. Reed was made general storekeeper but resigned shortly, and Miss Annette Dryg, former secretary to the Dean of the Agricultural Department, was appointed his successor.

In addition to these changes, the business organization has had to adapt itself to the absence of some of its most efficient young men who resigned for war service.

ROLL OF ENLISTED MEN

E. R. Bullis	Parry Phillips
W. W. Stocking	Clarence Williams
B. J. Kohler	Bert Norman
Walter Huebner	Arne Herewick
Herman A. Preus	Oscar Helm

A. B. Gunnerson

Payment of claims.—The last Legislature enacted a bill providing for the payment of claims by voucher warrants, which has greatly simplified the business system. The more prompt payment of claims made possible by this bill is exceedingly satisfactory. It has enabled us to take advantage of cash discounts and secures a lower net price.

Budget system.—The book budget record in the Business Office and copies in duplicate in departments have been discontinued, and in their place have been substituted duplicate statement records similar to bank statements. The original copy is sent to departments for their record and the duplicate is retained in the Business Office. This method is giving general satisfaction.

Audit of accounts.—A very complete audit of the accounts of the University has been made each year by representatives of the Public Examiner, and much benefit has been derived from suggestions and co-operation in improving the system. I wish to express appreciation for the assistance and constructive work of the Public Examiner's department.

Consolidation of funds.—Previous to the last session of the Legislature, appropriations for the University were divided into several funds for different projects. In the year 1911 our books show a record of more than 200 funds. The number of funds was reduced in 1916 to approximately 100, and the last Legislature made only two appropriations, one

for maintenance and one for buildings. The accounting for expenditures based on the approximate restrictions in the appropriation bill, together with the classification of expenditures by departments as shown in the following tables of this report, gives, in my judgment, all the information that can be desired.

The University trolley system.—A statement for the year ending July 31, 1915, shows a surplus from operation of the inter-campus trolley system of approximately 12½ per cent, in consideration of which a slight reduction in the fares and also in the charge for switching coal was made. The statement for the year ending July 31, 1916, shows an increase in passenger fares resulting in a surplus from operation of approximately 13 per cent, which indicates that the reduction under normal conditions was warranted.

The entry of the United States into the war has reduced the passenger traffic, affecting the income seriously. By reducing the service, however, we have been able to operate without a loss, as will be shown by the financial statements which follow. The financial operation has exceeded all expectations, and there is no doubt that with the return of normal attendance and class work a more favorable showing will be made.

The strongest argument in favor of the trolley system was the elimination of duplicate classes on the two campuses, resulting in relieving in a measure the necessity for additional instructional force, and reducing the building needs.

I desire to repeat the recommendations made in the last report that provision be made for double-tracking the line. This would result in a saving in the expense of operation and permit a faster schedule between the campuses.

I desire also to repeat my recommendation that a budget be provided, under the maintenance fund, for tickets to be distributed to students compelled to transfer from campus to campus for classes. The saving in instruction and buildings fully justifies this change.

FINANCIAL REPORT

139

FINANCIAL STATEMENT

INTER-CAMPUS TROLLEY SYSTEM

August 1, 1916, to July 31, 1917

Operation

DEBTOR

Operating Passenger Cars.....	\$7,442.50	
Operating Switch Cars.....	1,625.71	
Track Maintenance	853.91	
Electric Maintenance	386.29	
Switch Car Maintenance.....	81.93	
Overhead Maintenance	115.41	
Service of Snow Plow.....	173.06	
Accident Expense	46.33	
Tickets and Printing.....	109.30	
Repairs to Eustis Station.....	5.95	
Miscellaneous	3.55	
		<hr/>
Surplus		\$10,843.94
		627.29
		<hr/>
		\$11,471.23

Capital Expenditure

DEBTOR

Shingling Sides of Eustis Station.....	\$3.65	
Installing Storm Window and Mirror at Eustis Station	3.50	
		<hr/>
		\$7.15
Erecting Shelter at Eustis Station....		17.70
Wire Fence at Viaduct.....		6.25
Wire Fence at Bridge.....		7.31
Tools		7.09
Construction of Spur:		
C. J. Hog, balance of contract....	532.60	
Engineering Service	17.50	
Freight and Express.....	74.73	
Electrification	590.60	
		<hr/>
		1,215.43
		<hr/>
		\$1,260.93

TWENTIETH BIENNIAL REPORT

FINANCIAL STATEMENT

INTER-CAMPUS TROLLEY SYSTEM

August 1, 1916, to July 31, 1917

Operation

	CREDITOR
Passenger Fares—	
Cash	\$2,720.50
Tickets	5,160.78
Summer Session*	364.22
Switching Coal	1,895.73
Switching Miscellaneous	320.00
Switch Car Service, Campus to Campus, 202 Round Trips at \$5.00.....	1,010.00
	\$11,471.23

Capital Expenditure

	CREDITOR
Current Surplus from Operation.....	\$627.29
Paid from Support.....	633.64
	\$1,260.93

* Transfer from Summer School budget to Inter-Campus Trolley Fund on account of a deficit in operation of passenger cars during Summer School, in accordance with a prearranged understanding.

FINANCIAL REPORT

141

FINANCIAL STATEMENT

INTER-CAMPUS TROLLEY SYSTEM

August 1, 1917, to July 31, 1918

Operation

DEBTOR

Operating Passenger Cars.....	\$8,327.45	
Operating Switch Cars	2,088.19	
Switch Car Maintenance.....	25.38	
Service of Snow Plow.....	22.14	
Electrical Repairs	216.36	
Track Maintenance	423.65	
Repairs at Eustis Station.....	75.27	
Tickets and Printing	96.60	
Miscellaneous Supplies	10.94	
		<hr/>
Surplus to Support.....		\$11,285.98
Surplus to Capital Expenditures.....		438.34
		<hr/>
		\$11,736.20

Capital Expenditure

DEBTOR

Final Balance—		
Extending Track at Cold Storage Plant.....	\$11.88	
		<hr/>
		\$11.88

TWENTIETH BIENNIAL REPORT

FINANCIAL STATEMENT

INTER-CAMPUS TROLLEY SYSTEM

August 1, 1917, to July 31, 1918

Operation

	CREDITOR
Passenger Fares—	
Cash	\$2,149.15
Tickets	3,958.00
Tickets Special	5.70
Special Car	2.50
Summer Session*	382.47
Switching Coal	3,448.38
Switching Miscellaneous	292.50
Switching for Departments.....	422.50
Switch Car Service, Campus to Campus, 215 Trips at \$5.00	1,075.00
	\$11,736.20

Capital Expenditure

	CREDITOR
Surplus	\$11.88
	\$11.88

* Transfer from Summer School budget to Inter-Campus Trolley Fund on account of a deficit in operation of passenger cars during Summer School, in accordance with a prearranged understanding.

Mayo Foundation.—The agreement approved by the Board of Regents September 13, 1917, whereby certain securities aggregating approximately \$1,650,000 were turned over to the Board of Regents for the Mayo Foundation for Medical Education and Research, provides that the income shall be added to the principal until the same shall amount to \$2,000,000, and further provides for the donation by William J. Mayo and Charles H. Mayo of money required for conducting the Foundation until the principal of the endowment shall reach \$2,000,000. The income from the principal since September 13, 1917, \$75,203.25, together with the cash balance on hand, \$536.54, and the redemption of securities, \$18,500, total \$94,239.79, has been reinvested as follows:

12 Lincoln Co., Minn., Drainage Ditch Bonds			
Face value	\$12,000.00		
Accrued interest	8.73		
Premium	288.00		
			\$12,296.73
21 Blue Earth Co., Minn., Drainage Ditch Bonds			
Face value	21,000.00		
Accrued interest	32.13		
Premium	551.40		
			21,583.53
16 Blue Earth Co., Minn., Drainage Ditch Bonds			
Face value	16,000.00		
Accrued interest	62.22		
			16,062.22
9 Swift Co., Minn., Drainage Ditch Bonds			
Face value	9,000.00		
Accrued interest	58.75		
			9,058.75
9 Martin Co., Minn., Drainage Ditch Bonds			
Face value	7,500.00		
Accrued interest	92.81		
Premium	212.00		
			7,804.81
5 Renville Co., Minn., Drainage Ditch Bonds			
Face value	5,000.00		
Accrued interest	91.66		
			5,091.66
20 Meeker Co., Minn., Drainage Ditch Bonds			
Face value	20,000.00		
Accrued interest	61.10		
Premium	240.80		
			20,301.90
Total cost of securities purchased.....			\$92,199.60
Interest refunded and exchange.....			1,503.65
Total disbursements			\$93,703.25
Cash on hand to balance.....			536.54
			<u>\$94,239.79</u>

A budget in the sum of \$140,166 was prepared for the fiscal year ending July 31, 1918; the expenditures during the year were \$126,064.76, which was donated by Drs. William J. Mayo and Charles H. Mayo. This expenditure is for payroll, supplies, and expenses only, and does not include any charge for housing, heating, or overhead. The visible assets available for the Foundation as compiled by an expert inventory company are valued at \$1,200,000. In addition to this there are available for educational work 110,000 specimens; 40,000 slides; and 300,000 case records.

Following is a statement of expenditures by departments:

MAYO FOUNDATION			
	Salaries	Supplies and expense	Total
Administration	\$4,495.00	\$619.71	\$5,114.71
General			
Publications	1,393.00	600.06	1,993.06
Library	597.00	597.00
Art Studio	992.00	102.00	1,094.00
Photo Department	830.00	621.00	1,451.00
Animal Farm	3,915.00	6,180.00	10,095.00
Traveling Expense	1,477.05	1,477.05
Freight, Express, Telephone, Telegraph	178.00	178.00
Miscellaneous	573.30	573.30
Medical cases held for study..	1,676.00	1,676.00
Surgical cases held for study..	1,411.03	1,411.03
Educational			
Pathologic Research and Mu- seum	6,386.00	2,098.00	8,484.00
Pathologic Diagnosis	1,755.85	296.17	2,052.02
Pathologic Necropsy	1,722.50	553.99	2,276.49
Experimental Biochemistry....	10,738.33	5,203.11	15,941.44
Experimental Surgery and Pathology	6,505.00	4,786.64	11,291.64
Experimental Bacteriology ...	9,363.15	4,110.01	13,473.16
Experimental Metabolism	5,582.43	5,732.47	11,314.90
Clinical Laboratories	3,797.76	1,431.41	5,229.17
35 Fellows in Surgery.....	17,612.64	17,612.64
3 Fellows in Urology.....	2,645.82	2,645.82
1 Fellow in Orthopedics.....	1,050.00	1,050.00
5 Fellows in Medicine.....	2,875.00	2,875.00
2 Fellows in Ophthalmology....	1,212.50	1,212.50
7 Fellows in Bacteriology....	3,670.83	3,670.83
2 Fellows in Pathology.....	575.00	575.00
1 Fellow in Chemistry.....	600.00	600.00
1 Fellow in Physiology.....	100.00	100.00
Total	\$88,414.81	\$37,649.95	\$126,064.76

FINANCIAL REPORT

University Trust Funds.—As in other lines of business, the operation of our trust funds has been affected by the war. In anticipation of the usual income, applications for loans were approved, but collections dropped off to the extent of causing an overdraft in one of the funds. Loans have since been curtailed, and there is now a credit balance in each fund.

THE GILFILLAN TRUST FUND.—This fund of \$50,000 is the gift of the Hon. John B. Gilfillan, of Minneapolis, to the University of Minnesota. The fund is invested in Minneapolis, St. Paul & Sault Ste. Marie Railway Company's bonds, drawing four per cent interest payable semi-annually. The income is loaned to students, residents of Minnesota, in amounts not exceeding \$200 to any one person in one year at five per cent interest.

RECEIPTS

	Interest on bonds	Collections from students	Total receipts
Balance on hand August 1, 1916.....	\$8,208.73
For year ending July 31, 1917.....	\$2,000.00	\$6,313.22	8,313.22
For year ending July 31, 1918.....	2,000.00	7,291.42	9,291.42
	<hr/>	<hr/>	
Total Receipts	\$4,000.00	\$13,604.64	\$25,813.37

DISBURSEMENTS

	Loans to students	
For year ending July 31, 1917.....	\$15,736.78	
For year ending July 31, 1918.....	13,035.00	
	<hr/>	\$28,771.78
Overdraft, Balance July 31, 1918.....		<hr/> \$2,958.41

THE ELLIOT SCHOLARSHIP LOAN FUND.—This fund of \$5,000 is the gift of Mrs. Mary H. Elliott, widow of Dr. A. F. Elliott of Los Angeles, California, but formerly of Minneapolis, to the University of Minnesota, and is used as a loan fund for assisting students in the School of Mines. The loans are made to students on their notes but without interest, in amounts from \$25 up to \$300 each. The annual income from the fund is at present \$200. The fund remained in the hands of Mrs. Elliott from 1901, the year the gift was made, until her death, which occurred in 1904, during which period the receipts were \$250. Since her death the fund has been reinvested in Northern Pacific four per cent bonds.

RECEIPTS

	Interest on bonds	Collections from students	Total receipts
Balance on hand August 1, 1916.....	\$689.99
For year ending July 31, 1917....	\$200.00	\$615.00	815.00
For year ending July 31, 1918....	200.00	270.00	470.00
	<hr/>	<hr/>	
Total Receipts	\$400.00	\$885.00	\$1,974.99

TWENTIETH BIENNIAL REPORT

DISBURSEMENTS

	Loans to students	
For year ending July 31, 1917.....	\$300.00	
For year ending July 31, 1918.....	150.00	
	<hr/>	\$450.00
Balance on hand, July 31, 1918.....		<hr/> \$1,524.99

THE LUDDEN TRUST FUND.—This fund of \$10,000 is the gift of the late John D. Ludden of St. Paul to the University of Minnesota, for the benefit of students in the School of Agriculture. The fund is invested in Northern Pacific four per cent bonds. The annual income is, therefore, \$400. Mr. Ludden's purpose and wish were that the income of the fund be used for gifts to worthy students, and it was so used from 1902 to 1910. Upon a careful examination of the language used by Mr. Ludden in making the gift it was found that the Board of Regents was empowered to make such rules and regulations in regard to the matter as it thought best. The board had for some time realized that as a means of developing character and encouraging thrift a loan was more efficacious than a gift. A number of the students were of the same opinion, refusing to accept gifts and insisting upon giving their notes for what they received. Since 1910 the Regents are loaning the income from the fund to the students of the School of Agriculture upon their notes, drawing five per cent interest.

From 1903 to 1910 gifts were made to students amounting to	\$1,575.00
Several of the students have repaid a part or all of their gifts, amounting to.....	477.07
	<hr/>
The net amount of gifts made.....	\$1,097.93

RECEIPTS

	Interest on bonds	Collections from students	Total receipts
Balance on hand August 1, 1916....			\$340.01
For year ending July 31, 1917....	\$400.00	\$623.34	1,023.34
For year ending July 31, 1918....	400.00	1,054.64	1,454.64
	<hr/>	<hr/>	<hr/>
Total Receipts	\$800.00	\$1,677.98	\$2,817.99

DISBURSEMENTS

	Loans to students	
For year ending July 31, 1917.....	\$1,540.00	
For year ending July 31, 1918.....	675.00	
	<hr/>	2,215.00
Balance on hand August 1, 1918.....		<hr/> \$602.99

THE LUDDEN ESTATE.—By the will of the late John D. Ludden of St. Paul, which was probated in 1909, the University became the owner of certain personal property and real estate. The personal property eventually was converted into Minnesota bonds, amounting to \$9,800 and yielding an annual income of \$620.

The principal part of the real estate, i.e., two large lots facing on Wabasha Street near the new State Capitol, in St. Paul, has, since September, 1913, been leased for a term of 99 years, on a present valuation of \$50,000 at 6 per cent. The annual income amounts to \$3,000.

RECEIPTS

	Interest on bonds	Collections from students	Total receipts
Balance on hand August 1, 1916.....	\$2,467.39
For year ending July 31, 1917.....	\$3,620.00	\$18,588.86	22,208.86
For year ending July 31, 1918.....	3,626.81	9,197.72	12,824.53
Total Receipts	\$7,246.81	\$27,786.58	\$37,500.78

DISBURSEMENTS

	Loans to students	
For year ending July 31, 1917.....	\$22,304.29	
For year ending July 31, 1918.....	14,782.64	
		37,086.93
Balance on hand July 31, 1918.....		\$413.85

THE ALBERT HOWARD SCHOLARSHIP FUND.—This fund of \$4,000 is the gift of James T. Howard of St. Johnsbury, Vermont, to the University of Minnesota for establishing a scholarship, to be known as the Albert Howard Scholarship, in memory of his son Albert Howard. The scholarship is awarded to students of the College of Science, Literature, and the Arts.

RECEIPTS

	Interest on bonds	Total receipts
Balance on hand August 1, 1916.....	\$326.00
For year ending July 31, 1917.....	\$149.00	149.00
For year ending July 31, 1918.....	14.00	14.00
Total Receipts	\$163.00	\$489.00

DISBURSEMENTS

	Scholarships	
For year ending July 31, 1917.....	\$240.00	
		240.00
Balance on hand July 31, 1918.....		\$249.00

TWENTIETH BIENNIAL REPORT

THE WILLIAM J. BRYAN PRIZE FUND.—This fund of \$250 is the gift of the Hon. William J. Bryan to the University of Minnesota for the encouragement of students in Political Science. The fund, originally \$250, has been kept constantly on interest. Some years there were no competitors for the prize, hence no awards. As a result the \$250 and the accumulated interest amount to \$422.45. Of this \$354.45 is invested in Lac qui Parle County five per cent bonds. The annual interest is \$17. The income from the fund is now awarded quadrennially, instead of annually as heretofore, as a prize to the writer of the best essay upon a subject previously assigned, connected with Political Science.

RECEIPTS		
	Interest on bonds	Total receipts
Balance on hand August 1, 1916.....	\$68.00
For year ending July 31, 1917.....	\$17.00	17.00
For year ending July 31, 1918.....	17.00	17.00
	<hr/>	<hr/>
Total Receipts	\$34.00	\$102.00

DISBURSEMENTS		
	Prizes	
For year ending July 31, 1917.....	\$50.00	
	<hr/>	<hr/>
		50.00
Balance on hand July 31, 1918.....		\$52.00

THE ROLLIN E. CUTTS MEMORIAL FUND.—This fund of \$500 is the gift of Dr. Mary E. Smith Cutts in memory of her husband, the late Dr. Rollin E. Cutts, '91 Medics, to the University, for the purpose of establishing and maintaining a prize in the Medical School. The fund is invested in Lac qui Parle County bonds drawing five per cent. The income is awarded in the form of a gold medal to that member of the senior class of the Medical School who presents the best thesis showing original work upon some surgical subject.

RECEIPTS		
	Interest on bonds	Total receipts
Balance on hand August 1, 1916.....	\$16.00
For year ending July 31, 1917.....	\$29.00	29.00
For year ending July 31, 1918.....	29.00	29.00
	<hr/>	<hr/>
Total Receipts	\$58.00	\$74.00

DISBURSEMENTS		
	Gold Medals	
For year ending July 31, 1917.....	\$25.00	
	<hr/>	<hr/>
		25.00
Balance on hand July 31, 1918.....		\$49.00

THE GIDEON MEMORIAL PRIZE FUND.—The State Horticultural Society contributed \$500 as a memorial of the late Peter M. Gideon, one of the pioneers in developing new varieties of fruit in Minnesota, and the originator of the Wealthy apple. The fund is invested in the City of Grand Rapids five per cent bonds. The income, which is \$25, is used for prizes in the Department of Horticulture of the College of Agriculture. Prizes are awarded for the best three essays on some subject relating to Horticulture. For the best essay, \$12; the second best, \$8; the third best, \$5.

RECEIPTS

	Interest on bonds	Total receipts
Balance on hand August 1, 1916.....	\$2.55
For year ending July 31, 1917.....	\$25.00	25.00
For year ending July 31, 1918.....	25.00	25.00
	<hr/>	<hr/>
Total Receipts	\$50.00	\$52.55

DISBURSEMENTS

	Prizes	
For year ending July 31, 1917.....	\$25.00	
For year ending July 31, 1918.....	20.00	
	<hr/>	<hr/>
Balance on hand July 31, 1918.....		\$7.55

THE SHEVLIN FELLOWSHIPS.—This Fellowship Fund, amounting to \$40,000, is the gift of the late Thomas H. Shevlin of Minneapolis, the purpose being to establish four fellowships of \$10,000 each at the University of Minnesota. The fellowships agreed upon are—one Academic, one in Agriculture, one in Chemistry, and one in Medicine. The person receiving the appointment to a fellowship is entitled to the income of \$10,000 which is \$500 a year.

The fund is invested in Shevlin-Mathieu Lumber Company's bonds, drawing five per cent interest, payable semi-annually, \$1,000 in August and \$1,000 in February of each year.

RECEIPTS

	Interest on bonds	Total receipts
Balance on hand August 1, 1916.....	\$250.00
For year ending July 31, 1917.....	\$2,000.00	2,000.00
For year ending July 31, 1918.....	2,000.00	2,000.00
	<hr/>	<hr/>
Total Receipts	\$4,000.00	\$4,250.00

DISBURSEMENTS

	Fellowships	
Four fellowships 1916-17.....	\$1,650.00	
Three fellowships 1917-18.....	1,350.00	
		3,000.00
Balance on hand July 31, 1918.....		\$1,250.00

THE JOHN A. JOHNSON MEMORIAL FUND.—This fund of \$19,300 was raised by citizens of the State of Minnesota as a memorial to the late Governor John A. Johnson. The widow of the deceased has a life interest in the income therefrom, which after her death will revert to the University.

RECEIPTS

	Interest on bonds	Total receipts
For year ending July 31, 1917.....	\$1,151.00	\$1,151.00
For year ending July 31, 1918.....	1,151.00	1,151.00
Total Receipts		\$2,302.00

DISBURSEMENTS

	To beneficiary	
For year ending July 31, 1917.....	\$1,151.00	
For year ending July 31, 1918.....	1,151.00	
		\$2,302.00

Accidents.—The following list of accidents has been reported since August 1, 1916:

Benson, Christ. August 3, 1916. Laborer at Crookston. Kicked by a horse and one rib broken. Fully recovered. Left employ of University.

Kolar, Albert. September 22, 1916. Tinner helper. Inflammation developed from bruise caused by being struck in the abdomen with pair of pliers. Fully recovered. In the employ of University at present.

Anderson, Frank A. October 14, 1916. Janitor, University Farm. In taking down a scaffold about twelve feet from the ground he fell with it and broke one tooth and split his lip.

Linde, A. J. November 1, 1916. Painter. Bone in right foot broken by turning over of plank.

Noveck, Joseph. November 7, 1916. Farm laborer at Grand Rapids. While refilling a tile drainage ditch one foot slipped into the ditch.

Oswald, Blanche. November 27, 1916. Instructor University High School. Struck on head by a piece of scantling which fell from the Library Building. Settled by appropriation at the 1917 session of the Legislature.

- Trondson, Mr. January 31, 1917. Coal passer, University Farm. Sent to unload car; loosened dog and raised one arm, it sprang back quickly and struck him on the head.
- Opstad, Herman. September 11, 1917. Carpenter. Lost index finger in circle saw. In the employ of University at present.
- Erickson, Peter. October 16, 1917. Janitor at Chemistry Building. Skin burned off arm by knocking over a glass containing benzene, striking a lighted gas jet. In employ of University at present.
- Lofgren, Emil. December 18, 1917. Carpenter, working in School of Mines. Sickness caused by unventilated condition of laboratory. Fully recovered and at present in employ of University.
- Simonson, Samuel. October 31, 1917. Teamster at Duluth. Struck by sled which broke ankle joint of left foot.
- Anderson, Carl. February 23, 1918. Janitor at Pillsbury Hall. Bruised shoulder by falling off step ladder. No further complaint and at present in employ of University.
- Olson, Lena. February 21, 1918. Employed in kitchen of Minnesota Union. Slipped and fell into tub of hot water, scalding left limb. Died March 5, 1918, of effect on heart and kidneys.
- Oas, Anton. March 18, 1918. Employed at the Heating Plant. Went down track to locate a car of coal. Stepped out of the way of a Great Northern engine in front of a Northern Pacific train which hit him and threw him under the Great Northern switch engine. Died the same day.
- Paul, John. March 30, 1918. Sampler and helper in ore-testing works, School of Mines. Hand caught between two rollers and injured.

Fires and insurance.—During the biennium the University has had but one fire of any seriousness, the beef cattle barn at the University Farm. This was undoubtedly due to defective wiring. The State Fire Marshal has made recommendations for improving fire conditions, funds for which are included in our request for the biennium. The plan for state insurance on public buildings and property, so far as the University is concerned, has been very successful. The requirement of almost constant inspection to reduce the fire hazard is beneficial in many ways. The recommendations of the Fire Marshal are constructive and it is our desire to cooperate.

New business building.—The Regents have approved the plan for a centralized business building to consolidate the Business Office, the office of the Superintendent of Buildings and Grounds, Inventory Clerk, Storehouse and Storehouse Office, Printing Office, and Shops.

In support of this plan I desire to call attention to the fact that the business of the University is now housed in four different buildings, necessitating a great deal of duplication of work. The quarters of the central Business Office are entirely inadequate. In order to secure additional space, a balcony in the main office was erected a year ago last summer. This has only partially relieved the condition.

The Public Examiner in his report of examination for the fiscal year ending July 31, 1914, called attention to the undesirable office accommodation and recommended that suitable provision be made for the combining of the Business Office, the office of the Superintendent of Buildings and Grounds, the Storehouse Office, and the Storehouse in one building.

The condition of the University Storehouse is deplorable. It is a one story building previously occupied by Medical Chemistry. Approximately three years ago, the State Fire Marshal pronounced the building a fire hazard and recommended the removal of the stock and records to a fire-proof building. Part of the stores were removed to the sub-basement of the Chemistry Building, but no suitable place could be found for the general stores and Storehouse Office. The condition was further complicated by a fire last September, and altho there was no great damage to stock, it destroyed bin tags and invoices, which greatly delayed accounting and payment of claims. The Fire Marshal is insistent upon the removal of the stock from the present building.

The University Printing Department is housed in a dilapidated frame double tenement building purchased with the campus. The inventory of equipment and supplies aggregates \$11,271.22. The credits to the department for work turned out for the fiscal year ending July 31, 1918, amounted to \$37,861.

The Superintendent of Buildings and Grounds and the Inventory Department at present occupy rooms in the Mechanic Arts Building. It is proposed to use the basement floors of the business building for shops.

The pressing needs for a new building are apparent.

In conclusion, I desire to express appreciation to the state officials for their courtesy and coöperation, to the Regents, President, and faculty for their consideration and support, and to my co-workers for their loyal assistance during an unusual period.

Respectfully submitted,

G. H. HAYES, *Comptroller*

FINANCIAL TABLES

LIST OF TABLES

TABLES	Pages
I Recapitulation of all funds, 1916-1917 and 1917-1918.....	156-57
II Summary of receipts, 1916-1917.....	158
III Summary of expenditures, 1916-1917.....	160-67
IV Schedules of receipts, 1916-1917.....	169-71
A. Tuition and fees.....	169
B. Receipts from dining halls.....	169
C. Sundry special support appropriations.....	169
D. Building and equipment appropriations.....	170
E. Sale of agricultural products.....	170
F. Receipts from other sources.....	171
V Summary of receipts, 1917-1918.....	172
VI Classification of expenditures for the fiscal year ending July 31, 1918	173-93
Instructional—instruction service and general.....	174
Classification of salaries and wages—general.....	175
Salaries and wages	176-79
Salaries and wages—general	180-82
Summary expenses “supplies”	183
Maintenance of offices.....	184-85
Supplies for instruction.....	186-88
Expenses for maintenance of buildings and grounds..	189-90
Business enterprises	190
Capital outlay	191-93
VII Schedules of receipts, 1917-1918.....	194-95
A. Tuition and fees.....	194
B. Receipts from dining halls, etc.	194
C. Sundry special support appropriations.....	194
D. Extraordinary repairs and buildings appropriations	195
E. Sale of agricultural products.....	195
F. Receipts from other sources.....	195
VIII Distribution of net fees, 1916-1917 and 1917-1918.....	196-97
IX Summary of maintenance funds, and building and equip- ment funds, 1916-1917	198-99
X Summary of maintenance funds and extraordinary re- pairs and building funds, 1917-1918.....	200-201
XI Credits to maintenance funds, 1916-1917 and 1917-1918..	202-4
XII Credits to buildings and equipment funds, 1916-1917 and 1917-1918	204
XIII Transfers and entries other than University maintenance receipts and expenditures.....	205-8
A. Credited to accounts, 1916-1917 and 1917-1918....	205-6
B. Charged to accounts, 1916-1917 and 1917-1918.....	207-8

TABLES	Pages
XIV Items charged to building and equipment funds not properly expense, 1916-1917 and 1917-1918.....	209
XV Reconciling balance support fund with State Auditor's books, 1916-1917 and 1917-1918.....	210-13
XVI Table of funds showing credits, debits, and balances, 1916-1917	214-31
A. University special support funds.....	218-19
B. University Farm special support funds.....	220
C. University repair funds.....	221
D. Agricultural repair funds.....	221
E. Substation support funds.....	222-23
F. University building funds.....	224
G. University Farm building funds.....	225
H. University equipment funds.....	226
I. Northwest School and Exp. Station, Crookston...	226
J. North Central Exp. Station, Grand Rapids.....	227
K. Fruit Breeding Farm, Zumbra Heights.....	227
L. West Central School and Exp. Station, Morris...	228
M. Southeast Exp. Station, Waseca	229
N. Northeast Exp. Station, Duluth.....	230
O. Receipts credited to University support fund, 1916-1917	231
XVII Table of funds showing credits, debits, and balances, 1917-1918	232-50
A. University special support funds.....	236-37
B. University Farm special support funds.....	238
C. University repair funds.....	239
D. Agricultural Farm repair funds.....	239
E. Substation support funds	240-41
F. University building funds	242
G. University Farm building funds.....	243
H. University equipment funds.....	244
I. Northwest School and Exp. Station, Crookston...	244
J. North Central Exp. Station, Grand Rapids.....	245
K. Fruit Breeding Farm, Zumbra Heights.....	245
L. West Central School and Exp. Station, Morris....	246
M. Southeast Exp. Station, Waseca	247
N. Northeast Exp. Station, Duluth.....	247
O. Buildings and equipment under construction.....	248
P. Peat soil investigation.....	249
Q. Advance fuel, 1919	249
R. Receipts credited to University support fund, 1917-1918	250
XVIII Receipts from campus buildings, 1916-1917 and 1917-1918	251-52
XIX Outstanding bills, orders, etc., 1916-1917 and 1917-1918...	253-55

TABLE I
RECAPITULATION OF ALL FUNDS

1916-1917	
Balance August 1, 1916, Maintenance Funds...	\$ 202,888.28
Receipts (not including Transfers, etc.)	2,123,157.38
Balance August 1, 1916, Building and Equip- ment Funds	59,250.33
Receipts, Building and Equipment Funds.....	119,043.64
Dining Halls, etc.	275,334.88
Adjustment Deductions Credits in excess of Deduction Debits to and from Maintenance Fund	23,243.70
Total	\$2,802,918.21
Maintenance Expenditures	\$2,192,075.34
Building and Equipment Expenditures.....	106,931.78
Balance Maintenance Fund.....	157,214.02
Balance Building and Equipment Funds.....	55,511.69
Dining Hall Receipts, estimate treated as ex- penditure, as the Dining Halls, Dormi- tories, etc., are not operated for profit. Charges for use of buildings, light, heat, etc., would more than absorb balances....	275,334.88
Debit Adjustment, Building and Equipment Funds	15,850.50
Total	\$2,802,918.21

TABLE I—Continued
 RECAPITULATION OF ALL FUNDS

1917-1918

Balance August 1, 1917, Maintenance Funds.....	\$ 223,840.09
Receipts (not including transfers, etc.).....	2,458,882.38
Balance August 1, 1917, Extraordinary Repairs and Building Funds	59,064.90
Receipts, Extraordinary Repairs and Buildings.....	127,177.79
Balance Buildings and Equipment under Construction.....	1,230.91
Receipts, Buildings and Equipment under Construction.....	113,360.96
Receipts, Peat Soil Investigations.....	6,500.00
Dining Halls, etc.	351,880.60
Total	\$3,341,937.63
Maintenance Expenditures	\$2,426,103.05
Extraordinary Repairs and Buildings Expenditures.....	53,074.78
Balance Maintenance Funds.....	142,923.12
Balance Extraordinary Repairs and Buildings.....	35,328.63
Dining Hall Receipts, etc., treated as expenditures as the Dining Halls and Dormitories are not operated for profit. Charges for use of buildings, light, heat, etc., would more than absorb balances	351,880.60
Expenditure for Buildings and Equipment under Construction	94,719.57
Expenditure for Peat Soil Investigations.....	4,258.65
Balances Buildings and Equipment under Construction.....	19,872.30
Balance Peat Soil Investigations.....	2,241.35
Adjustment deductions, Debits in excess of deduction credits to and from Maintenance Fund	113,696.30
Debit Adjustments, Extraordinary Repairs and Buildings Funds	97,839.28
Total	\$3,341,937.63

NOTE: Mayo Foundation and Advance Fuel Fund 1919 not included in above.

TABLE II
SUMMARY OF RECEIPTS

1916-1917

Receipts from Students

Tuition and Fees, Schedule A.....	\$ 364,798.47	
General and Military Deposits.....	60,059.80	
Dining Halls, etc., Schedule B.....	219,370.64	
		\$ 644,228.91

Receipts from Interest

Swamp Land Interest.....	27,986.15	
Land Contracts	9,865.33	
University Land Funds.....	49,345.66	
		87,197.14

Receipts from Federal Government

Morrill Fund	25,000.00	
Nelson Fund	25,000.00	
Hatch Fund	18,750.00	
Adams Fund	18,750.00	
Smith-Lever Fund	18,657.41	
		106,157.41

Receipts from State

23/100 Mill Tax	293,748.64	
Maintenance Appropriation	550,000.00	
Sundry Support Appropriation, Schedule C	562,025.00	
Buildings and Equipment Appropriation, Schedule D	92,250.00	
		1,498,023.64

Receipts from Other Sources

Dental Infirmary	29,474.62	
Hospital and Free Dispensary.....	12,769.60	
Farm Products and Livestock, etc., Sched- ule E	94,808.19	
Rent of Campus Houses.....	8,868.62	
Lyceum	36,324.21	
Trolley System'.....	10,413.73	
Printing Department	26,369.13	
Stock Testing Fees, etc., U. Farm Ext....	9,195.96	
Sundry Items, Schedule F.....	138,215.69	
		366,439.75
Cold Storage	2,160.98	
Storehouse Sales	109,621.85	
Trust Fund Receipts.....	34,990.59	

146,773.42
\$2,848,820.27

SUMMARY OF EXPENDITURES, 1916-1917—Continued

MAINTENANCE OF BUILDINGS						TOTAL MAINTENANCE	
Water and Ice	Gas and Electricity	Janitorial Supplies	Fuel	Laundry	Rents		
\$40.39	\$24.00	\$257.50	\$24.00	\$62,138.17	1
2,731.51	2,524.29	\$2,117.51	17,008.64	1,087.29	\$617.77	216,929.84	2
580.77	493.72	1.28	13,920.00	492.43	345,396.77	3
437.30	1,070.95	8.17	13,930.38	251.29	119,689.70	4
760.59	5,443.93	79.27	19,994.28	584.37	168,211.61	5
1,418.94	1,379.23	1,113.73	1,500.00	882.73	74.50	90,700.92	6
205.35	1,362.93	31.64	6,191.06	212.29	58,465.60	7
251.74	971.83	17.28	2,774.02	135.76	51,281.53	8
125.00	561.10	84.38	1,411.00	1,635.50	96,115.37	9
28.40	24.00	843.00	45.76	39,763.84	10
50.00	91.02	7.40	2,393.00	29.42	19,478.36	11
26.75	83.36	0.20	1,680.00	50.00	42,889.18	12
17.86	60.00	371.00	15.00	85,604.37	13
.....	1.50	10.94	10,317.79	14
89.09	41.06	22,115.95	15
635.55	718.16	1,101.68	37,738.28	1,065.88	860.00	502,064.21	16
.....	56,359.43	17
1,576.58	461.70	60.04	6,289.92	60,981.89	18
1,267.41	835.14	3.70	6,569.29	6.10	427.15	50,952.01	19
29.03	620.14	8.38	325.89	18,492.08	20
146.86	9.72	61.75	6,107.46	21
4.80	30.55	8,979.28	22
.....	5.55	306.70	7,641.20	23
\$10,423.92	\$16,740.77	\$4,636.16	\$133,607.20	\$6,558.88	\$1,979.42	\$2,140,676.56	
\$431.04	\$426.99	\$146.17	\$910.60	\$343.60		24
313.51	855.06	253.67	3,744.75	477.72		25
483.40	775.30	257.83	1,152.00	423.67		26
81.68	769.93	98.10	5,000.00	3,889.02	300.00		27
26.40	110.88	64.56	1,980.08	354.72		28
47.06	109.87	123.32	842.98	356.55		29
.....		30
.....		31
8.82	119.59	4.85	359.00	30.64		32
.....		33
\$11,815.83	\$19,908.39	\$5,584.66	\$147,596.61	\$12,434.80	\$2,279.42		

SUMMARY OF EXPENDITURES, 1916-1917—Continued

CAPITAL OUTLAY				
Dining Hall Equipment	Typewriters and Adding Machines	Books	Apparatus and Instruments	Furniture and Furnishings
.....	\$263.40	\$25.50	\$321.83
.....	452.35	23,684.10	\$1,091.43	5,388.00
.....	193.53	879.95	3,640.95	1,907.94
.....	59.35	25.00	844.43	1,003.83
.....	26.60	49.52	2,140.80	2,379.45
\$387.46	73.50	10.00	1,199.14	6,008.98
.....	41.25	7,358.98	2,389.89
.....	209.15	2,458.27	2,423.93
.....	0.60	11.26	526.53	2,710.08
.....	72.60	4,444.21	120.30
.....	53.50	22.50	264.31	156.88
.....	56.45	55.68	182.10	490.70
.....	88.00	32.15	275.23	57.50
.....	228.38	1,037.85
.....	4.42
.....	1,235.31	2,621.68	2,706.38	5,454.12
.....	293.25	202.95	186.77
.....	29.40	264.59	6.73	931.26
.....	40.00	300.83	15.80	1,392.41
2.00	21.79	169.53
.....	72.43
55.53	4.97
.....	126.35
\$444.99	\$3,188.24	\$32,655.35	\$23,978.09	\$33,697.15
\$149.79	\$453.64
67.82	\$46.80	451.55
608.21	16.65	867.00
931.72	388.27
147.54	7.90	303.63
63.32	51.07
5.75	4,519.04	804.65
.....
.....	939.86
.....
\$2,419.14	\$3,188.24	\$37,245.74	\$23,978.09	\$37,956.82

SUMMARY OF EXPENDITURES, 1916-1917—Continued

CAPITAL OUTLAY			TOTAL CAPITAL OUTLAY	
Tools, Implements and Machinery	Live Stock	Buildings and Lands		
			\$610.73	1
\$1,432.76		\$40,572.54	72,621.18	2
172.39		110.89	6,905.65	3
2,182.96		67.11	4,182.68	4
24.38		1,892.88	6,513.63	5
74.26		478.41	8,231.75	6
121.21		293.19	10,204.52	7
2,747.21		43.83	7,882.39	8
55.67		82.44	3,386.58	9
		176.95	4,814.06	10
1.39		9.73	508.31	11
886.21		108.92	1,780.06	12
0.51		14.53	467.92	13
			1,266.23	14
			4.42	15
4,402.80	\$6,767.00	35,147.04	58,334.33	16
62.43			745.40	17
1,075.17	2,538.86	50.00	4,896.01	18
1,130.86	917.00	4,912.13	8,709.03	19
355.33	5.00		553.65	20
242.75	850.00		1,165.18	21
857.13	44.50	6,709.70	7,671.83	22
204.83			331.18	23
\$16,030.25	\$11,122.36	\$90,670.29	\$211,786.72	
		\$79.00	\$682.43	24
\$2.88			569.05	25
1.21		5,170.01	6,663.08	26
107.56		89.23	1,516.78	27
65.19			524.26	28
7.40			121.79	29
30.17		19.41	5,379.02	30
				31
4.66			944.52	32
2.15			2.15	33
\$16,251.47	\$11,122.36	\$96,027.94	\$228,189.80	

SUMMARY OF EXPENDITURES, 1916-1917—Continued

BUSINESS ENTERPRISES—Continued			
Sundry Trust Funds	Trolley	GRAND TOTALS	
		\$62,748.90	1
\$40,972.98		390,342.30	2
		352,436.92	3
		123,872.38	4
		174,800.74	5
		98,932.67	6
		68,670.12	7
		59,163.92	8
		99,506.95	9
		44,577.90	10
		19,986.67	11
		44,675.74	12
		86,329.29	13
		11,584.02	14
		22,375.12	15
		569,227.91	16
		57,104.83	17
		66,867.90	18
		60,566.04	19
		19,045.73	20
		7,272.64	21
		16,651.11	22
		7,972.38	23
\$40,972.98		\$2,464,712.18	
		\$20,159.51	24
		22,256.10	25
		61,902.78	26
		67,490.44	27
		15,665.47	28
		12,450.47	29
		15,089.39	30
		277.84	31
		27,524.77	32
	\$10,610.60	12,104.87	33
\$40,972.98	\$10,610.60	\$2,715,633.82	

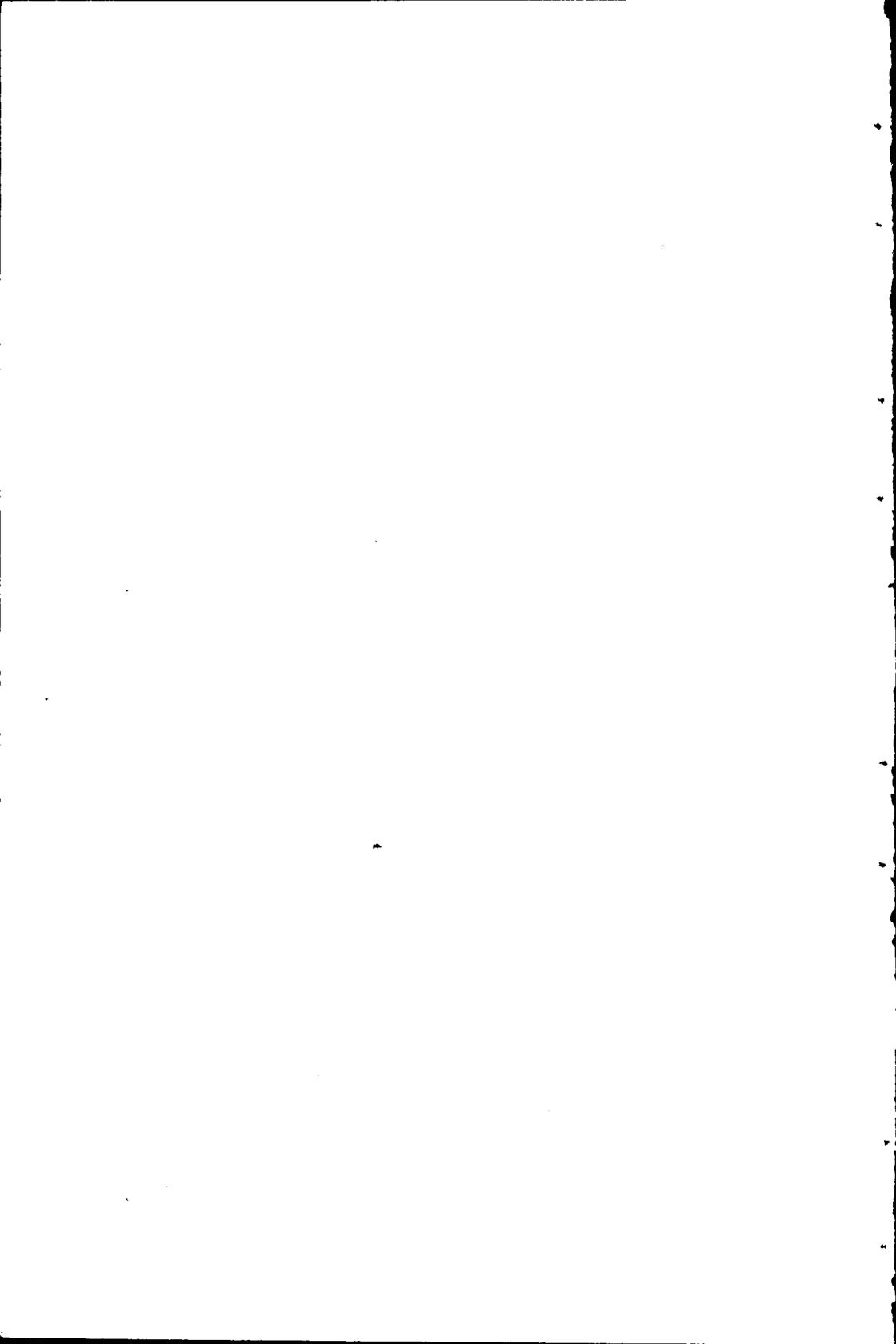


TABLE IV
SCHEDULES OF RECEIPTS

1916-1917

SCHEDULE A

Tuition and Fees

University Tuition and Fees.....	\$ 301,123.00
University Farm Tuition and Fees.....	35,823.95
University Extension Fees.....	23,669.75
Crookston Tuition and Fees.....	2,129.75
Morris Tuition and Fees.....	2,052.02
	<hr/>
	\$364,798.47

SCHEDULE B

Receipts from Dining Halls, etc.

Sanford Hall	\$ 22,162.72
Shevlin Hall	18,333.63
Minnesota Union	63,654.06
University Farm Dining Halls and Dormitories.....	64,465.62
University Farm Hospital Fees.....	1,524.13
University Farm Gymnasium	1,611.15
University Farm Book Store Sales.....	16,768.51
University Farm Photo Laboratory.....	1,801.35
Crookston Dining Hall	15,841.57
Morris Dining Hall	13,207.90
	<hr/>
	\$219,370.64

SCHEDULE C

Sundry Special Support Appropriations

University—Library	\$ 15,000.00
Law Library	5,000.00
Fuel	90,000.00
Elliot Hospital	85,000.00
Research	10,000.00
Scientific Books	20,000.00
Physical Education	5,000.00
High School	5,000.00
Summer Session	3,500.00
Mines Station	10,000.00
Geological Survey	8,250.00
General Extension	25,000.00
Repairs	30,000.00
Agriculture—Library	9,000.00
Extension	25,000.00
General Investigations	50,000.00

TABLE IV—Continued
SCHEDULES OF RECEIPTS

1916-1917

Seed Testing	5,000.00
Forestry School	15,500.00
Repairs	17,500.00
Campus Maintenance	3,500.00
Crookston Support	45,400.00
Crookston Repairs and Betterments.....	7,500.00
Grand Rapids Support.....	10,000.00
Grand Rapids Repairs and Betterments.....	1,000.00
Morris Support	34,500.00
Morris Repairs and Betterments.....	9,000.00
Duluth Support	7,600.00
Waseca Support	4,400.00
Waseca Repairs and Betterments.....	1,375.00
Zumbra Support	4,000.00
	<hr/>
	\$562,025.00

SCHEDULE D

Building and Equipment Appropriations

Sundry Special Equipment	\$ 17,500.00
University Farm Special Improvements.....	8,750.00
Duluth Inst. Hall and Equipment.....	7,000.00
Paving and Grading	8,000.00
Enlarging Power House, Farm.....	30,000.00
Grand Rapids Repairs and Buildings.....	6,000.00
Morris, One Cottage	15,000.00
	<hr/>
	\$92,250.00

SCHEDULE E

Sale of Agricultural Products

University Farm Products, Livestock, etc.....	\$ 47,081.32
Hog Cholera Serum	10,703.86
Crookston Farm Products, Livestock, etc.	11,725.89
Grand Rapids Farm Products, Livestock, etc.	10,921.30
Morris Farm Products, Livestock, etc.	6,761.11
Duluth Farm Products, Livestock, etc.	3,294.83
Waseca Farm Products, Livestock, etc.	3,756.13
Zumbra Farm Products, Livestock, etc.	563.75
	<hr/>
	\$94,808.19

TABLE IV—Continued
 SCHEDULES OF RECEIPTS

1916-1917

SCHEDULE F

Receipts from Other Sources

Seed Cases	\$	879.80
Fire Loss		165.92
Cancelled Warrants		1,043.23
Donations		4.26
Reimbursements, Repairs, account Work.....		1,577.95
Transfers account Fuel Purchases.....		34,232.67
Transfers account Gas and Electricity.....		1,800.64
Student Publications, paid from Deposits.....		8,463.50
Books, Publications, etc.		183.87
Sundry Items		20,707.06
Merchandise Book Transfers		44,200.59
Miscellaneous Transfers		24,956.20
		<hr/>
		\$138,215.69

TABLE V
SUMMARY OF RECEIPTS

1917-1918

A. RECEIPTS

Receipts from Students

Tuition and Fees, Schedule A.....	\$ 313,163.53	
General and Military Deposits.....	78,548.52	
Dining Halls, etc., Schedule B.....	351,880.60	
		\$ 743,592.65

Receipts from Interest

Swamp Land Interest	37,122.20	
Land Contracts	9,116.83	
University Land Fund.....	48,596.62	
		94,835.65

Receipts from Federal Government

Morrill Fund	25,000.00	
Nelson Fund	25,000.00	
Hatch Fund	11,250.00	
Adams Fund	11,167.78	
Smith-Lever Fund	49,730.63	
		122,148.41

Receipts from State

23/100 Mill Tax	369,214.26	
Maintenance Appropriation	920,020.00	
Sundry Support Appropriation, Schedule C	444,980.00	
Extraordinary Repairs and Buildings Ap- propriation, Schedule D.....	125,250.00	
Peat Soil Investigation.....	6,000.00	
Fire Loss, Beef Cattle Barn.....	29,248.50	
		1,894,712.76

Receipts from Other Sources

Dental Infirmary	34,480.44	
Hospital and Free Dispensary.....	14,184.16	
Farm Products, Livestock, etc., Sched- ule E	106,201.82	
Rents of Campus Houses.....	9,608.69	
Lyceum	39,703.70	
Trolley System	10,278.73	
Stock Testing Fees, Farm Extension, etc..	12,356.09	
Government Commutation on Uniforms..	17,154.33	
Sundry Items, Schedule F.....	225,810.65	
		469,778.61
Crookston Ditch Assessment	1,018.00	
Storehouse Sales	353,720.83	
Trust Fund Receipts	27,058.16	
Advance Mill Tax	100,000.00	

481,796.99

\$3,806,865.07

FINANCIAL REPORT

TABLE VI

CLASSIFICATION OF EXPENDITURES FOR THE FISCAL YEAR ENDING JULY 31, 1918

Note:—The following classification is in accordance with the outline adopted by the Business Officers Association of the Middle Western Universities, at the annual meeting in May, 1917. In accumulating the figures, we have omitted Storehouse purchases, the vocational instruction given under federal contracts and the Mayo Foundation.

Expenses.....	\$2,709,109.74
Capital Outlay.....	309,735.03
Total.....	\$3,018,844.77

Schools, Colleges, etc.	Expenses		Capital Outlay		Totals
	Salaries and Wages	Supplies	Equipment	Buildings and Lands	
Administration.....	\$70,295.06	\$13,635.25	\$2,023.91	\$45.06	\$85,999.28
General University.....	69,893.56	155,586.20	20,735.18	374.67	246,589.61
Science, Literature and Arts.....	317,193.81	27,089.32	9,822.26	157.15	354,262.54
College of Engineering.....	97,225.91	17,801.65	6,544.36	139.05	121,710.97
Department of Agriculture.....	396,534.91	174,962.82	29,308.84	5,426.11	606,232.68
Medical School.....	172,925.04	167,256.59	10,449.27	1,803.71	292,434.61
School of Chemistry.....	41,196.63	16,288.35	1,647.53	1,448.59	60,575.10
School of Mines.....	48,107.47	15,865.09	4,447.33	3,830.60	69,250.49
College of Dentistry.....	72,948.71	31,717.61	5,632.76	2,475.83	112,771.91
Law School.....	35,944.98	1,893.92	3,536.82	109.14	41,484.86
College of Pharmacy.....	18,134.98	6,172.89	240.22	25.60	24,573.69
College of Education.....	43,482.88	4,932.39	1,337.11	116.92	49,839.30
University Extension.....	74,843.46	10,589.50	244.55	85,677.51
Graduate School.....	6,594.69	4,950.83	483.69	12,029.21
Summer Session.....	19,599.12	2,083.61	1.71	21,684.44
Physical Plant.....	113,847.20	78,804.64	7,917.55	81,058.19	281,627.58
Crookston.....	41,267.32	27,617.94	5,617.24	1,478.00	75,980.50
Morris.....	30,234.94	24,033.07	6,092.43	61,500.15	121,860.59
Grand Rapids.....	11,492.71	11,097.17	2,338.35	4,797.80	29,726.03
Duluth.....	7,592.90	4,942.25	692.58	391.59	13,619.32
Waseca.....	4,843.83	3,160.53	2,200.65	1,738.52	11,943.53
Zumbra Heights.....	5,703.90	1,241.87	339.70	7,285.47
Service Enterprises.....	66,990.35	203,530.89	16,585.09	4,579.22	291,685.55
Totals.....	\$1,763,855.36	\$945,254.38	\$138,239.13	\$171,495.90	\$3,018,844.77

Pages.....174-175.....183.....191.....191

INSTRUCTIONAL—INSTRUCTION SERVICE AND GENERAL

Schools, Colleges, Etc.	Deans	Professors	Associate Professors	Assistant Professors	Instructors	Lecturers	Fellows, Scholars and Student Assistants	Instruction Service	Executive Heads	General	Total
Administration.....	\$7,000.00	\$1,300.00					\$381.66		\$21,500.00	\$40,495.06	\$70,295.06
General University.....					\$5,073.28				4,050.00	60,388.62	69,893.56
Science, Literature and Arts	5,000.00	114,187.51	\$17,692.86	\$63,457.84	58,476.60	\$6,534.85	11,750.78	\$17,491.04		22,602.33	317,193.81
College of Engineering....	6,000.00	20,941.70	5,300.00	29,036.60	20,222.66		976.43	155.00		14,593.50	97,225.91
Department of Agriculture	11,000.00	55,077.90	33,723.21	76,634.28	64,757.88		627.70	5,414.18	2,200.00	129,298.62	396,534.91
Medical School.....	6,000.00	40,659.40	23,095.83	8,534.08	12,819.58		475.00	8,625.39	17,471.21	4,630.60	50,618.95
School of Chemistry.....	3,141.44	5,700.00	4,499.99	3,818.19	10,538.49		1,382.71	1,426.65	8,065.10		2,618.06
School of Mines.....	4,500.00	9,750.00	3,000.00	14,009.04	1,805.89			4,019.15			8,023.39
College of Dentistry.....	5,000.00	8,400.00	20,700.00	13,343.16	12,417.10			100.00			12,985.45
Law School.....	6,000.00	20,822.14		2,400.00	209.00	3,900.00					5,145.06
College of Pharmacy.....	4,500.00		5,000.00	2,400.00	209.00		174.07	3,320.00			2,540.91
College of Education.....	6,250.00	9,309.15	2,607.11	4,499.38	15,919.23		687.50	1,128.86			3,051.65
University Extension.....		6,775.35	9,839.19	4,646.43	9,258.35		25.57	157.41			44,141.16
Graduate School.....	300.00	500.00		3,120.27	4,228.27	947.22	140.00	4,954.69			840.00
Summer Session.....		7,585.10	2,235.08	3,120.27	4,228.27	947.22	140.00	930.13			413.05
Physical Plant.....		3,500.00		9,524.94	9,531.48		367.00		8,150.00	105,697.20	113,847.20
Crookston.....					10,705.00		315.00				18,343.90
Morris.....									2,700.00	16,514.94	41,267.32
Grand Rapids.....				2,200.00					2,500.00	8,992.71	30,234.94
Duluth.....										5,392.90	11,492.71
Waseca.....				2,000.00					1,200.00	3,643.83	7,592.90
Zumbra Heights.....										3,703.90	4,843.83
Service Enterprises.....									2,566.67	64,423.68	5,703.90
Totals.....	\$64,691.44	\$304,508.25	\$127,688.27	\$237,224.21	\$235,031.65	\$13,893.05	\$30,258.68	\$76,593.73	\$49,497.27	\$624,468.81	\$1,763,855.36

CLASSIFICATION OF SALARIES AND WAGES—GENERAL

Schools, Colleges, Etc.	Service Men	Clerks, Stenographers, Tel. Oper.	Extension Workers	Foremen Mechanics, Engineers, Firemen	Pharmacists	Dinning Room Help	Matrons, Nurses, and Maids	Janitors and Watchmen	Editors and Assistants	Librarians	Library Assistants	Lectures and Entertainments	Farm and Miscellaneous Labor	Total
Administration		\$38,637.23												
General University	\$1,103.99	16,197.73	\$6,750.00	\$655.40			\$550.00		\$1,944.96	\$3,500.00	\$20,971.63	\$50.00	\$1,807.83	\$40,495.06
Science, Literature and the Arts College	7,759.67	6,494.48	6,000.00	1,200.00								1,275.00	7,439.91	60,388.62
College of Engineering	1,492.50	4,251.19		7,542.40								38.44	1,109.74	22,602.33
Department of Agriculture	21,772.71	45,401.73	7,951.71	8,332.20					2,569.96	1,500.00	5,512.67		1,307.41	14,593.50
Medical School	4,514.86	9,761.16	1,500.00	4,841.92	\$3,031.56	\$2,449.85	20,623.65	\$2,438.83				328.85	35,928.79	129,298.62
School of Chemistry	1,091.50	1,337.41											1,457.12	50,618.95
School of Mines	2,620.00	2,737.05		1,992.22									189.15	2,618.06
College of Dentistry	600.00	5,678.70					6,281.25						674.12	8,023.39
Law School	575.00												425.50	12,985.45
College of Pharmacy	840.00	1,000.00			299.13					1,541.66	2,965.84		62.50	5,145.00
College of Education	34.00	2,901.68											401.78	2,540.91
University Extension		3,329.97	6,450.03										115.97	3,051.65
Graduate School		840.00					145.00						31,868.25	2,347.91
Summer Session	258.51													840.00
Physical Plant	1,091.64	9,330.25		17,477.72				53,872.76				50.00	104.54	413.05
Crookston		3,103.25		826.18			450.00	742.00					23,904.83	105,697.20
Morris		2,420.07		595.30			634.92			495.00		27.00	12,700.47	18,343.90
Grand Rapids	208.00	752.69		1,239.09						700.00			12,164.65	16,514.94
Duluth				60.00			60.00						6,792.93	8,992.71
Waseca													5,272.90	5,392.90
Zumbra Heights				958.30									3,643.83	3,643.83
Service Enterprises	3,663.00	11,655.26				34,336.04	8,806.55						2,745.60	3,703.90
													5,962.83	64,423.68
Totals	\$47,625.38	\$165,849.85	\$28,651.74	\$45,720.73	\$3,330.69	\$36,785.89	\$37,551.37	\$57,053.59	\$4,514.92	\$7,736.66	\$29,450.14	\$33,637.54	\$126,560.31	\$624,468.81

SALARIES AND WAGES

	Deans	Professors	Associate Professors	Assistant Professors	Instructors	Lecturers	Fellows, Scholars and Student Assistants	Instruction Service	Executive Heads	General	Total
<i>Administration and General—</i>											
Administration.....	\$7,000.00	\$1,300.00							\$21,500.00	\$40,495.06	\$70,295.06
General University.....					\$5,073.28		\$381.66		4,050.00	60,388.62	69,893.56
<i>Science, Literature and the Arts College—</i>											
Administration.....	\$5,000.00									\$2,332.75	\$7,332.75
Advisor to Women.....				\$1,700.00							1,700.00
Animal Biology.....		\$11,374.09		4,100.00	\$4,000.00		\$520.78	\$4,943.76		1,628.17	26,566.80
Astronomy.....		2,916.75		1,600.00							4,516.75
Botany.....		4,800.00		3,672.72	1,600.00		1,498.04	1,919.16		4,613.34	18,103.26
Comparative Philology.....		3,250.00					112.00				3,362.00
Economics.....		2,203.48		6,731.25	5,610.02		1,111.40	1,391.67		6,742.50	23,790.32
English.....		14,437.43	\$2,250.00			\$250.00	494.44	1,050.00			18,481.87
Geology.....		7,581.45	1,745.44	5,162.28	1,468.22		548.14			2,774.99	19,280.52
German.....		2,747.93		9,002.49	5,042.27		692.50				17,485.19
Greek.....		2,300.00									2,300.00
History.....		8,645.43	3,019.00		3,400.00	3,200.00	1,195.30	2,244.17		83.10	21,787.00
Latin.....		4,960.99									4,960.99
Mathematics.....		2,290.86	4,850.00	1,810.00	3,403.08		225.00	2,133.28			14,712.22
Romance Languages.....		10,700.00		5,443.84	5,409.09	1,522.35	1,850.00	1,775.12		212.50	26,912.90
Psychology.....		1,000.00	2,500.10	3,825.00	2,245.46		879.51	150.00			10,600.07
Rhetoric.....		3,500.00		14,083.00	16,222.61		44.44	1,083.88		1,191.35	36,125.28
Philosophy.....		6,050.00		1,800.00			225.00				8,075.00
Physics.....		6,000.00	928.33	818.15	3,132.80	375.00	1,234.93	200.00		2,386.00	15,075.21
Political Science.....		4,636.38		1,309.11	890.89		463.00			419.36	7,718.74
Music.....		3,500.00		2,400.00	5,739.66			600.00			12,239.66
Scandinavian.....		3,792.71			312.50		206.30				4,311.51
Social and Civic Training.....		1,999.94				1,137.50				218.27	3,355.71
Sociology and Anthropology.....		5,500.07	2,399.99			50.00	450.00				8,400.06
Total.....	\$5,000.00	\$114,187.51	\$17,692.86	\$63,457.84	\$58,476.60	\$6,534.85	\$11,750.78	\$17,491.04		\$22,602.33	\$317,193.81
<i>College of Engineering—</i>											
Administration.....	\$6,000.00									\$1,219.90	\$7,219.90
Power House.....										2,538.00	2,538.00
Architecture.....		\$3,000.00		\$3,738.88	\$3,160.00					940.09	10,838.97
Civil.....		2,181.75	\$5,300.00	4,500.00	1,213.57					725.76	13,921.08
Mechanical.....		3,509.95		2,625.02	5,770.00			\$75.00		3,379.23	15,359.20

SALARIES AND WAGES—Continued

	Deans	Professors	Associate Professors	Assistant Professors	Instructors	Lecturers	Fellows, Scholars and Student Assistants	Instruction Service	Executive Heads	General	Total
Electrical		6,000.00		2,200.00	3,239.09		\$619.53			1,323.43	13,382.05
Drawing and Descriptive Geometry		3,000.00		1,800.00	3,940.00		30.80			568.50	9,339.30
Experimental Mathematics and Mechanics		3,250.00		6,022.67	1,500.00		326.12	80.00		3,678.55	11,607.34
				8,150.03	1,400.00					220.04	13,020.07
Total.....	\$6,000.00	\$20,941.70	\$5,300.00	\$29,036.60	\$20,222.66		\$976.45	\$155.00		\$14,593.50	\$97,225.91
<i>Department of Agriculture—</i>											
Administration	\$6,000.00										
Business Office										\$1,744.41	\$7,744.41
Registrar										3,256.49	3,256.49
Library									\$2,200.00	3,652.06	5,252.06
Physical Training					\$2,694.75					7,012.67	7,012.67
Farm Maintenance				\$1,000.04			\$1,080.61			707.50	4,482.86
General Service										6,109.66	7,109.70
Publications										2,437.37	2,437.37
Extension		\$333.30		2,568.56			208.82			1,138.55	3,915.93
General School			\$3,250.00	24,662.19	8,333.34	\$16.00	41.96	\$796.44		19,136.71	53,319.94
Biochemistry		3,250.00	1,561.07	4,918.27	3,324.92		107.83			3,693.75	10,376.50
Economics		1,445.48		234.65	1,400.00		31.33	2,240.00		1,223.67	14,624.34
Education		3,450.00	899.98	1,882.23	2,575.96					873.70	2,882.46
Engineering		750.00	2,400.00	2,636.51	7,166.06		30.85	225.98		857.84	9,922.84
Agronomy		6,198.73	7,361.11	4,264.16	2,381.88			2,180.76		3,624.66	18,757.99
Dairy		18,083.13		8,246.78	4,006.60		272.90	971.64		12,658.04	34,108.46
Veterinary		6,592.19		5,142.27			2,595.96	1,407.98		27,970.42	62,310.87
Bee Keeping		2,000.00			1,669.14		177.37	658.33		2,678.77	15,248.93
Entomology		3,366.67	6,057.82		975.00		81.10			1,874.63	5,624.87
Forestry		5,366.74	2,600.00	2,000.00			193.64	385.00		433.30	11,411.43
Home Economics		241.66		13,973.58	11,035.20	611.70	101.18	679.38		5,372.91	16,120.21
Horticulture			7,660.12	2,004.12	1,864.98		22.43	693.75		1,195.57	27,773.89
Botany	5,000.00		1,644.23	208.33	4,961.96		116.70	911.11		8,902.17	21,459.20
Rhetoric				2,000.00	5,709.99		191.13	4,366.38		7,862.05	24,234.08
Soils		4,000.00			4,299.96					55.08	7,765.07
Short Course			288.88	892.59	1,029.51		61.86	3,284.39		3,874.42	15,520.63
							98.51			1,552.22	3,861.71
Total.....	\$11,000.00	\$55,077.90	\$33,723.21	\$76,634.28	\$63,757.88	\$627.70	\$5,414.18	\$18,801.14	\$2,200.00	\$129,298.62	\$396,534.91

SALARIES AND WAGES—Continued

	Deans	Professors	Associate Professors	Assistant Professors	Instructors	Lecturers	Fellows, Scholars and Student Assistants	Instruction Service	Executive Heads	General	Total
<i>Medical School—</i>											
Administration	\$6,000.00	\$2,000.07						\$1,001.83		\$1,992.67	\$9,992.74
Work and Art Shop							\$540.04	1,160.00		2,201.83	2,201.83
Physiology			\$6,799.93	\$2,290.89			1,546.96	1,364.63		1,508.70	12,299.56
Anatomy		12,270.00	3,000.00		\$4,485.00		1,104.17	486.00		2,905.88	25,572.47
Obstetrics		3,181.74	1,200.00		234.08		50.00	1,150.00		974.41	7,174.40
Pharmacology		4,500.00	2,600.00		296.16		481.22	1,181.93		271.71	8,867.87
Surgery		5,000.00	3,245.44		2,533.47	\$60.00	1,555.11			1,385.00	13,887.06
Ophthalmology							875.03	1,914.52		1,079.75	18,346.82
Medicine		9,560.00	300.00	3,334.11	1,283.41		1,154.18	819.83		289.81	5,766.48
Pediatrics		2,897.66		931.84	605.00		1,318.68	5,548.16		183.50	18,560.03
Pathology		1,249.93	5,945.46		3,382.46						415.00
Embalming						415.00				3,390.04	3,390.04
Social Service											
Total	\$6,000.00	\$40,659.40	\$23,090.83	\$6,556.84	\$12,819.58	\$475.00	\$8,625.39	\$14,620.90		\$15,181.47	\$128,029.41
Elliott Hospital				1,977.24				2,850.31	\$4,630.60	35,437.48	44,895.63
Total	\$6,000.00	\$40,659.40	\$23,090.83	\$8,534.08	\$12,819.58	\$475.00	\$8,625.39	\$17,471.21	\$4,630.60	\$50,618.95	\$172,925.04
<i>Schools and Colleges not Subdivided into Departments—</i>											
School of Chemistry	\$3,141.44	\$5,700.00	\$4,499.99	\$3,818.19	\$10,538.49	\$1,382.71	\$1,426.65	\$8,065.10		\$2,618.06	\$41,190.63
School of Mines	4,500.00	9,750.00	3,000.00	14,009.04	1,805.89			4,019.15		8,023.39	45,107.47
College of Dentistry	5,000.00	8,400.00	20,700.00	13,343.16	12,417.10			100.00		12,985.45	72,945.71
Law School	6,000.00	20,822.14		77.84	3,900.00					5,145.00	35,944.98
College of Pharmacy	4,500.00		5,000.00	2,400.00	200.00		174.07	3,320.00		2,540.91	18,134.98
Education	6,250.00	9,309.15	2,607.11	4,499.38	15,919.23		687.50	1,128.86		3,051.65	43,452.88
University Extension		6,775.35	9,839.19	4,646.43	9,258.35	25.57		157.41		44,141.16	74,843.46
Graduate School	300.00	500.00						4,954.69		840.00	6,594.69
Summer Session		7,585.10	2,235.08	3,120.27	4,228.27	947.22	140.00	930.13		413.05	19,599.12
<i>Physical Plant—</i>											
Physical Plant									\$8,150.00	105,697.20	113,847.20

SALARIES AND WAGES—Concluded

	Deans	Professors	Associate Professors	Assistant Professors	Instructors	Lecturers	Fellows, Scholars and Student Assistants	Instruction Service	Executive Heads	General	Total
<i>Sub-Stations—</i>											
Crookston.....		\$3,500.00		\$9,524.94	\$9,531.48		\$367.00			\$18,343.90	\$41,267.32
Morris.....					10,705.00		315.00		\$2,700.00	16,514.94	30,234.94
Grand Rapids.....									2,500.00	8,992.71	11,492.71
Duluth.....				2,200.00						5,392.90	7,592.90
Waseca.....									1,200.00	3,643.83	4,843.83
Zumbra Heights.....				2,000.00						3,703.90	5,703.90
<i>Service Enterprises—</i>											
Service Enterprises.....									2,566.67	64,423.68	66,990.35

SALARIES AND WAGES—GENERAL

	Service Men	Clerks, Stenographers, Tel. Oper.	Extension Workers	Foremen Mechanics, Engineers, Firemen	Pharmacists	Dining Room Help	Matrons, Nurses, and Maids	Janitors and Watchmen	Editors and Assistants	Librarians	Library Assistants	Lectures and Entertainment	Farm and Miscellaneous Labor	Total
<i>Administration and General—</i>														
Administration		\$38,637.23										\$50.00	\$1,807.83	\$40,495.06
General University	\$1,103.99	16,197.73	\$6,750.00	\$655.40			\$550.00		\$1,944.96	\$3,500.00	\$20,971.63	\$1,275.00	7,439.91	60,388.62
<i>Science, Literature and the Arts College—</i>														
Administration		\$2,105.00											\$227.75	\$2,332.75
Animal Biology	\$915.01	590.00											123.16	1,628.17
Botany	3,829.78	675.00											108.56	4,613.34
Economics		712.50	\$6,000.00										30.00	6,742.50
Geology	2,114.88	522.00											138.11	2,774.99
History		52.80											30.30	83.10
Romance Language													212.50	212.50
Rhetoric		1,088.35											103.00	1,191.35
Physics	900.00	286.00		\$1,200.00										2,386.00
Political Science		283.00											136.36	419.36
Social and Civic Training		179.83										\$38.44		218.27
Totals	\$7,759.67	\$6,494.48	\$6,000.00	\$1,200.00								\$38.44	\$1,109.74	\$22,602.33
<i>College of Engineering—</i>														
Administration		\$1,219.90												\$1,219.90
Power House				\$2,530.00									\$8.00	2,538.00
Architecture		600.00											340.09	940.09
Civil		237.86											487.90	725.76
Mechanical		656.33		2,453.07									269.83	3,379.23
Electrical	\$52.30	317.06		763.33									190.74	1,323.43
Drawing	115.20	450.00											3.30	568.50
Experimental	1,325.00	550.00		1,796.00									7.55	3,678.55
Mathematics and Mechanics		220.04												220.04
Totals	\$1,492.50	\$4,251.19		\$7,542.40									\$1,307.41	\$14,593.50

001

SALARIES AND WAGES—GENERAL—Continued

	Service Men	Clerks, Stenographers, Tel. Oper.	Extension Workers	Foremen Mechanics, Engineers, Firemen	Pharmacists	Dining Room Help	Matrons, Nurses, and Maids	Janitors and Watchmen	Editors and Assistants	Librarians	Library Assistants	Lectures and Entertainment	Farm and Miscellaneous Labor	Total
<i>Department of Agriculture—</i>														
Administration		\$1,687.41												
Business Office		3,256.49										\$45.00	\$12.00	\$1,744.41
Registrar		3,052.06												3,256.49
Library														3,052.06
Physical Training	\$707.50									\$1,500.00	\$5,512.67			7,012.67
Farm Maintenance		360.00		\$1,185.00										707.50
General Service	845.00	1,549.37											4,564.66	6,109.66
Publications		300.00											43.00	2,437.37
Extension		8,487.29	\$7,701.71						\$600.00				238.55	1,138.55
General School		1,550.00							1,969.96					977.75
Biochemistry	167.01	840.00		1,725.00										19,136.71
Economics		802.90												418.75
Education		706.33												3,693.75
Engineering		2,742.45												1,223.67
Agronomy	1,100.00	6,497.89		933.33										70.80
Dairy	15,061.67	3,421.49		1,035.00										873.70
Veterinary		959.72												151.51
Bee Keeping		820.00												882.21
Entomology		900.00												3,624.66
Forestry	383.33	1,158.17		1,478.87										882.21
Home Economics		1,499.62		1,600.00										4,126.82
Horticulture	1,908.20	3,032.15												12,658.04
Botany	1,600.00	80.63												37.40
Rhetoric		1,007.05		375.00										3,894.35
Soils		720.71	250.00											8,902.17
Short Course														3,229.90
Totals	\$21,772.71	\$45,401.73	\$7,951.71	\$8,332.20					\$2,569.96	\$1,500.00	\$5,512.67	\$328.85	\$35,928.79	\$129,298.62
<i>Medical School—</i>														
Administration		\$1,880.00												
Work and Art Shop				\$1,200.00									\$112.67	\$1,992.67
Physiology	\$1,257.38	233.02												1,200.00
Anatomy	2,035.35	780.00											18.30	1,508.70
													90.53	2,905.88

181

SALARIES AND WAGES—GENERAL—Continued

	Service Men	Clerks, Stenographers, Tel. Oper.	Extension Workers	Foremen Mechanics, Engineers, Firemen	Pharmacists	Dining Room Help	Matrons, Nurses, and Maids	Janitors and Watchmen	Editors and Assistants	Librarians	Library Assistants	Lectures and Entertainments	Farm and Miscellaneous Labor	Total
Obstetrics		360.00					\$611.93						2.48	974.41
Pharmacology		199.82											71.89	271.71
Surgery	605.00	780.00												1,385.00
Medicine		894.56					31.25						153.94	1,079.75
Pediatrics		199.81					90.00							289.81
Pathology													183.50	183.50
Social Service		720.00	\$1,500.00				1,170.04							3,390.04
Totals	\$3,897.73	\$6,047.21	\$1,500.00	\$1,200.00			\$1,903.22						\$633.31	\$15,181.47
Elliott Hospital	617.13	3,713.95		3,641.92	\$3,031.56	\$2,449.85	\$18,720.43	\$2,438.83					\$823.81	\$35,437.48
Totals	\$4,514.86	\$9,761.16	\$1,500.00	\$4,841.92	\$3,031.56	\$2,449.85	\$20,623.65	\$2,438.83					\$1,457.12	\$50,618.95
<i>Schools and Colleges Not Subdivided Into Departments—</i>														
School of Chemistry	\$1,091.50	\$1,337.41											\$189.15	\$2,618.06
School of Mine	2,620.00	2,737.05		\$1,992.22									674.12	8,023.39
College of Dentistry	600.00	5,678.70					\$6,281.25						425.50	12,985.45
Law School	575.00									\$1,541.66	\$2,965.84		62.50	5,145.00
College of Pharmacy	840.00	1,000.00			\$299.13								401.78	2,540.91
College of Education	34.00	2,901.68											115.97	3,051.65
University Extension		3,329.97	\$6,450.03				145.00					\$31,868.25	2,347.91	44,141.16
Graduate School		840.00												840.00
Summer Session	258.51											50.00	104.54	413.05
<i>Physical Plant—</i>														
Physical Plant	1,091.64	9,350.25		17,477.72				53,872.76					23,904.83	105,697.20
<i>Sub-Stations—</i>														
Crookston		\$3,103.25		\$826.18			\$450.00	\$742.00		\$495.00		\$27.00	\$12,700.47	\$18,343.90
Morris		2,420.07		595.30			634.92			700.00			12,164.65	16,514.94
Grand Rapids	\$208.00	752.69		1,239.09									6,792.93	8,992.71
Duluth				60.00			60.00						5,272.90	5,392.90
Waseca													3,643.83	3,643.83
Zumbra Heights				958.30									2,745.60	3,703.90
<i>Service Enterprises—</i>														
Service Enterprises	3,663.00	11,655.26				34,336.04	8,806.55						5,962.83	64,423.68

SUMMARY EXPENSES "SUPPLIES"

Schools, Colleges, etc.	Maintenance of Offices	Supplies for Instruction	Expenses for Maintenance of Buildings and Grounds	Refunds and Business Enterprises	Total
Administration.....	\$13,136.80		\$498.45		\$13,635.25
General University.....	18,705.04	\$3,798.15	11,548.37	\$121,534.64	155,586.20
Science, Literature and Arts.....	4,631.78	3,894.24	18,531.30	32.00	27,089.32
College of Engineering.....	1,512.59	4,560.24	11,728.82		17,801.65
Department of Agriculture.....	49,771.51	67,739.20	44,831.53	12,620.58	174,962.82
Medical School.....	5,028.24	64,518.82	37,704.53	5.00	107,256.59
School of Chemistry.....	889.10	6,891.55	8,507.70		16,288.35
School of Mines.....	3,167.08	5,899.08	6,798.93		15,865.09
College of Dentistry.....	1,358.12	23,525.51	6,833.98		31,717.61
Law School.....	389.97	536.20	967.75		1,893.92
College of Pharmacy.....	365.37	3,179.54	2,627.98		6,172.89
College of Education.....	1,426.43	1,037.43	2,468.53		4,932.39
University Extension.....	8,960.63	1,003.87	359.00	266.00	10,589.50
Graduate School.....	536.55	4,412.78	1.50		4,950.83
Summer Session.....	468.73	574.69	232.18	808.01	2,083.61
Physical Plant.....	8,612.37		70,145.27	47.00	78,804.64
Crookston.....	4,356.07	10,505.47	11,791.40	965.00	27,617.94
Morris.....	3,696.46	8,858.97	10,084.90	1,392.74	24,033.07
Grand Rapids.....	1,276.49	8,182.89	1,637.79		11,097.17
Duluth.....	391.59	3,463.78	1,086.88		4,942.25
Waseca.....	392.50	2,157.34	610.69		3,160.53
Zumbra Heights.....	136.08	459.00	646.79		1,241.87
Service Enterprises.....	32,352.26		35,282.18	135,896.45	203,530.89
Totals.....	\$161,561.76	\$225,198.75	\$284,926.45	\$273,567.42	\$945,254.38

TWENTIETH BIENNIAL REPORT

MAINTENANCE OF OFFICES

	Postage	Stationery Printing and Off. Supplies	Freight and Express	Telephone and Telegraph	Traveling Expenses	Equip- ment Repairs	Miscel- laneous	Total
<i>Administration and General—</i>								
Administration...	\$5,150.67	\$6,670.59		\$1.60	\$244.37	\$99.74	\$969.83	\$13,136.80
General University	835.06	4,331.86	2,171.79	191.64	1,891.11		9,283.58	18,705.04
<i>Science, Literature and the Arts College—</i>								
Administration...	\$59.50	\$160.48				\$25.15	\$3.78	\$248.91
Adviser to Women	13.50	170.91			\$100.00		4.56	288.07
Animal Biology...	28.00	67.36	\$1.10		1.65			98.11
Astronomy.....	.15	3.29						3.44
Botany.....	30.33	57.27	1.18					88.78
Comparative Phil- ology.....		2.37						2.37
Economics.....	66.00	204.79			23.69			294.48
English.....	22.00	83.97			20.15			126.12
Geology.....	62.00	350.06	12.00	\$2.50	1,466.09			1,892.65
German.....	3.00	29.50						32.50
Greek.....		6.44						6.44
History.....	11.50	126.01						137.51
Latin.....	6.00	6.95						12.95
Mathematics.....	19.50	35.41						54.91
Romance Lan- guages.....	16.50	90.08						106.58
Psychology.....		129.02						129.02
Rhetoric.....	24.00	335.16			185.31			544.47
Philosophy.....		16.81						16.81
Physics.....	14.50	43.85						58.35
Political Science..	24.00	69.58						93.58
Music.....	19.25	41.13						60.38
Scandinavian.....	41.50	22.87						64.37
Social and Civic Training.....	51.00	69.26			110.98			231.24
Sociology and An- thropology.....	17.00	21.84						38.84
Totals.....	\$529.23	\$2,144.41	\$14.28	\$2.50	\$1,907.87	\$25.15	\$8.34	\$4,631.78
<i>College of Engi- neering—</i>								
Administration...	\$164.00	\$321.66			\$140.70	\$51.39	\$24.34	\$702.09
Architecture.....	7.35	149.65	\$1.87		.25			159.12
Civil.....		24.88	16.87		116.25			158.00
Mechanical.....	8.00	117.78			16.81			142.59
Electrical.....	12.00	128.27	12.25		1.50			154.02
Drawing and De- scriptive Geom- etry.....		60.26						60.26
Experimental.....	5.00	79.75	2.00		9.16			95.91
Mathematics and Mechanics.....					40.60			40.60
Totals.....	\$196.35	\$882.25	\$32.99		\$325.27	\$51.39	\$24.34	\$1,512.59
<i>Department of Agriculture—</i>								
Administration...		\$260.42		\$5.00	\$537.96		\$251.31	\$1,054.69
Business Office...		300.31			.70	\$3.75	130.60	435.36
Registrar.....	\$16.00	878.27					196.27	1,090.54
Library.....		413.23	\$8.30			118.64	32.28	572.45
Physical Training..		37.76						37.76
Farm Maintenance							451.32	451.32
General Service...		12.70	275.39	3,423.68			52.59	3,764.36
General.....	2,696.00	226.52	717.36				1.40	3,641.28
Publications.....	37.00	861.06			63.67			1,138.25
Extension.....	422.00	2,544.91	16.17	1,129.55	16,906.11		176.52	21,018.74
General School.....	12.00	144.57			278.59			435.16
Biochemistry.....	17.00	137.17			107.40			261.57
Economics.....	90.00	71.05			397.81			558.86

FINANCIAL REPORT

185

MAINTENANCE OF OFFICES—Concluded

	Postage	Stationery Printing and Off. Supplies	Freight and Express	Telephone and Telegraph	Traveling Expenses	Equip- ment Repairs	Miscel- laneous	Total
Education	9.00	208.77			199.18			416.95
Engineering	7.00	203.73	189.61	18.75	84.35			503.44
Agronomy	15.00	664.83	63.95		1,563.38			2,307.16
Dairy	204.90	721.42	1,015.93		1,970.41			3,912.66
Veterinary	267.85	201.32	69.66		108.81			647.64
Bee Keeping	177.00	49.86	37.00		69.94			333.80
Entomology		70.92			125.95			196.87
Forestry	29.00	72.52	53.67	42.17	1,042.24			1,239.60
Home Economics	11.00	174.22			95.89			281.11
Horticulture	26.00	194.19			776.42			996.61
Botany	29.50	744.66	9.26	.50	954.32			1,738.24
Rhetoric		29.52						29.52
Soils	20.50	145.63	66.97		1,640.70			1,873.80
Short Courses	82.00	686.74	11.71		53.32			833.77
Totals	\$4,168.75	\$10,056.30	\$2,534.98	\$4,619.65	\$26,977.15	\$122.39	\$1,292.29	\$49,771.51
<i>Medical School—</i>								
Administration	305.75	259.75		2.03	80.02	58.69	65.23	771.47
Work and Art Shop		57.56					175.94	233.50
Physiology		149.29						149.29
Anatomy	40.00	263.70			7.50			311.20
Obstetrics	11.90	68.42						80.32
Pharmacology	22.50	97.08						119.58
Surgery	22.00	11.23						33.23
Ophthalmology		5.30						5.30
Medicine		223.30			25.79			249.09
Pediatrics	13.75	13.45						27.20
Pathology	27.00	242.98			18.67			288.65
Embalmng	17.00	7.00						24.00
Social Service	61.00	80.23			76.85			218.08
Totals	\$520.90	\$1,479.29		\$2.03	\$208.83	\$58.69	\$241.17	\$2,510.91
Elliott Hospital	183.50	1,820.25	\$74.79	259.66	179.13			2,517.33
Totals	\$704.40	\$3,299.54	\$74.79	\$261.69	\$387.96	\$58.69	\$241.17	\$5,028.24
<i>Schools and Colleges Not Subdivided Into Departments—</i>								
School of Chemistry	\$54.50	\$786.57			\$48.03			\$889.10
School of Mines	138.50	1,086.00	\$66.43		1,876.15			3,167.08
College of Dentistry	269.75	983.43			104.94			1,358.12
Law School	154.00	189.12	10.22		36.63			389.97
College of Pharmacy	52.75	236.50	3.50		72.62			365.37
College of Education	365.00	896.43			165.00			1,426.43
University Extension	1,701.00	2,785.32	15.67	\$35.25	4,423.39			8,960.63
Graduate School	76.75	158.69			301.11			536.55
Summer School	210.00	212.99	7.00		38.74			468.73
<i>Physical Plant—</i>								
Physical Plant	\$41.50	\$536.99	\$294.19	\$5,299.79	\$2.75	\$3,437.15		\$8,612.37
<i>Sub-Stations—</i>								
Crookston	\$570.05	\$1,177.71	\$669.82	\$279.44	\$1,659.05			\$4,356.07
Morris	414.08	471.42	1,922.38	277.00	611.58			3,696.46
Grand Rapids	108.75	65.25	671.93	87.63	342.93			1,276.49
Duluth	51.58	14.81	40.75	64.05	220.40			391.59
Wasca	25.60	6.10	115.22	62.70	182.88			392.50
Zumbra Heights	5.00	42.00	53.98	35.10				136.08
<i>Service Enterprises—</i>								
Service Enterprises	\$116.41	\$26,298.90	\$852.33	\$164.93	\$38.69		\$4,881.00	\$32,352.26

SUPPLIES FOR INSTRUCTION

	Chemicals and Lab. Supplies	Laboratory Glassware	Feed and Provisions	Equipment Repairs	Bulletin and Publication	Kitchen Utensils	Seeds and Plants	Book-binding	Miscellaneous	Total
<i>Administration and General—</i>										
Administration.....										
General University.....	\$122.86	\$1.92	\$28.14	\$165.44	44.14			3,435.65		3,798.15
<i>Science, Literature and the Arts College—</i>										
Administration.....					\$82.35				\$127.97	\$82.35
Animal Biology.....	\$1,274.38	\$68.23	\$131.53	\$14.96					2.46	1,617.07
Astronomy.....	9.29	.96		.50					81.64	13.21
Botany.....	273.96	143.44		16.05			\$100.30			615.39
Comparative Philology.....				1.60					3.10	1.60
Economics.....				15.77						18.87
English.....				.73						.73
Geology.....	332.56	16.66			253.63				33.39	636.24
German.....									24.06	24.06
Greek.....									.11	.11
Latin.....									3.50	3.50
Mathematics.....	11.56								5.79	17.35
Psychology.....	266.80	9.93		14.00	4.10			\$2.75	20.10	314.93
Rhetoric.....									5.70	8.45
Philosophy.....				4.50					2.36	6.86
Physics.....	175.08	41.30		38.61					56.46	311.45
Political Science.....				6.85					.72	7.57
Music.....				70.50					86.24	156.74
Social and Civic Training.....				2.39					55.37	57.76
Totals.....	\$2,343.63	\$280.52	\$131.53	\$186.46	\$340.08		\$100.30	\$2.75	\$508.97	\$3,894.24
<i>College of Engineering—</i>										
Power House.....				\$90.73					\$524.28	\$615.01
Architecture.....	\$259.58			15.60					205.19	480.37
Civil.....	44.33			27.16					64.69	136.18
Mechanical.....	1,931.71	\$3.10		42.53					255.22	2,232.56
Electrical.....	215.55	5.13		75.71					90.00	386.39
Experimental.....	443.66	24.65		18.34					219.73	706.38
Mathematics and Mechanics.....		3.35								3.35
Totals.....	\$2,894.83	\$36.23		\$270.07					\$1,359.11	\$4,560.24

SUPPLIES FOR INSTRUCTION—Continued

	Chemicals and Lab. Supplies	Laboratory Glassware	Feed and Provisions	Equipment Repairs	Bulletins and Publi- cations	Kitchen Utensils	Seeds and Plants	Book- binding	Miscel- laneous	Total
<i>Department of Agriculture—</i>										
Administration.....	\$11.65		\$31.04		\$106.15					\$148.84
Registrar.....								\$15.00		15.00
Library.....					3.61			446.58		450.19
Physical Training.....				\$18.50					\$285.54	304.04
Farm Maintenance.....			1,359.03	3.43						1,379.08
General Service.....				22.75			\$16.62			22.75
Publications.....				15.51	2,923.95					2,939.46
Extension.....				26.03	2,961.81				806.96	3,794.80
General School.....				4.30					87.85	92.15
Biochemistry.....	785.23	\$685.31		16.07	19.00				129.13	1,634.74
Economics.....					449.56				.80	450.36
Education.....	12.07	12.98							46.52	71.57
Engineering.....	1,117.20			15.94	320.30				743.39	2,196.83
Agronomy.....	110.61	154.58	182.50	40.24	11.50		133.90	30.40	2,924.47	3,588.20
Dairy.....	376.40	126.14	33,667.54	100.34	5.50		4.42		2,225.00	36,505.34
Veterinary.....	1,110.51	250.05	1,165.75	33.29	11.90				1,490.05	4,061.55
Bee Keeping.....	21.65	91.37	75.00	12.93					150.93	351.88
Entomology.....	245.07	34.54	46.71	15.88	5.00				25.93	373.13
Forestry.....	32.22	6.50		56.51					448.25	543.48
Home Economics.....	279.24	127.70	1,194.92	47.51		\$66.66			58.07	1,774.10
Horticulture.....	191.15	69.98		10.10	2.80		360.05	5.30	455.13	1,094.51
Botany.....	265.37	4.25		37.73	115.70		77.75		459.63	960.43
Rhetoric.....				3.45						3.45
Soils.....	209.98	53.07		30.17	10.02		46.51	3.20	1,114.99	1,467.94
Short Courses.....	51.00	.99	2,608.02		741.60				113.77	3,515.38
Totals.....	\$4,819.35	\$1,617.46	\$40,330.51	\$510.68	\$7,688.40	\$66.66	\$639.25	\$500.48	\$11,566.41	\$67,739.20
<i>Medical School—</i>										
Administration.....	\$149.29		\$4.61		\$116.55	\$141.47				\$411.92
Physiology.....	541.79	\$107.36			108.14				\$82.14	839.43
Anatomy.....	2,247.11	60.15	176.56	\$18.06	78.40				228.53	2,808.81
Obstetrics.....	174.58	1.68		5.00					5.25	186.49
Pharmacology.....	589.99	79.54		2.36	4.50				26.32	702.71
Surgery.....	282.79	5.82		6.00					6.83	301.44
Ophthalmology.....	67.00									67.00
Medicine.....	656.87	353.75		23.35					80.38	1,114.35
Pediatrics.....	158.58	142.72		1.15	8.35				1.57	312.37
Pathology.....	1,869.14	436.51	25.98	68.38	8.30				154.90	2,563.21
Embalming.....					38.85					38.85
Social Service.....										
Totals.....	\$6,737.14	\$1,187.53	\$207.15	\$124.30	\$363.09	\$141.47			\$585.90	\$9,346.58
Elliott Hospital.....	16,839.01	337.94	33,695.64	608.76	69.74	91.07			3,530.08	55,172.24
Totals.....	\$23,576.15	\$1,525.47	\$33,902.79	\$733.06	\$432.83	\$232.54			\$4,115.98	\$64,518.82

SUPPLIES FOR INSTRUCTION—Concluded

	Chemicals and Lab. Supplies	Laboratory Glassware	Feed and Provisions	Equipment Repairs	Bulletins and Publi- cations	Kitchen Utensils	Seeds and Plants	Book- binding	Miscel- laneous	Total
<i>Schools and Colleges Not Sub- divided Into Colleges—</i>										
School of Chemistry	\$3,290.48	\$2,381.54		\$1,012.78	\$3.12			\$3.20	\$200.43	\$6,891.55
School of Mines	4,144.92	503.64		434.68	1.03			8.50	806.31	5,899.08
College of Dentistry	22,275.61	8.15		523.25	40.13				678.37	23,525.51
Law School								513.65	22.55	536.20
College of Pharmacy	1,360.66	645.24		120.79					1,052.85	3,179.54
College of Education	791.22	45.51		100.01		\$6.02			94.67	1,037.43
University Extension					367.50				636.37	1,003.87
Graduate School	425.09	1.66			3,442.62				543.41	4,412.78
Summer School	159.48	5.07			277.60				132.54	574.69
<i>Sub-Stations—</i>										
Crookston	\$101.02	\$10.30	\$7,632.32	\$349.60	\$316.32	\$10.87	\$527.76	\$51.52	\$1,505.76	\$10,505.47
Morris	255.51		5,521.13	222.86	444.95	105.53	223.28	30.68	2,055.03	8,858.97
Grand Rapids	104.49		6,793.96	104.06	336.45	10.15	133.49		700.29	8,182.89
Duluth			2,399.79	256.54	61.53		77.88		668.04	3,463.78
Waseca			1,447.07	66.84	3.30		97.33		542.80	2,157.34
Zumbra Heights	65.40		120.50				5.75		267.35	459.00

EXPENSES FOR MAINTENANCE OF BUILDINGS AND GROUNDS

	Repairs	Water and Ice	Gas and Electricity	Janitorial Supplies	Fuel	Laundry	Miscellaneous	Total
<i>Administration and General—</i>								
Administration.....		\$26.00	\$65.00		\$351.45	\$56.00		\$498.45
General University.....	261.99	1,114.00	1,143.37	7.09	7,907.78	1,114.14		11,548.37
<i>Science, Literature and the Arts College—</i>								
Administration.....		\$529.73	\$687.51		16,694.24	\$475.85		\$18,387.33
Animal Biology.....	\$16.21			\$2.04				18.25
Botany.....	38.79							38.79
Economics.....	31.46							31.46
Geology.....	1.92							1.92
Romance Languages.....	10.31							10.31
Rhetoric.....	16.32							16.32
Physics.....	16.92							16.92
Music.....				10.00				10.00
Totals.....	\$131.93	\$529.73	\$687.51	\$12.04	16,694.24	\$475.85		\$18,531.30
<i>College of Engineering—</i>								
Administration.....	\$126.78	\$244.21	\$796.73		\$9,665.08	\$208.24		\$11,041.04
Power House.....	258.77							258.77
Architecture.....	1.44							1.44
Mechanical.....	16.16			.12	268.19			284.47
Experimental.....	7.49			.90	134.71			143.10
Totals.....	\$410.64	\$244.21	\$796.73	\$1.02	10,067.98	\$208.24		\$11,728.82
<i>Department of Agriculture—</i>								
Administration.....	\$203.13							\$203.13
Library.....	9.00							9.00
Physical Training.....	.65					363.16		363.81
Farm Maintenance.....	1.10				\$3.52			4.62
General Service.....		\$548.46	\$654.54		39,310.76	305.21		40,818.97
Extension.....	4.94							4.94
General School.....	.71							.71
Biochemistry.....	15.60	6.62		\$1.95				24.17
Engineering.....	161.85	39.00						200.85
Agronomy.....	46.17	2.10			10.92			59.19
Dairy.....	219.59	19.18		60.62	32.60	24.42		356.41
Veterinary.....	802.27	141.36		46.79		197.19		1,187.61
Entomology.....	2.20			1.95				4.15
Forestry.....	356.68				131.66	706.72		1,195.06
Home Economics.....	84.09	94.00		.43		56.76		235.28
Horticulture.....	45.20							45.20
Botany.....	72.16	9.64		.75				82.55
Soils.....		.08						.08
Short Courses.....	6.40	13.50				15.90		35.80
Totals.....	\$2,031.74	\$873.94	\$654.54	\$112.49	39,489.46	\$1,669.36		\$44,831.53
<i>Medical School—</i>								
Administration.....	\$73.11	\$741.43	\$4,459.86		11,421.38	\$544.31		\$17,240.09
Physiology.....	54.90			\$4.21				59.11
Anatomy.....	3.17			1.92				5.09
Obstetrics.....				.60				.60
Pharmacology.....				8.31				8.31
Medicine.....	21.59			4.22				25.81
Pediatrics.....				.57				.57
Pathology.....	3.55			46.83		6.10		56.48
Social Service.....		16.00						16.00
Totals.....	\$156.32	\$757.43	\$4,459.86	\$66.66	11,421.38	\$550.41		\$17,412.06
Elliott Hospital.....	\$1,982.10	\$1,577.05	\$1,186.07	\$3,569.31	11,423.38	\$554.56		\$20,292.47
Totals.....	\$2,138.42	\$2,334.48	\$5,645.93	\$3,635.97	22,844.76	\$1,104.57		\$37,704.53

EXPENSES FOR MAINTENANCE OF BUILDINGS AND GROUNDS—Concluded

	Repairs	Water and Ice	Gas and Electricity	Janitorial Supplies	Fuel	Laundry	Miscellaneous	Total
<i>School and Colleges not Subdivided Into Departments—</i>								
School of Chemistry.....	\$73.73	\$205.17	\$1,067.99	\$1.96	\$7,029.16	\$129.69		\$8,507.70
School of Mines.....	1,480.89	284.30	1,397.02	44.07	3,514.63	78.02		6,798.93
College of Dentistry.....	2,585.31	125.00	562.60	137.29	1,581.56	1,842.22		6,833.98
Law School.....		10.00	50.00		878.64	29.11		967.75
College of Pharmacy.....	17.38	50.00	132.99	10.53	2,372.34	44.74		2,627.98
College of Education.....	90.95	25.00	78.33	2.25	2,196.61	75.39		2,468.53
University Extension.....		20.40	60.00		263.60	15.00		359.00
Graduate School.....						1.50		1.50
Summer School.....		40.00	90.68	2.00		99.50		232.18
<i>Physical Plant—</i>								
Physical Plant.....	54,810.36	1,079.67	2,719.52	4,295.21	6,765.56	99.96	374.99	70,145.27
<i>Sub-Stations—</i>								
Crookston.....	\$3,728.79	\$1,077.42	\$523.96	\$43.20	\$6,418.03			\$11,791.40
Morris.....	3,098.93	521.23	544.81	109.46	5,810.47			10,084.90
Grand Rapids.....	668.55		459.46	37.17	472.61			1,637.79
Duluth.....	867.86	6.72		2.40	209.90			1,086.88
Waseca.....	167.99	33.54	118.45		260.71			610.69
Zumbra Heights.....	198.04			2.67	446.08			646.79
<i>Service Enterprises—</i>								
Service Enterprises.....	6,409.38	1,467.00	3,297.57	2,022.18	15,987.51	6,098.54		35,282.18

BUSINESS ENTERPRISES

	Refunds	Kitchen Utensils	Provisions	Student Publications	Gymnasium Suits, Shoes, etc.	Sundry Trust Funds	Total
<i>General—</i>							
General University.....	\$78,357.22			\$9,662.49	\$3,871.30	\$29,643.63	\$121,534.64
<i>Science Literature and the Arts College—</i>							
Music.....	\$32.00						\$32.00
<i>Department of Agriculture—</i>							
General Service.....	\$1.40						\$1.40
General.....	11,825.51						11,825.51
Agronomy.....	7.50						7.50
Dairy.....	450.00						450.00
Short Courses.....	336.17						336.17
Total.....	\$12,620.58						\$12,620.58
<i>Medical School—</i>							
Embalming.....	\$5.00						\$5.00
<i>Schools and Colleges not Subdivided Into Colleges—</i>							
University Extension Summer Session.....	\$266.00						\$266.00
Summer Session.....	808.01						808.01
<i>Physical Plant—</i>							
Physical Plant.....	47.00						47.00
				Trolley		Miscellaneous	
<i>Sub-Stations—</i>							
Crookston.....	\$965.00						\$965.00
Morris.....	1,392.74						1,392.74
<i>Service Enterprises—</i>							
Service Enterprises.....	5,013.42	242.27	120,203.35	9,193.78	804.70	438.93	135,896.45

CAPITAL OUTLAY

	Typewriters and Add- ing Machines	Books	Apparatus and Instruments	Furniture and Fur- nishings	Tools, Im- plements, Machinery	Buildings and Lands	Live Stock	Dining Hall Equipment	Total
<i>Administration and General—</i>									
Administration.....	\$933.75	\$40.00		\$1,050.16		\$45.06			\$2,068.97
General University.....	512.50	17,698.52	\$140.68	2,059.97	316.57	374.67		\$6.94	21,109.85
<i>Science, Literature and the Arts College—</i>									
Administration.....		\$26.20		\$309.06					\$329.26
Adviser to Women.....	\$82.25	27.08		142.23		\$2.40			253.96
Animal Biology.....			\$1,082.97	739.40					1,822.37
Astronomy.....			74.25	50.00					124.25
Botany.....	65.25	15.00	688.75	36.05	\$8.91				813.96
Comparative Philology.....				31.88					31.88
Economics.....	31.00	10.80		11.09					52.89
English.....				34.10					34.10
Geology.....	355.70		258.36	1,289.15	272.35				2,175.56
German.....				13.32		2.19			15.51
History.....				11.45					11.45
Latin.....		.80							.80
Mathematics.....				6.86		9.26			16.12
Romance Languages.....	75.00			10.00					85.00
Psychology.....			277.10						277.10
Rhetoric.....		32.40		22.95		65.22			120.57
Physics.....			1,620.39	314.86	24.76	78.08			2,038.09
Music.....	40.00			1,641.85					1,681.85
Scandinavian.....				.67					.67
Social and Civic Training.....	68.50	2.75		22.77					94.02
Totals.....	\$717.70	\$109.03	\$4,001.82	\$4,687.69	\$306.02	\$157.15			\$9,979.41
<i>College of Engineering—</i>									
Administration.....		\$8.00		\$103.32	\$1,498.86	\$52.00			\$1,662.18
Power House.....					656.00	64.07			720.07
Architecture.....				472.37					472.37
Civil.....					80.12	8.47			88.59
Mechanical.....		10.80	\$168.55	12.50	651.10	14.51			857.46
Electrical.....			363.29	85.50	1,002.20				1,450.99
Drawing and Descriptive Geometry.....				293.63					293.63
Experimental.....			266.60	29.25	842.27				1,138.12
Totals.....		\$18.80	\$798.44	\$996.57	\$4,730.55	\$139.05			\$6,683.41

CAPITAL OUTLAY—Continued

	Typewriters and Add- ing Machines	Books	Apparatus and Instruments	Furniture and Furnishings	Tools, Im- plements, Machinery	Buildings and Lands	Live Stock	Dining Hall Equipment	Total
<i>Department of Agriculture—</i>									
Administration			\$304.65	\$456.64	\$1,012.77	\$283.37	\$46.25		\$2,103.68
Business Office	\$165.00	\$17.00		66.50		6.08			254.58
Registrar				68.35		3.13			71.48
Library	39.50	2,829.37		782.85					3,651.72
Physical Training				442.91		60.49			503.40
Farm Maintenance					523.75				523.75
General Service					266.96				266.96
Publications	109.50	11.00		120.50	4.58				245.58
Extension	268.50			623.45					891.95
General School		217.25		90.35					307.60
Biochemistry	45.25		286.64	175.82	2.49		5.00		515.20
Economics	31.00								31.60
Education		1.00		83.99		78.24			163.23
Engineering				316.45	1,624.75				1,941.20
Agronomy	64.00	8.75	53.58	700.75	572.60	190.57			1,590.25
Dairy	45.00	21.50		270.31	1,033.20	2,658.02	6,715.17		10,743.20
Veterinary	40.00	5.00	236.06	1,051.65	18.60	1,786.75	2,607.29		5,745.35
Bee Keeping				20.81	174.51		129.00		324.32
Entomology			19.00	30.30	389.00		.80		439.10
Forestry				41.80	214.39	95.40	450.00		801.59
Home Economics	73.50	6.00	120.00	294.91		59.23	.40	\$17.14	571.18
Horticulture			22.21	273.64	168.34	13.43			477.62
Botany	153.43	1.40	96.50	472.83	209.61	167.59			1,101.36
Rhetoric				8.83					8.83
Soils		3.30	498.14	125.79	519.38	23.81			1,170.42
Short Course		.50	105.70	90.20	100.00				296.40
Totals	\$1,034.68	\$3,122.07	\$1,742.48	\$6,609.63	\$6,828.93	\$5,426.11	\$9,953.91	\$17.14	\$34,734.95
<i>Medical School—</i>									
Administration			\$58.60	\$98.32		\$256.14			\$413.06
Work and Art Shop				.43	\$0.41				.84
Physiology			93.00	50.63	2.48				146.11
Anatomy		\$17.50	114.24	52.07	2.75				186.56
Obstetrics			188.89	16.46					205.35
Pharmacology			33.77	19.99	1.82				55.58

CAPITAL OUTLAY—Concluded

	Typewriters and Add- ing Machines	Books	Apparatus and Instruments	Furniture and Furnishings	Tools, Im- plements, Machinery	Buildings and Lands	Live Stock	Dining Hall Equipment	Total
Surgery				6.03					6.03
Ophthalmology			174.55						174.55
Medicine			675.04	87.11	1.38				763.53
Pediatrics			85.63	1.94					87.57
Pathology			148.32	160.98	1.92	10.64			321.86
Embalming		25.00							25.00
Totals		\$42.50	\$1,572.04	\$493.96	\$10.76	\$266.78			\$2,386.04
Elliott Hospital	\$82.25	7.00	1,786.30	5,844.23	57.36	1,364.77	\$172.16	\$552.87	9,866.94
Totals	\$82.25	\$49.50	\$3,358.34	\$6,338.19	\$68.12	\$1,631.55	\$172.16	\$552.87	\$12,252.98
<i>Colleges Not Subdivided Into Departments—</i>									
School of Chemistry			\$1,340.96	\$263.92	\$42.65	\$1,448.59			\$3,096.12
School of Mines			2,541.20	546.93	1,359.20	3,830.60			8,277.93
College of Dentistry			1,047.21	4,546.99	38.56	2,475.83			8,168.59
Law School		\$3,438.70		98.12		109.14			3,645.96
College of Pharmacy			93.63	139.99	6.60	25.60			265.82
College of Education		120.63	376.54	714.30	125.64	116.92			1,454.03
University Extension	\$68.50	28.00		148.05					244.55
Graduate School		109.69	348.00	26.00					483.69
Summer Session					1.71				1.71
<i>Physical Plant—</i>									
Physical Plant	\$31.00	\$10.40		\$3,855.09	\$4,021.06	\$81,058.19			\$88,975.74
<i>Sub-Stations—</i>									
Crookston	\$75.00	\$348.89		\$598.95	\$3,449.40	\$1,478.00	\$1,145.00		\$7,095.24
Morris		175.26		1,676.25	2,756.89	61,500.15	1,430.00	\$54.03	67,592.58
Grand Rapids		5.00		77.10	2,005.00	4,797.80	250.00	1.25	7,136.15
Duluth				174.89	485.81	391.59		31.88	1,084.17
Waseca				128.42	1,724.23	1,738.52	348.00		3,939.17
Zumbra				15.00	324.70				339.70
<i>Service Enterprises—</i>									
Service Enterprises		4,998.38	\$224.56	9,324.11	55.80	4,579.22		1,982.24	21,164.31

TABLE VII
SCHEDULES OF RECEIPTS

1917-1918

SCHEDULE A

Tuition and Fees

University Tuition and Fees.....	\$ 261,171.01
University Farm Tuition and Fees.....	28,828.02
University Extension	18,732.75
Crookston Tuition and Fees.....	2,265.50
Morris Tuition and Fees.....	2,166.25
	<hr/>
	\$313,163.53

SCHEDULE B

Receipts from Dining Halls, etc.

Sanford Hall	\$ 22,947.53
Shevlin Hall	28,763.57
Minnesota Union	68,080.80
Printing Department	37,861.35
Photo Laboratory	2,656.61
Book Store	13,797.60
Crookston Book Store	647.81
Morris Book Store	551.57
Agricultural Hospital	1,245.98
Agricultural Dormitories	10,143.33
Agricultural Dining Hall	49,289.77
Agricultural Caf�, Summer Session.....	2,666.19
Special Military Training	81,485.69
Crookston Dining Hall	16,246.88
Morris Dining Hall	15,495.92
	<hr/>
	\$351,880.60

SCHEDULE C

*Sundry Special Support Appropriations**

Fuel	\$ 107,000.00
General Equipment	17,000.00
Elliot Hospital	100,200.00
Research	9,530.00
Geological Survey	8,250.00
General Extension	25,000.00
Agricultural Extension	25,000.00
County Agents	17,000.00
Crookston	56,000.00
Grand Rapids	12,000.00
Morris	50,000.00
Duluth	8,000.00
Waseca	5,000.00
Zumbra	5,000.00
	<hr/>
	\$444,980.00

TABLE VII—Continued
SCHEDULES OF RECEIPTS
1917-1918

SCHEDULE D

Extraordinary Repairs and Buildings Appropriations

University Repairs	\$ 20,000.00
Farm Repairs	18,750.00
Farm Building Fund.....	15,600.00
Crookston	5,000.00
Morris	60,000.00
Waseca	3,500.00
Duluth	3,000.00
	<hr/>
	\$125,250.00

SCHEDULE E

Sale of Agricultural Products

University Farm Products, Livestock, etc.	\$ 38,872.82
Hog Cholera Serum	14,470.04
Crookston Farm Products, Livestock, etc.	15,957.95
Grand Rapids Farm Products, Livestock, etc.	12,138.37
Morris Farm Products, Livestock, etc.	14,454.38
Duluth Farm Products, Livestock, etc.	4,249.00
Waseca Farm Products, Livestock, etc.	5,115.02
Zumbra Farm Products, Livestock, etc.	944.24
	<hr/>
	\$106,201.82

SCHEDULE F

Receipts from Other Sources

Seed Cases	\$ 1,354.50
Canceled Warrants	3,639.73
Refund of Salary.....	225.00
Miscellaneous Refunds	149.60
Engineering Testing Fees	816.35
Interest on Bank Deposits.....	1,169.40
Research	289.84
Geological Survey	120.54
University Miscellaneous Receipts	20,457.68
Elliot Hospital Transfers	55.68
General University Extension Transfers.....	11,030.35
Trust Fund Transfers	972.00
General Support Departmental Transfers.....	76,375.64
Farm Miscellaneous Transfers	391.66
Fuel Transfers	22,222.43
Extraordinary Repairs and Buildings Receipts, etc.....	1,927.79
Buildings and Equipment under Construction Transfers...	84,000.00
Fire Loss Beef Cattle Barn Receipts.....	112.46
Peat Soil Investigations Receipts.....	500.00
	<hr/>
	\$225,810.65

TABLE VIII
DISTRIBUTION OF NET FEES

1916-1917 AND 1917-1918

	1916-1917	1917-1918
College of Science, Literature, and the Arts..	\$ 89,625.03	\$ 82,111.81
Engineering College	28,417.23	23,142.35
College of Medicine and Surgery.....	35,446.14	35,843.39
School of Chemistry	4,775.35	4,350.58
School of Mines	3,977.06	3,295.61
College of Dentistry	50,393.48	46,077.74
Law School	11,937.00	5,817.83
College of Pharmacy.....	5,491.59	3,228.41
College of Education.....	4,504.71	4,070.31
Graduate School	3,068.51	1,767.40
School for Nurses	665.28	776.00
General Extension	20,745.50	15,270.75
Correspondence Extension	2,643.00	2,180.50
Dentist Short Course Extension.....	1,000.00
Law Extension	1,000.00	685.01
Summer Session Academic	11,444.78	12,484.33
Summer Session Dentistry	1,880.25
Summer Session Medicine	3,534.70
Summer Session Agriculture	2,019.50
Red Cross	204.50
Music	6,427.75	7,218.00
Music Special	608.00	96.00
Music Summer Session	342.00
Voice	2,670.00	2,480.00
Voice Summer Session	156.00	120.00
School of Agriculture Fees.....	3,837.00	2,931.82
College of Agriculture	28,286.45	18,563.24
High School Registration.....	960.00	1,566.00
High School Incidentals.....	287.25	471.44
Special Rhetoric	196.50	271.15
Dairy Short Course	1,300.00	250.00
Registration	4,700.00
Embalming	1,709.50	663.10
Special Histology	475.00
Agriculture Music	96.00
Agriculture Summer Music	204.00
Agriculture Misc. Short Courses.....	285.00	2,845.50
Health Fees	18.00
	\$328,557.11	\$285,353.22

TABLE VIII—Continued
DISTRIBUTION OF NET FEES

1916-1917 AND 1917-1918

Crookston Fees	2,129.75	2,265.50
Morris Fees	2,052.02	2,166.25
<i>Collected with Fees</i>		
Minnesota Union	\$ 6,029.49	\$ 4,588.94
General Deposits University	24,467.52	20,134.67
General Military Deposits	1,912.54	30,386.28
Gym Suits, Men.....	1,941.67	2,144.35
Gym Suits, Women	2,445.22	3,233.97
Swimming Suits and Caps.....	163.40	329.42
P. O. Boxes20
Piano Rental	185.00	403.00
Agricultural Breakage	12,105.06
Laboratory Fees	265.75	6.00
	\$49,515.85	\$61,226.63

TABLE IX
SUMMARY OF MAINTENANCE FUNDS

	1916-1917		Totals	Debits to Support Funds	Balance July 31, 1917
	Balance Aug. 1, 1916	Credits to Support Funds			
Support Fund.....	\$85,354.63	\$2,052,902.54	\$2,138,257.17	\$2,096,828.45	\$41,428.72
Special University Support.....	53,718.04	391,289.75	445,007.79	395,223.74	49,784.05
Special Repairs.....	384.96	30,447.40	30,832.36	25,469.85	5,362.51
Special Agricultural Support.....	38,944.95	161,837.27	200,782.22	169,373.96	31,408.26
Special Agricultural Repairs.....	10,485.74	30,758.74	41,244.48	31,429.56	9,814.92
Sub-Station Support.....	13,999.96	177,551.25	191,551.21	172,135.65	19,415.56
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Totals.....	\$202,888.28	\$2,844,786.95	\$3,047,675.23	\$2,890,461.21	\$157,214.02
Transfers and entries other than receipts credited to accounts.....		721,629.57
Transfers and entries other than expense charged to accounts.....		698,385.87
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net Receipts.....	\$2,123,157.38
Net Expenditures.....	\$2,192,075.34

The difference in balance July 1, 1916, is in adjustments of contingent balance and overdraft support balances.

SUMMARY OF BUILDING AND EQUIPMENT FUNDS

1916-1917

	Balance Aug. 1, 1916	Credits to Funds	Totals	Debits to Funds	Balance July 31, 1917
University Buildings.....	\$33,408.43	\$8,000.00	\$41,408.43	\$31,914.13	\$9,494.30
University Equipment.....	2,407.03	17,504.69	19,911.72	11,283.47	8,628.25
Agricultural Buildings.....	9,851.51	30,038.50	39,890.01	31,207.21	8,682.80
Crookston Buildings and Equipment.....	19.70	7,504.28	7,523.98	7,056.53	467.45
Grand Rapids Buildings and Equipment.....	524.73	7,001.55	7,526.28	1,204.71	6,321.57
Morris Buildings and Equipment.....	10,613.30	40,176.76	50,790.06	30,517.93	20,272.13
Waseca Buildings and Equipment.....	103.79	1,375.00	1,478.79	874.77	604.02
Duluth Buildings and Equipment.....	242.97	7,442.86	7,685.83	7,395.53	290.30
Zumbra Buildings and Equipment.....	2,078.87	2,078.87	1,328.00	750.87
Totals.....	\$59,250.33	\$119,043.64	\$178,293.97	\$122,782.28	\$55,511.69
Items other than expense charged to accounts.....	15,850.50
Totals.....	\$59,250.33	\$119,043.64	\$178,293.97	\$106,931.78	\$55,511.69

FINANCIAL REPORT

TABLE X
SUMMARY OF MAINTENANCE FUNDS

	1917-1918				
	Balance Aug. 1, 1917	Credits to Support Funds	Totals	Debits to Support Funds	Balance July 31, 1918
Support Fund.....	\$160,998.38	\$2,755,317.78	\$2,916,316.16	\$2,808,792.36	\$107,523.80
Special University Support.....	25,187.56	456,230.30	481,417.86	472,718.41	8,699.45
Farm Special Support Fund.....	15,801.33	118,991.75	134,793.08	132,322.28	2,470.80
Sub-Station Support.....	21,852.82	229,286.49	251,139.31	226,910.24	24,229.07
Totals.....	\$223,840.09	\$3,559,826.32	\$3,783,666.41	\$3,640,743.29	\$142,923.12
Transfers and entries other than receipts credited to accounts.....	1,100,943.94
Transfers and entries other than expense charged to accounts.....	1,214,640.24
Net Receipts.....	\$2,458,882.38
Net Expenditures.....	\$2,426,103.05
Difference in balances due to transferring funds.					

SUMMARY OF EXTRAORDINARY REPAIRS AND BUILDING FUNDS

	1917-1918				
	Balance Aug. 1, 1917	Credits to Funds	Totals	Debits to Funds	Balance July 31, 1918
University Repairs.....		\$20,037.00	\$20,037.00	\$15,362.23	\$4,674.77
Farm Repairs.....	\$6,451.45	18,750.00	25,201.45	13,482.26	11,719.19
University Buildings.....	9,244.81	748.51	9,993.32	4,347.69	5,645.63
Farm Buildings.....	8,682.80	15,020.45	23,703.25	23,458.19	245.06
University Equipment.....	8,415.52	8,415.52	2,273.11	6,142.41
Crookston Buildings and Equipment.....	6,000.00	6,000.00	6,000.00
Grand Rapids Buildings and Equipment.....	6,100.84	6,100.84	5,567.86	532.98
Zumbra Buildings and Equipment.....	750.87	750.87	198.32	552.55
Morris Buildings and Equipment.....	19,128.31	60,121.83	79,250.14	76,076.59	3,173.55
Waseca Buildings and Equipment.....	3,500.00	3,500.00	2,184.04	1,315.96
Duluth Buildings and Equipment.....	290.30	3,000.00	3,290.30	1,963.77	1,326.53
Totals.....	\$59,064.90	\$127,177.79	\$186,242.69	\$150,914.06	\$35,328.63
Items other than expense charged to accounts.....	97,839.28
Totals.....	\$59,064.90	\$127,177.79	\$186,242.69	\$53,074.78	\$35,328.63

Difference in balances due to transferring funds.

TABLE XI
CREDITS TO MAINTENANCE FUNDS
1916-1917

	Item	Amount
APPROPRIATIONS—		
23/100 Mill Tax	2	\$293,748.64
General Support	I	550,000.00
Sundry Special Support	161-101-103-104- 116-120-122-124- 125-126-127-129- 131-164-167-140- 143-152-154-157- 178-179-182-192- 194-196-169	551,900.00
Advance 23/100 Mill Tax.....	260	150,000.00
INTEREST ON INVESTMENTS—		
Swamp Land Interest.....	257	27,986.15
Interest on Land Contracts.....	258	9,865.33
Interest on Bonds and Investments....	259	49,345.66
FEDERAL APPROPRIATIONS	29-32-34-35-37-149	106,164.16
FEEs AND TUITION	261-269-74-132- 133-134-135-136- 172-183	401,745.87
RENTS, CAMPUS HOUSES	65	8,868.62
SALE OF FARM PRODUCTS.....	165-168-141-144- 145-153-155-159- 173-174-180-184- 185-293-295-197- 170-270-266	102,447.71
UNIVERSITY MISCELLANEOUS RECEIPTS.....	267-263-162-102- 103½-105-117-121- 123-128-130-139	33,032.65
TRANSFERS	271-150-188-100- 146-157-160	195,279.49
DINING HALLS, etc.	262-52-53-75-76- 9-10-16-21-22-81- 82-39-40-41-89- 63-186-175-90-68- 69-45-46-62-58- 95-96	262,304.04
BREAKAGE DEPOSIT—Crookston	176	990.00
BREAKAGE DEPOSIT—Morris	187	1,188.00
REFUNDs (Salary Checks)	264-118-156	1,043.23
GENERAL STOREHOUSE	99	32,365.38
BREAKAGE AND MILITARY DEPOSITS.....	268-266	66,346.10
FIRE LOSS	267-163-166	165.92
Total		\$2,844,786.95

TABLE XI—Continued
CREDITS TO MAINTENANCE FUNDS

1917-1918		Item	Amount
APPROPRIATIONS—			
23/100 Mill Tax		2	\$369,214.26
General Support		1	920,020.00
Sundry Special Support		105-106-115-118- 126-130-135-154- 167-184-197-203- 215-219-223	444,980.00
Advance 23/100 Mill Tax.....			100,000.00
INTEREST ON INVESTMENTS—			
Swamp Land Interest.....		3	37,122.20
Interest on Land Contracts.....		3	9,116.83
Interest on Bonds and Investments....		3	48,596.62
FEDERAL APPROPRIATIONS		77-79-81-83-161	122,148.41
FEES AND TUITION		22-300-307-167- 141-142-143-144- 145-204	353,279.17
RENTS, CAMPUS HOUSES		91-92-93	9,608.69
SALE OF FARM PRODUCTS.....		308-311-155-156- 170-186-187-198- 205-206-276-220- 224-305	111,867.64
UNIVERSITY MISCELLANEOUS RECEIPTS.....		306-114-119-127- 131-302-304	36,626.03
TRANSFERS		122-137-145-157- 171-192-193-220- 210-211-102-314- 107-108-109-110- 111-112-113	118,756.03
DINING HALLS, etc.		3-8-9-10-16-17- 23-24-30-31-35- 36-41-42-46-47- 52-57-64-66-72- 73-86-87-88-92- 95-98-150-151- 189-208-190- 209-301	479,448.77
BREAKAGE DEPOSIT—Crookston		188	965.00
BREAKAGE DEPOSIT—Morris		207	1,005.00
CANCELED WARRANTS		58-65-84-96-303- 120-199-191-150½	3,639.73
REFUND OF SALARY		121	225.00

TABLE XI—Continued
CREDITS TO MAINTENANCE FUNDS

1917-1918		
	Item	Amount
MISCELLANEOUS REFUNDS	309-310-162-191	149.60
GENERAL STOREHOUSE	97	272,266.33
BREAKAGE AND MILITARY DEPOSITS.....	313	76,578.52
GOVERNMENT COMMUTATION ON UNIFORMS.	312	17,154.33
SUNDRY TRUST FUNDS	101	27,058.16
Total		<u>\$3,559,826.32</u>

TABLE XII
CREDITS TO BUILDINGS AND EQUIPMENT FUNDS

1916-1917		
	Item	Amount
Appropriations	217-207-232-229- 232-234-238-254- 250-205	\$102,375.00
Miscellaneous Receipts	218-210-224-231- 235-237-241-247	824.19
Transfers	241½-244-249-256	15,844.45
Total		<u>\$119,043.64</u>

EXTRAORDINARY REPAIRS AND BUILDINGS

1917-1918		
	Item	Amount
Appropriations	174-178-232-255- 269-271-272	\$125,250.00
Miscellaneous Receipts	175-266	39.60
Canceled Warrants	241	1.20
Transfers	228-242-256-263	1,886.99
Total		<u>\$127,177.79</u>

TABLE XIII
 TRANSFERS AND ENTRIES OTHER THAN UNIVERSITY
 MAINTENANCE RECEIPTS AND EXPENDITURES

A. CREDITED TO ACCOUNTS

1916-1917

	Item	Amount
Storehouse	100	\$109,621.85
Sanford Hall	9-10	21,317.57
Sanford Hall Summer Session	16	845.15
Shevlin Hall	21-22	18,333.63
Shevlin Hall Summer Session.....	25
Transfers, Miscellaneous	160-4-53-76-10- 22-82-40-90-69- 46-62-58-7-35-96- 100-150-188-49	57,565.21
Salary Refunds	118-156-264	1,043.23
Tuition Fees Refunds (U. and F.)	7	18,875.61
Transfer to Fuel Fund from Morris.....	190	7,356.66
Transfer to Fuel Fund from Crookston...	177	8,143.32
Transfer to Fuel Fund from Grand Rapids.	181	314.34
Transfer to Fuel Fund from Waseca.....	194
Transfer to Fuel Fund from Zumbra.....	198	283.20
Trans. to Fuel Fund from Elliot Hospital.	119	1,500.00
Trans. to Fuel Fund from Dining Hall...	84	5,000.00
Trans. to Fuel Fund from Sanford Hall...	14	2,000.00
Trans. to Fuel Fund from Univ. Support..	106	9,635.15
Fire Loss	4-163-166	165.92
Advance 23/100 Mill Tax	260	150,000.00
Dental Infirmary	262	29,474.63
Break. and Military Deposits Refund.....	268	66,346.10
Agriculture—Hospital, Gymnasium, Photo Lab., etc.	39-40-41-89-90- 68-69-45-46-58- 65-95-96	25,103.04
Agricultural Book Store	52-53	16,768.51
Minnesota Union	74-75	69,977.26
Agricultural Dining Hall.....	81-82	64,465.62
Crookston Dining Hall.....	175	15,841.57
Crookston Breakage Deposits.....	176	990.00
Morris Dining Hall.....	186	13,207.90
Morris Breakage Deposits.....	187	1,188.00
Contingent Fund Transfers	4-146-151	6,222.90
Refunds, Miscellaneous	7	43.20
Total		\$721,629.57
Advance 23/100 Mill Tax		50,000.00
Storehouse Difference	26,712.28	
Transfers Difference	27.75	
Canceled by Auditor.....	16.27	
		<u>26,756.30</u>
		\$23,243.70

TABLE XIII—Continued

TRANSFERS AND ENTRIES OTHER THAN UNIVERSITY
MAINTENANCE RECEIPTS AND EXPENDITURES

A. CREDITED TO ACCOUNTS

	1917-1918	Item	Amount
Storehouse	95-96-97-98		\$353,727.48
Sanford Hall	8-10		21,292.53
Sanford Hall Summer Session.....	9		827.50
Shevlin Hall	16-17		22,516.43
Shevlin Hall Summer Session.....	16-17		6,247.14
Dental Infirmary	3		34,480.44
Agricultural Book Store.....	46-47		13,797.60
Minnesota Union	22-23-24		72,923.80
Agricultural Dining Hall.....	64-66		49,289.77
Agricultural Hospital, Photo Lab., Dormi- tories, etc.	30-31-41-42- 52-57-58-86- 87-88-92		35,287.84
Breakage and Military Deposits.....	3		76,578.52
Advance Mill Tax	5		100,000.00
Canceled Warrants	58-65-84-96-303- 120-199-191-150½		3,639.73
Refund of Salary.....	121		225.00
Miscellaneous Refunds	162-309-310		149.60
Tuition Fund Refunds	6		17,267.03
Fuel to Elliot Hospital.....	113		11,423.38
Fuel to Agricultural Dining Hall.....	107		2,000.00
Fuel to Sanford Hall.....	110		2,020.88
Fuel to Shevlin Hall.....	109		1,142.24
Fuel to Minnesota Union.....	111		2,196.61
Fuel to Printing Department.....	112		439.32
Fuel to Agricultural Dormitories.....	108		3,000.00
Crookston Dining Hall.....	190		16,246.88
Crookston Book Store	189		647.81
Crookston Breakage	188		965.00
Morris Dining Hall.....	209		15,495.92
Morris Book Store	208		551.57
Morris Breakage	207		1,005.00
Commutation on Uniforms.....	3		17,154.33
Special Military Training.....	150-151		81,488.69
Printing Department	35-36		37,861.35
Agricultural Café, Summer Session.....	72-73		2,666.19
Miscellaneous Transfers	3-102-122-137-145- 151-157-171-192- 193-200-210-211		96,388.36
Total			\$1,100,943.94
Storehouse Difference		3,716.41	
		<u>3,716.41</u>	

TABLE XIII—Continued

TRANSFERS AND ENTRIES OTHER THAN UNIVERSITY
MAINTENANCE RECEIPTS AND EXPENDITURES

B. CHARGED TO ACCOUNTS

	1916-1917	Item	Amount
Refund 23/100 Mill Tax.....		6	\$100,000.00
Break. and Military Deposits Refunds.....		268	66,346.10
Storehouse		100	136,334.13
Sanford Hall		9-10	21,317.57
Sanford Hall Summer Session		16	845.15
Shevlin Hall		21-22	18,333.63
Transfers, Miscellaneous		4-160-55-79-10- 19-24-27-86-43- 92-71-48-59-66- 7-30-97-100-147- 191-50	57,592.96
Refunds, Miscellaneous		7	43.20
Agricultural Hospital, Gymnasium, Photo Lab., etc.		39-40-41-89-90- 68-69-45-46-58- 65-95-96	25,103.04
Agricultural Book Store		52-53	16,768.51
Minnesota Union		74-75-76	60,977.26
Agricultural Dining Hall.....		81-82	64,465.62
Transfer to Fuel Fund from Morris.....		112-113	7,356.66
Transfer to Fuel Fund from Crookston...		110-111	8,143.32
Transfer to Fuel Fund from Grand Rapids.		114	314.34
Transfer to Fuel Fund from Zumbra.....		115	283.20
Trans. to Fuel Fund from Elliot Hospital.		108	1,500.00
Transfer to Fuel Fund from Dining Hall..		107	5,000.00
Transfer to Fuel Fund from Sanford Hall		109	2,000.00
Transfer to Fuel Fund from Univ. Support		106	9,635.15
Contingent Fund Transfers.....		4-146-151	6,222.90
Fire Loss		4-163-166	165.92
Salary Refunds (General Support).....		118-156-264	1,043.23
Tuition Fee Refunds.....		7	18,875.61
Dental Infirmary		262	29,474.63
Crookston Dining Hall.....		175	15,841.57
Crookston Breakage Deposits.....		176	990.00
Morris Dining Hall.....		186	13,207.00
Morris Breakage Deposits.....		187	1,188.00
Canceled by Auditor.....		251	16.27
Total			<u>\$698,385.87</u>
Storehouse		26,712.28	
Transfers		27.75	
		<u>26,740.03</u>	
Canceled by Auditor.....		16.27	
		<u>\$26,756.30</u>	

TABLE XIII—Continued
 TRANSFERS AND ENTRIES OTHER THAN UNIVERSITY
 MAINTENANCE RECEIPTS AND EXPENDITURES

B. CHARGED TO ACCOUNTS

	1917-1918	Item	Amount
Storehouse	95-96-97-98		\$350,011.07
Sanford Hall	8-10		21,292.53
Sanford Hall Summer Session.....	9		827.50
Shevlin Hall	16-17		22,516.43
Shevlin Hall Summer Session.....	16-17		6,247.14
Dental Infirmary	3		34,480.44
Agricultural Book Store.....	46-47		13,797.60
Minnesota Union	22-23-24		72,923.80
Agricultural Dining Hall.....	64-66		49,289.77
Agri. Hospital, Photo Lab., Dormitories, etc.	30-31-41-42-52-57- 58-86-87-88-92		35,287.84
Breakage and Military Deposits.....	3		76,578.52
Advance Mill Tax	5		150,000.00
Warrants Canceled	58-65-84-96-303- 120-199-191-150 ¹ / ₂		3,639.73
Refund of Salary.....	121		225.00
Miscellaneous Refunds	309-310-162		149.60
Tuition Fee Refunds	6		17,267.03
Fuel to Elliot Hospital.....	113		11,423.38
Fuel to Agricultural Dining Hall.....	107		2,000.00
Fuel to Sanford Hall.....	110		2,020.88
Fuel to Shevlin Hall.....	109		1,142.24
Fuel to Minnesota Union	111		2,196.61
Fuel to Printing Department.....	112		439.32
Fuel to Agricultural Dormitories.....	108		3,000.00
Crookston Dining Hall.....	190		16,246.88
Crookston Book Store.....	189		647.81
Crookston Breakage	188		965.00
Morris Dining Hall.....	209		15,495.92
Morris Book Store.....	208		551.57
Morris Breakage	207		1,005.00
Commutation on Uniforms.....	3		17,154.33
Special Military Training.....	150-151		81,488.69
Printing Department	35-36		37,861.35
Agricultural Café, Summer Session.....	72-73		2,666.19
Miscellaneous Transfers	4-103-117-124-129- 133-139-148-153-159- 164-166-168-173-196- 202-214-218-222-4		163,801.07
Total			<u>\$1,214,640.24</u>
Advance 23/100 Mill Tax.....	50 000.00		
Transfer Difference	67,412.71		
			<u>\$117,412.71</u>
Less Storehouse Difference	3,716.41		
			<u>\$113,696.30</u>

TABLE XIV

ITEMS CHARGED TO BUILDING AND EQUIPMENT FUNDS
NOT PROPERLY EXPENSE

1916-1917

	Item	Amount
TRANSFERS—		
From Morris One Cottage to Dining Hall and Other Imp.	239	\$15,000.00
From Morris Eng. Bldg. to Equipment.	242	400.00
From Duluth Inst. Hall to Equipment..	255	442.86
Balances Canceled by State Auditor.....	211-220-223- 226-228-253	7.64
Total		\$15,850.50

ITEMS CHARGED TO BUILDING AND EQUIPMENT FUNDS
EXTRAORDINARY REPAIRS AND BUILDINGS
NOT PROPERLY EXPENSE

1917-1918

	Item	Amount
TRANSFERS—		
To University Repairs	177	\$5,598.47
Farm Repairs	180	2,809.79
Farm Special Improvements.....	183	742.59
University Building Fund.....	229	1,122.82
Remodeling Library Building.....	231	1,034.17
Seed House	233	15,000.00
Enlarging Power House.....	236	85.36
Vet. Path. Plant Addition.....	239	67.37
Hog Cholera Serum.....	244	500.04
Hospital Equipment Balance	246	1,000.00
Chemistry Equipment Balance.....	249	103.52
Mines Equipment Balance.....	252	6.46
Morris Farm Engineering Bldg.	264	768.69
Morris Dining Hall (Sheep Barn) ..	268	9,000.00
Morris Dining Hall and Gymnasium.	270	60,000.00
Total		\$97,839.28

TABLE XV
RECONCILING BALANCE SUPPORT FUND WITH
STATE AUDITOR'S BOOKS

1916-1917		
State Auditor's Balance, July 31, 1917		\$7,651.62
CONTINGENT FUND		
General University	\$28,000.00	
Elliot Hospital	500.00	
Dept. of Agriculture	5,000.00	
Morris	500.00	
Crookston	500.00	
Grand Rapids	300.00	
Waseca	200.00	
Duluth	300.00	
Forestry	200.00	
Zumbra	200.00	
Mail Department	10.00	
Medical Department	25.00	
General University Support.....	4,265.00	
	<u>\$40,000.00</u>	
Less Transfer to Agricultural Extension and Lever Fund	6,222.90	
		<u>\$33,777.10</u>
		\$41,428.72
SUPPORT BALANCES, July 31, 1917		
University Support		\$3,237.37
Book Store		3,728.77
Minnesota Union		9,588.49
Sanford Hall		6,544.64
Sanford Hall, Summer Session..		716.13
Shevlin Hall		3,900.52
Shevlin Hall, Summer Session..		1,408.76
Agricultural Dining Hall.....	\$2,314.42	
Photo Laboratory		478.89
Hospital Fund	34.99	
Gymnasium Fund	181.89	
Seed Cases		522.66
Special Donations		2.88
Campus Rents	419.34	
University Breakage Deposits ...		16,433.30
Agricultural Breakage Deposits..		5,984.69
Military Deposits		32.84
Morrill and Nelson Fund.....		45,816.70
Adams and Hatch Fund.....		5,508.34
Trolley	447.96	
Increase of Storehouse Stock over Issues	59,077.66	
	<u>\$62,476.26</u>	<u>\$103,904.98</u>
		62,476.26
		<u>\$41,428.72</u>

TABLE XV—Continued

RECONCILING BALANCE SUPPORT FUND WITH
STATE AUDITOR'S BOOKS

1917-1918

State Auditor's Balance, July 31, 1918....	\$45,365.96	
Contingent Funds		
General University	\$32,265.00	
Dept. of Agriculture.....	5,000.00	
Elliot Hospital	500.00	
Medical Dept.	25.00	
Post Office Dept.	10.00	
Morris Sub-Station	500.00	
Crookston Sub-Station	500.00	
Grand Rapids Sub-Station...	300.00	
Duluth Sub-Station	300.00	
Waseca Sub-Station	200.00	
Forestry School	200.00	
Zumbra Fruit Farm.....	200.00	
		\$40,000.00
Advanced 23/100 Mill Tax.....		100,000.00
		<hr/>
		\$185,365.96
July Receipts credited on State Auditor's Books in August:		
Abstract No. 310.....	109.64	
Abstract No. 312.....	70,315.24	
Abstract No. 323.....	3,274.74	
Abstract No. 324.....	170.16	
		<hr/>
		73,869.78
		<hr/>
		\$259,235.74
July Expenditures debited on State Auditor's Books in August:		
Abstract No. 309.....	10,172.37	
Abstract No. 313.....	8,517.66	
Abstract No. 316.....	8,537.62	
Abstract No. 321.....	1,156.00	
Abstract No. 323.....	2.60	
		<hr/>
		28,386.25
		<hr/>
		\$230,849.49
Less Warrants Outstanding, Au- gust 1, 1918.....		
		<hr/>
		99,508.10
		<hr/>
		\$131,341.39

TABLE XV—Continued
 RECONCILING BALANCE SUPPORT FUND WITH
 STATE AUDITOR'S BOOKS

SUPPORT BALANCES, July 31, 1918		
General Support		\$112,414.94
Sanford Hall		2,542.01
Shevlin Hall		2,149.47
Minnesota Union	3,430.39	
Inter-Campus Trolley	1,467.09	
Printing Department	197.75	
Photo Laboratory	1,034.20	
Book Store, Farm		1,069.35
Agricultural Hospital	1,284.02	
Agricultural Dormitories		3,222.87
Agricultural Dining Hall.....	856.85	
Agricultural Café, Summer Session.		1,239.87
Morrill Fund		24,500.00
Nelson Fund		23,341.67
Adams Fund	1,015.76	
Hatch Fund	1,100.00	
Seed Cases		1,355.71
Campus Building Rents.....		100.27
Storehouse (increase of stock over issues)	55,364.45	
Sundry Trust Funds		1,338.15
Special Support, University.....		8,699.45
Special Support, Farm.....		2,470.80
Sub-Stations		24,229.07
	<hr/>	
	\$65,750.51	\$208,673.63
		65,750.51
		<hr/>
Less:		\$142,923.12
Handling 1919 Coal.....	7,687.78	
General Fuel Fund Credit per General Ledger	3,893.95	
	<hr/>	
		11,581.73
		<hr/>
		\$131,341.39

TABLE XV—Continued

RECONCILING BALANCES EXTRAORDINARY REPAIRS AND BUILDINGS FUND WITH STATE AUDITOR'S BOOKS

1917-1918

State Auditor's Balance, Aug. 1, 1918		\$38,046.58	
Less:			
Duplicate Credit on Warrant No. 9844, i.e., Sept. 5, and Nov. 15, 1917	1.20		
Abstract No. 323.....	2,582.12		
Abstract No. 324.....	137.23		
Plus: Abstract No. 323.....		2.60	
	<hr/>		
	\$2,720.55	\$38,049.18	
		2,720.55	
		<hr/>	
			\$35,328.63
Extraordinary Repairs and Buildings Balances			
University Repairs		\$4,674.77	
Agricultural Repairs		10,086.46	
Agric. Special Improvements....		1,632.73	
Women's Gymnasium		176.23	
University Heating Plant.....		5,469.40	
Vet. Path. Plant Addition.....		36.84	
Hog Cholera Serum Plant.....		208.22	
Hospital Equipment Bal.		3,623.01	
Chemistry Equipment Bal.		1,213.38	
Mines Equipment Bal.		87.10	
Education Equipment Bal.		1,218.92	
Grand Rapids Repairs and Bldgs.		533.54	
Grand Rapids Spec. Improvements	.56		
Zumbra Special Improvements....		552.55	
Morris Special Improvements....		1,808.77	
Morris Farm Eng. Building.....		119.23	
Morris Dining Hall (Sheep Barn)		1,245.55	
Waseca Repairs		1,315.96	
Duluth Repairs		1,266.80	
Duluth Inst. Hall and Equipment		59.73	
	<hr/>		
	.56	\$35,329.19	
		.56	
		<hr/>	
			\$35,328.63

TABLE XVI

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

Item No.	1916-1917				Balance July 31, 1917
	Balance Aug. 1, 1916	Received	Total	Expended	
1. General Support.....	\$19,980.94	\$550,000.00
2. 23/100 Mill Tax.....	293,748.64
3. Miscellaneous Receipts as per Table.....	793,053.54	\$1,656,783.12
4. General Expenses.....	\$1,459,586.80
5. Transferred by State Auditor,
6. 23/100 Mill Tax.....	100,000.00
7. Refund Fees and Deposits.....	71,508.12	\$25,688.20
8. Sanford Hall.....	5,261.85
9. Miscellaneous Receipts.....	21,312.89
10. Book Transfers.....	4.68	26,579.42	13,651.83
11. Refunds.....	891.91
12. Storehouse.....	2,140.12
13. Book Transfers.....	1,350.92
14. Transferred to Fuel Fund.....	2,000.00	6,544.64
15. Sanford Hall Summer Session.....	326.12
16. Miscellaneous Receipts.....	845.15	1,171.27	333.56
17. Refunds.....	13.90
18. Storehouse.....	18.40
19. Book Transfers.....	89.28	716.13
20. Shevlin Hall.....	2,048.38
21. Miscellaneous Receipts.....	18,330.13

22. Book Transfers.....		3.50	20,382.01	13,105.41
23. Storehouse				2,861.05
24. Book Transfers.....				515.03	3,900.52
25. Shevlin Hall Summer Session.....	2,892.40		2,892.40	1,203.96
26. Storehouse				28.22
27. Book Transfers.....				251.46	1,408.76
28. Morrill Fund.....	22,916.62			
29. Received from Government.....		25,000.00	47,916.62	24,999.98
30. Book Transfers.....				83.33	22,833.31
31. Nelson Fund.....	22,916.75			
32. Received from Government.....		25,000.00	47,916.75	24,933.36	22,983.39
33. Adams Fund (O.D.).....				1,305.33
34. Received from Government.....		18,750.00		
35. Book Transfers.....		6.75	18,756.75	14,776.42	2,675.00
36. Hatch Fund (O.D.).....				1,857.69
37. Received from Government.....		18,750.00	18,750.00	14,058.97	2,833.34
38. Photo Laboratory.....	1,239.13			
39. Miscellaneous Receipts.....		1,354.40		
40. Book Transfers.....		419.45		
41. Storehouse		27.50	3,040.48	2,421.72
42. Storehouse				119.45
43. Book Transfers.....				20.42	478.89
44. Seed Cases.....	1,521.66			
45. Miscellaneous Receipts.....		879.09		
46. Book Transfers.....		.71	2,401.46	1,852.50
47. Storehouse				1.30
48. Book Transfers.....				25.00	522.66
49. Farm House Maintenance.....	99.60		99.60	
50. Transferred to Farm Support.....				99.60
51. Book Store.....	2,049.58			

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

Item No.	1916-1917				Balance July 31, 1917
	Balance Aug. 1, 1916	Received	Total	Expended	
52. Miscellaneous Receipts.....		16,539.79			
53. Book Transfers.....		228.72	18,818.09	14,349.67	
54. Storehouse				245.36	
55. Book Transfers.....				443.49	
56. Refunds				50.80	3,728.77
57. Special Donations.....	48.62				
58. Book Transfers.....		4.26	52.88		
59. Book Transfers.....				28.20	
60. Storehouse				21.80	2.88
61. Cold Storage (O.D.).....				1,883.14	
62. Book Transfers.....		1,166.38			
63. Transferred to Dining Hall.....		994.60	2,160.98	277.84	
64. Campus Rents.....	2,285.69				
65. Miscellaneous Receipts.....		8,868.62	11,154.31	9,514.97	
66. Book Transfers.....				2,058.68	*419.34
67. Gymnasium Fund.....	66.64				
68. Miscellaneous Receipts.....		1,509.80			
69. Book Transfers.....		101.35	1,677.79	1,608.17	
70. Storehouse				8.62	
71. Book Transfers.....				215.34	
72. Refunds				27.55	*181.89
73. Minnesota Union (O.D.).....				3,995.65	
74. Receipts—Fees		6,323.20			

75. Receipts—Miscellaneous		63,576.56			
76. Book Transfers.....		77.50	69,977.26	43,732.81	
77. Refunds				267.25	
78. Storehouse				9,490.42	
79. Book Transfers.....				2,902.64	9,588.49
80. Agricultural Dining Hall.....	1,700.65				
81. Miscellaneous Receipts.....		64,166.78			
82. Book Transfers.....		298.84	66,166.27	49,432.00	
83. Refunds				2,590.63	
84. Transferred to Fuel Fund.....				5,000.00	
85. Storehouse				7,714.46	
86. Book Transfers.....				2,749.00	
87. Transferred to Cold Storage.....				994.60	*2,314.42
88. Hospital Fund					
89. Miscellaneous Receipts.....		1,324.13			
90. Book Transfers.....		200.00	1,524.13	1,409.96	
91. Storehouse				69.92	
92. Book Transfers.....				46.93	
93. Refunds				32.31	*34.99
94. Trolley Fund					
95. Miscellaneous Receipts.....		10,041.86			
96. Book Transfers.....		371.87	10,413.73	10,563.07	
97. Book Transfers.....				291.68	
98. Storehouse				6.94	*447.96
99. General Storehouse (O.D.).....				32,365.38	
100. Miscellaneous Receipts.....		109,621.85	109,621.85	136,334.13	*59,077.66
Totals.....	\$85,354.63	\$2,052,902.54	\$2,138,257.17	\$2,096,828.45	\$41,428.72

NOTE.—Balances marked * designate overdrafts.

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

1916-1917

A. UNIVERSITY SPECIAL SUPPORT FUNDS

Item No.	Balance		Received	Total	Expended	Balance	
	Aug. 1, 1916					July 31, 1917	
101. Library	\$2,147.34		\$15,000.00
102. Miscellaneous Receipts		75.33	\$17,222.67	\$13,586.56	\$3,636.11
103. Law Library	715.06		5,000.00
103½. Miscellaneous Receipts		1.00	5,716.06	4,519.55	1,196.51
104. Fuel Fund	7,871.58		90,000.00
105. Miscellaneous Receipts.....		863.98
106. Transfer from University Support.....		9,635.15
107. Transfer from Agricultural Dining Hall..		5,000.00
108. Transfer from Elliot Hospital.....		1,500.00
109. Transfer from Sanford Hall.....		2,000.00
110. Transfer from Crookston Support.....		6,163.24
111. Transfer from Crookston Dining Hall....		1,980.08
112. Transfer from Morris Support.....		6,531.08
113. Transfer from Morris Dining Hall.....		825.58
114. Transfer from Grand Rapids.....		314.34
115. Transfer from Zumbra.....		283.20	132,968.23	132,955.97	12.26
116. Elliot Hospital	7,947.58		85,000.00
117. Miscellaneous Receipts		12,942.52
118. Canceled Warrants		172.20	106,062.30	97,310.44

119. Transfer to Fuel Fund.....				1,500.00	7,251.86
120. Research	5,885.90	10,000.00			
121. Miscellaneous Receipts		351.87	16,237.77	8,247.97	7,989.80
122. Scientific Books and Instruments.....	10,313.53	20,000.00			
123. Miscellaneous Receipts		32.58	30,346.11	16,083.14	14,262.97
124. Physical Education	124.99	5,000.00	5,124.99	4,999.90	125.00
125. High School		5,000.00	5,000.00	5,000.00	
126. Summer Session		3,500.00	3,500.00	3,500.00	
127. School of Mines.....	2,222.03	10,000.00			
128. Miscellaneous Receipts		87.15	12,309.18	9,931.07	2,378.11
129. Geological Survey	2,678.09	8,250.00			
130. Miscellaneous Receipts		136.98	11,065.07	7,282.06	3,783.01
131. General Extension	6,397.31	25,000.00			
132. Miscellaneous Fees		36,947.40			
133. General Fees		20,023.25			
134. Correspondence Fees		2,464.00			
135. Short Course Fees.....		1,041.00			
136. Red Cross Fees.....		141.50	92,014.46	85,681.57	
137. Refunds				180.00	6,152.89
138. Special Books	7,414.63				
139. Miscellaneous Receipts		26.32	7,440.95	4,445.42	2,995.53
Totals.....	\$53,718.04	\$391,289.75	\$445,007.79	\$395,223.74	\$49,784.05

TABLE XVI—Continued
 TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES
 NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

Item No.	B. UNIVERSITY FARM SPECIAL SUPPORT FUNDS				Balance
	Balance Aug. 1, 1916	Received	Total	Expended	July 31, 1917
140. Library	\$832.06	\$9,000.00
141. Miscellaneous Receipts	1.70	\$9,833.76	\$7,823.08
142. Refunds	2.44	\$2,008.24
143. Extension	523.40	25,000.00
144. Miscellaneous Receipts	1,250.92
145. Cow Testing	9,195.96
146. Trans. from Regents Working Capital....	471.67	36,441.95	36,278.44
147. Book Transfer	163.51
148. Lever Fund	16,324.34
149. Received from Government.....	18,657.41
150. Book Transfers	163.51
151. Trans. from Regents Working Capital....	3,049.66	38,194.92	38,194.92
152. Forestry School	880.84	15,500.00
153. Miscellaneous Receipts	1,828.53	18,209.37	17,478.15	731.22
154. General Investigations	7,001.16	50,000.00
155. Miscellaneous Receipts	11,987.62
156. Canceled Warrants	25.00	69,013.78	56,176.42	12,837.36
157. Seed Testing	38.82	5,000.00	5,038.82	5,008.71	30.11
158. Hog Cholera Serum.....	13,344.33
159. Miscellaneous Receipts	10,703.86
160. Correction Entry	1.43	24,049.62	8,248.29	15,801.33
Totals.....	\$38,944.95	\$161,837.27	\$200,782.22	\$169,373.96	\$31,408.26

C. UNIVERSITY REPAIR FUNDS

Item No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
161. Repairs	\$384.96	\$30,000.00
162. Miscellaneous Receipts	347.40
163. Fire Loss	100.00	\$30,832.36	\$25,469.85	\$5,362.51
Totals.....	\$384.96	\$30,447.40	\$30,832.36	\$25,469.85	\$5,362.51

D. AGRICULTURAL REPAIR FUNDS

Item No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
164. Repairs	\$5,074.20	\$17,500.00
165. Miscellaneous Receipts	926.97
166. Fire Loss	27.69	\$23,528.86	\$20,377.35	\$3,151.51
167. Campus Maintenance	186.86	3,500.00
168. Miscellaneous Receipts	15.58	3,702.44	3,490.48	211.96
169. Special Improvements	5,224.68	8,750.00
170. Miscellaneous Receipts	38.50	14,013.18	7,561.73	6,451.45
Totals.....	\$10,485.74	\$30,758.74	\$41,244.48	\$31,429.56	\$9,814.92

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

E. SUBSTATION SUPPORT FUNDS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
171. Crookston Support	\$3,354.99	\$45,400.00
172. Fees	2,129.75
173. School Miscellaneous	1,654.30
174. Sub-Station Miscellaneous	10,067.31
175. Dining Hall	15,841.57
176. Breakage	990.00	\$79,437.92	\$66,337.96
177. Fuel Transfers	8,143.32
178. Refunds	990.00	\$3,966.64
179. Grand Rapids Support	1,156.42	10,000.00
180. Miscellaneous Receipts	10,919.75	22,076.17	17,610.08
181. Fuel Transfers	314.34	4,151.75
182. Morris Support	3,175.22	34,500.00
183. Fees	2,052.02
184. School Miscellaneous	1,719.29
185. Sub-Station Miscellaneous	3,529.71

FINANCIAL REPORT

186.	Dining Hall		13,207.90				
187.	Breakage		1,188.00				
188.	Book Transfers		736.94	60,109.08	49,731.18		
	O. D. Balance				23.33		
189.	Refunds				151.25		
190.	Fuel Transfers				7,356.66		
191.	Book Transfers				736.94	2,109.72	
192.	Duluth Support	3,823.87	7,600.00				
193.	Miscellaneous Receipts		3,294.83	14,718.70	9,699.07	5,019.63	
194.	Waseca Support	667.69	4,400.00				
195.	Miscellaneous Receipts		3,756.13	8,823.82	6,397.14	2,426.68	
196.	Zumbra Support	1,821.77	4,000.00				
197.	Miscellaneous Receipts		563.75	6,385.52	4,361.18		
198.	Fuel Transfers				283.20	1,741.14	
	Totals	\$13,999.96	\$177,551.25	\$191,551.21	\$172,135.65	\$19,415.56	

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

F. UNIVERSITY BUILDING FUNDS

Item. No.	Balance		Total	Expended	Balance July 31, 1917
	Aug. 1, 1916	Received			
199. Heating Plant	\$19,530.93	\$19,530.93	\$11,602.76	\$7,928.17
200. Remodeling Library Building.....	2,236.77	2,236.77	1,132.86	1,103.91
201. Reconstructing Old Mines Building.....	44.28	44.28	44.28
202. Fireproofing Millard Hall.....	18.07	18.07	18.07
203. Biology Building	7,812.01	7,812.01	7,482.57	329.44
204. Women's Gymnasium	3,766.37	3,766.37	3,633.59	132.78
205. Paving and Grading.....	\$8,000.00	8,000.00	8,000.00
Totals.....	\$33,408.43	\$8,000.00	\$41,408.43	\$31,914.13	\$9,494.30

G. UNIVERSITY FARM BUILDING FUNDS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
207. Enlarging Power House.....	\$30,000.00	\$30,000.00	\$23,753.46	\$6,246.54
208. Enlarging Home Economics Building and 209. Equipment	\$6,322.99
210. Miscellaneous Receipts	38.50	6,361.49	6,357.09
211. Canceled by Auditor.....	4.40
212. Vet. Path. Plant Addition.....	1,941.52	1,941.52	900.28	\$1,041.24
213. Hog Cholera Serum Plant.....	1,458.28	1,458.28	61.83
214. Correction Entry	1.43	1,395.02
215. New Poultry House.....	60.44	60.44	60.44
216. Home Economics	68.28	68.28	68.28
Totals.....	\$9,851.51	\$30,038.50	\$39,890.01	\$21,207.21	\$8,682.80

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

H. UNIVERSITY EQUIPMENT FUNDS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
217. Sundry Equipment	\$1,957.08	\$17,500.00
218. Miscellaneous Receipts	4.69	\$19,461.77	\$10,833.52	\$8,628.25
219. New Mines Building Equipment.....	150.22	150.22	148.25
220. Canceled by Auditor.....	1.97
221. Engineering Building Equipment.....	299.73	299.73	299.66
222. Canceled by Auditor.....	0.07
Totals.....	\$2,407.03	\$17,504.69	\$19,911.72	\$11,283.47	\$8,628.25

I. NORTHWEST SCHOOL AND EXPERIMENT STATION, CROOKSTON

BUILDINGS AND IMPROVEMENTS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
223. Repairs	\$13.04	\$7,500.00
224. Miscellaneous Receipts	4.28	\$7,517.32	\$7,049.87	\$467.45
225. Boys' Dormitory	0.04	0.04
226. Canceled by Auditor.....	0.04
227. General Improvements and Repairs.....	6.62	6.62	6.09
228. Canceled by Auditor.....	0.53
Totals.....	\$19.70	\$7,504.28	\$7,523.98	\$7,056.53	\$467.45

J. NORTH CENTRAL EXPERIMENT STATION, GRAND RAPIDS

BUILDINGS AND IMPROVEMENTS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
229. Repairs	\$121.38	\$1,000.00	\$1,121.38	\$900.65	\$220.73
230. Special Improvements	493.35
231. Miscellaneous Receipts	1.55	404.90	301.81	103.09
232. Repairs and Buildings.....	6,000.00	6,000.00	2.25	5,997.75
Totals.....	\$524.73	\$7,001.55	\$7,526.28	\$1,204.71	\$6,321.57

K. FRUIT BREEDING FARM, ZUMBRA HEIGHTS

BUILDINGS AND IMPROVEMENTS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
233. Special Improvements	\$2,078.87	\$2,078.87	\$1,328.00	\$750.87

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

L. WEST CENTRAL SCHOOL AND EXPERIMENT STATION, MORRIS

BUILDINGS AND IMPROVEMENTS

Item. No.	Balance		Total	Expended	Balance
	Aug. 1, 1916	Received			July 31, 1917
234. Repairs	\$437.58	\$9,000.00
235. Miscellaneous Receipts	86.77	\$9,524.35	\$9,100.17	\$424.18
236. Special Improvements	4,268.58
237. Miscellaneous Receipts	2.25	4,270.83	911.21	3,359.62
238. One Cottage	15,000.00	15,000.00
239. Transferred	15,000.00
240. Farm Engineering Building.....	5,330.90
241. Miscellaneous Receipts	11.15
241½. Auditor's Transfer	1.59	5,343.64	4,174.95
242. Transfer	400.00	768.69
243. Farm Engineering Building Equipment.....	500.00
244. Transfer Farm Building.....	400.00	900.00	898.41
245. Auditor's Transfer	1.59
246. Morris Cows	76.24
247. Miscellaneous Receipts	675.00	751.24	31.60	719.64
248. Dining Hall and Other Improvements.....
249. Transfer from One Cottage.....	15,000.00	15,000.00	15,000.00
Totals.....	\$10,613.30	\$40,176.76	\$50,790.06	\$30,517.93	\$20,272.13

M. SOUTHEAST EXPERIMENT STATION, WASECA

BUILDINGS AND IMPROVEMENTS

Item. No.	Balance Aug. 1, 1916	Received	Total	Expended	Balance July 31, 1917
250. Repairs	\$13.96	\$1,375.00	\$1,388.96	\$784.94	\$604.02
251. Seeds and Plants	89.83	89.83	73.56	16.27
Totals.....	<u>\$103.79</u>	<u>\$1,375.00</u>	<u>\$1,478.79</u>	<u>\$858.50</u>	<u>\$620.29</u>

TABLE XVI—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

N. NORTHEAST EXPERIMENT STATION, DULUTH

Item. No.	BUILDINGS AND IMPROVEMENTS				
	Aug. 1, 1916 Balance	Received	Total	Expended	July 31, 1917 Balance
252. Clearing Lands	\$242.97	\$242.97	\$242.34
253. Canceled by Auditor.....	0.63
254. Inst. Hall and Equipment.....	\$7,000.00	7,000.00	6,557.14
255. Transferred to Equipment.....	442.86
256. Inst. Hall Equipment	442.86	442.86	152.56	\$290.30
Totals.....	\$242.97	\$7,442.86	\$7,685.83	\$7,395.53	\$290.30

TABLE XVI—Continued

O. RECEIPTS CREDITED TO UNIVERSITY SUPPORT FUND
1916-1917

257. Interest on Principal Derived from Sale of Swamp Lands	\$ 27,986.15
258. Land Interest	9,865.33
259. Interest on Bonds and Invested Funds.....	49,345.66
260. Advance on 23/100 Mill Tax.....	150,000.00
261. Student Fees, University.....	293,885.60
262. Dental Infirmary	29,474.63
263. Interest on Bank Deposits.....	364.11
264. Canceled Warrants	846.03
265. Engineering Testing Fees.....	914.20
266. Experiment Station	4,358.03
267. General University Miscellaneous.....	17,841.64
268. Breakage and Military Deposits.....	66,346.10
269. Student Fees, Agriculture	35,823.95
270. Miscellaneous Receipts, Agriculture	26,634.97
271. Miscellaneous Transfers	79,367.14
Total	<u>\$793,053.54</u>

TABLE XVII

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

Item. No.	1917-1918			Total	Expended	Balance July 31, 1918
	Balance Aug. 1, 1917	Received				
1. General Support	\$77,960.86	\$920,020.00				
2. 23/100 Mill Tax		369,214.26				
3. Miscellaneous Receipts as per table.....		748,153.93	\$2,115,349.05			
4. General Support Expense					\$1,759,756.31	
5. Transfer by State Auditor, 23/100 Mill Tax					150,000.00	
6. Refund of Fees and Deposits.....					93,177.80	\$112,414.94
7. Sanford Hall, including Summer Session...	7,260.77					
8. Miscellaneous Receipts		21,292.53				
9. Summer Session Receipts		827.50				
10. Book Transfers		827.50	30,208.30		11,501.65	
11. Refund of Fees					1,004.20	
12. Storehouse					6,258.29	
13. Book Transfers					6,881.27	
14. Fuel Transfers					2,020.88	2,542.01
15. Shevlin Hall, including Summer Session....	5,309.28					
16. Miscellaneous Receipts		27,148.22				
17. Book Transfers		1,615.35	34,072.85		13,916.30	
18. Storehouse					9,799.03	
19. Book Transfers					7,065.81	
20. Fuel Transfers					1,142.24	2,149.47
21. Minnesota Union	9,588.49					
22. Fee Receipts		4,843.00				
23. Miscellaneous Receipts		63,254.53				

24.	Book Transfers	4,826.27	82,512.29	44,009.32	
25.	Refund of Fees			262.65	
26.	Storehouse			27,494.08	
27.	Fuel Transfers			2,196.61	
28.	Book Transfers			11,980.02	*3,430.39
29.	Inter-Campus Trolley			*447.96	
30.	Miscellaneous Receipts	9,856.23			
31.	Book Transfers	422.50	10,278.73	11,190.30	
32.	Storehouse			0.84	
33.	Book Transfers			106.72	*1,467.09
34.	Printing Department				
35.	Miscellaneous Receipts	442.45			
36.	Book Transfers	37,418.90	37,861.35	25,112.73	
37.	Storehouse			8,364.49	
38.	Book Transfers			4,142.56	
39.	Fuel Transfers			439.32	*197.75
40.	Photo Laboratory	478.89			
41.	Miscellaneous Receipts	1,472.40			
42.	Book Transfers	1,184.21	3,135.50	3,311.90	
43.	Storehouse			853.73	
44.	Book Transfers			4.07	*1,034.20
45.	Book Store	3,728.77			
46.	Miscellaneous Receipts	13,627.05			
47.	Book Transfers	170.55	17,526.37	15,090.24	
48.	Refunds			98.16	
49.	Storehouse			427.47	
50.	Book Transfers			841.15	1,069.35
51.	Agricultural Hospital			*34.99	
52.	Miscellaneous Receipts	1,245.98	1,245.98	2,381.58	
53.	Storehouse			91.28	

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

Item No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
54. Book Transfers				4.50
55. Refunds				17.65	*1,284.02
56. Agricultural Dormitories					
57. Miscellaneous Receipts		10,143.33			
58. Canceled Warrants		116.66	10,259.99	1,804.36	
59. Storehouse				1,087.99	
60. Book Transfers				841.75	
61. Transfer to Fuel.....				3,000.00	
62. Refunds				303.02	3,222.87
63. Agricultural Dining Hall.....				*2,314.42	
64. Miscellaneous Receipts		40,332.96			
65. Canceled Warrants		17.64			
66. Book Transfers		8,956.81	49,307.41	33,492.57	
67. Refunds				3,035.62	
68. Storehouse				6,719.25	
69. Book Transfers				2,602.40	
70. Transfer to Fuel.....				2,000.00	*856.85
71. Agricultural Café, Summer Session					
72. Miscellaneous Receipts		2,662.47			
73. Book Transfers		3.72	2,666.19	600.20	
74. Storehouse				825.68	
75. Book Transfers				0.35	1,239.87
76. Morrill Fund	22,833.31				

77. Received from Government.....	25,000.00	47,833.31	23,333.31	24,500.00
78. Nelson Fund	22,983.39			
79. Received from Government.....	25,000.00	47,983.39	24,641.72	23,341.67
80. Adams Fund	2,675.00			
81. Received from Government.....	11,250.00	13,925.00	14,940.76	*1,015.76
82. Hatch Fund	2,833.34			
83. Received from Government.....	11,167.78			
84. Canceled Warrants	82.22	14,083.34	15,183.34	*1,100.00
85. Seed Cases	522.66			
86. Receipts, Agronomy	1,062.57			
87. Receipts, Botany	207.35			
88. Book Transfers	84.58	1,877.16	513.47	
89. Storehouse			1.83	
90. Book Transfers			6.15	1,355.71
91. Campus Building Rents.....			*419.34	
92. Miscellaneous Receipts	9,608.69	9,608.69	7,467.35	
93. Book Transfers			1,621.73	100.27
94. Storehouse			59,080.86	
95. Miscellaneous Receipts	6,082.25			
96. Canceled Warrants	6.65			
97. Storehouse Issues	272,266.33			
98. Book Transfers	75,372.25	353,727.48	349,249.14	
99. Book Transfers			761.93	*55,364.45
100. Sundry Trust Funds.....	4,823.62			
101. Miscellaneous Receipts	27,058.16			
102. Book Transfers	972.00	32,853.78	30,223.09	
103. Book Transfers			1,292.54	1,338.15
Totals.....	\$160,998.38	\$2,755,317.78	\$2,916,316.16	\$2,808,792.36
				\$107,523.80

NOTE.—Balances marked * designate overdrafts.

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

A. UNIVERSITY SPECIAL SUPPORT FUNDS

Item. No.	Balance		Received	Total	Expended	Balance
	Aug. 1, 1917					July 31, 1918
104. Fuel Fund	\$10.00					
105. Appropriation, University			\$75,000.00			
106. Appropriation, Farm			32,000.00			
107. Transferred from Dining Hall.....			2,000.00			
108. Transferred from Dormitories.....			3,000.00			
109. Transferred from Shevlin Hall.....			1,142.24			
110. Transferred from Sanford Hall.....			2,020.88			
111. Transferred from Minnesota Union.....			2,196.61			
112. Transferred from Printing Shop.....			439.32			
113. Transferred from Elliot Hospital.....			11,423.38			
114. Miscellaneous Receipts			548.75	\$129,781.18	\$132,175.22	*\$2,394.04
115. General University Equipment.....			17,000.00	17,000.00	2,454.50	
116. Storehouse					3,574.03	
117. Book Transfers					2,816.21	8,155.26
118. Elliot Hospital	7,251.86		100,200.00			
119. Miscellaneous Receipts			14,184.16			
120. Canceled Warrants			236.47			
121. Refund of Salary.....			225.00			
122. Book Transfers			55.68	122,153.17	81,629.62	
123. Storehouse					36,670.43	
124. Book Transfers					2,964.03	
125. Fuel Transfers					11,423.38	*10,534.29
126. Research	7,989.80		9,530.00			

127.	Miscellaneous Receipts		289.84	17,809.64	9,681.32
128.	Storehouse				383.24
129.	Book Transfers				152.20	7,592.88
130.	Geological Survey	3,783.01	8,250.00		
131.	Miscellaneous Receipts		120.54	12,153.55	5,748.91
132.	Storehouse				225.82
133.	Book Transfers				196.56	5,982.26
134.	General Extension
135.	University Extension Support.....	6,152.89	25,000.00		
136.	Miscellaneous Receipts		180.84		
137.	Book Transfers		469.00	31,802.73	18,467.17
138.	Storehouse				437.98
139.	Book Transfers				12,897.58
140.	University Extension Receipts.....				
141.	General Fees		15,492.25		
142.	Correspondence Fees		2,240.50		
143.	Dentistry Short Course.....		1,000.00		
144.	Miscellaneous Receipts		39,934.80		
145.	Book Transfers		10,561.35	69,228.90	63,580.04
146.	Refund of Fees.....				266.00
147.	Storehouse				125.10
148.	Book Transfers				509.24	4,748.52
149.	U. S. Aviation Mechanics School.....				
150.	Miscellaneous Receipts		81,462.93		
150½.	Canceled Warrants		3.00		
151.	Book Transfers		22.76	81,488.69	29,931.42
152.	Storehouse				53,549.13
153.	Book Transfers				2,859.28	*4,851.14
Totals.....		\$25,187.56	\$456,230.30	\$481,417.86	\$472,718.41	\$8,699.45

NOTE.—Balances marked * designate overdrafts.

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

B. UNIVERSITY FARM SPECIAL SUPPORT FUNDS

Item. No.	Balance			Expended	Balance
	Aug. 1, 1917	Received	Total		July 31, 1918
154. Agricultural Extension		\$25,000.00		*\$471.67	
155. Miscellaneous Receipts		601.43			
156. Cow Testing		11,754.66			
157. Book Transfers		11.50	\$37,367.59	35,364.21	
158. Storehouse				620.88	
159. Book Transfers				2,765.35	*\$1,854.52
160. Smith-Lever Fund				*3,049.66	
161. Received from Government.....		49,730.63			
162. Refund		43.33	49,773.96	47,986.25	
163. Storehouse				423.05	
164. Book Transfers				2,688.84	*4,373.84
165. Smith-Hughes Fund				7,408.80	
166. Book Transfers				4,265.85	*11,674.65
167. County Agents		17,000.00	17,000.00		
168. Book Transfers				9,730.80	7,269.20
169. Hog Cholera Serum.....	\$15,801.33				
170. Miscellaneous Receipts		14,470.04			
171. Book Transfers		380.16	30,651.53	6,277.05	
172. Storehouse				731.90	
173. Book Transfers				10,537.97	13,104.61
Totals.....	\$15,801.33	\$118,991.75	\$134,793.08	\$132,322.28	\$2,470.80

NOTE.—Balances marked * designate overdrafts.

C. UNIVERSITY REPAIR FUNDS
EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
174. Repairs		\$20,000.00			
175. Miscellaneous Receipts		37.00	\$20,037.00	\$9,736.56	
176. Storehouse				27.20	
177. Book Transfers				5,598.47	\$4,674.77
Totals.....		\$20,037.00	\$20,037.00	\$15,362.23	\$4,674.77

D. AGRICULTURAL FARM REPAIR FUNDS
EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
178. Repairs		\$18,750.00	\$18,750.00	\$5,730.51	
179. Storehouse				123.24	
180. Book Transfers				2,809.79	\$10,086.46
181. Special Improvements	\$6,451.45		6,451.45	2,401.60	
182. Storehouse				1,674.53	
183. Book Transfers				742.59	1,632.73
Totals.....	\$6,451.45	\$18,750.00	\$25,201.45	\$13,482.26	\$11,719.19

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

E. SUBSTATION SUPPORT FUNDS

Item. No.	Balance		Received	Total	Expended	Balance July 31, 1918
	Aug. 1, 1917					
184. Crookston Support	\$4,436.35		\$56,000.00			
185. Fees			2,265.50			
186. School and Miscellaneous.....			1,588.16			
187. Sub-Station			13,631.54			
188. Breakage			965.00			
189. Book Store			647.81			
190. Dining Hall			16,246.88			
191. Canceled Warrant			2.60			
192. Book Transfers			738.25			
193. Ditch Assessment Book Transfers.....			1,018.00	\$97,540.09	\$88,566.05	
194. Refunds					965.00	
195. Storehouse					2,831.99	
196. Book Transfers					1,382.08	3,794.97
197. Grand Rapids Support.....	4,372.48		12,000.00			
198. Miscellaneous Receipts			11,805.61			
199. Canceled Warrants			63.00			
200. Book Transfers			332.76	28,573.85	23,966.07	
201. Storehouse					155.80	
202. Book Transfers					36.30	4,415.68

203. Morris Support	3,252.52	50,000.00
204. Fees	2,166.25
205. School and Miscellaneous.....	1,167.45
206. Sub-Station	7,667.67
207. Breakage	1,005.00
208. Book Store	551.57
209. Dining Hall	15,495.92
210. Book Transfers	1,393.56
211. Book Transfers	4,225.70	86,925.64	71,546.93
212. Refunds	1,362.00
213. Storehouse	2,855.75
214. Book Transfers	4,740.08	6,420.88
215. Duluth Support	5,019.63	8,000.00
216. Miscellaneous Receipts	4,249.00	17,268.63	11,535.41
217. Storehouse	1.80
218. Book Transfers	118.34	5,613.08
219. Waseca Support	3,030.70	5,000.00
220. Miscellaneous Receipts	5,115.02	13,145.72	9,586.58
221. Storehouse	21.42
222. Book Transfers	151.49	3,386.23
223. Zumbra Support	1,741.14	5,000.00
224. Miscellaneous Receipts	944.24	7,685.38	6,999.50
225. Storehouse	87.65	598.23
Totals.....	\$21,852.82	\$229,286.49	\$251,139.31	\$226,910.24	\$24,229.07

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

F. UNIVERSITY BUILDING FUNDS

EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
226. Women's Gymnasium	\$212.73	\$212.73	\$36.50	\$176.23
227. University Heating Plant	7,928.17
228. Book Transfers	\$748.51	8,676.68	2,084.46
229. Book Transfers	1,122.82	5,469.40
230. Remodeling Library Building.....	1,103.91	1,103.91	69.74
231. Book Transfers	1,034.17
Totals.....	\$9,244.81	\$748.51	\$9,993.32	\$4,347.69	\$5,645.63

G. UNIVERSITY FARM BUILDING FUNDS
EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
232. Seed House		\$15,000.00	\$15,000.00		
233. Book Transfers				\$15,000.00	
234. Enlarging Power House.....	\$6,246.54		6,246.54	5,405.26	
235. Storehouse				755.92	
236. Book Transfers				85.36	
237. Vet. Path. Plant Addition.....	1,041.24		1,041.24	857.68	
238. Storehouse				79.35	
239. Book Transfers				67.37	\$36.84
240. Hog Cholera Serum Plant.....	1,395.02				
241. Canceled Warrants		1.20			
242. Book Transfers		19.25	1,415.47	699.65	
243. Storehouse				7.56	
244. Book Transfers				500.04	208.22
Totals.....	\$8,682.80	\$15,020.45	\$23,703.25	\$23,458.19	\$245.06

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

H. UNIVERSITY EQUIPMENT FUNDS

EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
245. Hospital Equipment Balance.....	\$4,623.01	\$4,623.01
246. Book Transfers	\$1,000.00	\$3,623.01
247. Chemistry Equipment Balance.....	2,093.36	2,093.36	663.12
248. Storehouse	113.34
249. Book Transfers	103.52	1,213.38
250. Mines Equipment Balance.....	421.67	421.67	282.11
251. Storehouse	46.00
252. Book Transfers	6.46	87.10
253. Dentistry Equipment Balance.....	58.56	58.56	58.56
254. Education Equipment Balance.....	1,218.92	1,218.92	1,218.92
Totals.....	\$8,415.52	\$8,415.52	\$2,273.11	\$6,142.41

I. NORTHWEST SCHOOL AND EXPERIMENT STATION, CROOKSTON

EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
255. Water Works	\$5,000.00
256. Book Transfer	1,000.00	\$6,000.00	\$6,000.00
Totals.....	\$6,000.00	\$6,000.00	\$6,000.00

J. NORTH CENTRAL EXPERIMENT STATION, GRAND RAPIDS

EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
257. Repairs and Buildings.....	\$5,997.75	\$5,997.75	\$5,365.60
258. Storehouse	98.61	\$533.54
259. Special Improvements	103.09	103.09	103.65	*0.56
Totals.....	\$6,100.84	\$6,100.84	\$5,567.86	\$532.98

NOTE.—Balances marked * designate overdrafts.

K. FRUIT BREEDING FARM, ZUMBRA HEIGHTS

EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
259½. Special Improvements	\$750.87	\$750.87	\$182.30
260. Storehouse	16.02	\$552.55
Totals.....	\$750.87	\$750.87	\$198.32	\$552.55

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

L. WEST CENTRAL SCHOOL AND EXPERIMENT STATION, MORRIS

EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
261. Special Improvements	\$3,359.62	\$3,359.62	\$1,550.85	\$1,808.77
262. Farm Engineering Building	768.69
263. Book Transfers	\$119.23	887.92
264. Book Transfers	768.69	119.23
265. Dining Hall (Sheep Barn)	15,000.00
266. Miscellaneous Receipts	2.60	15,002.60	4,756.00
267. Storehouse	1.05
268. Book Transfers	9,000.00	1,245.55
269. Dining Hall and Gymnasium.....	60,000.00	60,000.00
270. Book Transfer	60,000.00
Totals.....	\$19,128.31	\$60,121.83	\$79,250.14	\$76,076.59	\$3,173.55

M. SOUTHEAST EXPERIMENT STATION, WASECA
EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
271. Repairs		\$3,500.00	\$3,500.00	\$2,184.04	\$1,315.96

N. NORTHEAST EXPERIMENT STATION, DULUTH
EXTRAORDINARY REPAIRS AND BUILDINGS

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
272. Repairs		\$3,000.00	\$3,000.00	\$1,733.20	\$1,266.80
273. Inst. Hall and Equipment.....	\$290.30		290.30	230.57	59.73
Totals.....	\$290.30	\$3,000.00	\$3,290.30	\$1,963.77	\$1,326.53

NOTE.—Balances marked * designate overdrafts.

TABLE XVII—Continued

TABLE OF FUNDS SHOWING CREDITS, DEBITS, AND BALANCES

NOTE.—Items in *Received* Column are appropriations unless otherwise designated.

O. BUILDINGS AND EQUIPMENT UNDER CONSTRUCTION

Item. No.	BOARD OF CONTROL			Expended	Balance July 31, 1918
	Balance Aug. 1, 1917	Received	Total		
274. Seed Storage					
275. Book Transfers		\$15,000.00	\$15,000.00	\$14,913.50	\$86.50
276. Morris Dining Hall and Gymnasium.....					
277. Book Transfers		69,000.00	69,000.00	55,841.52	13,158.48
278. Morris Farm Engineering Building.....	\$768.69		768.69	649.46	
279. Book Transfers				119.23	
280. Biology Building	329.44		329.44	329.44	
281. Women's Gymnasium	132.78		132.78	132.78	
282. Fire Loss Beef Cattle Barn.....					
283. Fire Loss Insurance.....		23,948.50			
284. Additional State Revenue.....		5,300.00			
285. Miscellaneous Receipts		112.46	29,360.96	16,924.70	
286. Storehouse				5,061.53	
287. Book Transfers				747.41	6,627.32
Totals.....	\$1,230.91	\$113,360.96	\$114,591.87	\$94,719.57	\$19,872.30

P. PEAT SOIL INVESTIGATION

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
290. Peat Investigation	\$6,000.00
291. Miscellaneous Receipts	\$500.00	\$6,500.00	\$3,295.15
292. Storehouse	958.60
293. Book Transfers	4.90	2,241.35
Totals.....	\$6,500.00	\$6,500.00	\$4,258.65	\$2,241.35

Q. ADVANCE FUEL 1919—BOARD OF CONTROL

Item. No.	Balance Aug. 1, 1917	Received	Total	Expended	Balance July 31, 1918
294. Fuel Advanced	\$77,537.36
295. Pay Roll	7,687.78	*\$85,225.14

NOTE.—Balances marked * designate overdrafts.

TWENTIETH BIENNIAL REPORT

TABLE XVII—Continued

R. RECEIPTS CREDITED TO UNIVERSITY SUPPORT FUND

1917-1918

296. Interest on Principal Derived from Sale of Swamp Lands	\$ 37,122.20
297. Land Interest	9,116.83
298. Interest on Bonds and Invested Funds.....	48,596.62
299. Advance on 23/100 Mill Tax	100,000.00
300. Student Fees, University	256,328.01
301. Dental Infirmary	34,480.44
302. Interest on Bank Deposits.....	1,169.40
303. Canceled Warrants	3,111.49
304. Engineering Testing Fees	816.35
305. Experiment Station	34,795.52
306. General University Miscellaneous	19,496.99
307. Student Fees, Agriculture	28,828.02
308. Miscellaneous Receipts, Agriculture	4,039.33
309. U. S. Land Grant Refund.....	94.17
310. Morrill Fund Refund	12.10
311. Special Funds and General Investigations.....	37.97
312. Government Commutation on Uniforms.....	17,154.33
313. Breakage and Military Deposits.....	76,578.52
314. Miscellaneous Transfers	76,375.64
Total	\$748,153.93

TABLE XVIII
RECEIPTS FROM CAMPUS BUILDINGS

1916-1917
RENTS

<p>1916 Aug. 1 Previous Credit.. \$5.00</p> <p>1917 July 31 Receipts, 1916-17. 8,398.24 July 31 Charges Fd. to 1917-18 1,898.73</p> <hr/> <p style="text-align: right;">\$10,301.97</p>	<p>1916 Aug. 1 Charges Fd. from 1915-16 \$1,653.30</p> <p>1917 July 31 1916-17 Chgs.... 8,648.67</p> <hr/> <p style="text-align: right;">\$10,301.97</p>
---	--

RUSSELL-GRADER MANUFACTURING COMPANY

<p>1916 Aug. 1 Lease, Aug. 1, 1916, to Aug. 1, 1917 \$750.00</p> <hr/> <p style="text-align: right;">\$750.00</p>	<p>1916 Aug. 1, Cr. Fd..... \$187.50 Nov. 8 187.50</p> <p>1917 Feb. 5 187.50 May 3 187.50</p> <hr/> <p style="text-align: right;">\$750.00</p>
---	--

ALEX AND ISAAC SUMMERFIELD

<p>1916 Aug. 1 Lease, Aug. 1, 1916, to Aug. 1, 1917 \$3,000.00</p> <hr/> <p style="text-align: right;">\$3,000.00</p>	<p>1916 Oct. 4 \$750.00</p> <p>1917 Jan. 2 750.00 Apr. 4 750.00 July 7 750.00</p> <hr/> <p style="text-align: right;">\$3,000.00</p>
---	--

SALE OF CAMPUS BUILDINGS 1916-1917

Mrs. Bettie Nelson, House and Barn, 205 Beacon Street	\$50.00
House..... 113 Pleasant Street	155.00
	\$205.00

TWENTIETH BIENNIAL REPORT

TABLE XVIII—Continued
RECEIPTS FROM CAMPUS BUILDINGS

1917-1918

RENTS

1917		1917	
Aug. 1 Rent Reductions, 1917-18	\$125.00	Aug. 1 Charges Fd. from 1916-17	\$1,898.73
July 31 Receipts, 1917-18.	9,608.69	July 31 Heat Charges, 1917-18	\$9,410.24
July 31 Charges Fd. to 1918-19	1,915.78	July 31 House Sale, 1917-18	306 00
		July 31 Decor. and Rep., 1917-18	20.00
		Payments for 1918-19...	14.50
	<hr/>		<hr/>
	\$11,649.47		\$11,649.47

RUSSELL-GRADER MANUFACTURING COMPANY

1917		1917	
Aug. 1 Lease, Aug. 1, 1917, to Aug. 1, 1918	\$750.00	Aug. 2, Cr. Fd.	\$187.50
		Nov. 7	187.50
		Feb. 5	187.50
		May 6	187.50
	<hr/>		<hr/>
	\$750.00		\$750.00

ALEX AND ISAAC SUMMERFIELD

1917		1917	
Aug. 1 Lease, Aug. 1, 1917 to Aug. 1, 1918	\$3,000.00	Oct. 4	\$750.00
		Jan. 4	750.00
		Apr. 4	750.00
		July 9	750.00
	<hr/>		<hr/>
	\$3,000.00		\$3,000.00

SALE OF CAMPUS BUILDINGS 1917-1918

A. Nelson	House, 211 Beacon Street.....	\$306.00
-----------------	-------------------------------	----------

TABLE XIX
OUTSTANDING BILLS, ORDERS, ETC.

FISCAL YEAR ENDING JULY 31, 1917

FUND	Regular	Contingent	Storehouse	Transfers	Orders	Total
University Support	\$4,152.62	\$4,998.31	\$443.68	\$3,384.76	\$12,979.37
Farm Support	2,587.97	555.18	253.02	205.22	1,098.30	4,699.69
Bookstore	1,670.25	49.27	4.54	546.70	2,270.76
Minnesota Union	1,896.40	42.86	18.14	1,957.40
Sanford Hall	153.41	1.39	39.00	193.80
Shevlin Hall	200.3542	20.30	221.07
Agricultural Dining Hall.....	1,774.78	338.48	58.10	12.73	3.00	2,187.09
Photo Laboratory	41.24	41.24
Gymnasium Fund	35.91	35.91
Seed Cases	29.00	29.00
Special Donations	2.30	2.30
Campus Building Rents	334.51	101.18	194.50	630.19
Trolley Fund	562.94	562.94
General Storehouse	5,976.76	57.93	5,371.34	11,406.03
Totals	\$19,387.14	\$6,028.17	\$806.31	\$319.13	\$10,676.04	\$37,216.79
University Repairs	392.74	321.72	618.70	1,333.16
Library	703.08	114.68	817.76
Law Library	842.57	65.87	908.44
Fuel Fund	11,307.70	11,307.70
Elliot Hospital	1,736.94	60.01	1,471.51	1,452.65	50.35	4,771.46
Research	104.13	307.25	23.50	11.85	3,954.00	4,400.73
Scientific Books and Instruments.....	1,171.20	3.10	3.00	1,409.35	2,586.65
Geological Survey	1,385.76	9.59	1,395.35
Extension	107.27	2.35	21.31	165.85	21.00	317.78

TABLE XIX—Continued
 OUTSTANDING BILLS, ORDERS, ETC.

FUND	FISCAL YEAR ENDING JULY 31, 1917					Total
	Regular	Contingent	Storehouse	Transfers	Orders	
<i>Sundry Equipment</i>						
Chemistry Building	249.06				447.37	696.43
Mines Building	88.50					88.50
Education Building					59.00	59.00
University Heating Plant.....	67.30			49.61		116.91
Special Books	485.63					485.63
Remodeling Library Building				34.04		34.04
New Mines Building Equipment.....			46.00		171.25	217.25
Agricultural Repairs	781.07			241.27		1,022.34
Campus Maintenance		178.70	.24			178.94
Library	184.59	53.33	15.53		526.82	780.27
Extension	29.43	143.04	.14	41.00		213.61
Lever Fund	18.90		80.00			98.90
Forestry School	25.78	132.81			25.50	184.09
General Investigations	847.78	216.70	132.74	59.66	1,163.20	2,420.08
Seed Testing	16.20					16.20
Enlarging Power House	200.00			26.45	1,275.00	1,501.45
Special Improvements	315.83	171.88		139.10		626.81
Home Economics	207.59				12.00	219.59
Hog Cholera Serum	115.13	1.20		6.31	112.04	234.68
Veterinary Path. Plant Addition.....	5.75					5.75
Crookston Support	681.77	420.38	33.12		201.40	1,336.67
Dining Hall	53.76	103.76	109.06		175.39	441.97
Repairs	186.25	105.45				291.70

Grand Rapids Support	1,490.89	308.58	14.10	22.12	434.95	2,270.64
Repairs and Buildings.....					5,171.00	5,171.00
Morris Support	223.94	565.44		1.35		790.73
Dining Hall	401.60	121.75	25.58	207.72		756.65
Repairs	13.43	35.25		4.04	291.59	344.31
Cows25				.25
Duluth Support	84.51	186.83		3.00		274.34
Inst. Hall Equipment	5.25				112.00	117.25
Waseca Support	25.00	135.84	16.43		128.50	305.77
Repairs	10.70					10.70
Seeds and Plants	25.00					25.00
Zumbra Support	98.10	148.34	2.67		7.00	256.11
Special Improvements	13.30			16.02		29.32
Trust Funds		13.50				13.50
Totals	\$44,090.57	\$9,555.49	\$2,810.93	\$3,125.89	\$27,109.32	\$86,692.20

FISCAL YEAR ENDING JULY 31, 1918

FUND	Regular	Contingent	Storehouse	Farm Storehouse	Transfers	Orders	Total
Support	\$9,936.55	\$3,854.68	\$31,289.89	\$500.39	\$374.84	\$35,266.20	\$81,222.55
Repairs and Buildings.....	93.05					46.50	139.55
Peat Soil Investigations31					522.26	522.57
Fire Loss, Beef Cattle Barn.....						16.73	16.73
Totals	\$10,029.91	\$3,854.68	\$31,289.89	\$500.39	\$374.84	\$35,851.69	\$81,901.40

INDEX

Page	Page		
Accidents	150-51	Chemistry, School of.....	56-58
Administrative organization, de-		change in Deanship.....	58
developments in	107-14	survey of	124
Appointments Committee	110	Clerical service, regulations gov-	
committee for judging objects		erning	110-12
of art	110	Collegiate students	
Deanship of Student Affairs...	108	registration.....	35, 36, 37
housing of students.....	113	Comptroller's report	137-255
organization of Department of		accidents	150-51
Agriculture	107	audit of accounts.....	137
secretarial, clerical, and steno-		budget system	137
graphic service	110	consolidation of funds.....	137-38
Summer Session	112	fires and insurance.....	151
University Health Service....	109	Mayo Foundation	143-44
Vocational Adviser for Women	108	new business building.....	151
Administrative policies	114-15	organization	137
advertising	115	payment of claims.....	137
purchases	114	Trust Funds	145-50
University property	115	University trolley system....	138
Administrative staff, changes in..	54-58	tables	139-42
Advertising, policy regarding....	115	Coöperative houses for women...	50
Advisers for freshmen.....	52		
Agricultural Extension Division		Dairy Husbandry	78
survey of	126-28	Degrees conferred during the	
chart	127	biennium	40-41
Agriculture, College of		table	44
change in title.....	79	Dentistry, College of.....	79
Agriculture, Department of		survey of	123
change of Deanship.....	56	Departments, organization of....	79-80
organization	107-8	Dormitory systems	11
survey of	121-22		
Albert Howard Scholarship Fund	147	Earnings of students.....	48
Alumni Association. <i>See</i> General		Education, College of	
Alumni Association		survey of	124-25
Animal Biology, organization of		Educational organization	
those interested in.....	84-85	Animal Husbandry, Dairy Hus-	
Animal Husbandry	78-79	bandry, Veterinary Science..	78
Appointments	56-58	change in title of College of	
committee on	110	Agriculture	79
Art, committee for judging ob-		College of Dentistry.....	79
jects of.....	110	Department of Philosophy and	
Audit of accounts.....	137	Psychology	80
Audit of student finances.....	51	improvement in	78-85
		Junior and Senior Colleges...	80
Base Hospital No. 26.....	76	organization by groups.....	84
Botanical Survey		organization of departments...	79
survey of	132-33	Training Course for Social and	
Budget system	137	Civic Workers	82
Building plan	9-10	union of English and Rhetoric	
Buildings and grounds. <i>See</i> Finan-		Departments	80
cial tables		Educational policy, development	
Business Education	106-7	of	85-107
Business system. <i>See</i> Comptrol-			
ler's report			

	Page
Educational policy (continued)	
Business Education	106-7
coöperation with outside agen- cies	85-102
graduate fellowships	102
Mayo Foundation	86-87
thyroxin	99
full-time clinical professorships	105-6
Institutional Management	107
Journalism	106
Normal Art Course.....	107
petition for academic subjects denominated religious	102-5
Elliot Scholarship Loan Fund.....	145-46
Engineering and Architecture, College of	
change in Deanship.....	56
survey of	120-21
English Department, union with Rhetoric	80-82
Expenses of students.....	47-48
Extension Service. <i>See</i> Agricul- tural Extension Division, General Extension Division	
Faculty. <i>See</i> Teaching Staff	
Fees. <i>See</i> Financial tables	
Finances	116-18
<i>See also</i> Comptroller, Funds, Needs for Biennium, Trust funds	
financial aid for students.....	117
funds for Summer Session....	117
gifts	117-18
increased fees	117
reapportionment of University receipts	116
Financial tables	156-255
(For list see pages 154-55)	
Fires and insurance.....	151
Four-quarter system	11-12
Fraternities	53
survey of	133
Free and Service Scholarships....	48-49
Funds	
building and equipment, 1916- 1917, 1917-1918	199, 201
building and equipment, credits to, 1916-1917, 1917-1918....	204
building and equipment, items charged to but not properly expense, 1916-1917, 1917-1918	209
consolidation of	137-38
credits, debits, and balances, 1916-1917, 1917-1918.....	214-31, 232-50

	Page
Funds (continued)	
expenditures, classification for 1917-1918	173-93
expenditures, summary of, 1916-1917	160-67
fees, distribution of	196-97
maintenance funds, 1916-1917, 1917-1918	198, 200
maintenance funds, credits to, 1916-17, 1917-18	202-3
needed for next biennium....	13-33
outstanding bills, orders, etc., 1916-17, 1917-18	253-55
recapitulation of all funds, 1916-17, 1917-18	156-57
receipts	
from campus buildings, 1916- 17, 1917-18	251-52
schedules of, 1916-17	169-71
schedules of, 1917-18	194-95
summary of, 1916-17	158
summary of, 1917-18.....	172
support fund, reconciling bal- ance with State Auditor's books, 1916-17, 1917-18.	210, 211-13
transfers and entries other than University maintenance re- ceipts and expenditures, 1916-17, 1917-18	205-8
General Extension Division	
registration	37
table	40
survey of	128-29
Geological Survey	
survey of	131-32
Gideon Memorial Prize Fund....	149
Gilfillan Trust Fund.....	145
Graduate fellowships	102
Graduate School	
survey of	125
Health Service	109-10
Housing regulations	113-14
Institutional Management	107
Intramural sports	50-51
John A. Johnson Memorial Fund	150
Journalism	106
Junior College	80
Law School	
survey of	122-23
Library	
survey of	126

INDEX

259

	Page		Page
Loan funds	49	Registration statistics	35-47
Lodging-houses, supervision of...	49	collegiate students	35
Ludden Estate	147	chart	36
Ludden Trust Fund.....	146	table	37
		degrees conferred during the	
Mayo Foundation	86-99	biennium	40-41
financial statement	143-44	table	44
Medical School		extension students	37
survey of	123	table	40
Military Department		geographical distribution	41-42
survey of	131	table	45-47
Mines, School of		charts	43
survey of	123-24	growth in numbers of students,	
		1887-88 to 1917-18	40
Needs for the biennium.....	7-33	chart	41
aim of the University.....	7	subcollegiate students	35
comprehensive building plan..	9	table	38
dormitory systems	11	summary of	37
effects of the war.....	7	tables	40, 42
estimates of requirements for		charts	39
supplies, table	19-22	Religious subjects, academic	
estimates of salary increases		credit for	102-5
and additions to staff for		Resignations	54-58
1919-21, with expenditures		Rhetoric, Department of. <i>See</i>	
for 1917-19, table.....	14-18	English	
four-quarter system	11-12	Rollin E. Cutts Memorial Fund	148
general salary situation.....	8-9		
improvement rather than ex-		Salaries. <i>See also</i> Financial tables	
pansion	8	plan of payments.....	61
repairs, special repairs, schedule		general situation	8
B, table	23-33	in College of Science, Litera-	
summary of needs for bienni-		ture, and the Arts.....	62
um compared with appro-		Science, Literature, and the Arts,	
priation for biennium ending		College of	
July 31, 1919, table.....	13	survey of	120
Normal Art Course.....	107	teaching staff	62-63, 65-66
Norton-Harjes Ambulance Corps.	76	Self-government, student	51
		Senior College	80
Pharmacy, College of		Shevlin Fellowships	149-50
survey of	124	Social and Civic Work.....	82-84
Philosophy, Department of.....	80	Sororities	53-54
Physical Education for Men		Statistics of registration. <i>See</i>	
survey of	130	Registration statistics	
Physical Education for Women		Student Affairs, Dean of.....	108
survey of	130-31	Students	47-54
Physical Education and Intra-		adjustment to war conditions	
mural Sports		for benefit of.....	68-70
survey of	133	advisers for freshmen.....	52
Physical plant and equipment...118-19		audit of finances.....	51
President's report	34-134	caring for Arts College fresh-	
Professorships, clinical	105-6	men	52-53
Psychology, Department of.....	80	coöperative houses for women.	50
Purchases, regulations regarding.	114	earnings of	48
		expenses of	47-48
Regents	4-5	fraternities and sororities....	53
		Free and Service Scholarships	48-49

	Page		Page
Students (continued)		Teaching staff (continued)	
intramural sports	50	statistics of teaching strength..	63-65
loan funds	49	table	65
regulations concerning housing		war service of.....	77
of	113-14	Thyroxin	99-102
self-government	51	Trolley system	138
supervision of boarding-houses.	49	tables	139-42
Subcollegiate students	35, 38	Trust Funds	145-50
Summer Session, organization and		University property, regulations	
conduct of	112-13	concerning	115
Supplies. <i>See</i> Financial tables		Veterinary Science	78
Support funds. <i>See</i> Funds		Vocational Adviser for Women..	108-9
Survey of the colleges, etc.....	120-34	War conditions, adjustments to..	68-78
Teaching staff	58-68	for benefit of faculty.....	71-74
adjustments to war conditions		for benefit of students.....	68-70
for benefit of	71-74	loyal support of the govern-	
classification of all appoint-		ment required	74-75
ments	60-61	war service of the University.	75-77
College of Science, Literature,		army training on campus....	75-76
and the Arts	65-68	Base Hospital No. 26.....	76
table	66	faculty in service.....	77
exemption from fees in Gradu-		Norton-Harjes Ambulance	
ate School	63	Corps	76-77
professional services rendered		War, effects of.....	7-8
by	63	William J. Bryan Prize Fund...	148
sabbatical furloughs and leaves		Women	
of absence	59-60	change in Deanship.....	58
salaries		report of Dean of.....	125-26
College of Science, Litera-			
ture, and the Arts.....	62-63		
plan of payments.....	61-62		